



CITY *of* CLOVIS

SPECIAL JOINT MEETING OF THE CLOVIS CITY COUNCIL AND CLOVIS PLANNING COMMISSION

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

May 8, 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 Whalen
Flag salute led by Councilmember Bessinger

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.)

1. JOINT MEETING OF THE CLOVIS CITY COUNCIL AND THE CLOVIS PLANNING COMMISSION

A. Workshop

1. Receive and File – Review functions of the Planning and Development Services Department. (Staff: D. Kroll)
 - Roles and Responsibilities of Staff, the Planning Commission, and the City Council regarding land use considerations.
 - Planning & Development Services Annual Report.

2. CITY MANAGER COMMENTS

- A. Consider a Request from the City of Orange Cove for assistance in paying their San Joaquin Valley Water Infrastructure Authority Dues in the amount of \$470.

3. COUNCIL ITEMS

- A. Council Comments

ADJOURNMENT

Meetings and Key Issues			
May 15, 2017 (Mon.)	6:00 P.M.	Regular Meeting (Budget Introduction)	Council Chamber
June 5, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
June 12, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
June 19, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
July 3, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
July 10, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
July 17, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Aug. 7, 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.

A. CITY CLERK

- 1) Approval - Minutes for the May 1, 2017 Council meeting.

B. ADMINISTRATION

- 1) No items.

C. COMMUNITY AND ECONOMIC DEVELOPMENT

- 1) Approval – Res. 17-____, Adoption of the City of Clovis 2017-18 Annual Action Plan for expenditure of Community Development Block Grant Funds. (Continue to a date uncertain)

D. FINANCE

- 1) No items.

E. GENERAL SERVICES

- 1) Approval – Res. 17-____, Authorizing a Loan Application to the California Energy Commission - Energy Conservation Assistance Act Program Loan for supplemental LED Lighting funding.

F. PLANNING AND DEVELOPMENT SERVICES

- 1) No items.

G. PUBLIC SAFETY

- 1) Receive and File - Police Department Report for the month of March 2017.

H. PUBLIC UTILITIES

- 1) Approval – Preliminary Engineer's Report; and Approval – Res. 17-____, A Resolution Declaring the City's Intention to Levy and Collect the Annual Assessments for Landscape Maintenance District No. 1.
- 2) Receive and File – Public Utilities Report for the month of February 2017.

I. REDEVELOPMENT SUCCESSOR AGENCY

- 1) No items.

CLOVIS CITY COUNCIL MEETING

May 1, 2017

6:00 P.M.

Council Chamber

Meeting called to order by Mayor Pro Tem Bessinger
Flag Salute led by Councilmember Ashbeck

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

6:02 - PRESENTATION OF PLAQUE TO OUTGOING PLANNING COMMISSIONER MICHAEL PAWLOWSKI

Councilmember Mouanoutoua presented a proclamation to outgoing Planning Commissioner Michael Pawlowski.

6:10 - PRESENTATION OF PROCLAMATION TO LISA KOEHN DECLARING MAY AS "WATER AWARENESS MONTH"

Councilmember Flores presented a Proclamation to Lisa Koehn declaring May as "Water Awareness Month".

6:15 - CONSENT CALENDAR

Motion by Councilmember Ashbeck, seconded by Councilmember Mouanoutoua, that the items on the Consent Calendar, except items C1 and F5, be approved. Motion carried 4-0-1 with Mayor Whalen absent.

- A1) Approved - Minutes for the April 17, 2017 Council meeting.
- F1) Approved – **Res. 17-41**, Final Map for Tract 6145, located at the southwest corner of DeWolf and Richmond Avenues (Wilson Premier Homes, Inc.).
- F2) Approved – **Res. 17-42**, Annexation of Proposed Tract 6145 and Parcel Map 2016-05, located at the southwest corner of DeWolf and Richmond Avenues, to the Landscape Maintenance District No. 1 of the City of Clovis (Wilson Premier Homes, Inc.).
- F3) Approved – **Res. 17-43**, Revise the street name of old "North Temperance Avenue", from Alluvial Avenue to Herndon Avenue, to "North Magnolia Avenue."
- F4) Approved – Final Acceptance for Tract 6084, located in the northeast area of Armstrong and Bullard Avenues (Bullard Armstrong LP, Gary Mason).
- F6) Approved - Bid Award for CIP 15-05, Fowler Avenue Street Improvements, and; Authorize the City Manager to execute the contract on behalf of the City.
- F7) Approved - Bid Award for CIP 15-06, Shaw Avenue Sidewalk Improvements, and; Authorize the City Manager to execute the contract on behalf of the City.
- H1) Approved - Hire an Equipment Mechanic Assistant for the Fleet Maintenance Section at Step "4" of the Salary Range.

- 6:16 - CONSENT CALENDAR ITEM (C1), RECEIVED AND FILED – BUSINESS ORGANIZATION OF OLD TOWN (B.O.O.T.) THIRD QUARTER REPORT, JANUARY THROUGH MARCH 2017

Business Development Manager Shawn Miller provided a brief report on the BOOT Third Quarter Report. Councilmember Mouanoutoua directed questions to staff and Shawn Miller responded. There being no public comment, Mayor Pro Tem Bessinger closed the public portion. Discussion by the Council. It was the consensus of Council, with Mayor Whalen absent, for the Council to approve the Business Organization of Old Town (B.O.O.T.) third quarter report, January through March 2017.

- 6:25 - CONSENT CALENDAR ITEM (F5) APPROVED - BID AWARD FOR CIP 14-16, LETTERMAN PARK ADA IMPROVEMENTS, AND; AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT ON BEHALF OF THE CITY

City Engineer Mike Harrison provided a brief report on CIP 14-16, Letterman Park ADA improvements. Councilmember Mouanoutoua directed questions of staff and Mike Harrison responded. There being no public comment, Mayor Pro Tem Bessinger closed the public portion. Discussion by the Council. Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve the bid award for CIP 14-16, Letterman Park ADA improvements, and authorize the city manager to execute the contract on behalf of the city. Motion carried 4-0-1 with Mayor Whalen absent.

- 6:29 1A1 - APPROVED - **RES. 17-44**, A RESOLUTION ANNEXING TERRITORY (ANNEXATION #49 – T5176-NORTHEAST CORNER SHAW/LOCAN, T6101-SOUTHEAST CORNER ASHLAN/LEONARD, T6164 SOUTHWEST CORNER ASHLAN/LEONARD) TO THE CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES) AND CALLING A SPECIAL LANDOWNER ELECTION TO ANNEX TERRITORY (ANNEXATION #49) TO CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES); AND **ITEM 1A2** - APPROVED - **RES. 17-45**, A RESOLUTION OF THE CITY OF CLOVIS DECLARING THE RESULTS OF A SPECIAL LANDOWNER ELECTION AND DIRECTING RECORDING OF THE NOTICE OF SPECIAL TAX LIEN FOR CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES).

Assistant Finance Director Jay Schengel presented a report on various actions related to Annexation of Territory (#49 – T5176-Northeast Corner Shaw/Locan, T6101- Southeast Corner Ashlan/Leonard, T6164 Southwest Corner Ashlan/Leonard) to the City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services). Since the condition to establish a CFD was imposed on the developments being processed by the City, developments proceeding after March 8, 2004 must petition to be annexed to the existing CFD. This action is required to begin the process of annexation provided by the conditions of approval of the development entitlements. Jay Schengel provided an overview of Annexation #49. There being no comment, Mayor Pro Tem Bessinger closed the public portion. Discussion by the Council.

Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve **Resolution 17-44**, for the Council to approve a Resolution annexing territory

((#49 – T5176-Northeast Corner Shaw/Locan, T6101- Southeast Corner Ashlan/Leonard, T6164 Southwest Corner Ashlan/Leonard) to the City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services) and calling a special landowner election to annex territory (Annexation #45) to City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services). Motion carried 4-0-1 with Mayor Whalen absent.

City Clerk John Holt reported out that he was in receipt of 3 ballots representing 49 votes all in favor and noted unanimous passage of the ballot measure. There being no comment, Mayor Pro Tem Bessinger closed the public portion. Discussion by the Council.

Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve **Resolution 17-45**, a Resolution of the City of Clovis declaring the results of a special landowner election and directing recording of the Notice of Special Tax Lien for City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services). Motion carried 4-0-1 with Mayor Whalen absent.

6:37 - 2A1 - ADOPTED - **ORD. 17-05**, R2017-01, APPROVE A PREZONE FROM THE COUNTY AE-20 ZONE DISTRICT TO THE CLOVIS R-1 (SINGLE FAMILY RESIDENTIAL - 6,000 SQ. FT.) ZONE DISTRICT. (VOTE: 4-0-1 WITH COUNCILMEMBER ASHBECK ABSENT)

City Clerk John Holt indicated that this item was on the regular agenda because at introduction it was approved at a less than unanimous vote. There being no public comment, Mayor Pro Tem Bessinger closed the public portion. Discussion by the Council. Motion by Councilmember Flores, seconded by Councilmember Mouanoutoua, for the Council to approve a prezone from the County AE-20 Zone District to the Clovis R-1 (Single Family Residential - 6,000 Sq. Ft.) Zone District. Motion carried 3-0-1-1 with Mayor Whalen absent, and Councilmember Ashbeck abstaining.

6:39 – 2A2 - ADOPTED - **ORD. 17-06**, R2016-18, A REQUEST TO REZONE FROM THE R-A (SINGLE-FAMILY RESIDENTIAL – 24,000 SQ. FT.) ZONE DISTRICT TO THE R-1 (SINGLE-FAMILY RESIDENTIAL) ZONE DISTRICT. (VOTE: 4-0-1 WITH COUNCILMEMBER ASHBECK ABSENT)

City Clerk John Holt indicated that this item was on the regular agenda because at introduction it was approved at a less than unanimous vote. There being no public comment, Mayor Pro Tem Bessinger closed the public portion. Discussion by the Council. Motion by Councilmember Flores, seconded by Councilmember Mouanoutoua, for the Council to approve A request to rezone from the R-A (Single-Family Residential – 24,000 sq. ft.) Zone District to the R-1 (Single-Family Residential) Zone District. Motion carried 3-0-1-1 with Mayor Whalen absent, and Councilmember Ashbeck abstaining.

6:41 - 4A - COUNCIL COMMENTS

Councilmember Ashbeck reported out on a recent Council of Governments meeting she attended.

Councilmember Flores reported out on League of California Cities meeting attended last week.

Mayor Pro Tem Bessinger reported out on a meeting he attended with Tarpey residents last week.

ADJOURNMENT

Mayor Pro Tem Bessinger adjourned the meeting of the Council to May 8, 2017

Meeting adjourned: 6:58 p.m.

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Community and Economic Development Department

DATE: May 8, 2017

SUBJECT: Approval – Res. 17-____, Adoption of the City of Clovis 2017-18 Annual Action Plan for expenditure of Community Development Block Grant Funds.
(Continue to a date uncertain)

Community and Economic Development Department staff is requesting that the City Council continue the subject public hearing to a date uncertain. The U.S. Department of Housing and Urban Development has provided guidance advising the postponement of Action Plan adoption until the 2017-18 Community Development Block Grant allocations are announced. Once a date has been determined, staff will republish the required legal notices.

Please direct questions to the Heidi Crabtree, Housing Program Coordinator, at 559-324-2094.



AGENDA ITEM NO: **CC-E-1**
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: May 8, 2017

SUBJECT: Approval – Res. 17-____, Authorizing a Loan Application to the California Energy Commission - Energy Conservation Assistance Act Program Loan for supplemental LED Lighting funding.

ATTACHMENT: (A) Resolution 17-____

CONFLICT OF INTEREST

None

RECOMMENDATION

Approve a resolution authorizing the City Manager to complete a loan application to the California Energy Commission - Energy Conservation Assistance Act Program Loan for supplemental LED Lighting funding.

EXECUTIVE SUMMARY

On March 20, 2017, the City Council authorized the City to enter into a Letter of Intent with energy services company, Compass Energy Solutions (CES), for the purposes of conducting a feasibility study to determine if installation of LED lighting systems at city-owned facilities is a viable energy strategy. CES is identifying possible funding sources that could provide potential funding should a viable LED lighting project be identified and later submitted for City Council approval.

The California Energy Commission (CEC) currently has \$2.6 million in Energy Conservation Assistance Act (ECAA) funds that are available to various public agencies for energy projects via a 1% interest loan, not to exceed a 20-year term. Loan applications are currently being taken on a first-come, first-served basis. Although an exact project has not been positively identified at this point of the study, submitting a CEC Loan application at this time would place the City in line to be evaluated before the

ECAA funds are obligated to other public agencies or exhausted. Submission of the application does not bind the City to completing the loan process, but puts the City in a favorable position for low interest funding if a viable project is identified and approved by Council.

BACKGROUND

On March 20, 2017, the City Council authorized the City to enter into a Letter of Intent with energy services company, CES, for the purposes of conducting a feasibility study to determine if installation of LED lighting systems at city-owned facilities, parks and trails could provide the City with a viable project that will produce a positive return on investment.

Loan Application Details

A portion of CES's study was to identify possible funding sources to supplement funding for a viable LED lighting project. CES recently contacted the CEC and was informed that \$2.6 million in ECAA funds has recently become available for public agency energy projects. The ECAA loan has an interest rate of 1% and must be repaid from energy cost savings or other legally available funds within a maximum 20-year term. The loan's term cannot exceed the useful life of loan-funded equipment; therefore, the term of the loan will be determined on a case-by-case basis based upon the estimated annual energy cost savings from the project.

The no-cost ECAA loan applications are being accepted on a first-come, first-served basis, accompanied with documentation of proven energy savings and a resolution approved by the governing body. Lighting system upgrades with proven energy and/or demand cost savings are eligible. Submitting a CEC Loan application at this time would strategically place the City in line to be evaluated before the ECAA funds are obligated to other public agencies or exhausted.

The CEC requires a feasibility study (inclusive of calculations, energy bills, budgets and schedules proving a viable project) be submitted with the loan application in tandem with the governing board's resolution. CES has completed a preliminary study that will qualify for the loan application. As the study evolves, there could be significant changes in the scope of work as well as the savings forecast. The CEC will be provided the results of the final feasibility study to allow them to adjust the amount of the loan as well as the repayment schedule based upon the findings.

Project Loan Strategy

CEC's ECAA loan would be a key funding source in tandem with PG&E's "On Bill Financing" (OBF) that could possibly provide 100% funding for a viable LED lighting project while maintaining net positive cash flow during the term of the lease. The OBF is a 0% interest loan with a maximum 10-year loan term that also uses the project's estimated savings to repay the loan. The OBF is not a consideration of this staff report and will be submitted for consideration and approval at a future date.

Staff is seeking a maximum loan limit of \$2.6 million in available 1% ECAA funds. Variables such as final project estimates, CEC's final determination of available loan funds based upon their evaluation of the project and the loan amount the project seeks from PG&E's 0% OBF program will ultimately influence the actual loan amount of the ECAA loan.

CES will conclude their feasibility study near the latter part of June 2017, with staff returning to the City Council shortly thereafter to inform Council of the feasibility study's findings and to verify if a viable LED lighting project is identified. If so, staff will discuss and seek approval of all final project financing options with appropriate resolutions, final project design, costs, and benefits; and whether or not to move forward with a project and provide Compass Energy Solutions with a "Notice to Proceed".

FISCAL IMPACT

The strategic action to apply for a CEC loan application, which until actual loan documents are fully executed, is non-binding; therefore, there is no impact to the FY2016/2017 budget.

REASON FOR RECOMMENDATION

Staff continues to explore ways of responsibly implementing viable energy projects as a means of reducing facility energy costs and is currently working with CES to determine the viability of a city-wide LED lighting project. A determining factor of a project's viability is the project's funding sources, with their associated interest rates.

CES has identified a 1% ECAA loan administered by the CEC which uses the estimated energy cost savings to repay the loan. Submitting a CEC loan application at this time would strategically place the City in line to be evaluated before the ECAA funds are obligated to other public agencies or exhausted.

ACTIONS FOLLOWING APPROVAL

Staff will coordinate with CES to prepare a CEC-ECAA loan application for City Manager signature, not to exceed \$2.6 million, and accrue all necessary documents to assemble a complete loan application package for submittal to the CEC for evaluation. If approved and a viable project is identified, Staff will return to the City Council to seek approval for a LED lighting project, inclusive of final financing options.

Prepared by: Larry Louie, Department Support Manager

Submitted by: Shonna Halterman, General Services Director 

RESOLUTION 17-__

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING CALIFORNIA ENERGY COMMISSION LOAN FOR
SPECIFIED ENERGY EFFICIENCY PROJECTS**

WHEREAS, the California Energy Commission provides loans to schools, hospitals, local governments, special districts, and public care institutions to finance energy efficiency improvements; and

NOW THEREFORE, BE IT RESOLVED, that the Clovis City Council authorizes the City of Clovis to apply for energy efficiency loan from the California Energy Commission to implement energy efficiency measures; and

BE IT ALSO RESOLVED, that in compliance with the California Environmental Quality Act (CEQA), the Clovis City Council (Governing Body) finds that the activity funded by the loan is a project that is exempt under CEQA guidelines Section 15301 Existing Facilities Class 1 and Section 15302 Replacement or Reconstruction Class 2; and

BE IT ALSO RESOLVED, that if recommended for funding by the California Energy Commission, the Clovis City Council authorizes the City of Clovis to accept a loan up to \$2,600,000; and

BE IT ALSO RESOLVED, that the amount of the loan will be paid in full, plus interest, under the terms and conditions of the Loan Agreement, Promissory Note and Tax Certificate of the California Energy Commission; and

BE IT FURTHER RESOLVED, that Luke Serpa, Interim City Manager is hereby authorized and empowered to execute in the name of the City of Clovis, all necessary documents to implement and carry out the purpose of this resolution, and to undertake all actions necessary to undertake and complete the energy efficiency projects.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on May 8, 2017 by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

DATED:

Mayor

City Clerk



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

City Manager: 

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Clovis Police Department

DATE: May 8, 2017

SUBJECT: Receive and File - Police Department Report for the month of March 2017

CONFLICT OF INTEREST

None

RECOMMENDATION

Receive and File - Police Department Report for the month of March 2017

EXECUTIVE SUMMARY

The Police Department provides monthly updates to City Councilmembers on department activities.

BACKGROUND

The Police Department Monthly Report contains statistical data along with timely articles.

Clovis Police Department

Monthly Report to Council, March 2017

CLOVIS POLICE OFFICER/STAFF ACCOMPLISHMENTS

FBI Crime Index Statistics for March

Homicide	0	Burglary	33
Vehicle Theft	10	Forcible Rape	4
Robbery	9	Larceny Theft	170
Arson	0	Aggravated Assault	17

Clovis Police Department Statistics for March:

Calls for Service: Public: 4,165 Officer Initiated: 3,014 Total: 7,179

(Average Calls for Service per Day: 231.580)

Arrests: Adults: 307 Juveniles: 40 Total: 347

Traffic Accidents: Fatal: 0 Injury: 17 Non-Injury: 41 DUI: 7 Hit & Run: 15

DUI Arrests: 24 Traffic Cites: 439 Parking Cites: 135

Municipal Citations: 90 Priority One Response Time: 4.56 min.

Citizen Surveys of Service:

(Above average or excellent)

Jan. Feb. Mar.

92% 94% 92%

Volunteer Hours for March (@ \$22.14 per hour):

79 volunteers donated 923.1 hours for a monthly cost savings to our department of \$20,437.43

Explorer Hours for March (@ \$11.50 per hour):

Additionally, 11 Explorers **donated 64.3 hours for a monthly cost savings of \$739.45**

Combined, volunteers and Explorers donated 9 hours for a combined monthly savings of

Total Savings: \$20,540.93.

Pet Adoption Center Volunteers contributed 569 hours

Community Development Block Grant Stats for March: Warnings/Courtesy Notices: 68

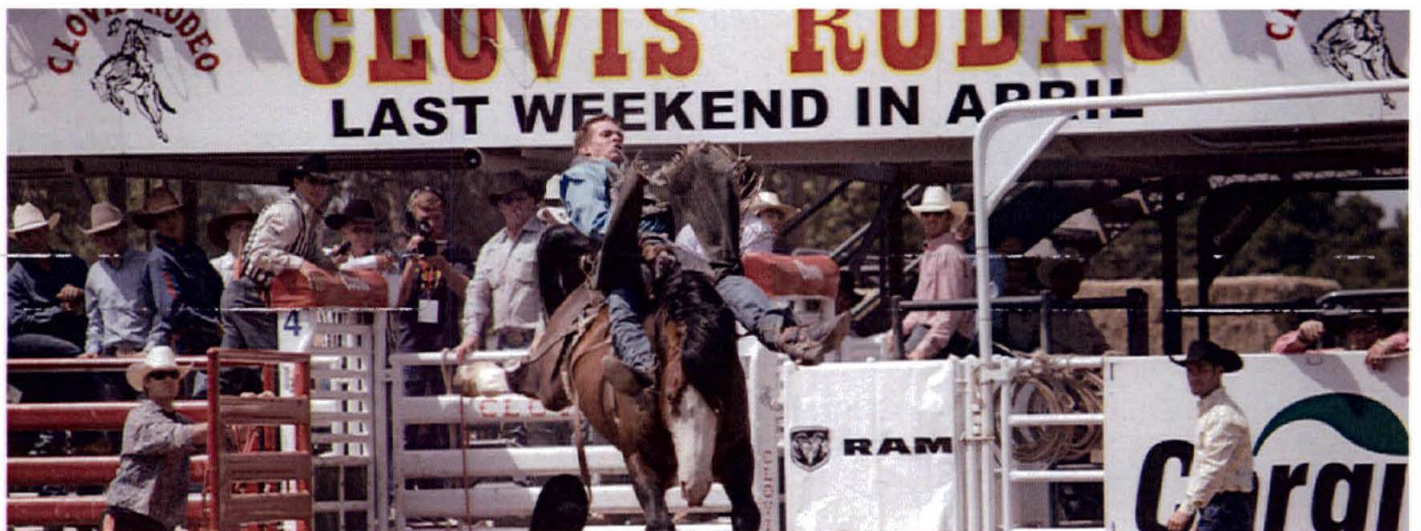
Closed CRMs due to compliance: 45

News Releases Available online and on Facebook


TABLE MOUNTAIN CASINO BIG HAT DAYS CLOVIS, CALIFORNIA



The Clovis Rodeo Association proudly tips their hats to hometown cowgirl Jodie Simpson Everett who has been named Grand Marshal of the 103rd Clovis Rodeo. A Clovis native, Jodie and her family are an integral part of the rich history of the region. She has been involved in the ranching community and rodeo since her childhood. Simpson Everett follows in the footsteps of her father, rancher Edwin W. Jodie Simpson.





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: May 8, 2017

SUBJECT: Approval - Preliminary Engineer's Report; and Approval - Res. 17-____, A Resolution Declaring the City's Intention to Levy and Collect the Annual Assessments for Landscape Maintenance District No. 1.

ATTACHMENTS: A) Resolution of Intention
B) Assessment Diagrams

CONFLICT OF INTEREST

None

RECOMMENDATION

1. Approve the Preliminary Engineer's Report on file with the City Clerk; and
2. Adopt Resolution No. 17-____ that declares the City's intention to levy and collect the annual assessments for Landscape Maintenance District No. 1, and gives notice of Public Hearing.

EXECUTIVE SUMMARY

The City collects funds through annual assessments on properties within Landscape Maintenance District (LMD) No. 1. These funds provide landscape maintenance services for those properties within the LMD, including special enhancements unique to the various tracts within the District. Currently, 37 different assessment zones have been established. Zones 1-3 provide for general landscape maintenance, Zones 4-6 provide for neighborhood park maintenance, Zones 7-36 provide for maintenance of special neighborhood enhancements, and Zone SE provides for maintenance for all of Loma Vista. Properties within the LMD (except those in Zone SE) are all in Zones 1-3, and they may also be in Zones 4-6 and Zones 7-35. Zone SE is unique in that it covers all three categories of landscape: general, parks, and special enhancements.

The rates for zones 1, 2, 3, and 6 were established by election in 2004. Those rates have remained the same since that election. In 2013, there was an election for Zones 4, 5, and 7 which established the new assessment rates for those zones; and in 2016 there was an election in Zones 2, 4, and 5. The election resulted in an assessment increase in Zone 4, but the election results failed to increase the assessments in Zones 2 and 5.

Zones 7-35 and Zone SE include escalation clauses in the annexation covenants that allow the City to increase the assessments by the Consumer Price Index (CPI) plus 2%. Because this provision is included in the annexation documents and agreed to by the property owners, it is not considered a rate increase and is not subject to the election process outlined in Proposition 218. In 2013, the successful election in Zone 7 included a proposed increase of CPI plus 2%.

Consistent with Section 22623 of the Landscape and Lighting Act of 1972, this Resolution proposes the following actions for the various zones:

Zone	Rate Change	Reason For Change
Zones 1-6	No change.	Rates will continue to be maintained at the rate established by elections in 2004 and 2013.
Zone 19	Reduce assessment.	Reached sufficient capital reserves. Reducing assessment to coincide with actual maintenance costs minus interest earned.
Zones 11, 13, 14, 17, 18, 21, 24, 34, and 35	No change.	No change. Current rates are sufficient to cover costs.
Zones 7, 8, 9, 10, 12, 15, 16, 20, 22, 23, 25, 26, 27, 28, 29, 30, 31, 32, 33, and 36	Increase assessment.	Rates are being increased to cover the cost of maintaining service while continuing to maintain capital reserves.
Zone SE Tracts:	No change.	No change. Current rates are sufficient to cover costs.

LMD REQUIREMENTS

The Preliminary Engineer's Report is being filed with the City Clerk for submission to Council in accordance with Section 22623 of the Landscape and Lighting Act of 1972 (ACT). After approval of the Report, Section 22624 of the Act requires the Council to adopt a Resolution of Intention that:

1. Declares the intention to levy and collect assessments;
2. Generally describes the existing and proposed improvements and any substantial changes proposed to be made in existing improvements;
3. Refers to the assessment district by its distinctive designation and indicates the general location of the district;
4. Refers to the Preliminary Engineer's Report for a full description of the improvements, boundaries and any zones in the district and the proposed assessments upon assessable lots and parcels of land within the district;
5. Gives notice of the time and place for hearing by the Council on the levy of the proposed assessments; and
6. States whether the assessments are proposed to increase from the previous year.

BACKGROUND

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

The yearly assessments established for all properties within the District provide funding for the City's cost for operation, maintenance, related services, and incidental expenses. The required operation and maintenance includes mowing, edging, fertilizing, weed control, irrigation system, pruning, plant replacement, lighting, and a depreciation fund to periodically replace playground equipment. The assessments are collected by the County as a special assessment on the property tax bills.

The yearly rates for Zones 1-6 are as follows:

<u>General Landscaping</u>		<u>Neighborhood Park</u>	
Zone 1	\$78.50	Zone 4	\$49.86
Zone 2	\$87.10	Zone 5	\$50.10
Zone 3	\$12.28	Zone 6	\$80.08

In addition to the general landscaping and neighborhood park zones, additional zones have been established to cover enhanced landscaping, entry features and decorative street lighting in various residential subdivisions. The properties in each of these benefit zones are assessed an additional amount to fund the maintenance costs for the added features at each of their subdivisions. The proposed annual rates for the enhanced landscaping zones are as follows:

Zone 7	\$259.28	Tracts 4762A, 4873, 4874, 4875, 4876, & 5015
Zone 8	\$61.52	Tract 4949
Zone 9	\$53.82	Tract 4954
Zone 10	\$80.74	Tracts 4958, 4986, & 5026
Zone 11	Not used at this time	
Zone 12	\$114.94	Tracts 5025, 5046, & 5047
Zone 13	\$49.96	Tract 5045
Zone 14	\$32.20	Tract 5020
Zone 15	\$124.24	Tracts 5038, 5057, 5058, & 5059
Zone 16	\$10.98	Tract 5106
Zone 17	\$26.70	Tract 4973
Zone 18	\$33.82	Tract 5115
Zone 19	\$44.04	Tract 5125
Zone 20	\$44.44	Tract 4938
Zone 21	\$ 0.00	Tract 5122
Zone 22	\$83.80	Tract 5131
Zone 23	\$80.82	Tract 5213
Zone 24	\$74.56	Tract 5200
Zone 25	\$94.68	Tract 5194
Zone 26	\$51.82	Tract 5347
Zone 27	\$23.70	Tract 5146
Zone 28	\$47.58	Tract 5378
Zone 29	\$99.20	Tract 5470
Zone 30	\$66.64	Tracts 5264 & 5741
Zone 31	\$104.40	Tract 5711
Zone 32	\$17.38	Tract 5545
Zone 33	\$15.32	Tract 5207
Zone 34	\$65.84	Tract 5874
Zone 35	\$92.10	Tract 5550
Zone 36	\$171.92	Tract 6072

Zone SE	\$328.00	Tracts 5168, 5193, 5254, 5336, 5418, 5484, 5565A2, 5582, 5583, 5596, 5605, 5657A, 5681, 5701A, 5825, 5871, 5874, 5875A, 5950, 5961, 5965, 5970, 5981, 5984, 5985, 5691A2, 5998, 6005, 6006, 6007, 6008, 6009, 6010, 6011, 6012, 6020, 6025, 6058, 6083, and 1 Misc. Parcel.
Zone SE	\$204.00	Tracts 5998, 6034, 6055, 6064, 6086, 6089, 6098, 6142, 6114, 6082, 6040, 6107, 6143, SPR2012-006, PM2015-02, and PM2015-04.

Zone SE includes all tracts being developed in the new Southeast Urban Village, generally located in the southern part of the City east of Locan Avenue and south of Bullard Avenue. Unlike other properties in the City, properties in this zone are not annexed into one or more zones like zones 1 through 6. The rate for this zone is designed to cover all the general landscaping, neighborhood parks, enhanced landscaping, and public lighting for the Southeast Urban Village. All the tracts to be annexed into this area are expected to have enhanced landscaping, entry features and decorative street lighting.

Generally, a Paseo system or park is not completed until an entire quarter section is developed. Therefore, two assessment rates have been established; one for developed quarter sections, and for partially developed quarter sections. Rates are also reviewed and revised yearly to reflect the current level of capital improvements completed within each tract, and the actual cost of maintenance.

The Resolution of Intention containing the Notice of Public Hearing will be published in The Business Journal not less than 10 days prior to the Public Hearing date of June 5, 2017. The Public Hearing will afford all interested persons the opportunity to address their concerns. Written protests may be filed with the City Clerk at any time prior to the conclusion of the Public Hearing.

FISCAL IMPACT

Annual LMD assessments collected provide the necessary funding to continue the maintenance of landscaped areas within the various benefit zones for the next fiscal year, and to provide reserves necessary for depreciation and replacement.


REASON FOR RECOMMENDATION

This resolution is required annually by the Landscaping and Lighting Act of 1972 prior to levying and collecting assessments.

ACTIONS FOLLOWING APPROVAL

1. The Resolution of Intention to Levy and Collect the Annual Assessments will be published in The Business Journal,
2. The Engineer's Report that shows the final assessment costs will be considered by the City Council at the Public Hearing proposed for June 5, 2017, and if approved, recorded by the Fresno County Recorder's Office.

Prepared by: Eric Aller, Parks Manager

Submitted by: 
Scott Redelfs, Assistant Public Utilities Director

ATTACHMENT A

RESOLUTION NO. 17-

**A RESOLUTION OF INTENTION TO LEVY AND COLLECT THE ANNUAL
ASSESSMENT FOR LANDSCAPE MAINTENANCE DISTRICT NO. 1 FOR THE
CITY OF CLOVIS AND SET THE PUBLIC HEARING**

RESOLVED by the Council of the City of Clovis, County of Fresno, California, that:

1. It is the intention of said Council to order the levy and collection of an assessment for the 2017-18 fiscal year under the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code beginning with Section 22500 of said Code for Landscape Maintenance District #1 of the City of Clovis (herein "LMD No. 1").
2. Said LMD No. 1 is generally described as all properties in subdivisions, Site Plan Review developments, Parcel Map developments and other miscellaneous property entitlement developments approved since July 1985, within the current boundaries of the City of Clovis.
3. The Engineer has prepared and filed with the Clerk of the City of Clovis a preliminary report labeled Preliminary Engineer's Report of the City of Clovis LMD No. 1, dated May 8, 2017 to which reference is hereby made for a detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within LMD No. 1.
4. The Business Journal, a newspaper circulated in said City of Clovis is hereby designated as the newspaper in which this Resolution of Intention shall be published, and the Clerk of the City of Clovis is hereby directed to cause this Resolution of Intention to be published once no less than ten (10) days prior to the hearing date set forth below.
5. NOTICE IS HEREBY GIVEN that the 5th day of June 2017, at the hour of 6:00 p.m. in the regular meeting place of the Council of the City of Clovis, Council Chambers, 1033 Fifth Street, Clovis, California 93612, is hereby fixed as the time and place for a PUBLIC HEARING, when and where all interested persons shall be heard on the question of the levy and collection of the proposed assessment. Written protests may be filed with the City Clerk at any time prior to the conclusion of the PUBLIC HEARING. A written protest shall state all grounds of objection and shall contain a description sufficient to identify the property owned by the protesting person or persons.
6. In accordance with the terms of the covenants, the rate for Zone 19 will be decreased, and the rates for Zones 7, 8, 9, 10, 12, 15, 16, 20, 22, 23, 25, 26, 27, 28, 29, 30, 31, 32, 33 and 36 will be increased to the amounts authorized under the covenants.

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on May 8, 2017 by the following vote, to wit:

AYES:

NOES:

ABSENT:

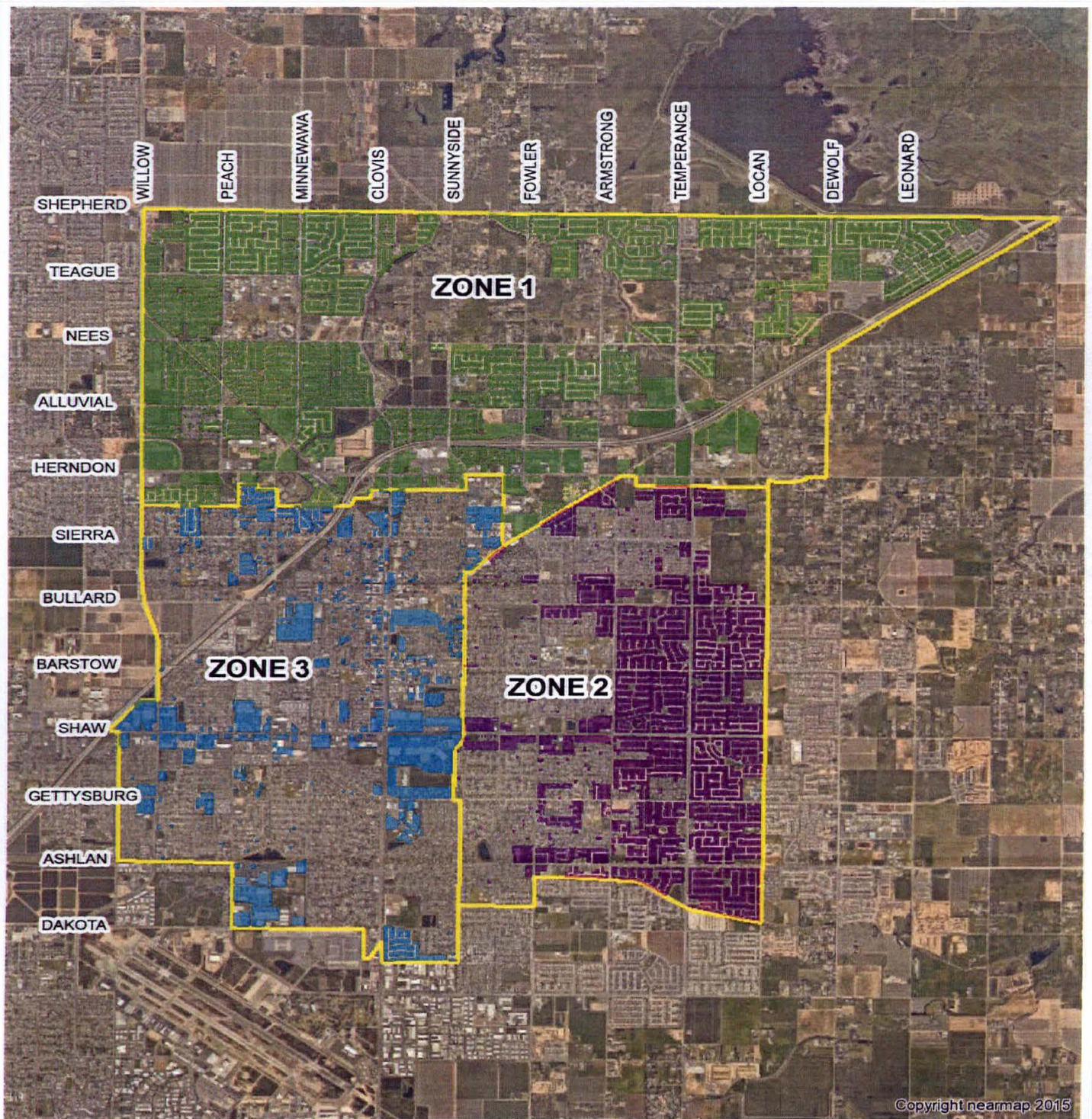
ABSTAIN:

DATED:

Mayor

City Clerk

ATTACHMENT B



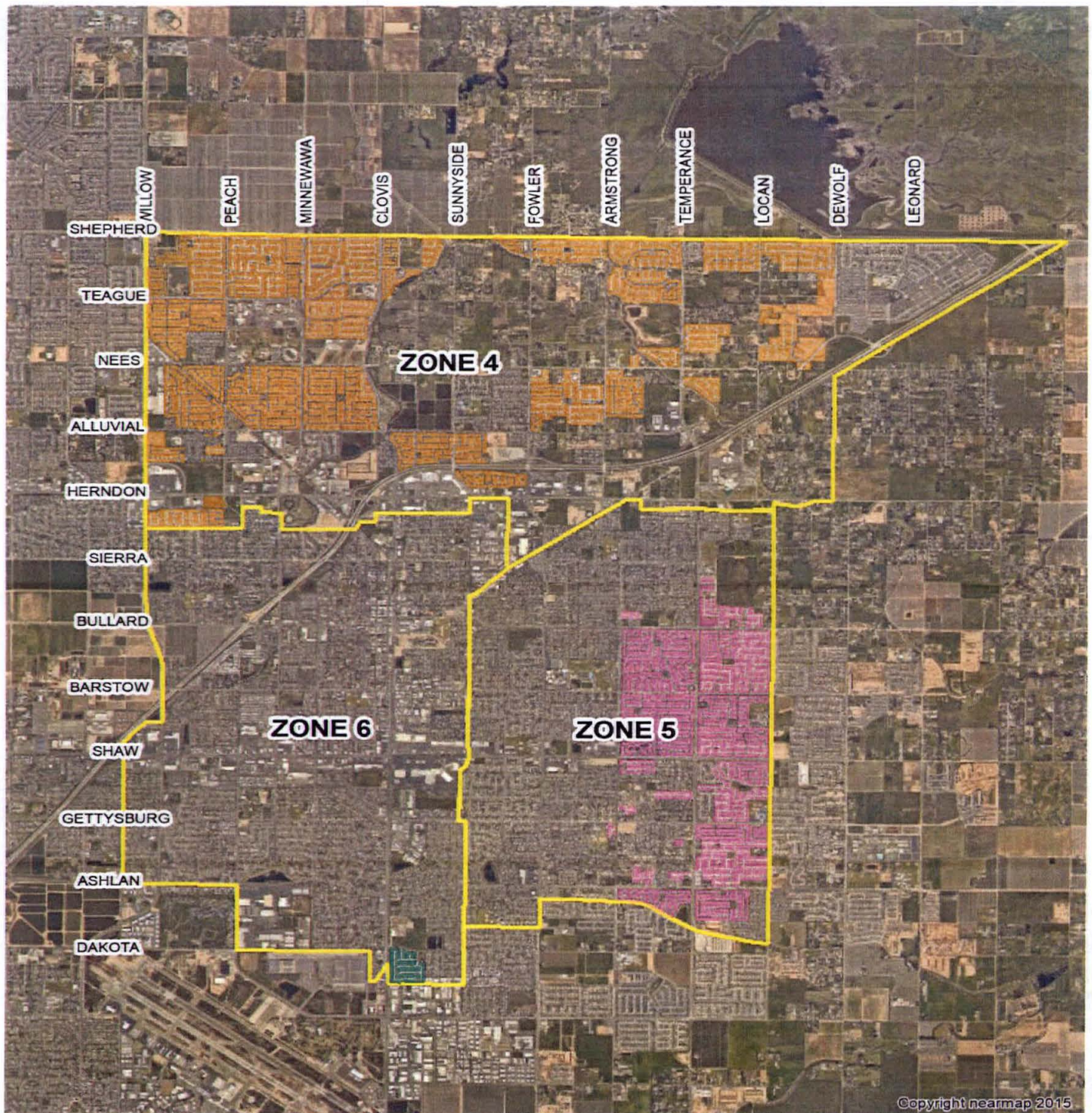
4/27/2017

**LMD ZONES 1 - 3
GENERAL LANDSCAPING
2017/2018 ASSESSMENT CHANGES
NO ASSESSMENT CHANGES ZONES 1 -3**



1" = 5,000'

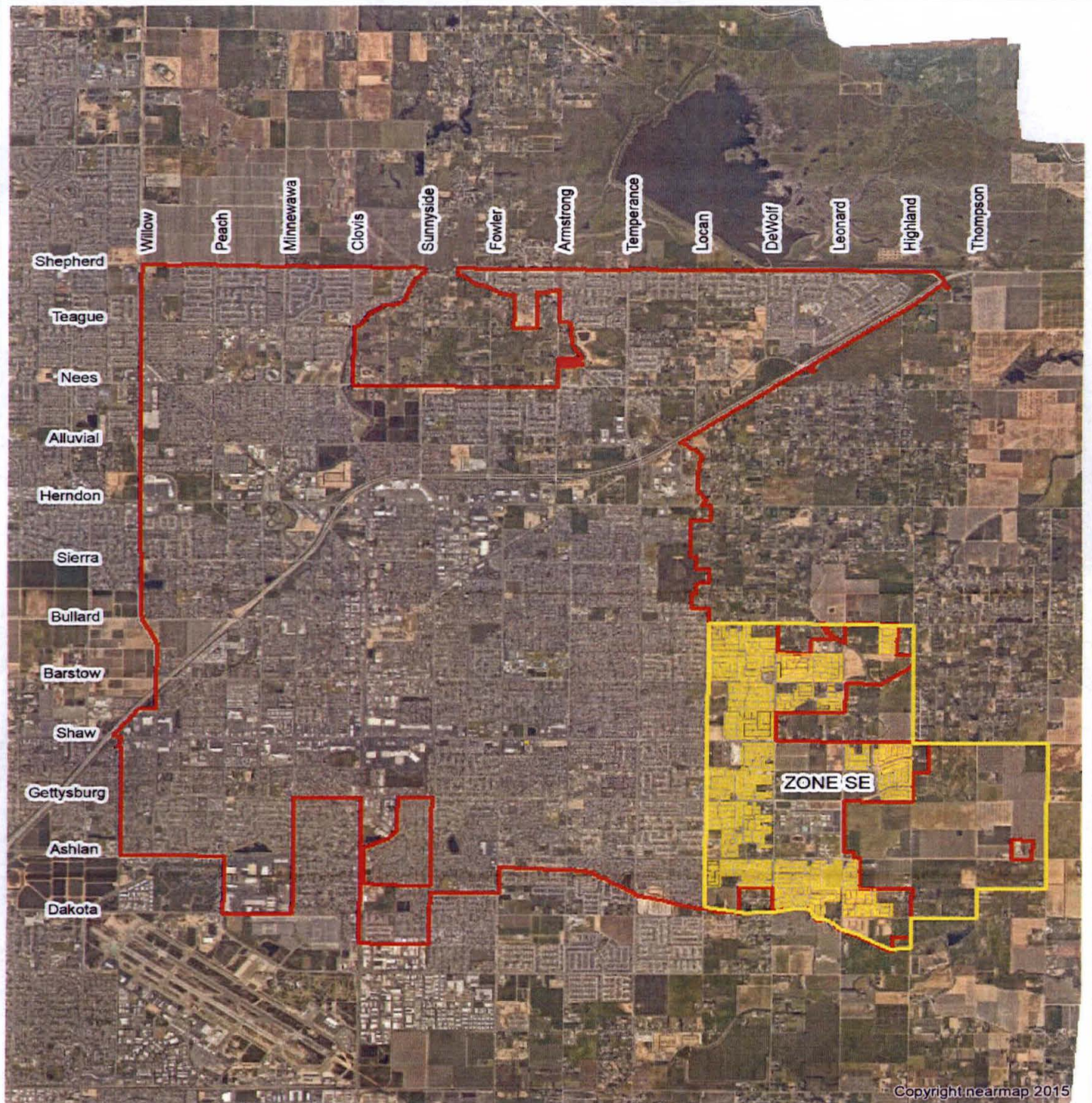
ATTACHMENT B



**LMD ZONES 4 - 6
PARKS
2017/2018 ASSESSMENT CHANGES
NO ASSESSMENT CHANGES ZONES 4-6**



ATTACHMENT B



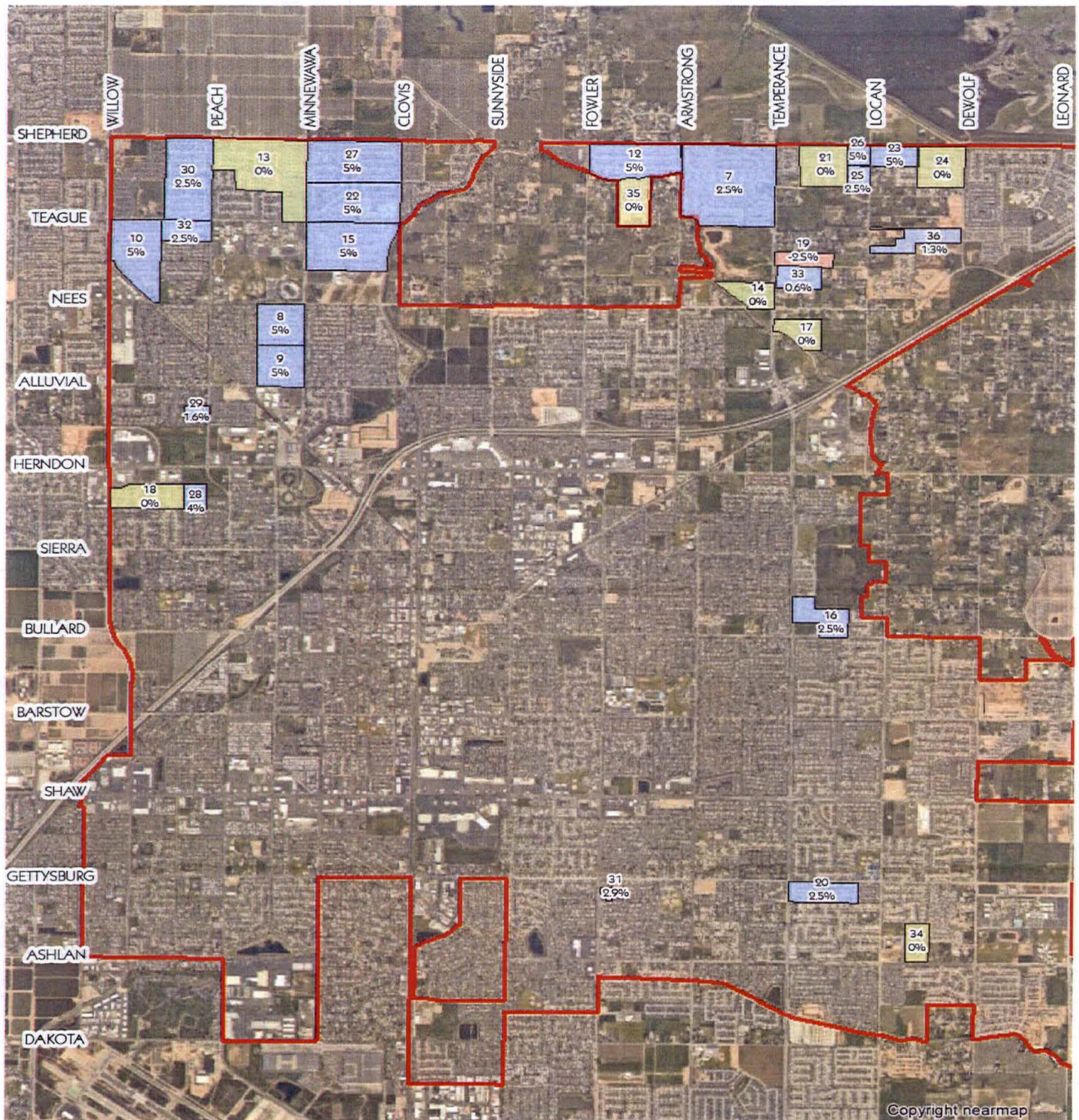
4/27/2017

**LMD ZONE SOUTHEAST
2017/2018 ASSESSMENT CHANGES
NO ASSESSMENT CHANGES ZONE SE**



1" = 5,500'

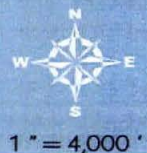
ATTACHMENT B




4/27/2017

LMD ZONES 7 -36 NEIGHBORHOOD ENHANCEMENTS 2017/2018 ASSESSMENT CHANGES

Assessment Changes No Change Decrease Increase





AGENDA ITEM NO: **CC-H-2**
City Manager: 

CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
FROM: Public Utilities Department
DATE: May 8, 2017
SUBJECT: Receive and File - Public Utilities Monthly Report February 2017

This month the Parks Section is wrapping up a City-wide replanting effort. Some of the replanting has taken place in the City General Funded areas, however most planting occurred within the Landscape Maintenance District (LMD) zones that have built up sufficient reserves to allow the restoration of the landscaping.



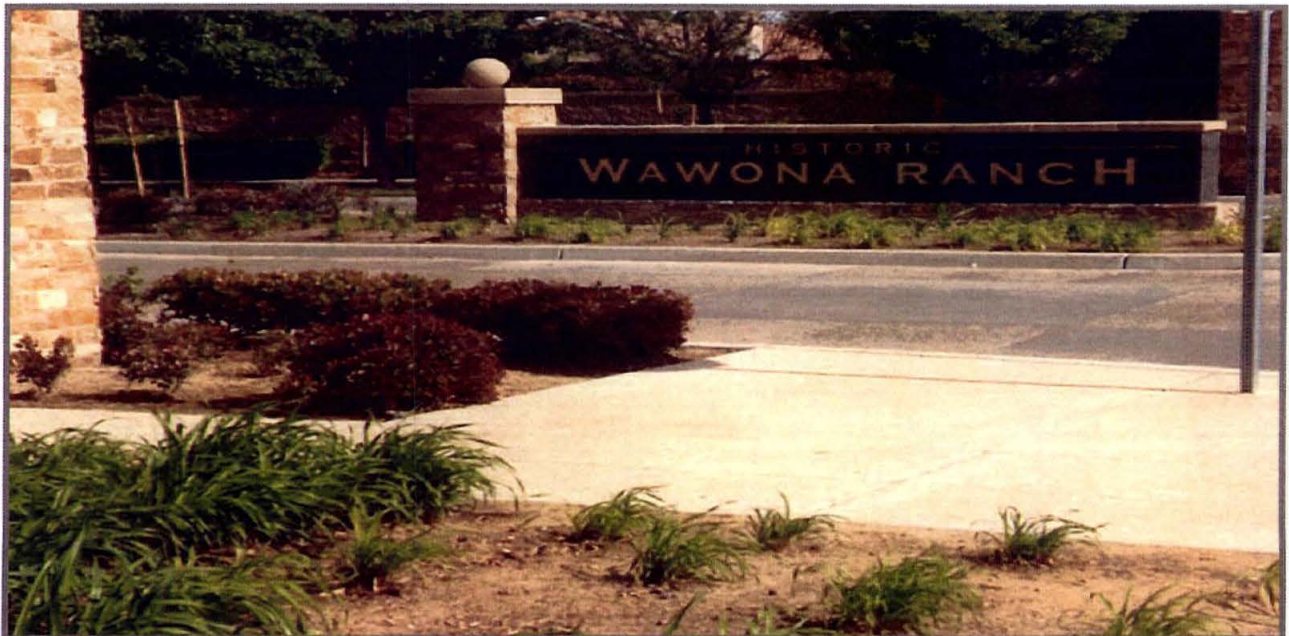
Regency Park Development (Loma Vista) – Saginaw Ave, East of DeWolf Ave

Over the last several years, both the drought and various irrigation issues have adversely affected some of the City's landscapes. With sufficient reserve now in some of the LMD zones, and water restrictions being lifted, the replanting of these areas was undertaken.



Loma Vista Paseo at Redington and Ashlan Aves

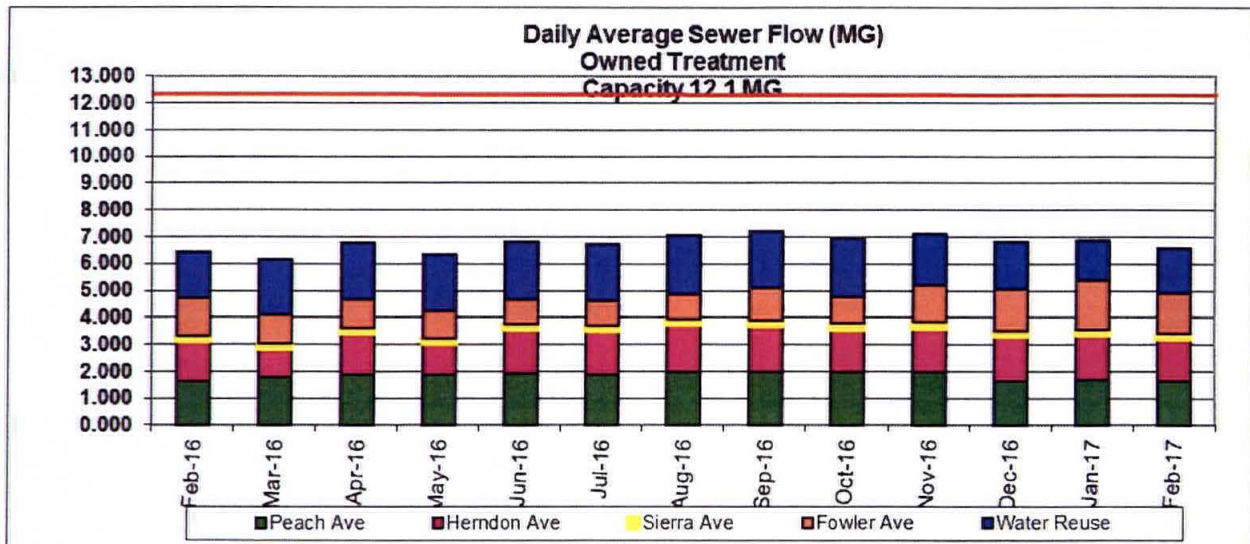
In all, the Parks Sections planted 95 trees and 2,216 shrubs at 42 different locations. These sites include the Civic Center grounds, Old Town Clovis, Loma Vista Paseos and parks, and many neighborhood entries.



Wawona Ranch Lane at Clovis Avenue

WASTEWATER DISPOSAL SECTION

<u>Sewer Flow</u>	<u>Total Flow MG In February</u>		<u>Average Daily Flow MG/d</u>	<u>Owned Treatment Capacity MGD</u>	
	2017	2016	2017	2016	
Peach Avenue	45.460	47.850	1.624	1.650	3.0
Herndon Avenue	44.580	43.230	1.592	1.491	2.8
Sierra Avenue	5.607	5.630	0.200	0.194	0.5
Fowler Avenue	42.040	40.060	1.501	1.381	3.0
Water Reuse	47.404	50.379	<u>1.693</u>	<u>1.737</u>	<u>2.8</u>
TOTAL			6.610	6.453	12.1



Storm Drain Maintenance

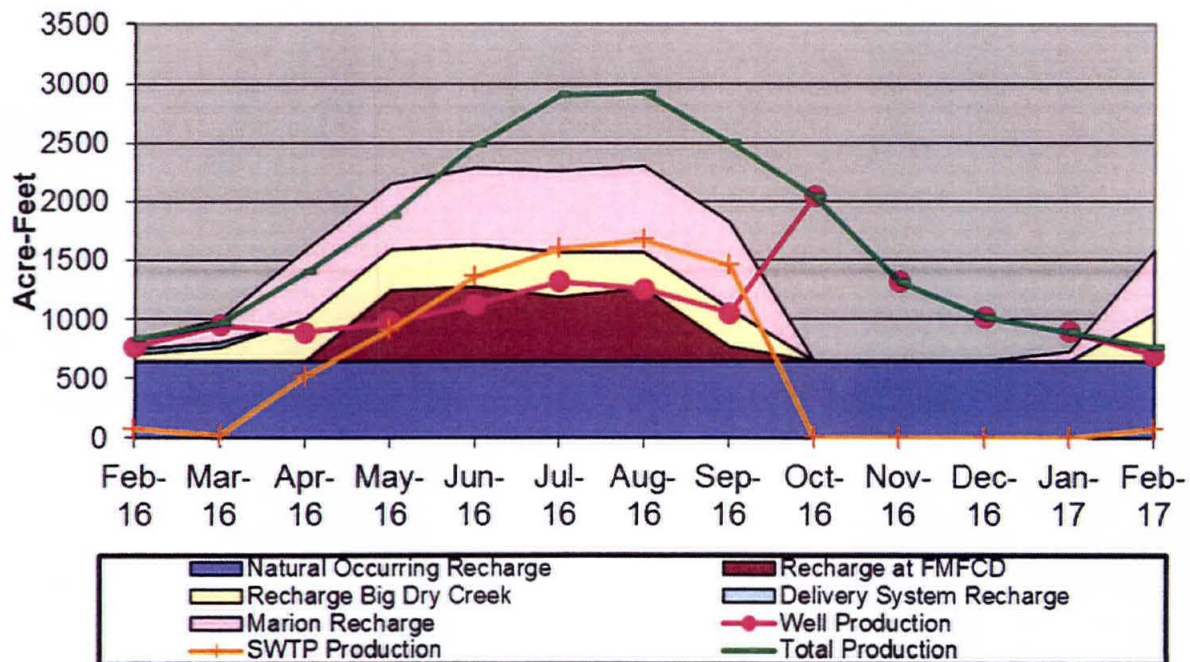
Summary of Activities	February 2017	February 2016	February 2015
Number of storms this month	7	1	3
Total rainfall this month (inches)	2.52	0.33	1.13
Rainfall to date (inches)	12.58	10.50	4.72

WATER SECTION

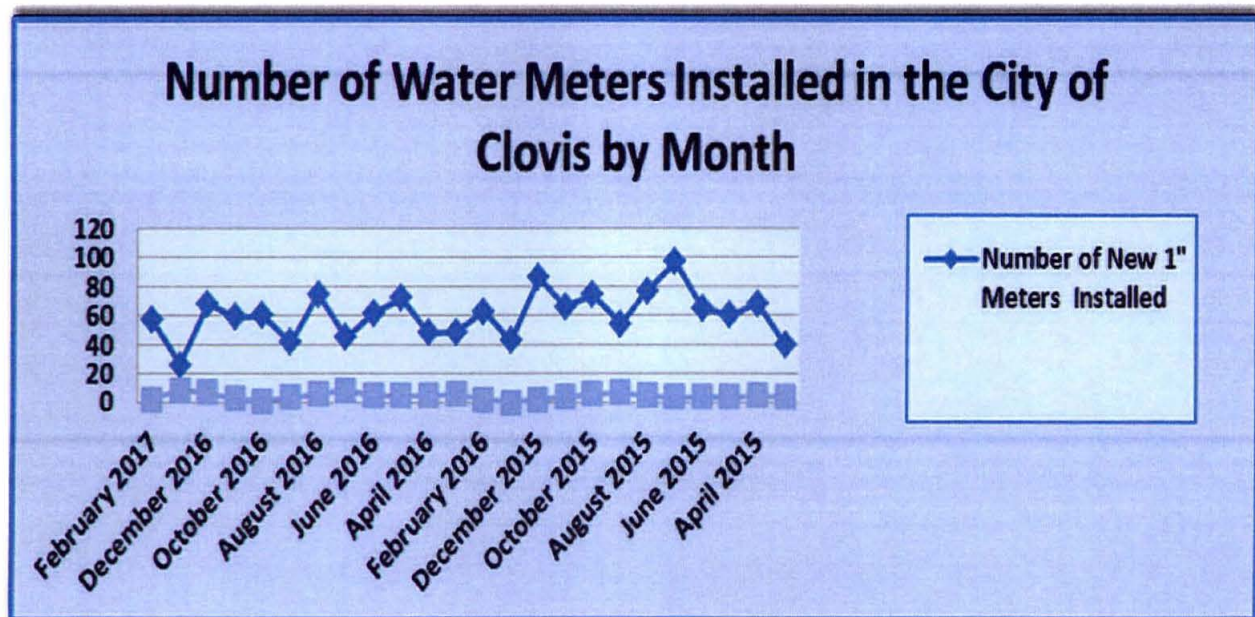
Water Production Unit

	This Month	Calendar Year to date
Recharge at FMFCD Basins (AF)	0	0
Recharge Upstream in Big Dry Creek (AF)	406	857
Marion Recharge per FID (AF)	532	1,215
Delivery System Recharge	0	0
Total Artificial Recharge (AF)	938	2,072
Natural Recharge	642	1,283
Total Well Production (AF)	689	1,544
Treatment Plant Production (AF)	74	74

Water Production vs. Recharge Activities



Summary of Activities	2017	Year to Date	2016	Year to Date	2015	Year to Date
SWTP production (mg)	24.132	24.132	23.530	97.906	121.483	240.825
Well production (mg)	224.561	503.023	249.947	447.436	211.257	417.844
Total water production (mg)	248.693	527.155	273.477	545.342	332.740	658.669
Daily average	8.882	8.935	9.430	9.089	10.734	10.798
Days between readings	28	59	29	60	31	61





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning & Development Services Department

DATE: May 8, 2017

SUBJECT: Receive and File – Review functions of the Planning and Development Services Department.

- Roles and Responsibilities of Staff, the Planning Commission, and the City Council regarding land use considerations.
- Planning & Development Services Annual Report.

ATTACHMENTS: (A) Planning & Development Services Annual Report

Dwight Kroll will give an oral and PowerPoint presentation on this item. Please direct questions to the City Manager's office at 559-324-2060.



PLANNING & DEVELOPMENT SERVICES (PDS)

ANNUAL REPORT

APRIL 2017

SPECIAL POINTS OF INTEREST:

- A Message from the Director
- PDS Document Management
- Welcome the Newest City Engineer
- New Employees' Bios

Table of Contents

Planning	3
Building	7
Engineering Administration	9
Community Investment Program (CIP)	10
Development Review Unit (DRU)	11
Special Projects (SPS)	12
New Employees	13



PDS Staff Photo Taken in March 2016

A Message from the Director

2016 has been an exciting and accomplishment filled year for the Planning and Development Services Department (PDS). The upswing of the economy coupled with the completion of the General Plan update has kept PDS staff busy in a multitude of fronts. Development activity has been strong with residential production reflecting the thirty year average of over 750 dwelling units. Commercial and employment generating development is at an all-time high which has required reallocating our workforce to meet the demand.

With City Council's direction to build upon the success of our past general plans, we are beginning to see the fulfillment of the City's vision for Loma Vista, Old Town Clovis, Sierra Gateway Commerce Center, and the refreshment of our existing neighborhoods. Of particular note, development is now under way in Loma Vista's Urban Center and will include the village's first commercial development at the northwest corner of Shaw and Leonard Avenues. Staff is also preparing plans for the "Village Green," Fire Station #6, and the grade separated pedestrian, bicycle and vehicle crossing under Shaw Avenue.

The stage is likewise set for Clovis' second urban village, Heritage Grove, and we could likely see development underway in the next 18 months.

While many communities struggle with the revitalization of their city cores, Old Town Clovis is becoming a destination of choice not only for visitors but for businesses. Design and engineering firms have specifically sought out Old Town as the place to be while restaurants and retail businesses are thriving. The City Council's adoption of the Central Clovis Specific Plan update last year has spurred develop-



Dwight Kroll
PDS Director

A Message from the Director Continued...

ment at Centennial Plaza and provided the foundation for the senior center, transit center, and library construction at the Landmark Commons. We are also now seeing reinvestment in neighborhoods south of Bullard Avenue.

Over the past several years our staff has been undergoing a degree of cross-training which has enabled the department to become more nimble in project delivery. Projects such as the Dry Creek Business Park phase II are now being completely designed and delivered “in-house” saving considerable time and capital.

PDS is rapidly expanding paperless processes with the start-up of electronic plan review and the maturing of the EnerGov workflow processing system. Our clients are becoming able to submit plans, obtain permits, schedule inspections, and monitor progress on their applications without having to visit our front counter.

In upcoming months PDS will be tuning up the staff organization structure to gain further efficiency and establish a foundation for the succession of employees. An Assistant Director position is being sought to manage the operations of the office and to assist in cooperative communication with other City departments and outside agencies.

Beginning in 2012, PDS changed to an enterprise accounting manner of business of which only approximately 3.5% of the department’s \$8.6 million budget is supported by the General Fund. While the department is susceptible to economic challenges, our staffing efficiency and current budget reserves will enable us to adapt to changing economic conditions.

Finally, members of the PDS staff continue to show their enthusiasm in being able to work for a great community. I can’t tell you how often I hear staff remarks on how much they appreciate working for the City of Clovis or how they delight in seeing citizens enjoy places that were once just a set of plans on their desk. I truly believe that this mindset comes from observing leaders like our City Council and Planning Commission who “walk the walk” and care for their community.

I hope you enjoy the following brief overview of the Planning and Development Services’ work in 2016.

Sincerely,
Dwight Kroll
Director of Planning and Development Services

PDS Document Management

PDS is currently in the design phase of implementing a Document Management System that will allow for an expansion of paperless processes. The Document Management System will permit documents, applications, forms, plans, blueprints, etc. to be submitted via an electronic customer service portal. Staff will be able to complete electronic reviews and approvals of submittals as well as store documents electronically. PDS will also be scanning and integrating historical documents into the electronic database. Customers will be able to make online payments, easily retrieve historical documents, and benefit from reduced printing costs associated with providing required documentation, resulting in overall monetary savings.

Tiny Street Home Program



Before

As an implementation measure to the recently adopted Central Clovis Specific Plan, staff is working with a building designer to assemble three small home plans that will be plan checked and available free for use by residents with alleys in the Old Town area. The idea is to create “pedestrian neighborhoods” along alleys to improve the housing stock, increase safety and begin to reduce blight. The photos illustrate an actual project site and the resulting home. Plans should be available for use in the next 90 days.



After



Old Town
Bike Route Emblem

Old Town Bike Route

Another implementation measure of the Central Clovis Specific Plan is the design and development of Woodward Avenue as a bike route between the Old Town Trail and Barstow Avenue. Plans are currently under development for installing user-friendly bike lanes and street crossings at Bullard Avenue and 5th Street using a unique sign to identify the route. While some diagonal parking spaces would need to be reoriented to allow for the bike lanes, there is no resulting loss of parking stalls along this street.

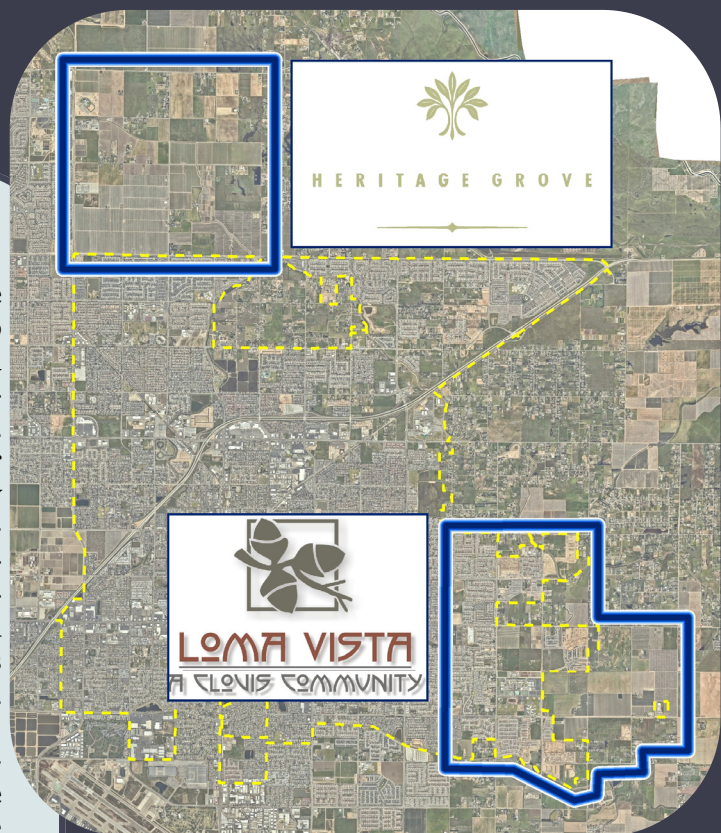
Planning Division

The Planning Division has been busy the past year wrapping up the Central Clovis Specific Plan and Heritage Grove Design Guidelines, as well as responding to the usual list of applications for new development. The Division also took part in organizing the parklette event “Taking it to the Streets” last May. The event was such a success with contestants and Old Town businesses that we will do it again in 2018!

The Planning Division has been operating with a pretty lean staff and is just beginning to rebuild after downsizing in 2009. Tina Brown, the Division Principal Office Assistant, retired in December after 31 years of service. See the “New Employees’ Autobiographies” section beginning on page 13 to learn about the new employees hired this past year.

Residential Development

The Loma Vista Community in the southeast area of the City continues to expand as the predominant growth area for Clovis with just under 1,000 single-family lots proposed in the past 12 months. Homes are being built as far east as Highland Avenue, south of Shaw Avenue, as well as south of Bullard Avenue. Substantial residential development is also occurring in the Locan-Nees area, west of Harlan Ranch, and other areas of Clovis. Over 700 lots have been proposed in the past 12 months in areas outside of Loma Vista. Staff has also begun to receive applications for Heritage Grove which is the next urban village growth area in the northwest.



Graphic showing locations of Loma Vista and Heritage Grove

Planning Division Continued...

Commercial Development

Commercial Development has accelerated in the last year with new and infill development. The Trading Post Shopping Center at Herndon and Clovis Avenues is undergoing a complete remodel with added retail space. With Sprouts as the anchor, the developer has been able to lease most of the center prior to completion of the renovation. Thomason Development began construction of its first phase of the center at the southeast corner of Herndon and Fowler Avenues.

The Falls Event Center was approved within the Golden Triangle officially named the Old Town Village Commercial Center at the southwest corner of Herndon and Clovis Avenues. The developer is preparing working drawings and anticipates construction later this year.

Southeast Corner
of Herndon and
Fowler Avenues



With the efforts of the Economic Development Department, the Shaw Avenue Corridor continues to redevelop as vacant spaces fill and other retailers move to larger more suitable locations. Staff continues to work on the Shaw Avenue Corridor Plan which will provide reduced development standards to incentivize redevelopment.

The Carmel Village memory care facility located southeast of Shaw and Stanford Avenues was completed in 2017. This facility along with the duplex units to the east was the completion of the Carmel Village complex designed and built for senior living.



Carmel Village
Memory Care

Planning Division Continued...

The most active construction area this past year is found in the heart of Old Town at Centennial Plaza. Two three-story buildings are rising from the former DMV site on Pollasky Avenue. Retail California is developing the northern pad which will house their corporate office above House of JuJu. Peterson Development is constructing the south building where SIM Architects and QK Engineering will operate above Blast and Brew.



Peterson Building at Centennial Plaza

It's hard to believe that Clovis only had one hotel in the 1990's. Today Clovis' ninth hotel is under construction as the La Quinta begins rising on the west side of Clovis Avenue, just south of the Barnyard Shopping Center. An additional hotel is approved for the southeast corner of Shaw and Helm Avenues and staff continues to talk with hotel developers about additional sites.



La Quinta
Clovis Avenue

The Sierra Gateway Commerce Center has new development as Valley Public Radio opened their doors last year with a new building near the northwest corner of Alluvial and Temperance Avenues. A new dialysis center is under construction at the immediate corner, just east of Valley Public Radio. Additional development in the area will include the new California Health Science University which will be the new home of a fully accredited medical school and campus.

The Clovis Community Medical Center continues to expand as the third medical office building has been constructed and occupied. The Cancer Center is now under construction and is anticipated to be complete in the 2017-2018 fiscal year.

Cancer Center
Under Construction



Planning Division Continued...

Industrial Development

It seems Clovis has had industrial zoned land sitting idle for decades. Today, there is more industrial development occurring than any other time in Clovis' history. With help from the Clovis Economic Development Department, the Dry Creek Industrial Business Park at Rogers and Spruce Avenues was constructed to allow the owners to market sites as "build ready." Many parcels have sold and applications have already been approved for three of the sites.

Additional development is occurring within the industrial park northeast of Herndon and Peach Avenues. With three buildings completed and occupied, another three are under construction and others approved.

Spalding Wathen Development continues to build industrial buildings on Minnewawa Avenue, on the south side of Herndon Avenue. Infill development as well is occurring in the Larkin Business Park at Gettysburg and Clovis Avenues. Additional applications are anticipated for the remaining land in the Clovis Industrial Park, east of Costco.



AllTech Automotive
Northwest of Spruce and Halifax Avenues



Peloton Builders
Spruce and Bush Avenues



Winslow Warehouse
Dry Creek Industrial Park



Agrian Building
Spruce and Caesar Avenues

Building Division

The Building Division is created under Title 8 of the Clovis Municipal Code with further authority provided by the State of California building statutes and applicable federal codes. It is the Division's responsibility to provide to the community minimum standards to safeguard health, property, and public welfare by regulating the design, construction, quality of materials, use, accessibility, location, and maintenance of all buildings and structures within the City.

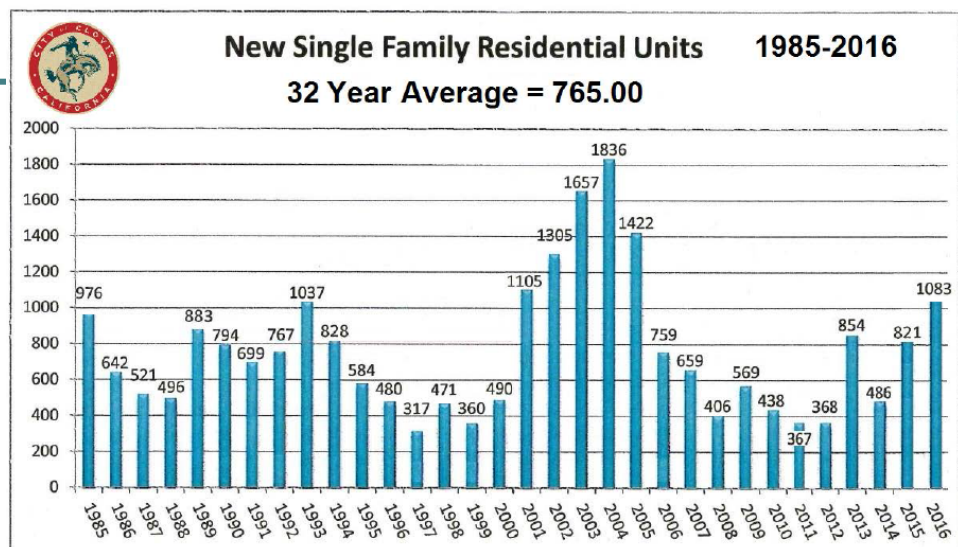
Commercial construction within the City of Clovis has stabilized since the last down-turn in construction activity. Since 2012 there has been an average of 227 commercial permits issued each year. This represents on average approximately 32 million dollars in valuation each year. In the 2017 calendar year, commercial activity could reach 50 million in valuation if we continue with activity as represented by the first three months of the year.

Single family construction remains strong in the City with an average of 765 permits issued each year. This fiscal year should close out with over 840 single family permits issued.

The Building Division recently participated in the Sun-Shot Competition. This 17-month long competition (sponsored by the Department of Energy (DOE)) began in September 2015 and ended on March 17th. We received a \$10,149 prize in 2016 for participating in the competition. The goal was to foster work between jurisdictions, electric utilities, and roof top solar companies to be able to permit, install, inspect, and turn on small residential roof top solar projects in a few days rather than several months. Our team consisted of PG&E, Solar City, and numerous jurisdictions that included Alameda County, Antioch, Atascadero, Berkeley, Chico, Fremont, Fresno, Livermore, Madera County, Oakley, Richmond, San Francisco, and Stockton. We are currently awaiting the DOE's results.

Highlights

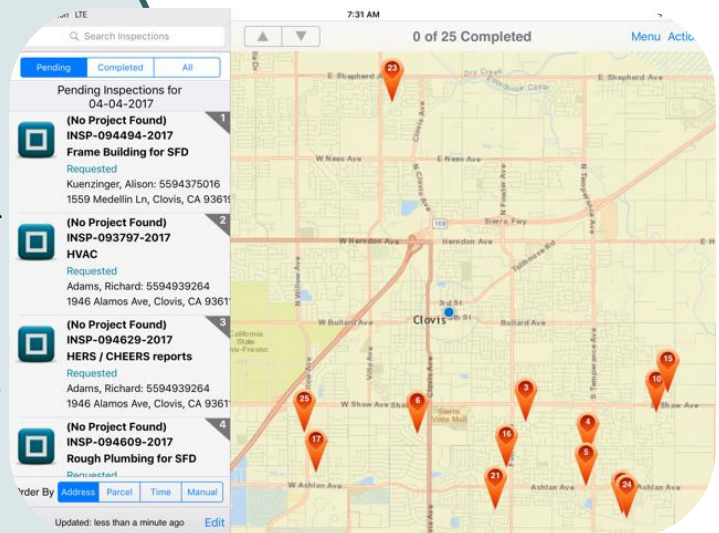
- Average of 227 Commercial Permits/Year
- 1,083 Single Family Permits in 2016
- Awarded \$10,149 for participating in Sun-Shot competition



Building Division Continued

EnerGov

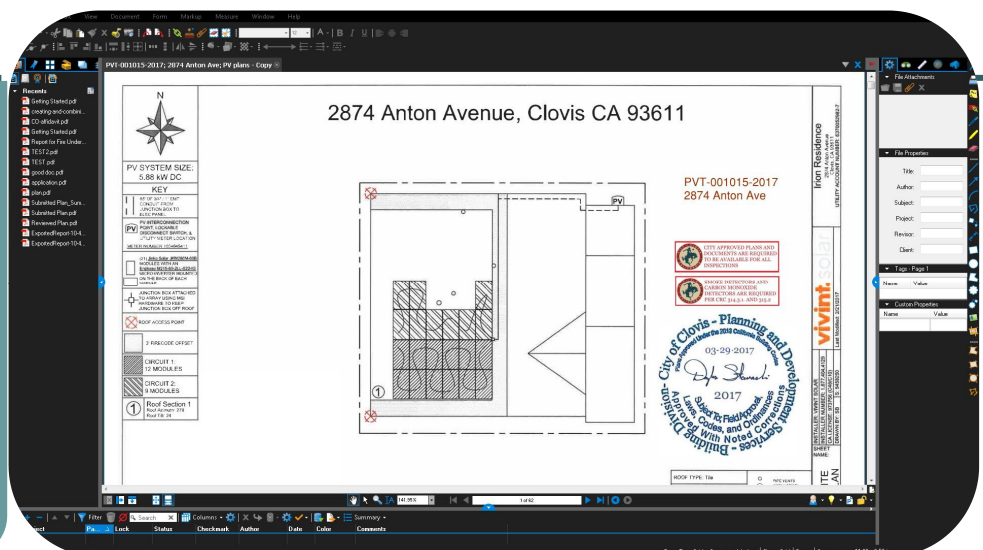
PDS continues to grow the use of the EnerGov platform as the primary application around which to digitize our previously paper workflows. EnerGov has gained broader adoption outside of PDS, including the Fire Department, and now beginning in Public Utilities. EnerGov's mobile inspection application, iG Inspect, has gained popularity and has enhanced the field inspection experience and data collection allowing inspectors to conduct inspections via iPad; accessing plans on-site and recording notes and photos directly into the database.



Screenshot of the iG Inspect application

We are implementing electronic plan review throughout the City using Tyler's EnerGov companion product called eReviews. eReviews will allow the City to exchange plans and documents electronically with contractors, saving staff time and printing costs. PDS is also helping to enhance the product's development by acting as an "early adopter" municipality for Tyler Technology's EnerGov. We are working to launch EnerGov's newly revamped web portal along with eReviews this summer, with the goal to offer contractors and homeowners the ability to handle permits and plans entirely online.

Screenshot of the eReviews application



Engineering Administration

Early 2017 was very lucrative for the Engineering Division in PDS. More than \$4.6 million in competitive federal-aid funding was secured to complete capital improvement projects in the City. Noteworthy improvements include widening and reconstructing Nees Avenue, between Minnewawa and Clovis Avenues, as well as widening Villa/Minnewawa, between Herndon and Alluvial. More than \$1 million of the awarded funds are earmarked to design the Enterprise Canal Trail/Pedestrian Bridge over State Route 168.

Graphic
Showing
CIP Federal
-Aid Fund-
ed Project
Locations



Last fall the City also adopted its first Active Transportation Plan, and just recently awarded a contract to complete a City-wide Parks Master Plan.

Learn about
the new
Clovis City
Engineer!

In February 2017, Mike Harrison became Clovis' newest City Engineer! Mike came to the City in 1984 as an Engineering Aide having recently graduated from Fresno City College with an A.S. degree. At that time, the entire Engineering Division was housed in a modular building behind City Hall.

During his tenure at the City, Mike has held virtually every available position within the Engineering Division and has worked, at some time or other, in all functions of the Engineering Division, from traffic counting and drafting, to CIP, to plan review, to development.

Mike's accomplishments during his time with the City include completing his B.S. in Civil Engineering and obtaining his Professional Engineer and Land Surveyor licenses. Some of the projects Mike has had a major role in include the Research and Technology Park infrastructure, the Fire and Police Facility, the Clovis Old Town Trail construction, Harlan Ranch, Loma Vista Specific Plan, and many others.

Mike currently resides in Auberry with his wife of 37 years, Brenda, and has 3 children and 8 grandchildren.



Community Investment Program (CIP)

In 2016 the Capital Improvement Section completed a variety of projects from public building improvements to street maintenance to constructing the civil improvements for subdivisions. The following is a summary of just some highlights of what has been produced from the Capital Improvement Section this past year.

Beginning with facility improvements, the first phase of the roof repair at the Police/Fire Headquarters was completed this past year getting us closer to finishing the three phase project. While we are fixing the existing roof on one facility we are close to completion on the demolition of another as we clean up the old Winery site in anticipation of new development on the south end of town. We went even further with development though by finishing the civil work for two tracts in Clovis. The first tract was a residential subdivision near Villa and Rialto that is now being developed by Habitat for Humanity and the second was an industrial subdivision in the northwest area of SR168 and Herndon that is referred to as Phase II of the Dry Creek Industrial Park.

Conceptual
Graphic of the
Future Landmark
Commons Project



As we help with new development we are also dedicated to improving the streets around existing developments. Two of the handful of major streets we repaved this past year were Clovis Avenue and Shaw Avenue fronting the Sierra Vista Mall. Likewise every year we resurface a large amount of our residential streets to help lengthen the pavement life and improve the performance and appearance. In 2016 we resurfaced approximately 15 miles of residential streets. In addition to repairing roads, we installed two new signals to help with traffic flow around the city and the county. Those signals are located at Fowler/Shepherd and DeWolf/Shaw.

A couple notable future projects that have recent progress are the Landmark Commons project and the Temperance/Alluvial Roundabout. We have selected a consultant to design a roundabout at the intersection of Temperance and Alluvial Avenues and an architect has been chosen to begin design on Landmark Commons which consists of the Senior Center, Transit Building, and new Fresno County Library.

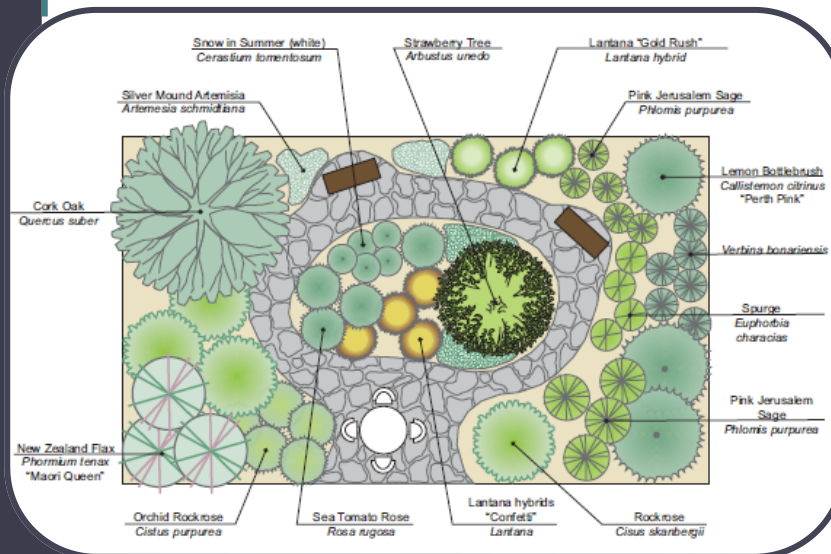
Overall the Capital Improvement Section has always delivered a diverse mixture of projects to improve the City of Clovis in many different ways and this tradition was continued in 2016.

Development Review Unit (DRU)

2016 was another busy year for Engineering's Development Review Unit (DRU). We collaborated with consultants to update the Master Plans for the Sewer System, Water System, and the Non-Potable Water System to accommodate future growth north of Shepherd, in the area known as Heritage Grove.

The State's Model Water Efficient Landscape Ordinance was used as a template to create a Clovis specific ordinance. We met with many of the stakeholders to create a trend-setting procedure that is both easy to follow and meets the State's requirements.

A "strolling garden" example from the Water Efficient Landscapes Guidebook



One of our primary roles in DRU is to review and approve plans from private developers. Despite a 30% increase in the number of submitted projects from 2015 to 2016, we still had a 5% increase in the efficiency of plans returned within our target timelines. Maps we approved for recording created 1400 lots in 2016, which was an increase of 600 lots from the previous year. Additionally, DRU helped create over 40 lots ready for new business growth by participating in the development of Phase II of the Dry Creek Industrial Park.



Entry Feature Monument

Highlights

- 1400 residential lots created
- 30% more submittals
- Work efficiency increased 5%

Special Projects (SPS)

On a daily basis, the Special Projects team assists the public with traffic and safety issues as well as provides information regarding signs and traffic signals.

This past year, staff dedicated time working with and providing guidance to Clovis Unified School District (CUSD) staff to ensure the signs and markings adjacent to their facilities were compliant with the California Manual of Uniform Traffic Control Devices (MUTCD) and were as safe and efficient as possible. For example, school drop-off and pick-up traffic on westbound Nees at Garfield Elementary was causing significant backup issues onto Nees Avenue. After onsite evaluation of the situation between the Clovis Special Projects staff, Garfield administration, CUSD Police, and CUSD maintenance, a red curb was installed just east of the Garfield loading/unloading parking lot on Nees along with a right turn lane and coordinating signs. This provided a dedicated turn lane into the Garfield parking lot and improved the traffic flow along westbound Nees.

Parents waiting in the new right turn lane at Garfield Elementary School on Nees Avenue, east of Peach Avenue



On an ongoing basis, SPS staff also perform traffic studies, traffic counts, and speed surveys. This year, traffic counts will be done on 72 streets. This information is used by the Fresno Council of Governments (COG) to predict future travel patterns and demands based on changes in the transportation system. The studies are important tools in planning future network enhancements and analyzing currently proposed projects. As well as documenting needs in federal-aid funding applications.

Year	Traffic Counts	Speed Surveys
2015	62	42
2016	30	34
2017	72 (Planned)	18 (To Date)

New Employees' Autobiographies

ERIC SMITH, Building Clerical/Front Counter — March 2016

I began volunteering for the City of Clovis in July of 2015, scheduling building inspections. I became an employee in March of 2016. On top of scheduling inspections, I now scan plans and documents so they may be digitally archived. Currently, my efforts have been focused on scanning standard plans from the previous code cycle to make room for the incoming standard plans. I also assist the front counter of Planning and Development Services as a certified permit technician.



BILLY BARRIOS, Plans Examiner — May 2016

I began working for the City of Clovis on May 17th, 2016 as a part-time, temporary building inspector and secured a certification as a Residential Building Inspector. In December of 2016 I was hired as a full-time Plans Examiner. My duties include performing residential plan reviews and assisting in scheduling inspections. I am now transitioning into a non-residential plans examiner role.



LILY CHA, Assistant Planner — September 2016

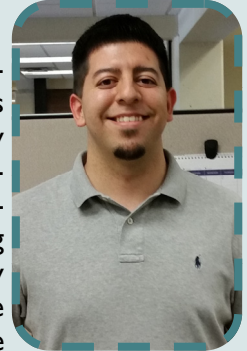
My name is Lily Cha. I graduated from CSU Fresno with a Bachelor's degree in Geography (Environmental), a minor in Urban Planning, and a certificate in Geographic Information Systems (GIS). My journey with the City of Clovis' Planning Division began in 2015 when I was hired as a Planning Aide. Soon after, I was hired as a Planning Assistant. It was in September of 2016 that I was hired as a permanent Assistant Planner. My duties include a wide array of activities consisting of project managing entitlements (general plan amendments, rezones, conditional use permits, tentative maps, and variances), managing residential plot plans, parcel maps, administrative use permits, and evaluating site plans. I look forward to growing with PDS and expanding my current role to gain greater exposure that'll help me grow my skills. Outside of work, I enjoy being physically active. I am competitive in the sports of crossfit and tennis. I also enjoy various outdoor activities such as hiking and sightseeing.



New Employees' Autobiographies Continued

CHRISTIAN ESQUIVIAS, Engineering Intern — September 2016

I was born in Guadalajara, Jalisco, Mexico. However, I live and have been raised in Fresno, CA most of my life. I am married and have two awesome kids. My personal interests and hobbies are soccer, astronomy, brewing beer, and collecting watches. I am currently attending Fresno State pursuing a bachelor's degree in Civil Engineering and will be graduating in the Fall of 2017. My interests within the field of Civil Engineering are Geotechnical and Structural Engineering. I plan on becoming certified as an Engineer in Training and later down the road I plan to obtain my Professional Engineer's License. I currently work as an intern at the City of Clovis Planning & Development Services as part of the DRU team. Working there has been awesome and I am gaining tons of experience in the field of engineering that I will carry with me personally and professionally in my career.



BECKY CHEEVER, Principal Office Assistant — January 2017

I started working for the City in January of 2017 as the Principal Office Assistant in Planning and Development Services. I worked previously for the University of Oregon – Planning, Public Policy, and Management as an Office Specialist II. Before that, I worked for the City of Provo in Community Development as an Office Specialist II. I love my job here with the City, and it fits so well with all my previous experience. I look forward to all the ways I can help my department and the City grow and thrive.



RAFAEL MAGALLÁN, Plans Examiner — February 2017

I joined the City of Clovis in February 2017 as a Plans Examiner in the Building Division. I have a degree in Industrial Technology from the College of the Sequoias, and graduated from Fresno State with a degree in Construction Management. My work experience includes five years as a plans examiner with the City of Visalia. I have also worked as an Encroachment Permits Manager and Assistant Project Manager. I have 10 years of experience as a Project Coordinator and Senior Truss Designer for a Wood Truss Fabricator, and most recently have worked two years in the Pre-Engineered Metal Building Industry as an Engineering and Quote Technician. My interests include architectural design, Green Building and Energy Efficiency, estimating, scheduling, and other aspects of the construction industry.



New Employees' Autobiographies Continued

PATRICIA SERRANO, Permit Technician — February 2017

I was recently hired as a full-time Permit Technician in the Building Division. I started this new role on February 1st. I previously worked as a part-time scanner in the Building Division beginning in December of 2014. I am certified through the International Code Council as a Permit Technician.



RYAN HENNECKE, Building Inspector — March 2017



I started working as a Building Inspector for the City of Clovis in March of 2017. I graduated from Clovis High School with the Class of 1996. I have been in the construction industry since 2001 and was a construction superintendent for Wilson Homes and Gary McDonald Homes in the early 2000's. I have also been a chief estimator for California Quality Interiors, a commercial metal stud and drywall contractor in Fresno. Just before joining the City of Clovis, I was a construction superintendent for Woodside Homes.

BRAD FOWLER, Building Inspector — April 2017

I started working with the City of Clovis as a Building Inspector in April 2017. I have a background in construction, am a licensed general contractor, and grew up in a general contracting family. I grew up locally, graduated from Sierra High School, and went on to graduate from Fresno State with a degree in Industrial Technology, with an emphasis on Civil Engineering.



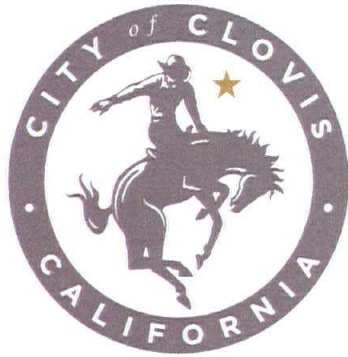
New Employees' Autobiographies Continued

LISA MORRIS, Building Clerical/Front Counter — April 2017

I started at PDS on April 20, 2017. I am a military brat whose family settled in Fresno, where I graduated from McLane High School. I began my studies at CSU Fresno, but took a few years off to follow my military husband across the U.S. and raise my two children, Amy and Robert. When I returned to Fresno, I finished my four year degree from Fresno State and ended up employed at an accounting firm until I was offered the job with PDS.

Family Game Night is my favorite night of the month.





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: May 8, 2017

SUBJECT: Consider a Request from the City of Orange Cove for assistance in paying their San Joaquin Valley Water Infrastructure Authority Dues in the amount of \$470.

Luke Serpa will give an oral presentation on this item. Please direct questions to the City Manager's office at 559-324-2060.