



CITY *of* CLOVIS

AGENDA • CITY COUNCIL MEETING

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

October 2, 2023

6:00 PM

Council Chamber

In compliance with the Americans with Disabilities Act, if you need special assistance to access the City Council Chamber to participate at this meeting, please contact the City Clerk or General Services Director at (559) 324-2060 (TTY – 711). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the Council Chamber.

The Clovis City Council meetings are open to the public at the physical address listed above. There are numerous ways to participate in the City Council meetings: you are able to attend in person; you may submit written comments as described below; you may participate by calling in by phone (see “Verbal Comments” below); and you may view the meeting which is webcast and accessed at www.cityofclovis.com/agendas.

Written Comments

- Members of the public are encouraged to submit written comments at: www.cityofclovis.com/agendas at least two (2) hours before the meeting (4:00 p.m.). You will be prompted to provide:

- Council Meeting Date
- Item Number
- Name
- Email
- Comment



- Please submit a separate form for each item you are commenting on.
- A copy of your written comment will be provided to the City Council noting the item number. If you wish to make a verbal comment, please see instructions below.
- Please be aware that any written comments received that do not specify a particular agenda item will be marked for the general public comment portion of the agenda.
- If a written comment is received after 4:00 p.m. on the day of the meeting, efforts will be made to provide the comment to the City Council during the meeting. However, staff cannot guarantee that written comments received after 4:00 p.m. will be provided to City Council during the meeting. All written comments received prior to the end of the meeting will be made part of the record of proceedings.

Verbal Comments

- If you wish to speak to the Council on an item by telephone, you should contact the City Clerk at (559) 324-2060 no later than 4:00 p.m. the day of the meeting.
- You will be asked to provide your name, phone number, and your email. You will be emailed instructions to log into Webex to participate in the meeting. Staff recommends participants log into the Webex at 5:30 p.m. the day of the meeting to perform an audio and mic check.
- All callers will be placed on mute, and at the appropriate time for your comment your microphone will be unmuted.
- In order for everyone to be heard, please limit your comments to 5 minutes or less, or 10 minutes per topic

Webex Participation

- Reasonable efforts will be made to allow written and verbal comment from a participant communicating with the host of the virtual meeting. To do so, a participant will need to chat with the host and request to make a written or verbal comment. The host will make reasonable efforts to make written and verbal comments available to the City Council. Due to the new untested format of these meetings, the City cannot guarantee that these written and verbal comments initiated via chat will occur. Participants wanting to make a verbal comment via call will need to ensure that they accessed the WebEx meeting with audio and microphone transmission capabilities.

CALL TO ORDER

FLAG SALUTE - Councilmember Mouanoutoua

ROLL CALL

PRESENTATIONS/PROCLAMATIONS

1. Presentation – Update on the City of Clovis Toastmasters Program and Celebration of its Five-Year Anniversary.

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

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

CONSENT CALENDAR - Items considered routine in nature are to be placed upon the Consent Calendar. They will all be considered and voted upon in one vote as one item unless a Councilmember requests individual consideration. A Councilmember's vote in favor of the Consent Calendar is considered and recorded as a separate affirmative vote in favor of each action listed. Motions in favor of adoption of the Consent Calendar are deemed to include a motion to waive the reading of any ordinance or resolution on the Consent Calendar. For adoption of ordinances, only those that have received a unanimous vote upon introduction are considered Consent items.

- [2.](#) Administration - Approval - Minutes from the September 18, 2023, Council Meeting.
- [3.](#) Administration - Approval - Information Technology Division's Three-Year Plan.
- [4.](#) General Services – Approval - Claim Rejection of the General Liability Claim of Lance Pehrson.
- [5.](#) Police - Approval - Purchase of unmanned aerial vehicle (UAV) in the amount of \$9,010.32.
- [6.](#) Public Utilities – Approval – Bid Award for CIP 23-15, Gas Collection and Control Systems (GCCS) Flare Station Improvements at the Clovis Landfill; and Authorize the City Manager to Execute the Contract on Behalf of the City in the amount of \$453,592.11.
- [7.](#) Public Utilities – Approval – Contract Award for the Purchase of an Automated Water Meter Test Bench with Recirculation System in the Total Amount of \$265,552.80; and Authorize the City Manager to Execute the Contract with Ferguson Waterworks on Behalf of the City.
- [8.](#) Public Utilities – Approval – Waive Formal Bidding Requirements and Authorize the Purchase of a Case 521G XT Wheel Loader Tractor off the Sourcewell Cooperative Purchasing Contract from Sequoia Equipment Company in the amount of \$202,883.47.

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

- [9.](#) Consider Adoption - Ord. 23-11, OA 2023-02, A request to amend the density range of the R-3 (Multifamily High Density) Zone District to increase the maximum density from 25 to 30 units per acre and to modify the maximum height for the R-3 Zone District from 35 feet to 45 feet to accommodate the higher density. (Vote: 3-1-1 with Councilmember Basgall absent and Councilmember Pearce voting no)

Staff: Karey Cha, City Clerk

Recommendation: Adopt

COUNCIL ITEMS

- [10.](#) Consider – A request to create a Youth Commission for the purpose of engaging youth voices in the City of Clovis.

Staff: Mayor Ashbeck / Mayor Pro Tem Mouanoutoua

Recommendation: Consider Request and Provide Direction

11. Consider Approval - Appointments to the Fresno/Clovis Community Media Authority.

Staff: Chad McCollum, Economic Development, Housing and Communications Director

Recommendation: Approve

CITY MANAGER COMMENTS

COUNCIL COMMENTS

ADJOURNMENT

FUTURE MEETINGS

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

October 9, 2023 (Mon.)

October 16, 2023 (Mon.) (To Be Cancelled)

Nov. 6, 2023 (Mon.)

Nov. 13, 2023 (Mon.)

Nov. 20, 2023 (Mon.)

CLOVIS CITY COUNCIL MEETING

September 18, 2023

6:01 P.M.

Council Chamber

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

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

PRESENTATION – 6:02

6:02 – ITEM 1 - PRESENTATION – UPDATE ON CLOVIS CULINARY CENTER ACTIVITY.

PUBLIC COMMENTS – 6:12

Cindy, resident, commented on affordable housing in Clovis.

Desiree Martinez, resident, commented on affordable housing in Clovis.

Malcolm Gibson, resident, commented on Councilmember Pearce's letter to the Fresno County Board of Supervisors and shared concerns regarding the usage of the City letterhead.

Kay Rodaberry, resident, commented on concerns regarding LGBTQ books in the library.

David Rall, resident, commented in support of LGBTQ books in the library.

Sergio Romo, resident, commented on commercial parking issues and requested for the City Council to consider amending the Clovis Municipal Code Section 4.5.1014.

Linda Hebert, resident, commented on division within the community.

Sean Berdine, resident, commented on government's role in representing its people.

CONSENT CALENDAR – 6:40

Motion by Councilmember Bessinger, seconded by Councilmember Mouanoutoua, that the items on the Consent Calendar be approved. Motion carried 4-0-1 with Councilmember Basgall absent.

2. Administration - Approved - Minutes from the September 11, 2023, Council Meeting.

3. Fire - Approved – **Res. 23-88**, Accepting the Assistance to Firefighter Grant (AFG) and amending the 2023-2024 FY Fire Department Budget to reflect \$47,181.81 in grant funding awarded to fund the purchase of automatic CPR devices.
4. General Services - Approved – **Res. 23-89**, Authorizing Amendments to the City's Classification and Compensation Plans to Adopt the Waste Recycling Maintenance Worker Classification with a Salary Range of \$4,335 to \$5,270 per month, and Approved – **Res. 23-90**, Amending the City's FY 23-24 Position Allocation Plan to add a Waste Recycling Maintenance Worker Position and a Staff Analyst Position.
5. General Services - Approved - Waive Formal Bidding or Proposal Requirements and Authorize Lease of Copiers through Cooperative Purchase Contract between OMNIA Partners and Kyocera.
6. General Services – Approved – **Res. 23-91**, Authorizing Amendments to the City's Classification Plan by Revising the Transit Dispatcher Classification in the General Services Department.
7. Public Utilities – Approved – Waive Formal Bidding Requirements and Authorize the Purchase of Two (2) 2024 Ford F-250 Crew Cab 4x4 Trucks from National Auto Fleet Group Using the Sourcewell Purchasing Contract in the Total Amount of \$148,675.82.
8. Public Utilities – Approved – Waive Formal Bidding Requirements and Authorize the Purchase of a 2023 Ford F-450 Crew Cab 4x2 from Jim Burke Ford of Bakersfield in the Total Amount of \$72,246.29.

PUBLIC HEARINGS – 6:40

- 6:40 ITEM 9 - APPROVED – **RES. 23-92**, ADOPTION OF THE CITY OF CLOVIS 2022-2023 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) FOR EXPENDITURE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

Brent Berdine, resident, shared questions regarding CDBG funds.

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

- 7:02 ITEM 10 - APPROVED ITEMS PROPOSING TO AMEND THE EXISTING DENSITY RANGES FOR MULTI-FAMILY RESIDENTIAL DEVELOPMENT IN THE GENERAL PLAN AND DEVELOPMENT CODE TO CORRESPOND TO THE APPLICABLE DENSITY REQUIREMENTS SPECIFIED FOR THE CITY'S REGIONAL HOUSING NEEDS ALLOCATION (RHNA) SITES INVENTORY. CITY OF CLOVIS, APPLICANT.

Kay Rodaberry, resident, shared concerns regarding high density housing in Clovis.

10A - APPROVED - **RES. 23-93**, GPA 2023-003, A REQUEST TO AMEND THE DENSITY RANGE OF THE H (HIGH DENSITY RESIDENTIAL) LAND USE DESIGNATION TO INCREASE THE MAXIMUM DENSITY FROM 25 TO 30 UNITS PER ACRE.

Motion for approval by Councilmember Mouanoutoua, seconded by Councilmember Bessinger. Motion carried 3-1-1 with Councilmember Basgall absent and Councilmember Pearce voting no

10B - APPROVED INTRODUCTION – **ORD. 23-11**, OA 2023-02, A REQUEST TO AMEND THE DENSITY RANGE OF THE R-3 (MULTIFAMILY HIGH DENSITY) ZONE DISTRICT TO INCREASE THE MAXIMUM DENSITY FROM 25 TO 30 UNITS PER ACRE AND TO MODIFY THE MAXIMUM HEIGHT FOR THE R-3 ZONE DISTRICT FROM 35 FEET TO 45 FEET TO ACCOMMODATE THE HIGHER DENSITY.

Motion for approval by Councilmember Mouanoutoua, seconded by Councilmember Bessinger. Motion carried 3-1-1 with Councilmember Basgall absent and Councilmember Pearce voting no

CITY MANAGER COMMENTS – 7:26

COUNCIL COMMENTS – 7:26

Motion by Councilmember Mouanoutoua to place an item on a future agenda regarding the consideration of a Youth Commission. Seconded by Councilmember Pearce. Motion carried 4-0-1 with Councilmember Basgall absent.

CLOSED SESSION – 7:35

ITEM 11 - GOVERNMENT CODE SECTION 54956.9(D)(2) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION SIGNIFICANT EXPOSURE TO LITIGATION ONE POTENTIAL CASE

ITEM 12- GOVERNMENT CODE SECTION 54956.9(D)(1) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION CASE NAME: DESIREE MARTINEZ V. CITY OF CLOVIS, ET AL., CASE NO. F082914

No action was taken by the City Council during the closed session.

Mayor Ashbeck adjourned the meeting of the Council to October 2, 2023

Meeting adjourned: 10:25 p.m.

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration Department

DATE: October 2, 2023

SUBJECT: Administration - Approval - Information Technology Division's Three-Year Plan.

ATTACHMENTS: 1. Information Technology Three-Year Plan (FY23/24 – FY25/26)

CONFLICT OF INTEREST

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

RECOMMENDATION

For the City Council to approve the Information Technology Division's Technology Three-Year Plan.

EXECUTIVE SUMMARY

Over the last year the Information Technology (I.T.) Division has been working on many initiatives to help improve the resiliency and reliability of our I.T. operations and the services the division provides. The most notable include:

- A continued focus on Customer Service.
- Working with all departments to discuss technology initiatives, address issues and establish priorities.
- Emphasizing and implementing cybersecurity best practices.
- Adding redundancies and prioritizing the continuity of our I.T. operations.
- Developing and refining I.T. policies, procedures, and guidelines, including the Technology Three-Year Plan (**Attachment 1**).

As part of the development of this plan, staff was able to identify where the division is today, desired goals and initiatives and a roadmap on how to implement the Technology Three-Year Plan. Staff will update the plan on an annual basis to ensure it is current and meeting the needs of the City.

BACKGROUND

Over the course of the last few years, we have seen a real need to add resiliency to the City's technology systems. We've also seen that technology continues to advance at an exponential rate. Artificial Intelligence, Virtual Reality, and the Internet of Things, can bring opportunities for making us more effective and efficient in providing service to the public. However, this technology like other global/environmental issues (supply chain shortages, electrical brown-outs, inflation) that are outside of our control, can also bring challenges and introduce risk to the operation. With all of the changes, risks and opportunities, establishing a plan for how the City uses its technology is needed. Staff has been working on updating the Technology Three-year plan and other I.T. policies, procedures and guidelines to move the division forward.

The development of the Technology Three-year plan began with a comprehensive review of the City's technology systems that the I.T. Division supports, including: network and telecommunications services, cybersecurity, geographic information systems (GIS) and other enterprise-wide platforms. This included identifying the strengths of the operations, the challenges staff is facing and a list of recommendations to help address these challenges.

Another integral element of the technology plan was input from our customers. As such, I.T. staff sought input from each department on the plan and meets regularly with department technology liaisons to discuss initiatives, address issues, and establish priorities for their technology needs.

The final component of drafting this plan was creating the 'work program' for the I.T. Division for the three-year timeframe that this plan will cover. This included reviewing the technology projects currently underway; identifying and forecasting what systems and services may be in need of replacement, and incorporating any constraints with staffing, vacancies, budget etc. to build a workable and realistic work program for staff.

It should be noted that the emphasis is on systems with city-wide impact; department-specific programs and applications were outside of the initial scope of this document. However, staff looks forward to incorporating more department specific analysis, projects, and systems in future versions to make it a City of Clovis Technology plan, instead of the I.T. Division's Technology Plan.

The plan (**Attachment 1**) provides the division with a clear understanding of the City's priorities, also allows us to measure our progress on the work program, and to make course corrections as needed. Staff will update the plan on an annual basis to ensure it is current and reflects the needs of the City and our customers.

FISCAL IMPACT

None at this time. Funds for the work programs identified will be requested during the normal budget process.

REASON FOR RECOMMENDATION

The I.T. Plan provides the foundation for the I.T. Division's workload and operation over the next three years. This is the roadmap, and as technology changes, the I.T. Plan will be updated.

ACTIONS FOLLOWING APPROVAL

The I.T. Division will implement the projects identified in the work program, use the plan to measure our progress, and make course corrections as needed.

Prepared by: Jesse Velez, I.T. Deputy Director

Reviewed by: City Manager AA



CITY *of* CLOVIS

Information Technology

1033 FIFTH STREET • CLOVIS, CA 93612

Information Technology Three-Year Plan FY23/24 through FY25/26

PREPARED BY:

JESSE VELEZ

I.T. DEPUTY DIRECTOR

UPDATED – JULY 2023

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Executive Summary

The City of Clovis' Information Technology Strategic Plan (IT Plan) serves as the basis for the City's technology initiatives, projects, and development efforts. In essence, it is the roadmap for the Information Technology (IT) Division's work program.

The foundation for this roadmap is the mission of the IT Division which is: to enable, through the use of technology, the City of Clovis to meet or exceed expectations for a friendly, customer-service oriented government by providing technical support, systems and solutions to those who serve the public.

With this in mind, an analysis was done to determine where the City's technology is today, where it should be, and what things need to be accomplished to move in that direction.

This analysis included:

- A review of the IT Division's current structure,
- An in-depth look of the initiatives that are currently in process,
- The recommended work program for the next three years.

As the roadmap for the City's technology services over the next three years, this IT Plan reflects the needs of our customers. As such, the IT Plan was presented to all technology liaisons and other managers / representatives from each department. Additionally, the work program initiatives will be prioritized and the IT Division will provide metrics to show the progress made.

The IT Plan will be updated on an annual basis to reflect necessary changes. The IT Deputy Director's performance will in part be determined by the successful implementation of the Plan. The IT Deputy Director will hold his / her personnel accountable for completion or their part of the Plan.

Future IT Plans will include a report out on actions completed from the prior plan and changes made. The IT Plan will be reviewed by the department's technology liaisons, the Department Head Group, and finally be presented to City Council for adoption.

1. Who we are and what we do.

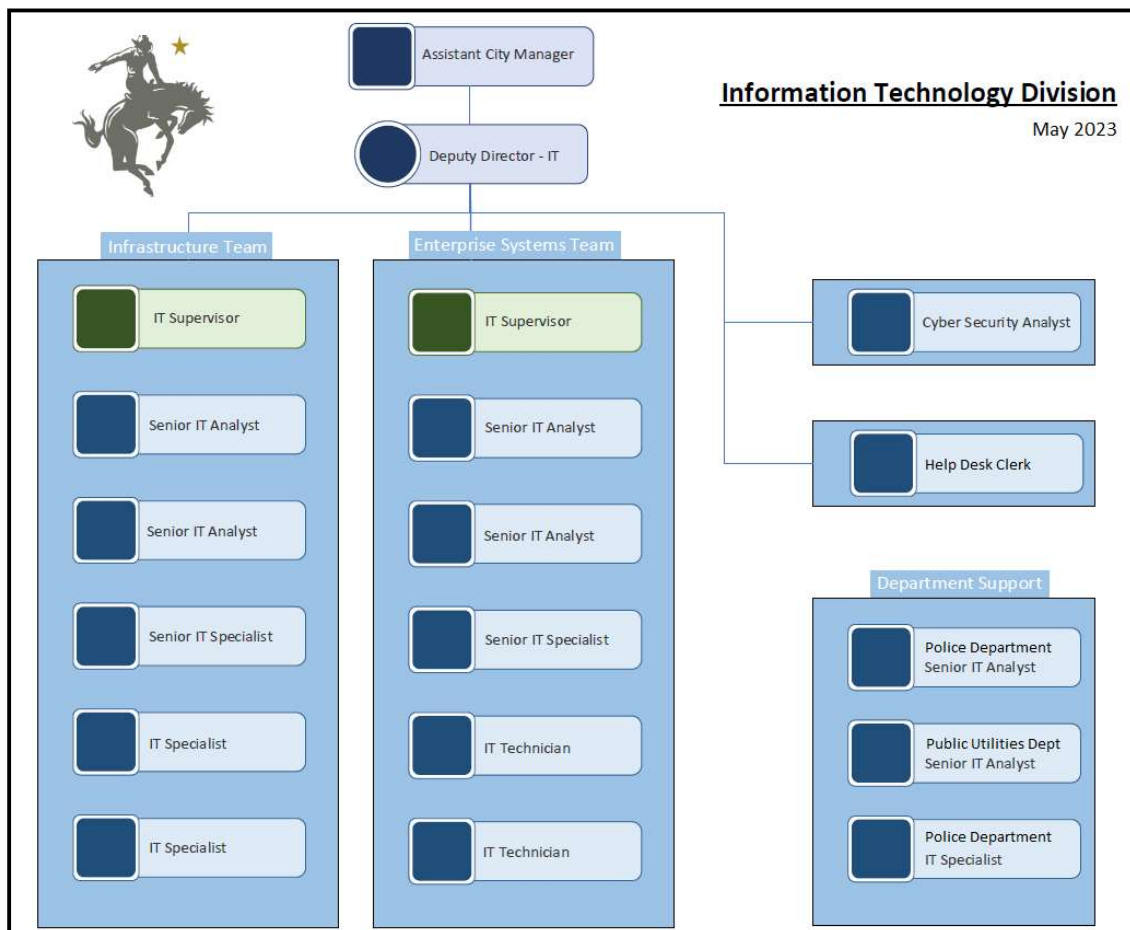
Mission

To enable, through the use of technology, the City of Clovis to meet or exceed expectations for a friendly, customer-service oriented government by providing technical support, systems and solutions to those who serve the public.

Goals for the IT Division established to support the mission:

- Provide courteous, efficient and professional Customer Service.
- Provide easy and secure access to information and city services.
- Migrate the City's varied information systems to off-the-shelf, standards-based solutions that will accommodate the sharing of data and information.
- Foster inter-agency and department partnerships and collaboration.
- Develop and build the infrastructure to take advantage of cost-effective and secure IT communication technologies.

Organizational Chart



2. Where are we today?

Information Technology Division

- The IT Division is diverse and focused on providing excellent customer-service
- After three plus years of the new normal under Covid-19, reliance on technology continues to be at the forefront.
- The IT profession has moved away from generalists (jack of all trades) staffing and instead is getting more specialized and segmented.
- We have three vacancies (Cybersecurity Analyst, IT Analyst, and IT Technician).
- Proactive in the maintenance of systems including patching and updating software, operating systems and security vulnerabilities
- Reactive in our emergency / incident response activities and planning
- Informal in our processes and our system documentation tends to be outdated

Strengths:

- The IT infrastructure is based on proven technologies and is technologically current.
- The personnel supporting the IT Infrastructure are well qualified and have successfully put into place an infrastructure that provides a solid foundation for current IT operations and future growth.

Challenges:

- The IT profession has moved away from generalists (jack of all trades) staffing and instead is getting more specialized and segmented, creating gaps and less depth at the current staffing levels.
- Policies and procedures are informal or non-existent
- Technical documentation is out of date
- Product availability affected by supply chain and inflation issues
- Hiring and retention of IT staff

Recommendations include:

- Continue developing IT standards and policies
- Refresh documentation, system changes and procedures
- Build the team's depth by adding support personnel
- Cross-training and developing succession plan for current staff

Evaluation of Core Services / Systems

Network and Telecommunications

Strengths:

- Current core data network environment functioning and based on industry standards.
- City's Fiber Optics network reaches all city facilities.

- The End-of-Life (EOL) replacement program is meeting the demands of the network

Challenges:

- Core Network is about 8 years old and nearing its life-expectancy; new equipment has been ordered but it is delayed due to supply-chain issues.
- Additionally, core network is centrally located and vulnerable to site-specific power outages and other localized mechanical / technological failures.
- The fiber-optic connectors used at many sites are several years old and are struggling to keep up with current day throughput / needs.
- The video network (core and edge) needs to be refreshed and expanded.
- Internet connection is near capacity – increased number of users and hosted applications are driving up its usage.

Recommendations include:

- Diversify the core network to provide more physical distance between core components (switches, power, HVAC, battery-backups, etc.) allowing for better resiliency.
- Upgrade the battery systems in key data centers to provide 3-4 hours of minimum runtime during power outages.
- Replace outdated fiber connectors with new (larger capacity) connectors.
- Refresh and distribute the core video network and standardize with enterprise-class (core and edge) devices.
- Expand internet connectivity to (minimum) 750Mbps service connections with both providers
- Add third internet service provider at the disaster recovery site for additional resiliency / survivability of emergency operations.

Enterprise Applications / Virtualization

Strengths:

- The City's websites have been migrated to a hosted service and are starting to be maintained more regularly.
- Maintenance and support, on a majority of city software applications, is starting to be included in the budget.
- The City's Virtualized Server infrastructure is well positioned to support current and future needs. This infrastructure has provided a significant cost savings and a great return on investment.
- The City has budgeted for replacement of its Financial and Utility Billing systems.

Challenges:

- One Solution Finance System is out-of-date and support from the vendor has been problematic.
- Multiple versions of a software applications are present on desktop systems (example: 3 to 4 versions of Adobe Acrobat installed throughout the network)

- Current Microsoft Exchange Environment has some technical glitches and limitations. Also, mailboxes are distributed on local servers and in the cloud causing some scheduling and other conflicts.
- Growth in the city's data continues to outpace growth in the city's data-storage capacity and backups.
- The software industry (as a whole) is moving to subscriptions and costs will increase.

Recommendations include:

- Upgrading the Finance System (One Solution) to the latest version.
- Complete the implementation of the new Software As A Service (SAAS) based Utility Billing System (SpryPoint).
- Continue to invest in enterprise data storage for both production and disaster recovery / backups.
- Upgrade the current MS Exchange environment and migrate all user mailboxes to Microsoft Office Online (cloud)
- Continue to plan and budget for migrating systems to the Cloud

Geographic Information Systems (GIS)

Strengths:

- Web-based Front Counter provides simplified access to real time data from various sources including County Assessors Office, County/Regional map layers, Clovis imagery etc.
- ESRI GIS system based on industry and regional standards geo-database technology
- Layer Maintenance is distributed throughout Clovis departments and a formal procedure is in place for the development of new layers

Challenges:

- New layers are often created and not maintained; which affects the integrity of the data
- Some department-based applications (eg. Fireview) are based on old GIS standards and are not able to be upgraded.
- There is growing confusion on who is responsible for analysis, maintenance and administration of the GIS system
- Most of the GIS system's expertise and knowledge is with a single Senior IT Analyst; need knowledge transfer, cross-training and succession plan.

Recommendations include:

- Establish quarterly GIS meetings (Steering Committee)
- Continue training and knowledge transfer to IT Specialist dedicated to supporting GIS (succession planning)
- Begin discussions and planning for the future of organizational structure of GIS within the City of Clovis.

Desktop, Mobile Data Computer (MDC) and Laptop Support

Strengths:

- Desktop systems are standardized on proven hardware and software (examples: Microsoft Windows 10 OS platform and Microsoft Office productivity suite)
- Vehicles (Police, Fire and Inspectors) have full network access for 'in-the-field' communications.
- Using centralized desktop management system for 'pushing' updates and security patches.
- Multiple layers of Security – have anti-virus, anti-spam and other security systems in place that are providing thorough protection to city systems

Challenges:

- Supply chain issues due to the pandemic, global chip shortage and other external threats
- Troubleshooting and System Administration activities are not consistently documented and reside with individuals only.
- Multiple issues with the CRM system including ADA compliance problems with the mobile app, GUI changes, inefficiencies with use as an IT Help Desk system
- With only two IT Technicians on-staff, a vacancy to either causes delays in deploying new systems, troubleshooting and other workflow problems/bottlenecks.

Recommendations include:

- Add a third IT Technician and develop an intern program to supplement Help Desk services and system deployments.
- Continue to budget for replacement of MDCs, laptops, desktops, and other devices per the City's Technology Lifecycle Management Plan.

Cybersecurity

Strengths:

- System patching and updates are deployed regularly
- Multiple layers of redundancy and filtering
- Spam email campaigns have proven effective in alerting / training city staff to recognize malicious / unwanted emails

Challenges:

- No shortage of external threats – zero-day vulnerabilities, ransomware and Artificial Intelligence (AI) are all being used by malicious actors
- Cloud-based services extend the city's technological footprint, making it challenging to safeguard the city's data.
- The environment for hiring a Cybersecurity Analyst is extremely competitive and taking longer than expected. Cybersecurity talent is in high demand globally.

Recommendations include:

- Implement Endpoint Detection and Response (EDR) system for more comprehensive anti-malware solution.
- Continue cybersecurity awareness notifications
- Provide mandatory cybersecurity training for all city staff on an annual basis
- Budget for and implement a Security Information and Event Management (SIEM) system.

3. Where do we want / need to be?

- Adding value to the city and all departments
- Focused on our 'Core Competencies'
- Adding redundancy and resiliency to the Core Network and Systems
- Proactive in management / maintenance of core services and equipment
- Making better use of automation (working smarter not harder)
- Striking a good balance between system security and ease of use for our customers
- The first consultant's city staff looks to for their technology needs.
- A partner to departments rather than a roadblock or afterthought

Improved / Consistent Customer Service

- Restart annual customer service surveys
- Improve IT staff accessibility and Help Desk
- Cross-training of IT staff on core applications and systems
- Provide city staff with metrics on IT operation

Increase the resiliency and reliability of our core systems / applications

- Distribute the Core Network to make it less dependent on a single location or single point of failure
- Create redundancies where applicable (technological, mechanical and electrical services).
- Continue standardization efforts
- Proper and formal training for IT staff on systems administration (above 'on-the-job' training)
- As budget allows, continue to refresh/replace outdated and undersized systems

Enable our customers to be more productive with their technology systems

- Formal / informal training
- Incorporate training dollars with new product implementations
- Develop better documentation (for self-help services)

- Continue security patching and other system updates which help provide a stable computing environment

4. How do we get there?

Reinforcing our strengths and customer centric culture

- Focus staff on the 'Mission' and stress customer service
- Align the goals with our day-to-day activities
- Team-building exercises
- Project a level of professionalism (attire, office environment and communication)

Retain IT Staff and build comprehensive knowledge-base

- Invest in our most important resource, our staff
- Revisit and refresh IT staff classifications on a regular basis
- Prioritize IT staff training (minimum one weeklong training session / bootcamp per person) as budget allows.
- Develop a career ladder (program) to retain proven, trained, and reliable Staff
- The knowledge-base documentation will give new IT staff a resource (handbook) for the IT division operation. It will also serve to record and retain knowledge that is currently only in the heads of a few key staff members

Succession Planning and adding depth to the IT Division organization

- Begin documenting key roles and activities
- Develop strategies (such as cross-training and knowledge transfer) to facilitate transitions in staffing due to retirements, etc.
- Review IT Division Organization Chart and align services with best practices
- Fill vacancies
- Add depth to the division's units to be able to better sustain services when vacancies, occur.

Measure progress and continually update the Plan

- Providing metrics on our services
- Sending out annual surveys to track progress and customer satisfaction
- Revisit and refresh the Work Plan annually to identify completed projects and change course (as necessary) on the roadmap
- Involve IT division staff and our customers in developing 'the plan'

5. IT Work Program

The following list provides an in-depth look at the projects the IT division will work on over the next three years. This work plan provides the 'roadmap' but funding for each project will be requested during the city's normal budget process.

Year 1 FY2023-24	Project Name / Description
	Fill IT Vacancies (Cybersecurity Analyst, IT Analyst, IT Technician)
	Datacenter Resiliency Project (UPS upgrades, Network Redundancy, HVAC)
	Public Safety Headquarters UPS (Battery Backup) System Replacement
	Lifecycle Management / Technology Replacements – Firewalls, Network, Wireless System, Printers, UPS, MDC, Computers and other devices
	Endpoint Detection and Response (EDR) System
	Police Department Core Video Network (Phase 2 of 3)
	Provide network connectivity and other technology (New IT Building, Senior Center, Transit, Station 6 redundancy, and Station 2 remodel)
	Two-factor Authentication for laptops, servers, and remote access. Begin testing hardware-based tokens
	Windows 11 testing
	Domain Upgrade and Windows 2012 to Windows 2019/22 Server Upgrades
	Cybersecurity Vulnerability Testing / Assessment
	Virtualization Infrastructure – Host Server Upgrades (2 City Hall, 2 PD)
	Sprypoint Utility Billing System Implementation
	Surface Water SCADA System Hardware/Software
	Fleet Management Software Implementation
	Rewrite / Reprogramming of all GIS Webapps (Front Counter, Zoning, etc.)
	Exchange 2019 Server Upgrade / move mailboxes to cloud
Year 2 FY2024-25	Project Name / Description
	Fill IT Vacancies
	Increase Capacity of Storage Area Network (SAN) and replace two (2) virtual hosts in the Police Department Data Center

	Audio / Visual System – Public Safety HQ (Emergency Operations Center (EOC) and Community Room)
	Window 11 City-wide Deployment
	Lifecycle Management / Technology Replacements – Firewalls, Network, MDC, Computers and other devices
	Assist Finance with Enterprise Resource Planning (ERP) Request for Proposals
	SQL Server Database high availability and version upgrades
	Disaster Recovery (DR) Site hardware refresh (Phase 1 of 2)
	Continue Cybersecurity Awareness campaigns and training
	Police Department Core Video Network (Phase 3 of 3)
	Fiber Optics communications (Edge network upgrade to 10 gbps)
	Alternate Dispatch Site (including DR infrastructure move)
	Emergency phones – analog to IP conversion (Phase 1 of 2)
Year 3 FY2025-26	Project Name / Description
	Fill IT Vacancies
	Increase Capacity of Storage Area Network (SAN) City Hall Data Center and PD Forensics
	Replace virtual hosts in the Public Utilities Department Data Center
	Cybersecurity Vulnerability Testing / Assessment
	Continue Cybersecurity Awareness campaigns and training
	Fiber Optic Ring Network Implementation
	Lifecycle Management / Technology Replacements – Network, Wireless System, MDC, Computers and other devices
	ERP / New Finance System Selection and Implementation
	Security Information and Event Management (SIEM) System
	Disaster Recovery Site hardware refresh (Phase 2 of 3)
	Emergency phones – analog to IP conversion (Phase 2 of 2)



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: October 2, 2023

SUBJECT: General Services – Approval - Claim Rejection of the General Liability Claim of Lance Pehrson.

ATTACHMENTS: None

CONFLICT OF INTEREST

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

RECOMMENDATION

Reject the General Liability Claim filed by Lance Pehrson.

EXECUTIVE SUMMARY

Lance Pehrson (claimant) filed a General Liability Claim against the City of Clovis on September 1, 2023. The claim alleges defamation and malicious prosecution caused by Clovis Police Officers and seeks to recover alleged monetary damages from the City. It is recommended that the claim be rejected at this time.

BACKGROUND

On September 1, 2023, a General Liability Claim was filed against the City of Clovis by Lance Pehrson. The claim was considered legally sufficient and timely. Mr. Pehrson alleges that Clovis Police Officers made false statements to his former employer which resulted in termination from his position of employment on March 2, 2023.

Mr. Pehrson seeks damages against the City in excess of \$25,000 for past and future loss of wages and emotional distress with physical manifestations. The claim has been filed as a “civil unlimited case”.

FISCAL IMPACT

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

REASON FOR RECOMMENDATION

It is recommended that the claim be rejected. The City's liability is disputed, and although the claim is legally sufficient, the amount of the alleged damages sustained by the claimant may also be disputed. Rejecting the claim and sending notice of rejection in accordance with the Government Claims Act will commence the time in which claimant may file a lawsuit against the City based on the claim.

ACTIONS FOLLOWING APPROVAL

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

Prepared by: Charles W. Johnson, Management Analyst

Reviewed by: City Manager AK



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Police Department

DATE: October 2, 2023

SUBJECT: Police - Approval - Purchase of unmanned aerial vehicle (UAV) in the amount of \$9,010.32.

ATTACHMENTS: 1. Policy 706 of the Clovis Police Department Policy Manual
2. Photograph of DJI-Mavic 3T and DJI-Avata
3. Quote for DJI-Mavic 3T and DJI-Avata

CONFLICT OF INTEREST

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

RECOMMENDATION

Staff recommends that the City Council approve purchase of a DJI-Mavic 3T and DJI-Avata UAV for public safety pursuant to Policy 706 of the Clovis Police Department Policy Manual.

EXECUTIVE SUMMARY

Staff recommends that the City Council approve purchase of a DJI-Mavic 3T and DJI-Avata UAV for the use of public and officer safety. The application of the DJI-M3T equipped with optical zoom, and/or thermal cameras allow the department to monitor unfolding crime scenes more accurately and at a safer distance. The DJI-Avata is one of the smallest UAV's on the market and allows pilots to easily and efficiently search inside structures without the assistance of satellites to stabilize the aircraft.

BACKGROUND

Currently each pilot is assigned a DJI-Mini or DJI-Mini 2 UAV. DJI is no longer making these specific models of UAV and some have been deployed well over 5 years. In preparation of their end of operation, we're planning on replacing them with DJI-Avata's.

The Mavic 2 Enterprise Advanced is the most utilized UAV in our fleet. We currently have two of these UAV's and DJI is no longer producing this specific UAV model, which are quickly approaching their operational life span. The Mavic 3T is the newest UAV released to replace the Mavic 2 Enterprise Advanced.

A quickly deployable camera drone allows pilots to have a better vantage point during times of chaotic situations where deploying ground personnel is too risky. The reliance only on ground assets to respond to emergency events increases threats to the safety of the community and emergency personnel and decreases the efficiency and effectiveness of the emergency response. The DJI-M3T and DJI-Avata will act as a force multiplier and cost a fraction of what manned helicopters require. In response to active shooters, IEDs, or armed hostage situations the UAV can observe threats from a safe vantage point allowing officers on the scene to operate with greater safety.

The DJI Avata excels at interior building searches. In law enforcement several officers have died or been injured trying to search structures for potential suspects. The Avata increases safety by allowing pilots to send in the UAV to scout the structure before sending in officers. Because the Avata is one of the smallest and easiest UAV's to fly on the market it allows pilots to search smaller area such as attics, tunnels, and basements with ease.

The DJI-Avata is equipped with an HD camera capable of streaming video to assisting officers, providing them with real-time information. The Avata features the new DJI OcuSsync 3+ transmission system that provides a range up to 6 miles. This powerful transmission system is beneficial when flying inside of structures because the signal strength can easily penetrate walls and barriers with little to no latency.

Additional justification for purchasing the DJI-M3T and DJI-Avata is because of the Remote ID requirement. The FAA passed a requirement that all UAV's over 250 grams must have Remote ID. Remote ID is the ability of a UAV in flight to provide identification and location information that can be received by other parties through a broadcast signal. The DJI-M3T and the DJI-Avata have Remote ID build into the aircraft, whereas the DJI-Mini, DJI-Mini 2, and DJI Mavic 2 Enterprise Advanced do not.

Advexure Unmanned Systems is an approved Clovis Police Department UAV vendor who we primarily use to purchase DJI UAV's, which is approximately 90 percent of our current UAV fleet.

FISCAL IMPACT

The cost of the DJI-Mavic 3T and DJI-Avata is included in the existing budget. Annual maintenance of the UAV's and software is potentially \$500 dollars.

REASON FOR RECOMMENDATION

Approval will allow the Department to become Remote ID compliant and prevent a gap in UAV coverage as some of our older UAV's reach their end of operational lifespan.

ACTIONS FOLLOWING APPROVAL

The Department will purchase the DJI-Mavic 3T and DJI-Avata UAV from Advexure Unmanned Systems for the price listed in Attachment 3.

Prepared by: Josh Richards, Police Sergeant

Reviewed by: City Manager *AH*

Military Equipment

706.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment (Government Code § 7070; Government Code § 7071; Government Code § 7072).

706.1.1 DEFINITIONS

Definitions related to this policy include (Government Code § 7070):

Governing body – The elected or appointed body that oversees the Department.

Military equipment – Includes but is not limited to the following:

- Unmanned, remotely piloted, powered aerial or ground vehicles.
- Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached, excluding unarmored all-terrain vehicles and dirt bikes.
- Tracked armored vehicles that provide ballistic protection to their occupants and utilize a tracked system instead of wheels for forward motion.
- Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Weaponized aircraft, vessels, or vehicles of any kind.
- Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld ram designed to be operated by one person.
- Firearms and ammunition of fifty (.50) caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Specialized firearms and ammunition of less than fifty (.50) caliber, including firearms and accessories identified as assault weapons pursuant to Penal Code section 30510 and Penal Code section 30515, with exception of standard department issued firearms.
- Any firearm or firearm accessory that is designed to launch explosive projectiles.
- Noise-flash diversionary devices and explosive breaching tools, including, but not limited to, grenades.
- Munitions containing tear gas or oleoresin capsicum (OC), excluding standard, Department-issued handheld pepper spray.
- TASER® Shockwave, microwave weapons, water cannons, and Long-Range Acoustic Devices (LRADs).
- Kinetic energy weapons and munitions, including, but not limited to, projectile launchers, bean bag rounds, and rubber bullets.

Military Equipment

- Any other equipment as determined by a governing body or a state agency to require additional oversight.

706.2 POLICY

It is the policy of the Clovis Police Department that members of this department comply with the provisions of Government Code § 7071.

706.3 MILITARY EQUIPMENT COORDINATOR

The Chief of Police should designate a member of this department to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

- (a) Acting as liaison to the governing body for matters related to the requirements of this policy.
- (b) Identifying department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the governing body.
- (c) Conducting an inventory of all military equipment at least annually.
- (d) Collaborating with any allied agency that may use military equipment within the jurisdiction of Clovis Police Department (Government Code § 7071).
- (e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
 1. Publicizing the details of the meeting.
 2. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.
- (f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the department website (Government Code § 7072).
- (g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

706.4 MILITARY EQUIPMENT INVENTORY

The following constitutes a list of qualifying military equipment for the Department:

[See attachment: Military Equipment List.pdf](#)

706.5 APPROVAL

The Chief of Police or the authorized designee shall obtain approval from the governing body by way of an ordinance adopting this military equipment policy. As part of the approval process, the Chief of Police or the authorized designee shall ensure the proposed military equipment policy is submitted to the governing body and is available on the department website at least thirty (30) days prior to any public hearing concerning the military equipment at issue (Government Code §

Military Equipment

7071). The military equipment policy must be approved by the governing body prior to engaging in any of the following (Government Code § 7071):

- (a) Requesting military equipment made available pursuant to Title 10 of the United States Code section 2576a.
- (b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
- (c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.
- (d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this department.
- (e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.
- (f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.
- (g) Acquiring military equipment through any means not provided above.

706.6 COORDINATION WITH OTHER JURISDICTIONS

Military equipment maybe used by any other law enforcement agencies or members in this jurisdiction if such military equipment has been approved for use in accordance with this policy. Military equipment used by other law enforcement agencies that are providing mutual aid or assistance to this jurisdiction shall comply with their respective military use policies in rendering mutual aid or assistance.

706.7 ANNUAL REPORT

Upon approval of a military equipment policy, the Chief of Police or the authorized designee should submit a military equipment report to the governing body for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The Chief of Police or the authorized designee should also make each annual military equipment report publicly available on the department website for as long as the military equipment is available for Department use. The report shall include all information required by Government Code section 7072 for the preceding calendar year for each type of military equipment in department inventory.

706.8 COMMUNITY ENGAGEMENT

Within thirty (30) days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting,

Military Equipment

at which the Department should discuss the report and respond to public questions regarding Department funding, acquisition, or use of military equipment.

In accordance with Section 706.3(g) of this policy and Government Code section 7070(d)(7), members of the public may register complaints or concerns or submit questions about the use of each specific type of military equipment in this policy. The Department will monitor all complaints, concerns, and questions to ensure timely responses are completed. Complaints, concerns, or questions may be submitted by any of the following means:

1. Via email to: militaryequipmentquestions@cityofclovis.com
2. Via phone call to: (559) 324-2406
3. Via postal mail to: Clovis Police Department, Attn: Chief of Police, 1233 Fifth Street, Clovis, CA 93612

Attachments

Military Equipment List.pdf

Military Equipment

1. **Mobile Command Vehicle (MCV)** – A vehicle used as a mobile dispatch center and/or office that provides heated and cooled shelter, a source of electricity and lighting, access to Department computer systems, and a place for department members to meet at the scene of a critical incident, pre- planned event, natural disaster, or community event.

- a. Description quantity, capabilities, and purchase cost

The MCV is custom built by the Farber Company on a 2 axel Freightliner Chassis that had an initial cost of \$542,608 in 2006. The single unit (1) has a chassis motor which propels the vehicle and a generator which powers all internal electrical components and can provide external power to additional lights or equipment as necessary. The MCV has two full dispatch terminals, space for up to 7 additional workstations, and multiple divider doors that can break up the space into five separate rooms. The MCV has three dedicated cell phone lines and 5 sets of radios that can communicate with all surrounding agencies on both UHF and VHF frequencies.

- b. Purpose

To be used at the scene of any pre planned event, community event, critical event, or natural disaster where a portable office, dispatch center, heated or cooled shelter, supplemental power source and/or meeting location is needed.

- c. Authorized use

Only staff trained in the deployment and operation of the MCV may operate it. Only members that have a California Class B driver's license with air brake endorsement may drive the vehicle.

- d. Lifespan

The MCV has a 30-year lifespan on the chassis and vehicle. Upgrades on technology inside the vehicle will be on an as needed basis.

- e. Fiscal Impact

Annual maintenance cost is approximately \$1,500.00

- f. Training

The drivers shall receive training in the safe handling of the vehicle on a closed training course. Once the operator has shown competence in vehicle handling, the driver will drive the vehicle throughout the city with an experienced driver.

The driver shall also undergo California Department of Motor Vehicle commercial vehicle testing.

g. Legal and Procedural Rules

Use shall be in accordance with California State law regarding the operation of motor vehicles.

2. **Crisis Negotiation Team (CNT) Vehicle-** A vehicle used as a mobile office that provides shelter, access to the Police Department computer systems, and facilities on extended events.

a. Description, quantity, capabilities, and purchase cost

2007 General Motors 4500 Utilimaster (custom built) vehicle, cost: \$149,654, quantity: 1 The CNT vehicle can be utilized with SWAT/CNT callouts and for community events.

b. Purpose

To be utilized for critical incident callouts and community events.

c. Authorized Use

The CNT vehicle is used by officers and staff who have been properly trained in the safe handling of the vehicle. The driver of the vehicle shall have a valid California driver license.

d. Lifespan

The CNT vehicle has a 30-year lifespan on a chassis and vehicle.

e. Fiscal Impact

Annual maintenance, \$600.

f. Training

Once completing a closed training course, the operator will drive the vehicle throughout the city with an experienced driver.

g. Legal and Procedural Rules

Use shall be in accordance with California State law regarding the operation of motor vehicles.

3. **Unmanned Aircraft System (UAS):** An unmanned aircraft along with the associated equipment necessary to control it remotely.

- a. Description, quantity, capabilities, and purchase cost of current UAS:
- i. DJI MAVIC MINI, cost: \$500 each, quantity: 20. Miniature UAS that weighs approximately 249 grams and can record video and audio with approximately 30 minutes of flight time.
 - ii. DJI MAVIC 2 ENTERPRISE ADVANCED, cost: \$7,500, quantity: 2. UAS that has a color and thermal camera as well as audible speaker and light. Capable of video recording and weighs 909 grams without a payload, approx. 30 minutes of flight time.
 - iii. DJI MAVIC ENTERPRISE, cost: \$3,500, quantity: 1. UAS that has a color and thermal camera as well as audible speaker and light. Capable of video recording and weighs 899 grams without a payload, approx. 30 minutes of flight time.
 - iv. DJI MAVIC PRO, cost: \$1,500, quantity: 1. UAS that weighs approx. 1.5 pounds, 25-minute flight time and a single-color camera with recording capabilities.
 - v. DJI PHANTOM 4, cost: \$1,600, quantity: 1. UAS that weighs approx. 1380 grams, 28-minute flight time and a single-color camera with recording capabilities.
 - vi. DJI MATRICE 300 with HT20 camera, cost: \$25,000 each, quantity: 1. UAS that has 45 minutes of flight time, in all weather, has an IR camera, zoom camera and light. Has video recording capabilities.
 - vii. DJI MATRICE 210 with Z30 camera, cost: 10,500 each, quantity: 1. UAS that has 30 minutes of flight time without a payload, in all weather, has a zoom camera and light. Has video recording capabilities.
 - viii. SKY HERO LOKI 2, cost: 10,500 for a package of 2, quantity: 1. Ruggedized interior tactical UAS that has 16 minutes of flight time. It has a forward facing analog fixed day-night + IR camera allowing it to fly in total darkness. Unable to record video currently.

- ix. SKYDIO 2, cost: \$1,100, quantity: 1. UAS that weighs approx. 775 grams, 27 minutes of flight time. It has a zoom camera and 360-degree accident avoidance. It is unable to fly in darkness.

b. Purpose

To be deployed when its view would assist officers or incident commanders with the following situations, which include but are not limited to:

- i. Major collision investigations.
- ii. Searching for missing persons.
- iii. Natural disaster management.
- iv. Crime scene photography.
- v. SWAT, tactical or other public safety and life preservation missions.
- vi. In response to specific requests from local, state, or federal fire authorities for fire response and/or prevention.

c. Authorized Use

Only assigned operators who have completed the required training shall be permitted to operate any UAS during approved missions.

d. Expected Life Span

All UAS equipment, 3-5 years.

e. Fiscal Impact

Annual maintenance and battery replacement cost is approximately \$10,000.

f. Training

All Department UAS operators are required to obtain a PART 107 license. In addition, each operator must attend a basic department training course and participate in ongoing quarterly training.

g. Legal and Procedural Rules

Use is established under FAA Regulations 14 CFR Part 107, COA, FAA waivers, and the City of Clovis UAS policy. It is the policy of Clovis Police Department to

utilize UAS only for official law enforcement purposes, and in a manner that respects the privacy of our community, pursuant to State and Federal law.

4. **40 MM Launchers and Rounds:** 40MM Launchers are utilized by department personnel as a less lethal tool to launch impact rounds.

- a. Description, quantity, capabilities, and purchase cost:
- i. DEFENSE TECHNOLOGY, 40MM SINGLE SHOT LAUNCHER, #1425, cost: \$1000, quantity: 2. The 40MM Single Launcher is a tactical single shot launcher that features an expandable ROGERS Super Stoc and an adjustable Integrated Front Grip (IFG) with light rail. It will fire standard 40mm less lethal ammunition, up to 4.8 inches in cartridge length. It will launch a 40MM less lethal round up to 131 feet and is only authorized to be used by SWAT personnel.
 - ii. DEFENSE TECHNOLOGY, 40MM TACTICAL 4-SHOT LAUNCHER, #1440, cost: \$1975, quantity: 2. The 40mm Tactical 4-Shot Launcher is low-profile and lightweight, providing multi-shot capability in an easy to carry launcher. It features the Rogers Super Stoc™ expandable gun stock, an adjustable Picatinny mounted front grip, and a unique direct-drive system to advance the magazine cylinder. It will launch a 40MM less lethal round up to 131 feet and is only authorized to be used by SWAT personnel.
 - iii. DEFENSE TECHNOLOGY, 40MM EXACT IMPACT SPONGE, #6325, cost: \$18, quantity: 62. A less lethal 40mm lightweight plastic and foam projectile fired from a single or multi-round purpose built 40mm grenade launcher with a rifled barrel at 325 FPS. The 30-gram foam projectile delivers 120 ft/lbs. of energy on impact. The 40mm Exact Impact Sponge Round provides accurate and effective performance when fired from the approved distance of not less than five (5) feet and as far as 131 feet from the target.
 - iv. DEFENSE TECHNOLOGY, SPEDE-HEAT 40MM LONG-RANGE, CS, #6182, cost: \$30, quantity: 34. The SPEDE-HEAT CS Long-Range Munitions delivers one chemical canister of CS agent from a 40 mm launcher down range up to 150 yards. The Spede-Heat is a pyrotechnic round designed specifically for outdoor use in crowd control situations with a high-volume continuous burn that expels its payload in approximately 20-40 seconds from a single source. The Spede-Heat family may be used to conceal tactical movement or to route a crowd.

- v. DEFENSE TECHNOLOGY, SPEDE-HEAT 40MM LONG-RANGE ROUND, SAF SMOKE, #6183, cost: \$27, quantity: 12. The Spede-Heat Saf-Smoke Long Range Munitions is designed to deliver one chemical canister of Saf-Smoke™ payload down range up to 150 yards. The Spede-Heat is a pyrotechnic round designed specifically for outdoor use in crowd control situations with a high-volume continuous burn that expels its payload in approximately 20-40 seconds from a single source. The Spede- Heat 40 mm is designed for outdoor and has a maximum effective range of 150 yards.

b. Purpose:

To limit the escalation of conflict where employment of lethal force is prohibited or undesirable.

c. Authorized Use:

- i. Situations for use of the less lethal weapon systems may include, but are not limited to:
- ii. Self-destructive, dangerous and/or combative individuals. Riot/crowd control and civil unrest incidents.
- iii. Circumstances where a tactical advantage can be obtained. Potentially vicious animals.
- iv. Training exercises or approved demonstrations.
- v. By officers who have been trained in their proper use.

d. Lifespan:

- i. Defense Technology #1425- 25 years.
- ii. Defense Technology #1440- 15 years.
- iii. Model 6182 Defense Technology Spede-Heat 40 MM long-range, CS- 5 years.
- iv. Model 6183 Spede-Heat 40mm Long-range Round, Saf Smoke- 5 years.

e. Fiscal Impact:

Annual maintenance is approximately \$50 for each launcher.

f. Training:

Sworn members utilizing 40MM less lethal chemical agents or impact rounds are trained in their use by POST certified and/or Defense Technology less lethal and chemical agent instructors.

g. Legal and Procedural Rules:

The 40mm launchers are to be used only for official law enforcement purposes and pursuant to State and Federal law, including those regarding the use of force.

5. **Distraction Devices:** A device used to distract dangerous persons.

a. Description, quantity, capabilities, and purchase cost:

Defense Technology, 7290-2 FLASH-BANG, cost: \$52, quantity: 39. A non-bursting, non-fragmenting multi-bang device that produces a thunderous bang with an intense bright light. Ideal for distracting dangerous suspects during assaults, hostage rescue, room entry or other high-risk arrest situations.

b. Purpose:

A distraction device is ideal for distracting dangerous suspects during assaults, hostage rescue, room entry or other high-risk arrest situations. To produce atmospheric over-pressure and brilliant white light and, as a result, can cause short-term (6 - 8 seconds) physiological/psychological sensory deprivation to give officers a tactical advantage.

c. Authorized Use:

Diversionary Devices shall only be used:

- i. In hostage and barricaded subject situations.
- ii. In high-risk warrant (search/arrest) services where there may be extreme hazards to officers.
- iii. During other high-risk situations where their use would enhance officer safety.
- iv. During training exercises or approved demonstrations.

v. By officers who have been trained in their proper use.

d. Lifespan:

Until used.

e. Fiscal Impact:

No annual maintenance.

f. Training:

Prior to use, officers must attend divisionary device training that is conducted by Post certified instructors and/or Defense Technology.

g. Legal and Procedural Rules:

Diversion devices are to be used only for official law enforcement purposes and pursuant to State and Federal law, including those regarding the use of force.

6. **Chemical Agent and Smoke Canisters:** Canisters that contain chemical agents that are released when deployed.

a. Description, quantity, capabilities, and purchase cost:

i. DEFENSE TECHNOLOGY, TRIPLE-CHASER SEPARATING CANISTER, CS, #1026, cost: \$47, quantity: 18. The Triple-Chaser CS consists of three separate canisters pressed together with separating charges between each. When deployed, the canisters separate and land approximately 20 feet apart allowing increased area coverage in a short period of time. This canister can be hand thrown or launched from a fired delivery system. The canister is 6.5 in. by 2.7 in. and holds an approximately 3.2 oz. of active agent payload. It has an approximate burn time of 20-30 seconds.

ii. DEFENSE TECHNOLOGY, RIOT CONTROL CONTINUOUS DISCHARGE GRENADE, CS, #1082, cost: \$27, quantity: 9. The Riot Control CS Grenade is designed specifically for outdoor use in crowd control situations with a high volume continuous burn that expels its payload in approximately 20-40 seconds through four gas ports located on the top of the canister. This grenade can be used to conceal tactical movement or to route a crowd. The

volume of smoke and agent is vast and obtrusive. This launchable grenade is 6.0 in. by 2.35 in. and holds approximately 2.7 oz. of active agent.

- iii. DEFENSE TECHNOLOGY, FLAMELESS EXPULSION CS GRENADE, #2042, cost: \$48, quantity: 8. The CS Flameless Expulsion Grenade is a compact, non-pyrotechnic, chemical agent device that provides safe expulsion without risk of fire. It is safe to use inside of a residence. Unlike pyrotechnical grenades, this device's contents are expelled upon actuation of a CO2 cartridge that will affect a confined area of approximately 1500 square feet. This grenade is 7.5 in. by 1.65 in. and delivers approximately .16 oz. of active agent during its 3-second discharge time.
- iv. DEFENSE TECHNOLOGY, MAXIMUM HC SMOKE MILITARY-STYLE CANISTER, #1083, cost: \$38, quantity: 18. The Military-Style Maximum Smoke Grenade comes from the Defense Technology #3 smoke grenade. It is a slow burning, high volume, continuous discharge grenade designed for outdoor use in crowd management situations. Emits grey-white smoke only for approximately 1.5 to 2 minutes.
- v. DEFENSE TECHNOLOGY, POCKET TACTICAL BLUE SMOKE GRENADE, #1017B, cost: \$39, quantity: 3. The Pocket Tactical Blue Smoke Grenade is a small, lightweight device. Though it is slightly over four inches in length, it produces a blue smoke cloud so fast it appears to be an enveloping screen produced by a full size tactical colored smoke grenade. It will burn approximately 20-40 seconds.
- vi. DEFENSE TECHNOLOGY, RIOT CONTROL CONTINUOUS DISCHARGE CS GRENADE, #1080, cost \$41, quantity: 8- The Riot Control OC Grenade is designed specifically for outdoor use in crowd control situations with a high-volume continuous burn that expels its payload in approximately 20-40 seconds through four gas ports located on the top of the canister. This grenade can be used to conceal tactical movement or to route a crowd. The volume of smoke and agent is vast and obtrusive. This launchable grenade is 6.0 in. by 2.35 in. and holds approximately 0.88 oz. of active agent.
- vii. DEFENSE TECHNOLOGY, OC VAPOR AEROSOL GRENADE, #1056, cost: \$49, quantity: 12. The Defense Technology OC Vapor Aerosol Grenade is for law enforcement and corrections use to deliver a high concentration of Oleoresin Capsicum (OC) in a powerful mist. The grenade is designed for indoor use in confined areas and once deployed, inflames the mucous membranes and exposed skin resulting in an intense burning sensation. The incapacitating effect of the OC Vapor on the subject is dramatic with minimal decontamination needed. Removing the subject from the affected area to fresh air will resolve respiratory effects within minutes. The OC Vapor Aerosol Grenade is ideal for cell extractions or barricade situations

where the use of pyrotechnic, powder or liquid devices is not practical or desired.

- viii. DEFENSE 1.3% MK-46V STREAM OC AEROSOL #43046, cost: \$495, quantity: 1. The MK-46 features a trigger handle, is intended for use in crowd management and will deliver 26 short bursts of OC at an effective range of 25-30 ft. This 1.3% MC OC aerosol product utilizes a stream delivery method providing a target-specific, strong concentrated stream for greater standoff.
- ix. DEFENSE TECHNOLOGY, SPEDE-HEAT CS, #1072, cost: \$40, quantity: 72. The Spede-Heat CS Grenade is a high volume, continuous burn it expels its payload in approximately 20-40 seconds. The payload is discharged through four gas ports on top of the canister, three on the side and one on the bottom. This launchable grenade is 6.12 in. by 2.62 in. and holds approximately 2.9 oz. of active agent. It is delivered in a burn safe for safety.
- x. DEFENSE TECHNOLOGY, SPEDE-HEAT POCKET TACTICAL CS, # 1072 cost: \$30, quantity: 62. Pocket Tactical Grenade, CS. The Pocket Tactical CS Grenade is a quick burning, reduced volume, continuous discharge grenade. Pelletized chemical agent is discharged through one (1) gas port located on the bottom of the canister. The Pocket Tactical Grenade is a small, lightweight, easily carried device that provides a medium volume of chemical agent. The 0.9 oz. of active agent will burn approximately 20-40 seconds. It is delivered in a tomahawk burn safe for safety.
- xi. DEFENSE TECHNOLOGY, RUBBER BALL STINGERS CS, cost \$ 30, quantity: 13: The Stinger Grenade is most widely used as a crowd management tool by Law Enforcement and Corrections. The Stinger Grenade has an initial 1.5 second delay that initiates fuze assembly separation, followed by another .5 second delay before the blast which is sufficient to project the rubber balls and chemical agent in a 50-foot radius.
- xii. DEFENSE TECHNOLOGY, STINGERS OC, cost \$ 30, quantity: 8: The Stinger OC Grenade is a maximum effect device that delivers four stimuli for psychological and physiological effects: rubber pellets, light, sound, and OC. The Stinger Grenade is most widely used as a crowd management tool by Law Enforcement and Corrections. The Stinger Grenade has an initial 1.5 second delay that initiates fuze assembly separation, followed by another .5 second delay before the blast which is sufficient to project the rubber balls and chemical agent in a 50-foot radius.

b. Purpose:

To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for use of the less lethal weapon systems may include, but are not limited to:

Self-destructive, dangerous and/or combative individuals. Riot/crowd control and civil unrest incidents.

Circumstances where a tactical advantage can be obtained. Potentially vicious animals.

c. Authorized Use:

Only officers who have been trained in proper use in the use of chemical agents are authorized to use chemical agents.

d. Lifespan:

5 years from manufacturing date.

e. Fiscal Impact:

No annual maintenance.

f. Training:

Sworn members utilizing chemical agent canisters are certified by POST and/or Defense Technology less lethal and chemical agent instructors.

g. Legal and Procedural Rules:

Chemical agents will only be used for official law enforcement purposes and pursuant to State and Federal law.

7. **Armored Vehicles: Wheeled armored personnel vehicle utilized for law enforcement purposes.**

a. Description, quantity, capabilities, and purchase cost

- i. MRAP, cost: \$0, quantity: 1. The MRAP is a United States Army specialized armored vehicle manufactured of common commercial and military parts. It seats 10-12 personnel with open floor plan that allows for rescue of down personnel. It stops various projectiles, which provides greater safety to citizens and officers beyond the protection level of shield and personal body armor.

- ii. Lenco Bearcat, G3, cost: \$431,133.42, quantity 1. The Lenco Bearcat, G3, is an armored vehicle that seats 10-12 personnel with open floor plan that allows for rescue of down personnel. It can stop various projectiles, which provides greater safety to citizens and officers beyond the protection level of a shield and personal body armor.

b. Purpose

To be used in response to critical incidents to enhance officer and community safety, improve scene containment and stabilization, and assist in resolving critical incidents.

c. Authorized Use

The use of armored vehicles shall only be authorized by a watch commander or SWAT commander, based on the specific circumstances of a given critical incident. Armored vehicles shall be used only by officers trained in their deployment and in a manner consistent with Department policy and training.

d. Lifespan

Estimated 15-25 years.

e. Fiscal Impact

Annual maintenance of approximately \$5,000.

f. Training

All drivers/operators shall attend formalized instruction and be trained in vehicle operations and practical driving. MRAP drivers are required to possess a valid Class B California driver license. The Bearcat may be driven by any Clovis Police Officer trained in the operation of the Bearcat.

g. Legal and Procedural Rules

The department will only use the MRAP and Bearcat for official law enforcement purposes, and pursuant to State and Federal law.

8. **Explosive Breaching Tools:** Tools that are used to conduct an explosive breach.

a. Description, quantity, capabilities, and purchase cost

- i. Detonating Cord, cost: \$1 per foot, quantity: 90 feet. The detonating

cord is a thin, flexible plastic tube usually filled with pentaerythritol tetranitrate (PETN, pentrite). With the PETN exploding at a rate of approximately 6400 m/s, any common length of detonation cord appears to explode instantaneously. It is a high-speed fuse which explodes, rather than burns, and is suitable for detonating high explosives. Detonating cord is the primary explosive used to defeat doors, walls, windows, and other barricades for SWAT Operators to safely make entry into a specific location, or create distraction, with no risk to the person inside of the room being breached.

- ii. **Blasting Cap**, cost: \$12, quantity: 9. A blasting cap is a small sensitive primary explosive device generally used to detonate a larger, more powerful, and less sensitive secondary explosive such as TNT, dynamite, or plastic explosive. Blasting caps come in a variety of types, including non-electric caps, electric caps, and fuse caps.
- iii. **Nonel**, cost: \$429.00 per case, Quantity: 10 total. Nonel is a zero-delay shock tube that contains a reactive explosive compound that provides a safe distance from the explosive initiator to the explosive charge that is placed on the target that is going to be breached.
- iv. **Remington 870 Express Breaching Shotgun**, cost: \$500, quantity: 2. This weapon allows for breachers to safely utilize shotgun breaching rounds to destroy deadbolts, locks, and hinges. The stand-off that is attached to the end of the barrel allows for positive placement of the gun into the correct position and vents gases to prevent overpressure. This weapon can also defeat windows and sliding glass doors with a flash bang round. A less lethal 2.4-inch 12-gauge shotgun round firing a ballistic fiber bag filled with 40 grams of lead shot at a velocity of 270-290 feet per second (FPS).
- v. **Royal Arms Tesar-2 Back Cap 425 Grain Copper Frangible Breaching Round**, cost: \$5 per round, quantity: 50. The round is fired from a breaching shotgun and is used to destroy deadbolts, locks, and hinges.
- vi. **Royal Arms Tesar-4 Yellow Cap 750 Grain Copper Frangible Breaching Round**, cost: \$5 per round, quantity: 45. The round is fired from a breaching shotgun and is used to destroy deadbolts, locks, and hinges.

- vii. Royal Arms HP C, cost: \$6 per round, quantity: 20. The round is fired from a breaching shotgun and is used to cut rebar, penetrate security glass, car doors, and can penetrate engine blocks.
- viii. Royal Arms FTR-P1 12 Gauge Frangible Polyshot Training Rounds 48, cost: \$2.50 per round, quantity 48. The round is fired from a breaching shotgun and used as a training tool to show how to effectively use and deploy a breaching shotgun.

b. Purpose

To safely force entry into a structure.

c. Authorized Use

Explosive breaching may only occur after authorization by the Incident Commander or SWAT Commander in the field, and during training exercises.

d. Lifespan

Breaching Shotgun- 25 years, Blasting Caps- 10 years, Detonating cord- 10 years,

Royal Arms Tesar-2 black cap 425 grain copper breaching round- 5 years,

Tesar-4 yellow cap 750 grain copper frangible breaching round- 5 years, Royal Arms HP cutter 12-gauge hollow point rebar cutter breaching round- 5 years

e. Fiscal Impact

Annual maintenance is approximately \$500.

f. Training

All officers who use explosive breaching tools shall attend 40 hours of explosive breaching instruction and must additionally receive quarterly training for explosive operations.

g. Legal and Procedural Rules

Breaching tools will only be used for official law enforcement purposes, and pursuant to State and Federal law.

9. **Less Lethal Shotgun:** Less Lethal Shotguns are used to deploy the less lethal 12-gauge Defense Technology Beanbag Round.

a. Description, quantity, capabilities, and purchase cost

- i. REMINGTON 870 LESS LETHAL SHOTGUN, cost: \$946, quantity: 19. The Remington 870 Less Lethal Shotgun is used to deploy the less lethal 12-gauge Defense Technology Beanbag Round up to 75 feet. The range of the weapon system helps to maintain space between officers and a suspect reducing the immediacy of the threat which is a principle of De-escalation.
- ii. DEFENSE TECHNOLOGY DRAG STABILIZED 12 GAUGE BEAN BAG ROUND: cost: \$5, quantity: 500. A less lethal 2.4 -inch translucent 12-gauge shotgun round in a tear shaped bag filled with 40 grams of lead shot at a velocity of 270 feet per second (FPS). Bean bag rounds are discharged from a dedicated 12-gauge shotgun that is distinguishable by an orange butt stock and fore grip. This design utilizes four stabilizing tails and utilizes smokeless powder as a propellant. This round provides accurate and effective performance when fired from the approved distance of not fewer than five (5) feet. The maximum effective range of this munition is up to 75 feet from the target. The Bean Bag round is very accurate. However, effectiveness depends on many variables, such as distance, clothing, stature, and the point where the projectile impacts.

b. Purpose

To limit the escalation of conflict where employment of lethal force is prohibited or undesirable.

c. Authorized Use

Only Officers who have been instructed on and demonstrated proficient use of this force option are allowed to deploy and utilize it.

Situations for use of the less lethal weapon systems may include, but are not limited to:

- i. Self-destructive, dangerous and/or combative individuals.
- ii. Riot/crowd control and civil unrest incidents.
- iii. Circumstances where a tactical advantage can be obtained.
- iv. Potentially vicious animals.

v. Training exercises or approved demonstrations.

d. Lifespan

Remington 870 Less-lethal shotgun- 25 years, Defense Technology Bean Bag rounds- No expiration.

e. Fiscal Impact

Annual maintenance is approximately \$5.00 per shotgun.

f. Training

All officers are trained in the use of the 12 gauge less lethal shotgun as a less lethal option through in-service training.

g. Legal and Procedural Rules

Less lethal shotguns are to be used only for official law enforcement purposes, and pursuant to State and Federal law.

10. **Robot:** A remotely controlled, unmanned machine that operates on the ground, which is utilized to enhance the safety of the community and officers.

a. Description, quantity, capabilities, and purchase cost

ICOR Caliber T5, Cost: \$120,000, Quantity: 1, Capabilities: It is a compact, two-man portable system that shares the same core design of a large robot. Able to climb stairs and provide disruption capabilities. The T5 is best suited to assist EOD and SWAT teams in inspecting and retrieving of suspicious devices from narrow passages of buses, trains, and places. It's turreted claw/disruptor arm integrates the remote handling capabilities of a disruptor. Able to lift to 45 pounds with arm retracted and 18 pounds with arm extended. Capable of dragging 200+ pounds.

b. Purpose

To be used to remotely obtain visual and audio intelligence, remotely bring any medium weight items to a safe location, disrupt suspicious packages, X-ray,

search buildings/indoor or outdoor areas, provide phones or other items to people during Crisis Negotiations.

c. Authorized Use

Only approved operators who have completed the required training are authorized to use this equipment. These personnel are restricted to EOD team members only and the use is authorized by the Bomb Squad Commander and requested by the Incident Commander incidents.

d. Expected Lifespan

8-10 Years

e. Fiscal Impact

Maintenance and battery replacement at about \$1,200 annually.

f. Training

Only EOD team members who have attended HDS six-week certification course or who have completed other necessary training as approved by the Bomb Commander.

g. Legal and Procedural Rules

The robot is to be used only for official law enforcement purposes, and in a manner that respects the privacy of our community, pursuant to State and Federal law.

I. Maintenance of Military Use Supply Levels

When stocks of military equipment such as less lethal rounds, gas canisters, UAS batteries, etc. have reached significantly low levels or have been exhausted, the Department may order an amount sufficient to replenish the supply up to the above listed amounts without city council approval to maintain essential availability for the Department's needs. Clovis Police Department may also acquire additional stock of items listed here from other law enforcement agencies or CalOES in the event of an emergency when approved by the Chief of Police or designee.

DJI Mavic 3T



DJI Avata





PUBLIC SAFETY UAS | TRAINING | CONSULTING | SERVICE

Advexure Unmanned Systems

9281 Irvine Blvd
Irvine, CA 92618 USA

Tax ID: 47-4174938 | CAGE: 8FF59

www.advexure.com | (855) 625-2055

BILLING

Accounts Payable
City of Clovis
1233 Fifth Street
Clovis, California 93612
PHONE: (559) 324-3461
EMAIL: joshuar@cityofclovis.com

SHIPPING

Clovis Police Department
Josh Richards
1233 Fifth Street
Clovis, California 93612

SALES QUOTE

QUOTE #	55053
ISSUED	9/11/2023
EXPIRES	30 Days
TERMS	Net 30

QTY	SKU	ITEM / DESCRIPTION	UNIT PRICE	AMOUNT
1	DJI-M3TB	DJI Mavic 3 Thermal with Care Enterprise (Basic, 1 Year) -Includes: (1) M3T Aircraft, (1) RC Pro Enterprise Controller, (1) Flight Battery, (3) Propeller Pairs, (1) 64GB microSD Card, (1) 100W USB-C Power Adapter + AC Cable, (1) USB-C Cable, (1) USB-C to USB-C Cable, (1) Hard Case -Complimentary Add-Ons: (1) FREE Standard Maintenance Service (Redeemed through the Advexure Fleet Support Team) -Care Enterprise Replacement Fees: 1st \$320 and 2nd \$349 -Care Enterprise Renew for Year 2: \$449, one replacement in year 2 for a \$320 fee	5,498.00	5,498.00T
1	DJI-M3EP5	DJI Mavic 3 Enterprise Battery Kit Includes: (3) Flight Batteries, (1) Battery Charging Hub (100W)	659.00	659.00T
1	DJI-M3EP2	DJI Mavic 3 Enterprise Speaker	159.00	159.00T
1	DJI-AVA-EXP	DJI Avata Explorer Combo	1,278.00	1,278.00T
1	DJI-AVA-FMK	DJI Avata Fly More Kit Includes: (2) Flight Batteries, (1) Charging Hub	279.00	279.00T
2	DJI-AVA-BT	DJI Avata Intelligent Flight Battery	129.00	258.00T
1	DJI-FPV-RC2	DJI FPV Remote Controller 2	199.00	199.00T
1	FHT-AVTFKBU	FHT DJI Avata FPV Tactical Light Kit (Full Kit with Gimbal Guard and Rear Bumpers)	179.00	179.00T
1	GPC-DJI-AVATA	GPC DJI Avata Hard Case	249.00	249.00T
1	DJI-CAVA-2Y	DJI Care Refresh 2-Year Plan (DJI Avata)	129.00	129.00
		FREE Standard Shipping	0.00	0.00
		Sourcewell Contract Pricing - Unmanned Vehicle Systems Contract #011223-ADX Contract Period: 03/21/2023 - 03/24/2027 Account Name: City of Clovis Account #: 87369	-533.22	-533.22
			Subtotal	\$8,353.78
			Sales Tax (7.975%)	\$656.54
			TOTAL	\$9,010.32

YOUR ADVEXURE POINT OF CONTACT

Travis Waibel, Public Safety Solutions
Email: twaibel@advexure.com | Direct: (424) 317-4451

WE LOOK FORWARD TO SERVING YOU

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CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Public Utilities Department

DATE: October 2, 2023

SUBJECT: Public Utilities – Approval – Bid Award for CIP 23-15, Gas Collection and Control Systems (GCCS) Flare Station Improvements at the Clovis Landfill; and Authorize the City Manager to Execute the Contract on Behalf of the City in the amount of \$453,592.11.

ATTACHMENTS: None

CONFLICT OF INTEREST

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

RECOMMENDATION

1. For the City Council to award a contract for CIP 23-15, Gas Collection and Control Systems (GCCS) Flare Station Improvements, to BSE General Engineering, Inc. in the total amount of \$453,592.11; and
2. For the City Council to authorize the City Manager to execute the contract on behalf of the City.

EXECUTIVE SUMMARY

Staff is recommending that the City Council award a contract, and authorize the City Manager to execute the contract, with BSE General Engineering, Inc., who was the lowest responsible bidder from a bid opening that took place on September 19, 2023.

The project involves the construction work necessary to install a Low-NOx flare and associated components at the City of Clovis Landfill to be in compliance with the Rule 4311 (Flares). Specifically, the work involves furnishing, installation, and construction of reinforced concrete pads; installation of a Low-NOx flare and associated components; blower systems; air compressor system; electrical wiring; modification of the existing electrical system main panel; and all additional work necessary for the Gas Collection and Control Systems (GCCS) Flare Station Improvements at the Clovis Landfill.

The Low-NOx flare and associated components have been previously purchased by the City of Clovis. They are currently scheduled to be delivered at the end of November 2023 and will be installed under this contract. On June 20, 2022, City Council approved a contract award to Perennial Energy, LLC to supply a Low-NOx flare for the Clovis Landfill.

BACKGROUND

The San Joaquin Valley Air Pollution Control District (SJVAPCD) adopted amendments to Rule 4311 pertaining to flares on December 17, 2020. The purpose of Rule 4311 is to limit the emissions of volatile organic compounds (VOC), nitrogen oxides (NOx), and sulfur oxides (SOx) from the operation of flares. The emission requirements for NOx for landfill flares has essentially been cut in half and is now at 0.025 lb/MMBtu. The existing Clovis Landfill flare currently exceeds the NOx requirement with an output of 0.047 lb/MMBtu. The SJVAPCD has granted an Authority to Construct (ATC) to the City of Clovis to replace the existing non-compliant flare to meet the new emission requirements of Rule 4311. The deadline for full compliance with Rule 4311 is December 31, 2023.

The following is a summary of the bids received on September 19, 2023:

BIDDERS	BASE BID
BSE General Engineering, Inc.	\$453,592.11
W.M. Lyles Co.	\$624,000.00
Blue Flame Crew West, LLC	\$825,700.00

FISCAL IMPACT

This project was budgeted in the 2023-2024 annual budget and is fully funded from the Refuse Enterprise funds, as listed in the Community Sanitation Improvement section of the Community Investment Program. There are adequate funds in the Refuse Fund to pay for these costs.

REASON FOR RECOMMENDATION

BSE General Engineering, Inc. is the lowest responsible bidder. There are sufficient funds available for the anticipated cost of this project. Authorization for awarding this project will allow staff to continue working toward meeting the compliance requirements of Rule 4311.

ACTIONS FOLLOWING APPROVAL

1. The contract will be prepared and executed, subject to the Contractor providing performance security that is satisfactory to the City.
2. Construction will begin approximately two (2) weeks after contract execution and will be completed in thirty (60) working days thereafter.

Prepared by: Rey Empleo, Civil Engineer

Reviewed by: City Manager *AA*



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Public Utilities Department

DATE: October 2, 2023

SUBJECT: Public Utilities – Approval – Contract Award for the Purchase of an Automated Water Meter Test Bench with Recirculation System in the Total Amount of \$265,552.80; and Authorize the City Manager to Execute the Contract with Ferguson Waterworks on Behalf of the City.

ATTACHMENTS: None

CONFLICT OF INTEREST

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

RECOMMENDATION

1. For the City Council to award the contract for the purchase of an automated water meter test bench with recirculation system to Ferguson Enterprises, LLC in the amount of \$265,552.80; and
2. For the City Council to authorize the City Manager to execute the contract on behalf of the City.

EXECUTIVE SUMMARY

The Public Utilities Department advertised and solicited proposals from qualified suppliers for one (1) automated medium/large water meter test bench with recirculation system. Three responsive proposals were received. Proposals were ranked based on a 7-category scoring system: 1) performance; 2) compliance with applicable standards; 3) software capabilities, data collection, and integration; 4) experience and references; 5) cost; 6) maintenance, operations, and serviceability; and 7) installation, delivery, and product warranty. An overall ranking was established, and the highest scoring proposer was Ferguson Enterprises, LLC. After the proposal ranking process was complete, staff entered negotiations with the highest scoring proposer.

Staff is recommending that City Council award the contract for the purchase of an automated water meter test bench with recirculation system for the Public Utilities Department to Ferguson Enterprises, LLC in the amount of \$265,552.80, and authorize the City Manager to execute a contract on behalf of the City.

BACKGROUND

The City of Clovis Public Utilities Department has over 39,000 small and large meter service connections. As an ongoing process, staff from the Water Utilities section routinely test customer water meters for accuracy. This process includes removing randomly selected meters representative of meter size and type to the City's overall water meter infrastructure. Additionally, a percentage of new water meters are tested prior to installation to ensure accuracy and compliance with standards. Based on test results for the existing meter inventory, Utilities staff replace or repair meters that are out of compliance. The data gathered from testing the existing water meters aids in the development of meter replacement strategies, working toward the goal of transitioning the water meter system to a full Advanced Metering Infrastructure in the future. In recent years, regulations regarding reducing water losses and monitoring customer water consumption have placed more focus on water meter accuracy. For years, the Department has utilized a combination of a small Ford meter test bench with limited size capability and a portable field test unit to perform meter testing. The limited size of the bench and test tank bring inherent inefficiencies to the meter testing program as it expands. This purchase will allow the Department to continue to improve upon the City's meter testing program and enhance the overall accuracy of the revenue meters in the City inventory.

Staff advertised and solicited proposals for a medium/large automated water meter test bench with recirculation system. Three proposals were received. Two proposers – Ferguson Enterprises, LLC and Core & Main, LP – submitted proposals for the same meter test bench: an Indianapolis Akron meter test bench from Ford Meter Box, Inc. One proposer – Mars Company – submitted a Mars Series 5-1010 test bench system. Proposals were ranked based on a 7-category scoring system: 1) performance; 2) compliance with applicable standards; 3) software capabilities, data collection, and integration; 4) experience and references; 5) cost; 6) maintenance, operations, and serviceability; and 7) installation, delivery, and product warranty. The proposers ranked as follows:

<u>Supplier/Bench Manufacturer</u>	<u>Ranking</u>
Ferguson Enterprises, LLC / Ford Meter Box, Inc.	1
Core & Main, LP / Ford Meter Box, Inc.	2
Mars Company / Mars Series 5-1010 Test Bench	3

In the evaluation process, the Ford Meter Box bench ranked the highest in performance, experience, references, maintenance, and installation. The bench layout can easily be configured to fit in the space available in the Water Meter shop. The proposed Ford bench included substantially larger recirculation and measurement water tanks, which review staff considered an important feature for meter test accuracy for large meters up to two inches in size. The larger tanks could also better accommodate custom water meter tests developed by staff. Furthermore, in reviewing the purchasing of software licensing, it was determined that the Ford company offered a better long-term value.

FISCAL IMPACT

Funds were included in the 2023-2024 Water Enterprise Fund for this equipment. Manufacturing and supply of the automated water meter test bench with recirculation system is estimated to be \$265,552.80.

REASON FOR RECOMMENDATION

Based on staff's evaluation of the proposals submitted, staff has determined that the Ford Meter Box test bench supplied by Ferguson Enterprises, LLC is the most suitable test bench for the City and that the bench will meet the City's needs.

ACTIONS FOLLOWING APPROVAL

The City Manager will execute a contract with Ferguson Enterprises, LLC in the amount of \$265,552.80 for the cost of an automated water meter test bench with recirculation system for the Public Utilities Department.

Prepared by: Sarai Yanovsky, Civil Engineer

Reviewed by: City Manager AA



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Public Utilities Department

DATE: October 2, 2023

SUBJECT: Public Utilities – Approval – Waive Formal Bidding Requirements and Authorize the Purchase of a Case 521G XT Wheel Loader Tractor off the Sourcewell Cooperative Purchasing Contract from Sequoia Equipment Company in the amount of \$202,883.47.

ATTACHMENTS: None

CONFLICT OF INTEREST

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

RECOMMENDATION

For the City Council to waive formal bidding requirements and authorize the purchase of a Case 521G XT wheel loader tractor from Sequoia Equipment Company in the amount of \$202,883.47, including tax and freight.

EXECUTIVE SUMMARY

There are funds in this fiscal year's Fleet Renewal budget to purchase a Case 521G XT wheel loader tractor for the Public Utilities Department Solid Waste Division. The existing equipment is scheduled to be replaced due to its age. The competitively bid contract price of \$202,883.47 is from Sequoia Equipment Company using the Sourcewell Purchasing Contract. The new vehicle will meet all emissions requirements.

The Sourcewell Purchasing Contract, formerly the National Joint Powers Alliance (NJPA) contract, is a nationwide public procurement service that makes the governmental procurement process more efficient. All contracts available to participating members have been awarded by virtue of a public competitive procurement process compliant with state statutes.

BACKGROUND

The recommended equipment is available through the Sourcewell Cooperative Purchasing Contract, formerly the NJPA contract. Sourcewell is a cooperative purchasing contract that allows a manufacturer like Case to respond to a Request for Proposals (RFP) that covers a large

group of government buyers, and it allows a large group of government buyers with similar interests to leverage their buying power to obtain government-only discounts on products.

The Fleet Fund includes a vehicle and equipment replacement program where the different divisions within City departments budget for and contribute a set amount of money annually for the future scheduled replacement of a vehicle or piece of equipment. This allows each department, and the divisions within each department, to financially plan for the large capital expense of purchasing new vehicles and equipment that need to be replaced due to age, wear and tear, or to meet regulatory requirements. Depending on the condition and need of the vehicle or equipment being replaced, it will be moved from front-line operation and may be kept as a back-up, or it will be auctioned off in the City's vehicle and equipment surplus program.

FISCAL IMPACT

Funds were included in the 2023-2024 Fleet Capital Acquisition budget, often referred to as the Fleet Renewal or Fleet Replacement budget. The Solid Waste Division has provided the necessary funds for purchase of the equipment.

REASON FOR RECOMMENDATION

The existing Case Wheel Loader Tractor has been in service for over 10 years and is scheduled for replacement. Sufficient funds have been collected for replacement equipment. Staff has evaluated the available equipment and have determined that it meets the needs of the Public Utilities Department Solid Waste Division. The proposed method of purchasing the equipment is cost-effective and funds are available.

ACTIONS FOLLOWING APPROVAL

A purchase order will be prepared for the City Manager's approval and sent to the vendor.

Prepared by: Jim Stringfield, Fleet Manager

Reviewed by: City Manager *AA*



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: October 2, 2023

SUBJECT: Consider Adoption - Ord. 23-11, OA 2023-02, A request to amend the density range of the R-3 (Multifamily High Density) Zone District to increase the maximum density from 25 to 30 units per acre and to modify the maximum height for the R-3 Zone District from 35 feet to 45 feet to accommodate the higher density. (Vote: 3-1-1 with Councilmember Basgall absent and Councilmember Pearce voting no)

Staff: Karey Cha, City Clerk

Recommendation: Adopt

ATTACHMENTS: 1. None.

This item is on the regular agenda because at introduction it was approved with a less than unanimous vote.

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



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: October 2, 2023

SUBJECT: Consider – A request to create a Youth Commission for the purpose of engaging youth voices in the City of Clovis.

Staff: Mayor Ashbeck / Mayor Pro Tem Mouanoutoua

Recommendation: Consider Request and Provide Direction

ATTACHMENTS: 1. Program Proposal
2. Draft Application

CONFLICT OF INTEREST

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

RECOMMENDATION

For the City Council to consider a request and provide direction for the creation of a Youth Commission to engage youth voices in the City of Clovis.

EXECUTIVE SUMMARY

Mayor Ashbeck and Mayor Pro Tem Mouanoutoua have recognized the need to create a formal avenue for young people to contribute to the development and progress of the community and have requested for staff to prepare a program proposal for the establishment of a Youth Commission for the City Council to consider. Establishing a Youth Commission is a proactive step towards promoting civic engagement among the youth and fostering a sense of ownership and responsibility in shaping the city's future. If approved, the purpose of the Youth Commission will be to engage youth voice in the City of Clovis and the Youth Commission will be an advisory body subject to the Brown Act. **Attachment 1** is a draft program and **Attachment 2** is a draft application.

Staff is proposing that the program's first year run from January through May 2024 and the Commission meet once a month. Up to 15 high school sophomore and junior students may be selected through an open application process to serve on the Youth Commission. Staff will select

commission members based upon application ranking and commitment to actively participate in the program. Selected commission members will be confirmed by the City Council.

The inaugural Youth Commission's mission will be to formally establish the Commission's charter and bylaws. The Youth Commission will have an opportunity to learn about local government and will be coached by City Council members and City staff to assist them in completing this mission. Upon completion of their mission, the Youth Commission members will present their work to the City Council in May 2024.

Staff is proposing that the application for the Youth Commission is reopened each year to provide new and returning students an opportunity to participate on the Commission. Subsequent Commissions will follow the charter and bylaws set forth by the inaugural session.

City of Clovis Staff has met with Clovis Unified School District Administrators to discuss the Commission. The idea was well received and Clovis Unified has agreed to assist in distributing information and applications to teachers and students in high schools located within the City of Clovis. Clovis Unified has their own leadership commission, made up of students from throughout the district.

We will also share information and accept applications from home schooled students located in the City of Clovis.

FISCAL IMPACT

At this point in the discussion, there is no fiscal impact. There are some available funds in the City Council's budget to cover minor administrative costs for establishing and operating the first year of the Youth Commission, but it will not cover the significant staff time required. Existing resources from other department budgets may also be leveraged to support the Youth Commission in its first year as appropriate. The on-going costs are unknown at this time and will need to be evaluated after the completion of the first year for appropriate funding allocation in the next fiscal year.

REASON FOR RECOMMENDATION

Mayor Ashbeck and Mayor Pro Tem Mouanoutoua have recognized the need to create a formal avenue for young people to contribute to the development and progress of the community and have requested for staff to prepare a program proposal for the establishment of a Youth Commission for the City Council to consider.

ACTIONS FOLLOWING APPROVAL

Staff will implement Council's direction.

Prepared by: Karey Cha, City Clerk

Reviewed by: City Manager 

2024 PROGRAM PROPOSAL

Program: City of Clovis Youth Commission

Duration: January – May 2024 (5-month program)

Summary: The purpose of the Youth Commission is to engage youth voice in the City of Clovis. The Youth Commission will be an advisory body subject to the Brown Act. The program's first year will run from January through May 2024 and the Youth Commission will meet once a month for two hours. Up to 15 high school sophomore and junior students will be selected through an open application process to serve on the City of Clovis Youth Commission. City staff will select members based upon application ranking and commitment to actively participate in the program. Selected members will be confirmed by the City Council.

The inaugural Youth Commission's mission is to formally establish the commission's charter and bylaws. The Youth Commission will have an opportunity to learn about local government and will be coached by City Councilmembers and City staff to assist them in completing their mission.

The Youth Commission will be expected to prepare and present a report to the City Council on their work in formally establishing the Youth Commission's charter and bylaws. Youth Commission members will also be invited to attend the Mayor's Breakfast on May 16th.

Application Process: Applications will be provided to CUSD to distribute to the schools and teachers by November 1, 2023. The application will also be advertised by the City via social media and will be available on the City's website for students who are either homeschooled or are attending charter schools. The application will be closed on November 30, 2023. Youth Commission members will be selected and notified by December 15, 2023.

Selection Criteria:

1. High school sophomore or junior
2. Must live in the City of Clovis
3. Application answers ranked by staff committee
4. Selection committee will prioritize selecting at least 1 student from each school/area
5. Confirm they can meet the mandatory expectations of Youth Commission members

Mandatory Expectations of Youth Commission members:

- ☐ Attend at least 4 of the 5 Youth Commission scheduled meetings
- ☐ Complete all required assignments (Report and presentation to the City Council)
- ☐ Attend 1 regular City Council meeting
- ☐ Attend 1 regular Planning Commission meeting
- ☐ Attend the Mayor's Breakfast Event on May 16, 2024

TENTATIVE PROGRAM TIMELINE

November 1	Application Opens
November 30	Application Closes
December 15	Selection and Notification to Members
January	Meeting 1 <i>Orientation / Introduction to Local Government (Mayor presentation?) / City Council, City Operations: Department Presentations</i>
February	Meeting 2 <i>Commission work begins, brainstorming and organizing sub-committees</i> • <i>Goals, purpose, timelines, etc</i>
March	Meeting 3 <i>Sub-committees break out, work on items, present to group</i> <i>Feedback from staff incorporated into beginnings of formal documents</i>
April	Meeting 4 <i>Commission finalizes and votes on Charter and bylaws</i>
May	Meeting 5 <i>Presentation to the City Council</i>
May 16	Mayor's Breakfast



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DRAFT

Youth Commission Application

The Youth Commission application period is open from November 1 through November 30, 2023. Applications must be submitted by **5 p.m. on November 30, 2023, via email to cityclerk@cityofclovis.com**, to be considered. Applicants will be notified of their selection status by December 15, 2023, and the Youth Commission will begin meeting in January 2024. For questions regarding the application process, please contact the City Clerk via email at cityclerk@cityofclovis.com or call 559-324-2060.

Student Name

School Name

Grade Level

Student Phone #

Student Email

Parent Name

Parent Phone #

Parent Email

Home Address

Why do you want to be considered for the City of Clovis Youth Commission?



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The purpose of the Youth Commission is to engage youth voices in the City of Clovis to discuss and advise the City Council on the needs and concerns of youth in the Clovis community. Please explain what you believe is the biggest issue affecting Clovis today.

Why do you think the Youth Commission is important?



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Please list any extra-curricular activities that you are participating or will be participating in this academic year.

An important selection criterion is your ability to commit to the following. Please initial next to each item confirming your ability to meet the requirement.

- _____ Attend at least 4 of the 5 Youth Commission scheduled meetings
- _____ Complete all required assignments (group assignments, report and present to the City Council)
- _____ Attend 1 regular City Council meeting (regular meetings are held on the first three Mondays of each month at 6 p.m. in the Council Chambers)
- _____ Attend 1 regular Planning Commission meeting (regular meetings are held on the fourth Thursday of each month at 6 p.m. in the Council Chambers)
- _____ Attend the Mayor's Breakfast Event on Thursday, May 16, 2024, from 6:30 – 9:00 a.m.

Youth Commission Tentative Schedule:

January	Meeting 1
February	Meeting 2
March	Meeting 3
April	Meeting 4
May	Meeting 5
May 16	Mayor's Breakfast

Student Signature _____ Date _____

Parent Signature _____ Date _____



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Photograph and Publicity Release Form

The City values and appreciates our partnerships with internal and outside agencies dedicated to educating minors, and sometimes these outside agencies or the City would like to use photographs, and/or videotapes, and/or audiotapes of minors for the purposes of promoting the programs. For you/your child's privacy, we must know whether or not you want you or your child to be photographed, videotaped, audiotaped, and/or interviewed by the City.

1. Name of Student: _____ Age: _____
Print Name

2. Name of Parent/Legal Guardian for Minor: _____
Print Name

Please indicate below whether you will grant permission to the City to use photographs or video footage of you/your child obtained on City property:

_____(Initial) I give my consent to use my/my child's name, likeness, image, voice, and/or appearance as such may be embodied in any pictures, photos, video recordings, audiotapes, digital images, and the like, taken or made on behalf of the City. I agree that the City has complete ownership of such pictures, etc., including copyright, and may use them for any purpose consistent with the City's mission. These uses include, but are not limited to, illustrations, bulletins, exhibitions, videotapes, reprints, reproductions, publications, advertisements, and any promotional or educational materials in any medium now known or later developed, including the Internet. I acknowledge that I will not receive any compensation for the use of such pictures, etc., and release the City and their agents and assigns from any and all claims which arise out of or are in any way connected with such use. I waive the right to inspect or approve any photograph. I expressly release and hold harmless the City of Clovis and those acting pursuant to the City of Clovis' authority from liability for any claims by me or any third party for the actions of the City of Clovis in reliance on this consent and release.

_____(Initial) I do not give my consent.

Signature
Date



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: October 2, 2023

SUBJECT: Consider Approval - Appointments to the Fresno/Clovis Community Media Authority.

Staff: Chad McCollum, Economic Development, Housing and Communications Director

Recommendation: Approve

ATTACHMENTS: 1. None.

CONFLICT OF INTEREST

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

RECOMMENDATION

It is recommended that the Mayor, subject to approval by the City Council, consider the reappointment of Micheline Golden to the Fresno/Clovis Community Media Authority for an additional two-year term and the appointment of Dr. Kim Armstrong to the Fresno/Clovis Media Authority for a two-year term, both of which would expire in October of 2025. The FCCMA serves as the Joint Powers Authority for the Community Media Access Collaborative, otherwise known as CMAC.

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 operated by CMAC. Micheline Golden has indicated a desire to be reappointed to the Fresno/Clovis Community Media Authority. Due to the resignation of Shannon Babb from the Authority, Mayor Ashbeck is recommending the appointment of Dr. Kim Armstrong. The City of Clovis thanks Mr. Babb for his service.

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. In 2018, a vacancy opened, and Micheline Golden was appointed by the Mayor. Ms. Golden's term has expired, and she has expressed a desire to be reappointed. Her term would end in October of 2025.

Shannon Babb served on the Authority since 2017. Mr. Babb has announced his resignation from his position, pending an appointment of a new member, and Mayor Ashbeck has recommended Dr. Kim Armstrong be appointed to the Fresno/Clovis Community Media Authority. Dr. Armstrong would complete the term, ending in October of 2025. Dr. Armstrong currently serves as the president of Clovis Community College.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

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

ACTIONS FOLLOWING APPROVAL

Staff will inform CMAC, Dr. Armstrong and Ms. Golden of the action taken by the City Council.

Prepared by: Chad McCollum, Economic Development, Housing and Communications Director

Reviewed by: City Manager AA