



# CITY of CLOVIS

## AGENDA • CITY COUNCIL MEETING

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

September 18, 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](http://www.cityofclovis.com/agendas).

### Written Comments

- Members of the public are encouraged to submit written comments at: [www.cityofclovis.com/agendas](http://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 Bessinger**

## **ROLL CALL**

## **PRESENTATIONS/PROCLAMATIONS**

1. Presentation – Update on Clovis Culinary Center Activity.

**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 11, 2023, Council Meeting.
3. Fire - Approval – Res. 23-\_\_\_\_, 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 - Approval – Res. 23-\_\_\_\_, 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 Approval – Res. 23-\_\_\_\_, 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 - Approval - Waive Formal Bidding or Proposal Requirements and Authorize Lease of Copiers through Cooperative Purchase Contract between OMNIA Partners and Kyocera.
6. General Services – Approval – Res. 23-\_\_\_\_, Authorizing Amendments to the City's Classification Plan by Revising the Transit Dispatcher Classification in the General Services Department.
7. Public Utilities – Approval – 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 – Approval – 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** - A public hearing is an open consideration within a regular or special meeting of the City Council, for which special notice has been given and may be required. When a public hearing is continued, noticing of the adjourned item is required as per Government Code 54955.1.

9. Consider Approval – Res. 23-\_\_\_\_, Adoption of the City of Clovis 2022-2023 Consolidated Annual Performance and Evaluation Report (CAPER) for expenditure of Community Development Block Grant Funds.

**Staff:** Claudia Cazares, Management Analyst

**Recommendation:** Approve

10. Consider 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.

a. Consider Approval - Res. 23-\_\_\_\_, 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.

b. Consider Introduction – Ord. 23-\_\_\_\_, 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.

**Staff:** Dave Merchen, City Planner

**Recommendation:** Approve

## **CITY MANAGER COMMENTS**

## **COUNCIL COMMENTS**

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

11. Government Code Section 54956.9(d)(2)  
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation  
One potential case
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

## **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 2, 2023 (Mon.)  
October 9, 2023 (Mon.)  
October 16, 2023 (Mon.)  
Nov. 6, 2023 (Mon.)  
Nov. 13, 2023 (Mon.)  
Nov. 20, 2023 (Mon.)

**CLOVIS CITY COUNCIL MEETING**

**September 11, 2023**

**6:00 P.M.**

**Council Chamber**

Meeting called to order by Mayor Ashbeck at 6:01  
Flag Salute led by Councilmember Basgall

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

**PUBLIC COMMENTS – 6:03**

Brent Berdine commented on the September 5, 2023, City Council meeting.

Eric Rollins commented on the September 5, 2023, City Council meeting.

Nikki Stallord commented on potential COVID related lockdowns.

Shawn Berdine commented on the City's vision and state policy.

Jenny Crinn commented on the September 5, 2023, City Council meeting.

Steven Trevino commented on the community clean-up program and illegal dumping.

**CONSENT CALENDAR – 6:26**

Motion by Councilmember Bessinger, seconded by Councilmember Basgall, that the items on the Consent Calendar, with the exception of item 2, be approved. Motion carried by unanimous vote.

1. Administration - Approved - Minutes from the September 5, 2023, Council Meeting.
3. Administration – Approved – Res. 23-82, Amending the 2023-2024 Planning and Development Services Budget, and Authorize the City Manager to enter into an Agreement with the Clovis Rodeo Association for City use of Rodeo Grounds Facilities. (Continued from the September 5, 2023, meeting)
4. Finance – Received and Filed – Investment Report for the Month of May 2023.
5. Finance – Received and Filed – Treasurer's Report for the Month of May 2023.
6. General Services – Approved – Res. 23-83, Amending the City's FY 2023-2024 Position Allocation Plan by adding one (1) full time Maintenance Worker position in the Parks Division of the Public Utilities Department.
7. General Services – Approved – Res. 23-84, Amending the City's Classification Plan by Revising the Deputy Police Chief Classification, and Approved – Res. 23-85, Amending the Position Allocation Plan within the Police Department.
8. General Services – Approved - Claim Rejection of the General Liability Claim on behalf of Leuthvilay Keohavanga.

9. Planning and Development Services – Approved – Res. 23-86, Final Map Tract 6393, located at the southeast area of Herndon Avenue and Temperance Avenue (Gill Gaheer Development LLC).
10. Planning and Development Services - Approved – Res. 23-87, Annexation of Proposed Tract 6393, located at the southeast area of Herndon Avenue and Temperance Avenue (Gill Gaheer Development LLC).
11. Police - Approved - Purchase of unmanned aerial vehicle (UAV) Military Equipment in the amount of \$18,814.12.
12. Public Utilities – Approved – Authorize Staff to Enter into a Multi-Agency and Multi-Year Agreement with the Fresno Metropolitan Flood Control District for Cost Sharing of the Redbank and Fancher Creek Reservoirs Reoperation Study.

**6:26** ITEM 2 - ADMINISTRATION – APPROVED - AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT OF THE CLOVIS COURTHOUSE LOCATED AT 1011 FIFTH STREET FROM THE STATE OF CALIFORNIA FOR \$450,000; AND APPROVED – RES. 23-81, AMEND THE 2023-24 BUDGET IN THE AMOUNT OF \$450,000.

Motion by Councilmember Mouanoutoua, seconded by Councilmember Bessinger that Item 2, be approved. Motion carried by unanimous vote.

**COUNCIL ITEMS – 6:31**

**6:31** ITEM 13 - WORKSHOP - WORKSHOP TO REVIEW AND CONSIDER UPDATE OF THE CITY OF CLOVIS VISION, MISSION STATEMENT, AND VALUES.

Nikki Stallord commented on values.

Brent Berdine commented on the City's mission.

Jenny Crinn commented on the City's mission and values.

Shawn Berdine commented on the City's values.

Linda Herbert commented on the City's mission statement.

Steven Trevino commented on the City's values.

Eric Rollins commented on the General Plan.

**7:41** ITEM 14 - RECEIVED AND FILED – ANNUAL UPDATE ON CALIFORNIA OPEN GOVERNANCE LAWS – BROWN ACT, PUBLIC RECORDS ACT, ETHICS. (CONTINUED FROM THE SEPTEMBER 5, 2023, MEETING)

Mel Gibson commented on the cost of producing public records.

**CITY MANAGER COMMENTS – 9:23**

9:23 ITEM 15 - CONSIDERED – FOR THE CITY COUNCIL TO ADD AN AGENDA ITEM TO A FUTURE CITY COUNCIL MEETING REGARDING THE DEVELOPMENT OF A CLOVIS CITY COUNCIL HANDBOOK OR PROTOCOL.

Motion by Councilmember Basgall that the Council not consider a Council handbook and consider Council protocols for the preparation of Agendas at a future Council Meeting. Motion died for a lack of a second.

Motion by Councilmember Mouanoutoua, seconded by Councilmember Pearce that the Council consider Council protocols for the development of Agendas, issuing of Proclamations, and the related role of the Mayor at a future Council Meeting. Motion carried 3-2 with Councilmember Basgall and Mayor Ashbeck voting no.

**COUNCIL COMMENTS – 9:41**

Mayor Ashbeck adjourned the meeting of the Council to September 18, 2023

Meeting adjourned: 9:47 p.m.

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Mayor

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City Clerk



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Fire Department

DATE: September 18, 2023

SUBJECT: Fire - Approval – Res. 23-\_\_\_\_, 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.

ATTACHMENTS: 1. Res. 23-\_\_\_\_

### CONFLICT OF INTEREST

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

### RECOMMENDATION

For the City Council to approve a resolution accepting the AFG grant and amending the 2023-2024 FY Fire Department Budget to reflect the AFG grant funding for the purchase of automatic CPR devices.

### EXECUTIVE SUMMARY

The Clovis Fire Department applied for the Assistance to Firefighter Grant (AFG) to fund automatic CPR devices to assist with the delivery of affective CPR on calls for service. Currently the Department has three automatic CPR devices in-service. The current model used, the LUCAS device, has given fire personnel the ability to extend the amount of time CPR is given and increase the effectiveness due to the mechanical delivery. AFG funding was sought to purchase three additional units for the Fire Department so that all six of the front-line apparatus may be outfitted. There is a cost-sharing commitment of 10% (\$4,718.19) as part of the award stipulations. This amount has been included in the 2023-2024 FY Fire Department budget. Commitment of the policy group, City Council, is required to accept the grant award.

### BACKGROUND

In February of 2023, an application was submitted to the U.S. Department of Homeland Security for the AFG to fund the purchase of three automatic CPR devices. The goal of AFG awards is to enhance the safety of the public and firefighters with respect to fire, and fire-related hazards. The AFG Program accomplishes this by providing financial assistance directly to eligible fire



departments, non-affiliated emergency medical service (EMS) organizations, and State Fire Training Academies (SFTA) for critical training and equipment.

Sudden cardiac arrests are incidents that the Clovis Fire Department responds to on a regular basis. Our goal is to always respond as efficiently as possible, provide the highest level of care to increase the likelihood for a patient to survive a sudden cardiac arrest and recover to a state with minimal to no neurological deficits. Automatic CPR devices provide the ability to significantly increase survivability and quality of life for someone in sudden cardiac arrest. Studies show that automatic CPR devices increase the ROSC (Return of Spontaneous Circulation) in a cardiac arrest patient by 21%-41%.

On scene emergency factors which reduce the effectiveness of manual CPR include firefighter fatigue, which reduces effective compressions, limited space for effective compressions, and pauses in compressions when moving a patient into the ambulance or into the hospital. All these factors are mitigated by the use of an automatic CPR device. Once the device is activated, it provides consistent and quality compressions for the entirety of the incident. Additionally, studies show that greater than 99% of patients with ROSC have improved neurological outcomes at 6 months when compared to manual compressions. These types of incidents require a lot of work to be completed in a short amount of time by multiple personnel. Generally, at least 1, and sometimes 2, personnel are required to focus on providing compressions.

Implementing an automatic CPR device on scene frees up personnel to assist in additional emergency care which provides the patient with the best chance of survival. The use of an automatic CPR device provides quick, consistent, effective compressions allowing for the highest volume of blood flow to the brain while increasing the likelihood of ROSC BY 21%-41%. We currently have 3 devices and are requesting funding for 3 additional automatic CPR devices which will outfit the remainder of our apparatus.

### **FISCAL IMPACT**

Accepting the AFG award will increase the 2023-2024 FY Fire Department budget by \$47,181.81. Matching funds of \$4,718.19 will be used from the existing Fire Department budget for EMS equipment.

### **REASON FOR RECOMMENDATION**

AFG provides a cost-effective means to purchase valuable medical equipment which will reduce the chance of Fire personnel injury, increase the survival rate of patients, and improve the overall medical service provided by the Fire Department.

### **ACTIONS FOLLOWING APPROVAL**

Fire Department staff will notify FEMA of Council approval of the AFG award. Staff will proceed to purchase the additional devices in accordance with grant guidelines and work with City Finance Department to request and log the reimbursement request.

Prepared by: Chad Fitzgerald, Life Safety Enforcement Manager

Reviewed by: City Manager *AH*

**RESOLUTION 23-\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS  
ACCEPTING THE ASSISTANCE FOR FIREFIGHTERS GRANT (AFG) AND APPROVING  
AMENDMENTS TO THE 2023-2024 FY FIRE DEPARTMENT BUDGET**

**WHEREAS**, the City Council approved the 2023-2024 FY Budget on June 19, 2023; and

**WHEREAS**, the budget for the Fire Department did not include revenue associated with the Assistance to Firefighters Grant (AFG); and

**WHEREAS**, the Fire Department is responsible for providing public safety utilizing the most effective and cost efficient tools possible; and

**WHEREAS**, the Fire Department successfully competed for 2023 AFG funds to secure three new automatic CPR devices; and

**WHEREAS**, the purchases expenses incurred by the Fire Department to purchase the devices will be paid by the AFG program at a rate of \$47,181.81; and

**WHEREAS**, the City can commit a \$4,718.19 match of the total project to meet the obligations of the grant award.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Clovis shall approve the amendment of the 2023-2024 FY Fire Department budget as provided in **Attachment A**.

\* \* \* \* \*

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on September 18, 2023 by the following vote, to wit.

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

DATED:

\_\_\_\_\_  
Mayor

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

**SUMMARY OF EXPENDITURES BY DEPARTMENT**  
2023-2024

**Department**

Fire Department (61000-64213)

\$ 47,182

**Total**\$ 47,182

**SUMMARY OF EXPENDITURES BY FUND**  
2023-2024

**Fund**

General

\$ 47,182

**Total**\$ 47,182

**SUMMARY OF REVENUES BY DEPARTMENT**  
2023-2024

**Department**

Fire Department (61000-45038)

\$ 47,182

**Total**\$ 47,182

**SUMMARY OF REVENUES BY FUND**  
2023-2024

**Fund**

General

\$ 47,182

**Total**\$ 47,182



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: September 18, 2023

SUBJECT: General Services - Approval – Res. 23-\_\_\_\_, 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 Approval – Res. 23-\_\_\_\_, Amending the City's FY 23-24 Position Allocation Plan to add a Waste Recycling Maintenance Worker Position and a Staff Analyst Position.

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

### CONFLICT OF INTEREST

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

### RECOMMENDATION

For City Council to approve a resolution authorizing amendments to the City's Classification and Compensation Plans by adopting the Waste Recycling Maintenance Worker Classification with a salary range of \$4,335 to \$5,270 per month and approve a resolution amending the City's FY 23-24 Position Allocation Plan by adding one (1) Waste Recycling Maintenance Worker position and one (1) Staff Analyst position in the Public Utilities Department.

### EXECUTIVE SUMMARY

The Public Utilities Department has determined that it is necessary to add both the proposed Waste Recycling Maintenance Worker classification and an additional Staff Analyst position. The Waste Recycling Maintenance Worker classification and the additional Staff Analyst position will be responsible for assisting with the implementation and compliance requirements needed for the new California State Senate Bill 1383. Adequate funds were included in the adopted FY 23-24 budget for the two (2) additional positions. Modification of the City's Classification, Compensation, and Position Allocation Plans require the City Council's approval.

## BACKGROUND

The Public Utilities Department has a need to add two (2) additional positions to comply with the California State Senate Bill 1383. The first position is the newly proposed Waste Recycling Maintenance Worker classification. The Waste Recycling Maintenance Worker will be responsible for performing semi-skilled and unskilled duties in solid waste collection. The incumbent will also assist in the assessment of residential and commercial recycling, organics, and the inspection of waste containers. The Public Utilities Department also has a need for a second position of an additional Staff Analyst position. The Staff Analyst is an existing classification already in the City's Classification Plan. The additional Staff Analyst will provide the administrative support to the Solid Waste Manager in meeting the State mandate (SB 1383) on organics and diversion. The position allocation plan will be updated to reflect the two (2) additional positions, as noted in **Attachment A of Attachment 2**.

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

## FISCAL IMPACT

The fiscal impact of salary and benefits for the two (2) additional positions for the remainder of FY 23-24 is approximately an additional \$133,000. There are adequate funds in the Public Utilities Department budget to cover the costs of these positions for this fiscal year.

## REASON FOR RECOMMENDATION

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

## ACTIONS FOLLOWING APPROVAL

Staff will update the City's Classification Compensation and Position Allocation Plans to include the Waste Recycling Maintenance Worker Classification.

Prepared by: Lori Shively, Deputy General Services Director

Reviewed by: City Manager AK

**RESOLUTION 23-\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING AMENDMENTS TO THE CITY'S CLASSIFICATION AND COMPENSATION PLANS BY ADOPTING A WASTE RECYCLING MAINTENANCE WORKER CLASSIFICATION IN THE PUBLIC UTILITIES DEPARTMENT**

**WHEREAS**, it has been determined that the City has a need for a Waste Recycling Maintenance Worker classification to provide the necessary support to the Public Utilities Department; and

**WHEREAS**, it has been determined that the appropriate salary range for the Waste Recycling Maintenance Worker classification is \$4,335 to \$5,270 per month; and

**WHEREAS**, it has been determined that it is appropriate to assign the Waste Recycling Maintenance Worker classification to the Clovis Public Works Employees Affiliation (CPWEA) bargaining group.

**NOW THEREFORE, BE IT RESOLVED**, that the City of Clovis will modify the City's Classification and Compensation Plans to include the Waste Recycling Maintenance Worker classification (**Attachment A**) with a monthly salary range of \$4,335 to \$5,270.

\* \* \* \* \*

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on September 18, 2023, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: September 18, 2023

\_\_\_\_\_  
Mayor

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

**ATTACHMENT 1**

**City of Clovis**  
**WASTE RECYCLING MAINTENANCE WORKER**  
**Salary Range:**  
**\$4,335.00 - \$5,270.00 Monthly**

**DEFINITION**

Under supervision, to perform a variety of semi-skilled and unskilled duties in solid waste collection, disposal, and other related areas; run errands, conduct minor scheduling, and to perform related work as required.

**CLASS CHARACTERISTICS**

Positions in this maintenance class are usually assigned to the Solid Waste division and locations to perform unskilled and semi-skilled work in support of trade, technical, professional, or administrative staff. Positions in this class perform work in accordance with established instructions. Incumbents receive thorough instructions when tasks are initially assigned and after training are expected to perform duties without constant supervision. Work is reviewed periodically upon completion and while in progress. Incumbents are expected to refer most variations in work to their supervisor for instructions.

**EXAMPLE OF DUTIES:**

Assist in the assessment of residential and commercial recycling, organics, and trash containers; perform a wide variety of semi-skilled duties; load and unload supplies, maintain yards and alleys; clean tools used on the job; lubricate equipment to keep equipment in good working condition; make regular inspections and perform preventative maintenance adjustments; review Residential, Commercial and Multifamily accounts; plan, prepare, schedule, and conduct on-site and remote assessments; assess compliance of generators with applicable standards and report observations; write reports and communicate results of assessment through written and oral communications; evaluate corrective actions necessary when completing an assessment at a site; assess residential, commercial, and multi-family accounts for space waivers; mail and deliver educational information to commercial, residential, multi-family, and edible food generators; mail and deliver educational information to edible food recovery organizations; pick up blown litter on site and adjoining roads; inspect and record daily incoming loads; deal with customers in a professional manner, responds to customers politely and courteously; ask appropriate personnel for assistance when needed; keep accurate daily records; operate City vehicles; and perform related work as required.

**TYPICAL QUALIFICATIONS:**

**LICENSE REQUIRED**

- Possession of a valid California Driver's License and a good driving record.

**EDUCATION AND EXPERIENCE**

**Education**

- High School diploma or equivalent.

Experience:

- One (1) year of responsible general construction, utility worker or maintenance work experience.

**QUALIFICATIONS**

Knowledge of:

- Basic Math;
- Basic principles and practices of record keeping;
- Occupational hazards and standard safety procedures, including proper usage of personal protective equipment (PPE);
- Personal computer system operation;
- Basic office and clerical practices;
- Appropriate safety precautions and procedures;
- Safe driving practices;
- Pertinent Federal, State and local laws, codes and regulations.

Ability to:

- Read, understand and apply simple written materials;
- Communicate clearly and concisely, both orally and in writing;
- Maintain accurate records and logs;
- Sort and file accurately and locate materials in files;
- Perform a variety of semi-skilled duties;
- Use and properly maintain assigned tools and equipment;
- Operate standard equipment;
- Multitask and work independently in the absence of supervision;
- Operate a vehicle observing legal and defensive driving practices;
- Establish and maintain effective relationships with person contacted in the course of work.

**SUPPLEMENTAL INFORMATION**

**PHYSICAL DEMANDS AND WORKING CONDITIONS**

- Strength: Lifting, carrying, and or pushing 50 pounds with frequent lifting and/carrying of objects weighing up to 25 pounds.
- Incumbents may be required to work in outside environment and may be exposed to dusts, pollen, heat during the summer months and cold during the winter months.



**RESOLUTION 23-\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS  
APPROVING AMENDMENTS TO THE CITY'S FY 23-24 POSITION  
ALLOCATION PLAN**

**WHEREAS**, the FY 23-24 Position Allocation Plan in the Public Utilities Department was approved as part of the FY 23-24 City Budget adoption process; and

**WHEREAS**, a review of the staffing needs for the Public Utilities Department indicates that the addition of one (1) Waste Recycling Maintenance Worker and the addition of one (1) Staff Analyst position is necessary in order to provide the support necessary for the Public Utilities Department; and

**WHEREAS**, amending the City's adopted FY 23-24 Position Allocation Plan requires City Council authorization.

**NOW, THEREFORE, BE IT RESOLVED**, by the City of Clovis that the City's FY 23-24 Position Allocation Plan shall be amended as noted in **Attachment A**.

\* \* \* \* \*

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on September 18, 2023, by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: September 18, 2023

\_\_\_\_\_  
Mayor

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

**ATTACHMENT 2**

**POSITION ALLOCATION ADJUSTMENT BY DEPARTMENT FY 23-24**

| <b>DEPARTMENT</b>                       | <b>NUMBER OF POSITIONS</b> |
|-----------------------------------------|----------------------------|
| Public Utilities Department             |                            |
| Add: Waste Recycling Maintenance Worker | 1.0                        |
| Add: Staff Analyst                      | 1.0                        |

**ATTACHMENT A**



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: September 18, 2023

SUBJECT: General Services - Approval - Waive Formal Bidding or Proposal Requirements and Authorize Lease of Copiers through Cooperative Purchase Contract between OMNIA Partners and Kyocera.

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 Council to waive formal bidding or proposal requirements and authorize staff to lease copiers through a competitively bid Cooperative Purchase Contract between OMNIA Partners and Kyocera through May 31, 2024, and any approved extension period, up to and including May 31, 2025.

### EXECUTIVE SUMMARY

The City is currently contracting with Image 2000 for the leasing of copiers through September 30, 2023. Staff recommends utilizing the OMNIA Partners cooperative purchase contract with Kyocera for acquisition of copiers. Waiving the City's formal bidding or proposal process for procuring leases for copiers and instead using a competitively bid cooperative purchase contract is authorized by Clovis Municipal Code Section 2.7.06(a) and Section IV.C. of the City's Purchasing Manual.

Kyocera was recently awarded a one (1) year contract extension by OMNIA Partners from June 1, 2023, through May 31, 2024, with one 1-year renewal option. OMNIA Partners, Public Sector is a public sector purchasing organization for state and local governments, K-12 education, colleges, and universities. All contracts awarded by OMNIA have been competitively solicited and publicly awarded by a government entity serving as the lead agency while utilizing industry best practices and processes. The solicitation and award process used by OMNIA is comparable to the City's formal proposal process for the procurement of equipment/copiers and purchasing/leasing through this cooperative purchase contract is authorized pursuant to Section IV.C. of the City's Purchasing Manual.

## BACKGROUND

The City is currently leasing copiers with Image 2000 through September 30, 2023. Staff recommends utilizing the OMNIA Partners cooperative contract for the leasing of copiers with Kyocera via a third-party agreement with Image 2000.

Image 2000 is an established Southern California based company with a branch in Fresno since 1999. They are currently providing service to the City of Clovis as well as other public agencies, including Madera Unified School District and the California Department of Corrections-Corcoran. During their tenure, Image 2000's service to the City has been very good. Image 2000 proposes to provide the City a complete service, inclusive of OMNIA Partners guaranteed lowest pricing per OMNIA Contract #R191102.

### Procurement

Region 4 Education Service Center (ESC), as the Principal Procurement Agency, has partnered with OMNIA Partners to make the resultant contract (also known as the "Master Agreement" in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through OMNIA Partners' cooperative purchasing program. The Region 4 ESC is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners (a "Participating Public Agency").

Kyocera was awarded Contract #R191102, a cooperative contract offered through OMNIA Partners, formally known as National IPA and U.S. Communities. OMNIA Partners is a cooperative purchasing organization, offering cooperative contracts to the public sector which have been competitively solicited and publicly awarded by a lead agency using applicable procurement laws and regulations.

The lead agency in this case, Region 4 ESC, issued a Request for Proposals (RFP) for copiers as detailed in the RFP 19-11 [Kyocera Document Solutions America, Inc. Cooperative Contract | Contract Documentation \(OMNIApartners.com\)](#). The RFP's public notice was listed in multiple states on numerous occasions. Five proposals were submitted and evaluated by an evaluation committee. Kyocera was the awarded agency and entered into a contract with Region 4 ESC, from June 1, 2023, through May 31, 2024, with option for one 1-year extension through May 31, 2025.

The City of Clovis is a registered member with OMNIA Partners and has utilized their services in the past with a high level of satisfaction.

## FISCAL IMPACT

The City is expecting to lease 12 copiers for a term of 60-months each. Depending upon models selected by the departments, the total annual cost is approximately \$17,000. The City's projected needs for copiers are within the FY23/24 budget allocation for these products. Image 2000 was able to negotiate with Kyocera to provide the best possible pricing for the city with some upgraded components that will provide a fifty dollars (\$50.00) savings per month on the amount we are currently paying for copiers.

**REASON FOR RECOMMENDATION**

Staff recommends authorizing use of OMNIA cooperative purchase contract with Kyocera through a third- party agreement with Image 2000. Image 2000 has serviced the City for copier leases in the past with a great reputation amongst City staff.

Pursuant to the City's purchasing requirements, purchases of items/services exceeding \$60,000.00 require City Council approval following a formal bidding or proposal process, unless waived by the City Council. Waiving the City's formal bidding or proposal process for procuring a contract for the leasing of copiers and instead using a competitively bid cooperative purchase contract is authorized by Clovis Municipal Code, Section 2.7.06(a) and Section IV.C. of the City's Purchasing Manual.

**ACTIONS FOLLOWING APPROVAL**

Staff will forward copier request forms to each department for their selection of desired unit and forward 60-month leases for City Manager to sign. The remaining initial contract term is from June 1, 2023 – May 31, 2024, and may thereafter be extended one (1) year (up to May 31, 2025) upon mutual agreement of OMNIA and Kyocera.

Prepared by: Stephen Frankian, Facilities Maintenance and Purchasing Manager

Reviewed by: City Manager *AF*



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: September 18, 2023

SUBJECT: General Services – Approval – Res. 23-\_\_\_\_, Authorizing Amendments to the City's Classification Plan by Revising the Transit Dispatcher Classification in the General Services Department.

ATTACHMENTS: 1. Res. 23-\_\_\_\_ Classification Plan

### CONFLICT OF INTEREST

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

### RECOMMENDATION

For City Council to approve a resolution authorizing amendments to the City's Classification Plan by revising the Transit Dispatcher classification in the General Services Department.

### EXECUTIVE SUMMARY

It is necessary to revise the Transit Dispatcher classification in order to update the definition, class characteristics, examples of duties, education and experience, and qualifications sections of the classification. Modification of the City's Classification Plan requires the City Council's approval.

### BACKGROUND

An analysis was conducted on the Transit Dispatcher classification in advance of an upcoming recruitment. The analysis revealed that the classification definition, class characteristics, examples of duties, education and experience, and qualifications sections needed to be updated to accurately depict the duties and required minimum qualifications necessary for the incumbent to be successful in the position. The definition and class characteristics sections required minor changes to better describe the job position. The examples of duties section required revisions that more accurately describe the current duties of the position. Possession of a valid California Commercial Driver's License with Passenger endorsement, Vehicle Transit Training certificate, and General Public Paratransit Vehicle certificate were added to the typical qualifications section so the Transit Dispatcher could drive buses if needed. The department believes that this is

necessary for efficient operations. The revisions to the classification are included in the update shown in **Attachment A of Attachment 1**.

**FISCAL IMPACT**

None.

**REASON FOR RECOMMENDATION**

The Transit Dispatcher classification is recommended for revision in order to update the definition, class characteristics, examples of duties, education and experience, and qualifications sections to better suit the department's recruitment needs. The recommended changes to the City's Classification Plan require Council approval.

**ACTIONS FOLLOWING APPROVAL**

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

Prepared by: Lori Shively, Deputy General Services Director

Reviewed by: City Manager AA

**RESOLUTION 23-\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING  
AMENDMENTS TO THE CITY'S CLASSIFICATION PLAN FOR THE TRANSIT  
DISPATCHER CLASSIFICATION IN THE GENERAL SERVICES DEPARTMENT**

**WHEREAS**, it has been determined that revisions to the definition, class characteristics, examples of duties, education and experience, and qualifications sections of the Transit Dispatcher classification are necessary in order to recruit for dispatchers; and

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

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

\* \* \* \* \*

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on September 18, 2023, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: September 18, 2023

\_\_\_\_\_  
Mayor

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

**ATTACHMENT 1**



## City of Clovis TRANSIT DISPATCHER

### DEFINITION

Under general supervision, plans, schedules, oversees, and keeps records for ~~the demand response~~ transit services; ~~processes and verifies transit fares~~; administers Americans with Disability Act (ADA) related transit requests; coordinates and audits transit vehicle maintenance; operates a ~~para~~transit vehicle; and other duties as assigned.

### CLASS CHARACTERISTICS

Positions in this class work under general supervision, **performing** operational coordination and administration of ~~demand~~ transit operations involving transit vehicles, passengers, and drivers, **and providing** customer service information on Clovis Transit Services. Incumbents must maintain an awareness of client needs and demands for service, ~~availability of resources~~, and ~~an~~ efficient coordination **of resources** to provide high levels of service. Positions in this class perform work that has a moderate degree of variation and allows or requires a range of **choices** in the application of defined methods or procedures. After receiving training, incumbents work with moderate independence in making decisions in accordance with established practices and are expected to exercise good judgment without constant supervision, referring to the supervisor ~~those~~ **in** matters **that** do not conform **with** established practices. Work performance is reviewed periodically for consistency and quality.

### EXAMPLES OF DUTIES

Schedules ride appointments and requests for return trips; ~~assigns drivers according to trip manifest~~; ~~dispatches trip requests to the appropriate drivers~~; prepares and maintains daily driver/~~dispatch log~~ vehicle assignments; **identifies, checks and reports operational problems and incidents to supervisors; makes recommendations and proposes solutions to operational issues;** provides customer service information on Clovis Transit Services; assists elderly and disabled riders concerning ride preparation or independent living skills necessary to use public transportation; ~~assists in the preparation of local, state and federal operational reports~~; ~~assists in the preparation of division deposits~~; ~~assists with firebox and transit audits and fiscal operations~~; issues and certifies certification applications for the ADA; maintains ADA **ridership** files; follows up on drivers' vehicle maintenance reports; coordinates transit vehicles service and repairs with City Fleet Maintenance Shop to maintain the vehicle maintenance schedule and ensure necessary vehicles for transit operations; ~~reviews and maintains transit vehicle work orders, driver logs and vehicle inspection reports to meet audit requirements~~; opens/closes administrative office; ~~audits transit vehicle work orders~~; operates ~~para~~transit vehicles as needed.

## ATTACHMENT A

## TYPICAL QUALIFICATIONS LICENSE REQUIRED

- ~~• Possession of a valid California Class BP driver's license with a good driving record and current First Aid and CPR certificates~~
- Possession of a valid California Commercial Driver's License with Passenger (P) endorsement
- Possession of Vehicle Transit Training (VTT) certificate and General Public Paratransit Vehicle certificate (GPPV) or higher and a good driving record.
- Ability to obtain First Aid/CPR certification within six (6) months of hire.

## EDUCATION AND EXPERIENCE:

Any combination of education and experience equal to:

Education:

- Completion of formal or informal education sufficient to ensure the ability to read and write at the level required for successful job performance.

AND

- ~~• Two (2) years experience and/or training in specialized transportation, dispatching, and record-keeping to meet local, State, and Federal transit requirements.~~
- Three (3) years of licensed experience in the operation of motor vehicles, and
- Two (2) years of public transportation work experience

## QUALIFICATIONS:

Knowledge of:

- Federal, State, and local laws applicable to the operation of vehicles in transporting the general public, elderly and disabled passengers;
- First aid/CPR;
- Safe operation of paratransit vehicles;
- Basic computer operation
- Modern computer software and applications;
- Modern office practices, procedures, and equipment;
- Telecommunication equipment operation used in transit operations;
- Basic mathematics;
- ~~• Modern office practices and procedures;~~
- Safe driving practices.

Ability to:

- Enforce regulations and deal tactfully, courteously, and effectively with the general public and transit staff;

- Apply integrity and trustworthiness in all situations;
- Identify and report equipment malfunctions and safety hazards;
- Field a high volume of calls.
- Accurately enter client info into dispatching software;
- Maintain an organized work area;
- Efficiently coordinate vehicles, drivers, and passengers;
- Work independently;
- Utilize a telephone head-set;
- Operate a two-way radio;
- Organize and maintain records;
- Collect general ~~readership~~ **ridership** information;
- ~~Dispatch calls to drivers in an efficient manner;~~
- Maintain ~~vehicle and readership~~ records necessary for compliance with transit regulations;
- Communicate with citizens having oral and auditory disabilities;
- Operate modern office equipment including a computer and related software;
- Operate a transit vehicle observing legal and defensive driving practices;
- Understand and carry out oral and written instruction;
- Establish and maintain an effective relationship with those contacted in the course of work;
- Assist both elderly and disabled riders with independent living skills.

## **SUPPLEMENTAL INFORMATION**

### **PHYSICAL DEMANDS AND WORKING CONDITIONS**

#### Strength:

- Medium work - Lifting, carrying and/or pushing 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.

#### Physical activities include:

- Sitting for long periods of time, bending, stooping, reaching, standing, walking, up to and including the possibility of climbing a ladder to reach high windows for cleaning/defogging, assist elderly and disabled clients onto bus, push wheelchair clients to/from home/destination, securing wheelchairs in the buses and assist passengers with the loading and unloading of their personal items, such as groceries, etc.



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Public Utilities Department

DATE: September 18, 2023

SUBJECT: Public Utilities – Approval – 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.

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 approve waiving the City's formal bidding requirements and authorize purchasing two (2) 2024 Ford F-250 Crew Cab 4x4 trucks for \$74,337.91 each for a combined total of \$148,675.82, including tax and delivery fees, from National Auto Fleet Group utilizing the Sourcewell Purchasing Contract 091521-NAF.

### EXECUTIVE SUMMARY

There are funds in this fiscal year's Fleet Renewal budget to purchase two (2) 2024 Ford F-250 Crew Cab 4x4 trucks for the Fire Department. The existing equipment is scheduled to be replaced due to its age. National Auto Fleet Groups' bid price for the two new trucks is \$148,675.82, including tax, delivery fees, and Sourcewell pricing discount. The two new trucks meet current 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 vehicles are available from National Auto Fleet Group and meet the Department's needs. The vehicles are available to be ordered and will be built by Ford according to the Fire Department's needs.

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 Fire Department has the necessary funds for replacement of the equipment.

**REASON FOR RECOMMENDATION**

The existing trucks have been in service for over 10 years and are 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 Fire Department. The proposed method of purchasing the equipment is cost-effective and sufficient funds are available.

**ACTIONS FOLLOWING APPROVAL**

Purchase orders will be prepared for the City Manager's approval and sent to the vendors.

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: Public Utilities Department

DATE: September 18, 2023

SUBJECT: Public Utilities – Approval – 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.

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 2023 Ford F-450 Crew Cab 4x2 from Jim Burke Ford of Bakersfield for a total amount of \$72,246.29, including tax and fees.

### EXECUTIVE SUMMARY

There are funds in this fiscal year's Fleet Renewal budget to purchase a 2023 Ford F-450 Crew Cab 4x2 for the Public Utilities Department Water Division. The existing equipment is scheduled to be replaced due to its age. Jim Burke Ford of Bakersfield, with the competitively bid price of \$72,246.29 including tax and fees, has supplied the lowest bid. The new vehicle will meet all emissions requirements.

City staff requested a bid from the Sourcewell contracted dealer National Auto Fleet Group, and Jim Burke Ford of Bakersfield has supplied the lowest bid.

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 from Jim Burke Ford of Bakersfield and meets the Department's needs. The vehicle is available for immediate delivery.

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 Water Division in the Public Utilities Department has accumulated the necessary funds for replacement of the equipment.

**REASON FOR RECOMMENDATION**

The existing vehicle has been in service for over 11 years and is scheduled for replacement. Sufficient replacement funds have been collected for a replacement vehicle. Staff has evaluated the available equipment and determined that it meets the needs of the Public Utilities Department Water Division. The proposed method of purchasing the equipment is cost-effective and sufficient 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 *AK*



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: September 18, 2023

SUBJECT: Consider Approval – Res. 23-\_\_\_\_, Adoption of the City of Clovis 2022-2023 Consolidated Annual Performance and Evaluation Report (CAPER) for expenditure of Community Development Block Grant Funds.

**Staff:** Claudia Cazares, Management Analyst

**Recommendation:** Approve

ATTACHMENTS: 1. Resolution  
2. 2022-2023 Consolidated Annual Performance and Evaluation Report (CAPER)

### CONFLICT OF INTEREST

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

### RECOMMENDATION

For the City Council to approve a resolution adopting the City of Clovis 2022-2023 Consolidated Annual Performance and Evaluation Report (CAPER) for expenditure of Community Development Block Grant Funds.

### EXECUTIVE SUMMARY

The U. S. Department of Housing and Urban Development (HUD) requires the City to adopt the attached 2022-2023 CAPER reporting on the expenditure of Community Development Block Grant Funds and submit the report to HUD by September 30, 2023.

### BACKGROUND

As an entitlement city that receives Community Development Block Grant (CDBG) funds from HUD, Clovis must adopt a yearly performance report ("CAPER") which reports on the status of CDBG projects and on the expenditure of funds for the previous program year.



During the program year City staff was able to complete the following projects:

1. Micro-Enterprise Culinary Kitchen
2. Area-Based Policing
3. Gettysburg-Norwich Alley Reconstruction
4. Housing Rehabilitation
5. Utilities Assistance Program
6. Affordable Housing Assistance

**FISCAL IMPACT**

None

**REASON FOR RECOMMENDATION**

HUD requires the City Council to adopt a CAPER each year reporting on the previous year's activity in completing CDBG projects and expending funds. The recommended action meets HUD's requirements to receive CDBG funds as an entitlement city.

**ACTIONS FOLLOWING APPROVAL**

The 2022-2023 CAPER and Resolution will be submitted to HUD.

Prepared by: Claudia Cazares, Management Analyst

Reviewed by: City Manager *CH*

**RESOLUTION 23-\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS  
ADOPTING THE 2022-2023 CONSOLIDATED ANNUAL PERFORMANCE AND  
EVALUATION REPORT**

**WHEREAS**, the City Council of the City of Clovis is a U. S. Department of Housing and Urban Development (HUD) entitlement city for the purpose of receiving Community Development Block Grant funds; and

**WHEREAS**, HUD requires the City of Clovis to adopt a Consolidated Annual Performance and Evaluation Report (CAPER) to report on the 2022-2023 project year's activity in completing CDBG projects and expending funds.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Clovis approves and adopts the 2022-2023 CAPER.

\* \* \* \* \*

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on September 18, 2023, by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: September 18, 2023

\_\_\_\_\_  
Mayor

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



# **Consolidated Annual Performance and Evaluation Report (CAPER)**

## **2022-2023 Program Year**

### **Community Development Block Grant**

#### **Clovis City Council**

Lynne Ashbeck, Mayor

Vong Mouanoutoua, Mayor Pro Tem

Drew Bessinger

Diane Pearce

Matthew Basgall

**John Holt**, City Manager

**Andrew Haussler**, Assistant City Manager

*Public Review Draft*

*September 1, 2023*

For submission to the U.S. Department of Housing and Urban Development by September 30, 2023

## CR-05 - Goals and Outcomes

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan.**

#### **91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Clovis made significant progress in Program Year 2022, its second year of implementing the goals identified in the 2021-2025 Consolidated Plan period.

Some highlights of the program year include:

- Home Rehabilitation Grant Program: Rehabilitation work completed during the program year to preserve Clovis' affordable housing stock for low-income, owner-occupied households. Rehabilitation measures were completed for 7 households.
- Area-Based Policing: During the program year, the City employed an additional Community Service Officer tasked with implementing this activity focused solely on low- to moderate-income census tracts as designated by HUD. The CDBG funding allowed the City to add this new position to provide enhanced services and would not exist if not for the CDBG funding. This position provided 1,963 individual calls for services and initiated 598 code enforcement cases in the LMI census tracts including written warnings and citations, shopping cart removal, graffiti abatement, shopping cart removal, vehicles being towed, site inspections, illegal sign removal, and responding to and resolving Community Resource Management (CRM) complaints. Additionally, the officer also provided resources to residents for various programs including housing rehabilitation programs, organization of volunteers, educational programming on code enforcement issues, social services, and mental health services. This resulted in low to moderate income census tracts being in better condition and provided access to services that the City would otherwise not be able to provide, which improved the quality of life and opportunities for low and moderate income residents in the City of Clovis.
- Capital Improvement Projects: During the program year the City utilized CDBG funds to complete two Alley Reconstruction projects in low-income census tracts in the City. The Gettysburg/Norwhich Alley project was completed in April 2023, and the alleys SW of the intersection of Pollasky and Mitchell (previously referred to as the Dennis Beverly Alley Phase 1 and Phase 2) were completed in August 2023, and will be reported in next years' CAPER.
- Economic Development - MicroEnterprise - Community Kitchen: CDBG funds are utilized to assist low-income persons to participate with the Clovis Culinary Center to establish professional culinary businesses as entrepreneurs. The Clovis Culinary Center also obtains additional community support to provide a 24/7 fully equipped commercial kitchen space, hands on technical assistance, training and support for the participants. CDBG funds assisted 5 low-income entrepreneurs successfully manage their food based business.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

(see table below)

| Goal                 | Category                          | Source / Amount    | Indicator                                                                                   | Unit of Measure        | Expected – Strategic Plan | Actual – Strategic Plan | Percent Complete | Expected – Program Year | Actual – Program Year | Percent Complete |
|----------------------|-----------------------------------|--------------------|---------------------------------------------------------------------------------------------|------------------------|---------------------------|-------------------------|------------------|-------------------------|-----------------------|------------------|
| Administration       | Administration                    | CDBG: \$748,745    | Other                                                                                       | Other                  | 0                         | 0                       |                  |                         |                       |                  |
| Affordable Housing   | Affordable Housing                | CDBG: \$683,427    | Homeowner Housing Rehabilitated                                                             | Household Housing Unit | 125                       | 23                      | 18.40%           | 20                      | 7                     | 35.00%           |
| Economic Development | Non-Housing Community Development | CDBG: \$250,000    | Jobs created/retained                                                                       | Jobs                   | 0                         | 5                       |                  | 10                      | 5                     | 50.00%           |
| Economic Development | Non-Housing Community Development | CDBG: \$           | Businesses assisted                                                                         | Businesses Assisted    | 50                        | 24                      | 48.00%           | 0                       | 5                     |                  |
| Infrastructure       | Non-Housing Community Development | CDBG: \$1,500,000  | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted       | 5,300                     | 1,105                   | 21%              |                         |                       |                  |
| Infrastructure       | Non-Housing Community Development | CDBG: \$           | Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit        | Households Assisted    | 0                         | 0                       |                  | 2915                    | 3285                  | 112.69%          |
| Public Services      | Crime Awareness                   | CDBG: \$561,558.75 | Public service activities other than Low/Moderate Income Housing Benefit                    | Persons Assisted       | 125,000                   | 56,855                  | 45.48%           | 0                       | 25825                 |                  |
| Public Services      | Crime Awareness                   | CDBG: \$           | Other                                                                                       | Other                  | 0                         | 0                       |                  | 26945                   | 0                     | 0.00%            |

Table 1 - Accomplishments – Program Year &amp; Strategic Plan to Date

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

All activities implemented during this program year were identified through the City's Citizen Participation Planning process when creating the Consolidated Plan and annual Action Plan. All activities completed during this program year were determined to meet a high priority identified in the Consolidated Plan, including: Increase, Improve and Preserve Affordable Housing for Families/Seniors/Veterans, Code Enforcement and Promoting Public Safety, Job Creation and Retention, and Improving Public Facilities.

### **CR-10 - Racial and Ethnic composition of families assisted**

**Describe the families assisted (including the racial and ethnic status of families assisted).**

**91.520(a)**

|                                           | <b>CDBG</b>   |
|-------------------------------------------|---------------|
| White                                     | 16,071        |
| Black or African American                 | 1,190         |
| Asian                                     | 3,208         |
| American Indian or American Native        | 669           |
| Native Hawaiian or Other Pacific Islander | 140           |
| <b>Total</b>                              | <b>21,278</b> |
| Hispanic                                  | 12,827        |
| Not Hispanic                              | 13,823        |

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

#### **Narrative**

Racial and ethnic status was tracked for all activities, and is reflected on the chart above. Seven(7) of the persons assisted were recipients of the home rehabilitation grant program, and their racial and ethnic demographics were taken from each households program application. Five(5) of the persons assisted were participants in the Micro-Enterprise Community Kitchen program, and their racial and ethnic demographics were taken from each households program application. The remaining persons received an area-wide benefit through the Area Based Policing Program, and the Capital Improvements program through the Alleys Reconstruction, and their racial and ethnic demographics were taken from the LMI census tracts/block groups in which activities were completed.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

| Source of Funds | Source           | Resources Made Available | Amount Expended During Program Year |
|-----------------|------------------|--------------------------|-------------------------------------|
| CDBG            | public - federal | 1,639,719                | 767,346                             |

Table 3 - Resources Made Available

### Narrative

The amounts reported in Resources Made Available and Amount Expended During Program Year includes amounts from both the CDBG PY 2022-2023 entitlement allocation and prior years allocations that were carried over for past year projects completed in the current reporting year (namely public infrastructure projects).

### Identify the geographic distribution and location of investments

| Target Area                               | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|-------------------------------------------|----------------------------------|---------------------------------|-----------------------|
| City of Clovis Low-Moderate Census Tracts | 100                              | 100                             | Low Mod Census Tracts |

Table 4 – Identify the geographic distribution and location of investments

### Narrative

The Consolidated Plan does not identify any targeted areas for investment. Instead, Clovis spreads resources throughout the City, which resulted in a 100% LMI benefit.

### Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

There is no matching requirement for the CDBG Program. However, the City of Clovis utilized non-CDBG funds for affordable housing projects.

The City administers its Housing Rehabilitation CDBG Grant funded program in conjunction with the State of California funded CalHome Loan Housing Repair Program. In addition to the 7 homeowners assisted during the program year with the CDBG Grant Program, the City completed one additional Loan funded project during the program year. Additionally, fifteen (15) other homeowners were assisted during the program year with housing repairs, and are in various stages of rehabilitation construction. It is expected that these will be completed within the next program year.



The City also provided \$300,000 in local grant funds, to a non-profit housing developer for the construction of a 75-unit supportive housing multi-family project (Butterfly Gardens). Construction was completed in October 2022.

The City also applied for and provided a commitment of funds in the amount of \$1,200,000, from the State of California Permanent Local Housing Allocation program, for a 59-unit multi-family affordable housing project. During the program year, the developer applied for state and federal tax credits to complete financing, but was unsuccessful. The City continued to strategize and work with the developer during the program year to identify an alternative project that could be more successful in obtaining state and federal financing for construction.

## CR-20 - Affordable Housing 91.520(b)

**Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.**

|                                                                            | One-Year Goal | Actual    |
|----------------------------------------------------------------------------|---------------|-----------|
| Number of Homeless households to be provided affordable housing units      | 0             | 75        |
| Number of Non-Homeless households to be provided affordable housing units  | 20            | 7         |
| Number of Special-Needs households to be provided affordable housing units | 0             | 0         |
| <b>Total</b>                                                               | <b>20</b>     | <b>82</b> |

**Table 5 – Number of Households**

|                                                                      | One-Year Goal | Actual    |
|----------------------------------------------------------------------|---------------|-----------|
| Number of households supported through Rental Assistance             | 0             | 0         |
| Number of households supported through The Production of New Units   | 0             | 75        |
| Number of households supported through Rehab of Existing Units       | 20            | 5         |
| Number of households supported through Acquisition of Existing Units | 0             | 0         |
| <b>Total</b>                                                         | <b>20</b>     | <b>80</b> |

**Table 6 – Number of Households Supported**

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

**Discuss how these outcomes will impact future annual action plans.**

The demand for the home repair program remains high. The City continually sees interest in the program throughout the program year. The City expects to completely fulfill future year's goals, now that the program is adequately staffed, and with the anticipated additional staff member. Additionally, the City has hired two local non-profit consultants to assist in the implementation of the rehabilitation programs. Self-Help Enterprises and Habitat for Humanity will continue to provide inspection and construction management services which will enable City staff to meet or exceed the rehabilitation goals.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

| Number of Households Served | CDBG Actual | HOME Actual |
|-----------------------------|-------------|-------------|
| Extremely Low-income        | 6           | 0           |
| Low-income                  | 6           | 0           |
| Moderate-income             | 0           | 0           |
| <b>Total</b>                | <b>12</b>   | <b>0</b>    |

**Table 7 – Number of Households Served**

### **Narrative Information**

Households participating in limited clientele activities are income-qualified at the time of assistance, area based incomes are tracked based on the LMI data available. The table above identifies households assisted through both the Housing Rehabilitation Program and the Micro-Enterprise Culinary Kitchen Program.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of Clovis does not operate a dedicated homeless shelter nor provides direct services. However, the City is an active supporter and participant in the MAP Point at the Poverello House (a local intake service provider and homeless shelter in Fresno, California) as a part of the Fresno Madera Continuum of Care (FMCOC). Those needing services within Clovis are provided an opportunity to utilize the MAP services. The MAP Point (Multi-Agency Access Program) is an integrated intake process that connects individuals facing homelessness, and connects them with housing and services. MAP connects homeless persons facing challenges with services related to behavioral health, substance abuse, physical health and/or mental health and social services.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City of Clovis does not receive funding for emergency shelter and transitional housing services. However, Clovis is an active member of the Fresno Madera Continuum of Care (FMCoC), which is the organization that acts as the regional planning body to address homelessness in the region. City staff also participates, annually, in the Point-in-Time count to identify the number and location of homeless persons to better provide them services, and also participates in the ranking committee for the FMCoC's application to HUD for Homeless Housing Funds.

During the Program Year, a Permanent Supportive Housing project was completed in Clovis. The apartment complex, called Butterfly Gardens, provides 75 one-bedroom apartments for very low-income persons experiencing homelessness and persons with disabilities. The City provided the developer a \$300,000 grant for the development of the project.

Clovis shares tax revenue with Fresno County that helps support programs such as the Marjaree Mason Center, which reports servicing over 300 battered women from the Clovis area per year. In addition, the tax revenue supports the EOC Sanctuary Youth Center that reports sheltering over 200 homeless youths ages 11-17 annually.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

Clovis residents have access to many facilities within Fresno County, including assisted and independent residential facilities for both the general adult population and the elderly. There are 213 residential elderly care facilities in the County of Fresno, with capacity for over 5,000 persons. There are 161 Adult residential facilities, with capacity for over 900 persons.

More importantly, the City welcomed Butterfly Gardens, a 75-unit permanent supportive housing development during the program year. The project receives referrals through the Multi-Agency Access Point for the County, as well as through the County's Behavioral Health Department, which assist persons who are at risk of becoming homeless, and particularly those likely to become homeless after being discharged from institutions. Tenants receive wrap-around services to assist them in continuing their housing journey, and stabilizing their lives.

Finally, the City of Clovis was awarded CDBG-CV funds to assist low income families with COVID related payments due. During the program year the City Council approved utilizing CDBG CV funds to assist low income families pay for Utility Payments in arrears, which include water, sewer and garbage. During the program year, a total of 25 households pay off Utility payments in arrears.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City of Clovis has no dedicated homeless shelters or services. However, as identified above, the City is an active partner in the MAP services, FMCoC, and has provided grant funding for Butterfly Gardens for permanent supportive housing units in Clovis.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The City of Clovis considers the local public housing authority (Fresno Housing) a valuable partner in the provision of affordable housing and supportive services to our residents.

During a previous program year, the City implemented an Affordable Housing Development Impact Fee Reduction program and housing staff is an active participant in the review and processing of affordable housing development applications. The City previously provided \$1,000,000 in grant funding to Fresno Housing for the construction of a 60-unit apartment complex in Clovis for LMI tenants. Construction was completed in June of 2021 and leasing occurred during the program year. Solivita

Commons, by Fresno Housing, is considered a welcome addition to the City's affordable housing stock.

During the reporting year, the City has also provided a \$1,200,000 funding reservation in Permanent Local Housing Allocation monies to a local housing developer who is partnering with Fresno Housing to construct an affordable multi-family housing project.

Additionally, City staff assists low income residents to access public housing by providing assistance, referrals and information regarding access to Fresno Housing's services.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

Clovis competes competitively for State HOME funds for the purpose of operating a first-time homebuyer program for LMI households, and advertises this program throughout the City. Clovis received HOME Program funds, from the State of California, in the amount of \$1,000,000. The City was previously waiting for a per unit subsidy/price purchase limit waiver from the State of California to assist in the program's implementation. Instead, in July 2022, the state froze the program, thereby in effect pausing the availability of funds for homeownership.

Additionally, the City received a \$5,000,000 grant from the State of California CalHome program. A portion of these funds will be used for mortgage assistance. Staff contracted with Habitat for Humanity of Fresno for the implementation of this program, though no units were identified for assistance (purchase and rehabilitation) during the program year.

### **Actions taken to provide assistance to troubled PHAs**

The Fresno County Housing Authority is not considered to be a troubled PHA.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

### **Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

In its 2015-23 Housing Element, Clovis identified several governmental constraints to the development, maintenance, and improvement of housing and affordable housing, as follows: Zoning Code Amendments, Lot Consolidation and Lot Splits, and Monitoring of Planning and Development Fees. Clovis is working to resolve these constraints, but the process is not quick. Relative to lot splits, Clovis implemented a cottage home (ADU) program that in addition to allowing the development of these homes on lots already containing single-family homes, the City also provided three sets of building plans that can be used free of charge. The program, and the plans can be utilized City-wide.

In addition, Clovis has partnered with Self-Help Enterprises to provide low-interest loans to income qualified homeowners for construction of the cottage homes.

During a previous program year the City implemented an Affordable Housing Development Impact Fee Reduction program, and City affordable housing staff is an active participant in the review and

processing of the development applications. Through the Impact Fee Reduction program the City provided \$1,000,000 grant to the Fresno County Housing Authority for the construction of a 60-unit apartment complex in Clovis occupied by LMI tenants. Construction was completed in June of 2021 and leasing was completed in 2021-2022. The City also has set aside a \$300,000 grant to a non-profit developer for 75 units of supportive housing. Construction of Butterfly Gardens was completed in October 2022. This is the first supportive housing project in Clovis. Both of these grants were funded with remnant redevelopment agency funds. The City also applied for, and committed funds in the amount of \$1,200,000, from the State of California Permanent Local Housing Allocation program for an affordable multi-family development project. The project applied for state funding in 2021-2022 but was unsuccessful. Project developers are re-strategizing for the project, and has located an alternate building site.

#### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The City of Clovis works to implement the projects described in the Annual Action Plan. The City also pursued additional Federal, State, and private funding, when available, to assist in meeting the underserved needs of Clovis residents. Clovis competes competitively for State HOME funds for the purpose of operating a first-time homebuyer program for LMI households, and advertises this program throughout the City. Clovis received HOME Program funds in the amount of \$1,000,000, from the State of California for the first time homebuyer program. A minimum of 10 low-income homebuyers will be assisted with these funds.

Additionally in June of 2021 the City was notified it had received a \$5,000,000 grant from the State of California CalHome program. A portion of these funds will be used for mortgage assistance. Staff has implemented a large portion of the housing rehabilitation program during the program year, and will continue to market the home purchase/rehabilitation program during the upcoming program year.

The City also applied for and committed funds \$1,200,000 from the State of California Permanent Local Housing Allocation program to an affordable multi-family development, as described above.

#### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

Clovis continues to work with the Fresno County Department of Public Health's Residential Housing and Lead Program when necessary, and will refer impacted households to their offices to receive lead paint assistance. Additionally, all households assisted with housing rehabilitation funds receive a copy of EPA's brochure "Protect Your Family From Lead in Your Home".

#### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Poverty-level families are at constant risk of homelessness, being priced out of the housing market, and experiencing income insecurity. Unfortunately, Clovis does not receive funding specifically for the provision of homeless services or to generally assist poverty level families. However, the City is an active member of the Fresno Madera Continuum of Care, and continues to help Clovis' most vulnerable residents

access the services of the region's social service providers. During the program year the City, developed an emergency utilities assistance program, to be implemented in the 2022-2023 year, to provide utility assistance to low income families affected by COVID-19. The City also continued its robust economic development programs which include business attraction, job creation, and coordination with local educational institutions to improve economic conditions in Clovis and the greater region. City staff also provides poverty-level families with referrals and information in regards to the Emergency Rental Assistance program, as administrated by the County of Fresno.

**Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

Clovis staff is responsible for the administration of the CDBG program. Staff takes full advantage of training opportunities including online, local and regional training and works closely with HUD staff and other counterparts in the region.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

Clovis is an active member of the Fresno Madera Continuum of Care (FMCoC), which is the organization that acts as the regional planning body to address homelessness in the region. City staff sits on the Executive Board and assist in reviewing programmatic applications for HUD funding. Clovis also maintains membership, and is an active participant in the San Joaquin Valley Housing Collaborative who brings training, research and housing development to the Central Valley. The City is also in partnership with Habitat for Humanity and Self Help Enterprises to provide affordable housing opportunities through both homeownership and housing rehabilitation to low-income families.

The City actively partners with the local housing authority to provide housing funds for the development of affordable housing developments for low income families, and for permanent supportive housing units.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

Clovis continues to refer residents who have a fair housing questions/issue to the Fair Housing Council of Central California and works to implement programs in the City's Analysis of Impediments to Fair Housing Choice. Public transit was identified in the City's Analysis of Impediments to Fair Housing Choice as a potential barrier. In order to make the system more available to low-income riders and elderly residents, the Clovis City Council adopted a zero fare policy in the fall of 2020, which was in effect during the 2021 PY as well. The elimination of transit fares has alleviated public transportation as an impediment, and has made the option a viable one for residents. Additionally, the City is undertaking a review of its Language Access Plan activities, with plans to draft and implement a new Plan to better provide services to all residents regardless of language spoken at home.



**CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Clovis is the lead for monitoring compliance for the CDBG program. The City has established procedures based on HUD guidelines, technical support publications, and HUD monitoring handbooks to ensure the CDBG program is in compliance with applicable rules and regulations. The City's monitoring ranges from administering program wide comprehensive planning requirements as well as day to day activities such as determining income-eligibility, project location eligibility, accounting procedures, and on-site inspections for funded activities. The City's engineering department monitors the minority business outreach for all CDBG-funded activities.

**Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

A notice, in both English and Spanish, was published in the Business Journal on August 25, 2023, and the Fresno Bee on August 23, 2023, which provided information about submitting public comments on the draft of the 2022-2023 CAPER. The CAPER review and comment period was also advertised on the City of Clovis website and through the City's social media channels. A 15-day comment period was given for the public to provide feedback and suggestions to staff in regards to the document. The notice also included the date, time, and location of the public hearing relative to the formal adoption of the 2022-23 CAPER.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City did not identify any needed changes in program objectives.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

N/A

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City did not identify any needed changes in program objectives.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

N/A

**CR-58 – Section 3****Identify the number of individuals assisted and the types of assistance provided****N/A**

| <b>Total Labor Hours</b>              | <b>CDBG</b> | <b>HOME</b> | <b>ESG</b> | <b>HOPWA</b> | <b>HTF</b> |
|---------------------------------------|-------------|-------------|------------|--------------|------------|
| Total Number of Activities            | 0           | 0           | 0          | 0            | 0          |
| Total Labor Hours                     |             |             |            |              |            |
| Total Section 3 Worker Hours          |             |             |            |              |            |
| Total Targeted Section 3 Worker Hours |             |             |            |              |            |

**Table 8 – Total Labor Hours**

| <b>Qualitative Efforts - Number of Activities by Program</b>                                                                                                                                            | <b>CDBG</b> | <b>HOME</b> | <b>ESG</b> | <b>HOPWA</b> | <b>HTF</b> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|------------|--------------|------------|
| Outreach efforts to generate job applicants who are Public Housing Targeted Workers                                                                                                                     |             |             |            |              |            |
| Outreach efforts to generate job applicants who are Other Funding Targeted Workers.                                                                                                                     |             |             |            |              |            |
| Direct, on-the job training (including apprenticeships).                                                                                                                                                |             |             |            |              |            |
| Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.                                                                                                     |             |             |            |              |            |
| Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).                                                                                                    |             |             |            |              |            |
| Outreach efforts to identify and secure bids from Section 3 business concerns.                                                                                                                          |             |             |            |              |            |
| Technical assistance to help Section 3 business concerns understand and bid on contracts.                                                                                                               |             |             |            |              |            |
| Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.                                                                                                     |             |             |            |              |            |
| Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services. |             |             |            |              |            |
| Held one or more job fairs.                                                                                                                                                                             |             |             |            |              |            |
| Provided or connected residents with supportive services that can provide direct services or referrals.                                                                                                 |             |             |            |              |            |
| Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.          |             |             |            |              |            |
| Assisted residents with finding child care.                                                                                                                                                             |             |             |            |              |            |
| Assisted residents to apply for, or attend community college or a four year educational institution.                                                                                                    |             |             |            |              |            |
| Assisted residents to apply for, or attend vocational/technical training.                                                                                                                               |             |             |            |              |            |
| Assisted residents to obtain financial literacy training and/or coaching.                                                                                                                               |             |             |            |              |            |
| Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.                                                                                               |             |             |            |              |            |
| Provided or connected residents with training on computer use or online technologies.                                                                                                                   |             |             |            |              |            |
| Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.                                                                                       |             |             |            |              |            |

|                                                                                                                                                      |  |  |  |  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|
| Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act. |  |  |  |  |  |
| Other.                                                                                                                                               |  |  |  |  |  |

**Table 9 – Qualitative Efforts - Number of Activities by Program****Narrative**

N/A

# **Attachment 1**

## **PR03 - CDBG Activity Summary Reports**

### **2022 Program Year**



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Integrated Disbursement and Information System  
CDBG Activity Summary Report (GPR) for Program Year 2022  
CLOVIS

Date: 11-Sep-2023

Time: AGENDA ITEM NO. 9.

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|                       |                                                      |                            |                                     |
|-----------------------|------------------------------------------------------|----------------------------|-------------------------------------|
| <b>PGM Year:</b>      | 2019                                                 |                            |                                     |
| <b>Project:</b>       | 0003 - Gettysburg/Norwich Alley Reconstruction       |                            |                                     |
| <b>IDIS Activity:</b> | 93 - Gettysburg/Norwich Alley Reconstruction 2019-20 |                            |                                     |
| <b>Status:</b>        | Completed 4/10/2023 12:00:00 AM                      | <b>Objective:</b>          | Create suitable living environments |
| <b>Location:</b>      | 1033 5th St Clovis, CA 93612-1313                    | <b>Outcome:</b>            | Availability/accessibility          |
|                       |                                                      | <b>Matrix Code:</b>        | Street Improvements (03K)           |
|                       |                                                      | <b>National Objective:</b> | LMA                                 |

**Activity to prevent, prepare for, and respond to Coronavirus:** No

**Initial Funding Date:** 01/08/2020

**Description:**

This activity will provide for the complete reconstruction of the alley between Gettysburg and Norwich Avenues in Clovis.

**Financing**

|              | Fund Type    | Grant Year | Grant       | Funded Amount       | Drawn In Program Year | Drawn Thru Program Year |
|--------------|--------------|------------|-------------|---------------------|-----------------------|-------------------------|
| CDBG         | EN           | 2018       | B18MC060062 | \$62,845.00         | \$62,627.02           | \$62,845.00             |
|              |              | 2019       | B19MC060062 | \$87,155.00         | \$57,323.90           | \$87,155.00             |
|              |              | 2020       | B20MC060062 | \$30,362.39         | \$30,362.39           | \$30,362.39             |
|              | PI           |            |             | \$9,637.61          | \$9,637.61            | \$9,637.61              |
| <b>Total</b> | <b>Total</b> |            |             | <b>\$190,000.00</b> | <b>\$159,950.92</b>   | <b>\$190,000.00</b>     |

**Proposed Accomplishments**

People (General) : 1,475

Total Population in Service Area: 1,475

Census Tract Percent Low / Mod: 54.24

**Annual Accomplishments**

| Years | Accomplishment Narrative                                                                                                                                                                                                                       | # Benefitting |
|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 2022  | The Gettysburg/Norwich Alley Reconstruction Project was constructed in 2023, and completed on 4/10/2023. Engineering, design and construction management was undertaken by City of Clovis Staff. Construction was completed by Asphalt Design. |               |



U.S. Department of Housing and Urban Development  
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|                       |                                                                     |                            |                                     |
|-----------------------|---------------------------------------------------------------------|----------------------------|-------------------------------------|
| <b>PGM Year:</b>      | 2020                                                                |                            |                                     |
| <b>Project:</b>       | 0003 - Dennis/Beverly Alley Reconstruction                          |                            |                                     |
| <b>IDIS Activity:</b> | 100 - Dennis-Beverly/Mitchell Beverly-San Jose Alley Reconstruction |                            |                                     |
| <b>Status:</b>        | Completed 8/21/2023 12:00:00 AM                                     | <b>Objective:</b>          | Create suitable living environments |
| <b>Location:</b>      | 1033 5th St Clovis, CA 93612-1313                                   | <b>Outcome:</b>            | Sustainability                      |
|                       |                                                                     | <b>Matrix Code:</b>        | Street Improvements (03K)           |
|                       |                                                                     | <b>National Objective:</b> | LMA                                 |

**Activity to prevent, prepare for, and respond to Coronavirus:** No

**Initial Funding Date:** 04/20/2021

**Description:**

This activity will reconstruct the alley between Dennis and Beverly Avenues, Dennis and Mitchell Avenues, and Beverly and San Jose Avenues in Clovis.

**Financing**

|              | Fund Type    | Grant Year | Grant       | Funded Amount       | Drawn In Program Year | Drawn Thru Program Year |
|--------------|--------------|------------|-------------|---------------------|-----------------------|-------------------------|
| CDBG         | EN           | 2019       | B19MC060062 | \$62,845.00         | \$0.00                | \$62,845.00             |
|              |              | 2020       | B20MC060062 | \$376,792.61        | \$240,627.36          | \$254,134.30            |
|              |              | 2021       | B21MC060062 | \$271,938.86        | \$0.00                | \$0.00                  |
|              | PI           |            |             | \$8,423.53          | \$8,423.53            | \$8,423.53              |
| <b>Total</b> | <b>Total</b> |            |             | <b>\$720,000.00</b> | <b>\$249,050.89</b>   | <b>\$325,402.83</b>     |

**Proposed Accomplishments**

People (General) : 1,060

Total Population in Service Area: 1,810

Census Tract Percent Low / Mod: 58.56

**Annual Accomplishments**

| Years | Accomplishment Narrative                                                                                                                                                                                                                               | # Benefitting |
|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 2022  |                                                                                                                                                                                                                                                        |               |
| 2023  | The project paved 6 alleys, totaling approximately 63,900 SF. Improvements included asphalt pavement, new concrete valley gutters & concrete drive approaches.<br>The project was completed in August 2023 and will be reported on in 2023-2024 CAPER. |               |



U.S. Department of Housing and Urban Development  
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**PGM Year:** 2019  
**Project:** 0008 - Emergency Utility Payments CDBG-CV 2022  
**IDIS Activity:** 110 - Emergency Utility Payments CDBG-CV 2022

**Status:** Open

**Location:** 1033 5th St Clovis, CA 93612-1313

**Objective:** Provide decent affordable housing

**Outcome:** Availability/accessibility

**Matrix Code:** Subsistence Payment (05Q)

**National Objective:** LMC

**Activity to prevent, prepare for, and respond to Coronavirus:** Yes

**Initial Funding Date:** 09/23/2022

**Description:**

CDBG-CV monies will fund an Emergency Utilities Payment Program (and administration), for residents to pay City utilities that are in arrears, as a result of impacts caused by the Coronavirus.

**Financing**

|              | Fund Type    | Grant Year | Grant       | Funded Amount       | Drawn In Program Year | Drawn Thru Program Year |
|--------------|--------------|------------|-------------|---------------------|-----------------------|-------------------------|
| CDBG         | EN           | 2020       | B20MW060062 | \$161,480.00        | \$20,584.62           | \$20,584.62             |
| <b>Total</b> | <b>Total</b> |            |             | <b>\$161,480.00</b> | <b>\$20,584.62</b>    | <b>\$20,584.62</b>      |

**Proposed Accomplishments**

People (General) : 53

**Actual Accomplishments**

Number assisted:

|                                                          | Owner |          | Renter |          | Total |          | Person |          |
|----------------------------------------------------------|-------|----------|--------|----------|-------|----------|--------|----------|
|                                                          | Total | Hispanic | Total  | Hispanic | Total | Hispanic | Total  | Hispanic |
| White:                                                   | 0     | 0        | 0      | 0        | 0     | 0        | 11     | 2        |
| Black/African American:                                  | 0     | 0        | 0      | 0        | 0     | 0        | 1      | 0        |
| Asian:                                                   | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| American Indian/Alaskan Native:                          | 0     | 0        | 0      | 0        | 0     | 0        | 3      | 1        |
| Native Hawaiian/Other Pacific Islander:                  | 0     | 0        | 0      | 0        | 0     | 0        | 1      | 0        |
| American Indian/Alaskan Native & White:                  | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Asian White:                                             | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Black/African American & White:                          | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| American Indian/Alaskan Native & Black/African American: | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Other multi-racial:                                      | 0     | 0        | 0      | 0        | 0     | 0        | 9      | 9        |
| Asian/Pacific Islander:                                  | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Hispanic:                                                | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |





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**Total:** 0 0 0 0 0 0 25 12

Female-headed Households: 0 0 0 0

*Income Category:*

|                  | Owner | Renter | Total | Person |
|------------------|-------|--------|-------|--------|
| Extremely Low    | 0     | 0      | 0     | 15     |
| Low Mod          | 0     | 0      | 0     | 10     |
| Moderate         | 0     | 0      | 0     | 0      |
| Non Low Moderate | 0     | 0      | 0     | 0      |
| Total            | 0     | 0      | 0     | 25     |
| Percent Low/Mod  |       |        |       | 100.0% |

**Annual Accomplishments**

| Years | Accomplishment Narrative                                                                                                                     | # Benefitting |
|-------|----------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 2022  | The City provided utilities assistance to 25 extremeley low, and low income households needing assistance as a result of the COVID pandemic. |               |



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**PGM Year:** 2019  
**Project:** 0009 - CDBG-CV Administration 2022  
**IDIS Activity:** 111 - CDBG-CV Administration 2022-2023

**Status:** Open  
**Location:** ,

**Objective:**

**Outcome:**

**Matrix Code:** General Program Administration (21A)

**National Objective:**

**Activity to prevent, prepare for, and respond to Coronavirus:** Yes

**Initial Funding Date:** 09/29/2022

**Description:**

This activity will provide for the administration of the CDBG-CV funded Emergency Utilities Assistance Program 2022-2023.

**Financing**

|              | Fund Type    | Grant Year | Grant       | Funded Amount      | Drawn In Program Year | Drawn Thru Program Year |
|--------------|--------------|------------|-------------|--------------------|-----------------------|-------------------------|
| CDBG         | EN           | 2020       | B20MW060062 | \$40,368.00        | \$8,649.52            | \$8,649.52              |
| <b>Total</b> | <b>Total</b> |            |             | <b>\$40,368.00</b> | <b>\$8,649.52</b>     | <b>\$8,649.52</b>       |

**Proposed Accomplishments**

**Actual Accomplishments**

*Number assisted:*

|                                                          | Owner    |          | Renter   |          | Total    |          | Person   |          |
|----------------------------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|
|                                                          | Total    | Hispanic | Total    | Hispanic | Total    | Hispanic | Total    | Hispanic |
| White:                                                   |          |          |          |          | 0        | 0        |          |          |
| Black/African American:                                  |          |          |          |          | 0        | 0        |          |          |
| Asian:                                                   |          |          |          |          | 0        | 0        |          |          |
| American Indian/Alaskan Native:                          |          |          |          |          | 0        | 0        |          |          |
| Native Hawaiian/Other Pacific Islander:                  |          |          |          |          | 0        | 0        |          |          |
| American Indian/Alaskan Native & White:                  |          |          |          |          | 0        | 0        |          |          |
| Asian White:                                             |          |          |          |          | 0        | 0        |          |          |
| Black/African American & White:                          |          |          |          |          | 0        | 0        |          |          |
| American Indian/Alaskan Native & Black/African American: |          |          |          |          | 0        | 0        |          |          |
| Other multi-racial:                                      |          |          |          |          | 0        | 0        |          |          |
| Asian/Pacific Islander:                                  |          |          |          |          | 0        | 0        |          |          |
| Hispanic:                                                |          |          |          |          | 0        | 0        |          |          |
| <b>Total:</b>                                            | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

Female-headed Households:

0



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*Income Category:*

|                  | Owner | Renter | Total | Person |
|------------------|-------|--------|-------|--------|
| Extremely Low    |       |        | 0     |        |
| Low Mod          |       |        | 0     |        |
| Moderate         |       |        | 0     |        |
| Non Low Moderate |       |        | 0     |        |
| Total            | 0     | 0      | 0     | 0      |
| Percent Low/Mod  |       |        |       |        |

**Annual Accomplishments**

No data returned for this view. This might be because the applied filter excludes all data.



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|                       |                                     |                            |                                     |
|-----------------------|-------------------------------------|----------------------------|-------------------------------------|
| <b>PGM Year:</b>      | 2022                                |                            |                                     |
| <b>Project:</b>       | 0010 - Area-Based Policing          |                            |                                     |
| <b>IDIS Activity:</b> | 112 - Area Based Policing 2022-2023 |                            |                                     |
| <b>Status:</b>        | Completed 6/30/2023 12:00:00 AM     | <b>Objective:</b>          | Create suitable living environments |
| <b>Location:</b>      | 1033 5th St Clovis, CA 93612-1313   | <b>Outcome:</b>            | Availability/accessibility          |
|                       |                                     | <b>Matrix Code:</b>        | Crime Awareness (05I)               |
|                       |                                     | <b>National Objective:</b> | LMA                                 |

**Activity to prevent, prepare for, and respond to Coronavirus:** No

**Initial Funding Date:** 12/12/2022

**Description:**

Provide crime awareness, additional policing and code enforcement for the benefit of low- to moderate-income neighborhoods.

**Financing**

|              | Fund Type    | Grant Year | Grant       | Funded Amount       | Drawn In Program Year | Drawn Thru Program Year |
|--------------|--------------|------------|-------------|---------------------|-----------------------|-------------------------|
| CDBG         | EN           | 2022       | B22MC060062 | \$104,828.00        | \$104,828.00          | \$104,828.00            |
| <b>Total</b> | <b>Total</b> |            |             | <b>\$104,828.00</b> | <b>\$104,828.00</b>   | <b>\$104,828.00</b>     |

**Proposed Accomplishments**

People (General) : 26,945

Total Population in Service Area: 25,825

Census Tract Percent Low / Mod: 61.96

**Annual Accomplishments**

| Years | Accomplishment Narrative                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | # Benefitting |
|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 2022  | During the program year, the City employed an additional Community Service Officer tasked with implementing this activity focused solely on low to moderate income census tracts as designated by HUD. The CDBG funding allowed the City to add this position to provide enhanced services and would not exist if not for the CDBG funding. During the program year, this position attended to 1,963 individual calls for services and initiated 598 code enforcement cases in the LMI census tracts. Assistance provided to the community included the following: written warnings and citations, shopping cart removal, graffiti abatement, shopping cart removal, vehicles being towed, site inspections, illegal sign removal, and responding to and resolving Community Resource Management (CRM) complaints. Additionally, during the program year, the City provided Community Service Officer training in LMI areas via a bus tour to familiarize staff with the on-going growth in the City, and visually identify common code enforcement violations. The officer also provided resources to residents for various programs including housing rehabilitation programs, organization of volunteers, educational programming on code enforcement issues, participation in community/neighborhood events, social services, and mental health services. This resulted in low to moderate income census tracts being in better condition and providing access to services that the City would otherwise not be able to provide, which improved the quality of life and opportunities for low and moderate income residents in the City of Clovis. |               |



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|                       |                                     |                                                          |
|-----------------------|-------------------------------------|----------------------------------------------------------|
| <b>PGM Year:</b>      | 2022                                |                                                          |
| <b>Project:</b>       | 0006 - Administration               |                                                          |
| <b>IDIS Activity:</b> | 113 - CDBG Administration 2022-2023 |                                                          |
| <b>Status:</b>        | Completed 6/30/2023 12:00:00 AM     | <b>Objective:</b>                                        |
| <b>Location:</b>      | ,                                   | <b>Outcome:</b>                                          |
|                       |                                     | <b>Matrix Code:</b> General Program Administration (21A) |
|                       |                                     | <b>National Objective:</b>                               |

**Activity to prevent, prepare for, and respond to Coronavirus:** No

**Initial Funding Date:** 12/12/2022

**Description:**

Administration, planning and reporting of CDBG funded projects and activities.

**Financing**

|              | Fund Type    | Grant Year | Grant       | Funded Amount       | Drawn In Program Year | Drawn Thru Program Year |
|--------------|--------------|------------|-------------|---------------------|-----------------------|-------------------------|
| CDBG         | EN           | 2022       | B22MC060062 | \$122,818.00        | \$122,818.00          | \$122,818.00            |
|              | PI           |            |             | \$16,953.00         | \$16,953.00           | \$16,953.00             |
| <b>Total</b> | <b>Total</b> |            |             | <b>\$139,771.00</b> | <b>\$139,771.00</b>   | <b>\$139,771.00</b>     |

**Proposed Accomplishments**

**Actual Accomplishments**

*Number assisted:*

|                                                          | <b>Owner</b> |          | <b>Renter</b> |          | <b>Total</b> |          | <b>Person</b> |          |
|----------------------------------------------------------|--------------|----------|---------------|----------|--------------|----------|---------------|----------|
|                                                          | Total        | Hispanic | Total         | Hispanic | Total        | Hispanic | Total         | Hispanic |
| White:                                                   |              |          |               |          | 0            | 0        |               |          |
| Black/African American:                                  |              |          |               |          | 0            | 0        |               |          |
| Asian:                                                   |              |          |               |          | 0            | 0        |               |          |
| American Indian/Alaskan Native:                          |              |          |               |          | 0            | 0        |               |          |
| Native Hawaiian/Other Pacific Islander:                  |              |          |               |          | 0            | 0        |               |          |
| American Indian/Alaskan Native & White:                  |              |          |               |          | 0            | 0        |               |          |
| Asian White:                                             |              |          |               |          | 0            | 0        |               |          |
| Black/African American & White:                          |              |          |               |          | 0            | 0        |               |          |
| American Indian/Alaskan Native & Black/African American: |              |          |               |          | 0            | 0        |               |          |
| Other multi-racial:                                      |              |          |               |          | 0            | 0        |               |          |
| Asian/Pacific Islander:                                  |              |          |               |          | 0            | 0        |               |          |
| Hispanic:                                                |              |          |               |          | 0            | 0        |               |          |
| <b>Total:</b>                                            | <b>0</b>     | <b>0</b> | <b>0</b>      | <b>0</b> | <b>0</b>     | <b>0</b> | <b>0</b>      | <b>0</b> |



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Female-headed Households:

0

*Income Category:*

|                  | Owner | Renter | Total | Person |
|------------------|-------|--------|-------|--------|
| Extremely Low    |       |        | 0     |        |
| Low Mod          |       |        | 0     |        |
| Moderate         |       |        | 0     |        |
| Non Low Moderate |       |        | 0     |        |
| Total            | 0     | 0      | 0     | 0      |
| Percent Low/Mod  |       |        |       |        |

**Annual Accomplishments**

No data returned for this view. This might be because the applied filter excludes all data.



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**PGM Year:** 2022  
**Project:** 0009 - Microenterprise-Community Kitchen  
**IDIS Activity:** 114 - Microenterprise-Job Creation

**Status:** Completed 6/30/2023 12:00:00 AM

**Location:** 3185 Willow Ave Clovis, CA 93612-4738

**Objective:** Create economic opportunities

**Outcome:** Availability/accessibility

**Matrix Code:** Micro-Enterprise Assistance (18C)

**National Objective:** LMJ

**Activity to prevent, prepare for, and respond to Coronavirus:** No

**Initial Funding Date:** 12/12/2022

**Description:**

This activity will pay the cost for LMI small-business entrepreneurs to utilize the Clovis Culinary Center (a commercial kitchen) for the purpose of expanding their food-based micro-business.

**Financing**

|              | Fund Type    | Grant Year | Grant       | Funded Amount      | Drawn In Program Year | Drawn Thru Program Year |
|--------------|--------------|------------|-------------|--------------------|-----------------------|-------------------------|
| CDBG         | EN           | 2022       | B22MC060062 | \$34,540.76        | \$34,540.76           | \$34,540.76             |
|              | PI           |            |             | \$1,938.86         | \$1,938.86            | \$1,938.86              |
| <b>Total</b> | <b>Total</b> |            |             | <b>\$36,479.62</b> | <b>\$36,479.62</b>    | <b>\$36,479.62</b>      |

**Proposed Accomplishments**

Jobs : 10

**Actual Accomplishments**

*Number assisted:*

|                                                          | Owner |          | Renter |          | Total |          | Person |          |
|----------------------------------------------------------|-------|----------|--------|----------|-------|----------|--------|----------|
|                                                          | Total | Hispanic | Total  | Hispanic | Total | Hispanic | Total  | Hispanic |
| White:                                                   | 0     | 0        | 0      | 0        | 0     | 0        | 2      | 1        |
| Black/African American:                                  | 0     | 0        | 0      | 0        | 0     | 0        | 2      | 0        |
| Asian:                                                   | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| American Indian/Alaskan Native:                          | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Native Hawaiian/Other Pacific Islander:                  | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| American Indian/Alaskan Native & White:                  | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Asian White:                                             | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Black/African American & White:                          | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| American Indian/Alaskan Native & Black/African American: | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Other multi-racial:                                      | 0     | 0        | 0      | 0        | 0     | 0        | 1      | 1        |
| Asian/Pacific Islander:                                  | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |



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|                           |              |               |              |               |          |          |          |
|---------------------------|--------------|---------------|--------------|---------------|----------|----------|----------|
| Hispanic:                 | 0            | 0             | 0            | 0             | 0        | 0        | 0        |
| <b>Total:</b>             | <b>0</b>     | <b>0</b>      | <b>0</b>     | <b>0</b>      | <b>0</b> | <b>0</b> | <b>5</b> |
| Female-headed Households: | 0            |               | 0            |               | 0        |          |          |
| <i>Income Category:</i>   |              |               |              |               |          |          |          |
|                           | <b>Owner</b> | <b>Renter</b> | <b>Total</b> | <b>Person</b> |          |          |          |
| Extremely Low             | 0            | 0             | 0            | 4             |          |          |          |
| Low Mod                   | 0            | 0             | 0            | 1             |          |          |          |
| Moderate                  | 0            | 0             | 0            | 0             |          |          |          |
| Non Low Moderate          | 0            | 0             | 0            | 0             |          |          |          |
| Total                     | 0            | 0             | 0            | 5             |          |          |          |
| Percent Low/Mod           | 100.0%       |               |              |               |          |          |          |

**Annual Accomplishments**

| <b>Years</b> | <b>Accomplishment Narrative</b>                                                                                                                                                                                                       | <b># Benefitting</b> |
|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 2022         | The Micro-Enterprise Culinary Kitchen CDBG Program paid for the costs for LMI small-business entrepreneurs to utilize the Clovis Culinary Center (a commercial kitchen) for the purpose of expanding their food-based micro-business. |                      |





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**PGM Year:** 2022  
**Project:** 0008 - Gould Canal Trail: Minnewawa - Peach  
**IDIS Activity:** 115 - Gould Canal Improvements: Minnewawa to Peach

**Status:** Open

**Location:** 1033 5th St Clovis, CA 93612-1313

**Objective:** Create suitable living environments

**Outcome:** Availability/accessibility

**Matrix Code:** Sidewalks (03L)

**National Objective:** LMA

**Activity to prevent, prepare for, and respond to Coronavirus:** No

**Initial Funding Date:** 12/12/2022

**Description:**

This project will enhance features along the existing FID Gould Canal No.

97 canal bank so the canal can be used as a trail.

This project involves the construction entry features and park amenities for sections of the FID Gould Canal No.

97 from Peach Avenue to Minnewawa Avenue.

The work shall enhance features along the existing canal banks to be able to use the canal as an informal trail.

**Financing**

|              | Fund Type    | Grant Year | Grant       | Funded Amount       | Drawn In Program Year | Drawn Thru Program Year |
|--------------|--------------|------------|-------------|---------------------|-----------------------|-------------------------|
| CDBG         | EN           | 2022       | B22MC060062 | \$134,255.00        | \$0.00                | \$0.00                  |
| <b>Total</b> | <b>Total</b> |            |             | <b>\$134,255.00</b> | <b>\$0.00</b>         | <b>\$0.00</b>           |

**Proposed Accomplishments**

People (General) : 1,060

Total Population in Service Area: 1,060

Census Tract Percent Low / Mod: 51.89

**Annual Accomplishments**

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2022

Project: 0011 - Housing Rehabilitation Grants

IDIS Activity: 117 - Housing Rehabilitation

Status: Open

Location: Address Suppressed

Objective: Provide decent affordable housing

Outcome: Availability/accessibility

Matrix Code: Rehab; Single-Unit Residential (14A)

National Objective: LMH

Activity to prevent, prepare for, and respond to Coronavirus: No

Initial Funding Date: 01/24/2023

Description:

This activity will provide home rehabilitation grants to low-income, owner-occupied homes in Clovis.  
Funds will be paid on the homeowner's behalf to correct health and safety related deficiencies in the home.

Financing

|              | Fund Type    | Grant Year | Grant       | Funded Amount      | Drawn In Program Year | Drawn Thru Program Year |
|--------------|--------------|------------|-------------|--------------------|-----------------------|-------------------------|
| CDBG         | EN           | 2021       | B21MC060062 | \$2,045.02         | \$2,045.02            | \$2,045.02              |
|              |              | 2022       | B22MC060062 | \$65,220.56        | \$65,220.56           | \$65,220.56             |
|              | PI           |            |             | \$10,000.00        | \$10,000.00           | \$10,000.00             |
| <b>Total</b> | <b>Total</b> |            |             | <b>\$77,265.58</b> | <b>\$77,265.58</b>    | <b>\$77,265.58</b>      |

Proposed Accomplishments

Housing Units : 20

Actual Accomplishments

Number assisted:

|                                                          | Owner |          | Renter |          | Total |          | Person |          |
|----------------------------------------------------------|-------|----------|--------|----------|-------|----------|--------|----------|
|                                                          | Total | Hispanic | Total  | Hispanic | Total | Hispanic | Total  | Hispanic |
| White:                                                   | 7     | 4        | 0      | 0        | 7     | 4        | 0      | 0        |
| Black/African American:                                  | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Asian:                                                   | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| American Indian/Alaskan Native:                          | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Native Hawaiian/Other Pacific Islander:                  | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| American Indian/Alaskan Native & White:                  | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Asian White:                                             | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Black/African American & White:                          | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| American Indian/Alaskan Native & Black/African American: | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Other multi-racial:                                      | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |
| Asian/Pacific Islander:                                  | 0     | 0        | 0      | 0        | 0     | 0        | 0      | 0        |



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|                           |          |          |          |          |          |          |          |          |
|---------------------------|----------|----------|----------|----------|----------|----------|----------|----------|
| Hispanic:                 | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        |
| <b>Total:</b>             | <b>7</b> | <b>4</b> | <b>0</b> | <b>0</b> | <b>7</b> | <b>4</b> | <b>0</b> | <b>0</b> |
| Female-headed Households: | 6        |          | 0        |          | 6        |          |          |          |

*Income Category:*

|                  | Owner  | Renter | Total  | Person |
|------------------|--------|--------|--------|--------|
| Extremely Low    | 2      | 0      | 2      | 0      |
| Low Mod          | 5      | 0      | 5      | 0      |
| Moderate         | 0      | 0      | 0      | 0      |
| Non Low Moderate | 0      | 0      | 0      | 0      |
| Total            | 7      | 0      | 7      | 0      |
| Percent Low/Mod  | 100.0% |        | 100.0% |        |

**Annual Accomplishments**

| Years | Accomplishment Narrative                                                                                                                                                                                                                                                                               | # Benefitting |
|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 2022  | CDBG funding was utilized to provide up to \$6,000 in grant funds to rehabilitate homes of low income home-owners. A total of 7 homeowners were assisted. Of these, two homeowners also received a State of California CalHome loan to provide necessary repairs to alleviate health and safety needs. |               |



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Integrated Disbursement and Information System  
CDBG Activity Summary Report (GPR) for Program Year 2022  
CLOVIS

Date: 11-Sep-2023

Time: 

AGENDA ITEM NO. 9.

  
Page: 28

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|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Total Funded Amount:</b>           | <b>\$1,604,447.20</b> |
| <b>Total Drawn Thru Program Year:</b> | <b>\$902,981.17</b>   |
| <b>Total Drawn In Program Year:</b>   | <b>\$796,580.15</b>   |

# **Attachment 2**

## **PR26 - CDBG Financial Summary Report**

### **2022 Program Year**



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System

DATE: 09-11-23

AGENDA ITEM NO. 9.

PR26 - CDBG Financial Summary Report

Program Year 2022

CLOVIS , CA

PART I: SUMMARY OF CDBG RESOURCES

|                                                           |              |
|-----------------------------------------------------------|--------------|
| 01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR  | 923,911.99   |
| 02 ENTITLEMENT GRANT                                      | 698,855.00   |
| 03 SURPLUS URBAN RENEWAL                                  | 0.00         |
| 04 SECTION 108 GUARANTEED LOAN FUNDS                      | 0.00         |
| 05 CURRENT YEAR PROGRAM INCOME                            | 16,953.00    |
| 05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE) | 0.00         |
| 06 FUNDS RETURNED TO THE LINE-OF-CREDIT                   | 0.00         |
| 06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT              | 0.00         |
| 07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE                  | 0.00         |
| 08 TOTAL AVAILABLE (SUM, LINES 01-07)                     | 1,639,719.99 |

PART II: SUMMARY OF CDBG EXPENDITURES

|                                                                                |            |
|--------------------------------------------------------------------------------|------------|
| 09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION | 627,575.01 |
| 10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT               | 0.00       |
| 11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)                       | 627,575.01 |
| 12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION                               | 139,771.00 |
| 13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS                                | 0.00       |
| 14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES                                    | 0.00       |
| 15 TOTAL EXPENDITURES (SUM, LINES 11-14)                                       | 767,346.01 |
| 16 UNEXPENDED BALANCE (LINE 08 - LINE 15)                                      | 872,373.98 |

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

|                                                  |            |
|--------------------------------------------------|------------|
| 17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS | 0.00       |
| 18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING       | 0.00       |
| 19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES        | 627,575.01 |
| 20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT    | 0.00       |
| 21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)       | 627,575.01 |
| 22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)      | 100.00%    |

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

|                                                                       |                            |
|-----------------------------------------------------------------------|----------------------------|
| 23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION                         | PY: 2020 PY: 2021 PY: 2022 |
| 24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION | 0.00                       |
| 25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS                 | 0.00                       |
| 26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)               | 0.00%                      |

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

|                                                                 |            |
|-----------------------------------------------------------------|------------|
| 27 DISBURSED IN IDIS FOR PUBLIC SERVICES                        | 104,828.00 |
| 28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR   | 0.00       |
| 29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR  | 0.00       |
| 30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS                   | 0.00       |
| 31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30) | 104,828.00 |
| 32 ENTITLEMENT GRANT                                            | 698,855.00 |
| 33 PRIOR YEAR PROGRAM INCOME                                    | 20,000.00  |
| 34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP                | 0.00       |
| 35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)                   | 718,855.00 |
| 36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)  | 14.58%     |

PART V: PLANNING AND ADMINISTRATION (PA) CAP

|                                                                |            |
|----------------------------------------------------------------|------------|
| 37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION               | 139,771.00 |
| 38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR  | 0.00       |
| 39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR | 0.00       |
| 40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS                  | 0.00       |
| 41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40) | 139,771.00 |
| 42 ENTITLEMENT GRANT                                           | 698,855.00 |
| 43 CURRENT YEAR PROGRAM INCOME                                 | 16,953.00  |
| 44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP               | 0.00       |
| 45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)                  | 715,808.00 |
| 46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45) | 19.53%     |



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2022  
CLOVIS , CA

DATE: 09-11-23

AGENDA ITEM NO. 9.

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

No data returned for this view. This might be because the applied filter excludes all data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

| Plan Year | IDIS Project | IDIS Activity | Voucher Number | Activity Name                                                 | Matrix Code | National Objective | Drawn Amount |
|-----------|--------------|---------------|----------------|---------------------------------------------------------------|-------------|--------------------|--------------|
| 2019      | 3            | 93            | 6689066        | Gettysburg/Norwich Alley Reconstruction 2019-20               | 03K         | LMA                | \$1,530.17   |
| 2019      | 3            | 93            | 6717274        | Gettysburg/Norwich Alley Reconstruction 2019-20               | 03K         | LMA                | \$8,107.44   |
| 2019      | 3            | 93            | 6750145        | Gettysburg/Norwich Alley Reconstruction 2019-20               | 03K         | LMA                | \$150,313.31 |
| 2020      | 3            | 100           | 6689066        | Dennis-Beverly/Mitchell Beverly-San Jose Alley Reconstruction | 03K         | LMA                | \$4,948.39   |
| 2020      | 3            | 100           | 6717274        | Dennis-Beverly/Mitchell Beverly-San Jose Alley Reconstruction | 03K         | LMA                | \$3,475.14   |
| 2020      | 3            | 100           | 6750145        | Dennis-Beverly/Mitchell Beverly-San Jose Alley Reconstruction | 03K         | LMA                | \$240,627.36 |
|           |              |               |                |                                                               | 03K         | Matrix Code        | \$409,001.81 |
| 2022      | 10           | 112           | 6717274        | Area Based Policing 2022-2023                                 | 05I         | LMA                | \$58,605.90  |
| 2022      | 10           | 112           | 6750145        | Area Based Policing 2022-2023                                 | 05I         | LMA                | \$28,950.21  |
| 2022      | 10           | 112           | 6782154        | Area Based Policing 2022-2023                                 | 05I         | LMA                | \$17,271.89  |
|           |              |               |                |                                                               | 05I         | Matrix Code        | \$104,828.00 |
| 2022      | 11           | 117           | 6782154        | Housing Rehabilitation                                        | 14A         | LMH                | \$43,733.75  |
| 2022      | 11           | 117           | 6806531        | Housing Rehabilitation                                        | 14A         | LMH                | \$31,486.81  |
| 2022      | 11           | 117           | 6812317        | Housing Rehabilitation                                        | 14A         | LMH                | \$2,045.02   |
|           |              |               |                |                                                               | 14A         | Matrix Code        | \$77,265.58  |
| 2022      | 9            | 114           | 6717274        | Microenterprise-Job Creation                                  | 18C         | LMJ                | \$10,891.95  |
| 2022      | 9            | 114           | 6750145        | Microenterprise-Job Creation                                  | 18C         | LMJ                | \$10,810.11  |
| 2022      | 9            | 114           | 6806531        | Microenterprise-Job Creation                                  | 18C         | LMJ                | \$14,777.56  |
|           |              |               |                |                                                               | 18C         | Matrix Code        | \$36,479.62  |
| Total     |              |               |                |                                                               |             |                    | \$627,575.01 |

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

| Plan Year | IDIS Project | IDIS Activity | Voucher Number | Activity to prevent, prepare for, and respond to Coronavirus | Activity Name                                                | Grant Number | Fund Type | Matrix Code | National Objective | Drawn Amount |
|-----------|--------------|---------------|----------------|--------------------------------------------------------------|--------------------------------------------------------------|--------------|-----------|-------------|--------------------|--------------|
| 2022      | 10           | 112           | 6717274        | No                                                           | Area Based Policing 2022-2023                                | B22MC060062  | EN        | 05I         | LMA                | \$58,605.90  |
| 2022      | 10           | 112           | 6750145        | No                                                           | Area Based Policing 2022-2023                                | B22MC060062  | EN        | 05I         | LMA                | \$28,950.21  |
| 2022      | 10           | 112           | 6782154        | No                                                           | Area Based Policing 2022-2023                                | B22MC060062  | EN        | 05I         | LMA                | \$17,271.89  |
|           |              |               |                |                                                              |                                                              |              |           | 05I         | Matrix Code        | \$104,828.00 |
| Total     |              |               |                | No                                                           | Activity to prevent, prepare for, and respond to Coronavirus |              |           |             |                    | \$104,828.00 |

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

| Plan Year | IDIS Project | IDIS Activity | Voucher Number | Activity Name                 | Matrix Code | National Objective | Drawn Amount |
|-----------|--------------|---------------|----------------|-------------------------------|-------------|--------------------|--------------|
| 2022      | 6            | 113           | 6717274        | CDBG Administration 2022-2023 | 21A         |                    | \$73,361.54  |
| 2022      | 6            | 113           | 6750145        | CDBG Administration 2022-2023 | 21A         |                    | \$52,002.23  |
| 2022      | 6            | 113           | 6782154        | CDBG Administration 2022-2023 | 21A         |                    | \$14,407.23  |
|           |              |               |                |                               | 21A         | Matrix Code        | \$139,771.00 |
| Total     |              |               |                |                               |             |                    | \$139,771.00 |

# **Attachment 3: PR26 - CDBG-CV Financial Summary Report**





Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG-CV Financial Summary Report  
CLOVIS , CA

DATE: 09-12-23

TI  
PA

AGENDA ITEM NO. 9.

**PART I: SUMMARY OF CDBG-CV RESOURCES**

|                                             |              |
|---------------------------------------------|--------------|
| 01 CDBG-CV GRANT                            | 1,245,596.00 |
| 02 FUNDS RETURNED TO THE LINE-OF-CREDIT     | 0.00         |
| 03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT | 0.00         |
| 04 TOTAL CDBG-CV FUNDS AWARDED              | 1,245,596.00 |

**PART II: SUMMARY OF CDBG-CV EXPENDITURES**

|                                                                                |              |
|--------------------------------------------------------------------------------|--------------|
| 05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION | 1,064,332.62 |
| 06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION                               | 8,649.52     |
| 07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS                                | 0.00         |
| 08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)                                     | 1,072,982.14 |
| 09 UNEXPENDED BALANCE (LINE 04 - LINE8 )                                       | 172,613.86   |

**PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT**

|                                                  |              |
|--------------------------------------------------|--------------|
| 10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS | 0.00         |
| 11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING       | 0.00         |
| 12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES        | 1,064,332.62 |
| 13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)     | 1,064,332.62 |
| 14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)   | 1,064,332.62 |
| 15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)      | 100.00%      |

**PART IV: PUBLIC SERVICE (PS) CALCULATIONS**

|                                                                   |              |
|-------------------------------------------------------------------|--------------|
| 16 DISBURSED IN IDIS FOR PUBLIC SERVICES                          | 1,064,332.62 |
| 17 CDBG-CV GRANT                                                  | 1,245,596.00 |
| 18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17) | 85.45%       |

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

|                                                                   |              |
|-------------------------------------------------------------------|--------------|
| 19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION                  | 8,649.52     |
| 20 CDBG-CV GRANT                                                  | 1,245,596.00 |
| 21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20) | 0.69%        |



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG-CV Financial Summary Report  
CLOVIS , CA

DATE: 09-12-23

TI  
PA **AGENDA ITEM NO. 9.**

LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10

No data returned for this view. This might be because the applied filter excludes all data.

LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11

No data returned for this view. This might be because the applied filter excludes all data.

LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12

| Plan Year    | IDIS Project | IDIS Activity | Voucher Number | Activity Name                           | Matrix Code | National Objective | Drawn Amount          |
|--------------|--------------|---------------|----------------|-----------------------------------------|-------------|--------------------|-----------------------|
| 2019         | 6            | 96            | 6429935        | Senior Meals on Wheels Program - CV     | 05A         | LMC                | \$241,214.00          |
|              |              |               | 6485973        | Senior Meals on Wheels Program - CV     | 05A         | LMC                | \$102,534.00          |
|              | 7            | 97            | 6429935        | Emergency Housing Payments - CV         | 05Q         | LMC                | \$200,000.00          |
|              |              |               | 6485973        | Emergency Housing Payments - CV         | 05Q         | LMC                | \$500,000.00          |
|              | 8            | 110           | 6778536        | Emergency Utility Payments CDBG-CV 2022 | 05Q         | LMC                | \$20,584.62           |
| <b>Total</b> |              |               |                |                                         |             |                    | <b>\$1,064,332.62</b> |

LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16

| Plan Year    | IDIS Project | IDIS Activity | Voucher Number | Activity Name                           | Matrix Code | National Objective | Drawn Amount          |
|--------------|--------------|---------------|----------------|-----------------------------------------|-------------|--------------------|-----------------------|
| 2019         | 6            | 96            | 6429935        | Senior Meals on Wheels Program - CV     | 05A         | LMC                | \$241,214.00          |
|              |              |               | 6485973        | Senior Meals on Wheels Program - CV     | 05A         | LMC                | \$102,534.00          |
|              | 7            | 97            | 6429935        | Emergency Housing Payments - CV         | 05Q         | LMC                | \$200,000.00          |
|              |              |               | 6485973        | Emergency Housing Payments - CV         | 05Q         | LMC                | \$500,000.00          |
|              | 8            | 110           | 6778536        | Emergency Utility Payments CDBG-CV 2022 | 05Q         | LMC                | \$20,584.62           |
| <b>Total</b> |              |               |                |                                         |             |                    | <b>\$1,064,332.62</b> |

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

| Plan Year    | IDIS Project | IDIS Activity | Voucher Number | Activity Name                    | Matrix Code | National Objective | Drawn Amount      |
|--------------|--------------|---------------|----------------|----------------------------------|-------------|--------------------|-------------------|
| 2019         | 9            | 111           | 6694033        | CDBG-CV Administration 2022-2023 | 21A         |                    | \$1,796.76        |
|              |              |               | 6717106        | CDBG-CV Administration 2022-2023 | 21A         |                    | \$1,629.62        |
|              |              |               | 6740733        | CDBG-CV Administration 2022-2023 | 21A         |                    | \$2,716.03        |
|              |              |               | 6782147        | CDBG-CV Administration 2022-2023 | 21A         |                    | \$2,507.11        |
| <b>Total</b> |              |               |                |                                  |             |                    | <b>\$8,649.52</b> |

# **Attachment 4**

## **Public Notices**



Beaufort Gazette  
Belleville News-Democrat  
Bellingham Herald  
Bradenton Herald  
Centre Daily Times  
Charlotte Observer  
Columbus Ledger-Enquirer  
Fresno Bee

The Herald - Rock Hill  
Herald Sun - Durham  
Idaho Statesman  
Island Packet  
Kansas City Star  
Lexington Herald-Leader  
Merced Sun-Star  
Miami Herald

el Nuevo Herald - Miami  
Modesto Bee  
Raleigh News & Observer  
The Olympian  
Sacramento Bee  
Fort Worth Star-Telegram  
The State - Columbia  
Sun Herald - Biloxi

The News Tribune Tacoma  
The Telegraph - Macon  
San Luis Obispo Tribune  
Tri-City Herald  
Wichita Eagle

## AFFIDAVIT OF PUBLICATION

| Account # | Order Number | Identification                          | Order PO | Amount     | Cols | Depth |
|-----------|--------------|-----------------------------------------|----------|------------|------|-------|
| 122562    | 459410       | Print Legal Ad-IPL01368800 - IPL0136880 |          | \$1,011.40 | 2    | 59 L  |

Attention: City of

City of Clovis  
1033 Fifth Street  
Clovis, CA 93612

claudiac@ci.clovis.ca.us

### PUBLIC NOTICE

#### **AVISO PUBLICO Y AUDIENCIA PUBLICA PARA EL REPORTE CONSOLIDADO DE RENDIMIENTO Y EVALUACION (CAPER) PERIODO DE 2022-2023 DE LA CIUDAD DE CLOVIS**

La ciudad de Clovis tendrá copias disponibles del Reporte Consolidado de Rendimiento y Evaluación (CAPER) del año 2022-2023 tocante el Programa de Desarrollo de la Comunidad (CDBG) para su revisión y comentarios públicos empezando el 1 de septiembre, 2023, hasta el 18 de septiembre, 2023, en los siguientes sitios.

- \* Centro Cívico de Clovis: 1033 Fifth Street, Clovis, CA 93612
- \* Centro de la Tercera Edad (Clovis Senior Center): 850 4th Street, Clovis, CA 93612
- \* Biblioteca Pública del Condado de Fresno en Clovis: 1155 Fifth Street, Clovis, CA 93612
- \* Ciudad de Clovis Sitio Web: [www.cityofclovis.com](http://www.cityofclovis.com)

Residentes y grupos son invitados a someter comentarios por escrito ó orales tocante el Reporte Consolidado de Rendimiento y Evaluación (CAPER) del año 2022-2023 al ponerse en contacto con:

Claudia Cazares, Affordable Housing Management Analyst  
1033 Fifth Street, Clovis, CA 93612  
Por teléfono al (559) 324-2094  
Por correo electrónico al: [claudiac@cityofclovis.com](mailto:claudiac@cityofclovis.com)

La participación ciudadana se considera un elemento importante del proceso del Plan Consolidado y es recomendado por el Departamento de HUD EE.UU y la Ciudad de Clovis. Todos los comentarios por escrito y recibidos antes del cierre de oficinas el 18 de septiembre de 2023, serán considerados e incluidos en el reporte del CAPER.

Adicionalmente, el reporte del CAPER será presentado en una audiencia pública al Concilio de la Ciudad de Clovis el 18 de septiembre, 2023 a las 6:00 p.m. en la sala del Concilio de la Ciudad de Clovis situada en 1033 5th St., Clovis. Personas interesadas pueden presentar sus opiniones y comentarios sobre el Plan 2022-2023 CAPER en esta junta.

#### **Accesibilidad**

En cumplimiento con las leyes de los Americanos con Discapacidades, si necesita servicios especiales de asistencia o de traducción para participar en esta reunión, favor de contactar a Claudia Cazares al (559) 324-2094. Notificación de 48 horas antes de la reunión permitirá a la ciudad para hacer los arreglos razonables para garantizar la accesibilidad.

#### **Ayuda Contactando a la Ciudad de Clovis**

El programa de Servicio de Re-Transmisión de California le puede proveer Asistencia de Comunicación especialmente capacitada para transmitir comunicaciones entre personas sordas, los que sufren de ensordecimiento, personas sordo-mudas y los que usan teléfonos fijos. Puedes usar este servicio para contactar a la Ciudad de Clovis al marcar al 711.

Ciudad de Clovis  
Programa de Viviendas Asequibles  
IPL0136880  
Aug 24 2023

## COUNTY OF DALLAS STATE OF TEXAS

The undersigned states:

McClatchy Newspapers in and on all dates herein stated was a corporation, and the owner and publisher of The Fresno Bee.

The Fresno Bee is a daily newspaper of general circulation now published, and on all-the-dates herein stated was published in the City of Fresno, County of Fresno, and has been adjudged a newspaper of general circulation by the Superior Court of the County of Fresno, State of California, under the date of November 28, 1994, Action No. 520058-9.

The undersigned is and on all dates herein mentioned was a citizen of the United States, over the age of twenty-one years, and is the principal clerk of the printer and publisher of said newspaper; and that the notice, a copy of which is hereto annexed, marked Exhibit A, hereby made a part hereof, was published in The Fresno Bee in each issue thereof (in type not smaller than nonpareil), on the following dates.

1 insertion(s) published on:

08/24/23

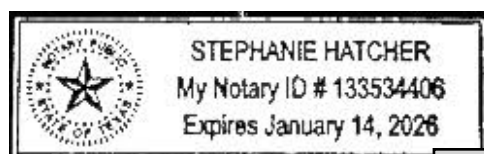
*Isabel Capps*

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated: 08/24/2023

*Stephanie Hatcher*

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.  
Legal document please do not destroy!



Beaufort Gazette  
Belleville News-Democrat  
Bellingham Herald  
Bradenton Herald  
Centre Daily Times  
Charlotte Observer  
Columbus Ledger-Enquirer  
Fresno Bee

The Herald - Rock Hill  
Herald Sun - Durham  
Idaho Statesman  
Island Packet  
Kansas City Star  
Lexington Herald-Leader  
Merced Sun-Star  
Miami Herald

el Nuevo Herald - Miami  
Modesto Bee  
Raleigh News & Observer  
The Olympian  
Sacramento Bee  
Fort Worth Star-Telegram  
The State - Columbia  
Sun Herald - Biloxi

The News Tribune Tacoma  
The Telegraph - Macon  
San Luis Obispo Tribune  
Tri-City Herald  
Wichita Eagle

## AFFIDAVIT OF PUBLICATION

| Account # | Order Number | Identification                          | Order PO | Amount   | Cols | Depth |
|-----------|--------------|-----------------------------------------|----------|----------|------|-------|
| 122562    | 459409       | Print Legal Ad-IPL01368790 - IPL0136879 |          | \$830.56 | 2    | 48 L  |

Attention: City of

City of Clovis  
1033 Fifth Street  
Clovis, CA 93612

claudiac@ci.clovis.ca.us

### PUBLIC NOTICE

#### NOTICE OF PUBLIC COMMENT PERIOD AND NOTICE OF PUBLIC HEARING

##### 2022-2023 CITY OF CLOVIS CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

The City of Clovis will have copies of the draft 2022-23 Consolidated Annual Performance and Evaluation Report (CAPER) for the federal funded Community Development Block Grant Program (CDBG) available for public review and comment starting on September 1, 2023 and ending on September 18, 2023, at the close of business, at the following locations:

City Hall: 1033 Fifth Street, Clovis, CA 93612

On the Web: [www.cityofclovis.com](http://www.cityofclovis.com)

email: [housing@cityofclovis.com](mailto:housing@cityofclovis.com)

Phone: (559) 324-2094

Attention: Claudia Cazares, Affordable Housing Management Analyst

A public hearing will be held on September 18, 2023, at 6 p.m. in the City of Clovis Council Chambers located at 1033 Fifth Street, Clovis. Citizens may also provide their views and comments on the 2022-23 CAPER at this public hearing.

By this Notice, the City of Clovis invites parties that have an interest or may be impacted by the activities discussed in the report to attend the Public Hearing. Citizen participation is considered an important element of the CAPER process and is encouraged by the U.S. Department of HUD to receive and incorporate public comments into its planning and review process. All written comments received by the close of business on September 18, 2023, at the addresses above will be considered and included as an attachment in the CAPER document.

#### Accessibility

In compliance with the Americans with Disabilities Act, if you need special assistance or translation services to participate in this meeting, please contact Claudia Cazares at (559) 324-2094. Notification 48-hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility.

#### Need Assistance Contacting the City of Clovis?

California Relay Service provides specially-trained Communication Assistants to relay conversations between deaf, hard of hearing, or speech-loss individuals and people who use a standard telephone. You can use this service to contact the City of Clovis by dialing 711.

City of Clovis  
Affordable Housing Programs  
IPL0136879  
Aug 24 2023

## COUNTY OF DALLAS STATE OF TEXAS

The undersigned states:

McClatchy Newspapers in and on all dates herein stated was a corporation, and the owner and publisher of The Fresno Bee.

The Fresno Bee is a daily newspaper of general circulation now published, and on all-the-dates herein stated was published in the City of Fresno, County of Fresno, and has been adjudged a newspaper of general circulation by the Superior Court of the County of Fresno, State of California, under the date of November 28, 1994, Action No. 520058-9.

The undersigned is and on all dates herein mentioned was a citizen of the United States, over the age of twenty-one years, and is the principal clerk of the printer and publisher of said newspaper; and that the notice, a copy of which is hereto annexed, marked Exhibit A, hereby made a part hereof, was published in The Fresno Bee in each issue thereof (in type not smaller than nonpareil), on the following dates.

1 insertion(s) published on:

08/24/23

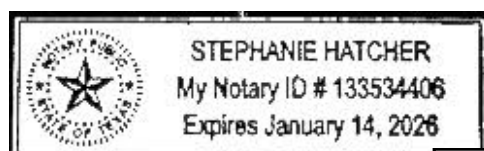
*Isabel Capps*

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated: 08/24/2023

*Stephanie Hatcher*

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.  
Legal document please do not destroy!



# THE BUSINESS JOURNAL

FRESNO | KINGS | MADERA | TULARE

P.O. Box 126  
Fresno, CA 93707  
Telephone (559) 490-3400

(Space Below for use of Court)

AGENDA ITEM NO. 9.

## IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA

NOTICE OF PUBLIC COMMENT PERIOD AND  
NOTICE OF PUBLIC HEARING  
2022-2023 CITY OF CLOVIS  
CONSOLIDATED ANNUAL PERFORMANCE AND  
EVALUATION REPORT

A public hearing will be held on  
September 18, 2023, at 6 p.m.

### DECLARATION OF PUBLICATION (2015.5 C.C.P.)

#### MISC. NOTICE

#### STATE OF CALIFORNIA

#### COUNTY OF FRESNO

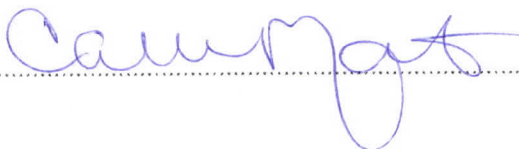
I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of **THE BUSINESS JOURNAL** published in the city of Fresno, County of Fresno, State of California, Monday, Wednesday, Friday, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Fresno, State of California, under the date of March 4, 1911, in Action No. 14315; that the notice of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

AUGUST 25, 2023

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Fresno, California,

AUGUST 25, 2023

ON .....



NOTICE OF PUBLIC COMMENT PERIOD AND  
NOTICE OF PUBLIC HEARING  
2022-2023 CITY OF CLOVIS  
CONSOLIDATED ANNUAL  
PERFORMANCE AND EVALUATION  
REPORT

The City of Clovis will have copies of the draft 2022-23 Consolidated Annual Performance and Evaluation Report (CAPER) for the federal funded Community Development Block Grant Program (CDBG) available for public review and comment starting on September 1, 2023 and ending on September 18, 2023, at the close of business, at the following locations: City Hall: 1033 Fifth Street, Clovis, CA 93612

On the Web: [www.cityofclovis.com](http://www.cityofclovis.com)  
email: [housing@cityofclovis.com](mailto:housing@cityofclovis.com)  
Phone: (559) 324-2094

Attention: Claudia Cazares, Affordable Housing Management Analyst

A public hearing will be held on September 18, 2023, at 6 p.m. in the City of Clovis Council Chambers located at 1033 Fifth Street, Clovis. Citizens may also provide their views and comments on the 2022-23 CAPER at this public hearing.

By this Notice, the City of Clovis invites parties that have an interest or may be impacted by the activities discussed in the report to attend the Public Hearing. Citizen participation is considered an important element of the CAPER process and is encouraged by the U.S. Department of HUD to receive and incorporate public comments into its planning and review process. All written comments received by the close of business on September 18, 2023, at the addresses above will be considered and included as an attachment in the CAPER document.

#### Accessibility

In compliance with the Americans with Disabilities Act, if you need special assistance or translation services to participate in this meeting, please contact Claudia Cazares at (559) 324-2094. Notification 48-hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility. Need Assistance Contacting the City of Clovis?

California Relay Service provides specially-trained Communication Assistants to relay conversations between deaf, hard of hearing, or speech-loss individuals and people who use a standard telephone. You can use this service to contact the City of Clovis by dialing 711. City of Clovis  
Affordable Housing Programs  
08/25/2023

# THE BUSINESS JOURNAL

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Fresno, CA 93707  
Telephone (559) 490-3400

AGENDA ITEM NO. 9.

(Space Below for use of County Clerk Only)

## IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA

AVISO PUBLICO Y AUDIENCIA PÚBLICA PARA EL  
REPORTE CONSOLIDADO DE RENDIMIENTO Y  
EVALUACION (CAPER)

PERIODO DE 2022-2023 DE LA CIUDAD DE CLOVIS

comentarios públicos empezando el 1°  
de septiembre, 2023, hasta el 18 de  
septiembre, 2023

### DECLARATION OF PUBLICATION (2015.5 C.C.P.)

#### MISC. NOTICE

#### STATE OF CALIFORNIA

#### COUNTY OF FRESNO

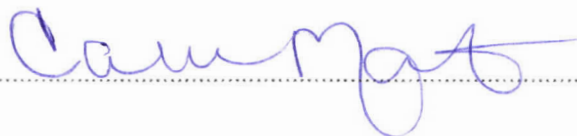
I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of **THE BUSINESS JOURNAL** published in the city of Fresno, County of Fresno, State of California, Monday, Wednesday, Friday, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Fresno, State of California, under the date of March 4, 1911, in Action No.14315; that the notice of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

AUGUST 25, 2023

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Fresno, California,

AUGUST 25, 2023

ON .....



AVISO PUBLICO Y AUDIENCIA PÚBLICA PARA EL REPORTE CONSOLIDADO DE RENDIMIENTO Y EVALUACION (CAPER) PERIODO DE 2022-2023 DE LA CIUDAD DE CLOVIS

La ciudad de Clovis tendrá copias disponibles del Reporte Consolidado de Rendimiento y Evaluación (CAPER) del año 2022-2023 tocante el Programa de Desarrollo de la Comunidad (CDBG) para su revisión y comentarios públicos empezando el 1° de septiembre, 2023, hasta el 18 de septiembre, 2023, en los siguientes sitios.

• Centro Cívico de Clovis: 1033 Fifth Street, Clovis, CA 93612

• Centro de la Tercera Edad (Clovis Senior Center): 850 4th Street, Clovis, CA 93612

• Biblioteca Pública del Condado de Fresno en Clovis: 1155 Fifth Street, Clovis, CA 93612

• Ciudad de Clovis Sitio Web: [www.cityofclovis.com](http://www.cityofclovis.com)

Residentes y grupos son invitados a someter comentarios por escrito ó orales tocante el Reporte Consolidado de Rendimiento y Evaluación (CAPER) del año 2022-2023 al ponerse en contacto con:

Claudia Cazares, Affordable Housing Management Analyst

1033 Fifth Street, Clovis, CA 93612

Por teléfono al (559) 324-2094

Por correo electrónico al: [claudiac@cityofclovis.com](mailto:claudiac@cityofclovis.com)

La participación ciudadana se considera un elemento importante del proceso del Plan Consolidado y es recomendado por el Departamento de HUD EE.UU y la Ciudad de Clovis. Todos los comentarios por escrito y recibidos antes del cierre de oficinas el 18 de septiembre de 2023, serán considerados e incluidos en el reporte del CAPER.

Adicionalmente, el reporte del CAPER será presentado en una audiencia pública al Concilio de la Ciudad de Clovis el 18 de septiembre, 2023 a las 6:00 p.m. en la sala del Concilio de la Ciudad de Clovis situada en 1033 5th St., Clovis. Personas interesadas pueden presentar sus opiniones y comentarios sobre el Plan 2022-2023 CAPER en esta junta.

#### Accesibilidad

En cumplimiento con las leyes de los Americanos con Discapacidades, si necesita servicios especiales de asistencia o de traducción para participar en esta reunión, favor de contactar a Claudia Cazares al (559) 324-2094. Notificación de 48 horas antes de la reunión permitirá a la ciudad para hacer los arreglos razonables para garantizar la accesibilidad.

Ayuda Contactando a la Ciudad de Clovis El programa de Servicio de Re-Transmisión de California le puede proveer Asistencia de Comunicación especialmente capacitada para transmitir comunicaciones entre personas sordas, los que sufren de ensordecimiento, personas sordo-mudas y los que usan teléfonos fijos. Puedes usar este servicio para contactar a la Ciudad de Clovis al marcar al 711.

Ciudad de Clovis

Programa de Viviendas Asequibles

08/25/2023

# **Attachment 5**

## **Clovis City Council Resolution**





# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: September 18, 2023

SUBJECT: Consider 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.

a. Consider Approval - Res. 23-\_\_\_\_, 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.

b. Consider Introduction – Ord. 23-\_\_\_\_, 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.

**Staff:** Dave Merchen, City Planner

**Recommendation:** Approve

ATTACHMENTS:

1. Res. 23-\_\_\_\_, GPA 2023-003
2. Ord. 23-\_\_\_\_, OA2023-002
3. Addendum to General Plan EIR

### 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 the amendment to the General Plan to increase the maximum density of the H (High Density Residential) General Plan Designation and introduce the ordinance amending the R-3 (Multifamily High Density) Zone District to increase the maximum density and the maximum height.

## EXECUTIVE SUMMARY

The City of Clovis is proposing a general plan text change and an ordinance amendment to adjust the density range for the H (High Density Residential) General Plan designation and R-3 (Multifamily High Density) Zone District to correspond to the applicable density requirements specified for the City's Regional Housing Needs Allocation (RHNA) sites inventory. The current density range for these classifications is 15.1 to 25.0 dwelling units per acre. The proposed density range is 15.1 to 30.0 units per acre. The height limit for the R-3 (Multifamily High Density) Zone District is also being adjusted from 2 stories (35') to 3 stories (45') to accommodate the design of projects at the modified density range.

## BACKGROUND

The Clovis General Plan and the Clovis Development Code were adopted together as part of a comprehensive update in August 2014. The General Plan and Development Code establish land use designations and zone districts that accommodate residential development at varying densities, as follows:

**Table 1: Current Residential Density Ranges**

| General Plan Designation   Zone District | Current Density Range |
|------------------------------------------|-----------------------|
| Low Density   R-1                        | 2.1 – 4.0 du/ac       |
| Medium Density   R-1-MD                  | 4.1 – 7.0 du/ac       |
| Medium-High Density   R-2:               | 7.1 – 15.0 du/ac      |
| High Density   R-3:                      | 15.1 – 25.0           |
| Very High Density   R-4:                 | 25.1 – 43             |

## PROPOSAL AND ANALYSIS

The Project under consideration proposes to increase the maximum density for the H (High Density) General Plan designation and R-3 (Multifamily High Density) Zone District to correspond to the applicable density requirements specified for the City's RHNA sites inventory. The discussion below provides background regarding the RHNA sites inventory and how the proposed amendments will help the City to meet its requirements.

### General Plan Housing Element

Housing Elements are required for every city and county, and they are overseen by the State Department of Housing and Community Development (HCD). Housing Elements must be updated every 8 years, with each update and its reporting period referred to as a "cycle". Clovis adopted its Fifth Cycle Housing Element in 2016 and its Sixth Cycle Housing Element is due at the end of 2023. Each cycle must show that the City has sufficient land available to accommodate its housing needs ("sites inventory") as determined by HCD and the Fresno County Council of Governments. These housing needs are referred to as the Regional Housing Needs Allocation (RHNA).

## RHNA Sites Inventory for Low and Very Low-Income Housing Opportunities

The RHNA sites inventory must demonstrate that adequate land is available to accommodate low income, moderate income, and above moderate-income housing needs. For inventory planning purposes, low-income sites must allow high density multifamily residential development. When the 2014 General Plan and Development Code were being prepared, the Fourth Cycle Housing Element was in place and work on the Fifth Cycle Housing element was just starting. The applicable requirements at that time specified that sites identified for low-income housing opportunities had to accommodate at least 20 units per acre. Based on that requirement, properties that were designated with the H (High) and VH (Very High Density Residential) designations (and corresponding zone districts) were eligible to be included.

**Table 2: Current Density Ranges Allowing At Least 20 Units Per Acre**

| General Plan Designation   Zone District | Current Density Range |
|------------------------------------------|-----------------------|
| High Density   R-3:                      | 15.1 – 25.0           |
| Very High Density   R-4:                 | 25.1 – 43             |

For the Sixth Cycle Housing Element, which is currently being prepared by the City, the requirements for low income RHNA sites changed to specify that land use classifications must allow at least 30 units per acre. Based on this new requirement, only those parcels classified as Very High Density Residential with R-4 (Multifamily Very High Density) zoning would be eligible for inclusion. To increase the number of potential sites, the maximum density allowed in the H (High Density) General Plan Designation and corresponding R-3 (Multifamily High Density) Zone District is proposed to increase to 30 units per acre. This change will make properties with these designations eligible for inclusion in the sites inventory, while also creating additional flexibility for multi-family projects that are proposing to develop at a density above 25 units per acre.

### Specific Changes Proposed to the General Plan and the Development

The specific changes proposed to the General Plan and Development Code are outlined in **Attachments 1 and 2**, respectively. The changes are summarized as follows:

1. General Plan Land Use Element - Figure LU-1. Amend the legend for the Land Use Diagram to reflect 30 units per acre as the maximum density for the H (High Density) land use designation.
2. General Plan Land Use Element - Table LU-2. Amend the description of the H (High Density) land use designation to reflect 30 units per acre as the maximum density.
3. Development Code Section 9.10.010. Amend the description of the R-3 (Multifamily High Density) Zone District to reflect 30 units per acre as the maximum density.
4. Development Code Section 9.10.030. Amend the development standards for the R-3 (Multifamily High Density) Zone District in Table 2-3 to increase the maximum density to 30 units per acre (or 1 unit per 1,450 square feet of lot area) and to increase the maximum height in the R-3 District from 2 stories and 35 to 3 stories and 45 feet.

5. Development Code Section 9.08.010. Amend Table 2-1 to reflect the 30-unit maximum density that applies to the R-3 (Multifamily High Density) Zone District and H (High Density) General Plan land use designation.
6. Development Code 7.7.02. Amend the definitions relating to Major Street Development fees to reflect the 30-unit maximum density for Multi-family – High Density Development.

#### California Environmental Quality Act (CEQA)

The H (High Density Residential) General Plan Designation and R-3 (Multifamily High Density) Zone District currently accommodate high density multi-family projects up to 25 units per acre. The Project proposes a minor increase in the maximum density from 25 to 30 units per acre in response to new RHNA density requirements that are applicable to the Sixth Cycle Housing Element. No changes to the land use designations of individual properties are proposed; the increase in maximum density will be applied to properties that are already zoned and designated for high density multifamily development.

Buildout of the Clovis General Plan Planning Area was evaluated through the Environmental Impact Report certified by the City in 2014 in conjunction with adoption of the 2014 Clovis General Plan and Development Code Update (SCH No. 2012061069). An addendum to the General Plan EIR has been prepared for the proposed Project in accordance with Section 15164 of the California Environmental Quality Act (CEQA) Guidelines. According to Section 15164(b) of the State CEQA Guidelines, an addendum to an environmental impact report (EIR) is the appropriate environmental document in instances when “some changes or additions are necessary but none of the conditions described in Section 15162 calling for the preparation of a subsequent EIR have occurred.” The findings in support of the addendum are outlined in Attachment 3.

Section 15164(d) of the State CEQA Guidelines states that the decision-making body for a project where an addendum has been prepared shall consider the addendum prior to making a decision on the project. Formal adoption of the addendum is not required. The resolution and ordinance recommended for approval confirm the City Council’s consideration of the addendum.

#### Public Outreach

Staff conducted a meeting with the development community on August 3, 2023, to discuss the proposed density range modifications and to solicit feedback. No objections or concerns to the proposal were identified. During this discussion, several participants described their interest in working with the City to make additional changes to the residential density ranges, focusing on changes that would allow additional flexibility for various *single family* product types under one density range. Staff will continue to evaluate potential modifications, including the potential to adjust density ranges in conjunction with the comprehensive update to the General Plan that was recently initiated by the City Council.

### Planning Commission Consideration

The Planning Commission considered the proposed project at its August 24, 2023, meeting. The Commission voted unanimously to recommend approval of the proposed General Plan and Development Code amendments. During its deliberation on the Project, the Commission asked for confirmation that recommended amendments changes were in response to RHNA requirements and inquired as to the alternative(s) if the changes aren't made.

Staff confirmed that the changes are in response to the RHNA requirements for the Sixth Cycle Housing Element and noted that City identified this change in the Draft Housing Element that was submitted to HCD for review. While the proposed amendments are driven by the RHNA requirements, the new standards would apply to both market rate and deed-restricted affordable housing projects. Approximately 100 acres of R-3 (Multifamily High Density) zoned property are included in the Draft RHNA inventory. If the maximum density is not increased, these properties cannot be included, and the City would instead need to rezone an additional 100 acres to the R-4 (Multifamily Very High Density) District.

With regard to the proposed height increase from 35 to 45 feet in the R-3 (Multifamily High Density) District, Commissioners asked if there are measures in place to reduce conflicts with multi-story projects adjacent to lower density neighborhoods. Staff indicated that the City's objective standards include provisions to enhance compatibility, including obscuring views from upper-story windows. However, issues may continue to arise that residents view as conflicts. A Commissioner noted that we need to ensure the development community is cognizant of potential conflicts between uses and work to design projects that meet the City's housing needs while minimizing or softening potential impacts.

One community member was in attendance and spoke on this item, asking if it was possible to establish a new zone district rather than modifying the existing R-3 (Multifamily High Density) District. While it is possible to create a new zone district with the necessary density and height criteria, that new zone district would still need to be applied to at least 100 acres of property throughout the City. This alternative would not provide greater assistance to the City in meeting its RHNA requirements or minimize potential conflicts associated with placing higher density multifamily uses in close proximity to lower density neighborhoods.

### Publication of Public Notice

The City published notice of this public hearing in The Business Journal on Friday, September 1, 2023.

### **FISCAL IMPACT**

None.

### **REASON FOR RECOMMENDATION**

The recommended modifications to the General Plan and Development Code will allow the residential density ranges to correspond to the applicable RHNA requirements of the Sixth Cycle Housing element. The proposed changes will help the City meet its RHNA Inventory

requirements and will create additional flexibility for the development of high-density multi-family projects on properties that are currently designated for these uses.

**ACTIONS FOLLOWING APPROVAL**

If the Council approves the introduction of the proposed ordinance amendment, the ordinance will be placed on the October 2, 2023, agenda for second reading and adoption.

Prepared by: Dave Merchen, City Planner

Reviewed by: City Manager *DM*

**RESOLUTION 23-\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING  
GENERAL PLAN AMENDMENT GPA2023-003 AMENDING THE 2014 CLOVIS  
GENERAL PLAN TO MODIFY THE DENSITY RANGE OF THE H (HIGH DENSITY  
RESIDENTIAL) LAND USE DESIGNATION**

**WHEREAS**, the City of Clovis, 1033 Fifth Street, Clovis CA, 93619, initiated an application for General Plan Amendment (GPA) 2023-003 to amend the 2014 General Plan to modify the density range of the H (High Density Residential) land use designation (“the Project”); and

**WHEREAS**, the initiation of the Project was the result of a change to the Regional Housing Needs Allocation (RHNA) density requirements for the Sixth Cycle Housing Element, which specified that general plan and zoning classifications must allow at least 30 units per acre to be eligible for inclusion in the RHNA sites inventory for low income housing opportunities, in comparison to the 20 unit per acre density requirement which had been applicable for the Fifth Cycle Housing Element; and

**WHEREAS**, based on the applicable density requirements for the Sixth Cycle RHNA sites inventory, the only General Plan land use designation that can accommodate the 30 unit per acre minimum density is VH (Very High Density Residential), which has a density range of 25-43 units per acre; and

**WHEREAS**, the City determined that increasing the maximum density for the H (High Density Residential) land use designation from 25 to 30 units per acre would realign the City’s residential density ranges with its new RHNA requirements, help the City to meet those RHNA requirements, and create additional flexibility for multifamily projects that are proposing to develop at a density above 25 units per acre; and

**WHEREAS**, buildout of the Clovis General Plan Planning Area was evaluated through the Environmental Impact Report (EIR) certified by the City in 2014 in conjunction with adoption of the Clovis General Plan and Development Code Update (SCH No. 2012061069); and

**WHEREAS**, an addendum to the General Plan EIR has been prepared for the proposed Project in accordance with Section 15164 of the California Environmental Quality Act (CEQA) Guidelines, which specifies that an addendum is appropriate in instances when “some changes or additions are necessary but none of the conditions described in Section 15162 of the CEQA Guidelines calling for the preparation of a subsequent EIR have occurred; and

**WHEREAS**, the Clovis Planning Commission considered the proposed Project and the addendum to the General Plan EIR at a duly noticed public hearing on August

24, 2023, and after said hearing, adopted a resolution recommending approval of the proposed project; and

**WHEREAS**, the Planning Commission's recommendation was forwarded to the Council for consideration in conjunction with the Project at a duly noticed public hearing held on September 18, 2023; and

**WHEREAS**, the City published notice of the public hearing for the Project in the Fresno Business Journal on September 1, 2023, more than ten (10) days prior to the City Council hearing, and otherwise posted notice of the public hearing in accordance with applicable law; and

**WHEREAS**, the City Council considered the addendum in conjunction with the Project and found that none of the conditions described in Section 15162 of the CEQA Guidelines have occurred; and

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

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

1. In accordance with Section 15164 (d) of the CEQA Guidelines, the addendum to the General Plan EIR prepared for the Project and the final General Plan EIR have been considered by the City Council prior to making a decision on the Project. In considering the addendum, the following determinations were made:
  - a. There are no substantial changes proposed in the Project which would require major revisions to the General Plan EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.
  - b. No substantial changes would occur with respect to the circumstances under which the Project is undertaken which will require major revisions of the General Plan EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.
  - c. There is no new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was adopted, that shows any of the following: (i) The



Project will have one or more significant effects not discussed in the General Plan EIR; (ii) Significant effects previously examined will be substantially more severe than shown in the General Plan EIR; (iii) Mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the Project; and, (iv) Mitigation measures or alternatives which are considerably different from those analyzed in the General Plan EIR, would substantially reduce one or more significant effects on the environment.

2. The Project satisfies the required findings for approval of a general plan amendment, as follows:
  - a. GPA2023-003 is internally consistent with the goals, policies, and actions of the General Plan.
  - b. GPA2023-003 would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.
  - c. There is a compelling reason for the amendment, namely, to align the City's residential density ranges with applicable RHNA requirements, thereby assisting the City with meeting its RHNA sites inventory requirements.
3. General Plan Amendment GPA2023-003, as outlined in Attachment A, is hereby approved.
4. The basis for the findings is detailed in the September 18, 2023, staff report, which is hereby incorporated by reference, the entire Administrative Record, as well as the evidence and comments presented during the public hearing.

\* \* \* \* \*

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on September 18, 2023, by the following vote, to wit:

AYES:  
 NOES:  
 ABSENT:  
 ABSTAIN:

DATED: September 18, 2023

\_\_\_\_\_  
 Mayor

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

## Attachment A General Plan Text Changes

### 1. GPText Change #1: Land Use Element Figure LU-1

Amend the Land Use Diagram legend to reflect a modified density range for the High Density Residential land use designation.

 High Density Residential (15.1-~~25.0~~ 30.0 DU/Ac)

### 2. GP Text Change #2: Land Use Element - Table LU-2.

Amend the description of the H (High Density) land use designation in Table LU-2 to reflect the modified density range.

| Land Use Designation and Density / Intensity Range          | Description of Typical Uses                                                                                                   |
|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| High Density (H)<br>15.1– <del>25.0</del> <u>30.0</u> du/ac | Small lot single family detached homes, townhouses, apartments, stacked flats, and other building types with 4 or more units. |

**ORDINANCE 23-\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLOVIS AMENDING  
THE CLOVIS DEVELOPMENT CODE, TITLE 9 OF THE CLOVIS MUNICIPAL CODE  
TO MODIFY THE DENSITY RANGE AND THE MAXIMUM ALLOWABLE HEIGHT  
SPECIFIED FOR THE R-3 (MULTIFAMILY HIGH DENSITY) ZONE DISTRICT**

**WHEREAS**, the City's current Development Code was adopted by the City Council on October 8, 2014 and has been amended from time to time pursuant to procedures and criteria included in Chapter 9.86 of the Development Code; and

**WHEREAS**, the City of Clovis, 1033 Fifth Street, Clovis CA, 93619, initiated an application for Ordinance Amendment (OA) 2023-002 to amend the Clovis Development Code to modify the density range for the R-3 (Multifamily High Density) zone district; and

**WHEREAS**, the initiation of the Project was the result of a change to the Regional Housing Needs Allocation (RHNA) density requirements for the Sixth Cycle Housing Element, which specified that general plan and zoning classifications must allow at least 30 units per acre to be eligible for inclusion in the RHNA sites inventory for low income housing opportunities, in comparison to the 20 unit per acre density requirement which had been applicable for the Fifth Cycle Housing Element; and

**WHEREAS**, based on the applicable density requirements for the Sixth Cycle RHNA sites inventory, the only zone district that can accommodate the 30 unit per acre minimum density is R-4 (Multifamily Very High Density), which has a density range of 25-43 units per acre; and

**WHEREAS**, the City determined that increasing the maximum density for the R-3 (Multifamily High Density) zone district from 25 to 30 units per acre would realign the City's residential density ranges with its new RHNA requirements, help the City to meet those RHNA requirements, and create additional flexibility for multifamily projects that are proposing to develop at a density above 25 units per acre; and

**WHEREAS**, buildout of the Clovis General Plan Planning Area was evaluated through the Environmental Impact Report (EIR) certified by the City in 2014 in conjunction with adoption of the Clovis General Plan and Development Code Update (SCH No. 2012061069); and

**WHEREAS**, an addendum to the General Plan EIR has been prepared for the proposed Project in accordance with Section 15164 of the California Environmental Quality Act (CEQA) Guidelines, which specifies that an addendum is appropriate in instances when some changes or additions are necessary but none of the conditions described in Section 15162 of the CEQA Guidelines calling for the preparation of a subsequent EIR have occurred; and

**WHEREAS**, the City Council considered the addendum in conjunction with the Project and found that none of the conditions described in Section 15162 of the CEQA Guidelines have occurred; and

**WHEREAS**, the Clovis Planning Commission considered OA2023-002 at its August 24, 2023 meeting where the Commission adopted a resolution recommending that the City Council approve the project; and

**WHEREAS**, the City published notice of the public hearing for OA 2023-002 in the Fresno Business Journal on September 1, 2023, more than ten (10) days prior to the City Council hearing, and otherwise posted notice of the public hearing in accordance with applicable law; and

**WHEREAS**, a duly noticed public hearing was held on September 18, 2023; and

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

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

1. In accordance with Section 15164(d) of the CEQA Guidelines, the addendum to the General Plan EIR prepared for the Project and the final General Plan EIR have been considered by the Planning Commission prior to making a decision on the Project. In considering the addendum, the following determinations were made:
  - a. There are no substantial changes proposed in the Project which would require major revisions to the General Plan EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.
  - b. No substantial changes would occur with respect to the circumstances under which the Project is undertaken which will require major revisions of the General Plan EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.
  - c. There is no new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was adopted, that shows any of the following: (i) The Project will have one or more significant effects not discussed in the General

Plan EIR; (ii) Significant effects previously examined will be substantially more severe than shown in the General Plan EIR; (iii) Mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the Project; and, (iv) Mitigation measures or alternatives which are considerably different from those analyzed in the General Plan EIR, would substantially reduce one or more significant effects on the environment.

2. The Project satisfies the required findings for approval of an ordinance amendment, as follows:
  - a. OA 2023-002 is internally consistent with the goals, policies, and actions of the General Plan.
  - b. OA 2023-002 would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.
  - c. There is a compelling reason for the ordinance amendment, namely, to align the City's residential density ranges with applicable RHNA requirements, thereby assisting the City with meeting its RHNA sites inventory requirements.

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

Section 1 – Amendment to Section 9.10.010.

The R-3 and R-3-A Districts identify areas appropriate for high density residential uses, including attached and detached single-family residential, multifamily apartments and condominiums. The allowable density range is from 15.1 to ~~25.0~~ **30.0** units per acre. The R-3 and R-3-A Districts are consistent with the High Density Residential land use designation of the General Plan;

Section 2 – Amendment to Section 9.10.030

| Development Feature                                 | R-3                                                                                 |
|-----------------------------------------------------|-------------------------------------------------------------------------------------|
| Maximum (Gross) Density                             | <del>21.78</del> <b>30</b> DU/acre<br>(1 DU/ <del>2,000</del> <b>1,450</b> sq. ft.) |
| Main Structure – Maximum Height (Whichever Is Less) | <del>35</del> <b>45</b> ft./ <del>2</del> <b>3</b> stories ( <b>20</b> )            |

(20) In the R-2 and R-3 Districts, greater main structure height may be granted under a conditional use permit, not to exceed three (3) stories or fifty feet (50') in the R-2 District or sixty feet (60') in the R-3 District.

Section 3 – Amendment to Section 9.08.010 (Table 2-1)

| Zone Map Symbol | Zoning District Name     | General Plan Land Use Designation Implemented by Zoning District                  |
|-----------------|--------------------------|-----------------------------------------------------------------------------------|
| R-3, R-3-A, R-4 | Multifamily High Density | High Density Residential (15.1 – <del>25</del> <u>30</u> DU/acre)<br>Urban Center |

Section 4 – Amendment to Section 7.7.02 (dd)

dd)“VMT factor” shall represent the relative vehicle miles traveled per acre by land use as determined by the Fresno County Council of Governments traffic model and justification reports on file with the City. All factors are relative to Single-Family Residential – Medium Density, which is set at a value of 1.0. The factors shall be as follows:

|     |                                                                                                  |
|-----|--------------------------------------------------------------------------------------------------|
| 2.2 | Multiple-Family Residential – High Density (15.1 – <del>25.0</del> <u>30.0</u> units/gross acre) |
|-----|--------------------------------------------------------------------------------------------------|

Section 5 - Severability.

If any article, section, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and adopted each article, section, sentence, clause or phrase thereof, irrespective of the fact that any one or more articles, sections, subsections, sentences, clauses or phrases are declared invalid or unconstitutional.

Section 6 – Effective Date.

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

\* \* \* \* \*

APPROVED: September 18, 2023

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

\* \* \* \* \*

The foregoing Ordinance was introduced and read at a regular meeting of the City Council held on September 18, 2023 and was adopted at a regular meeting of said Council held on \_\_\_\_\_, by the following vote, to wit:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

DATED:

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City Clerk

## City of Clovis

### California Environmental Quality Act for General Plan Amendment GPA2023-003 and Ordinance Amendment OA2023-002

Applicant:  
City of Clovis

Staff Contact:  
Dave Merchen, City Planner  
[davem@cityofclovis.com](mailto:davem@cityofclovis.com)  
(559)324-2346

#### INTRODUCTION

The City of Clovis (City) is proposing General Plan Amendment GPA2023-003 to adjust the density range for the H (High Density Residential) General Plan designation from 15.1-25.0 dwelling units per acre to 15.1-30.0 dwelling units per acre. The City also proposes Ordinance Amendment OA2023-002 to modify the R-3 (Multifamily High Density) zone district to increase the maximum density from 25 to 30 units per acre. Both changes are proposed to correspond to the applicable density requirements specified for the City's Regional Housing Needs Allocation (RHNA) sites inventory. The height limit for the R-3 zone district is also being adjusted from two stories (35') to three stories (45') to accommodate the design of projects at the modified density range.

This addendum is to the 2014 Clovis General Plan and Development Code Update (SCH No. 2012061069) adopted on September 8, 2014. This addendum is prepared in accordance with Section 15164 of the California Environmental Quality Act (CEQA) Guidelines and assesses the environmental impact(s) of the proposed project.

#### PROJECT DESCRIPTION

The Project under consideration proposes to increase the maximum density for the H (High Density) General Plan designation and R-3 (Multifamily High Density) Zone District to correspond to the applicable density requirements specified for the City's RHNA sites inventory. The discussion below provides background regarding the RHNA sites inventory and how the proposed amendments will help the City to meet its requirements.

#### General Plan Housing Element

Housing Elements are required for every city and county, and they are overseen by the State Department of Housing and Community Development (HCD). Housing Elements must be updated every 8 years, with each update and its reporting period referred to as a "cycle". Clovis adopted its Fifth Cycle Housing Element in 2016 and its Sixth Cycle Housing Element is due at the end of 2023. Each cycle must show that the City has sufficient land available to accommodate its housing needs ("sites inventory") as



determined by HCD and the Fresno County Council of Governments. These housing needs are referred to as the Regional Housing Needs Allocation (RHNA).

#### RHNA Sites Inventory for Low and Very Low Income Housing Opportunities

The RHNA sites inventory must demonstrate that adequate land is available to accommodate low income, moderate income, and above moderate income housing opportunities. For inventory planning purposes, low income sites must allow high density multifamily residential development. When the 2014 General Plan and Development Code were being prepared, the Fourth Cycle Housing Element was in place and work on the Fifth Cycle Housing element was just starting. The applicable requirements at that time specified that sites identified for low income housing opportunities had to accommodate at least 20 units per acre. Based on that requirement, properties that were designated with the High and Very High Density Residential designations (and corresponding zone districts) were eligible to be included.

| General Plan Designation   Zone District | Current Density Range |
|------------------------------------------|-----------------------|
| High Density   R-3:                      | 15.1 – 25.0           |
| Very High Density   R-4:                 | 25.1 – 43             |

For the Sixth Cycle Housing Element, which is currently being prepared by the City, the requirements for low income RHNA sites changed to specify that land use classifications must allow at least 30 units acre. Based on this new requirement, only those parcels classified as Very High Density Residential with R-4 zoning would be eligible for inclusion. To increase the number of potential sites, the maximum density allowed in the H (High Density) General Plan Designation and corresponding R-3 (Multifamily High Density) Zone District is proposed to increase to 30 units per acre. This change will make properties with these designations eligible for inclusion in the sites inventory, while also creating additional flexibility for multi-family projects that are proposing to develop at a density above 25 units per acre.

#### **ADDENDUM TO THE GENERAL PLAN EIR**

The H (High Density Residential) General Plan Designation and R-3 (Multifamily High Density) Zone District currently accommodate high density multi-family projects up to 25 units per acre. The Project proposes a minor increase in the maximum density from 25 to 30 units per acre in response to new RHNA density requirements that are applicable to the Sixth Cycle Housing Element. No changes to the land use designations of individual properties are proposed; the increase in maximum density will be applied to properties that are already zoned and designated for high density multifamily development.

Buildout of the Clovis General Plan Planning Area was evaluated through the Environmental Impact Report certified by the City in 2014 in conjunction with adoption of the 2014 Clovis General Plan and Development Code Update (SCH No. 2012061069). An addendum to the General Plan EIR has been prepared for the proposed Project in

accordance with Section 15164 of the California Environmental Quality Act (CEQA) Guidelines. According to Section 15164(b) of the State CEQA Guidelines, an addendum to an environmental impact report (EIR) is the appropriate environmental document in instances when “some changes or additions are necessary but none of the conditions described in Section 15162 calling for the preparation of a subsequent EIR have occurred.”

## CEQA FINDINGS

Section 15162(a) of the State CEQA Guidelines states that no subsequent EIR shall be prepared for a project unless the lead agency determines, on the basis of substantial evidence in the light of the whole record, one or more of the following findings has occurred:

| FINDINGS PURSUANT TO SECTION 15162 OF THE CEQA GUIDELINES.                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (1) <i>Substantial changes are proposed in the project which would require major revisions of the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;</i>                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <i>Response (1):</i>                                                                                                                                                                                                                                                                                                           | The project does not propose substantial changes that would require the preparation of a subsequent EIR. The mitigation measures currently in place by the 2014 Clovis General Plan EIR remain and will apply to Development if the Project is approved in the same manner as if the Project is not approved. No new environmental effects or increases in the severity of previously identified effects have been identified as the result of the Project. |
| (2) <i>Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; or</i> |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <i>Response (2):</i>                                                                                                                                                                                                                                                                                                           | There have been no substantial changes which would require revisions to the previously prepared EIR. The environmental effects outlined in the General Plan EIR remain the same. Future development projects will apply adopted mitigation measures. No new environmental effects or increases in the severity of previously identified effects have been identified as the result of the Project.                                                          |

(3) *New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was adopted, shows any of the following: (A) The project will have one or more significant effects not discussed in the previous EIR; (B) Significant effects previously examined will be substantially more severe than shown in the previous EIR; (C) Mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the project; and, (D) Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR, would substantially reduce one or more significant effects on the environment.*

*Finding  
(3):*

The analysis conducted in conjunction with this addendum did not identify new information regarding significant effects not previously discussed in the EIR's, and potential effects previously examined are not substantially more severe than originally discussed. No mitigation measures which were previously identified have been found infeasible, nor has it been determined that identified mitigations measures would not substantially reduce significant effects of the project. No mitigation measures have been added, modified, or are considerably different from those analyzed in the EIR. This project does not change or affect the previous findings of the EIR. Therefore, no new information identifies significant or substantially more severe effects than originally discussed.