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**FRESNO LOCAL AGENCY FORMATION COMMISSION (LAFCo)  
EXECUTIVE OFFICER'S REPORT**

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**CONSENT AGENDA ITEM No. 7**

**DATE:**       **October 9, 2013**

**TO:**           **Fresno Local Agency Formation Commission**

**FROM:**       **David E. Fey, AICP, Executive Officer**

**SUBJECT:**   **Consider Conditional Approval - City of Clovis "Shepherd-Sunnyside Southwest Reorganization"**. A proposed reorganization submitted by the City of Clovis to annex 2.48 acres to the City of Clovis and detach from the Fresno County Fire Protection District and the Kings River Conservation District for territory located on the south side of East Shepherd Avenue west of North Sunnyside Avenue. **(LAFCo File No. RO-13-5)**

**Applicant:** George Gonzalez, MPA, City of Clovis.

**Land Owners/Parties of Real Interest:** City of Clovis and Fresno Irrigation District

**Recommendation:** **Approve By Taking the Following Actions:**

- A.    Acting as Responsible Agency pursuant to California Environmental Quality Act (CEQA) Guidelines, find that prior to approving the proposed reorganization the environmental effects of the project as shown in the CEQA documents prepared, adopted, and submitted by the Lead Agency were reviewed and considered, and determine these documents to be legally adequate pursuant to CEQA Guidelines Section 15096.
  
- B.    Find that the proposed reorganization is consistent with LAFCo Policies, Standards and Procedures Section 210 - Standards for Annexation to Cities and Urban Service Districts (01-13), and the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (the "Act").
  
- C.    Assign the distinctive short form designation "Shepherd-Sunnyside Southwest Reorganization" and approve the reorganization (annexation and detachments) subject to the following conditions of approval:
  - 1.    The City of Clovis shall submit to the Executive Officer verification that a Right-to-Farm Covenant is required and made a part of the City's development agreement and that this legal covenant will be recorded with the final tract map approved by the City for the affected territory.
  
  - 2.    Ownership of land permitting, the annexation shall include the full existing right-of-way width of adjacent roadways.
  
  - 3.    Prior to recordation, the applicant will verify that all of the rezoning conditions of approval have been satisfied.

- D. Waive Section 210-08 of LAFCo's Policies that says "proposal will not create an island, and minimize the creation of peninsulas and corridors, or any other distortion of boundaries" and find that incremental annexations in county islands will ultimately contribute to the unification of the Dry Creek Preserve Area.
- E. Find pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 ("Act") that:
  - 1. The territory is uninhabited.
  - 2. All landowners and affected agencies have consented to the annexation.
- F. Waive further Conducting Authority Proceedings and approve the annexation and detachments subject to the requirements of the "Act", the 30-day reconsideration period, and compliance with all of the above conditions.

**Background / Discussion:**

This proposed reorganization ("Proposal") has been placed on the consent agenda since the territory is uninhabited and all property owners and affected agencies have consented in writing to the annexation (100% consent).

The City of Clovis initiated this Proposal on July 15, 2013, with the adoption of Resolution No. 13-92 and a Certificate of Filing has been issued. The City pre-zoned the territory from County R-R (Rural Residential) District to City R-A (Single-Family Residential – 24,000 Square Foot Minimum) District and approved SPR2013-02 for a trailhead facility.

The affected territory is within the existing sphere of influence and adjacent to the existing city limits on the west. The County of Fresno stated that the proposal was consistent with the Standards for Annexation contained in Exhibit I of the Amended and Restated MOU between the City of Clovis and County of Fresno which includes a note that future annexations in the area will have to be revisited as the opening to the Dry Creek Preserve becomes constricted (see Correspondence at [www.fresnolaftco.org](http://www.fresnolaftco.org)).

**Proposal / Land Use:**

- The Proposal consists of the annexation of 2.48 acres to the City of Clovis and detachment from the Fresno County Fire Protection District and the Kings River Conservation District.
- The affected territory is located on the south side of East Shepherd Avenue west of North Sunnyside Avenue. The territory is located inside the City of Clovis' Sphere of Influence and adjacent to the City limits on the west (see Maps and Figures).
- The Affected Territory is vacant land owned by the Fresno Irrigation District. The surrounding land uses consist of agriculture to the north, single family residential and the Enterprise Canal to the west, and rural residential and the Dry Creek Canal to the south and to the east.

### **Environmental Determination:**

The City of Clovis prepared an Initial Study to evaluate the potential environmental effects of the reorganization. The City made findings that no potential significant impacts to the environment would occur with implementation of the project. The Clovis City Council adopted a Mitigated Negative Declaration on April 8, 2013 (see Environmental Documents at [www.fresnolaftco.org](http://www.fresnolaftco.org)).

As Responsible Agency, the Commission is required to review and consider the City's Initial Study and Mitigated Negative Declaration prior to taking its action. If the Commission determines that these documents are adequate, pursuant to CEQA, it may make the required findings provided under "Recommendations" above.

### **Consistency with LAFCo Policies, Standards, and Procedures:**

- The Proposal is consistent with the City of Clovis' General Plan and Memorandum of Understanding (Tax Sharing Agreement) Standards for Annexation with the County of Fresno (See Correspondence - [www.fresnolaftco.org](http://www.fresnolaftco.org)).
- The City of Clovis has a current fire transition agreement in place with the Fresno County Fire Protection District.
- The affected territory is located within the City of Clovis' Sphere of Influence (SOI) and adjacent to the existing city limits along its western boundary (see Maps and Figures).
- The Proposal furthers the County's General Plan policies of directing growth to existing cities where infrastructure and a full range of municipal services are available to serve urban development.
- Substantial development is planned for the affected territory. The Service Plan submitted for this Proposal indicates that all necessary urban services (water, sewer, police, fire, etc.) are available to serve the affected territory (see Service Plan - [www.fresnolaftco.org](http://www.fresnolaftco.org)).
- The Proposal does not conflict with the goals and policies of LAFCo.
- The Proposal is timely, represents an appropriate action, and does not encourage urban sprawl.
- The Proposal would carry out LAFCo's purposes and responsibilities for the coordination of local governmental agencies so as to advantageously provide for the present and future needs of the County and its communities.

Accordingly, the Executive Officer has determined that the proposed reorganization is consistent with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (the "Act," Government Code 56000 et seq.), and LAFCo Policies, Standards, and Procedures, including, but not limited to, Sections 100 and 200.

## APPLICATION INFORMATION

1. **Affected Territory**

<b>Acreage:</b>	2.48 acres
<b>Current Land Use:</b>	Vacant
<b>Number of Residences/ Population:</b>	Residences: 0/ Population: 0
<b>Landowners/ Registered Voters:</b>	Landowners: 1 / Voters: 0
<b>Previous County Zoning:</b>	R-R
<b>City Zoning Upon Annexation:</b>	R-A
<b>Ag. Preserves/Contracts:</b>	None
<b>Assessors Parcel Number:</b>	650-031-11T

2. **Proposed Development:** The City proposes to develop a trailhead facility including restrooms, shade structures for seating, landscaping and a parking lot.

3. **Surrounding Territory:** The surrounding land uses consist of agriculture to the north, single family residential and the Enterprise Canal to the west, and rural residential and the Dry Creek Canal to the south and to the east.

4. **Consistency with Adopted Sphere of Influence (SOI):** The affected territory is within the City of Clovis' adopted Sphere of Influence.

5. **Consistency with City and County General and Specific Plans:** The Proposal is consistent with the City of Clovis' General Plan. The Proposal furthers the County's General Plan policies of directing growth to existing cities where infrastructure and a full range of municipal services are available to serve urban development.

6. **Existing Service Agencies and Proposed Service Changes**

Service	Existing Service	Change
Water	None	City of Clovis
Sewer	None	City of Clovis
Fire Protection	Fresno Co. Fire Protect. District	City of Clovis
Distance to Station	1 mile	2 miles

**Please Note:** A service plan for this Proposal is available at [www.fresnolafo.org](http://www.fresnolafo.org).

7. **Cities and Districts Included Wholly or Partially within the Affected Territory.**

County of Fresno	Fresno County Library District
Kings River Conservation District	Fresno Co. Fire Protection Dist. Zone 10
State Center Community College District	Clovis Unified School District
Clovis Cemetery District	County Service Area No. 35
Fresno Irrigation District	West Fresno Red Scale Protective District
Clovis Memorial District	Consolidated Mosquito Abatement District
Fresno Metropolitan Flood Control District	

8. **Costs and Other Changes Affecting Residents or Landowners**

No costs are anticipated that will affect residents or landowners.

9. **Agencies and Individuals Submitting Comments** (see Correspondence and Comments)

John Navarrette, Fresno County Administrative Officer  
Will Kettler, Fresno County Department of Public Works and Planning  
Janet Gardner, Fresno County Department of Public Health  
Supervising Sanitary Engineer, California Department of Health Services

10. **Territory Boundaries:** The boundaries of the proposed annexation **are** definite and certain, and there **are no** conflicts with lines of assessment ownership. The map and legal are not sufficient per Dave King (Fresno County Assessor's Office) for recordation or filing with the State Board of Equalization.

11. **Registered Voter Data**

The County of Fresno Elections Office reported that there were **zero** (0) registered voters in the affected territory.

12. **Compliance with the Requirements of CEQA**

**Lead Agency:** City of Clovis - **Level of Analysis:** Initial Study

**Finding:** Mitigated Negative Declaration (see Environmental Documents – [www.fresnolafco.org](http://www.fresnolafco.org)).

13. **Names of Landowners or Parties of Real Interest**

Fresno Irrigation District  
City of Clovis

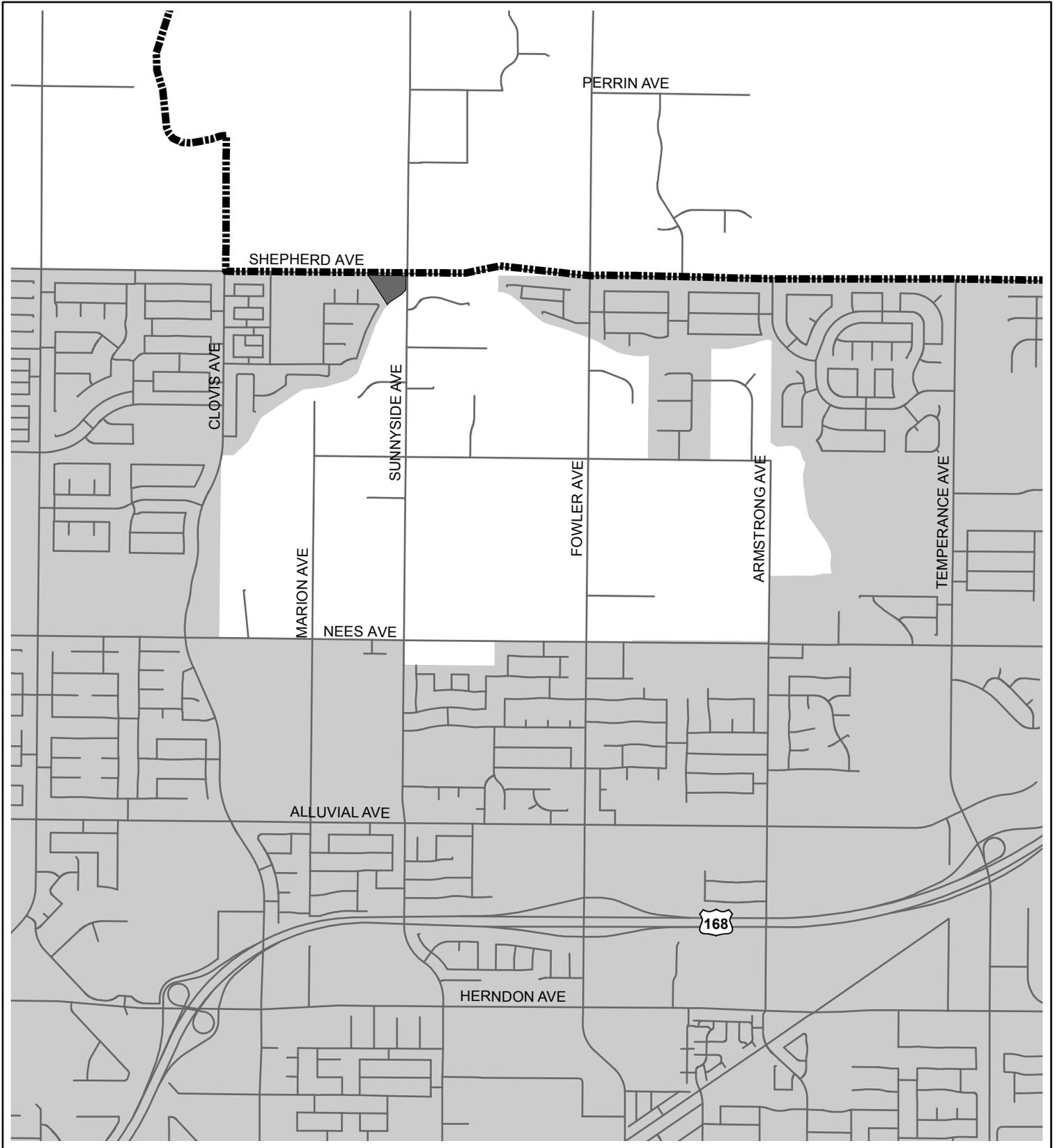
**Proponent:** George Gonzalez, MBA, City of Clovis

14. **Public Notice of Hearing** – Public notice concerning this Proposal was issued by the Executive Officer pursuant to State law.

15. **Individuals and Agencies Receiving this Report**

- Commissioners and Alternates
- Ken Price, LAFCo Counsel
- Will Kettler, Planning Manager, Fresno County Public Works and Planning
- Bernard Jimenez, Deputy Director of Public Works and Planning
- John Hernandez, Fresno County Public Works and Planning
- Keith Larkin, Chief, Fresno County Fire Protection District
- Andy Cosentino, Fresno County Fire Protection District
- Ray Franklin, Fresno County Fire Protection District
- David Orth, Kings River Conservation District
- George Gonzalez, MPA, City of Clovis
- Andrew Haussler, City of Clovis
- Gary R. Serrato, Fresno Irrigation District

# FIGURE 1 - GENERAL SITE LOCATION



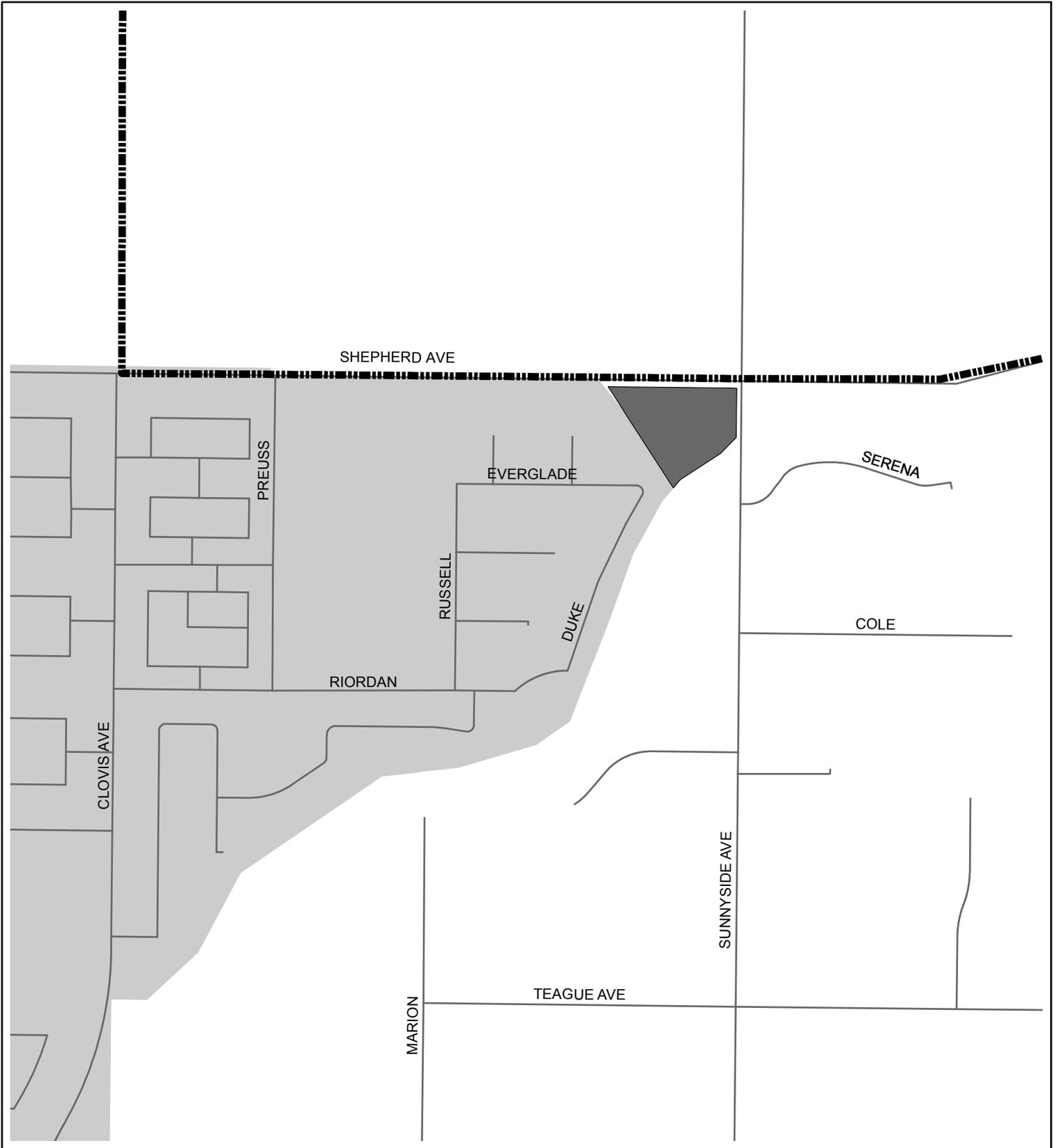
## Legend

-  Sphere of Influence
-  City Limits
-  Affected Territory

City of Clovis "Shepherd-Sunnyside  
Southwest Reorganization".  
(LAFCo File No. RO-13-5)



# FIGURE 2 - ANNEXATION MAP



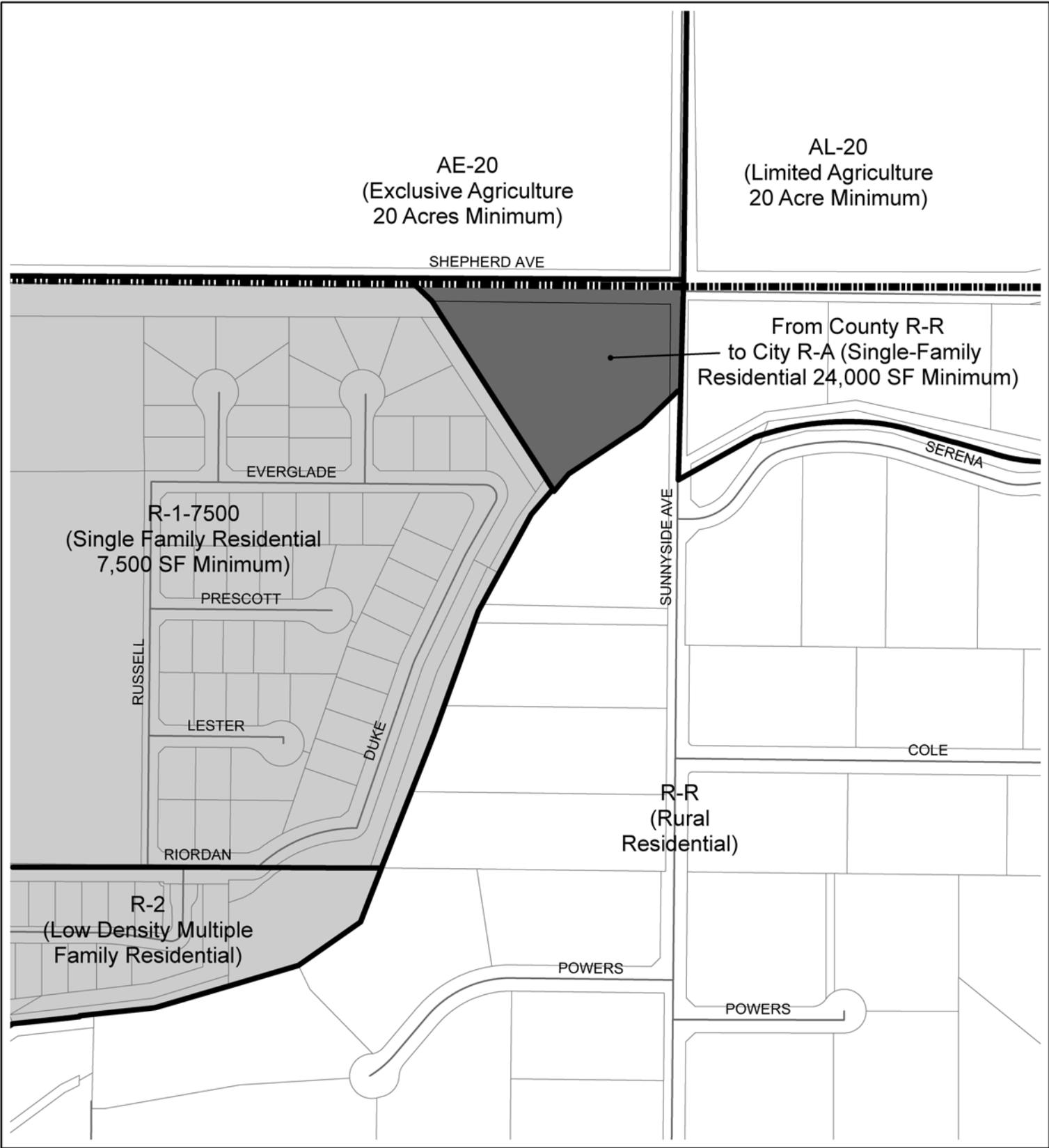
City of Clovis "Shepherd-Sunnyside Southwest Reorganization".  
(LAFCo File No. RO-13-5)

## Legend

-  Sphere of Influence
-  City Limits
-  Affected Territory



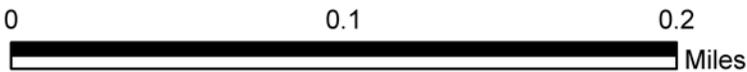
# FIGURE 3 - EXISTING ZONING AND PRE-ZONING



**Legend**

-  Sphere of Influence
-  City Limits
-  Affected Territory

City of Clovis "Shepherd-Sunnyside Southwest Reorganization".  
(LAFCo File No. RO-13-5)





September 9, 2013

Robert Woolley, City Manager  
City of Clovis  
1033 Fifth Street  
Clovis, CA 93612

## County of Fresno

COUNTY ADMINISTRATIVE OFFICE  
**JOHN NAVARRETTE**  
COUNTY ADMINISTRATIVE OFFICER



SUBJECT: Notice of Intent to File the Shepherd-Sunnyside Southwest Annexation/Reorganization

Dear Mr. Woolley:

In accordance with the City of Clovis-County of Fresno Memorandum of Understanding, we have reviewed the annexation proposal described in the letter from George Gonzalez received on August 21, 2013.

We have determined that the proposed annexation by the City of Clovis is consistent with the Standards for Annexation contained in Exhibit I of the City of Clovis-County of Fresno Amended and Restated Memorandum of Understanding. The County notes that as annexations occur along Shepherd Avenue, the opening to the Dry Creek Preserve may become constricted (see attached location map). This issue will be revisited with any future proposed annexations in this area.

It is recommended that full-width road right-of-way along Shepherd and Sunnyside Avenues be included in this annexation.

If you have any questions, you may contact me at (559) 600-1710 or Will Kettler at (559) 600-4497.

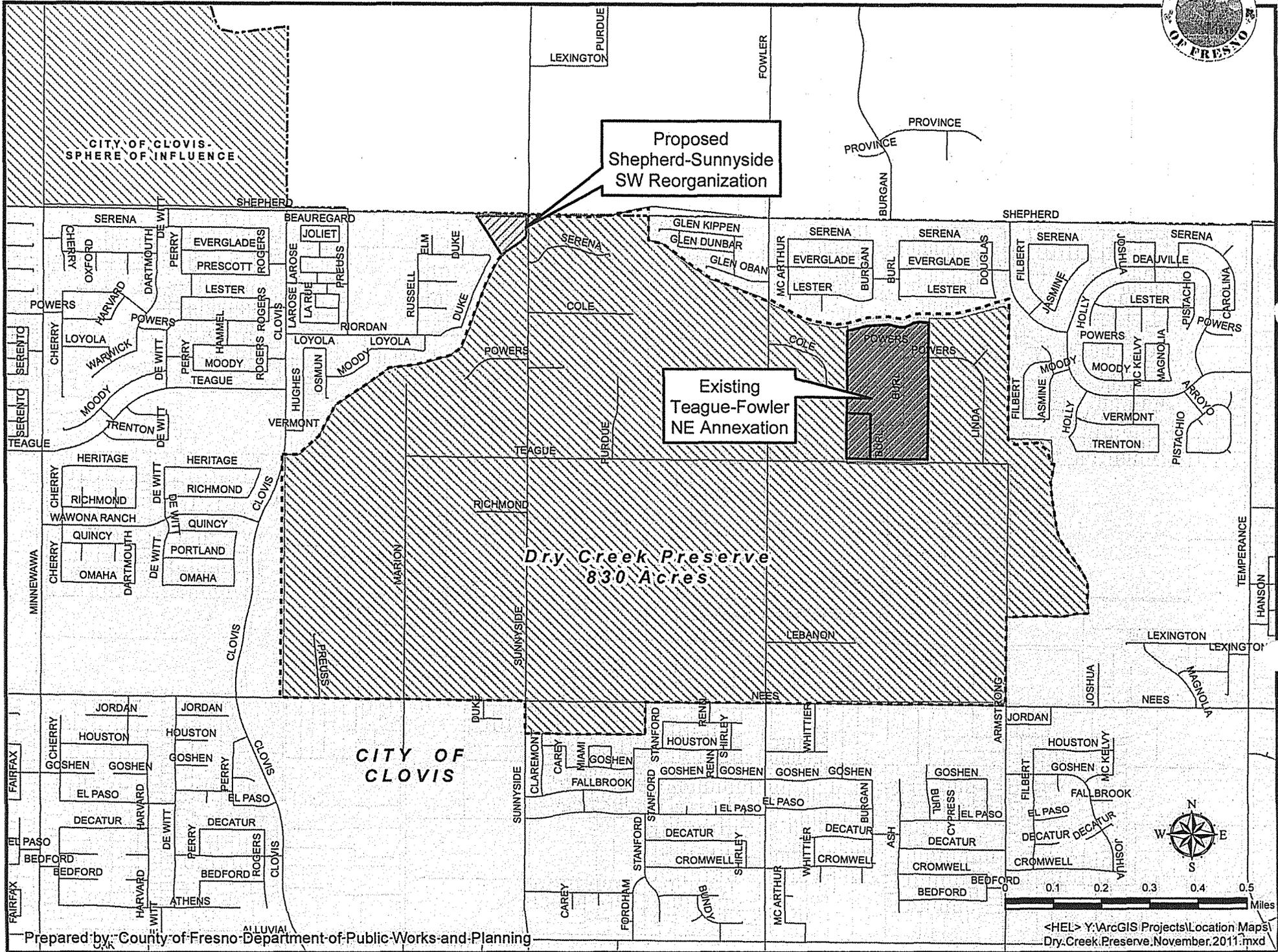
Very truly yours,

  
John Navarrette  
County Administrative Officer

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c: Alan Weaver, Director, Department of Public Works and Planning  
Bernard Jimenez, Deputy Director of Planning  
Will Kettler, Division Manager, Development Services Division  
Mohammad Khorsand, Senior Planner, Development Services Division  
David Fey, Executive Officer, LAFCo  
George Gonzalez, Associate Planner, City of Clovis

# DRY CREEK PRESERVE





# County of Fresno

DEPARTMENT OF PUBLIC WORKS AND PLANNING  
**ALAN WEAVER**  
DIRECTOR

DATE: September 27, 2013  
TO: David E. Fey, AICP, Executive Officer  
FROM: William M. Kettler, Manager  
Development Services Division  
Department of Public Works and Planning  
SUBJECT: City of Clovis, "Shepherd-Sunnyside Southwest Reorganization"; Agency No. RO-13-5

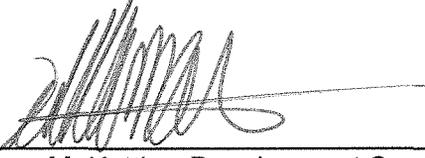


This is in response to your notice dated September 17, 2013, regarding an annexation application submitted by the City of Clovis to LAFCO known as the "Shepherd-Sunnyside Southwest Reorganization"; Agency No RO-13-5.

1. County plan designation for the area:  
The subject territory is designated as Rural Residential and is zoned RR (Rural Residential).
2. Consistency of the proposal with adopted County General and Community Plans and Policies.  
The County's General Plan seeks to enhance recreational opportunities by encouraging the development of off-street recreation trail facilities. The subject property is located within the Dry Creek Preserve, an area that is surrounded by the city, and annexation of the subject property will contribute to the anticipated unification of the area within the City Sphere of Influence by annexing a portion of the area known as Dry Creek Preserve. The Annexation represents a logical continuation of the existing development pattern within the City of Clovis's Sphere of Influence (SOI) in conformance with the Amended and Restated Memorandum of Understanding (MOU) between the City of Clovis and the County of Fresno.
3. Any pending County plans, projects (i.e. Community Development, roads, etc.) or development permits:  
None
4. Other related comments:  
On September 4, 2013, the County issued a letter of determination that "Shepherd-Sunnyside Southwest Reorganization" is consistent with the Standards for Annexation contained in Exhibit 1 of the Memorandum of Understanding between the County of Fresno, the City of Clovis and the Clovis Community Development Agency as amended June 25, 2002. The County notes that as annexations occur along Shepherd Avenue, the opening to the Dry Creek Preserve may become constricted (see attached location map). County staff recommends that the City of Clovis take this matter into consideration for future annexation proposals in this area.

**DEVELOPMENT SERVICES DIVISION**

5. Recommendations:  
It is recommended that the City of Clovis include the full width right-of-way of along Shepherd and Sunnyside Avenues.

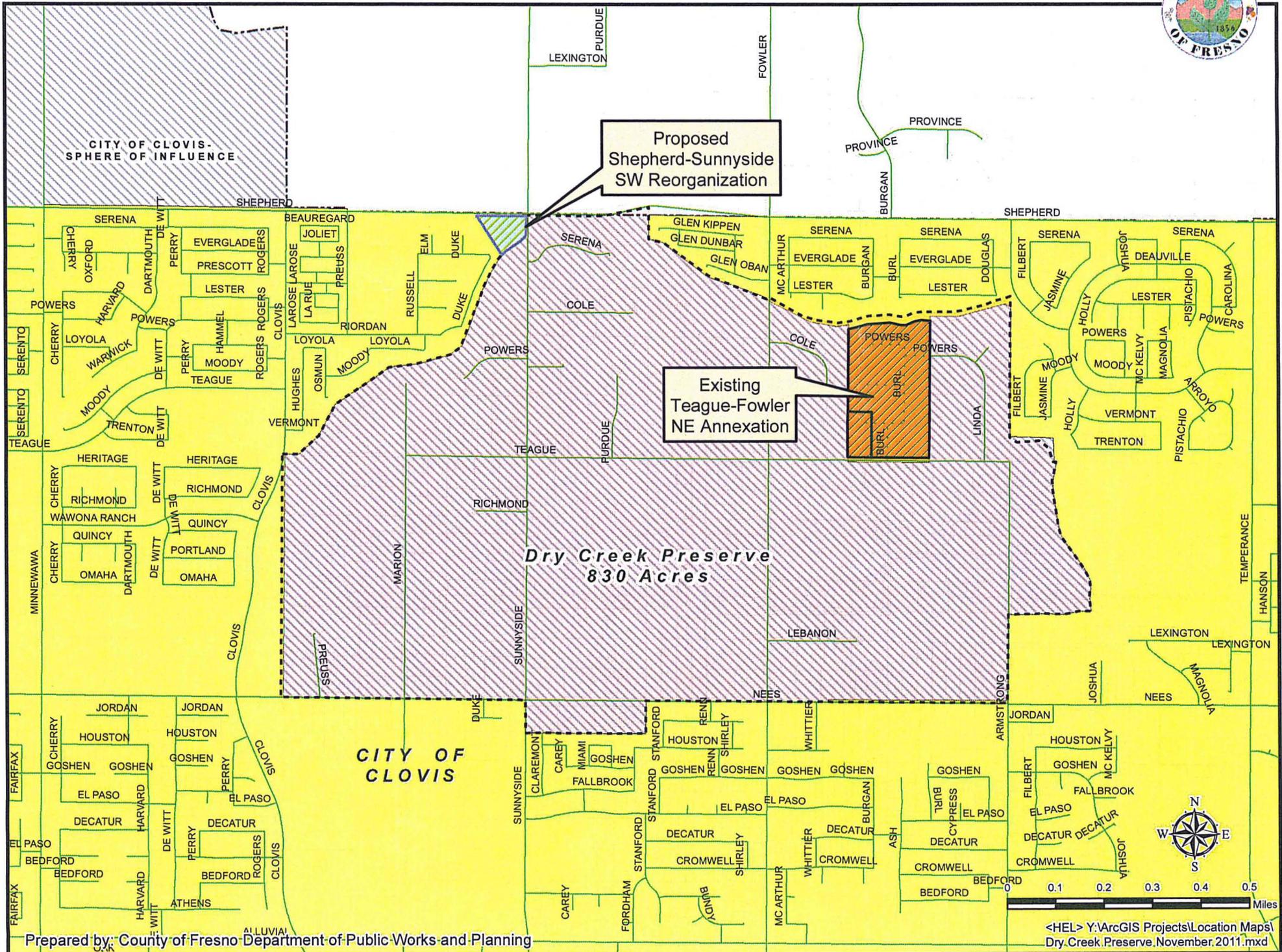


William M. Kettler, Development Services Manager  
Department of Public Works and Planning

9/27/13

Date

# DRY CREEK PRESERVE



Proposed  
Shepherd-Sunnyside  
SW Reorganization

Existing  
Teague-Fowler  
NE Annexation

*Dry Creek Preserve*  
830 Acres

**CITY OF  
CLOVIS**



**County of Fresno**  
**DEPARTMENT OF PUBLIC HEALTH**  
DAVID POMAVILLE, M.B.A., R.E.H.S.  
INTERIM DIRECTOR

April 22, 2013

Mr. David E. Fey  
Local Agency Formation Commission  
2607 Fresno Street, Suite B  
Fresno, CA 93721



LU0017478  
2620

Dear Mr. Fey:

PROJECT NO: RO-13-5

SUBJECT: Shepherd-Sunnyside Southwest Reorganization

1. Adequacy and availability of existing and proposed community water and sewer systems:
  - Proposed restroom and drinking/potable water supply facilities shall be connected to the City of Clovis community sewer and water systems.
  - The California Department of Public Health shall be contacted concerning the use of recycled wastewater for irrigation purposes at the site.
2. Need for services other than those proposed:
3. Effect of project on air or water quality:
4. Related County plans or projects:
5. Other comments:
  - Appropriate measures should be incorporated into the project to minimize potentially significant short-term localized noise impacts to noise sensitive receivers caused by the operation of construction equipment. Construction specifications for the project should require that all construction equipment be maintained according to the manufacturers' specifications, and that noise generating construction equipment be equipped with mufflers. In addition, consideration should be given to limiting noise-generating construction activities to daytime hours as specified in the City's Municipal Code.

David E. Fey  
RO-13-5  
September 23, 2013  
Page 2 of 2

If I can be of more assistance, please contact me at (559) 600-3271.

Sincerely,

**Janet Gardner**

Digitally signed by Janet Gardner  
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email=jgardner@co.fresno.ca.us, c=US  
Date: 2013.09.23 11:48:46 -07'00'

R.E.H.S., M.P.H.  
Environmental Health Specialist III  
Environmental Health Division

jg

cc Betsy Lichti, California Department of Public Health

LAFCo RO-13-5 Shepherd-Sunnyside SW Reorg

Date: September 17, 2013  
To: State Department of Health Services  
From: David E. Fey, AICP, Executive Officer *DF*  
Subject: "Shepherd-Sunnyside Southwest Reorganization"; AGENCY NO.: RO-1355



In accordance with Section 56658 of the Government Code this will serve as notice that the attached application has been submitted for processing with the Local Agency Formation Commission office and a request for your agency's assistance in reviewing and commenting on this application. The proposal and affected territory are generally described in the attached materials. At this time we are requesting information on the following particular factors:

1. Adequacy and availability of existing and proposed community water systems:

Satisfactory

2. Need for services other than those proposed:

None

3. Effect of project on water quality:

None

4. Related State or County plans or projects:

None

5. Other comments:

None

In order to proceed with the processing of this application, your comments need to be returned to this office by **September 30, 2013**. Your assistance is greatly appreciated. Thank you.

*[Signature]* Supervising Sanitary Engineer  
Signature and Title

9/23/13  
Date

DF:sh

Attachment: Application, Map, Legal Description, Service Plan, Resolution



**City of Clovis**  
**Department of Planning and Development Services**  
CITY HALL · 1033 FIFTH STREET · CLOVIS, CA 93612

**SITE SPECIFIC SERVICE PLAN –SUNNYSIDE-SHEPHERD TRAILHEAD  
RO280, R2013-01, DRA2013-01, AND SPR2013-02**

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**1.1 INTRODUCTION**

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

On June 27, 2013, the Clovis Planning Commission recommended approved of the Sunnyside-Shepherd Trailhead to be constructed on the Project site. The Project site consists of approximately 2.5 acres currently located adjacent to, but outside the City limits. The Project site is located on the southwest corner of Sunnyside and Shepherd Avenues. The Project is consistent with the Clovis Zoning Ordinance and General Plan land use designations.

On July 15, 2013, the Clovis City Council approved the Sunnyside-Shepherd Trailhead entitlements along with a resolution of application for the annexation of the Project site and the adjacent current right-of-way consisting of 3.73 acres. The resolution approval allowed staff to submit an annexation application to LAFCo requesting the Commission to proceed with reorganization of the Project site.

**1.2 SERVICES EXISTING OR PROPOSED**

1. Community Water Service

The Water Master Plan Updates, completed in 1995 and 1997, by Provost & Pritchard, Inc., was prepared to support the 1993 Clovis General Plan, and the development plans therein. The plan examined the feasibility of continued growth in the greater Clovis area from a water resource perspective. This included a review of existing and future demands for water from both surface and groundwater. The study area corresponded with the General Plan planning area. Since the 1995 report, the City completed construction of the Surface Water Treatment Facility (SWTF). The 2010 Urban Water Management Plan updated the water supply and demand issues identified in the 1995 Master Plan and recognized the changes in water supply dynamics resulting from the completion of the SWTF.

The City has 37 domestic water wells to provide for the needs of its residents. Some of these have wellhead treatment facilities to treat contaminated groundwater. The wells discharge water into a distribution main grid, based on a minimum of 12-inch mains, spaced at half-mile intervals. The present water storage facilities consist of two elevated tanks and three ground level tanks. The total storage capacity is 7.06 million gallons.

## SITE SPECIFIC SERVICE PLAN

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

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

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

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

The following water and non-potable water conditions have been placed on the project:

- a) Prior to the applicant requesting, or the City issuing building permits or allowing occupancy, the applicant shall provide evidence that there is adequate water pressure and flow to meet the City's fire suppression standards.
- b) The applicant shall install water mains of the sizes and in the locations indicated below, and provide an adequately looped water system prior to occupancy. The water improvements shall be in accordance with the City's master plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the size, location, and elevations of existing improvements. Any alternative routing of the mains will require approval of the City Engineer and must be supported by appropriate calculations.
  - Shepherd Avenue - install 16" main along property frontage.
  - Sunnyside Avenue - install 24" main along property frontage.
  - Sunnyside Avenue - install 24" main between south property line and Nees Avenue.
- c) The applicant shall install a City standard water service of the necessary size for the development site and connect to City mains.
- d) The applicant shall install an approved backflow prevention assembly adjacent to the existing water meter and shall be tested by an approved AWWA certified tester within 5 days of installation with the results sent to the City Utilities Division.
- e) The applicant may install separate water services for landscape irrigation. If the development is installing a new water service, where a water service has not been previously provided, and is not for a single family residential or a commercial production of agricultural crops or livestock, and has over 5000 sf of irrigated landscape, then a separate water meter shall be required exclusively for landscape purposes.

## 2. Wastewater

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

The Clovis Wastewater Master Plan Update in 1996 provided the City with a course of action with respect to wastewater service needs through the year 2030, in keeping with the Clovis General Plan.

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

The following sewer conditions have been placed on the project:

- a) The applicant shall install sanitary sewer mains of the size and in the locations indicated below, prior to occupancy. The sewer improvements shall be in accordance with the City's master plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the size, location, and elevations of existing improvements. Any alternative routing of the mains will require approval of the City Engineer and must be supported by appropriate calculations.
  - Shepherd Avenue - install 15" main along frontage.
- b) The applicant shall install sewer lateral or laterals of the necessary size for the development site and connect to City mains.

### 3. Streets

The following street conditions have been placed on the project.

- a) The applicant shall provide right-of-way acquisition, free and clear of all encumbrances and/or improve to City standards the following streets. The street improvements shall be in accordance with the City's specific plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the type, location, and grades of existing improvements.
  - Shepherd Avenue - along frontage, provide right-of-way acquisition for 73' (exist 30') south of centerline, and improve with curb, gutter, sidewalk, curb return ramp, street lights, fiber optic conduit, median island, median island landscaping and irrigation, landscape strip, 49' (33'+16') permanent paving, 3' paved swale, and transitional paving as needed.
  - Sunnyside Avenue - along frontage, provide right-of-way acquisition for 36' (exist 20') west of centerline/sectionline, and improve with curb, gutter, sidewalk, drive approach, street light, fiber optic conduit, 46' (24'+22') permanent paving, 3' paved swale, and transitional paving as needed.

### 4. Solid Waste Collection

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

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

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

### 5. Fire Protection

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

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

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

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

The Emergency Services Bureau is responsible for providing the resources needed by Fire Department staff who respond daily to requests for emergency and non-emergency services from the citizens of Clovis through four divisions: Operations, Special Operations, Training and Support Services, and Communications. The Operations Division activities include: responding to fires, first responder medical services, mapping, radio communications, apparatus replacement, etc. The Special Operations Division is covered below under Emergency Preparedness. The Training and Support Services Division activities include: recruitment, testing and training of new employees, in-service training for all Fire Department safety employees, coordination of the Fire Explorer program, apparatus maintenance, facilities maintenance, station supplies, etc. The Communications Division has the responsibility for providing dispatch services to the Fire Department. The fire dispatch center coordinates the emergency response of all City fire resources, mutual or automatic aid resources, and general information management. The Department continues to promote sound planning, economic efficiency, and effective use of the City resources while providing essential and valuable services.

Life Safety and Enforcement Bureau regulates and enforces fire safety through three divisions using adopted fire codes, standards, and local ordinances while continually educating the citizens and youth in our community about fire behavior and life safety. The Bureau has the responsibility to investigate all fires for cause and origin, and enforce minimum standards to safeguard life or limb, health, property, and public welfare. The provision of public education regarding home safety, disaster preparedness, and arson prevention is critical to maintain a fire-safe community. The Fire Prevention Division provides quality support for our growing community through consultations with developers, plan review, and new construction inspections. In addition, an aggressive weed abatement program reduces fire hazards and helps maintain an attractive community. The Administrative Services Division activities include: incident response data management, time keeping, and other routine duties performed daily that support the delivery of emergency and non-emergency services.

Emergency Preparedness Division has the responsibility for preparing and carrying out emergency plans to protect property and the citizens of Clovis in case of actual or threatened conditions of disaster or extreme peril. This includes having an emergency plan in place, maintaining an Emergency Operations Center (EOC), and following the Standard Emergency Management System (SEMS) and the National Incident Management System (NIMS) guidelines. The Special Operations Division is managed under the Emergency Services Bureau and has the responsibility for responding to emergency incidents that require specific and advanced training and specialized tools and equipment. The Department currently fields a Hazardous Materials Response Team and an Urban Search and Rescue Team. Some funding for this division is augmented by state and federal grants.

## 6. Law Enforcement

The responsibility of the Police Department is to provide protection and police-related services to the community. The Department's mission is to do this in a manner that builds public confidence and improves the quality of life in Clovis. Police headquarters is located at the Clovis Civic Center. Currently, the Police Department has 96 sworn officers. The current ratio is 0.97 sworn officers per 1,000 residents. In accordance with the recommendations contained in the Police Department Master Service Plan, the Police Department will seek funding to achieve and maintain a ratio of 1.3 officers per 1,000 residents.

## **SITE SPECIFIC SERVICE PLAN**

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

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

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

The following police conditions have been placed on the project:

- c) Construction work shall not commence before the hours of 7:00 a.m. as outlined in the Clovis Municipal Code (noise nuisance standards).
- d) The applicant shall install security cameras in each tunnel, one emergency pedestal overlooking both tunnels, and all fiber conduits for the cameras as necessary for the at-grade crossings as approved by the Police Department and City Engineer.
- e) During the building phase, the construction materials shall be within a secured area when not in use. The storage area for construction materials shall have lighting during the hours of darkness, or clearly visible for proper patrol.

### 7. Parks & Recreation

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

### 8. Transit Services

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

### 9. Storm Drainage

Storm Drain responds to significant rainfall events by providing sand bags, pumping of flooded areas, monitoring stream channels, placing warning signage, and pumping temporary storm drain basins when needed. It also provides pre-storm cleaning of drain inlets to ensure debris do not hamper proper operation of the storm drain collection system.

The following grading and drainage conditions have been placed on the project:

- a) The applicant shall contact the Fresno Metropolitan Flood Control District (FMFCD) and address all requirements, pay all applicable fees required, obtain any required NPDES permit, and implement Best Available Technology Economically Achievable and Best Conventional Pollutant Control Technology to reduce or eliminate storm water pollution. Plans for these requirements shall be included in the previously required set of construction plans, and shall be submitted to and approved by the FMFCD prior to the release of any development permits.
- b) Grade differentials between lots and adjacent properties shall be adequately shown on the grading plan and shall be treated in a manner in conformance with City of Clovis Standard Drawing No. M-4 as modified by the City Council. Any retaining walls required one foot or higher shall be masonry construction and any retaining walls required less than one foot may be wood or masonry construction. All retaining walls shall be designed by a registered Civil Engineer. All retaining walls in public right-of-way shall be masonry construction.

10. Street Lighting

Street Lighting and Traffic Signals provides maintenance and operations of traffic signals and City owned street lights. It also coordinates repairs of PG&E-owned street lights and pays all street light and traffic signal utility bills.

The following street lighting condition has been placed on the project:

- a) The applicant shall install street lights on metal poles to local utility provider standards at the locations designated by the City Engineer. Street light locations shall be shown on the utility plans submitted for approval. Street lights at future traffic signal locations shall be installed on approved traffic signal poles, including all conduits and pull boxes. Street lights shall be owned and maintained by local utility provider, except street lights on signal poles. Proof of local utility provider approval shall be provided.

11. Schools

The City of Clovis and its sphere of influence lies primarily within the Clovis Unified School District (CUSD). Only a small portion of the southwest area of the city lies in the Fresno Unified Scholl District (FUSD). A small portion of the southeast area of the proposed sphere of influence lies within the Sanger Unified School District (SUSD). These districts are affected by residential growth in the Clovis area. CUSD is managing the growth by financing new facilities through bonds, development fees, and state schools funding. The area of the City serviced by FUSD is fully built-out and future development within the City's sphere of influence will not affect this district.

The Project site is located within the Clovis Unified School District.

12. Other Services

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

### 13. FINANCING OF SERVICES AND FACILITIES

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

- The City's budget policy states that all operating budgets shall be balanced and ongoing costs will not exceed current revenues plus available fund balance that exceeds reserve requirements. The minimum reserve for any operational fund is 5% of the budgeted expenditures with the goal for reserves of 15% of budgeted expenditures unless capital borrowing or extraordinary fiscal conditions require that higher levels of reserves be maintained. Budgetary and purchasing controls have been instituted that ensure adherence to the adopted budget.
- The Enterprise Funds are to be fully supported by user fees and charges, and the Internal Services Funds are to be funded at appropriate levels to ensure reasonable ability to respond to unforeseen events. In response to this policy, in 1992 the city began transferring funds into the General Government Services Fund (an Internal Service Fund) to address the building space needs for new fire stations, corporation yard consolidation, new animal shelter, regional parks, industrial parks, and major remodeling, repairs, or additions to existing facilities. The fund also provides resources to improve and expand the use of technology for improved productivity and effectiveness.
- The City will not issue long-term debt to cover current operations. The city will consider the issuance of long-term debt to purchase/build capital assets when those assets will benefit users over several years and it is determined that it is more equitable to spread the capital investment and financing costs of the asset to current and future users of the asset.
- Annually the City must have an audit of its financial records by a certified public accountant and submit an annual financial report to the City Council by December 31 for the previous fiscal year.
- Fees for services are to be charged for services provided where appropriate and should cover the cost to deliver the service. Fees are to be reviewed on an annual basis to ensure that the fee is appropriate for the service provided.
- The City has established development impact fees so that growth pays the cost of infrastructure improvements as well as other development related impacts.
- The City will invest available cash assets in a manner consistent with the safeguards and diversity that a prudent investor would adhere to with primary emphasis on preservation of principal, sufficient liquidity to cover anticipated payment outflows, and, lastly, high yields consistent with the first two goals. The City's investments will be consistent with Section 53601 of the Government Code of the State of California that identifies which types of investments are eligible for investment of public funds and the maximum percentage of an investment portfolio that are allowed in any one investment.

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

14. California Environmental Quality Act (CEQA) Compliance

The City of Clovis has completed an environmental review (an assessment of the Project's impact on natural and manmade environments) of the proposed project, as required by the State of California. A Mitigated Negative Declaration was approved and adopted by the Clovis City Council.