

**FOWLER CITY COUNCIL MEETING  
AGENDA  
MARCH 16, 2021  
7:00 P.M.  
CITY COUNCIL CHAMBER  
128 S. 5TH STREET  
FOWLER, CA 93625**

**This meeting will be conducted pursuant to the provisions of Paragraph 11 of the Governor's Executive Order N-25-20 which suspends certain requirements of the Ralph M. Brown Act, and as a response to mitigating the spread of COVID-19, the meeting will not be open to the public. The telephone number listed below will provide access to the City Council meeting via teleconference.**

**Please note: when joining the meeting you will be asked your name which will be used to identify you during any public comment period.**

**Telephone Number: 978-990-5175  
Meeting ID: 494026#**

**It is requested that any member of the public attending while on the teleconference to have his/her/their phone set on "mute" to eliminate background noise or other interference from telephonic participation.**

Any writing or document that is a public record and provided to a majority of the City Council regarding an open session item on the agenda will be made available for public inspection at City Hall, in the City Clerk's office, during normal business hours. In addition, such writings and documents may be posted on the City's website at [www.fowlerciv.org](http://www.fowlerciv.org).

1. Meeting called to order
2. Roll call
3. Public Presentations - (This portion of the meeting reserved for persons desiring to address the Council on any matter not described on this agenda. Presentations are limited to 5 minutes per person and no more than 15 minutes per topic.)

*With respect to the approval of resolutions and ordinances, the reading of the title thereto 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.*

4. Communications
5. Staff Reports
  - A) Public Meeting to Consider Accepting the 2020 Annual Progress Report for the City of Fowler General Plan and Housing Element
    - 1) Approve Resolution No. 2493, "A Resolution before the City Council of the City of Fowler County of Fresno, State of California Accepting the 2020 Annual Progress Report for the Fowler General Plan and Housing Element"
  - B) Public Meeting to Authorize the City Manager to Submit and Application for Regional Early Action Planning (REAP) Grant Funds
    - 1) Approve Resolution No. 2494, " A Resolution before the City Council of the City of Fowler County of Fresno, State of California Authorizing Application for and Receipt of Regional Early Action Planning (REAP) Grant Program Funds"
  - C) City Engineer's Report
  - D) City Manager's Report
    - ◆ COVID-19 Update
  - E) Public Works Director's Report
  - F) Finance Department Report
  - G) Police Department Report
    - ◆ Approval of Resolution No. 2495, Amending the 2020-2021 Adopted Budget to Appropriate \$20,000 from COPS Allocation Fund 206-5710 for the Purpose of Purchasing and Outfitting and Additional Police Department Patrol Vehicle
  - H) Fire Department Report
6. City Attorney's Report

7. Consent Calendar - *Items on the Consent Calendar are considered routine and shall be approved by one motion of the Council. If a Councilmember requests additional information or wants to comment on an item, **the vote should be held until the questions or comments are made, and then a single vote should be taken.** If a Councilmember **objects** to an item, **then** it should be removed and acted upon as a separate item.*

A) Ratification of Warrants – March 16, 2021

B) Approve Minutes of the City Council Meeting – March 2, 2021

8. Committee Reports (No action except where a specific report is on the agenda)

- ♦ Approve Mayor's Recommendation to Appoint Stephanie Mejia to the Recreation Commission. (Vacancy of Adriana Prado)

Mayor Cardenas

Mayor Pro-Tem Rodriquez

Councilmember Kazarian

Councilmember Mejia

Councilmember Parra

9. Adjournment

Next Ordinance No. 2021-02

Next Resolution No. 2496

*CERTIFICATION: I, Corina Burrola, Deputy City Clerk of the City of Fowler, California, hereby certify that the foregoing agenda was posted for public review on Friday, March 12, 2021.*



Corina Burrola  
Deputy City Clerk



**To:** Fowler City Council  
**From:** Dawn E. Marple, City Planner  
**Date:** March 16, 2021  
**Subject:** Public Meeting to Consider Accepting the 2020 Annual Progress Report for the City of Fowler General Plan and Housing Element

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## **I. Recommendation**

Staff recommends that the City Council approve Resolution No. 2493 accepting the 2020 Annual Progress Reports for the City of Fowler General Plan and Housing Element.

## **II. Summary**

Staff has completed the annual progress report for the City of Fowler General Plan and Housing Element for the calendar year of 2020 pursuant to Government Code Section 65400, which requires that cities provide an annual report to the City Council, the Office of Planning and Research, and the Department of Housing and Community Development.

The attached progress report represents the Planning & Community Development's activity for the calendar year of 2020.

## **III. Background & Project Description**

The Housing Element is an important State-mandated requirement of the General Plan. The Housing Element establishes comprehensive goals, policies, and programs to meet a jurisdiction's share of Regional Housing Needs Allocation (RHNA). The determination of regional housing need begins with the HCD and California Department of Finance (DOF), which first calculate statewide housing needs based upon population projections and regional population forecasts used in preparing regional transportation plans. The Statewide need is then distributed to regional Councils of Government (COGs) throughout California, who work with cities and counties within their purview to assign each jurisdiction its share of the RHNA. The RHNA itself is divided into five income categories that encompass all levels of housing need. RHNA goals are measured by the number of housing units permitted by a local jurisdiction.

The City of Fowler is a member of the Fresno County Council of Governments (Fresno COG), which is composed of the 15 cities and the unincorporated areas of Fresno County. Fresno COG is responsible for distributing the RHNA to the local governments through an allocation methodology that is consistent with development and growth patterns. Fowler's RHNA for the current eight-year projection period from December 2015 through December 2023 is 524 housing units and is equivalent to an annual production rate of 66 units. A large portion of Fowler's current RHNA goal (39%) is focused on the categories of Extremely-Low Income (ELI) households, Very-Low (VLI) Income households, and Low Income (LI) households, as defined by HCD. These categories serve those households with the greatest housing need but are also the hardest to build because of the significant subsidies required to develop these homes.

The City Council elected to collectively prepare a multi-jurisdictional Housing Element with the cities of Clovis, Coalinga, Huron, Kerman, Kingsburg, Mendota, Parlier, Reedley, San Joaquin,



Sanger, Selma and the unincorporated areas of Fresno County (Fresno Multi-Jurisdictional 2015-2023 Housing Element (MJHE)).

The City Council adopted the 2015-23 Housing Element on April 5, 2016. HCD certified the Housing Element on July 22, 2016. The Housing Element establishes a comprehensive policy framework to implement Fowler's residential strategies and outlines the City's plan for meeting community housing needs.

#### **IV. Discussion**

Staff has prepared the 2020 General Plan Annual Progress Report (Attachments A) describing the city's progress towards implementing the General Plan and meeting its Regional Housing Need Allocation (RHNA) and progress towards implementing the programs outlined in the MJHE.

#### **V. ENVIRONMENTAL REVIEW**

These annual reports are exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15378, definition of a "Project."

#### **VI. ATTACHMENTS**

- A. 2020 General Plan Annual Progress Report
- B. Resolution No. 2493



**CITY OF FOWLER**  
*California*

# GENERAL PLAN ANNUAL PROGRESS REPORT GENERAL PLAN UPDATE

MARCH 2021

**Prepared For:**

CITY OF FOWLER PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT  
128 S. 5<sup>TH</sup> STREET  
FOWLER, CA 93625

**Prepared By:**

PROVOST & PRITCHARD CONSULTING GROUP  
286 W. CROMWELL AVENUE  
FRESNO, CA 93711



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ATTACHMENT A: HOUSING ELEMENT ANNUAL PROGRESS REPORT ..... A-1

# INTRODUCTION

## PURPOSE OF THIS REPORT

California law requires each city and county to adopt a comprehensive, long-term General Plan to guide the physical development of the incorporated city and land outside city boundaries that bears a relationship to its planning activities (California Government Code Section 65300). The General Plan serves as a blueprint for future growth and development. As such, the plan contains policies and programs designed to provide decision makers with a solid foundation for land use and development decisions.

State law further requires each jurisdiction to complete an Annual Report on the General Plan that is submitted to the local planning agency (the City Council), to the State Office of Planning and Research, and to the State Department of Housing and Community Development (California Government Code Section 65400). This report must:

- Identify compliance with the State General Plan law and State General Plan Guidelines;
- Identify status of the General Plan and the process towards its implementation;
- Describe the City's progress in meeting its Regional Housings Needs Allocation;
- Describe progress in addressing/removing governmental constraints to the maintenance, improvement, and development of housing; and
- Identify any surplus lands within the jurisdiction.

State law requires that the General Plan Annual Report be submitted by April 1 of each year and cover progress made during the previous calendar year (January through December). This Annual Report looks at the City's progress towards implementing its General Plan during the 2019 planning year and is completed for the April 2020 deadline.

## 2025 FOWLER GENERAL PLAN

The City of Fowler incorporated in 1908 and adopted its first comprehensive General Plan in 1976. In 2004, the City updated its original General Plan with revisions to the Land Use and Circulation chapters and the addition of an Economic Development chapter, which was the first update of the document since adoption in 1976. The 2025 Fowler General Plan was adopted in June 2004 and contained the following chapters, which addressed all the required elements of a general plan in accordance with the Government Code at the time of adoption:

- Land Use
- Circulation
- Housing
- Economic Development
- Environmental Resources Management
- Public Facilities

The Housing Element of the Fowler General Plan was more recently adopted in April of 2016, as required by the Government Code, and was updated as part of a coordinated effort with Fresno County and 12 of



the 15 cities in Fresno County. The Multi-Jurisdictional Housing Element created a regional plan for addressing the housing needs of Fresno County. The General Plan incorporates the adopted Multi-Jurisdictional Housing Element by reference.

## AMENDMENTS

No General Plan Amendments were processed in 2020.

## ANNEXATIONS

The City shall request that Fresno County refer all proposals for industrial development located within the City's Sphere of Influence on the City for annexation. In cases where annexation is not feasible, the City may request that the County attach conditions of approval to such applications to ensure that the development will conform to City standards, will agree to annex when feasible, and will not be detrimental to future urban development. Adopt a Sphere of Influence and phase annexation to provide for logical and efficient growth and prevent the premature conversion of agricultural land. Extension of urban services without annexation is discouraged. Annex residential land to the City as determined by growth management policies and reject proposals for pre-zoning and annexation if they do not satisfy General Plan requirements relating to orderly and contiguous development and public services and facilities.

### *2020 Activities*

- Tentative Subdivision Tract Map No. 6274 (Woodside Homes) located on the northwest corner of Sunnyside and Sumner Avenues was annexed into the City.

## GENERAL PLAN UPDATE

Currently the City is in the process of a General Plan update which looks ahead to the year 2040, making adjustments based on current issues and emergent trends, and positioning the City of Fowler for the next 20 years. It is anticipated that the General Plan update and associated Environmental Impact Report will be completed in November of 2022.

### **General Plan Update Objectives**

- Confirm the vision for the community,
- Provide clear goals and policies to support the community vision and guide decision-making,
- Prepare a plan to implement the goals and policies,
- Comply with state requirements and incorporate best planning practices, and
- Create a user-friendly General Plan.

### **2020 Accomplishments**

In 2020 the City of Fowler completed the following General Plan Update activities:

- One Public Meeting
- One Public Workshop
- Community Report
- Climate Adaptation Policy Paper & Vulnerability Assessment
- Environmental Justice Policy Paper
- General Plan Policy Audit Report

The Climate Adaptation Policy Paper & Vulnerability Assessment provided an overview of the new general plan requirements, as outlined by Senate Bill (SB) 379, which requires cities and counties to address impacts of climate change in their communities. This paper reviewed the scientific context of climate change, the requirements of SB 379, and provided a vulnerability assessment: a five-step process that established the climate change exposures Fowler will face, summarized likely impacts, and reviewed risk and onset of each impact. The information in the vulnerability assessment provided the basis for climate adaptation policy recommendations to be considered during the General Plan update process.

The Environmental Justice Policy Paper provided an overview of environmental justice as it relates to land use planning, best planning practices, and statutory requirements for the General Plan update. This policy paper also provided analyses of the environmental justice issues currently facing the City of Fowler and identified potential challenges to be addressed as part of the General Plan update.

## GENERAL PLAN IMPLEMENTATION PROGRESS

The following sections represent the progress the City has made towards implementing the actions of the current General Plan during the 2020 reporting period.

### LAND USE ELEMENT

The Land Use Element assists in the orderly development of the community and designates general distribution of land for housing, business, public buildings and grounds, and other categories of public and private land use. The element also establishes standards of population density and building intensity. The General Plan provides the following Policies and Standards for each the respective areas.

#### ***Residential Projects***

Four residential categories are proposed that range in density from a maximum of three units per acre up to 21.8 units per acre. These categories are intended to identify areas which are acceptable for housing; clarify the overall type of housing to be developed within each category; and allow for a mixture of housing types, lot sizes, and affordability. Each residential category includes a unit per acre minimum and maximum density specified in a range of units per gross acre. Units per gross acre is used because it is easier to understand and convey. Types of housing include single family units, multiple family units including duplexes and apartments, and mobile homes.

#### *2020 Activities*

- K Hovnanian continued to build out Tract 5834 on the north side of South Avenue between South Sunnyside and South Stanford Avenues.
- 55 Residential Building Permits were issued.
- Four Accessory Dwelling Unit entitlements were approved.

### **Commercial/Industrial Projects**

Four categories also exist for commercial land use designations. Additionally, the City's General Plan locates new Neighborhood Commercial uses along major traffic ways in consolidated centers that utilize common access and parking for commercial uses and reserves the Community Commercial designation for the downtown and major community shopping areas. General Commercial designations are located along arterial streets to provide commercial support for Fowler and nearby communities.

#### *2020 Activities*

- Conditional Use Permit No. 17-03 approved the Buford Oil Co. travel center on the north side of East Manning Avenue between SR 99 and Golden State Boulevard.
- Site Plan Review No. 20-06 allowed Three Crowns Industrial Park to combine lots 1 and 2 for the construction of 15,000 square foot light industrial building.
- Site Plan Review No. 20-07 approved the addition of a 5,600 square foot storage canopy at Maxco Supply.

### **Mixed Use Projects/Form Based Code Area**

Mixed use residential uses are also encouraged in Community Commercial locations by Conditional Use Permit where appropriate. Additionally, mixed use projects of 80 acres or more should prepare a specific plan incorporating land use, circulation, open space, and public facility issues for adoption by the City prior to approval of tentative tract maps, site plans, or use permits.

In 2013, the City of Fowler amended its zoning ordinance with the addition of Article 17, establishing the City's first form-based code area. The form-based code area is in the central portion of the City, bound by East Tuolumne Street on the north, South 5TH Street on the east, and South 8th Street on the west. Form based codes are a unique method of land use regulation which offers a more design forward approach than traditional zoning. Form based codes seek to provide a high-quality urban environment by using physical form as the organizing principle of regulation rather than separation of land use, as seen in traditional zoning practice.

#### *2020 Activities*

- Site Plan Review No. 20-01 approved the remodel of the storage building for United Health Centers to be used as additional medical and clinic space.

## **CIRCULATION ELEMENT**

The purpose of the Circulation Element is to provide for a safe, convenient, and efficient transportation system. The Circulation Element has been designed to accommodate anticipated transportation needs based on the land use element. In compliance with state law, all city and county general plans must contain a circulation element that designates future road improvements and extensions, addresses non-motorized transportation alternatives, and identifies funding options. The intent of the Element is to:

- identify transportation needs and issues within the City, as well as regional relationships that affect the transportation system;
- consider alternatives other than the single-occupant vehicle as essential in providing services and access to facilities; and,

- establish policies that coordinate regional transportation planning circulation system with General Plan and area plan land use maps and provide direction for future decision-making.

#### *2020 Activities*

- Improvements were initiated along Adams Avenue to improve the Collector.
- A Pedestrian & Bicycle Safety Training Summary and Recommendations Report was prepared in partnership with Berkeley SafeTREC and California Walks to identify and make recommendations for bicycle and pedestrian and safety improvements.

## ECONOMIC DEVELOPMENT

Fowler's economic strength comes from its residents, businesses, schools, community organizations, and government. Economic development efforts within the City work to expand resources for those groups. General Plan policies that foster infrastructure improvements, downtown preservation, and business friendly practices guide City leaders to enhance the quality of life and economy in Fowler.

#### *2020 Activities*

- The approval of the Buford Truck Stop allows for the development of a new travel center, dine-in restaurant, two drive through restaurants, and a hotel.
- Staff continues to work with the Fresno County Economic Development Corporation (EDC) to site businesses in Fowler.

## HOUSING ELEMENT

The Housing Element is an important State-mandated requirement of the General Plan. The Housing Element establishes comprehensive goals, policies, and programs to meet a jurisdiction's share of Regional Housing Needs Allocation (RHNA). The determination of regional housing need begins with the HCD and California Department of Finance (DOF), which first calculate statewide housing needs based upon population projections and regional population forecasts used in preparing regional transportation plans. The Statewide need is then distributed to regional Councils of Government (COGs) throughout California, who work with cities and counties within their purview to assign each jurisdiction its share of the RHNA. The RHNA itself is divided into five income categories that encompass all levels of housing need. RHNA goals are measured by the number of housing units permitted by a local jurisdiction.

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The City Council adopted the 2015-23 Housing Element on April 5, 2016. HCD certified the Housing Element on July 22, 2016. The Housing Element establishes a comprehensive policy framework to implement Fowler's residential strategies and outlines the City's plan for meeting community housing needs.

#### *2020 Activities*

- In accordance with Section 65400 of the California Government Code, the City is required to prepare an annual report on the status and progress in implementing the City's Housing Element using forms and definitions adopted by the Department of Housing and Community Development. The completed forms for the 2020 calendar year are attached in Attachment A to this report.

## ENVIRONMENTAL RESOURCES MANAGEMENT ELEMENT

There are currently four City parks in Fowler, all of which are managed by the Department of Parks and Recreation. There are no State or regional parks located in the planning area. The City of Fowler also operates the Edwin Blayney Senior Center, which offers a meeting place and specialized recreation opportunities for senior citizens. The center operates Monday through Friday from 10:00 am to 3:00 pm and is assisted by funding from the Fresno-Madera Area Agency on Aging. The City has a memorandum of understanding in place with the Fowler Unified School District for the use of school facilities after hours for youth sports and community recreation.

#### *2020 Activities*

- No new parks were proposed, planned, or constructed during the 2020 year.

## PUBLIC FACILITIES ELEMENT

The public facilities and services, including utilities, provided by the City of Fowler or quasi-public organizations, are services that include education, library, law enforcement, fire protection and emergency response, landscape and lighting, water, wastewater, stormwater, and solid waste.

#### *2020 Activities*

- The construction of the new fire station was primarily completed in 2020.

# ATTACHMENT A: HOUSING ELEMENT ANNUAL PROGRESS REPORT

CITY OF FOWLER  
ANNUAL PROGRESS REPORT

Please Start Here

General Information	
Jurisdiction Name	Fowler
Reporting Calendar Year	2020
Contact Information	
First Name	Dawn
Last Name	Marple
Title	City Planner
Email	dmarple@ci.fowler.ca.us
Phone	5598343113
Mailing Address	
Street Address	128 S. 5th Street
City	Fowler
Zipcode	93625

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated.

v 12\_28\_20

Author(s)	Foster
Reporting Year	2008
June 1 - Dec 31	

Cells in grey contain auto-calculation formulas.

Housing Development Applications Submitted

Project Identifier			Unit Types			Date Application Submitted	Proposed Units - Affordability by Household Income							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes			
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA SPD 2b to 4.5-ADU APN)	Terminates Beforeward Ordinance	4	Very Low Income Dead Restricted	Very Low Income Non-Dead Restricted	Low Income Dead Restricted	Low Income Non-Dead Restricted	Moderate Income Dead Restricted	Moderate Income Non-Dead Restricted	Total DISAPPROVED Units by Project	5	6	7	8	9	10
					5	6														
Summary Row Start Date Entry Below																				
		1105 Adams Ave		BP19-0118	5FD															
		1209 Adams Ave		BP19-0117	5FD															
		1144 Miller Ave		BP19-0105	5FD		1/10/2020													
		515 Sherman Ave		BP19-0108	5FD		1/22/2020													
		570 Sherman Ave		BP19-0103	5FD		1/22/2020													
		530 Sherman Ave		BP19-0199	5FD		1/22/2020													
		1102 Miller Ave		BP19-0105	5FD															
		462 Sherman Ave		BP19-0104	5FD		3/1/2020													
		508 Sherman Ave		BP19-0107	5FD															
		518 Sherman Ave		BP19-0079	5FD		2/1/2020													
		561 Sherman Ave		BP19-0200	5FD		2/1/2020													
		332 Sherman Ave		BP19-0105	5FD		2/22/2020													
		373 Sherman Ave		BP19-0201	5FD		2/22/2020													
		354 Sherman Ave		BP19-0104	5FD		2/22/2020													
		825 Sherman Ave		BP19-0204	5FD		2/22/2020													
		831 Sherman Ave		BP19-0205	5FD		2/22/2020													
		807 Sherman Ave		BP19-0202	5FD															
		1147 Lucas Ave		BP19-0212	5FD		3/12/2020													
		1182 Lucas Ave		BP19-0213	5FD		3/12/2020													
		1203 Lucas Ave		BP19-0207	5FD		3/22/2020													
		1208 Lucas Ave		BP19-0208	5FD		3/27/2020													
		1215 Lucas Ave		BP19-0237	5FD		4/18/2020													
		1242 Lucas Ave		BP19-0235	5FD		4/18/2020													
		949 Sherman Ave		BP19-0210	5FD		4/21/2020													
		955 Sherman Ave		BP19-0211	5FD		4/21/2020													
		1281 Lucas Ave		BP19-0206	5FD		4/26/2020													
		1284 Lucas Ave		BP19-0209	5FD		4/26/2020													
		1104 Lucas Ave		BP19-0238	5FD															
		1184 Lucas Ave		BP19-0231	5FD															
		1249 Lucas Ave		BP19-0236	5FD		5/18/2020													
		1082 Lucas Ave		BP20-0022	5FD		5/26/2020													
		1208 Lucas Ave		BP19-0246	5FD															
		1170 Lucas Ave		BP19-0226	5FD															
		1067 Lucas Ave		BP20-0021	5FD		6/23/2020													
		1112 Lucas Ave		BP20-0050	5FD															
		515 Sherman Ave		BP20-0110	5FD		1/22/2020													
		478 Redman Ave		BP20-0111	5FD		10/23/2020													
		423 Redman Ave		BP20-0113	5FD		10/22/2020													
		440 Redman Ave		BP20-0112	5FD		10/27/2020													
		1298 Walnut Ave		BP20-0114	5FD		10/27/2020													
		471 Redman Ave		BP20-0115	5FD		10/26/2020													
		467 Redman Ave		BP20-0118	5FD		10/26/2020													
		503 Redman Ave		BP20-0117	5FD		10/26/2020													
		468 Redman Ave		BP20-0121	5FD		11/18/2020													
		1298 Lucas Ave		BP20-0120	5FD		11/26/2020													
		463 Redman Ave		BP20-0122	5FD		12/6/2020													
		1249 Walnut Ave		BP20-0124	5FD		12/6/2020													
		215 S. 5th St.		BP19-0225	5FD		12/17/2020													
		1137 Walnut Ave		BP20-0126	5FD		12/19/2020													
		1137 Lucas Ave		BP20-0011	5FD		12/23/2020													
		1084 Lucas Ave		BP20-0013	5FD		12/23/2020													



Jurisdiction	Florida
Reporting Year	2020 (Am. & Dec. 31)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRA.  
Please contact HCD if your data is different than the material supplied here

# **ANNUAL ELEMENT PROGRESS REPORT** **Housing Element Implementation** (CCR Title 25 §8202)

Table B												
Regional Housing Needs Allocation Progress												
Permitted Units Issued by Affordability												
Income Level	1											
	2											
	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level	4
Very Low											123	
Low											83	
Moderate											75	
Above Moderate											243	
Total RHNA	25	42	27	34	28	9				134	78	
Total Units	25	42	27	34	51	85				228	245	

Note: units serving extremely low-income households are included in the very low-income permitted units totals  
Cells in grey contain auto-calculation formulas



# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction		Fowler	
Reporting Year		2020 (Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H/E	Status of Program Implementation
1: Regional Collaboration on Housing Opportunities	To ensure that regional housing needs are met collaboratively within Fresno County	Ongoing	The City of Fowler continues to participate in the Countywide Housing Element Technical Committee which collaborates on implementation including infrastructure challenges, homelessness, and fair housing.
2: Review Annexation Standards in Memorandum of Understanding	To remove barriers in the development of affordable housing	2023	The City of Fowler will work with Fresno County to review standards for annexation contained in the Memorandum of Understanding between the County and city as they may effect affordable housing. MOU standards require that a minimum of 50% of annexation areas have an approved development plan. Because annexation is therefore dependent on developers with "shovel ready" projects, the ability of cities to prezone land for affordable housing is limited.
3: Provision of Adequate Sites	Provide for a variety of housing types and ensure that adequate sites are available to meet RH-N	Ongoing	The City created an inventory of residential land resources in 2019 and will upload the inventory to the City's website.
4: Monitoring of Residential Capacity (No Net Loss)	To monitor and control the removal of needed housing units from the housing stock	Ongoing	The City of Fowler will continue to complete their Annual Progress Reports and participate in the RHNA allocation efforts beginning in 2023 to ensure that there is no net loss in land zoned for residential development.
5: Lot Consolidation and Lot Splits	To promote efficient use of land for residential development pursuant to the Subdivision Map Act	Ongoing	As part of the inventory of residential land resources the City will identify opportunities for lot consolidation or lot splitting by the end of 2019.
6: Water and Wastewater Capacity	To remove obstacles from the development of affordable housing	Ongoing	The City will continue to map water and wastewater capacity concerns. The City will provide a map to developers with these areas of concern by mid 2020.
7: Affordable Housing Incentives	To provide incentives for the development of affordable housing	Ongoing	The City of Fowler will update their Density Bonus Ordinance in 2020 to facilitate affordable housing.

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Fowler
Reporting Year	2020 (Jan. 1 - Dec. 31)

Table D

### Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
8: Farmworker Housing	To support and encourage the development of housing specifically aimed at farmworkers	Ongoing	The City will continue to work with the Fresno Housing Authority and Self-Help Enterprises in seeking grant funds for farmworker housing.
9: Preserving Assisted Housing	Annually monitor the status of assisted housing stock that may be at risk of converting to market rate.	Ongoing	The City assisted the Fresno Housing Authority in their efforts to obtain tax credit allocation for their Walnut Grove apartment complex. The Magill Terrace project was completed in 2019. The City will continue to monitor their progress.
10: Accessory Units (Second Units)	To facilitate construction of affordable housing units	Ongoing	The City has amended their Accessory Dwelling Unit (ADU) ordinance to be compliant with new state law. City staff will be conducting an ADU education program in 2020.
11: Zoning Code Amendments	To amend the Zoning Code to address a variety of housing options, including special needs groups	Within one year of HE adoption with annual reviews	The City of Fowler will update their Density Bonus Ordinance in 2020 as well as look at other code updates that are necessary to facilitate a variety of housing options.
12: Monitoring Planning and Development Fees	To ensure fees do not unduly constrain housing development	Ongoing	The City will continue to monitor their development fees each January.
13: Code Enforcement	To enforce substandard abatement and reinstate the City's Home Improvement Grant Program.	Ongoing	The City will continue to look for grant programs to assist property owners to bring their homes into compliance with City codes. The City reinstated the code enforcement division in 2019.
14: First-Time Home Buyer Resources	To pursue and disseminate available resources to the public	Ongoing	The City will continually update their website to include available homebuyer resources.
15: Energy Conservation	To promote energy conservation in housing rehabilitation.	Ongoing	The City continues to support PG&E programs that provide energy efficiency rebates and implements the Building codes that support and encourage alternative energy.

(CCR Title 25 §6202)

Table D

(CCR Title 25 §6202)

[illegible]

(CCR Title 25 §6202)

[illegible]

## ANNUAL ELEMENT PROGRESS REPORT

### Housing Element Implementation

(CCR Title 25 §6202)

[illegible]



# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Fowler		
Reporting Year	2020 (Jan. 1 - Dec. 31)		
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation



Jurisdiction	Fowler
Reporting Period	2020 (Jan. 1 - Dec. 31)

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**  
(CCR Title 25 §6202)

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

Table F

**Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)**

Please note this table is optional. The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA* (Listed for Informational Purposes Only)			Units that Count Towards RHNA* Note: Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields				TOTAL UNITS*	The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1*
	Extremely Low-Income*	Very Low-Income*	Low-Income*	Extremely Low-Income*	Very Low-Income*	Low-Income*	TOTAL UNITS*		
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Residential Units									
Mobilehome Park Preservation									
Total Units by Income									



[illegible]

<b>Jurisdiction</b>	Fowler	
<b>Reporting Year</b>	2020	(Jan. 1 - Dec. 31)

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	46
Above Moderate		9
Total Units		55

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Housing Applications Summary	
Total Housing Applications Submitted:	55
Number of Proposed Units in All Applications Received:	55
Total Housing Units Approved:	55
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas



RESOLUTION NO. 2493  
RESOLUTION BEFORE THE CITY COUNCIL  
OF THE CITY OF FOWLER  
COUNTY OF FRESNO, STATE OF CALIFORNIA

ACCEPTING THE 2020 ANNUAL PROGRESS REPORT FOR THE FOWLER  
GENERAL PLAN AND HOUSING ELEMENT

**WHEREAS**, Government Code § 65400 requires that the City of Fowler City Council prepare an annual report on the status of the General Plan and progress in implementation of its share of regional housing needs; and

**WHEREAS**, the City Council has considered the efforts of both public and private parties to implement the General Plan and the Fresno Multi-Jurisdictional 2015-2023 Housing Element; and

**WHEREAS**, the City's efforts and those of both public and private parties are summarized in the report entitled "2020 General Plan Annual Progress Report"; and

**WHEREAS**, on March 16, 2021, the City Council held a public meeting to consider the 2020 General Plan Annual Progress Report where members of the public were allowed to provide oral and written comments; and

**NOW, THEREFORE, BE IT RESOLVED, BASED UPON THE ENTIRE RECORD OF THE PROCEEDINGS, THE COUNCIL HEREBY APPROVES AND ACCEPTS** the 2020 General Plan Annual Progress Report for the City of Fowler's General Plan and efforts to implement the Fresno Multi-Jurisdictional 2015-2023 Housing Element.

I hereby certify the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted by the City Council of the City of Fowler at a meeting held on this 16<sup>th</sup> day of March, 2021 by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Mayor

Attest:

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





**TO:** City of Fowler City Council

**FROM:** Dawn E. Marple, Planning Consultant

**DATE:** March 16, 2021

**SUBJECT:** Public Meeting to Authorize the City Manager to Submit an Application for Regional Early Action Planning (REAP) Grant Funds

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### **I. Recommendation**

Staff recommends the City Council adopt Resolution No. 2494 authorizing the City Manager to submit a grant application to the Fresno Council of Governments (Fresno COG) requesting \$100,000 for Regional Early Action Planning Grant Program (REAP) funds and execute any agreements and documents necessary for the receipt of funds.

### **II. Background & Project Description**

The 2019-20 Budget Act allocated \$125 million to regions through the REAP Grant Program. REAP provides one-time grant funding to regional governments for planning activities that will accelerate housing production and facilitate compliance in implementing the sixth cycle of the Regional Housing Needs Allocation. Fresno Council of Governments (Fresno COG) received \$1,114,737.62, of which \$900,000 has been set aside for the Fresno COG Housing Planning Grants Program.

The \$900,000 will be distributed through a competitive regional program to local governments for eligible projects. Funding distribution for the competitive program will depend on the quality and number of applications. However, depending on the number of applications received, it may be a goal of the program that 35 percent of the funds be awarded to small cities (<100,000 population) and the County. Local jurisdictions are limited to three application submissions for this round of funding.

Staff submitted a grant application on Friday, March 5, 2021 to meet the Fresno COG submittal deadline, but will need to re-submit the grant application along with the Council approved resolution of grant authorization. Fresno COG anticipates a 30 to 60-day review and approval period of the grant, and should approve grant awards in late April 2021. Staff is estimating the General Plan Update to be completed by the Fall of 2023 and would expend the REAP funds in approximately 12 to 16 months from the date of the grant award. The grant funding must be expended by August 1, 2023.

Staff requested funds in the amount of \$100,000 to complete tasks associated with the General Plan Update such as defining and selecting a preferred land use alternative, preparing a sub-area model for vehicle miles traveled (VMT), drafting the general plan elements and establishing traffic impact analysis guidelines for land use and transportation projects.



The grant funds requested will assist in achieving the overall objectives of the General Plan Update by accommodating additional housing opportunities to assist the City in meeting its Regional Housing Needs Allocation (RHNA), addressing Climate Adaptation and Environmental Justice, and streamlining future environmental review through the update of the associated Program Environmental Impact Report (EIR).

### **III. Environmental Review**

The action being considered by the City Council is exempt from the California Environmental Quality Act (CEQA) because it is not a "project" pursuant to 15378(b)(4) because it is a fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

Approving a grant application is not a project under The California Environmental Quality Act (Section 21000, et. seq. of the California Public Resources Code, hereafter CEQA) because the action has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

### **IV. Attachments**

- A. REAP Grant Application
- B. Resolution Number 2494

Fresno COG  
Housing Planning Grants Program

**FINAL GUIDELINES AND APPLICATION**

January 2021

## PROGRAM GUIDELINES

### I. Background

The 2019-20 Budget Act allocated \$125 million to regions through the Regional Early Action Planning Grant Program (REAP). REAP provides one-time grant funding to regional governments for planning activities that will accelerate housing production and facilitate compliance in implementing the sixth cycle of the Regional Housing Needs Allocation. Fresno Council of Governments (Fresno COG) received \$1,114,737.62, of which \$900,000 has been set aside for the Fresno COG Housing Planning Grants Program.

### II. Program Purpose

Provide competitive grants to local governments for the preparation and adoption of planning documents and process improvements that:

1. Accelerate housing production
2. Facilitate compliance to implement the sixth-cycle Regional Housing Needs Assessment.

### III. Available Funding

Approximately \$900,000 will be distributed through a competitive regional program to local governments for eligible projects. Funding distribution for the competitive program will depend on the quality and number of applications. However, depending on the number of applications received, it may be a goal of the program that 35 percent of the funds be awarded to small cities (<100,000 population) and the County. Local jurisdictions are limited to three application submissions for this round of funding.

### IV. Schedule

Below is the anticipated timeline.

Milestone	Date
<b>Draft Guidelines Released for Review</b>	October 30, 2020 to December 18, 2020
<b>Policy Board adopts guidelines and application packet</b>	January 28, 2021
<b>Applications due</b>	March 5, 2021
<b>Scoring Committee convenes</b>	March 23, 2021
<b>Release staff recommendations</b>	April 2, 2021
<b>Policy Board approves awards</b>	April 22, 2021
<b>Projects must be completed and submitted to FCOG</b>	August 1, 2023

### V. Eligible Applicants

Eligible applicants are limited to local governments of Fresno County (i.e. cities and county).

However, local governments, as the lead applicant, may partner with other forms of governments or entities where the proposal will have a direct effect on land-use or development within the participating

localities. This includes, but is not limited to, partnerships with other localities, housing authorities, school districts, special districts, community-based organizations, or any duly constituted governing body of an Indian Reservation or Rancheria. Applicants must provide a signed letter of commitment from the sub applicant with the application.

## VI. Eligible Activities

Eligible activities must demonstrate a nexus to increasing housing and accelerating production.

Eligible activities may be part of a larger planning effort (e.g., a comprehensive zoning code update) if proposed activities have not been completed prior to the project start date, are distinct, and demonstrate a nexus to accelerating housing production. Eligible activities are not necessarily jurisdiction-wide and may include a smaller geography with a significant impact on housing production. For example, eligible activities may include a housing development-related project with a significant community level impact or planning or process improvement for a project with an ongoing community impact beyond the project.

Eligible activities may include a variety of planning documents and processes, including, but not limited to, the following as set forth in Health and Safety Code section 50515.03(c):

1. Rezoning and encouraging development by updating planning documents and zoning ordinances, such as General Plans, community plans, specific plans, implementation of sustainable communities' strategies, and local coastal programs;
2. Completing environmental clearance to eliminate the need for project specific review;
3. Establishing housing incentive zones or other area-based housing incentives beyond State Density Bonus Law such as a workforce housing opportunity zone pursuant to Article 10.10 (commencing with Section 65620) of Chapter 3 of Division 1 of Title 7 of the Government Code, or a housing sustainability district pursuant to Chapter 11 (commencing with Section 66200) of Division 1 of Title 7 of the Government Code;
4. Performing infrastructure planning, including for sewers, water systems, transit, roads, or other public facilities necessary to support new housing and new residents;
5. Planning documents to promote development of publicly owned land, such as partnering with other local entities to identify and prepare excess or surplus property for residential development;
6. Revamping local planning processes to speed up housing production;
7. Developing or improving an accessory dwelling unit ordinance in compliance with Section 65852.2 of the Government Code;
8. Planning documents for a smaller geography (less than jurisdiction-wide) with a significant impact on housing production, including an overlay district, project level specific plan, or development standards modifications proposed for significant areas of a locality, such as corridors, downtown or priority growth areas;
9. Rezoning to meet requirements pursuant to Gov. Code Section 65583(c)(1), and other rezoning efforts to comply with Housing Element requirements, including Gov. Code Section 65583.2(c) (AB 1397, Statutes of 2018);
10. Upzoning or other implementation measures to intensify land use patterns in strategic locations, such as close proximity to transit, jobs or other amenities;

11. Rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps);
12. Establishing pre-approved architectural and site plans;
13. Preparing and adopting Housing Elements of the General Plan that include an implementation component to facilitate compliance with the sixth cycle RHNA;
14. Adopting planning documents to coordinate with suballocations under Regional Early Action Planning Grants (REAP) pursuant to Health and Safety Code Section 50515.02(f) that accommodate the development of housing and infrastructure, and accelerate housing production in a way that aligns with state planning priorities, housing, transportation equity and climate goals, including hazard mitigation or climate adaptation;
15. Zoning for by-right supportive housing, pursuant to Gov. Code section 65651 (Chapter 753, Statutes of 2018);
16. Zoning incentives for housing for persons with special needs, including persons with developmental disabilities;
17. Planning documents related to carrying out a local or regional housing trust fund;
18. Environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary (e.g., less than 15 percent of the total grant amount) and part of a proposed activity with a nexus to accelerating housing production; and
19. Other planning documents or process improvements that demonstrate an increase in housing related planning activities and facilitate accelerating housing production; and
20. Establishing Prohousing Policies pursuant to Gov. Code Section 65589.9(f)(2).

#### VII. Ineligible Activities

1. Activities unrelated to preparation and adoption of planning documents, and process improvements to accelerate housing production and facilitate compliance to implement the sixth cycle of the RHNA;
2. Activities that obstruct or hinder housing production, e.g., moratoriums, downzoning, planning documents with conditional use permits that significantly impact supply, cost, approval certainty and timing, planned development, or other similarly constraining processes; and
3. Project specific planning documents that do not have a significant impact on accelerating housing production or significant community level or reoccurring benefit beyond the project.
4. Fresno COG may consider proposals that are combined with larger proposals that have a positive housing component and the net effect on accelerating housing production is significant. For example, an applicant may propose combining an open-space designation, downzoning, or antidisplacement measures with by-right upzoning that has a significant net gain in housing capacity.

#### VIII. Eligible Uses

1. Grant funds may cover the costs of temporary staffing or consultant needs associated with eligible activities;
2. Grant funds shall be used for the costs of preparing and adopting the proposed activity;

3. A jurisdiction that receives funds under this Program may use a subcontractor. The subcontract shall provide for compliance with all the requirements of the Program. The subcontract shall not relieve the jurisdiction of its responsibilities under the Program;
4. Eligible expenditures may be incurred and expended for the project(s) subject to the terms and conditions of the Agreement; and
5. Only approved and eligible costs incurred for work after February 2021, and completed during the grant term, will be reimbursable.

IX. Ineligible Uses

1. Program grant funds may not be used for administrative costs of persons employed by the grantee for activities not directly related to the preparation and adoption of the proposed activity;
2. No more than 5 percent of the grant amount may be used for administrative costs for any proposed use, to be approved by Fresno COG upon disbursement; and
3. Approved and eligible costs incurred prior to the application due date are ineligible.

X. Grant Timeline

Awarded projects can begin as soon as project recommendations are approved by the Fresno COG Policy Board. All work must be completed and submitted to Fresno COG by August 1, 2023. No time extensions will be granted.

XI. Project Selection Process

A scoring committee will evaluate and score the proposed projects. An agency may submit multiple project applications. Scoring committee representatives cannot score a project submitted by their own agency or organization. The scoring committee will recommend the award amount for each application.

If the program is oversubscribed, projects that are receiving Local Early Action Planning (LEAP) grant funds as well will be prioritized for funding. Any applications not funded during this round may be resubmitted for the next round of funding, which will be available in mid to late-2021.

The selected project(s) will go through Fresno COG Transportation Technical Committee, Policy Advisory Committee and Policy Board for endorsement.

The scoring committee comprises one representative from each of the following entities:

1. Fresno Council of Governments
2. City of Fresno/Clovis
3. Eastside city
4. Westside city
5. County of Fresno

XII. Scoring Criteria

<b>SCORING CRITERIA</b>	
<b>Project Summary</b>	
15 points maximum	Application provides sufficient detail regarding the proposed project, including summary, overall objectives, and major tasks and subtasks and plans for adoption and/or implementation.
<b>Accelerates Housing Production</b>	
20 points maximum	Application describes in detail how the proposed project will accelerate housing production.
<b>Consistency with Sustainable Communities Strategy</b>	
5 points maximum	Application describes how the proposed project is consistent with Fresno COG's 2018 Sustainable Communities Strategy.
<b>Application Completeness</b>	
5 points maximum	Application is complete and provides sufficient detail.
<b>Implementation Capacity</b>	
5 points maximum	Application describes in detail project readiness and implementation capacity within the timeline and budget provided.
<b>50 points maximum</b>	



### XIII. Agreement

Grantees will enter into an Agreement with Fresno COG for distribution of funds. The Agreement will specify, among other things, the amount of funds granted, timeline for expenditure of funds, and the approved use of funds. Expenditure report dates and other requirements will also be identified in the Agreement.

Grantees that request Fresno COG to pay the consultant directly will be required to enter into a three-party agreement between Fresno COG, the grantee, and the consultant.

### XIV. Accounting and Reporting

Fresno COG will monitor work and expenses to ensure the project is completed according to the contracted scope of work and project timeline. Monthly progress reports must be submitted to Fresno COG with detailed invoices for reimbursement or payment. The reports should describe the work that has been completed, a copy of any project deliverables, and an invoice that provides a summary of work completed by task, including staff/consultant hours.

- A. Grant funds cannot be disbursed until the Agreement has been fully executed;
- B. The grantee will be responsible for compiling and submitting all invoices and reporting documents. Grantees will submit for reimbursements or payment directly to the consultant to Fresno COG based on actual cost incurred;
- C. The grantee must bill based on clear deliverables outlined in the Agreement or scope of work. Only approved and eligible costs incurred for work after February 2021 are eligible;
- D. Work must be completed prior to requesting reimbursement/payment;
- E. **Grantees will have three administrative options, which must be identified on the application at the time of submittal:**
  - Option A: Grantee pays the consultant directly and invoices Fresno COG for reimbursement. This option is required for projects that are also utilizing LEAP funds.**
  - Option B: Grantee approves invoices and submits them to Fresno COG to pay the consultant directly. (Three-party agreement between Fresno COG, grantee, and consultant required.)**
  - Option C: Grantee approves invoices and submits them to Fresno COG to pay the consultant directly. Additionally, for local governments that have limited staff availability, Fresno COG staff assists grantee with project management, as specified in an agreement. (Three-party agreement between Fresno COG, grantee, and consultant required.)**
- F. Project invoices will be submitted to Fresno COG by the grantee on a monthly basis;
- G. Supporting documentation may include, but is not limited to: receipts, progress payments, subcontractor invoices, time cards, etc.;
- H. Invoices must be accompanied by reporting materials where appropriate. Invoices without the appropriate reporting materials will not be paid. Fresno COG may withhold 10 percent of the grant until grant terms have been fulfilled; and
- I. Each recipient of funds under the Program shall expend those funds no later than August 1, 2023.

- J. The grantee must establish a separate ledger account for receipts and expenditures of grant funds and maintain expenditure details in accordance with the budget and timeline. Separate bank accounts are not required;
- K. The grantee shall maintain documentation of its normal procurement policy and competitive bid process (including the use of sole source purchasing), and financial records of expenditures incurred during the course of the project, in accordance with generally accepted accounting principles;
- L. The grantee agrees that Fresno COG or designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of the Agreement;
- M. The grantee agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated;
- N. Subcontractors employed by the grantee and paid with moneys under the terms of this Agreement shall be responsible for maintaining accounting records as specified above;
- O. At any time during the term of the Agreement, Fresno COG may perform, or cause to be performed, a financial audit of any and all phases of the award. At Fresno COG's request, the awardee shall provide, at its own expense, a financial audit prepared by a certified public accountant. The State of California has the right to review project documents and conduct audits during project implementation and over the project life;
- P. Fresno COG may request additional information, as needed, to meet other applicable audit requirements; and
- Q. Fresno COG may monitor expenditures and activities of an applicant, as Fresno COG deems necessary, to ensure compliance with Program requirements.

#### XV. Remedies of Nonperformance

- A. In the event that it is determined, at the sole discretion of Fresno COG, that the grantee is not meeting the terms and conditions of the Agreement, immediately upon receiving a written notice from Fresno COG to stop work, the grantee shall cease all work under the Agreement. Fresno COG has the sole discretion to determine that the grantee meets the terms and conditions after a stop work order, and to deliver a written notice to the grantee to resume work under the Agreement;
- B. Both the grantee and Fresno COG have the right to terminate the Agreement at any time upon 30 days written notice. The notice shall specify the reason for early termination and may permit the grantee or Fresno COG to rectify any deficiency(ies) prior to the early termination date. The grantee will submit any requested documents to Fresno COG within 30 days of the early termination notice; and
- C. There must be a strong implementation component for the funded activity through this Program, including, where appropriate, agreement by the locality to formally adopt the completed planning document. Localities that do not formally adopt the funded activity could be subject to repayment of the grant.
- D. Fresno COG may, as it deems appropriate or necessary, request the repayment of funds from an applicant, or pursue any other remedies available to it by law for failure to comply with Program requirements (Health and Safety Code section 50515.04(e)).

## APPLICATION

### Application Submittal Instructions

All grant application packages should be submitted electronically to Meg Prince, Senior Regional Planner, at [mprince@fresnocog.org](mailto:mprince@fresnocog.org) by 5:00 PM on March 5, 2021.

### Required Application Documents

- The application in PDF format including:
  - Applicant Information
  - Project Description
  - Project Schedule and Scope of Work
  - Application Signature Page
  - Signed Letter of Commitment from Sub Applicant (if applicable)
- Board/Council resolution authorizing project application (due prior to Fresno COG Policy Board meeting on April 22, 2021)

### Optional Supplemental Information

- Graphics of Project Area (when applicable)
- Letter(s) of Support
- Data

## Applicant Information

<b>Project Title</b>	Fowler General Plan Update and VMT Guidelines
<b>Total Funding Request</b>	<b>\$100,000</b>
<b>Administrative Preference</b>	<input checked="" type="checkbox"/> Option A: Grantee pays consultant directly and invoices Fresno COG for reimbursement. This option is required for projects also utilizing LEAP funds. <input type="checkbox"/> Option B: Grantee sends approved consultant invoices to Fresno COG for direct payment to the consultant. (Three-party agreement required.) <input type="checkbox"/> Option C: Grantee sends approved consultant invoices to Fresno COG for direct payment to the consultant. Additionally, for local governments that have limited staff availability, Fresno COG staff assists grantee with project management, as specified in an agreement. (Three-party agreement required.)
<b>Primary Applicant Agency</b>	City of Fowler
<b>Primary Contact Name and Title</b>	Dawn Marple, City Planner
<b>Email</b>	dmarple@ppeng.com
<b>Phone</b>	(559) 834-3113 ext. 122
<b>Address</b>	128 S. Fifth Street, Fowler, CA 93625
<b>Sub Applicant Agency</b>	NA
<b>Contact Name and Title</b>	NA
<b>Email</b>	NA

## Project Description

### 1. Project Summary (500 words maximum)

Please provide a summary of the project, overall objectives, and description of the tasks and major sub-tasks.

The City of Fowler is currently undergoing a comprehensive update to their General Plan. It is anticipated that additional lands will be added to the Sphere of Influence following adoption of the General Plan, as facilitated through the update process. Additional lands are being considered to accommodate new growth, increase opportunities for housing diversity within the community, and provide additional community-serving retail and employment opportunities - particularly on the west side of Hwy 99. An Environmental Impact Report is also being prepared in support of the General Plan Update and the City is interested in streamlining future environmental analysis to the extent feasible, including VMT analysis. The City also would like to establish VMT Guidelines for land use and transportation projects to facilitate future projects, in particular housing developments. The project components include:

1. Completion of the General Plan policy document, including outreach efforts, to support efficient land use patterns and increase housing opportunities.
2. Development of a sub-area traffic model for VMT analysis as part of the EIR technical studies.
3. Preparation of Fowler Traffic Impact Analysis Guidelines for land use and transportation projects, to address consistency reviews with General Plan policy and CEQA analysis.

The overall objectives of the General Plan Update include:

1. Accommodate additional housing opportunities, particularly more diverse housing stock that will assist the City in contributing to their RHNA allocation.
2. Update the General Plan to address additional requirements, including Climate Adaptation and Environmental Justice.
3. Streamline future environmental review through the update of the associated Program EIR.

**2. Nexus to Accelerating Housing Production (300 words maximum)**

Please describe the nexus of the proposed project to accelerating housing production.

The General Plan Update was facilitate additional opportunities (through designation of additional land for residential development) for up to an additional 900 housing units.

Streamlining the environmental review processes will also reduce processing timelines by up to 4 to 12 weeks.

**3. RTP/SCS Consistency (200 words maximum)**

Please describe how the proposed project is consistent with Fresno COG's 2018 RTP/SCS.

Outreach conducted to date as part of the General Plan Update process has identified the following planning priorities for consideration:

- More diverse housing options
- More retail options, including healthy food options
- Additional services west of Hwy 99 to serve existing residential communities
- Increase in parks, open space, and trails

The City has also completed policy papers on environmental justice and climate adaptation, which resulted in recommendations to be considered as part of the update process to address mobility, equity, and resiliency within Fowler. Policies will also be updated to address complete streets requirements within the mobility network.

The planning priorities above are guiding policy and land use decisions for the General Plan Update. An example is the potential addition of a new medium high density residential land use designation. The above planning priorities align with the objectives of the SCS and would contribute overall to more efficient land use patterns, thereby reducing VMT and GHG emissions.

## Fresno COG Housing Planning Grants Program FY 2020-2021

### 4. Plan Implementation (200 words maximum)

Please describe the implementation strategies for the proposed planning project. Please identify any potential obstacles to successful implementation of the plan.

The General Plan will include an Implementation Work Plan that will identify actions needed to implement identified goals and policies, including:

- Responsible party
- Timeframe for implementation
- Estimated cost of implementation, where appropriate
- Potential funding sources

Funding may be a potential obstacle to implementation; however, the intent of the Work Plan is to structure actions in a way that will facilitate the budget planning process for each Fiscal Year. This strategy will increase buy-in on the part of the community and decision-makers in understanding the commitments being made through the General Plan and reduce resistance to successful implementation.

The General Plan Update process has also been conducting ongoing outreach as part of the effort to engage and inform the community and decision-makers throughout the process so that the General Plan is truly a reflection of the community's values and representative of their own vision for the future.

### 5. Project Schedule and Scope of Work

Please outline the tasks (high level and major sub tasks), budget, timeline, and deliverables in the table template provided below. If other funding is used, please note the source and amount in the notes column.

Task	Est. Cost	Begin Date	End Date	Deliverable	Notes
Land Use Alternatives Analysis	\$20,000	3/2021	6/2021	Alternatives Summary Report	
Preferred Land Use Scenario	\$10,000	6/2021	7/2021	Selection of Preferred Land Use	PC/CC Session
Preparation of Sub-Area Model	\$25,000	4/2021	8/2021	Sub-Area Model	
Draft General Plan Elements - Land Use/Circulation	\$25,000	9/2021	2/2022	Draft Land Use and Circulation Elements	
TIA Guidelines	\$20,000	11/2021	2/2022	TIA Guidelines	
<b>TOTAL COST</b>	<b>\$100,000</b>				

Application Signature Page

To the best of my knowledge, all information contained in this application is true and correct.

If awarded a grant, I agree that I will adhere to the program guidelines.

Wilma Quan

Wilma Quan (Mar 5, 2021 16:32 PST)

*Signature of Authorized Official (Applicant)*

City Manager

*Title*

Wilma Quan

*Print Name*

March 5, 2021

*Date*

Wilma Quan

Wilma Quan (Mar 5, 2021 16:32 PST)

*Signature of Authorized Official (Sub Applicant)*

*Print Name*

*Title*

*Date*








# FCOG-Housing-Planning-Grants-Program\_Final-Guidelines\_1-5-20\_fillable-pdf\_F

Final Audit Report

2021-03-06

Created:	2021-03-06
By:	VM VSL (vmvsl01@ppeng.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA4Gdi8_sb3q6cRVV13wUTQxCBDYCDrE5b

## "FCOG-Housing-Planning-Grants-Program\_Final-Guidelines\_1-5-20\_fillable-pdf\_F" History

-  Document created by VM VSL (vmvsl01@ppeng.com)  
2021-03-06 - 0:31:14 AM GMT- IP address: 50.205.121.174
-  Document emailed to Wilma Quan (wcquan@gmail.com) for signature  
2021-03-06 - 0:31:27 AM GMT
-  Email viewed by Wilma Quan (wcquan@gmail.com)  
2021-03-06 - 0:31:45 AM GMT- IP address: 73.220.9.10
-  Document e-signed by Wilma Quan (wcquan@gmail.com)  
Signature Date: 2021-03-06 - 0:32:39 AM GMT - Time Source: server- IP address: 73.220.9.10
-  Agreement completed.  
2021-03-06 - 0:32:39 AM GMT

RESOLUTION NO. 2494  
RESOLUTION BEFORE THE CITY COUNCIL  
OF THE CITY OF FOWLER  
COUNTY OF FRESNO, STATE OF CALIFORNIA

AUTHORIZING APPLICATION FOR AND RECEIPT OF REGIONAL EARLY  
ACTION PLANNING (REAP) GRANT PROGRAM FUNDS

**WHEREAS**, the California Department of Housing and Community Development (“Department”) has provided funding under the Local Government Planning Support Grants Program (LGPSGP) to the Fresno Council of Governments (Fresno COG) as authorized by law; and

**WHEREAS** the Local Government Planning Support Grants Program funds provided to Fresno COG are now available to cities in Fresno County under the Regional Early Action Planning (REAP) Grant Program; and

**WHEREAS** the City wishes to apply for eligible REAP grant funds to be used as authorized by applicable law.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FOWLER RESOLVES AS FOLLOWS:**

1. The City Manager is hereby authorized and directed to complete and submit an application and any necessary supporting materials and information needed to request an allocation of up to \$100,000 in REAP grant funds.
2. The City, under the direction of the City Manager, is hereby authorized to use all such REAP funds awarded to the City only for eligible activities as authorized by applicable law, regulations, Department guidelines, and REAP grant agreement.
3. The City Manager is authorized to enter into, execute, and deliver any agreement and other documents deemed necessary or appropriate to evidence and secure the REAP grant allocation of up to \$100,000 and the City of Fowler obligations related thereto.

I hereby certify the foregoing resolution was duly and regularly adopted by the City Council of the City of Fowler at a meeting held on the 16<sup>th</sup> day of March 2021, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Mayor

Attest:

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

**FOWLER CITY COUNCIL**

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Consent  
Regular Item  
Workshop  
Closed Session  
Public Hearing

ITEM NO: 6E

**DATE:** March 16, 2021

**TITLE:** Approval of Resolution No. 2495, amending the 2020-2021 adopted budget to appropriate \$20,000.00 from COPS allocation fund 206-5710 for the purpose of purchasing and outfitting an additional police department patrol vehicle.

**APPROVED:** Wilma Quan  
City Manager

---

**RECOMMENDATION**

Staff recommends that the City Council approve Resolution No. 2495, amending the 2020-2021 adopted budget to appropriate \$20,000.00 from COPS allocation fund 206-5710 for the purpose of purchasing and outfitting an additional police department patrol vehicle.

**BACKGROUND**

In addressing equipment needs for the Fowler Police Department upon my arrival in 2017; the condition of the patrol fleet was the biggest concern for the department with regards to equipment. At that time, the fleet was extremely aged and the production of the Ford Crown Victoria had been discontinued as of 2013, making parts and repairs not only more difficult but costly. During the fiscal year 2019-2020, the department purchased two patrol units which have substantially improved the condition of our fleet. As we enter 2021, our fleet is in a more manageable condition and is still in need of improvement.

Our intention was to purchase two additional patrol units in the 2020-2021 fiscal year to further improve the fleet. Due to the financial uncertainty as a result of the

Covid-19 pandemic, only the funds necessary to purchase and outfit one new patrol vehicle was included in this year's budget. However, the San Joaquin Valley Air Pollution District (SJVAPD) has qualified the 2021 Ford Hybrid Interceptor (patrol vehicle) as a qualifying vehicle as part of its clean emissions grant program.

On October 15, 2019, the council approved a resolution to apply for this clean emissions grant, at which time the Police Department requested the purchase of an electric motorcycle and a Toyota Prius. As the grant had not been fully awarded due to a back log of processing, the Department was able to revise the grant application by changing the initial item request to the purchase of two hybrid patrol vehicles. The application has been approved by the SJVAPD for the purchase of two hybrid patrol vehicles.

With the purchase of two patrol units this fiscal year and a planned purchase for two additional patrol units in the 2021-2022 fiscal year, our fleet will be exponentially safer and more reliable for our officers as they provide the most professional and quality service for the community of Fowler.

### **FISCAL IMPACT**

The City of Fowler will purchase two Ford Explorer Interceptor Hybrid vehicles for an approximate cost of \$80,000.00. The SJVAPD grant will provide a \$20,000.00 reimbursement per vehicle purchased. As a result, the City can now afford to use the budgeted \$50,000.00 from the Measure N Sales Tax (fund 201-5900) for the purchase of two new patrol vehicles instead of only one. The City will be purchasing the vehicles from the lowest bidder of this procurement process, Swanson-Fahrney Ford, of Selma, Ca, for the amount of \$36,435.00 per vehicle, plus applicable taxes and fees.

The \$50,000 budgeted will cover most of the cost of outfitting one of the new vehicles after reimbursement is procured. Therefore, a \$60,000 budget amendment is requested to cover the costs of purchasing and outfitting both new patrol vehicles in this fiscal year. It is recommended \$20,000.00 additional outfitting cost be funded through our COPS allocation fund (206-5710) and \$40,000.00 will be reimbursed through the SJVAPD Grant award.

### **ATTACHMENTS**

SJVAPD Public Benefit Grants Program Funding Agreements G-106889 - A1 and G-106888 - A1, showing grant award and reimbursement agreements per vehicle.

## BUDGET AMENDMENT RESOLUTION 2495

The City Council of the City of Fowler does hereby amend the 2020-2021 Budget as follows:

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### SECTION I – ADDITIONS

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Account Number	Account Description	Amount
100 – 6120. 5715		\$60,000.00
Total		\$60,000.00

**Purpose:** To purchase additional outfitting for a second patrol unit purchased with grant monies not initially budgeted within this fiscal year.

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### SECTION II – SOURCE OF FUNDING

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Account Number	Account Description	Amount
206 - 5710	COPS ALLOCATION	\$20,000.00
100 - 3709	SJVAPD GRANT	\$40,000.00
Total		\$60,000.00

**Impact:** The additional outfitting cost will be used from this COPS allocation with no significant impact to fund balance. The addition funds to purchase a second patrol vehicle will be reimbursed from an approved SJVAPD Grant.

REVIEWED:

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Carlos Sanchez, Finance Director

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Wilma Quan, City Manger

The foregoing resolution was approved by the City Council of the City of Fowler on March 16, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

David Cardenas, Mayor

ATTEST:

---

Corina Burrola, Deputy City Clerk

CITY OF FOWLER  
WARRANTS LIST  
March 16, 2021

<u>ACCOUNTS PAYABLE CHECKS</u>	<u>CHECK NUMBERS</u>	<u>CHECK DATES</u>	<u>AMOUNT</u>
Regular checks	37556-37628	Feb 26 thru March 11	\$ 260,920.23
TOTAL ACCOUNTS PAYABLE CHECKS			<u>\$ 260,920.23</u>
<u>PAYROLL COSTS</u>			
First March Bi-Monthly Payroll		March 15, 2021	88,403.15
TOTAL PAYROLL COSTS			<u>\$ 88,403.15</u>
TOTAL CASH DISBURSEMENTS			<u>\$ 349,323.38</u>

ITEM

7A



SUPERION  
DATE: 03/11/2021  
TIME: 19:38:49

PAGE NUMBER: 1  
ACCTPA21

CITY OF FOWLER  
CHECK REGISTER - DISBURSEMENT FUND

SELECTION CRITERIA: transact.check\_no between '37556' and '37628'  
ACCOUNTING PERIOD: 9/21

## FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	8500	EMPLOYEE BENEFITS	0.00	107.12
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	6020	EMPLOYEE BENEFITS	0.00	351.24
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	6150	EMPLOYEE BENEFITS	0.00	351.24
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	6025	EMPLOYEE BENEFITS	0.00	386.37
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	6030	EMPLOYEE BENEFITS	0.00	503.99
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	6400	EMPLOYEE BENEFITS	0.00	719.99
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	6700	EMPLOYEE BENEFITS	0.00	719.99
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	100	EMPLOYEE BENEFITS	0.00	2,057.49
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	5000	EMPLOYEE BENEFITS	0.00	4,190.71
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	6200	EMPLOYEE BENEFITS	0.00	6,748.41
1001	37556	02/26/21	13496	KEENAN & ASSOCIATES	6120	EMPLOYEE BENEFITS	0.00	11,404.62
TOTAL CHECK							0.00	27,541.17
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	8500	EMPLOYEE BENEFITS	0.00	3.31
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	6150	EMPLOYEE BENEFITS	0.00	33.18
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	6400	EMPLOYEE BENEFITS	0.00	33.18
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	6700	EMPLOYEE BENEFITS	0.00	33.18
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	6030	EMPLOYEE BENEFITS	0.00	39.82
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	6020	EMPLOYEE BENEFITS	0.00	99.54
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	6160	EMPLOYEE BENEFITS	0.00	127.88
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	5000	EMPLOYEE BENEFITS	0.00	159.25
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	6200	EMPLOYEE BENEFITS	0.00	434.64
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	6120	EMPLOYEE BENEFITS	0.00	769.74
1001	37557	02/26/21	13647	SUN LIFE FINANCIAL	100	EMPLOYEE BENEFITS	0.00	1,213.20
TOTAL CHECK							0.00	2,946.92
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 8500	EMPLOYEE BENEFITS	0.00	1.97
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 6020	EMPLOYEE BENEFITS	0.00	9.84
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 6400	EMPLOYEE BENEFITS	0.00	9.85
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 6700	EMPLOYEE BENEFITS	0.00	9.85
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 6025	EMPLOYEE BENEFITS	0.00	10.83
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 6030	EMPLOYEE BENEFITS	0.00	11.81
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 6160	EMPLOYEE BENEFITS	0.00	19.70
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 5000	EMPLOYEE BENEFITS	0.00	93.53
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 6200	EMPLOYEE BENEFITS	0.00	127.99
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 6120	EMPLOYEE BENEFITS	0.00	196.91
1001	37558	02/26/21	11335	VISION SERVICE PLAN -	(C 100	EMPLOYEE BENEFITS	0.00	246.95
TOTAL CHECK							0.00	739.23
1001	37559	03/02/21	14425	FELIPE MARTINEZ MEDINA	100	PD EVID REFUND	0.00	1,000.00
1001	37560	03/04/21	14152	A-C ELECTRIC CO	5000	SCADA WELL 5 & 7	0.00	280.00
1001	37560	03/04/21	14152	A-C ELECTRIC CO	5000	WELL 2 & 8	0.00	655.00
TOTAL CHECK							0.00	935.00
1001	37561	03/04/21	11983	ADVANCED FLOW MEASUREMEN	5000	PULSE OUTPUTS	0.00	1,042.30
1001	37562	03/04/21	10007	ALERT-O-LITE, INC	6200	SUPPLIES	0.00	78.26
1001	37563	03/04/21	13635	BARNES WELDING SUPPLY	5000	SUPPLIES	0.00	46.85
1001	37563	03/04/21	13635	BARNES WELDING SUPPLY	5000	SUPPLIES	0.00	56.65
TOTAL CHECK							0.00	103.50

SUPERION  
DATE: 03/11/2021  
TIME: 19:38:49

CITY OF FOWLER  
CHECK REGISTER - DISBURSEMENT FUND

SELECTION CRITERIA: transact.check\_no between '37556' and '37628'  
ACCOUNTING PERIOD: 9/21

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1001	37564	03/04/21	14354	BOOT BARN, INC.	6260	SUPPLIES	0.00	150.00
1001	37565	03/04/21	10024	BSK LABORATORIES	5000	SERVICES	0.00	575.00
1001	37566	03/04/21	11291	THE BUSINESS JOURNAL	6025	PUBLICATIONS	0.00	137.50
1001	37567	03/04/21	10506	CALMAT CO DBA VULCAN MAT	2100	ASPHALT	0.00	154.30
1001	37567	03/04/21	10506	CALMAT CO DBA VULCAN MAT	2100	ASPHALT	0.00	166.39
1001	37567	03/04/21	10506	CALMAT CO DBA VULCAN MAT	2100	ASPHALT	0.00	177.73
1001	37567	03/04/21	10506	CALMAT CO DBA VULCAN MAT	2100	ASPHALT	0.00	186.80
TOTAL CHECK								685.22
1001	37568	03/04/21	14343	CARNICERIA Y TACQUERIA	208	SENIOR MEALS	0.00	930.00
1001	37569	03/04/21	14131	CENTRAL VALLEY SWEEPING,	2250	STREET SWEEPING	0.00	2,550.00
1001	37570	03/04/21	10358	CITY OF FRESNO STREET MA	2100	TRAFFIC SIGNAL	0.00	863.95
1001	37571	03/04/21	10475	COUNTY OF FRESNO TREASUR	6130	BUSINESS CARDS	0.00	72.00
1001	37572	03/04/21	14426	ESTRADA, JONATHAN	500	UB REFUND	0.00	100.00
1001	37573	03/04/21	10792	FASTENAL COMPANY	6260	SUPPLIES	0.00	37.27
1001	37574	03/04/21	13275	FERGUSON WATERWORKS #142	5000	FIRE HYDRANTS	0.00	2,063.84
1001	37574	03/04/21	13275	FERGUSON WATERWORKS #142	5000	HYDRANT REPAIRS	0.00	3,713.89
TOTAL CHECK								5,777.73
1001	37575	03/04/21	14416	FLEX PRO, INC.	6260	PANZAK PARK	0.00	120,347.71
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	0.32
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	2.71
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	4.35
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	4.89
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	4.91
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	10.89
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	15.23
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	15.55
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	16.34
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	17.43
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	17.51
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	21.32
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	22.82
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	28.08
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	36.22
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	75.51
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	86.96
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	108.96
1001	37576	03/04/21	14245	FOWLER ACE HARDWARE	6200	SUPPLIES	0.00	137.01
TOTAL CHECK								627.01

SUPERION  
DATE: 03/11/2021  
TIME: 19:38:49

CITY OF FOWLER  
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 3  
ACCTPA21

SELECTION CRITERIA: transact.check\_no between '37556' and '37628'  
ACCOUNTING PERIOD: 9/21

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1001	37577	03/04/21	14246	FOWLER ACE HARDWARE	6020	SUPPLIES	0.00	9.80
1001	37577	03/04/21	14246	FOWLER ACE HARDWARE	6020	SUPPLIES	0.00	10.89
1001	37577	03/04/21	14246	FOWLER ACE HARDWARE	6020	SUPPLIES	0.00	16.34
1001	37577	03/04/21	14246	FOWLER ACE HARDWARE	6020	SUPPLIES	0.00	42.77
1001	37577	03/04/21	14246	FOWLER ACE HARDWARE	6020	SUPPLIES	0.00	47.94
TOTAL CHECK							0.00	127.74
1001	37578	03/04/21	14247	FOWLER ACE HARDWARE	5000	SUPPLIES	0.00	0.86
1001	37578	03/04/21	14247	FOWLER ACE HARDWARE	5000	SUPPLIES	0.00	6.08
1001	37578	03/04/21	14247	FOWLER ACE HARDWARE	5000	SUPPLIES	0.00	7.80
1001	37578	03/04/21	14247	FOWLER ACE HARDWARE	5000	SUPPLIES	0.00	10.34
1001	37578	03/04/21	14247	FOWLER ACE HARDWARE	5000	SUPPLIES	0.00	11.53
1001	37578	03/04/21	14247	FOWLER ACE HARDWARE	5000	SUPPLIES	0.00	16.08
1001	37578	03/04/21	14247	FOWLER ACE HARDWARE	5000	SUPPLIES	0.00	20.69
1001	37578	03/04/21	14247	FOWLER ACE HARDWARE	5000	SUPPLIES	0.00	25.05
1001	37578	03/04/21	14247	FOWLER ACE HARDWARE	5000	SUPPLIES	0.00	32.63
1001	37578	03/04/21	14247	FOWLER ACE HARDWARE	5000	SUPPLIES	0.00	45.16
TOTAL CHECK							0.00	176.22
1001	37579	03/04/21	14248	FOWLER ACE HARDWARE	6130	SUPPLIES	0.00	2.71
1001	37579	03/04/21	14248	FOWLER ACE HARDWARE	6130	SUPPLIES	0.00	2.71
1001	37579	03/04/21	14248	FOWLER ACE HARDWARE	6130	SUPPLIES	0.00	7.18
1001	37579	03/04/21	14248	FOWLER ACE HARDWARE	6130	SUPPLIES	0.00	7.82
1001	37579	03/04/21	14248	FOWLER ACE HARDWARE	6130	SUPPLIES	0.00	16.18
1001	37579	03/04/21	14248	FOWLER ACE HARDWARE	6130	SUPPLIES	0.00	20.45
1001	37579	03/04/21	14248	FOWLER ACE HARDWARE	6130	SUPPLIES	0.00	38.13
1001	37579	03/04/21	14248	FOWLER ACE HARDWARE	6130	SUPPLIES	0.00	38.66
1001	37579	03/04/21	14248	FOWLER ACE HARDWARE	6130	SUPPLIES	0.00	71.89
TOTAL CHECK							0.00	205.73
1001	37580	03/04/21	14249	FOWLER ACE HARDWARE	6260	SUPPLIES	0.00	1.17
1001	37580	03/04/21	14249	FOWLER ACE HARDWARE	6260	SUPPLIES	0.00	3.57
1001	37580	03/04/21	14249	FOWLER ACE HARDWARE	6260	SUPPLIES	0.00	22.58
1001	37580	03/04/21	14249	FOWLER ACE HARDWARE	6260	SUPPLIES	0.00	22.94
1001	37580	03/04/21	14249	FOWLER ACE HARDWARE	6260	SUPPLIES	0.00	27.23
TOTAL CHECK							0.00	101.61
1001	37581	03/04/21	14397	FOWLER DONUTS	208	SENIOR MEALS	0.00	304.50
1001	37581	03/04/21	14397	FOWLER DONUTS	208	SENIOR MEALS	0.00	304.50
TOTAL CHECK							0.00	609.00
1001	37582	03/04/21	10122	FRESNO COUNTY FIRE PROTE	6130	DISPATCH FEES	0.00	2,929.82
1001	37583	03/04/21	12567	FRESNO MOBILE RADIO INC	5000	SERVICES	0.00	240.00
1001	37583	03/04/21	12567	FRESNO MOBILE RADIO INC	5000	SERVICES	0.00	240.00
TOTAL CHECK							0.00	480.00
1001	37584	03/04/21	10476	FRESNO TRUCK CENTER	6130	REPAIR ON E101	0.00	970.34
1001	37585	03/04/21	10137	GLEIM-CROWN PUMP, INC	5000	SUPPLIES	0.00	284.79





SUPERION  
DATE: 03/11/2021  
TIME: 19:38:49

CITY OF FOWLER  
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 6  
ACCTPAZ1

SELECTION CRITERIA: transact.check\_no between '37556' and '37628'  
ACCOUNTING PERIOD: 9/21

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1001	37610	03/11/21	14401	CENTRAL VALLEY FORENSIC	6120	SERVICES	0.00	1,000.00
1001	37611	03/11/21	10064	COLONIAL LIFE INSURANCE	100	EMPLOYEE DEDUCTION	0.00	120.54
1001	37611	03/11/21	10064	COLONIAL LIFE INSURANCE	100	EMPLOYEE DEDUCTION	0.00	183.36
TOTAL CHECK								303.90
1001	37612	03/11/21	12654	COMCAST	6120	SERVICES	0.00	762.03
1001	37613	03/11/21	12680	COPWARE INC	6120	LEGAL BOOK	0.00	615.00
1001	37614	03/11/21	14322	DEVIKA INC DBA DENNY'S	208	SENIOR MEALS	0.00	496.00
1001	37615	03/11/21	10108	FIVE CITIES EDA - EDC	6020	FIVE CITIES EDA	0.00	778.61
1001	37616	03/11/21	14397	FOWLER DONUTS	208	SENIOR MEALS	0.00	304.50
1001	37617	03/11/21	10124	FRESNO COUNTY TREASURER	6120	RMS/JMS FEES	0.00	77.06
1001	37617	03/11/21	10124	FRESNO COUNTY TREASURER	6120	RMS/JMS FEES	0.00	77.06
1001	37617	03/11/21	10124	FRESNO COUNTY TREASURER	6120	BOOKING SERVICES	0.00	968.44
1001	37617	03/11/21	10124	FRESNO COUNTY TREASURER	6120	DISPATCHING SERVICES	0.00	8,525.95
1001	37617	03/11/21	10124	FRESNO COUNTY TREASURER	6120	DISPATCHING SERVICES	0.00	8,525.95
TOTAL CHECK								18,174.46
1001	37618	03/11/21	10141	H & H TIRE SERVICES #3,	6120	FLAT REPAIR	0.00	20.00
1001	37619	03/11/21	13127	HEALTHWISE SERVICES	6020	SERVICES	0.00	375.00
1001	37620	03/11/21	10153	J'S COMMUNICATIONS, INC	6120	BATTERY	0.00	1,036.56
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	JOE MIRANDA	0.00	10.84
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	RAY CORTEZ	0.00	27.19
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	FCTRA	0.00	56.07
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	ART DUDON	0.00	67.88
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	MARCO SOLIAN	0.00	127.00
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	KARL KULOW	0.00	137.25
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	MICHAEL ALLISON	0.00	137.69
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	RAY CORTEZ	0.00	137.69
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	FONG YANG	0.00	148.15
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	VINCENT JIMENEZ	0.00	433.45
1001	37621	03/11/21	10201	METRO UNIFORM & ACCESSOR	6120	EXPLORERS JACKET	0.00	1,052.21
TOTAL CHECK								2,335.42
1001	37622	03/11/21	14428	NAVIA BENEFIT SOLUTIONS	6020	COBRA	0.00	35.00
1001	37623	03/11/21	12650	NEXT LEVEL	6120	BADGE DECALS	0.00	319.93
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	5000	UTILITIES	0.00	10.51
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	6200	UTILITIES	0.00	10.52
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	2250	UTILITIES	0.00	27.62
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	2250	UTILITIES	0.00	44.12
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	2250	UTILITIES	0.00	78.11
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	2250	UTILITIES	0.00	112.24

SUPERION  
DATE: 03/11/2021  
TIME: 19:38:49

CITY OF FOWLER  
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER:  
ACCTPA21  
7

SELECTION CRITERIA: transact.check\_no between '37556' and '37628'  
ACCOUNTING PERIOD: 9/21

## FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	6130	UTILITIES	0.00	128.19
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	6200	UTILITIES	0.00	161.88
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	2250	UTILITIES	0.00	189.77
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	5000	UTILITIES	0.00	393.14
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	2250	UTILITIES	0.00	482.97
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	5000	UTILITIES	0.00	3,348.13
1001	37624	03/11/21	10237	P G & E - SACRAMENTO	5000	UTILITIES	0.00	5,851.02
TOTAL CHECK							0.00	10,838.22
1001	37625	03/11/21	10251	R & R AUTO REPAIR SHOP	6120	AUTO MAINTENANCE	0.00	174.08
1001	37626	03/11/21	10085	STATE OF CA DEPARTMENT O	6120	SERVICES	0.00	32.00
1001	37626	03/11/21	10085	STATE OF CA DEPARTMENT O	6120	SERVICES	0.00	156.00
TOTAL CHECK							0.00	188.00
1001	37627	03/11/21	10242	U S POSTMASTER	5000	FIRST CLASS PRESORT	0.00	245.00
1001	37628	03/11/21	10333	UNITED PARCEL SERVICE -	6260	POSTAGE	0.00	49.07
TOTAL CASH ACCOUNT							0.00	260,920.23
TOTAL FUND							0.00	260,920.23
TOTAL REPORT							0.00	260,920.23

**MINUTES OF THE FOWLER CITY COUNCIL MEETING  
MARCH 2, 2021**

Mayor Cardenas called the meeting to order at 7:00 p. m. Roll call was taken.

Councilmembers Present: Cardenas, Rodriquez, Mejia, Parra joined via teleconference.

Councilmembers Absent: Kazarian

City Staff Present: City Manager Quan, City Attorney Cross, Public Works Director Dominguez, Fire Chief Lopez, Assistant Fire Chief Hernandez, Police Chief Alcaraz, Deputy City Clerk Burrola. City Engineer Peters

**PUBLIC PRESENTATIONS**

Kevin Hall, Fresno resident, expressed his concerns regarding Measure C Extension and tax issues.

**PUBLIC HEARING**

**Public Hearing to Consider Zoning Ordinance Amendment (Rezone) Application No. 20-01 and Site Plan Review Application No. 20-08**

City Planner Marple said in a regularly scheduled meeting on January 7, 2021 the Planning Commission made a recommendation that the City Council deny the Rezone and Site Plan Review application. The subject property is currently zoned R-1-6 (One-Family Residential Districts, 6,000 square foot lot) and is planned for Medium Density Residential land used by the City of Fowler General Plan. The site is 0.32 acres and is located on the north corner of East Main and South 1<sup>st</sup> Street across from Fowler High School. Ms. Marple said the applicant, Ray Duran, is requesting a rezone from R-1-6 Zone District to the RM-2-A Zone District which is multifamily residential zone district. The subject parcel currently has two buildings: one structure contains one dwelling unit and the second structure contains three units. Ms. Marple said City records indicate that one of the dwelling units was legally constructed in 1938 and two of the units within the second building were legally constructed in 1946. Staff was notified that there is a third dwelling unit within the second building appears to have been constructed recently and with the necessary building permits or any other City approvals. Because it was constructed in violation of City requirement, it is not part of the legal non-conforming use; therefore the applicant is requesting a rezone to the RM-2-A zone district. The RM-2-A zone would accommodate the four total units and bring the current use of the property as a whole into conformance with applicable current City requirements, although the fourth unit would need to be inspected and permitted by the Building Official before occupancy would be allowed.

A discussion took place concerning the recommendation of approving the applications due to construction in violation of City requirements and not legally obtaining building permits as required.



Ray Duran, applicant and lot owner, said he is willing to work with the City and any guidance the City can provide in moving forward with this project. Mayor Pro-Tem Rodriguez asked who the contractor was hired for this project. Mr. Duran said Cesar Rodriguez was the contractor who failed to pull permits for the project.

The Mayor opened the duly noticed public hearing on the matter at 7:23 p.m.

David Hammond, Fowler resident, opposes to the project and expressed his concerns. He said adding more buildings would cause more traffic issues.

Terry Brock, Fowler resident, expressed her concerns on the possibility of traffic issues and the development being too close to the high school.

The public hearing closed at 7:31 p.m.

Mayor Cardenas asked Ms. Maple if the rezone and site plan review are not approved at tonight's meeting could Mr. Duran make the modifications. Ms. Marple said the third unit that was done without building permits would need to be rectified, either by removing it or going through the accessory dwelling unit provisions by State Law, than the City would have to permit it with those provisions within 60-days of his submittal. Discussion took place on the basis for denying the zoning ordinance amendment; vehicular ingress issues, parking and safety concerns for the surrounding neighborhood and desire not to change the existing character of the neighborhood. City Attorney Cross said the rezone itself is not necessary to bring the existing zoning into conformance with the general plan. He said the general plan is already consistent with the medium density residential. The proposed zone change would also be consistent but the rezone is not needed to be consistent, its use is what is inconsistent with the existing zoning.

A motion was made by Councilmember Parra to deny the zoning ordinance amendment (rezone) application No. 20-01, seconded by Councilmember Mejia. The motion carried by roll call vote: Ayes: Parra, Mejia, Cardenas, Rodriguez. Noe: None. Abstain: None. Absent: Kazarian.

A motion was made by Mayor Pro-Tem Rodriguez to deny site plan review application no. 20-08, seconded by Councilmember Mejia. The motion carried by roll call vote: Ayes: Rodriguez, Mejia, Parra, Cardenas. Noes: None. Abstain: None. Absent: Kazarian.

## **COMMUNICATIONS**

None.

## **STAFF REPORTS**

### **CITY ENGINEER'S REPORT**

#### **Provide Staff Direction Regarding the Development Impact Fee Update and Nexus Study Prepared by DTA**

City Engineer Peters said the item presented tonight was last heard during a regular Council meeting on February 16, 2021. A presentation was provided of the development impact fees study by DTA. City Council directed the City Engineer to bring fourth ordinances for Council consideration at a future meeting to amend development impact fees in accordance with the report.

Mr. Peters provided a summary of the fees that were recommended in the report. The fees are collected to fund infrastructure and other services necessary to support and serve the developments. The most recent impact fee and nexus study was last prepared and adopted in June, 2000. Since June 2000, the City has experienced new and diverse development proposals and projects.

Mr. Peters said DTA has worked closely with City staff and stakeholders to develop a comprehensive Development Impact Fee program that meets the requirements of the City. DTA prepared a draft impact fee study for consideration by the City Council. The report recommends updating the existing development fees to reflect current public facilities plans. Mr. Peters said staff reviewed the study and is asking for direction from the Council to bring back the impact fees study for formal approval along with ordinances that would impose the fees that are listed in the report.

The Mayor opened up the discussion for public comments. There were no public comments. The direction of the Council is to have the City Engineer bring forth ordinances for Council consideration at a future meeting to amend development impact fees in accordance with the report.

## **CITY MANAGER'S REPORT**

### **COVID-19 Update**

City Manager Quan expressed her gratitude to the Council for the opportunity to serve as City Manager. Since her first day serving as City Manager she has been very busy meeting with staff and developers.

Ms. Quan said the City is currently at 970 total cases. She said as of March 1<sup>st</sup> vaccines are being administered to the following sectors: 65 and older, health care workers, Food /Ag workers, and Educators.

Mayor Cardenas said United Health Center will be offering vaccines starting Wednesday March 3<sup>rd</sup>. Councilmember Parra said the Fresno County Rural Vaccine Clinic will be offering vaccines on Thursday, March 4, 2021. Information will be provided on the City's webpage for further information.

## **PUBLIC WORKS REPORT**

Public Works Director Dominguez said the department has been very busy removing weeds in alleyways and on Golden State Boulevard and street sign maintenance. He said the Water Operators finalized the fire hydrant flushing system.

## **FINANCE DIRECTOR'S REPORT**

City Manager Quan said she has been working very closely with Interim Finance Director Sanchez. She expressed her concerns of ten bank accounts the City currently has open and bank statements have not been reconciled since 2018. She said the last audit the City had was in 2018, this makes the current numbers questionable. She said this is a priority she is working on along with the Finance Department to find a couple of solutions to bring before the Council for direction and action. She said there are \$150,000 per year from the LTF funds on hold that have not been distributed to the City in the last three years.

She said Interim Finance Director Sanchez will be leaving on May 1<sup>st</sup> and she is in the process of recruiting a new Finance Director.

## **POLICE DEPARTMENT REPORT**

Police Chief Alcaraz provided the DOJ Part 1 Crime Statistics for the months of January and February 2021.

He said he will be sending his officers next week to a “Why did you stop me?” training course hosted by the Kingsburg Police Department. The course further enhances the Community Policing in the 21<sup>st</sup> Century to Reduce Conflict philosophy.

## **FIRE DEPARTMENT REPORT**

### **Discussion/Direction to Authorize the Fire Chief to Purchase 2 Engines**

Fire Chief Lopez said five years ago fire engine E-348 was taken out of service due to mechanical issues and age. He said the department is not responding to more call as the City population has grown substantially. The plan is for the department to purchase a Type 2 Engine that pumps 1500 GPM and mini pumper that pumps 1000 GPM. Both units will be ISO rated and the Type 2 will pump higher than one the department currently has. The ages of the fleets are from 1997 to 2004. Fire Chief Lopez said he has put together several financial plans. The idea is to finance these units at a 10 year term.

He said the payment for a single unit can be around \$38,000 and for two units \$80,000. Mr. Lopez provided options to purchase these units. He said he is planning to fund the purchases from the general fund and part of the AB1600 and Utility Tax fund.

The direction from the Council is to have Fire Chief Lopez proceed with further investigation on the best method on purchasing these units, provide a formal contract and bring it back to the Council at a future meeting for future discussion and review.

## **CITY ATTORNEY’S REPORT**

City Attorney Cross provided copies of the updated 2021 Brown Act handbook.

## **CONSENT CALENDAR**

The consent calendar consisted of: A) Ratification of Warrants – March 2, 2021; B) Approve Minutes of the City Council Special Meeting – February 16, 2021, and City Council Meeting - February 16, 2021.

Councilmember Parra made a motion to approve the consent calendar, seconded by Mayor Pro-Tem Rodriquez. The motion carried by roll call vote: Ayes: Parra, Rodriquez, Mejia, Cardenas. Noes: None. Abstain: None. Absent: Kazarian.

## **COMMITTEE REPORTS**

No reports were given.

## **ADJOURNMENT**

Having no further business, Mayor Pro-Tem Rodriguez made a motion, seconded by Councilmember Mejia to adjourn. The motion carried and the meeting adjourned at 8:54 p.m.