



CITY COUNCIL MEETING

TUESDAY, MARCH 19, 2024 at 6:00 PM

CITY COUNCIL CHAMBER – 128 SOUTH 5TH STREET, FOWLER, CA 93625

AGENDA

In compliance with the Americans with Disabilities Act, if you need assistance or accommodations to access the City Council Chambers or participate in this meeting, please contact the Clerk at (559) 834-3113 x102. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility.

City Council meetings are open to the public at the physical address listed above. There are numerous ways to participate in the City Council meetings: you may attend in person, you may appear by telephone as described below, or you may submit written comments via email to avasquez@ci.fowler.ca.us. Please include your name and reference the agenda item you are commenting on, if any. Written comments received that do not specify an agenda item will be marked for the general public comment portion of the agenda. Emails received by 8:00 am on the date of the meeting will be provided to the City Council at the meeting and made part of the record of proceedings but will not be read aloud.

En cumplimiento con la Acta de Americanos con Discapacidades si necesita asistencia o adaptaciones para acceder a las Cámaras del Concejo de la Ciudad o participar en esta reunión, comuníquese con el secretario de la ciudad al (559) 834-3113 x102. También puede ponerse en contacto con el secretario si necesita servicios de traducción. La notificación al menos 48 horas antes de la reunión permitirá a la Ciudad hacer arreglos razonables para garantizar la accesibilidad.

<https://us06web.zoom.us/j/81865673327?pwd=1-XHCBjhpssKsAF8BDGt1nuaknnpRg.FFr31oB9sLhS2plz>

Telephone Number: (253) 215-8782
Meeting ID: 818 6567 3327
Passcode: 352565

Persons accessing the meeting will have an opportunity to provide comments at appropriate times during the meeting. To speak during a public comment period, press *9 on your phone to raise your hand or click “raise hand” in the webinar. At the appropriate time, you will be prompted to unmute yourself, and asked to identify yourself when providing public comment.

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 <https://fowlercivcity.org>.

Resolutions and Ordinances - 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.

1. **MEETING CALLED TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **INVOCATION BY PASTOR PAUL IRWIN OF FOWLER PRESBYTERIAN CHURCH**
5. **PLEDGE OF ALLEGIANCE**
6. **PUBLIC COMMENT**

This portion of the meeting is reserved for persons desiring to address the Council on any matter not described on this agenda. Presentations are limited to 3 minutes per person and no more than 15 minutes per topic.

7. **CONSENT CALENDAR**

Items on the Consent Calendar are considered routine and include a recommended action from Staff and shall be acted on by one motion of the Council. If a Councilmember requests additional information or would like to pull an item for discussion, that item shall be pulled from the Consent Calendar and acted upon separately. A Councilmember may register an action on an individual item without pulling the item from the Consent Calendar. A motion to approve the Consent Calendar is deemed to include a motion to waive the full reading of any ordinance or resolution on the Consent Calendar. For adoption of ordinances, only those which received a unanimous vote of the Councilmembers present at introduction shall be eligible for placement on the Consent Calendar.

- A. RATIFY Warrants for March 19, 2024
- B. APPROVE Minutes of the March 5, 2024 City Council Meeting
- C. ACCEPT Improvements for Fowler Avenue Sidewalk Project

8. **CONTESTED CONSENT CALENDAR**

Items pulled from the Consent Calendar will be heard individually immediately after action is taken on the Consent Calendar.

9. **GENERAL ADMINISTRATION**

Finance

- 9A. WORKSHOP on Fiscal Year 2024/25 Budget Priorities

Planning

[9B.](#) ACCEPT the 2023 General Plan and Housing Element Annual Progress Report

[9C.](#) APPROVE Position Authorization Resolution No. 2713 converting one Planning & Code Enforcement Technician I to a Projects and Compliance Administrator.

Public Works

[9D.](#) APPROVE Resolution No. 2714, approving updated fee schedules for Grading and Site Improvement Permit Fees and Encroachment Permit Fees.

City Attorney

[9E.](#) APPROVE Third Amendment to City Manager Employment Agreement with Wilma Tucker.

10. STAFF COMMUNICATIONS

11. COUNCILMEMBER REPORTS AND COMMENTS

12. ADJOURN

Next Ordinance No. 2024-02

Next Resolution No. 2715

CERTIFICATION: I, Angela Vasquez, City Clerk of the City of Fowler, California, hereby certify that the foregoing agenda was posted for public review on Friday, March 15, 2024.

*Angela Vasquez, CPMC
City Clerk*

CITY OF FOWLER
WARRANTS LIST
March 19, 2024

<u>ACCOUNTS PAYABLE CHECKS</u>	<u>CHECK NUMBERS</u>	<u>CHECK DATES</u>	<u>AMOUNT</u>
Regular checks	42549-42653	February 29 thru March 14	\$ 220,690.37
TOTAL ACCOUNTS PAYABLE CHECKS			<u>\$ 220,690.37</u>
 <u>PAYROLL COSTS</u>			
First March Bi-Monthly Payroll		March 15, 2024	\$ 119,161.67
TOTAL PAYROLL COSTS			<u>\$ 119,161.67</u>
TOTAL CASH DISBURSEMENTS			<u>\$ 339,852.04</u>

NOTE:

Check #42549-42584	Void Checks - Printing Issue
Check #42598	Void Check
Check #42621	Void Check
Check #42628	Void Check
Check #42641	Void Check

SUPERION
DATE: 03/14/2024
TIME: 14:19:52

CITY OF FOWLER
CHECK REGISTER - BY FUND

PAGE NUMBER: 1
ACCTPA21

SELECTION CRITERIA: transact.check_no between '42549' and '42653'
ACCOUNTING PERIOD: 9/24

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
1001	42585	03/07/24	11689	A & C TIRE SERVICE	6260	5205	TIRE REP F150-PARKS	0.00	20.00
1001	42586	03/07/24	14519	AMAZON CAPITAL SERV	6025	5110	OFFICE SUP-CITY CLE	0.00	9.78
1001	42587	03/07/24	14867	ASHLEY PANELLA	6700	5110	PAINTCLASS MAR24-SN	0.00	150.00
1001	42587	03/07/24	14867	ASHLEY PANELLA	6700	5100	PAINTCLASS FEB24-SN	0.00	150.00
TOTAL CHECK									300.00
1001	42590	03/07/24	10026	BCT CONSULTING	6170	5230	NETWORK SUPP 3/24	0.00	3,220.00
1001	42590	03/07/24	10026	BCT CONSULTING	6170	5230	NETWORK SUPP 3/1/24	0.00	2,191.42
1001	42590	03/07/24	10026	BCT CONSULTING	6170	5230	VOIP 3/1/24	0.00	913.73
TOTAL CHECK									6,325.15
1001	42592	03/07/24	10064	COLONIAL LIFE INSUR	100	2042	EMP DED FEB24	0.00	47.42
1001	42593	03/07/24	14356	COMCAST	6700	5110	CABLE 2/24-2/24	0.00	159.68
1001	42594	03/07/24	11163	COOK'S COMMUNICATIO	6120	5205	DECOMMISSION #15	0.00	410.00
1001	42596	03/07/24	13929	FIREWORKS & STAGE F	6400	5110	FIREWORK DISPLAY	0.00	12,875.00
1001	42597	03/07/24	14243	FOWLER ACE HARDWARE	6120	5190	EVIDENCE LOCKS-PD	0.00	162.28
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	9.73
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	9.70
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	4.32
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	2.15
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	2.06
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	1.94
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	1.71
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	-62.09
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	10.38
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	10.38
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	10.81
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	10.81
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	11.89
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	12.98
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	13.47
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	15.14
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	16.22
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	18.58
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	18.59
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	32.44
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	32.46
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	35.43
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	45.53
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	55.78
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	64.92
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	79.16
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	6200	5121	SUPPLIES-ST	0.00	132.75
TOTAL CHECK									597.24

SUPERION
 DATE: 03/14/2024
 TIME: 14:19:52

CITY OF FOWLER
 CHECK REGISTER - BY FUND

PAGE NUMBER: 2
 ACCTPA21

Section 7, Item A.

SELECTION CRITERIA: transact.check_no between '42549' and '42653'
 ACCOUNTING PERIOD: 9/24

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
1001	42600	03/07/24	14249	FOWLER ACE HARDWARE	6260	5121	SUPPLIES-PARKS	0.00	12.97
1001	42600	03/07/24	14249	FOWLER ACE HARDWARE	6260	5121	SUPPLIES-PARKS	0.00	16.86
1001	42600	03/07/24	14249	FOWLER ACE HARDWARE	6260	5121	SUPPLIES-PARKS	0.00	19.47
1001	42600	03/07/24	14249	FOWLER ACE HARDWARE	6260	5121	SUPPLIES-PARKS	0.00	20.54
1001	42600	03/07/24	14249	FOWLER ACE HARDWARE	6260	5121	SUPPLIES-PARKS	0.00	30.49
1001	42600	03/07/24	14249	FOWLER ACE HARDWARE	6260	5121	SUPPLIES-PARKS	0.00	135.27
TOTAL CHECK									235.60
1001	42601	03/07/24	10104	FPOA	100	2045	EMP DED 2/29/24	0.00	200.00
1001	42602	03/07/24	10475	FRESNO COUNTY GRAPH	6160	5100	PRINTING DEC23	0.00	750.29
1001	42603	03/07/24	10124	FRESNO SHERIFF BUS	6120	5271	DISPATCH SVC DEC23	0.00	9,329.08
1001	42603	03/07/24	10124	FRESNO SHERIFF BUS	6120	5271	DISPATCH SVC JAN24	0.00	9,566.95
TOTAL CHECK									18,896.03
1001	42604	03/07/24	14749	HOFFMAN SECURITY	6700	5160	ACCESS CONTROL MAR2	0.00	55.00
1001	42604	03/07/24	14749	HOFFMAN SECURITY	6700	5160	ACCESS CONTROL MAR2	0.00	55.00
1001	42604	03/07/24	14749	HOFFMAN SECURITY	6120	5160	PD SEC SVC MAR24	0.00	57.00
1001	42604	03/07/24	14749	HOFFMAN SECURITY	6700	5160	MONTHLY FEE 2/14-2/	0.00	146.67
1001	42604	03/07/24	14749	HOFFMAN SECURITY	6700	5160	SECURITY SVC MAR24	0.00	275.00
1001	42604	03/07/24	14749	HOFFMAN SECURITY	6080	5715	INSTALL SEC SYSTEM	0.00	27,695.00
TOTAL CHECK									28,283.67
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	6030	5084	HEALTH BENEFITS FEB	0.00	339.14
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	6700	5084	HEALTH BENEFITS FEB	0.00	867.87
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	6025	5084	HEALTH BENEFITS FEB	0.00	986.69
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	6150	5084	HEALTH BENEFITS FEB	0.00	1,018.44
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	6400	5084	HEALTH BENEFITS FEB	0.00	1,093.97
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	6160	5084	HEALTH BENEFITS FEB	0.00	1,103.47
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	6020	5084	HEALTH BENEFITS FEB	0.00	1,633.20
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	100	2041	HEALTH BENEFITS FEB	0.00	2,140.37
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	6200	5084	HEALTH BENEFITS FEB	0.00	3,327.95
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	6260	5084	HEALTH BENEFITS FEB	0.00	4,684.52
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	6120	5084	HEALTH BENEFITS FEB	0.00	9,133.96
TOTAL CHECK									26,329.58
1001	42606	03/07/24	10965	LAFCO	6150	5220	GENERAL PLAN MSR	0.00	16,800.00
1001	42607	03/07/24	10290	LEAGUE OF CALIF CIT	6010	5260	SSJVD MTG PARRA 202	0.00	25.00
1001	42609	03/07/24	10203	MID VALLEY PACKAGIN	6700	5121	COPY PAPER-SNR CTR	0.00	51.50
1001	42609	03/07/24	10203	MID VALLEY PACKAGIN	6150	5121	COPY PAPER-PLAN	0.00	51.50
1001	42609	03/07/24	10203	MID VALLEY PACKAGIN	6020	5121	COPY PAPER-ADMIN	0.00	205.96
TOTAL CHECK									308.96
1001	42610	03/07/24	10885	NELSONS POWER CENTE	6260	5200	SUPPLIES-PARKS	0.00	12.60
1001	42610	03/07/24	10885	NELSONS POWER CENTE	6260	5200	SUPPLIES-PARKS	0.00	43.44
1001	42610	03/07/24	10885	NELSONS POWER CENTE	6260	5200	SUPPLIES-PARKS	0.00	127.35
TOTAL CHECK									183.39
1001	42611	03/07/24	10237	P G & E - SACRAMENT	6200	5170	429 E. MERCED 2/23/	0.00	7.39

SUPERION
 DATE: 03/14/2024
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CITY OF FOWLER
 CHECK REGISTER - BY FUND

SELECTION CRITERIA: transact.check_no between '42549' and '42653'
 ACCOUNTING PERIOD: 9/24

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
1001	42612	03/07/24	13095	PBM SUPPLY & MFG	6260	5200	SUPPLIES-PARKS	0.00	5.43
1001	42613	03/07/24	13655	PROVOST & PRITCHARD	6150	5220	PLN CUP 23-11	0.00	48.80
1001	42613	03/07/24	13655	PROVOST & PRITCHARD	6150	5220	PLN SPR 23-13	0.00	175.10
1001	42613	03/07/24	13655	PROVOST & PRITCHARD	6150	5220	PLN SPR 23-24	0.00	223.00
1001	42613	03/07/24	13655	PROVOST & PRITCHARD	6150	5220	PLN SUSTAINABLE GRA	0.00	540.40
1001	42613	03/07/24	13655	PROVOST & PRITCHARD	6170	5230	GIS SERVICE JAN24	0.00	639.40
1001	42613	03/07/24	13655	PROVOST & PRITCHARD	6150	5220	PLN EDA GRANT	0.00	1,642.50
TOTAL CHECK								0.00	3,269.20
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	6700	5084	DENTAL BENEFIT FEB2	0.00	33.52
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	6400	5084	DENTAL BENEFIT FEB2	0.00	40.22
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	6150	5084	DENTAL BENEFIT FEB2	0.00	49.67
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	6025	5084	DENTAL BENEFIT FEB2	0.00	64.28
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	6030	5084	DENTAL BENEFIT FEB2	0.00	80.58
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	6160	5084	DENTAL BENEFIT FEB2	0.00	124.09
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	6020	5084	DENTAL BENEFIT FEB2	0.00	144.54
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	6200	5084	DENTAL BENEFIT FEB2	0.00	241.38
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	6260	5084	DENTAL BENEFIT FEB2	0.00	412.90
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	100	2046	DENTAL BENEFIT FEB2	0.00	874.70
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	6120	5084	DENTAL BENEFIT FEB2	0.00	941.16
TOTAL CHECK								0.00	3,007.04
1001	42615	03/07/24	13543	UNIFIRST CORPORATIO	6120	5185	MATS/MOPS-PW	0.00	7.18
1001	42615	03/07/24	13543	UNIFIRST CORPORATIO	6700	5185	JANITORIAL-SNR CTR	0.00	63.16
1001	42615	03/07/24	13543	UNIFIRST CORPORATIO	6020	5185	MATS/MOPS-PW	0.00	76.50
1001	42615	03/07/24	13543	UNIFIRST CORPORATIO	6200	5185	UNIFORMS-ST	0.00	89.56
TOTAL CHECK								0.00	236.40
1001	42616	03/07/24	10725	VERIZON WIRELESS	6170	5160	CELL PHONE JAN23-FE	0.00	176.89
1001	42616	03/07/24	10725	VERIZON WIRELESS	6170	5160	1/20-2/29 PW PHONE	0.00	398.49
TOTAL CHECK								0.00	575.38
1001	42617	03/07/24	11335	VISION SERVICE PLAN	6700	5084	VISION BENEFIT FEB2	0.00	9.85
1001	42617	03/07/24	11335	VISION SERVICE PLAN	6400	5084	VISION BENEFIT FEB2	0.00	11.82
1001	42617	03/07/24	11335	VISION SERVICE PLAN	6150	5084	VISION BENEFIT FEB2	0.00	13.78
1001	42617	03/07/24	11335	VISION SERVICE PLAN	6025	5084	VISION BENEFIT FEB2	0.00	17.73
1001	42617	03/07/24	11335	VISION SERVICE PLAN	6030	5084	VISION BENEFIT FEB2	0.00	22.83
1001	42617	03/07/24	11335	VISION SERVICE PLAN	6160	5084	VISION BENEFIT FEB2	0.00	35.43
1001	42617	03/07/24	11335	VISION SERVICE PLAN	6020	5084	VISION BENEFIT FEB2	0.00	41.34
1001	42617	03/07/24	11335	VISION SERVICE PLAN	6200	5084	VISION BENEFIT FEB2	0.00	50.41
1001	42617	03/07/24	11335	VISION SERVICE PLAN	6260	5084	VISION BENEFIT FEB2	0.00	140.96
1001	42617	03/07/24	11335	VISION SERVICE PLAN	100	2048	VISION BENEFIT FEB2	0.00	233.20
1001	42617	03/07/24	11335	VISION SERVICE PLAN	6120	5084	VISION BENEFIT FEB2	0.00	275.67
TOTAL CHECK								0.00	853.02
1001	42621	03/08/24	14519	AMAZON CAPITAL SERV	6120	5230	A/P CK TEST	0.00	11.13
1001	42621	03/08/24	14519	AMAZON CAPITAL SERV	6120	5230	A/P CK TEST	0.00	-11.13
TOTAL CHECK								0.00	0.00
1001	42622	03/13/24	11689	A & C TIRE SERVICE	6260	5205	RAM 1500 2023 REPAI	0.00	35.00

SUPERION
 DATE: 03/14/2024
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CITY OF FOWLER
 CHECK REGISTER - BY FUND

PAGE NUMBER: 4
 ACCTPA21

Section 7, Item A.

SELECTION CRITERIA: transact.check_no between '42549' and '42653'
 ACCOUNTING PERIOD: 9/24

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
1001	42623	03/13/24	10007	ALERT-O-LITE, INC	6200	5120	SUPPLIES-ST	0.00	67.16
1001	42623	03/13/24	10007	ALERT-O-LITE, INC	6200	5130	UNIFORM-WHISENHUNT	0.00	67.16
TOTAL CHECK									134.32
1001	42624	03/13/24	14992	ALTA LANGUAGE SERVI	6120	5300	LANGUAGE TESTING	0.00	242.00
1001	42625	03/13/24	14519	AMAZON CAPITAL SERV	6120	5230	OFF SUPP-PD	0.00	11.13
1001	42625	03/13/24	14519	AMAZON CAPITAL SERV	6030	5100	OFF SUPP-FINANCE	0.00	44.67
1001	42625	03/13/24	14519	AMAZON CAPITAL SERV	6120	5110	OFF SUPP-PD	0.00	98.66
1001	42625	03/13/24	14519	AMAZON CAPITAL SERV	6020	5110	SUPPLIES-ADMIN	0.00	118.74
1001	42625	03/13/24	14519	AMAZON CAPITAL SERV	6030	5100	OFF-SUPP FINANCE	0.00	169.08
TOTAL CHECK									442.28
1001	42626	03/13/24	12489	BATTERY SYSTEMS INC	6200	5200	BATTERY STREETS	0.00	68.78
1001	42627	03/13/24	10026	BCT CONSULTING	6170	5230	NETWRK SVC FEB24	0.00	495.00
1001	42628	03/13/24	10505	BROOKS RANSOM ASSOC	6400	5110	BALLOONTWISTEREASTE	0.00	214.00
1001	42628	03/13/24	10505	BROOKS RANSOM ASSOC	6400	5110	BALLOONTWISTEREASTE	0.00	-214.00
TOTAL CHECK									0.00
1001	42629	03/13/24	10025	BUFORD OIL COMPANY	6120	5210	CFN LEADFREE	0.00	531.89
1001	42630	03/13/24	14993	DAVIS EQUIPMENT INC	6200	5205	FLEET MAINT-ST	0.00	489.54
1001	42630	03/13/24	14993	DAVIS EQUIPMENT INC	6200	5205	FLEET MAINT-ST	0.00	901.76
TOTAL CHECK									1,391.30
1001	42631	03/13/24	10488	FOWLER UNIFIED SCHO	6260	5210	DIESEL PARK FEB24	0.00	116.94
1001	42631	03/13/24	10488	FOWLER UNIFIED SCHO	6260	5210	FUEL PARK FEB24	0.00	229.02
1001	42631	03/13/24	10488	FOWLER UNIFIED SCHO	6200	5210	FUEL STREETS FEB24	0.00	818.40
1001	42631	03/13/24	10488	FOWLER UNIFIED SCHO	6120	5210	FUEL PD FEB24	0.00	2,662.44
TOTAL CHECK									3,826.80
1001	42632	03/13/24	10122	FRESNO COUNTY FIRE	6120	5715	VEHICLE GRAPHICS-PD	0.00	569.60
1001	42632	03/13/24	10122	FRESNO COUNTY FIRE	6120	5715	VEHICLE GRAPHICS-PD	0.00	1,124.80
1001	42632	03/13/24	10122	FRESNO COUNTY FIRE	6120	5710	VEHICLE GRAPHICS-PD	0.00	1,277.40
TOTAL CHECK									2,971.80
1001	42633	03/13/24	10124	FRESNO SHERIFF BUS	6120	5271	DISPATCH SVC MAR24	0.00	9,329.08
1001	42634	03/13/24	11626	GARCIA & SANCHEZ SM	6200	5205	SMOG PW 2002 F350	0.00	50.00
1001	42634	03/13/24	11626	GARCIA & SANCHEZ SM	6200	5205	SMOG PW 2007 F150	0.00	50.00
1001	42634	03/13/24	11626	GARCIA & SANCHEZ SM	6160	5205	SMOG BLD 2006 GMC	0.00	50.00
TOTAL CHECK									150.00
1001	42635	03/13/24	14608	GARY WINEBRENNER	6400	5100	BALLOON EASTER EVEN	0.00	253.75
1001	42636	03/13/24	14671	HERO ALLIANCE	6400	5110	EASTER BUNNY	0.00	375.00
1001	42637	03/13/24	14749	HOFFMAN SECURITY	6020	5220	MONTHLY SVCS MAR24	0.00	125.00

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FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
1001	42639	03/13/24	14428	NAVIA BENEFIT SOLUT	6020	5220	COBRA-FEB24	0.00	200.00
1001	42640	03/13/24	10215	NELSON HARDWARE & G	6200	5195	SUPPLIES-ST	0.00	94.35
1001	42640	03/13/24	10215	NELSON HARDWARE & G	6200	5195	SUPPLIES-ST	0.00	207.59
TOTAL CHECK								0.00	301.94
1001	42641	03/13/24	10237	P G & E - SACRAMENT	6200	5170	1292 MILLAR 2/28/24	0.00	9.86
1001	42641	03/13/24	10237	P G & E - SACRAMENT	6120	5300	PERISHABLE SKILLS	0.00	593.00
1001	42641	03/13/24	10237	P G & E - SACRAMENT	6200	5170	1292 MILLAR 2/28/24	0.00	-9.86
1001	42641	03/13/24	10237	P G & E - SACRAMENT	6120	5300	PERISHABLE SKILLS	0.00	-593.00
TOTAL CHECK								0.00	0.00
1001	42642	03/13/24	14672	PRETZER FARMS & SER	6260	5300	SAFETY TRAINING	0.00	500.00
1001	42644	03/13/24	10249	QUILL	6260	5121	SUPPLIES-PARKS	0.00	10.89
1001	42644	03/13/24	10249	QUILL	6030	5100	SUPPLIES-FINANCE	0.00	25.05
1001	42644	03/13/24	10249	QUILL	6020	5110	SUPPLIES-ADMIN	0.00	30.50
TOTAL CHECK								0.00	66.44
1001	42646	03/13/24	14479	RG POWER	6200	5195	SUPPLIES-ST	0.00	272.18
1001	42647	03/13/24	14896	STAR BUILDING SUPPL	6200	5202	CEMENT SIDEWALKS	0.00	90.00
1001	42647	03/13/24	14896	STAR BUILDING SUPPL	6200	5202	CEMENT SIDEWALKS	0.00	430.00
1001	42647	03/13/24	14896	STAR BUILDING SUPPL	6200	5200	CEMENT SIDEWALKS	0.00	557.50
1001	42647	03/13/24	14896	STAR BUILDING SUPPL	6200	5202	CEMENT SIDEWALKS	0.00	605.00
1001	42647	03/13/24	14896	STAR BUILDING SUPPL	6200	5202	CEMENT SIDEWALKS	0.00	675.00
1001	42647	03/13/24	14896	STAR BUILDING SUPPL	6200	5202	CEMENT SIDEWALKS	0.00	690.00
1001	42647	03/13/24	14896	STAR BUILDING SUPPL	6200	5202	CEMENT SIDEWALKS	0.00	900.00
TOTAL CHECK								0.00	3,947.50
1001	42648	03/13/24	14844	STIX FACE PAINT	6400	5110	FACE PAINTER EASTER	0.00	210.00
1001	42649	03/13/24	13543	UNIFIRST CORPORATIO	6700	5185	JANITORIAL-SNR CTR	0.00	70.64
1001	42649	03/13/24	13543	UNIFIRST CORPORATIO	6200	5185	UNIFORMS-PW	0.00	98.35
TOTAL CHECK								0.00	168.99
1001	42650	03/13/24	13521	UNITY IT	6170	5160	CLDBKUP JAN24 PD	0.00	39.99
1001	42650	03/13/24	13521	UNITY IT	6170	5160	CLDBKUP DEC23 PD	0.00	39.99
1001	42650	03/13/24	13521	UNITY IT	6170	5160	CLDBKUP FEB24 PD	0.00	39.99
TOTAL CHECK								0.00	119.97
1001	42651	03/14/24	14839	KAREN BROOKS	6400	5110	BALLOON TWIST-EASTE	0.00	214.00
1001	42652	03/14/24	10237	P G & E - SACRAMENT	6200	5170	1292 MILLAR2/28/24	0.00	9.86
1001	42653	03/14/24	10993	POLICE REGIONAL TRA	6120	5300	PERISHABLE SKILLS-P	0.00	593.00
TOTAL CASH ACCOUNT								0.00	147,848.81
TOTAL FUND								0.00	147,848.81

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FUND - 212 - ARPA FUNDING

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
1001	42618	03/07/24	13655	PROVOST & PRITCHARD	2120	5710	WATER TOWER REHAB	0.00	507.50
TOTAL CASH ACCOUNT								0.00	507.50
TOTAL FUND								0.00	507.50

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FUND - 225 - LTF - ARTICLE 8

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
1001	42591	03/07/24	14131	SWEEPING CORP OF AM	2250	5220	STREET SWEEP FEB24	0.00	3,500.00
1001	42611	03/07/24	10237	P G & E - SACRAMENT	2250	5170	MANN&GLDN 2/25/24	0.00	14.78
1001	42641	V 03/13/24	10237	P G & E - SACRAMENT	2250	5170	700 MERCED 2/28/24	0.00	-1,270.93
1001	42641	03/13/24	10237	P G & E - SACRAMENT	2250	5170	700 MERCED 2/28/24	0.00	1,270.93
1001	42641	V 03/13/24	10237	P G & E - SACRAMENT	2250	5170	363 N TEMP 2/2/8/24	0.00	-9.87
1001	42641	V 03/13/24	10237	P G & E - SACRAMENT	2250	5170	1100 N MANN 2/28/24	0.00	-15.77
1001	42641	V 03/13/24	10237	P G & E - SACRAMENT	2250	5170	300 W MERCED 2/28/2	0.00	-48.08
1001	42641	V 03/13/24	10237	P G & E - SACRAMENT	2250	5170	MERCED/8TH 2/28/24	0.00	-97.71
1001	42641	V 03/13/24	10237	P G & E - SACRAMENT	2250	5170	ADAMS&GLDNST 2/29/2	0.00	-122.87
1001	42641	V 03/13/24	10237	P G & E - SACRAMENT	2250	5170	GLDST/MAN SIG 2/28/	0.00	-132.08
1001	42641	03/13/24	10237	P G & E - SACRAMENT	2250	5170	363 N TEMP 2/2/8/24	0.00	9.87
1001	42641	03/13/24	10237	P G & E - SACRAMENT	2250	5170	1100 N MANN 2/28/24	0.00	15.77
1001	42641	03/13/24	10237	P G & E - SACRAMENT	2250	5170	300 W MERCED 2/28/2	0.00	48.08
1001	42641	03/13/24	10237	P G & E - SACRAMENT	2250	5170	MERCED/8TH 2/28/24	0.00	97.71
1001	42641	03/13/24	10237	P G & E - SACRAMENT	2250	5170	ADAMS&GLDNST 2/29/2	0.00	122.87
1001	42641	03/13/24	10237	P G & E - SACRAMENT	2250	5170	GLDST/MAN SIG 2/28/	0.00	132.08
TOTAL CHECK								0.00	0.00
1001	42652	03/14/24	10237	P G & E - SACRAMENT	2250	5170	700 MERCED#A2/28/24	0.00	1,270.93
1001	42652	03/14/24	10237	P G & E - SACRAMENT	2250	5170	GLDST/MAN SIG2/28/2	0.00	132.08
1001	42652	03/14/24	10237	P G & E - SACRAMENT	2250	5170	ADAMS&GLDNST2/29/24	0.00	122.87
1001	42652	03/14/24	10237	P G & E - SACRAMENT	2250	5170	MERCED/8TH2/28/24	0.00	97.71
1001	42652	03/14/24	10237	P G & E - SACRAMENT	2250	5170	300 W MERCED2/28/24	0.00	48.08
1001	42652	03/14/24	10237	P G & E - SACRAMENT	2250	5170	1100 N. MANN 2/28/2	0.00	15.77
1001	42652	03/14/24	10237	P G & E - SACRAMENT	2250	5170	363 N TEMP 2/28/24	0.00	9.87
TOTAL CHECK								0.00	1,697.31
TOTAL CASH ACCOUNT								0.00	5,212.09
TOTAL FUND								0.00	5,212.09

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FUND - 238 - MEASURE C TOD GRANT

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1001	42613	03/07/24	13655	PROVOST & PRITCHARD	2380	5520	MAIN ST BIKEWAY	0.00	943.10
TOTAL CASH ACCOUNT								0.00	943.10
TOTAL FUND								0.00	943.10

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ACCOUNTING PERIOD: 9/24

FUND - 256 - DWR STATE GRANT

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1001	42613	03/07/24	13655	PROVOST & PRITCHARD	2560	5710	WELL #9 GRANT	0.00	12,711.20
1001	42643	03/13/24	13655	PROVOST & PRITCHARD	2560	5710	WELL #9 GRANT	0.00	3,414.00
TOTAL CASH ACCOUNT								0.00	16,125.20
TOTAL FUND								0.00	16,125.20

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 ACCOUNTING PERIOD: 9/24

FUND - 500 - WATER

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
1001	42588	03/07/24	13074	B&B CONSTRUCTION SE	500	2050	HYDRANT METER REFUN	0.00	3,951.52
1001	42589	03/07/24	13635	BARNES WELDING SUPP	5000	5200	SUPPLIES-WTR	0.00	27.28
1001	42595	03/07/24	14991	ERIC ROCHA	5000	5260	PW TRAVEL-ROCHA	0.00	1,094.73
1001	42599	03/07/24	14245	FOWLER ACE HARDWARE	5000	5121	SUPPLIES-ST	0.00	51.92
1001	42605	03/07/24	13496	KEENAN & ASSOCIATES	5000	5084	HEALTH BENEFITS FEB	0.00	5,183.52
1001	42608	03/07/24	14745	MCCLATCHY COMPANY L	5000	5220	PHN INTRO WTR DEP O	0.00	255.16
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	5000	5084	DENTAL BENEFIT FEB2	0.00	374.11
1001	42615	03/07/24	13543	UNIFIRST CORPORATIO	5000	5185	UNIFORMS-WTR	0.00	89.56
1001	42617	03/07/24	11335	VISION SERVICE PLAN	5000	5084	VISION BENEFIT FEB2	0.00	106.94
1001	42625	03/13/24	14519	AMAZON CAPITAL SERV	5000	5121	SUPPLIES-WTR	0.00	196.16
1001	42625	03/13/24	14519	AMAZON CAPITAL SERV	5000	5100	UB SUPP-WTR	0.00	12.96
TOTAL CHECK								0.00	209.12
1001	42631	03/13/24	10488	FOWLER UNIFIED SCHO	5000	5210	FUEL WTR FEB24	0.00	613.47
1001	42638	03/13/24	14919	LIBERTY CHEMICAL EQ	5000	5202	SUPPLIES-WTR	0.00	201.48
1001	42638	03/13/24	14919	LIBERTY CHEMICAL EQ	5000	5205	SUPPLIES-WTR	0.00	603.21
TOTAL CHECK								0.00	804.69
1001	42641	03/13/24	10237	P G & E - SACRAMENT	5000	5170	912 PAL 2/29/24	0.00	9.87
1001	42641	03/13/24	10237	P G & E - SACRAMENT	5000	5170	WELL SITE 7 3/18/24	0.00	30,727.45
1001	42641	03/13/24	10237	P G & E - SACRAMENT	5000	5170	325 S 5H 3/3/24	0.00	823.00
1001	42641	03/13/24	10237	P G & E - SACRAMENT	5000	5170	WELL SITE 8 2/29/24	0.00	1,230.91
1001	42641	03/13/24	10237	P G & E - SACRAMENT	5000	5170	WELL SITE 7 3/18/24	0.00	-30,727.45
1001	42641	03/13/24	10237	P G & E - SACRAMENT	5000	5170	325 S 5H 3/3/24	0.00	-823.00
1001	42641	03/13/24	10237	P G & E - SACRAMENT	5000	5170	WELL SITE 8 2/29/24	0.00	-1,230.91
1001	42641	03/13/24	10237	P G & E - SACRAMENT	5000	5170	912 PAL 2/29/24	0.00	-9.87
TOTAL CHECK								0.00	0.00
1001	42644	03/13/24	10249	QUILL	5000	5100	SUPPLIES-WTR	0.00	68.64
1001	42645	03/13/24	10251	R & R AUTO REPAIR S	5000	5205	F350 WTR TRUCK	0.00	50.00
1001	42649	03/13/24	13543	UNIFIRST CORPORATIO	5000	5185	UNIFORMS-WTR	0.00	98.36
1001	42652	03/14/24	10237	P G & E - SACRAMENT	5000	5170	912 PALM 2/29/24	0.00	9.87
1001	42652	03/14/24	10237	P G & E - SACRAMENT	5000	5170	WELL SITE 8 2/29/24	0.00	1,230.91
1001	42652	03/14/24	10237	P G & E - SACRAMENT	5000	5170	WELL SITE 7 3/18/24	0.00	30,727.45
TOTAL CHECK								0.00	31,968.23
TOTAL CASH ACCOUNT								0.00	44,947.25
TOTAL FUND								0.00	44,947.25

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FUND - 503 - TCP FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
1001	42619	03/07/24	13655	PROVOST & PRITCHARD	5030	5710	TCP WELL 7	0.00	3,828.00
TOTAL CASH ACCOUNT								0.00	3,828.00
TOTAL FUND								0.00	3,828.00

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FUND - 850 - SUCCESSOR AGENCY

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
1001	42614	03/07/24	13647	SUN LIFE FINANCIAL	8500	5084	DENTAL BENEFIT FEB2	0.00	6.66
1001	42617	03/07/24	11335	VISION SERVICE PLAN	8500	5084	VISION BENEFIT FEB2	0.00	1.76
TOTAL CASH ACCOUNT								0.00	8.42
TOTAL FUND								0.00	8.42

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ACCOUNTING PERIOD: 9/24

FUND - 900 - PUBLIC FINANCING AUTH

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	DEPT	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
1001	42620	03/07/24	10214	NBS	9000	5621	2010 BOND DISCLOSUR	0.00	1,270.00
TOTAL CASH ACCOUNT								0.00	1,270.00
TOTAL FUND								0.00	1,270.00
TOTAL REPORT								0.00	220,690.37



CITY COUNCIL MEETING

TUESDAY, MARCH 05, 2024 at 6:00 PM

CITY COUNCIL CHAMBER – 128 SOUTH 5TH STREET, FOWLER, CA 93625

MINUTES

1. MEETING CALLED TO ORDER

Mayor Parra called meeting to order at 6:00 p.m.

2. ROLL CALL

PRESENT

Daniel Parra
Juan Mejia
Amarjeet Gill
Leonard Hammer

ABSENT

Karnig Kazarian

City Staff Present: City Manager Tucker, City Attorney Cross, Assistant City Manager Gaffery, Fresno County Fire Protection District Battalion Chief Dominguez, Recreation Supervisor Hernandez, City Planner Marple, Finance Director Moreno, City Engineer Park, Police Chief Reid, Public Works Director Rocha, and City Clerk Vasquez.

3. APPROVAL OF AGENDA

Staff reported one change to the agenda.

The title for Item 10B was printed incorrectly on the agenda, but appeared correctly on the staff report. A corrected agenda was published. The title is as follows:

"CONSIDER Resolution No. 2712 authorizing submittal of a grant application to the Strategic Growth Council (SGC) for Funds Under the Affordable Housing and Sustainability Communities (AHSC) Round 8 Program.

Motion made by Hammer, Seconded by Mejia.

Voting Yea: Parra, Gill

6. CEREMONIAL PRESENTATIONS

A. PROCLAMATION designating Friday, April 26, 2024 as Arbor Day in the City of Fowler.

7. PUBLIC COMMENT

Four members of the public spoke.

8. CONSENT CALENDAR

**Motion made by Mejia, Seconded by Gill.
Voting Yea: Parra, Hammer**

9. CONTESTED CONSENT CALENDAR

No items were pulled from the consent calendar.

10. GENERAL ADMINISTRATION

Public Works

10A. APPROVE the 2023-2024 Water Rate Study and Initiate the Prop 218 process of setting a Public Hearing for an amended water fee schedule.

**Motion made by Gill, Seconded by Hammer.
Voting Yea: Parra, Mejia**

Planning

10A. CONSIDER Resolution No. 2712 authorizing submittal of a grant application to the Strategic Growth Council (SGC) for Funds Under the Affordable Housing and Sustainable Communities (AHSC) Round 8 Program.

Four members of the public spoke.

Resolution No. 2712 failed to receive a motion.

Staff received direction not to proceed with participating in the grant application.

11. STAFF COMMUNICATIONS

Updates were provided by City Manager Tucker, Assistant City Manager Gaffery, Recreation Supervisor Hernandez, City Clerk Vasquez, City Planner Marple, and City Engineer Park.

12. COUNCILMEMBER REPORTS AND COMMENTS

Updates were provided by Councilmember Gill, Mayor Parra, and Mayor Pro-Tem Mejia.

13. CLOSED SESSION

Government Code Section 54957
Public Employee Performance Evaluation
Title: City Manager

Government Code Section 54957.6
Conference with Labor Negotiators
Agency designated representative: City Attorney
Unrepresented employee: City Manager

14. RECONVENE INTO OPEN SESSION AND REPORT ACTION

Meeting reconvened at 8:19 p.m.

No reportable action on any of the two items.

15. ADJOURN

Having no further business, the meeting adjourned at 8:20 p.m.



CITY COUNCIL MEETING

REPORT TO THE CITY COUNCIL

DATE: March 19, 2024
FROM: SOO HO PARK, City Engineer
SUBJECT: ACCEPT Improvements for Fowler Avenue Sidewalk Project

EXECUTIVE SUMMARY

The CML 5173 (034) Fowler Avenue Sidewalk Projects has been completed by JT2, Inc. DBA Todd Companies. Staff recommends City Council accepts the project as completed and authorizes the City Engineer to file a Notice of Completion.

BACKGROUND

On September 5, 2023, City Council approved and awarded JT2, Inc. DBA Todd Companies the CML 5173 (034) Fowler Avenue Sidewalks Project. The bid received was for \$115,700. JT2 has constructed a concrete sidewalk on the west side of Fowler Avenue from approximately 500 feet south of Fresno Street to the southwest corner of Fresno Street and Fowler Avenue. The project also included an ADA compliant ramp, signage and striping.

PUBLIC NOTICE

This item does not require a public hearing and was noticed as a part of the City Council Agenda.

ENVIRONMENTAL REVIEW

A Notice of Exemption was filed on December 10, 2020 based on Categorical Exemption Class 1; 14 CCR 15301 (c).

GENERAL PLAN CONSISTENCY

General Plan Policy MOB-11

Ensure street and road projects are adequately designed to accommodate safe and convenient pedestrian and bicyclist access.

FISCAL IMPACT AND PROCUREMENT PROCESS

The project contract was awarded through a competitive public bid process and the awarded amount was \$115,700. After the City approved the value engineering and field changes during construction, the total project cost was reduced by \$4,373 to a revised total of \$111,327. Therefore, the entire project is funded by the CMAQ Federal grant, and the City did not have to expend any Measure C funds as a local match to construct the project.

CONFLICT OF INTEREST

Staff is not aware of any conflicts of interest.

Attachments

- None



CITY COUNCIL OF THE CITY OF FOWLER

REPORT TO THE CITY COUNCIL

DATE: March 19, 2024

FROM: DAWN E. MARPLE, City Planner

SUBJECT: ACCEPT the 2023 General Plan and Housing Element Annual Progress Report

EXECUTIVE SUMMARY

Jurisdictions in California are required to submit annual progress reports on the implementation of their General Plan and Housing Element to the Office of Planning and Research (OPR) and Department of Housing and Community Development (HCD), respectively.

The Planning Commission heard and accepted the Annual Progress Report at its meeting on March 7, 2024. Staff recommend that the City Council of the City of Fowler accept the 2023 Annual Progress Report for the City of Fowler General Plan and Housing Element, and direct staff to submit the report to OPR and HCD as required by applicable law.

BACKGROUND

Staff has completed the Annual Progress Report for the City of Fowler General Plan and Housing Element for the calendar year of 2023 in accordance with Government Code Section 65400, which requires the City to prepare an Annual Progress Report addressing the status of the General Plan and progress made toward implementing its goals and policies, including the City's progress in meeting its share of regional housing needs. The progress report must be submitted by April 1 of each year to the City Council, OPR, and HCD.

The attached Annual Progress Report (Attachment A) summarizes the development activity in the City for calendar year 2023.

The General Plan also includes an action item to annually report on the implementation of the growth management policies outlined in the Plan. The City of Fowler included policies related to growth management in the Land Use element to ensure the City expands and land develops in an orderly manner. Areas outside of the existing City Limits are included in various growth tiers and as development occurs in open tiers, additional tiers can be opened. When the General Plan was adopted in April 2023, only the Primary Development Area (PDA) was open. Annexation of Medium High Density Residential or High Density Residential may occur in

Growth Tier I when 112 building permits located on property designated either Medium High Density Residential or High Density Residential in the PDA have been issued. As of December 31, 2023, only 1 such permit had been issued in the PDA.

Annexation of property designated Low Density Residential, Medium Low Density Residential, or Medium Density Residential may occur in Growth Tier I once 155 Medium High Density Residential or High Density Residential building permits have been issued and 1,512 building permits for new dwelling units on Low Density Residential, Medium Low Density Residential, or Medium Density Residential in the PDA have been issued. As of December 31, 2023, 144 such permits have been issued in the PDA. A summary of permits issued is included in Table 1: Residential Building Permit Summary.

Table 1: Residential Building Permit Summary

Year	Medium High and High Density Permits Issued	Low, Medium Low, and Medium Density Permits Issued	Total Permits Issued
2022	1	89	90
2023	0	55	55

The Housing Element of the Fowler General Plan was most recently adopted in April of 2016, as required by applicable law, and was prepared as part of a coordinated multi-jurisdictional effort with Fresno County and 12 of the 15 incorporated 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. The Housing Element is currently in the process of being updated, as required by state law, to cover the next 8-year planning period from 2023 through 2031. This annual report covers progress towards the Housing Element for the year 2023.

Fowler's Regional Housing Needs Allocation (RHNA) for the eight-year planning period covering December 2015 through December 2023 was 524 housing units and is equivalent to an annual production rate of 66 units. A 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 and based on household size and income in comparison to the average median household income (according to household size) in Fresno County. Proper planning and land use decisions are required to ensure there is opportunity for all housing categories to develop. It is important to note that the City is not required to build any housing units.

The City satisfies the Housing Element and RHNA requirements by, among other things, planning, designating, and zoning enough land in the City limits at densities sufficient to accommodate the assigned RHNA unit count. While the assigned RHNA unit count assumes higher density housing projects may likely be affordable to lower income households, higher density does not always equate to lower income affordability. Other methods for ensuring housing units are available to lower income households includes recording deed restrictions limiting the sale/lease of units to households above certain income levels and limiting the sales price or monthly rental price that the developer, owner, or operator of the units can charge the occupants. As a result, deed restricted affordable housing projects have many challenges for development that often prompt a need for significant subsidies to attract developers willing to develop, own, and/or operate these price/rent restricted units.

In 2023, the City of Fowler processed 51 building permits for residential development. Single family dwelling units accounted for 48 of the building permits, while the remaining three were for accessory dwelling units. Of the 51 units permitted, 11 were in the Moderate category and 40 were in the Above Moderate category. Fowler has completed 484 units of its 524-housing-unit allocation. As outlined in Table B of the Housing Element Annual Progress Report Fowler met its housing unit production projections for both the Moderate Income and Above Moderate Income categories, but the development of housing units in the Very Low and Low categories fell short of projections despite the City’s compliance with all Housing Element requirements.

PUBLIC NOTICE

This item does not require a public hearing and was noticed as a part of the City Council Agenda.

ENVIRONMENTAL REVIEW

This action does not constitute a “project” pursuant to the California Environmental Quality Act.

GENERAL PLAN CONSISTENCY

Annual progress reports on General Plan implementation are required per state law (California Government Code Section 65400). The City of Fowler 2040 General Plan includes an Implementation Strategy chapter to help organize implementation activities identified in the Plan and monitor progress. This chapter was used to help draft the 2023 General Plan Annual Progress Report.

Additionally, the Annual Progress Report implements Action Item LU-9a: The City shall compile a report outlining the building permits issued for all residential units by growth tier and planned land use on an annual basis for reporting to the City Council.

FISCAL IMPACT

No fiscal impact is anticipated from the acceptance of the 2023 General Plan and Housing Element Annual Progress Reports.

CONFLICT OF INTEREST

Staff is not aware of any conflicts of interest.

Attachments

- Attachment A: 2023 General Plan Annual Progress Report



CITY OF FOWLER

California

2023 GENERAL PLAN ANNUAL PROGRESS REPORT

FEBRUARY 2024

Prepared For:

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ATTACHMENTS

ATTACHMENT A: HOUSING ELEMENT ANNUAL PROGRESS REPORTA-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 California Department of Housing and Community Development (HCD; 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 progress towards its implementation;
- Describe the City's progress in meeting its Regional Housing Needs Allocation (RHNA);
- 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 2023 planning year and is completed for this April deadline.

2040 FOWLER GENERAL PLAN

The City of Fowler incorporated in 1908 and adopted its first comprehensive General Plan in 1976. On April 18th, 2023, the City adopted the 2040 Fowler General Plan, the first major update to the Plan since 2004. The 2040 Fowler General Plan contains the following chapters, which address all the required elements of a general plan in accordance with the Government Code at the time of adoption:

- Land Use
- Community Design
- Housing (under separate cover)
- Community Health and Equity
- Open Space
- Mobility
- Economic Development
- Community Resiliency and Safety
- Public Facilities

The Housing Element of the Fowler General Plan was adopted in April of 2016, as required by the Government Code. The City is participating in a coordinated effort with Fresno County and other jurisdictions in the County to update the Multi-Jurisdictional Housing Element which will serve as a regional plan for addressing the housing needs of Fresno County for the 2023-2031 planning period. This effort is expected to be completed in 2024.

AMENDMENTS

The City of Fowler adopted the 2040 Fowler General Plan on April 18th, 2023. No amendments were made to the 2040 Plan once adopted.

ANNEXATIONS

The City requests that Fresno County refer all proposals for industrial development located within the City’s Sphere of Influence (SOI) to 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. The City’s SOI and phasing of annexation is used to provide for logical and efficient growth and prevent the premature conversion of agricultural land. Extension of urban services without annexation is discouraged. Residential land is annexed to the City as determined by growth management policies. Proposals for pre-zoning and annexation are rejected if they do not satisfy General Plan requirements relating to orderly and contiguous development and public services and facilities. The City did not have any annexations in 2023.

GROWTH MANAGEMENT

The City of Fowler included policies related to growth management in the Land Use element to ensure the City expands and land develops in an orderly manner. Areas outside of the existing City Limits are included in various growth tiers and as development occurs in open tiers, additional tiers can be opened. When the General Plan was adopted in April 2023, only the Primary Development Area (PDA) was open. Annexation of Medium High Density Residential or High Density Residential may occur in Tier I when 112 building permits located on property designated either Medium High Density Residential or High Density Residential in the PDA have been issued. As of December 31, 2023, 1 such permit had been issued. Annexation of property designated Low Density Residential, Medium Low Density Residential, or Medium Density Residential may occur in Tier I once 155 Medium High Density Residential or High Density Residential building permits have been issued *and* 1,512 building permits for new dwelling units on Low Density Residential, Medium Low Density Residential, or Medium Density Residential in the PDA have been issued. As of December 31, 2023, 144 such permits have been issued. A summary of permits issued is included in **Table 1: Residential Building Permit Summary.**

Table 1: Residential Building Permit Summary

Year	Medium High and High Density Permits	Low, Medium Low, and Medium Density Permits	Total Permits
2022	1	89	90
2023	0	55	55

GENERAL PLAN IMPLEMENTATION PROGRESS

The 2040 General Plan includes an Implementation Strategy chapter which outlines the action items identified in the Plan and organizes them according to the primary types of subsequent planning efforts, regulatory mechanisms, and administrative procedures required to implement the General Plan. These categories include:

- Plans and Studies
- Regulatory Documents
- Design Standards
- Resource Documents
- Public Works Improvement Standards
- Program Establishment
- Capital Improvement Program (CIP)
- Inventories and Evaluations
- Review Procedures
- Ongoing

The City implemented four action items related to regulatory documents, resource documents, and the CIP. They include:

- SAF-2a: Review and revise, as necessary, the Municipal Code to ensure effective organization, responsiveness, and continuity of government during declared emergencies.
- CDES-1a: Develop a branding package for the City of Fowler, including the development of gateway signage standards and a series of print and web graphics that create a cohesive design for the City.
- CH-32a: Consider City vehicles and equipment as part of the Capital Improvement Program (CIP) process.
- LU-9a: The City shall compile a report outlining the building permits issued for all residential units by growth tier and planned land use on an annual basis for reporting to the City Council.

Additional information related to the implementation of action items, including more detail about how the action items are structured and organized, is available in the Implementation Strategy of the General Plan. Beginning in 2024, the City intends to track the implementation of goals, policies, and action items as items are brought to Planning Commission and City Council.

In 2023, the City tracked General Plan goals and policies as they were implemented through items brought to Planning Commission and City Council. The implemented goals and policies are outlined in the following sections.

LAND USE ELEMENT

The land use element is what people typically think of when they think of the “plan” for the City and is often considered the heart of a General Plan. This land use element establishes 12 land use designations for residential, commercial, industrial, and open space and public facility uses that will guide development not only within the City’s limit, but throughout its planning area as the City grows. The land use goals and

policies in this element provide direction on how each of these land use designations should develop, including the density (dwelling units per acre) and intensity (floor area ratio) of development allowed within each designation.

A more detailed description of development that occurred is provided above in the **Growth Management** section. The following land use goals were implemented in 2023:

- LU-1: Growth occurs logically and efficiently.
- LU-2: A wide range of housing types are available to accommodate all housing needs in the community.

The following land use policies were also implemented:

- LU-1: Development shall occur in accordance with the planned land uses as shown on Figure 4-1: Land Use Diagram.
- LU-16: Maintain the downtown area as the governmental and cultural center of the City. Encourage community services, specialty shops, and office space on the ground floor with housing on the second floor.
- LU-23: Ensure that the location and design of all parks, recreation, and community centers are compatible with existing adjacent uses.

COMMUNITY DESIGN ELEMENT

The community design element guides the design and aesthetic of the City of Fowler's built environment. Community design concerns not just how different buildings interface with the public realm such as streets and sidewalks, but also how design of public spaces can create a sense of place unique to the City. The element guides the design and development of residential, commercial, and industrial projects as well as development within the City's downtown area, which has enhanced standards.

The following community design goals were implemented in 2023:

- CDES-1: Through community design, Fowler fosters and reinforces the City's unique sense of place.
- CDES-3: Downtown Fowler is preserved and enhanced as the primary cultural and civic core of the community.
- CDES-4: New development is sensitive to Fowler's historical context, enhances Fowler's architectural quality, and contributes to its unique identity. Existing scenic, historic, and cultural resources enhance the community.

The following community design policies were also implemented:

- CDES-6: Require site plan review for all multifamily, commercial, and industrial development, to ensure consistency with all applicable development standards. Require project design to respond to site features.
- CDES-24: New multifamily residential projects are designed in a way such they enhance Fowler's character.
- CDES-26: Single family residential projects shall be designed in a way such that they enhance Fowler's character.
- CDES-27: Discourage direct access to collector streets from single-family residential properties except where physical circumstances do not allow other design solutions.

COMMUNITY HEALTH AND EQUITY ELEMENT

The community health and equity element promotes and supports healthy living in the City of Fowler and establishes goals and policies to enhance community health in areas where public health, social equity, and land use planning intersect. This element focuses on creating comfortable, convenient, and safe places for people to walk and bike both for exercise or as an alternative to driving for key destinations, such as schools, parks, or work. The goals and policies also encourage access to healthy food options and services such as healthcare and minimize exposure to air pollution and noise. Providing for safe and sanitary housing opportunities for all income levels in the City and encouraging community engagement across all segments of the community is also a focus of addressing community health and equity in Fowler.

The following health and equity goals were implemented in 2023:

- CH-1: Opportunities for physical activity, such as walking and biking, are integrated into the built environment.

The following health and equity policies were also implemented:

- CH-1: Implement an active transportation network that links residential uses with schools, shopping, entertainment, recreation, and employment centers.
- CH-4: Require street trees or other shade coverage along key pedestrian and bicycle routes and near transit stops.
- CH-21: Maximize the use of technology to provide remote access to public meetings and hearings.
- CH-26: New development shall be designed and operated in such a way that interior noise levels from both stationary and mobile noise sources do not exceed 45 dBA Ldn for adjacent residential uses or other uses where people normally sleep and 45 dBA Leq at peak hour for adjacent office, school, church, or similar use.
- CH-30: When sound walls are proposed, encourage a combination of berms and/or landscaping and walls to produce a more visually pleasing streetscape.
- CH-32: Purchase City vehicles and equipment with low noise generation. Maintain City vehicles to minimize noise.

OPEN SPACE ELEMENT

The open space element is focused on the provision of and maintenance of open spaces within the City of Fowler. This element addresses not only park space and trails, but also use of community centers and other multipurpose facilities. It includes policies that address the provision of these facilities to ensure that they are being provided at levels that support growth and development and are being adequately maintained.

The following open space goals were implemented in 2023:

- OS-1: Open space areas form a connected network, linking Fowler's residential neighborhoods to passive and active recreation opportunities.
- OS-2: Open space areas enhance community livability, provide opportunities for improved public health, and are equitably distributed throughout the City.
- OS-3: Recreational programming and facilities meet the needs of community members of all ages and abilities.
- OS-4: Open space acquisition, development, programming, and maintenance is adequately funded.

The following open space policies were also implemented:

- OS-3: Within single-family residential projects, whether attached or detached, a minimum of 5% of the project site, not inclusive of existing or future major road rights-of-way, shall be developed with usable open space. Such open space shall be maintained by an assessment district, landscape/lighting district, homeowners' association, or other appropriate maintenance entity.
- OS-4: Usable open space areas, as required in Policy OS-3, may fulfill the requirements for parkland dedication, per the City's Quimby Ordinance. To qualify, such land shall be dedicated to the City and meet the minimum established requirements for usable open space.
- OS-5: Developers may elect to construct the usable open space as required in Policy OS-3, or the parkland required for dedication per the City's Quimby Ordinance. Upon construction, dedication, and acceptance of such improvements by the City, a credit of up to 50% against payment of the park development impact fee, as required by Policy OS-18, may be allowed and should be based on the actual cost of construction of the usable open space.
- OS-7: When siting park space within a subdivision project, it should be located with an emphasis on equitable distribution within the overall project site and consistent with the access standards identified in Table 8-1. When park space is not sited accordingly, neighborhood trails shall be integrated into the project design to ensure adequate access to the park space from areas beyond the limits of the project is provided.
- OS-14: Continue cooperative efforts with Fowler Unified School District for park and recreational facilities.
- OS-17: The City shall use a broad range of funding and economic development tools to ensure high quality development, maintenance, and programming of the City parks, trails, and recreation system.
- OS-18: All residential projects shall be subject to the payment of park development impact fees, as adopted by resolution of the City Council. Payment of these development impact fees shall be in addition to any parkland dedication or in-lieu fee payment requirements in accordance with
- Fowler's adopted Quimby Act Ordinance, as applicable, except as provided for in Policy OS-6.

MOBILITY ELEMENT

The mobility element's goals and policies guide the efficient movement of people and goods within the planning area, with a specific focus on improving mobility options. The goals and policies specifically promote the development of complete streets, which design, build, and maintain streets that enable safe access for everyone, including pedestrians, bicyclists, motorists, and transit riders of all ages and abilities.

The following mobility goals were implemented in 2023:

- MOB-1: Fowler's streets are a safe and enjoyable environment for pedestrians, cyclists, motorists, and people of all ages and abilities.
- MOB-2: The circulation system is safe, connected, and well-integrated with public transit and neighboring jurisdictions.
- MOB-4: The circulation system is adequately maintained.
- MOB-5: Safe, well-designed, multi-modal connections exist across State Route 99, Golden State Boulevard, and the Union Pacific Railroad.

The following mobility policies were also implemented:

- MOB-4: Support the creation of a transportation network provides for efficient movement of people and goods while accounting for environmental effects.
- MOB-7: Prioritize operational solutions over major structural improvements to existing roadways where feasible.

- MOB-11: Ensure street and road projects are adequately designed to accommodate safe and convenient pedestrian and bicyclist access.
- MOB-25: Coordinate local transportation planning with the Fresno Council of Governments (COG) Regional Transportation Plan (RTP), Fresno County Rural Transit Agency (FCRTA), and other agencies on relevant transportation plans to ensure eligibility for state and federal funding.
- MOB-28: Seek all available means to finance improvements, including State and Federal grants.
- MOB-29: Use appropriate entitlement processes and financial tools to ensure new development contributes a fair share of the transportation improvements and/or costs to provide necessary improvements.

ECONOMIC DEVELOPMENT ELEMENT

Although State law does not require a general plan to include an economic development element, such goals and policies can be vital to support and sustain the other elements' goals and policies. This economic development element directs the preparation of an economic development strategy for Fowler and is geared towards promoting the City of Fowler's existing businesses, attracting new businesses, and seeing them thrive. This element includes policies to retain both businesses and the workforce in the City as well as identify opportunities for new industries that are appropriate to the City and grow the City's tax base. It also includes policies for strategies to market the City's businesses within and without the City. These policies are intended to bolster the City's economy, but also to directly better the lives of the City's residents. Supporting local business means supporting options for residents and visitors to find goods and services and support the sustainability of the City's downtown and other commercial centers.

The following economic development goals were implemented in 2023:

- ED-2: Fowler's businesses improve the quality of life by providing retail, personal, and business service amenities locally.
- ED-3: Fowler invests in necessary infrastructure, resources, and beautification to ensure the success of economic development strategies.
- ED-4: Fowler maintains a supportive business climate that helps attract and retain new and existing businesses.

The following economic development policies were also implemented:

- ED-4: Promote rehabilitation of commercial sites and investigate funding opportunities for rehabilitation/remodeling of small businesses.
- ED-5: Discourage passive land uses, underutilization of land, and vacant structures on available commercial sites.
- ED-6: Encourage activities that attract participants to Fowler and promote economic development.
- ED-12: Support the development of civic amenities, including community entertainment venues, community events, and other opportunities that increase quality of life, visitation, and position Fowler as a center for recreation and entertainment in Fresno County.
- ED-14: Facilitate the development of businesses that contribute to Fowler's Economic Development Goals established through the General Plan or the Economic Development Strategy, which, along with the provision of affordable housing, creates a pleasing place to live and work.

COMMUNITY RESILIENCY AND SAFETY ELEMENT

The community resiliency and safety element is designed to minimize the risks to health and safety from hazardous materials, flooding, seismic hazards, fire hazards, as well as economic disruption resulting from

such hazards. Along with policies to minimize risk, the community resiliency and safety element also provides policies to respond to emergencies and ensure continuity of government operation during emergencies and maintain critical facilities. This element also includes policies to discourage the premature conversion of productive agricultural lands, protect agricultural lands that border the City's planning area, and encourage more urban agriculture uses throughout the City.

The following resiliency and safety goals were implemented in 2023:

- SAF-1: The community is resilient to the effects of a changing climate.

The following resiliency and safety policies were also implemented:

- SAF-2: Continue to implement the Fresno County Multi-Hazard Mitigation Plan to address disasters such as earthquakes, drought, flooding, hazardous material spills, water contamination, epidemics, fires, extreme weather, major transportation accidents, and terrorism.
- SAF-6: Annually review City Information Technology (IT) systems and security protocols and update as necessary to protect against cyber threats.
- SAF-29: Promote education programs related to fire safety, fire prevention, and emergency preparedness.
- SAF-30: Consult the Fire Department during the review of development proposals to ensure projects adequately address safe design and comply with applicable fire and building codes.

PUBLIC FACILITIES ELEMENT

The public facilities element addresses three categories of public facilities. The first category is utilities, which include public necessities, such as water, electricity, waste management, and telecommunications. The second category is services, which includes the City's emergency response, including police, fire, and emergency medical response. The third category is community facilities, which include recreation centers, schools, libraries, and other government buildings. This element includes policies for the provision and maintenance of these public facilities, as well as to improve and expand these facilities where necessary.

The following public facilities goals were implemented in 2023:

- PF-1: Fowler provides reliable public facilities, utilities, and community services that meet the needs of the existing community and planned growth.
- PF-2: Fowler maintains and manages the orderly and efficient expansion of public facilities, utilities, and community services.

The following public facilities policies were also implemented:

- PF-1: Require private and public land developments to provide all on-site and off-site facility improvements or pay in-lieu fees necessary to mitigate any development-generated public facility impacts.
- PF-3: Ensure that land divisions and developments are approved only when a project's improvements, dedications, and fees fully cover incremental costs to the City and other agencies. Such improvements and infrastructure include parks, major streets, traffic signals, streetlights, drainage systems, sewer, water, fire, police, schools, and other related facilities.
- PF-4: Regularly evaluate and update, as necessary, development impact fees and other applicable City fees.
- PF-6: Prepare and maintain resources and mechanisms to adequately plan for, develop, and maintain public facilities.

- PF-8: Provide City departments with adequate office and building space for employee workspace and equipment storage.
- PF-14: Maintain staffing levels of City emergency service departments, including fire and police.
- PF-15: Incorporate new technologies and analytical tools into policing strategies to ensure efficiency of labor force.
- PF-17: Continue to establish development fees and user rates that are sufficient to operate, maintain, and upgrade (for current and future regulatory requirements) the City's water, wastewater, and stormwater infrastructure.
- PF-25: Facilitate activities that reduce waste production and/or encourage recycling or reuse of waste when possible to reduce the amount of solid waste sent to landfill in order to meet State targets.

ATTACHMENT A: HOUSING ELEMENT ANNUAL PROGRESS REPORT

CITY OF FOWLER ANNUAL PROGRESS REPORT

Jurisdiction	Fowler	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	12/31/2015 - 12/31/2023

**ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation**

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

Table B Regional Housing Needs Allocation Progress Permitted Units Issued by Affordability														
Income Level	RHNA Allocation by Income Level	2										3	4	
		2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level		
Very Low	Deed Restricted	123	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	123
Low	Deed Restricted	83	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	1	3	4	79
Moderate	Deed Restricted	75	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted		-	-	5	-	-	22	46	76	70	11	230	-
Above Moderate		243	-	-	64	27	34	29	9	34	19	40	256	-
Total RHNA		524												
Total Units			-	-	69	27	34	51	55	110	90	54	490	202
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
	Extremely low-Income Need	5										6	7	
		2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date	Total Units Remaining		
Extremely Low-Income Units*		62	-	-	-	-	-	-	-	-	-	-	-	62

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Jurisdiction	Fowler	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	12/31/2015 - 12/31/2023

**ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation**

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

Table C Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law																	
Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction		Fiscal Year		Date of Report	
Fraser		2023		July 1, 2023	
Table D Program Implementation Status pursuant to GC Section 55593					
Housing Programs Progress Report					
Describe progress of all programs including local efforts to remove governmental constraints to the development, improvement, and development of housing as identified in the housing element.					
1	2	3	4	5	6
Name of Program	Objective	Timeline in HLE	Status of Program Implementation	2023	Notes
1. Regional Collaboration on Housing Opportunities	To ensure that regional housing needs are met collaboratively within Fresno County	Ongoing	The City of Fraser continues to participate in the Countywide Housing Element Technical Committee which collaborates on implementation including Infrastructure, Transportation, and Fair Housing.		
2. Reverse Arsonist Incentives in Memorandum of Understanding	To remove barriers in the development of affordable housing	2023	Since the adoption of the General Plan in 2023, the City has been working with Fresno County on the adoption of a new Memorandum of Understanding (MOU) between the County and city as they may affect affordable housing. The new MOU will develop new incentives for construction.		
3. Provision of Adequate Sites	To provide for a variety of housing types and ensure that adequate sites are available to meet need.	Ongoing	The City created an inventory of underdeveloped land resources in 2021 and will update the inventory by the City website.		
4. Monitoring of Residential Density (No Net Loss)	To monitor and control the removal of residential housing units from the housing stock.	Ongoing	The City of Fraser will continue to complete their Annual Progress Reports as well as participate in the multi-jurisdictional housing effort to ensure that there is no net loss in units caused by residential development.		
5. Land Consolidation and Lot Split	To promote efficiency of land for residential development pursuant to the California Map Act.	Ongoing	As part of the inventory of residential and resources, the City will identify opportunities for lot consolidation or lot splitting by the end of 2019. SB 2 funds are being used to assist the applicant contribute to meet it from up-front and other methods.		
6. Water and Wastewater Capacity	To remove obstacles from the development of affordable housing	Ongoing	The City continues to meet water and wastewater capacity concerns. The City completed a water audit in 2020 which identified areas of concern related to water capacity. The City procured a DWB grant to construct a new well on the west side of the City.		
7. Affordable Housing Incentives	To provide incentives for the development of affordable housing	Ongoing	The City of Fraser will update their Density Bonus Ordinance as part of the ongoing comprehensive Zoning Ordinance update.		
8. Farmworker Housing	To support and encourage the development of housing specifically aimed at farmworkers	Ongoing	The City will continue to work with Fresno County, 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 and that they be able 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 Walnut Grove apartment complex was re-rented in 2020. The City will continue to monitor their projects.		
10. Accessory Units (Second Units)	To facilitate construction of affordable housing.	Ongoing	The City continues to support Accessory Dwelling Unit (ADU) development.		
11. Zoning Code Amendments	To amend the Zoning Code to address a variety of housing options, including special needs housing.	Within one year of HLE adoption with annual reviews.	SB 2 funds are being used to update the variety of housing options, including special needs projects.		
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 substantial abatement and resolve the City's Home Improvement Code Project.	Ongoing	The City hired code enforcement officer in 2023. One of the roles for this position is to enforce substantial abatement.		
14. First-Time Home Buyer Resources	To pursue and disseminate available resources to the public.	Ongoing	The City will continue to update their website to include available homebuyer resources. The City applied for a HUD grant to provide first-time homebuyers with training for closing costs and other home expenses.		
15. Energy Conservation	To promote energy conservation in housing rehabilitation.	Ongoing	The City continues to support PACE programs that provide energy efficiency rebates and implements the Building codes that support and encourage alternative energy.		
16. Housing Choice Vouchers	To disseminate information, make streamlined households to the Housing Authority, and encourage landlords to participate.	Ongoing	The City will continue to update their website to include available homebuyer resources including information on the Housing Choice Voucher Program.		
17. Fair Housing	To assist in identifying local resources available in the region.	Ongoing	The City will continue to update their website and work with the Fair Housing Council of Central Valley and the Fresno Housing Authority to provide education to lenders, real estate professionals, and the community at large to promote fair housing services available in the region.		
General Comments					

Jurisdiction	Fowler	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	12/31/2015 - 12/31/2023

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

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 at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the checklist here: https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Fowler
Reporting Period	2023 (Jan. 1 - Dec. 31)
Planning Period	5th Cycle 12/31/2015 - 12/31/2023

**ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation**

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

Table F2 Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2																					
For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).																					
Project Identifier				Unit Types		Affordability by Household Incomes After Conversion						Units credited toward Moderate Income RHNA		Notes							
1				2		3						4		5		6					
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (2 to 4, 5+)	Tenure R=Rentler	Very Low-Income Deed Restricted	Very Low-Income Non-Deed Restricted	Low-Income Deed Restricted	Low-Income Non-Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non-Deed Restricted	Above Moderate-Income	Total Moderate Income Units Converted from Above Moderate	Date Converted	Notes					
Summary Row: Start Data Entry Below													0	0	0	0	0	0	0	0	0

Jurisdiction	Fowler	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	12/31/2015 - 12/31/2023

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code 65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Not
Cells in g

Table J

Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915

Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Unit Category (SH - Student Housing)	Date	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income
Summary Row: Start Data Entry Below												

Jurisdiction	Fowler
Reporting Period	2023 (Jan. 1 - Dec. 31)
Planning Period	5th Cycle 12/31/2015 - 12/31/2023

ANNUAL ELEMENT PROGRESS REPORT

Table K

Tenant Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No
If the Jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.	
Notes	

Jurisdiction	Fowler
Reporting Year	2023 (Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
 (CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	\$	65,000.00	<small>Total award amount is auto-populated based on amounts entered in rows 15-26.</small>		
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Land Use Alternatives	\$25,000.00	\$0.00	Completed	Local General Fund	Completed in 2021
General Plan Update	\$20,000.00	\$0.00	Completed	Local General Fund	Completed in 2023
Program EIR	\$20,000.00	\$0.00	Completed	Local General Fund	Completed in 2023

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement 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	0
Above Moderate		2
Total Units		2

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	3
Moderate	Deed Restricted	0
	Non-Deed Restricted	11
Above Moderate		40
Total Units		54

Certificate of Occupancy 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	35
Above Moderate		36
Total Units		71



CITY COUNCIL MEETING

REPORT TO THE CITY COUNCIL

DATE: March 19, 2024

FROM: THOMAS W. GAFFERY IV, Assistant City Manager

SUBJECT: APPROVE Position Authorization Resolution No. 2713 converting one Planning & Code Enforcement Technician I to a Projects and Compliance Administrator.

EXECUTIVE SUMMARY

The above action converts one full-time Planning & Code Enforcement Technician I to a Projects and Compliance Administrator. The position will be charged with providing high-level support in the oversight of the numerous capital projects underway, as presented in the Update on Capital Projects staff report during the March 5, 2024 City Council meeting. The position will also provide oversight of high-level code enforcement priorities.

BACKGROUND

The Code Enforcement Officer I has been vacant since June 2022. After an unsuccessful search in summer 2022, the position was reclassified to Planning and Code Enforcement Technician in January 2023. Staff extended a job offer to one finalist who ultimately took a position elsewhere. In September 2023, the salary range for the classification was again updated in an attempt to be more competitive. Staff continue to evaluate the code enforcement workload as it relates to planning entitlement applications, building division inspections, and the success of the Police Department's CSO program.

Based on the City's continued growth in workload volume, capital project grant awards, and the current and future expected capital projects workload, staff recommend converting the position to a Projects and Compliance Administrator. This classification is placed on the same salary range as the Building Official, and Public Works Supervisor classifications. If approved, a classification standard will be developed, and a recruitment posted. The incumbent's key responsibilities will be supporting department heads, the City Engineer, and others in the delivery of capital projects, as well as the expanded delivery of priority code enforcement activities.

PUBLIC NOTICE

This item does not require a public hearing and was noticed as a part of the City Council Agenda.

ENVIRONMENTAL REVIEW

This action does not constitute a “project” pursuant to the California Environmental Quality Act.

GENERAL PLAN CONSISTENCY

This action is consistent with the following General Plan Policies and Goals:

Goal CH-4

Public facilities are equitably distributed throughout the community.

Goal OS-4

Open space acquisition, development, programming, and maintenance is adequately and reliably funded.

Goal MOB-1

Fowler’s streets are a safe and enjoyable environment for pedestrians, cyclists, motorists, and people of all ages and abilities.

Goal MOB-2

The circulation system is safe, connected, and well-integrated with public transit and neighboring jurisdictions.

Goal MOB-4

The circulation system is adequately maintained.

Goal ED-3

Fowler invests in necessary infrastructure, resources, and beautification to ensure the success of economic development strategies.

Goal PF-1

Fowler provides reliable public facilities, utilities, and community services that meet the needs of the existing community and planned growth.

Goal PF-2

Fowler maintains and manages the orderly and efficient expansion of public facilities, utilities, and community services.

FISCAL IMPACT AND PROCUREMENT PROCESS

The 2023/24 budget allocation for the unfilled Planning & Code Enforcement Technician I will be used for this position, if a candidate can be onboarded prior to July 1, 2024. Full funding for this position will be included in the Fiscal Year 2024/25 Proposed Budget.

CONFLICT OF INTEREST

Staff is not aware of any conflicts of interest.

Attachments:

- Resolution No. 2713
- Exhibit A – Position Authorization Resolution
- Exhibit B – Salary Classifications & Corresponding Steps Per Position

RESOLUTION NO. 2713

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FOWLER
AMENDING THE NUMBER OF FULL-TIME POSITIONS AUTHORIZED IN THE
CITY FOR FISCAL YEAR 2023/2024 AND AMENDING THE CITY’S SALARY
CLASSIFICATION SCHEDULE**

WHEREAS, maintaining a **Position Authorization Resolution** is an essential best practice in municipal budgeting and internal controls; and

WHEREAS, the number of full-time positions in which persons may be employed by the City during Fiscal Year 2023/2024 is set forth in **Exhibit A** of this Resolution; and

WHEREAS, that the number of persons employed in full-time positions shall not exceed the total number of authorized positions; and

WHEREAS, modification of the City’s **Salary Classification Schedule** requires authorization by the City Council; and

WHEREAS, the new Salary Classification Schedule is hereto attached as **Exhibit B**; and

WHEREAS, a change in the total number of full-time positions authorized in the City shall only be accomplished by Resolution of the Council; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fowler that:

- 1) The number of full-time positions in which persons may be employed by the City during Fiscal Year 2023/2024 is hereby amended as set forth in **Exhibit A**.
- 2) The salary classification schedule is hereby amended as set forth in **Exhibit B**.

PASSED, APPROVED AND ADOPTED this 19th day of March 2024, at a regular meeting of the Fowler City Council by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED:

Daniel T. Parra, Mayor

ATTEST:

Angela Vasquez, City Clerk

**City of Fowler
Position Authorization Resolution*
Exhibit A**

Classification	FTE	Primary Dept
City Manager	1.0	Administration
Assistant City Manager	1.0	Comm Dev
City Clerk	1.0	Clerk
Finance Director	1.0	Finance
Accountant	1.0	Finance
Accounting Technician	1.0	Finance
Administrative Assistant	2.0	Finance
Building Official	1.0	Comm Dev
Permit Technician	1.0	Comm Dev
Planning & Code Enforcement Technician I	1.0 0.0	Comm Dev
Projects and Compliance Administrator	1.0	Comm Dev
Police Chief	1.0	Police
Police Sergeant	2.0	Police
Police Corporal	2.0	Police
Police Officer	7.0	Police
Community Service Officer I	1.0	Police
Crime Analyst	1.0	Police
Public Works Director	1.0	PW
Public Works Supervisor	1.0	PW
Lead Maintenance Worker	1.0	PW
Maintenance Worker	3.0	PW
Maintenance Assistant	3.0	PW
Lead Water Operator	1.0	PW
Water Operator in Training	2.0	PW
Recreation and Senior Center Supervisor	1.0	Senior/Recreation

***Full time positions**

38.0

EXHIBIT B

SALARY CLASSIFICATIONS & CORRESPONDING STEPS PER POSITION

FISCAL YEAR 2023-2024

Effective 04/01/2024

Rev 03/19/2024

FULL TIME POSITION/CLASSIFICATION TITLE	MONTHLY PAY				
	STEP A	STEP B	STEP C	STEP D	STEP E
CITY MANAGER (by contract)	-	-	-	-	16,527
ASSISTANT CITY MANAGER	9,945	10,443	10,964	11,513	12,088
CITY CLERK	5,921	6,218	6,528	6,854	7,198
DEPUTY CITY CLERK/HUMAN RESOURCE OFFICER	5,364	5,632	5,914	6,209	6,520
ACCOUNTANT	4,513	4,739	4,975	5,224	5,485
ACCOUNTING ASSISTANT	3,356	3,523	3,699	3,885	4,078
ACCOUNTING TECHNICIAN	3,703	3,889	4,084	4,288	4,502
ADMINISTRATIVE ASSISTANT	3,703	3,889	4,084	4,288	4,502
BUILDING INSPECTOR I	3,703	3,889	4,084	4,288	4,502
BUILDING INSPECTOR II	4,296	4,510	4,736	4,972	5,221
BUILDING OFFICIAL	5,777	6,066	6,368	6,687	7,021
CODE ENFORCEMENT OFFICER I	3,194	3,354	3,521	3,697	3,882
CODE ENFORCEMENT OFFICER II	3,703	3,889	4,084	4,288	4,502
PLANNING & CODE ENFORCEMENT TECHNICIAN I	3,796	3,986	4,186	4,395	4,615
PROJECTS AND COMPLIANCE ADMINISTRATOR	5,777	6,066	6,368	6,687	7,021
COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR	8,162	8,570	8,998	9,448	9,921
FINANCE DIRECTOR	8,790	9,229	9,690	10,175	10,685
FIRE CHIEF	8,575	9,005	9,455	9,927	10,423
FIRE CAPTAIN	6,699	7,035	7,386	7,755	8,143
FIRE ENGINEER	4,860	5,102	5,358	5,626	5,907
FIREFIGHTER	4,626	4,856	5,099	5,355	5,622
MAINTENANCE ASSISTANT	3,040	3,192	3,352	3,519	3,695
MAINTENANCE WORKER	3,525	3,701	3,887	4,081	4,286
SENIOR MAINTENANCE WORKER	3,891	4,086	4,291	4,505	4,730
LEAD MAINTENANCE WORKER	5,106	5,361	5,629	5,910	6,206
PERMIT TECHNICIAN	3,703	3,889	4,084	4,288	4,502
POLICE CHIEF (by contract)	-	-	-	-	12,300
POLICE CORPORAL I	5,498	5,773	6,062	6,365	6,683
POLICE LIEUTENANT I	7,039	7,390	7,759	8,148	8,555
POLICE OFFICER I	4,742	4,978	5,228	5,489	5,763
POLICE OFFICER + 2% POST - INTERMEDIATE	4,837	5,078	5,332	5,599	5,877
POLICE OFFICER + 5% POST - ADVANCED	4,978	5,228	5,489	5,764	6,051
POLICE SERGEANT I	6,069	6,372	6,691	7,025	7,377
POLICE SERGEANT + 2% POST - INTERMEDIATE	6,190	6,500	6,825	7,166	7,525
POLICE SERGEANT + 5% POST - ADVANCED	6,372	6,691	7,025	7,377	7,746
PUBLIC WORKS DIRECTOR	8,790	9,229	9,690	10,175	10,685
PUBLIC WORKS SUPERVISOR	5,777	6,066	6,368	6,687	7,021
RECORDS AND PROPERTY TECHNICIAN I	2,965	3,114	3,270	3,433	3,605
CRIME ANALYST	4,403	4,623	4,854	5,097	5,352
RECORDS AND PROPERTY TECHNICIAN II	3,439	3,611	3,791	3,981	4,181
COMMUNITY SERVICES OFFICER	3,439	3,611	3,791	3,981	4,181
RECREATION AND SENIOR CENTER SUPERVISOR	5,234	5,495	5,770	6,059	6,361
WATER OPERATOR IN TRAINING	2,965	3,114	3,270	3,433	3,605
WATER OPERATOR I	3,439	3,611	3,791	3,981	4,181
WATER OPERATOR II	3,797	3,986	4,185	4,395	4,615
LEAD WATER OPERATOR	5,364	5,632	5,914	6,209	6,520



CITY COUNCIL MEETING

REPORT TO THE CITY COUNCIL

DATE: March 19, 2024

FROM: SOO HO PARK, City Engineer

SUBJECT: APPROVE Resolution No. 2714, approving updated fee schedules for Grading and Site Improvement Permit Fees and Encroachment Permit Fees.

EXECUTIVE SUMMARY

Approving updated fee schedules for the City's grading permit fees and encroachment permit fees will allow the City to recover the estimated costs incurred to process these permits at cost of the applicant and not negatively impact the City's general fund.

BACKGROUND

Grading Permit Fees

The City of Fowler collects Grading Permit fees to offset the cost incurred by the City in processing, reviewing, and approving the grading and site improvement plans. The Fowler Municipal Code Section 8-14.06 authorizes the City to adopt fees for the grading and site improvement permit fees by resolution.

Government Code Section 66000 et seq., (specifically section 66014) authorizes the City to charge fees to applicants for development entitlements to process applications provided the amount of the fee charged does not exceed the estimated reasonable cost of providing the service for which the fee is charged. Fees should be set at amounts so the applicant is covering the cost to the City of processing the application.

The current Grading Permit Fees do not adequately allow the City to recover the costs incurred by the City and Staff has performed a cost analysis on various industrial, commercial, and residential grading and improvement plan checks performed in the past calendar year. The proposed increase in fees, in the attached updated Grading Permit Fee Schedule (Exhibit A), does not exceed the estimated reasonable cost to the City of providing such services by City staff and consultants.

Encroachment Permit Fees

The City of Fowler collects encroachment permit fees to process, review, and approve construction, installation, or restoration of public right-of-way improvements. These typically consist of curbs, gutters, drive approaches, sidewalks asphalt paving, within the existing right-of-way. Additionally, the encroachment permit applications are required to include plans for adequate temporary traffic control to mitigate any street or sidewalk closures resulting from the construction of improvements. This provides the Staff an opportunity to check for appropriate traffic control measures and detours are proposed for the safety of pedestrians and roadway users. Therefore, to appropriately process and review the permits for the applicants, the Fowler Municipal Code Section 7-3.04 authorizes the City Council to Establish encroachment permit fees by resolution.

The current Encroachment Permit Fees do not adequately allow the City to recover the costs incurred by the City and Staff has performed a cost analysis on various encroachment checks performed in the past calendar year. The proposed increase in fees, in the attached updated Encroachment Permit Fee Schedule (Exhibit B), does not exceed the estimated reasonable cost to the City of providing such services by City staff and consultants.

PUBLIC NOTICE

A Notice of Public Hearing was duly published in *The Business Journal* on March 8, 2024, and March 15, 2024, in accordance with Government Code section 66018 and 6062a.

ENVIRONMENTAL REVIEW

This action does not constitute a “project” pursuant to the California Environmental Quality Act.

GENERAL PLAN CONSISTENCY

This action is consistent with the following General Plan Policies and Goals:

General Plan Policy PF-1

Require private and public land developments to provide all on-site and off-site facility improvements or pay in-lieu fees necessary to mitigate any development-generated public facility impacts.

General Plan Policy PF-3

Ensure that land divisions and developments are approved only when a project’s improvements, dedications, and fees fully cover incremental costs to the City and other agencies. Such improvements and infrastructure include parks, major streets, traffic signals, streetlights, drainage systems, sewer, water, fire, police, schools, and other related facilities.

General Plan Policy PF-4

Regularly evaluate and update, as necessary, development impact fees and other applicable City fees.

General Plan Policy PF-17

Continue to establish development fees and user rates that are sufficient to operate, maintain, and upgrade (for current and future regulatory requirements) the City’s water, wastewater, and stormwater infrastructure.

FISCAL IMPACT AND PROCUREMENT PROCESS

This action will result in additional general fund revenue to offset the City's increased costs in processing proposed development projects.

CONFLICT OF INTEREST

Staff is not aware of any conflicts of interest.

Attachments

- Resolution No. 2714
- Exhibit A (Grading Permit Fee Schedule 2024) to Resolution No. 2714
- Exhibit B (Encroachment Permit Fee Schedule 2024) to Resolution No. 2714

RESOLUTION NO. 2714

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FOWLER
APPROVING UPDATED FEE SCHEDULES FOR GRADING PERMITS AND
ENCROACHMENT PERMITS**

WHEREAS, pursuant to Government Code Section 66000 et seq. and 66014, the City of Fowler (City) is authorized to impose planning fees on applicants for new development projects; and

WHEREAS, pursuant to Government Code Section 66000 et seq. and Fowler Municipal Code section 8-14.06, the City is authorized to adopt fees for the issuance of grading and site improvement permit fees by resolution of the City Council; and

WHEREAS, pursuant to Fowler Municipal Code section 7-3.04, the City is authorized to establish encroachment permit fees by resolution of the City Council; and

WHEREAS, current fees charged for the City's Grading Permits and Encroachment Permits do not adequately recoup the City's costs of providing such permits and thus, a significant amount of these costs are currently paid out of the City's general fund and, therefore, borne by the general public; and

WHEREAS, the City Council finds that providing these Services is of special benefit to applicants both separate and apart from the general benefit of the public; and therefore in the interest of fairness to the general public, the City desires to better recover the costs of providing Grading Permits and Encroachment Permits from applicants who have sought the City's services; and

WHEREAS, at a regular meeting on March 19, 2024, at 6:00pm, the Fowler City Council conducted a duly noticed public hearing to consider the proposed increased fees reflected in the City of Fowler 2024 Grading Permit Fee Schedule (Exhibit A attached hereto) and City of Fowler Encroachment Permit Fee Schedule (2024) (Exhibit B attached hereto); and

WHEREAS, notice of said public hearing was duly published in the Marh 8, 2024 and March 15, 2024, edition of *The Business Journal* in accordance with Government Code Section 66018 and 6062a, posted at City Hall and on the City's website, and sent to interested parties via email; and

WHEREAS, the City Council has independently reviewed and considered the City of Fowler 2024 Grading Permit Fee Schedule and City of Fowler Encroachment Permit Fee Schedules attached hereto as Exhibits A and B, respectively, and has evaluated and considered all written and oral comments and other information provided during the public hearing,

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

1. The updated Grading Permit Fee Schedule 2024 attached hereto as **Exhibit A** is hereby approved, and the rates, fees, and charges set forth therein shall be effective beginning sixty (60) days after the adoption of this resolution, in accordance with Government Code Section 66017.
2. The updated Encroachment Permit Fee Schedule 2024 attached hereto as **Exhibit B** is hereby approved, and the rates, fees, and charges set forth therein shall be effective beginning sixty (60) days after the adoption of this resolution, in accordance with Government Code Section 66017.

PASSED, APPROVED AND ADOPTED this 19th day of March 2024, at a regular meeting of the Fowler City Council by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

Daniel T. Parra, Mayor

ATTEST:

Angela Vasquez, City Clerk

**EXHIBIT A-
EXISTING & PROPOSED
GRADING PERMIT FEE SCHEDULE**

Section 9, Item 9D.

Existing Grading & Site Improvement Permit Fee		
Criteria	Commercial / Industrial / Residential	
Grading Permit Fee (Improvement Total Valuation)	\$1 to \$500	\$15.28
	\$501 to \$2,000	\$15.28 for the first \$500 plus \$1.98 for each additional \$100 or fraction thereof, to and including \$2,000
	\$2,001 to \$25,000	\$45.01 for the first \$2,000 plus \$9.10 for each additional \$1,000 or fraction thereof, to and including \$25,000
	\$25,001 to \$50,000	\$254.64 for the first \$25,000 plus \$6.57 for each additional \$1,000 or fraction thereof, to and including \$50,000
	\$50,001 to \$100,000	\$418.44 for the first \$50,000 plus \$4.55 for each additional \$1,000 or fraction thereof, to and including \$100,000
	\$100,001 to \$500,000	\$645.94 for the first \$100,000 plus \$3.64 for each additional \$1,000 or fraction thereof, to and including \$500,000
	\$500,001 to \$1,000,000	\$2,101.94 for the first \$500,000 plus \$3.08 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
	\$1,000,001 and up	\$3,645.69 for the first \$1,000,000 plus \$2.37 for each additional \$1,000 or fraction thereof.
Earthwork per CY (Total Cut & Fill)	1 to 50	\$36
	51 to 100	\$60
	101 to 1,000	\$60 for the first 100 CY plus \$15 for each additional 100 CY or fraction thereof, to and including 1,000 CY
	1,001 to 10,000	\$195 for the first 1,000 CY plus \$11 for each additional 1,000 CY or fraction thereof, to and including 10,000 CY
	10,001 and up	\$1,284 for the first 10,000 CY plus \$30 for each additional 10,000 CY or fraction thereof.
	Additional Plan Check (Greater than 3, Each)	\$125
Per Inspection	\$49.50	\$49.50

2024 Grading & Site Improvements Permit Fee			
Criteria	Commercial	Industrial	Residential
Flat Fee per Project (3 Reviews or Fewer)	\$1,500		\$1,000
Site Area (Acres)	\$800		N/A
Per Lot	N/A		\$150
Additional Plan Check (Greater than 3, Each)	\$1,000		\$800
Per Inspection	\$190		\$190

*** Grading Plan Check for a Building Permit that does not trigger a Grading Permit are charged by the hour at a rate of \$180 per hour.

Fees shall be charged to all persons receiving permits necessitated by the construction, installation or restoration of road improvements, consisting of curbs, gutters, driveway approaches, sidewalks, and asphalt paving, within an existing or proposed City Streets in the amounts determined as follows:

- (a) On the first \$70,000.00 of estimated cost of improvements-6%
- (b) On the next \$430,000.00 of estimated costs of improvements - 3-1/2%
- (c) On the next \$500,000.00 of estimated costs of improvements - 2%
- (d) On all estimated costs over \$1,000,000.00- 1%

Charged for excavation work related to encroachment installations within the road right-of-way except as hereinabove provided:

- (a) "Plow-in" excavation for installation of underground facilities located off the pavement area:
Less than 101 L.F..... \$30.00
Above 1,000 L.F\$30.00 plus \$1.10 per 100 L.F.
- (b) "Trench Type" excavating for the installation of pipelines (except as provided in (d) and (e) below), duct system or cables located off the pavement area:
Less than 101 L.F \$20.00
Above 100 L.F\$20.00 plus \$2.90 per 100 L.F.
- (c) All excavations within the pavement area (except as provided in (d) and (e) below:
Less than 101 L.F..... \$50.00
Above 100 L.F\$50.00 plus \$25.00 per 100 L.F.
- (d) Excavation for irrigation pipeline crossing of
City Streets..... \$60.00 per street crossing
- (e) Excavation for sewer house laterals and water service laterals within the pavement area \$25.00 per lateral.
- (f) Miscellaneous permits where no field inspection is required will have a \$5.00 fee to cover administrative costs.
- (g) Blanket fees - The above fee schedule does not apply to excavations for maintenance purposes or excavations for boring new service facilities, when the size of the surface excavation is less than 35 square feet and an annual permit for this work has been issued. No fee shall be charged therefore-when the inspection of such work can be done in conjunction with routine field work at inspector's convenience. In the event problems arise requiring special field inspection, the Permittee shall pay for the inspector's additional time at the rate of \$15.00 per hour.

**City of Fowler
Encroachment Permit & Inspection Fees**

Section 1 – Project Valuation

Fees shall be charged to all persons receiving permits necessitated by the construction, installation or restoration of public right-of-way (R/W) improvements, consisting of curbs, gutters, driveway approaches, sidewalks, and asphalt paving, within an existing or proposed City Streets in the amounts determined as follows:

- (a) On the first \$50,000.00 of estimated cost of improvements - 7%
- (b) On the next \$350,000.00 of estimated costs of improvements - 4%
- (c) On the next \$1,150,000.00 of estimated costs of improvements - 3%
- (d) On all estimated costs over \$1,500,000.00- 1.5%

Section 2 – Excavation

Charges for excavation and or boring work related to encroachment installations within the public right-of-way is as follows:

- (a) All Excavation and/or boring within R/W for installation of underground facilities:
Up to 100 L.F.....\$50.00
Above 100 L.F\$50.00 plus \$25 per additional 100 L.F.
- (b) Excavation for sewer house laterals and water service laterals within the pavement area
\$65.00 per lateral.

Section 3 – General Fees

The following charges apply to all encroachment permits:

- (a) Miscellaneous permits where no field inspection is required will have a minimum fee of \$120.00 to cover administrative costs.
- (b) Review of encroachment permits are charged by the hour at a rate of \$160.00 per hour.
- (c) After receiving two “revise & resubmit” reviews from City Staff on a given permit, permittees are required to pay a \$80.00 per each resubmittal past the second “revised & resubmit” review.
- (d) Request for permit extensions will have a fee of \$80.00 per extension.
- (e) If the City Engineer determines that a field inspection is required as part of review and acceptance of the improvements within the public right of way, the permittee shall pay for the estimated inspector’s time at the rate of \$190.00 per hour.



CITY COUNCIL MEETING

REPORT TO THE CITY COUNCIL

DATE: March 19, 2024

FROM: SCOTT CROSS, City Attorney

SUBJECT: APPROVE Third Amendment to City Manager Employment Agreement with Wilma Tucker.

EXECUTIVE SUMMARY

For the City Council to approve the requested action. An annual performance evaluation of the City Manager has been completed. She is eligible to receive a change in compensation and/or benefits as approved by the City Council and agreed upon in an amendment to her employment agreement.

BACKGROUND

Wilma Tucker has served as City Manager since her appointment in March 2021. The terms of her current employment agreement provide that she is eligible to receive an increase in compensation and/or change in benefits following an annual performance evaluation. An annual performance evaluation has been completed, and the City Council is authorized to approve the attached Third Amendment to City Manager Employment Agreement.

The Third Amendment to City Manager Employment Agreement includes the following changes in compensation and benefits to be paid by the City:

1. Authorizes any unused Administrative Leave (96 hours of Administrative Leave is allocated each Fiscal Year on July 1) to be cashed out once each fiscal year during Tucker's employment with the City. When Administrative Leave is used during the fiscal year it is paid in the regular payroll at the employee's current rate of pay, and thus has no additional fiscal impact to the City. Currently, unused Administrative Leave expires at the end of each fiscal year (June 30) and an employee's balance is zeroed out on June 30 and a new allocation of Administrative Leave is made on July 1 - the first day of each fiscal year. This change will authorize Tucker to cash out unused Administrative Leave, up to 96 hours. Administrative Leave must be used or cashed out prior to separation from City employment. Based on her current salary, the potential maximum fiscal impact is approximately \$9,154 annually to the City if all 96 hours are cashed out each year.

2. In 2022, as reflected in the First Amendment to City Manager Employment Agreement, Tucker began opting out of City paid employee and dependent health benefits, and the City Council agreed to make a monthly contribution to a qualified Internal Revenue Code Section 457 eligible deferred compensation plan of Tucker's selection in the amount the City was saving by Tucker opting out of City paid health benefits (\$20,500 annually). The monthly 457 Plan contributions paid by the City will cease if Tucker selects City paid employee or dependent health coverage in the future. In this Third Amendment, the City Council agrees to match employee contributions made by Tucker into her 457 Plan, up to \$5,000 each fiscal year. The City's matching contribution (up to \$5,000) can be made at multiple times during the fiscal year according to when/if Tucker makes any eligible contributions into the Plan. The City's matching contribution requirement will end upon the earlier of the date Tucker gives notice of resignation from City employment or her last day of employment with the City.

The City Manager's salary and benefits are set by the terms of her employment agreement. Although there will be no change in salary, the change in compensation and benefits requires an amendment to the employment agreement. If approved, the changes will be effective upon approval and available this fiscal year as provided in the Third Amendment.

PUBLIC NOTICE

This item does not require a public hearing and was noticed as a part of the City Council Agenda. Government Code section 54953(c)(3) requires City Council approval of this action be in open session at a regular City Council meeting, and that a summary of the recommendation be orally reported before the City Council takes final action on this item.

ENVIRONMENTAL REVIEW

This action does not constitute a "project" pursuant to the California Environmental Quality Act.

FISCAL IMPACT AND PROCUREMENT PROCESS

Approval of this Third Amendment will result in a potential for Tucker to cash out up to 96 hours of administrative leave each fiscal year during her employment. Based on her current salary, the potential annual cost to the City of cashing out up to 96 hours of administrative leave will be approximately \$9,154. That potential cost is decreased if less hours are cashed out. Additionally, if Tucker makes any eligible employee contribution(s) into her 457 deferred compensation plan the City will match such eligible contribution(s), not exceeding a total of \$5,000 in matching contributions, during any fiscal year. The City's matching contribution(s) will not exceed \$5,000 in any fiscal year and could be less if Tucker's eligible contributions total less than \$5,000 in a fiscal year.

CONFLICT OF INTEREST

Staff is not aware of any conflicts of interest.

Attachment

- Third Amendment to City Manager Employment Agreement.

THIRD AMENDMENT TO CITY MANAGER EMPLOYMENT AGREEMENT

This Third Amendment to City Manager Employment Agreement (“Third Amendment”) is entered into effective March 19, 2024, by and between the City of Fowler, a municipal corporation (“City”) and Wilma Tucker (“Tucker”), with respect to the following Recitals, which are a substantive part of this Third Amendment:

RECITALS

- A. City and Tucker (formerly Wilma Quan) entered into a City Manager Employment Agreement on February 16, 2021 (“Agreement”).
- B. City and Tucker (formerly Wilma Quan) entered into a First Amendment to the Agreement effective on March 15, 2022 (“First Amendment”).
- C. City and Tucker entered into a Second Amendment to the Agreement effective on March 21, 2023 (“Second Amendment”).
- D. City and Tucker both desire to make further amendments to the Agreement as amended by the previous Amendments.

NOW, THEREFORE, in view of the above recitals and in consideration for the mutual promises set forth in the Agreement, City and Tucker agree as follows:

AGREEMENT

- 1. Administrative Leave Cash Out. Notwithstanding anything to the contrary in the Agreement, any City ordinance, resolution, policy, or the City’s Employee Benefits Handbook, Tucker may cash out any unused Administrative Leave during the same fiscal year the Administrative Leave time is allocated to her, up to the full ninety-six (96) hours, one time during the fiscal year. Any Administrative Leave not used or cashed out prior to Tucker’s last day of employment with the City or by June 30 each fiscal year shall expire. Except as otherwise provided herein, the allocation and use of Administrative Leave shall be subject to applicable City ordinances, resolutions, policies, and requirements in the City’s Employee Benefits Handbook as any may be modified.
- 2. Section 8 of the Agreement is amended to read as follows:
 - 8. Health, Retirement, and Other Benefits. City shall provide Tucker and her eligible dependents with the same health, dental, life, and vision insurance coverage and benefits as are provided other executive management employees of the City, including the City paying the annual premium for a \$50,000.00 term life insurance policy covering Tucker during her period of employment with the City as City Manager. Tucker shall have the sole discretion in designating any beneficiary(ies) under such life insurance policy. Tucker is entitled to receive any monthly opt-out compensation paid to employees who opt-out of City paid health, dental, and vision insurance coverage. Tucker understands and acknowledges that all such health, dental, life, and vision insurance coverages and opt-out compensation are subject to change in the future and may be modified from time to time.

(a) If Tucker opts-out of City paid employee and dependent health benefits City will begin making a monthly contribution of \$1,708.33 (\$20,500.00 annualized) to a qualified Internal Revenue Code Section 457 eligible deferred compensation plan of Tucker's selection. Such monthly contribution shall be made on the first of each month beginning the first month after Tucker opts-out of City paid employee and dependent health benefits. City's monthly contribution to the 457 eligible deferred compensation plan shall immediately cease upon Tucker no longer being a City employee or upon Tucker and/or any of her eligible dependents choosing to become covered or otherwise being reinstated to any City paid health insurance coverage.

(b) City will match any eligible employee contributions Tucker makes to her qualified Internal Revenue Code Section 457 Plan, up to a maximum match of \$5,000.00 in any fiscal year, to be contributed by the City during the fiscal year according to when/if Tucker makes any eligible contributions into the Plan. The City's matching contribution requirement will end upon the earlier of the date Tucker gives notice of resignation from City employment or her last day of employment with the City.

3. Except as amended in this Third Amendment all other provisions of the Agreement, as previously amended and not inconsistent with this Third Amendment, shall continue in full force and effect.

CITY OF FOWLER

CITY MANAGER

By: _____
Daniel T. Parra, Mayor

By: _____
Wilma Tucker

APPROVED AS TO FORM:

Scott G. Cross, City Attorney