



# CITY of CLOVIS

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

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

*Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at City Hall, in the City Clerk's office, during normal business hours. In addition, such writings and documents may be posted on the City's website at [www.cityofclovis.com](http://www.cityofclovis.com).*

June 11, 2018

6:00 PM

Council Chamber

**The City Council welcomes participation at Council Meetings. Members of the public may address the Council on any item of interest to the public that is scheduled on the Agenda. In order for everyone to be heard, please limit your comments to 5 minutes or less, or 10 minutes per topic.**

Meeting called to order by Mayor Whalen  
Flag salute led by Councilmember Bessinger

## ROLL CALL

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

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

**CONSENT CALENDAR** Consent Calendar items are considered routine in nature and voted upon as one item unless a request is made to give individual consideration to a specific item.  
(See Attached Consent Agenda.)

**1. PUBLIC HEARINGS**

- A. Consider Introduction – Ord. 18-\_\_\_\_, R2018-04, A request to approve a rezone of approximately 0.9 acres of land located at the southwest corner of Gettysburg and Laverne Avenues (1912 Gettysburg Avenue) from the R-A (Single-Family Residential – 24,000 Sq. Ft.) Zone District to the R-1-8500 (Single-Family Residential – 8,500 Sq. Ft.) Zone District. Cheu M. & KA K. Lee, owners; Jeff DeYoung, applicant; Harbour & Associates, representative. (Staff: George Gonzalez)
- B. Conduct a Public Hearing and Close the Election Regarding an Assessment Increase in Landscape Maintenance District No. 1. (Staff: Scott Redelfs)

**2. ADMINISTRATIVE ITEMS**

- A. **ADMINISTRATION** (City Manager, City Clerk, Finance)
  - 1. Consider Review and Approval – Res. 18-\_\_\_\_, 2018-19 Annual Budget, and information regarding the Clovis Successor Agency. (Continued from the meeting of May 14, 2018) (Staff: Jay Schengel)
    - a) Finance Department (Jay Schengel)
    - b) City Council / City Attorney / City Clerk / City Manager (John Holt)
    - c) Police Department (Matt Basgall)
    - d) Public Utilities Department (Scott Redelfs)
    - e) Planning and Development Services/Community Investment Program (Dwight Kroll)
    - f) General Services (Shonna Halterman)
    - g) Community and Economic Development / Successor Agency (Andrew Haussler)

**3. CITY MANAGER COMMENTS**

**4. COUNCIL ITEMS**

- A. Council Comments

**5. CLOSED SESSION**

- A. Government Code Section 54956.9  
CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION  
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of  
Subdivision (d) of Section 54956.9  
One Case (March 14, 2018 U.S. Department of Justice Letter)
- B. Government Code Section 54956.9(a)  
CONFERENCE WITH LEGAL COUNCIL- EXISTING LITIGATION  
Workers Compensation Case in Regards to: Thong Her
- C. Government Code Section 54956.9(a)  
CONFERENCE WITH LEGAL COUNCIL- EXISTING LITIGATION  
Workers Compensation Case in Regards to: Tommy Harris

## ADJOURNMENT

Meetings and Key Issues			
Jun. 18, 2018 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Jul. 2, 2018 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Jul. 9, 2018 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Jul. 16, 2018 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Aug. 6, 2018 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Aug. 7 – Sep. 3, 2018	Summer Recess		
Sep. 4, 2018 (Tue.)	6:00 P.M.	Regular Meeting	Council Chamber

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

**A. CITY CLERK**

- 1) Approval - Minutes for the June 4, 2018 Council meeting.
- 2) Approval - Purchase of Support and Maintenance contract for Network and Telecommunications equipment from Red River Solutions.
- 3) Adopt – Ord. 18-12, R2016-07, A request to prezone approximately 48.61 acres from the County R-R (Rural Residential) Zone District to the R-1 (Single-Family Residential) Zone District, and prezone 9.52 acres from County R-R Zone District to the City R-R Zone District. (Vote: 5-0)
- 4) Adopt - Ord. 18-13, R2018-03, A request to prezone approximately 3.11 acres of land located on the east side of Armstrong Avenue, between Nees and Teague Avenues from the County RR (Rural Residential) Zone District to the Clovis R-R (Rural Residential) Zone District. Ishkhan Bayrakdarian, owner/ applicant. (Vote: 5-0)

**B. ADMINISTRATION**

- 1) No items.

**C. COMMUNITY AND ECONOMIC DEVELOPMENT**

- 1) Receive and File – Business Organization of Old Town (B.O.O.T.) Third Quarter Report, January through March 2018.

**D. FINANCE**

- 1) Receive and File – Investment Report for the month of March 2018.
- 2) Receive and File – Treasurer's Report for the month of March 2018.

**E. GENERAL SERVICES**

- 1) Approval –Res. 18-\_\_\_\_, Approving a Policy for the Use of Unmanned Aircraft Systems.

**F. PLANNING AND DEVELOPMENT SERVICES**

- 1) No items.

**G. PUBLIC SAFETY**

- 1) No items.

**H. PUBLIC UTILITIES**

- 1) Receive and File – Public Utilities Report for the month of March 2018.

**I. REDEVELOPMENT SUCCESSOR AGENCY**

- 1) No items.



CLOVIS CITY COUNCIL MEETING

June 4, 2018

6:00 P.M.

Council Chamber

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

Roll Call: Present: Councilmembers Ashbeck, Bessinger, Flores, Mouanoutoua  
Mayor Whalen  
Absent: None

6:03 - CONSENT CALENDAR

Motion by Councilmember Ashbeck, seconded by Councilmember Flores, that the items on the Consent Calendar be approved. Motion carried by unanimous vote.

- A1) Approved - Minutes for the May 14, 2018 Council meeting.
- E1) Approved – Five-Year Lease Agreements of Digital Copiers from Image 2000.
- E2) Approved – Accept proposal for insurance consultant services and authorize the City Manager to execute a 36-month service contract.
- F1) Approved – For the City Council to approve an updated Consultant List from which Professional Consultants shall be selected.
- G1) Approved – Award Weed and Rubbish Abatement Contract to Newton's Custom Tractor Work for disking, handwork, hauling, grading, tire disposal, and tree stump removal.

6:04 ITEM - 1A1 - APPROVED - **RES. 18-70**, AN ENVIRONMENTAL FINDING OF A MITIGATED NEGATIVE DECLARATION FOR THE DRY CREEK PRESERVE MASTER PLAN, ANNEXATION AGREEMENT, GENERAL PLAN AMENDMENT GPA2016-06, PREZONE R2016-07, AND VESTING TENTATIVE TRACT MAP TM6154; AND **ITEM 1A2 - APPROVED - RES. 18-71**, APPROVING A MASTER PLAN INCLUDING AN ANNEXATION AGREEMENT FOR FOCUS AREA 7 IN THE GENERAL PLAN

City Planner Bryan Araki presented a report on items associated with approximately 795 acres generally bounded by Nees Avenue on the South, Big Dry Creek on the west, Enterprise Canal on the east, and Shepherd Avenue on the north, commonly referred to as the Dry Creek Preserve. The City is requesting that the City Council consider approval of a Draft Master Plan and Annexation Agreement for Focus Area 7 of the General Plan, also referred to as the Dry Creek Preserve. Focus Area 7 is approximately 795 acres generally bounded by Nees Avenue on the south, Big Dry Creek on the west, Enterprise Canal on the east, and Shepherd Avenue on the north. This area requires a Master Plan prior to urban development within the area. A General Plan Amendment, prezone and vesting tentative tract map has been applied for and will follow upon approval of this Master Plan. The City Council will consider the Master Plan and if approved, will subsequently consider a General Plan Amendment, Prezone and Vesting Tentative Tract Map for a proposed Woodside Homes development at the northwest corner of Teague and Fowler Avenues. If for some reason, the Master Plan and Annexation Agreements are not approved, or continued to a future meeting, the Woodside Homes project cannot be considered, and/or shall be continued as well.



Dale Mitchell, Dry Creek Preserve Association, spoke in support of both the environmental and the master plan. Matt Smith, Woodside Homes, spoke in support of both the environmental and the master plan. Casey Belmont, area resident, spoke in support of both. Tom Bell, area resident, spoke in support of both. Marcus Dibudou, area resident, spoke in support of both. Erin Fanning, area resident, indicates that she is not represented by the Dry Creek Preserve Association, and that she represents some property owners and that she has not been invited to participate. She also raised concerns about the last minute changes to the annexation agreement. Paul Pierce, area resident, spoke in opposition due to concerns with traffic, septic system requirements, city taking of water, and the potential use of recycled water and opioids. Marian Dourto, area resident, spoke in support. Dean Gary, area resident, spoke in support. Jeff Evans, area resident, spoke in support of both requests. Dustin Hamlin, area resident, spoke in support of both. Annette Davis, area resident, spoke in support of both. Chuck Keller, area resident, spoke in favor of both. Discussion by the Council.

8:04 p.m. - Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve **Res. 18-70**, an environmental finding of a Mitigated Negative Declaration for the Dry Creek Preserve Master Plan, Annexation Agreement, General Plan Amendment GPA2016-06, Prezone R2016-07, and Vesting Tentative Tract Map TM6154. Motion carried by unanimous vote.

8:05 p.m. - Motion by Councilmember Ashbeck, seconded by Councilmember Mouanoutoua, for the Council to approve **Res. 18-71**, approving a Master Plan including an Annexation Agreement for Focus Area 7 in the General Plan. Motion carried by unanimous vote.

8:05 **ITEM 1B1 - APPROVED - RES. 18-72**, GPA2016-06, RE-DESIGNATING APPROXIMATELY 48.61 ACRES FROM RURAL RESIDENTIAL (1 LOT PER 2 ACRES) TO LOW RESIDENTIAL (2.1 TO 4 LOTS PER ACRE); AND **ITEM 1B2 - APPROVED INTRODUCTION - ORD. 18-12**, R2016-07, PREZONING APPROXIMATELY 48.61 ACRES FROM THE COUNTY R-R (RURAL RESIDENTIAL) ZONE DISTRICT TO THE R-1 (SINGLE-FAMILY RESIDENTIAL) ZONE DISTRICT, AND PREZONE 9.52 ACRES FROM COUNTY R-R ZONE DISTRICT TO THE CITY R-R ZONE DISTRICT; AND **ITEM 1B3 - APPROVAL - RES. 18-73**, TM6154, APPROVE A VESTING TENTATIVE TRACT MAP FOR A 95-LOT SINGLE-FAMILY SUBDIVISION ON 43.23 ACRES. PLANNING COMMISSION RECOMMENDS APPROVAL OF GPA2016-06, R2016-07, AND TM6154

City Planner Bryan Araki presented a report on items associated with eight properties located at the northwest corner of Teague and Fowler Avenues. The applicant's request includes an amendment to the General Plan Land Use Element, prezone, and vesting tentative tract map to permit a 95-lot single-family residential development near the northwest corner of Teague and Fowler Avenues. The property is in the County of Fresno, within the Clovis Sphere of Influence. The proposal includes an increase in density from Rural Residential (.5 units per acre) to Low Residential (2.1 to 4 lots per acre). Issues related to the Project include the increase in density, traffic, water, sewer, and annexation. On July 26, 2016, the Planning Commission considered the Project. After considerable testimony, the Commission denied the Mitigated Negative Declaration due to several comments citing deficiencies in the analysis. The Commission also



advised the applicant to continue working with the Neighborhood Committee and adjacent property owners. Woodside Homes held another neighborhood meeting and also reached out to some of the opponents of the project to seek help in understanding the needs of the property owners. On November 17, 2016, the Commission re-considered the proposed Project which then included Master Plan Design Guidelines, as well as a new Mitigated Negative Declaration. Again there was substantial opposition. The Commission once again denied the Mitigated Negative Declaration. The Commission also asked the applicant to go back and work further with the property owners. The applicant continued to reach out to the neighbors which resulted in a revised Project including a Master Plan, Annexation Agreement, and environmental analysis. The Planning Commission considered the Project at their April 26, 2018, meeting where they voted to recommend approval. Council approval of the Project will allow the developer to proceed with the annexation process and development permits. Resident, area resident, spoke generally in support, but has concerns with traffic, right to farm issues next to residential homes. Tyler Freming, area resident, spoke generally in support, raised concerns with traffic. Tony Tjunta, area resident, spoke in support of both. Dan Mueller, area resident, spoke in support of both and thanked staff. Chris, area resident, raised concerns about traffic. Josh Lane, area resident, raised concerns about traffic, but spoke in support.

Matt Smith, Woodside Homes, spoke in support. Dale Mitchell, area resident, spoke in support. Tom Bell, area resident, spoke in support, but raised some concerns with flow of traffic. Bryan Chelter, area resident, had a question about flow of traffic and traffic plans further south on Fowler Avenue. Jeff Evans, area resident, spoke in support. Lisa Noid, area resident, spoke in support. Marcus Dibudou, area resident, spoke in support. Discussion by the Council.

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, for the Council to approve **Res. 18-72**, GPA2016-06, a request to re-designate approximately 48.61 acres from Rural Residential (1 lot per 2 acres) to Low Residential (2.1 to 4 lots per acre). Motion carried by unanimous vote.

Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve **Ord. 18-12**, GPA2016-06, a request to re-designate approximately 48.61 acres from Rural Residential (1 lot per 2 acres) to Low Residential (2.1 to 4 lots per acre). Motion carried by unanimous vote.

Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve **Res. 18-73**, TM6154, approve a vesting tentative tract map for a 95-lot single-family subdivision on 43.23 acres. Motion carried by unanimous vote.

8:38 ITEM 1C - APPROVED - **RES. 18-74**, RO296, A RESOLUTION OF APPLICATION FOR THE ANNEXATION OF THE TERRITORY KNOWN AS THE TEAGUE-FOWLER NW REORGANIZATION LOCATED ON THE WEST SIDE OF FOWLER AVENUE, BETWEEN TEAGUE AND SHEPHERD AVENUES. VARIOUS OWNERS; WOODSIDE 06N, L.P., APPLICANT; YAMABE & HORN ENGINEERING, REPRESENTATIVE

Associate Planner George Gonzales presented a report on a request to approve a Resolution of Application for the Annexation of the Territory known as the Teague-Fowler



NW Reorganization located on the west side of Fowler Avenue, between Teague and Shepherd Avenues. The total area of the annexation is approximately 58 acres located on the west side of Fowler Avenue, between Teague and Shepherd Avenues. The Project site includes an approved Vesting Tentative Tract Map TM6154, for a 95-lot single-family residential development. The project area has been rezoned to the R-1 and R-R Zone Districts under Prezone R2016-07, consistent with the General Plan Land Use Diagram, Herndon-Shepherd Specific Plan and Dry Creek Preserve Master Plan.

There being no public comment, Mayor Whalen closed the public portion. Discussion by the Council.

Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve a Resolution of Application for the Annexation of the Territory known as the Teague-Fowler NW Reorganization located on the west side of Fowler Avenue, between Teague and Shepherd Avenues. Motion carried by unanimous vote.

- 8:41 ITEM 1D - APPROVED INTRODUCTION – **ORD. 18-13**, R2018-03, PREZONING APPROXIMATELY 3.11 ACRES OF LAND LOCATED ON THE EAST SIDE OF ARMSTRONG AVENUE, BETWEEN NEES AND TEAGUE AVENUES FROM THE COUNTY RR (RURAL RESIDENTIAL) ZONE DISTRICT TO THE CLOVIS R-R (RURAL RESIDENTIAL) ZONE DISTRICT. ISHKHAN BAYRAKDARIAN, OWNER/ APPLICANT

Associate Planner Lily Cha presented a report on a request to prezone approximately 3.11 acres of land located on the east side of Armstrong Avenue, between Nees and Teague Avenues from the County RR (Rural Residential) Zone District to the Clovis R-R (Rural Residential) Zone District. The applicant is proposing to prezone the subject property from the County RR (Rural Residential) Zone District to the City of Clovis R-R (Rural Residential) Zone District with the intent to annex the property into the City. Rezoning is required prior to property being annexed into the City. The reorganization/annexation request will be considered by the City Council on June 4, 2018.

Associate Planner Lily Cha indicated that the applicant was unable to attend due to an emergency. There being no public comment, Mayor Whalen closed the public portion. Discussion by the Council.

Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve the introduction – **Ord. 18-13**, R2018-03, prezoning approximately 3.11 acres of land located on the east side of Armstrong Avenue, between Nees and Teague Avenues from the County RR (Rural Residential) Zone District to the Clovis R-R (Rural Residential) Zone District. Motion carried by unanimous vote.

- 8:45 ITEM 1E - APPROVED - **RES. 18-75**, R0298, A RESOLUTION OF APPLICATION FOR THE ANNEXATION OF THE TERRITORY KNOWN AS THE NEES-ARMSTRONG NORTHEAST NO. 2 REORGANIZATION, LOCATED ON THE EAST SIDE OF ARMSTRONG AVENUE, BETWEEN NEES AND TEAGUE AVENUES. ISHKHAN BAYRAKDARIAN, OWNER/ APPLICANT



Associate Planner Lily Cha presented a report on a request to approve **Res. 18-76**, RO298, a Resolution of Application for the annexation of the territory known as the Nees-Armstrong Northeast No. 2 Reorganization, located on the east side of Armstrong Avenue, between Nees and Teague Avenues. The total area of the annexation is approximately 3.11 acres located on the east side of Armstrong Avenue, between Nees & Teague Avenues. On June 4, 2018, the City Council will consider R2018-03, the request to prezone the sole property within the annexation boundary area to the Clovis R-R (Rural Residential) Zone District, consistent with the General Plan land use diagram, Herndon-Shepherd Specific Plan and Dry Creek Preserve Master Plan. There is no development proposed with this annexation request.

Associate Planner Lily Cha indicated that the applicant was unable to attend due to an emergency. There being no public comment, Mayor Whalen closed the public portion.

Discussion by the Council.

Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve **Res. 18-75**, RO298, a Resolution of Application for the annexation of the territory known as the Nees-Armstrong Northeast No. 2 Reorganization, located on the east side of Armstrong Avenue, between Nees and Teague Avenues. Motion carried by unanimous vote.

8:47 ITEM 1F - APPROVED - **RES. 18-76**, AMENDING THE 2017 AMENDED AND RESTATED MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF FRESNO AND CITY OF CLOVIS REGARDING STANDARDS OF ANNEXATION. CITY OF CLOVIS APPLICANT

City Planner Bryan Araki presented a report on a request to amend the 2017 Amended and Restated Memorandum of Understanding between the County of Fresno and City of Clovis regarding Standards of Annexation. The request to amend the Tax Sharing Agreement is primarily focused on the "Standards of Annexation." Council recently adopted a resolution addressing the City's position regarding the unaccommodated need of 4,420 units to meet the State Regional Housing Needs Assessment (RHNA). The resolution also included a rezone program including one option to amend the Tax Sharing Agreement, allowing annexation of property for the purpose of meeting the RHNA. Secondly, as Council is aware, there is interest in developing and annexing properties within the Dry Creek Preserve Area which is a reverse peninsula. Woodside Homes is currently processing a Project within the area that will be forwarded to the City Council in the next few weeks. It is proving to be very difficult to create an annexation boundary which is consistent with the current "Standards of Annexation." Both City and County staff agree that amending the Tax Sharing Agreement is a more viable option to address the Dry Creek Preserve rather than a Stand Alone Agreement with every annexation that occurs. Staff therefore requests to amend the Tax Sharing Agreement to address these two areas of concerns. Additional clarification items are also included per discussion with, and recommendation by County of Fresno staff. Matt Smith, Woodside Homes, spoke in support. Discussion by the Council.

Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve **Resolution 18-76**, amending the 2017 Amended and Restated Memorandum



of Understanding between the County of Fresno and City of Clovis regarding Standards of Annexation. Motion carried by unanimous vote.

**8:54 ITEM 2 - CITY MANAGER COMMENTS**

None

**8:54 ITEM 3 - COUNCIL COMMENTS**

Councilmember Ashbeck commented on a recent FCTA meeting she attended: Measure C coming back in 2027, \$250K award to Clovis for Landmark Commons trail improvements, Gas Tax repeal will likely be on the ballot. She also presented gifts to the Councilmembers from her vacation.

Councilmember Flores reported out on North Kings Groundwater Sustainability Agency meeting attended last month. He also thanked Council for attending his father's funeral services last week.

Mayor Whalen thanked Mayor Pro Tem Bessinger for covering for him at meetings he could not make as mayor.

**8:58 ITEM 4A - CLOSED SESSION**

Government Code Section 54956.9

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant Exposure to Litigation Pursuant to Paragraph (2) or (3)

of Subdivision (d) of Section 54956.9.

2 potential cases

**ADJOURNMENT**

Mayor Whalen adjourned the meeting of the Council to June 11, 2018

Meeting adjourned: 9:40 p.m.


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Mayor

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City Clerk



AGENDA ITEM NO: **CC-A-2**  
City Manager: 

## **CITY of CLOVIS**

### **REPORT TO THE CITY COUNCIL**

**TO:** Mayor and City Council

**FROM:** City Clerk Department

**DATE:** June 11, 2018

**SUBJECT:** Approval – Purchase of Support and Maintenance Contract for Network and Telecommunications equipment from Red River Solutions.

#### **CONFLICT OF INTEREST**

None

#### **RECOMMENDATION**

For the City Council to approve the purchase of the maintenance and support agreement for the City's network/telecommunications equipment from Red River Solutions in the amount of \$163,546.49 for three years and authorize the City Manager to enter into the loan agreement with Cisco Capital to be able to pay for this in three annual payments instead of a one-time upfront lump sum.

#### **EXECUTIVE SUMMARY**

Included in the 2017-2018 Budget are funds to renew existing maintenance and support agreements for the City's network/Telecommunications equipment. As the City continues to grow, more facilities are connected to the City network, voice/data services are more closely integrated, and the additional equipment installed requires maintenance throughout its life expectancy.

Staff went out with a Request for Proposals using the City's online bid system and is recommending the purchase of the maintenance agreement from Red River Solutions based on them submitting the lowest-cost responsible proposal over a three year period.

Additionally, Cisco Capital is able to provide a zero interest loan program to the City, to pay for Smartnet and other hardware if the City chooses to, annually over the three year term instead of a lump sum upfront. This will lower the annual cost, provide some consistency, reliability and cost certainty for the three year term.



## BACKGROUND

Every year, the City has renewed the Cisco support and maintenance agreement (SmartNet) for the core network/telecommunications equipment to help ensure the system's availability and reliability in keeping the network continually available.

Several years ago, staff consolidated maintenance and support agreements to help better manage them. As new network/telecommunications equipment has been added over the years, staff co-terminated with the existing contract. Support and maintenance for all equipment now starts and ends on the same date each year.

Staff conducted a physical inventory of all network / telecommunications equipment to ensure all necessary equipment is covered.

Staff requested proposals from vendors using the City's online bidding system on May 7, 2018. For comparative purposes, staff requested proposals based on the standard one-year coverage and additionally staff requested proposals for three-year coverage. By going with a longer term (three years instead of one) a larger discount can be provided. There were 267 vendors notified and staff received three (3) responses.

Vendor Name	1 Year	3 Year
Red River Solutions	\$63,949.37	\$163,546.49 (\$54,515.50 per year)
Net Experts	\$59,998.47	\$168,573.78 (\$56,191.26 per year)
Software House Intl.	Incomplete	Incomplete

Red River Solutions is a Cisco Gold Partner and has submitted the lowest responsible proposal for the three year term of this Smartnet renewal.

Rather than pay the lump sum up-front, staff is recommending that Council approve the use of a zero-interest loan program available from Cisco Capital. Upon approval and authorizing the City Manager to sign this agreement, Cisco Capital will pay the lump sum of \$163,546.49 to Red River and the City will pay Cisco Capital \$54,515.50 per year over the next three years. This is the lowest cost option available at this time and will provide the City with cost certainty and stability of our Smartnet maintenance program for the three year term.

## FISCAL IMPACT

Funds have been allocated in FY17-18 for Renewal of Cisco SmartNet Maintenance.


## REASON FOR RECOMMENDATION


Staff is recommending that Council approve this purchase from Red River via the Cisco Capital loan program which will provide continuity and it will maintain a consistent level of service.



**ACTIONS FOLLOWING APPROVAL**

If approved, the agreement with Red River / Cisco Capital will be executed for Cisco SmartNet services.

Prepared by: Jesse Velez, Information Technology Manager 

Submitted by:   
John Holt, Assistant City Manager



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: June 11, 2018

SUBJECT: Adopt – Ord. 18-12, R2016-07, A request to prezone approximately 48.61 acres from the County R-R (Rural Residential) Zone District to the R-1 (Single-Family Residential) Zone District, and prezone 9.52 acres from County R-R Zone District to the City R-R Zone District. (Vote: 5-0)

Adopt - Ord. 18-13, R2018-03, A request to prezone approximately 3.11 acres of land located on the east side of Armstrong Avenue, between Nees and Teague Avenues from the County RR (Rural Residential) Zone District to the Clovis R-R (Rural Residential) Zone District. Ishkhan Bayrakdarian, owner/ applicant. (Vote: 5-0)

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



AGENDA ITEM NO: **CC-C-1**  
City Manager: LS

## CITY of CLOVIS

### REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Community and Economic Development

DATE: June 11, 2018

SUBJECT: Receive and File – Business Organization of Old Town (B.O.O.T.) Third Quarter Report, January through March 2018.

ATTACHMENTS: (A) Business Organization of Old Town (B.O.O.T.) Third Quarter Report, January through March 2018

#### CONFLICT OF INTEREST

None.

#### RECOMMENDATION

That the City Council receive and file the B.O.O.T. Third Quarter Report, January through March 2018.

#### EXECUTIVE SUMMARY

According to the 2017–2018 agreement between the City of Clovis and the Business Organization of Old Town, B.O.O.T. is to submit quarterly reports to the City Manager and City Council. The amount to be funded is \$11,250.

#### BACKGROUND

According to the 2017-2018 agreement between the City of Clovis and the Business Organization of Old Town, B.O.O.T. is to submit quarterly reports to the City Manager and City Council detailing progress of B.O.O.T.'s promotional and marketing activity. Attached, as Attachment "A", is the Third Quarter Report covering January through March 2018 activities. The amount to be funded is \$11,250.

#### FISCAL IMPACT

The amount to be funded is \$11,250, which is called out in the 2017-2018 Budget.

## REASON FOR RECOMMENDATION

The attached report meets the requirement established in the 2017-2018 agreement between the City of Clovis and the Business Organization of Old Town.

## ACTIONS FOLLOWING APPROVAL

Staff will process payment to B.O.O.T.

Prepared by: Shawn Miller, Business Development Manager



Submitted by: Andrew Haussler, Community & Economic Development Director







## Business Organization of Old Town

### Quarterly Agreement/Compliance Report

#### 3rd Quarter – January 1 through March 31, 2018

In accordance with the Agreement between City of Clovis and the Business Organization of Old Town Clovis for the fiscal year 2017-2018, the following items have been accomplished to date.

#### **Goal #1:**

**Maintain a viable organization with membership reflective of the diversity of Old Town Clovis.**

#### Objective:

- To maintain current level of membership and seek new members each year.
- To unite the merchants of Old Town as a group of businesses working together for the betterment of the whole downtown district.

#### Strategy:

- Provide information on the website about B.O.O.T., B.O.O.T. membership, benefits of membership and application forms year round.
- Personal visits to businesses in the PBIA to recruit and retain memberships.
- Contact with businesses outside the PBIA to recruit and retain Associate Memberships/"Friends of B.O.O.T."
- Allow members to pay dues monthly, quarterly or semi annually.
- Create a benefits package to attract both regular and associate members.
- Design benefits that will be exclusive to B.O.O.T. membership.
- Attract Members to a co-op advertising program that runs in the 4<sup>th</sup> quarter of the fiscal year and at other times if funds are available.
- Plan and post meeting notices for monthly B.O.O.T. membership meetings.
- Promote Old Town Clovis on behalf of all merchants using all media platforms.
- Enhance existing programs to draw more people to Old Town.

#### Results:

- A membership and organization characteristic of Old Town Clovis.
- The 2018 campaign started in November 2017. Members meet at a local restaurant on the 4<sup>th</sup> Wednesday of each month.
- Board of Directors recently changed their monthly meeting to the same day as the Members Meeting, 4<sup>th</sup> Wednesday of the month, to discuss issues pertinent to the organization, i.e. status of B.O.O.T members, review finances and report on events, etc.
- Board members represent our diverse merchants groups—office, professional, property owners, antique, gift and specialty stores. The 2018 Board of Directors is as follows:

- ◆ Cora Shipley, President (through 2018)
- ◆ Tom Frost, Vice President (through 2019)
- ◆ Sheryl Michael, Treasurer (through 2018)
- ◆ Karen Chisum, Secretary (through 2018)
- ◆ Brian Smart, Director at Large (through 2019)
- ◆ Ronnie Silva, Director at Large (through 2018)
- ◆ Julie Glenn, Director at Large (through 2019)
- The Marketing / Events Committee continues to create new events and activities specifically designed to bring customers directly into the businesses.

## **Goal #2:**

### **Maintain Old Town Clovis' promotional activities**

#### Objective:

- Successfully manage, promote, and operate events in Old Town Clovis, as well as create new events on an ongoing basis that attract visitors to Old Town Clovis.
- To provide a quality event giving people a reason to visit the downtown district.
- To showcase Old Town Clovis as a shopping and dining destination.
- To develop marketing strategies to keep Old Town competitive with malls and other shopping areas.
- To attract customers and visitors, both old and new, to the downtown district.
- To present Old Town Clovis as an attractive, appealing, friendly, safe and inviting business community.

#### Strategy:

- Develop, operate, promote, maintain and pay for events that bring people to Old Town Clovis.
- Establish and maintain events that highlight Old Town Clovis locally, nationally and internationally.
- Meet all requirements set by City, State and other agencies for activities, events and attractions.
- Develop new events and activities like One Enchanted Evening, the Wine Walks and the Craft Beer Crawls to bring visitors directly into the businesses.
- Create and pay for multi-media advertising campaigns for general advertising such as generic "Shop & Dine in Old Town Clovis".
- Continue to evolve events so they continue to attract new people.
- Contract with entertainers that have a following and will bring new people to Old Town.

#### Results:

- The spring Antiques Fair was March 25<sup>th</sup>. The criteria for items at the fair have been expanded to include mid-century modern, retro, upcycled and shabby chic, including painted furniture. We also broadened the age requirement to include anything from 1980's and older.



- The year-round Saturday morning Farmers Market at Pollasky at 5<sup>th</sup> Street provides excellent visibility and we have seen an increase in customers. We are promoting the Market on Social Media weekly.
- The Craft Beer Crawl took place on March 11 and drew a great crowd, bringing a new demographic to Old Town businesses. Moving the Crawl to early spring also provides a source of income for B.O.O.T.

### **Goal #3:**

**Maintain marketing strategies, including safety and appearance, and advertising techniques to position the image of Clovis through Old Town Clovis' unique character.**

### Objective:

- Create a broad awareness of Old Town Clovis.
- Establish Old Town Clovis as an immediate, intermediate and end destination.
- Retain the established customer base.
- Reach out to Central California so that more people become aware of what Clovis offers.
- Work with City Officials to maintain a safe, crime free area where people feel safe and like bringing their families to Old Town.

### Strategy:

- Archer & Hound advertising agency was contracted in 2016 to provide all marketing, promotions, advertising, social media and media outreach for Old Town Clovis.
- Secure multi-media advertising campaigns to promote Old Town Clovis along with event generated advertising.
- Submit calendar of events to community and online calendars.
- Use Twitter, Instagram, Pinterest and Facebook to promote Old Town Clovis in general, as well as events and B.O.O.T. members' businesses.
- Secure interview segments by creating "stories" for radio, print and television.
- Contribute to the cost of the Clovis Appliance/General Electric ABC/30 Skycam at 5th and Pollasky when B.O.O.T. has sufficient funds (co-op advertising).
- Advertise antique events in focused publications that are regional and national in scope for our four annual antique events. Advertise in classified ad section of regional papers as well as Craigslist to further reach surrounding areas.
- Print and distribute more than 20,000 event-specific postcards, as well as over 30,000 Calendar of Event cards. Merchants and B.O.O.T. staff go to out-of-the-area antique events to solicit dealers to come to Old Town antique shows. Merchants also distribute these very popular cards to customers.
- Ongoing outreach to businesses to locate to Old Town Clovis.
- Work with City of Clovis Police Department to create a safe atmosphere in Old Town.
- Work with City of Clovis department heads to create a clean, well maintained streetscape in Old Town.

#### Results:

- Archer & Hound promotes B.O.O.T. events mostly through social media, some radio and some cable television advertising. Media outreach is secured for local news stations on upcoming events.
- Facilitated wide exposure for Old Town Clovis, its events, character and appeal.
- The Clovis Appliance/General Electric skycam with ABC-30 Action News reaches approximately 684,700 people every week and approximately 400,000 monthly unique visitors online at abc30.com. Old Town Clovis is mentioned a minimum of 3 to 4 times per day on the news program during weather reports and if we have anything special going on in Old Town, i.e. Farmers Market, the camera will show the activity. B.O.O.T. contributes co-op advertising dollars when available.
- Stimulated customer and visitor traffic in Old Town, as evidenced by increase number of customers in town for Antiques Fair and the year-round Saturday morning Farmers Market, and a very successful Craft Beer Crawl.
- There are a couple of key locations available for lease now in Old Town. B.O.O.T. Board and staff continue to refer potential new businesses to the owners of these properties.
- Merchants and B.O.O.T. continue to keep the Clovis Police notified of suspicious persons frequenting Old Town businesses or the public restrooms.
- B.O.O.T. has been using the GOREquest iPhone application to report new issues in Old Town to City of Clovis department heads. This has had some good results, with quick action and clear communication regarding issues in Old Town. Shawn Miller is still the Old Town Clovis liaison with City Department Heads and government.

#### **Goal #4:**

**Provide information on activities to the Tourism Advisory Committee.**

#### Objective:

- Communicate information to sources essential for tourism opportunities, capturing disposable money from customers who have an option to spend it elsewhere.

#### Strategy:

- Participate as an active member of the Tourism Advisory Committee.
- Supply the Clovis Visitors Center with information regarding events, activities and leads for tour groups.
- Publish names and dates of tour groups through B.O.O.T. E-Blast so businesses are prepared to show Old Town Clovis' hospitality.
- Provided information to merchants of Old Town regarding activities conducted in and around Old Town through the B.O.O.T. E-Blast. A newsletter is emailed to those who sign up for the electronic newsletter on B.O.O.T.'s website. A paper newsletters is mailed to all known businesses within the PBIA once a year or when information needs to be disseminated.
- Communicate information to merchants on activities at the monthly B.O.O.T. membership meetings.



- Post events for all organizations in Clovis on B.O.O.T. Website and insure that if someone searches for an event, B.O.O.T.'s website is in the top results.
- Provide event information for visitclovis.com.
- Actively promote Old Town Clovis and Member Businesses on Facebook, Twitter, Instagram, Pinterest and B.O.O.T.'s website

**Results:**

- Insured Old Town Clovis is recognized as a tourism destination.
- Businesses in Old Town showcased Old Town as a friendly and inviting throughout the summer and fall months.
- B.O.O.T. welcomes bus tours when notified of their visits.
- B.O.O.T. is an active member in TAC.

**Goal #5:**

**Obtain and maintain Workers Compensation, State Disability, and Directors and Officers Policy as well as any other insurance coverage as required by law.**

**Objective:**

- Qualify for Workers Compensation, State Disability coverage, General Liability and any and all required insurances.

**Strategy:**

- To meet all requirements of renewal; indemnify, hold harmless and defend the City of Clovis, Community and Economic Development Department, its officers, agents or employees.
- Submit for renewal Directors and Officers Insurance Policy through Philadelphia Insurance.
- Complete and submit for renewal the State Fund Compensation Insurance Fund policy information update to Valley Regional Insurance Services, Agent Ron Petersen.
- Submit for approval General Liability Insurance through Charity First an "A" rated Insurance company through Agent Ron Petersen, Valley Regional.

**Results:**

- Obtained General Liability Policy coverage period April 21, 2017 to April 21, 2018.
- State Fund Compensation Policy renewed for period April 1 2017 to April 1, 2018
- Directors and Officers Policy renewed for period August 4, 2018 to August 4, 2018.
- Certificates of Insurance with Endorsements provided to the City of Clovis.

**Goal #6:**

**Annual compliance audit**

**Objective:**

- To successfully complete a compliance audit conducted by an independent auditor.

**Strategy:**

- Efficiently maintain and preserve all records needed to demonstrate full compliance.

### Results:

- The annual compliance audit took place in November 2017. The audit was conducted by Steve Cauthen, Classic Professional Services. The agreement between the City of Clovis and the Business Organization of Old Town for July 1, 2016 through June 30, 2017 was reviewed. A letter from Classic Professional Services confirmed contract compliance and was submitted to the City of Clovis, Community and Economic Development Department.

### Financial Status:

- See Balance Sheet Attached

### **SUMMARY:**

Old Town Clovis plays a significant role in creating a favorable image for the City of Clovis. Growth within Old Town Clovis is one of the more important priorities to ensure the future and well-being of Clovis' Redevelopment Project Area. In order to continue the economic vitality of the central trading district, considerable time and effort has been invested in an effort to encourage new businesses to locate and expand in Old Town Clovis.

### **UPDATES TO THE PBIA:**

- The Business Organization of Old Town represents many business and property owners and operators, within the central business district, who will be affected directly or indirectly by future business promotion efforts and seeks to strengthen the promotion of Old Town Clovis, thereby assuring its continued influence on economic growth in both Old Town Clovis and the City as a whole.
- The Centennial Plaza is a great addition to Old Town and businesses in the area are thriving. House of JuJu is in the Realty Concepts building and Blast & Brew and The Foundry are in the Petersen Building.
- There are always changes taking place in Old Town Clovis. The following details most of these changes:
  - **New Businesses within the PBIA**
    - The Perfect Pillow by Julie Adams moved to 635 5<sup>th</sup> Street where a salon was formerly leased by Salon D
    - The Foundry Home is in the former The Foundry Collective on 516 5th Street featuring a design center.
    - ABC Pack and Print opened for business at 519 4<sup>th</sup> Street, next door to A-1 Lock & Key (husband/wife owners of both businesses).
  - **Businesses that moved within the PBIA**
    - The Urban Umbrella moved into the DeWitt Building at 453 Pollasky Avenue and changed ownership to Tracy Arrendondo.

2:21 PM

05/11/18

Cash Basis

**Business Organization of Old Town**  
**Profit & Loss**  
January through March 2018

	Jan - Mar 18
Income	
Event Income	67,131.45
FM Annual Membership	4,800.00
Fm Art Hop Fees	100.00
Fm Weekly Income	387.00
HD Fees	1,034.00
Interest Income	1.14
Membership	4,275.00
Misc. Income	500.00
Sponsorships	19,125.00
Total Income	97,353.59
Expense	
Accounting	760.00
Advertising	30,609.66
Business License & Taxes	1,351.00
Co-Op Advertising	3,970.70
Credit Card Fees	462.48
Donations	1,500.00
Dues & Subscriptions	140.00
Entertainment	600.00
Equipment Rentals	2,760.69
Glasses	1,492.20
Insurance	698.58
Labor	1,120.00
Meetings	4,140.68
Misc. Expense	500.00
Office Supplies	3,619.17
Payroll Expenses	32,943.46
Payroll Taxes	1,018.27
Postage	344.00
Printing	6,393.32
Rent	3,000.00
Repairs & Maintenance	312.95
Security	150.00
Supplies	805.17
Telephone	1,333.45
Utilities	300.00
Total Expense	100,325.78
Net Income	-2,972.19





# CITY of CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: June 11, 2018

SUBJECT: Receive and File - Investment Report for the Month of March 2018

Exhibits: (A) Distribution of Investments  
(B) Monthly Investment Transactions  
(C) Certificates of Deposit  
(D) Graph of March 31, 2018 Treasury Rates

Attached is the Investment Report for the month of March 2018. Shown in Exhibit A is the distribution of investments which lists all the individual securities owned by the City with the book and market values. Book value is the actual price paid for the investment. Market value is the amount that the investment is worth if sold in the open market. The market value (which fluctuates daily) that is used in the report is as of the last working day of the month. Exhibit B reflects the monthly investment transactions for the month of March 2018. Exhibit C lists the certificates of deposit. Exhibit D is a graph of Treasury rates on March 31, 2018.

The investment of the City's funds is performed in accordance with the adopted Investment Policy. Funds are invested with the following objectives in mind:

1. Assets are invested in adherence with the safeguards and diversity of a prudent investor.
2. The portfolio is invested in a manner consistent with the primary emphasis on preservation of the principal, while attaining a high rate of return consistent with this guideline. Trading of securities for the sole purpose of realizing trading profits is prohibited.
3. Sufficient liquidity is maintained to provide a source for anticipated financial obligations as they become due.
4. Investments may be made, consistent with the Investment Policy Guidelines, in fixed income securities maturing in three years or less and can be extended to five years with the City Manager's approval.



The Finance Department invests the City's assets with an expectation of achieving a total rate of return at a level that exceeds the annualized rate of return on short-term government guaranteed or insured obligations (90 day Treasury bills) and to assure that the principal is preserved with minimal risk of depreciation or loss. In periods of rising interest rates the City of Clovis portfolio return may be less than that of the annualized 90 day Treasury bill. In periods of decreasing interest rates, the City of Clovis portfolio return may be greater than the annualized 90 day Treasury bill. The current 90 day Treasury bill rate (annualized) is 1.22%. The rate of return for the City of Clovis portfolio is 1.51%. The goal for the City of Clovis investment return is 120% of the 90 day Treasury bill rate. The current rate of return is 124% of the Treasury bill rate.

In accordance with the Investment Policy the investment period on each investment does not exceed three years and can be extended to five years with the City Manager's approval. As of March 2018 the average investment life of the City's investment portfolio is 0.98 years.

#### Current Investment Environment and Philosophy

During the month of March 2018 the Federal Reserve increased the federal funds rate from 1.25%-1.50% to 1.50%-1.75%.

On March 31, 2018 the Treasury yield curve shows a steady increase that is only slightly more pronounced at the interval between three and ten years.

#### Certificates of Deposit (CD's)

The City purchases both negotiable and non-negotiable Certificates of Deposit (CD's). Although negotiable CD's can be traded, it is the City's policy to buy and hold all CD's. Negotiable CD's are held by U.S. Bank, a third party custodian. Non-negotiable CD's are held in the City's safe.

#### Purchases and Maturities

- 3 government securities totaling \$7,500,000.00 were purchased.
- No government securities were called or matured.
- 2 certificates of deposit totaling \$500,000.00 were purchased.
- 2 certificates of deposit totaling \$490,000.00 were called or matured.

#### Market Environment

- During March, the federal funds rate was increased to 1.50% - 1.75%.
- On March 31, the yield curve increased steadily for shorter term treasuries (through six months) and shows larger increases beyond six month treasuries. See Exhibit D, Graph of Treasury Rates on March 31, 2018.

Prepared by: Haley Lynch, Deputy Finance Director

Submitted by: Jay Schengel, Finance Director 



## Exhibit A

**City of Clovis**  
**Distribution of Investments**  
**As of March 31, 2018**

	<u>COST</u>	<u>NET BOOK VALUE</u>	<u>MARKET VALUE *</u>	<u>YIELD TO MATURITY</u>	<u>STATED INTEREST RATE</u>	<u>INVEST DATE</u>	<u>MATURITY DATE</u>	<u>DAYS TO MATURITY FROM 3/31/2018</u>
<b>GOV'T SECURITIES</b>								
FNMA	2,998,479	2,998,479	2,996,520	0.875%	0.875%	09/29/15	05/21/18	51
FNMA	3,018,480	3,018,480	2,980,470	1.125%	1.125%	06/09/16	12/14/18	258
FHLB	3,000,000	3,000,000	2,969,880	1.250%	1.250%	04/29/16	04/29/19	394
FFCB	3,007,560	3,007,560	2,962,440	1.300%	1.300%	06/09/16	06/06/19	432
FNMA	3,006,150	3,006,150	2,957,910	1.250%	1.250%	07/13/16	06/28/19	454
FNMA	3,002,400	3,002,400	2,956,410	1.125%	1.125%	07/26/16	07/26/19	482
FHLMCMTN	2,997,000	2,997,000	2,964,660	1.500%	1.500%	10/12/17	09/27/19	545
FHLB	2,498,750	2,498,750	2,476,300	1.625%	1.625%	11/16/17	10/30/19	578
FNMA	3,000,000	3,000,000	2,951,250	1.250%	1.250%	11/16/16	11/15/19	594
FHLMCMTN	3,000,000	3,000,000	2,947,710	1.300%	1.300%	11/28/16	11/27/19	606
FFCB	994,500	994,500	980,690	1.400%	1.400%	03/30/17	02/24/20	695
FHLB	1,008,597	1,008,597	990,460	1.875%	1.875%	03/22/17	03/13/20	713
FNMA	3,006,210	3,006,210	2,961,030	1.700%	1.700%	05/02/17	04/27/20	758
FNMA	3,007,770	3,007,770	2,965,500	1.800%	1.800%	05/02/17	04/27/20	758
FFCB	1,990,555	1,990,555	1,951,160	1.320%	1.320%	08/31/17	05/07/20	768
FHLMC	2,498,750	2,498,750	2,462,000	1.550%	1.550%	05/25/17	05/22/20	783
FFCB	2,500,000	2,500,000	2,455,400	1.670%	1.670%	06/01/17	06/01/20	793
FHLB	5,000,000	5,000,000	4,917,950	1.625%	1.625%	06/26/17	06/26/20	818
FAMCMTN	2,500,000	2,500,000	2,456,350	1.650%	1.650%	07/27/17	06/29/20	821
FHLB	2,500,000	2,500,000	2,455,700	1.640%	1.640%	07/27/17	06/29/20	821
FFCB	5,000,000	5,000,000	4,910,650	1.625%	1.625%	07/06/17	07/06/20	828
FHLB	2,465,678	2,465,678	2,463,050	1.800%	1.800%	03/16/18	08/28/20	881
FHLB	2,500,000	2,500,000	2,452,475	1.600%	1.600%	09/18/17	09/18/20	902
FNAMAMTN	2,500,000	2,500,000	2,465,950	1.850%	1.850%	11/16/17	10/13/20	927
FNMA	2,442,365	2,442,365	2,440,975	1.500%	1.500%	03/01/18	10/28/20	942
FHLB	2,488,750	2,488,750	2,463,200	1.950%	1.950%	01/18/18	11/25/20	970
FFCB	3,000,000	3,000,000	2,967,300	2.100%	2.100%	12/22/17	12/22/20	997
FHLB	2,486,055	2,486,055	2,482,550	2.300%	2.300%	03/01/18	01/26/21	1,032
FHLMC	2,497,500	2,497,500	2,475,175	2.150%	2.150%	01/26/18	01/26/21	1,032
<b>SECURITIES TOTAL</b>	<u>\$ 79,915,548</u>	<u>\$ 79,915,548</u>	<u>\$78,881,115</u>					
<b>LAIF</b>		<u>\$ 64,929,256</u>	<u>\$ 64,929,256</u>					
<b>MONEY MARKET (Rabo)</b>		<u>\$ -</u>	<u>\$ -</u>					
<b>Sweep Account (Union Bank)</b>		<u>\$ 13,772,447</u>	<u>\$ 13,772,447</u>					
<b>TOTAL CD'S</b>		<u>\$ 12,654,000</u>	<u>\$ 12,538,816</u>					
<b>TOTAL INVESTMENTS</b>		<u>\$ 171,271,251</u>	<u>\$ 170,121,634</u>					

\* Market values for securities obtained from US Bank.

**City of Clovis**  
**Monthly Investment Transactions**  
**As of March 31, 2018**

**Exhibit B**

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
Connectone Bank	CD	Maturity	(245,000)	(245,000)	1.150%	03/13/18	03/13/18
WebbBank	CD	Maturity	(245,000)	(245,000)	1.200%	03/27/18	03/27/18
Hamni Bank	CD	Purchase	250,000	250,000	2.100%	03/09/18	09/09/19
Merrick Bank	CD	Purchase	250,000	250,000	2.550%	03/09/18	03/09/21
FHLB	GOV SEC	Purchase	2,500,000	2,486,055	2.300%	03/01/18	01/26/21
FNMA	GOV SEC	Purchase	2,500,000	2,442,362	1.500%	03/01/18	10/28/20
First Bank	GOV SEC	Purchase	2,500,000	2,465,678	1.800%	03/16/18	08/20/20

**PORTFOLIO DATA**

**Current Month (03/18)**

	Book	Market
CD'S	\$ 12,654,000	\$ 12,538,816
Gov't Securities*	79,915,548	78,881,115
LAIF	64,929,256	64,929,256
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	13,772,447	13,772,447
<b>TOTAL</b>	<b>\$ 171,271,251</b>	<b>\$170,121,634</b>

**One Month Previous (02/18)**

	Book	Market
CD'S	\$ 12,644,000	\$12,545,011
Gov't Securities*	72,521,451	71,443,540
LAIF	64,929,256	64,929,256
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	22,079,995	22,079,995
<b>TOTAL</b>	<b>\$ 172,174,702</b>	<b>\$ 170,997,802</b>

**Three Months Previous (12/17)**

	Book	Market
CD'S	\$ 12,879,000	\$12,836,253
Gov't Securities*	67,535,201	66,857,160
LAIF	64,732,730	64,732,730
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	17,518,248	17,518,248
<b>TOTAL</b>	<b>\$ 162,665,178</b>	<b>\$ 161,944,391</b>

**Six Months Previous (09/17)**

	Book	Market
CD'S	\$ 13,349,000	\$ 13,318,328
Gov't Securities*	59,555,321	59,237,355
LAIF	64,558,000	64,558,000
Money Market (Rabo Bank)	9,691,963	9,691,963
Sweep Account (Union Bank)	0	0
<b>TOTAL</b>	<b>\$ 147,154,284</b>	<b>\$ 146,805,646</b>

**One Year Previous (03/17)**

	Book	Market
CD'S	\$ 14,524,000	\$ 14,512,502
Gov't Securities*	35,059,980	34,860,570
LAIF	64,299,746	64,299,746
Money Market (Rabo Bank)	9,691,963	9,691,963
Sweep Account (Union Bank)	0	0
<b>TOTAL</b>	<b>\$ 123,575,689</b>	<b>\$ 123,364,781</b>

\*Adjusted Quarterly for Premium/Discount Amortization

**Exhibit B**



## Exhibit C

City of Clovis  
Certificates of Deposit  
As of March 31, 2018

Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 03/31/18	INTEREST FREQUENCY
PEOPLE UNITED	245,000	244,953.45	1.050%	04/15/15	04/16/18	16	SEMI-ANNUALLY
INVESTORS BANK	245,000	244,990.20	1.100%	04/30/15	04/30/18	30	SEMI-ANNUALLY
YADKIN BANK	245,000	244,955.90	1.050%	05/08/15	05/08/18	38	MONTHLY
WORLDS FOREMOST	200,000	199,940.00	1.300%	05/13/15	05/14/18	44	MONTHLY
B-BAY LLC PROMI	245,000	244,904.45	1.300%	05/22/15	05/22/18	52	SEMI-ANNUALLY
COMMERCE BANK	245,000	244,813.80	1.250%	06/18/15	06/18/18	79	MONTHLY
FIRST COMMERCIAL	245,000	244,767.25	1.250%	06/26/15	06/26/18	87	MONTHLY
ENERBANK	245,000	244,816.25	1.400%	07/14/15	07/13/18	104	MONTHLY
WELCH STATE BANK	245,000	244,872.60	1.350%	07/17/15	07/17/18	108	MONTHLY
CAPITAL ONE BANK	245,000	244,919.15	1.650%	07/29/15	07/30/18	121	SEMI-ANNUALLY
FIRST BUSINESS	245,000	244,698.65	1.400%	08/18/15	08/17/18	139	SEMI-ANNUALLY
BUCKS COUNTY	245,000	244,953.45	1.300%	08/31/15	08/31/18	153	MONTHLY
WASHINGTON COUNTY	129,000	128,953.56	1.250%	09/23/15	09/24/18	177	MONTHLY
KEY BANK	245,000	244,752.55	1.300%	11/12/15	11/13/18	227	SEMI-ANNUALLY
WELLS FARGO BANK	245,000	244,676.60	1.400%	11/12/15	11/13/18	227	MONTHLY
GOLDMAN SACHS BK	245,000	244,882.40	1.750%	01/13/16	01/14/19	289	SEMI-ANNUALLY
FIRST SAVINGS BANK	245,000	243,360.95	1.250%	02/19/16	02/19/19	325	MONTHLY
FIRST WESTERN	245,000	244,159.65	1.150%	02/26/16	02/26/19	332	MONTHLY
KATAHDIN TRUST	245,000	243,939.15	1.200%	02/26/16	02/26/19	332	MONTHLY
BRYN MAWR TR	245,000	243,476.10	1.200%	03/30/16	03/29/19	363	MONTHLY
CBC Fed Crdit Union	250,000	248,680.00	1.600%	10/20/17	04/22/19	387	MONTHLY
PRIVATE BANK	245,000	242,770.50	1.100%	05/20/16	05/20/19	415	SEMI-ANNUALLY
HORIZON BANK	245,000	242,309.90	1.100%	05/25/16	05/24/19	419	MONTHLY
QUANTAM NATIONAL	245,000	242,047.75	1.150%	06/22/16	06/21/19	447	QUARTERLY
DISCOVERY BANK	245,000	241,991.40	1.200%	07/01/16	07/01/19	457	SEMI-ANNUALLY
NORTHERN BANK TRUST	245,000	241,844.40	1.100%	07/12/16	07/12/19	468	QUARTERLY
MORGAN STANLY BANK	250,000	248,157.50	1.700%	09/30/17	08/12/19	499	SEMI-ANNUALLY
WEX BANK	245,000	241,148.60	1.200%	08/12/16	08/12/19	499	SEMI-ANNUALLY
FNB OF MCGREGOR	245,000	241,126.55	1.100%	08/18/16	08/19/19	506	MONTHLY
HAMNI BANK	250,000	249,707.50	2.100%	09/09/18	09/09/19	527	SEMI-ANNUALLY
ALLY BANK	245,000	240,729.65	1.300%	09/15/16	09/16/19	534	MONTHLY
ATLANTIC	245,000	240,560.60	1.200%	09/30/16	09/30/19	548	MONTHLY
First Technology Fed Cr Un Mtn	250,000	247,985.00	1.800%	10/16/17	10/16/19	564	MONTHLY
MORTON COMMUNITY BANK	245,000	241,258.85	1.500%	12/15/16	12/16/19	625	SEMI-ANNUALLY
SALLIE MAE	245,000	242,025.70	1.750%	01/11/17	01/13/20	653	SEMI-ANNUALLY
STEARNS BANK	245,000	241,072.65	1.600%	02/10/17	02/10/20	681	MONTHLY
CRESCENT BANK	245,000	240,788.45	1.550%	02/15/17	02/14/20	685	MONTHLY
PYRAMAX BANK	245,000	240,974.65	1.600%	02/17/17	02/18/20	689	MONTHLY
AMERICAN EXPRESS	245,000	241,195.15	1.900%	04/17/17	04/06/20	737	MONTHLY
FIRST BANK	245,000	240,362.15	1.600%	04/17/17	04/20/20	751	MONTHLY
ION BANK	245,000	240,337.65	1.600%	04/17/17	04/20/20	751	MONTHLY
COMMUNITYWIDE/20416TAN2	250,000	246,770.00	1.950%	12/01/17	06/01/20	793	MONTHLY
NTHWT DIST CH8	250,000	245,340.00	1.700%	06/16/17	06/16/20	808	MONTHLY
BK BANK SSB	250,000	245,835.00	1.800%	06/23/17	06/23/20	815	MONTHLY
AMER NATL	250,000	245,142.50	1.700%	07/12/17	07/13/20	835	MONTHLY
Mb Financial Bank	250,000	245,515.00	1.800%	08/10/17	08/10/20	863	MONTHLY
East Boston Svgs Bk Boston Ma	250,000	245,182.50	1.800%	09/28/17	09/28/20	912	MONTHLY
Medallion Bk Salt Lake City Utah	250,000	245,477.50	1.850%	09/29/17	09/29/20	913	MONTHLY
Illinois Cmnty	250,000	246,030.00	2.000%	11/28/17	11/30/20	975	MONTHLY
First Bank	250,000	247,685.00	2.300%	02/06/18	02/08/21	1,045	MONTHLY
MERCHANTS MANUFACTURERS	250,000	247,657.50	2.300%	02/16/18	02/16/21	1,053	MONTHLY
MERRICK BANK	250,000	249,320.00	2.550%	03/09/18	03/09/21	1,074	MONTHLY
<b>Negotiable CD TOTAL</b>	<b>\$ 12,654,000</b>	<b>\$ 12,538,816</b>					
<b>CD TOTAL</b>	<b>\$ 12,654,000</b>	<b>\$ 12,538,816</b>					

Exhibit C

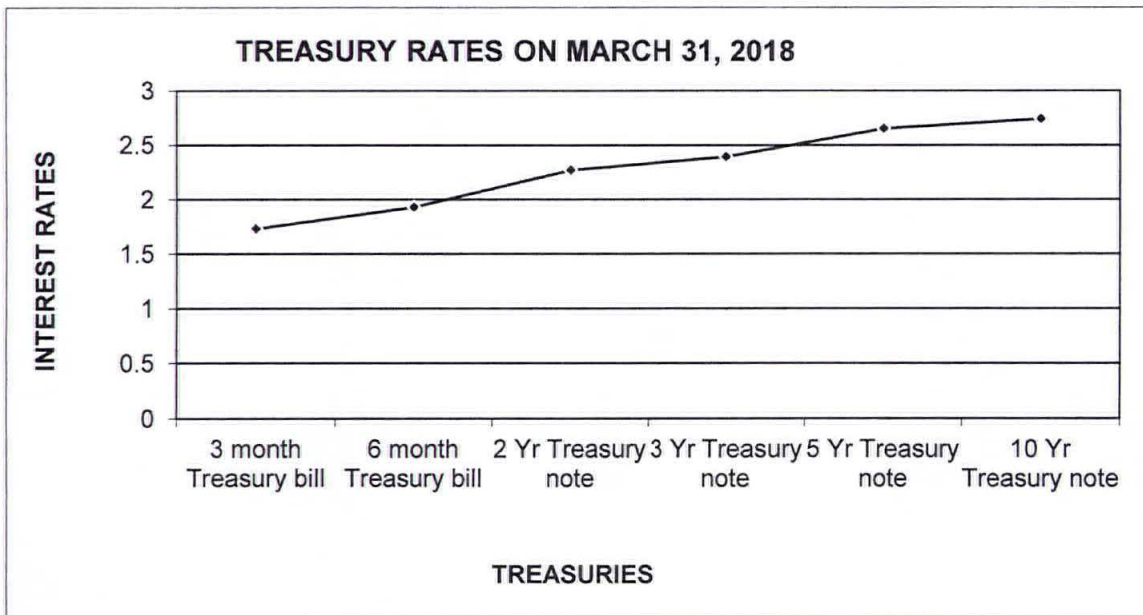


**CITY OF CLOVIS  
FINANCE DEPARTMENT  
MARCH 31, 2018 TREASURY RATES**

**Exhibit D**

**Treasury Rates as of March 31, 2018**

3 month Treasury bill	1.73
6 month Treasury bill	1.93
2 Yr Treasury note	2.27
3 Yr Treasury note	2.39
5 Yr Treasury note	2.65
10 Yr Treasury note	2.74



As indicated in the above graph, treasuries climb at a steady pace with an increase that is only slightly more pronounced at the interval between 6 months and 2 years.



AGENDA ITEM NO: **CC-D-2**  
City Manager: LS

# CITY of CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: June 11, 2018

SUBJECT: Receive and File - Treasurer's Report for the Month of March 2018

ATTACHMENTS: (A) Statement of Cash Balances  
(B) Summary of Investment Activity  
(C) Investments with Original Maturities Exceeding One Year

Attached for the Council's information is the Treasurer's Report for the month ended **March 31, 2018**.

Pursuant to Section 41004 of the Government Code of the State of California, the City Treasurer is required to submit a monthly report of all receipts, disbursements and fund balances. The first page of the report provides a summary of the beginning balance, total receipts, total disbursements, ending balance for all funds, and a listing, by fund, of all month end fund balances. The second page of the report summarizes the investment activity for the month and distribution, by type of investment, held by the City. The third page lists all investments with original maturities exceeding one year as of the month ended **March 31, 2018**.

Prepared by: Haley Lynch, Deputy Finance Director

Submitted by: Jay Schengel, Finance Director JS

**City of Clovis**  
**Statement of Cash Balances**  
**As of March 31, 2018**

Previous Balance	\$	11,926,646.12
Deposits		27,948,623.83
Disbursements		<u>(26,493,485.96)</u>
Current Balance	\$	<u>13,381,783.99</u>

<u>FUNDS</u>	<u>BALANCE</u>
100 General Fund	\$ 4,062,214.78
201 Local Transportation	11,518,203.02
202 Parking and Business Improvements	141,207.80
203 Off Highway Use	66,948.43
205 Senior Citizen Memorial Trust	50,284.94
207 Landscape Assessment District	2,964,174.41
208 Blackhorse III (95-1) Assessment District	117,058.38
275 HCD Block Grant Fund	(646,012.55)
301 Park & Recreation Acquisition	5,848,677.39
305 Refuse Equipment Reserve	1,506,838.15
310 Special Street Deposit Fund	17,580,959.23
313 Successor Agency	(354,827.21)
314 Housing Successor Agency	1,330,082.14
402 1976 Fire Bond Redemption	25,591.17
404 1976 Sewer Bond Redemption Fund	385,792.02
501 Community Sanitation Fund	14,824,398.25
502 Sewer Service Fund	29,305,737.67
504 Sewer Capital Projects-Users	1,270,701.57
506 Sewer Capital Projects-Developer	(835,976.45)
507 Water Service Fund	45,225,201.24
508 Water Capital Projects-Users	3,860,623.10
509 Water Capital Projects-Developer	2,271,528.34
515 Transit Fund	2,914,669.61
540 Planning & Development Services	10,411,529.26
601 Property & Liability Insurance	1,075,960.62
602 Fleet Maintenance	9,641,042.91
603 Employee Benefit Fund	5,221,513.52
604 General Government Services	13,309,950.33
701 Curb & Gutter Fund	151,977.03
702 Sewer Revolving Fund	137,375.20
703 Payroll Tax & Withholding Fund	595,868.61
712 Temperance/Barstow Assmt Dist (98-1)	72,059.87
713 Shepherd/Temperance Assmt Dist (2000-1)	5,497.58
715 Supp Law Enforcement Serv	177,947.54
716 Asset Forfeiture	10,727.47
720 Measure A-Public Safety Facility Tax	338,664.82
736 SA Admin Trust Fund	1,421.40
741 SA Debt Service Trust Fund	66,285.08
747 Housing Successor Trust Fund	1,137.98
<b>SUBTOTALS</b>	<b>\$ 184,653,034.65</b>
999 Invested Funds	<u>(171,271,250.66)</u>
<b>TOTAL</b>	<b>\$ 13,381,783.99</b>



**City of Clovis**  
**Summary of Investment Activity**  
**For the month of March 31, 2018**

<u>Balance of Investments Previous Month End</u>		<u>\$ 172,174,702.03</u>
<u>Time Certificates of Deposit Transactions</u>		
Investments	500,000.00	
Withdrawals	<u>(490,000.00)</u>	
<b>Total CD Changes</b>		10,000.00
<u>Other Changes</u>		
Government Securities	7,394,097.50	
US Treasury Notes	0.00	
Local Agency Investment Fund	0.00	
Money Market	0.00	
Sweep Account	<u>(8,307,548.87)</u>	
<b>Total Other Changes</b>		<u>(913,451.37)</u>
<b>Balance of Investments Current Month End</b>		<u>\$ 171,271,250.66</u>

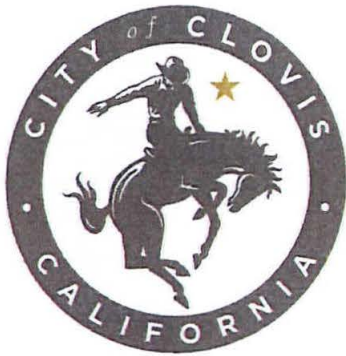
**City of Clovis**  
**Distribution of Investments**  
**As of March 31, 2018**

Insured CD's	12,654,000.00
Government Securities	79,915,548.22
US Treasury Notes	0.00
Local Agency Investment Fund	64,929,255.90
Money Market	0.00
Sweep Account	<u>13,772,446.54</u>
<b>Investment Total</b>	<u>\$ 171,271,250.66</u>

**City of Clovis**  
**Original Maturities Exceeding One Year**  
**As of March 31, 2018**

<b>Institution</b>	<b>Face Value</b>	<b>Investment Balance At Amortized Cost</b>	<b>Maturity</b>	<b>Stated Rate</b>
FNMA/3135G0WJ8	3,000,000.00	2,998,479.00	5/21/2018	0.875%
FNMA/3135G0G72	3,000,000.00	3,018,480.00	12/14/2018	1.125%
FHLB/3130A7R72	3,000,000.00	3,000,000.00	4/29/2019	1.250%
FFCB/3133EGCZ6	3,000,000.00	3,007,560.00	6/6/2019	1.300%
FNMA/3135G0K93	3,000,000.00	3,006,150.00	6/28/2019	1.250%
FNMA/3135G0M91	3,000,000.00	3,002,400.00	7/26/2019	1.125%
FHLMCMTN/3134GB30	3,000,000.00	2,997,000.00	9/27/2019	1.500%
FHLB/3130ACLX0	2,500,000.00	2,498,750.00	10/30/2019	1.625%
FNMA/3135G0R62	3,000,000.00	3,000,000.00	11/15/2019	1.250%
FHLMCMTN/3134GAWD2	3,000,000.00	3,000,000.00	11/27/2019	1.300%
FFCB/3133EFZT7	1,000,000.00	994,500.00	2/24/2020	1.400%
FHLB/313378J77	1,000,000.00	1,008,596.72	3/13/2020	1.875%
FNMA/3136G4NJ8	3,000,000.00	3,006,210.00	4/27/2020	1.700%
FNMA/3136G4NK5	3,000,000.00	3,007,770.00	4/27/2020	1.800%
FFCB/3133EGD69	2,000,000.00	1,990,555.00	5/7/2020	1.320%
FHLMC/3134GBQZ8	2,500,000.00	2,498,750.00	5/22/2020	1.550%
FFCB/3133EHKR3	2,500,000.00	2,500,000.00	6/1/2020	1.670%
FHLB/3130ABNQ5	5,000,000.00	5,000,000.00	6/26/2020	1.625%
FAMCMTN/3132X0UC3	2,500,000.00	2,500,000.00	6/29/2020	1.650%
FHLB/3130ABNM4	2,500,000.00	2,500,000.00	6/29/2020	1.640%
FFCB/3133EHQJ5	5,000,000.00	5,000,000.00	7/6/2020	1.625%
FHLB/3130ABZN9	2,500,000.00	2,465,677.50	8/28/2020	1.800%
FHLB/3130ACD92	2,500,000.00	2,500,000.00	9/18/2020	1.600%
FNAMAMTN/3136G4QB2	2,500,000.00	2,500,000.00	10/13/2020	1.850%
FNMA/3135G0Q97	2,500,000.00	2,442,365.00	10/28/2020	1.500%
FHLB/3130ACTL8	2,500,000.00	2,488,750.00	11/25/2020	1.950%
FFCB/3133EH4B6	3,000,000.00	3,000,000.00	12/22/2020	2.100%
FHLB/3130ADG30	2,500,000.00	2,486,055.00	1/26/2021	2.300%
FHLMC/3134GSBK0	2,500,000.00	2,497,500.00	1/26/2021	2.150%





AGENDA ITEM NO: **CC-E-1**

City Manager: CS

# **CITY of CLOVIS**

## **REPORT TO THE CITY COUNCIL**

TO: Mayor and City Council

FROM: General Services Department

DATE: June 11, 2018

SUBJECT: Approval – Res. 18-\_\_\_\_; Approving a Policy for the Use of Unmanned Aircraft Systems.

ATTACHMENTS: Res. 18-\_\_\_\_

### **CONFLICT OF INTEREST**

None

### **RECOMMENDATION**

For the City Council to approve a Resolution authorizing the use of unmanned aircraft systems.

### **EXECUTIVE SUMMARY**

The Clovis City Council is being requested to approve a resolution in support of authorizing the use of unmanned aircraft systems (aka drones) for insurance coverage. In order to provide coverage for drones owned and operated by the City, the Central San Joaquin Valley Risk Management Authority (CSJVRMA) requires a resolution approving the use of drones.

### **BACKGROUND**

Prior to the 2017/2018 program year, drones were completely excluded from the CSJVRMA Liability Program. As of July 1, 2017, the CSJVRMA has added coverage of drones to participating Cities as long as the City meets the conditions established below:

- (a) The unmanned aircraft system is operated in compliance with applicable Federal Aviation Administration (FAA) rules and regulations, including as necessary under a proper and valid Certificate of Authorization (COA) obtained from the FAA.

(b) The operation of the unmanned aircraft system by an employee of the member city was approved, prior to operation, by a member employee or official, which employee or official was acting in a management or supervisory role when approving the operation of the unmanned aircraft system.

(c) The operation of the unmanned aircraft system is in the course of legitimate activity which was approved by a member employee or official, which employee or official was acting in a management or supervisory role when approving the operation of the unmanned aircraft system.

(d) If necessary, the appropriate agency of the member city has properly secured a search warrant prior to the operation of the unmanned aircraft system.

(e) The Governing Body of the member before use has approved use of unmanned aircraft systems.

Currently, the City has one (1) drone which a COA has been authorized by the FAA. Other departments within the City have expressed interest in obtaining a drone for various operations in the future.

#### **FISCAL IMPACT**

None.

#### **REASON FOR RECOMMENDATION**

Staff recommends that City Council adopts the resolution authorizing approval for the use of unmanned aircraft systems for coverage.

#### **ACTIONS FOLLOWING APPROVAL**

If approved, staff will provide the Departments with an Administrative Order regarding drone use and assist with implementation.

Prepared by: Charles W. Johnson, Management Analyst

Submitted by: Shonna Halterman, Director of General Services





**RESOLUTION 18-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS,  
CALIFORNIA, AUTHORIZING THE USE OF UNMANNED AIRCRAFT SYSTEMS**

WHEREAS, the Federal Aviation Administration (FAA) has promulgated regulations related to the operation of drones commonly known as Small Unmanned Aircraft Rule Part 107;

WHEREAS, the City of Clovis may operate small unmanned aircraft systems, 55 pounds or less, pursuant to FAA Part 107 regulations and state and local laws;

WHEREAS, the City Council is enacting this resolution in order to outline the permissible uses of drones by the City of Clovis.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Clovis hereby finds and determines:

1. The unmanned aircraft system shall be operated in compliance with all applicable federal, state, and local laws, rules and regulations, including but not limited to FAA rules and regulations;
2. The operation of the unmanned aircraft system is in the course of legitimate activity by an employee of the City of Clovis and will be approved, prior to operation, by a City of Clovis employee or official, acting in a management or supervisory role; and
3. If necessary, the City of Clovis will properly secure a search warrant prior to the operation of the unmanned aircraft system.

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on June 11, 2018 by the following vote, to wit.

AYES:

NOES:

ABSTAIN:

ABSENT:

DATED: June 11, 2018

\_\_\_\_\_  
Mayor

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





AGENDA ITEM NO: **CC-H-1**  
City Manager: *JA*

# CITY of CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council  
FROM: Public Utilities Department  
DATE: June 11, 2018  
SUBJECT: Receive and File - Public Utilities Monthly Report for March 2018

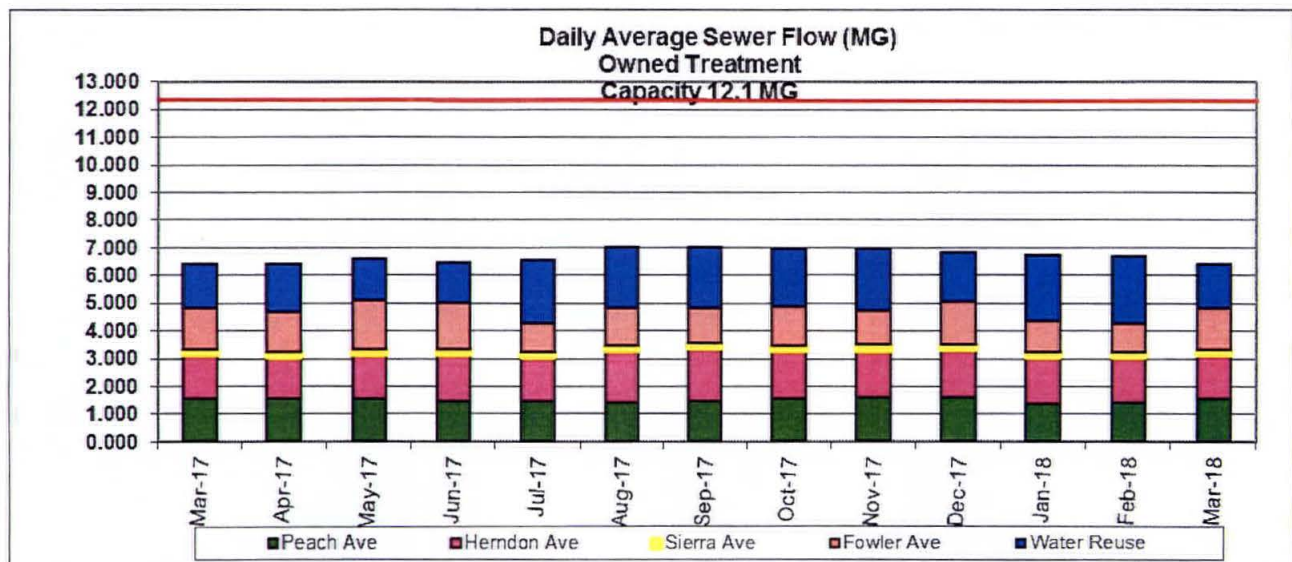
### Arbor Day

The City celebrated its 9<sup>th</sup> annual Arbor Day tree planting this month. On March 9, 2018 City staff was joined by the Weldon Elementary School Leadership Club to plant a Valley Oak tree at Treasure Ingmire Park at Clovis and Sierra Avenues. Weldon Leadership Club members read about the history of Arbor Day and the benefits of trees, and helped plant the ceremonial tree. Clovis, through proclamation, has been declaring the second Saturday in March as Arbor Day.



### Sewer Flow

	Total Flow in Million Gallons In March		Average Daily Flow in Million Gallons		Owned Treatment Capacity in Million Gallons
	2018	2017	2018	2017	
Peach Avenue	43.470	49.820	1.402	1.557	3.0
Herndon Avenue	51.490	50.200	1.661	1.569	2.8
Sierra Avenue	6.480	5.996	0.209	0.187	0.5
Fowler Avenue	52.790	48.380	1.703	1.512	3.0
Water Reuse	58.196	48.987	1.877	1.580	2.8
<b>TOTAL</b>			<b>6.852</b>	<b>6.405</b>	<b>12.1</b>



### Storm Drain Maintenance

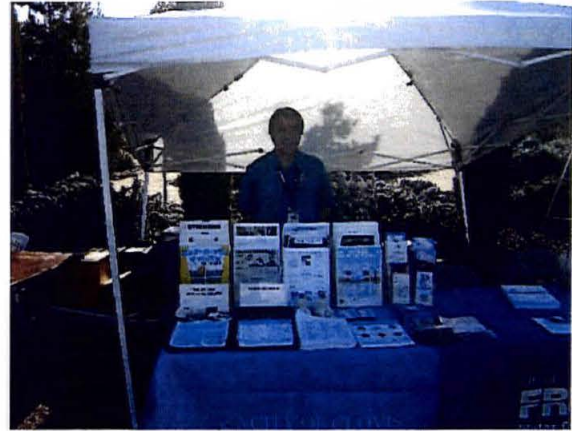
Summary of Activities	March 2018	March 2017	March 2016
Number of storms this month	12	5	6
Total rainfall this month (inches)	4.19	1.08	2.93
Rainfall to date (inches)	6.25	13.66	13.43



## **“Spring Into Your Garden Festival” March 24, 2018**



**City of Clovis & City of Fresno  
Water Conservation Information Booth**



**City of Clovis**



**Clovis Botanical Garden Plant Sale**



**Clovis Botanical Garden Plant Sale**

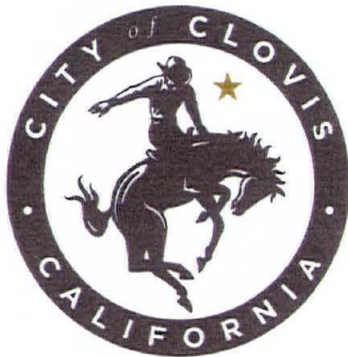
The 8<sup>th</sup> Annual “Spring Into Your Garden Festival” was held at the Clovis Botanical Garden on Saturday, March 24<sup>th</sup>, 2018 from 9 a.m. to 2 p.m. There were over 400 visitors that came to the event this year. During the event, visitors have the selection to purchase a variety of water-wise plants and California native plants. This year’s festival featured four outstanding speakers, a free Kids & Critters area, and an Authors’ Alley. There were also exhibitors who had iris, orchids, cactus, succulents, and bonsai available for purchase. Tours of the Clovis Botanical Garden were also provided as well as professional landscape design consultations.

The cities of Clovis and Fresno partnered for a water conservation booth and assisted customers with their water related questions and needs. Water conservation reading materials as well as free showerheads, faucet aerators, toilet leak detecting tablets, etc. were provided to customers.

City Council Report  
Public Utilities Monthly Report March 2018  
June 11, 2018

<b>Summary of Activities</b>	<b>2018</b>	<b>Year to Date</b>	<b>2017</b>	<b>Year to Date</b>	<b>2016</b>	<b>Year to Date</b>
SWTP production (mg)	146.756	541.715	167.938	192.070	7.564	105.470
Well production (mg)	205.180	505.370	190.954	693.977	307.783	755.219
Total water production (mg)	351.936	1047.085	358.892	886.047	315.347	860.689
Daily average	11.353	11.634	11.577	9.845	10.172	9.458
Days between readings	31	90	31	90	31	91





AGENDA ITEM NO: 1-A

City Manager: 

# CITY of CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: June 11, 2018

SUBJECT: Consider Introduction – Ord. 18-\_\_\_\_, R2018-04, A request to approve a rezone of approximately 0.9 acres of land located at the southwest corner of Gettysburg and Laverne Avenues (1912 Gettysburg Avenue) from the R-A (Single-Family Residential – 24,000 Sq. Ft.) Zone District to the R-1-8500 (Single-Family Residential – 8,500 Sq. Ft.) Zone District. Cheu M. & KA K. Lee, owners; Jeff DeYoung, applicant; Harbour & Associates, representative.

### ATTACHMENTS:

Figure 1:	Location Map
Attachment 1:	Draft Ordinance
Attachment 2:	Planning Commission Minutes
Attachment 3:	Correspondence from Commenting Agencies

### CONFLICT OF INTEREST

Community & Economic Development Director Andrew Haussler owns property within 500 feet of this project. Mr. Haussler has not been involved or commented on the subject project.

### RECOMMENDATION

Planning Commission and staff recommend that the City Council approve Rezone R2018-04.

### EXECUTIVE SUMMARY

The applicant is requesting to rezone approximately 0.9 acres of land located at the southwest corner of Gettysburg and Laverne Avenues from the R-A (Single-Family Residential – 24,000 Sq. Ft.) Zone District to the R-1-8500 (Single-Family Residential – 8,500 Sq. Ft.) Zone District. Approval of the request will bring the property into conformance with the General Plan Land Use Diagram and permit the subdivision of the parcel for future development of an additional single-family home.

## BACKGROUND

- General Plan Designation: Low Density Residential (2.1 to 4.0 units per acre)
- Existing Zoning: R-A (Single-Family Residential - 24,000 Sq. Ft.)
- Lot Size: 0.9 acres
- Current Land Use: Rural Single-Family Residential
- Adjacent Land Uses:
  - North: Single-Family Residential
  - South: Single-Family Residential
  - East: Single-Family Residential
  - West: Church

## PROPOSAL AND ANALYSIS

### Rezone

The applicant is requesting to rezone the Project site from the R-A (Single-Family Residential – 24,000 Sq. Ft. Min.) Zone District to the R-1-8500 (Single-Family Residential – 8,500 Sq. Ft.) Zone District. The project area's designation of Low Density Residential (2.1 – 4.0 DU/AC) in the General Plan Land Use Diagram is consistent with the proposed rezone.

### Development Standards

The project will follow the standards of the R-1 Zone District, including a 20-foot front yard setback, 20-foot rear yard setback and 5-foot on each side (interior lots).

### Associated Applications

The applicant is processing a parcel map to split the site into one (1) parcel plus one (1) remainder. The new parcel will face Laverne Avenue and the remainder parcel and home will continue to utilize the Gettysburg Avenue street frontage.

### Public Comments

A public notice was mailed to area residents within 600 feet of the property boundaries, using the latest equalized tax roll information from the County Assessor office. Staff has not received comments or concerns from the public upon finalization of this report.

### Review and Comments from Agencies

The Project was distributed to all City Divisions as well as outside agencies, including Cal Trans, Clovis Unified School District, Fresno Irrigation District, Fresno Metropolitan Flood Control District, AT&T, PG&E, San Joaquin Valley Air Pollution Control District, and the State Department of Fish and Wildlife.



Comments received are attached only if the agency has provided concerns, conditions, or mitigation measures. Routine responses and comment letters are placed in the administrative record and provided to the applicant for their records.

#### Planning Commission Comments

The Planning Commission considered this Project on Thursday, May 17, 2018. The Commission approved the Project by a vote of 5-0.

#### Consistency with General Plan Goals and Policies

Staff has evaluated the Project in light of the General Plan Land Use goals and policies. The following goals and policies reflect Clovis' desire to maintain Clovis' tradition of responsible planning and well managed growth to preserve the quality of life in existing neighborhoods and ensure the development of new neighborhoods with an equal quality of life. The goals and policies seek to foster more compact development patterns that can reduce the number, length, and duration of auto trips.

**Goal 6:** A city that grows and develops in a manner that implements its vision, sustains the integrity of its guiding principles, and requires few and infrequent amendments to the General Plan.

Policy 6.2: **Smart growth.** The city is committed to the following smart growth goals.

- Create a range of housing opportunities and choices.
- Create walkable neighborhoods.
- Foster distinctive, attractive communities with a strong sense of place.
- Mix land uses.
- Strengthen and direct development toward existing communities.
- Take advantage of compact building design.

#### California Environmental Quality Act (CEQA)

This project is in substantial conformance with the environmental analysis performed for the 2014 General Plan Update and 2014 Development Code Update. No major revisions will be required with the adopted Environmental Impact Report to accommodate the proposed project, therefore, subject to CEQA Sections 15162, no further environmental review is required for this project.

The City published notice of this public hearing in *The Business Journal* on Wednesday, May 30, 2018.

#### **FISCAL IMPACT**

None.

## REASON FOR RECOMMENDATION

The proposed rezone is consistent with the goals and policies of the General Plan Land Use Diagram and Development Code. Additionally, the applicant is also processing a concurrent parcel map to subdivide the property for single-family development on the new lot facing Laverne Avenue. Planning Commission and staff therefore recommend approval of Rezone R2018-04.

The findings to consider when making a decision on a rezone application include:

1. The proposed amendment is consistent with the goals, policies, and actions of the General Plan; and
2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.
3. The parcel is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designations and anticipated land uses/projects. (§ 2, Ord. 14-13, eff. October 8, 2014)

## ACTIONS FOLLOWING APPROVAL

The second reading of the Rezone Ordinance will be heard by the City Council at its next regular meeting and if approved, will go into effect 30 days from its passage and adoption.

## NOTICE OF HEARING

Property Owners within 600 feet notified:	146
Interested individuals notified:	10

Prepared by: George González, MPA, Associate Planner

Submitted by:   
Dwight Kroll, AICP  
Director of Planning and Development

O:\Planning Projects\Rezone\R 2018\R2018-04 (De Young)\CC June 11, 2018\CC Staff Report R2018-04.doc



**FIGURE 1  
PROJECT LOCATION MAP**



**DRAFT ORDINANCE**

**ATTACHMENT 1**



**DRAFT  
ORDINANCE 18-\_\_**

**AN ORDINANCE AMENDING AND CHANGING THE OFFICIAL ZONE MAP OF THE CITY OF CLOVIS IN ACCORDANCE WITH SECTIONS 9.08.020 AND 9.86.010 OF THE CLOVIS MUNICIPAL CODE TO RECLASSIFY LAND LOCATED AT THE SOUTHWEST CORNER OF GETTYSBURG AND LAVERNE AVENUES AND CONFIRMING ENVIRONMENTAL FINDINGS**

**LEGAL DESCRIPTION:**

See the attached Exhibit "One."

**WHEREAS**, Jeff DeYoung, 538 Rio View Circle, Fresno, CA 93711, has applied for a Rezone R2018-04; and

**WHEREAS**, this is a request to rezone approximately 0.9 acres from the R-A (Single-Family Residential – 24,000 Sq. Ft.) Zone District to the R-1-8500 (Single-Family Residential – 8,500 Sq. Ft.) Zone District for property located at the southwest corner of Gettysburg and Laverne Avenues, in the City of Clovis, California; and

**WHEREAS**, the Planning Commission held a noticed Public Hearing on May 17, 2018, to consider the Project Approval, at which time interested persons were given opportunity to comment on the Project; and

**WHEREAS**, the Planning Commission recommended that the Council approve Rezone R2018-04; and

**WHEREAS**, the Planning Commission's recommendations were forwarded to the City Council for consideration; and

**WHEREAS**, the City published Notice of a City Council Public Hearing for June 11, 2018, to consider Rezone R2018-04. A copy of the Notice was delivered to interested parties within 600 feet of the project boundaries and published in The Business Journal; and

**WHEREAS**, the City Council does find the project in substantial conformance with the environmental analysis performed for the 2014 General Plan Update and 2014 Development Code Update; and

**WHEREAS**, the City Council held a noticed public hearing on June 11, 2018, to consider the approval of Rezone R2018-04; and

**WHEREAS**, on June 11, 2018, the City Council considered testimony and information received at the public hearing and the oral and written reports from City staff, as well as other documents contained in the record of proceedings relating to Rezone R2018-04, which are maintained at the offices of the City of Clovis Planning and Development Services Department; and

**WHEREAS**, the City Council has evaluated and considered all comments, written and oral, received from persons who reviewed Rezone R2018-04, or otherwise commented on the Project; and

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

SECTION 1: FINDINGS. The Council finds as follows:

1. That the proposed amendment is consistent with the goals, policies, and actions of the General Plan; and
2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.
3. The parcel is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designations and anticipated land uses/projects. (§ 2, Ord. 14-13, eff. October 8, 2014)

SECTION 2: The Official Map of the City is amended in accordance with Sections 9.8.020 and 9.86.010 of the Clovis Municipal Code by reclassification of certain land in the City of Clovis, County of Fresno, State of California, to wit:

From Classification R-A to Classification R-1-8500

The property so reclassified is located at the southwest corner of Gettysburg and Laverne Avenues in the City of Clovis, County of Fresno, California, and is more particularly described as shown in "Exhibit One."

SECTION 3: This Ordinance shall go into effect and be in full force from and after thirty (30) days after its final passage and adoption.

SECTION 4: The record of proceedings is contained in the Planning and Development Services Department, located at 1033 Fifth Street, Clovis, California 93612, and the custodian of record is the City Planner.

APPROVED: June 11, 2018

_____	_____
Mayor	City Clerk
*   *   *   *   *	*   *   *   *   *

The foregoing Ordinance was introduced at a regular meeting of the City Council held on June 11, 2018, and was adopted at a regular meeting of said Council held on \_\_\_\_\_, by the following vote, to wit:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

DATED:

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



## **PLANNING COMMISSION MINUTES**

**ATTACHMENT 2**

CLOVIS PLANNING COMMISSION MINUTES  
May 17, 2018

- A. Consider Approval Res. 18-\_\_\_, **R2018-04**, A request to approve a rezone of approximately 0.9 acres of land located at the southwest corner of Gettysburg and Laverne Avenues (1912 Gettysburg Avenue) from the R-A (Single-Family Residential – 24,000 Sq. Ft.) Zone District to the R-1-8500 (Single-Family Residential – 8,500 Sq. Ft.) Zone District. Cheu M. & Ka K. Lee, owners; Jeff DeYoung, applicant; Harbour & Associates, representative

Associate Planner George Gonzalez presented the staff report.

Chair Hinkle inquired as to whether the applicant would be required to continue the sidewalk up to Gettysburg Avenue.

Associate Civil Engineer Sean Smith responded that this would be one of the conditions.

At this point, the Chair opened the floor to the applicant.

Lorren Smith of Harbour & Associates requested approval of the project and offered to answer any questions.

At this point, the Chair opened the floor to those in favor.

There being none, the Chair opened the floor to those in opposition.

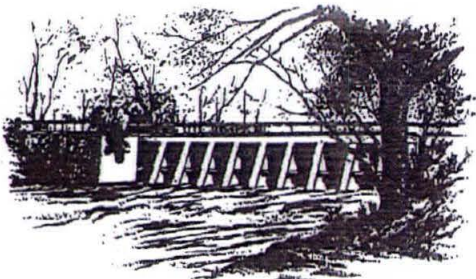
There being none, the Chair closed the public portion.

At this point a motion was made by Commissioner Terrence and seconded by Commissioner Antuna to approve R2018-04. The motion was approved by a vote of 5-0.



## **CORRESPONDENCE**

**ATTACHMENT 3**



YOUR MOST VALUABLE RESOURCE - WATER

April 26, 2018

OFFICE OF  
**FRESNO**  
**IRRIGATION DISTRICT**

TELEPHONE (559) 233-7161  
FAX (559) 233-8227  
2907 S. MAPLE AVENUE  
FRESNO, CALIFORNIA 93725-2208

George Gonzalez  
Planning and Development Services Department  
City of Clovis  
1033 Fifth Street  
Clovis, CA 93612

RE: Parcel Map No. 2018-07 and Rezone 2018-04  
S/E Gettysburg and Fowler avenues

Dear Mr. Gonzalez:

The Fresno Irrigation District (FID) has reviewed the Parcel Map No. 2018-07 and Rezone 2018-04 for which the applicant requests to split the subject property into two separate parcels, rezone the property from R-A to R-1-8500 Zone District, and deviate from the lot width requirements of the proposed R-1-7500 Zoned District, APN: 552-141-15. This request is being processed concurrently with Rezone 2018-04. FID has the following comments:

1. FID does not own, operate or maintain any facilities located on the subject property as shown on the attached FID exhibit map.
2. For informational purposes, FID's active Jefferson No. 112 runs westerly approximately 500 feet north of the subject property, crosses Armstrong Avenue approximately 1,900 feet northeast of subject property, and crosses Fowler Avenue approximately 800 feet northwest of the subject property, as shown on the attached FID exhibit map. Should this project or any future project on the parcel include any street and/or utility improvements along Armstrong Avenue, Fowler Avenue, or in the vicinity of the pipeline, FID requires it review and approve all plans.

Thank you for submitting this for our review. We appreciate the opportunity to review and comment on the subject documents for the proposed project. If you have any questions please feel free to contact Jeremy Landrith at (559) 233-7161 extension 7407 or [jlandrith@fresnoirrigation.com](mailto:jlandrith@fresnoirrigation.com).

Sincerely,

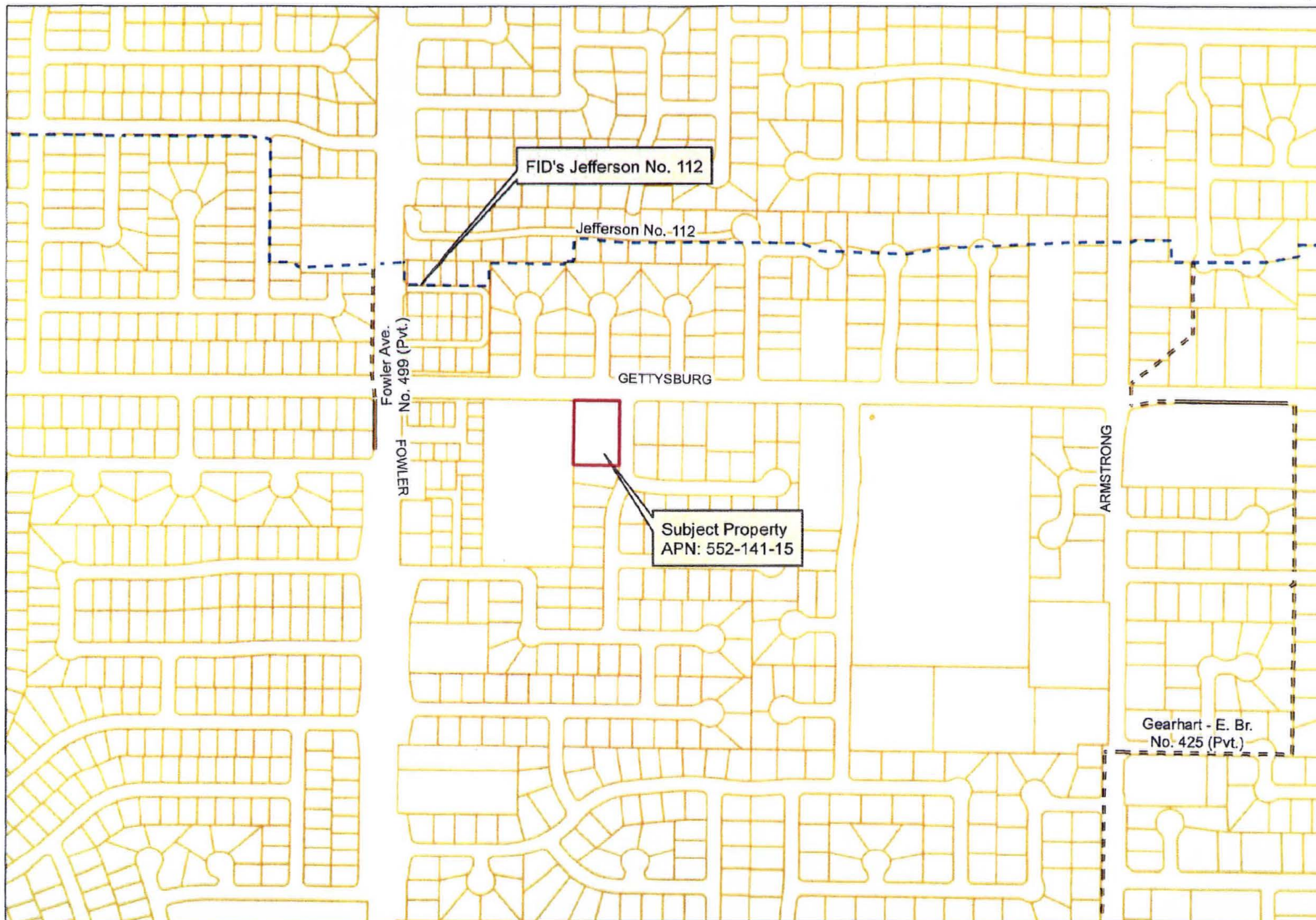
Laurence Kimura, P.E.  
Chief Engineer

Attachment

G:\Agencies\Clovis\Parcel Map\2018-07.doc

BOARD OF DIRECTORS President RYAN JACOBSEN, Vice-President JERRY PRIETO, JR.  
CHRISTOPHER WOOLF, GEORGE PORTER, GREGORY BEBERIAN, General Manager GARY R. SERRATO

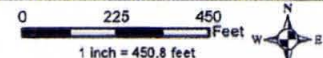




This map was produced by the Fresno Irrigation District and is provided for reference and informational purposes only and is not intended to show map scale accuracy or all inclusive map features, nor for legal purposes. FID makes no statements regarding the accuracy of this map as the features shown are in their approximate location. Please contact the FID Engineering Dept. at (559) 233-7161 for further information on FID facilities.

#### Legend

FID Canal	FID Pipeline	Stream Group	FID Boundary	Parcel
Private Canal	Private Pipeline	Other-Creek/River	Railroad	FMFCD Acquired Basins
Abandoned Canal	Abandoned Pipeline	Other-Pipeline	Streets & Hwys	FMFCD Proposed Basins



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## Fresno Metropolitan Flood Control District

*Capturing Stormwater since 1956*

File 210.434

210.431 "2018-007"

April 27, 2018

Mr. George Gonzalez  
City of Clovis  
Department of Planning & Development Services  
1033 Fifth Street  
Clovis, CA 93612

Dear Mr. Gonzalez,

**Rezone Application No. R2018-04  
Drainage Area "1E"**

The proposed rezone lies within the District's Drainage Area "1E". Based on information submitted at this time, the District's system can accommodate the proposed rezone. The existing Master Plan system has been designed for runoff from a Medium-Low Density Residential land use at this location. Lot coverage must be provided to the District prior to submittal of improvement plans for this project. Should the density of the project be commensurate with a density higher than the system design, mitigation may be required.

Please contact us if you need further information at (559) 456-3292.

Very truly yours,

Robert Villalobos  
Engineering Technician III

RV/lrl

k:\letters\rezone letters\clovis\2018\2018-004(1e)(rv) docx





# County of Fresno

## DEPARTMENT OF PUBLIC HEALTH

David Pomaville, Director  
Dr. Ken Bird, Health Officer

April 16, 2018

LU0019419  
2604

George Gonzalez, Associate Planner  
City of Clovis  
Planning and Development Services Department  
1033 Fifth Street  
Clovis, CA 93612

Dear Mr. Gonzalez:

PROJECT NUMBER: **R2018-04, PM2018-07**

**R2018-04**, A request to approve a rezone of approximately 0.9 acres of land located at 1912 Gettysburg Avenue from the R-A Zone District to the R-1-8500 Zone District. **PM2018-07**, A request to approve a parcel map to divide an existing parcel, approximately 0.9 acres, into one parcel and a remainder.

**APN: 552-141-15**

**ZONING: R-1 to R-1-8500**

**ADDRESS: 1912 Gettysburg Avenue**

Recommended Conditions of Approval:

- Proposed future construction has the potential to expose nearby residents to elevated noise levels. Consideration should be given to your City's municipal code.
- As a measure to protect ground water, all water wells and/or septic systems that exist or have been abandoned within the project area should be properly destroyed by an appropriately licensed contractor.

Prior to destruction of agricultural wells, a sample of the upper most fluid in the water well column should be sampled for lubricating oil. The presence of oil staining around the water well may indicate the use of lubricating oil to maintain the well pump. Should lubricating oil be found in the well, the oil should be removed from the well prior to placement of fill material for destruction. The "oily water" removed from the well must be handled in accordance with federal, state and local government requirements.

- Should any underground storage tank(s) be found during the project, the applicant shall apply for and secure an Underground Storage Tank Removal Permit from the Fresno County Department of Public Health, Environmental Health Division. Contact the Certified Unified Program Agency at (559) 600-3271 for more information.

***Promotion, preservation and protection of the community's health***

1221 Fulton Mall / P. O. Box 11867, Fresno, CA 93775

(559) 600-3271 • FAX (559) 600-7629

The County of Fresno is an Equal Opportunity Employer

[www.co.fresno.ca.us](http://www.co.fresno.ca.us) • [www.fcdph.org](http://www.fcdph.org)

George Gonzalez  
April 16, 2018  
R2018-04, PM2018-07  
Page 2 of 2

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REVIEWED BY:

**Kevin Tsuda**

Digitally signed by Kevin Tsuda  
DN: cn=Kevin Tsuda, o=Environmental  
Health Division, ou=Fresno County  
Department of Public Health,  
email=ktsuda@co.fresno.ca.us, c=US  
Date: 2018.04.16 11:54:13 -0700

Kevin Tsuda, R.E.H.S.  
Environmental Health Specialist II

(559) 600-3271

---

KT

cc: Jeff DeYoung- Applicant ([jeffdeyoung@hotmail.com](mailto:jeffdeyoung@hotmail.com)) (CT. 58.02)





AGENDA ITEM NO: **1-B**  
City Manager: *AH*

## CITY of CLOVIS

### REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Public Utilities Department

DATE: June 11, 2018

SUBJECT: Conduct a Public Hearing and Close the Election Regarding an Assessment Increase in Landscape Maintenance District No. 1

ATTACHMENTS: (A) Election Diagram Map

#### CONFLICT OF INTEREST

None

#### RECOMMENDATION

1. Conduct a public hearing to receive testimony regarding the assessment increase in Benefit Zone 2 within Landscape Maintenance District No. 1; and
2. Accept ballots for the assessment increase election until the close of the public hearing; and
3. State that the ballots will be tabulated on June 12, 2018, and June 13, 2018 if an additional day is needed, in the City Council Chambers starting at 8:00 AM, and that any interested person may attend and watch the tabulation process.

#### EXECUTIVE SUMMARY

The current assessment established for Benefit Zone 2, within the Landscape Maintenance District No.1 (LMD), is insufficient to cover maintenance and capital replacement costs. On February 5, 2018, Council authorized an election to increase the assessment in Zone 2 for the fiscal year 2018/19 levy.

Ballots have been mailed to all affected property owners with instructions that they must be returned by mail by 5:00 PM on June 11, 2018, or in person by the close of the public hearing to be held at the June 11 Council Meeting. This public hearing is being held to hear all public comments regarding the proposed increases to LMD assessments, and to close the election at the end of the hearing. The ballots will be tabulated in the City Council Chambers beginning at 8:00 AM on June 12, 2018, and tabulation will be continued on June 13, 2018 in the City Council Chambers beginning at 8:00 AM if there is a need for an additional day. Any interested parties may attend and observe the tabulation. The results of the election will be reported back to Council on June 18, 2018.

## **BACKGROUND**

On July 15, 1985, Council adopted Resolution No. 85-78, forming the City of Clovis Landscape Maintenance District No. 1 (LMD) in accordance with the Landscaping and Lighting Act of 1972 approved by the California State Legislature. The purpose of the District is to fund the operation and maintenance of landscaped areas and interior parks benefiting development throughout the City.

The current assessment for Benefit Zone 2 within the Landscape Maintenance District No.1 (LMD) is insufficient to cover maintenance and capital replacement costs. Though cost-saving measures have been implemented, the assessment revenue is no longer sufficient to meet funding requirements. On February 5, 2018, Council approved procedures for the completion, return, and tabulation of assessment ballots to increase LMD assessments in this zone for the fiscal year 2018/19 levy.

In accordance with Proposition 218 and these procedures, notices and ballots were mailed to the owner of record of each parcel where assessments are proposed to be increased at least forty-five days prior to the public hearing. The notices required that all ballots must be returned to the City Clerk by mail or in person in the sealed envelope provided no later than the end of the public testimony at the Public Hearing. The City Council shall hear all public testimony regarding the proposed assessments and accept assessment ballots until the close of public testimony. The election shall be closed at the end of the public hearing.

Ballot tabulation will take place on June 12, 2018 and June 13, 2018 (if an additional day is needed) in the City of Clovis Council Chambers at 1033 Fifth Street in Clovis, CA 93612, beginning each day at 8:00 AM. Ballots will be tabulated by (an) impartial person(s), including, but not limited to, the City Clerk or his designee. The assessment outcome is determined by a majority of returned ballots which are weighted by assessment amount. Staff will present the election results at the Clovis City Council meeting on June 18, 2018.



- Zone 2: LMD Street Landscaping South Herndon Ave Btw Locan and Sunnyside Aves
  - Increase Assessment from \$87.10/year to \$99.94/year (\$12.84/year)

This increase will provide adequate funding to continue the current level of service in this Benefit Zone and provide some infrastructure replacement. If the election is not successful, it will be necessary to reduce the level of service in this Zone to keep expenditures within revenues.

### **REASON FOR RECOMMENDATION**

As required by law, the City Council must conduct a public hearing to allow the public to be heard regarding the assessment ballots.

### **ACTIONS FOLLOWING APPROVAL**

The ballots cast during the election process, including the ballots turned in at this public hearing, will be tabulated on June 12 and 13, 2018 in the Clovis Council Chambers at 1033 Fifth Street, Clovis, CA 93612, beginning at 8:00 AM each day. The results of the election will be presented to Council on June 18, 2018.

Prepared by: Eric Aller, Parks Manager

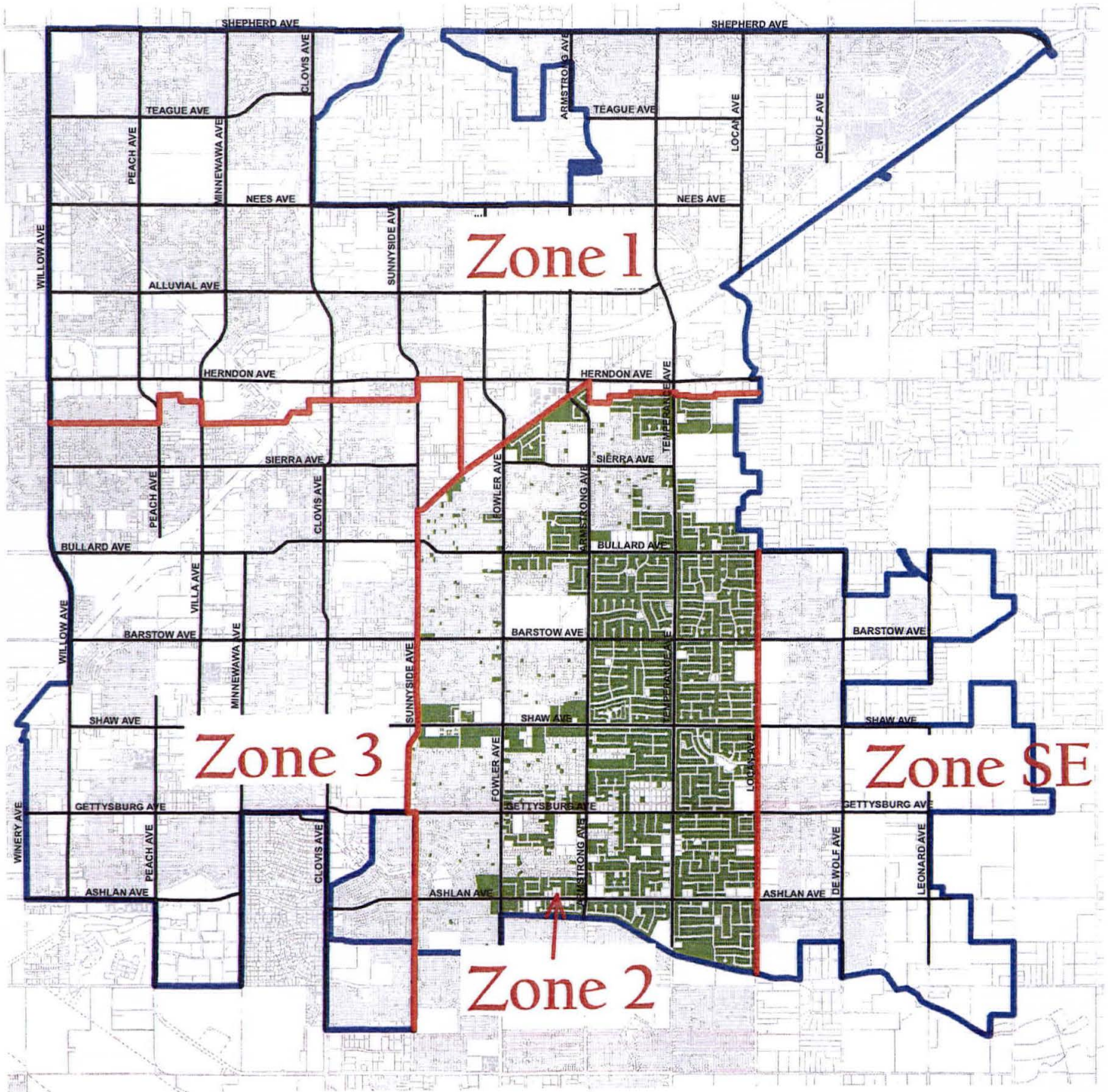
Reviewed by: Glenn Eastes, Assistant Public Utilities Director

Submitted by:   
Scott Redelfs, Public Utilities Director

**ATTACHMENT A**



ASSESSMENT DIAGRAM  
CITY OF CLOVIS  
LANDSCAPE MAINTENANCE DISTRICT No. 1  
GENERAL ZONES: 1, 2, 3 & SE  
COUNTY OF FRESNO, STATE OF CALIFORNIA



**LEGEND**

- Clovis City Limit
- Zones 1, 2, 3 & SE Boundaries
- General Zone 2 Parcels

THE LINES AND DIMENSIONS OF EACH LOT OR PARCEL WITHIN THE PROPOSED LANDSCAPE MAINTENANCE DISTRICT ARE THOSE LINES AND DIMENSIONS SHOWN ON THE MAPS OF THE ASSESSOR OF THE COUNTY OF FRESNO, CALIFORNIA.







AGENDA ITEM NO: 2-A-1  
City Manager: LS

# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: June 11, 2018

SUBJECT: Consider Review and Approval – Res. 18-\_\_\_\_, 2018-19 Annual Budget, and information regarding the Clovis Successor Agency (continued from the meeting of May 14, 2018)

ATTACHMENTS: Res. 18-\_\_\_\_  
Budget Document

### CONFLICT OF INTEREST

None.

### RECOMMENDATION

Receive the 2018-19 City of Clovis Annual Budget and open the public hearing for departmental review and comment; continue the public hearings to June 4 and 11, and adopt the budget resolution no later than June 30, 2018.

### EXECUTIVE SUMMARY

Staff introduced the 2018-19 City of Clovis Annual Budget on May 14, 2018 and Council continued the item to the meeting of June 11, 2018. According to the Municipal Code, the City Manager is responsible for providing the City Council with a recommended annual budget prior to commencement of the succeeding fiscal year and by no later than the third regular Council meeting in May. The Annual Budget is a plan for the financial operations of the City and includes a spending plan for all City operations, a five-year capital improvement program, and estimated revenues for the upcoming fiscal year.

The purpose of the budget is to enable the City Council to make financial plans for current and long-term expenditure needs, to insure that executive management is administering the plans as set forth, and to allow citizens and investors an opportunity to form opinions about the financial policies and administration of the City.



## BACKGROUND

The Annual Budget is the spending plan for community investment in local services such as public safety, parks and recreation, transit, streets, water and sewer, and repairs/maintenance of public facilities. The 2018-2019 Annual Budget is the spending plan for local services and investment in infrastructure of the community. The Annual Budget provides for a range of public services and focuses on those services that are essential to our citizens. Continuing prudent fiscal decisions and ongoing economic development initiatives enable the City to continue to maintain service levels and remain fiscally sustainable. The budget also includes technology improvements that will increase security and reliability of City technology systems, economic development initiatives, and continued improvements within the City's rights of way, and public facilities to implement greater accessibility for disabled citizens.

The General Fund Emergency Reserve is being maintained at 16.5%, or 11.6 million set aside for unforeseen emergencies. The budget also includes \$60.7 million in City capital improvement projects. The City's General Fund budget is structurally balanced, current year revenues are equal to or greater than current year expenditures as proposed, and reflects maintaining a \$1.1 million unreserved fund balance to cover unanticipated revenue shortfall.

Budget highlights include:

- **Proposed Public Safety Enhancements.** Public safety is a core service to the City. The proposed budget recommends 102 sworn police personnel and funding for extra help for Police Cadets. Funding is also included for the Police Department for a two-year replacement of ZETRON communications equipment. In addition, funding is included for one Fire Ladder Truck replacement with required equipment, and additional funds for design work associated with future Fire Station 6 in the City's Loma Vista area.
- **New Senior Center, Transit Center, and Fresno County Library.** Funds are included to complete engineering and design work, and construct the Landmark Commons complex.
- **Master Planning for Sewer, Water, and Recycled Water Infrastructure.** In 2017, the master plans for current and future infrastructure for sewer, water, and recycled water infrastructure as envisioned in the 2014 General Plan were completed. Those plans provide for the critical planning necessary to support future development over the next 25 years.
- **Parks and Landscape Maintenance.** Maintaining parks and landscape are a high priority for the City. Significant efforts will be made to balance available funding and resources with maintenance of the City greenspaces.
- **Proposed Technology Enhancements.** The budget includes funding to increase the security and reliability of City technology systems.
- **Provide for Americans with Disabilities Act (ADA) Compliancy.** The budget provides for continued improvements within the City's rights of way and public facilities to implement greater accessibility for disabled citizens.



- Provide for Continued Street Repair, Overlay and Reconstruction. The budget includes \$38.8 million in projects, funded with a combination of Measure C, gas excise taxes, SB1 funding, competitive grants, and development fees.
- Economic Development Investments. Staff will be actively working on attracting commercial and industrial businesses to Clovis to add jobs and revenues to the City. Staff continues to work to set-up a Property Based Improvement District on Shaw Avenue from Highway 168 to Clovis Avenue.
- Affordable Housing Projects Coming to Fruition. The Rialto Rancho project will be completed with ten homes being constructed. Home Rehabilitation Grants will continue, and down-payment assistance programs are available.
- Provide Targeted Code Enforcement to Advance the Strategies of the Southwest Neighborhood Revitalization Plan. This is a long-term effort to improve community appearance and neighborhood stabilization through owner housing rehabilitation and repair, public street improvement, and active code enforcement.
- Maintain the General Fund Emergency Reserve of at least 15% of Annual Operating Expenditures. The emergency reserve is being maintained with 16.5% or \$11.6 million set aside this year for unforeseen emergencies.
- Continued Use of Volunteers Throughout the City. Volunteers continue to be an important aspect of our service delivery.

The 2018-19 Annual Budget for all funds, which totals \$252.3 million, is balanced by the use of current revenues, anticipated rate increases, and capital reserves. This budget represents a 6.5% increase compared to estimated expenditures for 2017-18 due primarily to increases in operational costs.

The General Fund which is the only source of discretionary funding used for basic government services such as public safety, streets, parks, recreation and senior services, is budgeted to increase 7.6% above estimated expenditures for 2017-18. Department budgets are proposed to increase due to budget increases for core services as well as additional salary and benefit costs. Total current revenue in the General Fund is estimated at \$70.6 million and expenditures of \$70.6 million are being proposed.

The Executive Summary and Introduction Sections of the Annual Budget provides an overview of the important goals, target actions, resulting projects, and fiscal overview addressed within the budget. The Annual Budget presented to the City Council addresses the goals by which the community will measure its success, meets the most essential service needs for the community, provides substantial investment in planned maintenance of sewer, water, and street facilities, directs resources to economic development and support for job creation, continues the effort to plan for the community, and is balanced, with prudent emergency reserve funding set aside, as requested by the Council. For these reasons, the budget is recommended for consideration and adoption by the City Council.



## Community Priorities:

In 2013, a team from across all departments was tasked to assist in developing a survey to measure the satisfaction residents had with Clovis as a community. It was highly desired to objectively gain input on the quality of services the City provided and be able to compare with other cities, and potentially track trends if the survey was done again. The National Citizens Survey was selected as it allows for a city to be compared to a national pool of cities (450+) on standardized service categories, utilizes scientific sampling tools, was developed in partnership with the International City Managers Association (ICMA), and tracks multi-year results for a city. The standard survey was reviewed in detail by the interdepartmental team and customizations were made when needed. It was determined that it would be ideal to conduct the survey once every two years to establish trend lines. In the fall of 2015, a second survey was completed and in the fall of 2017, a third survey was conducted. As part of this survey, a question was asked on what the budgetary priorities of the City should be. In February of 2018, staff sought input from a wider audience on budgetary priorities than the scientific survey would allow and determined an on-line survey would be an effective method of citizen engagement. The same question asked in the Citizen Survey on budgetary priorities, as shown below, was used for comparison purposes. The City received over 4,000 responses that confirmed results of the scientific methodology used in prior years.

14. Please indicate how important, if at all, it is for the City of Clovis to invest in the following:

	Essential	Very important	Somewhat important	Not at all important
Public safety, police/fire	1	2	3	4
Parks/trails	1	2	3	4
Street repair and maintenance	1	2	3	4
Senior services	1	2	3	4
Affordable housing	1	2	3	4
Land use planning	1	2	3	4
Public transportation	1	2	3	4
Recreation	1	2	3	4
Economic development	1	2	3	4

The input provided confirmed current budget priorities. The City's budget allocates resources to all of the service categories that were assessed. Staff works diligently to seek all available monies to deliver these services allowing for some services to be funded outside of the general fund and others rely on the general fund. The following table presents the services surveyed ranked by the percentage of the funding budgeted with discretionary funds. The proposed 2018-19 Budget aligns with the community's priorities while maximizing grants and other non-general fund revenues to enhance services.



**Percent of 2017/18 Discretionary Budget by Service & 2018 Priority**

Rank	% Overall of 2017/18 Discretionary Funding Sources		2018 Survey Priority	
	Service	%	Service	%
1	Public Safety	91	Public Safety	97
2	Parks/Trails	3.2	Street Repair	93
3	Street Repair	2.9	Parks/Trails	74
4	Economic Dev.	1.4	Economic Dev.	74
5	Recreation	1.1	Land Use Planning	70
6	Senior Services	.9	Senior Services	62
7	Land Use Planning	.1	Recreation	61
8	Affordable Hsg.	-	Affordable Hsg.	55
9	Public Transp.	-	Public Transp.	31

Attached is the Budget Document containing additional summary narratives, details of revenues, expenditures, personnel, and debt and capital projects.

**FISCAL IMPACT**

In accordance with the Municipal Code, and in compliance with State law, the City Council is required to adopt a balanced, annual budget for each fiscal year by June 30. The Annual Budget provides a spending plan for the upcoming year that is balanced with expenditures kept in line with revenues, includes a five-year capital investment plan for the community, includes a prudent reserve of funds for emergencies and unforeseen events, and authorizes position allocations, all as approved by the Council.

**REASON FOR RECOMMENDATION**

The City Council must conduct a public hearing to provide an opportunity for the public to comment on the proposed Annual Budget; must review the proposal to determine that the financial plan fairly represents the fiscal policies and priorities of the City Council; and is required by local ordinance, in compliance with State law, to adopt a balanced budget by no later than June 30, 2018. If the Council fails to adopt a budget by that date, then the City Manager's proposed budget will automatically become effective to avoid any interruption in City operations but no capital projects or capital purchases would be allowed until final action by the City Council.

**ACTIONS FOLLOWING APPROVAL**

On May 14, 2018, the 2018-19 City of Clovis Annual Budget will be presented and recommending opening the public hearing for departmental review and comment, continue the public hearings to June 4 and 11, and adopt the budget resolution by June 30, 2018. Copies of the recommended Annual Budget will be available for review by the public by May 14, 2018 and prior to the budget hearings at the Clovis Branch of the Fresno County Library, at City Hall, and on the City's website found at [www.cityofclovis.com](http://www.cityofclovis.com).



Prepared by: John Holt, Assistant City Manager AH

Submitted by: Luke Serpa, City Manager LS

## **RESOLUTION 18-**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING THE ANNUAL BUDGET FOR FISCAL YEAR 2018-2019, ORDERING TRANSFERS, AND ADOPTING THE SUMMARY OF APPROPRIATIONS BY FUND AND DEPARTMENT AND OTHER NECESSARY ACTIONS RELATED TO APPROVING THE 2018-2019 BUDGET**

**WHEREAS**, the City Council is required to adopt the Budget by June 30 of each year; and

**WHEREAS**, the Council has conducted a public hearing on the recommended 2018-2019 Budget; and

**WHEREAS**, the adoption of Proposition 111 on June 5, 1990, requires the Council adopt an Appropriation Limit; and

**WHEREAS**, the Council intends to establish the City's Appropriation Limit in conformance with the provisions of Proposition 111; and

**WHEREAS**, the City Council finds it necessary to adopt the 2018-2019 Budget.

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Clovis as follows:

1. The 2018-2019 Annual Budget and corresponding Personnel Allocation is approved.
2. The City Council approves and orders the transfer of monies in and out of various funds as set forth in the "Notes to Resources and Appropriations Summary" of said 2018-2019 Budget Book.
3. The "Summary of Expenditures/Expenses 2018-19 by Department within Fund-Legal Level of Budgetary Control" attached as Exhibit "A" is approved.
4. The Appropriation Limit as calculated and shown on Page 13 of the 2018-2019 Budget book is approved for \$267,913,796.
5. The Council orders that any budget savings or unanticipated revenue be transferred to reserves in accordance with the Appropriation Limit.
6. Any amendments to the appropriations as may be subsequently approved by the Council shall be in conformance with Section 2-8.11, Section 2-8.13 and Section 2-8.17 of the Clovis Municipal Code.



7. The City Council orders that \$11,660,000 of the Fund Balance from the City's General Fund be designated as Emergency Reserve.
8. The City Council approves the Five-Year Capital Improvement Program that is included within the Annual Budget.
9. The Monthly Salary Schedules by bargaining group attached as Exhibit "B" is approved.
10. The Clovis Redevelopment Successor Agency's information is included in the City budget and accounting systems for administrative purposes and is shown on Exhibit A.
11. The City Council will implement the approved 3% annual increase in sewer user rates plus a delayed implementation of \$3.65 per month beginning January 1, 2019, one half of the \$7.30 per month sewer bond surcharge thereby adopting the fees itemized in Exhibit C.
12. The City Council will implement the approved annual 4% increase in rates for residential recycling and greenwaste, and will waive the annual 4% increase for residential and commercial refuse rates and instead increase these rates by 2% as shown in Exhibit D.
13. The City Council will implement the approved 3% annual increase in water user rates thereby adopting the fees itemized in Exhibit E. The non-drought rates on Exhibit E will be in effect for 2018-2019.

\* \* \* \* \*

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on June 11, 2018, the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: June 11, 2018

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Mayor

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City Clerk

City of Clovis Summary of Expenditures/Expenses 2018-2019 By Department within Fund-Legal Level of Budgetary Control													Clovis Successor Agency
FUND	DEPARTMENT											City 2017-18 Total	
	City Council	City Clerk	City Attorney	City Manager	General Services	Finance	Planning & Dev Serv	Police	Fire	Public Utilities	Capital Improvements		
<b>GENERAL</b>													
General Fund	\$ 322,400	\$ 431,900	\$ 831,600	\$ 1,702,200	\$ 2,290,300	\$ 3,127,700		\$ 37,011,600	\$ 15,074,000	\$ 9,843,800		\$ 70,635,500	
<b>SPECIAL REVENUE FUNDS</b>													
Housing & Community Development				129,100								129,100	
Landscape Assessment District										3,476,000		3,476,000	
<b>Total Special Revenue</b>				<b>129,100</b>						<b>3,476,000</b>		<b>3,605,100</b>	
<b>INTERNAL SERVICE FUNDS</b>													
Liab & Prop Ins					2,903,700							2,903,700	
Employee Benefits					25,434,000							25,434,000	
Fleet Maintenance									11,104,300			11,104,300	
General Govt Services		4,104,200			7,858,700							11,962,900	
<b>Total Internal Service</b>		<b>4,104,200</b>			<b>36,196,400</b>				<b>11,104,300</b>			<b>51,404,900</b>	
<b>ENTERPRISE FUNDS</b>													
Community Sanitation										20,981,200		20,981,200	
Wastewater										12,568,300		12,568,300	
Water										15,073,300		15,073,300	
Transit					6,273,400							6,273,400	
Planning & Development Services							11,028,500					11,028,500	
<b>Total Enterprise</b>					<b>6,273,400</b>		<b>11,028,500</b>			<b>48,622,800</b>		<b>65,924,700</b>	
<b>CAPITAL IMPROVEMENT FUNDS</b>													
Sewer Construction													
Capital-Enterprise											130,000	130,000	
Capital-Developer											6,354,900	6,354,900	
Park Projects											4,120,000	4,120,000	
Street Construction											38,794,000	38,794,000	
Water Construction													
Capital-Enterprise											1,910,000	1,910,000	
Capital-Developer											4,602,600	4,602,600	
Housing & Community Development											1,308,000	1,308,000	
Community Sanitation Construction											165,000	165,000	
General Govt Facilities											3,365,000	3,365,000	
<b>Total Capital Improvement</b>											<b>60,749,500</b>	<b>60,749,500</b>	
<b>Citywide Grand Totals</b>	<b>\$ 322,400</b>	<b>\$ 4,536,100</b>	<b>\$ 831,600</b>	<b>\$ 1,831,300</b>	<b>\$ 44,760,100</b>	<b>3,127,700</b>	<b>\$ 11,028,500</b>	<b>\$ 37,011,600</b>	<b>\$ 15,074,000</b>	<b>\$ 73,046,900</b>	<b>\$ 60,749,500</b>	<b>\$ 252,319,700</b>	
<b>Clovis Successor Agency Grand Total</b>													<b>\$ 1,766,000</b>

**EXHIBIT A**

EXHIBIT A



**CITY OF CLOVIS**  
**CEA - Monthly Salary Schedule - July 1, 2018**

Unit 5

Revised 7/1/18

3.5% Wage Increase (Add'l 1% Equity Adjustment - Custodian)

Code	Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
5060	Administrative Assistant	490	4,643	4,875	5,119	5,375	5,644
5375	Custodian	090	3,289	3,453	3,626	3,807	3,997
5670	Office Assistant	130	3,248	3,410	3,581	3,760	3,948
5795	Principal Account Clerk	340	4,052	4,255	4,468	4,691	4,926
5805	Principal Office Assistant	340	4,052	4,255	4,468	4,691	4,926
5826	Recreation Leader	040	2,700	2,835	2,977	3,126	3,282
5830	Recreation Specialist	310	3,969	4,167	4,375	4,594	4,824
5850	Senior Account Clerk	250	3,712	3,898	4,093	4,298	4,513
5840	Sr Center Nutrition Services Worker	180	3,352	3,520	3,696	3,881	4,075
5930	Senior Custodian	110	3,705	3,890	4,085	4,289	4,503

# CITY OF CLOVIS

## CFFA Monthly Salary Schedule - July 1, 2018

Revised 7/1/18

3.5% Wage Increase

Code	Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
2125	Firefighter (Base)	100	6,142	6,449	6,771	7,110	7,466
2150	Firefighter (2.5%) Ed Incent		6,296	6,610	6,940	7,288	7,653
MOU 30.2	30 Fire Science Units	CDH 1120	154.00	161.00	169.00	178.00	187.00
		PP	77.00	80.50	84.50	89.00	93.50
2175	Firefighter (5.0%) Ed Incent		6,453	6,775	7,114	7,470	7,844
MOU 30.2	Fire Certification or	CDH 1121	311.00	326.00	343.00	360.00	378.00
	AA, AS, BA, BS Degree	PP	155.50	163.00	171.50	180.00	189.00
2425	Firefighter Lateral	100	6,142	6,449	6,771	7,110	7,466
2450	Firefighter (2.5%) Ed Incent		6,296	6,610	6,940	7,288	7,653
MOU 30.2	30 Fire Science Units	CDH 1120	154.00	161.00	169.00	178.00	187.00
		PP	77.00	80.50	84.50	89.00	93.50
2475	Firefighter (5.0%) Ed Incent		6,453	6,775	7,114	7,470	7,844
MOU 30.2	Fire Certification or	CDH 1121	311.00	326.00	343.00	360.00	378.00
	AA, AS, BA, BS Degree	PP	155.50	163.00	171.50	180.00	189.00
2225	Fire Engineer (Base)	200	6,806	7,146	7,503	7,878	8,272
2250	Fire Engineer (2.5%) Ed In		6,976	7,325	7,691	8,075	8,479
MOU 30.2	30 Fire Science Units	CDH 1120	170.00	179.00	188.00	197.00	207.00
		PP	85.00	89.50	94.00	98.50	103.50
2275	Fire Engineer (5.0%) Educ Inc		7,150	7,508	7,883	8,277	8,691
MOU 30.2	Fire Certification or	CDH 1121	344.00	362.00	380.00	399.00	419.00
	AA, AS, BA, BS Degree	PP	172.00	181.00	190.00	199.50	209.50
2600	Fire Inspector (Base)	250	6,230	6,542	6,869	7,212	7,573
2610	Fire Inspector (2.5%) Educ In		6,386	6,706	7,041	7,392	7,762
MOU 30.2	30 Fire Science Units	CDH 1120	156.00	164.00	172.00	180.00	189.00
		PP	78.00	82.00	86.00	90.00	94.50
2620	Fire Inspector (5.0%) Educ Inc		6,546	6,874	7,217	7,577	7,956
MOU 30.2	Fire Certification or	CDH 1121	316.00	332.00	348.00	365.00	383.00
	AA, AS, BA, BS Degree	PP	158.00	166.00	174.00	182.50	191.50
2325	Fire Captain (Base)	300	7,953	8,351	8,769	9,207	9,667
2350	Fire Captain (2.5%) Educ Inc		8,152	8,560	8,988	9,437	9,909
MOU 30.2	30 Fire Science Units	CDH 1120	199.00	209.00	219.00	230.00	242.00
		PP	99.50	104.50	109.50	115.00	121.00
2375	Fire Captain (5.0%) Ed Inc		8,356	8,774	9,213	9,673	10,157
MOU 30.2	Fire Certification or	CDH 1121	403.00	423.00	444.00	466.00	490.00
	AA, AS, BA, BS Degree	PP	201.50	211.50	222.00	233.00	245.00
2200	Deputy Fire Marshal (Base)	350	8,550	8,978	9,427	9,898	10,393
2210	Deputy Fire Marshal 2.5% Ed In		8,764	9,202	9,663	10,145	10,653
MOU 30.2	30 Fire Science Units	CDH 1120	214.00	224.00	236.00	247.00	260.00
		PP	107.00	112.00	118.00	123.50	130.00
2220	Deputy Fire Marshal 5.0% Educ		8,983	9,432	9,905	10,399	10,919
MOU 30.2	Fire Certification or	CDH 1121	433.00	454.00	478.00	501.00	526.00
	AA, AS, BA, BS Degree	PP	216.50	227.00	239.00	250.50	263.00
2800	Fire Training Officer (Base)	350	8,550	8,978	9,427	9,898	10,393
2810	Fire Training Officer (2.5%)		8,764	9,202	9,663	10,145	10,653
MOU 30.2	30 Fire Science Units	CDH 1120	214.00	224.00	236.00	247.00	260.00
		PP	107.00	112.00	118.00	123.50	130.00
2820	Fire Training Officer (5.0%)		8,983	9,432	9,905	10,399	10,919
MOU 30.2	Fire Certification or	CDH 1121	433.00	454.00	478.00	501.00	526.00
	AA, AS, BA, BS Degree	PP	216.50	227.00	239.00	250.50	263.00

Deputy Fire Marshal and Fire Training Officer positions are filled by Fire Captains



**CITY OF CLOVIS****CPOA - Monthly Salary Schedule - July 1, 2018**

Revised 7/1/18

3.5% Wage Increase (1% Equity Adjustment for Police Officers)  
 & New Salary Ranges for Corporals & Sergeants (Sideletter Agreement)

Code	Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
4025	Police Officer (Trainee)	100	3,844	4,036	4,238	4,450	4,673
4050	Police Officer (Recruit)	250	5,825	6,116	6,422	6,743	7,080
4125	Police Officer (Base)	300	6,613	6,944	7,291	7,656	8,039
4150	Police Officer (2.5%) Ed Inc		6,778	7,118	7,473	7,847	8,240
4175	Police Officer (5.0%) Ed Inc		6,944	7,291	7,656	8,039	8,441
4180	Police Officer (7.5%) Ed Inc		7,109	7,465	7,838	8,230	8,642
4225	Police Corporal (Base)	350	7,464	7,837	8,229	8,640	9,072
4250	Police Corporal (2.5%) Ed Inc		7,651	8,033	8,435	8,856	9,299
4275	Police Corporal (5.0%) Ed Inc		7,837	8,229	8,640	9,072	9,526
4280	Police Corporal (7.5%) Ed Inc		8,024	8,425	8,846	9,288	9,752
4325	Police Sergeant (Base)	400	8,604	9,034	9,486	9,960	10,458
4350	Police Sergeant (2.5%) Ed Inc		8,819	9,260	9,723	10,209	10,719
4375	Police Sergeant (5.0%) Ed Inc		9,034	9,486	9,960	10,458	10,981
4380	Police Sergeant (7.5%) Ed Inc		9,249	9,712	10,197	10,707	11,242

# CITY OF CLOVIS

Unit 13

## CPSEA - Monthly Salary Schedule - July 1, 2018

Revised 7/1/18

3.5% Wage Increase (1% Equity Adj for Animal Control Officer, Property Evidence Tech)

Code	Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
5076	Animal Control Officer	330	4,093	4,298	4,513	4,739	4,976
5081	Animal Services Aide	090	3,192	3,352	3,520	3,696	3,881
5301	Community Service Officer	460	4,658	4,891	5,136	5,393	5,663
5356	Crime Specialist	600	5,785	6,074	6,378	6,697	7,032
5481	Digital Forensic Analyst	760	6,775	7,114	7,470	7,844	8,236
5553	Fire Code Compliance Officer	650	6,198	6,508	6,833	7,175	7,534
5557	Fire Prevention Officer	550	5,093	5,348	5,615	5,896	6,191
5663	Lead Police Service Officer	565	5,479	5,753	6,041	6,343	6,660
5786	Police Service Officer	460	4,658	4,891	5,136	5,393	5,663
5809	Property and Evidence Technician	350	4,289	4,503	4,728	4,964	5,212
5558	* Senior Fire Prevention Officer	560	5,673	5,957	6,255	6,568	6,896
5976	Senior Property/Evidence Technician	440	4,752	4,990	5,240	5,502	5,777
5979	Senior Systems Video Analyst	760	6,775	7,114	7,470	7,844	8,236
5981	Systems Video Technician	390	4,233	4,445	4,667	4,900	5,145



# CITY OF CLOVIS

Unit 12

## CPTA - Monthly Salary Schedule - July 1, 2018

Revised 7/1/18

3.5% Wage Increase (Add'l 1% Equity Adjustment for Permit Technician)

Code	Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
5101	Assistant Engineer	750	7,093	7,448	7,820	8,211	8,622
5126	Assistant Planner	570	5,639	5,921	6,217	6,528	6,854
5151	Associate Planner	650	6,368	6,686	7,020	7,371	7,740
5176	Building Inspector	610	5,693	5,978	6,277	6,591	6,921
5161	Business Workflow Analyst	760	6,775	7,114	7,470	7,844	8,236
5526	Engineering Inspector	590	5,671	5,955	6,253	6,566	6,894
5551	Engineering Technician	450	4,642	4,874	5,118	5,374	5,643
5561	Geographic Info Sys Analyst	630	6,160	6,468	6,791	7,131	7,488
5564	Geographic Info Sys Specialist	555	5,144	5,401	5,671	5,955	6,253
5566	Geographic Info Sys Technician	390	4,233	4,445	4,667	4,900	5,145
5576	Housing Program Coordinator	780	6,954	7,302	7,667	8,050	8,453
5626	Junior Engineer	640	6,280	6,594	6,924	7,270	7,634
5681	Permit Technician	355	4,312	4,528	4,754	4,992	5,242
5726	Planning Technician I	370	4,232	4,444	4,666	4,899	5,144
5751	Planning Technician II	530	4,824	5,065	5,318	5,584	5,863
5776	Plans Examiner	590	5,671	5,955	6,253	6,566	6,894
5836	Redevelopment Technician	540	4,872	5,116	5,372	5,641	5,923
5901	Senior Building Inspector	690	6,431	6,753	7,091	7,446	7,818
5936	Senior Engineering Inspector	670	6,407	6,727	7,063	7,416	7,787
5951	Senior Engineering Technician	560	5,247	5,509	5,784	6,073	6,377

# CITY OF CLOVIS

## CPWEA - Monthly Salary Schedule - July 1, 2018

Revised 7/1/18

3.5% Wage Increase (Add'l 1% Equity Adjustment for Utility Worker)

Code	Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
1040	Assistant Building Technician	600	5,102	5,357	5,625	5,906	6,201
1080	Asst Water Systems Technician	670	5,205	5,465	5,738	6,025	6,326
1130	Building Maintenance Leadworker	800	5,719	6,005	6,305	6,620	6,951
1140	Building Maintenance Worker	300	4,290	4,505	4,730	4,967	5,215
1160	Disposal Leadworker	800	5,719	6,005	6,305	6,620	6,951
1175	Electrician	900	6,113	6,419	6,740	7,077	7,431
1200	Equipment Mechanic	650	5,187	5,446	5,718	6,004	6,304
1240	Equipment Mechanic Assistant	450	4,826	5,067	5,320	5,586	5,865
1280	Equipment Operator	700	5,356	5,624	5,905	6,200	6,510
1320	Equipment Service Worker	300	4,290	4,505	4,730	4,967	5,215
1360	Fleet Maintenance Leadworker	800	5,719	6,005	6,305	6,620	6,951
1370	Fleet Maintenance Service Writer	350	4,518	4,744	4,981	5,230	5,492
1400	Landfill Leadworker	800	5,719	6,005	6,305	6,620	6,951
1440	Maintenance Leadworker	800	5,719	6,005	6,305	6,620	6,951
1480	Maintenance Worker	150	3,811	4,002	4,202	4,412	4,633
1520	Meter Reader	200	4,307	4,522	4,748	4,985	5,234
1540	Parks Equipment Mechanic	425	4,818	5,059	5,312	5,578	5,857
1560	Parks Maintenance Leadworker	800	5,719	6,005	6,305	6,620	6,951
1600	Parks Sr. Maintenance Worker	400	4,679	4,913	5,159	5,417	5,688
1640	Paris Clerk	350	4,518	4,744	4,981	5,230	5,492
1680	Sanitation Operator	250	4,248	4,460	4,683	4,917	5,163
1720	Senior Maintenance Worker	400	4,679	4,913	5,159	5,417	5,688
1760	Senior Sanitation Operator	550	4,955	5,203	5,463	5,736	6,023
1800	Street Sweeper Operator	500	4,765	5,003	5,253	5,516	5,792
1820	Utility Worker	100	2,944	3,091	3,246	3,408	3,578
1840	Water Systems Technician	850	5,832	6,124	6,430	6,752	7,090
1860	Water Treatment Plant Operator	850	5,832	6,124	6,430	6,752	7,090



**CITY OF CLOVIS**

Unit 14

**CTFP - Monthly Salary Schedule - July 1, 2018**

Revised 7/1/18

3.5% Wage Increase

Code	Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
5027	Accountant	710	6,466	6,789	7,128	7,484	7,858
5052	Accounting Systems Technician	510	4,680	4,914	5,160	5,418	5,689
5592	Information Technology Analyst	630	6,160	6,468	6,791	7,131	7,488
5594	Information Technology Specialist	555	5,144	5,401	5,671	5,955	6,253
5597	Information Technology Technician	390	4,233	4,445	4,667	4,900	5,145
5847	Senior Accountant	770	6,789	7,128	7,484	7,858	8,251
5857	Senior Accounting Systems Technician	560	5,247	5,509	5,784	6,073	6,377
5962	Senior Information Technology Analyst	760	6,775	7,114	7,470	7,844	8,236

**CITY OF CLOVIS**  
**MANAGEMENT (MSC) - Monthly Salary Schedule - July 1, 2018**

Revised 7/1/18

3.5% Wage Increase (1% Equity Adjustment-Deputy City Planner, Information Tech Supervisor, Public Info Officer, Utilities Mgr)

Code	Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
6010	Accounting Supervisor	220	7,422	7,793	8,183	8,592	9,022
6020	Assistant City Manager/City Clerk	820	13,097	13,752	14,440	15,162	15,920
6100	Assist. Dir. Of Planning and Develop.	670	11,115	11,671	12,255	12,868	13,511
6050	Assistant Finance Director	640	10,794	11,334	11,901	12,496	13,121
6670	Assistant Public Utilities Director	640	10,794	11,334	11,901	12,496	13,121
6090	Associate Civil Engineer	370	8,539	8,966	9,414	9,885	10,379
6365	Battalion Chief	610	10,165	10,673	11,207	11,767	12,355
6150	Building Official	520	9,896	10,391	10,911	11,457	12,030
6220	Business Development Manager	280	8,174	8,583	9,012	9,463	9,936
6120	City Engineer	640	10,794	11,334	11,901	12,496	13,121
6160	City Manager	899	17,193	18,053	18,956	19,904	20,899
6780	City Planner	520	9,896	10,391	10,911	11,457	12,030
6180	Communications Supervisor	220	7,422	7,793	8,183	8,592	9,022
6270	Community & Economic Develop. Director	700	12,284	12,898	13,543	14,220	14,931
6225	Construction Manager	250	8,092	8,497	8,922	9,368	9,836
6228	Crime Analysis Supervisor	220	7,422	7,793	8,183	8,592	9,022
6235	Department Support Manager	385	8,552	8,980	9,429	9,900	10,395
6145	Deputy Building Official/Plan Checker	385	8,552	8,980	9,429	9,900	10,395
6430	Deputy City Manager	850	10,582	11,111	11,667	12,250	12,863
6230	Deputy City Planner	400	8,846	9,288	9,752	10,240	10,752
6240	Deputy Finance Director	580	10,325	10,841	11,383	11,952	12,550
6368	Deputy Fire Chief	670	11,115	11,671	12,255	12,868	13,511
6580	Deputy Police Chief	650	11,947	12,544	13,171	13,830	14,522
6540	Director of Planning & Development Serv	700	12,284	12,898	13,543	14,220	14,931
6255	Engineering Program Supervisor	220	7,422	7,793	8,183	8,592	9,022
6250	Executive Assistant	160	6,526	6,852	7,195	7,555	7,933
6280	Facilities Maintenance Supervisor	220	7,422	7,793	8,183	8,592	9,022
6330	Finance Director	700	12,284	12,898	13,543	14,220	14,931
6385	Fire Chief	730	12,293	12,908	13,553	14,231	14,943
6395	Fleet Manager	250	8,092	8,497	8,922	9,368	9,836
6410	General Services Director	700	12,284	12,898	13,543	14,220	14,931
6411	General Services Manager	460	9,544	10,021	10,522	11,048	11,600
6412	General Services Supervisor	220	7,422	7,793	8,183	8,592	9,022
6415	Housing Program Manager	280	8,174	8,583	9,012	9,463	9,936
6436	Information Technology Manager	460	9,544	10,021	10,522	11,048	11,600
6438	Information Technology Supervisor	230	7,647	8,029	8,430	8,852	9,295
6420	Management Analyst	190	6,717	7,053	7,406	7,776	8,165
6445	Parks Manager	250	8,092	8,497	8,922	9,368	9,836
6470	Personnel/Risk Manager	550	9,927	10,423	10,944	11,491	12,066
6480	Personnel Technician	100	5,260	5,523	5,799	6,089	6,393
6520	Plan/Develop Administrative Manager	460	9,544	10,021	10,522	11,048	11,600
6570	Police Captain	670	11,115	11,671	12,255	12,868	13,511
6600	Police Chief	820	13,097	13,752	14,440	15,162	15,920
6630	Police Lieutenant	625	10,451	10,974	11,523	12,099	12,704
6645	Police Services Manager	420	9,544	10,021	10,522	11,048	11,600
6675	Public Information Officer	195	6,920	7,266	7,629	8,010	8,411
6680	Public Utilities Director	790	12,867	13,510	14,186	14,895	15,640
6720	Records Supervisor	220	7,422	7,793	8,183	8,592	9,022
6730	Recreation Coordinator	130	5,581	5,860	6,153	6,461	6,784
6743	Recreation Supervisor	220	7,422	7,793	8,183	8,592	9,022
6790	Senior Planner	280	8,174	8,583	9,012	9,463	9,936
6835	Solid Waste Manager	250	8,092	8,497	8,922	9,368	9,836
6825	Special Projects and Life Safety Mgr	460	9,544	10,021	10,522	11,048	11,600
6845	Street Maintenance Manager	250	8,092	8,497	8,922	9,368	9,836
6850	Supervisor of Animal Services	220	7,422	7,793	8,183	8,592	9,022
6885	Transit Supervisor	220	7,422	7,793	8,183	8,592	9,022



**CITY OF CLOVIS**  
**MANAGEMENT (MSC) - Monthly Salary Schedule - July 1, 2018**

Revised 7/1/18

3.5% Wage Increase (1% Equity Adjustment-Deputy City Planner, Information Tech Supervisor, Public Info Officer, Utilities Mgr)

Code	Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
6895	Utilities Manager	260	8,337	8,754	9,192	9,652	10,135
6950	Water Production Manager	250	8,092	8,497	8,922	9,368	9,836

**CITY OF CLOVIS**

Unit 11

**TEBU - Monthly Salary Schedule - July 1, 2018**

Revised 7/1/18

3.5% Wage Increase

Code	Position	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
5201	Bus Driver	150	3,315	3,481	3,655	3,838	4,030
5661	Lead Bus Driver	190	3,834	4,026	4,227	4,438	4,660
5986	Transit Dispatcher	250	3,899	4,094	4,299	4,514	4,740



## EXHIBIT C

### Clovis Sewer Monthly Charges

<b>Residential Rates</b>	<b>7/1/18</b>	<b>1/1/19</b>
SFR per unit	\$22.11	\$22.11
MFR & Mobile Home per unit	\$17.17	\$17.17
Pretreatment per residential unit	\$0.06	\$0.06
Sewer Bond Charge per residential unit	\$7.30	\$7.30
Rebate (2018-19) per residential unit	(\$7.30)	(\$3.65)
<b>School Rates</b>		
Elementary school per student	\$8.24	\$8.24
Middle school per student	\$12.14	\$12.14
High school per student	\$16.22	\$16.22
College per student	\$3.78	\$3.78
Pretreatment per school connection	\$3.95	\$3.95
<b>Commercial Rates</b>		
Low per 1,000 gallons	\$2.86	\$2.86
Medium per 1,000 gallons	\$3.22	\$3.22
High (markets, convenience, mortuaries)	\$6.84	\$6.84
High (bakeries, ice cream, restaurant, hotels)	\$6.60	\$6.60
<b>Industrial Rates</b>		
Low - per 1,000 gallons	\$2.86	\$2.86
High - per 1,000 gallons	\$2.299	\$2.299
High – per lb BOD	\$0.327	\$0.327
High - per lb SS	\$0.353	\$0.353
Minimum commercial or industrial flow charge per account	\$17.17	\$17.17
Pretreatment charge per commercial or industrial unit		
Category I	\$27.54	\$27.54
Category II	\$4.05	\$4.05
Category III	\$1.29	\$1.29
Sewer Bond Charge per school, commercial or industrial connection	\$7.30	\$7.30
Rebate per school, commercial or industrial connection	(\$7.30)	(\$3.65)

## Exhibit D

### Residential Curbside Refuse Rates:

Basic Service (96-gallon)	\$23.63
Basic Service (48-gallon)	\$22.44
Additional Service (96-gallon)	\$11.82

### Residential Recycling Rates:

Basic Service (96-gallon)	\$3.79
Additional Service (96-gallon)	\$3.79

### Residential Curbside Greenwaste Rates:

Basic Service (96-gallon)	\$5.56
Additional Service (96-gallon)	\$5.56

### Commercial Refuse Rates:

1-yard commercial bin service:

No. of bins:	Once a week	Twice a week	Three times a week	Four times a week	Five times a week	Six times a week
1	\$ 66.52	\$ 133.05	\$ 199.57	\$ 265.93	\$ 332.63	\$ 398.83
2	\$ 146.35	\$ 265.93	\$ 398.83	\$ 531.87	\$ 664.92	\$ 797.80
3	\$ 219.54	\$ 398.83	\$ 598.40	\$ 797.80	\$ 997.21	\$ 1196.79
4	\$ 265.93	\$ 531.87	\$ 797.80	\$ 1063.91	\$ 1329.84	\$ 1595.77
5	\$ 332.63	\$ 664.92	\$ 997.21	\$ 1329.84	\$ 1662.13	\$ 1994.76

2-yard commercial bin service:

No. of bins:	Once a week	Twice a week	Three times a week	Four times a week	Five times a week	Six times a week
1	\$ 116.49	\$ 232.67	\$ 349.17	\$ 465.51	\$ 581.68	\$ 698.01
2	\$ 232.67	\$ 465.51	\$ 698.01	\$ 931.01	\$ 1163.69	\$ 1396.36
3	\$ 349.17	\$ 698.01	\$ 1047.19	\$ 1396.36	\$ 1745.21	\$ 2094.39
4	\$ 465.51	\$ 931.01	\$ 1396.36	\$ 1861.71	\$ 2327.21	\$ 2792.56
5	\$ 583.16	\$ 1163.69	\$ 1745.21	\$ 2327.21	\$ 2908.91	\$ 3490.75

3-yard commercial bin service:

No. of bins:	Once a week	Twice a week	Three times a week	Four times a week	Five times a week	Six times a week
1	\$ 172.87	\$ 345.74	\$ 518.77	\$ 691.62	\$ 864.49	\$ 1037.03
2	\$ 345.74	\$ 691.62	\$ 1037.03	\$ 1382.44	\$ 1728.67	\$ 2074.39
3	\$ 618.38	\$ 1037.03	\$ 1484.68	\$ 2074.39	\$ 2592.77	\$ 3111.92
4	\$ 691.62	\$ 1382.93	\$ 2074.39	\$ 2766.02	\$ 3457.48	\$ 4149.12
5	\$ 864.49	\$ 1728.67	\$ 2593.16	\$ 3457.48	\$ 4321.81	\$ 5186.15

Additional Service (extra bin):	\$33.85
Commercial Can Service:	\$33.21



# EXHIBIT E

Clovis Water Rates Bi-Monthly		
	7/1/2018	7/1/2018
	Non-drought	Drought
Residential		
Dwelling Unit Charge	\$22.52	\$22.52
Water Use		
Tier 1 (0-23) (\$/kgal)	\$0.92	\$1.10
Tier 2 (23-40) (\$/kgal)	\$1.53	\$2.22
Tier 3 (40+) (\$/kgal)	\$1.88	\$2.82
Tarpey Unmetered (65kgal)-(63kgal)	\$113.07	\$140.78
Tarpey Large Lot	\$5.43	\$5.43
Tarpey Excess Use Charges (\$/kgal)	\$1.88	\$2.64
Commercial		
1" or smaller	\$18.14	\$18.14
1 1/2"	\$24.12	\$24.12
2"	\$33.31	\$33.31
3"	\$65.97	\$65.97
4"	\$165.94	\$165.94
6"	\$661.90	\$661.90
8"	\$1,173.31	\$1,173.31
10"	\$1,838.16	\$1,838.16
Commercial Water Use		
Tier 1 (0-23) (\$/kgal)	\$0.92	\$1.10
Tier 2 (23+) (\$/kgal)	\$1.25	\$1.48
Recycled Water		
2"	\$33.31	\$33.31
3"	\$65.97	\$65.97
4"	\$165.94	\$165.94
6"	\$661.90	\$661.90
8"	\$1,173.31	\$1,173.31
10"	\$1,838.16	\$1,838.16
Recycled Water Use (\$/kgal)	\$0.57	\$0.60
Construction Water	\$113.07	\$140.78