



CITY of CLOVIS

AGENDA • CLOVIS CITY COUNCIL
Council Chamber, 1033 Fifth Street, Clovis, CA 93612 (559) 324-2060
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.

January 14, 2019

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 Flores

ROLL CALL

PRESENTATIONS/PROCLAMATIONS

1. Presentation of Proclamation declaring January 2019 as National Slavery and Human Trafficking Prevention Month.

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

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

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

2. City Clerk – Approval - Minutes for the January 7, 2019 Council Meetings.
3. Finance - Receive and File - Status Report of Community Facilities District Revenues and Expenditures.
4. Finance - Receive and File - Status Report of the Development Fee Funds for 2018.
5. Finance - Receive and File - Investment Report for the month of October 2018.
6. Finance - Receive and File – Treasurer's Report for the month of October 2018.
7. Finance - Receive and File – Investment Report for the month of November 2018.
8. Finance - Receive and File – Treasurer's Report for the month of November 2018.
9. General Services - Approval of Claim Rejection of General Liability claim for Aaron Moore.
10. General Services - Approval of Claim Rejection of General Liability claim for Sanford Martin.
11. Public Utilities – Receive and File – Public Utilities Report for the month of September 2018.

PUBLIC HEARINGS - A public hearing is an open consideration within a regular or special meeting of the City Council, for which special notice has been given and may be required. When a public hearing is continued, noticing of the adjourned item is required as per Government Code 54955.1.

12. Consider Actions related to Annexation of Territory (Annexation #56-T6181-North East Corner of Shaw and Leonard) to the City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services)
Staff: Jay Schengel, Finance Director
Recommendation: Approve
 - a. Consider Approval - Res. 19-____, A Resolution annexing territory (Annexation #56) (T6181-North East Corner of Shaw and Leonard) to the City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services) and calling a special landowner election to annex territory (Annexation #56) to City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services)

- b. Consider Approval - Res. 19-____, A Resolution of the City of Clovis declaring the results of a special landowner election and directing recording of the Notice of Special Tax Lien for City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services).

CORRESPONDENCE – Correspondence is communication addressed to City Council that requests action.

13. None.

ADMINISTRATIVE ITEMS – Administrative Items are matters on the regular City Council Agenda other than Public Hearings.

14. Consider Approval – Res. 19-____, Approving the Exception to the 180-Day Wait Period (Government Code Sections 7522.56 & 21224) Pertaining to the Hiring of Larry Louie as Extra Help for Critical Public Facility Projects.
Staff: Shonna Halterman, General Services Director
Recommendation: Approve
15. Consider Approval – First Amendment to City Manager Employment Agreement.
Staff: Shonna Halterman, General Services Director
Recommendation: Approve
16. Consider various actions associated with the acquisition of Fire Apparatus.
Staff: Jim Damico, Battalion Chief
Recommendation: Approve
 - a. Consider Approval – Waive the City's Formal Bidding Requirements and Authorize the Sole Source Purchase of a Pierce Velocity 110' Platform All-Wheel-Steer Quint Fire Truck from Golden State Fire Apparatus in Sacramento; and
 - b. Consider Approval – Res. 19-____, Amending the Public Utilities Department Budget to provide funding for the purchase of the Fire Truck and Firefighting Equipment; and
 - c. Consider Approval – Res. 19-____, Declaring the City's intent to reimburse expenditures related to the purchase of a Fire Truck from tax-exempt lease purchase financing; and
 - d. Consider Approval – Authorize the City Manager to sign the purchase agreement and lease purchasing financing documents.
17. Receive and File – Fall 2018 Clovis Trail Count Report.
Staff: Colleen Vidinoff, Assistant Engineer
Recommendation: Receive and File

CITY MANAGER COMMENTS

COUNCIL ITEMS

18. Consider Approval – Appointment to Fresno County Transportation Authority
Staff: Luke Serpa, City Manager
Recommendation: Approve
19. Council Comments

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

20. Government Code Section 54956.9(a)
CONFERENCE WITH LEGAL COUNCIL - EXISTING LITIGATION
Workers Compensation Case in Regards to: James Kantarakis
21. Government Code Section 54956.9(a)
CONFERENCE WITH LEGAL - COUNCIL- EXISTING LITIGATION
Workers Compensation Case in Regards to: Robert McCurry

ADJOURNMENT

Future Meetings and Key Issues			
Jan. 22, 2019 (Tue.)	6:00 P.M.	Regular Meeting	Council Chamber
Feb. 4, 2019 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Feb. 11, 2019 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Feb. 19, 2019 (Tue.)	6:00 P.M.	Regular Meeting	Council Chamber
Mar. 4, 2019 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Mar. 11, 2019 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber
Mar. 18, 2019 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber

CITY of CLOVIS
PROCLAMATION

**Declaring January 2019 as
National Slavery and Human Trafficking Prevention Month**

WHEREAS, Fresno EOC Sanctuary and Youth Services Central Valley Against Human Trafficking project assisted and identified over 550 victims of human trafficking from our local communities; and

WHEREAS, the Central Valley against Human Trafficking project provides resources to empower self-sufficiency, restore dignity, and support recovery from trauma for survivors; and

WHEREAS, the International Labor Organization recognizes there are an estimated 40.3 million people in modern slavery globally where 1 in 4 victims are children; and

WHEREAS, the National Center for Missing and Exploited Children estimates one out of six endangered runaways were likely child sex trafficking victims; and

WHEREAS, the U.S. Department of Labor identified 139 goods from 75 countries made by forced and child labor; and

WHEREAS, the City of Clovis recognizes the need for greater awareness and accountability in regard to modern-day slavery.

NOW, THEREFORE, BE IT RESOLVED, that the City of Clovis does hereby proclaim January 2019 to be

**National Slavery and Human
Trafficking Prevention Month**

IN WITNESS THEREFORE, I hereunto set my hand and cause the official seal of the City of Clovis to be affixed the 14th day of January, 2019.





Mayor

CLOVIS CITY COUNCIL MEETING

January 7, 2019

6:00 P.M.

Council Chamber

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

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

PRESENTATION

1. NONE.

PUBLIC COMMENTS 6:04

NONE

CONSENT CALENDAR 6:06

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

2. City Clerk – Approval - Minutes for the December 10, 2018 and December 17, 2018 Council Meetings.
3. City Clerk – Adopt - **Ord. 18-29**, R2018-10, s request to approve a rezone from the C-P (Professional Office) Zone District to the C-2 (Community Commercial) Zone District, associated with approximately 1.2 acres of land located at the northeast corner of Shaw and Fowler Avenues. (Vote: 5-0)
4. General Services - Approval – **Res. 19-01**, Authorizing Classification Title Modification from Department Support Manager to Facilities Maintenance and Purchasing Manager.

PUBLIC HEARINGS 6:06

5. NONE.

CORRESPONDENCE 6:06

6. NONE.

ADMINISTRATIVE ITEMS 6:06

7. NONE.

CITY MANAGER COMMENTS 6:06

COUNCIL ITEMS 6:07

8. Council Comments

CLOSED SESSION 6:08

9. Government Code Section 54956.9(d)(1)
CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Lionel Hawkins v. City of Clovis

Mayor Whalen adjourned the meeting of the Council to January 14, 2019

Meeting adjourned: 6:34 p.m.

Mayor

City Clerk



AGENDA ITEM NO: 3
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: January 14, 2019

SUBJECT: Receive and File - Status Report of Community Facilities District Revenues and Expenditures.

CONFLICT OF INTEREST

None

RECOMMENDATION

That the Council receive and file the report on the status of the Community Facilities District (CFD) Revenues and Expenditures and confirm appointment of the Community Facilities Citizens Oversight Committee.

EXECUTIVE SUMMARY

In March 2004, the Council approved the formation of Community Services District 2004-1, which provides funding for public safety operations in new growth areas generally located north of Herndon and east of Locan Avenues. The Council directed staff to prepare an annual report indicating the amounts received from CFD assessments and expenditures applicable to the CFD. The Council also requested that a citizen's committee be established to review the revenues and expenditures of the CFD.

BACKGROUND

Fiscal year 2005-2006 was the first year the City received revenues from the assessment of community facilities district fees. Any parcel located in the CFD with a building permit issued prior to May 1, would be subject to the CFD fee the following fiscal year, payable with their property tax bill.

There were 6,475 parcels assessed in 2017-2018, generating \$1,587,000 in assessments. The per-unit assessment for 2017-2018 was \$241.70 for single family units and \$208.70 for multifamily units.

Expenditures for public safety services associated with growth in the CFD area for 2017-2018 were \$4,410,000. In 2017-2018, Community Service District fee revenue covered 36% of Community Service District expenditures.

	<u>2017-2018</u>	<u>2016-2017</u>	<u>2015-2016 and prior</u>
Expenditures	\$4,410,000	\$4,097,000	\$26,670,000
Revenue	\$1,587,000	\$1,036,000	\$ 6,138,000

The Council established an independent citizen's oversight committee for the purpose of reviewing revenue and expenditures associated with the Community Facilities District. The committee consists of five members for a term of four (4) years without compensation and shall be appointed by the Mayor, subject to approval by the City Council. The committee includes one member of the real estate community, one member of the Building Industry Association, and three members who are landowners of residential properties within the Community Facilities District. Once appointed, the committee reviews expenditures of the tax proceeds and determines that such expenditures are in accordance with the purpose and intent of the Community Facilities District Resolution of Intention approved by the City Council and to report those findings to the City Council.

The following individuals are willing to serve on the committee for the next four years and the Mayor is recommending their appointment:

Laura Corey - Real Estate Community Representative
Mike Prandini - Building Industry Association Representative
Denise Rivera - Property Owner
David Martin Connolly - Property Owner
Jonathan B. Holt - Property Owner

FISCAL IMPACT

This report provides a status of the CFD revenue and expenditures attributable to Community Facilities District. The report currently reflects that the CFD is contributing a small percentage toward the total expenditures attributable to the CFD.

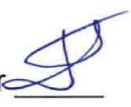
REASON FOR RECOMMENDATION

The fiscal report is for information only and no action is required. The recommended members of the Citizens oversight Committee need Council confirmation. The committee will review the status report and provide comment to Council only if deemed necessary by the committee.

ACTIONS FOLLOWING APPROVAL

Copies of the report will be made available to any member of the public who requests a copy. The Committee will be meeting within the next two months and should they deem it necessary, will present their report to council no later than May 1.

Prepared by: Elena Mendrin, Accountant

Submitted by: Jay Schengel, Finance Director 



AGENDA ITEM NO: 4
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
FROM: Finance
DATE: January 14, 2019
SUBJECT: Receive and File – Status Report of Development Fee Funds for 2018

CONFLICT OF INTEREST

None

RECOMMENDATION

That the Council receive and file the report on the status of the development fee funds.

EXECUTIVE SUMMARY

State law (Government Code Section 66006) requires that local agencies shall make available to the public certain information relative to development impact fees.

BACKGROUND

Per law, the City is providing account information relative to development impact fees. This information includes the following:

1. A description of the fee.
2. The amount of the fee.
3. The beginning and ending balance of the fee account.
4. The amount of the fee collected and interest earned.
5. Identification of the public improvements for which the fee was expended, the amount of the expenditure and the percentage funded by the fee.
6. The date by which construction will begin if sufficient funds are available.
7. A description of each fund transfer or loan from the account.

8. The amount of refunds made of unexpended funds once all projects for which the fee was imposed are complete.

The City of Clovis has established the following development fees that are collected at various stages of the development process:

1. Sewer Major Facilities Fee
2. Sewer Oversize Acreage Fee
3. Sewer Front Footage Fee
4. Water Major Facilities Fee
5. Water Oversize Acreage Fee
6. Water Front Footage Fee
7. Water Supply Fee
8. Community Sanitation Fee
9. Park Acquisition and Development Fee
10. Major Street Fees
 - Outside Travel Lane Fee
 - Center Travel Lane Fee
 - Traffic Signal Fee
 - Bridge Fee
 - Quad Intersection Fee
 - Underground Overhead Utilities Fee
 - Street Fee Administration Charge
11. Fire Department Fee
12. Police Department Fee
13. Library Facilities Fee

The following is the required information provided for each of the above fees for fiscal year 2017-18:

1. **Sewer Major Facilities Fee:** The Sewer Major Facilities Fee is for the construction of the Clovis Sewage Treatment Water Reuse Facility (STWRF) and the capital improvement costs required for upgrading of the Regional Sewer Treatment Plant, as well as debt service payments related to the bond issues to construct the improvements. The fee for 2017-18 was \$9,227 per equivalent dwelling unit (EDU). Most of these funds are committed to repayment of Sewer Bonds.

Beginning Balance 2017-18	(\$2,113,451)
Plus: Fee Revenue	8,689,989
Interest	4,737
Loan from Users for Bonds	1,440,000
Transfers in: Cash with Agent	7,876
Other Revenues	6,744
Less: Expenditures	6,760,909
Transfers out: Debt Service	427,000
Transfers out: Projects	<u>270,000</u>
Ending Balance 2017-18	\$577,986

2. **Sewer Oversize Fee:** The Sewer Oversize Fee is for sewer mains greater than 8" in diameter, and/or mains 8" in diameter or greater that are installed deeper than 8', to provide adequate capacity for future development. The fee for 2017-18 was \$748.00 per gross acre. The fee is used to reimburse developers who have installed the lines. Disbursement is made based on the developer's claim.

Beginning Balance 2017-18	\$55,856
Plus: Fee Revenue	113,577
Less: Expenditures	<u>103,145</u>
Ending Balance 2017-18	\$66,288

3. **Sewer Front Footage Fee:** The Sewer Front Footage Fee is for the reimbursement of sewer mains previously installed. The fee for 2017-18 was \$19.70 per linear foot. The fee is used to reimburse developers who have installed the lines. Disbursement is made based on the developer's claim.

Beginning Balance 2017-18	\$1,180,694
Plus: Fee Revenue	103,904
Less: Expenditures	<u>19,229</u>
Ending Balance 2017-18	\$1,265,369

4. **Water Major Facilities Fee:** The Water Major Facilities Fee is for the construction of water wells, well site acquisitions, well head treatment, auxiliary power systems, reservoirs, surface-water treatment facilities, and debt service payments related to bond issues to construct the improvements. The fee for 2017-18 was \$3,553 per unit. The transfer in from the Water Enterprise represents the Enterprise customers' share of debt service on the surface water treatment plant.

Beginning Balance 2017-18	\$449,138
Plus: Fee Revenue	3,877,861
Interest	33,062
Transfers In – Debt Service	753,000
Less: Expenditures	<u>3,582,656</u>
Ending Balance 2017-18	\$1,530,405

5. **Water Oversize Fee:** The Water Oversize Fee is to provide reimbursement for the oversize cost increment of water mains 12" in diameter or greater than must be installed to insure adequate pressure and volume throughout the system. The fee for 2017-18 was \$1,067.00 per gross acre. The fee is used to reimburse developers who have installed the lines. Disbursement is made based on the developer's claim.

Beginning Balance 2017-18	\$161,139
Plus: Revenue	126,252
Less: Expenditures	<u>170,320</u>
Ending Balance 2017-18	\$117,071

6. **Water Front Footage Fee:** The Water Front Footage Fee is for reimbursement of water mains previously installed. The fee for 2017-18 was \$24.70 per linear foot. The fee is used to reimburse developers who have installed the lines. Disbursement is made based on the developer's claim.

Beginning Balance 2017-18	\$1,422,523
Plus: Revenue	272,382
Less: Expenditures	<u>0</u>
Ending Balance 2017-18	\$1,694,905

7. **Water Supply Fee:** The Water Supply Fee pays for the cost to acquire additional water supply for properties with development intensities that will exceed the current water entitlement. For properties within the Fresno Irrigation District (FID), the entitlement is 2.1 acre-feet/year. The current cost to acquire annual water supply is \$1,250 per acre-foot.

Beginning Balance 2017-18	\$684,484
Plus: Revenue	301,104
Less: Expenditures	<u>0</u>
Ending Balance 2017-18	\$985,588

8. **Community Sanitation Fee:** The Community Sanitation Fee is for the purchase of toters, commercial bins, disposal trucks, and street sweeping equipment. The fee for 2017-18 was \$393 per EDU for single family and \$223 per EDU for multi-family, commercial, and churches. The fee is transferred to the Refuse Enterprise as purchases are made.

Beginning Balance 2017-18	\$1,340,716
Plus: Revenue	365,397
Interest	16,314
Less: Expenditures	1,862
Transfers Out	<u>206,700</u>
Ending Balance 2017-18	\$1,513,865

9. **Park Acquisition and Development Fee:** The Park Acquisition and Development Fee is for the purchase of parkland and the construction of improvements for regional and community parks. The fee for 2017-18 was \$2,700.00 per EDU.

Beginning Balance 2017-18	\$4,872,691
Plus: Revenue - Fees	1,318,301
Interest	63,289
Other-Grants	310,045
Less: Expenditures	<u>304,907</u>
Ending Balance 2017-18	\$6,259,419

10. **Major Street Fees:** The Street fees include fees for center travel lane improvements, outside travel lane improvements, construction of bridges, construction of traffic signals, under-grounding of utilities, quad intersections, and administration. The fees are specific to certain areas within the City based on the infrastructure requirements and development characteristics of the areas.

Outside Travel Lane Fee: The fee is to reimburse developers for Outside Travel Lane improvements that were constructed with their project in excess of the development's proportionate share.

Center Travel Lane Fee: The fee is to reimburse developers for Center Travel Lane improvements that were constructed with their project, in excess of the development's proportionate share.

Traffic Signal Fee: The fee is for the reimbursement for the cost to install traffic signals either by the City or developers in excess of the development's proportionate share.

Bridge Fee: The fee is for the reimbursement for the cost to construct bridges and culverts either by the City or developers in excess of the development's proportionate share.

Quad Intersection Fee: The fee is for the reimbursement for the cost to construct quad intersection improvements either by the City or developers in excess of the development's proportionate share.

Undergrounding Overhead Utilities: The fee provides a funding source for the City to underground existing overhead utilities or to reimburse developers for the undergrounding of existing overhead utilities in excess of the development's proportionate share. Undergrounding of existing overhead utilities includes the undergrounding along certain arterial and collector streets.

Beginning Balance 2017-18	\$4,251,659
Plus: Revenue	3,728,248
Less: Expenditures	<u>2,771,446</u>
Ending Balance 2017-18	\$5,208,461

Street Fee Administration Charge: The fee has been \$0 since December 31, 2003. Administrative charges for the administrative work performed by the City staff to collect, track, and reimburse the street fees program has come from interest earnings. Interest earnings has also covered applicable interest charges on developer's reimbursement requests. Due to the dwindling fund balance, administration charges will need to be reinstated as part of an upcoming fee update.

Beginning Balance 2017-18	\$305,257
Plus: Interest	205,386
Less: Expenditures	<u>510,075</u>
Ending Balance 2017-18	\$568

- 11. Fire Department Fee:** The Fire Department Fee was established in June 1997 to construct, equip and furnish fire stations. The fee for 2017-18 was \$706.00 per EDU.

Beginning Balance 2017-18	\$0
Plus: Revenue	636,741
Less: Expenditures	<u>0</u>
Ending Balance 2017-18	\$636,741

- 12. Police Department Fee:** The Police Department Fee was established in May 2000 for development to contribute to providing police equipment and facilities as community growth requires. During the 2017-18 year, applicable expenses for this fee exceeded the revenues collected and will be applied to future revenues collected.

Beginning Balance 2017-18	\$0
Plus: Revenue	86,017
Less: Expenditures	<u>86,017</u>
Ending Balance 2017-18	\$0

- 13. Library Facilities Fee:** The Library Facilities Fee was established in April 2008 and became effective July 1, 2008. This fee is to provide a portion of the funding needed to provide library facilities within the City of Clovis. The fee for 2017-18 was \$604.00 per unit for single-family and \$494.00 per unit for multi-family and assisted living/group homes.

Beginning Balance 2017-18	\$92,438
Plus: Revenue	549,541
Interest	0
Less: Expenditures	<u>87,776</u>
Ending Balance 2017-18	\$554,203

FISCAL IMPACT

This report provides a status of the development fees charged by the City. It provides a good indication of available balances for projects or reimbursements where applicable.

REASON FOR RECOMMENDATION

The fiscal report is for information only and no action is required.

ACTIONS FOLLOWING APPROVAL

Copies of the report will be made available to any member of the public who requests a copy.

Prepared by: Jeffrey Blanks, Accounting Supervisor

Submitted by: Jay Schengel, Finance Director 



AGENDA ITEM NO: 5
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: January 14, 2019

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

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

Attached is the Investment Report for the month of October 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 October 2018. Exhibit C lists the certificates of deposit. Exhibit D is a graph of Treasury rates on October 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 1.73%. The rate of return for the City of Clovis portfolio is 1.85%. The goal for the City of Clovis investment return is 120% of the 90-day Treasury bill rate. The current rate of return is 107% 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 October 2018 the average investment life of the City's investment portfolio is 0.96 years.

Current Investment Environment and Philosophy

During the month of October 2018 the Federal Reserve did not adjust the federal funds rate and it remained at 2.00%-2.25%.

On October 31, 2018 the Treasury yield curve shows a steady increase that is only slightly more pronounced at the interval between six months and two 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

- 2 government securities totaling \$5,000,000.00 were purchased.
- No government securities were called or matured.
- No certificates of deposit were purchased.
- No certificates of deposit were called or matured.

Market Environment

- During October, the federal funds rate was maintained at 2.00% - 2.25%.
- On October 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 October 31, 2018.

Prepared by: Jeffrey Blanks, Accounting Supervisor

Submitted by: Jay Schengel, Finance Director 

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

Exhibit A

	COST	NET BOOK VALUE	MARKET VALUE *	YIELD TO MATURITY	STATED INTEREST RATE	INVEST DATE	MATURITY DATE	DAYS TO MATURITY FROM 10/31/2018
GOV'T SECURITIES								
FNMA	3,018,480	3,018,480	2,995,860	1.125%	1.125%	06/09/16	12/14/18	44
FHLB	3,000,000	3,000,000	2,981,490	1.250%	1.250%	04/29/16	04/29/19	180
FFCB	3,007,560	3,007,560	2,978,250	1.300%	1.300%	06/09/16	06/06/19	218
FNMA	3,006,150	3,006,150	2,972,250	1.250%	1.250%	07/13/16	06/28/19	240
FNMA	3,002,400	3,002,400	2,966,580	1.125%	1.125%	07/26/16	07/26/19	268
FHLMCMTN	2,997,000	2,997,000	2,965,980	1.500%	1.500%	10/12/17	09/27/19	331
FHLB	2,498,750	2,498,750	2,470,100	1.625%	1.625%	11/16/17	10/30/19	364
FNMA	3,000,000	3,000,000	2,953,500	1.250%	1.250%	11/16/16	11/15/19	380
FHLMCMTN	3,000,000	3,000,000	2,952,690	1.300%	1.300%	11/28/16	11/27/19	392
FFCB	2,502,117	2,502,117	2,490,950	2.390%	2.750%	06/05/18	12/05/19	400
FFCB	994,500	994,500	982,300	1.400%	1.400%	03/30/17	02/24/20	481
FHLB	1,008,597	1,008,597	987,470	1.875%	1.875%	03/22/17	03/13/20	499
FNAMMTN	3,006,210	3,006,210	2,950,680	1.700%	1.700%	05/02/17	04/27/20	544
FNAMMTN	3,007,770	3,007,770	2,952,750	1.800%	1.800%	05/02/17	04/27/20	544
FFCB	1,990,555	1,990,555	1,955,340	1.320%	1.320%	08/31/17	05/07/20	554
FHLMCMTN	2,498,750	2,498,750	2,451,400	1.550%	1.550%	05/25/17	05/22/20	569
FFCB	2,500,000	2,500,000	2,454,450	1.670%	1.670%	06/01/17	06/01/20	579
FHLB	5,000,000	5,000,000	4,899,700	1.625%	1.625%	06/26/17	06/26/20	604
FAMCMTN	2,500,000	2,500,000	2,454,100	1.650%	1.650%	07/27/17	06/29/20	607
FHLB	2,500,000	2,500,000	2,450,175	1.640%	1.640%	07/27/17	06/29/20	607
FFCB	5,000,000	5,000,000	4,898,150	1.625%	1.625%	07/06/17	07/06/20	614
FHLB	2,455,547	2,455,547	2,446,025	1.680%	2.750%	06/01/18	08/28/20	667
FHLB	2,465,678	2,465,678	2,448,750	1.800%	1.950%	01/18/18	08/28/20	667
FHLB	2,500,000	2,500,000	2,440,375	1.600%	1.800%	03/16/18	09/18/20	688
FNAMMTN	2,500,000	2,500,000	2,444,475	1.850%	1.600%	09/18/17	10/13/20	713
FNMA	2,442,365	2,442,365	2,427,500	1.500%	2.100%	12/22/17	10/28/20	728
FHLB	2,488,750	2,488,750	2,447,200	1.950%	1.850%	11/16/17	11/25/20	756
FFCB	3,000,000	3,000,000	2,942,100	2.100%	1.500%	03/01/18	12/22/20	783
FHLB	2,486,055	2,486,055	2,462,050	2.300%	2.300%	03/01/18	01/26/21	818
FHLMCMTN	2,497,500	2,497,500	2,453,225	2.150%	2.150%	01/26/18	01/26/21	818
FHLMCMTN	2,477,875	2,477,875	2,466,425	2.375%	2.375%	08/02/18	02/16/21	839
FHLMCMTN	2,258,140	2,258,140	2,239,188	1.875%	2.750%	06/01/18	03/29/21	880
FAMCMTN	2,502,236	2,502,236	2,481,400	2.650%	2.750%	06/28/18	04/19/21	901
FNAMMTN	2,500,000	2,500,000	2,469,800	2.750%	2.750%	04/30/18	04/30/21	912
FHLMCMTN	2,495,625	2,495,625	2,492,825	2.850%	2.850%	10/05/18	05/28/21	940
FHLB	2,568,983	2,568,983	2,540,150	3.625%	2.750%	06/28/18	06/11/21	954
FHLB	2,418,750	2,418,750	2,418,325	1.640%	1.640%	08/02/18	06/14/21	957
FAMCMTN	3,000,000	3,000,000	2,977,110	2.750%	2.750%	09/06/18	08/17/21	1,021
FFCB	1,998,520	1,998,520	1,982,600	2.700%	2.700%	09/06/18	08/27/21	1,031
FFCB	2,490,878	2,490,878	2,486,925	2.850%	2.850%	10/05/18	09/20/21	1,055
SECURITIES TOTAL	\$ 106,585,739	\$ 106,585,739	\$105,230,613					
LAIF		\$ 65,000,000	\$ 65,000,000					
MONEY MARKET (Rabo)		\$ -	\$ -					
Sweep Account (Union Bank)		\$ 9,199,187	\$ 9,199,187					
TOTAL CD'S		\$ 11,880,000	\$ 11,761,875					
TOTAL INVESTMENTS		\$ 192,664,926	\$ 191,191,675					

* Market values for securities obtained from US Bank.

City of Clovis
Monthly Investment Transactions
As of October 31, 2018

Exhibit B

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
FHLMCMTN	Gov Security	Purchase	2,500,000	2,495,625	2.850%	10/05/18	05/28/21
FFCB	Gov Security	Purchase	2,500,000	2,490,878	2.850%	10/05/18	09/20/21
Union Bank	LAIF	Interest	353,477			10/15/18	

PORTFOLIO DATA

Current Month (10/18)

	Book	Market
CD'S	\$ 11,880,000	\$ 11,761,875
Gov't Securities*	106,585,739	105,230,613
LAIF	65,000,000	65,000,000
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	9,199,187	9,199,187
TOTAL	\$ 192,664,926	\$191,191,675

One Month Previous (09/18)

	Book	Market
CD'S	\$ 11,880,000	\$11,768,335
Gov't Securities*	101,599,236	100,283,029
LAIF	65,000,000	65,000,000
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	13,374,094	13,374,094
TOTAL	\$ 191,853,331	\$ 190,425,458

Three Months Previous (07/18)

	Book	Market
CD'S	\$ 11,999,000	\$11,883,744
Gov't Securities*	91,704,091	90,392,757
LAIF	65,000,000	65,000,000
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	12,238,250	12,238,250
TOTAL	\$ 180,941,341	\$ 179,514,751

Six Months Previous (04/18)

	Book	Market
CD'S	\$ 12,414,000	\$ 12,294,487
Gov't Securities*	82,415,548	81,175,880
LAIF	65,000,000	65,000,000
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	24,313,441	24,313,441
TOTAL	\$ 184,142,989	\$ 182,783,808

One Year Previous (10/17)

	Book	Market
CD'S	\$ 13,359,000	\$ 13,329,509
Gov't Securities*	62,552,321	62,170,375
LAIF	64,732,730	64,732,730
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	18,524,000	18,524,000
TOTAL	\$ 159,168,051	\$ 158,756,614

*Adjusted Quarterly for Premium/Discount Amortization

Exhibit C

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

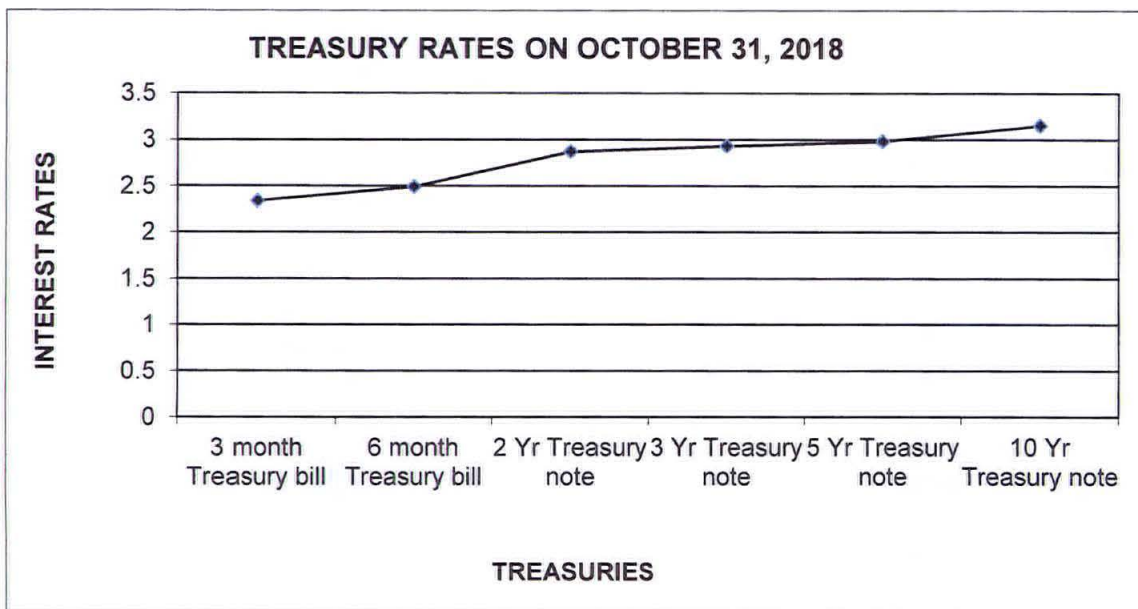
Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 10/31/18	INTEREST FREQUENCY
KEY BANK	245,000	244,970.60	1.300%	11/12/15	11/13/18	13	SEMI-ANNUALLY
WELLS FARGO BANK	245,000	244,968.15	1.400%	11/12/15	11/13/18	13	MONTHLY
GOLDMAN SACHS BK	245,000	244,870.15	1.750%	01/13/16	01/14/19	75	SEMI-ANNUALLY
FIRST SAVINGS BANK	245,000	244,287.05	1.250%	02/19/16	02/19/19	111	MONTHLY
FIRST WESTERN	245,000	244,536.95	1.150%	02/26/16	02/26/19	118	MONTHLY
KATAHDIN TRUST	245,000	244,458.55	1.200%	02/26/16	02/26/19	118	MONTHLY
BRYN MAWR TR	245,000	244,162.10	1.200%	03/30/16	03/29/19	149	MONTHLY
CBC Fed Crdit Union	250,000	249,142.50	1.600%	10/20/17	04/22/19	173	MONTHLY
PRIVATE BANK	245,000	243,618.20	1.100%	05/20/16	05/20/19	201	SEMI-ANNUALLY
HORIZON BANK	245,000	243,375.65	1.100%	05/25/16	05/24/19	205	MONTHLY
QUANTUM NATIONAL	245,000	243,123.30	1.150%	06/22/16	06/21/19	233	QUARTERLY
DISCOVERY BANK	245,000	243,054.70	1.200%	07/01/16	07/01/19	243	SEMI-ANNUALLY
NORTHERN BANK TRUST	245,000	242,927.30	1.100%	07/12/16	07/12/19	254	QUARTERLY
MORGAN STANLY BANK	250,000	248,535.00	1.700%	09/30/17	08/12/19	285	SEMI-ANNUALLY
WEX BANK	245,000	242,388.30	1.200%	08/12/16	08/12/19	285	SEMI-ANNUALLY
FNB OF MCGREGOR	245,000	242,339.30	1.100%	08/18/16	08/19/19	292	MONTHLY
HAMNI BANK	250,000	249,340.00	2.100%	09/09/18	09/09/19	313	SEMI-ANNUALLY
ALLY BANK	245,000	241,947.30	1.300%	09/15/16	09/16/19	320	MONTHLY
ATLANTIC	245,000	241,734.15	1.200%	09/30/16	09/30/19	334	MONTHLY
First Technology Fed Cr Un Mtn	250,000	248,135.00	1.800%	10/16/17	10/16/19	350	MONTHLY
MORTON COMMUNITY BANK	245,000	241,815.00	1.500%	12/15/16	12/16/19	411	SEMI-ANNUALLY
SALLIE MAE	245,000	242,243.75	1.750%	01/11/17	01/13/20	439	SEMI-ANNUALLY
STEARNS BANK	245,000	241,508.75	1.600%	02/10/17	02/10/20	467	MONTHLY
CRESCENT BANK	245,000	241,300.50	1.550%	02/15/17	02/14/20	471	MONTHLY
PYRAMAX BANK	245,000	241,420.55	1.600%	02/17/17	02/18/20	475	MONTHLY
AMERICAN EXPRESS	245,000	241,692.50	1.900%	04/17/17	04/06/20	523	MONTHLY
FIRST BANK	245,000	240,722.30	1.600%	04/17/17	04/20/20	537	MONTHLY
ION BANK	245,000	240,705.15	1.600%	04/17/17	04/20/20	537	MONTHLY
COMMUNITYWIDE/20416TAN2	250,000	246,455.00	1.950%	12/01/17	06/01/20	579	MONTHLY
NTHWT DIST CH8	250,000	245,305.00	1.700%	06/16/17	06/16/20	594	MONTHLY
TBK BANK SSB	250,000	245,620.00	1.800%	06/23/17	06/23/20	601	MONTHLY
AMER NATL	250,000	244,965.00	1.700%	07/12/17	07/13/20	621	MONTHLY
Mb Financial Bank	250,000	245,042.50	1.800%	08/10/17	08/10/20	649	MONTHLY
East Boston Svgs Bk Boston Ma	250,000	244,422.50	1.800%	09/28/17	09/28/20	698	MONTHLY
Medallion Bk Salt Lake City Utah	250,000	244,640.00	1.850%	09/29/17	09/29/20	699	MONTHLY
Illinois Cmnty	250,000	244,692.50	2.000%	11/28/17	11/30/20	761	MONTHLY
First Bank	250,000	245,722.50	2.300%	02/06/18	02/08/21	831	MONTHLY
MERCHANTS MANUFACTURERS	250,000	245,670.00	2.300%	02/16/18	02/16/21	839	MONTHLY
MERRICK BANK	250,000	246,917.50	2.550%	03/09/18	03/09/21	860	MONTHLY
Towne Bank	250,000	247,542.50	2.700%	04/27/18	04/27/21	909	MONTHLY
Citibank	250,000	248,627.50	2.900%	05/22/18	05/24/21	936	MONTHLY
University of Iowa Cmnty FCU	250,000	248,607.50	2.900%	05/24/18	05/28/21	940	MONTHLY
B Bay LLC	250,000	249,167.50	3.000%	06/15/18	06/15/21	958	MONTHLY
Connectone Bk Englewood Cliffs	250,000	249,167.50	3.000%	06/15/18	06/15/21	958	MONTHLY
Bar Harbor Bank Trust	250,000	249,120.00	3.000%	06/29/18	06/29/21	972	MONTHLY
Spiritbank Na	250,000	249,082.50	3.000%	07/13/18	07/13/21	986	MONTHLY
Peoples Security Bank	250,000	249,240.00	3.050%	08/31/18	08/31/21	1,035	MONTHLY
Welch State Bank	250,000	248,545.00	2.950%	08/31/18	08/31/21	1,035	MONTHLY
Negotiable CD TOTAL	\$ 11,880,000	\$ 11,761,875					
CD TOTAL	\$ 11,880,000	\$ 11,761,875					

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

Exhibit D

Treasury Rates as of October 31, 2018

3 month Treasury bill	2.34
6 month Treasury bill	2.49
2 Yr Treasury note	2.87
3 Yr Treasury note	2.93
5 Yr Treasury note	2.98
10 Yr Treasury note	3.15



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: 6
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: January 14, 2019

SUBJECT: Receive and File - Treasurer's Report for the Month of October 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 October 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 October 31, 2018.

Prepared by: Jeffrey Blanks, Accounting Supervisor

Submitted by: Jay Schengel, Finance Director JS

City of Clovis
Statement of Cash Balances
As of October 31, 2018

Previous Balance	\$ 6,060,666.29
Deposits	21,160,933.31
Disbursements	<u>(21,030,819.78)</u>
Current Balance	<u><u>\$ 6,190,779.82</u></u>

<u>FUNDS</u>	<u>BALANCE</u>
100 General Fund	\$ 812,733.50
201 Local Transportation	12,160,607.38
202 Parking and Business Improvements	120,013.26
203 Off Highway Use	67,652.94
205 Senior Citizen Memorial Trust	50,896.33
207 Landscape Assessment District	3,028,632.21
208 Blackhorse III (95-1) Assessment District	105,298.66
301 Park & Recreation Acquisition	7,419,977.88
305 Refuse Equipment Reserve	1,318,303.99
310 Special Street Deposit Fund	22,414,124.65
313 Successor Agency	(65,908.58)
314 Housing Successor Agency	1,724,216.59
402 1976 Fire Bond Redemption	25,591.17
404 1976 Sewer Bond Redemption Fund	389,973.78
501 Community Sanitation Fund	15,802,880.64
502 Sewer Service Fund	27,535,919.12
504 Sewer Capital Projects-Users	1,253,042.74
506 Sewer Capital Projects-Developer	635,253.45
507 Water Service Fund	46,949,705.54
508 Water Capital Projects-Users	4,521,277.62
509 Water Capital Projects-Developer	8,725,862.51
515 Transit Fund	1,467,276.42
540 Planning & Development Services	11,309,021.05
601 Property & Liability Insurance	1,009,523.50
602 Fleet Maintenance	11,154,967.17
603 Employee Benefit Fund	2,432,309.84
604 General Government Services	12,953,080.63
701 Curb & Gutter Fund	153,879.93
702 Sewer Revolving Fund	115,983.57
703 Payroll Tax & Withholding Fund	3,387,591.05
712 Temperance/Barstow Assmt Dist (98-1)	72,817.19
713 Shepherd/Temperance Assmt Dist (2000-1)	5,547.63
715 Supp Law Enforcement Serv	88,319.56
716 Asset Forfeiture	19,576.82
720 Measure A-Public Safety Facility Tax	231,572.98
736 SA Admin Trust Fund	1,421.40
741 SA Debt Service Trust Fund	(544,376.76)
747 Housing Successor Trust Fund	1,137.98
SUBTOTALS	<u>\$ 198,855,705.34</u>
999 Invested Funds	<u>(192,664,925.52)</u>
TOTAL	<u><u>\$ 6,190,779.82</u></u>

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

<u>Balance of Investments Previous Month End</u>		<u>\$ 191,853,330.52</u>
<u>Time Certificates of Deposit Transactions</u>		
Investments		
Withdrawals	0.00	
Total CD Changes		0.00
<u>Other Changes</u>		
Government Securities	4,986,502.50	
US Treasury Notes	0.00	
Local Agency Investment Fund	0.00	
Money Market	0.00	
Sweep Account	(4,174,907.50)	
Total Other Changes		811,595.00
Balance of Investments Current Month End		<u>\$ 192,664,925.52</u>

City of Clovis
Distribution of Investments
As of October 31, 2018

Insured CD's	11,880,000.00
Government Securities	106,585,738.97
US Treasury Notes	0.00
Local Agency Investment Fund	65,000,000.00
Money Market	0.00
Sweep Account	9,199,186.55
Investment Total	<u>\$ 192,664,925.52</u>

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

Institution	Face Value	Investment Balance At Amortized Cost	Maturity	Stated Rate
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/3133EJRD3	2,500,000.00	2,502,117.00	12/5/2019	2.390%
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/3130ACBY9	2,500,000.00	2,455,546.50	8/28/2020	1.680%
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%
FNMA/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%
FHLMCMTN/3137EAEL9	2,500,000.00	2,477,875.00	2/16/2021	2.375%
FHLMCMTN/3134GBTG7	2,300,000.00	2,258,140.00	3/29/2021	1.875%
FAMCMTN/3132X0T84	2,500,000.00	2,502,236.25	4/19/2021	2.650%
FNMA/3136G4SH7	2,500,000.00	2,500,000.00	4/30/2021	2.750%
FHLMCMTN/3134GSVY8	2,500,000.00	2,495,625.00	5/28/2021	2.850%
FHLB/313373ZY1	2,500,000.00	2,568,982.50	6/11/2021	3.625%
FHLB/3130A8EN9	2,500,000.00	2,418,750.00	6/14/2021	1.640%
FAMCMTN/3132X05D9	3,000,000.00	3,000,000.00	8/17/2021	2.750%
FFCB/3133EJF0	2,000,000.00	1,998,520.00	8/27/2021	2.700%
FFCB/3133EJZU6	2,500,000.00	2,490,877.50	9/20/2021	2.850%



AGENDA ITEM NO: 7
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: January 14, 2019

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

Exhibits: (A) Distribution of Investments
(B) Monthly Investment Transactions
(C) Certificates of Deposit
(D) Graph of November 30, 2018 Treasury Rates

Attached is the Investment Report for the month of November 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 November 2018. Exhibit C lists the certificates of deposit. Exhibit D is a graph of Treasury rates on November 30, 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 1.83%. The rate of return for the City of Clovis portfolio is 1.94%. The goal for the City of Clovis investment return is 120% of the 90-day Treasury bill rate. The current rate of return is 106% 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 November 2018 the average investment life of the City's investment portfolio is 0.98 years.

Current Investment Environment and Philosophy

During the month of November 2018 the Federal Reserve did not adjust the federal funds rate and it remained at 2.00%-2.25%.

On November 30, 2018 the Treasury yield curve shows a steady increase that is only slightly more pronounced at the interval between six months and two 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

- 1 government security totaling \$2,660,000.00 was 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 November, the federal funds rate was maintained at 2.00% - 2.25%.
- On November 30, 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 November 30, 2018.

Prepared by: Jeffrey Blanks, Accounting Supervisor

Submitted by: Jay Schengel, Finance Director 

Exhibit A

City of Clovis
Distribution of Investments
As of November 30, 2018

	COST	NET BOOK VALUE	MARKET VALUE *	YIELD TO MATURITY	STATED INTEREST RATE	INVEST DATE	MATURITY DATE	DAYS TO MATURITY FROM 11/30/2018
GOV'T SECURITIES								
FNMA	3,018,480	3,018,480	2,998,950	1.125%	1.125%	06/09/16	12/14/18	14
FHLB	3,000,000	3,000,000	2,985,210	1.250%	1.250%	04/29/16	04/29/19	150
FFCB	3,007,560	3,007,560	2,980,770	1.300%	1.300%	06/09/16	06/06/19	188
FNMA	3,006,150	3,006,150	2,976,480	1.250%	1.250%	07/13/16	06/28/19	210
FNMA	3,002,400	3,002,400	2,970,210	1.125%	1.125%	07/26/16	07/26/19	238
FHLMCMTN	2,997,000	2,997,000	2,970,600	1.500%	1.500%	10/12/17	09/27/19	301
FHLB	2,498,750	2,498,750	2,474,200	1.625%	1.625%	11/16/17	10/30/19	334
FNMA	3,000,000	3,000,000	2,956,500	1.250%	1.250%	11/16/16	11/15/19	350
FHLMCMTN	3,000,000	3,000,000	2,956,680	1.300%	1.300%	11/28/16	11/27/19	362
FFCB	2,502,117	2,502,117	2,490,050	2.390%	2.750%	06/05/18	12/05/19	370
FFCB	994,500	994,500	983,250	1.400%	1.400%	03/30/17	02/24/20	451
FHLB	1,008,597	1,008,597	988,280	1.875%	1.875%	03/22/17	03/13/20	469
FNAMTN	3,006,210	3,006,210	2,954,730	1.700%	1.700%	05/02/17	04/27/20	514
FNAMTN	3,007,770	3,007,770	2,958,540	1.800%	1.800%	05/02/17	04/27/20	514
FFCB	1,990,555	1,990,555	1,958,480	1.320%	1.320%	08/31/17	05/07/20	524
FHLMCMTN	2,498,750	2,498,750	2,455,725	1.550%	1.550%	05/25/17	05/22/20	539
FFCB	2,500,000	2,500,000	2,458,225	1.670%	1.670%	06/01/17	06/01/20	549
FHLB	5,000,000	5,000,000	4,908,200	1.625%	1.625%	06/26/17	06/26/20	574
FAMCMTN	2,500,000	2,500,000	2,458,550	1.650%	1.650%	07/27/17	06/29/20	577
FHLB	2,500,000	2,500,000	2,454,950	1.640%	1.640%	07/27/17	06/29/20	577
FFCB	5,000,000	5,000,000	4,907,100	1.625%	1.625%	07/06/17	07/06/20	584
FHLB	2,455,547	2,455,547	2,451,275	1.680%	2.750%	06/01/18	08/28/20	637
FHLB	2,465,678	2,465,678	2,452,875	1.800%	1.950%	01/18/18	08/28/20	637
FHLB	2,500,000	2,500,000	2,446,050	1.600%	1.800%	03/16/18	09/18/20	658
FNAMTN	2,500,000	2,500,000	2,448,475	1.850%	1.600%	09/18/17	10/13/20	683
FNMA	2,442,365	2,442,365	2,436,025	1.500%	2.100%	12/22/17	10/28/20	698
FHLB	2,488,750	2,488,750	2,452,525	1.950%	1.850%	11/16/17	11/25/20	726
FFCB	3,000,000	3,000,000	2,950,950	2.100%	1.500%	03/01/18	12/22/20	753
FHLB	2,486,055	2,486,055	2,467,650	2.300%	2.300%	03/01/18	01/26/21	788
FHLMCMTN	2,497,500	2,497,500	2,460,975	2.150%	2.150%	01/26/18	01/26/21	788
FHLMCMTN	2,477,875	2,477,875	2,473,850	2.375%	2.375%	08/02/18	02/16/21	809
FHLMCMTN	2,258,140	2,258,140	2,247,721	1.875%	2.750%	06/01/18	03/29/21	850
FAMCMTN	2,502,236	2,502,236	2,488,700	2.650%	2.750%	06/28/18	04/19/21	871
FNAMTN	2,500,000	2,500,000	2,477,425	2.750%	2.750%	04/30/18	04/30/21	882
FHLMCMTN	2,495,625	2,495,625	2,493,650	2.850%	2.850%	10/05/18	05/28/21	910
FHLB	2,568,983	2,568,983	2,544,975	3.625%	2.750%	06/28/18	06/11/21	924
FHLB	2,418,750	2,418,750	2,425,450	1.640%	1.640%	08/02/18	06/14/21	927
FAMCMTN	3,000,000	3,000,000	2,986,860	2.750%	2.750%	09/06/18	08/17/21	991
FFCB	1,998,520	1,998,520	1,990,040	2.700%	2.700%	09/06/18	08/27/21	1,001
FFCB	2,490,878	2,490,878	2,494,125	2.850%	2.850%	10/05/18	09/20/21	1,025
FHLB	2,664,336	2,664,336	2,660,106	3.150%	3.150%	11/15/18	10/29/21	1,064
SECURITIES TOTAL	\$ 109,250,075	\$ 109,250,075	\$108,095,382					
LAIF		\$ 65,000,000	\$ 65,000,000					
MONEY MARKET (Rabo)		\$ -	\$ -					
Sweep Account (Union Bank)		\$ 5,044,345	\$ 5,044,345					
TOTAL CD'S		\$ 11,890,000	\$ 11,769,242					
TOTAL INVESTMENTS		\$ 191,184,420	\$ 189,908,970					

* Market values for securities obtained from US Bank.

City of Clovis
Monthly Investment Transactions
As of November 30, 2018

Exhibit B

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
FHLB	Gov Security	Purchase	2,660,000	2,660,106	3.150%	11/15/18	10/29/21
Mountain America Fd Credit	CD	Purchase	250,000	249,608	3.200%	11/15/18	11/15/21
Ubs Bank USA	CD	Purchase	250,000	249,630	3.200%	11/07/18	11/08/21
Key Bank National Association	CD	Maturity	245,000	249,630	1.300%	11/13/18	11/13/18
Wells Fargo Bank	CD	Maturity	245,000	249,608	1.400%	11/13/18	11/13/18

PORTFOLIO DATA

Current Month (11/18)

	Book	Market
CD'S	\$ 11,890,000	\$ 11,769,242
Gov't Securities*	109,250,075	108,095,382
LAIF	65,000,000	65,000,000
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	5,044,345	5,044,345
TOTAL	\$ 191,184,420	\$189,908,970

One Month Previous (10/18)

	Book	Market
CD'S	\$ 11,880,000	\$11,761,875
Gov't Securities*	106,585,739	105,230,613
LAIF	65,000,000	65,000,000
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	9,199,187	9,199,187
TOTAL	\$ 192,664,926	\$ 191,191,675

Three Months Previous (08/18)

	Book	Market
CD'S	\$ 12,254,000	\$12,148,717
Gov't Securities*	96,600,716	95,461,050
LAIF	65,000,000	65,000,000
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	12,021,661	12,021,661
TOTAL	\$ 185,876,377	\$ 184,631,428

Six Months Previous (05/18)

	Book	Market
CD'S	\$ 12,224,000	\$ 12,093,334
Gov't Securities*	79,417,069	78,354,735
LAIF	65,000,000	65,000,000
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	35,013,612	35,013,612
TOTAL	\$ 191,654,681	\$ 190,461,681

One Year Previous (11/17)

	Book	Market
CD'S	\$ 13,119,000	\$ 13,077,119
Gov't Securities*	67,551,071	66,942,200
LAIF	64,732,730	64,732,730
Money Market (Rabo Bank)	0	0
Sweep Account (Union Bank)	12,988,000	12,988,000
TOTAL	\$ 158,390,801	\$ 157,740,049

*Adjusted Quarterly for Premium/Discount Amortization

Exhibit C

City of Clovis
Certificates of Deposit
As of November 30, 2018

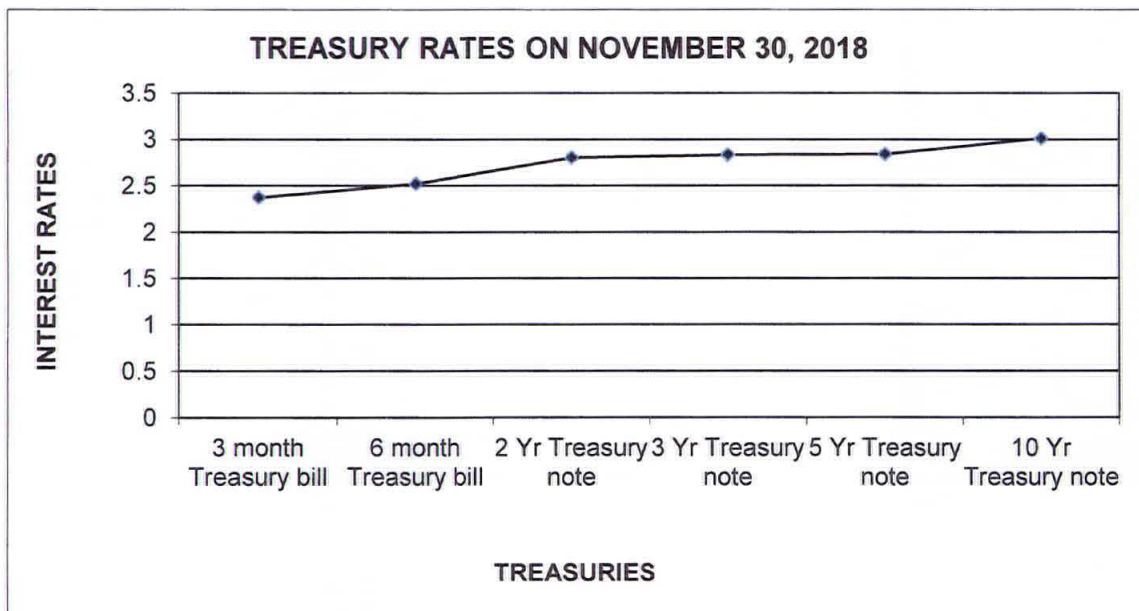
Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 11/30/18	INTEREST FREQUENCY
Goldman Sachs Bk	245,000	244,928.95	1.750%	01/13/16	01/14/19	45	SEMI-ANNUALLY
First Savings Bank	245,000	244,448.75	1.250%	02/19/16	02/19/19	81	MONTHLY
First Western	245,000	244,603.10	1.150%	02/26/16	02/26/19	88	MONTHLY
Katahdin Trust	245,000	244,546.75	1.200%	02/26/16	02/26/19	88	MONTHLY
Bryn Mawr Tr	245,000	244,265.00	1.200%	03/30/16	03/29/19	119	MONTHLY
Cbc Fed Crdit Union	250,000	249,230.00	1.600%	10/20/17	04/22/19	143	MONTHLY
Private Bank	245,000	243,750.50	1.100%	05/20/16	05/20/19	171	SEMI-ANNUALLY
Horizon Bank	245,000	243,544.70	1.100%	05/25/16	05/24/19	175	MONTHLY
Quantum National	245,000	243,277.65	1.150%	06/22/16	06/21/19	203	QUARTERLY
Discovery Bank	245,000	243,204.15	1.200%	07/01/16	07/01/19	213	SEMI-ANNUALLY
Northern Bank Trust	245,000	243,071.85	1.100%	07/12/16	07/12/19	224	QUARTERLY
Morgan Stanly Bank	250,000	248,592.50	1.700%	09/30/17	08/12/19	255	SEMI-ANNUALLY
Wex Bank	245,000	242,567.15	1.200%	08/12/16	08/12/19	255	SEMI-ANNUALLY
Fnb Of Mcgregor	245,000	242,527.95	1.100%	08/18/16	08/19/19	262	MONTHLY
Hamni Bank	250,000	249,315.00	2.100%	09/09/18	09/09/19	283	SEMI-ANNUALLY
Ally Bank	245,000	242,138.40	1.300%	09/15/16	09/16/19	290	MONTHLY
Atlantic	245,000	241,915.45	1.200%	09/30/16	09/30/19	304	MONTHLY
First Technology Fed Cr Un Mtn	250,000	248,160.00	1.800%	10/16/17	10/16/19	320	MONTHLY
Morton Community Bank	245,000	241,788.05	1.500%	12/15/16	12/16/19	381	SEMI-ANNUALLY
Sallie Mae	245,000	242,170.25	1.750%	01/11/17	01/13/20	409	SEMI-ANNUALLY
Stearns Bank	245,000	241,469.55	1.600%	02/10/17	02/10/20	437	MONTHLY
Crescent Bank	245,000	241,271.10	1.550%	02/15/17	02/14/20	441	MONTHLY
Pyramax Bank	245,000	241,381.35	1.600%	02/17/17	02/18/20	445	MONTHLY
American Express	245,000	241,655.75	1.900%	04/17/17	04/06/20	493	MONTHLY
First Bank	245,000	240,695.35	1.600%	04/17/17	04/20/20	507	MONTHLY
Ion Bank	245,000	240,683.10	1.600%	04/17/17	04/20/20	507	MONTHLY
Communitywide	250,000	246,380.00	1.950%	12/01/17	06/01/20	549	MONTHLY
Nthwt Dist Ch8	250,000	245,285.00	1.700%	06/16/17	06/16/20	564	MONTHLY
Tbk Bank Ssb	250,000	245,582.50	1.800%	06/23/17	06/23/20	571	MONTHLY
Amer Natl	250,000	244,957.50	1.700%	07/12/17	07/13/20	591	MONTHLY
Mb Financial Bank	250,000	245,030.00	1.800%	08/10/17	08/10/20	619	MONTHLY
East Boston Svgs Bk Boston Ma	250,000	244,445.00	1.800%	09/28/17	09/28/20	668	MONTHLY
Medallion Bk Salt Lake City Utah	250,000	244,655.00	1.850%	09/29/17	09/29/20	669	MONTHLY
Illinois Cmnty	250,000	244,617.50	2.000%	11/28/17	11/30/20	731	MONTHLY
First Bank	250,000	245,557.50	2.300%	02/06/18	02/08/21	801	MONTHLY
Merchants Manufacturers	250,000	245,505.00	2.300%	02/16/18	02/16/21	809	MONTHLY
Merrick Bank	250,000	246,697.50	2.550%	03/09/18	03/09/21	830	MONTHLY
Towne Bank	250,000	247,272.50	2.700%	04/27/18	04/27/21	879	MONTHLY
Citibank	250,000	248,315.00	2.900%	05/22/18	05/24/21	906	MONTHLY
University Of Iowa Cmnty Fcu	250,000	248,290.00	2.900%	05/24/18	05/28/21	910	MONTHLY
B Bay Llc	250,000	248,830.00	3.000%	06/15/18	06/15/21	928	MONTHLY
Connectone Bk Englewood Cliffs	250,000	248,825.00	3.000%	06/15/18	06/15/21	928	MONTHLY
Bar Harbor Bank Trust	250,000	248,770.00	3.000%	06/29/18	06/29/21	942	MONTHLY
Spiritbank Na	250,000	248,730.00	3.000%	07/13/18	07/13/21	956	MONTHLY
Peoples Security Bank	250,000	248,860.00	3.050%	08/31/18	08/31/21	1,005	MONTHLY
Welch State Bank	250,000	248,197.50	2.950%	08/31/18	08/31/21	1,005	MONTHLY
Ubs Bank Usa	250,000	249,630.00	3.200%	11/07/18	11/08/21	1,074	MONTHLY
Mountain America Fd Credit	250,000	249,607.50	3.200%	11/15/18	11/15/21	1,081	MONTHLY
Negotiable CD TOTAL	\$ 11,890,000	\$ 11,769,242					
CD TOTAL	\$ 11,890,000	\$ 11,769,242					

**CITY OF CLOVIS
FINANCE DEPARTMENT
NOVEMBER 30, 2018 TREASURY RATES**

Exhibit D

Treasury Rates as of November 30, 2018

3 month Treasury bill	2.37
6 month Treasury bill	2.52
2 Yr Treasury note	2.80
3 Yr Treasury note	2.83
5 Yr Treasury note	2.84
10 Yr Treasury note	3.01



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: 8

City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: January 14, 2019

SUBJECT: Receive and File - Treasurer's Report for the Month of November 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 November 30, 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 November 30, 2018.

Prepared by: Jeffrey Blanks, Accounting Supervisor

Submitted by: Jay Schengel, Finance Director JS

City of Clovis
Statement of Cash Balances
As of November 30, 2018

Previous Balance	\$ 6,190,779.82
Deposits	23,565,547.09
Disbursements	<u>(23,663,179.74)</u>
Current Balance	<u>\$ 6,093,147.17</u>

<u>FUNDS</u>	<u>BALANCE</u>
100 General Fund	\$ (1,999,028.04)
201 Local Transportation	13,265,372.11
202 Parking and Business Improvements	124,570.03
203 Off Highway Use	67,680.36
205 Senior Citizen Memorial Trust	50,917.06
207 Landscape Assessment District	2,735,543.93
208 Blackhorse III (95-1) Assessment District	105,146.89
301 Park & Recreation Acquisition	7,503,104.29
305 Refuse Equipment Reserve	1,266,265.00
310 Special Street Deposit Fund	22,755,620.10
313 Successor Agency	(201,214.50)
314 Housing Successor Agency	1,790,804.21
402 1976 Fire Bond Redemption	25,591.17
404 1976 Sewer Bond Redemption Fund	390,135.42
501 Community Sanitation Fund	16,507,541.03
502 Sewer Service Fund	27,727,407.23
504 Sewer Capital Projects-Users	1,253,572.19
506 Sewer Capital Projects-Developer	1,102,967.97
507 Water Service Fund	47,286,016.79
508 Water Capital Projects-Users	4,376,665.69
509 Water Capital Projects-Developer	9,078,265.48
515 Transit Fund	1,873,230.65
540 Planning & Development Services	11,102,007.24
601 Property & Liability Insurance	1,190,557.42
602 Fleet Maintenance	9,815,616.97
603 Employee Benefit Fund	3,202,938.29
604 General Government Services	12,844,046.14
701 Curb & Gutter Fund	153,985.22
702 Sewer Revolving Fund	116,566.85
703 Payroll Tax & Withholding Fund	1,803,286.30
712 Temperance/Barstow Assmt Dist (98-1)	72,847.09
713 Shepherd/Temperance Assmt Dist (2000-1)	5,549.30
715 Supp Law Enforcement Serv	88,361.12
716 Asset Forfeiture	19,584.12
720 Measure A-Public Safety Facility Tax	204,254.41
736 SA Admin Trust Fund	1,421.40
741 SA Debt Service Trust Fund	(430,767.54)
747 Housing Successor Trust Fund	1,137.98
SUBTOTALS	<u>\$ 197,277,567.37</u>
999 Invested Funds	<u>(191,184,420.20)</u>
TOTAL	<u>\$ 6,093,147.17</u>

City of Clovis
Summary of Investment Activity
For the month of November 30, 2018

<u>Balance of Investments Previous Month End</u>		<u>\$ 192,664,925.52</u>
<u>Time Certificates of Deposit Transactions</u>		
Investments	500,000.00	
Withdrawals	<u>(490,000.00)</u>	
Total CD Changes		10,000.00
<u>Other Changes</u>		
Government Securities	2,664,335.80	
US Treasury Notes	0.00	
Local Agency Investment Fund	0.00	
Money Market	0.00	
Sweep Account	<u>(4,154,841.12)</u>	
Total Other Changes		<u>(1,490,505.32)</u>
Balance of Investments Current Month End		<u>\$ 191,184,420.20</u>

City of Clovis
Distribution of Investments
As of November 30, 2018

Insured CD's	11,890,000.00
Government Securities	109,250,074.77
US Treasury Notes	0.00
Local Agency Investment Fund	65,000,000.00
Money Market	0.00
Sweep Account	<u>5,044,345.43</u>
Investment Total	<u>\$ 191,184,420.20</u>

City of Clovis
Original Maturities Exceeding One Year
As of November 30, 2018

Institution	Face Value	Investment Balance At Amortized Cost	Maturity	Stated Rate
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/3133EJRD3	2,500,000.00	2,502,117.00	12/5/2019	2.390%
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/3130ACBY9	2,500,000.00	2,455,546.50	8/28/2020	1.680%
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%
FNAMMTN/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%
FHLMCMTN/3137EAEL9	2,500,000.00	2,477,875.00	2/16/2021	2.375%
FHLMCMTN/3134GBTG7	2,300,000.00	2,258,140.00	3/29/2021	1.875%
FAMCMTN/3132X0T84	2,500,000.00	2,502,236.25	4/19/2021	2.650%
FNAMMTN/3136G4SH7	2,500,000.00	2,500,000.00	4/30/2021	2.750%
FHLMCMTN/3134GSVY8	2,500,000.00	2,495,625.00	5/28/2021	2.850%
FHLB/313373ZY1	2,500,000.00	2,568,982.50	6/11/2021	3.625%
FHLB/3130A8EN9	2,500,000.00	2,418,750.00	6/14/2021	1.640%
FAMCMTN/3132X05D9	3,000,000.00	3,000,000.00	8/17/2021	2.750%
FFCB/3133EJF0	2,000,000.00	1,998,520.00	8/27/2021	2.700%
FFCB/3133EJZU6	2,500,000.00	2,490,877.50	9/20/2021	2.850%
FHLB/3130AF4E4	2,660,000.00	2,664,335.80	10/29/2021	3.150%



AGENDA ITEM NO: 9
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
FROM: General Services Department
DATE: January 14, 2019
SUBJECT: Approval of Claim Rejection of General Liability claim for Aaron Moore.

CONFLICT OF INTEREST

None

RECOMMENDATION

For the City Council to reject the general liability claim filed by Aaron Moore.

BACKGROUND

On December 21, 2018, a general liability claim was filed against the City of Clovis by Aaron Moore. The claim was insufficient per Government Code section 910(f) and sent back to Mr. Moore for correction. On December 28, 2018, Mr. Moore resubmitted his claim and corrected the aforementioned item, which was considered legally sufficient and timely.

On June 28, 2018, Mr. Moore alleges the Clovis Police Department conducted a traffic stop for no front license plate in the City of Clovis, which subsequently lead to officers using excessive force during an arrest, while causing injury and psychological damages to Mr. Moore.

Mr. Moore seeks damages for pain and suffering, medical bills, loss of work, and more in the amount of \$2,706,000. The claim has been filed as a "civil unlimited case".

FISCAL IMPACT

Rejection of the claim does not result in any fiscal impact.

REASON FOR RECOMMENDATION

It is recommended that the claim be rejected. The City is not liable for this claim. In addition, by rejecting this claim the time in which lawsuits may be filed against the City will begin to run.

ACTIONS FOLLOWING APPROVAL

A letter will be sent to the claimant informing him that the claim has been rejected.

Prepared by: Charles W. Johnson, Management Analyst

Submitted by: Shonna Halterman, General Services Director





AGENDA ITEM NO: 10
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
FROM: General Services Department
DATE: January 14, 2019
SUBJECT: Approval of Claim Rejection of the General Liability claim for Sanford Martin.

CONFLICT OF INTEREST

None

RECOMMENDATION

For the City Council to reject the general liability claim submitted on behalf of Sanford Martin.

BACKGROUND

On December 12, 2018, a general liability claim was filed against the City of Clovis on behalf of Mr. Sanford Martin. The claim was legally sufficient and timely. On June 28, 2018, Mr. Martin's legal counsel alleges a Clovis Police Officer negligently failed to control and operate his patrol vehicle, which resulted in a collision with Mr. Martin causing multiple fractures to both legs and feet.

Mr. Martin seeks damages for pain and suffering, past and future medical bills, and emotional distress. Mr. Martin is seeking an amount in excess of \$10,000 and has been filed as "civil unlimited case".

FISCAL IMPACT

Rejection of the claim does not result in any fiscal impact.


REASON FOR RECOMMENDATION

It is recommended that the claim be rejected. The City is not liable for this claim. In addition, by rejecting this claim the time in which lawsuits may be filed against the City will begin to run.

ACTIONS FOLLOWING APPROVAL

A letter will be sent to the claimant informing him that the claim has been rejected.

Prepared by: Charles W. Johnson, Management Analyst

Submitted by: Shonna Halterman, General Services Director 



CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

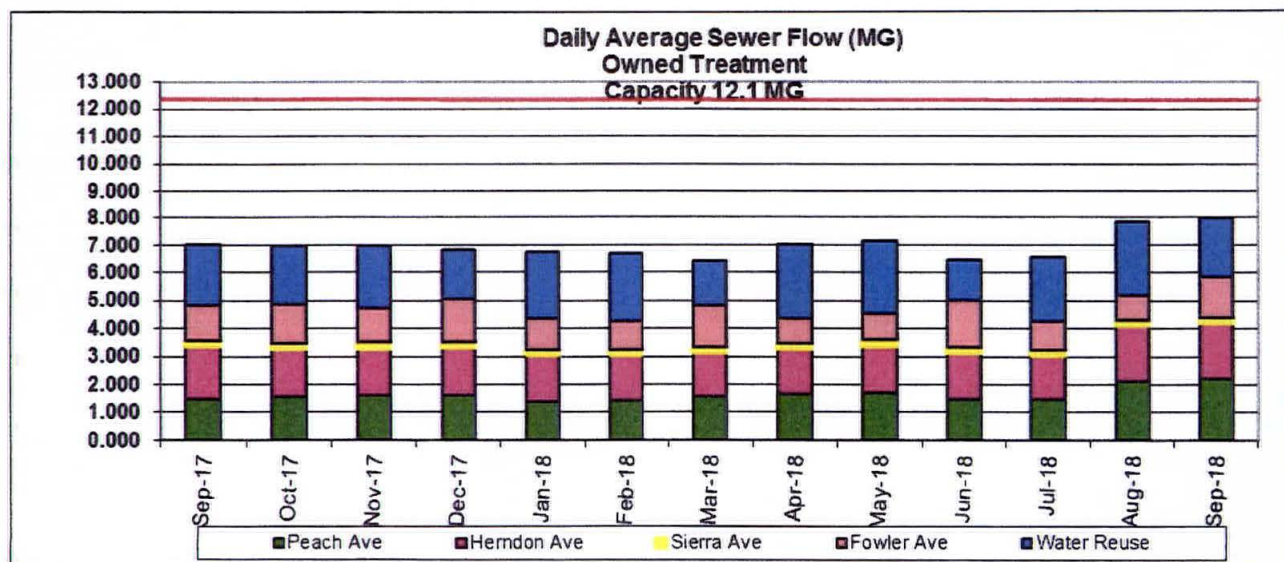
FROM: Public Utilities Department

DATE: January 14, 2019

SUBJECT: Receive and File - Public Utilities Monthly Report for September 2018

Sewer Flow

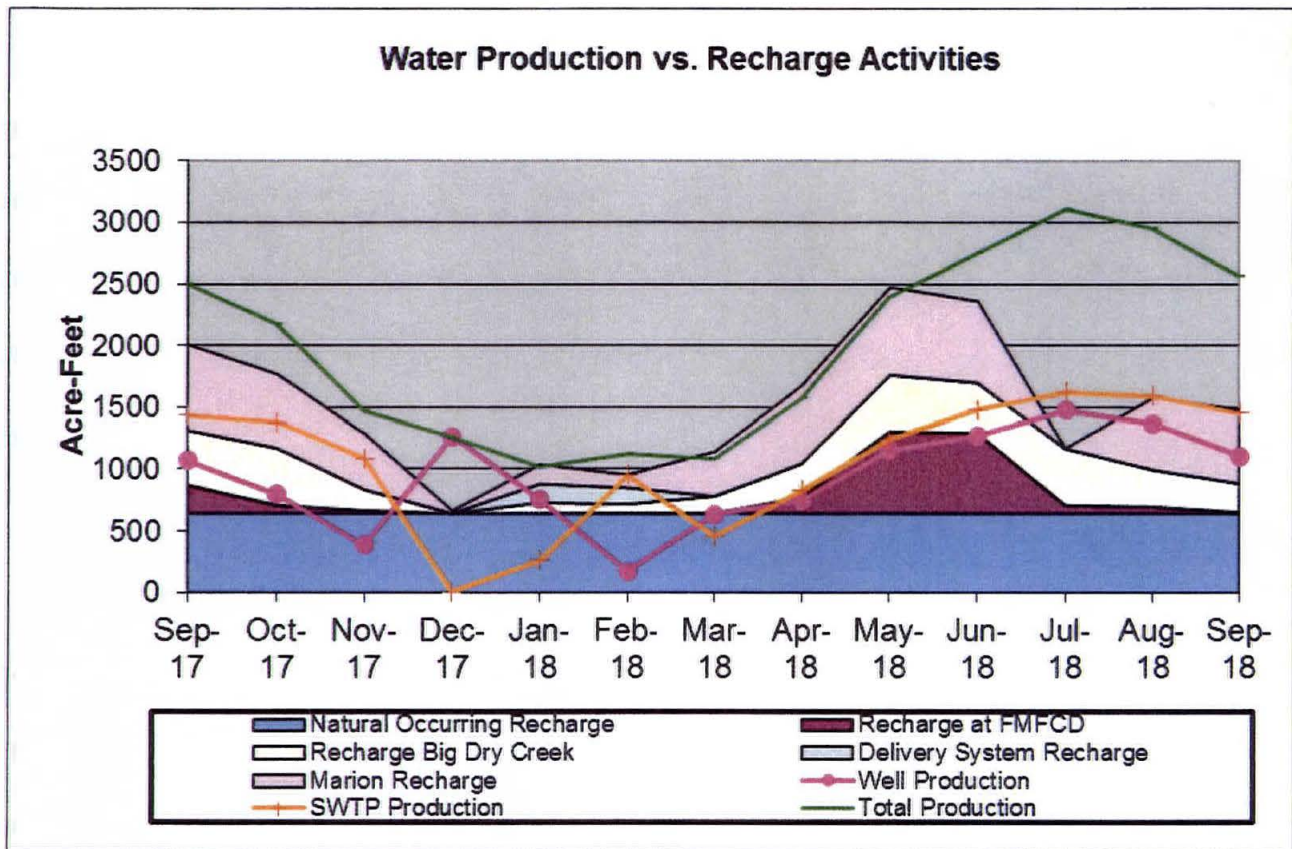
	Total Flow in Million Gallons In September		Average Daily Flow in Million Gallons		Owned Treatment Capacity in Million Gallons
	2018	2017	2018	2017	
Peach Avenue	66.930	44.590	2.231	1.486	3.0
Herndon Avenue	59.580	56.350	1.986	1.878	2.8
Sierra Avenue	5.589	6.258	0.186	0.209	0.5
Fowler Avenue	43.290	37.560	1.443	1.252	3.0
Water Reuse	64.422	66.086	<u>2.147</u>	<u>2.203</u>	<u>2.8</u>
TOTAL			7.993	7.028	12.1



Storm Drain Maintenance

Summary of Activities	September 2018	September 2017	September 2016
Number of storms this month	0	3	0
Total rainfall this month (inches)	0	0.16	0
Rainfall fiscal year to date (inches)	0	0.16	0

	This Month	Calendar Year to date
Recharge at FMFCD Basins (Acre Feet)	12	1,579
Recharge Upstream in Big Dry Creek (Acre Feet)	232	2,427
Marion Recharge per FID (Acre Feet)	592	3,794
Delivery System Recharge	0	284
Total Artificial Recharge (Acre Feet)	836	8,084
Natural Recharge	642	5,778
Total Well Production (Acre Feet)	1,104	8,659
Treatment Plant Production (Acre Feet)	1,453	9,871



Summary of Activities	2018	Year to Date	2017	Year to Date	2016	Year to Date
SWTP production (mg)	473.329	3216.319	467.149	2610.790	474.001	2550.072
Well production (mg)	359.809	2821.789	346.697	3119.490	341.783	2906.621
Total water production (mg)	833.138	6,038.108	813.846	5730.280	815.784	5456.693
Daily average	27.771	22.118	27.128	20.990	27.193	19.915
Days between readings	30	273	30	273	30	274



AGENDA ITEM NO: 12

City Manager: JS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: January 14, 2019

SUBJECT: Consider Actions related to Annexation of Territory (Annexation #56-T6181-North East Corner of Shaw and Leonard) to the City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services)

1. Consider Approval - Res. 19-____, A Resolution annexing territory (Annexation #56) (T6181- North East Corner of Shaw and Leonard) to the City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services) and calling a special landowner election to annex territory (Annexation #56) to City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services)
2. Consider Approval - Res. 19-____, A Resolution of the City of Clovis declaring the results of a special landowner election and directing recording of the Notice of Special Tax Lien for City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services).

ATTACHMENTS: (A) Resolution of Annexation
(B) Resolution Declaring Results
(C) Exhibit A – Canvass and Statement of Result Election
(D) Map

CONFLICT OF INTEREST

None

RECOMMENDATION

- That the Council hold a public hearing and approve actions related to the Annexation of Territory (Annexation #56) to Community Facilities District No. 2004-1.

- Consider Approval – Res. 19-____, A Resolution of annexation of territory (Annexation #56) to the Community Facilities District (City of Clovis Community Facilities District No. 2004-1) and to authorize the levy of Special Taxes therein and submitting Levy of Special Taxes to Qualified Electors.
- Call for Special Election and have Clerk announce the vote.
- Consider Approval – Res. 19-____, A Resolution of the City Council of the City of Clovis Declaring the Results of the Special Annexation Election; Determining Validity of Prior Proceedings and Directing Recording of the Notice of Special Tax Lien (City of Clovis Community Facilities District No. 2004-1) (Police and Fire Services).

EXECUTIVE SUMMARY

Since the condition to establish a CFD was imposed on the developments being processed by the City, developments proceeding after March 8, 2004, must petition to be annexed to the existing CFD. Several property owners have submitted petitions to annex territory to the Community Facilities District 2004-1 and to include their property within the District as provided by the conditions of approval of the development entitlements.

To initiate the process for annexation of territory to a CFD, the Council approved a Resolution of Intention-Annexation #56 (ROI) to annex territory to the CFD on December 10, 2018. The ROI set a public hearing for January 14, 2019. The action today finalizes the annexation to the CFD.

BACKGROUND

Since the condition to establish a CFD was imposed on the developments being processed by the City, developments proceeding after March 8, 2004 must petition to be annexed to the existing CFD. Several property owners have submitted petitions to annex territory to the Community Facilities District 2004-1 and to include their property within the District as provided by the conditions of approval of the development entitlements.

To initiate the process for annexation of territory to a CFD, the Council approved a Resolution of Intention-Annexation #56 (ROI) to annex territory to the CFD. The ROI set a public hearing for January 14, 2019. The Rate and Method of Apportionment (RMA) referred to in the ROI is the same as adopted by the Council with the Resolution of Formation adopted March 8, 2004. RMA provides, among other things, definitions, identifies what properties will be taxed, and the maximum special tax.

The conditions as provided in the Rate and Method of Apportionment will apply to territory annexed to the Community Facilities Districts to provide funding for public safety operations in new growth areas. The major conditions include:

1. The maximum annual tax will be \$248.52 for single family residential and \$214.58 for multi-family residential.
2. The maximum tax will be increased by the Escalator Factor, which is the greater of the change in CPI or percentage change in population.
3. There will be a review not later than five years of inception of the CFD.
4. The annual tax will not apply to commercially zoned property.
5. The tax will apply only to that property for which a building permit is issued after January 1, 2004.
6. The costs of salary and benefit increases funded by the CFD will be limited to the Escalator Factor.

The purpose of the hearing is to take public comment on the annexation of territory to the CFD and to accept protests from any interested person within the proposed boundaries. If no property owner protests are received, the Council may take the initial actions to annex the territory to the CFD by approving a resolution on the annexation to the CFD and calling a special property owner election. Once the election is called, the City Clerk tabulates the ballots. If the property owners of two-thirds (2/3) of the property within the proposed boundaries vote in favor of the CFD, then the Council can take action to direct the recording of Notice of Special Tax Lien. A unanimous vote is required to have the election the same night as approval of the resolution of annexation. The recording of the Tax Lien is contingent upon the property being annexed to the City. The property included within the CFD is being processed for annexation to the City and the Local Agency Formation Commission has approved the annexations.

After the annexation is complete and the Notice of Tax Lien has been recorded, any final maps within the CFD may be recorded and construction permits for homes can be issued. One of the conditions of the CFD is that the tax will only be collected on those properties where a building permit for a residence has been issued.

FISCAL IMPACT

If approved, residential units built within the boundaries of the CFD will be assessed annually according to the conditions of the CFD formation and those assessments will be utilized to fund police and fire services.

REASON FOR RECOMMENDATION

All requirements for the annexation of territory to the CFD have been completed and the Council may take action to annex territory to the CFD.

ACTIONS FOLLOWING APPROVAL

After approval of the resolution directing the recordation of the Notice of Tax Lien, the lien will be recorded.

Submitted by: Jay Schengel, Finance Director 

RESOLUTION NO. 19-___

**A RESOLUTION OF ANNEXATION OF TERRITORY TO COMMUNITY FACILITIES
DISTRICT AND TO AUTHORIZE THE LEVY OF SPECIAL TAXES THEREIN AND
SUBMITTING LEVY OF SPECIAL TAXES TO QUALIFIED ELECTORS**

**CITY OF CLOVIS
Community Services District No. 2004-1
(Police and Fire Services)
Annexation No. 56**

RESOLVED by the City Council (the "Council") of the City of Clovis (the "City"), County of Fresno, State of California, that:

WHEREAS, this Council, on December 10, 2018, adopted A Resolution of Intention to Annex Territory to the Community Services District and to Authorize the Levy of Special Taxes Therein (the "Resolution of Intention") stating its intention to annex the territory to the City's Community Services District 2004-1 (the "District"), pursuant to Mello Roos Community Facilities Act of 1982, Sections 53311 and following of the California Government Code (the "Act"); and

WHEREAS, a copy of the Resolution of Intention, incorporating a description and map of the proposed boundaries of the territory to be annexed to the District and stating the services to be provided and the rate and method of apportionment of the special tax to be levied within the District to pay for the services for the District, is on file with the Clerk of the Council and the provisions thereof are fully incorporated herein by this reference as if fully set forth herein; and

WHEREAS, on the date hereof, this Council held a noticed public hearing as required by the Act and the Resolution of Intention relative to the proposed annexation of territory to the District; and

WHEREAS, at such hearing all interested persons desiring to be heard on all matters pertaining to the annexation of territory to the District and the levy of said special taxes within the area proposed to be annexed were heard and a full and fair hearing was held; and

WHEREAS, prior to the time fixed for said hearing, written protests had not been filed against the proposed annexation of territory to the District by (i) 50% or more of the registered voters, or six registered voters, whichever is more, residing in the existing District, or (ii) 50% or more of the registered voters, or six registered voters, whichever is more, residing in the territory proposed to be annexed to the District, or (iii) owners of one-half or more of the area of land in the territory proposed to be annexed to the District; and

WHEREAS, Annexation Map No. 56 to the District, has been filed with the City Clerk, which map shows the territory to be annexed in these proceedings, and a copy thereof is on file with the City Clerk.

NOW, THEREFORE, IT IS HEREBY ORDERED,

1. All prior proceedings taken by this Council with respect to the District and the proposed annexation of territory thereto have been duly considered and are hereby determined to be valid and in conformity with the Act, and the District has been validly established pursuant to the Act.
2. The description and map of the boundaries of the territory to be annexed to District, as described in said Annexation Map No. 56 to the District on file with the Clerk are hereby finally approved, are incorporated herein by reference, and shall be included within the boundaries of the District, and said territory is hereby ordered annexed to the District, subject to voter approval of the levy of the special taxes therein as hereinafter provided.
3. The provisions of the Resolution of Intention and Resolution No. 19- adopted by this Council for the District on December 10, 2018, each as heretofore adopted by this Council are by this reference incorporated herein, as if fully set forth herein.
4. Pursuant to the provisions of the Act, the proposition of the levy of the special tax within the territory to be annexed to the District shall be submitted to the voters of the area to be annexed to the District at an election called therefore as hereinafter provided.
5. This Council hereby finds that fewer than 12 persons have been registered to vote within the territory proposed to be annexed to the District for each of the 90 days preceding the close of the hearing heretofore conducted and concluded by this Council for the purposes of these annexation proceedings. Accordingly, and pursuant to the Act, this Council finds that for purposes of these proceedings the qualified electors are the landowners within the territory proposed to be annexed to the District and that the vote shall be by said landowners, each having one vote for each acre or portion thereof such landowner owns in the territory proposed to be annexed to the District.
6. Pursuant the Act, the election shall be conducted by mail ballot under Section 4000 of the California Elections Code. This Council hereby determines that paragraphs (a), (b), (c)(1), and (c)(3) of said Section 4000 are applicable to this election.
7. The Council hereby calls a special election to consider the measure described in the ballot referred to below, which election shall be held on January 14, 2019, in the regular meeting place of this Council, City Council Chambers, City Hall, 1033 5th Street, Clovis, California. This Council hereby further finds that the provision of the Act requiring a minimum of 90 days to elapse before said election is for the protection of voters and that the voters have waived such requirement and the date for the election herein specified is established accordingly.
8. The City Clerk is hereby appointed as the election official to conduct the election and shall cause to be provided to each landowner in the territory to be annexed to the District. The City Clerk shall accept the ballots of the qualified electors received prior to 5:00 o'clock p.m. on January 14, 2019, whether received by mail or by personal delivery.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on January 14, 2019 by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED:

Mayor

City Clerk

RESOLUTION NO. 19-__

**A RESOLUTION DECLARING RESULTS OF SPECIAL ANNEXATION ELECTION,
DETERMINING VALIDITY OF PRIOR PROCEEDINGS, AND DIRECTING RECORDING OF
AMENDED NOTICE OF SPECIAL TAX LIEN**

**CITY OF CLOVIS
Community Facilities District No. 2004-1
(Police and Fire Services)
Annexation No. 56**

RESOLVED by the City Council (the "Council") of the City of Clovis (the "City"), County of Fresno, State of California, that:

WHEREAS, in proceedings heretofore conducted by the Council pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), this Council has heretofore adopted a resolution calling a special election of the qualified landowner electors in the territory of land proposed to be annexed to Community Facilities District No. 2004-1 (Police and Fire Services) (the "CFD"); and

WHEREAS, pursuant to the terms of the resolution which is hereby incorporated herein by this reference, the special election has been held and the City Clerk has filed a Canvass of Votes Cast in Special Election, a copy of which is attached hereto as Exhibit A; and

WHEREAS, this Council has reviewed the Canvass and hereby approves it.

NOW, THEREFORE, IT IS HEREBY ORDERED as follows:

1. The issue presented at the special election was the levy of a special tax within the territory annexed to the CFD, to be levied in accordance with the formula heretofore approved by this Council as described in Resolution No. 19-, a Resolution of Annexation of Territory to Community Facilities District, authorizing the Levy of a Special Tax and Submitting Levy of Tax to Qualified Electors, adopted January 14, 2019.
2. Pursuant to the Canvass on file with the City Clerk, the issue presented at the special election was approved by the landowners of the territory annexed to the CFD by more than two-thirds (2/3) of the landowners voting at the special election.
3. Pursuant to the voter approval, said annexed territory to the CFD is hereby declared to be fully annexed to and part of the CFD and this Council may levy special taxes therein as heretofore provided in these proceedings.
4. It is hereby found that all prior proceedings and actions taken by this Council pursuant to the CFD and the territory annexed thereto were valid and in conformity with the Act.

Within 15 days of the date hereof, the City Clerk shall execute and cause to be recorded in the office of the County Recorder of the County of Fresno, an amendment to the Notice of Special Tax Lien as required by Section 3117.5 of the California Streets and Highways Code.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on January 14, 2019 by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED:

Mayor

City Clerk

EXHIBIT A

**CITY OF CLOVIS
Community Facilities District No. 2004-1
(Police and Fire Services)
Annexation No. 56**

CANVASS AND STATEMENT OF RESULT OF ELECTION

I hereby certify that on this date, I canvassed the returns of the election held on this date, in the territory annexed to Community Facilities District No. 2004-1 (Police and Fire Services) of the City of Clovis which election is designated as the Special Tax Annexation Election, and the total number of ballots cast in the territory to be annexed and the total number of votes cast for and against the measure are as follows and the totals as shown for and against the measure are full, true and correct:

Qualified Landowner Votes	Votes Cast	YES	NO
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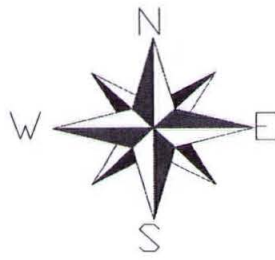
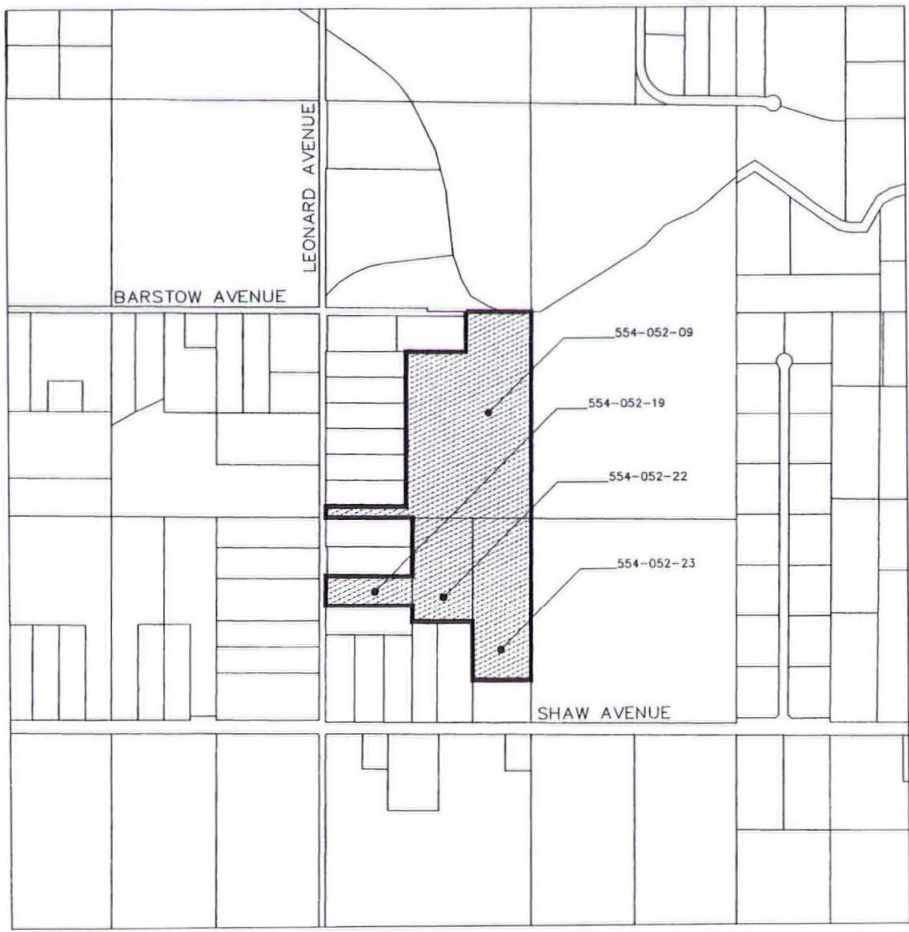
**City of Clovis
Community Facilities District No. 2004-1
(Police and Fire Services), Annexation No. 56
Special Tax Annexation Election,
January 14, 2019.**

BALLOT MEASURE: Shall the City of Clovis, by and for its Community Facilities District No. 2004-1 (Police and Fire Services) (the "CFD"), be authorized to levy special taxes within the territory annexed to the CFD pursuant to and as described in Resolution No. 19-___ of the City of Clovis, adopted by its Council on January 14, 2019?

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND this ____ day of _____ 2019.

CITY OF CLOVIS

By: _____
City Clerk



LEGEND

— PARCEL

— ANNEXATION BOUNDARY

APN 554-052-09
APN 554-052-19
APN 554-052-22
APN 554-052-23

FILED IN THE OFFICE OF THE CITY CLERK THIS _____ DAY OF _____ JANUARY _____, 2019. I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF ANNEXATION NO. 56 TO COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES), CITY OF CLOVIS, COUNTY OF FRESNO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF CLOVIS AT A REGULAR MEETING THEREOF, HELD ON THE 14TH DAY OF _____ JANUARY _____, 2019, BY ITS RESOLUTION NO. 19-_____.

JOHN HOLT
CITY CLERK
CITY OF CLOVIS

FILED THIS _____ DAY OF _____, 2019, AT THE HOUR OF _____ O'CLOCK _____ M. IN THE BOOK _____ PAGE _____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AND AS INSTRUMENT NO. _____ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA.

PAUL A. DICTOS, C.P.A. BY: DEPUTY COUNTY RECORDER
COUNTY ASSESSOR-RECORDER
COUNTY OF FRESNO
STATE OF CALIFORNIA

REFERENCE IS MADE TO THAT BOUNDARY MAP OF COMMUNITY FACILITIES DISTRICT NO 2004-1 (POLICE AND FIRE SERVICES) OF THE CITY OF CLOVIS RECORDED WITH THE FRESNO COUNTY RECORDER'S OFFICE ON FEBRUARY 19, 2004, IN BOOK 40 OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS, PAGE 57.

THE LINES AND DIMENSIONS OF EACH LOT OR PARCEL SHOWN ON THIS DIAGRAM SHALL BE THOSE LINES AND DIMENSIONS AS SHOWN ON THE FRESNO COUNTY ASSESSORS MAPS FOR THOSE PARCELS LISTED.

THE FRESNO COUNTY ASSESSORS MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH LOTS OF PARCELS.

ANNEXATION MAP NO. 56

COMMUNITY FACILITIES DISTRICT NO. 2004-1
(POLICE AND FIRE SERVICES)

0 250' 500'
SCALE : 1" = 500'

CITY OF CLOVIS
COUNTY OF FRESNO
STATE OF CALIFORNIA



AGENDA ITEM NO: 14
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: January 14, 2019

SUBJECT: Consider Approval – Res. 19-____, Approving the Exception to the 180-Day Wait Period (Government Code Sections 7522.56 & 21224) Pertaining to the Hiring of Larry Louie as Extra Help for Critical Public Facility Projects

ATTACHMENTS: Res. 19-____
(A) Agreement

CONFLICT OF INTEREST

None.

RECOMMENDATION

Consider Approval – Res. 19-____, approving the Exception to the 180-Day Wait Period (Government Code Sections 7522.56 & 21224) pertaining to the hiring of Larry Louie as extra help for critical public facility projects.

EXECUTIVE SUMMARY

The General Services Department requests authority to utilize the exception provided in Government Code section 21224 to hire a retired CalPERS employee for the limited duration, not to exceed one year, to complete and/or train a new employee related to several critical ongoing infrastructure projects that are highly technical and specialized in nature and can have a detrimental effect on City facilities as well as the staff and people of Clovis if delayed or completed improperly.

BACKGROUND

The General Services Department currently has a number of important technical projects that have impacts to City of Clovis operations. These projects include, but are not necessarily limited to, a project to replace two aging boilers at the City Corporation yard which is already in progress and requires technical and specialized knowledge to complete; other projects already started and which require specialized and technical knowledge are upgrades to the City-wide Energy Management System, and design and drawings for a replacement portable building for animal services. Due to recent retirements and the

inability to find a qualified employee for the position, these projects are in jeopardy of not being completed in an acceptable and expedient manner to allow for continued department operations.

The Facilities Maintenance and Purchasing Manager position requires an employee with specific and detailed knowledge related to facilities maintenance, purchasing rules and regulations, construction projects, and drafting. Due to the varied experience and skills required, in the City's recent recruitment, only two candidates met the minimum position qualifications during an October 2018 recruitment process. The selected candidate for the position completed the hiring process but then failed to respond to emails and voicemails regarding his potential hiring. The result of his lack of communication resulted in the City being forced to withdraw its employment offer. The second candidate was not a viable option. A second recruitment will begin in January 2019 with hopes of filling the position by April 2019.

Some of the current and pending complex, as well as ongoing emergency facility repairs, have safety and security impacts to all facets of City operations and ultimately the citizens of Clovis. Therefore, the General Services Department is requesting Council approval for an exemption to the 180-day waiting period for retired annuitants. Retired annuitant Larry Louie has the extensive skills, background, and expertise to temporarily fill this highly technical position until a new Facilities Maintenance and Purchasing Manager is hired and trained. Larry is a Certified Purchasing Professional, holds a Master's Degree in Public Administration and has many years of experience in the building trades. Mr. Louie will not exceed the PERS retired annuitant maximum of 960 work hours per fiscal year.

Government Code Section 7522.56 requires retirees wait 180 days from the retirement date to begin employment with the same, or another, CalPERS agency. Government Code Section 7522.56(f)(1) allows for an exception to the 180 day waiting period when the appointment is necessary to fill a "critically needed" position before 180 days. This exception can be either to a vacant position or as extra help where the work performed is of limited duration and the retiree is to perform tasks such as the elimination of backlogs, limited term special project work, or to do work in excess of what regular permanent staff can do. In the instant case, the proposed hiring of retired employee Larry Louie is to perform extra help for the limited duration for not more than one year to fill a vacant position until a new employee with the proper qualifications can be hired and the recruitment process is completed in order to complete several critical ongoing infrastructure projects that are highly technical and specialized in nature, and can have a detrimental effect on City services as well as the people of Clovis if delayed or completed improperly and which cannot be performed by the existing staff for the City.

FISCAL IMPACT

Due to the vacancy of the Building Maintenance Leadworker, there is sufficient funding in the FY 2018-19 Department Support section budget. Any expected impacts to the FY 2019-20 budget will be addressed during the budgeting process in the spring of 2019.

REASON FOR RECOMMENDATION

In adopting this resolution, the City Council will provide for the immediate preservation of essential public facilities and operations, based upon several critical ongoing infrastructure projects that are highly technical and specialized in nature and can have a detrimental effect on operations of City services to the people of Clovis if delayed or completed improperly, and which cannot be performed by existing staff for the City.

ACTIONS FOLLOWING APPROVAL

Execution of an employment contract with retired annuitant, Larry Louie.

Prepared by: Shonna Halterman, General Services Director

Submitted by: Shonna Halterman, General Services Director



RESOLUTION 19-__

**RESOLUTION OF THE CITY OF CLOVIS APPROVING
THE EXCEPTION TO THE 180-DAY WAIT PERIOD
Government Code Sections 7522.56 & 21224**

WHEREAS, in compliance with Government Code section 7522.56, the City Council for the City of Clovis must provide CalPERS this certification resolution when hiring a retiree before 180 days have passed since his or her retirement date; and

WHEREAS, Larry Louie, CalPERS ID 3432729715, retired from the City of Clovis in the position of Department Support Manager, effective December 31, 2018; and

WHEREAS, section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is June 29, 2019 without this certification resolution; and

WHEREAS, section 7522.56 provides that this exception to the 180-day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the City Council for the City of Clovis, the City of Clovis and Larry Louie certify that Larry Louie has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, Government Code section 7522.56(f)(1) allows for an exception to the 180-day waiting period when the appointment is necessary to fill a "critically needed" position before 180 days either to a vacant position or as extra help where the work performed is of limited duration and the retiree is to perform tasks such as the elimination of backlogs, limited term special project work, or to do work in excess of what regular permanent staff can do; and

WHEREAS, the City's Facilities Maintenance section maintains approximately 385,000 square feet of facilities within over 30 buildings. The City is currently in the process of several large projects that require the skills and expertise of a manager with building, engineering, electrical, heating, and ventilation experience in order to properly complete these projects. Improper or delayed completion could have detrimental impacts of overall City operations and ultimately the citizens of Clovis. In addition, the only viable candidate from an October 2018 recruitment became non-responsive late in the hiring process. Another recruitment will be conducted in January 2019. Once the position is filled, Larry Louie will need to provide training on City operations and provide transitional support to the new manager; and

WHEREAS, the City Council for the City of Clovis hereby appoints Larry Louie as an extra help retired annuitant to perform the duties related to facilities maintenance

management and operations, and as purchasing manager, for the City of Clovis under Government Code section 21224 and 7522.56, effective January 16, 2019; and

WHEREAS, the entire employment agreement between Larry Louie and the City of Clovis has been reviewed by this body and is attached herein as Exhibit A; and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on the consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year and limited to one year in duration; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the City currently has a vacancy in a position of the nature as the work being performed by Larry Louie. A recruitment was conducted in October 2018; however, the only viable candidate became non-responsive near the end of the hiring process. Another recruitment will be conducted starting in January 2019 with a new title for the position of Facilities Maintenance and Purchasing Manager in hopes to improve the candidate pool. The extra help work proposed to be performed by Larry Louie could be described as work performed as Facilities Maintenance and Purchasing Manager. The maximum base salary for a Facilities Maintenance and Purchasing Manager is \$10,395.00 per month and the hourly equivalent is \$59.97. The minimum base salary for a Facilities Maintenance and Purchasing Manager is \$8,552.00 per month and the hourly equivalent is \$49.34; and

WHEREAS, the hourly rate paid to Larry Louie will be \$55.00 per hour; and

WHEREAS, Larry Louie has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate.

THEREFORE, BE IT RESOLVED that the City Council for the City of Clovis hereby certifies the nature of the appointment of Larry Louie as described herein and detailed in the attached employment agreement document and that this appointment is necessary to complete current projects, ensure the safe and efficient operation of City of Clovis facilities and operations, and assist with the transition to a new manager, when hired. There are no other current City staff with the highly technical skills needed for the position.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on January 14, 2019, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: January 14, 2019

Mayor

City Clerk

Attachment A

**AT WILL EMPLOYMENT AGREEMENT
Between the City of Clovis and Larry Louie
January 16, 2019**

The City of Clovis hereinafter referred to as CITY, and **Larry Louie**, hereinafter referred to as EMPLOYEE, in consideration of the promises made herein, agree as follows:

TERM

The CITY shall employ EMPLOYEE to work in the position of Facilities Maintenance and Purchasing Manager with the City of Clovis on an at-will contract basis from January 16, 2019 through January 1, 2020. Except for termination for malfeasance, either the CITY or the EMPLOYEE upon thirty (30) days advance written notice may terminate this agreement.

EMPLOYMENT STATUS AND REPORTING RELATIONSHIP

During the term of the agreement, the EMPLOYEE is Classified as an at-will employee who may be terminated or resign for any reason. During the term of this agreement, EMPLOYEE will work with the General Services Department and report to the General Services Director. The EMPLOYEE is not represented by a bargaining unit and this contract does not provide any rights other than those specifically provided in this agreement.

DUTIES

Duties may include but are not limited to the following: plan, organize, coordinate, control and manage the activities of the Department Support Division including the daily operations of the Facilities Maintenance Section and Department Support Section; develop, review, recommend, and administer service contracts; prepare and review bid specifications for the purchase of City services, equipment and supplies; analyze facility and equipment maintenance systems and devise solutions to problems; establish performance standards and analyze output to predict future needs for personnel, supplies, services and equipment; perform analyses related to City purchasing procedures, property/facility maintenance and acquisition; make periodic field inspections of work in progress; operate computers and computer-based programs to develop, monitor and extract complex information related to facility operating systems and purchasing systems; conduct performance evaluations, recommend and participate in hiring and disciplinary actions as appropriate; process and address employee grievances; explain policies, procedures and objectives to

staff through written and oral communication; conduct staff meetings and employee training programs; enforce rules; provide leadership and work with assigned staff to ensure that work is performed in a proper, safe and efficient manner; instruct staff in new operating procedures and methods; assist in creating training instruction manuals in assigned areas of responsibilities; respond to emergency situations as required, including those occurring after normal working hours; support the City's safety program; maintain records and files, and assist in preparation of a variety of technical research analysis and reports; assist with the development of the Division budget, train position replacement, and perform related work as required.

COMPENSATION AND BENEFITS

In exchange for the performance of the above services, CITY agrees to compensate EMPLOYEE during the period of the contract as follows:

Salary: The EMPLOYEE will earn an hourly salary of \$55.00. It is anticipated that EMPLOYEE will work up to 35 hours per week. In the capacity of Facilities Maintenance and Purchasing Manager, the EMPLOYEE is classified as exempt for F.L.S.A. purposes and is therefore ineligible for over time compensation.

Retirement: CITY and EMPLOYEE will not pay into the CalPERS program. As a CalPERS retired annuitant, EMPLOYEE will not work more than 960 hours in the fiscal year.

Workers Compensation and other Benefits: The CITY provides workers' compensation benefits as required by law. The CITY and the EMPLOYEE contribute the required percentage for Medicare. The EMPLOYEE pays into State Disability Insurance.

HOLIDAYS

The EMPLOYEE will not be compensated for any holidays observed by the CITY.

VACATION/SICK LEAVE

The EMPLOYEE will not be provided with any paid vacation or sick leave.

GENERAL PROVISIONS

This agreement shall become effective upon execution by all parties and supersedes any and all previous employment agreements between the EMPLOYEE and the CITY. The text herein shall constitute the entire agreement between the parties. It shall be binding upon and inure to the benefit of the heirs at law and executors of the EMPLOYEE.

Venue for any litigation resulting from litigation to enforce any provision of or resulting from this agreement or the at will employment relationship herein established, is specifically agreed and declared by both parties to be in the Superior Court of Fresno County, California, or the United States District Court, Eastern District located in Fresno, California.

This Agreement represents the total and complete understanding of the parties regarding the subjects set forth herein. Any other oral understandings or other prior understandings shall have no force or effect. This Agreement shall supersede any and all prior agreements between the parties regarding the subject of this Agreement.

This Agreement cannot be changed or supplemented orally and may be modified or superseded only by a written instrument executed by both parties.

In the event any term or provision of this Agreement is declared to be invalid or illegal for any reason, this Agreement will remain in full force and effect and will be interpreted as though such invalid or illegal provision was not a part of this Agreement. The remaining provisions will be construed to preserve the intent and purpose of this Agreement and the parties agree to negotiate in good faith to modify any invalidated provisions to preserve each party's anticipated benefits.

CITY

EMPLOYEE

Luke Serpa, City Manager

Larry Louie, Contract Facilities Maintenance
and Purchasing Manager

Date

Date



AGENDA ITEM NO: 15
City Manager: *[Signature]*

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: January 14, 2019

SUBJECT: Consider Approval–First Amendment to City Manager Employment Agreement

ATTACHMENTS: (A) First Amendment to City Manager Employment Agreement
(B) City Manager Employment Agreement dated June 19, 2017

CONFLICT OF INTEREST

None

RECOMMENDATION

Approve the First Amendment to City Manager Employment Agreement (Attachment A), which sets forth the terms and conditions of the appointment of Luke Serpa as City Manager through June 30, 2020.

EXECUTIVE SUMMARY

The City Council appointed Luke Serpa as the City Manager effective July 1, 2017, and approved an employment agreement which sets forth the terms and conditions of that appointment along with a three year contract (Attachment B). The Council originally set the City Manager's annual salary at Step 1 of the City Manager's salary schedule that was in effect on July 1, 2017. The Council desires to place the City Manager on Step 2 of the salary schedule effective as of January 1, 2019.

BACKGROUND

The City Council appointed Luke Serpa as the City Manager effective July 1, 2017, and approved an employment agreement which sets forth the terms and conditions of that appointment along with a three year contract.

City salary schedules provide for 5 step increases, each one at 5%. New City Employees who perform according to City standards would normally receive annual step increases until they have reached the highest step. After evaluating the City Manager's performance, the Council desires to provide Serpa with the equivalent of a first employee step increase, which amounts to a 5% adjustment in salary. Serpa's annual salary shall be \$216,636

effective as of January 1, 2019. Serpa shall also be entitled to receive cost of living adjustments made applicable to all executive management employees, including those that become effective fiscal years 2019/2020. The current salary range for City Manager is \$206,316 to \$250,788.

FISCAL IMPACT

There are sufficient funds available in the Administration budget to accommodate the step increase. The overall increase from Step 1 to Step 2 for the City Manager position is \$10,320 per year.

REASON FOR RECOMMENDATION

City Manager employment agreements require approval by the City Council.

ACTIONS FOLLOWING APPROVAL

The First Amendment will be executed by all parties and a personnel action form will be prepared consistent with the terms of the Employment Agreement as amended.

Prepared by: Lori Shively, Personnel/Risk Manager

Submitted by: Shonna Halterman, General Services Director



**FIRST AMENDMENT TO EMPLOYMENT AGREEMENT
CITY MANAGER, CITY OF CLOVIS**

This First Amendment to the City Manager Employment Agreement ("First Amendment") is entered into effective January 1, 2019, between the City of Clovis ("City") and Luke Serpa ("Serpa"), with respect to the following Recitals, which are a substantive part of this Agreement:

RECITALS

A. City and Serpa entered into a City Manager Employment Agreement on June 19, 2017 ("Agreement"), under which City placed Serpa at Step 1 of the City Manager's salary schedule.

B. City desires to place Serpa on Step 2 of the City Manager's salary schedule

NOW, THEREFORE, City and Serpa agree as follows:

AGREEMENT

1. Section 3 of the Agreement is amended to read as follows:

3. Salary. Serpa shall be placed on Step 2 of the City Manager's salary schedule, effective as of January 1, 2019. Serpa shall not be entitled to receive any step increases but will be entitled to cost of living adjustments made applicable to all executive management employees. Following Serpa's December performance evaluation, City and Serpa may agree to a contract amendment implementing a salary step increase.

2. Except as set forth in this First Amendment, all other provisions of the Agreement, shall continue in full force and effect.

CITY

CITY MANAGER

By: _____
Bob Whalen, Mayor

By: _____
Luke Serpa

**EMPLOYMENT AGREEMENT
CITY MANAGER, CITY OF CLOVIS**

This Agreement is entered into on June 19, 2017, between the City of Clovis ("City") and Luke Serpa ("Serpa"), with respect to the following Recitals, which are a substantive part of this Agreement:

RECITALS

- A. City's former City Manager retired effective December 30, 2016.
- B. Serpa has served as Interim City Manager since January 1, 2017.
- C. Serpa desires to become the permanent City Manager and City desires to appoint Serpa as the City Manager, subject to the terms of this Agreement.

NOW, THEREFORE, City and Serpa agree as follows:

1. Employment. City employs Serpa as the City Manager, effective July 1, 2017. Serpa will be an at-will employee serving at the pleasure of the City Council subject to the terms and conditions set forth below. Serpa's employment with the City as City Manager is at the mutual consent of both Serpa and the City. There are no express or implied agreements contrary to the foregoing.
2. Term. This Agreement shall be in effect for a period of three (3) years, unless terminated in accordance with Section 6 below. In the event of termination pursuant to Section 6, Serpa shall not be entitled to any additional compensation except as provided in Section 6.
3. Salary. Serpa shall be placed on Step 1 of the City Manager's salary schedule that becomes effective July 1, 2017. Serpa shall not be entitled to receive any step increases but will be entitled to cost of living adjustments made applicable to all executive management employees. Following Serpa's December performance evaluation, City and Serpa may agree to a contract amendment implementing a salary step increase.
4. Duties and Professional Conduct. Serpa shall have the powers and shall perform the duties prescribed in the Clovis Municipal Code for the City Manager. Serpa shall also perform such additional responsibilities as may be assigned by the City Council. Serpa shall adhere to the professional standards of conduct as prescribed by the International City/County Management Association.
5. Evaluation. Serpa shall receive a performance evaluation in December and June of each year, or more often as may be requested by the City Council. It shall be the responsibility of Serpa to schedule those evaluations. Failure to evaluate shall have no effect on the rights, duties, and obligations of the parties herein.

6. Termination and Severance.

a. Termination Without Cause. The majority of the entire City Council may terminate this Agreement at any time without cause by providing at least thirty (30) days written notice to Serpa. The provisions of the Clovis Municipal Code, § 2.2.109, pertaining to a 90-day waiting period after a Council election, shall not apply.

In the event of termination without cause, Serpa shall be entitled to severance compensation equal to Serpa's salary for the balance of the term of this Agreement, or three (3) months, whichever is less. Severance shall be paid in one lump sum and in the same manner as the customary payout of earned benefits.

b. Termination for Cause. The City may terminate this Agreement immediately for cause. If Serpa is terminated for cause, Serpa shall not be entitled to the severance benefits under this Section.

c. For Cause Defined. Cause shall be defined to include, but shall not be limited to, any of the following: (a) the refusal to follow the lawful directions of the Council; (b) failure to substantially perform any of the required duties of the City Manager; (c) repeated unexcused absences from the City Manager's office and duties; (d) violation of City policies; (e) conviction of a felony or a misdemeanor crime involving acts of moral turpitude under California law; (f) use or possession of illegal drugs; or (g) breach of this Agreement.

d. Termination Defined. Termination shall mean removal from office or a request that the City Manager resign. Termination shall not mean a reduction of benefits generally applicable to all management employees.

7. Notice of Resigning. Serpa shall provide to City at least sixty (60) days written notice of his intent to voluntarily resign as the City Manager.

8. Conviction of Crime Involving Abuse of Office. Regardless of the term of this Agreement, if this Agreement is terminated, any cash settlement related to the termination shall be fully reimbursable to Clovis if Serpa is convicted of a crime involving an abuse of his office.

9. Benefits and Allowances. During this Agreement, Serpa shall continue to receive all of City's best miscellaneous executive management benefits for PERS retirement, annuities, deferred compensation, life and other insurance, expense and reimbursement allowances, medical, dental and vision plans, automobile allowances, sick leave, vacation, compensatory time off, credit union, worker's compensation and similar subsequent or replacement benefits, all in accordance with the terms and conditions thereof as adopted or approved by the City Council.

c. No Assignment. Serpa may not assign or transfer any rights granted or obligations assumed under this Agreement.


d. Modification. This Agreement cannot be changed or supplemented orally. It may be modified or superseded only by a written instrument executed by both of the parties.

e. Severability. If any provision of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provision of the Agreement shall continue in full force and effect.

CITY

CITY MANAGER

By:



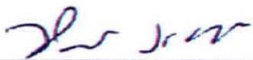
Bob Whalen, Mayor

By:



Luke Serpa

APPROVED AS TO FORM



David J. Wolfe, City Attorney



AGENDA ITEM NO: 16 a-d
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
FROM: Fire Department
DATE: January 14, 2019
SUBJECT: Consider various actions associated with the acquisition of Fire Apparatus.

- a. Consider Approval – Waive the City's Formal Bidding Requirements and Authorize the Sole Source Purchase of a Pierce Velocity 110' Platform All-Wheel-Steer Quint Fire Truck from Golden State Fire Apparatus in Sacramento; and
- b. Consider Approval – Res. 19-____, Amending the Public Utilities Department Budget to provide funding for the purchase of the Fire Truck and Firefighting Equipment; and
- c. Consider Approval – Res. 19-____, Declaring the City's intent to reimburse expenditures related to the purchase of a Fire Truck from tax-exempt lease purchase financing; and
- d. Consider Approval – Authorize the City Manager to sign the purchase agreement and lease purchasing financing documents.

ATTACHMENTS: Resolution No. 19-____
Resolution No. 19-____
Exhibit A - Summary of Expenditures
Exhibit B - Price Comparison
Exhibit C - Price Quote

CONFLICT OF INTEREST

None

RECOMMENDATION

- (A) Approval to waive the City's formal bidding requirements and authorize the sole source purchase of a Pierce Velocity 110' Platform All-Wheel-Steer Quint Fire Truck from Golden State Fire Apparatus in Sacramento, California.

- (B) Authorize Resolution No. 19-____, amending the Public Utilities Department budget to provide funding for the purchase of the Pierce Velocity 110' Platform All-Wheel-Steer Quint Fire Apparatus and Firefighting Equipment and authorize the City Manager to sign the Lease Purchase agreement, and the related financing documents.
- (C) Authorize Resolution No. 19-____, declaring the City's intent to reimburse expenditures related to the purchase of the Fire Apparatus with proceeds from the lease purchase financing.

EXECUTIVE SUMMARY

Staff requests City Council approve the sole source purchase of a 2019 Pierce Velocity 110' Platform All-Wheel-Steer Quint Fire Truck as per the Clovis Fire Department's apparatus specifications. This purchase would replace the Quint ladder truck purchased in 1998 by the Clovis Fire Department's fire apparatus fleet, placing the existing Quint ladder truck in "reserve" status for a minimum of 10 years, and eliminating the oldest quint ladder truck in the fleet. In order to allocate the cost of this Quint ladder truck over its useful life, lease purchase financing is recommended. The lease purchase structure is also appropriate for this purchase due to the attractive interest rates available for tax-exempt financings. To attain the pre-payment discount pricing for the truck, the City will purchase the fire truck and related equipment. Lease financing will then be obtained. Per IRS regulations, in order to pay the invoices prior to lease funding availability, the Council will need to approve an "Intent to Reimburse Resolution" to keep the exempt status of the financing.

BACKGROUND

Clovis Fire Department staffs a fleet of fire engines and fire trucks. We have four front-line engines and one-front line truck. Each apparatus has a reserve apparatus to serve when the primary apparatus is out-of-service for maintenance or repair. This is in compliance with national standards for fire service fleets.

Our standard for fleet replacement, which was adopted by the City of Clovis in the mid-1990's and has been incorporated into the fire department's accreditation plan that was approved by the Center for Public Safety Excellence, has been to use ladder trucks for ten years as front line service and then place them in reserve for ten years for a twenty-year service life. The City authorized purchasing a ladder truck in 1997 (delivered in 1998) and is now the oldest ladder truck we have in service and it is due for replacement in 2017.

The chassis model of this apparatus (Pierce Velocity) is updating the standard the Department established in 1996. Since that time we have continued our efforts to standardize all of the new fire apparatus chassis, engines, transmissions, and main

fire pumps. This effort and approach has served to increase firefighter safety, reduce training time, and reduce fleet maintenance costs and parts inventory. The cost difference between a Velocity chassis and the next lower model is one-tenth of one percent of the purchase price. The cost is worth the standardization alone, not to mention the better ergonomics of the design.

The City will make payment to the vendors from the Public Utilities Department Budget and will then reimburse those funds when financing proceeds are obtained. In order to ensure the financing transaction is tax-exempt, IRS regulations requires an "Intent to Reimburse Resolution" be approved prior to the expenditure of any funds.

To secure the lease, the City proposes to use the truck and related equipment as collateral. The lease purchase proceeds will be used to reimburse the cost for those purchases upon successful funding of the lease.

Upon approval by the City Council, quotes will be requested from several qualified financial institutions. The lowest cost-qualifying proposal will be accepted by the City Manager and all related lease documents will be signed by the City Manager.

FISCAL IMPACT

Purchase via sole source is based on the characteristics of the apparatus. This purchase will provide standardization of chassis, which allows for more efficient training and reduces fleet maintenance and inventory costs. This sole source purchase provides for single source of warranty work and parts ordering.

Base Price Cost Comparison: The Revised Base Price below does include applicable pre-payment discounts and sales tax as shown on price quote – "Option - 4" (EXHIBIT C). The total purchase price is \$1,244,077, saving the City \$49,868 on the vehicle purchase price.

The "Revised Base Price" is for use in the attached comparison table summarized below. EXHIBIT B - Price Comparison is the itemized cost detail used to develop the following summary table:

Percentage off list price - Custom Apparatus Comparison	<i>Clovis, CA</i>	<i>Fortuna, CA</i>
Project Description Comparison Reference (Pierce Job Number)	Proposed	32437
List Price for the Vehicle Only (before sales tax)	\$1,368,114	\$1,271,937
Actual Sales Price with Delivery & Loose Equipment (before sales tax)	\$1,198,950	\$1,146,141
Differential savings between "List" and "Sales Price" of the vehicle	12.36%	-9.9%

Established Government Contact Pricing Group Comparison – Exact apparatus to be built	<i>Clovis, CA</i>	<i>HGAC Quote</i>	<i>GSA Quote</i>
Project Description Comparison Reference (Pierce Job Number)	Proposed	Proposed	Proposed
List Price for the Vehicle Only	\$1,368,114	\$1,201,480	\$1,191,108
Actual Sales Price with Delivery & Loose Equipment	<u>\$1,198,950</u>	\$1,201,480	\$1,205,191

*HGAC does not separate vehicle price from equipment in price quote like GSA

Analysis of the cost comparison data validates the Clovis price quote as fair and reasonable (EXHIBIT C – Price Quote). The requested budget amendment to the Public Utilities budget will provide \$1,244,077 for the purchase of the Pierce Velocity 110' Platform All-Wheel-Steer Quint Fire Truck and \$54,923 for the necessary tools and equipment. The Fire Department will be recycling various hand tools and equipment from the 1998 Pierce Quantum which will be going out-of-service to help offset the cost of outfitting the new truck. Certain items, like twenty year-old fire hose and outdated tools, need to be replaced to ensure this truck meets the Clovis Fire Department's standardized equipment inventory, CPSE Accreditation requirements, and current NFPA safety standards. Delivery of the truck is typically within 270 to 300 calendar days after execution and acceptance of a contract or purchase order.

Approval of the "Intent to Reimburse Resolution" will keep the tax-exempt status of the financing and approval of the Budget Amendment will ensure discount pricing is received on the purchase and allow for timely payments to vendors.

REASON FOR RECOMMENDATION


The Quint ladder truck being replaced will be ten years old and will move to reserve status for the ensuing ten years. This purchase completes the purchasing plan proposed two years ago and places our front-line ladder truck apparatus replacement plan on a ten-year cycle to allow for consistent budget planning for known apparatus purchases in the future.

ACTIONS FOLLOWING APPROVAL

1. Finalize purchase contract with Pierce and order apparatus.
2. Upon delivery, conduct an extensive truck acceptance test.
3. Order, receive, and mount all equipment on truck as needed.
4. Conduct an in-service orientation of the truck with all shift personnel before placing the unit in service.

Prepared by: Jim Damico, Battalion Chief

Submitted by:



John Binaski, Fire Chief

RESOLUTION 19-____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING
AMENDMENTS TO THE 2018-2019 BUDGET AND AUTHORIZING THE CITY
MANAGER TO SIGN THE LEASE PURCHASE AGREEMENT AND RELATED
DOCUMENTS**

WHEREAS, the City Council of the City of Clovis approved the 2018-2019 Budget on January 14, 2019; and

WHEREAS, the City of Clovis Fire Department has a need for 110' platform all-wheel-steer quint fire apparatus to service the City of Clovis; and

WHEREAS, a lease purchase option will be used to fund the apparatus; and

WHEREAS, the City Council finds that the expenditure is necessary; and

WHEREAS, the financing of the purchase will require the City enter into a Lease/Purchase Agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clovis that the 2018-2019 Budget is amended as provided in Exhibit "A" for the "Summary of Expenditures by Fund" and the "Summary of Expenditures by Department"; and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized, empowered and directed to sign on behalf of the City, the Lease/Purchase Agreement and other related lease documents (collectively the "Financing Agreements").

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Clovis held on January 14, 2019, by the following vote, to wit:

AYES:

NOES:

ABSENT:

DATED: January 14, 2019

Mayor

City Clerk

RESOLUTION 19-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS DECLARING
THE CITY'S INTENT TO REIMBURSE EXPENDITURES RELATED TO THE
PURCHASE OF A PIERCE VELOCITY 110' PLATFORM ALL-WHEEL-STEER QUINT
FIRE TRUCK AND RELATED EQUIPMENT WITH PROCEEDS FROM TAX-EXEMPT
LEASE PURCHASE FINANCING**

WHEREAS, the City Council of the City of Clovis intends to obtain lease purchase financing to purchase a Fire Truck and related equipment; and

WHEREAS, the City is authorized by the Constitution and the laws of the State of California to incur or issue tax-exempt financing to finance; and

WHEREAS, the City expects to pay for certain costs prior to obtaining the tax exempt indebtedness to be used for the long-term financing; and

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Clovis declares the City's official intent is to use proceeds of tax-exempt indebtedness to reimburse the City for certain expenditures associated with the purchase of a Fire Truck and related equipment, in such amounts and at such times as may be necessary or convenient, and as allowed by applicable law not to exceed \$1,245,000 for the Fire Apparatus and not to exceed \$55,000 for the related equipment.

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Clovis held on January 14, 2019, by the following vote, to wit:

AYES:

NOES:

ABSENT:

DATED: January 14, 2019

Mayor

City Clerk

EXHIBIT "A"

SUMMARY OF EXPENDITURES BY FUND

2018-2019

FUND

Fleet Fund	\$1,244,077
------------	-------------

TOTAL	\$1,244,077
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SUMMARY OF EXPENDITURES BY DEPARTMENT

2018-2019

DEPARTMENT

Public Utilities Fleet Maintenance Department - Apparatus	\$1,244,077
---	-------------

Public Utilities Fleet Maintenance Department - Equipment	\$ 54,923
---	-----------

TOTAL	\$1,299,000
-------	-------------



7400 Reese Road
 Sacramento, CA 95828
 Phone (916) 330-1638
 Fax (916) 330-1649

January 7, 2019

ADDENDUM

Please review the following options for pricing that lists three possible methods to determine the unit cost of a *Velocity* aerial platform. I offer the following as evidence that the price of **\$ 1,198,950** (single unit) is competitive.

Please note that the prices for the units under consideration do not include prepayment discounts, apparatus equipment other than dealer supplied cab electronics, if applicable (mobile data computer, two-way and portable radios). Because of the variation in the amount of equipment ordered, this component of the cost was not considered to insure an equivalent comparison.

Evaluation of Sale, FORTUNA FIRE DISTRICT, California, 2018

Golden State Fire Apparatus and Pierce Manufacturing was recently awarded the contract to build an aerial platform on a *Velocity* chassis for the Fortuna Fire District. The award followed the specification and proposal submittal process and is currently under construction as job 32437. The following is a table of *list price/purchase price* comparison to show the comparable pricing of the Clovis unit to the quote submittal.

List price job #32437, Fortuna Velocity 110' Aerial Platform	\$ 1,271,937
Final purchase quote job #32437, (not including Sales Tax)	\$ 1,146,141
Percentage reduction from list price to purchase amount	- 9.9%
List price of aerial platform proposed to the City of Clovis	\$ 1,368,114
Adjusted comparable price to City of Clovis based on purchase price paid by the Fortuna Fire Dist., CA (before sales tax)	\$ 1,232,671
<i>Purchase price quoted to City of Clovis per this proposal</i>	<i>\$ 1,198,950</i>

QUOTE DERIVED FROM HGAC SCHEDULE

Departments in California (e.g., Sacramento) have used quotes derived from the HGAC schedule to identify competitive pricing and justify sole source purchase. Specific information can be gleaned from their website at <http://www.h-gac.com/home>, and, in general, the following is some of the basic information.

"The Houston-Galveston Area Council is the region-wide voluntary association of local governments in the 13-county Gulf Coast Planning region of Texas. Its service area is 12,500 square miles and contains more than 5.7 million people. H-GAC's mission is to serve as the instrument of local government cooperation, promoting the region's orderly development and the safety and welfare of its citizens."

"HGACBuy assists its members by executing competitively priced contracts for goods and services commonly used by local governments. In addition, HGACBuy provides the customer service necessary to help its members achieve their procurement goals."

In concept, the HGAC schedule is comparable to that used in California, referred to as the California Multiple Award Schedule (CMAS). In the case of HGAC, however, the schedule includes fire apparatus, and Pierce Manufacturing is a participant.

Price of unit meeting Clovis Fire Department specification per HGAC schedule	\$ 1,201,480
Travel expenses (City of Clovis to assume cost)	\$ 0.00
Delivery F.O.B. Clovis, CA	Included
Total price HGAC (before sales tax)	\$ 1,201,480
<i>Purchase price quoted to City of Clovis per this proposal</i>	<i>\$ 1,198,950</i>

GSA EQUIVALENT PRICING

For select customers, I am able to offer equivalent pricing identical to that derived from the Federal GSA schedule, however, no such consideration is to appear on a contract or purchase order. Based on that process, the table below lists the subsequent pricing on a single unit purchase.

Please note that I have to include travel charges for department personnel if supplied by the dealer and dealer supplied equipment when calculating the equivalent GSA cost. The schedule does not include delivery or inspections. A federal agency purchasing a unit from this schedule would have to pick the unit up in Appleton, WI, have paid for it in full, and drive it to their home agency. Also, any inspection trips (which are highly recommended and industry standard) would have to be paid for separately by the purchaser.

GSA price (per City of Clovis specification)	\$ 1,191,108
GSA handling charge assessed on purchaser	\$ 8,933
Travel expenses – Preconstruction, midpoint, and final (4 personnel each to be paid by Clovis Fire Dept.)	\$ 0.00
Delivery F.O.B. Clovis, CA	\$ 5,150
Total price	\$ 1,205,191
<i>Purchase price quoted to City of Clovis per this proposal</i>	<i>\$ 1,198,950</i>

SUMMARY

If the City of Clovis were to purchase only the *Velocity* Aerial Platform without any required apparatus inventory, the purchase price offered in this proposal is **\$ 1,198,950** before Sales Tax is added. The pricing methods above offer quotes from available competitive schedules and previous sales. As can be seen, the price quoted offers a lower price to the City for this unit than those listed in this addendum and is the basis for the purchasing options offered in this proposal.





7400 Reese Road
 Sacramento, CA 95828
 Phone (916) 330-1638
 Fax (916) 330-1649

January 7, 2019

John Binaski, Fire Chief
 Clovis Fire Department
 1233 Fifth Street
 Clovis, California 93612

Dear Chief Binaski:

I am enclosing our proposal for your new aerial platform with this cover letter. Based on the input received from you and your committee, we have selected the *Velocity* chassis and have configured the unit to match as closely as possible your existing units given the uniqueness of this apparatus. Some of the significant features you'll find include:

- ✓ Detroit DD-13 525 horsepower motor (EPA 2016 compliant) with an Allison EVS 4500 transmission
- ✓ 110' Pierce multiplex Ascendant elevated platform
- ✓ Pierce REPTO-driven single-stage 1500 gpm pump
- ✓ Independent front and rear suspension that improves the ride and handling, reduces maintenance costs, and extends the life expectancy of the cab and body components
- ✓ Hydraulically driven Harrison generator
- ✓ Stainless steel plumbing that includes a ten-year warranty
- ✓ Ten-year warranty on paint
- ✓ A Pierce *Husky 3* single agent foam injection system with draft capability

The cost of the unit described in this proposal is dependent on how the City of Clovis may choose to purchase it. Pierce Manufacturing, Inc. deducts certain prepayment credits from the final invoice, depending on the selected purchasing option. Please review the information and figures given below.

Option #1 (Purchase)

This amount would be due when the apparatus is completed at Pierce Manufacturing, Inc., in Appleton, WI, and ready for pick up. It is understood that the payment will not be later than thirty days from the date of completion. The cost per unit includes the apparatus and installation of the customer-provided two-way radio. Payment would be made directly to den State Fire Apparatus, Inc.

	<i>Price</i>	<i>Sales Tax</i>	<i>Total</i>
One (1) <i>Velocity</i> Aerial Platform	\$ 1,198,950	\$ 95,616	\$ 1,294,566

Option #2 (Purchase w/chassis prepayment)

Should the City elect to pay **\$458,275** for the chassis within 30 days of issuing a signed contract or a

purchase order, the chassis handling charge of **\$11,503** is eliminated. This changes the unit costs to the following:

	<i>Price</i>	<i>Sales Tax</i>	<i>Total</i>
One (1) <i>Velocity</i> Aerial Platform	\$ 1,182,010	\$ 94,265	\$ 1,276,275

Pierce Manufacturing, Inc. will carry adequate insurance on the chassis while it is in its possession and until delivery and acceptance by the Fire Department.

Option #3 (Purchase w/chassis and aerial prepayment)

Should the City elect to pay **\$458,275** for the chassis and **\$300,888** for the aerial device within 30 days of issuing a signed contract or a purchase order, the chassis handling charge of **\$11,503** and aerial handling charge of **\$6,108** are both eliminated. This changes the unit costs to the following:

	<i>Price</i>	<i>Sales Tax</i>	<i>Total</i>
One (1) <i>Velocity</i> Aerial Platform	\$ 1,173,933	\$ 93,621	\$ 1,267,554

Pierce Manufacturing, Inc. will carry adequate insurance on the chassis while it is in its possession and until delivery and acceptance by the Fire Department.

Option #4 (Purchase w/100% prepayment)

If, instead, the City chooses to pay the entire amount for the unit within 30 days of issuing a signed contract or the purchase order, the handling charge is eliminated and an interest amount is paid for a total construction cost discount of **\$39,680**. This would reduce the subsequent total cost to the following.

	<i>Price</i>	<i>Sales Tax</i>	<i>Total</i>
One (1) <i>Velocity</i> Aerial Platform	\$ 1,152,190	\$ 91,887	\$ 1,244,077

The specific payment terms would depend on which purchase option was chosen. We can provide additional information should you need it. I would also like to reiterate that, as in the case of chassis prepayment, Pierce Manufacturing carries more than adequate insurance on the chassis and/or the entire unit while it is in their hands.

The total prices shown above include California Sales Tax at the rate of 7.975%. They also include delivery F.O.B. to the Fire Department headquarters.

If the City agrees to purchase the proposed apparatus and would like to submit a purchase order, please address it to the following.

Golden State Fire Apparatus, Inc.
7400 Reese Road
Sacramento, CA 95828

Should lease/purchase be a consideration, Pierce utilizes PNC as a source. If they are selected, they base their terms on the price shown in Option #4, assuming no down payment is paid to PNC when the agreement is executed. As such, they fund the entire amount upfront. Also, payment is one year in arrears which means the first payment would not be due until one year after the agreement is signed, thus placing it in a successive budget year.

A "Turning Performance Analysis" and an "Electrical Analysis Report" are included for your review along with a preliminary drawing. You will also find a component list that offers a quick way to evaluate options.

This quote will be valid until January 30, 2019.

I appreciate the opportunity to submit this information, and look forward to going over any questions you might have. I have also enjoyed meeting with your apparatus committee members. They are very knowledgeable about apparatus and specifications and a pleasure to work with. Let me know if there's anything else I can help with and feel free to give me a call. My cell number is (661) 342-1670 and thank you again.

Sincerely,

A handwritten signature in black ink, reading "Cary Eckard".

Golden State Fire Apparatus
Pierce Manufacturing, Inc.
Cary Eckard
Sales Representative





CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning & Development Services

DATE: January 14, 2019

SUBJECT: Receive and File – Fall 2018 Clovis Trail Count Report

ATTACHMENT:
Attachment 1 Fall 2018 Clovis Trail Count Report

CONFLICT OF INTEREST

None

RECOMMENDATION

That the Council receive and file the Fall 2018 Clovis Trail Count Report.

EXECUTIVE SUMMARY

The City of Clovis Trail Count provides an answer to the important question of how many people use the Clovis trails. The traffic on the trails has a wide range of volumes, daily use, and modal splits. The count results show the trails are highly used and valued by the City of Clovis residents and the importance of connectivity, amenities, destinations, and location to encourage trail use.

The results show the City of Clovis Trails are used by both bicyclists and pedestrians for commuting and recreation. There is data to confidently indicate that the trails of Clovis were visited by over 1.7 million trail users each year for the past two years.

BACKGROUND

Collecting bicycle and pedestrian count data allows for the evaluation of bicycle and pedestrian facilities, policies, and programs. Counts can be used to evaluate the impacts of specific improvement projects or to measure progress towards a municipality or agency goal, such as an increase in the number of walking and bicycling trips. Furthermore, quantifying the benefits of bicycle and walking investments is often required as a part of grant applications to fund non-motorized transportation projects. The Trail Count information

supports more insightful planning and design approaches as well as better operations and maintenance.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION


As this is a Receive and File Report, no action is required.

ACTIONS FOLLOWING APPROVAL

City staff will continue to provide Council updated reports as appropriate.

Prepared by: Colleen Vidinoff, Assistant Engineer

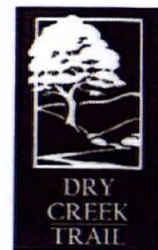
Submitted by: 
Michael Harrison
City Engineer

Recommended by:  FOR D.K.
Dwight Kroll, AICP
Director of Planning
And Development
Services

FALL 2018

CLOVIS

TRAIL COUNT



ATTACHMENT 1

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Part 1: Purpose

How many people use the Clovis trails? It's an important question since decisions on funding, design, maintenance, connectivity, and promotion are at least partly based on how trails are used. It can be a difficult question to answer because of the variability of pedestrian and bicycle traffic. The amount of traffic on a trail often differs greatly on different days, at different times, in different seasons, and with changes in the weather.

Collecting bicycle and pedestrian count data allows for the evaluation of bicycle and pedestrian facilities, policies and programs. Counts can be used to evaluate the impacts of specific improvement projects or to measure progress towards a municipality or agency goal, such as an increase in the number of walking and bicycling trips. Furthermore, quantifying the benefits of bicycle and walking investments is often required as a part of grant applications to fund non-motorized transportation projects. The Trail Count information supports more insightful planning and design approaches as well as better operations and maintenance.

The annual count has allowed the establishment of a baseline trail use with documentation of increasing usage of the City's Trail Network. Trail Count 2018 is Clovis' 4th annual count to support better planning, design, operations and pursuit of grant funding.

Part 2: Results

The results from the 2018 City of Clovis Trail Count demonstrate variability in usage levels across the locations and trails but the findings are consistent with past years' results and with overall increased usage.

The Old Town Trail behind the New Harvest Church and near Willow/Nees has continued to experience the highest usage with about 4,000 trail users each week. The Old Town Trail average daily traffic was 311 per day. Using the count totals and extrapolating to an annual estimate, Old Town Trail volumes are approximately 250,000 users per year at two locations at the northern end of the trail. This section connects with the City of Fresno Sugar Pine Trail, is near commercial centers and parks, and is separated from busy roads.

Each counting site along the Dry Creek Trail had nearly 3,000 trail users each week with average daily traffic of 400. Using the count totals and extrapolating to an annual estimate, the Old Town Trail volumes at each location are all greater than 145,000 users per year. The Dry Creek Trail runs adjacent to the Dry Creek and is separated from busy roads as well. The Dry Creek Trail connects to the Old Town Trail, has two parks along the way, and begins and ends with areas that have restrooms and a parking lot.

The Enterprise Trail is the least used of the three, but still had an average of 160 trail users per day. The highest annual estimated use at one location along this trail was over 100,000. This volume will increase with improved trail connectivity.

There is data to confirm that the trails of Clovis were visited by over 1.7 million trail users each year for the past two years and this will only increase with improved connectivity, amenities, maintenance and promotion.

Part 3: Methodology

The City of Clovis collects pedestrian and bicyclist count data on three Clovis trails: the Old Town Trail, the Dry Creek Trail, and the Enterprise Trail, for one week using automated equipment. One additional count has also been done along the Old Town Trail utilizing police surveillance camera video footage.

The counts are done in October every year since the weather is usually mild and not viewed as an impediment to trail usage. The weather during the trail count period in 2018 varied from a high of 88°F and low of 65°F on October 2, 2018 to a high of 70°F and low of 46°F on November 8, 2018 with no precipitation at all.

The City borrows the portable automated equipment from the Fresno Council of Governments (COG). The portable automated equipment consists of a PYRO-Box, which counts all people passing within the range of the sensor by detecting their body temperature, and pneumatic tubes, which count bicycles. In the past, Clovis has borrowed four PYRO-boxes and four pneumatic tubes. However, this year, one of the pieces of equipment malfunctioned so only three sites could be done during the counting week. Therefore, the fourth site on each trail was done during November to obtain counts at the same sites as had been done in the past.



Portable Bike and Pedestrian Trail Counter along the Dry Creek Trail



In addition, in April, 2018, the City installed two permanent bike and pedestrian automated trail counters, one at Clovis and Nees Avenues along the Dry Creek Trail and another at Clovis and Sierra Avenues along the Old Town Trail. The data provided by the permanent counters is included in this report for the sake of comparison and completeness. This equipment obtains the data similarly but with a heat sensor on a pedestal next to the trail to count the pedestrians and magnetic loops cut in the trail to count the bicycles. The permanent trail counter displays show daily and annual pedestrian and bicycle use (the annual data resets each January 1).

Permanent Counter at Clovis/Sierra



Permanent Counter at Clovis/Nees

Part 4: Considerations

The methodological approach used in this study is replicable, consistent with existing practices, and relies on the best information available. The primary limitations of the approach are small sample sizes, assumptions of daily traffic patterns, and the level of uncertainty associated with the estimates.

The count was done for one week along each trail, which is more than required by some methodologies e.g., the National Bicycle and Pedestrian Documentation Project (NBPDP). However, there is no guarantee that the hours and days on which we counted are representative of normal October traffic.

Trail users may pass one of the trail counters multiple times during the course of the count and the automated equipment cannot distinguish between people who are counted multiple times. It is important to clarify that usage does not mean the number of people using a trail during a specific period but the number of visits at a specific location, characterized as trail traffic volume.

It has been noted that if pedestrians cross the counting line of the heat sensor exactly in parallel, they may only be counted as one. If multiple bicycles cross the loops at the same time, the counts may be askew, perhaps counting three instead of two. The counts are good estimates and are not exact.

The use of expansion factors is common in transportation planning. In this case, they are a tool for taking a limited number of counts and using them to develop estimates of bicycle and pedestrian activity in familiar and comparable units, such as monthly or yearly activity. The weekly count data is used to estimate the monthly and annual trail usage using the calculation tools provided by the NBPDP. (<http://bikepeddocumentation.org>) The calculator considers climate, time of year, region and other factors to project a likely annual usage figure.

With the considerations outlined above, the calculated annual estimates are determined based on the best available data and are representative of a baseline from which we can evaluate for anomalies or issues to address if there is a significant change noted in the counts from year to year.

Part 5: Data Collection Locations/Dates

See Attachment A for the map and count data of the 2018 Clovis Trail Count

A. Old Town Trail: 10/02/18 to 10/08/18

Counts were taken using portable automated technology equipment at three locations along the Old Town Trail from October 2-8, 2018 and also at the Recreation Center from November 2-8, 2018. Another count along this trail was done using video footage at Clovis/Shaw during October 3-13, 2018. Data from the permanent counting equipment at Clovis/Sierra was included in this analysis.

Old Town Trail Count Locations:

1. North of Dakota, near the Clovis Recreation Center (11/02/18 to 11/08/18)
2. Southeast corner of Clovis and Shaw, Hallowell Rest Stop
3. Northeast corner of Clovis and Shaw, Heritage Plaza, video count
4. Southeast corner of Clovis and Sierra, permanent counter location
5. North of Minnewawa, behind the New Harvest Church,
6. Northeast corner of Willow and Nees, behind Parkway Trails Shopping Center

B. Dry Creek Trail: 10/10/18 to 10/16/18

Counts were taken using portable automated technology equipment at three locations along the Dry Creek Trail from October 10-16, 2018 and at Dry Creek Park from November 2-8, 2018. Data from the permanent counting equipment at Clovis/Nees was included in this analysis.

Dry Creek Trail Count Locations:

1. Southwest corner of Sunnyside and Shepherd, at entrance to Dry Creek Trailhead
2. East side of Clovis Avenue at Teague Avenue, across from Woods Elementary
3. Southeast corner of Clovis and Nees, permanent counter location
4. East side of Clovis Avenue, north of Alluvial, at Dry Creek Park (11/02/18 to 11/08/18)
5. Near the Wild Fowl Basin, south of Alluvial and west of Clovis

C. Enterprise Trail: 10/18/18 to 10/26/18

Counts were taken using portable automated technology equipment at three locations along the Dry Creek Trail from October 18-26, 2018 and also west of Fowler from November 2-8, 2018.

Enterprise Trail Count Locations:

1. West of Fowler (11/02/18 to 11/08/18)
2. Deauville Circle at Armstrong Avenue
3. North entrance to Alluvial Drain Basin, west of Temperance Avenue
4. North of Owens Mountain Parkway, east of Temperance Avenue

Part 6: Data Analysis

The count numbers represent the volume of trail users at a certain location. Trail users might be counted multiple times by the same counting station and/or by numerous counting stations along the same or different trails.

A. Old Town Trail

The Old Town Trail alignment was once formerly the location of the San Joaquin Valley Railroad. Now, this 5.8 mile trail runs the length of the City of Clovis. The trail begins south of Dakota Avenue, along the east side of Clovis Avenue and extends northerly to its connection with the City of Fresno's Sugar Pine Trail at N. Willow Avenue, just south of Teague Avenue. Many trail underpasses have been provided along the Old Town Trail which separate busy street traffic from the trail users. The Old Town Trail runs adjacent to and permits access to many City facilities, neighborhoods, and commercial stores and shops. Beginning at the Clovis Recreation Center at the south end of the Trail, proceeding northerly, other sites of interest are the Sierra Vista Mall, Old Town Clovis, Treasure Ingmire Park, Railroad Park, and a variety of shopping centers. At the John Wright Station (Old Town Trail and N. Minnewawa Avenue), the Dry Creek Trail begins and extends northeasterly towards Trailhead Park (N. Sunnyside Avenue and Shepherd Avenue). This connectivity with other trails, city parks, and commercial shopping centers, make the Old Town Trail the preferred choice of pedestrians for their recreational, leisure, commuting and shopping needs.



Old Town Trail near Railroad Park

Table 2-1: Count Totals along Old Town Trail

	Rec Center		SE Clovis/Shaw		NE Clovis/Shaw		Clovis/Sierra (permanent)		New Harvest Church		Near Willow	
	ped	bike	ped	bike	ped	bike	ped	bike	ped	bike	ped	bike
Mon	88	36	134	64	141	110	70	88	426	149	374	183
Tues	131	34	112	48	101	87	120	78	321	149	250	156
Wed	106	41	110	46	103	76	56	75	298	110	277	164
Thurs	70	46	146	55	103	91	56	65	358	119	248	133
Fri	74	51	135	69	81	97	83	67	419	142	352	149
Sat	82	50	143	100	117	115	121	139	642	232	574	258
Sun	108	54	134	69	126	114	82	127	466	250	497	323
Daily Avg.	94	44	131	64	110	99	84	91	419	164	367	195
Weekly Total	659	312	914	451	772	690	588	639	2,930	1,151	2,572	1,366
	971		1,365		1,462		1,162		4,081		3,938	
Monthly Estimate	4,160		6,045		6,475		**5,620		18,073		17,441	
*Annual Estimate	52,002		86,358		92,494		70,250		258,191		249,160	

*The weekly estimate is multiplied by the number of weeks in the count month (number of days in month÷7; 31 days for October counts and 30 days for November counts). All counts were taken in October except the count at Clovis/Shaw, which was taken in November. The monthly estimate is then extrapolated to an annual figure using the adjustment factor per the NBPDP Project. See Attachment B.

**The actual monthly total from the permanent counter for October 2018 is used here to calculate annual use.

Extrapolated annual trail volume along the Old Town Trail in 2018 ranged from 52,002 visits at the Rec Center to 258,191 visits near the New Harvest Church. It is noted that the counts for the Recreation Center were taken during November and the other counts were done in October.

Trail volume along the Old Town Trail at the Rec Center, both Clovis/Shaw sites, and the Clovis/Sierra site is about the same during the weekdays as it is during the weekends. The counts at the New Harvest Church and near Nees/Willow are much greater on the weekends.

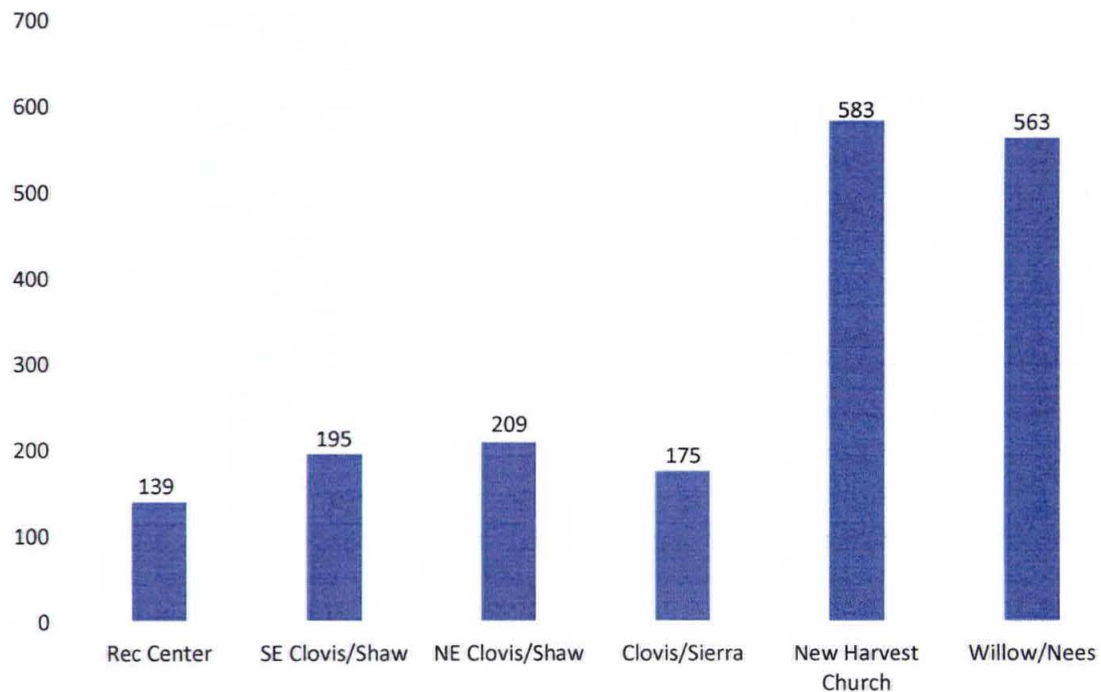
It is also noted that the number of weekly bicyclists counted at Clovis/Sierra was greater than the number of pedestrians.

Data taken from the permanent counters allows detailed evaluation on a 24/7 basis. The permanent counter indicates that the daily average at Clovis/Sierra is 177 trail users since April 2018 with an average of 76 daily pedestrians for the week and 101 daily bicyclists for the week. Based on the weekly count during the evaluation period noted above, the average was calculated to be 175 total at this location with 84 pedestrians and 91 bicyclists.

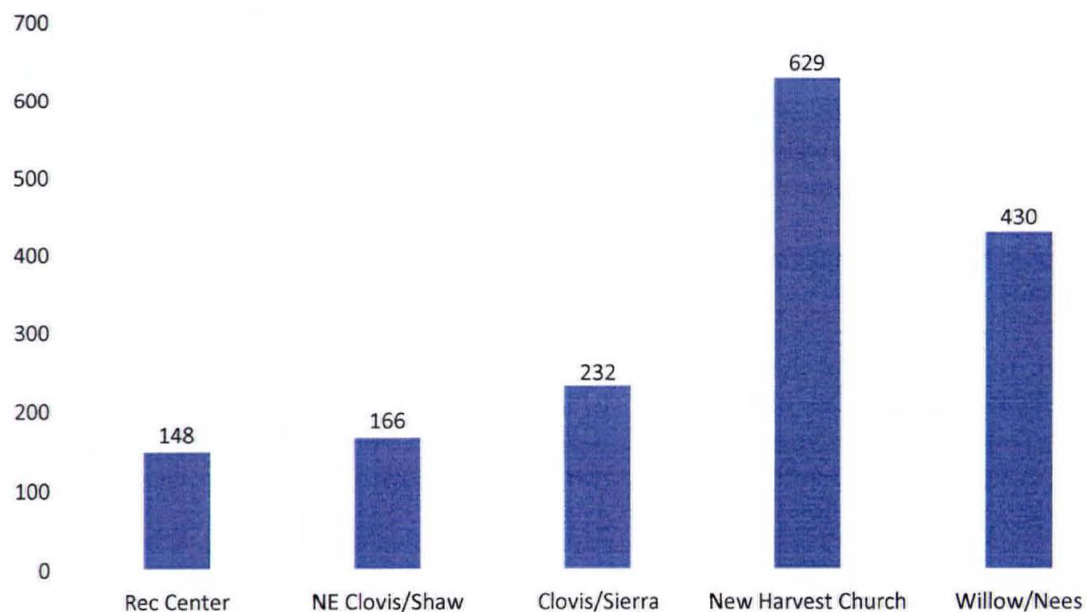
As of December 31, 2018, the annual count total taken from the permanent counter at Clovis and Sierra installed in April 2018 is 20,362 pedestrians and 26,858 bicyclists (count for approximately 8 months).

Trail use can be described in terms of average daily traffic, the sum of daily average bike and daily average pedestrian use. Along the Old Town Trail the average daily traffic for the week-long count in 2018 was 311. The average daily traffic for the week-long count in 2017 was 321. The use at the locations for this year compared to last year is consistent as shown in the charts below.

2018 - Old Town Trail Daily Average Use



2017 - Old Town Trail Daily Average Use



The weekly and annual use along the Old Town Trail for the past few years is also consistent with only slight fluctuations.

Old Town Trail	2016	2017	2018
Near Rec Center	N/A	1,036	971
SE corner Clovis & Shaw	N/A	N/A	1,365
NE corner Clovis & Shaw	N/A	1,162	1,462
Clovis & Sierra	N/A	1,625	1,162
New Harvest Church	N/A	4,845	4,081
Willow & Nees	*3,985	3,013	3,938

Old Town Trail	2016 Annual Extrapolation	2017 Annual Extrapolation	2018 Annual Extrapolation
Rec Center	N/A	65,543	52,002
NE Clovis/Shaw	N/A	62,250	92,494
Clovis/Sierra	N/A	102,807	70,250
New Harvest Church	N/A	306,522	258,191
Willow/Nees	*252,114	190,620	249,119

*In 2016, the count period at Willow & Nees included Columbus Day, which resulted in a very high number for a Monday; in 2017 the holiday fell outside the count period. In 2018, Columbus Day occurred during the count period again for the Old Town Trail.

B. Dry Creek Trail

The Dry Creek Trail is 2.5 miles in length and runs along the Dry Creek, under a tree-lined canopy and away from busy roads. The south end of the trail connects to the Old Town Trail at Minnewawa Avenue. The north end of the trail is the Trailhead with restrooms and a parking lot. The trail passes by the Dry Creek Park, which has restrooms, a playground, and a parking lot, and Cottonwood Park, which is a shady, grassy oasis. This trail is near single family residential neighborhoods.



Dry Creek Trail near the Wild Fowl Basin

Table 2-2: Count Totals along Dry Creek Trail

	Trailhead		Woods Elem		Clovis and Nees (permanent)		Dry Creek Park		Wild Fowl Basin	
	ped	bike	ped	bike	ped	bike	ped	bike	ped	bike
Mon	351	121	318	147	363	120	280	53	338	104
Tues	295	151	236	114	204	93	351	46	255	96
Wed	296	110	267	115	270	97	260	60	320	112
Thurs	249	81	235	86	272	86	279	45	311	103
Fri	304	102	303	110	238	114	279	45	287	95
Sat	510	220	432	205	383	173	416	128	438	164
Sun	513	178	352	143	305	150	352	141	359	191
Daily Average	360	138	306	131	291	119	317	74	330	124
Weekly Total	2,518	963	2,142	920	2,035	833	2,216	518	2,308	865
	3,481		3,063		2,868		2,734		3,173	
Monthly Estimate	15,416		13,563		**12,568		11,721		14,051	
*Annual Estimate	220,228		193,760		181,446		146,517		200,730	

*The weekly estimate is multiplied by the number of weeks in the count month (number of days in month÷7; 31 days for October counts and 30 days for November counts). All counts were taken in October except the count at Dry Creek Park, which was taken in November. The monthly estimate is then extrapolated to an annual figure using the adjustment factor per the NBPDP Project. See Appendix A.

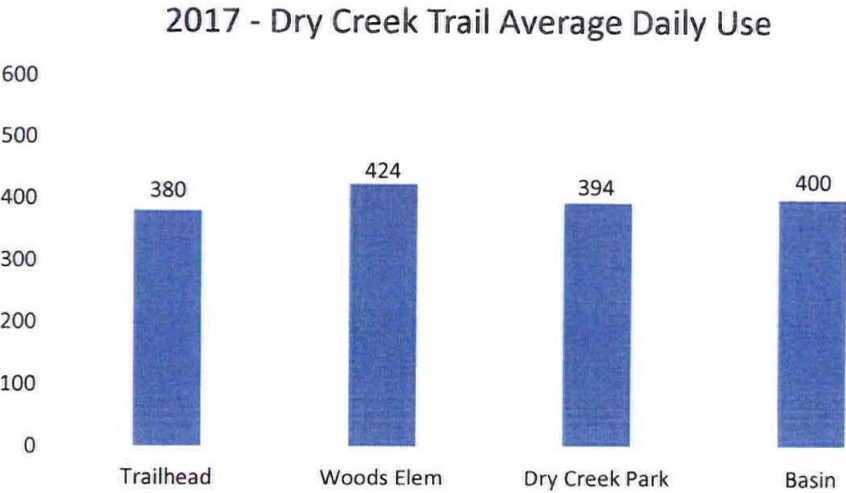
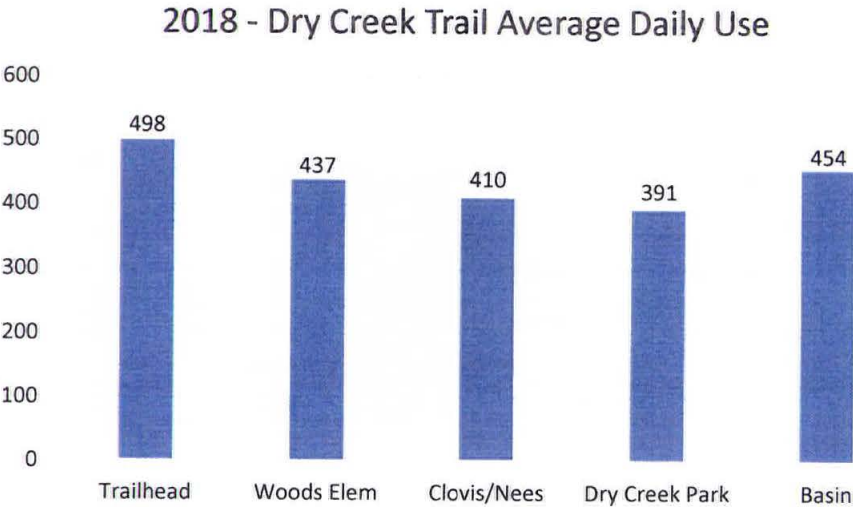
**The actual monthly total from the permanent counter for October 2018 is used here to calculate annual use.

Extrapolated annual trail volume along the Dry Creek Trail in 2018 ranged from 146,817 visits at the Dry Creek Park to 220,228 visits near the Trailhead. The weekend use of this entire trail is much greater than the average daily use.

The data taken from the permanent counter indicates that the daily average at Clovis/Nees is 362 trail users since April 2018 with an average of 237 daily pedestrians for the week and 125 daily bicyclists for the week. Based on the weekly count during the evaluation period, the average was 410 at this location with 291 pedestrians and 119 bicyclists.

As of December 31, 2018, the annual count total taken from the permanent counter at Clovis and Sierra installed in April 2018 is 63,088 pedestrians and 33,205 bicyclists.

Along the Dry Creek Trail the average daily traffic, the sum of daily average bike and daily average pedestrian use, for the week-long count in 2018 was 438. The average daily traffic for the week-long count in 2017 was 400. The use at the locations for this year compared to last year is consistent.



The weekly and annual use along the Dry Creek Trail for the past few years has also been overall consistent.

Dry Creek Trail	2016 weekly total	2017 weekly total	2018 weekly total
Trailhead	N/A	2,661	3,481
Woods Elementary	N/A	2,972	3,063
Clovis and Nees	N/A	N/A	2,868
Dry Creek Park	*3,545	2,755	2,734
Wild Fowl Basin	*3,670	2,801	3,173

Dry Creek Trail	2016 Annual Extrapolation	2017 Annual Extrapolation	2018 Annual Extrapolation
Trailhead	N/A	168,350	220,228
Near Woods Elementary	N/A	188,026	193,760
Dry Creek Park	*224,277	174,297	146,517
Wild Fowl Basin	*232,185	177,207	200,730

*In 2016, the 3rd annual "Aloha in the Park" was held at Dry Creek Park on Saturday, October, 15th, which was during the count period. In 2017, the 4th annual "Aloha in the Park" was held at Dry Creek Park on Saturday, October 7th, which was prior to the count period. This is a free event that includes entertainment and local retail and food vendors and is a huge draw for the community. This event contributes to the larger trail count at this location for 2016 than for the Saturday count in 2017. Also, in 2016, a fitness campaign, "Get Fit Clovis," was launched by the local Clovis Roundup Newspaper to encourage people in the Clovis community to strive for a healthy lifestyle. Get Fit Clovis organized a fitness challenge, workout, nutrition workshop and a 3-mile walk on October 15, 2016 along the Dry Creek Trail. This campaign ended in April 2017. Hence, the large fluctuations in counts can be attributed to outside activities, not usual trail use.

C. Enterprise Trail

The Enterprise Trail is 2.5 miles in length and is not currently connected to the other Clovis trails. There are no public restrooms or parks along this trail. There is a small commercial development at both ends of the trail and it runs along a canal behind neighborhoods, away from busy streets. Future development is planned for this area and trail use will increase as the connectivity improves.

Table 2-3: Count Totals along Enterprise Trail

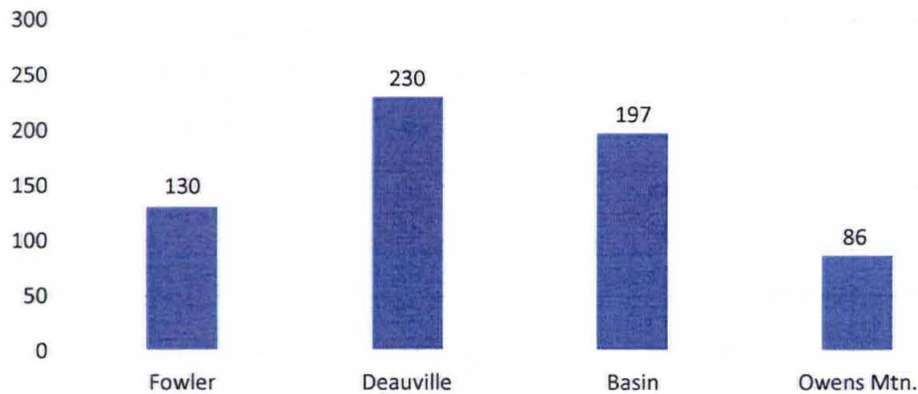
	West of Fowler		Deauville/ Armstrong		Alluvial Drain Basin		N. of Owens Mtn.	
	ped	bike	ped	bike	ped	bike	ped	bike
Mon	50	48	173	60	113	51	74	21
Tues	46	37	178	43	151	42	46	19
Wed	81	46	115	51	136	47	69	19
Thurs	52	31	208	51	124	35	47	25
Fri	72	27	139	58	91	48	44	27
Sat	121	99	149	119	161	113	56	36
Sun	106	100	171	94	153	109	83	32
Daily Average	75	55	162	68	133	64	60	25
Weekly total	528	388	1,133	476	929	445	419	179
	916		1,609		1,374		598	
Monthly estimate	3,924		7,124		6,083		2,648	
*Annual extrapolation	49,050		101,769		86,897		37,833	

*The weekly estimate is multiplied by the number of weeks in the count month (number of days in month÷7; 31 days for October counts and 30 days for November counts). All counts were taken in October except the count taken west of Fowler, which was taken in November. The monthly estimate is then extrapolated to an annual figure using the adjustment factor per the NBPD Project. See Appendix A.

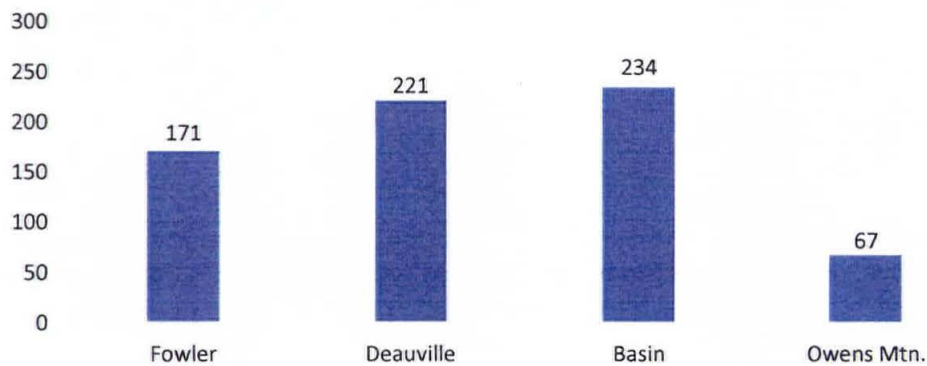
Extrapolated annual trail volume along the Enterprise Trail in 2018 ranged from 37,833 visits north of Owens Mountain Parkway to 101,769 visits near Deauville/Armstrong. The use along the entire stretch of trail is about the same during the weekdays as it is during the weekends.

Along the Enterprise Trail the average daily traffic, the sum of daily average bike and daily average pedestrian use, for the week-long count in 2018 was 160. The average daily traffic for the week-long count in 2017 was 173. The use at the locations for this year compared to last year is consistent as shown in the charts below.

2018 - Enterprise Trail Average Daily Use



2017 - Enterprise Trail Average Daily Use



The weekly and annual use along the Enterprise Trail for the past few years has been consistent with only slight fluctuations.

Enterprise Trail	2015 weekly total	2016 weekly total	2017 weekly total	2018 weekly total
West of Fowler	N/A	N/A	1,196	916
Deauville/Armstrong	1,378	1,413	1,547	1,609
Alluvial Drain Basin	1,761	N/A	1,640	1,374
N. of Owens Mtn.	320	284	468	598

Enterprise Trail	2015 Annual Extrapolation	2016 Annual Extrapolation	2017 Annual Extrapolation	2018 Annual Extrapolation
West of Fowler	N/A	N/A	75,666	49,050
Deauville at Armstrong	87,180	89,394	97,872	101,769
Alluvial Drain Basin	111,411	N/A	103,756	86,897
Owens Mtn. Pkwy	20,245	17,967	29,608	37,833



Enterprise Trail east of Fowler

Part 7: Comparison of Permanent Monthly Count Data with Estimate

Using the data from the two permanent count stations, we can be confident that the weekly data obtained from the portable counters provides a very good estimate of the extrapolated monthly count. Next year, the data from the permanent counters can be compared with this year's data.

Permanent Counter Location	Estimate of monthly use by extrapolating a week of data from permanent counter	Actual monthly use from permanent counter
Clovis & Sierra	5,146	5,620
Clovis & Nees	12,701	12,568



Clovis and Nees Permanent Counter

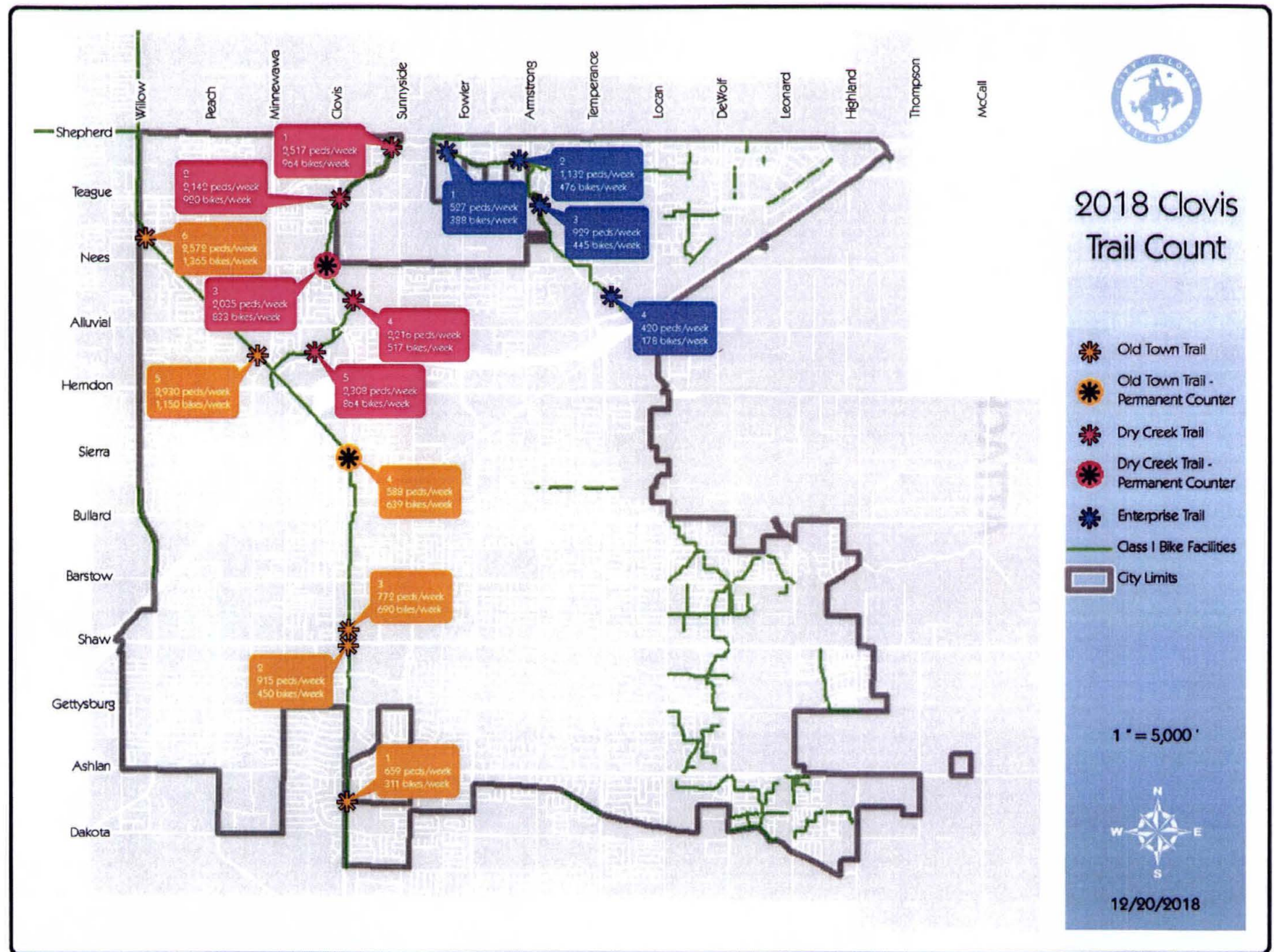
Part 8: Summary

The City of Clovis Trail Count provides an answer to the important question of how many people use the Clovis trails. The traffic on the trails has a wide range of volumes, daily use, and modal splits. The count results show the trails are highly used and valued by the City of Clovis residents and the importance of connectivity, amenities, destinations, and location to encourage trail use.

The section of Old Town Trail behind the New Harvest Church and near Willow/Nees continues to experience the highest usage with approximately 4,000 trail users each week. Every counting site along the Dry Creek Trail had nearly 3,000 trail users each week. The Enterprise Trail is the least busy trail but still had over 1,600 trail users each week at one location; the traffic along this trail will increase with improved connectivity and amenities.

The results show the City of Clovis Trails are used by both bicyclists and pedestrians for commuting and recreation. The trail count shows how important connectivity, amenities, destinations, and location can be to encourage trail use. There is data to confidently indicate that the trails of Clovis were visited by over 1.7 million trail users each year for the past two years.

ATTACHMENT A



ATTACHMENT B

Table 1: Region and Month Factor

MONTHLY ADJUSTMENT FACTORS

CLIMATE REGION		Long Winter Short Summer	Moderate Climate	Very Hot Summer Mild Winter
JAN	1	3%	7%	10%
FEB	2	3%	7%	12%
MAR	3	7%	8%	10%
APR	4	11%	8%	9%
MAY	5	11%	8%	8%
JUN	6	12%	8%	8%
JUL	7	13%	12%	7%
AUG	8	14%	16%	7%
SEP	9	11%	8%	6%
OCT	10	6%	6%	7%
NOV	11	6%	6%	8%
DEC	12	3%	6%	8%

<http://bikepeddocumentation.org/>



AGENDA ITEM NO: **18**
City Manager: LS

CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
FROM: Administration
DATE: January 14, 2019
SUBJECT: Consider Approval - Appointment to Fresno County Transportation Authority

CONFLICT OF INTEREST

None.

RECOMMENDATION

For the City Council to make appointment of a representative to the Fresno County Transportation Authority (FCTA) for the term beginning February 1, 2019 and ending January 31, 2021.

EXECUTIVE SUMMARY

The Clovis City Council is responsible, pursuant to legislation, for making one appointment to the Fresno County Transportation Authority Board. The current appointment will expire on January 31, 2019. Councilmember Lynne Ashbeck currently holds that appointment and has requested to be reappointed.

BACKGROUND

The City of Clovis is responsible for appointing a member to serve on the FCTA. The enabling legislation which established the FCTA states that membership on the Authority shall consist of:

- a) *Two members of the board of supervisors appointed by the board, consisting of one member from rural district 1, 4 or 5 and one member from urban district 2 or 3.*

- b) *Two members representing the City of Fresno, consisting of the mayor thereof and a member of the city council of that city appointed by the city council.*
- c) ***One member representing the City of Clovis appointed by the city council of the city.***
- d) *Two members representing the other cities within the county, consisting of one westside member appointed by a committee comprised of the mayors of each of those cities west of State Highway Route 99, and one eastside member appointed by a committee comprised of the mayors of each of those cities east of State Highway Route 99.*
- e) *Two members of the public at large, consisting of one (1) member appointed by the board of supervisors with the appointee residing outside of the incorporated areas of Fresno and Clovis, and one (1) member appointed jointly by the city councils of Fresno and Clovis with the appointee residing within the incorporated area of Fresno or Clovis.*

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

Pursuant to the Joint Powers Agreement which created the Fresno County Transportation Authority, the City of Clovis retains one seat and appointments shall be made by action of the City Council.

ACTIONS FOLLOWING APPROVAL

Staff will inform the Authority of the City Council's action in this matter and will take whatever further actions are needed to complete the notification for this appointment.

Prepared by: Jacquie Pronovost, Exec. Asst.
Submitted by: Luke Serpa, City Manager LS