



# CITY *of* CLOVIS

## AGENDA • CITY COUNCIL MEETING

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

December 13, 2021

6:00 PM

Council Chamber

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.

The Clovis City Council meetings are open to the public at the physical address listed above. There are numerous ways to participate in the City Council meetings: you are able to attend in person; you may submit written comments as described below; you may participate by calling in by phone (see “Verbal Comments” below); and you may view the meeting which is webcast and accessed at [www.cityofclovis.com/agendas](http://www.cityofclovis.com/agendas).

### **Written Comments**

- Members of the public are encouraged to submit written comments at: [www.cityofclovis.com/agendas](http://www.cityofclovis.com/agendas) at least two (2) hours before the meeting (4:00 p.m.). You will be prompted to provide:

- Council Meeting Date
- Item Number
- Name
- Email
- Comment



- Please submit a separate form for each item you are commenting on.
- A copy of your written comment will be provided to the City Council noting the item number. If you wish to make a verbal comment, please see instructions below.
- Please be aware that any written comments received that do not specify a particular agenda item will be marked for the general public comment portion of the agenda.
- If a written comment is received after 4:00 p.m. on the day of the meeting, efforts will be made to provide the comment to the City Council during the meeting. However, staff cannot guarantee that written comments received after 4:00 p.m. will be provided to City Council during the meeting. All written comments received prior to the end of the meeting will be made part of the record of proceedings.

## **Verbal Comments**

- If you wish to speak to the Council on an item by telephone, you should contact the City Clerk at (559) 324-2060 no later than 4:00 p.m. the day of the meeting.
- You will be asked to provide your name, phone number, and your email. You will be emailed instructions to log into Webex to participate in the meeting. Staff recommends participants log into the Webex at 5:30 p.m. the day of the meeting to perform an audio check.
- All callers will be placed on mute, and at the appropriate time for your comment your microphone will be unmuted.
- In order for everyone to be heard, please limit your comments to 5 minutes or less, or 10 minutes per topic

## **Webex Participation**

- Reasonable efforts will be made to allow written and verbal comment from a participant communicating with the host of the virtual meeting. To do so, a participant will need to chat with the host and request to make a written or verbal comment. The host will make reasonable efforts to make written and verbal comments available to the City Council. Due to the new untested format of these meetings, the City cannot guarantee that these written and verbal comments initiated via chat will occur. Participants desiring to make a verbal comment via chat will need to ensure that they accessed the meeting with audio transmission capabilities.

## **CALL TO ORDER**

## **FLAG SALUTE - Councilmember Bessinger**

## **ROLL CALL**

## **PRESENTATIONS/PROCLAMATIONS**

1. Presentation of Proclamation in recognition of Lenny "Pappy" Papulias' support of the Annual Thanksgiving Lunch at the Clovis Senior Activity Center.
2. Presentation of Resolution by the Board of Directors of the Fresno Irrigation District honoring Luke Serpa for his many years of dedicated service.
3. Presentation of Proclamation honoring City Manager Luke Serpa upon his retirement and commending him for 16 years of service to the Clovis community.

**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.

- [4.](#) Administration - Approval - Minutes from the November 15, 2021 Council Meeting.
- [5.](#) Finance – Receive and File – Investment Report for the Month of July 2021.
- [6.](#) Finance – Receive and File – Treasurer's Report for the Month of July 2021.
- [7.](#) Finance – Receive and File – Investment Report for the Month of August 2021.
- [8.](#) Finance – Receive and File – Treasurer's Report for the Month of August 2021.
- [9.](#) Finance - Approval - Res. 21-\_\_\_\_, A Resolution of Intention (ROI) to Annex Territory (Annexation #72) (T6349 - NEC Shaw/Locan & T6377 SEC Shaw/Leonard), to the Community Facilities District (CFD) 2004-1 and to Authorize the Levy of Special Taxes Therein and Setting the Public Hearing for January 18, 2022.
- [10.](#) Finance – Receive and File – Status Report of Community Facilities District Revenues and Expenditures.
- [11.](#) General Services – Approval - Res. 21-\_\_\_\_, Authorizing Amendments to the City's Classification and Compensation Plans to Adopt the Senior Information Technology Specialist Classification and Salary Range of \$6,028 to \$7,326 per month; and Approval - Res. 21-\_\_\_\_, Amending the City's FY 2021-22 Position Allocation Plan by adding one (1) Senior Information Technology Specialist position and deleting one (1) Information Technology Specialist position within the Administration Department.
- [12.](#) Police - Approval - Waive the City's Usual Purchasing Requirements and authorize the purchase of a Lenco BearCat; and Approval – Res. 21-\_\_\_\_, Amending the 2021-2022 Public Utilities Department Fleet Capital Budget to allocate funds for purchase of the Lenco BearCat.
- [13.](#) Planning and Development Services – Approval – Second Amendment to Land Tenure Agreement with Fresno Wildlife Rehabilitation Service.
- [14.](#) Planning and Development Services – Approval – Final Acceptance for CIP 16-10 Owens Mountain Parkway Extension.

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

- [15.](#) Consider various items associated with Clovis Landmark Square, located on the north side of Third Street at Veterans Memorial Parkway.
  - a. Receive and File – Update on Landmark Square Construction and Soil Contamination.

b. Consider Approval – Res. 21-\_\_\_, amending the 2021-2022 Community Investment Program (CIP) budget for the Landmark Square Project.

**Staff:** Mike Harrison, City Engineer

**Recommendation:** Receive and File and Approve

## COUNCIL ITEMS

16. Consider Approval – Change of Council Meeting Schedule.

**Staff:** Luke Serpa, City Manager

**Recommendation:** Approve

17. Consider Approval - Confirmation of City Manager’s Appointment of Assistant City Manager.

**Staff:** John Holt, Assistant City Manager

**Recommendation:** Confirm Appointment

## CITY MANAGER COMMENTS

18. COVID-19 Update.

## 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.

19. Government Code Section 54956.9(d)(1)  
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
Charles Wages v. City of Clovis, Worker’s Compensation Appeals Board  
Case No. ADJ12270931

20. Government Code Section 54956.9  
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d)  
of Section 54956.9  
1 case

21. Government Code Section 54956.9(d)(4)  
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Deciding whether to initiate litigation  
One potential case

## ADJOURNMENT

## **MEETINGS AND KEY ISSUES**

Regular City Council Meetings are held at 6:00 P.M. in the Council Chamber. The following are future meeting dates:

Dec. 20, 2021 (Mon.) (To Be Cancelled)

Jan. 3, 2022 (Mon.) (To Be Cancelled)

Jan. 10, 2022 (Mon.)

Jan. 18, 2022 (Tue.)

Feb. 7, 2022 (Mon.)

Feb. 14, 2022 (Mon.)

Feb. 22, 2022 (Tue.)

**CITY of CLOVIS**  
**PROCLAMATION**

**Honoring Lenny Papulias**

*WHEREAS, The Clovis Senior Activity Center has been providing a free community Thanksgiving Lunch since 1982; and*

*WHEREAS, this event has provided approximately 12,000 hot meals on Thanksgiving Day to those who are in need; and*

*WHEREAS, Lenny “Pappy” Papulias has volunteered his time and talent for the past 39 years to cook turkeys and all the side dishes; and*

*WHEREAS, Lenny has led a team of kitchen volunteers who work overnight to create a memorable and delicious meal for the event; and*

*WHEREAS, He remained committed to providing meals in 2020 despite the stringent restrictions in place because of the pandemic; and*

*WHEREAS, He motivates everyone around him through his long-standing mantra, “I just want to feed the people, so let’s roll.”*

*NOW, THEREFORE, BE IT PROCLAIMED, that the Clovis City Council, recognizes and honors*

**Lenny “Pappy” Papulias**

*for his long-standing support of the Annual Clovis Senior Activity Center Thanksgiving Lunch.*

*IN WITNESS THEREFORE, I hereunto set my hand and cause the official seal of the City of Clovis to be affixed the 13th day of December, 2021.*



*Jose D Flores*  
\_\_\_\_\_  
**Mayor**



# CITY *of* CLOVIS

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## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: December 13, 2021

SUBJECT: Presentation of Resolution by the Board of Directors of the Fresno Irrigation District honoring Luke Serpa for his many years of dedicated service.

A Representative from the Fresno Irrigation District will present a Resolution honoring Luke Serpa for his many years of dedicated service.

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

**CITY of CLOVIS**  
**PROCLAMATION**

**Honoring City Manager Luke Serpa**

*WHEREAS, Luke is a life-long resident of the Central Valley who grew up in Tulare, and attended Fresno State where he majored in Civil Engineering; and*

*WHEREAS, Luke began his public service career at the Regional Water Quality Control Board and moved to the California Department of Forestry and Fire Protection where he was promoted to the Region Engineer and he oversaw capital improvements and maintenance of the Department’s facilities for the southern half of California; and*

*WHEREAS, Luke was hired by the City of Clovis in 2005 as the Assistant Public Utilities Director, was promoted to Director in 2013, and has spent the last 5 years as City Manager; and*

*WHEREAS, After 16 years of dedicated service to the City of Clovis, Luke is retiring on December 30, 2021 ending a public service career of thirty-six years which enriched our City and State with his knowledge and character; and*

*WHEREAS, Under Luke’s leadership, the City of Clovis has become stronger financially with each passing year as well as having over 95% of our residents recommend Clovis as a place to live; and*

*WHEREAS, Luke utilized his strong leadership skills to guide the City of Clovis through a pandemic in a fearless and team focused manner; and*

*WHEREAS, Mayor Jose Flores stated: “Luke Serpa has provided invaluable leadership in Clovis for over 16 years. He has seen the City through a historic drought and developed long-term water sustainability solutions as well as guided the City through the challenging pandemic while maintaining excellent services for the citizens of Clovis. The City has flourished under his leadership with expanded economic growth and infrastructure improvements that will serve the City for decades to come. While Luke has earned his retirement, he will be sorely missed by the City.”; and*

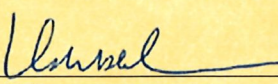
*WHEREAS, Luke has been married to his college sweetheart Kathy for 38 years and they have two grown sons. Luke and Kathy look forward to enjoying retirement camping in the High Sierra and the Central Coast, and spending time with their family.*

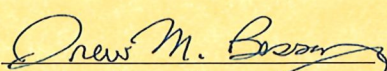
**NOW, THEREFORE, BE IT PROCLAIMED**, that the Clovis City Council does hereby Honor and Proclaim December 30, 2021 in the City of Clovis as

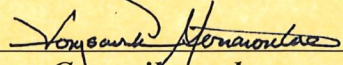
**Luke Serpa Day**

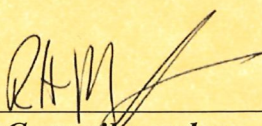
*IN WITNESS THEREFORE, I hereunto set my hand and cause the official seal of the City of Clovis to be affixed the 13th day of December, 2021.*

  
 \_\_\_\_\_  
 Mayor

  
 \_\_\_\_\_  
 Mayor Pro Tem

  
 \_\_\_\_\_  
 Councilmember

  
 \_\_\_\_\_  
 Councilmember

  
 \_\_\_\_\_  
 Councilmember



**CLOVIS CITY COUNCIL MEETING**

**November 15, 2021**

**6:00 P.M.**

**Council Chamber**

Meeting called to order by Mayor Flores at 6:03  
Flag Salute led by Councilmember Whalen

Roll Call: Present: Councilmembers Ashbeck, Bessinger, Mouanoutoua, Whalen  
Mayor Flores

**PUBLIC COMMENTS – 6:04**

None.

**CONSENT CALENDAR – 6:05**

Staff requested to pull Item 2 which will come back to Council on a future date.

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, that the items on the Consent Calendar, with the exception of Item 2, be approved. Motion carried by unanimous vote.

1. Administration - Approved - Minutes from the November 8, 2021 Council Meeting.
2. General Services - Approved – Selection of Roofing Contractor to Repair/Reroof Buildings A & G at the Corporation Yard.
3. General Services – Approved - Claim Rejection of the General Liability Claim on behalf of Jamal Jones.
4. General Services – Approved – Authorize an Agreement with Pinnacle Training Systems for COVID-19 Testing Services.
5. Planning and Development Services - Approved – Final Acceptance for Final Map for Tract 6193, located at the southeast area of Ashlan and Leonard Avenues (Wilson Premier Homes, Inc.).

**PUBLIC HEARINGS – 6:07**

6:07 – ITEM 6 - CONSIDERED ITEMS ASSOCIATED WITH PROPERTIES LOCATED AT 2300 MINNEWAWA AVENUE. CITY OF CLOVIS, PROPERTY OWNER/ APPLICANT/ REPRESENTATIVE.

6A. APPROVED – RES. 21-133, GPA2021-004, A REQUEST TO AMEND THE GENERAL PLAN TO RE-DESIGNATE APPROXIMATELY 0.85 ACRE OF PROPERTY FROM THE GENERAL COMMERCIAL CLASSIFICATION TO THE PUBLIC/QUASI PUBLIC FACILITIES CLASSIFICATION.

Motion for approval by Councilmember Whalen, seconded by Councilmember Bessinger.  
Motion carried by unanimous vote.

- 6B. APPROVED INTRODUCTION – ORD. 21-08, R2021-008, A REQUEST TO REZONE APPROXIMATELY 0.34 ACRE OF PROPERTY FROM THE C-2 (COMMUNITY COMMERCIAL) ZONE DISTRICT TO THE P-F (PUBLIC FACILITIES) ZONE DISTRICT.

Motion for approval by Councilmember Whalen, seconded by Councilmember Bessinger.  
Motion carried by unanimous vote.

- 6C. APPROVED – RES. 21-134, SPR2021-008, A REQUEST TO APPROVE THE SITE LAYOUT AND DESIGN FOR FIRE STATION 2.

Motion for approval by Councilmember Whalen, seconded by Councilmember Bessinger.  
Motion carried by unanimous vote.

- 6:28 – ITEM 7 - CONDUCT PROPOSITION 218 HEARING TO CONSIDER PROPOSED INCREASE TO STREET SWEEPING CHARGE, AND CONSIDER INTRODUCTION – ORD. 21-\_\_\_, AMENDING SECTION 6.3.22 OF CHAPTER 6.3 OF TITLE 6 OF THE CLOVIS MUNICIPAL CODE RELATING TO STREET SWEEPING SERVICE AND CHARGES.

Susan Bailey, resident, shared concerns regarding street sweepers dirtying the streets and kicking up dirt which impacts the air quality. Commented that street sweepers should be better maintained.

Marianne Hill, property owner, inquired about private streets being swept.

James Duval, resident, commented on how the gutter in front of his corner home is frequently missed by the street sweepers.

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Bessinger.  
Motion carried by unanimous vote.

- 6:29 – ITEM 8 - CONSIDER APPROVAL – AUTHORIZE THE CITY MANAGER TO EXECUTE A CONSULTANT SERVICES AGREEMENT ON BEHALF OF THE CITY FOR THE LANDMARK SQUARE SOIL VAPOR BARRIER SYSTEM.

Motion for approval by Councilmember Ashbeck, seconded by Councilmember Whalen.  
Motion carried by unanimous vote.

**COUNCIL ITEMS – 7:06**

7:06 – ITEM 9 - CONSIDERED – A REQUEST FROM MATT BASGALL FOR THE CITY COUNCIL TO CREATE A CITIZENS ADVISORY COMMITTEE FOR THE PURPOSE OF EVALUATING POLICE OFFICER STAFFING.

It was the consensus of City Council to directed staff to move forward with the creation of a Citizens Advisory Committee (CAC) with the following direction:

1. Form the committee.
2. The makeup of the committee would be 25 members with each Council Member nominating 5 members each.
3. The scope of the Committee analysis would be staffing of the entire Police Department.
4. Review and report expenditures and staffing within the Police Department over the past fifteen years.
5. Consider what it is going to take to stay the “Safest City in the Valley”.
6. Report back on the required timeline should a tax measure be considered to be placed on the November 2022 ballot.

**CITY MANAGER COMMENTS – 8:26**

8:26 – ITEM 9 - COVID-19 Update.

**COUNCIL COMMENTS – 8:29**

**CLOSED SESSION – 8:39**

8:39 – ITEM 10 - GOVERNMENT CODE SECTION 54956.9(D)(1) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION CASE NAME: BRYON ESPINOSA V. CITY OF CLOVIS, ET AL.

Mayor Flores adjourned the meeting of the Council to December 6, 2021

Meeting adjourned: 9:05 p.m.

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Mayor

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City Clerk



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council  
 FROM: Finance Department  
 DATE: December 13, 2021  
 SUBJECT: Finance – Receive and File – Investment Report for the Month of July 2021.

ATTACHMENTS:

1. Distribution of Investments
2. Monthly Investment Transactions
3. Certificates of Deposit
4. Municipal Securities
5. Graph of July 31, 2021 Treasury Rates

Attached is the Investment Report for the month of July 2021. Shown in Attachment 1 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. Attachment 2 reflects the monthly investment transactions for the month of July 2021. Attachment 3 lists the certificates of deposit. Attachment 4 lists the municipal securities. Attachment 5 is a graph of Treasury rates on July 31, 2021.

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 0.06%. The rate of return for the City of Clovis portfolio is 0.95%. The goal for the City of Clovis investment return is 120% of the 90-day Treasury bill rate. The current rate of return is 1,579% 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 July 2021, the average investment life of the City's investment portfolio is 0.61 years.

#### Current Investment Environment and Philosophy

During the month of July 2021, the federal funds rate remained at 0.00%-0.25%. On July 31, 2021, the Treasury yield curve increased from 3-month to 10-year notes.

#### 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

- 0 government securities were purchased.
- 0 government securities were called or matured.
- 2 certificates of deposit totaling \$500,000 were purchased.
- 0 certificates of deposit were called or matured.
- 0 municipal securities were purchased.

#### Market Environment

- During July, the federal funds rate remained at 0.00%-0.25%.
- On July 31, the yield curve increased from 3-month to 10-year notes. See Attachment 5, Graph of Treasury Rates on July 31, 2021.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager 

**City of Clovis  
Distribution of Investments  
As of July 31, 2021**

AGENDA ITEM NO. 5.

	<u>COST</u>	<u>NET BOOK VALUE</u>	<u>MARKET VALUE *</u>	<u>YIELD TO MATURITY</u>	<u>STATED INTEREST RATE</u>	<u>INVEST DATE</u>	<u>MATURITY DATE</u>	<u>DAYS TO MATURITY FROM 7/31/2021</u>
<b><u>GOV'T SECURITIES</u></b>								
FAMCMTN	3,000,000	3,000,000	3,003,330	2.750%	2.750%	09/06/18	08/17/21	17
FFCB	1,998,520	1,999,828	2,003,700	2.700%	2.700%	09/06/18	08/27/21	27
FFCB	2,490,878	2,498,732	2,509,300	2.850%	2.850%	10/05/18	09/20/21	51
FFCB	2,500,200	2,500,044	2,525,250	2.800%	2.800%	12/17/18	12/17/21	139
FAMCMTN	2,999,400	2,999,781	3,018,870	1.520%	1.520%	01/23/20	01/10/22	163
FHLMCMTN	6,129,600	6,039,650	6,061,920	2.375%	2.375%	08/30/19	01/13/22	166
FHLB	12,110,520	12,033,887	12,176,760	2.500%	2.500%	04/25/19	03/11/22	223
FFCB	5,979,668	5,966,088	6,047,016	2.280%	2.280%	03/28/19	03/28/22	240
FFCB	6,017,400	6,006,703	6,094,920	1.875%	1.875%	06/27/19	06/14/22	318
FAMCMTN	6,024,900	6,009,948	6,099,240	1.950%	1.950%	07/25/19	06/21/22	325
FFCB	3,005,250	3,002,555	3,048,690	1.625%	1.625%	11/27/19	08/22/22	387
FHLB	6,065,100	6,031,443	6,126,480	2.000%	2.000%	10/31/19	09/09/22	405
FFCB	2,984,460	2,992,056	3,045,600	1.375%	1.375%	11/27/19	10/11/22	437
FFCB	5,008,500	5,004,602	5,089,800	1.600%	1.600%	01/23/20	10/13/22	439
FHLB	8,045,600	8,024,994	6,653,140	1.875%	1.875%	12/19/19	12/09/22	496
FHLB	5,047,500	5,026,903	6,653,140	1.875%	1.875%	01/23/20	12/09/22	496
FAMCMTN	8,544,965	8,527,703	8,656,655	1.350%	1.350%	02/27/20	02/27/23	576
FHLB	5,255,000	13,368,756	13,386,300	2.125%	2.125%	03/26/20	03/10/23	587
FHLB	13,579,800	5,167,618	5,174,400	2.125%	2.125%	04/30/20	03/10/23	587
FFCB	5,000,000	5,000,000	4,992,150	0.250%	0.250%	03/01/21	03/01/24	944
FFCB	1,999,000	1,999,027	1,999,340	0.300%	0.300%	03/24/21	03/18/24	961
FHLB	5,000,000	5,000,000	5,002,100	0.350%	0.350%	06/07/21	06/07/24	1,042
<b>SECURITIES TOTAL</b>	<u>\$ 118,786,261</u>	<u>\$ 118,200,318</u>	<u>\$119,368,101</u>					
<b>LAIF</b>		<u>\$ 74,364,940</u>	<u>\$ 74,364,940</u>					
<b>Municipal Issuance</b>		<u>\$ 5,900,000</u>	<u>\$ 5,904,708</u>					
<b>Sweep Account (Union Bank)</b>		<u>\$ 45,219,191</u>	<u>\$ 45,219,191</u>					
<b>TOTAL CD'S</b>		<u>\$ 10,235,000</u>	<u>\$ 10,372,581</u>					
<b>TOTAL INVESTMENTS</b>		<u>\$ 253,919,449</u>	<u>\$ 255,229,521</u>					

\* Market values for securities obtained from US Bank.

**City of Clovis**  
**Monthly Investment Transactions**  
**As of July 31, 2021**

AGENDA ITEM NO. 5.

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
BMW Bk	CD	Purchase	250,000	250,000	0.550%	07/30/21	07/30/24
Texas Exchange Bk	CD	Purchase	250,000	250,000	0.500%	07/09/21	07/09/24

**PORTFOLIO DATA**

**Current Month (07/21)**

	<u>Book</u>	<u>Market</u>
CD'S	\$ 10,235,000	\$ 10,372,581
Gov't Securities*	118,200,318	119,368,101
Municipal Securities	5,900,000	5,904,708
LAIF	74,364,940	74,364,940
Sweep Account (Union Bank)	45,219,191	45,219,191
<b>TOTAL</b>	<b>\$ 253,919,449</b>	<b>\$ 255,229,521</b>

**Prior Month (06/21)**

	<u>Book</u>	<u>Market</u>
CD'S	\$ 9,735,000	\$ 9,895,144
Gov't Securities*	118,200,318	119,447,117
Municipal Securities	5,900,000	5,895,418
LAIF	74,304,273	74,304,273
Sweep Account (Union Bank)	66,437,811	66,437,811
<b>TOTAL</b>	<b>\$ 274,577,402</b>	<b>\$ 275,979,763</b>

**Three Months Previous (04/21)**

	<u>Book</u>	<u>Market</u>
CD'S	\$ 10,485,000	\$ 10,677,177
Gov't Securities*	115,733,857	117,344,003
Municipal Securities	5,900,000	5,898,883
LAIF	74,304,273	74,304,273
Sweep Account (Union Bank)	45,578,631	45,578,631
<b>TOTAL</b>	<b>\$ 252,001,761</b>	<b>\$ 253,802,967</b>

**Six Months Previous (01/21)**

	<u>Book</u>	<u>Market</u>
CD'S	\$ 9,990,000	\$ 10,233,895
Gov't Securities*	114,096,254	115,945,407
Municipal Securities	4,150,000	4,158,932
LAIF	74,223,185	74,223,185
Sweep Account (Union Bank)	41,240,917	41,240,917
<b>TOTAL</b>	<b>\$ 243,700,356</b>	<b>\$ 245,802,336</b>

**One Year Previous (07/20)**

	<u>Book</u>	<u>Market</u>
CD'S	\$ 10,990,000	\$ 11,321,401
Gov't Securities*	114,096,254	116,866,232
Municipal Securities	-	-
LAIF	73,948,977	73,948,977
Sweep Account (Union Bank)	21,300,109	21,300,109
<b>TOTAL</b>	<b>\$ 220,335,340</b>	<b>\$ 223,436,719</b>

\*Adjusted Quarterly for Premium/Discount Amortization

**City of Clovis  
Certificates of Deposit  
As of July 31, 2021**

AGENDA ITEM NO. 5.

<u>Negotiable CDs</u>	<u>COST</u>	<u>MARKET PRICE</u>	<u>INTEREST RATE</u>	<u>INVEST DATE</u>	<u>MATURITY DATE</u>	<u>MATURITY FROM 07/31/21</u>	<u>INTEREST FREQUENCY</u>
Keesler Fed Cr Un	250,000	250,647.50	3.050%	02/20/19	08/30/21	30	QUARTERLY
Ubs Bank Usa	250,000	252,167.50	3.200%	11/07/18	11/08/21	100	MONTHLY
Mountain America Fd Credit	250,000	252,317.50	3.200%	11/15/18	11/15/21	107	MONTHLY
Wells Fargo	250,000	253,430.00	3.000%	01/18/19	01/18/22	171	MONTHLY
Goldman Sachs Bk USA Ny	245,000	248,758.30	2.800%	02/20/19	02/22/22	206	QUARTERLY
Tiaa FSB Jacksonville Fla	245,000	248,826.90	2.850%	02/28/19	02/22/22	206	QUARTERLY
Comenity Capital Bank	250,000	254,662.50	2.550%	04/30/19	04/29/22	272	QUARTERLY
Synchrony Bank	250,000	254,770.00	2.450%	05/17/19	05/17/22	290	QUARTERLY
First State Bank of Dequeen	250,000	253,950.00	2.000%	07/26/19	05/26/22	299	QUARTERLY
Flagstar Bank	250,000	255,282.50	2.500%	06/12/19	06/13/22	317	QUARTERLY
Capital One Bank	250,000	255,057.50	2.350%	06/19/19	06/20/22	324	QUARTERLY
Morgan Stanley Bk	250,000	254,960.00	2.100%	07/25/19	07/25/22	359	QUARTERLY
Capital One Bank	250,000	255,207.50	2.150%	08/07/19	08/08/22	373	QUARTERLY
Everbanke USA Salt Lake City	250,000	254,952.50	2.050%	08/07/19	08/08/22	373	QUARTERLY
Raymond James Bank	250,000	254,732.50	1.900%	08/23/19	08/23/22	388	QUARTERLY
Ally Bank	250,000	254,882.50	1.850%	09/19/19	09/19/22	415	QUARTERLY
Usalliance Federal Credit Union	250,000	255,277.50	2.850%	09/30/19	09/30/22	426	QUARTERLY
Morgan Stanley Bank	250,000	255,170.00	2.100%	10/17/19	10/17/22	443	MONTHLY
Lafayette Fed Cr Un	250,000	255,017.50	1.700%	11/22/19	11/22/22	479	MONTHLY
Live Oak Banking Co.	250,000	255,365.00	1.750%	12/11/19	12/12/22	499	QUARTERLY
Wells Fargo Natl Bk West	250,000	255,545.00	1.800%	12/13/19	12/13/22	500	QUARTERLY
Valley Cent Svgs Bk	250,000	255,492.50	1.700%	01/15/20	01/17/23	535	QUARTERLY
Sallie Mae Bank	250,000	256,317.50	1.900%	01/23/20	01/23/23	541	QUARTERLY
Servisfirst Bank	250,000	255,385.00	1.600%	02/21/20	02/21/23	570	MONTHLY
Celtic Bank	250,000	255,350.00	1.550%	03/13/20	03/13/23	590	MONTHLY
Axos Bank	250,000	255,447.50	1.550%	03/26/20	03/27/23	604	MONTHLY
Nicolet Natl Bank	250,000	253,377.50	0.900%	03/27/20	03/27/23	604	MONTHLY
Centerstate Bank	250,000	252,765.00	0.900%	03/30/20	03/30/23	607	MONTHLY
Bank Leumi	250,000	255,057.50	1.450%	03/31/20	03/31/23	608	MONTHLY
Discover Bank	250,000	255,075.00	1.350%	04/02/20	04/03/23	611	MONTHLY
Berkshire Bank	250,000	254,477.50	1.300%	04/08/20	04/06/23	614	MONTHLY
American Express	250,000	253,675.00	1.100%	04/21/20	04/21/23	629	MONTHLY
New York Cmnty Bank	250,000	249,725.00	0.350%	12/11/20	12/11/23	863	QUARTERLY
Transportation Alliance Bk	250,000	248,617.50	0.250%	03/12/21	03/12/24	955	QUARTERLY
Investors Cmnty Bk	250,000	249,527.50	0.400%	03/24/21	03/25/24	968	QUARTERLY
Preferred Bank	250,000	248,537.50	0.250%	03/25/21	03/25/24	968	QUARTERLY
Bankunited Natl Assn	245,000	244,823.60	0.450%	03/31/21	04/01/24	975	QUARTERLY
Greenstate Credit Union	250,000	249,412.50	0.450%	06/16/21	06/17/24	1,052	QUARTERLY
Eaglemark Savings Bank	250,000	248,985.00	0.400%	06/30/21	06/28/24	1,063	QUARTERLY
Texas Exchange Bank	250,000	249,650.00	0.500%	07/09/21	07/09/24	1,074	QUARTERLY
BMW Bank North America	250,000	249,902.50	0.550%	07/30/21	07/30/24	1,095	QUARTERLY
<b>Negotiable CD TOTAL</b>	<u>\$ 10,235,000</u>	<u>\$ 10,372,581</u>					
<b>CD TOTAL</b>	<u><u>\$ 10,235,000</u></u>	<u><u>\$ 10,372,581</u></u>					



**City of Clovis  
Municipal Securities  
As of July 31, 2021**

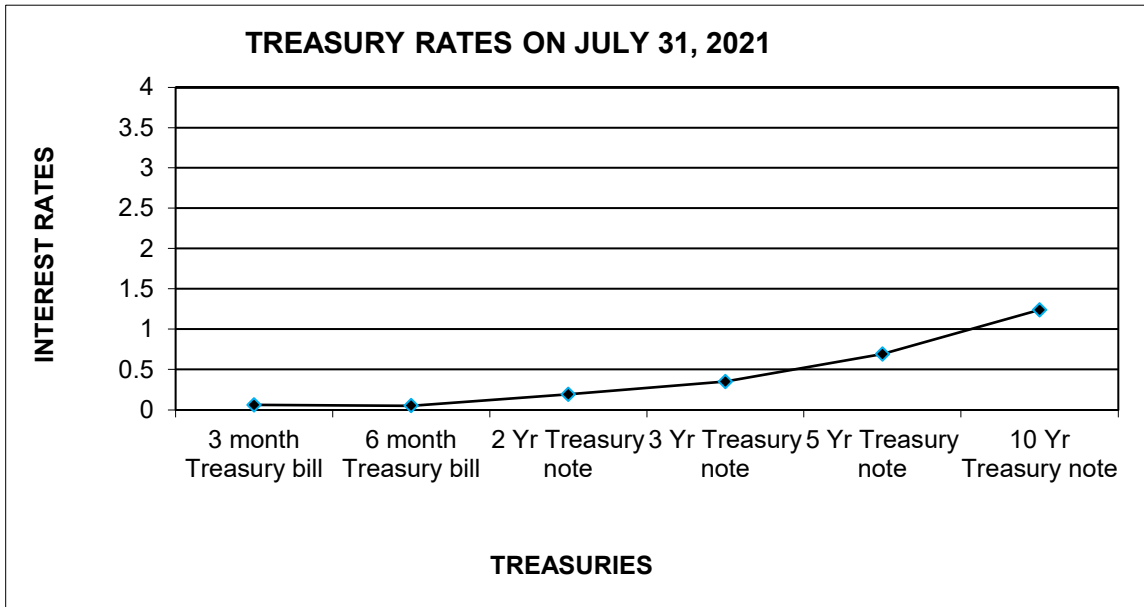
AGENDA ITEM NO. 5.

<u>Municipal Securities</u>	<u>COST</u>	<u>MARKET PRICE</u>	<u>INTEREST RATE</u>	<u>INVEST DATE</u>	<u>MATURITY DATE</u>	<u>MATURITY FROM 07/31/21</u>	<u>INTEREST FREQUENCY</u>
Huntington Beach Calif Pension Bond	1,000,000	1,000,040.00	0.381%	04/01/21	06/15/23	684	QUARTERLY
Fresno Unified Taxable Go Ref Bond	500,000	500,945.00	0.462%	09/30/20	08/01/23	731	QUARTERLY
Pomona Cali Uni Sch Dist Go Bond	815,000	816,246.95	0.534%	10/20/20	08/01/23	731	QUARTERLY
San Jose CA USD Ref Bond	775,000	774,139.75	0.221%	01/20/21	08/01/23	731	QUARTERLY
Vista CA USD Ref Bond	750,000	751,792.50	0.221%	01/20/21	08/01/23	731	QUARTERLY
William Hart Cali HS Go Bond	1,000,000	999,390.00	0.366%	12/23/20	08/01/23	731	QUARTERLY
Jefferson Cali Elem Sch Dist Go Bond	710,000	710,866.20	0.399%	10/27/20	09/01/23	762	QUARTERLY
Santa Rosa Calif Watr Ref Bond	350,000	351,288.00	0.578%	12/01/20	09/01/23	762	QUARTERLY
<b>Mun. Securities TOTAL</b>	<u>\$ 5,900,000</u>	<u>\$ 5,904,708</u>					
<b>Municipal Securities TOTAL</b>	<u><u>\$ 5,900,000</u></u>	<u><u>\$ 5,904,708</u></u>					

**CITY OF CLOVIS  
FINANCE DEPARTMENT  
JULY 31, 2021 TREASURY RATES**

**Treasury Rates as of July 31, 2021**

3 month Treasury bill	0.06
6 month Treasury bill	0.05
2 Yr Treasury note	0.19
3 Yr Treasury note	0.35
5 Yr Treasury note	0.69
10 Yr Treasury note	1.24



As indicated in the above graph, treasuries increase from 3-month to 10-year notes.



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council  
FROM: Finance Department  
DATE: December 13, 2021  
SUBJECT: Finance – Receive and File – Treasurer’s Report for the Month of July 2021.

ATTACHMENTS: 1. Summary of Cash Balances  
2. Summary of Investment Activity  
3. Investments with Original Maturities Exceeding One Year

Attached for the Council’s information is the Treasurer’s Report for the month ended July 31, 2021.

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. Attachment 1 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. Attachment 2 summarizes the investment activity for the month and distribution, by type of investment, held by the City. Attachment 3 lists all investments with original maturities exceeding one year as of the month ended July 31, 2021.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager *JH*

**City of Clovis**  
**Statement of Cash Balances**  
**As of July 31, 2021**

<b>Previous Balance</b>	\$	7,332,132.92
<b>Deposits</b>		47,274,204.87
<b>Disbursements</b>		(48,141,265.42)
		6,465,072.37
<b>Current Balance</b>	\$	6,465,072.37

<b>FUNDS</b>	<b>BALANCE</b>
100 General Fund	\$ 25,272,017.51
201 Local Transportation	18,178,897.34
202 Parking and Business Improvements	105,573.59
203 Off Highway Use	70,493.92
204 Off Highway Use	27,212.86
205 Senior Citizen Memorial Trust	54,560.86
207 Landscape Assessment District	5,994,192.61
208 Blackhorse III (95-1) Assessment District	130,101.65
301 Park & Recreation Acquisition	9,759,036.11
305 Refuse Equipment Reserve	1,713,711.01
310 Special Street Deposit Fund	30,800,827.37
313 Successor Agency	801,565.86
314 Housing Successor Agency	1,309,899.67
402 1976 Fire Bond Redemption	25,475.23
404 1976 Sewer Bond Redemption Fund	406,748.91
501 Community Sanitation Fund	16,309,569.61
502 Sewer Service Fund	35,906,066.41
504 Sewer Capital Projects-Users	1,188,336.95
506 Sewer Capital Projects-Developer	883,806.49
507 Water Service Fund	40,958,121.34
508 Water Capital Projects-Users	6,486,399.02
509 Water Capital Projects-Developer	9,035,266.30
515 Transit Fund	1,654,842.56
540 Planning & Development Services	16,785,182.83
601 Property & Liability Insurance	538,419.10
602 Fleet Maintenance	12,549,690.79
603 Employee Benefit Fund	70,900.01
604 General Government Services	22,946,679.21
701 Curb & Gutter Fund	160,806.28
703 Payroll Tax & Withholding Fund	945,356.96
712 Temperance/Barstow Assmt Dist (98-1)	75,890.96
713 Shepherd/Temperance Assmt Dist (2000-1)	5,740.45
715 Supp Law Enforcement Serv	7.15
716 Asset Forfeiture	150,331.23
720 Measure A-Public Safety Facility Tax	412.90
736 SA Admin Trust Fund	1,421.40
741 SA Debt Service Trust Fund	(920,180.17)
747 Housing Successor Trust Fund	1,137.98
<b>SUBTOTALS</b>	\$ 260,384,520.26
999 Invested Funds	(253,919,447.89)
<b>TOTAL</b>	\$ 6,465,072.37

**City of Clovis  
Summary of Investment Activity  
For the month of July 31, 2021**

<hr/> <hr/>		
<u>Balance of Investments Previous Month End</u>		<u>\$ 274,577,401.02</u>
 <u>Time Certificates of Deposit Transactions</u>		
Investments	500,000.00	
Withdrawals	<u>0.00</u>	
<b>Total CD Changes</b>		500,000.00
 <u>Other Changes</u>		
Government Securities	0.00	
Local Agency Investment Fund	60,667.30	
Municipal Securities	0.00	
Sweep Account	<u>(21,218,620.43)</u>	
<b>Total Other Changes</b>		<u>(21,157,953.13)</u>
<b>Balance of Investments Current Month End</b>		<u>\$ 253,919,447.89</u>

**City of Clovis  
Distribution of Investments  
As of July 31, 2021**

<hr/> <hr/>	
Insured CD's	10,235,000.00
Government Securities	118,200,317.25
US Treasury Notes	0.00
Local Agency Investment Fund	74,364,939.94
Municipal Securities	5,900,000.00
Sweep Account	<u>45,219,190.70</u>
<b>Investment Total</b>	<u>\$ 253,919,447.89</u>

**City of Clovis**  
**Original Maturities Exceeding One Year**  
**As of July 31, 2021**

<u>Institution</u>	<u>Face Value</u>	<u>Investment Balance At Amortized Cost</u>	<u>Maturity</u>	<u>Stated Rate</u>
FAMCMTN	3,000,000.00	3,000,000.00	8/17/2021	2.750%
FFCB	2,000,000.00	1,999,828.00	8/27/2021	2.700%
FFCB	2,500,000.00	2,498,732.00	9/20/2021	2.850%
FFCB	2,500,000.00	2,500,044.00	12/17/2021	2.800%
FAMCMTN	3,000,000.00	2,999,781.00	1/10/2022	1.520%
FHLMCMTN	6,000,000.00	6,039,650.00	1/13/2022	2.375%
FHLB	12,000,000.00	12,033,887.00	3/11/2022	2.500%
FFCB	5,960,000.00	5,966,088.00	3/28/2022	2.280%
FFCB	6,000,000.00	6,006,703.00	6/14/2022	1.875%
FAMCMTN	6,000,000.00	6,009,948.00	6/21/2022	1.950%
FFCB	3,000,000.00	3,002,555.00	8/22/2022	1.625%
FHLB	6,000,000.00	6,031,443.00	9/9/2022	2.000%
FFCB	3,000,000.00	2,992,056.00	10/11/2022	1.375%
FFCB	5,000,000.00	5,004,602.00	10/13/2022	1.600%
FHLB	8,000,000.00	8,024,994.00	12/9/2022	1.875%
FHLB	5,000,000.00	5,026,903.00	12/9/2022	1.875%
FAMCMTN	8,500,000.00	8,527,703.00	2/27/2023	1.350%
FHLB	5,000,000.00	13,368,756.00	3/10/2023	2.125%
FHLB	13,000,000.00	5,167,618.00	3/10/2023	2.125%
FFCB	5,000,000.00	5,000,000.00	3/1/2024	0.250%
FFCB	2,000,000.00	1,999,027.00	3/18/2024	0.300%
FHLB	5,000,000.00	5,000,000.00	6/7/2024	0.350%



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: December 13, 2021

SUBJECT: Finance – Receive and File – Investment Report for the Month of August 2021.

ATTACHMENTS:

1. Distribution of Investments
2. Monthly Investment Transactions
3. Certificates of Deposit
4. Municipal Securities
5. Graph of August 31, 2021 Treasury Rates

Attached is the Investment Report for the month of August 2021. Shown in Attachment 1 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. Attachment 2 reflects the monthly investment transactions for the month of August 2021. Attachment 3 lists the certificates of deposit. Attachment 4 lists the municipal securities. Attachment 5 is a graph of Treasury rates on August 31, 2021.

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 0.06%. The rate of return for the City of Clovis portfolio is 0.98%. The goal for the City of Clovis investment return is 120% of the 90-day Treasury bill rate. The current rate of return is 1,639% 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 August 2021, the average investment life of the City's investment portfolio is 0.60 years.

#### Current Investment Environment and Philosophy

During the month of August 2021, the federal funds rate remained at 0.00%-0.25%. On August 31, 2021, the Treasury yield curve increased from 3-month to 10-year notes.

#### 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

- 0 government securities were purchased.
- 2 government securities totaling \$5,000,000 matured.
- 0 certificates of deposit were purchased.
- 1 certificate of deposit totaling \$250,000 matured.
- 0 municipal securities were purchased.

#### Market Environment

- During August, the federal funds rate remained at 0.00%-0.25%.
- On August 31, the yield curve increased from 3-month to 10-year notes. See Attachment 5, Graph of Treasury Rates on August 31, 2021.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager 



**City of Clovis  
Distribution of Investments  
As of August 31, 2021**

AGENDA ITEM NO. 7.

	<u>COST</u>	<u>NET BOOK VALUE</u>	<u>MARKET VALUE *</u>	<u>YIELD TO MATURITY</u>	<u>STATED INTEREST RATE</u>	<u>INVEST DATE</u>	<u>MATURITY DATE</u>	<u>DAYS TO MATURITY FROM 8/31/2021</u>
<b><u>GOV'T SECURITIES</u></b>								
FFCB	2,490,878	2,498,732	2,503,675	2.850%	2.850%	10/05/18	09/20/21	20
FFCB	2,500,200	2,500,044	2,520,025	2.800%	2.800%	12/17/18	12/17/21	108
FAMCMTN	2,999,400	2,999,781	3,015,510	1.520%	1.520%	01/23/20	01/10/22	132
FHLMCMTN	6,129,600	6,039,650	6,049,200	2.375%	2.375%	08/30/19	01/13/22	135
FHLB	12,110,520	12,033,887	12,153,360	2.500%	2.500%	04/25/19	03/11/22	192
FFCB	5,979,668	5,966,088	6,036,169	2.280%	2.280%	03/28/19	03/28/22	209
FFCB	6,017,400	6,006,703	6,084,720	1.875%	1.875%	06/27/19	06/14/22	287
FAMCMTN	6,024,900	6,009,948	6,090,120	1.950%	1.950%	07/25/19	06/21/22	294
FFCB	3,005,250	3,002,555	3,045,600	1.625%	1.625%	11/27/19	08/22/22	356
FHLB	6,065,100	6,031,443	6,117,900	2.000%	2.000%	10/31/19	09/09/22	374
FFCB	2,984,460	2,992,056	3,043,470	1.375%	1.375%	11/27/19	10/11/22	406
FFCB	5,008,500	5,004,602	5,085,300	1.600%	1.600%	01/23/20	10/13/22	408
FHLB	8,045,600	8,024,994	6,642,935	1.875%	1.875%	12/19/19	12/09/22	465
FHLB	5,047,500	5,026,903	6,642,935	1.875%	1.875%	01/23/20	12/09/22	465
FAMCMTN	8,544,965	8,527,703	8,648,495	1.350%	1.350%	02/27/20	02/27/23	545
FHLB	5,255,000	13,368,756	13,367,866	2.125%	2.125%	03/26/20	03/10/23	556
FHLB	13,579,800	5,167,618	5,167,274	2.125%	2.125%	04/30/20	03/10/23	556
FFCB	5,000,000	5,000,000	4,986,700	0.250%	0.250%	03/01/21	03/01/24	913
FFCB	1,999,000	1,999,027	1,998,960	0.300%	0.300%	03/24/21	03/18/24	930
FHLB	5,000,000	5,000,000	4,999,850	0.350%	0.350%	06/07/21	06/07/24	1,011
<b>SECURITIES TOTAL</b>	<u>\$ 113,787,741</u>	<u>\$ 113,200,490</u>	<u>\$114,200,064</u>					
<b>LAIF</b>		<u>\$ 74,364,940</u>	<u>\$ 74,364,940</u>					
<b>Municipal Issuance</b>		<u>\$ 5,900,000</u>	<u>\$ 5,904,479</u>					
<b>Sweep Account (Union Bank)</b>		<u>\$ 51,435,559</u>	<u>\$ 51,435,559</u>					
<b>TOTAL CD'S</b>		<u>\$ 9,985,000</u>	<u>\$ 10,105,425</u>					
<b>TOTAL INVESTMENTS</b>		<u>\$ 254,885,989</u>	<u>\$ 256,010,467</u>					

\* Market values for securities obtained from US Bank.

**City of Clovis**  
**Monthly Investment Transactions**  
**As of August 31, 2021**

AGENDA ITEM NO. 7.

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
FAMCMTN	Gov Sec.	Maturity	3,000,000	3,000,000	2.750%	08/17/21	08/17/21
FFCB	Gov Sec.	Maturity	2,000,000	1,999,828	2.700%	08/27/21	08/27/21
Keesler Fed Cr Un.	CD	Maturity	250,000	250,000	3.050%	08/30/21	08/30/21

**PORTFOLIO DATA**

**Current Month (08/21)**

	<u>Book</u>	<u>Market</u>
CD'S	\$ 9,985,000	\$ 10,105,425
Gov't Securities*	113,200,490	114,200,064
Municipal Securities	5,900,000	5,904,479
LAIF	74,364,940	74,364,940
Sweep Account (Union Bank)	51,435,559	51,435,559
<b>TOTAL</b>	<b>\$ 254,885,989</b>	<b>\$ 256,010,467</b>

**Prior Month (07/21)**

	<u>Book</u>	<u>Market</u>
CD'S	\$ 10,235,000	\$ 10,372,581
Gov't Securities*	118,200,318	119,368,101
Municipal Securities	5,900,000	5,904,708
LAIF	74,364,940	74,364,940
Sweep Account (Union Bank)	45,219,191	45,219,191
<b>TOTAL</b>	<b>\$ 253,919,449</b>	<b>\$ 255,229,521</b>

**Three Months Previous (05/21)**

	<u>Book</u>	<u>Market</u>
CD'S	\$ 9,985,000	\$ 10,165,327
Gov't Securities*	115,733,857	117,212,701
Municipal Securities	5,900,000	5,903,008
LAIF	74,304,273	74,304,273
Sweep Account (Union Bank)	66,702,687	66,702,687
<b>TOTAL</b>	<b>\$ 272,625,817</b>	<b>\$ 274,287,996</b>

**Six Months Previous (02/21)**

	<u>Book</u>	<u>Market</u>
CD'S	\$ 9,990,000	\$ 10,215,200
Gov't Securities*	111,601,755	113,219,589
Municipal Securities	4,900,000	4,902,632
LAIF	74,223,185	74,223,185
Sweep Account (Union Bank)	42,086,591	42,086,591
<b>TOTAL</b>	<b>\$ 242,801,531</b>	<b>\$ 244,647,197</b>

**One Year Previous (08/20)**

	<u>Book</u>	<u>Market</u>
CD'S	\$ 10,740,000	\$ 11,057,740
Gov't Securities*	114,096,254	116,750,124
Municipal Securities	-	-
LAIF	73,948,977	73,948,977
Sweep Account (Union Bank)	19,124,513	19,124,513
<b>TOTAL</b>	<b>\$ 217,909,744</b>	<b>\$ 220,881,354</b>

\*Adjusted Quarterly for Premium/Discount Amortization

**City of Clovis  
Certificates of Deposit  
As of August 31, 2021**

AGENDA ITEM NO. 7.

<b>Negotiable CDs</b>	<b>COST</b>	<b>MARKET PRICE</b>	<b>INTEREST RATE</b>	<b>INVEST DATE</b>	<b>MATURITY DATE</b>	<b>MATURITY FROM 08/31/21</b>	<b>INTEREST FREQUENCY</b>
Ubs Bank Usa	250,000	251,482.50	3.200%	11/07/18	11/08/21	69	MONTHLY
Mountain America Fd Credit	250,000	251,632.50	3.200%	11/15/18	11/15/21	76	MONTHLY
Wells Fargo	250,000	252,815.00	3.000%	01/18/19	01/18/22	140	MONTHLY
Goldman Sachs Bk USA Ny	245,000	248,265.85	2.800%	02/20/19	02/22/22	175	QUARTERLY
Tiaa FSB Jacksonville Fla	245,000	248,324.65	2.850%	02/28/19	02/22/22	175	QUARTERLY
Comenity Capital Bank	250,000	254,137.50	2.550%	04/30/19	04/29/22	241	QUARTERLY
Synchrony Bank	250,000	254,287.50	2.450%	05/17/19	05/17/22	259	QUARTERLY
First State Bank of Dequeen	250,000	253,590.00	2.000%	07/26/19	05/26/22	268	QUARTERLY
Flagstar Bank	250,000	254,787.50	2.500%	06/12/19	06/13/22	286	QUARTERLY
Capital One Bank	250,000	254,587.50	2.350%	06/19/19	06/20/22	293	QUARTERLY
Morgan Stanley Bk	250,000	254,507.50	2.100%	07/25/19	07/25/22	328	QUARTERLY
Capital One Ntnl Assn	250,000	254,785.00	2.150%	08/07/19	08/08/22	342	QUARTERLY
Everbanke USA Salt Lake City	250,000	254,550.00	2.050%	08/07/19	08/08/22	342	QUARTERLY
Raymond James Bank	250,000	254,342.50	1.900%	08/23/19	08/23/22	357	QUARTERLY
Ally Bank	250,000	254,442.50	1.850%	09/19/19	09/19/22	384	QUARTERLY
Usalliance Federal Credit Union	250,000	254,825.00	2.850%	09/30/19	09/30/22	395	QUARTERLY
Morgan Stanley Bank	250,000	254,725.00	2.100%	10/17/19	10/17/22	412	MONTHLY
Lafayette Fed Cr Un	250,000	254,612.50	1.700%	11/22/19	11/22/22	448	MONTHLY
Live Oak Banking Co.	250,000	254,945.00	1.750%	12/11/19	12/12/22	468	QUARTERLY
Wells Fargo Natl Bk West	250,000	255,115.00	1.800%	12/13/19	12/13/22	469	QUARTERLY
Valley Cent Svgs Bk	250,000	255,077.50	1.700%	01/15/20	01/17/23	504	QUARTERLY
Sallie Mae Bank	250,000	255,845.00	1.900%	01/23/20	01/23/23	510	QUARTERLY
Servisfirst Bank	250,000	254,985.00	1.600%	02/21/20	02/21/23	539	MONTHLY
Celtic Bank	250,000	254,957.50	1.550%	03/13/20	03/13/23	559	MONTHLY
Axos Bank	250,000	255,052.50	1.550%	03/26/20	03/27/23	573	MONTHLY
Nicolet Natl Bank	250,000	253,087.50	0.900%	03/27/20	03/27/23	573	MONTHLY
Centerstate Bank	250,000	252,505.00	0.900%	03/30/20	03/30/23	576	MONTHLY
Bank Leumi	250,000	254,672.50	1.450%	03/31/20	03/31/23	577	MONTHLY
Discover Bank	250,000	254,690.00	1.350%	04/02/20	04/03/23	580	MONTHLY
Berkshire Bank	250,000	254,125.00	1.300%	04/08/20	04/06/23	583	MONTHLY
American Express	250,000	253,365.00	1.100%	04/21/20	04/21/23	598	MONTHLY
New York Cmnty Bank	250,000	249,525.00	0.350%	12/11/20	12/11/23	832	QUARTERLY
Transportation Alliance Bk	250,000	248,370.00	0.250%	03/12/21	03/12/24	924	QUARTERLY
Investors Cmnty Bk	250,000	249,237.50	0.400%	03/24/21	03/25/24	937	QUARTERLY
Preferred Bank	250,000	248,280.00	0.250%	03/25/21	03/25/24	937	QUARTERLY
Bankunited Natl Assn	245,000	244,524.70	0.450%	03/31/21	04/01/24	944	QUARTERLY
Greenstate Credit Union	250,000	249,040.00	0.450%	06/16/21	06/17/24	1,021	QUARTERLY
Eaglemark Savings Bank	250,000	248,612.50	0.400%	06/30/21	06/28/24	1,032	QUARTERLY
Texas Exchange Bk	250,000	249,245.00	0.500%	07/09/21	07/09/24	1,043	QUARTERLY
BMW Bk North Amer	250,000	249,467.50	0.550%	07/30/21	07/30/24	1,064	QUARTERLY
<b>Negotiable CD TOTAL</b>	<b>\$ 9,985,000</b>	<b>\$ 10,105,425</b>					
<b>CD TOTAL</b>	<b>\$ 9,985,000</b>	<b>\$ 10,105,425</b>					

**City of Clovis  
Municipal Securities  
As of August 31, 2021**

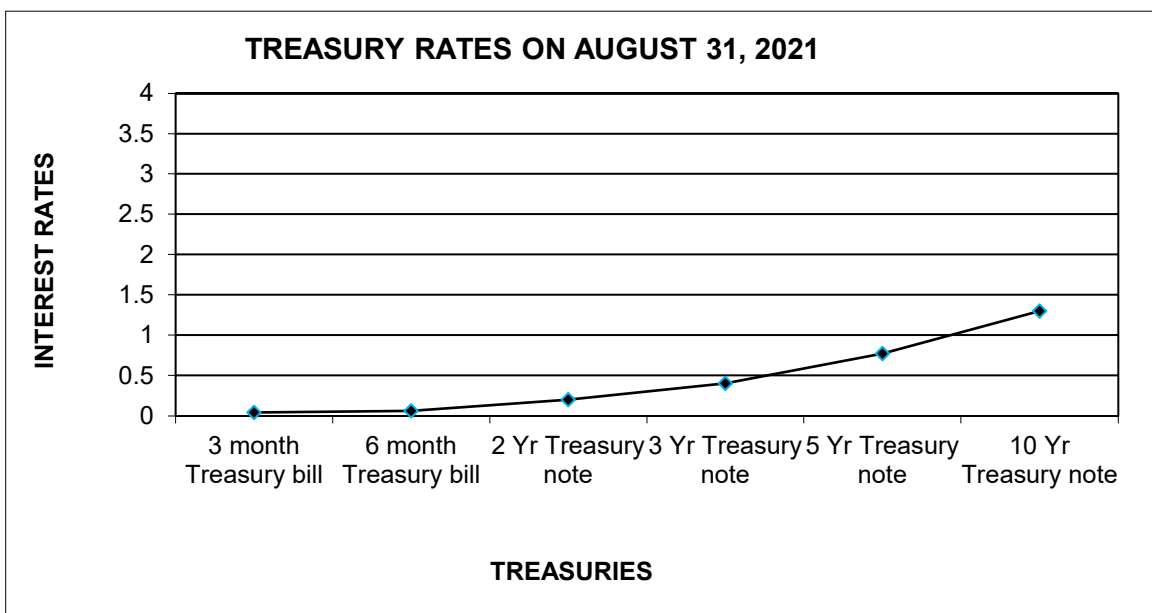
AGENDA ITEM NO. 7.

<u>Municipal Securities</u>	<u>COST</u>	<u>MARKET PRICE</u>	<u>INTEREST RATE</u>	<u>INVEST DATE</u>	<u>MATURITY DATE</u>	<u>MATURITY FROM 08/31/21</u>	<u>INTEREST FREQUENCY</u>
Huntington Beach Calif Pension Bond	1,000,000	1,000,950.00	0.381%	04/01/21	06/15/23	653	QUARTERLY
Fresno Unified Taxable Go Ref Bond	500,000	500,780.00	0.462%	09/30/20	08/01/23	700	QUARTERLY
Pomona Cali Uni Sch Dist Go Bond	815,000	815,994.30	0.534%	10/20/20	08/01/23	700	QUARTERLY
San Jose CA USD Ref Bond	775,000	773,977.00	0.221%	01/20/21	08/01/23	700	QUARTERLY
Vista CA USD Ref Bond	750,000	751,530.00	0.221%	01/20/21	08/01/23	700	QUARTERLY
William Hart Cali HS Go Bond	1,000,000	999,160.00	0.366%	12/23/20	08/01/23	700	QUARTERLY
Jefferson Cali Elem Sch Dist Go Bond	710,000	710,610.60	0.399%	10/27/20	09/01/23	731	QUARTERLY
Santa Rosa Calif Watr Ref Bond	350,000	351,477.00	0.578%	12/01/20	09/01/23	731	QUARTERLY
<b>Mun. Securities TOTAL</b>	<u>\$ 5,900,000</u>	<u>\$ 5,904,479</u>					
<b>Municipal Securities TOTAL</b>	<u><u>\$ 5,900,000</u></u>	<u><u>\$ 5,904,479</u></u>					

**CITY OF CLOVIS  
FINANCE DEPARTMENT  
AUGUST 31, 2021 TREASURY RATES**

**Treasury Rates as of August 31, 2021**

3 month Treasury bill	0.04
6 month Treasury bill	0.06
2 Yr Treasury note	0.20
3 Yr Treasury note	0.40
5 Yr Treasury note	0.77
10 Yr Treasury note	1.30



As indicated in the above graph, treasuries increase from 3-month to 10-year notes.



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council  
FROM: Finance Department  
DATE: December 13, 2021  
SUBJECT: Finance – Receive and File – Treasurer’s Report for the Month of August 2021.

ATTACHMENTS: 1. Summary of Cash Balances  
2. Summary of Investment Activity  
3. Investments with Original Maturities Exceeding One Year

Attached for the Council’s information is the Treasurer’s Report for the month ended August 31, 2021.

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. Attachment 1 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. Attachment 2 summarizes the investment activity for the month and distribution, by type of investment, held by the City. Attachment 3 lists all investments with original maturities exceeding one year as of the month ended August 31, 2021.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager *[Signature]*

**City of Clovis**  
**Statement of Cash Balances**  
**As of August 31, 2021**

<b>Previous Balance</b>	\$	6,465,072.37
<b>Deposits</b>		22,107,730.29
<b>Disbursements</b>		<u>(23,578,316.48)</u>
<b>Current Balance</b>	\$	<u>4,994,486.18</u>

<b>FUNDS</b>	<b>BALANCE</b>
100 General Fund	\$ 5,380,164.54
201 Local Transportation	17,336,920.18
202 Parking and Business Improvements	105,682.99
203 Off Highway Use	70,542.56
204 Off Highway Use	52,272.24
205 Senior Citizen Memorial Trust	54,598.54
207 Landscape Assessment District	5,718,577.95
208 Blackhorse III (95-1) Assessment District	103,322.93
301 Park & Recreation Acquisition	9,921,814.36
305 Refuse Equipment Reserve	1,725,020.70
310 Special Street Deposit Fund	30,427,777.40
313 Successor Agency	688,179.48
314 Housing Successor Agency	1,301,895.65
402 1976 Fire Bond Redemption	25,475.23
404 1976 Sewer Bond Redemption Fund	407,042.71
501 Community Sanitation Fund	15,700,505.66
502 Sewer Service Fund	35,452,862.35
504 Sewer Capital Projects-Users	1,202,439.12
506 Sewer Capital Projects-Developer	1,241,630.79
507 Water Service Fund	48,994,967.62
508 Water Capital Projects-Users	6,561,404.52
509 Water Capital Projects-Developer	8,931,307.41
515 Transit Fund	1,761,853.34
540 Planning & Development Services	16,587,772.62
601 Property & Liability Insurance	809,687.04
602 Fleet Maintenance	19,280,099.73
603 Employee Benefit Fund	1,541,984.04
604 General Government Services	27,585,306.56
701 Curb & Gutter Fund	160,918.17
703 Payroll Tax & Withholding Fund	1,314,145.14
712 Temperance/Barstow Assmt Dist (98-1)	75,943.82
713 Shepherd/Temperance Assmt Dist (2000-1)	5,744.64
715 Supp Law Enforcement Serv	197.87
716 Asset Forfeiture	159,244.54
720 Measure A-Public Safety Facility Tax	412.90
736 SA Admin Trust Fund	1,421.40
741 SA Debt Service Trust Fund	(809,800.40)
747 Housing Successor Trust Fund	1,137.98
<b>SUBTOTALS</b>	<u>\$ 259,880,474.32</u>
999 Invested Funds	<u>(254,885,988.14)</u>
<b>TOTAL</b>	<u>\$ 4,994,486.18</u>

**City of Clovis  
Summary of Investment Activity  
For the month of August 31, 2021**

<hr/> <hr/>	
Balance of Investments Previous Month End	\$253,919,447.89
<hr/>	
Time Certificates of Deposit Transactions	
Investments	0.00
Withdrawals	(250,000.00)
<b>Total CD Changes</b>	(250,000.00)
Other Changes	
Government Securities	(4,999,828.00)
Local Agency Investment Fund	0.00
Municipal Securities	0.00
Sweep Account	6,216,368.25
<b>Total Other Changes</b>	1,216,540.25
<b>Balance of Investments Current Month End</b>	\$ 254,885,988.14

**City of Clovis  
Distribution of Investments  
As of August 31, 2021**

<hr/> <hr/>	
Insured CD's	9,985,000.00
Government Securities	113,200,489.25
US Treasury Notes	0.00
Local Agency Investment Fund	74,364,939.94
Municipal Securities	5,900,000.00
Sweep Account	51,435,558.95
<b>Investment Total</b>	\$ 254,885,988.14



**City of Clovis  
Original Maturities Exceeding One Year  
As of August 31, 2021**

<b>Institution</b>	<b>Face Value</b>	<b>Investment Balance At Amortized Cost</b>	<b>Maturity</b>	<b>Stated Rate</b>
FFCB	2,500,000.00	2,498,732.00	9/20/2021	2.850%
FFCB	2,500,000.00	2,500,044.00	12/17/2021	2.800%
FAMCMTN	3,000,000.00	2,999,781.00	1/10/2022	1.520%
FHLMCMTN	6,000,000.00	6,039,650.00	1/13/2022	2.375%
FHLB	12,000,000.00	12,033,887.00	3/11/2022	2.500%
FFCB	5,960,000.00	5,966,088.00	3/28/2022	2.280%
FFCB	6,000,000.00	6,006,703.00	6/14/2022	1.875%
FAMCMTN	6,000,000.00	6,009,948.00	6/21/2022	1.950%
FFCB	3,000,000.00	3,002,555.00	8/22/2022	1.625%
FHLB	6,000,000.00	6,031,443.00	9/9/2022	2.000%
FFCB	3,000,000.00	2,992,056.00	10/11/2022	1.375%
FFCB	5,000,000.00	5,004,602.00	10/13/2022	1.600%
FHLB	8,000,000.00	8,024,994.00	12/9/2022	1.875%
FHLB	5,000,000.00	5,026,903.00	12/9/2022	1.875%
FAMCMTN	8,500,000.00	8,527,703.00	2/27/2023	1.350%
FHLB	5,000,000.00	13,368,756.00	3/10/2023	2.125%
FHLB	13,000,000.00	5,167,618.00	3/10/2023	2.125%
FFCB	5,000,000.00	5,000,000.00	3/1/2024	0.250%
FFCB	2,000,000.00	1,999,027.00	3/18/2024	0.300%
FHLB	5,000,000.00	5,000,000.00	6/7/2024	0.350%



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: December 13, 2021

SUBJECT: Finance - Approval - Res. 21-\_\_\_\_, A Resolution of Intention (ROI) to Annex Territory (Annexation #72) (T6349 - NEC Shaw/Locan & T6377 SEC Shaw/Leonard), to the Community Facilities District (CFD) 2004-1 and to Authorize the Levy of Special Taxes Therein and Setting the Public Hearing for January 18, 2022.

ATTACHMENTS: 1. Res. 21-\_\_\_\_, Intention to Annex Territory to CFD

### **CONFLICT OF INTEREST**

None.

### **RECOMMENDATION**

That the Council approve Res. 21-\_\_\_\_, A Resolution of Intention to Annex Territory (Annexation #72) to Community Facilities District (CFD) 2004-1 and to Authorize the Levy of Special Taxes therein and setting the Public Hearing for January 18, 2022.

### **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. This action is required to begin the process of annexation provided by the conditions of approval of the development entitlements.

### **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. Recently, a developer has submitted a petition to annex territory to the Community Facilities District 2004-1 and to include his subdivision 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 must approve a Resolution of Intention (ROI) to annex territory to the CFD. The ROI included with this report includes various actions necessary for the annexation to the CFD. The Rate and Method of

Apportionment (RMA) referred to in the ROI is as adopted by the Council with the Resolution of Formation adopted March 8, 2004.

The area to be annexed, T6349 - NEC Shaw/Locan & T6377 SEC Shaw/Leonard, is shown in the attached map.

**FISCAL IMPACT**

No fiscal impact by this action.

**REASON FOR RECOMMENDATION**

All requirements to begin the process for annexation of territory to the CFD have been completed, and the Council may take action on the ROI.

**ACTIONS FOLLOWING APPROVAL**

The Staff will take appropriate steps to schedule the Public Hearing on the Annexation of Territory to the CFD for January 18, 2022, and will provide the notices in accordance with the law.

Prepared by: Steve Nourian, Senior Accounting Systems Technician

Reviewed by: City Manager *JH*

## RESOLUTION 21-\_\_\_\_

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS  
APPROVING THE INTENTION TO ANNEX TERRITORY TO COMMUNITY FACILITIES  
DISTRICT AND TO AUTHORIZE THE LEVY OF SPECIAL TAXES THEREIN**

**CITY OF CLOVIS  
Community Facilities District No. 2004-1  
(Police and Fire Services)  
Annexation No. 72**

**WHEREAS**, this Council has conducted proceedings to establish Community Facilities District No. 2004-1 (Police and Fire Services) (the "CFD") pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at Section 53311, of the California Government Code; and

**WHEREAS**, under the Act, this Council, as the legislative body for the CFD, is empowered with the authority to annex territory to the CFD, and now desires to undertake proceedings to annex territory to the CFD.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Clovis:

- 1. Findings.** This Council hereby finds and determines that public convenience and necessity require that territory be added to the CFD.
- 2. Territory Described.** The name of the existing CFD is "Community Facilities District No. 2004-1 (Police and Fire Services)". The territory included in the existing CFD is as shown on the map thereof filed in Book 40 of Maps of Assessment and Community Facilities Districts at Page 57, in the office of the County Recorder, County of Fresno, State of California, to which map reference is hereby made. The territory now proposed to be annexed to the CFD is as shown on the Annexation Map No. 72 to the CFD, on file with the Clerk, the boundaries of which territory are hereby preliminarily approved and to which map reference is hereby made for further particulars (Attachment A). The City Clerk is hereby directed to cause to be recorded said Annexation Map No. 72 to the CFD, showing the territory to be annexed, in the office of the County Recorder of the County of Fresno within fifteen days of the date of adoption of this resolution.
- 3. The Services.** The types of public services financed by the CFD and pursuant to the Act consist of those of the police and fire services (the "Services") as described in Exhibit A to Resolution No. 04-33, adopted by the Council on March 8, 2004 (the "Resolution of Formation"). It is presently intended that the Facilities (and the Services) will be shared, without preference or priority, by the existing territory in the CFD and the territory proposed to be annexed to the CFD.

4. **Special Tax.** Except to the extent that funds are otherwise available to the CFD to pay for the Services, a special tax sufficient to pay the costs thereof is intended to be levied annually within the CFD, and collected in the same manner as ordinary *ad valorem* property taxes. The proposed rate and method of apportionment of the special tax among the parcels of real property within the CFD, as now in existence and following the annexation proposed herein, in sufficient detail to allow each landowner within the territory proposed to be annexed to the CFD to estimate the maximum amount such owner will have to pay, are described in Exhibit B attached to the Resolution of Formation, by which this reference is incorporated herein.

5. **Hearing.** Tuesday, January 18, 2022 at 6:00 p.m. or as soon as possible thereafter, in the City Hall, Council Chambers, 1033 Fifth Street, Clovis, California, be, and the same are hereby appointed and fixed as the time and place when and where this Council, as legislative body for the CFD, will conduct a public hearing on the annexation of territory to the CFD and consider and finally determine whether the public interest, convenience and necessity require said annexation of territory to the CFD and the levy of such special tax therein.

6. **Notice.** The City Clerk is hereby directed to cause notice of said public hearing to be given by publication one time in a newspaper of general circulation in the area of the CFD. The publication of said notice shall be completed at least seven (7) days before the date herein set for said hearing. The City Clerk shall also cause a copy of such notice and a copy of the Resolution of Formation to be mailed to each landowner (and to each registered voter, if any) within the territory proposed to be annexed, which notice and resolution shall be mailed at least fifteen (15) days before the date of said hearing. Such notice shall be substantially in the form specified in Section 53339.4 of the Act, with a summary form specifically authorized.

7. **Annexation Contingency.** Section 53316 of the Act shall apply to the proceedings of the Council for the CFD to the extent that the proceedings, if appropriate, include territory which on the date of adoption of this Resolution of Intention are not annexed to the City and which territory is proposed to be annexed to the City. This Council determines that the City has filed appropriate documents, including a "resolution of application", with the Fresno County Local Agency Formation Commission ("LAFCO") for the annexation of territory as therein described, which territory includes all or a portion of the lands proposed for inclusion in the boundaries of the CFD as herein described. A certificate of filing of such application has been issued by the official who is the executive officer of LAFCO, a copy of which certificate of filing is on file with the City Clerk. It is hereby specifically provided that these proceedings for the CFD, to the extent applicable to such territory subject to such LAFCO annexation to the City, shall be contingent upon and shall be completed only if the annexation of such territory to the City by LAFCO is completed. It is further provided that this Council shall not authorize the levy of the Special Tax nor cause any amended notice of special tax lien to be recorded for the territory to be annexed to the CFD unless and until such annexation proceedings through LAFCO are completed to the satisfaction of this Council.

8. **Effective Date.** This resolution shall take effect upon its adoption.

\* \* \* \* \*

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on December 13, 2021, by the following vote, to wit.

AYES:

NOES:

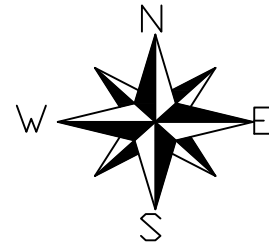
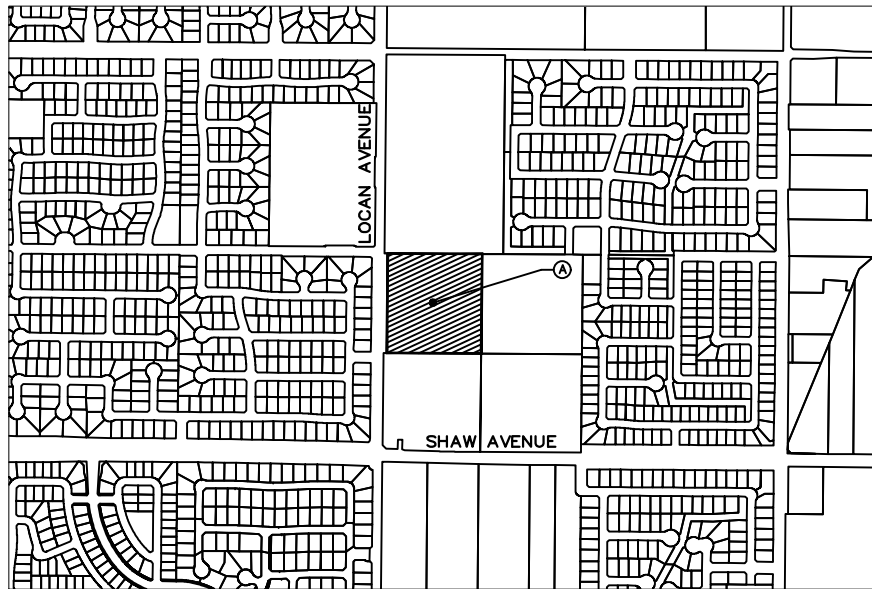
ABSENT:

ABSTAIN:

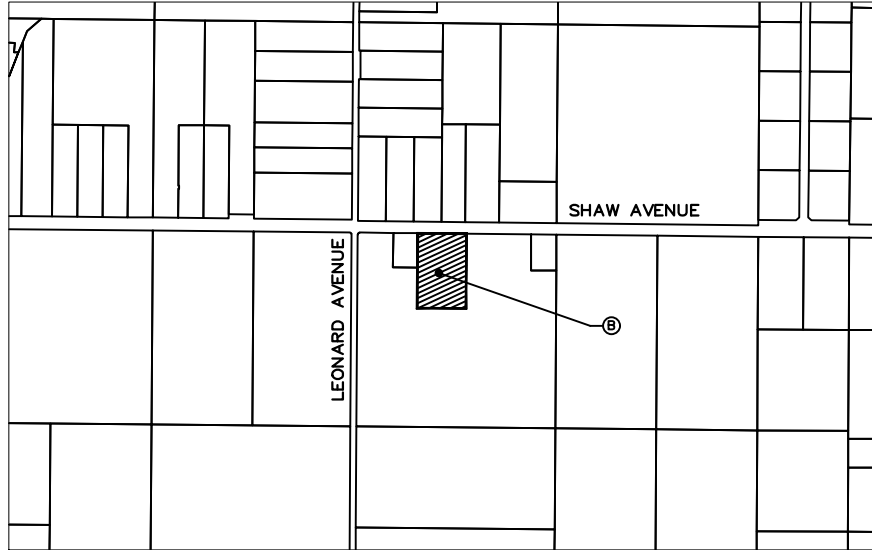
DATED: December 13, 2021

\_\_\_\_\_  
Mayor

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



- LEGEND
- PARCEL
  - ANNEXATION BOUNDARY
  - (A) APN 554-040-20
  - (B) APN 555-362-28



FILED IN THE OFFICE OF THE CITY CLERK THIS \_\_\_ DAY OF \_\_\_\_\_, 2021. I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF ANNEXATION NO. 72 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 \_\_\_ DAY OF \_\_\_\_\_, 2021, BY ITS RESOLUTION NO. \_\_\_.

\_\_\_\_\_  
 KAREY CHA  
 CITY CLERK  
 CITY OF CLOVIS

FILED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021, 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

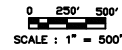
REFERENCE IS MADE TO THAT BOUNDARY MAP OF COMMUNITY FACILITIES DISTRICT NO 2004-1 (POLICE AND FIRE SERVICES) OF THE CITY OF CLOVIS RECORDED WITH THE FRESNO COUNTY RECORDER'S OFFICE ON FEBRUARY 19, 2004, IN BOOK 40 OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS, PAGE 57.

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. 72

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



CITY OF CLOVIS  
 COUNTY OF FRESNO  
 STATE OF CALIFORNIA



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance

DATE: December 13, 2021

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

ATTACHMENTS: None.

### **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.

### **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 citizens' 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 8,090 parcels assessed in 2020-2021, generating \$2,130,000 in assessments. The per-unit assessment for 2020-2021 was \$260.07 for single family units and \$224.55 for multifamily units.

Expenditures for public safety services' associated growth in the CFD area for 2020-2021 were \$4,165,000. In 2020-2021, Community Service District fee revenue covered 51% of Community Service District expenditures.



	<u>2020-2021</u>	<u>2019-2020</u>	<u>2018-2019 and prior</u>
Expenditures	\$4,165,000	\$4,408,000	\$39,500,000
Revenue	\$2,130,000	\$2,093,000	\$10,639,000

The Council established an independent citizens’ 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 members were appointed at the January 14, 2019 Council meeting:

- 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 slightly over half of 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: Jose Cortez, Accountant

Reviewed by: City Manager *JH*



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: December 13, 2021

SUBJECT: General Services – Approval - Res. 21-\_\_\_\_, Authorizing Amendments to the City’s Classification and Compensation Plans to Adopt the Senior Information Technology Specialist Classification and Salary Range of \$6,028 to \$7,326 per month; and Approval - Res. 21-\_\_\_\_, Amending the City’s FY 2021-22 Position Allocation Plan by adding one (1) Senior Information Technology Specialist position and deleting one (1) Information Technology Specialist position within the Administration Department.

ATTACHMENTS: 1. Res. 21-\_\_\_\_ Classification and Compensation Plan  
2. Res. 21-\_\_\_\_ Position Allocation Plan

### CONFLICT OF INTEREST

None

### RECOMMENDATION

For City Council to approve Res. 21-\_\_\_\_, authorizing amendments to the City’s Classification and Compensation Plans by adopting the Senior Information Technology Specialist Classification and Salary Range of \$6,028 to \$7,326 per month; and approve - Res. 21-\_\_\_\_, amending the City’s FY 2021-22 Position Allocation Plan within the Administration Department.

### EXECUTIVE SUMMARY

The Administration Department has a need to add a Senior Information Technology Specialist classification. The proposed classification will be responsible for performing advanced journey-level technical work and assist in the maintenance of the City’s network infrastructure. In addition, the department evaluated the work assignments and has determined that the addition of one (1) Senior Information Technology Specialist and the deletion of one (1) Information Technology Specialist better suits the needs of the department. Modification of the City’s Classification, Compensation, and Position Allocation Plans require the City Council’s approval.

### BACKGROUND

The Administration Department has recently evaluated the work assignments in the department and has determined that there is a need for a Senior Information Technology Specialist

classification. The new classification will perform advanced technical support services with duties that include installing, operating, and maintaining the City's technology systems. This position will also be responsible for the network administration, communications infrastructure, department specific systems support, and desktop operations. The Administration Department has also determined that the addition of one (1) Senior Information Technology Specialist position; and the deletion of one (1) Information Technology Specialist position will more efficiently support the current needs of the department.

It is recommended that the new classification be assigned to the Clovis Technical and Financial Professionals Association (CTFP) bargaining unit for employee representation. CTFP representatives are supportive of the assignment of the classification to the CTFP employee bargaining unit.

### **FISCAL IMPACT**

The salary and related benefit costs of the proposed salary change for the remainder of the fiscal year would be approximately an additional \$4,000. The additional costs were budgeted in the FY 2021-22 Administration Department budget allocation.

### **REASON FOR RECOMMENDATION**

Creation of the new Senior Information Technology Specialist classification to the City's Classification and Compensation Plans provides a detailed description and allows for the recruitment of the new position. The addition of one (1) Senior Information Technology Specialist position and the elimination of one (1) Information Technology Specialist position will provide the advanced level technical support necessary to improve function in the department. Modifications to the City's Classification, Compensation, and Position Allocation Plans require the City Council's approval.

### **ACTIONS FOLLOWING APPROVAL**

Personnel staff will add the new classification description to the City's Classification and Compensation Plans as shown in Attachment A of Attachment 1. The position allocation in the Administration Department will be modified as noted in Attachment A of Attachment 2.

Prepared by: Lori Shively, Personnel/Risk Manager

Reviewed by: City Manager *LS*

RESOLUTION 21-\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING AMENDMENTS TO THE CITY’S CLASSIFICATION AND COMPENSATION PLANS BY ADOPTING A SENIOR INFORMATION TECHNOLOGY SPECIALIST CLASSIFICATION**

The City Council of the City of Clovis resolves as follows:

**WHEREAS**, it has been determined that the City has a need for a Senior Information Technology Specialist classification to provide the necessary technical support; and,

**WHEREAS**, it has been determined that the appropriate salary range for the Senior Information Technology Specialist classification is \$6,028 to \$7,326 per month; and,

**WHEREAS**, it has been determined that it is appropriate to assign the Senior Information Technology Specialist classification to the Confidential Technical and Financial Professionals Association.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Clovis that the City’s FY 2021-22 Classification and Compensation Plans shall be modified to include the Senior Information Technology Specialist classification (Attachment A) with a monthly salary range of \$6,028 to \$7,326 per month.

\* \* \* \* \*

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on December 13, 2021 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: December 13, 2021

\_\_\_\_\_  
Mayor

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

**City of Clovis**  
**SENIOR INFORMATION TECHNOLOGY SPECIALIST**

**DEFINITION**

Under general supervision, performs work involving advanced journey-level technical support services in installing, operating, and maintaining the City's technology systems, in one or more of the following core areas: network administration, database administration, geographic systems administration, communications infrastructure, department specific systems support, and desktop applications. Configure, deploy, monitor, and train others on existing systems to meet the needs of the organization; produce a wide variety of end-user documentation, training material and other work products; and perform related work as required.

**CLASS CHARACTERISTICS**

Incumbents in this classification perform advanced journey-level technical work and assist in the maintenance of the City's network infrastructure; assist with analyzing software and hardware needs; make recommendations for improvements; assist with advanced technical problems; develop and document standard procedures for operating system, software and hardware system installations. Incumbents interact with users and serve as a trainer of other personnel in use of the personal computer, the network and related programs and peripherals. Incumbents receive minimal instruction when tasks are assigned and have some latitude in selecting work methods. Work is reviewed upon completion for final results. Incumbents are expected to resolve most problems confronted through the application of judgment and precedent. Incumbents are expected to refer most variations in work to the supervisor for instructions. This class differs from the Information Technology Specialist in the level of responsibility, complexity of duties assigned and in the independence of actions taken.

**EXAMPLES OF DUTIES**

Configure, deploy and monitor personal computers, mobile devices and other peripheral devices; setup, troubleshoot and repair edge network equipment (wired and wireless); automate software and operating system installations; evaluate and recommend computer software and hardware standards; train staff in all phases of computer operation and program applications; maintain telephone hardware, software, and data/voice communication equipment; determine priorities of requested work to ensure completion in appropriate order; advise users of appropriate applications of computers and programs; recommend and order computer supplies and the maintenance of equipment; maintain disaster recovery and backup systems, software library and licenses; purge files; operate city vehicles; and perform related duties as assigned.

**TYPICAL QUALIFICATIONS****LICENSE REQUIRED**

- Possession of a valid California driver's license and a good driving record.

## **EDUCATION AND EXPERIENCE**

### Education:

- Completion of two (2) years (60 semester units) of college level coursework in the area of computer science, information systems, or a closely related field.
- Four (4) year degree is desired

### AND

### Experience:

- Two (2) years of work experience in the operation and maintenance of personal computer systems and peripheral equipment in an enterprise environment.

### Certifications Desirable:

- Comptia Network+;
- Cisco CCT;
- MCA;
- VCTA;
- ArcGIS Desktop Associate.

## **QUALIFICATIONS**

### Knowledge of:

- Fundamentals of information technology, including personal computers, hardware, software and related peripheral equipment;
- Fundamentals of geographic information systems;
- Active Directory concepts and terminology;
- Current Microsoft Office products and related software applications;
- Installation, repair, and maintenance of a variety of desktop hardware and software;
- Local and Wide Area Network concepts, terminology and operating systems;
- Storage Area Networking (SAN) and Network Attached Storage concepts and terminology;
- Server Virtualization concepts and terminology;
- Database querying and administration concepts and terminology;
- Principles of using HTML and web-based scripting tools;
- Principles of Voice Communications including Voice over Internet Protocol (VoIP), cabling and unified communications;
- Project management techniques and concepts;
- Proper English usage, spelling, grammar, and punctuation;
- Training methods and procedures;
- Use of personal computers in a networked environment;
- Windows based servers and systems including Active Directory, Group Policy, and PowerShell scripting.

**Ability to:**

- Provide advanced technical support in specialized area of responsibilities;
- Adapt to evolving technology to solve problems;
- Deploy service packs for servers, desktop, and software applications and systems;
- Analyze functional network and/or application requirements and specifications;
- Clearly articulate instructions to non-technical users;
- Create and maintain procedures manuals for the position;
- Establish and maintain effective relationships with those contacted in the course of work;
- Import and export data between applications;
- Maintain Intranet site(s), applications, and web-based forms;
- Maintain the confidentiality of privileged information;
- Operate a vehicle, observing legal and defensive driving practices;
- Proofread and detect errors;
- Read and apply written procedures;
- Understand and carry out oral and written directions.

**SUPPLEMENTAL INFORMATION****PHYSICAL DEMANDS AND WORKING CONDITIONS**

- Strength: Light work-lifting, caring and/pushing 25 pounds maximum with frequent lifting and/or carrying of objects weighing up to 25 pounds;
- Positions in this class may be designated as confidential under Meyers-Millas Brown Act.

RESOLUTION 21-\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING AN AMENDMENT TO THE FY 2021-22 POSITION ALLOCATION PLAN IN THE ADMINISTRATION DEPARTMENT**

The City Council of the City of Clovis resolves as follows:

**WHEREAS**, the FY 2021-22 Position Allocation Plan in the Administration Department was approved as part of the FY 2021-22 City budget adoption process; and

**WHEREAS**, a review of the staffing needs of the City indicates that the addition of one (1) Senior Information Technology Specialist position and deletion of one (1) Information Technology Specialist position is necessary in order to provide the advanced journey-level technical work for the City; and

**WHEREAS**, amending the City’s adopted FY 2021-22 Position Allocation Plan requires City Council authorization.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Clovis that the City’s FY 2021-22 Position Allocation Plan shall be amended as noted in Attachment A attached.

\* \* \* \* \*

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on December 13, 2021 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: December 13, 2021

\_\_\_\_\_  
Mayor

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

Attachment 2



**POSITION ALLOCATION ADJUSTMENT BY DEPARTMENT FY 2021-22**

**DEPARTMENT NUMBER OF POSITIONS**

Administration Department

Add: Senior Information Technology Specialist 1.0  
Delete: Information Technology Specialist 1.0



# CITY of CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Police Department

DATE: December 13, 2021

SUBJECT: Police - Approval - Waive the City's Usual Purchasing Requirements and authorize the purchase of a Lenco BearCat; and Approval – Res. 21-\_\_\_\_, Amending the 2021-2022 Public Utilities Department Fleet Capital Budget to allocate funds for purchase of the Lenco BearCat.

ATTACHMENTS:

1. Resolution and Budget Amendment
2. Quotation from Lenco Armored Vehicles
3. Photographs of a Lenco BearCat

### CONFLICT OF INTEREST

None.

### RECOMMENDATION

1. Authorize the purchase of a Lenco BearCat from Lenco Armored Vehicles, waiving the usual City purchasing requirements. The total cost for the BearCat and accessories is \$400,361.00. The manufacturer does not collect the CA sales tax of \$30,772.42. The total including tax is \$431,133.42 due to the fact that the sales tax will be paid when the vehicle is registered.
2. For the City Council to approve Resolution 21-\_\_\_\_, amending the 2021-2022 Public Utilities Department Fleet Capital Budget to allocate funds for purchase of the Lenco BearCat.

### EXECUTIVE SUMMARY

Staff recommends this purchase be made from Lenco Armored Vehicles, as our current armored vehicle (MRAP) has experienced multiple mechanical issues over the last few years. As a result, repairs and maintenance are becoming cost-prohibitive. The MRAP also requires a driver with a Class B driver's license, which makes it impractical for use by patrol officers in a critical incident or an officer rescue that requires an immediate response.

### BACKGROUND

For the last fifteen years, the Clovis Police Department has shared a Lenco BearCat armored vehicle with the Fresno Police Department and the Fresno County Sheriff's Department. That BearCat is stored in the City of Fresno. When our officers need it for a high risk operation, such as a search warrant, one of our designated officers must first check to see if it is available and

then drive to the storage location to pick it up. Several times our officers have arrived at the storage area to find the BearCat was not there as it was supposed to be. Several other times it would not start due to dead batteries. Over the last few years we have experienced mechanical issues with the BearCat, such as steering problems, that almost caused collisions. The main reason for the issues is that three different agencies are using the same piece of equipment. This has worn the BearCat out quickly, and responsibility for maintenance and repairs is lacking. All of those issues will be alleviated by having our own BearCat stored in our secured lot and maintained under our own maintenance schedule.

In 2013 the City obtained an MRAP (Mine-Resistant, Ambush-Protected) vehicle from the United States Military. The vehicle was free of charge, but maintenance and repairs are the Police Department's responsibility. The vehicle was trouble free for the first five years, but it has broken down several times over the last two years. Due to the heavy-duty construction of the vehicle, it is extremely expensive to diagnose and repair most mechanical issues. The MRAP has become unreliable and cost-prohibitive for us to use as our sole armored vehicle. It is also impractical for patrol rescue operations as it requires a driver with a Class-B driver's license to operate it. Currently, there are only three officers with a Class-B license to drive the MRAP.

The Clovis Police SWAT Team has served an average of ten high risk search warrants per year for the last six years. Those warrants are commonly at locations where the suspect(s) are known or suspected to be armed or to possess weapons, have a violent criminal history, or have made threats against law enforcement officers. At least one armored vehicle is required to safely complete each of those search warrants. The Clovis Police Investigations Division also serves several search warrants every year in which the use of an armored vehicle is necessary to keep officers and the public safe during the service of the search warrant. During many of these high risk operations, we have had to reach out to other agencies as far away as the Kings County Sheriff's Department to assist us with their armored vehicle when our MRAP and the shared Bearcat were not operational or unavailable for other reasons.

The purchase of a new Lenco BearCat will provide the Clovis Police Department with an armored vehicle that can be driven by any Clovis Police Officer with a Class-C driver's license. All officers will be trained at department driver's training to operate the BearCat. This will allow an immediate response in the event that an emergency rescue, active shooter, or other high risk situation occurs where the use of an armored vehicle is required for the safety of officers and the public.

We are asking to waive the normal purchasing process for this purchase. Lenco Armored Vehicles maintains the industry standard for law enforcement armored vehicles. No other manufacturer currently offers this type of vehicle. We are asking City Council to waive the normal purchasing process for this purchase.

### **FISCAL IMPACT**

The total cost of the Lenco BearCat is \$431,133.42, including tax. A budget amendment is needed to account for the fund expenditure from the Fleet Capital Budget. On December 6<sup>th</sup>, 2021 Council approved an amendment to the Fiscal Year 2020-21 annual budget which included a transfer from the General Fund to the Fleet Capital Fund to provide funding for the purchase public safety vehicles including the Lenco BearCat.

**REASON FOR RECOMMENDATION**

The current armored vehicle has become unreliable. Repairs and maintenance have become cost-prohibitive. An armored vehicle is an integral piece of safety equipment for patrol, investigations and SWAT Officers. In instances where our armored vehicle is needed, but does not function properly, officers are forced to either wait for an allied agency to bring an armored vehicle to us, or put themselves in harm's way in lieu of using an armored vehicle.

The purchase of the new BearCat armored vehicle will give our officers and SWAT Team a reliable tool to protect themselves and the public when serving high risk search warrants, conducting officer rescues, and responding to active shooter incidents.

Staff is recommending that the City Council authorize the City Manager to enter into an agreement with Lenco Armored Vehicles to purchase a new Lenco BearCat due to our armored vehicle's current condition and to ensure our officers can carry out their duties in the safest manner available to them.

**ACTIONS FOLLOWING APPROVAL**

The Clovis Police Department will enter into a purchase agreement with Lenco Armored Vehicles to purchase a new Lenco BearCat.

Prepared by: Brett Hershberger, Police Lieutenant

Reviewed by: City Manager *JH*

RESOLUTION 21-\_\_\_\_

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS  
APPROVING AN AMENDMENT TO THE ANNUAL BUDGET FOR FISCAL YEAR  
2021-2022

WHEREAS, the City Council adopted the 2021-2022 Budget on June 14, 2021; and

WHEREAS, the City Council is amending the 2021-2022 Budget to include expenditures in the Public Utilities Fleet Capital Budget to purchase a Lenco BearCat for the Police Department; and

WHEREAS, the expenditures were not included in the 2021-2022 Budget.

NOW, THEREFORE, BE IT RESOLVED that the City of Clovis approves the budget amendment as shown in the "Summary of Expenditures by Department" and "Summary of Expenditures by Fund," attached as Attachment A.

\* \* \* \* \*

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on December 13, 2021, by the following vote, to wit.

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

DATED: December 13, 2021

\_\_\_\_\_  
Mayor

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

ATTACHMENT 1

**ATTACHMENT A**

**SUMMARY OF EXPENDITURES BY DEPARTMENT**

Department

Public Utilities Department \$432,000.00

**Total \$432,000.00**

**SUMMARY OF EXPENDITURES BY FUND**

Fund

Fleet Capital \$432,000.00

**Total \$432,000.00**

**NET GENERAL FUND SUPPORT**

**Total \$0.00**



Protecting Our Nation's Defenders™

10 Betnr Industrial Drive – Pittsfield, MA 01201  
PH (413) 443-7359 – FAX (413) 445-7865

AGENDA ITEM NO. 12.

**Quotation: 21506**

Customer Code: CLLCA  
Quotation Date: 11/17/2021  
Lenco Tax ID#: 04-2719777  
Repeat Customer: Yes  No

**Bill To**  
Clovis Police Department  
1233 5th Street  
Clovis, CA 93612

**Ship To**  
Clovis Police Department  
1233 5th Street  
Clovis, CA 93612

<b>Payment Terms</b>	<b>Shipping Terms</b>	<b>Ship Via</b>
Net 30 Days	FOB: Destination	Common Carrier
<b>Estimated Completion</b>	<b>Inhouse Contact</b>	<b>Inspection &amp; Acceptance</b>
12+ Months ARO (Est.)	Jim Massery	At Lenco's Facility in Pittsfield, MA

Item:	Product #	Qty	Unit Price	Extension
<b>Lenco BearCat</b>	BC55003	1	\$ 200,704.00	\$ 200,704.00
Paint Color: Lusterless Army Green	102192			
LED Lights: CA Mandated Solid Burn Red & Blue Front, Amber & Blue R				
<b>Options:</b>				
BearCat G3 4-Wheel Off-Road Upgrade Pkg w/Run-Flats	BC3WOFFRD	1	\$ 34,958.00	\$ 34,958.00
G3/G4 Spare Tire with Run-Flat	BC40STRF	1	\$ 4,954.00	\$ 4,954.00
Diesel Engine, 6.7L Turbo	BCDLEN	1	\$ 8,859.00	\$ 8,859.00
AC-DC Power Inveter with Auto Eject	BCINV2000	1	\$ 6,387.00	\$ 6,387.00
Back up Camera System with Monitor	BCBU	1	\$ 2,297.00	\$ 2,297.00
Color & Thermal Camera w/Controller, Front and Rear Monitors	BCTI	1	\$ 31,585.00	\$ 31,585.00
Electric Power Winch; Modular w/Winch Basket	BCWNCH	1	\$ 6,207.00	\$ 6,207.00
Electric Power Mirrors	BCMIR	1	\$ 1,508.00	\$ 1,508.00
Radio Prep Package, (1) Max (2)	BCINSRA	1	\$ 502.00	\$ 502.00
Rear A/C - Heating System: High Capacity Upgrade	BCHACUP	1	\$ 7,182.00	\$ 7,182.00
Roof Mounted Remote Control Spot Light - LED	BCSLED	3	\$ 1,404.00	\$ 4,212.00
(1) 7" Vertical GunPort Upgrade	BCGP7	8	\$ 152.00	\$ 1,216.00
4-Door Configuration	BC4DR	1	\$ 7,858.00	\$ 7,858.00
Cupola w/Ballistic Windows & Mechanical Turret System (with Barn Doors	BCPCUPOLA	1	\$ 26,321.00	\$ 26,321.00
Hydraulic Front Mounted Receiver with Ram Post and Plate	BCHYDRAM	1	\$ 12,479.00	\$ 12,479.00
Gas Injector Unit	BCGIU	1	\$ 14,552.00	\$ 14,552.00
Gas Injector Storage Basket	BCGISB	1	\$ 1,295.00	\$ 1,295.00
Armored Oil Pan Guard	BCAOPG	1	\$ 1,936.00	\$ 1,936.00
Intercom System; Inside to Outside	BCINT	1	\$ 2,871.00	\$ 2,871.00
Rear Tow Hitch Receiver W/ Winch Power	BCRTOWRWP	1	\$ 1,257.00	\$ 1,257.00
High Intensity Driving Lights in Front Bumper	BCHIDL	1	\$ 1,340.00	\$ 1,340.00
Ballistic Skip Round Shield	BCBSRS	2	\$ 1,936.00	\$ 3,872.00
1-Plasma Rope	BCPLAS1	3	\$ 503.00	\$ 1,509.00
<b>BearCat (Configuration Subtotal)</b>		<b>1</b>	<b>\$ 385,861.00</b>	<b>\$ 385,861.00</b>

<b>Notes:</b> Clovis tax (7.975%) of \$30,772.42 is NOT collected by Lenco.	<b>Subtotal</b>	<b>\$ 385,861.00</b>
	Shipping	\$ 14,500.00
	Tax	\$ -
	<b>Total Order</b>	<b>\$ 400,361.00</b>

**WARNING: Information Subject to Export Control Laws**  
The written approval of the Directorate of US Defense Trade Controls and Lenco Industries, Inc. must be obtained before reselling, transferring, transshipping or disposing of a defense article to any end user, end use or destination other than as stated on this Lenco quote or the shipper's export declaration in cases where an exemption is claimed under this subchapter ITAR 123.9(A).

Acceptance of this quotation or entering into a purchase agreement with Lenco, the purchaser agrees to Lenco's full Terms and Conditions of Sale, available upon request. This quote will be valid for 90 days.

**ACCEPTANCE OF PROPOSAL –**

Authorized Signature: \_\_\_\_\_  
Please Sign and Return

Authorized Signature: Jim Massery  
Jim Massery

Thank You









# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: December 13, 2021

SUBJECT: Planning and Development Services – Approval – Second Amendment to Land Tenure Agreement with Fresno Wildlife Rehabilitation Service.

ATTACHMENTS: 1. Second Amendment to Land Tenure Agreement

### **CONFLICT OF INTEREST**

None

### **RECOMMENDATION**

For the City Council to approve the Second Amendment to the Land Tenure Agreement with Fresno Wildlife Rehabilitation Service extending the deadline for construction by six months, and authorize the City Manager to execute the Amendment.

### **EXECUTIVE SUMMARY**

On August 5, 2019, Council approved a Land Tenure Agreement with Fresno Wildlife Rehabilitation Service (FWRS) to allow FWRS to construct The Nature Center at David McDonald Park. The agreement included a deadline of December 31, 2020, to achieve 50% construction of the facility or the term of the agreement would be greatly reduced. FWRS was on schedule to meet this deadline; however, bids for the project came in significantly higher than budgeted. In order to get the project back within budget, the major donor's design/build team had to develop new plans for the project for City review and approval. Due to the need for a redesign, staff recommended and Council approved on December 14, 2020, the First Amendment to the Land Tenure Agreement setting December 31, 2021, as the deadline to achieve 50% construction of the site.

In early 2021, staff met with the donor's design/build team on the redesign of the site. In June 2021, the plans were approved and permits were issued. Shortly after construction commenced in August 2021, unforeseen infrastructure lines were uncovered on site causing a delay in construction progress. These issues have since been addressed and construction activity is again underway. However, the project is approximately 15% complete, and therefore will not meet the deadline to be 50% constructed by December 31, 2021.

**BACKGROUND**

On November 13, 2007, Council approved Site Plan Review SPR2007-25 for the design and construction of a nature center at the property currently identified as David McDonald Park. The Nature Center was proposed in conjunction with Fresno Wildlife Rehabilitation, which is now known as FWRS. On May 2, 2011, the Site Plan Review was amended for the design and construction of the Miss Winkles Pet Adoption Center. At that time, The Nature Center was shown as a “future” development. In 2019, FWRS received a commitment from a large donor to fund the initial phase of The Nature Center, and on August 5, 2019, Council approved the Land Tenure Agreement to allow FWRS to proceed with the project. The Land Tenure Agreement only provides for what was previously identified as Phase 1 of The Nature Center. Future phases are conceptual only at this time.

The Land Tenure Agreement included a fairly aggressive deadline of December 31, 2020, for FWRS to secure funding for the project and to complete at least 50% of the construction. Failure to meet either of these deadlines triggered a reduction in the term of the Land Tenure Agreement to only five years. FWRS has received the funding for the project and was on schedule to complete at least 50% of construction by the December 2020 deadline when they opened bids for the construction contract in the spring of 2020. The bids were significantly higher than the budget so FWRS and their major donor decided to have the donor’s design/build team revise the plans to reduce costs and then build the project once the new plans were approved. On December 14, 2020, Council approved the First Amendment to the agreement setting December 31, 2021, as the revised deadline to achieve 50% construction of the site.

The redesign of the site is complete, revised plans have been approved, permits issued and construction has commenced. Shortly after construction began in mid-August 2021, unforeseen field issues were uncovered (the most significant being the relocation of the irrigation system and water line on site). The lack of available materials also impacted the natural progression of construction activity on site further impacting the ability to meet the December 31, 2021, deadline to be 50% constructed. The identified field issues have been addressed and construction activity is back underway. Grading is now complete and substantial progress on the building pad and parking area is proceeding.

The 50% construction deadline was included in the agreement to protect the City’s interests by ensuring that the land did not remain encumbered for a long period of time if the project languished. Although the December 31, 2021, construction deadline was not met, the project is under construction and approximately 15% complete. The design/build team expects the project to be 50% complete by March 2022, and by late August 2022, 100% complete.

Staff is comfortable with the ability of the design/build team to deliver the project, and feels that it is in the City’s best interest to amend the Land Tenure Agreement to extend the construction deadline to be 50% constructed by another six months to June 30, 2022. A copy of the recommended Second Amendment to the Land Tenure Agreement is attached to this report. The only changes to the First Amendment are the extensions of the deadline; all other provisions remain the same.

**FISCAL IMPACT**

There is no fiscal impact associated with the second amendment to the Land Tenure Agreement.

**REASON FOR RECOMMENDATION**

Completion of The Nature Center has long been a goal of the City, and FWRS is in the process of completing construction of the project. The intent of the deadline in the original Land Tenure Agreement was to protect the City's interests should the project languish. Amending the Land Tenure Agreement to extend the construction deadline by six months is the most reasonable way to ensure that the project meets the terms of the agreement while still protecting the City's interests.

**ACTIONS FOLLOWING APPROVAL**

The Second Amendment to the Land Tenure Agreement will be executed and recorded. Staff will continue to work with FWRS and the design/build team to complete construction of the project.

Prepared by: Renee Mathis, Planning and Development Services Director

Reviewed by: City Manager *RM*

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO:

(FOR RECORDER’S USE ONLY)

**CITY OF CLOVIS**  
**1033 Fifth Street**  
**Clovis, CA 93612**

No recording or filing fees pursuant to Government Code  
Sections 6103 and 27383.

**SECOND AMENDMENT TO LAND TENURE AGREEMENT FOR THE NATURE CENTER  
AND RELATED FACILITIES AT DAVID McDONALD PARK  
CITY OF CLOVIS, FRESNO COUNTY, CALIFORNIA**

This Second Amendment to Land Tenure Agreement for the Nature Center and Related Facilities at David McDonald Park (“Second Amendment”) is entered into effective on December 13, 2021, by and between the City of Clovis, a California municipal corporation (“City”) and Fresno Wildlife Rehabilitation Service, a California Non-profit Corporation (“FWRS”) pursuant to the following recitals:

**RECITALS:**

WHEREAS, City and FWRS entered into that certain Land Tenure Agreement for the Nature Center and Related Facilities at David McDonald Park, dated August 5, 2019 (“Agreement”), the terms of which are incorporated herein by this reference; and

WHEREAS, the Agreement contains a December 31, 2021, deadline for FWRS to have completed certain improvements identified on the Site Plan for the Premises; and

WHEREAS, FWRS has been diligently pursuing the design and construction of the necessary improvements but unforeseen circumstances will prevent FWRS from meeting the current deadline in the Agreement, and the City and FWRS desire to amend the Agreement to extend the deadline for six months.

NOW THEREFORE, in consideration of the mutual covenants herein contained, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, City and FWRS agree as follows:

**AGREEMENT:**

1. Recitals. The Recitals stated above are true and correct and are a substantive part of this Second Amendment.

2. Amendment to Agreement. Section 18, subsection c. of the Agreement, pertaining to Reduction in Term of Agreement, is amended in its entirety to read as follows:

c. Reduction in Term of Agreement. If FWRS fails to secure funding to complete the improvements identified on the Site Plan by June 30, 2022, the term of this Agreement shall be reduced to five (5) years. If FWRS fails to complete at least fifty percent (50%) of the improvements identified on the Site Plan by June 30, 2022, the term of this Agreement shall be reduced to five (5) years. FWRS shall demonstrate by satisfactory evidence to City that it meets the thresholds set forth in this subsection.

3. All Other Terms Remain in Effect. Except as expressly set forth herein, all other terms of the Agreement shall remain unchanged and in full force and effect, including all capitalized terms defined in the Agreement unless otherwise defined in this Second Amendment, and the Agreement shall be interpreted so as to give full force and effect to this Second Amendment.

4. Authority to Execute. The signatories to this Agreement represent that they have received authority from their respective governing body to execute this Agreement.

IN WITNESS WHEREOF, the City and FWRS have executed this Second Amendment effective on the date set forth above.

FRESNO WILDLIFE  
REHABILITATION SERVICE,  
A CALIFORNIA NON-PROFIT  
CORPORATION

CITY OF CLOVIS, A CALIFORNIA  
MUNICIPAL CORPORATION

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Luke Serpa, City Manager

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title



# CITY of CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: December 13, 2021

SUBJECT: Planning and Development Services – Approval – Final Acceptance for CIP 16-10 Owens Mountain Parkway Extension.

ATTACHMENTS: 1. Vicinity Map

**CONFLICT OF INTEREST**

None

**RECOMMENDATION**

For the City Council to accept the work performed as complete and authorize recording of the notice of completion.

**EXECUTIVE SUMMARY**

This project involves extending Owens Mountain Parkway, formerly known as Alluvial Avenue, beyond the Enterprise Canal. Construction consisted of a new roadway, reinforced concrete box culvert, concrete sidewalk, extension of a potable water main, a recycled water main, and a sewer main, and street lights.

**BACKGROUND**

The bid opening was on September 24, 2019, and City Council awarded the project to the lowest bidder, Avison Construction, on October 7, 2019. The project was completed in accordance with the construction documents. The project duration extended beyond the expected completion date due to unforeseen delays from PG&E and material supply shortage.

**FISCAL IMPACT**

1. Contract Award Amount	\$1,927,707.00
2. Cost increase resulting from differences between estimated quantities used for award and actual quantities installed	\$7,195.65

3. Contract Change Orders	\$80,004.92
CCO 1 Additional Steel Reinforcement for Box Culvert	
CCO 2 Additional Rock Slope Protection at Enterprise Canal	
CCO 3 Additional Earthwork	
CCO 4 Expose existing underground utility line	
CCO 5 Install PVC conduit for PG&E street lights	
CCO 6 Install traffic rated pull box	
CCO 7 Install chain link fence adjacent to box culvert wing walls	
CCO 8 Install aggregate base at SEC of box culvert	
4. Liquidated Damages Assessed	\$0.00
Final Contract Cost	\$2,014,907.57

This project is supported by federal funding with the Regional Surface Transportation Program (RSTP) through the City Community Investment Program.

#### **REASON FOR RECOMMENDATION**

The Public Utilities Department, City Engineer, Senior Engineering Inspector and Project Engineer agree that the work performed by the contractor is in accordance with the project plans and specifications, and has been deemed acceptable. The contractor, Avison Construction, Inc. has requested final acceptance.

#### **ACTIONS FOLLOWING APPROVAL**

1. The notice of completion will be recorded; and
2. All retention funds will be released pursuant to Federal requirements and the Prompt Payment of Funds Withheld to Subcontractors clause of the Local Assistance Procedures Manual.

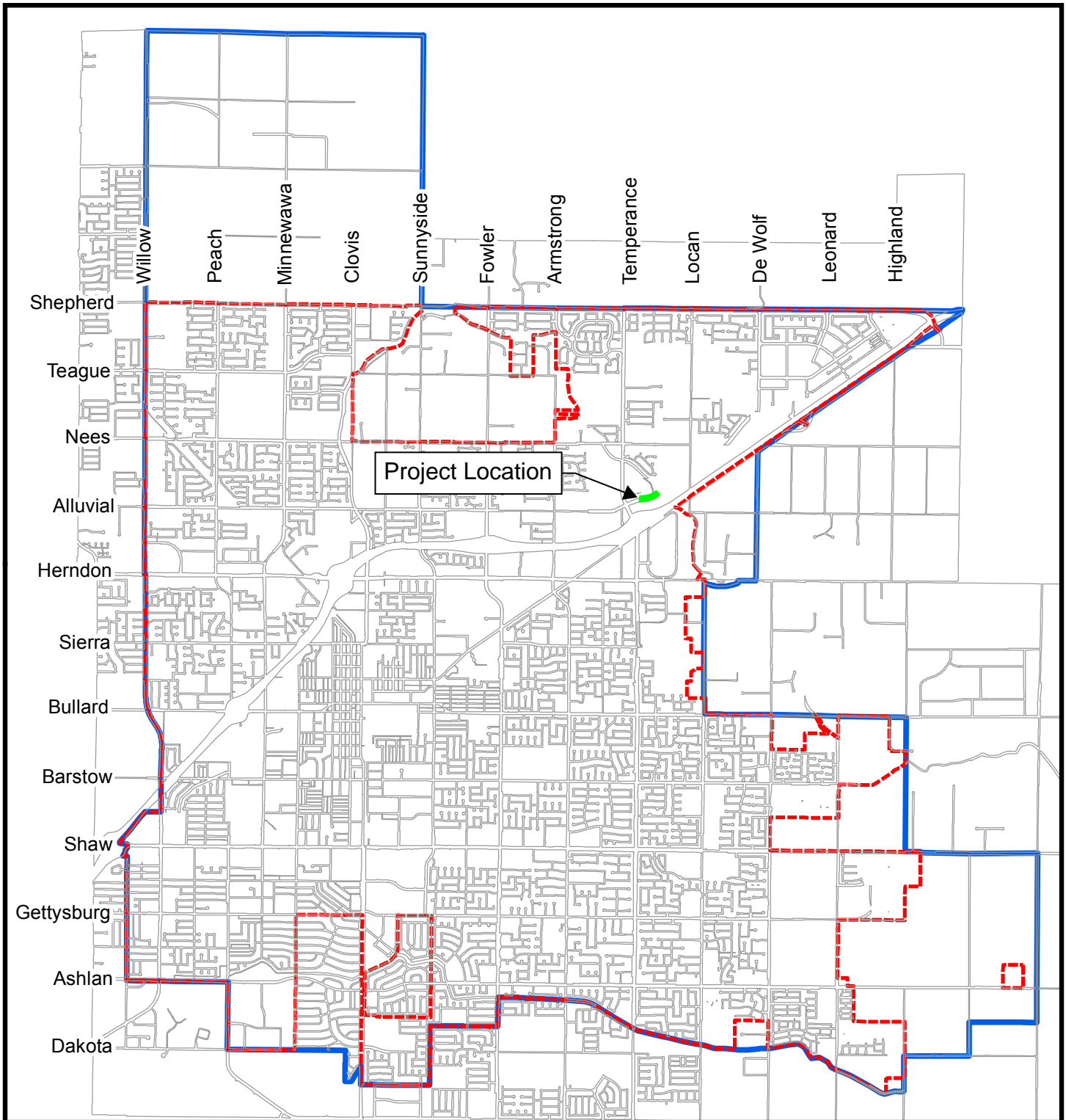
Prepared by: John Armendariz, Civil Engineer

Reviewed by: City Manager 

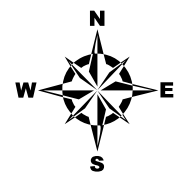


# VICINITY MAP

CIP 16-10 Owens Mountain Parkway Extension



## ATTACHMENT 1



 CITY LIMITS       SPHERE OF INFLUENCE



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: December 13, 2021

SUBJECT: Consider various items associated with Clovis Landmark Square, located on the north side of Third Street at Veterans Memorial Parkway.

a. Receive and File – Update on Landmark Square Construction and Soil Contamination.

b. Consider Approval – Res. 21-\_\_\_, amending the 2021-2022 Community Investment Program (CIP) budget for the Landmark Square Project.

**Staff:** Mike Harrison, City Engineer  
**Recommendation:** Receive and File and Approve

ATTACHMENTS: 1. Res. 21-\_\_\_, Budget Amendment

### CONFLICT OF INTEREST

Mayor Flores owns property within 500 feet of subject property and, pursuant to the law, must abstain from participation and decision regarding this item.

### RECOMMENDATION

1. For the City Council to consider items related to the soil contamination and resultant project delays and additional costs on the Landmark Square project.
2. For the City Council to approve a resolution amending the 2021-2022 Community Investment Program (CIP) budget for the Landmark Square Project

### EXECUTIVE SUMMARY

During construction of the Senior Center and Transit Center buildings, contaminated soil was discovered beneath the surface. Staff has since been working with regulatory agencies to determine the appropriate mitigation. The issue has prolonged the construction schedule by 10+ months and staff anticipates that the project cost increase will be approximately \$2.5 million

to \$3.2 million. While the full extent of the added cost of the project is not fully known, staff is requesting approval of a budget amendment to cover the currently estimated costs.

## **BACKGROUND**

### History – What has occurred to date?

In January of 2015, the City purchased 5.7 acres of property located north of the intersection of Veterans Memorial Parkway and Third Street in Old Town Clovis. The site was purchased for the development of the Landmark Square project, including a new Senior Center, Transit Facility, and Fresno County Library. Relocation of existing businesses and demolition were completed in the summer of 2015. A focused environmental impact report (EIR) for the project was certified by the City Council in July of 2018, and schematic design drawings for the site and buildings were completed in late 2018. On December 17, 2018, the City Council approved the schematic design and development budget for the project, and authorized staff to proceed with completing the final design process for the project.

Prior to the purchase of the property (in 2013), staff invested in a phase 1 site assessment for the purpose of determining the presence of environmental issues on the property being purchased. The assessment revealed an underground storage tank was located on-site and appropriately removed in 1992. Subsequent to the phase 1 evaluation (October 2015), staff completed a geotechnical engineering investigation. The investigation included 12 soils borings spaced throughout the property to depths ranging from 10' to over 20' with most of the borings being 15'. No removal of existing slabs was done and no sampling was performed under the existing slabs because the soil boring sites were well spaced throughout the site and reflected the building arrangement contemplated at the time of the testing. While the primary purpose of the soils investigation was to provide parameters for the design of the new buildings and site work, any soil discoloration or odor or any sign of contamination would have been noted. This soil investigation revealed no visual indication of foreign materials or odors of concern.

The City proceeded with design of the project, which included the Senior Center and Transit Facility plus on-site and offsite work needed to complete the project. The project was put out to bid in October of 2020 and was awarded to AMG Construction. Work began on the site in February 2021. Shortly thereafter, as AMG was removing the existing slabs and beginning to grade the site, a tar like substance was discovered below one of the old buildings near the northeast corner of the future Senior Center building. At the City's direction, AMG began to excavate the contaminated soils and the City had samples tested to determine the constituents of the contamination. Early tests revealed that the constituents included diesel, oil, gasoline, and other hydrocarbon solvents. None of the borings that were done for the geotechnical engineering report in 2015 were placed at the location of the plume and most of the contamination was found below the 10' to 15' deep borings.

In all, approximately 3,500 tons or 2,000 cubic yards of material was removed with the excavation being approximately 30' - 35' deep and approximately 100' in diameter. It is believed that the lower limits of the excavation represented the vertical extent of the contamination. However, laterally, soil discoloration was still being seen on the northern and eastern limits of the excavation, though the concentration seemed to be diluting some. It was felt, at this point, that the bulk of the contamination was removed and staff wanted to explore other alternatives and work with the regulatory agencies instead of continuing to spend money excavating the site.

In April 2021, staff consulted with Fresno County Departments of Public Works and Health for advice on proceeding as the County has an interest in the site for the proposed County Library. Fresno County Health advised consultation and coordination with the State Department of Toxic Substances Control (DTSC) who has some oversight responsibility for such issues. In initial consultation, DTSC staff felt that the testing and remediation of the site could take place in a fairly expedient manner. Staff proceeded to enter into a standard agreement with DTSC at their suggestion and recommendation from Fresno County Health Staff. The City's legal staff reviewed and approved the execution of the agreement.

During the last 8 months, staff has been working with DTSC, providing recommended testing and reporting at DTSC's direction. The goal of the testing is to ascertain the risk of the hydrocarbon constituents migrating into any occupied building space at levels that would pose a health risk to occupants of the buildings. If there is a risk above an acceptable threshold, that risk can be removed or reduced by installing a vapor barrier system under the foundation with a vapor collection system that can vent through the building without exposing building occupants. In the meantime, work on the project has been limited to items not involving the slab or significant vertical construction.

A risk assessment was prepared by the City's certified toxicologist, Enviro-Tox Services, Inc., who is a sub-consultant for Krazan-VEIR, the City's geotechnical consultant on the project. The toxicologist takes into consideration many factors, including in situ vapor testing, level of remediation, lateral and vertical transmissibility of the constituent mixture and components through the soil medium, vulnerability of the receptors, type of occupancy, frequency and duration of occupancy, and others. The City's toxicologist's conclusion was that the risk is below the acceptable threshold and that there is not a need to protect the buildings with a vapor barrier system. DTSC has not yet concurred with this assessment and continues to request information, clarification, testing, and updated reporting. Much of the effort is related to presenting the information in a format that is satisfactory to DTSC. In addition, changes in DTSC staff assigned to the project during the effort has required the City's consultant team to bring the new DTSC staff up to speed.

#### Action Plan

Even though City staff believes it has good documentation and a professional conclusion that the risk is low based on the consultant analysis and that there is not a need for building

protection based on accepted risk protocol, staff has recommended proceeding with the investment in a vapor barrier system as an extra measure of safety. Council approved the contract for the installation of the vapor barrier at the November 15, 2021 Council meeting. While DTSC has not reached a conclusion as to whether they concur with the City's toxicologist's assessment, they have reviewed the vapor barrier design and agreed that the design meets the requirement for protection of the building in the event it is indeed required by DTSC. This placed the City in a position to finally move forward with the construction of the buildings while the slow process of working through remaining issues with DTSC proceeds. Staff is continuing to work with DTSC on other monitoring and mitigation recommendations. Through this process, AMG construction has managed to complete approximately one quarter of the total project work under their contract.

### Costs of Remediation

If the current estimates of cost hold, an additional \$2.5 million - \$3.2 million will be needed to complete the project. There are still items outstanding in the oversight effort being provided by DTSC. The extent of the cost of these items, both in terms of capital cost to complete the mitigation of the site and any ongoing operational costs is not fully known. It is staff's intent to continue to work with DTSC on defining what these measures might be and implementing them in the most cost effective manner possible. Also, staff has begun investigating any funding that may be available to cover cost that is being incurred. Estimated costs to date are shown below.

#### CIP 15-03 Landmark Square Soil Contamination Impact

No.	Description	Amount	Date	Company	Notes
1	City Staff Time	TBD		City	
2	DTSC oversight	\$ 33,012.00	6/29/2021	DTSC	
3	Architect additional services	\$ 28,800.00	11/8/2021	PHA	
4	<b>**Construction Management additional services</b>	<b>\$ 200,000.00</b>	<b>ESTIMATED</b>	<b>Kitchell CEM</b>	<b>Original contract was f</b>
5	Excavation & stockpile	\$ 43,494.46	3/4/2021		PCO 002
6	Backfill pit	\$ 84,994.33	6/11/2021		PCO 018
7	Load, transport, disposal	\$ 266,795.91	6/11/2021		PCO 008 & 024
8	Check & adjust foundations	\$ 982.50	8/4/2021	AMG & Associates	PCO 025
9	<b>**Delay impact charges</b>	<b>\$ 762,888.43</b>	<b>3/1 to 10/31</b>		<b>Under Review</b>
9a	<b>**Delay impact charges</b>	<b>\$ 190,722.11</b>	<b>11/1 to 12/31</b>		<b>Estimated</b>
10	<b>**Vapor venting system installation</b>	<b>\$ 100,000.00</b>	<b>ESTIMATED</b>		<b>AMG will install ventin</b>
11	Phase II limited subsurface assessment	\$ 10,990.00	3/4/2021		Work Order 0
12	Soil Remediation/Removal oversight	\$ 14,100.00	3/8/2021		Work Order 0.1
13	Soil vapor sampling, VIRE preparation	\$ 26,548.32	3/30/2021		Work Order 1
14	Soil vapor sampling #2, VIRE	\$ 10,263.25	4/1/2021		Work Order 2
15	Prepare & submit work plan to DTSC	\$ 2,725.00	6/10/2021		Work Order 3
16	14 soil vapor samples (aliphatic & aromatic)	\$ 13,050.00	6/10/2021	Krazan-VEIR	Work Order 4
17	Vapor barrier design	\$ 10,950.00	7/12/2021		Work Order 5
18	DTSC recommended test (off-site vapor & groundwater)	\$ 70,750.00	7/15/2021		Work Order 6
19	Installation, oversight, reporting & cert of Vapor Barrier	\$ 436,830.00	11/10/2021		Work Order 7
20	Mitigation plan/ maintenance & operations plan	\$ 5,700.00	10/18/2021		Work Order 8
21	Response to DTSC VIRE comments	\$ 8,700.00	10/7/2021		Work Order 9
	<b>Total</b>	<b>\$ 2,322,296.31</b>			
	Actual to date	\$ 1,068,685.77			
	<b>**Anticipated expense</b>	<b>\$ 1,253,610.54</b>			

- Much of the additional cost (around \$950,000) is associated with delays to AMG construction who is the prime contractor. These costs are for additional overhead

costs and rising labor rates associated with the 10+ month delay prolonging the construction operation.

- The vapor barrier system will cost around \$436,000 for both buildings.
- The remainder of the costs (Est. \$880,000) are direct costs for soil removal and disposal, testing, risk assessment, architect services for redesign to accommodate modifications for the vapor barrier system.
- Staff's estimate of up to \$3.2 million for the additional costs to the project includes approximately \$900,000 buffer for costs yet to be incurred.

At the time of the bid award in January 2021, staff reported a budget for the project of \$19,744,426. Prior to discovery of the contamination, this amount was to cover the construction contract with AMG, construction management expenses, and a contingency of approximately \$830,000. See table below outlining the anticipated costs at the time of bid.

Table 1 – Project Costs					
Cost Category		Senior Center	Transit	Library	Total
1	Architecture	578,796	260,580	66,494	905,870
2	Building Cost	11,000,300	3,100,000		14,100,300
3	Transit Shelter	0.00	50,000	0	50,000
4	FF&E	377,700	109,200		486,900
5	On & Off Site Improvements	682,233	410,907	1,406,860	2,500,000
6	Construction Mgmt - Total	313,674	188,925	47,401	550,000
7	Construction Testing	27,289	16,436	56,274	100,000
8	Permits-Total	59,768	22,432	2,696	84,896
9	City Impact Fees - Total	85,914	21,168	29,363	136,445
10	5% Const. Conting (Items 2&5)	584,127	175,545	70,343	830,015
11	<b>TOTAL COST</b>	<b>13,709,801</b>	<b>4,355,194</b>	<b>1,679,432</b>	<b>19,744,426</b>

The estimated added cost due to soil issue \$2,500,000 - \$3,200,000

Total resulting estimated increased project construction cost could exceed \$22,950,000

Staff did much of the value engineering for the project prior to bidding, leaving very little left to cut. However, with the mounting costs, staff did explore further cost cutting. The items explored included elimination of wainscot in halls of the Senior Activity Center and replacing it with standard painted gypsum board for a savings of approximately \$60K and elimination of wood ceiling panel system of the Senior Activity Center and replacing it with suspended acoustical ceiling panel system for a saving of approximately \$170K. The savings that would be realized by implementing both options is approximately \$230K. These items were included as deductive alternatives in the bid proposal. These cost reductions alone are not significant in comparison with the overall cost and the cost increases being incurred and provide little in the way of

offsetting the added cost. Staff is not recommending implementation as they add value to the building.

Due to the added cost that is unavoidable, staff is requesting approval of a \$3,200,000 budget amendment to the general services budget to cover the unforeseen soil contamination issues encountered on the site. The sources of the added funds will be the general services fund balance, and transfers from the Special Street Trust fund and Transit fund.

### **FISCAL IMPACT**

The site soil contamination issue has resulted in \$1.1M of direct expenses to date. Additionally, staff is reviewing change orders for \$1.25M related to the impact of ongoing construction delay and completion of the vapor barrier and venting system. The total financial impact is unknown due to unknown additional scope for implementing mitigation measures as recommended by DTSC. At this point City staff is estimating a total impact of \$2.5 million to \$3.2 million in added cost to the project.

With the bond financing for the project already issued, there is no opportunity to adjust the amount borrowed. As a result, the additional funding will need to come from the fund balance in the General Services fund and transfers from the Special Street Trust fund and Transit fund.

### **REASON FOR RECOMMENDATION**

The project has incurred significant delays and substantial additional costs. The purpose of this report is to inform Council members of the project status and the additional costs of the project and to request a budget amendment to cover such project cost. These costs cannot be avoided.

### **ACTIONS FOLLOWING APPROVAL**

1. Funds will be appropriated and accounted for in the City of Clovis 2021-2022 Budget as specified in the attached budget amendment.
2. Staff will continue to work with DTSC to provide investigations and provide additional remediation elements that they might recommend in order to close out the City's obligation. If needed, staff will return to the City Council for approval of any additional funding to cover further contamination related costs.
3. Construction of the project will proceed

Prepared by: Mike Harrison, City Engineer

Reviewed by: City Manager *[Signature]*

**RESOLUTION 21-\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS  
APPROVING AN AMENDMENT TO THE ANNUAL BUDGET FOR  
FISCAL YEAR 2021-2022**

**WHEREAS**, the City Council adopted the 2021-2022 Budget on June 14, 2021; and

**WHEREAS**, the City Council approved the expenditure of funds for the 2021-2022 Community Investment Program – General Services Fund; and

**WHEREAS**, the additional expenditures needed for the Landmark Square Construction project were not anticipated or included in the 2021-2022 Community Investment Program – General Services Fund.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Clovis the City Council of the City of Clovis approves the budget amendment as shown in the “Summary of Expenditures by Department”, “Summary of Expenditures by Fund” attached as Attachment A:

\* \* \* \* \*

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on December 13, 2021 by the following vote, to wit.

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:
  
- DATED:

\_\_\_\_\_  
Mayor

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



**Attachment A**

**SUMMARY OF EXPENDITURES BY DEPARTMENT**

Department		
General Government Facilities		\$3,200,000
<b>Total</b>		<b>\$3,200,000</b>

**SUMMARY OF EXPENDITURES BY FUND**

Fund		
General Services		\$3,200,000
<b>Total</b>		<b>\$3,200,000</b>

**SUMMARY OF TRANSFERS BY FUND**

**Transfer In**

Fund		
General Services		\$2,100,000
<b>Total</b>		<b>\$2,100,000</b>

**Transfer Out**

Fund		
Special Street Trust Fund		\$1,200,000
Transit Fund		\$900,000
<b>Total</b>		<b>\$2,100,000</b>



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council  
 FROM: Administration  
 DATE: December 13, 2021  
 SUBJECT: Consider Approval – Change of Council Meeting Schedule.

**Staff:** Luke Serpa, City Manager

**Recommendation:** Approve

ATTACHMENTS: None.

### CONFLICT OF INTEREST

None.

### RECOMMENDATION

For the City Council to approve the cancellations of the regular Council meetings scheduled for Monday, December 20, 2021, and Monday, January 3, 2022.

### EXECUTIVE SUMMARY

There is a need to change the schedule of meetings for the City Council in December, 2021 and January, 2022. Staff is recommending that City Council cancel the meetings of December 20, 2021, and Monday, January 3, 2022.

### BACKGROUND

Staff is able to consolidate the agenda items to the first and second meetings in December of 2021, and the second and third meetings of January of 2022. Staff is recommending that City Council consider canceling the meetings of December 20, 2021, and January 3, 2022. Given adequate notice, staff will be able to amend the timing of actions coming forward so that operations will not be affected by the cancellations.

### FISCAL IMPACT

None.

### REASON FOR RECOMMENDATION

Pursuant to the Clovis Municipal Code, the City Council meets in regular session on the first, second, and third Monday of each month, except when those Mondays occur on a recognized

City holiday. The City Council needs to confirm any change to the schedule of meetings in order to properly notice the public of the City Council's schedule of meetings.

**ACTIONS FOLLOWING APPROVAL**

A revised schedule of meetings will be published in conformance with law.

Prepared by: Rebecca Simonian, Executive Assistant

Reviewed by: City Manager *RS*



# CITY of CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council  
 FROM: Administration  
 DATE: December 13, 2021  
 SUBJECT: Consider Approval - Confirmation of City Manager's Appointment of Assistant City Manager.

**Staff:** John Holt, Assistant City Manager  
**Recommendation:** Confirm Appointment

ATTACHMENTS: None.

### CONFLICT OF INTEREST

None.

### RECOMMENDATION

Consider confirmation of the City Manager's appointment of Andrew Haussler as Assistant City Manager effective January 1, 2022.

### EXECUTIVE SUMMARY

Andrew Haussler has nearly 20 years years of experience working in several local government agencies and roles with over 15 years of service with the City of Clovis. He has been the Community & Economic Development Director for the City of Clovis since July of 2015. In his current position he has excelled in being a collaborative leader that partners with City Departments and a variety stakeholders to achieve success for the City as a whole. This has prepared him for this appointment. Based on this, the City Manager has determined that Mr. Haussler is well qualified and prepared for this position, and has made the appointment as Assistant City Manager, subject to City Council confirmation, effective January 1, 2022.

### FISCAL IMPACT

The City has budgeted sufficient funds for this position.

### REASON FOR RECOMMENDATION

Pursuant to Clovis Municipal Code, Chapter 2.2.103(b)(2), the City Council must confirm appointment of all heads of departments made by the City Manager.

### ACTIONS FOLLOWING APPROVAL

The City Manager will follow up with any appropriate action as directed by the City Council.

Prepared by: John Holt, Assistant City Manager

Reviewed by: City Manager *JH*