



# 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)

February 7, 2022

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 Ashbeck**

## **ROLL CALL**

## **PRESENTATIONS/PROCLAMATIONS**

1. Presentation of Proclamation Recognizing February as Teen Dating Violence Awareness Month.

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

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

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

- [2.](#) Administration - Approval - Minutes from the January 18, 2022 Council Meeting.
- [3.](#) Administration - Receive and File - Business Organization of Old Town (B.O.O.T.) Second Quarter Report, October through December 2021.
- [4.](#) General Services – Approval - Claim Rejection of the General Liability Claim on behalf of Victor Ray Vidrio, Jr.
- [5.](#) Police – Approval – Authorize the City Manager to approve placement of a full time Police Officer at Step 5 of the salary range and include previously paid incentives.
- [6.](#) Planning and Development Services – Approval – Bid Award for CIP 15-13, Landfill Left Turn Lane located at 15679 Auberry Road; and Authorize the City Manager to execute the contract on behalf of the City.
- [7.](#) Public Utilities – Approval – Res. 22-\_\_\_\_, Authorizing submittal of application for the City to receive grants and/or City payment funds from the Department of Resources Recycling and Recovery (CalRecycle); and authorizing the City Manager or a Designee to execute all documents necessary to implement and secure payments.

## COUNCIL ITEMS

- [8.](#) Consider Approval – Change of Council Meeting Schedule.

**Staff:** John Holt, City Manager

**Recommendation:** Approve

## CITY MANAGER COMMENTS

9. 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.

10. Government Code Section 54957.6  
CONFERENCE WITH LABOR NEGOTIATORS  
Agency Designated Representatives: John Holt, Andrew Haussler, Shonna Halterman, Lori Shively, Scott Cross  
Employee Organization: Clovis Police Officers Association, Clovis Firefighters Association, Clovis Employees Association, Clovis Public Works Employees Association, Clovis Public Safety Employees Association, Clovis Professional and Technical Employees Association, Clovis Transit Employees Bargaining Unit, Clovis Technical and Financial Professionals Association  
Unrepresented Employee: Management Employees

## **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:

Feb. 14, 2022 (Mon.)

Feb. 22, 2022 (Tue.) (To Be Cancelled)

Mar. 7, 2022 (Mon.)

Mar. 14, 2022 (Mon.)

Mar. 21, 2022 (Mon.) (Joint Meeting with Planning Commission)



CITY *of* CLOVIS  
**PROCLAMATION**

**Recognizing February as  
 Teen Dating Violence Awareness Month**

*WHEREAS, each year, an estimated 1 in 3 teens is physically, emotionally, or verbally abused by a dating partner; and*

*WHEREAS, survivors of teen dating violence have increased risk for truancy, dropout, teen pregnancy, suicide, having eating disorders, and engaging in other harmful behaviors such as use of alcohol, tobacco, and other drugs; and*

*WHEREAS, each February, the formal recognition of Teen Dating Violence Awareness Month allows the community to acknowledge and show their support for survivors and advocates to end the cycle of abuse through education; and*

*WHEREAS, Wear Orange Day, February 8th, is a national day dedicated to raising awareness on teen dating violence, to supporting survivors, and to preventing abuse before it starts; and*

*WHEREAS, a partnership of schools across Fresno County emerged to directly confront this crisis and are achieving success. The Marjaree Mason Center, along with its kNOw MORE® Peer Educators, are helping in the effort to prevent and end teen dating violence. We must recognize the compassion and dedication of these professionals and students across Fresno County middle schools and high schools, including Clovis West High School, and increase public understanding of this important problem.*

*NOW, THEREFORE, BE IT PROCLAIMED, that the Clovis City Council, does hereby recognize the month of February as*

**Teen Dating Violence Awareness Month**

*and urges all citizens of Clovis to work together to end the cycle of violence in our community.*

*IN WITNESS THEREFORE, I hereunto set my hand and cause the official seal of the City of Clovis to be affixed the 7th day of February, 2022.*

  
 \_\_\_\_\_  
**Mayor**



**CLOVIS CITY COUNCIL MEETING**

**January 18, 2022**

**6:00 P.M.**

**Council Chamber**

Meeting called to order by Mayor Flores at 6:02  
Flag Salute led by Councilmember Whalen

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

**PUBLIC COMMENTS – 6:03**

Paul Hinkle, resident, shared concerns regarding a four-way stop at the intersection of Seirra and Peach Avenues. The intersection has “Stop” signs, but cars are often running through the intersection without stopping. Mr. Hinkle is requesting for Council’s consideration of installing flashing “Stop” signs at the intersection to mitigate the issue of cars running through the intersection without stopping.

**CONSENT CALENDAR – 6:08**

Councilmember Bessinger requested to pull Item 3 to further discuss as he has received comments from an Old Town business owner regarding street closures.

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, that the items on the Consent Calendar, with the exception of Item 3, be approved. Motion carried by unanimous vote.

1. Administration - Approval - Minutes from the January 10, 2022, Council Meeting.
2. Administration - Receive and File – Business Organization of Old Town (BOOT) First Quarter Report, July through September 2021.
4. Finance – Receive and File – Status Report of Development Fee Funds for the fiscal year ended June 30, 2021.
5. Finance – Receive and File – Investment Report for the Month of September 2021.
6. Finance – Receive and File – Treasurer’s Report for the Month of September 2021.
7. Finance – Receive and File – Investment Report for the Month of October 2021.
8. Finance – Receive and File – Treasurer’s Report for the Month of October 2021.
9. General Services – Approval – **Res. - 22-07**, Amending the FY 2021-2022 Transit Budget to add funds for purchase of the three (3) Ram Promaster Minibuses; and Waive the City’s Usual Purchasing Requirements and authorize the purchase of three (3) Ram Promaster Minibuses utilizing the CalACT Competitive Bid Award.
10. General Services – Approval – **Res. 22-08**, Authorizing Amendments to the Permit Technician Classification in the Planning and Development Services Department.
11. Planning and Development Services - Approval – Final Acceptance for CIP 20-06 Shaw Avenue Street Rehabilitation.
12. Planning and Development Services – Approval – **Res. 22-09**, Amending the FY 2021-2022 Community Investment Program (CIP) Budget for CIP 14-30, Shaw Avenue Widening –

Phase 1 from Leonard to McCall Avenues; Bid Award for CIP 14-30 to Avison Construction, Inc.; and Authorize the City Manager to execute the contract on behalf of the City.

13. Planning and Development Services – Approval – **Res. 22-10**, Amending the Fresno Metropolitan Flood Control District (FMFCD) Schedule of Drainage Costs and Fees for 2022-2023.

6:09 – ITEM 3 - ADMINISTRATION - APPROVAL – 2022 STREET CLOSURE REQUESTS; AND APPROVAL - **RES. 22-06**, DECLARING CERTAIN EVENTS AS OLD TOWN SPECIAL EVENTS AND SETTING PRECISE BOUNDARIES FOR THOSE OLD TOWN SPECIAL EVENTS WITH THE RECOMMENDED CHANGES BY COUNCIL.

Bert Laberta, business owner, shared concerns regarding lack of parking available in front/near his restaurant during special events due to the street closures.

Paul Hinkle, resident, shared concerns regarding a car show event which conflicts with his own car show on the same day.

Cora Shipley, President of the Business Organization of Old Town (B.O.O.T.), addressed the concerns shared by Mr. Bert Laberta and addressed the partnership with Fresno Hot Rod Association to organize the car show.

Anthony, President of the Fresno Hot Rod Association, shared information on the event that the Fresno Hot Rod Association will be hosting in partnership with B.O.O.T.

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

**PUBLIC HEARINGS – 6:53**

6:53 – ITEM 14 - CONSIDER ACTIONS RELATED TO ANNEXATION OF TERRITORY (ANNEXATION #72, T6349 - NEC SHAW/LOCAN & T6377 SEC SHAW/LEONARD) TO THE CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES).

Mayor Flores abstained from hearing and voting on this item due to a conflict of interest as he owns property within 1000 feet of the project.

14A. CONSIDER APPROVAL - **RES. 22-11**, A RESOLUTION ANNEXING TERRITORY (ANNEXATION #72) (T6349 - NEC SHAW/LOCAN & T6377 SEC SHAW/LEONARD) TO THE CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES) AND CALLING A SPECIAL LANDOWNER ELECTION TO ANNEX TERRITORY (ANNEXATION #72) TO CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES).

Motion for approval by Councilmember Whalen, seconded by Councilmember Bessinger. Motion carried 4-0-0-1 with Mayor Flores abstaining.

14B. CONSIDER APPROVAL - **RES. 22-12**, A RESOLUTION OF THE CITY OF CLOVIS DECLARING THE RESULTS OF A SPECIAL LANDOWNER ELECTION AND DIRECTING RECORDING OF THE NOTICE OF SPECIAL TAX LIEN FOR CITY OF CLOVIS COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES).

Motion for approval by Councilmember Whalen, seconded by Councilmember Bessinger. Motion carried 4-0-0-1 with Mayor Flores abstaining.

**ADMINISTRATIVE ITEMS – 6:58**

6:58 – ITEM 15 - CONSIDER VARIOUS ACTIONS ASSOCIATED WITH CIP 16-19, THE STATE ROUTE 168 / ENTERPRISE CANAL PEDESTRIAN BRIDGE PROJECT, EAST OF TEMPERANCE AVENUE AND SOUTH OF OWENS MOUNTAIN PARKWAY.

15A. RECEIVE AND FILE – STATUS UPDATE ON THE DESIGN OF THE PEDESTRIAN BRIDGE.

15B. CONSIDER APPROVAL OF TERMINATING THE PEDESTRIAN BRIDGE DESIGN CONTRACT WITH BIGGS CARDOSA ASSOCIATES, INC.

Representative from Biggs Cardosa Incorporated commented on the working project and possible outcomes should Council choose to continue the project.

Motion to continue the contract with Biggs Cardosa Associates, Inc. to complete Phase 1 of the project and to return to Council for consideration of moving forward with the project at a future date by Councilmember Whalen, seconded by Councilmember Ashbeck. Motion carried by unanimous vote.

**CITY MANAGER COMMENTS – 8:21**

8:21 – ITEM 16 - COVID-19 Update.

**COUNCIL COMMENTS – 8:26**

Mayor Flores adjourned the meeting of the Council to February 7, 2022

Meeting adjourned: 8:40 p.m.

\_\_\_\_\_  
Mayor

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





# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: February 7, 2022

SUBJECT: Administration - Receive and File - Business Organization of Old Town (B.O.O.T.) Second Quarter Report, October through December 2021.

ATTACHMENTS: 1. Business Organization of Old Town (B.O.O.T.) Second Quarter Report, October through December 2021.

### **CONFLICT OF INTEREST**

None.

### **RECOMMENDATION**

That the City Council receive and file the Business Organization of Old Town (B.O.O.T.) Second Quarter Report, October through December 2021.

### **EXECUTIVE SUMMARY**

According to the 2021–2022 agreement between the City of Clovis and B.O.O.T., B.O.O.T. is to submit quarterly reports to the City Manager and City Council. The amount to be funded is \$15,000.

### **BACKGROUND**

According to the 2021-2022 agreement between the City of Clovis and B.O.O.T., B.O.O.T. is to submit quarterly reports to the City Manager and City Council detailing progress of B.O.O.T.'s promotional and marketing activity. Attached as "Attachment 1" is the Second Quarter Report, October through December 2021 activities. The amount to be funded is \$15,000.

### **FISCAL IMPACT**

The amount to be funded is \$15,000, which is contained in the 2021-2022 Budget.

### **REASON FOR RECOMMENDATION**

The attached report meets the requirement established in the 2021-2022 agreement between the City of Clovis and the Business Organization of Old Town.

### **ACTIONS FOLLOWING APPROVAL**

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

Prepared by: Shawn Miller, Business Development Manager

Reviewed by: City Manager AA

## Boot Quarterly Report: Quarter 2 October 1 – December 31, 2021

In accordance with the Agreement between City of Clovis/community & Economic Development Department and the Business Organization of Old Town Clovis for the fiscal year 2021-2022, the following items have been accomplished to date.

### **Goal #1:**

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

#### Objective:

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

#### Strategy:

- Provide information on the website about B.O.O.T., B.O.O.T. membership, benefits of membership and application forms year-round.
- Personal visits to businesses in the PBIA to recruit and retain memberships.
- Contact with businesses outside the PBIA to recruit and retain Associate Memberships, AKA "Friends of B.O.O.T."
- Allow members to pay dues monthly, quarterly, or semi-annually based on their finances.
- Create a benefits package to attract both regular and associate members.
- Design benefits that will be exclusive to B.O.O.T. membership.
- Provide information to merchants of Old Town regarding activities conducted in and around Old Town through the BOOT social media accounts & email blasts.
- Communicate information to merchants on activities at the monthly B.O.O.T. membership meetings and through E-Blasts. Post events for all organizations in Clovis on B.O.O.T. Website and ensure that if someone searches for an event, B.O.O.T.'s website is in the top results.
- Plan and post meeting notices via email for monthly B.O.O.T. membership meetings.
- Advertise frequently to promote Old Town Clovis on behalf of all merchants.
- Enhance existing programs to draw more people to Old Town Clovis.

#### Results:

- A membership and organization characteristic of Old Town Clovis.
- Created a member only page on Facebook to keep the merchants involved and active in our events
- Members are sought throughout the year and new businesses are invited to join.
- Members meet at American Legion on the 4<sup>th</sup> Wednesday of each month. We continue to offer zoom during as an alternative to attending in person. As of 12/30/2021 we have 122+ members, which is up more than 25% from 2020.

- Board of Directors meet monthly at Noon, on the 4<sup>th</sup> Wednesday of each month to discuss issues pertinent to

the organization, i.e. past and future events, review finances and other pertinent information to the organization.

- Board members represent our diverse merchant groups: office professional, property owners, restaurants, bars, antique, gift, and specialty stores. The 2021 Board of Directors is as follows:

- \*Cora Shipley, President (through 2022)
- \* Tom Frost, Vice President (through 2021)
- \* Karen Chisum, Secretary (through 2022)
- \* Dave Shivers, Director at Large (through 2022)
- \* Julie Glenn, Director at Large (through 2021)
- \* Jeanna Parenti, Director at Large (through 2021)
- \* Ronnie Silva, Director a Large (through 2022)

- \* The Marketing/Events Committee continue to improve existing events, create new events and activities specifically designed to bring customers directly into the businesses.

## Goal #2

### Maintain Old Town Clovis' promotional activities

#### Objective:

- Successfully manage, promote, and operate events in Old Town Clovis, as well as create new events on an ongoing basis that attract visitors to Old Town Clovis. Our Friday Night Farmer's Market started 4/30/2021 and ended on 10/29/2021. We had a very busy October starting with our Vintage Market & Antique Show on October 17<sup>th</sup>. Then we had our last Friday Night Farmers Market on October 29<sup>th</sup> which included Trunk or Treat. Then we finished up the month with our Fall Wine Walk on October 30<sup>th</sup>. We also had our annual One Enchanted Evening on November 18<sup>th</sup>. We continued to have the Horse Drawn Carriage Rides every Friday in December (last one on December 17<sup>th</sup>) and every weekend in December (until Sunday December 19<sup>th</sup>). We are continuing to hold our weekly Saturday morning Farmer's Market with success and growth. Implemented and launched Old Town Gift Cards that can be purchase on our website (oldtownclovis.org). They can only be redeemed at participating B.O.O.T. participating merchants.
- To provide a quality events giving people a reason to visit the downtown district.
- To develop marketing strategies to keep Old Town competitive with malls and other shopping areas.
- To attract customers and visitors, both old and new to the downtown district.
- To present Old Town Clovis as an attractive, appealing, friendly and inviting business community.

#### Strategy:

- Develop, operate, promote, maintain, and pay for events that bring people to Old Town Clovis.



- Establish and maintain events that highlight Old Town Clovis locally, nationally, and internationally.
- Meet all requirements set by City, State and other agencies for activities, events, and attractions.
- Develop new events and activities to help bring visitors to Old Town Clovis while maintaining a safe and inviting atmosphere.
- Create and pay for multi-media advertising campaigns for general advertising such as generic "Shop Local in Old Town Clovis." As we continue to navigate through Covid-19, this has been limited, however, with the state opening back up that is allowing more opportunities for events, income, and additional marketing campaigns.
- Continue to evolve events so they continue to attract new people.

#### Results

- This quarters events included the Year-Round Saturday Morning Farmers Market, Friday Night Farmers Market, Vintage Market & Antique Show, the Fall Wine Walk and One Enchanted Evening along with the Horse Drawn Carriage Rides. We also implemented and launched for the very first time Old Town Clovis Gift Cards. They can be purchased through our website and can be redeemed at any participating B.O.O.T merchant.

#### **Goal #3**

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

#### Objective:

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

#### Strategy:

- Secure multi-media advertising campaigns to promote Old Town Clovis along with event generated promotions
- Submit calendar of events to community and online calendars
- Use Website, Instagram, Pinterest, Facebook to promote Old Town Clovis in general, as well as merchant businesses and specific events.
- Contribute to the cost of the Clovis Appliance/General Electric ABC/30 Skycam at 5<sup>th</sup> and Pollasky when B.O.O.T. has sufficient funds (co-op advertising).
- Advertise antique events in focused publications that are regional and national in scope for our annual antique events.
- Ongoing outreach to businesses to locate to Old Town Clovis.
- Work with City of Clovis Police Department to create a safe atmosphere in Old Town Clovis.

- Work with City of Clovis staff to create a clean, well-maintained streetscape in Old Town Clovis.

Results:

- We continued to work on traditional TV opportunities with “stories” that were carried by local TV and Radio Social Media and Print.
- Our new executive director came from a TV and radio background and has used her resources to beef up the PR with our events in Old Town Clovis.
- Facilitated wide exposure for Old Town Clovis, it’s events, character, and appeal
- Assured Old Town Clovis has a strong presence in local TV, especially during the news hours.
- The Clovis Appliance/General Electric Skycam with ABC/30 Action News reaches approximately 684,700 people every week and approximately 400,000 monthly unique visitors online at abc30.com. Old Town Clovis is mentioned a minimum of 3 to 4 times per day on the news program during weather reports and if we have anything special going on in Old Town, i.e. Farmers Market, the camera will show the activity. B.O.O.T. contributes co-op advertising dollars when available.
- Stimulated customer and visitor traffic in Old Town Clovis, as evidence by increased number of customers in town for all our events.
- Promoted individual B.O.O.T. Member businesses, created event pages on Facebook & Instagram for upcoming events in Old Town, thereby giving excellent exposure.
- Communicate information to sources essential for tourism opportunities, capturing disposable money from customers who have an option to spend it elsewhere.
- Completed a complete web-site overhaul in March 2021 with new members page, event information, and Old Town Clovis resources.

**Goal #4:**

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

Strategy:

- Participate as an active member of the Tourism Advisory Committee -
- Supply the Clovis Visitors Center with Information regarding events, activities and leads for tour groups.
- Provide event information for visitclovis.com
- Actively promote Old Town Clovis and Member Businesses on Facebook, Instagram, Pinterest and B.O.O.T.’s website.

Results:

- Ensured Old Town Clovis is recognized as a tourism destination.
- Businesses in Old Town showcased Old Town as a friendly and inviting throughout the spring and summer months.

- B.O.O.T. works directly with the Visitors Center to be sure they have current event information, including Event Cards with all street events listed

**Goal #5:**

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

Objective:

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

Strategy:

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

Results:

- Obtained General Liability Policy coverage period April 21, 2021 to April 21, 2022.
- State Fund Compensation Policy renewed for period April 1, 2021 to March 31, 2022.
- Directors and Officers Policy will renew for period August 4, 2021 to August 4, 2022.
- Certificates of Insurance with Endorsements provided to the City of Clovis.

**Goal #6:**

**Annual Compliance Audit**

Objective

- To successfully complete a compliance audit conducted by an independent auditor - We will be providing a quarterly P&L statement and an annual complete P&L report prepared by Krikorian & Company, 1715 N. Fine Avenue, Fresno, CA 93727.

Strategy:

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

Results:

**Financial Status:**

- See Q4 Balance Sheet Attached as prepared by CPA Firm Krikorian & Co.

**Summary:**

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

**Updates to the PBIA:**

- The Business Organization of Old Town represents many business and property owners and operators, within the central business district, who will be affected directly or indirectly by future business promotion efforts and seeks to strengthen the promotion of Old Town Clovis thereby assuring its continued influence on economic growth in both Old Town Clovis and the City as a whole.
- Garbage and recycling needs must be addressed as more people in Old Town equals more garbage and recycling. Inadequate garbage/recycling cans are having an impact on Old Town.
- There are always changes taking place in Old Town Clovis. The following details most of these changes:
  - **New Businesses within Old Town Clovis:**
  - **Business Closures within the PBIA**
  - All businesses are open with full capacity
- **Properties that remain vacant:**
  - 311 Pollasky Avenue – La Posada remains vacant.
  - 339 Pollasky Avenue, the former Quilters Paradise is sitting still – no activity.



**Business Organization of Old Town  
Balance Sheet  
As of December 31, 2021**

|  | Dec 31, 21       |
|--|------------------|
| <b>ASSETS</b>                          |                  |
| <b>Current Assets</b>                  |                  |
| <b>Checking/Savings</b>                |                  |
| CVCB Checking 9524                     | 64,788.85        |
| CVCB Gift Card Acct                    | 502.51           |
| <b>Total Checking/Savings</b>          | 65,291.36        |
| <b>Accounts Receivable</b>             |                  |
| Accounts Receivable                    | 4,600.00         |
| <b>Total Accounts Receivable</b>       | 4,600.00         |
| <b>Total Current Assets</b>            | 69,891.36        |
| <b>Fixed Assets</b>                    |                  |
| Furniture and Equipment                | 5,800.39         |
| <b>Total Fixed Assets</b>              | 5,800.39         |
| <b>Other Assets</b>                    |                  |
| Security Deposit                       | 500.00           |
| <b>Total Other Assets</b>              | 500.00           |
| <b>TOTAL ASSETS</b>                    | <b>76,191.75</b> |
| <b>LIABILITIES &amp; EQUITY</b>        |                  |
| <b>Liabilities</b>                     |                  |
| <b>Current Liabilities</b>             |                  |
| <b>Accounts Payable</b>                |                  |
| Accounts Payable                       | 1,820.17         |
| <b>Total Accounts Payable</b>          | 1,820.17         |
| <b>Credit Cards</b>                    |                  |
| CVCB - Cora                            | 231.00           |
| CVCB - Heather                         | 492.68           |
| <b>Total Credit Cards</b>              | 723.68           |
| <b>Other Current Liabilities</b>       |                  |
| Gift Cards Outstanding                 | 3,355.00         |
| Payroll Liabilities                    | 2,386.02         |
| <b>Total Other Current Liabilities</b> | 5,741.02         |
| <b>Total Current Liabilities</b>       | 8,284.87         |
| <b>Total Liabilities</b>               | 8,284.87         |
| <b>Equity</b>                          |                  |
| Unrestricted Net Assets                | 25,172.51        |
| Net Income                             | 42,734.37        |
| <b>Total Equity</b>                    | 67,906.88        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>  | <b>76,191.75</b> |

No assurance is provided on these financial statements.



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: February 7, 2022

SUBJECT: General Services – Approval - Claim Rejection of the General Liability Claim on behalf of Victor Ray Vidrio, Jr.

ATTACHMENTS: None.

### **CONFLICT OF INTEREST**

None.

### **RECOMMENDATION**

Reject the General Liability Claim filed on behalf of Victor Ray Vidrio, Jr.

### **EXECUTIVE SUMMARY**

On behalf of Victor Vidrio, Jr. (claimant), a General Liability Claim against the City of Clovis was filed on December 20, 2021, claiming the City caused a dangerous condition by failure to warn drivers of road construction ahead. Mr. Vidrio claims his vehicle was damaged due to the City causing a dangerous condition and seeks reimbursement for tow bill and vehicle repairs. It is recommended that the claim be rejected at this time.

### **BACKGROUND**

On December 20, 2021, a General Liability Claim was filed against the City of Clovis on behalf of Victor Vidrio, Jr. The claim was considered legally sufficient and timely. Mr. Vidrio alleged that on July 28, 2021, the City of Clovis caused a dangerous condition by failure to guard, protect and warn drivers of roadway construction, which his son Victor Vidrio, III sustained bodily injuries from the accident.

Mr. Vidrio seeks damages for his vehicle damages and tow bill in an amount exceeding \$10,000. The claim has been filed as a “civil unlimited case”.

### **FISCAL IMPACT**

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

**REASON FOR RECOMMENDATION**

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

**ACTIONS FOLLOWING APPROVAL**

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

Prepared by: Charles W. Johnson, Management Analyst

Reviewed by: City Manager AK



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Police Department

DATE: February 7, 2022

SUBJECT: Police – Approval – Authorize the City Manager to approve placement of a full time Police Officer at Step 5 of the salary range and include previously paid incentives.

ATTACHMENTS: None

### **CONFLICT OF INTEREST**

None.

### **RECOMMENDATION**

For the City Council to authorize the City Manager to approve the placement of a previously employed full time Police Officer at Step 5 of the salary range and include previously paid incentives.

### **EXECUTIVE SUMMARY**

The Clovis Police Department has selected a preferred candidate to fill a vacant full time Police Officer position. The candidate has previously served as a full time Police Officer with the City of Clovis for 17 years prior to resigning 3 months ago for employment outside of law enforcement. This candidate was previously at Step 5 and receiving the education incentive of 7.5%. Initial appointment above Step 3 of the salary range requires Council authorization.

### **BACKGROUND**

A recruitment process was conducted so that the Department would be able to fill existing police officer vacancies. The Department has selected a candidate from the eligibility list and would like to start the employee at Step 5 of the Police Officer salary range. The candidate has worked for the Clovis Police Department previously for 17 years. Prior to resigning 3 months ago, the candidate was at Step 5 of the Police Officer salary range and was receiving the education incentive of 7.5%.

### **FISCAL IMPACT**

The position is currently budgeted at a level sufficient to fund this request.



**REASON FOR RECOMMENDATION**

Pursuant to Clovis Municipal Code and Personnel Regulations, the City Council must authorize the City Manager to make personnel appointments in the competitive service at salary levels beyond Step 3 of the salary range. The recommended candidate is highly qualified and would be a significant asset to the City's workforce.

**ACTIONS FOLLOWING APPROVAL**

A personnel action form will be submitted to Personnel and the City Manager for approval.

Prepared by: Curt Fleming, Chief of Police

Reviewed by: City Manager AA



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: February 7, 2022

SUBJECT: Planning and Development Services – Approval – Bid Award for CIP 15-13, Landfill Left Turn Lane located at 15679 Auberry Road; and Authorize the City Manager to execute the contract on behalf of the City.

ATTACHMENTS: 1. Vicinity Map

### **CONFLICT OF INTEREST**

None.

### **RECOMMENDATION**

1. For the City Council to award a contract for CIP 15-13, Landfill Left Turn Lane to De Anda Company, in the amount of \$308,623.50; and
2. For the City Council to authorize the City Manager to execute the contract on behalf of the City.

### **EXECUTIVE SUMMARY**

Staff is recommending that City Council authorize the City Manager to award and execute the contract to De Anda Company who was the lowest responsible bidder from a bid opening that took place on January 25, 2022.

The project consists of widening Auberry Road to provide room for a new left turn lane at the City of Clovis Landfill entrance to improve the safety at this location by clearly delineating the through lanes and the turning lane. The project is located in Fresno County, at 15679 Auberry Road, approximately 3.7 miles north of the intersection at E Copper Avenue and Auberry Road.

**BACKGROUND**

The following is a summary of the bid results of January 25, 2022:

| BIDDERS                       | BASE BIDS           |
|-------------------------------|---------------------|
| De Anda Company               | \$308,623.50        |
| Bush Engineering, Inc.        | \$377,284.00        |
| Terra West Construction, Inc. | \$459,086.00        |
| Avison Construction, Inc.     | \$515,910.00        |
| Agee Construction Corporation | \$533,046.00        |
| Emmett's Excavation           | \$588,036.00        |
| <b>ENGINEER'S ESTIMATE</b>    | <b>\$335,255.00</b> |

All bids were examined, and the bidder's submittals were found to be in order with the exception of some minor mathematical errors that did not affect the order of bidders. De Anda Company is the lowest responsible bidder. Staff has validated the lowest bidder contractor's license status.

**FISCAL IMPACT**

This project is budgeted in Community Investment Program. Funding for this project is from the Refuse Enterprise Fund through the City Community Investment Program.

**REASON FOR RECOMMENDATION**

De Anda Company is the lowest responsible bidder. There are sufficient funds available for the anticipated cost of this project.

**ACTIONS FOLLOWING APPROVAL**

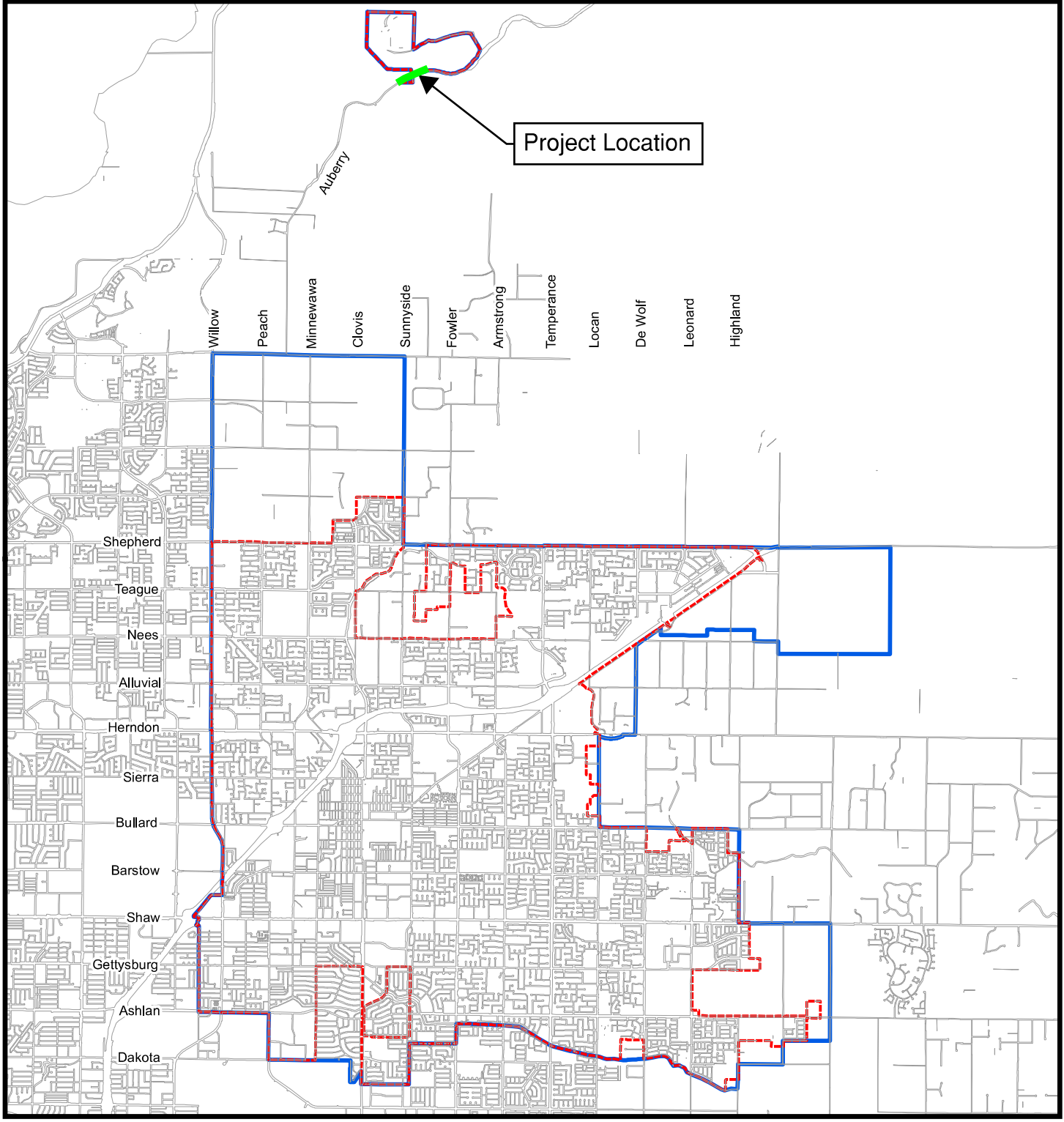
1. The contract will be prepared and executed, subject to the Contractor providing performance security that is satisfactory to the City.
2. Construction shall begin after June 1, 2022, and shall be completed in twenty-five (25) working days thereafter and before September 1, 2022.

Prepared by: Fernando Copetti, Civil Engineer

Reviewed by: City Manager AA

# VICINITY MAP

## CIP 15-13 Landfill Left Turn Lane



# ATTACHMENT 1







# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Public Utilities Department

DATE: February 7, 2022

SUBJECT: Public Utilities – Approval – Res. 22-\_\_\_\_, Authorizing submittal of application for the City to receive grants and/or City payment funds from the Department of Resources Recycling and Recovery (CalRecycle); and authorizing the City Manager or a Designee to execute all documents necessary to implement and secure payments.

ATTACHMENTS: 1. Resolution

### **CONFLICT OF INTEREST**

None.

### **RECOMMENDATION**

For the City Council to approve a resolution authorizing the City Manager or a designee as the Signature Authority for all documents necessary to implement and secure payment funds from the Department of Resources Recycling and Recovery (CalRecycle).

### **EXECUTIVE SUMMARY**

CalRecycle has established the City Payment Program to qualifying jurisdictions to implement and promote recycling programs within the City. The City is eligible for funding from applicable grants. The resolution of authorization will also be used for CalRecycle grants available to the City.

### **BACKGROUND**

CalRecycle offers funding opportunities authorized by legislation to assist public and private landfills in the safe and effective management of the waste stream. It is the intent of the City Manager to authorize the Public Utilities Director as a designee to sign the applicable grant applications and accept funds from CalRecycle.

### **FISCAL IMPACT**

The City is eligible to receive funds from the City Payment Program and other CalRecycle grants. Each year, applications will be submitted for grant funding for CalRecycle programs. In addition,

CalRecycle grants will assist the City in implementing new diversion programs to meet State diversion mandates.

**REASON FOR RECOMMENDATION**

City services throughout the City of Clovis will benefit from the CalRecycle grant funds. A resolution is needed to authorize the City Manager or a designee to sign for the grant funding applications and payments from CalRecycle.

**ACTIONS FOLLOWING APPROVAL**

The City Manager will either sign or designate the Public Utilities Director as the signing authority for grant applications and payment programs related to CalRecycle.

Prepared by: Ivette Rodriguez, Solid Waste Manager

Reviewed by: City Manager AA

**RESOLUTION 22-\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS  
AUTHORIZING SUBMITTAL OF APPLICATION FOR PAYMENT PROGRAMS AND  
RELATED AUTHORIZATIONS**

**WHEREAS**, pursuant to Public Resources Code sections 48000 et seq., 14581, and 42023.1(g), the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

**WHEREAS**, in furtherance of this authority, CalRecycle is required to establish procedures governing the administration of the payment programs; and

**WHEREAS**, CalRecycle’s procedures for administering payment programs require, among other things, an applicant’s governing body to declare by resolution certain authorizations related to the administration of the payment program.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Clovis is authorized to submit an application to CalRecycle for any and all payment programs offered; and

**BE IT FURTHER RESOLVED** that the City Manager or a designee, the Director of Public Utilities, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment; and

**BE IT FURTHER RESOLVED** that this authorization is effective until rescinded by the Signature Authority or this governing body.

\* \* \* \* \*

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on February 7, 2022, by the following vote, to wit.

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

DATED: February 7, 2022

\_\_\_\_\_  
Mayor

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



# CITY *of* CLOVIS

## REPORT TO THE CITY COUNCIL

TO: Mayor and City Council  
 FROM: Administration  
 DATE: February 7, 2022  
 SUBJECT: Consider Approval – Change of Council Meeting Schedule.

**Staff:** John Holt, City Manager

**Recommendation:** Approve

ATTACHMENTS: None.

### CONFLICT OF INTEREST

None.

### RECOMMENDATION

For the City Council to approve the cancellation of the regular Council meeting scheduled for Tuesday, February 22, 2022.

### EXECUTIVE SUMMARY

There is a need to change the schedule of meeting for the City Council in February. Staff is recommending that City Council cancel the meeting of February 22, 2022.

### BACKGROUND

Staff is able to consolidate the agenda items to the first and second meetings in February. Staff is recommending that City Council consider canceling the meeting of February 22, 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 *AH*