



CITY of CLOVIS

AGENDA • CITY COUNCIL MEETING

Council Chamber, 1033 Fifth Street, Clovis, CA 93612 (559) 324-2060
www.cityofclovis.com

July 10, 2023

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.

Written Comments

- Members of the public are encouraged to submit written comments at: 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 and mic 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 wanting to make a verbal comment via call will need to ensure that they accessed the WebEx meeting with audio and microphone transmission capabilities.

CALL TO ORDER

FLAG SALUTE - Councilmember Pearce

ROLL CALL

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

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

CONSENT CALENDAR - 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.

- [1.](#) Administration - Approval - Minutes from the June 19, 2023, Council Meeting.
- [2.](#) Administration - Adopt – Ord. 23-05, Ordinance Amendment 2023-001, A request to amend sections of Title 9 of the Clovis Municipal Code (“Development Code”) as a semi-annual cleanup to address changes, deletions, and content errors as a result of the 2014 Development Code Update. City of Clovis, applicant. (Vote: 5-0)
- [3.](#) Administration - Receive and File – Business Organization of Old Town (BOOT) Fourth Quarter Report, April through June 2023.
- [4.](#) Finance - Approval - Res. 23-____, Measure C Extension Local Transportation Pass Through Revenues Certification and Claim Forms for 2023-24.
- [5.](#) Finance – Receive and File – Investment Report for the Month of April 2023.
- [6.](#) Finance – Receive and File – Treasurer’s Report for the Month of April 2023.
- [7.](#) General Services – Approval - Res. 23-____, Appointing the City Manager as Plan Administrator of the City’s Deferred Compensation Plan.
- [8.](#) General Services - Approval – Res. 23-____, Authorizing Amendments to the City’s Classification and Compensation Plans to Adopt the Traffic Signal Operations Specialist Classification with a Salary Range of \$7,112 to \$8,645 per month.
- [9.](#) General Services – Approval - Claim Rejection of the General Liability Claim on behalf of Bryan Booth, Mason Booth, Ernesto Gonzales Jr., and Manuel Gonzales.
- [10.](#) Planning and Development Services – Approval – Bid Award for CIP 22-05 Trail Pavement Maintenance 2022; and Authorize the City Manager to Execute the Contract on behalf of the City.

CITY MANAGER COMMENTS

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.

11. Government Code Section 54957.6
CONFERENCE WITH LABOR NEGOTIATORS
Agency Designated Representatives: John Holt, Andrew Haussler, Shonna Halterman, Scott Cross
Employee Organization: Clovis Police Officers Association, Clovis Firefighters Association
12. Government Code Section 54956.9(d)(1)
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Case Name: Desiree Martinez v. City of Clovis, et al., Case No. F082914

ADJOURNMENT

FUTURE MEETINGS

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

July 11 (Tue.) - Aug. 6 (Mon.) Summer Recess

August 7, 2023 (Mon.)

August 14, 2023 (Mon.)

August 21, 2023 (Mon.)

CLOVIS CITY COUNCIL MEETING

June 19, 2023

6:00 P.M.

Council Chamber

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

Roll Call: Present: Councilmembers Basgall, Bessinger, Mouanoutoua, Pearce
Mayor Ashbeck

PUBLIC COMMENTS – 6:03

Brent Berdine, resident, invited the City Council to the Veterans Game Fest to be held from July 7-9, 2023, presented by Central Valley Veterans.

PUBLIC HEARINGS – 6:07

6:07 ITEM 1 - CONDUCTED A PUBLIC HEARING AND APPROVED WITH REVISED ENGINEER'S REPORT - **RES. 23-47**, A RESOLUTION DECLARING THE RESULTS OF THE PROPERTY OWNER PROTEST BALLOTING PROCEEDINGS AND APPROVING THE ENGINEER'S REPORT FOR ASSESSMENT DISTRICT 95-1 (BLACKHORSE ESTATES) CONFIRMING THE ASSESSMENTS FOR THE 2023-24 FISCAL YEAR.

Sam Reed, resident, shared concerns regarding the financing for Benefit Area 1 and the cost of a Prop 218 election. He requested to remove certain line items for projects that are not necessary.

Paul Hsiao, resident, shared concerns about a scheduled meeting that did not happen and wants to see the details of where the money collected from the residents are being spent.

Brenda, resident, shared concerns about the assessment and lack of transparency and accountability in the process.

6:47 – The Mayor directed the City Clerk to tabulate the ballots and adjourned the meeting to a recess.

7:05 – The Mayor called the meeting back to order and the City Clerk announced the results.

For the Blackhorse Estates Benefit Area 1 property owner protest, a total of 29 ballots were received with 1 duplicate ballot not counted. Of the 28 ballots counted, there were 8 ballots voting in support and 20 ballots voting in opposition. The preliminary results showed that the proposed increase did not pass.

Motion to accept the ballots and approve the revised Engineer’s Report by Councilmember Mouanoutoua, seconded by Councilmember Bessinger. Motion carried by unanimous vote.

7:12 ITEM 2 - APPROVED – **RES. 23-48**, 2023-24 CITY OF CLOVIS ANNUAL BUDGET, FIVE YEAR CAPITAL IMPROVEMENT PROGRAM, AND INFORMATION REGARDING THE CLOVIS SUCCESSOR AGENCY. (CONTINUED FROM THE MAY 15, 2023, AND JUNE 5, 2023, MEETINGS).

- A) FIRE DEPARTMENT (CHRIS EKK)
- B) PUBLIC UTILITIES DEPARTMENT (SCOTT REDELFS)
- C) PLANNING AND DEVELOPMENT SERVICES/COMMUNITY INVESTMENT PROGRAM (RENEE MATHIS)
- D) GENERAL SERVICES (SHONNA HALTERMAN)
- E) ECONOMIC DEVELOPMENT, HOUSING, AND COMMUNICATIONS (CHAD MCCOLLUM)

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

CONSENT CALENDAR – 8:41

Councilmember Mouanoutoua abstained from voting on item 21 as he owns property within 1000 feet of the project.

Councilmember Bessinger abstained from voting on item 24 as he is a member of the SJVAPCD board.

Motion by Councilmember Bessinger, seconded by Councilmember Pearce, that the items on the Consent Calendar, with the exception of items 21 and 24, be approved including the waiver of the reading of the ordinance. Motion carried by unanimous vote.

- 5. Administration - Approved - Minutes from the May 15, 2023, and June 5, 2023, Council Meetings.
- 6. Administration - Adopted – **Ord. 23-04**, An ordinance of the City Council of the City of Clovis adding Chapter 4.14 to Title 4 of the Clovis Municipal Code prohibiting spectators at vehicle sideshows in the City of Clovis. (Vote: 5-0)
- 7. Finance – Received and Filed – Investment Report for the Month of March 2023.
- 8. Finance – Received and Filed – Treasurer’s Report for the Month of March 2023.
- 9. Finance – Approved – Selection of Hinderliter de Llamas & Associates (HdL) to Provide Short-term Rental Compliance and both Transient Occupancy Tax and Tourism Business Improvement District Assessment Collection Services in the Amount of \$37,000.
- 10. General Services - Approved – **Res. 23-50**, Authorizing Amendments to the City’s Classification and Compensation Plans to Adopt the Deputy Public Utilities Director Classification with a FY 2023-24 Salary Range of \$13,690 to \$16,640 per month, and Approved – **Res. 23-51**, Amending the City’s FY 2023-24 Position Allocation Plan.

11. General Services – Approved – **Res. 23-52**, Adopting the FY 2023-2024 Consolidated Transportation Service Agency (CTSA) Operations and Program Budget for Roundup Transit Services.
12. General Services – Approved – Bid Award for the Landmark Square Clovis Senior Activity Center Audio/Visual/Lighting System Installation and Integration in the Amount of \$146,562.11; and Authorize the City Manager to Execute the Contract on behalf of the City.
13. General Services – Approved - **Res. 23-53**, Adopting the California Air Resources Board Innovative Clean Transit Rule Zero-Emission Bus Rollout Plan.
14. General Services – Approved – **Res. 23-54**, Amending the City’s FY 2023-24 Classification and Compensation Plans by Adding a Deputy General Services Director Classification, Adding a Transit Manager Classification, and Revising the Transit Supervisor Classification within the General Services Department.
15. General Services - Approved – **Res. 23-55**, Amending the City’s FY 23-24 Classification and Compensation Plans to Adopt a Senior Management Analyst Classification with a FY 2023-24 Salary Range of \$8,517 to \$10,353 per month and Authorizing Amendments to the Management Analyst Classification.
16. General Services - Approved – **Res. 23-56**, Authorizing Amendments to the City’s Classification and Compensation Plans to Adopt the Senior Personnel Technician Classification with a Salary Range of \$7,002 to \$8,511 per month.
17. Planning and Development Services - Approved – **Res. 23-57**, Final Map Tract 6413, located at the northwest area of Shaw Avenue and Highland Avenue (Bonadelle Neighborhoods, BN6123, LP, a California Limited Partnership).
18. Planning and Development Services - Approved – **Res. 23-58**, Annexation of Proposed Tract 6413, located at the northwest area of Shaw Avenue and Highland Avenue to the Landscape Maintenance District No. 1 of the City of Clovis (Bonadelle Neighborhoods, BN6123, LP, a California Limited Partnership).
19. Planning and Development Services – Approved – Bid Award for CIP 19-19, Armstrong Avenue Street Improvements; and authorize the City Manager to execute the contract on behalf of the City with Dave Christian Construction Company in the amount of \$691,478.00.
20. Planning and Development Services – Approved – Final Acceptance for CIP 17-06 Old Town Clovis Streetscape 2021.
22. Planning and Development Services – Approved – Consultant List from which Professional Consultants may be selected for Fiscal Year 2023-2024.
23. Police - Approved - Purchase of Military Equipment (Force on Force Equipment) in the amount of \$7,159.96.
25. Public Utilities – Approved – First Amendment to Large Container Service Agreement with Industrial Waste and Salvage (IWS).
26. Public Utilities – Approved – Authorize the City Manager to Execute a Consultant Services Agreement with Provost and Pritchard Consulting Group to Review and Amend the 2017 Water Master Plan, for an Amount of \$188,200.
27. Public Utilities – Approved – Waive Formal Bidding Requirements and Authorize the Purchase of 2 Community Clean-Up Refuse Trucks and 2 Residential Refuse Trucks from Affinity Truck Center Using the Sourcewell Purchasing Contract in the Total Amount of \$1,676,257.14.

8:43 ITEM 21 - PLANNING AND DEVELOPMENT SERVICES – APPROVED – FINAL ACCEPTANCE FOR CIP 21-16 ASHLAN AVENUE STREET REHABILITATION. (COUNCILMEMBER VONG MOUANOUTOUA HAS A CONFLICT OF INTEREST ON THIS ITEM.)

Motion for approval by Councilmember Basgall, seconded by Councilmember Bessinger. Motion carried 4-0-0-1, with Councilmember Mouanoutoua abstaining.

8:43 ITEM 24 - PUBLIC UTILITIES – APPROVED – **RES. 23-59**, AUTHORIZING THE SUBMITTAL OF A VOUCHER APPLICATION UNDER THE SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT (SJVAPCD) ZERO-EMISSION LANDSCAPING EQUIPMENT VOUCHER PROGRAM AND AUTHORIZING THE CITY MANAGER TO BE THE CONTRACT AUTHORITY. (COUNCILMEMBER DREW BESSINGER HAS A CONFLICT OF INTEREST ON THIS ITEM.)

Motion for approval by Councilmember Basgall, seconded by Councilmember Pearce. Motion carried 4-0-0-1, with Councilmember Bessinger abstaining.

PUBLIC HEARINGS – 8:44

8:44 ITEM 3 - APPROVED - **RES. 23-49**, APPROVING THE CITY’S UPDATED MASTER ADMINISTRATIVE FEE SCHEDULE RELATING TO TRANSIT AND SENIOR ACTIVITY CENTER FACILITY RENTAL FEES, AND APPROVING AN ANNUAL NON-CLOVIS RESIDENT SENIOR CENTER MEMBERSHIP FEE.

Motion by Councilmember Bessinger to approve the resolution updating the Master Administrative Fee Schedule relating to Transit and Senior Activity Center facility rental fees and approving an annual non-Clovis resident Senior Center membership fee, and for staff to return with an update on the impacts of the annual membership fee. Seconded by Councilmember Basgall. Motion carried 4-1, with Councilmember Mouanoutoua voting no.

9:04 ITEM 4 - APPROVED INTRODUCTION - **ORD. 23-05**, ORDINANCE AMENDMENT 2023-001, A REQUEST TO AMEND SECTIONS OF TITLE 9 OF THE CLOVIS MUNICIPAL CODE (“DEVELOPMENT CODE”) AS A SEMI-ANNUAL CLEANUP TO ADDRESS CHANGES, DELETIONS, AND CONTENT ERRORS AS A RESULT OF THE 2014 DEVELOPMENT CODE UPDATE. CITY OF CLOVIS, APPLICANT.

Motion for approval by Councilmember Basgall, seconded by Councilmember Mouanoutoua. Motion carried by unanimous vote.

COUNCIL ITEMS – 9:21

9:21 ITEM 28 - APPROVED – CHANGE OF COUNCIL MEETING SCHEDULE.

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

CITY MANAGER COMMENTS – 9:22

COUNCIL COMMENTS – 9:23

Mayor Ashbeck adjourned the meeting of the Council to July 10, 2023

Meeting adjourned: 9:30 p.m.

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: July 10, 2023

SUBJECT: Administration - Adopt – Ord. 23-05, Ordinance Amendment 2023-001, A request to amend sections of Title 9 of the Clovis Municipal Code (“Development Code”) as a semi-annual cleanup to address changes, deletions, and content errors as a result of the 2014 Development Code Update. City of Clovis, applicant. (Vote: 5-0)

ATTACHMENTS: None

This item was approved for introduction on June 19, 2023, with a unanimous vote.

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



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: July 10, 2023

SUBJECT: Administration - Receive and File – Business Organization of Old Town (BOOT) Fourth Quarter Report, April through June 2023.

ATTACHMENTS: 1. Business Organization of Old Town (BOOT) Fourth Quarter Report, April through June 2023.

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

That the City Council receive and file the BOOT Fourth Quarter Report, April through June 2023.

EXECUTIVE SUMMARY

According to the 2022–2023 agreement between the City of Clovis and the Business Organization of Old Town, BOOT is to submit quarterly reports to the City Manager and City Council. The amount to be funded is \$15,000.

BACKGROUND

According to the 2022-2023 agreement between the City of Clovis and the Business Organization of Old Town, BOOT is to submit quarterly reports to the City Manager and City Council detailing progress of BOOT's promotional and marketing activity. Attached, as Attachment 1, is the Fourth Quarter Report covering April through June 2023 activities. The amount to be funded is \$15,000.

FISCAL IMPACT

The amount to be funded is \$15,000, which is called out in the 2022-2023 Budget.

REASON FOR RECOMMENDATION

The attached report meets the requirement established in the 2022-2023 agreement between the City of Clovis and the Business Organization of Old Town.

ACTIONS FOLLOWING APPROVAL

Staff will process payment to BOOT.

Prepared by: Shawn Miller, Business Development Manager

Reviewed by: City Manager *AM*

Boot Quarterly Report: Quarter 4 April 1 – June 30, 2023

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 2022-2023, 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 in full or on a payment plan based on their finances.
- Created a membership benefit package to attract both regular and associate members as well as soliciting new 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, our exclusive Facebook member page and through weekly 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 in August 2021 and created a weekly member e-blasts in to keep the merchants involved and active in our events. We have over 13k subscribers in our e-blast database.
- We invested in Call Multiplier which is a mass texting tool that we use to help better our communication with our members.

- Members are sought throughout the year and new businesses are invited to join.
- Members meet at American Legion on the 4th Wednesday of each month. We continue to offer zoom as an alternative to attending in person so the members can still be involved and interactive during the meeting.
- The Board of Directors meet monthly at Noon, on the 3rd 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 2023 Board of Directors is as follows:

*Cora Shipley, Director at Large (through 2024)

* Mark Smith, Director at Large (through 2023)

* Tom Frost, Director at Large (through 2023)

* Dave Shivers, Director at Large (through 2024)

* Julie Glenn, Director at Large (through 2023)

* Jennifer Green, Director at Large (through 2024)

* Ronnie Silva, Director a Large (through 2024)

* The Marketing/Events Committee continues 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. We kicked off Friday Night Farmers Market on May 5th followed by our Spring Wine Walk on May 6th. The Wine Walk not only had a record-breaking merchant participation with 24 merchants, it also sold out! After a 2-year hiatus without having the Old Town Car Show, we partnered with Hot Rod Coalition and had our Old Town Motorama on Saturday, May 20th. We had an estimated 525 car entries and thousands upon thousands of car enthusiasts came out that day. The following weekend we had our Glorious Junk Days that we brought back last year, and we sold out of vendor booth space. It was the biggest Glorious Junk Days we have had with vendor participation and crowd!
- To provide a quality event 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" that will be starting the end of June 2023.
- Continue to evolve events so they continue to attract new people.

Results

- This quarters events included the Year-Round Saturday Morning Farmers Market, Farmers Market, Spring Wine Walk, Old Town Motorama and Glorious Junks Days.

- **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.
- Ongoing outreach to businesses outside of the PBIA to relocate 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 continue to work with traditional TV opportunities with “stories” that were carried by local TV and Radio social media and Print. We partnered up with 105.5 The Legend along with 4 other B.O.O.T. merchants and produced a TV ad that is still currently running on KSEE 24.
- Facilitated wide exposure for Old Town Clovis, it’s events, character, and appeal
- The Clovis Appliance/General Electric Skycam with ABC/30 Action News reaches approximately 684,700 people every week and approximately 400,000 monthly unique visitors online at abc30.com. Old Town Clovis is mentioned a minimum of 3 to 4 times per day on the news program during weather reports.
- Stimulated customer and visitor traffic in Old Town Clovis, as evidence as we have seen an increased number of customers in town and attendees for all our events.
- Been promoting individual B.O.O.T. Member businesses, created event pages on Facebook & Instagram for upcoming events in Old Town, thereby giving excellent exposure since August 2021.
- 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.
- Completed and submit for renewal the State Fund Compensation Insurance Fund policy information update to Inszone Insurance. ***We will be moving all of our insurance to Scott Dority at DIBuduo & DeFendis in August 2023.***

Results:

- Obtained General Liability Policy coverage period April 21, 2023 to April 21, 2024.
- State Fund Compensation Policy renewed for period April 1, 2023 to March 31, 2024.
- Directors and Officers Policy will renew for period August 4, 2022 to August 4, 2023.
- 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:

- Attached is Q3 fiscal year financial report that was prepared by CPA Firm Krikorian & Co.
- We invested in Bill.com which is helping manage our accounts payables and bill pay more effectively and efficiently.

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:**
B&B Floral, Bloom Flower Lounge
 - **Business Closures within the PBIA:**
- **Properties that remain vacant:**
 - 339 Pollasky Avenue, the former Quilters Paradise is sitting still – no activity.
 - 305 Pollasky Avenue, the former Shute Optometry (he will be renting it out as an office space)

**Business Organization of Old Town
Profit & Loss
January through March 2023**

	Total Wine Walk	TOTAL
Ordinary Income/Expense		
Income		
Ticket Sales	1,000.00	30,177.00
Vendor Fees	0.00	22,802.51
Merchant Fee	700.00	2,359.00
City of Clovis / PBIA Funding	0.00	15,000.00
Farmer's Market	0.00	1,327.20
FM Annual Membership	0.00	5,427.83
Membership	0.00	14,295.00
Sponsorships	1,536.32	20,961.32
Interest Income	0.00	0.02
Total Income	3,236.32	112,349.88
Gross Profit	3,236.32	112,349.88
Expense		
Advertising & Marketing	0.00	12,629.61
Bank Fees	0.00	57.00
Business License & Taxes	0.00	1,373.80
Depreciation	0.00	336.75
Donations	0.00	2,000.00
Dues & Subscriptions	0.00	801.64
Entertainment	0.00	400.00
Equipment Rentals	0.00	4,177.46
Fee Refunds	0.00	3,350.00
Health Insurance	0.00	1,217.61
Insurance	0.00	366.20
Legal & Professional Fees	0.00	2,800.00
Meals	0.00	698.79
Merchant Fees	0.00	827.65
Office Supplies	0.00	1,881.88
Outside Services	0.00	655.36
Payroll Fees	0.00	489.00
Printing	241.99	3,878.87
Promotional	0.00	500.00
Rent	0.00	2,850.00
Salaries & Wages	0.00	34,350.90
Security	0.00	1,400.00
Supplies	0.00	4,131.71
Taxes - Payroll	0.00	3,602.13
Telephone	0.00	400.00
Utilities	0.00	675.01
Website Maintenance	0.00	1,050.45
Total Expense	241.99	86,901.82
Net Ordinary Income	2,994.33	25,448.06
Other Income/Expense		
Other Income		
Other Income	0.00	166.95
Total Other Income	0.00	166.95
Other Expense		
Other Expense	0.00	549.00
Total Other Expense	0.00	549.00
Net Other Income	0.00	-382.05
Net Income	2,994.33	25,066.01

No assurance is provided on these financial statements.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: July 10, 2023

SUBJECT: Finance - Approval - Res. 23-____, Measure C Extension Local Transportation Pass Through Revenues Certification and Claim Forms for 2023-24.

ATTACHMENTS: 1. Resolution
2. Certification and Claim Forms

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

For the City Council to approve Resolution 23-____, Measure C Extension Local Transportation Pass Through Revenues Certification and Claim Forms for 2023-24.

EXECUTIVE SUMMARY

The Fresno County Transportation Authority (FCTA) adopted the apportionment for Local Transportation Purpose Funds (Measure C Extension) for fiscal year 2023-24. The funds are distributed monthly based on the adopted percentages for each city. To receive the funds from FCTA it is necessary for each city to submit a Certification and Claim form for each sub program and a resolution of the City Council approving the Certification and Claim forms. The total estimated amount to be distributed to the City of Clovis is \$6,309,125.

BACKGROUND

Annually the City receives notification from the Fresno County Transportation Authority (FCTA) which adopts the methodology and estimated apportionments of Local Transportation Purpose Funds (Measure C Extension) due each City. The estimated percentage due the City of Clovis for each sub program varies from 1.97% to 17.57% of the total \$149,652,263 to be apportioned. The percentage due each City is based on population and road miles. The FCTA has estimated that the City will receive \$1,790,535 for the Street Maintenance Category, \$62,669 for the ADA Compliance Category, \$1,727,866 for the Flexible Funding Category, \$421,638 for the Pedestrian/Trails-Urban Category, \$107,416 for the Bicycle Facilities Category, and \$2,199,001

for the Clovis Transit Regional Public Transit Program Category. The total estimate to be disbursed to the City for all sub programs is \$6,309,125 for fiscal year 2023-24.

In order for each city to receive its apportionment the City must submit a Certification and Claim for each sub program and a resolution of the City Council approving the Certification and Claim forms. These Certification and Claim forms are for the Measure C Extension (2007-2027) that began July 1, 2007.

FISCAL IMPACT

In order for the City to receive its annual apportionment of Local Transportation Purpose Funds (Measure C Extension), the City must submit a Certification and Claim form for each sub program and a resolution of the City Council approving the Certification and Claim forms.

REASON FOR RECOMMENDATION

In order to receive the 2023-24 Measure C funds, the City needs to submit to the FCTA the Certification and Claim forms and authorizing resolution.

ACTIONS FOLLOWING APPROVAL

After the Council approval, the Certification and Claim forms and the resolution will be forwarded to the FCTA.

Prepared by: Gina Daniels, Assistant Finance Director

Reviewed by: City Manager AA

RESOLUTION 23-____**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING THE LOCAL TRANSPORTATION PURPOSE FUNDS
CERTIFICATION AND CLAIM FOR 2023-24**

WHEREAS, the City of Clovis is an eligible claimant of funds for Local Transportation Purposes (Measure C Extension) pursuant to California Public Utilities Code Section 142257; and

WHEREAS, the Fresno County Transportation Authority (FCTA) has adopted a Resolution of Apportionment for Fiscal Year 2023-24's estimated revenue setting 10.48% of \$17,078,542 for the Local Transportation Program, Local Allocation – Street Maintenance Category sub program available to the claimant; and

WHEREAS, the FCTA has adopted a Resolution of Apportionment for Fiscal Year 2023-24's estimated revenue setting 10.48% of \$597,750 for the Local Transportation Program, Local Allocation – ADA Compliance Category sub program available to the claimant; and

WHEREAS, the FCTA has adopted a Resolution of Apportionment for Fiscal Year 2023-24's estimated revenue setting 10.13% of \$17,062,529 for the Local Transportation Program, Local Allocation – Flexible Funding Category sub program available to the claimant; and

WHEREAS, the FCTA has adopted a Resolution of Apportionment for Fiscal Year 2023-24's estimated revenue setting 17.57% of \$2,399,926 for the Local Transportation Program, Local Allocation – Pedestrian/Trails-Urban Category sub program available to the claimant; and

WHEREAS, the FCTA has adopted a Resolution of Apportionment for Fiscal Year 2023-24's estimated revenue setting 12.08% of \$889,059 for the Local Transportation Program, Local Allocation – Bicycle Facilities Category sub program available to the claimant; and

WHEREAS, the FCTA has adopted a Resolution of Apportionment for Fiscal Year 2023-24's estimated revenue setting 1.97% of \$111,624,457 for the Regional Public Transit Program, Public Transit Agencies – Clovis Transit sub program available to the claimant.

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

1. The Finance Director is hereby authorized to execute the Certification and Claim forms and submit the forms to the FCTA for 2023-24.
2. The City hereby requests the release of funds to the City on a monthly basis, consistent with the adopted percentage and based on actual receipts.
3. The City hereby requests the release of funds to the City in accordance and compliance with Steps 5 and 6 of the Local Agency Handbook – Local Agency Pass-Through Funding Programs.

4. The City Council hereby certifies as follows:
 - a. That the sub programs' funds are not being used to substitute for property tax funds which the City had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257; and
 - b. That the City has segregated property tax revenues from the City's other General Fund revenues used to support the sub programs' funds so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to the City's entire general fund; and
 - c. That the City shall separately account for the sub program funds received pursuant to Public Utilities Code Section 142257. The City shall maintain records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. The City shall make such records available to the FCTA for inspection or audit at any time.

5. The City understands that should financial or compliance audit exceptions be found, the FCTA will take immediate steps to resolve the exceptions in accordance with adopted procedures.

6. The City understands they must follow the Reporting Requirements as indicated in the Measure C Extension Local Agency Handbook and the Measure C Extension Local Agency Handbook, Other Revenue Funding and submit the appropriate Reporting Requirements Form for each Program/Project of expenditures for the 2023-24 fiscal year no later than November 15, 2023. The City understands if these Reporting Requirements are not met by the date listed above, the Fresno County Transportation Authority will stop any and all Local Transportation Purposes Pass-Through funds until such Reporting Requirements have been met.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on July 10, 2023, by the following vote, to wit.

AYES:
 NOES:
 ABSENT:
 ABSTAIN:

DATED: July 10, 2023

Mayor

City Clerk

**MEASURE C EXTENSION
LOCAL TRANSPORTATION PASS THROUGH REVENUES
CERTIFICATION AND CLAIM FOR FY2023-24**

TO: Fresno County Transportation Authority

FROM: City of Clovis
Local Agency Name

Address: 1033 Fifth Street, Clovis, CA 93612

Contact: Jay Schengel, Finance Director _____

Telephone: (559) 324-2845 _____ FAX: _____

Email Address: jays@cityofclovis.com _____

1. Applicable Funding Program: (Check One)

- | | | |
|---|--|--|
| <i>Regional Public Transit Program</i> | <i>Local Transportation Program</i> | <i>Alternative Transportation Program</i> |
| <input type="checkbox"/> Fresno Area Express | <input checked="" type="checkbox"/> Street Maintenance | <input type="checkbox"/> Rail Consolidation Subprogram |
| <input type="checkbox"/> Clovis Transit | <input type="checkbox"/> ADA Compliance | <i>Environmental Enhancement Program</i> |
| <input type="checkbox"/> FCRTA | <input type="checkbox"/> Flexible Funding | <input type="checkbox"/> School Bus Replacement |
| <input type="checkbox"/> PTIS/Transit Consolidation | <input type="checkbox"/> Pedestrian/Trails Urban | <input type="checkbox"/> Transit Oriented Infrastructure for In-Fill |
| <input type="checkbox"/> ADA/Seniors/Paratransit | <input type="checkbox"/> Pedestrian/Trails Rural | <i>Administrative/Planning Program</i> |
| <input type="checkbox"/> Farmworker Van Pools | <input type="checkbox"/> Bicycle Facilities | <input type="checkbox"/> Fresno COG |
| <input type="checkbox"/> Car/Van Pools | <i>Regional Transportation Program</i> | |
| <input type="checkbox"/> New Technology Reserve | <input type="checkbox"/> Fresno Airports | |

2. The City of Clovis ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to *Local Agency Name* California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2023-2024 setting **10.48%** of \$17,078,542 (or **\$1,790,535**) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass Through Funding programs and Other Implementation Plan Provisions

4. On behalf of claimant, I hereby certify as follows:

- (a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
- (b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
- (c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: _____
 Title: _____
 Date: _____

ATTACHMENT: Evidence of Formal Action for Approval and Submittal
Approved by: Fresno County Transportation Authority Board by Date: _____

**MEASURE C EXTENSION
LOCAL TRANSPORTATION PASS THROUGH REVENUES
CERTIFICATION AND CLAIM FOR FY2023-24**

TO: Fresno County Transportation Authority

FROM: City of Clovis
Local Agency Name

Address: 1033 Fifth Street, Clovis, CA 93612

Contact: Jay Schengel

Telephone: (559) 324-2845 FAX: _____

Email Address: jays@cityofclovis.com

1. Applicable Funding Program: (Check One)

- | | | |
|---|--|--|
| <i>Regional Public Transit Program</i> | <i>Local Transportation Program</i> | <i>Alternative Transportation Program</i> |
| <input type="checkbox"/> Fresno Area Express | <input type="checkbox"/> Street Maintenance | <input type="checkbox"/> Rail Consolidation Subprogram |
| <input type="checkbox"/> Clovis Transit | <input checked="" type="checkbox"/> ADA Compliance | <i>Environmental Enhancement Program</i> |
| <input type="checkbox"/> FCRTA | <input type="checkbox"/> Flexible Funding | <input type="checkbox"/> School Bus Replacement |
| <input type="checkbox"/> PTIS/Transit Consolidation | <input type="checkbox"/> Pedestrian/Trails Urban | <input type="checkbox"/> Transit Oriented Infrastructure for In-Fill |
| <input type="checkbox"/> ADA/Seniors/Paratransit | <input type="checkbox"/> Pedestrian/Trails Rural | <i>Administrative/Planning Program</i> |
| <input type="checkbox"/> Farmworker Van Pools | <input type="checkbox"/> Bicycle Facilities | <input type="checkbox"/> Fresno COG |
| <input type="checkbox"/> Car/Van Pools | <i>Regional Transportation Program</i> | |
| <input type="checkbox"/> New Technology Reserve | <input type="checkbox"/> Fresno Airports | |

2. The City of Clovis ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to *Local Agency Name* California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2023-2024 setting 10.48% of \$597,750 (or \$62,669) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:
(a) Monthly payments consistent with adopted percentage, based on actual receipts
(b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass Through Funding programs and Other Implementation Plan Provisions

4. On behalf of claimant, I hereby certify as follows:
(a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
(b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
(c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: _____
Title: _____
Date: _____

ATTACHMENT: Evidence of Formal Action for Approval and Submittal
Approved by: Fresno County Transportation Authority Board by Date: _____

**MEASURE C EXTENSION
LOCAL TRANSPORTATION PASS THROUGH REVENUES
CERTIFICATION AND CLAIM FOR FY2023-24**

TO: Fresno County Transportation Authority

FROM: City of Clovis
Local Agency Name

Address: 1033 Fifth Street, Clovis, CA 93612

Contact: Jay Schengel, Finance Director

Telephone: (559) 324-2845 FAX: _____

Email Address: jays@cityofclovis.com

1. Applicable Funding Program: (Check One)

- | | | |
|---|--|--|
| <i>Regional Public Transit Program</i> | <i>Local Transportation Program</i> | <i>Alternative Transportation Program</i> |
| <input type="checkbox"/> Fresno Area Express | <input type="checkbox"/> Street Maintenance | <input type="checkbox"/> Rail Consolidation Subprogram |
| <input type="checkbox"/> Clovis Transit | <input type="checkbox"/> ADA Compliance | <i>Environmental Enhancement Program</i> |
| <input type="checkbox"/> FCRTA | <input checked="" type="checkbox"/> Flexible Funding | <input type="checkbox"/> School Bus Replacement |
| <input type="checkbox"/> PTIS/Transit Consolidation | <input type="checkbox"/> Pedestrian/Trails Urban | <input type="checkbox"/> Transit Oriented Infrastructure for In-Fill |
| <input type="checkbox"/> ADA/Seniors/Paratransit | <input type="checkbox"/> Pedestrian/Trails Rural | <i>Administrative/Planning Program</i> |
| <input type="checkbox"/> Farmworker Van Pools | <input type="checkbox"/> Bicycle Facilities | <input type="checkbox"/> Fresno COG |
| <input type="checkbox"/> Car/Van Pools | <i>Regional Transportation Program</i> | |
| <input type="checkbox"/> New Technology Reserve | <input type="checkbox"/> Fresno Airports | |

2. The City of Clovis ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to *Local Agency Name* California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2023-2024 setting **10.13%** of \$17,062,529 (or **\$1,727,866**) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass Through Funding programs and Other Implementation Plan Provisions

4. On behalf of claimant, I hereby certify as follows:

- (a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
- (b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
- (c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: _____
Title: _____
Date: _____

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board by Date: _____

**MEASURE C EXTENSION
LOCAL TRANSPORTATION PASS THROUGH REVENUES
CERTIFICATION AND CLAIM FOR FY2023-24**

TO: Fresno County Transportation Authority

FROM: City of Clovis
Local Agency Name

Address: 1033 Fifth Street, Clovis, CA 93612

Contact: Jay Schengel, Finance Director

Telephone: (559) 324-2845 FAX: _____

Email Address: jays@cityofclovis.com

1. Applicable Funding Program: (Check One)

- | | | |
|---|---|--|
| <i>Regional Public Transit Program</i> | <i>Local Transportation Program</i> | <i>Alternative Transportation Program</i> |
| <input type="checkbox"/> Fresno Area Express | <input type="checkbox"/> Street Maintenance | <input type="checkbox"/> Rail Consolidation Subprogram |
| <input type="checkbox"/> Clovis Transit | <input type="checkbox"/> ADA Compliance | <i>Environmental Enhancement Program</i> |
| <input type="checkbox"/> FCRTA | <input type="checkbox"/> Flexible Funding | <input type="checkbox"/> School Bus Replacement |
| <input type="checkbox"/> PTIS/Transit Consolidation | <input checked="" type="checkbox"/> Pedestrian/Trails Urban | <input type="checkbox"/> Transit Oriented Infrastructure for In-Fill |
| <input type="checkbox"/> ADA/Seniors/Paratransit | <input type="checkbox"/> Pedestrian/Trails Rural | <i>Administrative/Planning Program</i> |
| <input type="checkbox"/> Farmworker Van Pools | <input type="checkbox"/> Bicycle Facilities | <input type="checkbox"/> Fresno COG |
| <input type="checkbox"/> Car/Van Pools | <i>Regional Transportation Program</i> | |
| <input type="checkbox"/> New Technology Reserve | <input type="checkbox"/> Fresno Airports | |

2. The City of Clovis ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to *Local Agency Name* California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2023-2024 setting 17.57% of \$2,399,926 (or \$421,638) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:
(a) Monthly payments consistent with adopted percentage, based on actual receipts
(b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass Through Funding programs and Other Implementation Plan Provisions

4. On behalf of claimant, I hereby certify as follows:
(a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
(b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
(c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: _____
Title: _____
Date: _____

ATTACHMENT: Evidence of Formal Action for Approval and Submittal
Approved by: Fresno County Transportation Authority Board by Date: _____

**MEASURE C EXTENSION
LOCAL TRANSPORTATION PASS THROUGH REVENUES
CERTIFICATION AND CLAIM FOR FY2023-24**

TO: Fresno County Transportation Authority

FROM: City of Clovis
Local Agency Name

Address: 1033 Fifth Street, Clovis, CA 93612

Contact: Jay Schengel, Finance Director

Telephone: (559) 324-2845 FAX: _____

Email Address: jays@cityofclovis.com

1. Applicable Funding Program: (Check One)

- | | | |
|---|--|---|
| <i>Regional Public Transit Program</i> | <i>Local Transportation Program</i> | <i>Alternative Transportation Program</i> |
| <input type="checkbox"/> Fresno Area Express | <input type="checkbox"/> Street Maintenance | <input type="checkbox"/> Rail Consolidation Subprogram |
| <input type="checkbox"/> Clovis Transit | <input type="checkbox"/> ADA Compliance | <i>Environmental Enhancement Program</i> |
| <input type="checkbox"/> FCRTA | <input type="checkbox"/> Flexible Funding | <input type="checkbox"/> School Bus Replacement |
| <input type="checkbox"/> PTIS/Transit Consolidation | <input type="checkbox"/> Pedestrian/Trails Urban | <input type="checkbox"/> Transit Oriented Infrastructure for Infill |
| <input type="checkbox"/> ADA/Seniors/Paratransit | <input type="checkbox"/> Pedestrian/Trails Rural | <i>Administrative/Planning Program</i> |
| <input type="checkbox"/> Farmworker Van Pools | <input checked="" type="checkbox"/> Bicycle Facilities | <input type="checkbox"/> Fresno COG |
| <input type="checkbox"/> Car/Van Pools | <i>Regional Transportation Program</i> | |
| <input type="checkbox"/> New Technology Reserve | <input type="checkbox"/> Fresno Airports | |

2. The City of Clovis ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to *Local Agency Name* California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2023-2024 setting 12.08% of \$889,059 (or \$107,416) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:
(a) Monthly payments consistent with adopted percentage, based on actual receipts
(b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass Through Funding programs and Other Implementation Plan Provisions

4. On behalf of claimant, I hereby certify as follows:
(a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
(b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
(c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: _____
Title: _____
Date: _____

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board by Date: _____

**MEASURE C EXTENSION
LOCAL TRANSPORTATION PASS THROUGH REVENUES
CERTIFICATION AND CLAIM FOR FY2023-24**

TO: Fresno County Transportation Authority

FROM: City of Clovis - Clovis Transit Agency
Local Agency Name

Address: 155 N. Sunnyside Avenue, Clovis, CA 93611 Contact: Amy Hance
Telephone: (559) 324-2768 FAX: _____ Email Address: amyh@cityofclovis.com

1. Applicable Funding Program: (Check One)

- | | | |
|---|--|---|
| <i>Regional Public Transit Program</i> | <i>Local Transportation Program</i> | <i>Alternative Transportation Program</i> |
| <input type="checkbox"/> Fresno Area Express | <input type="checkbox"/> Street Maintenance | <input type="checkbox"/> Rail Consolidation Subprogram |
| <input checked="" type="checkbox"/> Clovis Transit | <input type="checkbox"/> ADA Compliance | <i>Environmental Enhancement Program</i> |
| <input type="checkbox"/> FCRTA | <input type="checkbox"/> Flexible Funding | <input type="checkbox"/> School Bus Replacement |
| <input type="checkbox"/> PTIS/Transit Consolidation | <input type="checkbox"/> Pedestrian/Trails Urban | <input type="checkbox"/> Transit Oriented Infrastructure for Infill |
| <input type="checkbox"/> ADA/Seniors/Paratransit | <input type="checkbox"/> Pedestrian/Trails Rural | <i>Administrative/Planning Program</i> |
| <input type="checkbox"/> Farmworker Van Pools | <input type="checkbox"/> Bicycle Facilities | <input type="checkbox"/> Fresno COG |
| <input type="checkbox"/> Car/Van Pools | <i>Regional Transportation Program</i> | |
| <input type="checkbox"/> New Technology Reserve | <input type="checkbox"/> Fresno Airports | |

2. The City of Clovis - Clovis Transit Agency ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to California Public Utilities Code Section 142257.
Local Agency Name

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2023-2024 setting 1.97% of \$111,624,457 (or \$2,199,001) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:
(a) Monthly payments consistent with adopted percentage, based on actual receipts
(b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:
(a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
(b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
(c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: _____
Title: _____
Date: _____

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: _____



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
 FROM: Finance Department
 DATE: July 10, 2023
 SUBJECT: Finance – Receive and File – Investment Report for the Month of April 2023.

ATTACHMENTS: 1. Distribution of Investments
 2. Monthly Investment Transactions
 3. Certificates of Deposit
 4. Municipal Securities
 5. Graph of April 30, 2023 Treasury Rates

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

EXECUTIVE SUMMARY

Attached is the Investment Report for the month of April 2023. 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 April 2023. Attachment 3 lists the certificates of deposit. Attachment 4 lists the municipal securities. Attachment 5 is a graph of Treasury rates on April 30, 2023.

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 3.30%. The rate of return for the City of Clovis portfolio is 2.99%. The goal for the City of Clovis investment return is 120% of the 90-day Treasury bill rate. The current rate of return is 91% 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 April 2023, the average investment life of the City's investment portfolio is 1.86 years.

Current Investment Environment and Philosophy

During the month of April 2023, the federal funds rate remained at 4.75%-5.00%. On April 30, 2023, the Treasury yield curve decreased 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

- 2 government securities totaling \$6,950,000 were purchased.
- 0 government securities were called or matured.
- 3 certificates of deposit totaling \$750,000 were purchased.
- 3 certificates of deposit totaling \$750,000 matured.
- 1 municipal security totaling \$2,000,000 was purchased.

Market Environment

- During April the federal funds rate remained at 4.75%-5.00%.
- On April 30, the yield curve decreased from 3-month to 10-year notes. See Attachment 5, Graph of Treasury Rates on April 30, 2023.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager *AH*

**City of Clovis
Distribution of Investments
As of April 30, 2023**

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 4/30/2023</u>
<u>GOV'T SECURITIES</u>								
FFCB	5,000,000	5,000,000	4,799,000	0.250%	0.250%	03/01/21	03/01/24	306
FHLB	4,998,000	4,999,204	4,931,950	3.276%	3.250%	08/17/22	03/08/24	313
FHLB	1,994,000	1,997,796	1,979,200	3.835%	3.625%	09/14/22	03/08/24	313
FFCB	1,999,000	1,999,488	1,919,900	0.317%	0.300%	03/24/21	03/18/24	323
FHLB	5,000,000	5,000,000	4,748,200	0.350%	0.350%	06/07/21	06/07/24	404
FHLB	941,770	966,754	951,790	4.500%	0.700%	11/17/22	06/24/24	421
FHLB	4,969,000	4,982,724	4,729,900	1.274%	1.050%	01/20/22	11/15/24	565
FHLB	1,595,506	1,640,684	1,621,687	4.515%	0.500%	11/16/22	12/30/24	610
FNMA	1,857,400	1,885,100	1,857,880	4.415%	0.500%	03/23/23	02/24/25	666
FNMA	930,300	943,820	929,200	4.338%	0.520%	03/23/23	02/25/25	667
FHLB	932,200	945,314	930,870	4.328%	0.625%	03/23/23	02/27/25	669
FHLB	3,980,000	3,988,320	3,800,560	1.922%	1.750%	02/28/22	02/28/25	670
FHLB	4,000,000	4,000,000	3,887,840	2.750%	2.750%	04/25/22	04/25/25	726
FAMCMTN	3,947,600	3,966,614	3,721,200	1.121%	0.750%	12/16/21	07/28/25	820
FHLB	5,000,000	5,000,000	4,917,100	3.600%	3.600%	08/30/22	08/28/25	851
FAMCMTN	4,948,500	4,965,811	4,623,600	0.869%	0.600%	10/14/21	09/08/25	862
FHLB	871,150	871,150	866,571	3.886%	0.500%	04/26/23	11/25/25	940
FHLB	4,963,000	4,974,486	4,527,250	0.750%	0.580%	09/08/21	02/11/26	1,018
FHLB	3,922,000	3,946,404	3,634,400	1.229%	0.750%	12/16/21	02/24/26	1,031
FFCB	4,967,500	4,976,099	4,495,000	1.075%	0.940%	10/14/21	09/28/26	1,247
FHLB	3,649,200	3,704,858	3,615,120	3.342%	1.150%	06/29/22	10/28/26	1,277
FHLB	5,988,000	5,991,149	5,413,500	1.291%	1.250%	11/24/21	11/24/26	1,304
FHLB	5,127,757	5,095,138	4,724,900	1.580%	2.125%	01/20/22	12/11/26	1,321
FHLB	4,043,250	4,043,250	3,951,336	3.397%	1.020%	06/29/22	02/24/27	1,396
FHLB	4,550,000	4,643,227	4,537,674	3.173%	1.020%	08/17/22	02/24/27	1,396
FHLB	3,695,200	3,772,718	3,740,918	2.564%	0.900%	03/31/22	02/26/27	1,398
FHLB	6,072,400	6,138,777	6,087,034	3.737%	0.900%	01/19/23	02/26/27	1,398
FHLB	5,247,000	5,156,931	5,113,464	4.329%	0.900%	02/16/23	02/26/27	1,398
FHLB	5,050,770	5,317,002	5,088,846	3.971%	1.000%	12/14/22	02/26/27	1,398
FHLB	4,000,000	4,000,000	3,749,320	2.375%	2.375%	03/08/22	03/08/27	1,408
FFCB	5,160,000	5,223,923	5,178,240	3.996%	0.830%	03/23/23	02/22/28	1,759
FFCB	6,102,000	6,102,000	6,057,600	3.501%	3.875%	04/26/23	04/25/28	1,822
SECURITIES TOTAL	<u>\$ 125,502,503</u>	<u>\$ 126,238,741</u>	<u>\$121,131,050</u>					
LAIF		<u>\$ 75,000,000</u>	<u>\$ 75,000,000</u>					
Municipal Issuance		<u>\$ 58,870,000</u>	<u>\$ 55,008,657</u>					
Sweep Account (Union Bank)		<u>\$ 30,757,183</u>	<u>\$ 30,757,183</u>					
TOTAL CD'S		<u>\$ 23,495,000</u>	<u>\$ 22,922,645</u>					
TOTAL INVESTMENTS		<u>\$ 314,360,923</u>	<u>\$ 304,819,535</u>					

* Market values for securities obtained from US Bank.

City of Clovis
Monthly Investment Transactions
As of April 30, 2023

AGENDA ITEM NO. 5.

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
FFCB	Gov. Sec.	Purchase	6,000,000	6,102,000	3.875%	04/26/23	04/25/28
FHLB	Gov. Sec.	Purchase	950,000	871,150	0.500%	04/26/23	11/25/25
Los Angeles Ca Dept of Water	Mun Iss.	Purchase	2,000,000	2,000,000	5.516%	04/27/23	07/01/27
Discover Bank Greenwood	CD	Purchase	250,000	250,000	4.350%	04/26/23	04/24/28
Point West Credit Union	CD	Purchase	250,000	250,000	5.000%	04/12/23	04/13/26
Utah Cmnty Credit Union	CD	Purchase	250,000	250,000	4.600%	04/26/23	04/27/26
American Express Natl Bk	CD	Maturity	250,000	250,000	1.100%	04/21/23	04/21/23
Berkshire Bank	CD	Maturity	250,000	250,000	1.300%	04/06/23	04/06/23
Discover Bank	CD	Maturity	250,000	250,000	1.350%	04/03/23	04/03/23

PORTFOLIO DATA

Current Month (04/23)

	Book	Market
CD'S	\$ 23,495,000	\$ 22,922,645
Gov't Securities*	126,238,741	121,131,050
Municipal Securities	58,870,000	55,008,657
LAIF	75,000,000	75,000,000
Sweep Account (Union Bank)	30,757,183	30,757,183
TOTAL	\$ 314,360,924	\$ 304,819,535

Prior Month (03/23)

	Book	Market
CD'S	\$ 23,495,000	\$ 22,921,197
Gov't Securities*	119,265,591	114,207,766
Municipal Securities	56,870,000	52,675,462
LAIF	75,000,000	75,000,000
Sweep Account (Union Bank)	30,827,750	30,827,750
TOTAL	\$ 305,458,341	\$ 295,632,175

Three Months Previous (01/23)

	Book	Market
CD'S	\$ 20,495,000	\$ 19,979,564
Gov't Securities*	131,438,007	125,970,574
Municipal Securities	52,935,000	49,074,621
LAIF	75,000,000	75,000,000
Sweep Account (Union Bank)	29,536,545	29,536,545
TOTAL	\$ 309,404,552	\$ 299,561,304

Six Months Previous (10/22)

	Book	Market
CD'S	\$ 18,495,000	\$ 17,880,661
Gov't Securities*	130,726,400	123,301,840
Municipal Securities	48,025,000	43,617,521
LAIF	74,905,243	74,905,243
Sweep Account (Union Bank)	29,977,956	29,977,956
TOTAL	\$ 302,129,599	\$ 289,683,221

One Year Previous (04/22)

	Book	Market
CD'S	\$ 11,745,000	\$ 11,541,842
Gov't Securities*	135,597,608	131,674,865
Municipal Securities	18,185,000	17,212,328
LAIF	74,511,731	74,511,731
Sweep Account (Union Bank)	46,053,688	46,053,688
TOTAL	\$ 286,093,027	\$ 280,994,454

*Adjusted Quarterly for Premium/Discount Amortization

**City of Clovis
Certificates of Deposit
As of April 30, 2023**

AGENDA ITEM NO. 5.

Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 04/30/23	INTEREST FREQUENCY
New York Cmnty Bank	250,000	243,125.00	0.350%	12/11/20	12/11/23	225	QUARTERLY
Transportation Alliance Bk Preferred Bank	250,000	240,135.00	0.250%	03/12/21	03/12/24	317	QUARTERLY
Bankunited Natl Assn	250,000	239,740.00	0.250%	03/25/21	03/25/24	330	QUARTERLY
Greenstate Credit Union	245,000	235,209.80	0.450%	03/31/21	04/01/24	337	QUARTERLY
Eaglemark Savings Bank	250,000	237,760.00	0.450%	06/16/21	06/17/24	414	QUARTERLY
Texas Exchange Bk	250,000	237,325.00	0.400%	06/30/21	06/28/24	425	QUARTERLY
BMW Bk North Amer	250,000	237,245.00	0.500%	07/09/21	07/09/24	436	QUARTERLY
Toyota Finl Svgs	250,000	236,870.00	0.550%	07/30/21	07/30/24	457	QUARTERLY
State Bk India	250,000	236,005.00	0.650%	09/09/21	09/09/24	498	QUARTERLY
Ubs Bank Usa	250,000	235,777.50	0.650%	09/17/21	09/17/24	506	QUARTERLY
Webbank Salt Lake City	250,000	234,337.50	0.750%	11/17/21	11/18/24	568	QUARTERLY
Medallion Bank Salt Lake City	250,000	234,180.00	0.750%	11/29/21	11/29/24	579	QUARTERLY
Beal Bank	250,000	234,025.00	0.900%	12/20/21	12/20/24	600	QUARTERLY
Mountian Amer Fed	250,000	233,577.50	0.950%	01/19/22	01/15/25	626	QUARTERLY
Barclays Bk	250,000	243,317.50	3.450%	08/31/22	02/28/25	670	QUARTERLY
Goldman Sachs Bk	250,000	235,475.00	1.700%	03/09/22	03/10/25	680	QUARTERLY
Safra National Bk	250,000	235,255.00	1.650%	03/09/22	03/10/25	680	QUARTERLY
Pentagon Federal Cr Un	250,000	236,525.00	2.000%	03/23/22	03/24/25	694	QUARTERLY
Beal Bank	250,000	236,367.50	2.000%	03/28/22	03/28/25	698	QUARTERLY
JP Morgan Chase	250,000	237,235.00	2.200%	04/06/22	04/02/25	703	QUARTERLY
First Natl Bank	250,000	238,542.50	2.500%	04/08/22	04/08/25	709	QUARTERLY
One Community Bank	250,000	243,005.00	2.200%	04/12/22	04/11/25	712	QUARTERLY
Americu Credit Union	250,000	239,065.00	2.700%	04/29/22	04/29/25	730	QUARTERLY
Synchrony Bank Retail	250,000	239,500.00	2.800%	05/02/22	05/02/25	733	QUARTERLY
Connexus Credit Union	250,000	240,815.00	3.100%	05/20/22	05/20/25	751	QUARTERLY
Bmo Harris Bank	250,000	240,160.00	3.000%	05/26/22	05/27/25	758	QUARTERLY
Saco Biddeford	250,000	240,685.00	3.150%	06/17/22	06/17/25	779	QUARTERLY
Baxter Credit Union	250,000	239,165.00	2.850%	06/17/22	06/17/25	779	QUARTERLY
Capital One Bank	250,000	250,000.00	3.400%	06/28/22	06/30/25	792	QUARTERLY
American First Cr Un	250,000	241,630.00	3.350%	06/29/22	06/30/25	792	QUARTERLY
Trustone Financial Cr Un	250,000	240,902.50	3.250%	07/15/22	07/15/25	807	QUARTERLY
American Natl Bank	250,000	240,860.00	3.250%	07/19/22	07/21/25	813	QUARTERLY
TCM Bank	250,000	239,977.50	3.100%	07/27/22	07/28/25	820	QUARTERLY
Generations Bank	250,000	241,312.50	3.350%	07/28/22	07/28/25	820	QUARTERLY
Direct Fed Credit	250,000	241,535.00	3.400%	08/03/22	08/04/25	827	QUARTERLY
Resource One Credit	250,000	241,117.50	3.500%	08/17/22	08/18/25	841	QUARTERLY
Connex Credit	250,000	240,845.00	3.300%	08/17/22	08/18/25	841	QUARTERLY
Skyone Fed Credit	250,000	241,840.00	3.500%	08/31/22	08/29/25	852	QUARTERLY
Credit Union of Texas	250,000	242,365.00	3.600%	08/30/22	09/02/25	856	QUARTERLY
Forbright Bank	250,000	242,302.50	3.600%	09/14/22	09/15/25	869	QUARTERLY
Ally Bank Sandy Utah	250,000	241,697.50	3.500%	09/16/22	09/16/25	870	QUARTERLY
Alabama Credit Union	250,000	244,760.00	4.050%	09/29/22	09/19/25	873	QUARTERLY
Kemba Finl Credit Union	250,000	242,212.50	3.600%	09/20/22	09/22/25	876	QUARTERLY
Farmers Merchants	250,000	244,470.00	4.000%	09/21/22	09/22/25	876	QUARTERLY
Jefferson Finl FCU	250,000	243,010.00	3.750%	09/28/22	09/29/25	883	QUARTERLY
Dort Finl Credit Union	250,000	245,287.50	4.150%	09/29/22	09/29/25	883	QUARTERLY
First National Bank	250,000	244,427.50	4.000%	09/30/22	09/30/25	884	QUARTERLY
Numerica Credit Union	250,000	237,020.00	3.625%	09/30/22	09/30/25	884	QUARTERLY
Vystar Credit Union	250,000	246,135.00	4.200%	09/30/22	09/30/25	884	QUARTERLY
Bell Bank Fargo	250,000	246,420.00	4.350%	09/30/22	09/30/25	884	QUARTERLY
Pacific Alliance	250,000	245,220.00	4.150%	10/13/22	10/14/25	898	QUARTERLY
z1st Financial Bank	250,000	245,510.00	4.200%	10/14/22	10/14/25	898	QUARTERLY
Great Southern Bank	250,000	245,220.00	4.150%	10/13/22	10/17/25	901	QUARTERLY
American Bank	250,000	247,257.50	4.500%	10/20/22	10/20/25	904	QUARTERLY
Queensborough Natl Bank	250,000	246,375.00	4.350%	10/21/22	10/21/25	905	QUARTERLY
Public Alliance Cr Un	250,000	245,772.50	4.100%	10/21/22	10/21/25	905	QUARTERLY
First Citizens Bank	250,000	247,217.50	4.500%	10/25/22	10/27/25	911	QUARTERLY
LCA Bank Corp	250,000	248,397.50	4.700%	10/28/22	10/28/25	912	QUARTERLY
Sharonview Fed Cr Un	250,000	246,647.50	4.400%	10/28/22	10/28/25	912	QUARTERLY
	250,000	250,160.00	4.850%	10/31/22	10/31/25	915	QUARTERLY

**City of Clovis
Certificates of Deposit
As of April 30, 2023**

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 04/30/23</u>	<u>INTEREST FREQUENCY</u>
United Heritage Cr Un	250,000	248,677.50	4.700%	11/04/22	11/04/25	919	QUARTERLY
Capital One Natl Assn	250,000	249,565.00	4.900%	11/16/22	11/17/25	932	QUARTERLY
Morgan Stanley Bank	250,000	250,172.50	5.000%	11/18/22	11/18/25	933	QUARTERLY
Spokane Teachers Cr Un	250,000	250,172.50	5.000%	11/23/22	11/23/25	938	QUARTERLY
Morgan Stanley Private	250,000	248,682.50	4.750%	12/09/22	12/09/25	954	QUARTERLY
Community Bank Topeka	250,000	245,887.50	4.300%	12/14/22	12/15/25	960	QUARTERLY
Austin Telco Fed	250,000	249,887.50	4.950%	12/16/22	12/16/25	961	QUARTERLY
Rogue Credit Union	250,000	250,020.00	5.100%	12/23/22	12/23/25	968	QUARTERLY
Alliant Credit Union	250,000	250,835.00	5.100%	12/30/22	12/30/25	975	QUARTERLY
Liberty First Cr Un	250,000	247,367.50	4.550%	01/17/23	01/19/26	995	QUARTERLY
Capital Educators Fed Cr	250,000	247,367.50	4.550%	01/19/23	01/20/26	996	QUARTERLY
Manufacturers Traders	250,000	245,437.50	4.250%	01/31/23	01/23/26	999	QUARTERLY
City Natl Bank	250,000	246,095.00	4.350%	01/25/23	01/26/26	1,002	QUARTERLY
Coastlife Cr Un	250,000	247,982.50	4.650%	02/13/23	02/13/26	1,020	QUARTERLY
Achieve Finl Cr Un	250,000	247,977.50	4.650%	02/17/23	02/17/26	1,024	QUARTERLY
California Cr Un Glendale	250,000	246,995.00	4.500%	02/23/23	02/23/26	1,030	QUARTERLY
Truiliant Fed Cr Un	250,000	247,637.50	4.600%	02/28/23	02/27/26	1,034	QUARTERLY
Pioneer Fed Cr Un Mtn Home	250,000	247,635.00	4.600%	02/28/23	03/02/26	1,037	QUARTERLY
Tradition Cap Bankk	250,000	247,297.50	4.600%	03/03/23	03/03/26	1,038	MONTHLY
Alaska Fed Cr	250,000	248,622.50	4.650%	03/05/23	03/09/26	1,044	MONTHLY
Mid Carolina Credit	250,000	250,225.00	4.600%	03/13/23	03/13/26	1,048	MONTHLY
Blue Ridge Bank	250,000	250,277.50	4.500%	03/16/23	03/16/26	1,051	MONTHLY
Northwest Bank	250,000	250,297.50	4.600%	03/17/23	03/17/26	1,052	MONTHLY
Valleystar Credit Union	250,000	250,300.00	4.600%	03/20/23	03/20/26	1,055	MONTHLY
First Community Bank	250,000	249,952.50	4.500%	03/22/23	03/23/26	1,058	MONTHLY
Technology Credit Union	250,000	250,305.00	4.650%	03/23/23	03/23/26	1,058	MONTHLY
Cibc Bank	250,000	249,955.00	4.650%	03/24/23	03/24/26	1,059	MONTHLY
Signature Bank	250,000	250,305.00	4.500%	03/24/23	03/24/26	1,059	MONTHLY
Point West Credit Union	250,000	250,320.00	5.000%	04/12/23	04/13/26	1,079	MONTHLY
Flagstar Bank	250,000	250,335.00	4.650%	03/30/23	04/24/26	1,090	MONTHLY
Utah Cmnty Credit Union	250,000	247,567.50	4.600%	04/26/23	04/27/26	1,093	MONTHLY
People Bank Co	250,000	249,482.50	4.650%	03/30/23	03/30/27	1,430	MONTHLY
Carroll County	250,000	246,175.00	4.650%	03/30/23	03/30/28	1,796	MONTHLY
Discover Bank	250,000	244,502.50	4.350%	04/26/23	04/24/28	1,821	MONTHLY
Negotiable CD TOTAL	<u>\$ 23,495,000</u>	<u>\$ 22,922,645</u>					
CD TOTAL	<u>\$ 23,495,000</u>	<u>\$ 22,922,645</u>					

**City of Clovis
Municipal Securities
As of April 30, 2023**

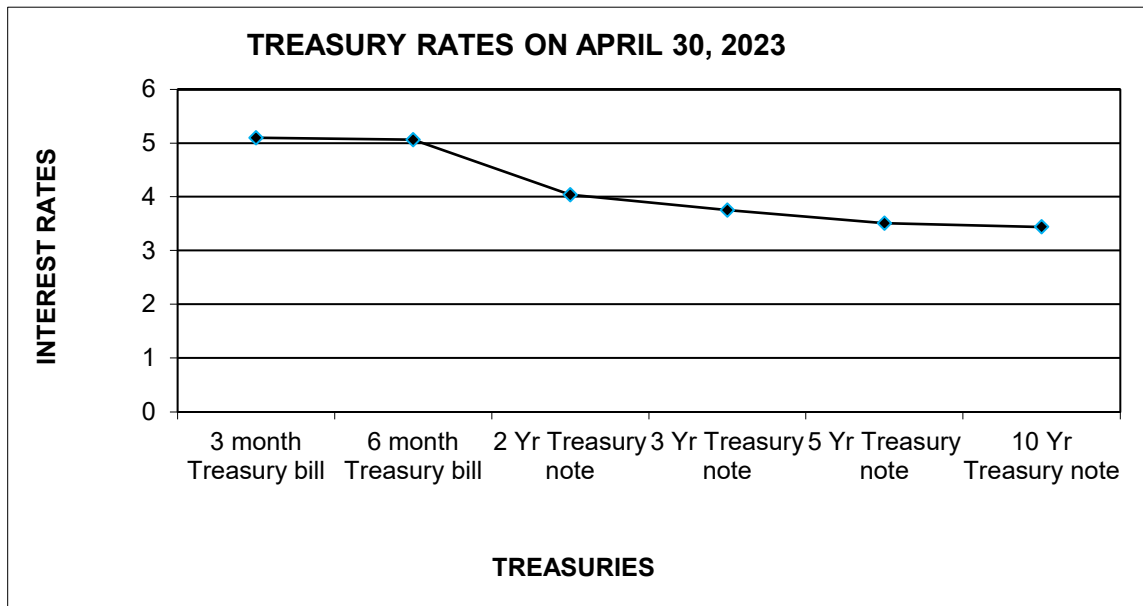
AGENDA ITEM NO. 5.

Municipal Securities	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 04/30/23	INTEREST FREQUENCY
Huntington Beach Pension Bond	1,000,000	994,260	0.381%	04/01/21	06/15/23	46	QUARTERLY
Fresno Unified Taxable Go Ref Bond	500,000	494,140	0.462%	09/30/20	08/01/23	93	QUARTERLY
Pomona Cali Uni Sch Dist Go Bond	815,000	805,530	0.534%	10/20/20	08/01/23	93	QUARTERLY
San Jose CA USD Ref Bond	775,000	765,747	0.221%	01/20/21	08/01/23	93	QUARTERLY
Vista CA USD Ref Bond	750,000	741,765	0.221%	01/20/21	08/01/23	93	QUARTERLY
William Hart Cali HS Go Bond	1,000,000	988,170	0.366%	12/23/20	08/01/23	93	QUARTERLY
Jefferson Cali Elem Sch Dist Go Bond	710,000	699,804	0.399%	10/27/20	09/01/23	124	QUARTERLY
Santa Rosa Calif Watr Ref Bond	350,000	345,044	0.578%	12/01/20	09/01/23	124	QUARTERLY
California St Univ Ref Bond	3,455,000	3,375,742	0.475%	04/01/22	11/01/23	185	QUARTERLY
San Diego CA Convention Ref Bond	1,450,000	1,400,903	1.527%	08/18/22	04/15/24	351	QUARTERLY
Santa Ana College Ref Bond	440,000	417,573	0.644%	12/17/21	08/01/24	459	QUARTERLY
University CA Rev Bond	1,000,000	973,500	4.350%	09/15/22	05/15/25	746	QUARTERLY
Antelope Valley CA Ref Bond	750,000	707,205	1.767%	05/12/22	08/01/25	824	QUARTERLY
Chabot Las Positas Cmnty Clg Bond	1,490,000	1,375,225	0.880%	04/29/22	08/01/25	824	QUARTERLY
Foothill De Anza Bond	835,000	773,669	0.906%	03/24/23	08/01/25	824	QUARTERLY
San Dieguito High School Ref Bond	1,000,000	939,470	1.661%	10/13/22	08/01/25	824	QUARTERLY
Santa Ana CCD Ref Bond	250,000	229,223	0.744%	05/12/22	08/01/25	824	QUARTERLY
Orange County Water Dist Ref Bond	900,000	853,956	2.095%	10/13/22	08/15/25	838	QUARTERLY
San Jose CA Txble Ser B	2,355,000	2,251,121	2.450%	10/13/22	09/01/25	855	QUARTERLY
Los Angeles CA USD Ref Bond	1,000,000	911,700	1.455%	11/15/21	07/01/26	1,158	QUARTERLY
Chabot Las Positas Cmnty Clg CA	3,505,000	3,163,964	1.080%	07/27/22	08/01/26	1,189	QUARTERLY
Chaffey CA High School Ref Bond	1,565,000	1,475,920	2.475%	06/30/22	08/01/26	1,189	QUARTERLY
Huntington Beach HS Dist Ref Bond	3,305,000	2,986,762	1.208%	04/29/22	08/01/26	1,189	QUARTERLY
Placentia Yorba USD Ref Bond	1,110,000	999,155	1.070%	05/31/22	08/01/26	1,189	QUARTERLY
San Diego CA Cmnty Ref Bond	470,000	444,174	2.299%	04/29/22	08/01/26	1,189	QUARTERLY
San Ramon Valley CA USD Ref Bond	2,125,000	1,937,596	1.147%	11/03/21	08/01/26	1,189	QUARTERLY
Sonoma Cnty Jr College Ref Bond	2,000,000	1,884,480	2.447%	06/30/22	08/01/26	1,189	QUARTERLY
San Diego CA Pub Facs Ref Bond	1,625,000	1,498,494	1.812%	08/18/22	10/15/26	1,264	QUARTERLY
CA ST Univ Rev Ref Bond	2,500,000	2,241,850	1.142%	02/17/23	11/01/26	1,281	QUARTERLY
El Dorado CA Irr Dist Ref Bond	1,175,000	1,061,178	1.687%	08/18/22	03/01/27	1,401	QUARTERLY
University Gen Rev Bond	2,385,000	2,146,333	1.316%	10/13/22	05/15/27	1,476	QUARTERLY
El Monte Ca Ref Bond	600,000	530,784	1.326%	03/24/23	06/01/27	1,493	QUARTERLY
Los Angeles CA Dept Wtr Ref Bond	2,000,000	2,085,440	5.516%	04/27/23	07/01/27	1,523	QUARTERLY
Colton CA Jt Uni Sch	1,060,000	949,961	1.603%	11/17/22	08/01/27	1,554	QUARTERLY
Contra Costa Ref Bond	880,000	810,163	2.163%	09/15/22	08/01/27	1,554	QUARTERLY
Foothill De Anza CCD	540,000	484,558	1.473%	12/15/22	08/01/27	1,554	QUARTERLY
Fremont CA Uni Sch Dist	1,100,000	961,961	1.113%	11/17/22	08/01/27	1,554	QUARTERLY
Fremont CA USD Ref Bond	1,140,000	1,035,724	2.000%	05/31/22	08/01/27	1,554	QUARTERLY
Marin CA Cmnty Clg Dist	335,000	325,114	3.330%	11/17/22	08/01/27	1,554	QUARTERLY
Mount San Antonio Cmnty Clg	285,000	250,740	1.139%	11/17/22	08/01/27	1,554	QUARTERLY
Mount San Antonio Ref Bond	405,000	374,852	2.329%	10/13/22	08/01/27	1,554	QUARTERLY
Saddleback VY Uni Ref Bond	3,000,000	2,780,430	2.400%	08/10/22	08/01/27	1,554	QUARTERLY
San Diego CA Com CD	590,000	551,780	2.407%	12/15/22	08/01/27	1,554	QUARTERLY
San Ramon Valley Ref Bond	1,435,000	1,291,055	3.415%	09/15/22	08/01/27	1,554	QUARTERLY
Santa Monica Cmnty Clg Ref Bond	1,000,000	967,330	3.050%	09/15/22	08/01/27	1,554	QUARTERLY
Sierra CA Cmnty Clg Dist	465,000	407,261	1.129%	11/17/22	08/01/27	1,554	QUARTERLY
William Hart CA Un High	200,000	175,726	1.174%	11/17/22	08/01/27	1,554	QUARTERLY
Rancho Santiago Cmnty Clg	335,000	291,849	1.106%	11/17/22	09/01/27	1,585	QUARTERLY
San Jose CA Txble Ser B	910,000	850,277	2.600%	10/13/22	09/01/27	1,585	QUARTERLY
Mun. Securities TOTAL	\$ 58,870,000	\$ 55,008,657					
Municipal Securities TOTAL	\$ 58,870,000	\$ 55,008,657					

**CITY OF CLOVIS
FINANCE DEPARTMENT
APRIL 30, 2023 TREASURY RATES**

Treasury Rates as of April 30, 2023

3 month Treasury bill	5.10
6 month Treasury bill	5.06
2 Yr Treasury note	4.04
3 Yr Treasury note	3.75
5 Yr Treasury note	3.51
10 Yr Treasury note	3.44



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



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
 FROM: Finance Department
 DATE: July 10, 2023
 SUBJECT: Finance – Receive and File – Treasurer’s Report for the Month of April 2023.

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

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

EXECUTIVE SUMMARY

Attached for the Council’s information is the Treasurer’s Report for the month ended April 30, 2023.

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 April 30, 2023.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager *AA*

City of Clovis
Statement of Cash Balances
As of April 30, 2023

Previous Balance	\$	5,868,531.22
Deposits		39,665,553.55
Disbursements		(41,010,884.59)
Current Balance	\$	4,523,200.18

FUNDS	BALANCE
100 General Fund	\$ 22,149,866.62
201 Local Transportation	15,383,821.06
202 Parking and Business Improvements	230,104.59
203 Off Highway Use	72,764.00
204 Community Facilities District 2020-1	145,388.77
205 Senior Citizen Memorial Trust	56,511.48
207 Landscape Assessment District	6,256,985.94
208 Blackhorse III (95-1) Assessment District	84,829.28
301 Park & Recreation Acquisition	11,978,248.20
305 Refuse Equipment Reserve	2,330,732.36
310 Special Street Deposit Fund	44,703,244.58
313 Successor Agency	627.38
314 Housing Successor Agency	1,125,877.35
402 1976 Fire Bond Redemption	25,475.23
404 1976 Sewer Bond Redemption Fund	420,187.09
501 Community Sanitation Fund	15,655,236.27
502 Sewer Service Fund	38,339,337.65
504 Sewer Capital Projects-Users	455,511.73
506 Sewer Capital Projects-Developer	6,365,266.19
507 Water Service Fund	41,455,278.48
508 Water Capital Projects-Users	6,969,828.28
509 Water Capital Projects-Developer	11,062,228.86
515 Transit Fund	8,383,521.78
540 Planning & Development Services	15,593,674.74
601 Property & Liability Insurance	811,964.30
602 Fleet Maintenance	22,717,819.97
603 Employee Benefit Fund	13,630,745.42
604 General Government Services	20,029,471.52
605 Facilities Maintenance	4,042,223.85
606 Information Technology	6,368,837.34
701 Curb & Gutter Fund	166,050.66
703 Payroll Tax & Withholding Fund	1,384,614.22
712 Temperance/Barstow Assmt Dist (98-1)	78,344.21
713 Shepherd/Temperance Assmt Dist (2000-1)	5,854.37
715 Supp Law Enforcement Serv	351,220.27
716 Asset Forfeiture	251,829.50
720 Measure A-Public Safety Facility Tax	1,749.31
736 SA Admin Trust Fund	1,421.40
741 SA Debt Service Trust Fund	(203,709.34)
747 Housing Successor Trust Fund	1,137.98
SUBTOTALS	\$ 318,884,122.89
999 Invested Funds	(314,360,922.71)
TOTAL	\$ 4,523,200.18

**City of Clovis
Summary of Investment Activity
For the month of April 30, 2023**

<hr/> <hr/>	
<u>Balance of Investments Previous Month End</u>	<u>\$ 305,458,340.36</u>
 <u>Time Certificates of Deposit Transactions</u>	
Investments	750,000.00
Withdrawals	<u>(750,000.00)</u>
Total CD Changes	0.00
 <u>Other Changes</u>	
Government Securities	6,973,150.00
Local Agency Investment Fund	0.00
Municipal Securities	2,000,000.00
Sweep Account	<u>(70,567.65)</u>
Total Other Changes	<u>8,902,582.35</u>
Balance of Investments Current Month End	<u>\$ 314,360,922.71</u>

**City of Clovis
Distribution of Investments
As of April 30, 2023**

<hr/> <hr/>	
Insured CD's	23,495,000.00
Government Securities	126,238,739.85
US Treasury Notes	0.00
Local Agency Investment Fund	75,000,000.00
Municipal Securities	58,870,000.00
Sweep Account	<u>30,757,182.86</u>
Investment Total	<u>\$ 314,360,922.71</u>

**City of Clovis
Original Maturities Exceeding One Year
As of April 30, 2023**

<u>Institution</u>	<u>Face Value</u>	<u>Investment Balance At Amortized Cost</u>	<u>Maturity</u>	<u>Stated Rate</u>
FFCB	5,000,000.00	5,000,000	3/1/2024	0.250%
FHLB	5,000,000.00	4,999,204	3/8/2024	3.250%
FFCB	2,000,000.00	1,997,796	3/8/2024	3.625%
FHLB	2,000,000.00	1,999,488	3/18/2024	0.300%
FHLB	5,000,000.00	5,000,000	6/7/2024	0.350%
FHLB	1,000,000.00	966,754	6/24/2024	0.700%
FHLB	5,000,000.00	4,982,724	11/15/2024	1.050%
FHLB	1,735,000.00	1,640,684	12/30/2024	0.500%
FNMA	2,000,000.00	1,885,100	2/24/2025	0.500%
FNMA	1,000,000.00	943,820	2/25/2025	0.520%
FHLB	1,000,000.00	945,314	2/27/2025	0.625%
FHLB	4,000,000.00	3,988,320	2/28/2025	1.750%
FAMCMTN	4,000,000.00	4,000,000	4/25/2025	2.750%
FAMCMTN	4,000,000.00	3,966,614	7/28/2025	0.750%
FHLB	5,000,000.00	5,000,000	8/28/2025	3.600%
FHLB	5,000,000.00	4,965,811	9/8/2025	0.600%
FHLB	980,000.00	871,150	11/25/2025	0.500%
FFCB	5,000,000.00	4,974,486	2/11/2026	0.580%
FHLB	4,000,000.00	3,946,404	2/24/2026	0.750%
FHLB	5,000,000.00	4,976,099	9/28/2026	0.940%
FHLB	4,000,000.00	3,704,858	10/28/2026	1.150%
FHLB	6,000,000.00	5,991,149	11/24/2026	1.250%
FHLB	5,000,000.00	5,095,138	12/11/2026	2.125%
FHLB	4,500,000.00	4,043,250	2/24/2027	1.020%
FHLB	5,000,000.00	4,643,227	2/24/2027	1.020%
FHLB	4,000,000.00	3,772,718	2/26/2027	0.900%
FHLB	6,800,000.00	6,138,777	2/26/2027	0.900%
FHLB	5,700,000.00	5,156,931	2/26/2027	0.900%
FHLB	6,000,000.00	5,317,002	2/26/2027	1.000%
FHLB	4,000,000.00	4,000,000	3/8/2027	2.375%
FHLB	6,000,000.00	5,223,923	2/22/2028	0.830%
FFCB	6,000,000.00	6,102,000	4/25/2028	3.875%



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services

DATE: July 10, 2023

SUBJECT: General Services – Approval - Res. 23-____, Appointing the City Manager as Plan Administrator of the City’s Deferred Compensation Plan.

ATTACHMENTS: 1. Resolution

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

For the City Council to approve a resolution appointing the City Manager as Plan Administrator of the City’s Deferred Compensation Plan.

EXECUTIVE SUMMARY

Recently selected fiduciary, Shuster Advisory Group, recommends a resolution shifting the fiduciary liability and responsibility of the 457(b) deferred compensation plan from the City Council to the City Manager. Appointing the City Manager as plan Administrator will reduce the fiduciary responsibility and potential liability to the City Council.

BACKGROUND

The City sponsors a deferred compensation plan under IRC Section 457(b) for the benefit of employees. This plan allows for tax deferred funds for retirement. The City recently completed a request for proposal for fiduciary services for our 457(b) funds and selected Shuster Advisory Group. Shuster Advisory Group will provide oversight of the plan and make recommendations to reduce investment fees while increasing returns. Shuster Advisory Group’s fees are paid through plan savings realized by reducing fees charged by the recordkeeper, currently Mission Square.

Shuster Advisory Group recommends a resolution appointing the City manager as plan Administrator so that the Council will not be legally responsible and liable for administration and investment of the plan assets.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

Appointing the City Manager as Plan Administrator for the 457(b) plan is based on fiduciary best practices and protects the City Council.

ACTIONS FOLLOWING APPROVAL

A contract with Shuster will be fully executed and a menu of recommended revisions to the plan will be presented to the employees prior to implementation of changes to the 457(b) investment line-up.

Prepared by: Shonna Halterman, General Services Director

Reviewed by: City Manager *AH*

RESOLUTION 23-__

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPOINTING THE CITY MANAGER AS THE PLAN ADMINISTRATOR OF
THE CITY'S DEFINED CONTRIBUTION PLAN**

WHEREAS, the City of Clovis sponsors and maintains a deferred compensation plan (“the Plan”) under IRC Section 457(b) for the benefit of its eligible employees; and

WHEREAS, the Plan currently provides that (i) City (through the City’s governing body) or (ii) a committee or another person designated by the City will be the administrator and responsible for the administration, assets and investments of the Plan; and

WHEREAS, currently, the City Council is the administrator and bears the fiduciary liability and responsibilities for the administration, assets, and investments of the Plan; and

WHEREAS, leading pension attorney’s strongly advise plan sponsors, which in the municipal governmental space is the City/City Council, appoint an administrator so that the City Council will not be legally responsible and liable for the administration and investment of the Plan; and

WHEREAS, based on fiduciary best practices and following internal consultation, City staff recommends the appointment of the City Manager as the administrator of the Plan; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Clovis hereby appoints the City Manager, and any City staff he/she may designate to assist him/her in that role, as the administrator of the Plan, with responsibility and authority for the administration, assets and investments of the Plan.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council authorizes and directs the City Manager to take all such actions deemed necessary or appropriate to implement this Resolution.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on July 10, 2023, by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: July 10, 2023

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: July 10, 2023

SUBJECT: General Services - Approval – Res. 23-____, Authorizing Amendments to the City’s Classification and Compensation Plans to Adopt the Traffic Signal Operations Specialist Classification with a Salary Range of \$7,112 to \$8,645 per month.

ATTACHMENTS: 1. Res. 23-____ Classification and Compensation Plans

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

For City Council to approve a resolution authorizing an amendment to the City’s Classification and Compensation Plans by adopting the Traffic Signal Operations Specialist classification with a salary range of \$7,112 to \$8,645 per month.

EXECUTIVE SUMMARY

The Planning and Development Services Department has a need to add a Traffic Signal Operations Specialist classification. The proposed classification will be responsible for the operation and maintenance of the Traffic Operations Center, City-Wide Advance Transportation Management Systems, Adaptive Signal Control Technology, and legacy systems. Adequate funds were included in the adopted FY 23-24 Planning and Development Services budget for the new classification. Modification of the City’s Classification and Compensation Plans require City Council’s approval.

BACKGROUND

The Planning and Development Services Department is in need of a Traffic Signal Operations Specialist classification. The new classification will perform technical office and field sub-professional work in support of the City’s traffic signal operations in the Engineering Division. The incumbent will also be responsible for addressing resident concerns related to traffic systems, and exchanging data with other agencies, such as Caltrans, Fresno County, and the City of Fresno. With the growth of the City and pending retirements this classification is

necessary to meet the needs of the Department. This position was approved in the FY 23-24 budget.

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

FISCAL IMPACT

The fiscal impact of salary and benefits for adding this full-time position for FY 23-24 is approximately \$116,000. This position was approved through the budget process so there are adequate funds in the Planning and Development Services Department budget to cover the costs of this position for FY 23-24.

REASON FOR RECOMMENDATION

The recommended changes to the City's Classification and Compensation Plans better suit the staffing needs of the Planning and Development Services Department. Modification of the City's Classification and Compensation Plans require City Council's approval.

ACTIONS FOLLOWING APPROVAL

Staff will update the City's Classification and Compensation Plans to include the Traffic Signal Operations Specialist Classification. Personnel staff will then open a recruitment for the Traffic Signal Operations Specialist position.

Prepared by: Lori Shively, Personnel/Risk Manager

Reviewed by: City Manager *AK*

RESOLUTION 23-____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING AMENDMENTS TO THE CITY'S CLASSIFICATION AND COMPENSATION PLANS BY ADOPTING A TRAFFIC SIGNAL OPERATIONS SPECIALIST CLASSIFICATION IN THE PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

WHEREAS, it has been determined that the City has a need for a Traffic Signal Operations Specialist classification to provide the necessary support to the Planning and Development Services Department; and

WHEREAS, it has been determined that the appropriate salary range for the Traffic Signal Operations Specialist classification is \$7,112 to \$8,645 per month; and

WHEREAS, it has been determined that it is appropriate to assign the Traffic Signal Operations Specialist classification to the Clovis Professional and Technical Association (CPTA) bargaining group.

NOW THEREFORE, BE IT RESOLVED, that the City of Clovis will modify the City's Classification and Compensation Plans to include the Traffic Signal Operations Specialist classification (Attachment A) with a monthly salary range of \$7,112 to \$8,645.

* * * * *

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on July 10, 2023, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: July 10, 2023

Mayor

City Clerk

City of Clovis
TRAFFIC SIGNAL OPERATIONS SPECIALIST
Monthly Salary \$7,112 – \$8,645

DEFINITION

Under direct supervision perform traffic data collection, traffic signal timing, traffic signal coordination, and traffic systems monitoring for effective traffic control; and perform related work as required.

CLASS CHARACTERISTICS

Under the direction of City Engineer or designee, this position is responsible to perform technical office and field sub-professional work in support of the City's traffic signal operations in the Engineering Division. Positions in this class have some independence in selecting work methods from a variety of standard methods or procedures. Instructions given by the supervisor generally do not provide all of the information needed to complete the assignment. Incumbents are expected to resolve most problems confronted through the application of judgment and precedent, referring to the supervisor only those which involve the establishment of new procedures, deviate from approved plans or which involve solutions which are inconsistent with departmental procedures and policies.

EXAMPLES OF DUTIES

Perform the operation and maintenance of the Traffic Operations Center (TOC), City-Wide Advance Transportation Management Systems (ATMS), Adaptive Signal Control Technology (ASCT), and legacy systems; maintains records of the TOC operations for all new and legacy traffic control systems; review signalized intersections and corridors, analyze, and model traffic data, and implement traffic signal timing and traffic signal coordination; gather, organize, analyze, and archive traffic data; analyze, test, install, maintain, and prepare operations and construction plans for traffic signal operations; assist in planning and development of the fiber optics network; work with contractors and coordinate with Public Utilities to update, modify, and repair TOC systems, and assist in the inspection and monitoring of contract work; respond and address resident concerns related to traffic systems; exchange data with other agencies, such as Caltrans, Fresno County, City of Fresno, and other traffic control centers; identify traffic signal complications and make recommendations to the supervisor; assist with approval of traffic control plans; may assist with design plans, specifications, and cost estimates for capital and traffic signal projects; and perform related work as required.

TYPICAL QUALIFICATIONS**LICENSE REQUIRED**

- Possession of a valid California Driver's License and a good driving record.

ATTACHMENT A

EDUCATION AND EXPERIENCE

Education:

- Possession of an Associate's Degree from an accredited college or university with major coursework in engineering, computer science, information technology or related field.
- Additional qualifying experience may be substituted for the required education on a year-for-year basis with thirty semester units equaling one year of experience.

Experience:

- One year of work experience in traffic signal operations, timing.

QUALIFICATIONS

Knowledge of:

- Industry systems and equipment, such as traffic signal timing, synchronization and maintenance;
- Applicable local and state laws and standards for the design and operation of traffic signals;
- The fundamentals of electrical and electronic systems and network telecommunication systems;
- Components of traffic signal cabinet assemblies, controllers, and communications systems;
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases;
- Appropriate safety precautions and procedures.

Ability to:

- Operate computerized systems and software for the operation and synchronization of traffic signals;
- Operate electronic tools and computerized equipment to maintain traffic signal components;
- Operate a variety of electronic and computerized traffic signal operating controls and test equipment;
- Deploy traffic signal timing plans and corridor synchronization plans;
- Comprehend electric logic diagrams, fiber optic diagrams, electrical drawings and specifications;
- Work indoors and outdoors, and in adverse weather conditions; lift 30 lbs, work in traffic signal cabinets and underground vaults; and ability to work at heights and distinguish colors;
- Communicate clearly and concisely, both orally and in writing;
- Carry out assignments given in general terms;
- Establish and maintain effective working relationships with those contacted during the course of work;
- Operate a vehicle observing legal and defensive driving practices.

SUPPLEMENTAL INFORMATION

PHYSICAL DEMANDS AND WORKING CONDITIONS

- Strength: Ability to perform moderately heavy work with lifting, carrying and/or pushing 50 pounds with frequent lifting and/or carrying of objects weighing up to 30 pounds;
- Environment: Perform job functions in an office or outdoors and may be required to work in all weather conditions.
- Other physical requirements include the ability to work in traffic signal cabinets and underground vaults; and the ability to work at heights; the ability to distinguish colors.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: July 10, 2023

SUBJECT: General Services – Approval - Claim Rejection of the General Liability Claim on behalf of Bryan Booth, Mason Booth, Ernesto Gonzales Jr., and Manuel Gonzales.

ATTACHMENTS: None.

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

Reject the General Liability Claim filed on behalf of Bryan Booth, Mason Booth, Ernesto Gonzales Jr., and Manuel Gonzales.

EXECUTIVE SUMMARY

On behalf of Bryan Booth, Mason Booth, Ernesto Gonzales Jr., and Manuel Gonzales (claimants), the City received a Claim Form on June 1, 2023, alleging the City of Clovis should have known of the alleged dangerous condition of the roadway caused by inadequate warning signs, visibility, and design, which resulted in the death of Lisa Booth while crossing the roadway. It is recommended that the City reject the claim, send notice of rejection, and refer the matter to the City's third-party administrator for liability claims for further investigation and handling.

BACKGROUND

On June 1, 2023, a General Liability Claim was received by the City of Clovis on behalf Bryan Booth, Mason Booth, Ernesto Gonzales Jr., and Manuel Gonzales by Paboojian, Attorneys at Law located in Fresno, CA. The claim was considered legally sufficient and timely. The claim alleges that the City of Clovis caused a dangerous condition at the intersection of Peach Avenue and Nees Avenue and created a reasonably foreseeable risk of injury to motorist and pedestrians.

The claimant seeks damages for wrongful death consisting of all associated economic and non-economic damages allowed by law. 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. By rejecting this claim, the time in which a lawsuit for various claims may be filed against the City will begin to run.

ACTIONS FOLLOWING APPROVAL

A rejection notice letter will be sent to the claimants informing them that the claim has been rejected.

Prepared by: Charles W. Johnson, Management Analyst

Reviewed by: City Manager *AH*



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: July 10, 2023

SUBJECT: Planning and Development Services – Approval – Bid Award for CIP 22-05 Trail Pavement Maintenance 2022; and Authorize the City Manager to Execute the Contract on behalf of the City.

ATTACHMENTS: 1. Vicinity Map

CONFLICT OF INTEREST

Councilmembers should consider recusal if a campaign contribution exceeding \$250 has been received from the project proponent (developer, applicant, agent, and/or participants) since January 1, 2023 (Government Code 84308).

RECOMMENDATION

1. For the City Council to pre-authorize the City Manager to award the subject project to the lowest responsible bidder; 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 pre-authorize the City Manager to award and execute the contract to the lowest responsible bidder so the contractor may start and complete construction in a timely manner.

The project shall include furnishing all labor, materials, services and equipment, and performing all work necessary as specified for, but not be limited to, demolition of the existing asphalt trail, construction of a new concrete trail, reconstruction of curb ramps and installation of sod between Filbert Avenue and McKelvy Avenue, north of Gibson Avenue.

BACKGROUND

The project plans and specifications have been made available to prospective bidders. The bid opening is scheduled for July 11, 2023. The construction cost is estimated at \$155,180.00. The apparent low bidder will be determined following the bid opening process, and project award will

take place after staff has validated bidder's license status through the California State Contractor's Board.

FISCAL IMPACT

This project was budgeted in the 2022-2023 Community Investment Program. The project is supported by Measure C Funding through the City Community Investment Program. The construction cost has been estimated as noted above and funding is available and allocated at this amount. Staff will evaluate the lowest responsible bids in comparison with the estimated construction costs and will execute the contracts only if the lowest bid is financially responsive to the allocated funding.

REASON FOR RECOMMENDATION

Staff is requesting that the City Council pre-authorize the City Manager to award and execute the contract for the project to the lowest responsible bidder that meets the contract requirements. Staff is requesting this expedited process for maintaining the current project requirements and schedule commitments. Pre-authorization for awarding of this project will allow the Engineering Division to continue timely delivery of the project.

ACTIONS FOLLOWING APPROVAL

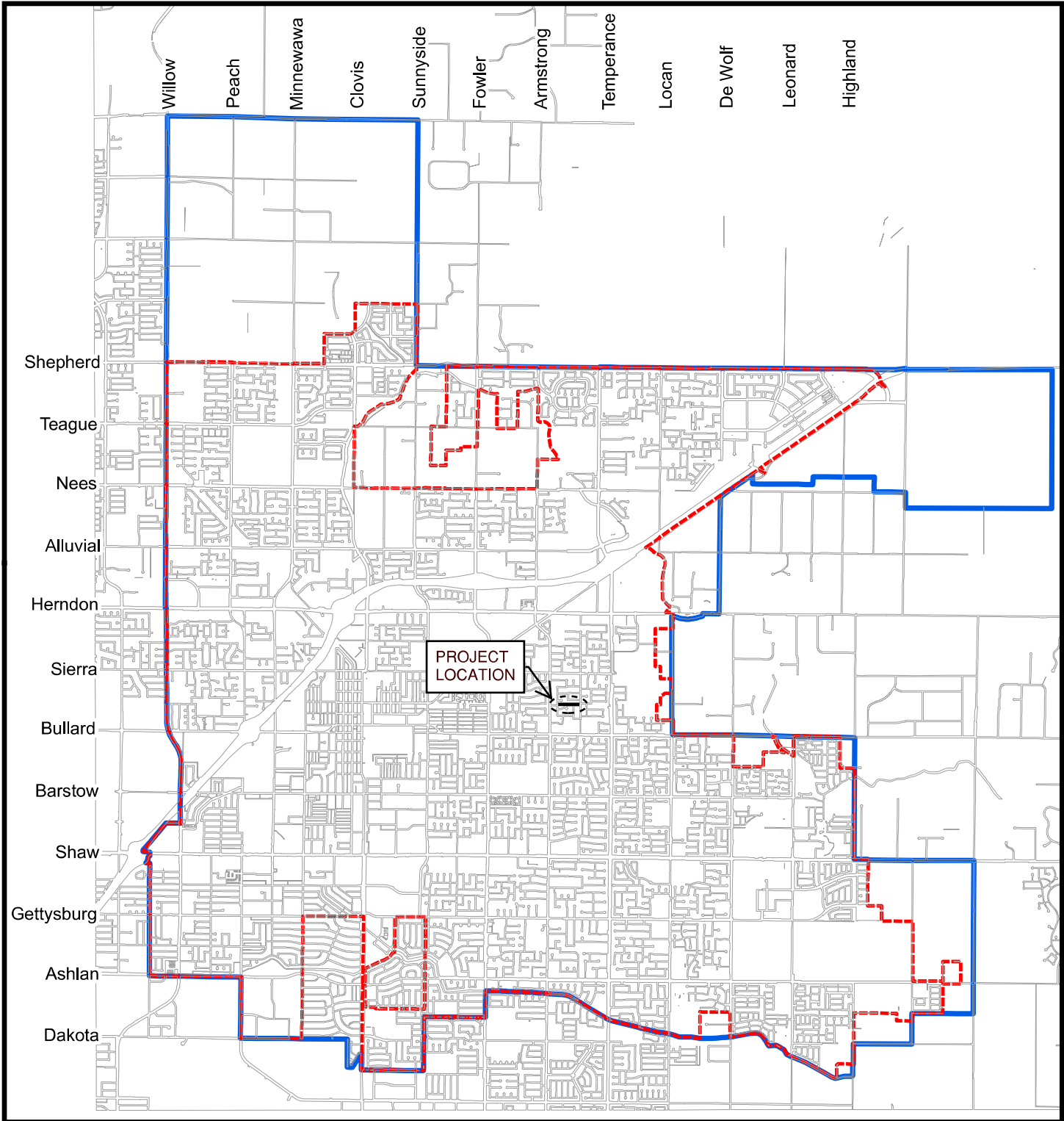
1. Staff will open bids and determine the lowest responsible bidder for the project, and City Council will receive a report of the bid award.
2. The contract will be prepared and executed, subject to the Contractor providing performance security that is satisfactory to the City.
3. Construction will begin approximately one (1) week after contract execution and be completed in twenty (20) working days thereafter.

Prepared by: Nate Stava, Project Civil Engineer

Reviewed by: City Manager *AA*

VICINITY MAP

CIP 22-05 Trail Pavement Maintenance 2022



Attachment 1

