



CITY *of* CLOVIS

AGENDA • CITY COUNCIL MEETING

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

April 14, 2025

6:00 PM

Council Chamber

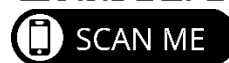
In compliance with the Americans with Disabilities Act, if you need special assistance to access the City Council Chamber to participate at this meeting, please contact the City Clerk or General Services Director at (559) 324-2060 (TTY – 711). Notification 48 hours prior to the meeting will enable the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

CAMPAIGN CONTRIBUTION PROHIBITIONS AND MANDATORY DISCLOSURE – Pursuant to Government Code section 84308, a Councilmember shall not accept, solicit, or direct a campaign contribution of more than \$500 from any party or their agent, or from any participant or their agent, while a proceeding involving a license, permit, contract, or other entitlement for use is pending before the City or for 12 months after a final decision is rendered in that proceeding. Any Councilmember who has received a campaign contribution of more than \$500 within the preceding 12 months from a party or their agent, or from a participant or their agent, must disclose that fact on the record of the proceeding and shall not make, participate in making, or in any way attempt to use their official position to influence the decision.

Pursuant to Government Code section 84308, subdivision (e), any party to a covered proceeding before the City Council is required to disclose on the record of the proceeding any campaign contribution, including aggregated contributions, of more than \$500 made within the preceding 12 months by the party or their agent to any Councilmember. The disclosure shall be made as required by Government Code Section 84308, subdivision (e)(1) and California Code of Regulations, Title 2, section 18438.8. No party or their agent, and no participant or their agent, shall make a campaign contribution of more than \$500 to any Councilmember during the covered proceeding or for 12 months after a final decision is made in that proceeding. The foregoing statements do not constitute legal advice, and parties and participants are urged to consult with their own legal counsel regarding the applicable requirements of the law.

CALL TO ORDER

FLAG SALUTE - Councilmember Bessinger

ROLL CALL

PUBLIC COMMENTS - This is an opportunity for the members of the public to address the City Council on any matter within the City Council's jurisdiction that is not listed on the Agenda. In order for everyone to be heard, please limit your comments to 3 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.

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 April 7, 2025, Council Meeting.
2. Administration - Adopt - **Ord. 25-05**, Amending Section 10.3.03 of Chapter 10.3 of Title 10 of the Clovis Municipal Code Relating to the City Prohibited Acts in City Parks Regarding Dogs in Posted off-leash Areas. (Vote: 5-0)
3. Administration - Adopt - **Ord. 25-06**, Adding Section 3.3.703 to Article 7 of Chapter 3.3 of Title 3 of the Clovis Municipal Code pertaining to the Creation of a Measure Y Oversight Committee. (Vote: 5-0)

4. Administration – Approval – Award the Request for Proposals and approve the purchase of thirty-two (32) Mobile Data Computers to Ingram Technologies, LLC, for \$181,578.50.
5. Finance – Receive and File – Investment Report for the Month of September 2024.
6. Finance – Receive and File – Treasurer’s Report for the Month of September 2024.
7. Finance – Receive and File – Investment Report for the Month of October 2024.
8. Finance – Receive and File – Treasurer’s Report for the Month of October 2024.
9. General Services – Approval – Res. 25-____, Authorizing the Execution of the Certificates and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) and Submittal of One (1) Project for Fiscal Year 2024-2025.
10. General Services – Approval – Res. 25-____, Approving and Setting Forth Allocation Requirements of Fresno Council of Governments for the Transit and Intercity Rail Capital Program (TIRCP) and Zero Emission Transit Capital Program (ZETCP).
11. General Services – Approval – Res. 25-____, Adopting the FY 2025-26 Consolidated Transportation Service Agency (CTSA) Operations and Program Budget (OPB) for Round Up Transit Services.
12. General Services – Approval - Claim Rejection of the General Liability Claim on behalf of Frank Hines.
13. Planning and Development Services – Approval – Final Acceptance for CIP 24-13 New Bu Stops B1, for a final contract cost of \$222,652.08.

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

14. Consider – Update on Creation of a Historic Preservation Board and Historic District and Provide Direction.

Staff: McKencie Perez, Deputy City Planner

Recommendation: Consider Update and Provide Direction

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.

15. Government Code Section 54956.8
CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: 3778 East Behymer, Clovis, CA 93619
Agency Negotiators: City Manager, City Attorney, Ryan Burnett
Negotiating Parties: Behymer/Minnewawa, LLC
Under Negotiation: Price and Terms
16. Government Code Section 54957.6
CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Andy Haussler, Amy Hance, Scott Cross
Employee organization: All bargaining units

RECONVENE INTO OPEN SESSION AND REPORT FROM CLOSED SESSION

ADJOURNMENT

FUTURE MEETINGS

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

April 21, 2025

May 5, 2025

May 12, 2025

May 19, 2025

CLOVIS CITY COUNCIL MEETING

April 7, 2025

6:00 P.M.

Council Chamber

Meeting called to order by Mayor Mouanoutoua at **6:00**

Flag Salute led by Councilmember Basgall

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

PUBLIC COMMENTS – 6:01

Rosie Watkins, resident, addressed ongoing issues with a slimy gutter that has remained unresolved since 2021.

Steven Trevino, resident, addressed the lack of public outreach regarding districting compared to a recent, well-produced garbage brochure.

CONSENT CALENDAR – 6:12

Upon call, there was no public comment.

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, that the items on the Consent Calendar be approved, except item 3. Motion carried by unanimous vote.

1. Administration - Approval - Minutes from the March 17, 2025, Council Meeting.
2. Administration – Approval - Appointment to Fresno Madera Continuum of Care for a term ending March 31, 2027.
4. Finance - Approval - **Res. 25-27**, A Resolution of Intention (ROI) to Annex Territory (Annexation #75) (MFRDR 2023-1 – Northeast Corner Alluvial/Sunnyside, SPR 2021-001 – Northeast Corner Shaw/DeWolf), to the Community Facilities District (CFD) 2004-1 and to Authorize the Levy of Special Taxes Therein and Setting the Public Hearing for May 12, 2025.
5. Planning and Development Services – Approval – Rejecting the lowest monetary bid for CIP 21-17 Barstow Avenue Rehabilitation as non-responsive and award the contract to Agee Construction as the lowest monetary and responsive bid in the amount of \$459,646.00 and authorize the City Manager to execute the contract on behalf of the City.
6. Planning and Development Services – Approval – Award Consultant Services for CIP 20-14, Facilities Condition Assessment Services Report to Bureau Veritas in the amount of \$185,451.47, and Authorize the City Manager to execute the contract on behalf of the City.
7. Planning and Development Services – Approval – Bid Award for CIP 25-01 Rubberized Cape Seal 2025 to VSS International, Inc., for \$1,633,120.00; and Authorize the City Manager to Execute the Contract on behalf of the City.
8. Planning and Development Services – Approval – Final Acceptance for CIP 21-07 Fire Station 2 Rebuild for a total cost of \$7,809,329.00.
9. Planning and Development Services – Approval – Bid Award for CIP 23-02 Herndon Avenue Street Improvements to Dave Christian Construction Company, Inc., for the

amount of \$1,670,078.00; and Authorize the City Manager to Execute the Contract on behalf of the City.

10. Planning and Development Services – Approval – **Res. 25-28**, Final Map Tract 6343 located on the Northwest corner of N. Baron Avenue and Perrin Avenue (Great Bigland, Inc., a California Corporation)
11. Planning and Development Services – Approval – **Res. 25-29**, Annexation of Proposed Tract 6343 located on the northwest corner of N. Baron Avenue and Perrin Avenue to the Landscape Maintenance District No. 1 of the City of Clovis. (Great Bigland, Inc., a California Corporation).
12. Public Utilities – Approval – Final Acceptance for CIP 24-15, Tarpey Village Project: Water Meter Installation, with a Final Contract Cost of \$479,663.42.

THE FOLLOWING ITEM WAS PULLED FROM THE CONSENT CALENDAR FOR FURTHER DISCUSSION:

- 6:15 ITEM 3. Administration – Approval – **Res. 25-26**, Approving Resolution for the City's application to the Fresno Council of Governments Measure C Transit Oriented Development Program Cycle XIII in the amount of \$427,714 for infrastructure improvements required for the 135 Osmun Senior Apartments Affordable Housing Development.

Upon call, there was no public comment.

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

PUBLIC HEARINGS – 6:20

- 6:20 ITEM 13 - Consider Introduction – **Ord. 25-05**, an Ordinance of the City Council of the City of Clovis Amending Section 10.3.03 of Chapter 10.3 of Title 10 of the Clovis Municipal Code Relating to the City Prohibited Acts in City Parks Regarding Dogs in Posted off-leash Areas.

Upon call, there was no public comment.

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

- 6:29 ITEM 14 - Consider various actions related to the Creation of a Measure Y Oversight Committee.

Eric Rollins, resident, addressed concerns about the Measure Y Oversight Committee's lack of term limits, the ability of councilmembers to remove appointees at will, and the delayed start undermining true oversight of initial expenditures.

Brian Wilson, resident, addressed stronger oversight criteria for the Measure Y Committee, including term limits and protection against removal of members by individual councilmembers.

6:29 ITEM 14a - Consider Introduction - **Ord. 25-06**, Adding Section 3.3.703 to Article 7 of Chapter 3.3 of Title 3 of the Clovis Municipal Code pertaining to the Creation of a Measure Y Oversight Committee.

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

6:29 ITEM 14b - Consider Approval - **Res. 25-XX**, Establishing Governing Criteria for the Measure Y Oversight Committee.

The Council directed staff to add language to the resolution requiring that reappointment, removal, or replacement of a committee member must be approved by a majority vote of a quorum of the City Council, include an ex officio youth commission member who is not required to be 18 years old, establish a minimum two-year residency requirement, and allow the committee to select a chair and vice-chair. Staff is to provide a red-line version of the revised resolution for review and bring it back to Council on April 21, 2025.

ADMINISTRATIVE ITEMS – 6:54

6:54 ITEM 15 - Consider Approval – Authorize the City Manager to Execute a First Amendment Contract with Republic Services, Extending the Term for three-years, and Increasing Contract Rates for the Collection, Processing, and Marketing Services of Recyclable and Organic Materials Agreement.

Steven Trevino, resident, suggested extending a decision for another year.

Josh, resident, expressed concern over a \$1.2 million expenditure of taxpayer money.

Eric Rollins, resident, criticized the decision to not go with the lowest bid.

Ashlee Cawley, Municipal Manager for Republic Services in Clovis, provided an update on the process and challenges Republic Services faced.

Joseph Kalpakoff, Managing Member of Mid-Valley Disposal, opposed the decision to award to the extension to Republic Services.

Joe Heisdorf, Chief Financial Officer with Mid-Valley Disposal, explained discrepancies in the cost estimates and claimed that the City's staff calculation was incorrect, emphasizing that his company's proposal would save the City \$3.5 million over three years compared to Republic's proposal.

Brian Wilson, resident, opposed the decision to split the contract, stating that splitting services would inherently increase costs and recommended the Council reconsider and return to the original plan.

German Hernandez, General Manager for Republic Services, addressed the original Request for Proposal and pointed out that Republic Services term extension makes it difficult to directly compare the contracts.

Patricia Herrera with Republic Services, Emphasized the importance of safety in the waste management industry and highlighted Republic's safety record.

Richard Caglia with Caglia Environmental, recognized the difficulties the Council encountered with the bidding process, highlighted the need for more time to resolve issues.

Motion by Mayor Pro Tem Pearce, seconded by Councilmember Bessinger to deny the extension and instruct staff to revert to the original Request for Proposal, bringing it back to the Council at the April 21, 2025, meeting. Motion carried by 3-2 vote, with Councilmember Ashbeck and Councilmember Basgall voting no.

CITY MANAGER COMMENTS – 7:57

City Manager Haussler highlighted that the Clovis Police Department participated in the Baker to Vegas 120-mile relay race over the weekend and placed 12th in their division, a great achievement. Additionally, the American Planning Association awarded the City an Urban Design Award for the Village Green. He also presented a council items list for review.

COUNCIL COMMENTS - 7:58

It was the consensus of the Council to prepare a proclamation in honor of the recent passing of Mrs. Hedrick of Hedrick Chevrolet and to be presented at the Council meeting in June.

CLOSED SESSION – 8:16

ITEM 16 - GOVERNMENT CODE SECTION 54957.6 CONFERENCE WITH LABOR NEGOTIATORS AGENCY DESIGNATED REPRESENTATIVES: ANDY HAUSSLER, PAUL ARMENDARIZ, AMY HANCE, SCOTT CROSS EMPLOYEE ORGANIZATION: ALL BARGAINING UNITS

Upon call, there was no public comment.

RECONVENE INTO OPEN SESSION AND REPORT FROM CLOSED SESSION

No action taken.

ADJOURNMENT

Mayor Mouanoutoua adjourned the meeting of the Council to April 14, 2025.

Meeting adjourned: 9:06 p.m.

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: April 14, 2025

SUBJECT: Administration - Adopt - **Ord. 25-05**, Amending Section 10.3.03 of Chapter 10.3 of Title 10 of the Clovis Municipal Code Relating to the City Prohibited Acts in City Parks Regarding Dogs in Posted off-leash Areas. (Vote: 5-0)

ATTACHMENTS: None.

This item was approved for introduction on April 7, 2025, 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: April 14, 2025

SUBJECT: Administration - Adopt - **Ord. 25-06**, Adding Section 3.3.703 to Article 7 of Chapter 3.3 of Title 3 of the Clovis Municipal Code pertaining to the Creation of a Measure Y Oversight Committee. (Vote: 5-0)

ATTACHMENTS: None.

This item was approved for introduction on April 7, 2025, 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: April 14, 2025

SUBJECT: Administration – Approval – Award the Request for Proposals and approve the purchase of thirty-two (32) Mobile Data Computers to Ingram Technologies, LLC, for \$181,578.50.

ATTACHMENTS: None.

RECOMMENDATION

For the City Council to Award the Request for Proposals (RFP) and approve the purchase of thirty-two (32) Mobile Data Computers to Ingram Technologies, LLC, for \$181,578.50.

EXECUTIVE SUMMARY

Included in the 2024-2025 Budget are funds to purchase replacement Mobile Data Computers (MDCs). The MDCs increase efficiencies and provide connectivity to various applications and needed information while performing their duties in the field.

Staff went out with a Request for Proposals (RFP) from vendors using the City's online bidding system in March 2025 and received fifteen responses. Ingram Technologies, LLC, submitted the lowest priced and complete proposal.

BACKGROUND

Every police vehicle and fire engine are outfitted with Mobile Data Computers (MDC) to receive and send information on calls assigned to the officer or fire fighter.

In an effort to better serve the public by keeping officers on the street doing their duties, all MDCs are being standardized to a laptop configuration. This is consistent with what other public safety agencies across the nation have adopted. Utilizing laptop computers have helped achieve the following benefits:

- Reduced amount of down time.
- Easier to exchange laptops from one vehicle to the next.
- Repair costs have been greatly reduced.
- Has reduced cost of deployment.
- Allowed for consistent environmental conditions for computers.

Staff requested proposals from vendors using the City's online bidding system on March 4, 2025, and received fifteen (15) responses.

To ensure an 'apples to apples' comparison and to not exceed available funding, staff requested pricing on thirty (30) Panasonic Toughbook laptops, keyboards, and docking stations. The total cost for the thirty units including tax, shipping and a five-year warranty, was as follows:

Vendor	Total
Ingram Technologies, LLC	\$168,667.75
LEHR Upfitters OpCo, LLC	\$175,106.45
Kijero, LLC	\$182,120.00
TAILORBIRD VENTURES	\$184,971.90
Southern Computer Warehouse, Inc.	\$186,551.70
Hypertec USA, Inc.	\$191,520.00
Axelliant, LLC	\$191,633.60
IT Devices Online, Inc.	\$203,680.18
Questivity, Inc.	\$204,062.89
Kambrian Corporation	\$204,343.97
Zones, LLC	\$204,902.59
EIDIM Group, Inc. dba EIDIM AV Technology	\$208,080.90
googoz.com, Inc.	\$209,091.32
Software Information Resource Corp	\$213,960.24
AVAVA ZAINOUBA, LLC	\$226,348.20

Ingram Technologies, LLC, submitted the lowest priced responsible proposal.

Based on the above comparison and available funding, staff is recommending the purchase of thirty-two (32) Panasonic Toughbook laptops from Ingram Technologies LLC for an amount of \$181,578.50.

FISCAL IMPACT

There are sufficient funds allocated in the Information Technology Division budget for the purchase of these Panasonic Toughbook laptops.

REASON FOR RECOMMENDATION

The City has standardized on Panasonic Laptops for vehicles as they have proven to be very reliable and able to stand up to the rigors of the mobile work environment.

ACTIONS FOLLOWING APPROVAL

Staff will purchase the budgeted Panasonic Laptops. As the Laptops arrive, they will be setup and installed in the vehicles for immediate use.

CONFLICT OF INTEREST

None.

Prepared by: Jesse Velez, IT Deputy Director

Reviewed by: City Manager *JH*



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: April 14, 2025

SUBJECT: Finance – Receive and File – Investment Report for the Month of September 2024.

ATTACHMENTS:

1. Distribution of Investments
2. Monthly Investment Transactions
3. Certificates of Deposit
4. Municipal Securities
5. Corporate Securities
6. Graph of September 30, 2024, Treasury Rates

RECOMMENDATION

Staff recommends that The City Council receive and file the Investment Report for the Month of September 2024.

EXECUTIVE SUMMARY

Attached is the Investment Report for the month of September 2024. 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 September 2024. Attachment 3 lists the certificates of deposit. Attachment 4 lists the municipal securities. Attachment 5 lists the corporate securities. Attachment 6 is a graph of Treasury rates on September 30, 2024.

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 5.37%. The rate of return for the City of Clovis portfolio is 3.71%. The goal for the City of Clovis investment return is 120% of the 90-day Treasury bill rate. The current rate of return is 69% of the Treasury bill rate.

The Finance Department began investing in corporate securities in February 2024 to provide additional diversification and yield to the portfolio. 1 corporate security totaling \$2,000,000 was purchased this month at an aggregate yield of 4.875%, which is roughly 138 basis points higher than current yields on 5-year Treasury bonds.

In accordance with the Investment Policy, the investment period on each investment is up to three years and can be extended to five years with the City Manager's approval. As of September 2024, the average investment life of the City's investment portfolio is 1.92 years.

Current Investment Environment and Philosophy

During the month of September 2024, the federal funds rate range was 4.75%-5.00%. On September 30, 2024, 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 CDs are held by U.S. Bank, a third-party custodian. Non-negotiable CDs are held in the City's safe.

Purchases and Maturities

- 0 government securities were purchased.
- 0 government securities matured.
- 0 certificate of deposits were purchased.
- 2 certificates of deposits totaling \$500,000 matured.
- 0 municipal securities were purchased.
- 0 municipal securities were called or matured.
- 1 corporate security totaling \$2,000,000 was purchased.
- 0 corporate securities were called or matured.

Market Environment

- During September, the federal funds rate range was at 4.75%-5.00%.
- On September 30, the yield curve decreased from 3-month to 10-year notes. See Attachment 6, Graph of Treasury Rates on September 30, 2024.

BACKGROUND

State law (Government Code Section 53646(b)) requires that the City Treasurer provide quarterly reports on their investment activities to their governing body.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

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

ACTIONS FOLLOWING APPROVAL

Staff will file the report.

CONFLICT OF INTEREST

None.

Prepared by: Susan Evans, Deputy Finance Director

Reviewed by: City Manager AH

**City of Clovis
Distribution of Investments
As of September 30, 2024**

AGENDA ITEM NO. 5.

	COST	NET BOOK VALUE	MARKET VALUE *	YIELD TO MATURITY	STATED INTEREST RATE	INVEST DATE	MATURITY DATE	DAYS TO MATURITY FROM 9/30/2024
GOV'T SECURITIES								
FHLB	4,969,000	4,998,616	4,977,350	1.274%	1.050%	01/20/22	11/15/24	46
FHLB	1,595,506	1,718,620	1,717,095	4.515%	0.500%	11/16/22	12/30/24	91
FNMA	1,857,400	1,970,224	1,967,540	4.415%	0.500%	03/23/23	02/24/25	147
FNMA	930,300	985,368	983,040	4.338%	0.520%	03/23/23	02/25/25	148
FHLB	932,200	985,616	984,170	4.328%	0.625%	03/23/23	02/27/25	150
FHLB	3,980,000	3,997,245	3,954,360	1.922%	1.750%	02/28/22	02/28/25	151
FHLB	4,000,000	4,000,000	3,964,800	2.750%	2.750%	04/25/22	04/25/25	207
FAMCMTN	3,947,600	3,988,051	3,893,680	1.121%	0.750%	12/16/21	07/28/25	301
FHLB	5,000,000	5,000,000	4,982,050	3.600%	3.600%	08/30/22	08/28/25	332
FAMCMTN	4,948,500	4,987,604	4,842,600	0.869%	0.600%	10/14/21	09/08/25	343
FHLB	871,150	914,872	912,703	3.886%	0.500%	04/26/23	11/25/25	421
FHLB	4,963,000	4,988,582	4,780,950	0.750%	0.580%	09/08/21	02/11/26	499
FHLB	3,922,000	3,973,915	3,824,880	1.229%	0.750%	12/16/21	02/24/26	512
FHLB	2,751,000	2,872,011	2,869,110	3.916%	0.790%	05/17/23	03/16/26	532
FFCB	4,967,500	4,986,928	4,727,400	1.075%	0.940%	10/14/21	09/28/26	728
FHLB	3,649,200	3,831,918	3,791,280	3.342%	1.150%	06/29/22	10/28/26	758
FHLB	5,988,000	5,994,842	5,687,940	1.291%	1.250%	11/24/21	11/24/26	785
FHLB	5,127,757	5,057,369	4,835,550	1.580%	2.125%	01/20/22	12/11/26	802
FHLB	4,043,250	4,264,510	4,207,616	3.397%	1.020%	06/29/22	02/24/27	877
FHLB	4,550,000	4,761,108	4,697,589	3.173%	1.020%	08/17/22	02/24/27	877
FHLB	3,695,200	3,850,574	3,878,889	2.564%	0.900%	03/31/22	02/26/27	879
FHLB	6,072,400	5,328,226	5,367,407	3.737%	0.900%	01/19/23	02/26/27	879
FHLB	5,247,000	6,373,342	6,420,208	4.329%	0.900%	02/16/23	02/26/27	879
FHLB	5,050,770	5,550,042	5,339,418	3.971%	1.000%	12/14/22	02/26/27	879
FHLB	4,000,000	4,000,000	3,870,720	2.375%	2.375%	03/08/22	03/08/27	889
FFCB	5,160,000	5,420,367	5,437,980	3.996%	0.830%	03/23/23	02/22/28	1,240
FHLB	355,160	362,818	366,556	4.123%	1.125%	01/18/24	02/25/28	1,243
FFCB	2,123,750	2,209,558	2,277,375	4.812%	1.000%	09/27/23	03/02/28	1,249
FHLB	1,893,209	3,088,918	2,046,115	5.018%	1.000%	10/18/23	03/10/28	1,257
FHLB	3,124,500	1,969,485	3,087,390	3.553%	4.500%	05/17/23	03/10/28	1,257
FFCB	626,780	639,071	647,556	4.121%	1.370%	01/18/04	03/22/28	1,269
FFCB	6,102,000	6,072,785	6,048,840	3.501%	3.875%	04/26/23	04/25/28	1,303
FFCB	5,354,250	5,393,144	5,459,135	4.349%	3.740%	06/14/23	04/27/28	1,305
FFCB	2,955,000	2,966,107	2,999,970	4.814%	4.470%	07/12/23	06/22/28	1,361
FFCB	2,641,500	2,702,791	2,729,220	4.130%	1.230%	12/20/23	07/13/28	1,382
FHLMC	853,500	880,819	904,210	4.601%	1.100%	11/15/23	07/27/28	1,396
FNMA	848,800	876,980	900,600	4.613%	1.000%	11/15/23	07/28/28	1,397
FHLB	882,500	902,327	910,210	4.117%	1.300%	12/20/23	08/04/28	1,404
FHLB	2,981,700	2,985,264	3,123,000	4.892%	4.750%	10/18/23	09/08/28	1,439
FHLMC	842,300	870,343	895,080	4.614%	1.000%	11/15/23	10/19/28	1,480
SECURITIES TOTAL	\$ 133,803,681	\$ 136,720,360	\$ 135,311,582					
LAIF		\$ 57,959,324	\$ 57,959,324					
Municipal Issuance		\$ 57,218,333	\$ 57,210,355					
Corporate Securities		\$ 37,931,220	\$ 38,848,900					
Sweep Account (Union Bank)		\$ 13,316,007	\$ 13,316,007					
TOTAL CD'S		\$ 32,000,000	\$ 32,288,575					
TOTAL INVESTMENTS		\$ 335,145,244	\$ 334,934,743					

* Market values for securities obtained from US Bank.

City of Clovis
Monthly Investment Transactions
As of September 30, 2024

AGENDA ITEM NO. 5.

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
Honeywell Intl Inc	Corp	Purchase	2,000,000	2,090,000	4.875%	09/27/24	09/01/29
State Bk India Nyrk	CD	Maturity	250,000	250,000	0.650%	09/17/24	09/17/24
Toyota Finl Svgs Bk	CD	Maturity	250,000	250,000	0.650%	09/17/24	09/17/24

PORTFOLIO DATA

Current Month (09/24)

	Book	Market
CD'S	\$ 32,000,000	\$ 32,288,575
Gov't Securities*	136,720,360	135,311,582
Municipal Securities	57,218,333	57,210,355
Corporate Securities	37,931,220	38,848,900
LAIF	57,959,324	57,959,324
Sweep Account (Union Bank)	13,316,007	13,316,007
TOTAL	\$ 335,145,244	\$ 334,934,743

Prior Month (08/24)

	Book	Market
CD'S	\$ 32,500,000	\$ 32,668,768
Gov't Securities*	136,266,024	134,401,543
Municipal Securities	56,953,846	56,748,450
Corporate Securities	35,830,493	36,476,220
LAIF	57,959,324	57,959,324
Sweep Account (Union Bank)	12,462,171	12,462,171
TOTAL	\$ 331,971,858	\$ 330,716,475

Three Months Previous (06/24)

	Book	Market
CD'S	\$32,250,000	\$31,974,833
Gov't Securities*	136,266,024	131,879,026
Municipal Securities	57,393,714	55,984,820
Corporate Securities	29,748,493	29,596,620
LAIF	57,312,667	57,312,667
Sweep Account (Union Bank)	31,626,776	31,626,776
TOTAL	\$344,597,674	\$ 338,374,742

Six Months Previous (03/24)

	Book	Market
CD'S	\$31,245,000	\$30,985,978
Gov't Securities*	141,808,163	137,216,556
Municipal Securities	58,580,128	57,423,800
Corporate Securities	11,864,832	11,826,980
LAIF	56,706,769	56,706,769
Sweep Account (Union Bank)	15,510,055	15,510,055
TOTAL	\$315,714,947	\$ 309,670,138

One Year Previous (09/23)

	Book	Market
CD'S	\$26,995,000	\$26,265,805
Gov't Securities*	143,006,374	135,435,648
Municipal Securities	55,366,986	53,208,549
Corporate Securities	-	-
LAIF	55,589,725	55,589,725
Sweep Account (Union Bank)	12,584,965	12,584,965
TOTAL	\$ 293,543,050	\$ 283,084,692

*Adjusted Quarterly for Premium/Discount Amortization

**City of Clovis
Certificates of Deposit
As of September 30, 2024**

AGENDA ITEM NO. 5.

Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 09/30/24	INTEREST FREQUENCY
Ubs Bank Usa	250,000	248,695.00	0.750%	11/17/21	11/18/24	49	QUARTERLY
Webbank Salt Lake City	250,000	248,352.50	0.750%	11/29/21	11/29/24	60	QUARTERLY
Medallion Bank Salt Lake City	250,000	247,887.50	0.900%	12/20/21	12/20/24	81	QUARTERLY
Beal Bank	250,000	247,267.50	0.950%	01/19/22	01/15/25	107	QUARTERLY
Mountain Amer Fed	250,000	248,807.50	3.450%	08/31/22	02/28/25	151	QUARTERLY
Barclays Bk	250,000	246,895.00	1.700%	03/09/22	03/10/25	161	QUARTERLY
Goldman Sachs Bk	250,000	246,840.00	1.650%	03/09/22	03/10/25	161	QUARTERLY
Safra National Bk	250,000	247,032.50	2.000%	03/23/22	03/24/25	175	QUARTERLY
Pentagon Federal Cr Un	250,000	246,970.00	2.000%	03/28/22	03/28/25	179	QUARTERLY
Beal Bank	250,000	247,177.50	2.200%	04/06/22	04/02/25	184	QUARTERLY
JP Morgan Chase	250,000	247,452.50	2.500%	04/08/22	04/08/25	190	QUARTERLY
First Natl Bank	250,000	247,075.00	2.200%	04/12/22	04/11/25	193	QUARTERLY
One Community Bank	250,000	247,567.50	2.700%	04/29/22	04/29/25	211	QUARTERLY
Americu Credit Union	250,000	247,690.00	2.800%	05/02/22	05/02/25	214	QUARTERLY
Synchrony Bank Retail	250,000	247,952.50	3.100%	05/20/22	05/20/25	232	QUARTERLY
Connexus Credit Union	250,000	247,872.50	3.000%	05/26/22	05/27/25	239	QUARTERLY
Bmo Harris Bank	250,000	248,025.00	3.150%	06/17/22	06/17/25	260	QUARTERLY
Saco Biddeford	250,000	247,497.50	2.850%	06/17/22	06/17/25	260	QUARTERLY
Baxter Credit Union	250,000	248,475.00	3.400%	06/28/22	06/30/25	273	QUARTERLY
Capital One Bank	250,000	248,332.50	3.350%	06/29/22	06/30/25	273	QUARTERLY
American First Cr Un	250,000	248,167.50	3.250%	07/15/22	07/15/25	288	QUARTERLY
Trustone Financial Cr Un	250,000	248,167.50	3.250%	07/19/22	07/21/25	294	QUARTERLY
American Natl Bank	250,000	247,865.00	3.100%	07/27/22	07/28/25	301	QUARTERLY
TCM Bank	250,000	248,370.00	3.350%	07/28/22	07/28/25	301	QUARTERLY
Generations Bank	250,000	248,512.50	3.400%	08/03/22	08/04/25	308	QUARTERLY
Direct Fed Credit	250,000	248,430.00	3.500%	08/17/22	08/18/25	322	QUARTERLY
Resource One Credit	250,000	248,322.50	3.300%	08/17/22	08/18/25	322	QUARTERLY
Skyone Fed Credit	250,000	249,032.50	3.600%	08/30/22	09/02/25	337	QUARTERLY
Credit Union of Texas	250,000	249,140.00	3.600%	09/14/22	09/15/25	350	QUARTERLY
Forbright Bank	250,000	248,837.50	3.500%	09/16/22	09/16/25	351	QUARTERLY
Alabama Credit Union	250,000	249,125.00	3.600%	09/20/22	09/22/25	357	QUARTERLY
Kemba Finl Credit Union	250,000	249,985.00	4.000%	09/21/22	09/22/25	357	QUARTERLY
Ally Bank Sandy Utah	250,000	250,025.00	4.050%	09/29/22	09/29/25	364	QUARTERLY
Farmers Merchants	250,000	249,530.00	3.750%	09/28/22	09/29/25	364	QUARTERLY
Jefferson Finl FCU	250,000	250,120.00	4.150%	09/29/22	09/29/25	364	QUARTERLY
Dort Finl Credit Union	250,000	250,120.00	4.000%	09/30/22	09/30/25	365	QUARTERLY
First National Bank	250,000	249,510.00	3.625%	09/30/22	09/30/25	365	QUARTERLY
Numerica Credit Union	250,000	250,857.50	4.200%	09/30/22	09/30/25	365	QUARTERLY
Vystar Credit Union	250,000	250,980.00	4.350%	09/30/22	09/30/25	365	QUARTERLY
1st Financial Bank	250,000	250,522.50	4.150%	10/13/22	10/14/25	379	QUARTERLY
Bell Bank Fargo	250,000	250,522.50	4.150%	10/13/22	10/14/25	379	QUARTERLY
Pacific Alliance	250,000	250,650.00	4.200%	10/14/22	10/14/25	379	QUARTERLY
Great Southern Bank	250,000	250,077.50	4.500%	10/20/22	10/20/25	385	QUARTERLY
American Bank	250,000	250,952.50	4.350%	10/21/22	10/21/25	386	QUARTERLY
Queensborough Natl Bank	250,000	250,797.50	4.100%	10/21/22	10/21/25	386	QUARTERLY
Public Alliance Cr Un	250,000	251,475.00	4.500%	10/25/22	10/27/25	392	QUARTERLY
First Citizens Bank	250,000	251,885.00	4.700%	10/28/22	10/28/25	393	QUARTERLY
LCA Bank Corp	250,000	251,107.50	4.400%	10/28/22	10/28/25	393	QUARTERLY
Sharonview Fed Cr Un	250,000	250,220.00	4.850%	10/31/22	10/31/25	396	QUARTERLY
United Heritage Cr Un	250,000	252,210.00	4.700%	11/04/22	11/04/25	400	QUARTERLY
Capital One Natl Assn	250,000	252,645.00	4.900%	11/16/22	11/17/25	413	QUARTERLY
Morgan Stanley Bank	250,000	250,355.00	5.000%	11/18/22	11/18/25	414	QUARTERLY
Spokane Teachers Cr Un	250,000	253,042.50	5.000%	11/23/22	11/23/25	419	QUARTERLY
Morgan Stanley Private	250,000	250,285.00	4.750%	12/09/22	12/09/25	435	QUARTERLY
Community Bank Topeka	250,000	251,122.50	4.300%	12/14/22	12/15/25	441	QUARTERLY
Austin Telco Fed	250,000	253,060.00	4.950%	12/16/22	12/16/25	442	QUARTERLY
Rogue Credit Union	250,000	250,187.50	5.100%	12/23/22	12/23/25	449	QUARTERLY
Alliant Credit Union	250,000	253,615.00	5.100%	12/30/22	12/30/25	456	QUARTERLY
First Technology Fed Cr Un	250,000	253,767.50	5.150%	06/30/23	12/30/25	456	MONTHLY
Liberty First Cr Un	250,000	252,067.50	4.550%	01/17/23	01/19/26	476	QUARTERLY
Capital Educators Fed Cr	250,000	252,070.00	4.550%	01/19/23	01/20/26	477	QUARTERLY
Manufacturers Traders	250,000	251,420.00	4.250%	01/31/23	01/23/26	480	QUARTERLY
City Natl Bank	250,000	251,125.00	4.350%	01/25/23	01/26/26	483	QUARTERLY
Coastlife Cr Un	250,000	252,515.00	4.650%	02/13/23	02/13/26	501	QUARTERLY
Achieve Finl Cr Un	250,000	252,542.50	4.650%	02/17/23	02/17/26	505	QUARTERLY

**City of Clovis
Certificates of Deposit
As of September 30, 2024**

AGENDA ITEM NO. 5.

Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 09/30/24	INTEREST FREQUENCY
California Cr Un Glendale	250,000	251,932.50	4.500%	02/23/23	02/23/26	511	QUARTERLY
Truliant Fed Cr Un	250,000	252,465.00	4.600%	02/28/23	02/27/26	515	QUARTERLY
Pioneer Fed Cr Un Mtn Home	250,000	252,480.00	4.600%	02/28/23	03/02/26	518	QUARTERLY
Tradition Cap Bankk	250,000	252,295.00	4.600%	03/03/23	03/03/26	519	MONTHLY
Alaska Fed Cr	250,000	252,967.50	4.650%	03/05/23	03/09/26	525	MONTHLY
Mid Carolina Credit	250,000	253,907.50	4.600%	03/13/23	03/13/26	529	MONTHLY
Blue Ridge Bank	250,000	253,905.00	4.500%	03/16/23	03/16/26	532	MONTHLY
Northwest Bank	250,000	253,975.00	4.600%	03/17/23	03/17/26	533	MONTHLY
Valleystar Credit Union	250,000	254,000.00	4.600%	03/20/23	03/20/26	536	MONTHLY
First Community Bank	250,000	253,822.50	4.500%	03/22/23	03/23/26	539	MONTHLY
Technology Credit Union	250,000	254,047.50	4.650%	03/23/23	03/23/26	539	MONTHLY
Cibc Bank	250,000	253,797.50	4.650%	03/24/23	03/24/26	540	MONTHLY
Signature Bank	250,000	254,037.50	4.500%	03/24/23	03/24/26	540	MONTHLY
Point West Credit Union	250,000	254,132.50	5.000%	04/12/23	04/13/26	560	MONTHLY
Flagstar Bank	250,000	254,317.50	4.650%	03/30/23	04/24/26	571	MONTHLY
Utah Cmnty Credit Union	250,000	252,837.50	4.600%	04/26/23	04/27/26	574	MONTHLY
Cross River Bank	250,000	252,987.50	4.650%	05/19/23	05/19/26	596	MONTHLY
Raiz FCU	250,000	253,795.00	4.650%	05/24/23	05/26/26	603	MONTHLY
Usalliance FCU	250,000	253,395.00	4.700%	05/26/23	05/26/26	603	MONTHLY
Chartway Fed Cr Un	250,000	254,307.50	4.900%	06/09/23	06/09/26	617	MONTHLY
Customers Bank	250,000	253,462.50	4.700%	06/14/23	06/15/26	623	MONTHLY
Lafayette Fed Cr Un	250,000	254,597.50	4.950%	12/13/23	06/15/26	623	QUARTERLY
Latino Cmnty Cr Un	250,000	254,510.00	4.900%	06/27/23	06/29/26	637	MONTHLY
Leaders Cr Un	250,000	254,910.00	5.000%	06/30/23	06/30/26	638	MONTHLY
Farmers Insurance	250,000	255,105.00	5.000%	07/21/23	07/21/26	659	MONTHLY
Maine Svgs FCU	250,000	255,105.00	5.000%	07/21/23	07/21/26	659	MONTHLY
Popular Bank New York	250,000	254,840.00	4.850%	09/06/23	09/04/26	704	QUARTERLY
Freedom Northwest Cr Un	250,000	257,342.50	5.350%	09/19/23	09/18/26	718	QUARTERLY
Amex National Bank	250,000	255,737.50	5.000%	09/20/23	09/21/26	721	QUARTERLY
First Gty Bank	250,000	256,357.50	5.100%	10/13/23	10/13/26	743	MONTHLY
Bridgewater Bank	250,000	256,525.00	5.100%	11/03/23	11/03/26	764	MONTHLY
Taylorsville Svgs Bk	250,000	256,525.00	5.100%	11/03/23	11/03/26	764	MONTHLY
Mountain Comm Bk	250,000	253,727.50	4.500%	12/20/23	12/21/26	812	QUARTERLY
American Bk Freedom	250,000	253,602.50	4.500%	12/22/23	12/22/26	813	QUARTERLY
Rockland Fed Cr Un	250,000	254,265.00	4.600%	12/22/23	12/22/26	813	QUARTERLY
Hughes Fed Cr Un	250,000	253,362.50	4.400%	01/29/24	01/29/27	851	QUARTERLY
MVB Bk Inc Fairmont	250,000	252,505.00	4.250%	01/31/24	01/29/27	851	QUARTERLY
Farmers & Merchants Tr Co	250,000	251,977.50	4.150%	01/30/24	02/01/27	854	QUARTERLY
Oregon Cmnty Cr Un	250,000	252,815.00	4.300%	02/09/24	02/09/27	862	MONTHLY
Valley Natl Bk	250,000	253,697.50	4.450%	02/21/24	02/22/27	875	MONTHLY
CFBank Fairlawn	250,000	253,767.50	4.450%	03/05/24	03/05/27	886	QUARTERLY
Haven Svgs Bk	250,000	254,035.00	4.500%	03/06/24	03/08/27	889	QUARTERLY
Univest Natl Bk	250,000	254,630.00	4.600%	03/13/24	03/15/27	896	QUARTERLY
First Natl Bk	250,000	254,707.50	4.600%	03/19/24	03/19/27	900	QUARTERLY
Nicolet Natl Bk	250,000	254,722.50	4.600%	03/22/24	03/22/27	903	QUARTERLY
People Bank Co	250,000	255,977.50	4.650%	03/30/23	03/30/27	911	MONTHLY
United FID Bank FSB	250,000	254,822.50	4.600%	04/12/24	04/12/27	924	QUARTERLY
Maine Cmnty Bk	250,000	255,625.00	4.700%	05/15/24	05/17/27	959	QUARTERLY
Fahey Banking Co	250,000	255,647.50	4.700%	05/21/24	05/21/27	963	QUARTERLY
Crown Bank Edina	250,000	255,350.00	4.650%	05/23/24	05/24/27	966	QUARTERLY
Gilmer Natl Bk	250,000	256,055.00	4.750%	06/07/24	06/07/27	980	QUARTERLY
First Fndtn Bk	250,000	256,960.00	4.900%	06/13/24	06/14/27	987	QUARTERLY
Empower Fed Cr Un	250,000	257,157.50	4.900%	06/26/24	06/28/27	1,001	QUARTERLY
Optum Bk Draper	250,000	255,787.50	4.700%	07/10/24	07/12/27	1,015	QUARTERLY
Generations Cmnty Fed Cr Un	250,000	251,395.00	4.000%	08/21/24	08/23/27	1,057	QUARTERLY
Carroll County	250,000	256,782.50	4.650%	03/30/23	03/30/28	1,277	MONTHLY
Discover Bank	250,000	255,717.50	4.350%	04/26/23	04/24/28	1,302	MONTHLY
TTCU Fed Cr Un	250,000	262,530.00	5.000%	07/26/23	07/26/28	1,395	MONTHLY
Wells Fargo Natl Bk	250,000	264,235.00	5.050%	11/14/23	11/14/28	1,506	MONTHLY
Consumers Fed Cr Un	250,000	263,770.00	5.000%	11/16/23	11/16/28	1,508	MONTHLY
Amerasia Bk	250,000	254,162.50	4.000%	02/15/24	02/15/29	1,599	MONTHLY
USF Fed Cr Un	250,000	257,952.50	4.350%	07/30/24	07/30/29	1,764	QUARTERLY
Sallie Mae Bk	250,000	257,207.50	4.300%	07/31/24	07/31/29	1,765	QUARTERLY
Negotiable CD TOTAL	\$ 32,000,000	\$ 32,288,575					
CD TOTAL	\$ 32,000,000	\$ 32,288,575					

**City of Clovis
Municipal Securities
As of September 30, 2024**

AGENDA ITEM NO. 5.

Municipal Securities	NET BOOK VALUE	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 09/30/24	INTEREST FREQUENCY
University CA Rev Bond	994,634	991,240	4.350%	09/15/22	05/15/25	227	QUARTERLY
Antelope Valley CA Ref Bond	746,131	735,563	1.767%	05/12/22	08/01/25	305	QUARTERLY
Chabot Las Positas Cmnty Clg Bond	1,465,864	1,450,023	0.880%	04/29/22	08/01/25	305	QUARTERLY
Foothill De Anza Bond	813,082	813,106	0.906%	03/24/23	08/01/25	305	QUARTERLY
San Dieguito High School Ref Bond	978,355	979,330	1.661%	10/13/22	08/01/25	305	QUARTERLY
Santa Ana CCD Ref Bond	245,202	243,178	0.744%	05/12/22	08/01/25	305	QUARTERLY
Orange County Water Dist Ref Bond	882,807	883,782	2.095%	10/13/22	08/15/25	319	QUARTERLY
San Jose CA Txble Ser B	2,314,835	2,319,557	2.450%	10/13/22	09/01/25	336	QUARTERLY
Los Angeles CA USD Ref Bond	1,003,783	957,330	1.455%	11/15/21	07/01/26	639	QUARTERLY
Chabot Las Positas Cmnty Clg CA	3,381,656	3,333,080	1.080%	07/27/22	08/01/26	670	QUARTERLY
Chaffey CA High School Ref Bond	1,536,557	1,526,767	2.475%	06/30/22	08/01/26	670	QUARTERLY
Huntington Beach HS Dist Ref Bond	3,206,173	3,147,484	1.208%	04/29/22	08/01/26	670	QUARTERLY
Placentia Yorba USD Ref Bond	1,073,962	1,056,309	1.070%	05/31/22	08/01/26	670	QUARTERLY
San Diego CA Cmnty Ref Bond	463,419	456,986	2.299%	04/29/22	08/01/26	670	QUARTERLY
San Ramon Valley CA USD Ref Bond	2,125,000	2,025,083	1.147%	11/03/21	08/01/26	670	QUARTERLY
Sonoma Cnty Jr College Ref Bond	1,962,663	1,948,080	2.447%	06/30/22	08/01/26	670	QUARTERLY
San Diego CA Pub Facs Ref Bond	1,575,746	1,558,375	1.812%	08/18/22	10/15/26	745	QUARTERLY
CA ST Univ Rev Ref Bond	2,341,602	2,360,300	1.142%	02/17/23	11/01/26	762	QUARTERLY
El Dorado CA Irr Dist Ref Bond	1,129,691	1,115,287	1.687%	08/18/22	03/01/27	882	QUARTERLY
Rancho Santiago Cmnty Clg	307,417	310,364	1.106%	11/17/22	03/01/27	882	QUARTERLY
University Gen Rev Bond	2,204,449	2,232,575	1.316%	10/13/22	05/15/27	957	QUARTERLY
El Monte Ca Ref Bond	555,425	561,936	1.326%	03/24/23	06/01/27	974	QUARTERLY
Los Angeles CA Dept Wtr Ref Bond	2,075,612	2,086,100	5.516%	04/27/23	07/01/27	1,004	QUARTERLY
Colton CA Jt Uni Sch	981,581	989,966	1.603%	11/17/22	08/01/27	1,035	QUARTERLY
Contra Costa Ref Bond	841,134	840,585	2.163%	09/15/22	08/01/27	1,035	QUARTERLY
Corona Norco Ref Bond	232,725	239,693	2.297%	09/28/23	08/01/27	1,035	QUARTERLY
Foothill De Anza CCD	500,669	506,596	1.473%	12/15/22	08/01/27	1,035	QUARTERLY
Fremont CA Uni Sch Dist	1,091,119	1,020,019	1.113%	11/17/22	08/01/27	1,035	QUARTERLY
Fremont CA USD Ref Bond	1,020,210	1,084,003	2.000%	05/31/22	08/01/27	1,035	QUARTERLY
Marin CA Cmnty Clg Dist	324,240	330,481	3.330%	11/17/22	08/01/27	1,035	QUARTERLY
Mount San Antonio Cmnty Clg	259,555	264,329	1.139%	11/17/22	08/01/27	1,035	QUARTERLY
Mount San Antonio Ref Bond	381,889	388,440	2.329%	10/13/22	08/01/27	1,035	QUARTERLY
Saddleback VY Uni Ref Bond	2,928,450	2,886,870	2.400%	08/10/22	08/01/27	1,035	QUARTERLY
San Diego CA Com CD	561,833	568,170	2.407%	12/15/22	08/01/27	1,035	QUARTERLY
San Ramon Valley Ref Bond	1,345,436	1,346,819	3.415%	09/15/22	08/01/27	1,035	QUARTERLY
Santa Monica Cmnty Clg Ref Bond	988,203	989,830	3.050%	09/15/22	08/01/27	1,035	QUARTERLY
Sierra CA Cmnty Clg Dist	424,969	432,571	1.129%	11/17/22	08/01/27	1,035	QUARTERLY
William Hart CA Un High	182,529	185,274	1.174%	11/17/22	08/01/27	1,035	QUARTERLY
San Jose CA Txble Ser B	864,052	880,279	2.600%	10/13/22	09/01/27	1,066	QUARTERLY
Soquel Creek Cnty Ref Bond	498,970	503,455	1.445%	05/18/23	03/01/28	1,248	QUARTERLY
Gardena Calif Pension Oblig	919,460	957,720	2.663%	10/19/23	04/01/28	1,279	QUARTERLY
Beverly Hills Ref Bond	575,696	583,641	1.514%	06/15/23	06/01/28	1,340	QUARTERLY
California Health FACS	721,633	744,701	3.378%	11/16/23	06/01/28	1,340	QUARTERLY
Alameda Cnty Calif	522,914	536,636	3.519%	03/21/24	08/01/28	1,401	QUARTERLY
Desert CA Cmnty College	921,574	936,930	2.023%	01/19/24	08/01/28	1,401	QUARTERLY
Long Beach Calif Cmnty	675,463	690,814	2.337%	03/21/24	08/01/28	1,401	QUARTERLY
Redondo Beach Ref Bond	593,209	617,146	1.430%	09/28/23	08/01/28	1,401	QUARTERLY
San Ramon Valley CA Uni	1,642,783	1,685,593	1.670%	07/13/23	08/01/28	1,401	QUARTERLY
Santa Ana College Impt	1,333,792	1,369,635	1.320%	07/13/23	08/01/28	1,401	QUARTERLY
Santa Clarita CA Cmnty	905,669	918,990	1.563%	01/19/24	08/01/28	1,401	QUARTERLY
William Hart CA High	900,226	910,910	1.429%	12/21/23	08/01/28	1,401	QUARTERLY
Yosemite Calif Cmnty Clg	694,290	708,428	2.210%	12/21/23	08/01/28	1,401	QUARTERLY
Mun. Securities TOTAL	\$ 57,218,333	\$ 57,210,355					
Municipal Securities TOTAL	\$ 57,218,333	\$ 57,210,355					

**City of Clovis
Corporate Securities
As of September 30, 2024**

AGENDA ITEM NO. 5.

Corporate Securities	NET BOOK VALUE	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 09/30/24	INTEREST FREQUENCY
Duke Energy Carolinas	1,955,329	1,993,700	3.950%	02/16/24	11/15/28	1,507	QUARTERLY
Toyota MTR Cr Corp	1,993,017	2,041,260	4.650%	02/16/24	01/05/29	1,558	QUARTERLY
Procter & Gamble Co	1,995,278	2,049,340	4.350%	02/16/24	01/29/29	1,582	QUARTERLY
Texas Instrument Inc	1,992,969	2,048,380	4.600%	05/24/24	02/08/29	1,592	QUARTERLY
Air Products and Chemicals Inc	2,008,657	2,051,840	4.600%	07/29/24	02/08/29	1,592	QUARTERLY
Cummins Inc	2,028,866	2,067,820	4.900%	07/29/24	02/20/29	1,604	QUARTERLY
Bristol-Myers Squibb Co	2,003,703	2,067,380	4.900%	05/24/24	02/22/29	1,606	QUARTERLY
AstraZeneca Finance LLC	2,017,859	2,062,640	4.850%	04/19/24	02/26/29	1,610	QUARTERLY
Cisco Sys Inc	1,983,664	2,068,360	4.850%	03/21/24	02/26/29	1,610	QUARTERLY
Caterpillar Finl	2,018,820	2,069,400	4.850%	06/21/24	02/27/29	1,611	QUARTERLY
Merck Co Inc	1,908,864	1,954,400	3.400%	03/21/24	03/07/29	1,619	QUARTERLY
Blackrock Funding Inc	2,008,939	2,057,100	4.700%	03/21/24	03/14/29	1,626	QUARTERLY
Adobe Inc	2,009,644	2,066,160	4.800%	05/24/24	04/04/29	1,647	QUARTERLY
Home Depot Inc	1,992,720	2,071,960	4.900%	04/19/24	04/15/29	1,658	QUARTERLY
United Health Group	1,972,701	2,051,180	4.700%	04/19/24	04/15/29	1,658	QUARTERLY
Glaxosmithkline Capital	1,896,152	1,942,840	3.375%	06/21/24	06/01/29	1,705	QUARTERLY
John Deere Capital	2,012,277	2,065,700	4.850%	06/21/24	06/11/29	1,715	QUARTERLY
Citibank NA	2,041,911	2,046,720	4.838%	08/15/24	08/06/29	1,771	QUARTERLY
Honeywell Intl Inc	2,089,850	2,072,720	4.875%	09/27/24	09/01/29	1,797	QUARTERLY

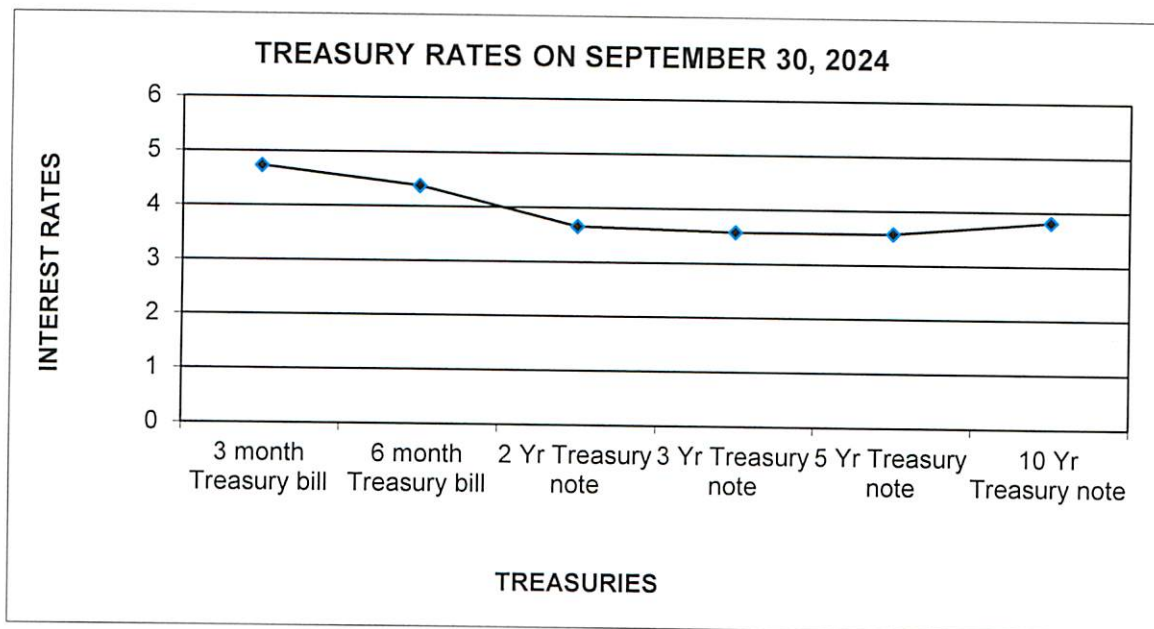
Corp. Securities TOTAL \$ 37,931,220 \$ 38,848,900

Corporate Securities TOTAL \$ 37,931,220 \$ 38,848,900

**CITY OF CLOVIS
FINANCE DEPARTMENT
SEPTEMBER 30, 2024 TREASURY RATES**

Treasury Rates as of September 30, 2024

3 month Treasury bill	4.73
6 month Treasury bill	4.38
2 Yr Treasury note	3.66
3 Yr Treasury note	3.58
5 Yr Treasury note	3.58
10 Yr Treasury note	3.81



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: April 14, 2025

SUBJECT: Finance – Receive and File – Treasurer’s Report for the Month of September 2024.

ATTACHMENTS:

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

RECOMMENDATION

Staff recommends that The City Council receive and file the Treasurer’s Report for the Month of September 2024.

EXECUTIVE SUMMARY

Attached for the Council’s information is the Treasurer’s Report for the month ended September 30, 2024.

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 September 30, 2024.

BACKGROUND

State law (Government Code Section 41004) requires that the City Treasurer shall submit to the City Clerk each month a written report and accounting of all receipts, disbursements, and fund balances.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

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

ACTIONS FOLLOWING APPROVAL

Staff will file the report.

CONFLICT OF INTEREST

None.

Prepared by: Susan Evans, Deputy Finance Director

Reviewed by: City Manager AE

City of Clovis
Statement of Cash Balances
As of September 30, 2024

AGENDA ITEM NO. 6.

Previous Balance		\$7,741,428.58
Deposits		25,701,208.86
Disbursements		(30,780,756.17)
Current Balance		<u>\$ 2,661,881.27</u>
FUNDS		BALANCE
100	General Fund	\$ 4,012,201.89
201	Local Transportation	18,594,793.54
202	Parking and Business Improvements	217,266.49
203	Off Highway Use	75,401.48
204	Community Facilities District 2020-1	301,751.94
205	Senior Citizen Memorial Trust	63,050.07
207	Landscape Assessment District	7,907,063.52
208	Blackhorse III (95-1) Assessment District	18,855.28
209	Blackhorse III (95-1) Assessment District 2	35,000.98
275	HCD Block Grant Fund	663,615.74
301	Park & Recreation Acquisition	7,250,416.13
304	Affordable Housing	1,005,916.02
305	Refuse Equipment Reserve	2,750,162.23
310	Special Street Deposit Fund	58,392,390.49
314	Housing Successor Agency	462,899.38
402	1976 Fire Bond Redemption	25,475.23
404	1976 Sewer Bond Redemption Fund	435,714.93
501	Community Sanitation Fund	15,853,939.06
502	Sewer Service Fund	38,359,231.10
504	Sewer Capital Projects-Users	210,854.65
506	Sewer Capital Projects-Developer	3,900,073.62
507	Water Service Fund	44,171,506.44
508	Water Capital Projects-Users	7,473,235.35
509	Water Capital Projects-Developer	14,408,248.50
515	Transit Fund	7,438,859.35
540	Planning & Development Services	16,124,172.13
601	Property & Liability Insurance	(609,722.98)
602	Fleet Maintenance	28,741,725.42
603	Employee Benefit Fund	19,584,596.09
604	General Government Services	26,334,267.86
605	Facilities Maintenance	4,933,044.65
606	Information Technology	6,305,816.74
701	Curb & Gutter Fund	172,132.71
703	Payroll Tax & Withholding Fund	1,685,323.96
712	Temperance/Barstow Assmt Dist (98-1)	81,171.93
713	Shepherd/Temperance Assmt Dist (2000-1)	5,978.87
715	Supp Law Enforcement Serv	15,494.24
716	Asset Forfeiture	508,533.86
720	Measure A-Public Safety Facility Tax	2,095.03
736	SA Admin Trust Fund	1,421.40
741	SA Debt Service Trust Fund	(107,988.96)
747	Housing Successor Trust Fund	1,137.98
SUBTOTALS		<u>\$ 337,807,124.34</u>
999	Invested Funds	(335,145,243.07)
TOTAL		<u>\$ 2,661,881.27</u>

City of Clovis
Summary of Investment Activity
For the month of September 30, 2024

Balance of Investments Previous Month End		\$ 331,972,382.06
Time Certificates of Deposit Transactions		
Investments	0.00	
Withdrawals	(500,000.00)	
Total CD Changes		(500,000.00)
Other Changes		
Government Securities	454,335.00	
Local Agency Investment Fund	0.00	
Municipal Securities	263,963.00	
Corporate Securities	2,100,727.00	
Sweep Account	853,836.01	
Total Other Changes		3,672,861.01
Balance of Investments Current Month End		\$ 335,145,243.07

City of Clovis
Distribution of Investments
As of September 30, 2024

Insured CD's	32,000,000.00
Government Securities	136,720,359.35
Corporation Securities	37,931,220.00
Local Agency Investment Fund	57,959,324.02
Municipal Securities	57,218,332.55
Sweep Account	13,316,007.15
Investment Total	\$ 335,145,243.07

City of Clovis
Government Maturities Exceeding One Year
As of September 30, 2024

AGENDA ITEM NO. 6.

Institution	Face Value	Investment	Maturity	Stated Rate
		Balance At Amortized Cost		
FHLB	5,000,000.00	4,998,616	11/15/2024	1.050%
FHLB	1,735,000.00	1,718,620	12/30/2024	0.500%
FNMA	2,000,000.00	1,970,224	2/24/2025	0.500%
FNMA	1,000,000.00	985,368	2/25/2025	0.520%
FHLB	1,000,000.00	985,616	2/27/2025	0.625%
FHLB	4,000,000.00	3,997,245	2/28/2025	1.750%
FAMCMTN	4,000,000.00	4,000,000	4/25/2025	2.750%
FAMCMTN	4,000,000.00	3,988,051	7/28/2025	0.750%
FHLB	5,000,000.00	5,000,000	8/28/2025	3.600%
FHLB	5,000,000.00	4,987,604	9/8/2025	0.600%
FHLB	980,000.00	914,872	11/25/2025	0.500%
FFCB	5,000,000.00	4,988,582	2/11/2026	0.580%
FHLB	4,000,000.00	3,973,915	2/24/2026	0.750%
FHLB	3,000,000.00	2,872,011	3/16/2026	0.790%
FHLB	5,000,000.00	4,986,928	9/28/2026	0.940%
FHLB	4,000,000.00	3,831,918	10/28/2026	1.150%
FHLB	6,000,000.00	5,994,842	11/24/2026	1.250%
FHLB	5,000,000.00	5,057,369	12/11/2026	2.125%
FHLB	4,500,000.00	4,264,510	2/24/2027	1.020%
FHLB	5,000,000.00	4,761,108	2/24/2027	1.020%
FHLB	4,000,000.00	3,850,574	2/26/2027	0.900%
FHLB	6,800,000.00	5,328,226	2/26/2027	0.900%
FHLB	5,700,000.00	6,373,342	2/26/2027	0.900%
FHLB	6,000,000.00	5,550,042	2/26/2027	1.000%
FHLB	4,000,000.00	4,000,000	3/8/2027	2.375%
FHLB	6,000,000.00	5,420,367	2/22/2028	0.830%
FHLB	400,000.00	362,818	2/25/2028	1.125%
FFCB	2,500,000.00	2,209,558	3/2/2028	1.000%
FHLB	3,000,000.00	3,088,918	3/10/2028	4.500%
FFCB	2,245,000.00	1,969,485	3/10/2028	1.000%
FFCB	700,000.00	639,071	3/22/2028	1.370%
FFCB	6,000,000.00	6,072,785	4/25/2028	3.875%
FFCB	5,500,000.00	5,393,144	4/27/2028	3.740%
FFCB	3,000,000.00	2,966,107	6/22/2028	4.470%
FFCB	3,000,000.00	2,702,791	7/13/2028	1.230%
FHLMC	1,000,000.00	880,819	7/27/2028	1.100%
FNMA	1,000,000.00	876,980	7/28/2028	1.000%
FHLB	1,000,000.00	902,327	8/4/2028	1.300%
FFCB	3,000,000.00	2,985,264	9/8/2028	4.750%
FHLMC	1,000,000.00	870,343	10/19/2028	1.000%

City of Clovis
Municipal Maturities Exceeding One Year
As of September 30, 2024

Institution	Face Value	Investment	Maturity	Stated Rate
		Balance At Amortized Cost		
UC General Revenue Bonds	1,000,000.00	994,634.00	5/15/2025	3.050%
Antelope Valley Comm Coll	750,000.00	746,130.50	8/1/2025	1.767%
Chabot Las Positas Comm Coll	1,490,000.00	1,465,864.00	8/1/2025	0.880%
Foothill De Anza Ref Bds 2021B	835,000.00	813,081.50	8/1/2025	0.906%
San Dieguito USD GO Bonds	1,000,000.00	978,355.00	8/1/2025	1.661%
Santa Ana Coll Improv Dist	250,000.00	245,201.50	8/1/2025	0.744%
Orange County Water Dist	900,000.00	882,807.00	8/15/2025	2.095%
San Jose Ca Taxable Series B	2,355,000.00	2,314,834.50	9/1/2025	2.450%
LA CUSD GO Bonds	1,000,000.00	1,003,783.00	7/1/2026	1.455%
Chabot Las Positas Comm Coll	3,505,000.00	3,381,656.00	8/1/2026	1.080%
Chaffey Joint Union HS	1,565,000.00	1,536,556.50	8/1/2026	2.475%
Huntington Beach Union HS	3,305,000.00	3,206,173.00	8/1/2026	1.208%
Placentia Yorba Linda USD	1,110,000.00	1,073,962.00	8/1/2026	1.070%
San Diego Comm Coll Dist	470,000.00	463,419.00	8/1/2026	2.299%
San Ramon Valley CUSD	2,125,000.00	2,125,000.00	8/1/2026	1.147%
Sonoma County Jr Coll Dist	2,000,000.00	1,962,663.00	8/1/2026	2.447%
San Diego Pub Facilities Dist	1,625,000.00	1,575,746.00	10/15/2026	1.812%
California St Univ Taxable 2021B	2,500,000.00	2,341,602.00	11/1/2026	1.142%
El Dorado Irrigation Dist	1,175,000.00	1,129,691.00	3/1/2027	1.687%
Rancho Santiago CC Ref 2020	335,000.00	307,416.50	3/1/2027	1.106%
UC Taxable Gen Bds 2020 B	2,385,000.00	2,204,448.50	5/15/2027	1.316%
El Monte HSD Taxable Ref 2021	600,000.00	555,425.00	6/1/2027	1.326%
LA Dept Wtr Pwr Rev Bonds 2010C	2,000,000.00	2,075,612.00	7/1/2027	5.516%
Colton CA USD Ref Bonds 2020	1,060,000.00	981,581.00	8/1/2027	1.603%
Contra Costa Comm College Dist	880,000.00	841,134.00	8/1/2027	2.163%
Corona Norco USD Ref Bond 2019	250,000.00	232,725.00	8/1/2027	2.297%
Foothill De Anza CC Taxable 2021	540,000.00	500,669.00	8/1/2027	1.473%
Fremont USD Alameda County	1,100,000.00	1,091,119.00	8/1/2027	1.113%
Fremont USD Taxable Ref 2021	1,140,000.00	1,020,210.00	8/1/2027	2.000%
Marin County Comm Coll 2016	335,000.00	324,239.80	8/1/2027	3.330%
Mount San Antonio CC 2021	285,000.00	259,555.00	8/1/2027	1.139%
Mount San Antonio Comm Coll	405,000.00	381,888.75	8/1/2027	2.329%
Saddleback Valley USD	3,000,000.00	2,928,450.00	8/1/2027	2.400%
San Diego CCD Taxable 2019	590,000.00	561,833.00	8/1/2027	2.407%
San Ramon Valley CUSD	1,435,000.00	1,345,436.00	8/1/2027	1.440%
Santa Monica Comm College Dist	1,000,000.00	988,203.00	8/1/2027	3.415%
Sierra CA CCD 2021A Ref	465,000.00	424,968.50	8/1/2027	1.129%
William Hart USD 2020 Ref	200,000.00	182,529.00	8/1/2027	1.174%
San Jose Ca Taxable Series B	910,000.00	864,052.00	9/1/2027	2.600%
Soquel Creek Wtr Ref 2020	545,000.00	498,969.50	3/1/2028	1.445%
Gardena Calif Pension Obligation	1,000,000.00	919,460.00	4/1/2028	2.663%
Beverly Hills Taxable Ref 2020B	635,000.00	575,695.50	6/1/2028	1.514%
California Health Facs Fing Au	760,000.00	721,633.00	6/1/2028	3.378%
Alameda Cnty Calif	540,000.00	522,914.00	8/1/2028	3.519%
Desert CA Cmnty College	1,000,000.00	921,574.00	8/1/2028	2.023%
Long Beach Calif Cmnty	730,000.00	675,463.00	8/1/2028	2.337%
Redondo Beach CA Uni Bond 2018	675,000.00	593,209.00	8/1/2028	1.430%
San Ramon Valley CA	1,820,000.00	1,642,783.00	8/1/2028	1.670%
Santa Ana College Impt	1,500,000.00	1,333,792.00	8/1/2028	1.320%
Santa Clarita Calif Cmnty	1,000,000.00	905,669.00	8/1/2028	1.563%
William Hart High	1,000,000.00	900,226.00	8/1/2028	1.429%
Yosemite Calif Cmnty College	750,000.00	694,290.00	8/1/2028	2.210%

City of Clovis
Corporate Maturities Exceeding One Year
As of September 30, 2024

AGENDA ITEM NO. 6.

Institution	Face Value	Investment	Maturity	Stated Rate
		Balance At Amortized Cost		
Duke Energy Carolinas LLC	2,000,000.00	1,955,329.00	11/15/2028	3.950%
Toyota MTR Cr Corp	2,000,000.00	1,993,017.00	1/5/2029	4.350%
Procter & Gamble Co	2,000,000.00	1,995,278.00	1/29/2029	4.650%
Texas Instrument Inc	2,000,000.00	1,992,969.00	2/8/2029	4.600%
Air Products and Chemicals	2,000,000.00	2,008,657.00	2/8/2029	4.600%
Cummins Inc	2,000,000.00	2,028,866.00	2/20/2029	4.900%
Bristol-Myers Squibb Co	2,000,000.00	2,003,703.00	2/22/2029	4.900%
Astrazeneca Finance LLC	2,000,000.00	2,017,859.00	2/26/2029	4.850%
Cisco Sys Inc.	2,000,000.00	1,983,664.00	2/26/2029	4.850%
Caterpillar Finl	2,000,000.00	2,018,820.00	2/27/2029	4.850%
Merck Co Inc.	2,000,000.00	1,908,864.00	3/7/2029	3.400%
Blackrock Fund Inc.	2,000,000.00	2,008,939.00	3/14/2029	4.700%
Adobe Inc	2,000,000.00	2,009,644.00	4/4/2029	4.800%
Home Depot Inc.	2,000,000.00	1,992,720.00	4/15/2029	4.900%
United Health Group	2,000,000.00	1,972,701.00	4/15/2029	4.700%
Glaxosmithkline Capital	2,000,000.00	1,896,152.00	6/1/2029	3.375%
John Deere Capital	2,000,000.00	2,012,277.00	6/11/2029	4.850%
Citibank NA	2,000,000.00	2,041,911.00	8/6/2029	4.838%
Honeywell Intl Inc	2,000,000.00	2,089,850.00	9/1/2029	4.875%



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: April 14, 2025

SUBJECT: Finance – Receive and File – Investment Report for the Month of October 2024.

ATTACHMENTS:

1. Distribution of Investments
2. Monthly Investment Transactions
3. Certificates of Deposit
4. Municipal Securities
5. Corporate Securities
6. Graph of October 31, 2024, Treasury Rates

RECOMMENDATION

Staff recommends that The City Council receive and file the Investment Report for the Month of October 2024.

EXECUTIVE SUMMARY

Attached is the Investment Report for the month of October 2024. 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 October 2024. Attachment 3 lists the certificates of deposit. Attachment 4 lists the municipal securities. Attachment 5 lists the corporate securities. Attachment 6 is a graph of Treasury rates on October 31, 2024.

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 5.30%. The rate of return for the City of Clovis portfolio is 3.85%. The goal for the City of Clovis investment return is 120% of the 90-day Treasury bill rate. The current rate of return is 73% of the Treasury bill rate.

The Finance Department began investing in corporate securities in February 2024 to provide additional diversification and yield to the portfolio. To date, 19 corporate securities have been purchased at a net book value of \$37,932,539 as of October 31, 2024. Their average yield is 4.58% which is roughly 67 basis points higher than current yields on 5-year Treasury bonds.

In accordance with the Investment Policy, the investment period on each investment is up to three years and can be extended to five years with the City Manager's approval. As of October 2024, the average investment life of the City's investment portfolio is 1.85 years.

Current Investment Environment and Philosophy

During the month of October 2024, the federal funds rate target range was 4.75%-5.00%. On October 31, 2024, 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 CDs are held by U.S. Bank, a third-party custodian. Non-negotiable CDs are held in the City's safe.

Purchases and Maturities

- 0 government securities were purchased.
- 0 government securities matured.
- 1 certificate of deposit totaling \$250,000 was purchased.
- 1 certificate of deposit totaling \$250,000 matured.
- 0 municipal securities were purchased.
- 0 municipal securities were called or matured.
- 0 corporate security were purchased.
- 0 corporate securities were called or matured.

Market Environment

- During October, the federal funds target rate range was at 4.75%-5.00%.
- On October 31, the yield curve decreased from 3-month to 10-year notes. See Attachment 6, Graph of Treasury Rates on October 31, 2024.

BACKGROUND

State law (Government Code Section 53646(b)) requires that the City Treasurer provide quarterly reports on their investment activities to their governing body.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

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

ACTIONS FOLLOWING APPROVAL

Staff will file the report.

CONFLICT OF INTEREST

None.

Prepared by: Susan Evans, Deputy Finance Director

Reviewed by: City Manager AH

**City of Clovis
Distribution of Investments
As of October 31, 2024**

AGENDA ITEM NO. 7.

	COST	NET BOOK VALUE	MARKET VALUE *	YIELD TO MATURITY	STATED INTEREST RATE	INVEST DATE	MATURITY DATE	DAYS TO MATURITY FROM 10/31/2024
GOV'T SECURITIES								
FHLB	4,969,000	4,999,549	4,992,950	1.274%	1.050%	01/20/22	11/15/24	15
FHLB	1,595,506	1,724,201	1,723,254	4.515%	0.500%	11/16/22	12/30/24	60
FNMA	1,857,400	1,976,503	1,974,200	4.415%	0.500%	03/23/23	02/24/25	116
FNMA	930,300	988,433	987,590	4.338%	0.520%	03/23/23	02/25/25	117
FHLB	932,200	988,588	987,060	4.328%	0.625%	03/23/23	02/27/25	119
FHLB	3,980,000	3,997,811	3,962,000	1.922%	1.750%	02/28/22	02/28/25	120
FHLB	4,000,000	4,000,000	3,966,760	2.750%	2.750%	04/25/22	04/25/25	176
FAMCMTN	3,947,600	3,989,282	3,898,400	1.121%	0.750%	12/16/21	07/28/25	270
FHLB	5,000,000	5,000,000	4,971,150	3.600%	3.600%	08/30/22	08/28/25	301
FAMCMTN	4,948,500	4,988,724	4,845,750	0.869%	0.600%	10/14/21	09/08/25	312
FHLB	871,150	917,459	913,701	3.886%	0.500%	04/26/23	11/25/25	390
FHLB	4,963,000	4,989,291	4,768,700	0.750%	0.580%	09/08/21	02/11/26	468
FHLB	3,922,000	3,975,494	3,818,680	1.229%	0.750%	12/16/21	02/24/26	481
FHLB	2,751,000	2,879,470	2,859,060	3.916%	0.790%	05/17/23	03/16/26	501
FFCB	4,967,500	4,987,485	4,696,950	1.075%	0.940%	10/14/21	09/28/26	697
FHLB	3,649,200	3,838,792	3,761,640	3.342%	1.150%	06/29/22	10/28/26	727
FHLB	5,988,000	5,995,045	5,642,400	1.291%	1.250%	11/24/21	11/24/26	754
FHLB	5,127,757	5,055,152	4,790,000	1.580%	2.125%	01/20/22	12/11/26	771
FHLB	4,043,250	4,272,833	4,167,699	3.397%	1.020%	06/29/22	02/24/27	846
FHLB	4,550,000	4,769,552	4,652,196	3.173%	1.020%	08/17/22	02/24/27	846
FHLB	3,695,200	3,855,845	3,792,665	2.564%	0.900%	03/31/22	02/26/27	848
FHLB	6,072,400	6,388,389	6,283,712	3.737%	0.900%	01/19/23	02/26/27	848
FHLB	5,247,000	5,565,912	5,474,711	4.329%	0.900%	02/16/23	02/26/27	848
FHLB	5,050,770	5,341,337	5,289,372	3.971%	1.000%	12/14/22	02/26/27	848
FHLB	4,000,000	4,000,000	3,830,040	2.375%	2.375%	03/08/22	03/08/27	858
FFCB	5,160,000	5,434,858	5,374,680	3.996%	0.830%	03/23/23	02/22/28	1,209
FHLB	355,160	363,770	360,660	4.123%	1.125%	01/18/24	02/25/28	1,212
FFCB	2,123,750	2,216,766	2,250,500	4.812%	1.000%	09/27/23	03/02/28	1,218
FHLB	1,893,209	1,976,280	2,012,822	5.018%	1.000%	10/18/23	03/10/28	1,226
FHLB	3,124,500	3,086,725	3,030,900	3.553%	4.500%	05/17/23	03/10/28	1,226
FFCB	626,780	640,598	636,734	4.121%	1.370%	01/18/04	03/22/28	1,238
FFCB	6,102,000	6,071,053	5,938,260	3.501%	3.875%	04/26/23	04/25/28	1,272
FFCB	5,354,250	5,395,682	5,394,620	4.349%	3.740%	06/14/23	04/27/28	1,274
FFCB	2,955,000	2,966,898	2,992,650	4.814%	4.470%	07/12/23	06/22/28	1,330
FFCB	2,641,500	2,709,458	2,682,030	4.130%	1.230%	12/20/23	07/13/28	1,351
FHLMC	853,500	883,466	888,540	4.601%	1.100%	11/15/23	07/27/28	1,365
FNMA	848,800	879,709	885,040	4.613%	1.000%	11/15/23	07/28/28	1,366
FHLB	882,500	904,484	894,760	4.117%	1.300%	12/20/23	08/04/28	1,373
FHLB	2,981,700	2,985,581	3,058,020	4.892%	4.750%	10/18/23	09/08/28	1,408
FHLMC	842,300	873,051	877,950	4.614%	1.000%	11/15/23	10/19/28	1,449
SECURITIES TOTAL	\$ 133,803,681	\$ 136,873,526	\$ 134,328,806					
LAIF		\$ 58,646,660	\$ 58,646,660					
Municipal Issuance		\$ 57,303,416	\$ 56,678,797					
Corporate Securities		\$ 37,932,539	\$ 38,022,820					
Sweep Account (Union Bank)		\$ 9,179,666	\$ 9,179,666					
TOTAL CD'S		\$ 32,000,000	\$ 32,185,920					
TOTAL INVESTMENTS		\$ 331,935,807	\$ 329,042,669					

* Market values for securities obtained from US Bank.

City of Clovis
Monthly Investment Transactions
As of October 31, 2024

AGENDA ITEM NO. 7.

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
National Bk Superiors	CD	Purchase	250,000	250,000	3.500%	10/08/24	10/08/27
Rogue Cr Un Medford	CD	Maturity	250,000	250,000	5.100%	10/23/24	12/23/25

PORTFOLIO DATA

Current Month (10/24)

	Book	Market
CD'S	\$ 32,000,000	\$ 32,185,920
Gov't Securities*	136,873,526	134,328,806
Municipal Securities	57,303,416	56,678,797
Corporate Securities	37,932,539	38,022,820
LAIF	58,646,660	58,646,660
Sweep Account (Union Bank)	9,179,666	9,179,666
TOTAL	\$ 331,935,807	\$ 329,042,669

Prior Month (09/24)

	Book	Market
CD'S	\$ 32,000,000	\$ 32,288,575
Gov't Securities*	136,720,360	135,311,582
Municipal Securities	57,218,333	57,210,355
Corporate Securities	37,931,220	38,848,900
LAIF	57,959,324	57,959,324
Sweep Account (Union Bank)	13,316,007	13,316,007
TOTAL	\$ 335,145,244	\$ 334,934,743

Three Months Previous (07/24)

	Book	Market
CD'S	\$32,500,000	\$32,434,510
Gov't Securities*	136,266,024	133,445,075
Municipal Securities	57,394,238	56,672,436
Corporate Securities	33,787,493	34,158,720
LAIF	57,959,324	57,959,324
Sweep Account (Union Bank)	13,547,446	13,547,446
TOTAL	\$331,454,525	\$ 328,217,511

Six Months Previous (04/24)

	Book	Market
CD'S	\$31,250,000	\$30,936,420
Gov't Securities*	141,808,163	136,209,812
Municipal Securities	57,130,663	55,458,187
Corporate Securities	17,808,832	17,497,960
LAIF	57,312,667	57,312,667
Sweep Account (Union Bank)	30,042,818	30,042,818
TOTAL	\$335,353,143	\$ 327,457,864

One Year Previous (10/23)

	Book	Market
CD'S	\$27,245,000	\$26,545,011
Gov't Securities*	147,880,942	140,544,390
Municipal Securities	56,265,639	54,033,514
Corporate Securities	-	-
LAIF	56,142,817	56,142,817
Sweep Account (Union Bank)	13,554,212	13,554,212
TOTAL	\$ 301,088,610	\$ 290,819,944

*Adjusted Quarterly for Premium/Discount Amortization

**City of Clovis
Certificates of Deposit
As of October 31, 2024**

AGENDA ITEM NO. 7.

Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 10/31/24	INTEREST FREQUENCY
Ubs Bank Usa	250,000	249,530.00	0.750%	11/17/21	11/18/24	18	QUARTERLY
Webbank Salt Lake City	250,000	249,227.50	0.750%	11/29/21	11/29/24	29	QUARTERLY
Medallion Bank Salt Lake City	250,000	248,740.00	0.900%	12/20/21	12/20/24	50	QUARTERLY
Beal Bank	250,000	248,135.00	0.950%	01/19/22	01/15/25	76	QUARTERLY
Mountain Amer Fed	250,000	249,070.00	3.450%	08/31/22	02/28/25	120	QUARTERLY
Barclays Bk	250,000	247,535.00	1.700%	03/09/22	03/10/25	130	QUARTERLY
Goldman Sachs Bk	250,000	247,490.00	1.650%	03/09/22	03/10/25	130	QUARTERLY
Safra National Bk	250,000	247,587.50	2.000%	03/23/22	03/24/25	144	QUARTERLY
Pentagon Federal Cr Un	250,000	247,495.00	2.000%	03/28/22	03/28/25	148	QUARTERLY
Beal Bank	250,000	247,662.50	2.200%	04/06/22	04/02/25	153	QUARTERLY
JP Morgan Chase	250,000	247,872.50	2.500%	04/08/22	04/08/25	159	QUARTERLY
First Natl Bank	250,000	247,537.50	2.200%	04/12/22	04/11/25	162	QUARTERLY
One Community Bank	250,000	247,895.00	2.700%	04/29/22	04/29/25	180	QUARTERLY
Americu Credit Union	250,000	247,987.50	2.800%	05/02/22	05/02/25	183	QUARTERLY
Synchrony Bank Retail	250,000	248,177.50	3.100%	05/20/22	05/20/25	201	QUARTERLY
Connexus Credit Union	250,000	248,085.00	3.000%	05/26/22	05/27/25	208	QUARTERLY
Bmo Harris Bank	250,000	248,122.50	3.150%	06/17/22	06/17/25	229	QUARTERLY
Saco Biddeford	250,000	247,657.50	2.850%	06/17/22	06/17/25	229	QUARTERLY
Baxter Credit Union	250,000	248,472.50	3.400%	06/28/22	06/30/25	242	QUARTERLY
Capital One Bank	250,000	248,370.00	3.350%	06/29/22	06/30/25	242	QUARTERLY
American First Cr Un	250,000	248,125.00	3.250%	07/15/22	07/15/25	257	QUARTERLY
Trustone Financial Cr Un	250,000	248,095.00	3.250%	07/19/22	07/21/25	263	QUARTERLY
American Natl Bank	250,000	247,785.00	3.100%	07/27/22	07/28/25	270	QUARTERLY
TCM Bank	250,000	248,240.00	3.350%	07/28/22	07/28/25	270	QUARTERLY
Generations Bank	250,000	248,332.50	3.400%	08/03/22	08/04/25	277	QUARTERLY
Direct Fed Credit	250,000	248,177.50	3.500%	08/17/22	08/18/25	291	QUARTERLY
Resource One Credit	250,000	248,080.00	3.300%	08/17/22	08/18/25	291	QUARTERLY
Skyone Fed Credit	250,000	248,635.00	3.600%	08/30/22	09/02/25	306	QUARTERLY
Credit Union of Texas	250,000	248,685.00	3.600%	09/14/22	09/15/25	319	QUARTERLY
Forbright Bank	250,000	248,367.50	3.500%	09/16/22	09/16/25	320	QUARTERLY
Alabama Credit Union	250,000	248,595.00	3.600%	09/20/22	09/22/25	326	QUARTERLY
Kemba Finl Credit Union	250,000	249,445.00	4.000%	09/21/22	09/22/25	326	QUARTERLY
Ally Bank Sandy Utah	250,000	249,557.50	4.050%	09/29/22	09/29/25	333	QUARTERLY
Farmers Merchants	250,000	248,917.50	3.750%	09/28/22	09/29/25	333	QUARTERLY
Jefferson Finl FCU	250,000	249,812.50	4.150%	09/29/22	09/29/25	333	QUARTERLY
Dort Finl Credit Union	250,000	249,472.50	4.000%	09/30/22	09/30/25	334	QUARTERLY
First National Bank	250,000	248,890.00	3.625%	09/30/22	09/30/25	334	QUARTERLY
Numerica Credit Union	250,000	250,122.50	4.200%	09/30/22	09/30/25	334	QUARTERLY
Vystar Credit Union	250,000	250,232.50	4.350%	09/30/22	09/30/25	334	QUARTERLY
1st Financial Bank	250,000	249,812.50	4.150%	10/13/22	10/14/25	348	QUARTERLY
Bell Bank Fargo	250,000	249,812.50	4.150%	10/13/22	10/14/25	348	QUARTERLY
Pacific Alliance	250,000	249,930.00	4.200%	10/14/22	10/14/25	348	QUARTERLY
Great Southern Bank	250,000	250,007.50	4.500%	10/20/22	10/20/25	354	QUARTERLY
American Bank	250,000	250,267.50	4.350%	10/21/22	10/21/25	355	QUARTERLY
Queensborough Natl Bank	250,000	250,065.00	4.100%	10/21/22	10/21/25	355	QUARTERLY
Public Alliance Cr Un	250,000	250,687.50	4.500%	10/25/22	10/27/25	361	QUARTERLY
First Citizens Bank	250,000	251,135.00	4.700%	10/28/22	10/28/25	362	QUARTERLY
LCA Bank Corp	250,000	250,415.00	4.400%	10/28/22	10/28/25	362	QUARTERLY
Sharonview Fed Cr Un	250,000	250,247.50	4.850%	10/31/22	10/31/25	365	QUARTERLY
United Heritage Cr Un	250,000	251,397.50	4.700%	11/04/22	11/04/25	369	QUARTERLY
Capital One Natl Assn	250,000	251,792.50	4.900%	11/16/22	11/17/25	382	QUARTERLY
Morgan Stanley Bank	250,000	250,065.00	5.000%	11/18/22	11/18/25	383	QUARTERLY
Spokane Teachers Cr Un	250,000	252,122.50	5.000%	11/23/22	11/23/25	388	QUARTERLY
Morgan Stanley Private	250,000	250,045.00	4.750%	12/09/22	12/09/25	404	QUARTERLY
Community Bank Topeka	250,000	250,325.00	4.300%	12/14/22	12/15/25	410	QUARTERLY
Austin Telco Fed	250,000	252,125.00	4.950%	12/16/22	12/16/25	411	QUARTERLY
Alliant Credit Union	250,000	252,632.50	5.100%	12/30/22	12/30/25	425	QUARTERLY
First Technology Fed Cr Un	250,000	252,775.00	5.150%	06/30/23	12/30/25	425	MONTHLY
Liberty First Cr Un	250,000	251,182.50	4.550%	01/17/23	01/19/26	445	QUARTERLY
Capital Educators Fed Cr	250,000	251,215.00	4.550%	01/19/23	01/20/26	446	QUARTERLY
Manufacturers Traders	250,000	250,597.50	4.250%	01/31/23	01/23/26	449	QUARTERLY
City Natl Bank	250,000	250,317.50	4.350%	01/25/23	01/26/26	452	QUARTERLY
Coastlife Cr Un	250,000	251,587.50	4.650%	02/13/23	02/13/26	470	QUARTERLY
Achieve Finl Cr Un	250,000	251,610.00	4.650%	02/17/23	02/17/26	474	QUARTERLY
California Cr Un Glendale	250,000	251,052.50	4.500%	02/23/23	02/23/26	480	QUARTERLY

**City of Clovis
Certificates of Deposit
As of October 31, 2024**

AGENDA ITEM NO. 7.

Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 10/31/24	INTEREST FREQUENCY
Truliant Fed Cr Un	250,000	251,532.50	4.600%	02/28/23	02/27/26	484	QUARTERLY
Pioneer Fed Cr Un Mtn Home	250,000	251,545.00	4.600%	02/28/23	03/02/26	487	QUARTERLY
Tradition Cap Bankk	250,000	251,370.00	4.600%	03/03/23	03/03/26	488	MONTHLY
Alaska Fed Cr	250,000	251,995.00	4.650%	03/05/23	03/09/26	494	MONTHLY
Mid Carolina Credit	250,000	252,882.50	4.600%	03/13/23	03/13/26	498	MONTHLY
Blue Ridge Bank	250,000	252,900.00	4.500%	03/16/23	03/16/26	501	MONTHLY
Northwest Bank	250,000	252,942.50	4.600%	03/17/23	03/17/26	502	MONTHLY
Valleystar Credit Union	250,000	252,967.50	4.600%	03/20/23	03/20/26	505	MONTHLY
First Community Bank	250,000	252,820.00	4.500%	03/22/23	03/23/26	508	MONTHLY
Technology Credit Union	250,000	253,010.00	4.650%	03/23/23	03/23/26	508	MONTHLY
Cibc Bank	250,000	252,797.50	4.650%	03/24/23	03/24/26	509	MONTHLY
Signature Bank	250,000	253,000.00	4.500%	03/24/23	03/24/26	509	MONTHLY
Point West Credit Union	250,000	253,162.50	5.000%	04/12/23	04/13/26	529	MONTHLY
Flagstar Bank	250,000	253,255.00	4.650%	03/30/23	04/24/26	540	MONTHLY
Utah Cmnty Credit Union	250,000	251,860.00	4.600%	04/26/23	04/27/26	543	MONTHLY
Cross River Bank	250,000	252,025.00	4.650%	05/19/23	05/19/26	565	MONTHLY
Raiz FCU	250,000	252,760.00	4.650%	05/24/23	05/26/26	572	MONTHLY
Usalliance FCU	250,000	252,380.00	4.700%	05/26/23	05/26/26	572	MONTHLY
Chartway Fed Cr Un	250,000	253,242.50	4.900%	06/09/23	06/09/26	586	MONTHLY
Customers Bank	250,000	252,472.50	4.700%	06/14/23	06/15/26	592	MONTHLY
Lafayette Fed Cr Un	250,000	253,520.00	4.950%	12/13/23	06/15/26	592	QUARTERLY
Latino Cmnty Cr Un	250,000	253,437.50	4.900%	06/27/23	06/29/26	606	MONTHLY
Leaders Cr Un	250,000	253,815.00	5.000%	06/30/23	06/30/26	607	MONTHLY
Farmers Insurance	250,000	254,002.50	5.000%	07/21/23	07/21/26	628	MONTHLY
Maine Svgs FCU	250,000	254,002.50	5.000%	07/21/23	07/21/26	628	MONTHLY
Popular Bank New York	250,000	253,785.00	4.850%	09/06/23	09/04/26	673	QUARTERLY
Freedom Northwest Cr Un	250,000	256,150.00	5.350%	09/19/23	09/18/26	687	QUARTERLY
Amex National Bank	250,000	254,645.00	5.000%	09/20/23	09/21/26	690	QUARTERLY
First Gty Bank	250,000	255,242.50	5.100%	10/13/23	10/13/26	712	MONTHLY
Bridgewater Bank	250,000	255,445.00	5.100%	11/03/23	11/03/26	733	MONTHLY
Taylorsville Svgs Bk	250,000	255,445.00	5.100%	11/03/23	11/03/26	733	MONTHLY
Mountain Comm Bk	250,000	252,737.50	4.500%	12/20/23	12/21/26	781	QUARTERLY
American Bk Freedom	250,000	252,645.00	4.500%	12/22/23	12/22/26	782	QUARTERLY
Rockland Fed Cr Un	250,000	253,252.50	4.600%	12/22/23	12/22/26	782	QUARTERLY
Hughes Fed Cr Un	250,000	252,400.00	4.400%	01/29/24	01/29/27	820	QUARTERLY
MVB Bk Inc Fairmont	250,000	251,542.50	4.250%	01/31/24	01/29/27	820	QUARTERLY
Farmers & Merchants Tr Co	250,000	251,062.50	4.150%	01/30/24	02/01/27	823	QUARTERLY
Oregon Cmnty Cr Un	250,000	251,835.00	4.300%	02/09/24	02/09/27	831	MONTHLY
Valley Natl Bk	250,000	252,707.50	4.450%	02/21/24	02/22/27	844	MONTHLY
CFBank Fairlawn	250,000	252,737.50	4.450%	03/05/24	03/05/27	855	QUARTERLY
Haven Svgs Bk	250,000	253,022.50	4.500%	03/06/24	03/08/27	858	QUARTERLY
Univest Natl Bk	250,000	253,562.50	4.600%	03/13/24	03/15/27	865	QUARTERLY
First Natl Bk	250,000	253,637.50	4.600%	03/19/24	03/19/27	869	QUARTERLY
Nicolet Natl Bk	250,000	253,652.50	4.600%	03/22/24	03/22/27	872	QUARTERLY
People Bank Co	250,000	254,895.00	4.650%	03/30/23	03/30/27	880	MONTHLY
United FID Bank FSB	250,000	253,740.00	4.600%	04/12/24	04/12/27	893	QUARTERLY
Maine Cmnty Bk	250,000	254,502.50	4.700%	05/15/24	05/17/27	928	QUARTERLY
Fahey Banking Co	250,000	254,520.00	4.700%	05/21/24	05/21/27	932	QUARTERLY
Crown Bank Edina	250,000	254,232.50	4.650%	05/23/24	05/24/27	935	QUARTERLY
Gilmer Natl Bk	250,000	254,910.00	4.750%	06/07/24	06/07/27	949	QUARTERLY
First Fndtn Bk	250,000	255,817.50	4.900%	06/13/24	06/14/27	956	QUARTERLY
Empower Fed Cr Un	250,000	255,970.00	4.900%	06/26/24	06/28/27	970	QUARTERLY
Optum Bk Draper	250,000	254,667.50	4.700%	07/10/24	07/12/27	984	QUARTERLY
Generations Cmnty Fed Cr Un	250,000	250,367.50	4.000%	08/21/24	08/23/27	1,026	QUARTERLY
National Bk Superior	250,000	246,917.50	3.500%	10/08/24	10/08/27	1,072	QUARTERLY
Carroll County	250,000	254,567.50	4.650%	03/30/23	03/30/28	1,246	MONTHLY
Discover Bank	250,000	253,417.50	4.350%	04/26/23	04/24/28	1,271	MONTHLY
TTCU Fed Cr Un	250,000	259,315.00	5.000%	07/26/23	07/26/28	1,364	MONTHLY
Wells Fargo Natl Bk	250,000	260,517.50	5.050%	11/14/23	11/14/28	1,475	MONTHLY
Consumers Fed Cr Un	250,000	260,097.50	5.000%	11/16/23	11/16/28	1,477	MONTHLY
Amerasia Bk	250,000	250,695.00	4.000%	02/15/24	02/15/29	1,568	MONTHLY
USF Fed Cr Un	250,000	254,407.50	4.350%	07/30/24	07/30/29	1,733	QUARTERLY
Sallie Mae Bk	250,000	253,717.50	4.300%	07/31/24	07/31/29	1,734	QUARTERLY
Negotiable CD TOTAL	\$ 32,000,000	\$ 32,185,920					
CD TOTAL	\$ 32,000,000	\$ 32,185,920					

**City of Clovis
Municipal Securities
As of October 31, 2024**

AGENDA ITEM NO. 7.

Municipal Securities	NET BOOK VALUE	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 10/31/24	INTEREST FREQUENCY
University CA Rev Bond	995,367	992,170	4.350%	09/15/22	05/15/25	196	QUARTERLY
Antelope Valley CA Ref Bond	742,505	735,645	1.767%	05/12/22	08/01/25	274	QUARTERLY
Chabot Las Positas Cmnty Clg Bond	1,468,318	1,451,319	0.880%	04/29/22	08/01/25	274	QUARTERLY
Foothill De Anza Bond	815,310	813,783	0.906%	03/24/23	08/01/25	274	QUARTERLY
San Dieguito High School Ref Bond	980,555	980,090	1.661%	10/13/22	08/01/25	274	QUARTERLY
Santa Ana CCD Ref Bond	245,690	243,405	0.744%	05/12/22	08/01/25	274	QUARTERLY
Orange County Water Dist Ref Bond	884,478	883,620	2.095%	10/13/22	08/15/25	288	QUARTERLY
San Jose CA Txble Ser B	2,318,542	2,318,027	2.450%	10/13/22	09/01/25	305	QUARTERLY
Los Angeles CA USD Ref Bond	1,003,599	952,500	1.455%	11/15/21	07/01/26	608	QUARTERLY
Chabot Las Positas Cmnty Clg CA	3,387,363	3,314,573	1.080%	07/27/22	08/01/26	639	QUARTERLY
Chaffey CA High School Ref Bond	1,537,873	1,516,360	2.475%	06/30/22	08/01/26	639	QUARTERLY
Huntington Beach HS Dist Ref Bond	3,210,746	3,127,158	1.208%	04/29/22	08/01/26	639	QUARTERLY
Placentia Yorba USD Ref Bond	1,075,630	1,048,617	1.070%	05/31/22	08/01/26	639	QUARTERLY
San Diego CA Cmnty Ref Bond	463,723	454,396	2.299%	04/29/22	08/01/26	639	QUARTERLY
San Ramon Valley CA USD Ref Bond	2,125,000	2,013,629	1.147%	11/03/21	08/01/26	639	QUARTERLY
Sonoma Cnty Jr College Ref Bond	1,964,391	1,935,260	2.447%	06/30/22	08/01/26	639	QUARTERLY
San Diego CA Pub Facs Ref Bond	1,577,795	1,546,318	1.812%	08/18/22	10/15/26	714	QUARTERLY
CA ST Univ Rev Ref Bond	2,348,046	2,347,025	1.142%	02/17/23	11/01/26	731	QUARTERLY
El Dorado CA Irr Dist Ref Bond	1,131,283	1,104,488	1.687%	08/18/22	03/01/27	851	QUARTERLY
Rancho Santiago Cmnty Clg	2,210,298	306,559	1.106%	11/17/22	03/01/27	851	QUARTERLY
University Gen Rev Bond	556,844	2,207,341	1.316%	10/13/22	05/15/27	926	QUARTERLY
El Monte Ca Ref Bond	2,073,277	555,120	1.326%	03/24/23	06/01/27	943	QUARTERLY
Los Angeles CA Dept Wtr Ref Bond	983,930	2,056,900	5.516%	04/27/23	07/01/27	973	QUARTERLY
Colton CA Jt Uni Sch	842,298	984,708	1.603%	11/17/22	08/01/27	1,004	QUARTERLY
Contra Costa Ref Bond	233,005	831,002	2.163%	09/15/22	08/01/27	1,004	QUARTERLY
Corona Norco Ref Bond	501,847	237,000	2.297%	09/28/23	08/01/27	1,004	QUARTERLY
Foothill De Anza CCD	1,007,174	500,510	1.473%	12/15/22	08/01/27	1,004	QUARTERLY
Fremont CA Uni Sch Dist	1,110,113	1,006,984	1.113%	11/17/22	08/01/27	1,004	QUARTERLY
Fremont CA USD Ref Bond	324,561	1,069,502	2.000%	05/31/22	08/01/27	1,004	QUARTERLY
Marin CA Cmnty Clg Dist	260,317	326,883	3.330%	11/17/22	08/01/27	1,004	QUARTERLY
Mount San Antonio Cmnty Clg	382,581	261,228	1.139%	11/17/22	08/01/27	1,004	QUARTERLY
Mount San Antonio Ref Bond	2,930,593	383,571	2.329%	10/13/22	08/01/27	1,004	QUARTERLY
Saddleback VY Uni Ref Bond	562,677	2,851,950	2.400%	08/10/22	08/01/27	1,004	QUARTERLY
San Diego CA Com CD	1,348,119	561,721	2.407%	12/15/22	08/01/27	1,004	QUARTERLY
San Ramon Valley Ref Bond	988,556	1,330,604	3.415%	09/15/22	08/01/27	1,004	QUARTERLY
Santa Monica Cmnty Clg Ref Bond	426,168	976,690	3.050%	09/15/22	08/01/27	1,004	QUARTERLY
Sierra CA Cmnty Clg Dist	183,052	427,456	1.129%	11/17/22	08/01/27	1,004	QUARTERLY
William Hart CA Un High	306,037	183,352	1.174%	11/17/22	08/01/27	1,004	QUARTERLY
San Jose CA Txble Ser B	865,389	868,613	2.600%	10/13/22	09/01/27	1,035	QUARTERLY
Soquel Creek Cnty Ref Bond	500,113	495,868	1.445%	05/18/23	03/01/28	1,217	QUARTERLY
Gardena Calif Pension Oblig	921,413	942,300	2.663%	10/19/23	04/01/28	1,248	QUARTERLY
Beverly Hills Ref Bond	577,067	574,078	1.514%	06/15/23	06/01/28	1,309	QUARTERLY
California Health FACS	722,522	728,673	3.378%	11/16/23	06/01/28	1,309	QUARTERLY
Alameda Cnty Calif	523,292	526,289	3.519%	03/21/24	08/01/28	1,370	QUARTERLY
Desert CA Cmnty College	923,402	920,420	2.023%	01/19/24	08/01/28	1,370	QUARTERLY
Long Beach Calif Cmnty	676,670	678,564	2.337%	03/21/24	08/01/28	1,370	QUARTERLY
Redondo Beach Ref Bond	595,019	608,668	1.430%	09/28/23	08/01/28	1,370	QUARTERLY
San Ramon Valley CA Uni	1,646,892	1,656,127	1.670%	07/13/23	08/01/28	1,370	QUARTERLY
Santa Ana College Impt	1,337,646	1,345,965	1.320%	07/13/23	08/01/28	1,370	QUARTERLY
Santa Clarita CA Cmnty	907,868	903,050	1.563%	01/19/24	08/01/28	1,370	QUARTERLY
William Hart CA High	902,434	896,860	1.429%	12/21/23	08/01/28	1,370	QUARTERLY
Yosemite Calif Cmnty Clg	696,033	695,858	2.210%	12/21/23	08/01/28	1,370	QUARTERLY
Mun. Securities TOTAL	\$ 57,303,416	\$ 56,678,797					
Municipal Securities TOTAL	\$ 57,303,416	\$ 56,678,797					

**City of Clovis
Corporate Securities
As of October 31, 2024**

AGENDA ITEM NO. 7.

Corporate Securities	NET BOOK VALUE	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 10/31/24	INTEREST FREQUENCY
Duke Energy Carolinas	1,956,248	1,951,100	3.950%	02/16/24	11/15/28	1,476	QUARTERLY
Toyota MTR Cr Corp	1,993,156	2,004,120	4.650%	02/16/24	01/05/29	1,527	QUARTERLY
Procter & Gamble Co	1,995,371	2,001,700	4.350%	02/16/24	01/29/29	1,551	QUARTERLY
Texas Instrument Inc	1,993,107	2,003,780	4.600%	05/24/24	02/08/29	1,561	QUARTERLY
Air Products and Chemicals Inc	2,008,488	2,005,960	4.600%	07/29/24	02/08/29	1,561	QUARTERLY
Cummins Inc	2,028,308	2,023,640	4.900%	07/29/24	02/20/29	1,573	QUARTERLY
Bristol-Myers Squibb Co	2,003,632	2,025,820	4.900%	05/24/24	02/22/29	1,575	QUARTERLY
AstraZeneca Finance LLC	1,983,979	2,019,040	4.850%	04/19/24	02/26/29	1,579	QUARTERLY
Cisco Sys Inc	2,017,515	2,024,840	4.850%	03/21/24	02/26/29	1,579	QUARTERLY
Caterpillar Finl	2,018,458	2,025,500	4.850%	06/21/24	02/27/29	1,580	QUARTERLY
Merck Co Inc	1,910,609	1,912,760	3.400%	03/21/24	03/07/29	1,588	QUARTERLY
Blackrock Funding Inc	2,008,769	2,013,940	4.700%	03/21/24	03/14/29	1,595	QUARTERLY
Adobe Inc	2,009,463	2,024,980	4.800%	05/24/24	04/04/29	1,616	QUARTERLY
Home Depot Inc	1,992,856	2,027,680	4.900%	04/19/24	04/15/29	1,627	QUARTERLY
United Health Group	1,973,210	2,007,280	4.700%	04/19/24	04/15/29	1,627	QUARTERLY
Glaxosmithkline Capital	1,898,040	1,900,580	3.375%	06/21/24	06/01/29	1,674	QUARTERLY
John Deere Capital	2,012,055	2,018,820	4.850%	06/21/24	06/11/29	1,684	QUARTERLY
Citibank NA	2,040,975	2,005,280	4.838%	08/15/24	08/06/29	1,740	QUARTERLY
Honeywell Intl Inc	2,088,300	2,026,000	4.875%	09/27/24	09/01/29	1,766	QUARTERLY

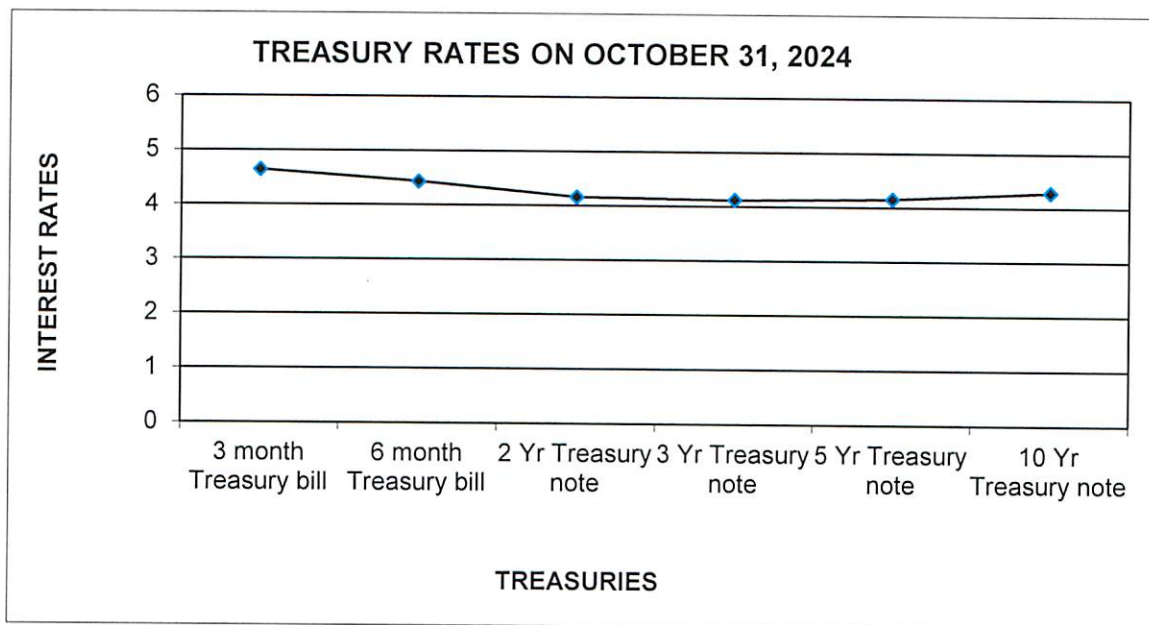
Corp. Securities TOTAL \$ 37,932,539 \$ 38,022,820

Corporate Securities TOTAL \$ 37,932,539 \$ 38,022,820

**CITY OF CLOVIS
FINANCE DEPARTMENT
OCTOBER 31, 2024 TREASURY RATES**

Treasury Rates as of October 31, 2024

3 month Treasury bill	4.64
6 month Treasury bill	4.43
2 Yr Treasury note	4.16
3 Yr Treasury note	4.12
5 Yr Treasury note	4.15
10 Yr Treasury note	4.28



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: April 14, 2025

SUBJECT: Finance – Receive and File – Treasurer’s Report for the Month of October 2024.

ATTACHMENTS:

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

RECOMMENDATION

Staff recommends that The City Council receive and file the Treasurer’s Report for the Month of October 2024.

EXECUTIVE SUMMARY

Attached for the Council’s information is the Treasurer’s Report for the month ended October 31, 2024.

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 October 31, 2024.

BACKGROUND

State law (Government Code Section 41004) requires that the City Treasurer shall submit to the City Clerk each month a written report and accounting of all receipts, disbursements, and fund balances.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

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

ACTIONS FOLLOWING APPROVAL

Staff will file the report.

CONFLICT OF INTEREST

None.

Prepared by: Susan Evans, Deputy Finance Director

Reviewed by: City Manager AA

City of Clovis
Statement of Cash Balances
As of October 31, 2024

AGENDA ITEM NO. 8.

Previous Balance		\$2,661,881.27
Deposits		29,494,636.46
Disbursements		<u>(29,326,118.95)</u>
Current Balance		<u><u>\$ 2,830,398.78</u></u>
<u>FUNDS</u>	<u>BALANCE</u>	
100 General Fund	\$ (808,714.87)	
201 Local Transportation	20,070,255.58	
202 Parking and Business Improvements	219,032.47	
203 Off Highway Use	75,740.95	
204 Community Facilities District 2020-1	302,246.08	
205 Senior Citizen Memorial Trust	64,192.23	
207 Landscape Assessment District	7,469,321.85	
208 Blackhorse III (95-1) Assessment District	10,090.22	
209 Blackhorse III (95-1) Assessment District 2	21,575.11	
275 HCD Block Grant Fund	720,412.75	
301 Park & Recreation Acquisition	7,393,231.76	
304 Affordable Housing	1,009,880.56	
305 Refuse Equipment Reserve	2,768,935.60	
310 Special Street Deposit Fund	56,929,538.25	
314 Housing Successor Agency	464,928.72	
402 1976 Fire Bond Redemption	25,446.16	
404 1976 Sewer Bond Redemption Fund	437,690.07	
501 Community Sanitation Fund	15,917,219.96	
502 Sewer Service Fund	39,586,640.60	
504 Sewer Capital Projects-Users	253,581.88	
506 Sewer Capital Projects-Developer	4,042,659.25	
507 Water Service Fund	45,426,426.69	
508 Water Capital Projects-Users	7,528,956.20	
509 Water Capital Projects-Developer	14,668,767.12	
515 Transit Fund	7,101,049.25	
540 Planning & Development Services	16,367,995.68	
601 Property & Liability Insurance	45,992.48	
602 Fleet Maintenance	28,775,489.08	
603 Employee Benefit Fund	18,904,421.76	
604 General Government Services	26,192,192.87	
605 Facilities Maintenance	4,668,176.67	
606 Information Technology	6,357,921.10	
701 Curb & Gutter Fund	172,908.17	
703 Payroll Tax & Withholding Fund	1,092,411.90	
712 Temperance/Barstow Assmt Dist (98-1)	81,529.77	
713 Shepherd/Temperance Assmt Dist (2000-1)	5,994.52	
715 Supp Law Enforcement Serv	15,642.28	
716 Asset Forfeiture	513,262.14	
720 Measure A-Public Safety Facility Tax	2,129.23	
736 SA Admin Trust Fund	1,421.40	
741 SA Debt Service Trust Fund	(131,525.21)	
747 Housing Successor Trust Fund	1,137.98	
SUBTOTALS	<u><u>\$ 334,766,206.26</u></u>	
999 Invested Funds	<u>(331,935,807.48)</u>	
TOTAL	<u><u>\$ 2,830,398.78</u></u>	

City of Clovis
Summary of Investment Activity
For the month of October 31, 2024

Balance of Investments Previous Month End		\$ 335,145,243.07
Time Certificates of Deposit Transactions		
Investments	250,000.00	
Withdrawals	(250,000.00)	
Total CD Changes		0.00
Other Changes		
Government Securities	153,166.75	
Local Agency Investment Fund	687,336.09	
Municipal Securities	85,083.00	
Corporate Securities	1,319.00	
Sweep Account	(4,136,340.43)	
Total Other Changes		(3,209,435.59)
Balance of Investments Current Month End		\$ 331,935,807.48

City of Clovis
Distribution of Investments
As of October 31, 2024

Insured CD's	32,000,000.00
Government Securities	136,873,526.10
Corporation Securities	37,932,539.00
Local Agency Investment Fund	58,646,660.11
Municipal Securities	57,303,415.55
Sweep Account	9,179,666.72
Investment Total	\$ 331,935,807.48

City of Clovis
Government Maturities Exceeding One Year
As of October 31, 2024

AGENDA ITEM NO. 8.

Institution	Face Value	Investment	Maturity	Stated Rate
		Balance At Amortized Cost		
FHLB	5,000,000.00	4,999,549	11/15/2024	1.050%
FHLB	1,735,000.00	1,724,201	12/30/2024	0.500%
FNMA	2,000,000.00	1,976,503	2/24/2025	0.500%
FNMA	1,000,000.00	988,433	2/25/2025	0.520%
FHLB	1,000,000.00	988,588	2/27/2025	0.625%
FHLB	4,000,000.00	3,997,811	2/28/2025	1.750%
FAMCMTN	4,000,000.00	4,000,000	4/25/2025	2.750%
FAMCMTN	4,000,000.00	3,989,282	7/28/2025	0.750%
FHLB	5,000,000.00	5,000,000	8/28/2025	3.600%
FHLB	5,000,000.00	4,988,724	9/8/2025	0.600%
FHLB	980,000.00	917,459	11/25/2025	0.500%
FFCB	5,000,000.00	4,989,291	2/11/2026	0.580%
FHLB	4,000,000.00	3,975,494	2/24/2026	0.750%
FHLB	3,000,000.00	2,879,470	3/16/2026	0.790%
FHLB	5,000,000.00	4,987,485	9/28/2026	0.940%
FHLB	4,000,000.00	3,838,792	10/28/2026	1.150%
FHLB	6,000,000.00	5,995,045	11/24/2026	1.250%
FHLB	5,000,000.00	5,055,152	12/11/2026	2.125%
FHLB	4,500,000.00	4,272,833	2/24/2027	1.020%
FHLB	5,000,000.00	4,769,552	2/24/2027	1.020%
FHLB	4,000,000.00	3,855,845	2/26/2027	0.900%
FHLB	6,800,000.00	6,388,389	2/26/2027	0.900%
FHLB	5,700,000.00	5,565,912	2/26/2027	0.900%
FHLB	6,000,000.00	5,341,337	2/26/2027	1.000%
FHLB	4,000,000.00	4,000,000	3/8/2027	2.375%
FHLB	6,000,000.00	5,434,858	2/22/2028	0.830%
FHLB	400,000.00	363,770	2/25/2028	1.125%
FFCB	2,500,000.00	2,216,766	3/2/2028	1.000%
FHLB	3,000,000.00	1,976,280	3/10/2028	4.500%
FFCB	2,245,000.00	3,086,725	3/10/2028	1.000%
FFCB	700,000.00	640,598	3/22/2028	1.370%
FFCB	6,000,000.00	6,071,053	4/25/2028	3.875%
FFCB	5,500,000.00	5,395,682	4/27/2028	3.740%
FFCB	3,000,000.00	2,966,898	6/22/2028	4.470%
FFCB	3,000,000.00	2,709,458	7/13/2028	1.230%
FHLMC	1,000,000.00	883,466	7/27/2028	1.100%
FNMA	1,000,000.00	879,709	7/28/2028	1.000%
FHLB	1,000,000.00	904,484	8/4/2028	1.300%
FFCB	3,000,000.00	2,985,581	9/8/2028	4.750%
FHLMC	1,000,000.00	873,052	10/19/2028	1.000%

City of Clovis
Municipal Maturities Exceeding One Year
As of October 31, 2024

Institution	Face Value	Investment	Maturity	Stated Rate
		Balance At Amortized Cost		
UC General Revenue Bonds	1,000,000.00	995,367.00	5/15/2025	3.050%
Antelope Valley Comm Coll	750,000.00	742,504.50	8/1/2025	1.767%
Chabot Las Positas Comm Coll	1,490,000.00	1,468,318.00	8/1/2025	0.880%
Foothill De Anza Ref Bds 2021B	835,000.00	815,309.50	8/1/2025	0.906%
San Dieguito USD GO Bonds	1,000,000.00	980,555.00	8/1/2025	1.661%
Santa Ana Coll Improv Dist	250,000.00	245,689.50	8/1/2025	0.744%
Orange County Water Dist	900,000.00	884,478.00	8/15/2025	2.095%
San Jose Ca Taxable Series B	2,355,000.00	2,318,541.50	9/1/2025	2.450%
LA CUSD GO Bonds	1,000,000.00	1,003,599.00	7/1/2026	1.455%
Chabot Las Positas Comm Coll	3,505,000.00	3,387,363.00	8/1/2026	1.080%
Chaffey Joint Union HS	1,565,000.00	1,537,872.50	8/1/2026	2.475%
Huntington Beach Union HS	3,305,000.00	3,210,746.00	8/1/2026	1.208%
Placentia Yorba Linda USD	1,110,000.00	1,075,630.00	8/1/2026	1.070%
San Diego Comm Coll Dist	470,000.00	463,723.00	8/1/2026	2.299%
San Ramon Valley CUSD	2,125,000.00	2,125,000.00	8/1/2026	1.147%
Sonoma County Jr Coll Dist	2,000,000.00	1,964,391.00	8/1/2026	2.447%
San Diego Pub Facilities Dist	1,625,000.00	1,577,795.00	10/15/2026	1.812%
California St Univ Taxable 2021B	2,500,000.00	2,348,046.00	11/1/2026	1.142%
El Dorado Irrigation Dist	1,175,000.00	1,131,283.00	3/1/2027	1.687%
Rancho Santiago CC Ref 2020	335,000.00	2,210,297.50	3/1/2027	1.106%
UC Taxable Gen Bds 2020 B	2,385,000.00	556,844.00	5/15/2027	1.316%
El Monte HSD Taxable Ref 2021	600,000.00	2,073,277.00	6/1/2027	1.326%
LA Dept Wtr Pwr Rev Bonds 2010C	2,000,000.00	983,930.00	7/1/2027	5.516%
Colton CA USD Ref Bonds 2020	1,060,000.00	842,298.00	8/1/2027	1.603%
Contra Costa Comm College Dist	880,000.00	233,005.00	8/1/2027	2.163%
Corona Norco USD Ref Bond 2019	250,000.00	501,847.00	8/1/2027	2.297%
Foothill De Anza CC Taxable 2021	540,000.00	1,007,174.00	8/1/2027	1.473%
Fremont USD Alameda County	1,100,000.00	1,110,113.00	8/1/2027	1.113%
Fremont USD Taxable Ref 2021	1,140,000.00	324,560.80	8/1/2027	2.000%
Marin County Comm Coll 2016	335,000.00	260,317.00	8/1/2027	3.330%
Mount San Antonio CC 2021	285,000.00	382,580.75	8/1/2027	1.139%
Mount San Antonio Comm Coll	405,000.00	2,930,593.00	8/1/2027	2.329%
Saddleback Valley USD	3,000,000.00	562,677.00	8/1/2027	2.400%
San Diego CCD Taxable 2019	590,000.00	1,348,119.00	8/1/2027	2.407%
San Ramon Valley CUSD	1,435,000.00	988,556.00	8/1/2027	1.440%
Santa Monica Comm College Dist	1,000,000.00	426,167.50	8/1/2027	3.415%
Sierra CA CCD 2021A Ref	465,000.00	183,052.00	8/1/2027	1.129%
William Hart USD 2020 Ref	200,000.00	306,036.50	8/1/2027	1.174%
San Jose Ca Taxable Series B	910,000.00	865,389.00	9/1/2027	2.600%
Soquel Creek Wtr Ref 2020	545,000.00	500,112.50	3/1/2028	1.445%
Gardena Calif Pension Obligation	1,000,000.00	921,413.00	4/1/2028	2.663%
Beverly Hills Taxable Ref 2020B	635,000.00	577,066.50	6/1/2028	1.514%
California Health Facs Fing Au	760,000.00	722,522.00	6/1/2028	3.378%
Alameda Cnty Calif	540,000.00	523,292.00	8/1/2028	3.519%
Desert CA Cmnty College	1,000,000.00	923,402.00	8/1/2028	2.023%
Long Beach Calif Cmnty	730,000.00	676,670.00	8/1/2028	2.337%
Redondo Beach CA Uni Bond 2018	675,000.00	595,019.00	8/1/2028	1.430%
San Ramon Valley CA	1,820,000.00	1,646,892.00	8/1/2028	1.670%
Santa Ana College Impt	1,500,000.00	1,337,646.00	8/1/2028	1.320%
Santa Clarita Calif Cmnty	1,000,000.00	907,868.00	8/1/2028	1.563%
William Hart High	1,000,000.00	902,434.00	8/1/2028	1.429%
Yosemite Calif Cmnty College	750,000.00	696,033.00	8/1/2028	2.210%

City of Clovis
Corporate Maturities Exceeding One Year
As of October 31, 2024

AGENDA ITEM NO. 8.

Institution	Face Value	Investment	Maturity	Stated Rate
		Balance At Amortized Cost		
Duke Energy Carolinas LLC	2,000,000.00	1,956,248.00	11/15/2028	3.950%
Toyota MTR Cr Corp	2,000,000.00	1,993,156.00	1/5/2029	4.350%
Procter & Gamble Co	2,000,000.00	1,995,371.00	1/29/2029	4.650%
Texas Instrument Inc	2,000,000.00	1,993,107.00	2/8/2029	4.600%
Air Products and Chemicals	2,000,000.00	2,008,488.00	2/8/2029	4.600%
Cummins Inc	2,000,000.00	2,028,308.00	2/20/2029	4.900%
Bristol-Myers Squibb Co	2,000,000.00	2,003,632.00	2/22/2029	4.900%
Astrazeneca Finance LLC	2,000,000.00	1,983,979.00	2/26/2029	4.850%
Cisco Sys Inc.	2,000,000.00	2,017,515.00	2/26/2029	4.850%
Caterpillar Finl	2,000,000.00	2,018,458.00	2/27/2029	4.850%
Merck Co Inc.	2,000,000.00	1,910,609.00	3/7/2029	3.400%
Blackrock Fund Inc.	2,000,000.00	2,008,769.00	3/14/2029	4.700%
Adobe Inc	2,000,000.00	2,009,463.00	4/4/2029	4.800%
Home Depot Inc.	2,000,000.00	1,992,856.00	4/15/2029	4.900%
United Health Group	2,000,000.00	1,973,210.00	4/15/2029	4.700%
Glaxosmithkline Capital	2,000,000.00	1,898,040.00	6/1/2029	3.375%
John Deere Capital	2,000,000.00	2,012,055.00	6/11/2029	4.850%
Citibank NA	2,000,000.00	2,040,975.00	8/6/2029	4.838%
Honeywell Intl Inc	2,000,000.00	2,088,300.00	9/1/2029	4.875%



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services

DATE: April 14, 2025

SUBJECT: General Services – Approval – Res. 25-____, Authorizing the Execution of the Certificates and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) and Submittal of One (1) Project for Fiscal Year 2024-2025.

ATTACHMENTS: 1. Resolution 25-____
2. Authorized Form and Certifications and Assurances

RECOMMENDATION

For the City Council to approve a resolution authorizing the execution of the Certificates and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) and submittal of one (1) project for fiscal year 2024-25.

EXECUTIVE SUMMARY

The City of Clovis has been eligible for annual allocations of Low Carbon Transit Operations Program (LCTOP) funds since FY 2014-2015. At least 50% of the funds must be spent in a manner which provides a direct, meaningful, and assured benefit to the designated disadvantaged communities. According to the California Air Resources Board (CARB) CalEnviroScreen Tool 4.0, the disadvantaged areas in the City of Clovis are bordered by Clovis Avenue to the east, Gettysburg Avenue to the south, Winery Avenue to the west (south of Bullard Avenue), Villa Avenue to the west (between Herndon Avenue and Bullard Avenue), and Herndon Avenue to the north (to Fowler Avenue), and Fowler Avenue to the east (to Ashlan Avenue).

The California Department of Transportation, Caltrans, administers the LCTOP project funding and requires a City Council approved resolution (Attachment 1). The resolution authorizes the Deputy General Services Director to oversee and execute all required documentation for the LCTOP proposed project. The LCTOP FY2024-25 allocation is \$365,260 and will be applied to one (1) project. This project is on a cumulative allocation to support bus stop improvements for newly expanded routes. The total project cost is estimated at \$1,076,000 and it will be funded through LCTOP and STA funds. LCTOP will fund most of the cost at \$1,010,599 and the remaining cost of \$65,401 will be subsidized with Transportation Development Act (TDA) STA reserve funds.

BACKGROUND

LCTOP is one of several programs under the Transit, Affordable Housing, and Sustainable Communities Program, established by the California Legislature in 2014 by SB 862. Funding for the LCTOP is appropriated from the Greenhouse Gas Reduction Fund, and the City of Clovis receives funding on a formulaic basis. This program was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions (GHG) and improve mobility with an emphasis on serving disadvantaged communities. At least 50% of the funds must be spent in a manner which provides direct, meaningful, and assured benefit to the designated disadvantaged areas. In Clovis, these disadvantaged areas, as identified by the California Air Resources Board (CARB) using the CalEnviroScreen 4.0 Tool, are bordered by Clovis Avenue to the east, Gettysburg Avenue to the south, Winery Avenue to the west (south of Bullard Avenue), Villa Avenue to the west (between Herndon Avenue and Bullard Avenue), and Herndon Avenue to the north (to Fowler Avenue), and Fowler Avenue to the east (to Ashlan Avenue).

Caltrans administers the LCTOP project funding and the required reporting. Caltrans requires a City Council approved resolution designating and authorizing a City staff member to execute the Certifications and Assurances, manage all reporting requirements, and oversee the LCTOP proposed project (Attachment 2). The resolution designates the Deputy General Services Director to execute the Certificates and Assurances along with other reporting documentation.

The resolution also includes the approval of one (1) project for the FY 2024-2025 LCTOP allocation request. The projected FY 2024-2025 allocation of \$365,260 will be combined with prior LCTOP funding for a multi-year bus stop improvement project. This multi-year project is expected to cost \$1,076,000. Expenditures will be subsidized with a total of \$1,010,599 LCTOP funds and offset by TDA STA reserve funds in the amount of \$65,401. This project includes the purchase of bus stop furniture and installation of the bus shelters, seating areas, and required land/concrete adjustments to meet ADA requirements.

The bus stop improvements will support the fixed route bus system by facilitating travel for the community to enjoy the newly designed and expanded routes, which are expected to be operational by December 2025. During summer and winter months it can be challenging for passengers to utilize transit if the appropriate amenities are not available. This project will include bus shelters, appropriate seating, and be ADA compliant, offering passengers protection from inclement weather conditions. Bus stop improvements will ease the utilization of Clovis Transit's newly expanded routes, increasing ridership, reducing vehicle miles traveled; thus, improving air quality for disadvantaged communities in Clovis and Fresno County.

FISCAL IMPACT

The fiscal impact is revenue from the FY2024-25 LCTOP allocation in the amount of \$365,260. Funding from FY2024-25 will be combined with prior year funding amounts for a multi-year bus stop improvement project. This project cost is estimated at \$1,076,000 and will be funded with LCTOP funds in the amount of \$1,010,599 and TDA STA reserve funds of \$65,401.

REASON FOR RECOMMENDATION

The resolution and Certifications and Assurances documents are required by Caltrans for LCTOP funding to be awarded for a proposed project. The multi-year project is for bus stop improvements to support the newly expanded routes. The community will benefit from these additional bus stop shelters during inclement weather conditions. The added amenities will motivate individuals to take advantage of our newly expanded fixed route transit service.

ACTIONS FOLLOWING APPROVAL

Staff will submit a copy of the resolution and the signed Certifications and Assurances documents to Caltrans. The Deputy General Services Director will continue to apply for the LCTOP annual funding and will complete the necessary program reporting and documentation requirements.

CONFLICT OF INTEREST

None.

Prepared by: Susanna Herrera, Management Analyst

Reviewed by: City Manager AH

RESOLUTION 25-__

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
 APPROVING AUTHORIZATION FOR THE EXECUTION OF THE CERTIFICATIONS AND
 ASSURANCES AND AUTHORIZED AGENT FORMS FOR THE LOW CARBON TRANSIT
 OPERATIONS PROGRAM (LCTOP) FOR THE FOLLOWING PROJECT: BUS STOP
 IMPROVEMENTS FOR \$365,260**

WHEREAS, the City of Clovis is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the City of Clovis wishes to delegate authorization to execute these documents and any amendments thereto to the Deputy General Services Director; and

WHEREAS, the City of Clovis wishes to implement the following LCTOP project listed above.

NOW, THEREFORE, BE IT RESOLVED, that the City of Clovis agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Deputy General Services Director be authorized to execute all required documents of the LCTOP Program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the City of Clovis City Council hereby authorizes the submittal of the following project nomination and allocation request to the Department in FY2024-25 LCTOP funds: Bus Stop Improvements for \$365,260.

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The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on April 14, 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: April 14, 2025

Mayor

City Clerk

FY 2024-2025 LCTOP Authorized Agent

AS THE General Services Director

(Chief Executive Officer/Director/President/Secretary)

OF THE City of Clovis

(Name of County/City/Transit Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Local Assistance. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Bethany Berube, Deputy General Services Director

(Name and Title of Authorized Agent)

OR

Click here to enter text.

(Name and Title of Authorized Agent)

OR

Click here to enter text.

(Name and Title of Authorized Agent)

OR

Click here to enter text.

(Name and Title of Authorized Agent)

OR

Amy Hance

(Print Name)

General Services Director

(Title)

(Signature)

Approved this 15 day of April, 2025

FY 2024-2025 LCTOP

Certifications and Assurances

Lead Agency: City of Clovis

Project Title: Bus Stop Improvements

Prepared by: Susanna Herrera

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, Lead Agency must comply with these terms and conditions.

A. General

1. The Lead Agency agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
2. The Lead Agency must submit to Caltrans a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

1. The Lead Agency certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The Lead Agency assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
2. The Lead Agency certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
3. The Lead Agency certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
4. The Lead Agency certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
5. The Lead Agency certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
6. The Lead Agency must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
7. Any interest the Lead Agency earns on LCTOP funds must be used only on approved LCTOP projects.

FY 2024-2025 LCTOP

8. The Lead Agency must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).
9. Under extraordinary circumstances, a Lead Agency may terminate a project prior to completion. In the event the Lead Agency terminates a project prior to completion, the Lead Agency must (1) contact Caltrans in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

C. Reporting

1. The Lead Agency must submit the following LCTOP reports:

- a. **Annual Project Activity Reports October 30th each year.**
- b. **A Close Out Report within six months of project completion.**
- c. **The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.**
- d. **Project Outcome Reporting as defined by CARB Funding Guidelines.**
- e. **Jobs Reporting as defined by CARB Funding Guidelines.**

2. Other Reporting Requirements: CARB develops and revises Funding Guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with CARB's Funding Guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

1. The Lead Agency agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
2. The Lead Agency agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
 - a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and

FY 2024-2025 LCTOP

- b. Those parties shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with
Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
3. Any project cost for which the Lead Agency has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the Lead Agency to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the Lead Agency to the State. Should the Lead Agency fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the Lead Agency from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

A. Record Retention

1. The Lead Agency agrees and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the Lead Agency, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP) and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the Lead Agency, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per CARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the Lead Agency, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Lead Agency pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the Lead Agency's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
2. For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with

FY 2024-2025 LCTOP

the performance of the Lead Agency's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the Lead Agency shall furnish copies thereof if requested.

3. The Lead Agency, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the Civil Rights Department, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

Caltrans may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at Caltrans' discretion at any time prior to the completion of the LCTOP.

I certify all these conditions will be met.

Bethany Berube

(Print Authorized Agent)

Deputy General Services Director

(Title)

(Signature)

(Date)



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services

DATE: April 14, 2025

SUBJECT: General Services – Approval – Res. 25-____, Approving and Setting Forth Allocation Requirements of Fresno Council of Governments for the Transit and Intercity Rail Capital Program (TIRCP) and Zero Emission Transit Capital Program (ZETCP).

ATTACHMENTS: 1. Resolution 25-____

RECOMMENDATION

For the City Council to approve a resolution approving and setting forth allocation requirements of Fresno Council of Governments (FCOG) for the Transit and Intercity Rail Capital Program (TIRCP) and Zero Emission Transit Capital Program (ZETCP).

EXECUTIVE SUMMARY

Senate Bill (SB) 125 (Chapter 54, Statutes of 2023) created the Zero Emission Transit Capital Program (ZETCP) and provided direction for the funding appropriated in the Budget Act of 2023 as amended in the Budget Act of 2024 to include TIRCP formula-based funds, creating specific categories for funding to be allocated to Regional Transportation Planning Agencies (RTPAs) and passed through to local transit operators. FCOG has been identified as the RTPA, who are responsible for administering and overseeing SB 125 funding under TIRCP and ZETCP for the transit providers in the region.

The City of Clovis is eligible to receive SB 125 funds to support Phase 1 and Phase 3 of the construction of a new Clovis Transit Operations Center. The City will receive a total of \$14,990,458 of SB 125 funding for four fiscal years (FY2023/24 through FY2026/27); TIRCP will fund \$12,890,942 and \$2,099,516 from ZETCP. FCOG is requesting an approved resolution by City Council for the allocation requirements for the acceptance of the TIRCP and ZETCP funds. Clovis will receive its first allocation in FY2024/25 in the amount of \$7,169,804 which includes \$6,437,310 from TIRCP and \$732,494 from ZETCP.

BACKGROUND

In 2014 the Transit and Intercity Rail Capital Program (TIRCP) was created by Senate Bill (SB) 862 and modified by SB 9 in 2015 to provide grants from the Greenhouse Gas Reduction Fund (GGRF) to fund transformative capital improvements that will modernize California's intercity,

commuter, urban rail systems, and bus and ferry transit systems to reduce emission of greenhouse gases, vehicle miles traveled, and congestion. The State Department of Transportation (CALSTA) administers the TIRCP program. CALSTA offers competitive grant opportunities for projects that support the improvement of greenhouse gas emissions. In 2023, SB 102 and SB 125 created the Zero Emission Transit Capital Program (ZETCP) and provided direction for the appropriated funding. The Budget Acts of 2023 and 2024 created specific categories for funding to be allocated to Regional Transportation Planning Agencies (RTPAs) and passed through to local transit operators in their region. TIRCP funds will now be issued formula based to transit agencies throughout California for capital or operations assistance.

Fresno Council of Governments (FCOG) is the RTPA for Fresno County. As the designated RTPA, FCOG is responsible for administering and dispersing allocations, as well as overseeing and meeting reporting requirements under SB 125. CALSTA required RTPAs to submit a list of project proposals for the total allocation for their region. On August 22, 2024, CALSTA approved FCOG's allocation of \$119,707,058 for four fiscal years (FY 2023/24 through FY 2026/27) of the program and authorized the initial disbursement of \$51,406,113 for the first year of TIRCP and \$6,249,069 for two fiscal years (FY 2023/24 and FY 2024/25) of ZETCP. CALSTA will make subsequent program disbursements to FCOG subject to their adopted policy and guidelines.

Under the FCOG's project proposals for SB 125 funding the City of Clovis submitted one capital project, Clovis Transit Operations Center (Phase 1 and Phase 3). Clovis Transit will require a new transit operations center to support the transition and conversion of its existing fleet to meet the California Air Resource Board (CARB) Innovative Clean Transit (ICT) regulation. This new operations center will also support the expansion and development of the City, forecasting the need for additional transit services for city residents. Clovis will utilize SB 125 funding to support Phase 1 in the purchase of land for the construction of the new Clovis Transit Operations Center and in Phase 3 the purchase and installation of zero emission infrastructure for zero emission vehicles. TIRCP formula funds will provide \$12,890,942 towards Phase 1 and ZETCP funds will support Phase 3 with \$2,099,516 for a total of \$14,990,458.

FCOG will issue the first installment to the City in the amount of \$7,169,804 which includes \$6,437,310 from TIRCP and \$732,494 from ZETCP. FCOG requires a City Council approved resolution before funds can be disbursed in June 2025. The resolution includes specifications for the City to deposit funds into an interest-bearing account and follow program requirements specified, including reporting, under the final guidelines dated January 10, 2025, by CALSTA Budget Act 2024 for SB 125 formula based TIRCP and ZETCP.

FISCAL IMPACT

The City will receive \$7,169,804 in revenues for FY 2024/25 for TIRCP and ZETCP. Revenue amounts will be placed into an interest-bearing account and interest earned must be recorded and monitored.

REASON FOR RECOMMENDATION

FCOG requires recipients of SB 125 funding to submit a City Council approved resolution for the disbursement of the first allocation. The first allocation amount will be \$7,169,804 and will be placed into an interest-bearing account affording additional funds for the Clovis Transit

Operations Center Project. The construction of a new facility will be expensive to build and will require multiple funding sources to support its completion. SB 125 funds will support the local match requirements for other grant opportunities. By committing over \$14 million to the project, Clovis will demonstrate a vested interest, making it more competitive for additional funding sources. This new transit operations center will also support the transition of our transit fleet to meet CARB ICT regulations, improve regional air quality, and enhance transit services across all areas of Clovis within our sphere of influence.

ACTIONS FOLLOWING APPROVAL

Staff will submit a copy of the approved resolution to FCOG for allocation disbursement. Finance staff will deposit revenue into an interest-bearing account, record and monitor funds, and interest earned.

CONFLICT OF INTEREST

None.

Prepared by: Susanna Herrera, Management Analyst

Reviewed by: City Manager AH

RESOLUTION 25-____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
 APPROVING AND SETTING FORTH ALLOCATION REQUIREMENTS OF FRESNO
 COUNCIL OF GOVERNMENTS FOR THE TRANSIT AND INTERCITY RAIL CAPITAL
 PROGRAM (TIRCP) AND ZERO EMISSION TRANSIT CAPITAL PROGRAM (ZETCP)**

WHEREAS, the Transit and Intercity Rail Capital Program (TIRCP) was created by Senate Bill (SB) 862 (Chapter 36, Statutes of 2014) and modified by SB9 (Chapter 710, Statutes of 2015) to provide grants from the Greenhouse Gas Reduction Fund (GGRF) to fund transformative capital improvements that will modernize California's intercity, commuter, and urban rail systems, and bus and ferry transit systems, to significantly reduce emission of greenhouse gases, vehicle miles traveled, and congestion; and

WHEREAS, SB 102 (Chapter 38, Statutes of 2023) and SB 125 (Chapter 54, Statutes of 2023) created the Zero Emission Transit Capital Program (ZETCP) and provided direction with regards to the funding appropriated in the Budget Act of 2023 as amended in the Budget Act of 2024 creating specific categories for funding to be allocated to Regional Transportation Planning Agencies (RTPAs) and passed on to local transit operators; and

WHEREAS, the State Department of Transportation (CALSTA), provided guidance, Budget Act of 2024 SB125 Formula-Based Transit and Intercity Rail Capital Program & Zero Emission Transit Capital Final Guidelines, dated January 10, 2025; and

WHEREAS, those guidelines are subject to future modifications by CALSTA; and

WHEREAS, Fresno Council of Governments (FCOG) is the RTPA designated by the Governor for the Fresno County Region; and

WHEREAS, FCOG recognizes the City of Clovis (Clovis Transit), as a public transit operator in Fresno County eligible to receive TIRCP and ZETCP GGRF, and ZETCP Public Transit Account (PTA) funding pursuant to SB125; and

WHEREAS, on August 22, 2024, CALSTA approved an allocation of \$119,707,058 across all fiscal years of the program to support the projects attached to this resolution (Attachment 1A) and authorized initial disbursement of \$51,406,113 representing the first year of TIRCP (FY 2023-24) and \$6,249,069 ZETCP (FY 2023-24 and FY 2024-25); and

WHEREAS, CALSTA will make subsequent program disbursements to FCOG subject to their adopted policy and guidelines; and

WHEREAS, FCOG will make disbursements to eligible Transit Operators in compliance with this resolution based on the CALSTA approved Allocation and deposits received.

NOW THEREFORE BE IT RESOLVED, that the City of Clovis (Clovis Transit) adopts this resolution, agreeing to covenants herein;

1. City of Clovis shall deposit program proceeds received from FCOG in a dedicated interest-bearing account, report interest earnings to FCOG, and receive authorization prior to spending interest on an approved project.
2. City of Clovis shall carry the unspent balance of program proceeds and interest earnings in a deferred revenue account until expended on an approved project.
3. City of Clovis shall spend program proceeds received from FCOG only on approved projects per the adopted guidelines.
4. City of Clovis shall adhere to requirements in the adopted guidelines, CALSTA Budget Act of 2024 SB125 Formula-Based Transit and Intercity Rail Capital Program & Zero Emission Transit Capital Final Guidelines, dated January 10, 2025, or subsequent revisions as made by CALSTA.
5. City of Clovis shall provide program reporting per a template designed by FCOG in conjunction with CALSTA requirements.
6. The State of California and FCOG retain the right to review project documents and conduct audits during project implementation and over the life of the project.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on April 14, 2025, by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: April 14, 2025

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services

DATE: April 14, 2025

SUBJECT: General Services – Approval – Res. 25-____, Adopting the FY 2025-26 Consolidated Transportation Service Agency (CTSA) Operations and Program Budget (OPB) for Round Up Transit Services.

ATTACHMENTS: 1. Resolution 25-____
2. CTSA OPB FY 2025-26 – Final OPB

RECOMMENDATION

For the City Council to approve a resolution adopting the FY 2025-26 Consolidated Transportation Service Agency (CTSA) Operations and Program Budget (OPB) for Round Up Transit services.

EXECUTIVE SUMMARY

The Consolidated Transportation Service Agency (CTSA) Operations and Program Budget (OPB) is a planning document required to maintain compliance with Public Utilities Code regulations to secure Transportation Development Act (TDA) funds for designated CTSA's. The document is revised annually as required.

BACKGROUND

The development of the CTSA Operations and Program Budget (OPB) for the Clovis Urban Area, Fresno Metropolitan Area, Rural Fresno County, and the City of Clovis has been a collaborative effort with Fresno Council of Governments (FCOG).

The OPB is intended to serve the following purposes:

1. Provide a program of operations, including an implementation schedule for new or modified services, and a program budget for the Clovis CTSA coordinated and consolidated social service transportation services for the program year beginning July 1, 2025, through June 30, 2026.
2. Serve as a resource document for local elected officials, social service agencies, and citizens.

3. Demonstrate the CTSA's compliance with Section 99275.5 of the Public Utilities Code concerning Transportation Development Act (TDA) Local Transportation Fund (LTF) Article 4.5 claim evaluation criteria and required findings, and with the Fresno Council of Governments Assembly Bill 120 Action Plan.

Document efforts to improve coordination and consolidation of social services transportation services in order to meet state regulations

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

As a designated CTSA, the City of Clovis is required to prepare the OPB annually to comply with Section 99275.5 of the Public Utilities Code concerning the Transportation Development Act (TDA) Local Transportation Funds (LTF) Article 4.5 claim criteria and required productivity findings.

ACTIONS FOLLOWING APPROVAL

Attach Resolution 25-___ in the Clovis section of the CTSA document and file finalized document with the Fresno Council of Governments (FCOG).

CONFLICT OF INTEREST

None.

Prepared by: Nick Chin, Transit Manager

Reviewed by: City Manager AK

RESOLUTION 25-____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING THE ADOPTION OF THE CTSA'S OPERATIONS AND PROGRAM
BUDGET (OPB) FOR CLOVIS TRANSIT ROUND UP SERVICES**

WHEREAS, the Fresno Council of Governments (FCOG) has separately designated the Clovis Transit Round Up Service as a Consolidated Transportation Services Agency (CTSA); and

WHEREAS, the document has been prepared in cooperation with Fresno Area Express (FAX), Clovis Transit, and the Fresno County Rural Transit Agency (FCRTA); and

WHEREAS, Clovis Transit has prepared, under contract, the FY 2025-2026 "Operations Program and Budget for the Clovis CTSA"; and

WHEREAS, the document has been prepared in conjunction with the annual performance evaluation process, the Short Range Transit Plans and Public Transit Budgets; and

WHEREAS, said document has been reviewed during the past forty-five (45) days.

NOW THEREFORE BE IT RESOLVED, that the City of Clovis does hereby adopt the "Operations and Program Budget for the Clovis CTSA 2025-2026" as the basis for its continued responsibility as the designated CTSA for the City of Clovis.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on April 14, 2025, by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: April 14, 2025

Mayor

City Clerk

**CONSOLIDATED TRANSPORTATION SERVICE AGENCY
OPERATIONS PROGRAM AND BUDGET
FOR FISCAL YEAR 2025 - 26
CLOVIS URBAN AREA**

Date: May 2025

SUBMITTED TO
THE FRESNO COUNCIL OF GOVERNMENTS

PREPARED BY
CITY OF CLOVIS
THE CLOVIS CONSOLIDATED TRANSPORTATION SERVICE AGENCY

785 3rd Street
Clovis, CA 93612
Phone: 559-324-2760

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OPERATIONS AND PROGRAM BUDGET OF THE CLOVIS URBAN CONSOLIDATED TRANSPORTATION SERVICE AGENCY

INTRODUCTION

The City of Clovis operates two types of public transit service. Clovis Stageline provides general public, fixed-route service within the City limits and into the northeast area of Fresno including California State University Fresno (CSUF). Clovis Round Up operates specialized demand-responsive service for disabled residents with scheduled trips within Clovis/ Fresno metropolitan area. The City of Clovis has designated Round Up services as the Consolidated Transportation Service Agency (CTSA) for the Clovis Transit service area.

INTRODUCTION

The Consolidated Transportation Service Agency (CTSA) Operations Program and Budget (OPB) for the Clovis Urban Area has been developed in cooperation with the Fresno Council of Governments (Fresno COG). The OPB is intended to:

1. Provide a program of operations, including an implementation schedule for new or modified services, and a program budget for CTSA coordinated and consolidated social service transportation services for the program year, July 1, 2025 through June 30, 2026.
2. Serve as a resource document for local elected officials, social service agencies, and citizens.
3. Demonstrate the CTSA's compliance with Section 99275.5 of the Public Utilities Code concerning Article 4.5 claim evaluation criteria and required findings, and with the Fresno COG Assembly Bill 120 Action Plan (adopted February 1982).
4. Document efforts to improve coordination and consolidation of social service transportation services in order to:
 - a. Demonstrate compliance with Chapter 1120 of the 1979 California Statutes by addressing and substantiating which of the coordination benefits specifically listing in the legislation should be pursued by the CTSA.
 - b. Create additional opportunities to utilize supplemental grant funding available from federal and state assistance programs to support social service transportation services by demonstrating that "coordination criteria" have been met.

Operational concerns for FY26 include:

- Monitor demand for service to newly expanded city areas to the northeast and southeast, including Loma Vista and Heritage Grove;
- Continue to monitor impacts of VMT and maximize any potential mitigation resulting from route changes;
- Continue to assess commercial driver shortage and make necessary adjustments to continue to meet service levels;
- Continue to adjust and adapt operations to incorporate the second transit location (Transit Hub at Landmark Square);
- Continue to research and evaluate zero-emission vehicles to ensure compliance with the California Air Resources Board (CARB) mandate, which requires public transit agencies to convert to zero-emission vehicles by 2030;
- Utilize feasibility electrification study to begin planning efforts for ICT Compliance through fleet conversion;
- Continue coordination efforts with other transit agencies in the region including Fresno Area Express, Fresno County Rural Transit Agency, and Fresno Council of Governments;
- Monitor and review all local, state, and federal funding opportunities for transit requirements and future transportation developments.

GOALS, OBJECTIVES, AND POLICIES FOR CONSOLIDATED TRANSPORTATION SERVICE AGENCIES (STATE AND REGIONAL MANDATES)

In 1985 the Clovis City Council adopted the following goals, objectives, and standards for Clovis Transit as part of the transit planning process. Annually the Council reviews and amends these standards as needed.

Chapter 1120 of the 1979 California Statutes and the Assembly Bill 120 Action Plan declare goals, objectives and policies which apply "generally" to CTSA services. These are as follows:

GOAL

Improve transportation service required by social service fund recipients by promoting the improved coordination and consolidation of transportation services.

Objectives Which May Apply

1. Centralized administration for the elimination of duplicated administrative requirements.
2. Identification and consolidation of all sources of funding for the provision of more effective and cost-efficient services.

3. Centralized dispatching for more efficient vehicle use.
4. Centralized maintenance for adequate, regular, and more cost-effective vehicle maintenance.
5. Adequate driver training programs for safer vehicle operation and lower insurance costs.
6. Combined purchasing for more effective cost savings.

Policies

1. Any centralized administration shall utilize, to the maximum extent possible, existing public and private administrative capabilities and expertise to achieve the system goals.
2. Existing sources of funding utilized prior to the Social Service Transportation Improvement Act (Assembly Bill 120) shall, to the maximum extent possible, be continued.
3. The consolidation of services shall, to the maximum extent possible, utilize existing agency operating and maintenance personnel and expertise.
4. The Fresno Council of Government (COG) shall utilize its regulatory roll over Transportation Development Act (TDA) monies by monitoring and evaluating the performance of the CTSA's through the TDA claim process, an annual financial audit, and annual productivity evaluation, a triennial performance audit, and the CTSA's compliance with the Action Plan.
5. The Fresno COG, as part of its ongoing transportation planning process, which includes review by various technical committees, shall review CTSA designates compliance with the Action Plan at least annually.
6. The Fresno COG shall review, through the Executive Order 12372 review process, the transportation services offered by social service agencies and their consistency with the Action Plan and make appropriate comments and findings encouraging their participation with the CTSA, as part of the final Clearinghouse commentary.
7. The Fresno COG shall encourage members to evaluate their financial commitments to local social service projects (which either in full or part provide transportation services) and make appropriate recommendations for proper coordination with the CTSA in order to maximize the effective use of local transportation dollars.
8. Transportation Development Act/Local Transportation Fund (TDA/LTF) Article 4.5 monies shall not be expended without a minimum dollar for dollar match with other available funds to the CTSA.
9. The CTSA shall be required to maintain, at a minimum, an overall farebox revenue to operating cost ratio of 10% for all CTSA transportation services. The 10% farebox recovery may also be provided for by CTSA contractual arrangements or donations. The funding formula would then be 45% TDA/LTF Article 4.5 moneys and 55% local match. *(This specific efficiency requirement was suspended by the California Legislature under*

AB149 for FY19/20 – FY25/26 due to impacts of the coronavirus pandemic on public transit.)

GOALS, OBJECTIVES, AND STANDARDS FOR THE CLOVIS CONSOLIDATED TRANSPORTATION SERVICE AGENCY (LOCAL MANDATES)

In 1985, the Clovis City Council adopted the following goals, objectives, and standards for Clovis Transit as part of the transit planning process. Annually the Council reviews and amends these standards as needed.

GOAL 1. SERVICE LEVELS: CLOVIS TRANSIT WILL PROVIDE PUBLIC TRANSPORTATION SERVICE TO A MAXIMUM NUMBER OF PEOPLE IN THE CLOVIS AREA.

Objective A: Provide a transit system that meets the public transportation needs of the service area.

Standard 1: Clovis Transit's demand-responsive service (Round Up) will operate seven (7) days a week, excluding City-observed holidays. Operational hours for demand-responsive service in Clovis are 6:00 A.M. to 7:00 P.M. Monday through Friday, and 7:30 A.M. to 3:30 P.M. on Saturday and Sunday.

Standard 2: Clovis Transit's CTSA Roundup services shall implement real-time dispatching for demand responsive service to enhance operational efficiency and increase ridership.

Objective B: Provide CTSA Roundup transit services that adequately serves elderly and disabled residents.

Standard 1: Clovis Transit shall maintain base fare levels for elderly and disabled riders who qualify for ADA paratransit service. Additionally, fare-free service shall be provided for those who qualify.

Standard 2: In accordance with the Americans with Disabilities Act of 1990 (ADA) all new vehicles purchased shall have ADA compliant lifts or ramps. All vehicles met those regulations as of March 16, 1997.

Objective C: Secure stable and sufficient funding mechanisms.

Standard 1: Clovis Transit shall identify and coordinate funding mechanisms that will address all transportation funding needs within the Clovis area.

Standard 2: Clovis Transit shall identify short- and long-range needs and maximize revenue resources by utilizing all funding mechanisms including local funding sources, state-enabling legislation, and federal grants.

GOAL 2: SERVICE QUALITY: CLOVIS TRANSIT SHALL PROVIDE A QUALITY SERVICE.

Objective A: Provide reliable and convenient public transit service.

Standard 1: Clovis Transit's CTSA Round Up Services should operate its demand-response service within 30-minute booking windows. Drivers shall not wait for passengers for more than five (5) minutes after arrival at the designated pick-up time. Passengers must be ready for their pickup as directed by transit staff or through information provided by the ride application.

Objective B: Provide safe, clean, attractive, and comfortable vehicles and facilities.

Standard 1: All CTSA Roundup vehicles returning to the yard after revenue service shall be swept and dusted before being assigned for service the following day.

Standard 2: The exteriors of Clovis Transit vehicles should be cleaned at least once a week.

Standard 3: In winter, the heaters on Clovis Transit vehicles should work 100% of the time.

Standard 4: In summer, at least 95% of all vehicles on the street should have operable air-conditioners.

Objective C: To provide a safe transit system.

Standard 1: Clovis Transit vehicles should operate in excess of 150,000 miles between preventable accidents, and drivers should be formally recognized for their safe driving.

Standard 2: Vehicles should be checked daily for proper operation and condition of lights, mirrors, radios, and fluids; detailed mechanical inspections should be completed every 3,000 miles/45 days. Operations, maintenance, and other employees will be provided safety training at the beginning of their employment and such training will be updated on a regularly scheduled basis.

Objective D: Record and respond to all public comments.

Standard 1: Clovis Transit shall continue to track and evaluate all compliments, complaints, and inquiries from the public, in accordance with the City's Title VI Policy.

GOAL 3: SERVICE PRODUCTIVITY: CLOVIS TRANSIT WILL OPERATE AN EFFICIENT AND EFFECTIVE BUS SYSTEM.

Objective A: Establish and maintain system-wide productivity indicators.

Standard 1: Clovis Transit should achieve a 10% farebox recovery ratio for demand-responsive (CTSA Roundup Service) and 20% farebox recovery for fixed-route services (Stageline Services).

(Note: As of October 2020, the Clovis City Council made permanent an earlier fare suspension implemented under an Emergency Order by the City Manager. All productivity indicators will continue to be measured to ensure efficient and adequate service. The farebox ratio has been suspended until July 1, 2026, through legislation AB149. AB149 is currently under review for possible extension.)

Standard 2: Clovis Transit shall record and report the following performance indicators at least monthly to ensure operational efficiency and effectiveness:

- Total Monthly Ridership
- Total Monthly Revenue
- Total Monthly Expenses
- Total Revenue Hours
- Passengers Per Revenue Mile
- Total Revenue Miles
- Total Non-Revenue Miles
- Average Weekday Ridership
- Farebox Ratio
- Total Road Calls
- Total Operating Expense Per Passenger
- Total Operating Expense Per Revenue Hour
- Total Operating Expense Per Revenue Mile
- Total Revenue Per Revenue Hour
- Total Revenue Per Revenue Mile
- Passengers Per Revenue Hour
- Equivalent Full-Time Employees
- On-Time Performance
- Average Saturday Ridership
- Average Sunday Ridership
- Percentage of Scheduled Trips Completed

GOAL 4 SYSTEM IMAGE: CLOVIS TRANSIT SHALL STRIVE TO PROMOTE ITS SERVICE AND IMPROVE ITS IMAGE.

Objective A: Develop and implement a comprehensive Clovis Transit Marketing Program.

Standard 1: Clovis Transit shall continually review and update its marketing efforts to ensure effectiveness and relevance.

Standard 2: Clovis Transit shall promote its positive impact on the community through press releases, speeches, and involvement in community activities at least once a month.

Standard 3: Through effective marketing, Clovis Transit shall aim to increase overall system ridership by at least 5% during the fiscal year.

Objective B: Provide clear, consistent, and accurate public transit information to passengers.

Standard 1: Current bus schedules and system information shall be available to the public at all major public facilities and on the internet.

Standard 2: Telephone service information should be available to the public at all times.

Objective C: Ensure community involvement in transit system affairs.

Standard 1: Clovis Transit shall engage with citizen groups, the Chamber of Commerce, the Old Town Association, and other area merchant associations to communicate the services and benefits of Clovis Transit.

Standard 2: Clovis Transit shall maintain a positive presence on the City's social media channels, regularly disseminating useful information to passengers and the community.

OVERVIEW

Clovis Round Up provides demand-responsive, door-to-door transportation services for disabled residents within the City's existing Sphere of Influence. Round Up operates within Clovis Monday through Friday, 6:00 A.M. to 7:00 P.M. and on weekends from 7:30 A.M. to 3:30 P.M. Service to Fresno is available Monday through Friday from 6:00 A.M. to 5:00 P.M., and on a limited basis on Saturday in accordance with the ADA three-quarters of a mile rule.

Reservations for paratransit service can be made at least one day in advance (next-day service), as required by the Americans with Disabilities Act (ADA), or up to fourteen (14) days in advance. Requests for next-day service can be made during normal business hours on all days preceding a service day, including weekends and holidays.

While Clovis Transit offers same-day service as an additional convenience, all next-day service requests are guaranteed under ADA regulations, regardless of how the scheduling system processes requests.

The "Assembly Bill 120 Action Plan for Fresno County" (February 1982) developed by the Fresno COG, designated the City of Clovis as the CTSA for the Clovis Urbanized Area. The Clovis CTSA is coordinated by the Transit Manager and Deputy General Services Director.

The program was initially funded through an Older Americans Act Grant but now supported by Federal Transportation Administration (FTA), City, and TDA/Local Transportation Funds (LTF). While the Clovis Senior Activity Center remains a significant social service provider in Clovis, the Fresno County Department of Social Services (DSS) has also established a presence in the area and offers essential services to the community. Clovis Transit continues to collaborate with the Clovis Senior Activity Center, Clovis Unified School District and various County departments.

In FY 88, the Clovis City Council designated its Round Up service solely as a Consolidated Transportation Service Agency (CTSA) function. Local Measure "C" dollars are used to provide the necessary match of TDA/LTF Article 4.5 funds.

Clovis Transit remains committed to providing free fixed-route and paratransit services. Removing fares reduces financial burdens for passengers and enhances opportunities for upward mobility. Since the Clovis City Council approved the zero-fare model in October 2020, ridership has steadily increased, surpassing pre-pandemic levels. Fixed-route ridership increased from 112,478

in 2020 to 176,840 in 2024 (57.22%). Paratransit ridership increased from 50,384 in 2020 to 101,647 in 2024 (101.745%).

In August 2022, Clovis Transit transitioned to an automated paratransit dispatch system. The transition has allowed Clovis Transit to offer enhanced service through a phone app that allows passengers access to 24/7 trip booking, same-day bookings, real-time trip information, and passenger notifications. Ridership has increased by 123.15% since the transition.

On January 25, 2024, Clovis Transit celebrated the ribbon cutting of the William H. “Harry” Armstrong Transit Center, located in Landmark Square, adjacent to the newly constructed Clovis Activity Senior Center. The new facility houses dispatch and administration staff and features a public lobby open seven days a week for information and assistance. It includes new office spaces, a break room for staff and drivers, and a training room fully equipped for events, seminars, and trainings. The training room has been utilized for regional, state, and federal training courses, as well as serving as a local voting center. The Transit Center bus stop serves as a hub for the fixed-route system connecting Route 10 and Route 50. An interactive trip-planning kiosk providing real-time trip information and trip-planning capabilities will be installed.

The route redesign project is scheduled for completion in December 2025. Community engagement began in 2021 with a survey, followed by the acquisition of route planning software in 2022. Collaboration with a local transit planner led to the development of optimal routes, which were then shared online and at the Old Town Farmer’s Market for additional public feedback.

The new routes will be identified by colors instead of numbers, and redesigned bus stop signs will include the route colors and bus arrival information. Bus stop locations were reviewed for ADA compliance, connectivity with other systems, and functionality. Construction of new bus stops was split into two phases and is projected to be completed by the summer of 2025.

The fixed-route system will be transitioning from time points to a headway-based schedule which will reduce vehicle idle time and improve service efficiency. To ensure proper spacing of the vehicles on the route, new fixed-route dispatching software was procured. The new software tracks real-time vehicle locations, helps improve on-time performance, and provides drivers with notifications of their spacing. Each fixed-route vehicle will also feature Automated Passenger Counters (APCs), Passenger Infotainment, and Automated Voice Annunciation (AVA) systems.

As part of the route re-design project, Clovis Transit will launch a new microtransit service featuring four (4) stops in underserved areas that will connect passengers to the fixed-route system. The microtransit service aims to enhance mobility, reduce congestion, and lower emissions by optimizing shared rides and reducing reliance on single-occupancy vehicles.

Marketing efforts in FY 2024-25 included social media, bus advertising, bus shelters, and community events. Clovis Transit is developing new vehicle wraps to promote the redesigned routes through rebranding. The new routes will be displayed in Google Transit for passenger trip planning and bus arrival information.

Clovis Transit has completed the Federal Transit Administration (FTA) new recipient requirements and will begin accessing funds starting in July 2025. In March 2024, Clovis Transit applied for funding through the FTA program, Congestion Mitigation and Air Quality Program (CMAQ), which includes requests to fund the fixed route re-design expansion, the microtransit service, and zero-emission vehicles.

Clovis Transit continues to roll multiple years of funding allocations to purchase replacement vehicles and a zero-emissions bus. In FY 2024-25, four (4) Ram ProMaster transit vans and four (4) cutaway buses were purchased to support the increase in ridership. The ProMasters have proven to be the ideal paratransit vehicle with a capacity of seven (7) seats and two (2) mobility devices. In addition to zero-emission buses, Clovis Transit will demo zero-emission transit vans to ensure compliance with the California Air Resources Board (CARB) mandate, which requires public transit agencies to begin converting to zero-emission vehicles by 2029.

DESCRIPTION OF EXISTING PARATRANSIT SERVICES

A. CITY OF CLOVIS – ROUND UP

1. Background

Round Up is a demand-responsive, door-to-door transportation service available to qualified riders within the service area. It provides essential transportation for both ambulatory and non-ambulatory passengers. Service is currently provided by lift- or ramp-equipped buses and wheelchair accessible passenger vans.

2. Service Area

Round Up, operated by the City of Clovis, provides door-to-door, demand-responsive service to disabled residents within its existing boundaries. The primary service area is defined by Shepherd Avenue to the north, Dakota and Ashlan Avenues to the south, Locan, DeWolf, and Leonard Avenues to the east, and West Avenue to the west. Service is also extended to residents of the Fresno County Island, Tarpey Village, with reimbursement from the County of Fresno. Additionally, zonal service is provided within the City of Fresno as far north as Shepherd Avenue, including service to Clovis Community College, south to Kings Canyon Road, west to West Avenue and south to Downtown Fresno.

3. Days and Hours of Operation

Currently, Round Up operates within Clovis' Sphere of Influence Monday through Friday from 6:00 A.M. to 7:00 P.M. and Saturday & Sunday service from 7:30 A.M. to 3:30 P.M. as demand requires. Service to Fresno operates Monday through Friday 6:00 A.M. to 5:00 P.M., and on Saturdays in accordance with the ADA ¾ mile rule.

4. Response Time

Reservations for paratransit service can be made at least one day in advance (next-day service), as required by the Americans with Disabilities Act (ADA), or up to fourteen (14) days in advance. Requests for next-day service can be made during normal business hours on all days preceding a service day, including weekends and holidays.

While Clovis Transit offers same-day service as an additional convenience, all next-day service requests are **guaranteed** under ADA regulations, regardless of how the scheduling system processes requests.

5. Eligibility/Accommodations

Service is available to individuals who have been certified as ADA-eligible. To become certified, applicants must complete an ADA application, which includes verification of their disability by medical or other professional. Completed applications should be returned to the administrative offices located at 785 3rd Street, Clovis, CA 93612. Applications are reviewed by Clovis Transit Staff. If further evaluation is required, applications will be referred to the Transit Supervisor or Fresno Area Express (FAX) for assessment and determination by qualified medical personnel. An appeals process is available for individuals who are found ineligible for ADA paratransit service, ensuring that all applicants have the opportunity to seek reconsideration of their eligibility status.

To comply with ADA requirements for origin-to-destination service, drivers will provide assistance to passengers who require help to or from the door of their origin or destination. For safety purposes, drivers are generally required to remain in sight of the vehicle and may travel up to 100 feet to provide assistance. Drivers will enter a foyer or lobby area to collect a passenger but will not enter private residences or individual rooms within buildings. Drivers will assist passengers using a wheelchair over one curb or step if necessary.

Reasonable modifications will be made on a case-by-case basis to ensure that the origin-to-destination requirement is met. If a passenger's needs cannot be accommodated within the general safety guidelines, Clovis Transit will work with the passenger to provide appropriate assistance that ensures accessible service.

6. Fares

All rides on Clovis Transit are fare-free for the passenger, one Personal Care Attendant (PCA), and all guests. A passenger may be accompanied by one PCA and one guest. Additional guests may accompany the passenger on a space-available basis, and all guests ride free of charge.

7. Restriction on Trip Purpose and Capacity Constraints

Round Up does not restrict trips based on trip purpose and schedules all trips in accordance with ADA requirements. Dispatchers schedule trips based on reservation requests, including next-day service, subscription trips, and same-day requests when available. Pre-scheduled subscription trips account for less than 50% of total service capacity to ensure availability for other trips.

Round Up policies do not restrict the number of trips provided to an individual, nor is a waiting list maintained. Operational practices are designed to avoid capacity constraints, ensuring that service is provided without substantial numbers of untimely pickups, trip denials, missed trips, or excessively long trips that would limit availability of service.

To improve efficiency, a No-Show Policy is enforced. Passengers who miss four or more trips in a month or whose no-shows constitute at least 3% of their monthly trips will receive a warning letter. Additional no-shows may lead to suspension from the Round Up service.

Exceptions are made for no-shows resulting from circumstances beyond the passenger's control, such as medical emergencies, inclement weather, or scheduling errors. Passengers have the right to appeal any proposed suspension under the No-Show Policy. See the full policy for more details.

8. Automated Dispatching

Clovis Transit successfully implemented new transit dispatching software in August 2022. The system automates all dispatching, routing, and scheduling functions, while also generating reports related to ridership, fares, and operating costs. Drivers use a tablet for their manifest and report trips.

The software upgrade has enabled Clovis Transit to revise the no-show policy to be based on a percentage of scheduled trips rather than a fixed number of trips per month, enhancing fairness and flexibility. Additionally, passengers can now book trips through the City's mobile app, Clovis Transit, or through the web-based app at <https://clovistransit.com/paratransit/>.

9. Vehicle Fleet

Round Up operates a fleet consisting of eighteen (18) lift- and ramp-equipped mid-size buses, eleven (11) ProMaster passenger vans, and eight (8) wheelchair minivans. Additionally, three (3) ProMaster passenger vans are on order and are estimated for delivery in 2025.

Vehicle Profile – Roundup Fleet

Year	Model	Number	Lift/Ramp Equipped
2007	Glaval Cutaway	1	Yes
2008	Glaval Cutaway	6	Yes
2011	Dodge Caravan	2	Yes
2012	Arboc Low-Floor	6	Yes
2013	Dodge Caravan	1	Yes
2018	Dodge Caravan	2	Yes
2019	Champion Low-Floor	3	Yes
2019	Zeus Electric Bus	2	Yes
2019	Dodge Caravan	3	Yes
2021	Dodge ProMaster	2	Yes
2023	Dodge ProMaster	8	Yes
2024	Dodge ProMaster	1	Yes
2025	Dodge ProMaster	3 *On order	Yes
	Total	40	

10. Roundup Ridership

<u>Year</u>	<u>Inter-City Trips to Fresno</u>	<u>Trips within Clovis</u>	<u>Total</u>
FY 19-20	20,222	30,162	50,384
FY 20-21	11,540	21,861	33,401
FY 21-22	14,762	30,790	45,552
FY 22-23	22,666	50,652	73,318
FY 23-24	31,837	69,810	101,647
Projected FY 24-25	38,621	80,702	119,323
Projected FY 25-26	50,594	102,492	140,345

CLOVIS ROUND UP ANNUAL PRODUCTIVITY TRENDS FY2022-2026**Fiscal Year****Percentage Change**

INDICATOR	2021-2022	2022-2023	2023-2024	PROJECTED 2024-2025	PROJECTED 2025-2026	2021-22/ 2022-23	2022-23/ 2023-24	2023-24/ 2024-25	2024-25/ 2025-26
Total Passengers	45,552	73,318	101,647	119,172	125,131	61.0	38.6	17.2	5.0
Vehicle Hours	26,503	33,506	41,012	44,725	46,961	26.4	22.4	9.1	5.0
Vehicle Miles	298,061	459,078	545,015	598,203	628,113	54.0	18.7	9.8	5.0
Operating Costs***	\$3,580,265	\$4,491,370	\$6,596,900	\$6,597,975	\$6,829,400	25.4	47.0	0.02	3.5
Fares*	\$0	\$0	\$0	\$0	\$0	0.0	0.0	0.0	0.0
Employees	21	27	40	44	46	28.6	48.1	10.0	4.5
Passengers/Hour	1.72	2.19	2.48	2.66	2.66	27.3	13.2	7.3	0.0
Passengers/Mile	0.15	0.16	0.19	0.20	0.20	6.7	18.8	5.3	0.0
Cost/Vehicle Hour	\$135.09	\$134.05	\$160.85	\$147.52	\$145.43	-0.8	20.0	-8.3	-1.4
Cost/Vehicle Mile	\$12.01	\$9.78	\$12.10	\$11.03	\$10.87	-18.6	23.7	-8.8	-1.5
Vehicle Hours/Employee	1,262	1,595	1,025	1,016	1,021	26.4	-35.7	-0.88	0.49
Operation Subsidy/Passenger	\$78.60	\$61.26	\$64.90	\$55.36	\$54.58	-22.1	5.94	-14.7	-1.4
Farebox Ratio**	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Farebox Ratio w/out Measure C	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

*FY21 fares were permanently eliminated in October 2020 by the Clovis City Council

**FY21 Farebox Ratio to be waived until FY 2026 - AB149

***FY23 and FY24 Additional Staff Hired - Increase in Operational Costs

ROUND UP TRANSIT ESTIMATED CTSA BUDGET FISCAL YEAR 2024-2025

	FARES/ MISC	TDA ARTICLE 4	TDA ARTICLE 4.5	STA FUNDS	FTA FUNDS	MEASURE C	FCOG - GRANT	TOTAL EXPENDITURES
OPERATING EXPENSES - PERSONNEL								
Personnel (Salaries and Overtime)					1,275,000			1,275,000
Extra Help		1,300,000						1,300,000
Benefit Package		128,500	372,000	129,000	358,000	132,600		1,120,100
OPERATING EXPENSES - SERVICES, MATERIALS, & SUPPLIES								
Vehicle Charges						947,400		947,400
Admin/Misc. Supplies		100,600						100,600
Communications		140,000						140,000
Marketing & Promotion		20,000						20,000
General Services/Admin Charges		868,000						868,000
Training & Membership Dues		9,300						9,300
Travel & Meeting Expenses		11,000						11,000
Insurance		206,600						206,600
CAPITAL EXPENSES/GRANTS								
STA & FCOG Grant - Bus Purchase*				508,000			92,000	600,000
TOTALS		2,784,000	372,000	637,000	1,633,000	1,080,000	92,000	6,598,000

***NOTE: THESE FUNDS WERE ROLLED OVER FROM PRIOR YEARS**

ROUND UP TRANSIT PROJECTED CTSA BUDGET FISCAL YEAR 2025-2026

	FARES/ MISC	TDA ARTICLE 4	TDA ARTICLE 4.5	STA FUNDS	FTA FUNDS	MEASURE C	SB1- SGR	TOTAL EXPENDITURES
OPERATING EXPENSES - PERSONNEL								
Personnel (Salaries and Overtime)					1,410,000			1,410,000
Extra Help		1,370,000						1,370,000
Benefit Package		389,900	372,000			353,600		1,115,500
OPERATING EXPENSES - SERVICES, MATERIALS, & SUPPLIES								
Vehicle Charges					305,000	689,800		994,800
Admin/Misc. Supplies		95,600						95,600
Communications		150,000						150,000
Marketing & Promotion		40,000						40,000
General Services/Admin Charges		911,400						911,400
Training & Membership Dues		13,600						13,600
Travel & Meeting Expenses		11,600						11,600
Insurance		216,900						216,900
CAPITAL EXPENSES/GRANTS								
STA & SGR Bus Purchase*				384,000			116,000	500,000
TOTALS		3,199,000	372,000	384,000	1,715,000	1,043,400	116,000	6,829,400

***NOTE: THESE FUNDS WERE ROLLED OVER FROM PRIOR YEARS**

FOLLOW-UP ACTIONS ON THE TRIENNIAL PERFORMANCE AUDIT FISCAL YEARS FY 2018/19 – FY 2020/21

The latest Triennial Performance Audit of the City of Clovis Transit System was completed by Moore and Associates in November 2021. With two exceptions, Moore & Associates, Inc. finds the City of Clovis to be in compliance with the requirements of the Transportation Development Act. In addition, the entity generally functions in an efficient, effective, and economical manner.

FUNCTIONAL REVIEW, FINDINGS AND RECOMMENDATIONS

Triennial Functional Review

1. General Management and Organization

The City's transit program is operated in-house. The General Services Manager monitors on-time performance regularly and prepares a monthly report inclusive of collisions/road calls, no-shows, complaint calls, and ridership. The program is structured and staffed appropriately with respect to management but could use more staff. The internal organization structure is appropriate, effective, and efficient.

2. Service Planning

The only service change occurring during the audit period was the transition to Zero Fares, which was made permanent in October 2020. The most recent Short Range Transit Plan (SRTP) for the Fresno-Clovis Metropolitan Area was adopted in June 2021. The SRTP provided a post-COVID plan for transit development in the region.

3. Scheduling, Dispatch, and Operations

Full-time drivers and dispatchers are represented by the Clovis Transit Employees Bargaining Unit (TEBU) through the Operating Engineers Local 3, which represents public utilities. All drivers are cross-utilized between Stageline and Round Up. There are eighteen (18) full-time drivers, five (5) full-time lead bus drivers, and two (2) full-time dispatchers. The City maintains an extra "floater" driver assignment each day. Higher-capacity buses are assigned to the higher-demand routes. On weekends, the City attempts to balance miles by using vehicles used the least during the week.

4. Personnel Management and Training

Recruitment is ongoing. The City employs five full-time in-house lead bus drivers who cover the entire training process. New recruits must have three (3) years of driving experience. Regardless of experience, all drivers receive the same training curriculum following initial hire. Driver turnover tends to occur within part-time positions. There is little to no turnover among full-time drivers.

5. Administration

The Deputy General Services Director is responsible for annual budgeting. The transit budget goes to City Council for approval and is wrapped into the overall city budget. The Deputy

General Services Director also oversees grants. In addition to TDA claims, the City receives state and local PTMISEA, LCTOP, and Measure C funds.

6. Marketing and Public Information

Marketing is handled in-house. The City hired a public affairs manager to coordinate all of the City's social media and communications. Recent bus shelter purchases reflect a decision to obtain shelters with poster kiosks to support display advertising. The City promoted its free-fare program as well as did extensive marketing during the peak of the COVID pandemic. The City also conducted a rider survey regarding route re-design.

7. Fleet Maintenance

All maintenance is conducted in-house. While staffing is a concern it has not affected pullout. Body damage is likely to be sent out; the City does not have its own paint shop. Anything beyond basic fabrication is sent out, as is some transmission work. The number of bays and lifts is sufficient to support the current transit fleet. Much of the work on the buses is done during the nightshift. A schedule is in place for vehicle replacement.

Triennial Audit Findings

Based on discussions with City of Clovis staff, analysis of program performance, and an audit of program compliance and function, the audit team presents two compliance findings:

1. In FY 2018/19, FY 2019/20, and FY 2020/21, TDA fiscal audits were not submitted within the extended timeframe.
2. The City did not demonstrate use of the TDA definition for reporting full-time equivalent (FTE) employees.

The audit team has identified no functional findings.

Triennial Audit Recommendations

1. **In FY 2018/19, FY 2019/20, and FY 2020/21, TDA fiscal audits were not submitted within the extended timeframe.**

Recommendation: Work with TDA auditors to ensure the TDA fiscal audit can be completed no later than March 31 following the end of the fiscal year.

Recommended Action: If completion of the City's audited financials is impacting the TDA auditor's ability to prepare the TDA audit, work with the City auditors to ensure they are aware of the transit-specific TDA audit deadline. If the issue is with the TDA auditors, work with them and Fresno COG to ensure appropriate deadlines have been built into the auditor's contract.

Timeline: Ongoing.

2. **The City did not demonstrate use of the TDA definition for reporting full-time equivalent (FTE) employees.**

Recommendation: Ensure the TDA definition of full-time equivalent (FTE) employees is used for reporting to the State Controller.

Recommended Action: Document all actual hours worked related to transit. For administrative staff dedicated to transit, hours may be estimated, but still need to be factored into the calculation (e.g., a position that is 0.5 FTE would equal 1,040 hours). Hours should be allocated between fixed route (general operations) and demand-response (specialized services) based on either actual work performed or a formula based on vehicle service hours by mode. Ensure the individual(s) completing the reports are aware of how to calculate this data using the TDA definition.

Timeline: FY 2021/22.

**CLOVIS STAGELINE/ROUND UP:
2022 PRODUCTIVITY EVALUATION COMMITTEE RECOMMENDATIONS**

A. *Comply, where feasible, with the FY 2019 through FY 2021 Triennial Performance Audit Recommendations.*

This is ongoing.

B. *Continue to monitor effectiveness of Stageline service, optimize routing, and seek ways to increase ridership to maintain the State-mandated 20% farebox ratio without continued reliance on Measure C farebox subsidy. (The farebox ratio has been suspended through FY 2026/2027 due to COVID-19 impacts on ridership)*

Although the farebox ratio was not achieved directly from ridership contributions, the Clovis City Council allocated Measure "C" funds be utilized on the Local Transportation Fund Claim to meet the State mandated 20% ratio. Clovis Transit adopted a zero-fare model in October 2020, and will continue to use Measure C to meet farebox ratios when reinstated.

C. *Continue to improve CTSA potential through increased coordination and consolidation with local social service transportation providers to reduce its reliance on Measure C farebox subsidy.*

Currently, Clovis Transit is working with CVRC by transporting clients and providing assistance in the transitional training of special needs riders who are able to travel on either demand responsive or fixed-route service. This on-going coordination with local social service agencies to improve independent living skills of special riders will continue. Additional coordination occurs with Clovis Adult School to assist special needs classes in travel training and education regarding transportation available to the disabled.

D. *Continue to coordinate with FAX to consolidate services for maximum efficiency and effectiveness.*

This is ongoing. Coordination occurs for Clovis Transit to accommodate transfers from Handy Ride to Round Up. Clovis Transit and FAX have continued work on route planning and development of shared bus stops throughout Clovis.

E. *Implement responsibilities under the Americans with Disabilities Act of 1990.*

Full compliance has been obtained.

F. *Address responsibilities under the Clean Air Act of 1990, the San Joaquin Valley Unified Air Pollution Control District Clean Air Plan, the Council of Fresno County Governments Transportation Control Measures Plan and Congestion Management Plan (CMP).*

This is ongoing. When operationally feasible, Clovis Transit will continue to purchase low emission vehicles to help reduce greenhouse gas and particulate emissions.

G. Coordinate with the Fresno County Department of Social Services to plan and implement transportation strategies focused on addressing the State mandates Welfare to Work - CalWorks Program.

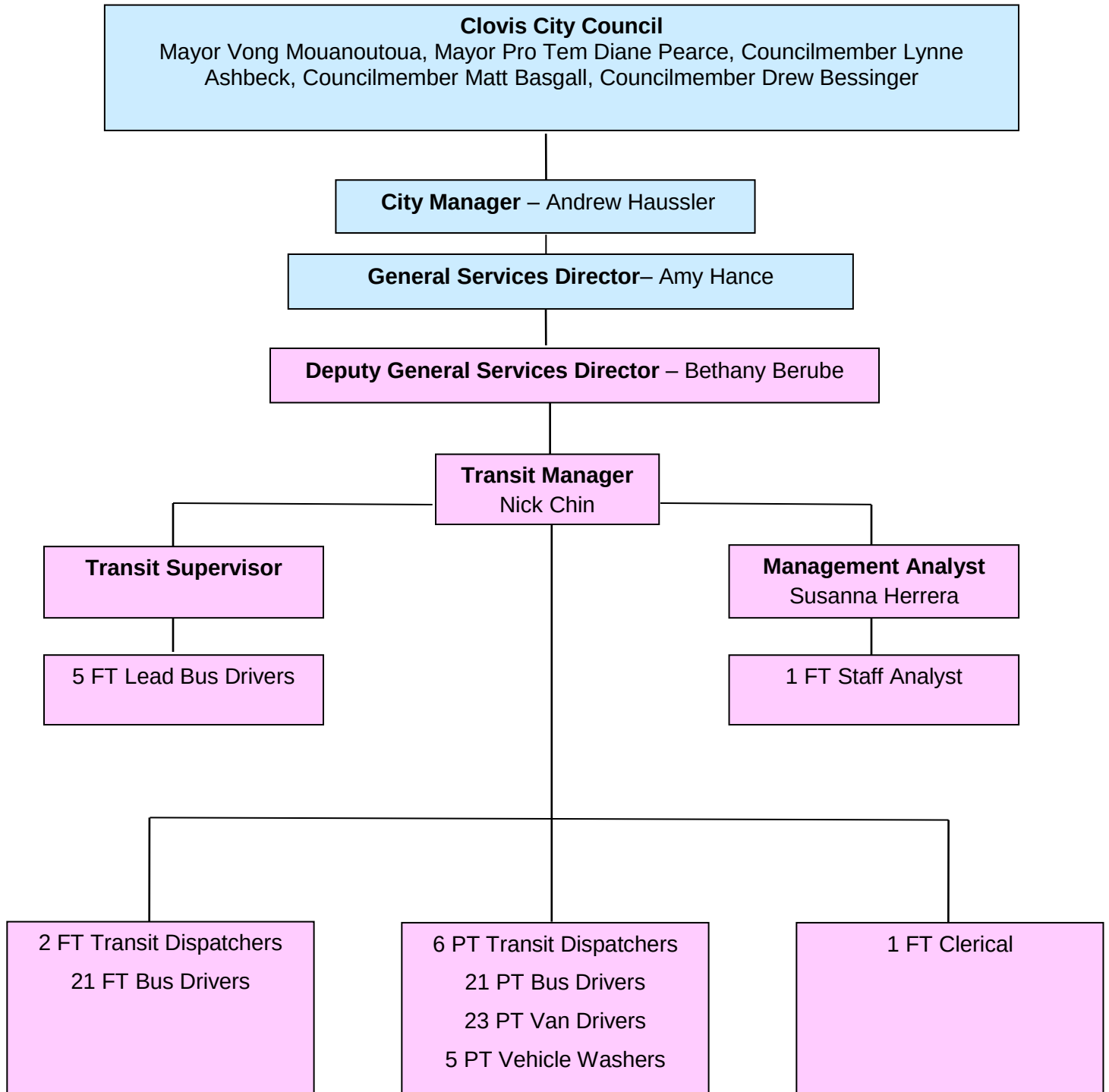
A number of students in the program attend the Clovis Adult School, Institute of Technology, and Clovis Community College – Herndon Campus, which are served every 30 minutes.

H. Prepare and adopt updated Short Range Transit Plans/Operation Program and Budget to reflect the inclusion of Measure C funded programs.

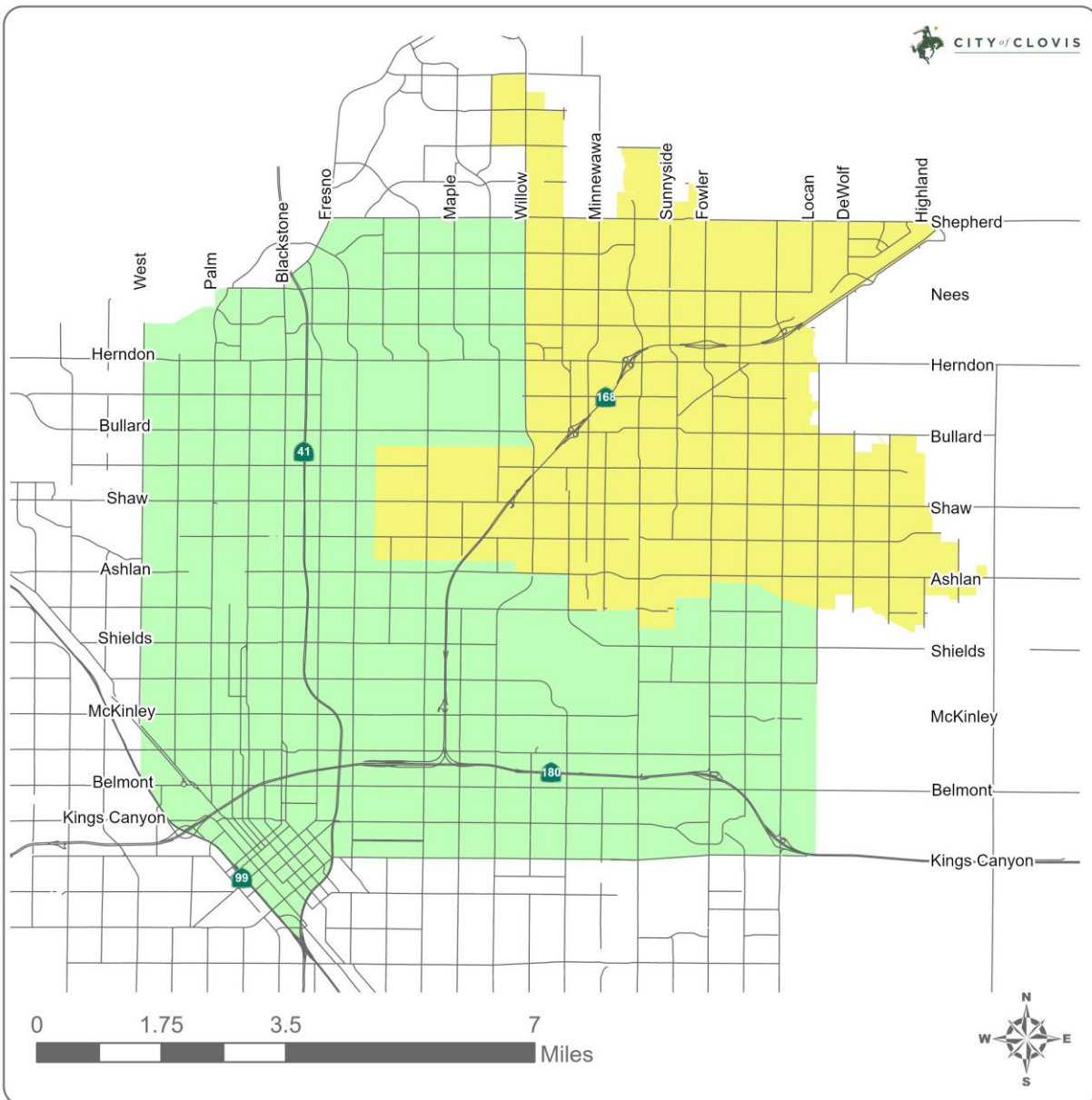
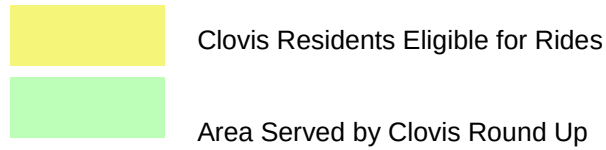
With the passage of Measure C in November 2006, Clovis Transit has implemented some of the services listed in the Measure C Expenditure Plan that was presented to the voters.

**AMERICANS WITH DISABILITIES ACT OF 1990
ADA PARATRANSIT PLAN**

As of 1996, the City of Clovis has been in full compliance with the ADA. Clovis Transit's entire fleet is lift-equipped. ADA reports have been completed until 1996 and letters of compliance completed for each year thereafter.



Clovis Transit Paratransit Service Areas November 2025





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: April 14, 2025

SUBJECT: General Services – Approval - Claim Rejection of the General Liability Claim on behalf of Frank Hines.

ATTACHMENTS: None.

RECOMMENDATION

Reject the General Liability Claim filed on behalf of Frank Hines.

EXECUTIVE SUMMARY

On behalf of Frank Hines (claimant), the City received a sufficient Claim Form on March 26, 2025, alleging the City of Clovis failed to maintain a sidewalk, and adjacent irrigation sprinkler system, which caused him to trip and fall. Mr. Hines is seeking compensation in an amount that exceeds the limits for a limited civil case. It is recommended that the City reject the claim at this time, 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 March 26, 2025, a legally sufficient and timely General Liability Claim was received by the City of Clovis on behalf of Frank Hines by Fowler, Helsel, Vogt Injury Lawyers located in Fresno, CA. The claim alleges that the City of Clovis caused a dangerous condition due to a leaking irrigation system at the location of 55 Shaw Avenue, Clovis, CA, and created a reasonably foreseeable risk to pedestrians.

Mr. Hines seeks monetary damages from the City of Clovis, and the claim has been filed as a "civil unlimited case".

FISCAL IMPACT

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

REASON FOR RECOMMENDATION

It is recommended that the claim be rejected. The City's liability is disputed, and although the claim is legally sufficient, the amount of the alleged damages sustained by the claimant may also be disputed. Rejecting the claim and sending notice of rejection in accordance with the

Government Claims Act will commence the time in which the claimant may file a lawsuit against the City based on the claim.

ACTIONS FOLLOWING APPROVAL

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

CONFLICT OF INTEREST

None.

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 Department

DATE: April 14, 2025

SUBJECT: Planning and Development Services – Approval – Final Acceptance for CIP 24-13 New Bus Stops B1, for a final contract cost of \$222,652.08.

ATTACHMENTS: 1. Vicinity Map

RECOMMENDATION

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

EXECUTIVE SUMMARY

The project consisted of constructing new bus stops in various locations within the city limits. The purpose of the project was to provide ADA compliant bus stops as part of the new bus routes. The construction involved the demolition of landscape and sidewalks in the proposed locations and constructing new concrete pads and retaining curbs, sidewalks, and restoration of landscape, as necessary.

BACKGROUND

Bids were received on October 8, 2024, and the project was awarded by the City Council to the lowest responsible bidder, Dave Christian Construction, Inc., on November 4, 2024. The project was completed in accordance with the construction documents and the contractor has submitted a request for acceptance of the project.

FISCAL IMPACT

1.	Award	\$181,372.18
2.	Cost increases/decreases resulting from differences between estimated quantities used for award and actual quantities installed.	\$13,314.60
3.	Contract Change Orders	\$27,965.30

Final Contract Cost

\$222,652.08

Change orders costs were for additional modifications to the project sites needed for construction but were not accounted for in the design.

REASON FOR RECOMMENDATION

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

ACTIONS FOLLOWING APPROVAL

1. The Notice of Completion will be recorded; and
2. All remaining retention funds will be released no later than 35 calendar days following recordation of the notice of completion, provided no liens have been filed. Retention funds may be released within 60 days after the date of completion, provided no liens have been filed, with "completion" defined as the earlier of either (a) beneficial use and occupancy and cessation of labor, or (b) acceptance by the City Council per Public Contract Code Section 7107(c)(2).

CONFLICT OF INTEREST

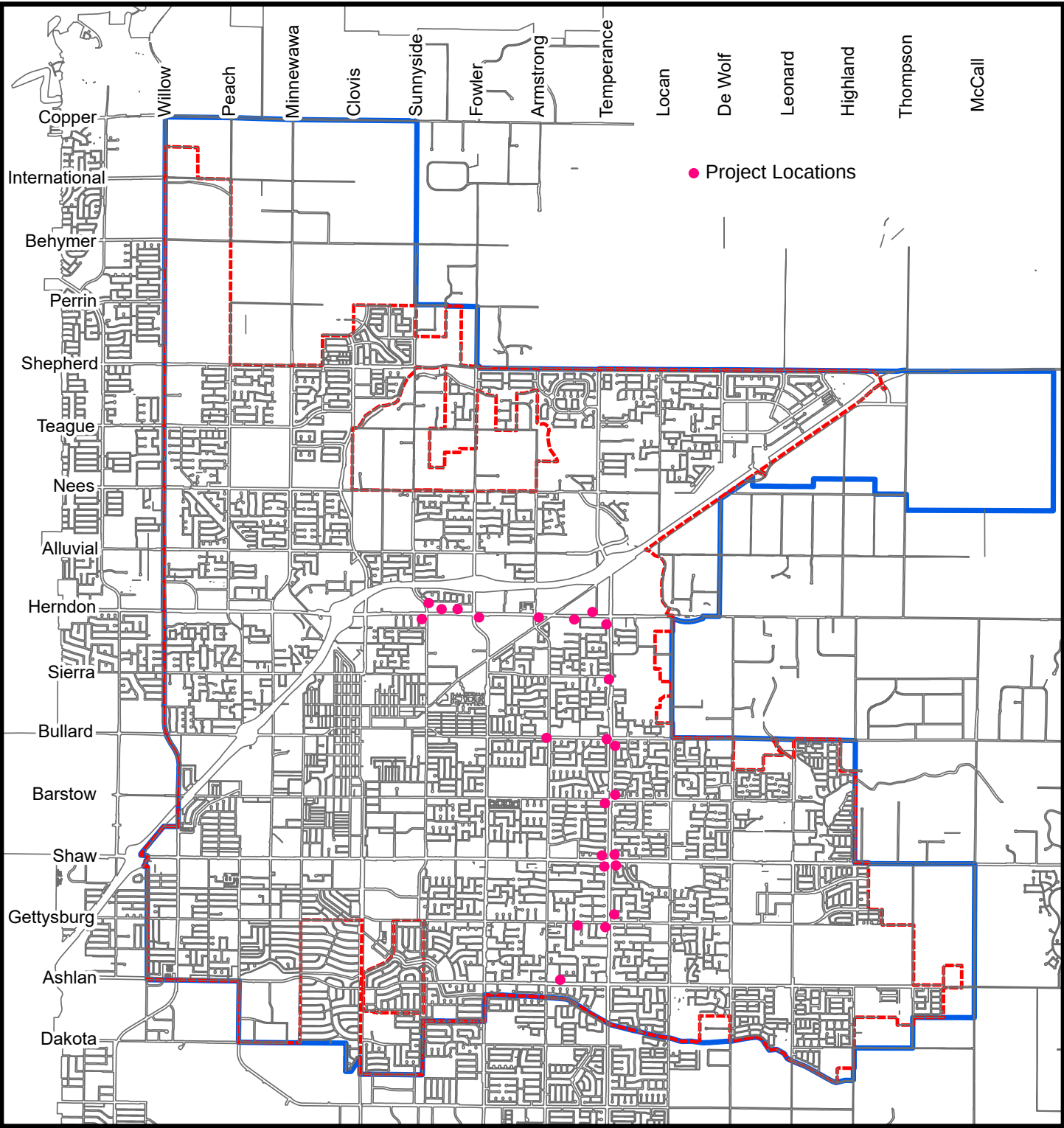
None.

Prepared by: Logan Welch, Engineering Inspector

Reviewed by: City Manager AH

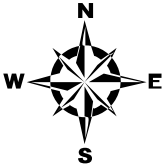
VICINITY MAP

CIP 24-13 New Bus Stops: B1



ATTACHMENT 1

 CITY LIMITS SPHERE OF INFLUENCE





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: April 14, 2025

SUBJECT: Consider – Update on Creation of a Historic Preservation Board and Historic District and Provide Direction.

Staff: McKencie Perez, Deputy City Planner

Recommendation: Consider Update and Provide Direction

ATTACHMENTS: 1. July 1, 2024, staff report to City Council
2. Public Comments

RECOMMENDATION

For the City Council to consider an update on the creation of a Historic Preservation Board and Historic District, and provide direction going forward.

EXECUTIVE SUMMARY

At the City Council meeting on July 1, 2024, the City Council approved the Historic Preservation Committee's ("HPC's") recommendations to (i) adopt criteria to be used to assess properties in Clovis with the goal of promoting and preserving historic resources; (ii) designate the original one square mile of Clovis as a historic district (**Figure 1**); (iii) bring an ordinance back to the City Council for consideration of creating a Historic Preservation Board; and (iv) as part of the General Plan Update, create a specific stand-alone element addressing historic resources.

Based on City Council direction, City staff has been working on an ordinance to create a Historic Preservation Board and establish a Historic District. As part of the process, staff held an informational meeting for property owners within the proposed Historic District boundary on November 19, 2024. There were several concerns raised at the meeting that staff would like to share with the City Council for consideration and direction.

Figure 1

--- = Proposed Historic District Boundary

BACKGROUND

On May 2, 2022, the City Council received an update on 325 Pollasky Avenue, the Clovis Chamber of Commerce building. Then, on May 16, 2022, the Clovis-Big Dry Creek Historic Society submitted a letter to the City Manager requesting that the City form a Historic Preservation Committee ("HPC"). The letter indicated that the Clovis-Big Dry Creek Historic Society created a committee approximately three years prior to advocate for the preservation of the Carnegie Library building in Old Town Clovis. The Carnegie Library is owned by the Clovis Chamber of Commerce and the City of Clovis has limited control over how that building is used.

On June 6, 2022, the City Council considered the request from the Clovis-Big Dry Creek Historic Society for the City Council to create the HPC. From the June 6, 2022, meeting, the City Council directed staff to establish the advisory committee as described in the Clovis Municipal Code ("CMC") 9.120.020 - *Historic Preservation Board*. A *City review board designated to promote the cultural, economic, educational, and general welfare of the City through the preservation and protection of buildings, sites, structures, areas, and districts of historic significance and interest.*

On September 12, 2022, staff presented two options for City Council to consider: Option A - establish a temporary committee that would assess historic resources in the City of Clovis and provide recommendations to the City Council on the protection of those identified resources; or Option B – consider the introduction of an ordinance adding Chapter 9.81 of Title 9 of the CMC creating a Historic Preservation Board.

The City Council chose Option A with the following motion: to establish an ad-hoc committee that would assess historic resources in the City of Clovis and provide recommendations to the City Council on the protection of those identified resources. On March 6, 2023, the City Council appointed members to participate in the HPC. Staff met with the HPC monthly for a year and reported back to the City Council on July 1, 2024.

On July 1, 2024, the City Council considered and adopted the HPC's recommendations (**Attachment 1**) outlined below:

- a) Final criteria to be used to assess properties in Clovis with the goal of promoting and preserving historic resources:
 - i. Age (75 years plus).
 - ii. An event that made a significant contribution to the broad patterns of local, regional history, or the cultural heritage of Clovis.
 - iii. Is associated with the lives of persons important to local, California, or national history.
 - iv. Embodies the distinctive characteristics of a type, period, region or method of construction or represents the work of a master or possesses high artistic values.
 - v. Is associated with information, items, artifacts or is important to the prehistory or history of the City of Clovis, California, or the nation.
 - vi. Is the resource within the Central Clovis Specific Plan ("CCSP") area.
- b) Designate the original one (1) square mile of Clovis as a historic district to prevent unregulated and insensitive change (Barstow to the South, Minnewawa to the west, Sierra to the north, and Sunnyside to the east).
- c) Direct staff to bring back before the City Council for reconsideration the 2022 Draft Ordinance of the City Council of the City of Clovis adding Chapter 9.81 of Title 9 of the CMC creating a Historic Preservation Board.
- d) As part of the General Plan Update, create a specific stand-alone element addressing historic resources with goals, policies, and actions.

After the July 1, 2024 meeting, staff began working on an ordinance to create a Historic Preservation Board and a Historic District. This effort would be completed through an ordinance amendment that would be considered by the Planning Commission and the City Council.

Property Owner Informational Meeting

In order to obtain feedback from property owners within the proposed Historic District, a property owner informational meeting was held on November 19, 2024, at the Clovis Senior Center Main Hall. Invitations for this meeting were mailed to over 1,300 property owners and over 200 property owners attended the meeting. At the meeting, City staff discussed the project background, process, what a Historic District meant for their property, and addressed any questions or comments property owners had. City staff requested feedback and input from the property owners. Several comment letters were received and are included as **Attachment 2**. Generally, residents expressed the following concerns:

- Desire for less government regulations;
- More involvement in the development of the Historic Preservation Board appointments – community prefers board members live within the Historic District boundary;
- Fiscal impact of creating and administering the cost of a Historic District – impact on staff resources;
- Additional information on historic designation criteria and guidelines;
- What it means to be a listed historic site and the restrictions that could be imposed on property owners that may make future modifications to their property;
- Process was backwards and property owners should have been involved sooner; and
- The CCSP and design guidelines provide sufficient language to prioritize and preserve the historic character, nature and resources of Old Town Clovis.

Staff considered the concerns provided by the property owners and prior to moving forward with the ordinance amendment, wanted to provide an update to the City Council for further direction. Staff is seeking direction from the City Council regarding the next steps in creating a Historic Preservation Board and a Historic District. Below are some options for the City Council to consider:

- 1) Prepare an ordinance amendment that only creates the Historic Preservation Board. This option would give the City Council the ability to select members of the community to serve on the board. Once the board members are selected, they will meet regularly to develop and recommend an initial list of historic landmarks and historic sites using the HPC's criteria for the Planning Commission and City Council to consider. This option does not include creating a Historic District at this time.

If this option is selected, staff will need direction on the following:

- What are the qualifications to be selected to serve on the Historic Preservation Board? Is it limited to Clovis residents?
- What are the tasks for the Historic Preservation Board and next steps other than recommending an initial list, if any?

- 2) Prepare an ordinance amendment that only creates a Historic District. This option only designates the one square mile of the CCSP boundary as a historic district. There will be no specific criteria created with this ordinance; however, it may allow the City of Clovis some discretion when reviewing Senate Bill (“SB”) 9 development projects. This option does not include creating a Historic Preservation Board at this time.

If this option is selected, staff will need direction on the following:

- Will future action be taken to designate historic sites and landmarks within the district?
 - Will a Historic Preservation Board be formed at a later date? If not, who will make the recommendations regarding designation of historic sites and landmarks?
- 3) Move forward with the City Council recommendation from the July 1, 2024, meeting and prepare an ordinance amendment to create the Historic Preservation Board and Historic District. This option includes the details outlined in options 1 and 2 mentioned above.
 - 4) No ordinance amendment would be prepared, and staff will continue to use the Clovis General Plan, CCSP and Old Town Clovis Design Guidelines (“OTCDG”) for review of development projects that preserve buildings and sites within the plan area.

The General Plan includes policies that support historic preservation, specifically Policy 2.11 of the Open Space and Conservation Element, which states that the City will prioritize the preservation of the historic character and resources of Old Town. The CCSP also recognizes, celebrates and preserves the unique culture and history of the central Clovis area. One of the guiding principles of the CCSP seeks to preserve the authenticity of Old Town and plan new development that creates a sense of community and place. The plan also includes design guidelines for modifications and remodeling buildings, which serve as a guide for conservation, adaptive use and enhancement of the buildings and streetscapes. The OTCDG provides guidance for the design of buildings and improvements in Old Town. It also includes a list of properties that may be eligible for local, state, or national historic designations; however, it does not mandate the designation.

City staff has successfully used the General Plan, CCSP, and OTCDG to review development projects and has preserved the authenticity of Old Town. However, these plans do not designate sites as historic or have specific criteria that would formally designate sites or landmarks as historic, as recommended by the HPC.

All options mentioned above include staff moving forward with creating a specific stand-alone element in the General Plan Update addressing historic resources.

Public Hearing Notice

A public hearing notice for this meeting was mailed to property owners within the proposed Historic District and members of the HPC. Staff has received one (1) comment letter from a community member, which is attached to this staff report for the City Council’s review and consideration (**Attachment 2**).

FISCAL IMPACT

Depending on the final recommendation from the City Council, there could likely be a cost incurred to implement. There is currently no money budgeted to support the implementation and enforcement of supporting actions necessary to identify and preserve historic resources as well as enforcing the ordinance should the City Council approve. If approved, a funding source would need to be identified.

REASON FOR RECOMMENDATION

Staff is returning to the City Council to confirm prior action and seek direction moving forward given the recent property owner informational meeting and concerns.

ACTIONS FOLLOWING APPROVAL

Staff will implement the City Council direction.

CONFLICT OF INTEREST

None.

Prepared by: McKencie Perez, Deputy City Planner

Reviewed by: City Manager AA



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: July 1, 2024

SUBJECT: Consider – Update and Recommendations from the Historic Preservation Committee.

Staff: John Holt, City Manager

Recommendation: Consider Update and Provide Direction

ATTACHMENTS:

1. March 6, 2023, staff report to Council on HPC
2. Draft Ordinance of the City Council of the City of Clovis adding Chapter 9.81 of Title 9 of the Clovis Municipal Code Creating a Historic Preservation Committee

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) within the preceding 12 months (Government Code 84308).

RECOMMENDATION

For the City Council to consider an update on the Historic Preservation Committee (HPC) and provide policy direction going forward.

EXECUTIVE SUMMARY

The origin of the creation of a City of Clovis Historic Preservation Committee began with a May 16, 2022, letter from Sayre Miller, representing the Clovis-Big Dry Creek Historic Society requesting the City Council create a Historic Preservation Committee. The letter indicated that the Clovis-Big Dry Creek Historic Society created a committee approximately three years prior to advocate for the preservation of the Carnegie Library building in Old Town Clovis (325 Pollasky Ave, Clovis, CA 93612). The Carnegie Library is owned by the Clovis Chamber of Commerce and the City of Clovis has limited to no control over how that building is used. The issue was before council on three different occasions in 2022. On February 13, 2023, the Clovis City Council directed staff to seek the nominations from City Council for appointment to the Clovis Historic Preservation Committee.

Motion from February 13, 2023 – “Motion for each Councilmember to appoint 1-2 members who live, work, own property, or can articulate their Historic ties to Clovis to the ad hoc committee by the February 21, 2023, Council Meeting. Motion for approval by Councilmember Bessinger, seconded by Councilmember Mouanoutoua. Motion carried by unanimous vote.”

Appointed:

- Mayor Ashbeck - Sayre Miller / Adam Holt
- Mayor Pro Tem Mouanoutoua - John Wright / Tom Wright
- Councilmember Basgall - Desiree Haus / Rachael Orlando
- Councilmember Bessinger - ~~Ron Silva~~ / Greg Newman (Mr. Silva dropped out for personal reasons before the first meeting)
- Councilmember Pearce - Cora Shipley / Mark Wall

The Committee was charged with:

- a. Identifying criteria they would use to assess historic resources in the City of Clovis.
- b. Assessing historic resources in the City of Clovis – this would consist of surveying historic resources within the city limits of the City of Clovis. The historic survey would not designate a property as historic. Instead, the survey would identify properties that could be a historic resource.
- c. Provide recommendations to the City Council on the preservation of those identified resources.

The Committee is now prepared to report back to City Council.

BACKGROUND

The origin of the creation of a Historic Preservation Committee began with a May 16, 2022, letter from Sayre Miller, representing the Clovis-Big Dry Creek Historic Society requesting the City Council create a Historic Preservation Committee. The letter indicated that the Clovis-Big Dry Creek Historic Society created a committee approximately three years prior to advocate for the preservation of the Carnegie Library building in Old Town Clovis. The Carnegie Library is owned by the Clovis Chamber of Commerce and the City of Clovis has limited control over how that building is used.

On May 2, 2022, the City Council received an update on 325 Pollasky Avenue, Clovis Chamber of Commerce building. On May 16, 2022, the Clovis-Big Dry Creek Historic Society submitted a letter to the City Manager requesting that the City form a Historic Preservation Commission. From the May 2, 2022, meeting, it was the consensus of the Council to pursue the formation of a Historic Preservation Committee to assist the effort in updating and preserving the building.

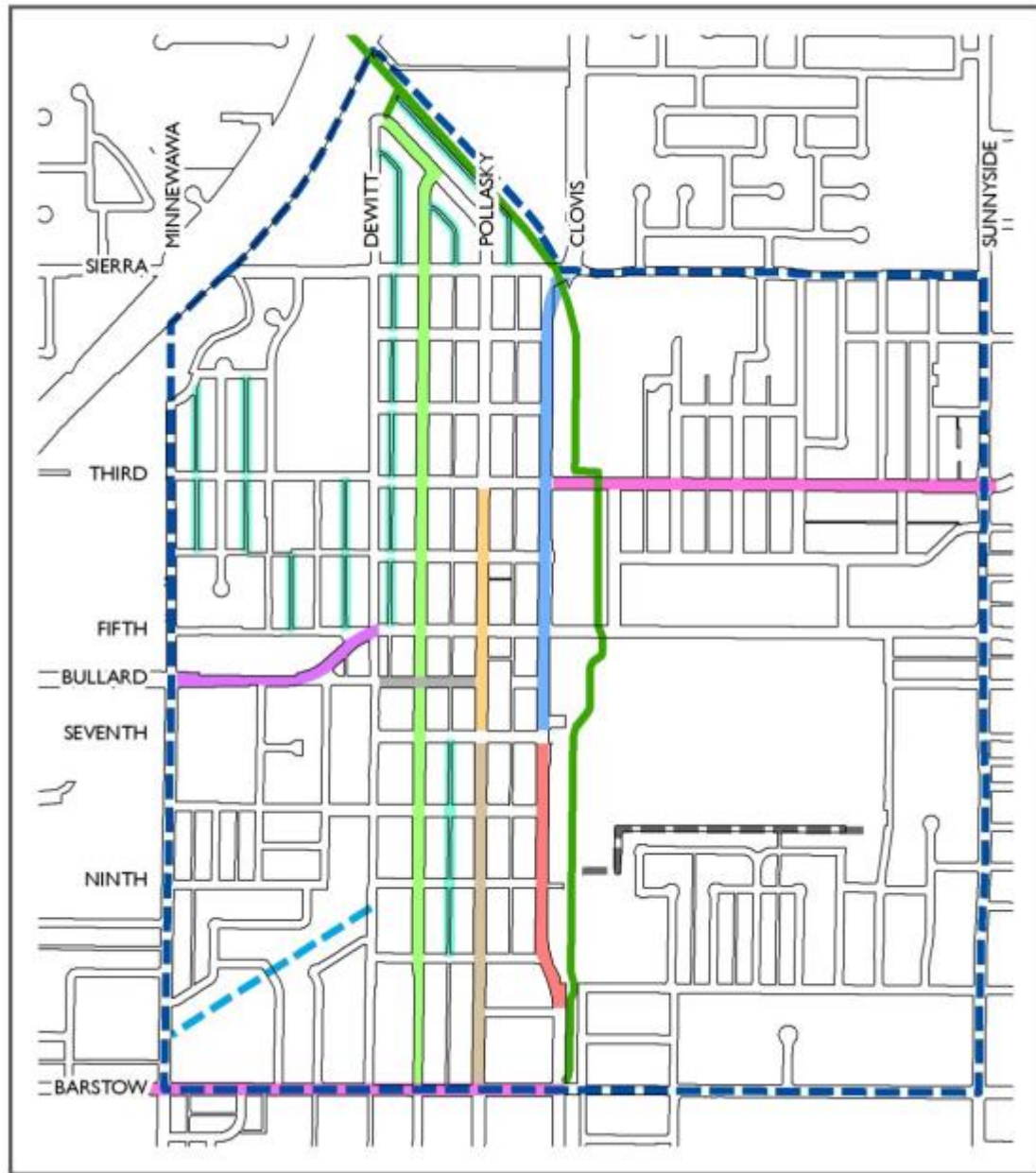
On June 6, 2022, the City Council considered the request from Clovis-Big Dry Creek Historic Society for the Council to create a Historic Preservation Commission. From the June 6, 2022, meeting Council directed staff to establish the Advisory Board as described in the Clovis Municipal Code 9.120.020 - *Historic Preservation Board. A City review board designated to promote the cultural, economic, educational, and general welfare of the City through the preservation and protection of buildings, sites, structures, areas, and districts of historic significance and interest.*

On September 12, 2022, staff presented a two options for Council to consider: **Option A** - Establish a temporary committee that would assess historic resources in the City of Clovis and provide recommendations to City Council on the protection of those identified resources; or **Option B** - Consider Introduction – Ord. 22-____, an Ordinance of the City Council of the City of Clovis adding Chapter 9.81 of Title 9 of the Clovis Municipal Code creating a Historic Preservation Board.

City Council chose **Option A** with the following motion: to establish an ad hoc committee that would assess historic resources in the City of Clovis and provide recommendations to the City Council on the protection of those identified resources. Over the past year staff has met with the HPC monthly and is now reporting back to council.

Committee approved the following recommendations to City Council:

- a. Final criteria to be used to assess properties in Clovis with the goal of promoting and preserving historic resources:
 - i. Age (75 years plus).
 - ii. An event that made a significant contribution to the broad patterns of local, regional history, or the cultural heritage of Clovis.
 - iii. Is associated with the lives of persons important to local, California, or national history.
 - iv. Embodies the distinctive characteristics of a type, period, region or method of construction or represents the work of a master or possesses high artistic values.
 - v. Is associated with information, items, artifacts or is important to the prehistory or history of the City of Clovis, California, or the nation.
 - vi. Is the resource within the Central Clovis Specific Plan (CCSP) area.
- b. Designate the original one (1) square mile of Clovis as a historic district to prevent unregulated and insensitive change (Barstow to the South, Minnewawa to the east, Sierra to the north, and Sunnyside to the east) See image below.
- c. Direct staff to bring back before City Council for reconsideration the 2022 Draft Ordinance of the City Council of the City of Clovis adding Chapter 9.81 of Title 9 of the Clovis Municipal Code Creating a Historic Preservation Committee (Attachment 2).
- d. As part of the General Plan Update, create a specific stand-alone element addressing historic resources with goals, policies, and actions.



One Square Mile - Source: Central Clovis Specific Plan

FISCAL IMPACT

Depending on the final recommendation of the council, there will likely be a cost incurred to implement. There is currently no money budgeted to support the implementation and enforcement of supporting a Historic Preservation Committee and associated actions necessary to identify and preserve historic resources as well as enforcing the ordinance should council approve.

REASON FOR RECOMMENDATION

City Council directed the creation of a Historic Preservation Committee to:

- a. Identifying criteria they would use to assess historic resources in the City of Clovis.
- b. Assessing historic resources in the City of Clovis – this would consist of surveying historic resources within the city limits of the City of Clovis. The historic survey would not designate a property as historic. Instead, the survey would identify properties that could be a historic resource.
- c. Provide recommendations to the City Council on the preservation of those identified resources.

The Committee is now prepared to report out.

ACTIONS FOLLOWING APPROVAL

Staff will implement Council direction.

Prepared by: John Holt, City Manager

Reviewed by: City Manager *JH*



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: March 6, 2023

SUBJECT: Consider Approval – Appointments to the City of Clovis Historic Preservation Committee.

Staff: John Holt, City Manager

Recommendation: Approve

ATTACHMENTS: 1. September 12, 2022, staff report regarding Historic Preservation Committee

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

Staff is recommending the City Council approve the appointments to the Clovis Historic Preservation Committee.

EXECUTIVE SUMMARY

On February 13, 2023, the Clovis City Council directed staff to seek the nominations from City Council for appointment to the Clovis Historic Preservation Committee. Staff has received nominations from City Council.

Motion from February 13, 2023 – “Motion for each Councilmember to appoint 1-2 members who live, work, own property, or can articulate their historical ties to Clovis to the ad hoc committee by the February 21, 2023, Council Meeting. Motion for approval by Councilmember Bessinger, seconded by Councilmember Mouanoutoua. Motion carried by unanimous vote.”

Nominated for appointment:

- Mayor Ashbeck - Sayre Miller / Adam Holt
- Mayor Pro Tem Mouanoutoua - John Wright / Tom Wright

- Councilmember Basgall - Desiree Haus / Rachael Orlando
- Councilmember Bessinger - Ron Silva / Greg Newman
- Councilmember Pearce - Cora Shipley / Mark Wall

Actions required and charge of the committee based on prior council action:

1. Have City Council appoint 1 – 2 members each.
2. Committee Members must live, work, own property, or can articulate their historical ties to Clovis to the ad hoc committee.
3. This is an ad hoc committee that will meet until the objectives are achieved.
4. The Committee will be subject to the Brown Act.
5. The Committee will be charged with:
 - a. Identifying criteria they would use to assess historic resources in the City of Clovis.
 - b. Assessing historic resources in the City of Clovis – this would consist of surveying historic resources within the city limits of the City of Clovis. The historic survey would not designate a property as historic. Instead, the survey would identify properties that could be a historic resource.
 - c. Provide recommendations to the City Council on the preservation of those identified resources.
6. The Committee would report back to City Council on items included in number 5 above.

Staff is recommending the Committee meet on a monthly basis until they are prepared to report back to City Council.

BACKGROUND

The origin of the creation of a Historic Preservation Committee began with a May 16, 2022, letter from Sayre Miller, representing the Clovis-Big Dry Creek Historical Society requesting the City Council create a Historic Preservation Committee. The letter indicates that the Clovis-Big Dry Creek Historical Society created a committee approximately three years ago to advocate for the preservation of the Carnegie Library building in Old Town Clovis. The Carnegie Library is owned by the Clovis Chamber of Commerce and the City of Clovis has limited control over how that building is used.

Attachment 1 includes all background material. On May 2, 2022, the City Council received an update on 325 Pollasky Avenue, Clovis Chamber of Commerce building. On May 16, 2022, the Clovis-Big Dry Creek Historical Society submitted a letter to the City Manager requesting that

the City form a Historical Preservation Commission. From the May 2, 2022, meeting, it was the consensus of the Council to pursue the formation of a historical preservation committee to assist the effort in updating and preserving the building.

On June 6, 2022, the City Council considered the request from Clovis-Big Dry Creek Historical Society for the Council to create a Historical Preservation Commission. From the June 6, 2022, meeting Council directed staff to establish the Advisory Board as described in the Clovis Municipal Code 9.120.020 - *Historic Preservation Board. A City review board designated to promote the cultural, economic, educational, and general welfare of the City through the preservation and protection of buildings, sites, structures, areas, and districts of historic significance and interest.*

On September 12, 2022, staff presented a two options for Council to consider: **Option A** - Establish a temporary committee that would assess historic resources in the City of Clovis and provide recommendations to City Council on the protection of those identified resources; or **Option B** - Consider Introduction – Ord. 22-____, an Ordinance of the City Council of the City of Clovis adding Chapter 9.81 of Title 9 of the Clovis Municipal Code creating a Historic Preservation Board.

City Council chose Option A with the following motion: to establish an ad hoc committee that would assess historic resources in the City of Clovis and provide recommendations to the City Council on the protection of those identified resources. Membership of the committee will consist of ten (10) members and each member shall be appointed by the City Council following a recommendation by the Mayor and members must be a resident of the City of Clovis.

In October 2022 City Council provided additional direction to table the creation of the Committee until after the November 8, 2022, election. Staff is now returning to City Council to confirm the actions taken on September 12, 2022.

On February 13, 2023, staff returned to council seeking direction on path forward.

FISCAL IMPACT

There is currently no funding to support the establishment of a Historic Preservation Committee. Staff time to support would likely be limited but it would have an impact on workload.

REASON FOR RECOMMENDATION

Staff is now returning to the City Council to approve the appointments to the Clovis Historic Preservation Committee.

ACTIONS FOLLOWING APPROVAL

Staff will implement Council direction.

Prepared by: John Holt, City Manager

Reviewed by: City Manager 



CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
 FROM: Administration
 DATE: September 12, 2022
 SUBJECT: Consider Various Options Regarding the Creation of a Historic Preservation Board:

a. Establish a temporary committee that would assess historic resources in the City of Clovis and provide recommendations to City Council on the protection of those identified resources;

b. Consider Introduction – Ord. 22-____, An Ordinance of the City Council of the City of Clovis adding Chapter 9.81 of Title 9 of the Clovis Municipal Code creating a Historic Preservation Board;

c. Take no action at this time.

Staff: Andrew Haussler, Assistant City Manager / Renee Mathis, Director of Planning and Development Services

Recommendation: Consider options and provide staff policy direction

ATTACHMENTS:

1. Background on 325 Pollasky – Clovis Chamber of Commerce
2. May 2, 2022, Staff Report - Update on 325 Pollasky Avenue (Clovis Chamber of Commerce Building)
3. May 16, 2022, Letter from the Clovis-Big Dry Creek Historical Society to form a historical preservation commission
4. June 6, 2022, Staff Report - Consider – A request from Clovis-Big Dry Creek Historical Society for the City Council to Create a Historical Preservation Commission
5. Draft Ordinance

CONFLICT OF INTEREST

None.

RECOMMENDATION

For the City Council to consider various options regarding the creation of a Historic Preservation Board (Board) and provide staff direction going forward.

EXECUTIVE SUMMARY

On May 2, 2022, the City Council received an update on 325 Pollasky Avenue, Clovis Chamber of Commerce building (Attachment 2). On June 6, 2022, City Council considered a request from Clovis-Big Dry Creek Historical Society for the City Council to create a Historical Preservation Commission (Attachment 4). From the June 6, 2022, meeting, Council directed staff to establish an advisory board as described in the Clovis Municipal Code 9.120.020.

Over the past two months, staff has worked with the City Attorney's office in developing a draft ordinance creating a Historic Preservation Board. This is proposed to be an advisory board to the Planning Commission and City Council tasked with developing an initial list of historic landmarks and historic sites within the Historic District for consideration. The Board would also be responsible for maintaining that list of historic landmarks and historic sites. The draft ordinance establishes the process by which an initial list of historic landmarks and historic sites could be established and how one might be added at a future date.

The following are challenges that have been identified during the development of the draft ordinance:

1. There is no funding for the creation and support of Board.
2. In communicating with the City of Visalia who established a Historic Preservation Advisory Committee in 1979, there is a significant amount of work in establishing the criteria and initial list which could initially consume full-time support of one staff member. Once established, ongoing support is significantly reduced.
3. Staff would likely need to outsource support to the Board such as an architect, engineer, or historian (assuming the initial Board was not made up of this expertise).
4. There is currently no in-house expertise on historic preservation.
5. Defining a historic landmark and maintenance of it is subjective – staff would be charged with defining what is significant, minor, and maintenance work.

After developing the draft ordinance, staff is recommending the City Council consider the following options:

- A. Establish a temporary committee that would assess historic resources in the City of Clovis and provide recommendations to City Council on the protection of those identified resources;
- B. Consider Introduction – Ord. 22-____, an Ordinance of the City Council of the City of Clovis adding Chapter 9.81 of Title 9 of the Clovis Municipal Code creating a Historic Preservation Board;
- C. Take no action at this time.

BACKGROUND

On May 2, 2022, the City Council received an update on 325 Pollasky Avenue, Clovis Chamber of Commerce building (Attachment 2). On May 16, 2022, the Clovis-Big Dry Creek Historical Society submitted a letter to the City Manager requesting that the City form a Historical Preservation Commission (Attachment 3). Attachment 1 provides some of the history on the building located at 325 Pollasky Avenue. From the May 2, 2022, meeting, it was the consensus of the Council to pursue the formation of a historical preservation committee to assist the effort in updating and preserving the building.

On June 6, 2022, the City Council considered the request from Clovis-Big Dry Creek Historical Society for the Council to create a Historical Preservation Commission (Attachment 4). From the June 6, 2022, meeting Council directed staff to establish the Advisory Board as described in the Clovis Municipal Code 9.120.020 - *Historic Preservation Board. A City review board designated to promote the cultural, economic, educational, and general welfare of the City through the preservation and protection of buildings, sites, structures, areas, and districts of historic significance and interest.*

Over the past two months, staff has worked with the City Attorney's office to develop a draft ordinance to create a Historic Preservation Board, provided as Attachment 5. Through that process, staff has developed an alternative option to consider: to establish a temporary committee that would assess historic resources in the City of Clovis and provide recommendations to the City Council on the protection of those identified resources. A third option available is to continue the City's current policies on historical preservation with Council taking no action at this time.

The following is a review of the three proposed options:

Option A - Establish a temporary committee that would assess historic resources in the City of Clovis and provide recommendations to City Council on the protection of those identified resources.

After developing the draft ordinance and realizing that staff has very little expertise regarding historic sites nor the criteria to judge, staff wanted to present the option to City Council to consider forming a committee that would be charged with assessing historic resources in the City of Clovis and providing recommendations on tools the Council could implement to protect the identified resources, such as an ordinance. The committee could stand up for a specified period and provide recommendations to the City Council at its conclusion.

Option B - Consider Introduction – Ord. 22-____, an Ordinance of the City Council of the City of Clovis adding Chapter 9.81 of Title 9 of the Clovis Municipal Code creating a Historic Preservation Board:

In crafting the ordinance and knowing that it will likely need to be amended, staff is recommending the City Council consider narrowing the scope of the ordinance initially to allow somewhat of a learning curve upon initial implementation. It should also be noted that the City is now on the front end of updating the 2014 General Plan, which could be an opportunity to refine the ordinance in the future.

Highlights of the draft ordinance:

A summary of the ordinance and the proposed draft ordinance is in Attachment 5.

Purpose:

The proposed Historic Preservation Ordinance establishes a Historic Preservation Board (Board). The Board would be created to act as the City's steward for historic preservation causes and protector of historic structures. The Board would be an advisory body to the Planning Commission and City Council. The Board would consist of five members appointed by the Mayor and confirmed by the City Council and meet monthly.

Scope:

Staff is recommending Council consider limiting the initial historic district to the original one square mile of the City of Clovis, bounded by Barstow Avenue to the south, Sunnyside Avenue to the east, Sierra Avenue to the north, and Minnewawa Avenue to the west (this area represents the original one square mile that was incorporated in 1912). Staff is further recommending Council consider initially limiting consideration of historic sites to non-residential properties.

Initial Role:

The Board would be primarily responsible for developing a list of Historic Landmarks within the Historic District for Planning Commission and City Council to consider for designation.

Ongoing Role:

The Board would periodically update the Historic Landmarks within the Historic District and reviewing building/planning actions related to historically designated structures. Review of proposals for the exterior alteration of historically designated sites and structures would likely be the most frequent task undertaken by the Board. The Board reviews would be conducted with a focus on preserving the integrity of historic structures and maintaining the unified architectural character of the Historic District. The Board would also be tasked with recommending criteria to be used during such review.

Limitations on Changes to Designated Historic Sites:

Reviews of exterior alterations to buildings would need to occur prior to issuance of a permit. For land use actions, the Board would only review the impact of a proposed land use change on a historic landmark and would provide a recommendation to the Planning Commission. The Board would not have authority to approve or deny land use actions and would not make determinations on what uses are allowed. That power rests solely with the Planning Commission. Any action of the Board would be appealable to the City Council.

Expenses:

All reviews by the Board would be conducted at no expense to the applicant. Similarly, any appeals of Board actions would be processed free of charge.

Staff time to support the Board has not been budgeted for and resources would need to be identified.

Summary:

In summary, a property owner will be notified of the potential for a property to be listed on the historic register before public hearings held by the Historic Preservation Board and again by the Planning Commission. The final recommendation would be noticed to the property owner before the item is heard by the City Council when the Council could officially add the property to the local historic register. The property owner will be allowed the opportunity to state whether they want their property to be included as an historic landmark. There is a provision in the ordinance that allows the Planning Commission to consider a hardship by a property owner that would result from denial of a permit to carry out proposed work.

If a site is added to the register before altering the exterior of, or demolishing, an historic landmark or historic site, the property owner must first obtain approval either from the Director of Planning and Development Services or, depending on the significance of the change, the Board would provide a recommendation to the Planning Commission. This is appealable to City Council. In addition, for Historic Landmarks, property owners must seek permission to do work that does not require a permit and would not normally require City approval. This will increase the time it takes property owners to complete work on their property, compared to a site that is not on the historic register.

Option C – Take no action at this time.

Currently in the City of Clovis, historic preservation is governed by the General Plan in the Open Space and Conservation Element under *Goal 2: Natural, agricultural, and historic resources that are preserved and promoted as key features for civic pride and identity*. This is implemented by the following policies:

- Policy 2.9: National and state historic resources. Preserve historical sites and buildings of state or national significance in accordance with the Secretary of Interior Standards for Historic Rehabilitation.
- Policy 2.10: Local historic resources. Encourage property owners to maintain the historic integrity of the site by (listed in order of preference): preservation, adaptive reuse, or memorialization.
- Policy 2.11: Old Town. Prioritize the preservation of the historic character and resources of Old Town.
- Policy 2.12: Public education. Support public education efforts for residents and visitors about the unique historic, natural, and cultural resources in Clovis.

In addition, the Central Clovis Specific Plan further implemented the above goal and policies with design guidelines and language desiring to preserve the historic nature of the Old Town area.

FISCAL IMPACT

Implementation of the ordinance will need to be supported by staff time as well as supporting the Board and meetings. The exact cost to support the Board is unknown at this time.

REASON FOR RECOMMENDATION

City Council provided direction to draft an ordinance to develop an advisory body to the Planning Commission and City Council to develop an initial list of historic landmarks and historic sites within the Historic District for consideration. The Board would also be responsible for maintaining that list of historic landmarks and historic sites. Staff has provided Council with various options to consider.

ACTIONS FOLLOWING APPROVAL

Staff will implement Council direction.

Prepared by: Andrew Haussler, Assistant City Manager
Renee Mathis, Director of Planning & Development Services.

Reviewed by: City Manager AM

325 Pollasky Avenue (Clovis Chamber of Commerce) Building Update

The building owned by the Clovis Chamber of Commerce is located at 325 Pollasky Avenue. It was built in 1914 and originally served as the Clovis Library. The construction was financed through a grant from the Carnegie Foundation, which funded 2,509 such libraries between 1883 and 1929. The building remained in continuous use as a public library until 1976, when the new Clovis Library opened at 1133 Fifth Street. In exchange for the new library site, the County of Fresno deeded ownership of the building and land at 325 Pollasky to the City of Clovis.

Upon taking possession of the property, the City of Clovis was committed to renovating and converting the building into a use which could serve as a public meeting space. However, the costs for renovation ranged from \$150,000 to \$160,000.

In 1979, the City of Clovis replaced the foundation at a cost of \$70,000. By 1983, a group of citizens managed to raise \$13,000 for additional restoration work. Those funds, along with donations of labor and supplies, enabled the group to complete some additional restoration work.

In 1986, the City of Clovis entered into an agreement with the Clovis Chamber of Commerce to transfer ownership of the building and property to the Chamber. The agreement included several conditions ("Reversionary Interest Conditions"), which were to be included in the deed conveying the property to the Chamber:

- Chamber must complete remodeling of the building.
- Chamber may not convey any interest in the property without consent of the City.
- Chamber must remain as a non-profit corporation organized as a chamber of commerce.
- Chamber must maintain the upper floor of the building for public use or short-term rental for public and community groups.
- Chamber must maintain the building in good condition and repair.
- As part of the agreement, the City was also to retain the ability to take back title to the property in the event of a default by the Chamber.

Since 1986, the Chamber has continuously occupied the building. During that time, the Clovis Chamber of Commerce bore all costs for repairs and maintenance for the building and property. Some of these repairs and upgrades include total replacement of roof, total overhaul of landscaping and irrigation, and overhaul of front entry. Between 2012 and 2016, the building experienced issues which included the total failure of HVAC equipment, severe roof leak, and a water main break.

The building is also not ADA compliant, which has prevented the Chamber of Commerce from being able to legally operate inside the building.

In 2016, City of Clovis staff discovered that although the deed conveying the property from the City to the Chamber was executed in 1986, none of the Reversionary Interest Conditions required by the agreement were included in the deed. Also, the 1986 agreement was not recorded. Therefore, the legally enforceable status of the Reversionary Interest Conditions was in doubt.

In 2017, facing significant repairs to the HVAC system and building plumbing, and significant and costly upgrades to bring the building into compliance with ADA standards, the Chamber asked the City to be released from the Reversionary Interest Conditions. On September 10, 2018, the City Council approved Resolution 18-121 and released any interest the City had in the building and property, including releasing

the Chamber from all Reversionary Interest Conditions. The stated purpose in Resolution 18-121 of releasing the Chamber was "so that the Chamber may move forward with future planning for the property and building consistent with the City's Central Clovis specific plan and applicable zoning." As a result of Resolution 18-121, the City has no legal or equitable interest in the building or property, and the Chamber is not subject to any conditions restricting the use of the building or development of the property other than the Central Clovis Specific Plan and applicable zoning.

Since 2018, the Chamber of Commerce Board of Directors and staff have explored the following four options for the property:

1. Repair the building
2. Sell the property
3. Scrape and rebuild the building
4. Create a partnership with a developer who will remove the current building and construct a new building. The Chamber would enter into this partnership on the strength of the equity of land with the developer covering the cost of construction. The outcome for the Chamber would be a condominium-type office that would remain the property of the Chamber of Commerce in perpetuity.

To date, the Chamber staff has explored all options, but has not made a final decision.



CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
FROM: Administration
DATE: May 2, 2022
SUBJECT: Receive and File – Update on 325 Pollasky Avenue (Clovis Chamber of Commerce Building).

Staff: Andrew Haussler, Assistant City Manager

Recommendation: Receive and File

ATTACHMENTS: 1. Background Documentation

CONFLICT OF INTEREST

Mayor Jose Flores maintains financial interest in a property within 1,000 feet of subject property and, pursuant to law, must abstain from participation and decision regarding this item.

RECOMMENDATION

That the City Council receive and file the update on 325 Pollasky Avenue (Clovis Chamber of Commerce Building).

EXECUTIVE SUMMARY

Since 1986, the building located at 325 Pollasky has been occupied and maintained by the Clovis Chamber of Commerce through an agreement for conveyance of use. In 2018, City Council approved a resolution releasing all interest in the subject property. Since that time, the Clovis Chamber of Commerce has continued exploring future use of the property.

BACKGROUND

The building owned by the Clovis Chamber of Commerce is located at 325 Pollasky Avenue. It was built in 1914 and originally served as the Clovis Library. The construction was financed through a grant from the Carnegie Foundation, which funded 2,509 such libraries between 1883 and 1929. The building remained in continuous use as a public library until 1976, when the new Clovis Library opened at 1133 Fifth Street. In exchange for the new library site, the County of Fresno deeded ownership of the building and land at 325 Pollasky to the City of Clovis.

Upon taking possession of the property, the City of Clovis was committed to renovating and converting the building into a use which could serve as a public meeting space. However, the costs for renovation ranged from \$150,000 to \$160,000.

In 1979, the City of Clovis replaced the foundation at a cost of \$70,000. By 1983, a group of citizens managed to raise \$13,000 for additional restoration work. Those funds, along with donations of labor and supplies, enabled the group to complete some additional restoration work.

In 1986, the City of Clovis entered into an agreement with the Clovis Chamber of Commerce to transfer ownership of the building and property to the Chamber. The agreement included several conditions ("Reversionary Interest Conditions"), which were to be included in the deed conveying the property to the Chamber:

- Chamber must complete remodeling of the building.
- Chamber may not convey any interest in the property without consent of the City.
- Chamber must remain as a non-profit corporation organized as a chamber of commerce.
- Chamber must maintain the upper floor of the building for public use or short-term rental for public and community groups.
- Chamber must maintain the building in good condition and repair.

As part of the agreement, the City was also to retain the ability to take back title to the property in the event of a default by the Chamber.

Since 1986, the Chamber has continuously occupied the building. During that time, the Clovis Chamber of Commerce bore all costs for repairs and maintenance for the building and property. Some of these repairs and upgrades include total replacement of roof, total overhaul of landscaping and irrigation, and overhaul of front entry. Between 2012 and 2016, the building experienced issues which included the total failure of HVAC equipment, severe roof leak, and a water main break.

The building is also not ADA compliant, which has prevented the Chamber of Commerce from being able to legally operate inside the building.

In 2016, City of Clovis staff discovered that although the deed conveying the property from the City to the Chamber was executed in 1986, none of the Reversionary Interest Conditions required by the agreement were included in the deed. Also, the 1986 agreement was not recorded. Therefore, the legally enforceable status of the Reversionary Interest Conditions was in doubt.

In 2017, facing significant repairs to the HVAC system and building plumbing, and significant and costly upgrades to bring the building into compliance with ADA standards, the Chamber asked the City to be released from the Reversionary Interest Conditions. On September 10, 2018, the City Council approved Resolution 18-121 and released any interest the City had in the building and property, including releasing the Chamber from all Reversionary Interest Conditions. The stated purpose in Resolution 18-121 of releasing the Chamber was "so that the Chamber may move forward with future planning for the property and building consistent with the City's Central Clovis Specific Plan and applicable zoning." As a result of Resolution 18-121, the City has no legal or equitable interest in the building or property, and the Chamber is not subject to any conditions restricting the use of the building or development of the property other than the Central Clovis Specific Plan and applicable zoning.

Since 2018, the Chamber of Commerce Board of Directors and staff have explored options for the future of this building and property but have not made a final decision. Likewise, the City of Clovis has not been in receipt of any plans or applications for demolition, improvements, or redevelopment.

The City of Clovis has no legal interest in the subject property.

FISCAL IMPACT

The City of Clovis has no financial interest in the subject property.

REASON FOR RECOMMENDATION

The attached report serves as information only. Beyond the review of information by Council, no action is requested.

ACTIONS FOLLOWING APPROVAL

Staff will file information.

Prepared by: Shawn Miller, Business Development Manager

Reviewed by: City Manager SM

SAVE OUR 1914 CARNEGIE LIBRARY COMMITTEE

c/o Clovis-Big Dry Creek Historical Society

401 Pollasky Avenue
Clovis, CA 93612-1141

AGENDA ITEM NO. 14.

AGENDA ITEM NO. 18.

May 16, 2022

Mr. John Holt
City Manager
City of Clovis
1033 Fifth Street
Clovis, CA 93612

Dear Mr. Holt,

Two years ago the Clovis-Big Dry Creek Historical Society formed a committee to advocate for the preservation of the Carnegie Library building in Old Town Clovis, listed among the Fresno County Historical Landmarks and Records Advisory Commission's Inventory of Historic Sites in Fresno County.

We believe that Old Town Clovis should continue to be defined by its authentic historical buildings wherever feasible. The campaign to protect the Carnegie Library building has accentuated the absence of a City of Clovis Historic Preservation Commission to review projects and plans that may affect the City's historic and cultural heritage. Typically such commissions encourage public participation.

We believe that prompt action by the City to establish a Historic Preservation Commission will:

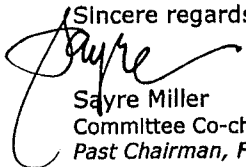
- discourage demolition of our cultural history
- take a vital step toward applying to be a state Certified Local Government to expedite environmental reviews and create opportunities for grant funding
- promote conservation of resources and reduce waste and expense by repairing and reusing existing buildings, greatly reducing their carbon footprint
- encourage identification of significant buildings to educate the public about local history
- contribute expertise in period architecture to maintain the authenticity of Old Town and other historical sites, and
- generate enthusiasm for Clovis' unique character, both as a destination and for the benefit of local citizens.

Many municipalities maintain a Local Register of Historic Resources. Such resources are researched and evaluated as to their significance, and often are marked by plaques or other insignia to illuminate a town's historical development. We believe that Clovis is worthy of such a project.

The Council gave verbal direction to staff at the City Council meeting on May 2, 2020, to initiate the formation of a Historic Preservation Commission. Our citizen group endorses this action with enthusiasm. In addition to the committee—comprised of seven Clovis citizens who are passionate about the preservation of historically significant landmarks—we have consulted an advisory group comprised of John Wright, former City of Clovis Planning Director; Elizabeth Laval, President, Fresno County Historical Society; Karana Hattersley-Drayton, former City of Fresno Historic Preservation Project Manager; and Chris Johnson, AIA, Principal and Project Lead for the 2005 restoration of Fresno's Santa Fe Depot. We offer our services to aid the City in the establishment of a Clovis Historic Preservation Commission.

If you would like to discuss this issue, please contact me by phone at (559) 930-3619, or by email at sayremcfarlanemiller@gmail.com.

Sincere regards,



Sayre Miller
Committee Co-chair
Past Chairman, Fresno County Historical Society

Peg Bos, Committee Co-chair
Past President, Clovis-Big Dry Creek Historical Society

Paul Halajian
Architect, Old Town Clovis

Tom Wright
Board Chairman, Clovis Veterans Memorial District

Carol Smittcamp Copeland
Business Owner, Old Town Clovis

Don Bremseth
Architect / 1979-85 Carnegie Library
Restoration Committee Member

Betsy Smittcamp Kimball
President, Smittcamp Family Foundation

ATTACHMENT 3



CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
FROM: Administration
DATE: June 6, 2022
SUBJECT: Consider – A request from Clovis-Big Dry Creek Historical Society for the City Council to Create a Historical Preservation Commission.

Staff: Andrew Haussler, Assistant City Manager

Recommendation: Consider request and provide direction.

ATTACHMENTS: 1. Letter from Clovis-Big Dry Creek Historical Society

CONFLICT OF INTEREST

None.

RECOMMENDATION

For the City Council to provide direction to staff based on the request from the Clovis-Big Dry Creek Historical Society to form a Historical Preservation Commission.

EXECUTIVE SUMMARY

Staff is in receipt of a request (attached) to the City Manager from the Clovis-Big Dry Creek Historical Society to form a historical preservation commission.

BACKGROUND

After the discussion regarding the status of the Clovis Carnegie Library Building on May 2, 2022, the Clovis-Big Dry Creek Historical Society submitted a letter on May 16, 2022, to the City Manager requesting that the City form a Historical Preservation Commission. The City currently does not have a Historical Preservation Commission. The letter from the Clovis-Big Dry Creek Historical Society refers to the Council giving verbal direction to staff at the May 2nd Council meeting to initiate the formation of a Historical Preservation Commission. However, no action was taken at that meeting. Staff now seeks Council's direction on the potential formation of such a Commission.

When the Zoning Code was updated in 2014, a definition for "Historical Preservation Board" was included in Chapter 9.120, and defined to be a *City review board designated to promote the cultural, economic, educational, and general welfare of the City through the preservation and*

protection of buildings, sites, structures, areas, and districts of historic significance and interest. Although a definition for the Board was included, no other provisions in the Zoning Code address a Historic Preservation Board or require its creation, *and* the City has not taken action to establish such a Board. To establish a Historic Preservation Commission (or Board) the City Council would need to initiate and approve an amendment to the Zoning Code to incorporate such a Board into the development review process for designated buildings and sites.

The role of a Historic Preservation Commission can vary as determined by the City Council. Many similar commissions in other cities review historic resources such as buildings, sites, structures, areas, and districts of historic significance and interest, and determine what should be recommended as designated for protection, subject to City Council approval. A commission may also serve as an additional reviewing/advisory body, reviewing and making recommendations on a designated site application to the Planning Commission. If an owner of one of those designated buildings, sites, structures, areas, and districts of historic significance and interest wants to make improvements and/or changes the Historic Preservation Commission would review and determine if the request is appropriate and then recommend approval or denial of the application to the Director, Planning Commission, and City Council, depending on the entitlement. While this would add a layer of protection to designated historic resources it may also deter investment as it could increase approval timeframes and potentially increase expenses to make improvements.

It is likely amendments and/or additions to the City's General Plan would also be required for the Historic Preservation Commission to determine standards to apply. Currently in the City of Clovis, historic preservation is governed by the General Plan in the Open Space and Conservation Element under *Goal 2: Natural, agricultural, and historic resources that are preserved and promoted as key features for civic pride and identity*. This is implemented by the following policies:

- Policy 2.9: National and state historic resources. Preserve historical sites and buildings of state or national significance in accordance with the Secretary of Interior Standards for Historic Rehabilitation.
- Policy 2.10: Local historic resources. Encourage property owners to maintain the historic integrity of the site by (listed in order of preference): preservation, adaptive reuse, or memorialization.
- Policy 2.11: Old Town. Prioritize the preservation of the historic character and resources of Old Town.
- Policy 2.12: Public education. Support public education efforts for residents and visitors about the unique historic, natural, and cultural resources in Clovis.

In addition, the Central Clovis Specific Plan further implemented the above goal and policies with design guidelines and language desiring to preserve the historic nature of the Old Town area.

Staff is currently seeking direction from Council regarding a request to establish a Historic Preservation Commission. Below are some options for Council to consider:

- 1) Keep status quo as currently determined in the General Plan as provided above.
- 2) Direct staff to review historic preservation in the General Plan Update currently underway to determine any new goals, policies, and implementation steps such as establishing a Historical Preservation Commission.
- 3) Direct staff to bring back the necessary items for Council to consider establishing a Historical Preservation Commission before completing the General Plan Update.

FISCAL IMPACT

At this point in the discussion there is no fiscal impact.

REASON FOR RECOMMENDATION

Staff is in receipt of a request to the City Manager from the Clovis-Big Dry Creek Historical Society to form a historical preservation commission.

ACTIONS FOLLOWING APPROVAL

Staff will implement Council direction.

Prepared by: Andrew Haussler, Assistant City Manager

Reviewed by: City Manager *JH*

SUMMARY OF DRAFT ORDINANCE

1. The Historic Preservation Board ("Board") will consist of five (5) members.
2. Each member shall be:
 - a. Appointed by the City Council, following recommendation by the Mayor; and
 - b. A resident of the City; and
 - c. Appointed to a four (4) year term. For the initial appointment, three (3) members will be appointed for a four-year term and the remaining two (2) members will be appointed to a two-year term.
3. The Council and Mayor may consider appointing members from, but not limited to, such professions, disciplines, and interests as: licensed architects and structural engineers; urban planners and landscape architects; attorneys and real estate experts; members of community groups and residents within historic districts, occupants of historic landmarks, and owners of historic sites.
4. The Board will meet at least once per month.
5. The Board will be an advisory body to the Planning Commission and City Council.
6. "Historic District" means the original one square mile of the City of Clovis, bounded by Barstow Avenue to the south, Sunnyside Avenue to the east, Sierra Avenue to the north, and Minnewawa Avenue to the west.
7. "Historic Landmark" means any non-residential improvement in the Historic District.
8. The Board would:
 - a. Develop and recommend an initial list of historic landmarks and historic sites within the Historic District for the Planning Commission and City Council to consider.
 - b. Establish criteria for, conduct and keep current a register of historic resources within the boundaries of the City subject to approval by the City Council.
 - c. Recommend to the Planning Commission and City Council guidelines for the designation of historic landmarks and historic sites.

9. Historic landmarks and historic sites will be established in the following manner:

- a. The Board may request the designation of an improvement as a historic landmark or the designation of a historic site or historic district, on its own accord, or based on testimony by members of the public.
- b. The Board will conduct a study of the proposed designation and make a recommendation to the Planning Commission.
- c. The Planning Commission will conduct a hearing to consider and make a recommendation of City Council.
- d. The City Council will consider the Planning Commission request and approve by resolution or deny. If approved, it will be added to the register of historic designations.
- e. Annually, the Historic Preservation Board shall review the register of historic designations and present it to the Council, along with any recommended changes.

10. Before altering the exterior of, or demolishing, a historic landmark or historic site, the property owner must first obtain approval as follows:

- a. For work that would not normally require a permit (i.e., exterior building paint color), the Director of Planning and Development Services shall approve an application if it complies with the Central Clovis Design Standards.
- b. If a building permit is required and seeks to make minor alterations or repairs, the Director of Planning and Development Services shall approve if it complies with the Central Clovis Design Standards.
- c. If an application is to tear down, demolish, construct, alter, remove, or relocate a historic landmark, the Planning Commission will hold a noticed public hearing and approve or disapprove the application. Such decision is appealable to the Council.
- d. City approval is not required for ordinary maintenance and repairs.

ORDINANCE 22-__**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLOVIS ADDING
CHAPTER 9.81 OF TITLE 9 OF THE CLOVIS MUNICIPAL CODE CREATING A
HISTORIC PRESERVATION BOARD**

The City Council of the City of Clovis does ordain as follows:

Section 1. Chapter 9.81 of Title 9 of the Clovis Municipal Code is hereby added to read as follows:

Chapter 9.81**HISTORIC PRESERVATION BOARD****Sections:**

- 9.81.01 Purpose and Findings.
- 9.81.02 Definitions.
- 9.81.03 Creation of Historic Preservation Board.
- 9.81.04 Powers and Duties of Historic Preservation Board.
- 9.81.05 Historic Designation Criteria.
- 9.81.06 Historic Designation Procedures.
- 9.81.07 Permit Required.
- 9.81.08 Permit Approval Procedure.
- 9.81.09 Permit Approval Criteria.
- 9.81.10 Appeals.
- 9.81.11 Ordinary Maintenance and Repair.
- 9.81.12 Unsafe or Dangerous Conditions.
- 9.81.13 Duty to Keep in Good Repair.
- 9.81.14 Showing of Hardship.
- 9.81.15 No Retroactive Application.
- 9.81.16 Failure to Act

9.81.01 Purpose and Findings.

The purpose of this Chapter is to promote the cultural, economic, educational, and general welfare of the City through the preservation and protection of buildings, sites, structures, areas, and districts of historic significance and interest.

9.81.02 Definitions.

- A. "Alteration" means any exterior change or modification, of any historic resource including, but not limited to, exterior changes to or modifications of structure, architectural details, or visual characteristics such as paint color and surface texture, grading, surface paving, new structures, cutting or removal of trees and other natural features, disturbance of archaeological sites or areas, and the

placement or removal of any exterior objects such as signs, plaques, light fixtures, street furniture, walls, fences, steps, paintings and landscape accessories affecting the exterior visual qualities of the property.

- B. "Historic District" means the original one square mile of the City of Clovis, bounded by Barstow Avenue to the south, Sunnyside Avenue to the east, Sierra Avenue to the north, and Minnewawa Avenue to the west.
- C. "Historic Landmark" means any non-residential improvement in the historic district that has special historic, cultural, aesthetic, or architectural character, interest, or value as part of the development, heritage, or history of the City, the State, or the nation, and that has been designated pursuant to this Chapter.
- D. "Historic Resource" means non-residential improvements, buildings, structures, signs, features, sites, places, areas, or other objects of historic aesthetic, educational, cultural, or architectural significance to the citizens of the City, within the historic district, which may or may not have been officially designated as "historic landmarks" or "historic sites" as hereinafter defined.
- E. "Historic Site" means a parcel or part thereof, within the historic district, on which a historic resource is situated and any abutting parcel or part thereof constituting part of the premises on which the historic resource is situated, and which has been designated a historic site pursuant to this Chapter.
- F. "Improvement" means any building, structure, place, parking facility, fence, gate, wall, work of art or other object constituting a physical betterment of real property, or any part of such betterment.
- G. "Preservation" means the identification, study, protection, restoration, rehabilitation, or enhancement of historic resources.

9.81.03 Creation of Historic Preservation Board.

- A. Establishment. In order to execute the purposes declared in this Chapter, there is created a Historic Preservation Board.
- B. Appointment.
 - 1. The Historic Preservation Board shall consist of five (5) members.
 - 2. Each member shall be:
 - a. Appointed by the City Council, following recommendation by the Mayor; and

- b. A resident of the City; and
 - c. Appointed to a four (4) year term. For the initial appointment, three (3) members will be appointed for a four-year term and the remaining two (2) members will be appointed to a two-year term.
3. The Council and Mayor may consider appointing members from, but not limited to, such professions, disciplines, and interests as: licensed architects and structural engineers; urban planners and landscape architects; attorneys and real estate experts; members of community groups and residents within historic districts, occupants of historic landmarks, and owners of historic sites.
- C. Meetings. The Historic Preservation Board shall hold regular meetings at least once per month.

9.81.04 Powers and Duties of Historic Preservation Board.

The Historic Preservation Board shall have the following powers and duties:

- A. The Historic Preservation Board will be an advisory body to the Planning Commission and City Council.
- B. The Historic Preservation Board will develop and recommend an initial list of historic landmarks and historic sites within the Historic District for the Planning Commission and City Council to consider.
- C. Establish criteria for, conduct and keep current a register of historic resources within the boundaries of the City subject to approval by the City Council.
- D. Recommend to the Planning Commission and City Council guidelines for the designation of historic landmarks and historic sites subject to the provisions of Section 9.81.05 of this Chapter.
- E. Review and comment upon the conduct of land use, housing and redevelopment, municipal improvements and other types of planning and programs undertaken by any other agency of the City, the County or State as they relate to the historic resources of the community as requested by City Council.
- F. Recommend standards to be considered by the City Council to be used by the Director of Planning and Development Services, Historic Preservation Board, and the Planning Commission in reviewing applications for permits to construct, change, alter, modify, remodel, remove or significantly affect any historic resource. Such standards shall include the Standards for Rehabilitation adopted by the United States Secretary of the Interior, as set forth in 36 Code of Federal Regulations part 1208, as said part may from time to time be amended.

- G. Investigate and report to the City Council on the use of various Federal, State, local or private funding sources and mechanisms available to promote historic preservation in the City.
- H. Recommend approval or disapproval, in whole or in part, applications for permits pursuant to this Chapter.
- I. Render advice and guidance, upon the request of the owner or occupant of the property affected, on the restoration, alteration, decoration, landscaping, or maintenance of any historic resource, including a landmark, landmark site, , or property in the vicinity of the foregoing within public view thereof.
- J. Participate in, promote, and conduct public information, educational and interpretive programs pertaining to historic resources.
- K. Review and make recommendations to the City Council regarding applications for and the administration of historic property contracts submitted or entered into pursuant to Government Code sections 50280 through 50290.
- L. Perform such other duties and exercise such other powers as may be specified by the City Council.

9.81.05 Historic Designation Criteria.

- A. For the purposes of this Chapter, an improvement may be designated an historic landmark or historic site by the City Council pursuant to Section 9.81.06 of this Chapter if it meets the following criteria:
 - 1. It exemplifies or reflects special elements of the City's cultural, aesthetic, or architectural history; or
 - 2. It is identified with persons or events significant in local, State, or national history; or
 - 3. It embodies distinctive characteristics of a style, type, period, or method of construction, or is a valuable example of the use of indigenous materials or craftsmanship; or
 - 4. It is representative of the notable work of a builder, designer, or architect.

9.81.06 Historic Designation Procedures.

Historic landmarks and historic sites shall be established by the City Council in the following manner:

- A. The Historic Preservation Board may request the designation of an improvement as an historic landmark or the designation of an historic site or historic district, on its own accord, or based on testimony by members of the public.

- B. The Historic Preservation Board shall conduct a study of the proposed designation and, based on such documentation as it may require, make a written recommendation to the Planning Commission as to the appropriateness of the designation.
- C. Upon receipt of the written recommendation of the Historic Preservation Board, the Planning Commission shall schedule a public hearing.
- D. The Director of Planning and Development Services shall give notice of the date, place, time and purpose of the hearing, and the recommendation of the Historic Preservation Board by first class mail to all applicants, owners, and occupants of the improvement at least twenty (20) days prior to the date set for the public hearing, using the name and address of such owners as shown on the latest equalized assessment rolls, if they are otherwise not known. Notice of the hearing shall also be advertised once in the newspaper.
- E. The Planning Commission shall conduct a public hearing and shall provide a reasonable opportunity for all interested parties to express their opinions.
- F. At the conclusion of the public hearing, but in no event more than thirty (30) days from the date set for the initial public hearing or any continuance thereof for the designation of a proposed historic landmark or historic site, the Planning Commission shall recommend, in writing, approval in whole or in part, or disapproval in whole or in part, of the application. Such written determination shall contain a description of the actual property or properties to be designated and shall be filed with the City Council, the City Clerk, and the Building Official. The City Clerk shall mail notice of such decision to the applicants and the owners and occupants of the proposed designated historic site or historic landmark. Notice shall also be mailed to any other interested parties as may request a copy thereof.
- G. The City Council, within thirty (30) days of receipt of the recommendations from the Planning Commission, or as soon thereafter as possible, shall by resolution approve the application in whole or in part, or shall by motion disapprove it in its entirety. The City Council shall hold a public hearing on such proposed resolution. Notice of the time and date set for the public hearing on such proposed resolution shall be mailed to all applicants and the owners and occupants of the proposed designated historic site or historic landmark. The Council, in its public hearing on the proposed resolution, shall provide a reasonable opportunity for all interested persons to express their opinions.
- H. The City Clerk shall notify the Building Official of any official designation adopted by resolution by the City Council. The Clerk shall also file within ninety (90) days of such designation with the County Recorder a certified copy of the resolution which shall include the name of the current property owner, the designating entity, the specific historic resources designation and a legal description of the property, together with a notice briefly stating the fact of said designation and a summary of the effects said designation will have. The Clerk further shall mail a copy of the

resolution approving said designation or a copy of the minute order showing disapproval of said designation, to all applicants and the owners and occupants of the proposed designated historic site or historic landmark, and to any other person who requests a copy.

- I. Failure to send any notice by mail to any property owner where the address of such owner is not a matter of public record shall not invalidate any proceedings in connection with the proposed designation. The Planning Commission and Council may also give such other notice as they may deem desirable and practicable.
- J. While an application for designation of an improvement as an historic landmark or the designation of an historic site is pending, no building, alteration, demolition, or removal permits for any proposed historic site or historic landmark shall be issued. Exceptions may be considered in case of hardship as defined in Section 9.81.14 of this Chapter.
- K. Annually, the Historic Preservation Board shall review the register of historic designations and present it to the Council, along with any recommended changes.

9.81.07 Permit Required.

It is unlawful for any person to tear down, demolish, construct, alter, remove or relocate any improvement, or any portion thereof, which has been designated an historic landmark or historic site pursuant to the provisions of this Chapter, or to alter in any manner any exterior architectural feature of such an historic landmark or historic site, or to place, erect, alter, or relocate any sign on an historic landmark or historic site, without first obtaining written approval to do so in the manner provided in this Chapter from the Director of Planning and Development Services.

9.81.08 Permit Approval Procedure.

The following procedures shall be followed in processing applications for approval of work covered by this Chapter:

- A. The Building Official shall report any application for a demolition permit or a building permit to work on a designated historic site or historic landmark to the Director of Planning and Development Services. If the permit seeks to demolish or significantly alter or reconstruct the historic site or historic landmark, the Director of Planning and Development Services shall refer such application to the Historic Preservation Board for its review and recommendation. The Historic Preservation Board shall review the application and shall submit its written recommendation to the Planning Commission within sixty (60) days after receipt of the application from the Director of Planning and Development Services. In connection with its review, the Historic Preservation Board may hold hearings and may require any documentation it believes reasonably necessary to make its recommendation. The Historic Preservation Board shall make all recommendations in accordance with the prescriptive standards adopted pursuant to Section 9.81.05 and 9.81.04 F.

- B. If the permit seeks to make minor alterations or repairs, the Director of Planning and Development Services shall review the permit and, if the proposed work complies with the Central Clovis Design Standards, as may be amended, approve the permit. Minor alterations are those alterations which the Director of Planning and Development Services or his/her designee determines will not adversely affect the exterior architectural characteristics nor the historical or aesthetic value of the historic structure, its site, or surroundings.
- C. If no building permit would otherwise be required pursuant to the City Code, application for approval to pursue work on a designated historic site or historic landmark shall be made to the Director of Planning and Development Services. If the proposed work is in compliance with the Central Clovis Design Standards, as may be amended, the Director of Planning and Development Services shall approve the application.
- D. All applications shall be accompanied by plans and specifications describing the proposed work as well as any other material considered by the Director of Planning and Development Services, Historic Preservation Board, or the Planning Commission to be reasonably necessary for the proper review of the proposed project.
- E. Whenever the application is to tear down, demolish, construct, alter, remove, or relocate any improvement, or any portion thereof, which has been designated a historic landmark or historic site pursuant to the provisions of this Chapter, the Planning Commission shall hold a public hearing thereon. The Planning Commission may hold public hearings on other applications as they deem necessary.

The hearing shall be held at the next available regularly scheduled Planning Commission meeting after receipt of the Historic Preservation Board's recommendation, and after proper notice has been given of such hearing. Notice of such hearing shall be given by first class mail to each applicant at least ten (10) days prior to the date set for such hearing. Notice of the hearing shall also be advertised once in the newspaper not less than five (5) calendar days prior to said hearing. Any hearing may be continued from time to time by the Planning Commission.

- F. At the close of the hearing, the Planning Commission shall approve or disapprove, in whole or in part, such application in accordance with the standards adopted pursuant to Section 9.81.05 and 9.81.04 F, considering the recommendations of the Historic Preservation Board. The Planning Commission's decision shall be in writing and shall state the findings of fact relied upon in reaching such decision. Such decision may be appealed to the City Council.

9.81.09 Permit Approval Criteria.

The Director of Planning and Development Services, Planning Commission, or the City Council upon appeal, shall issue an approval for any proposed work as described in Section 9.81.08 based upon the following criteria or other criteria as determined by the Planning Commission pursuant to Section 9.81.05:

- A. In the case of any property designated a historic landmark, the proposed work would not detrimentally alter, destroy, or adversely affect any exterior architectural feature; or
- B. In the case of construction of a new improvement, building, or structure upon a historic site, the exterior of such improvements will not adversely affect and will be compatible with the external appearance of existing designated improvements, buildings, and structures on said site.

9.81.10 Appeals.

Any interested party may appeal any decision of the Planning Commission pursuant to Section 9.81.09 to the City Council by filing an appeal within fifteen (15) days after the date of the notice of the Planning Commission's decision in accordance with the procedures and requirements set forth in Chapter 9.90 of the Municipal Code.

9.81.11 Ordinary Maintenance and Repair.

Nothing in this Chapter shall be construed to prevent any reasonable uses of any property or properties covered by this Chapter that are not in conflict with the purposes of this Chapter, including the ordinary maintenance or repair of said property that does not involve a change in design, material, or external appearance thereof.

9.81.12 Unsafe or Dangerous Conditions.

Nothing in this Chapter shall be construed to prevent any measures of construction, alteration or demolition necessary to correct the unsafe or dangerous condition of any structure, or feature or part thereof, covered by this Chapter, where such condition has been declared unsafe or dangerous by the Building Official or the Fire Marshal, and where the proposed measures have been declared necessary by such officials to correct such condition; provided, however, that only such work as is reasonably necessary to correct the unsafe or dangerous condition may be performed. In making a determination as to whether such work is reasonably necessary as aforesaid, the above-mentioned officials may refer to, and be guided by, the State Historical Building Code (H&S Code section 18950 et seq.) as the same may from time to time be amended, revised, or replaced.

9.81.13 Duty to Keep in Good Repair.

The owner, occupant, or other person in actual charge of a historic resource shall keep in good repair all of the exterior portions of such improvement, building or structure. It shall be the duty of the Building Official to enforce this Section.

9.81.14 Showing of Hardship.

The Planning Commission need not disapprove an application for a permit to carry out any proposed work on a historic landmark or a historic site, if the applicant presents clear and convincing evidence of facts demonstrating to the satisfaction of the Planning Commission that such disapproval will cause immediate and substantial hardship on the applicant because of conditions peculiar to the person seeking to carry out the proposed work, whether this be the property owner, tenant, or resident, or because of conditions peculiar to the particular improvement, building, or structure or other feature involved, and that failure to disapprove the application will be consistent with the purposes of this Chapter. In determining whether extreme hardship exists, the Planning Commission shall consider, among others, the following criteria:

- A. Whether denial of the applicant will diminish the value of the subject property so as to leave substantially no value.
- B. Whether reasonable utilization of the property is prohibited or impractical.

If a hardship is found to exist under this Section, the Planning Commission shall make a written finding to that effect and shall specify the facts and reasons relied upon in making such finding. Such finding may be appealed to the City Council pursuant to the provisions of Section 9.81.10.

9.81.15 No Retroactive Application.

The provisions of this Chapter shall be inapplicable to the construction, alteration, demolition or removal of any structure or other feature on a designated historic landmark or historic site, where a permit for the performance of such work was issued prior to initiation of proceedings for such designation, and where such permit has not expired or been cancelled or revoked, provided that construction is started and diligently prosecuted to completion in accordance with the City Building Code.

9.81.16 Failure to Act.

If for any reason, the Historic Preservation Board fails to take action within the timelines provided in this Chapter, the matter shall automatically proceed to the Planning Commission for consideration and action.

Section 2. This Ordinance shall go into effect and be in full force from and after thirty (30) days after its final passage and adoption.

APPROVED:

Mayor

City Clerk

* * * * *

The foregoing Ordinance was introduced and read at a regular meeting of the City Council held on this ____ day of _____, 2022, and was adopted at a regular meeting of said Council held on this ____ day of _____, 2022, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated:

City Clerk

SUMMARY OF DRAFT ORDINANCE

1. The Historic Preservation Board ("Board") will consist of five (5) members.
2. Each member shall be:
 - a. Appointed by the City Council, following recommendation by the Mayor; and
 - b. A resident of the City; and
 - c. Appointed to a four (4) year term. For the initial appointment, three (3) members will be appointed for a four-year term and the remaining two (2) members will be appointed to a two-year term.
3. The Council and Mayor may consider appointing members from, but not limited to, such professions, disciplines, and interests as: licensed architects and structural engineers; urban planners and landscape architects; attorneys and real estate experts; members of community groups and residents within historic districts, occupants of historic landmarks, and owners of historic sites.
4. The Board will meet at least once per month.
5. The Board will be an advisory body to the Planning Commission and City Council.
6. "Historic District" means the original one square mile of the City of Clovis, bounded by Barstow Avenue to the south, Sunnyside Avenue to the east, Sierra Avenue to the north, and Minnewawa Avenue to the west.
7. "Historic Landmark" means any non-residential improvement in the Historic District.
8. The Board would:
 - a. Develop and recommend an initial list of historic landmarks and historic sites within the Historic District for the Planning Commission and City Council to consider.
 - b. Establish criteria for, conduct and keep current a register of historic resources within the boundaries of the City subject to approval by the City Council.
 - c. Recommend to the Planning Commission and City Council guidelines for the designation of historic landmarks and historic sites.

9. Historic landmarks and historic sites will be established in the following manner:

- a. The Board may request the designation of an improvement as a historic landmark or the designation of a historic site or historic district, on its own accord, or based on testimony by members of the public.
- b. The Board will conduct a study of the proposed designation and make a recommendation to the Planning Commission.
- c. The Planning Commission will conduct a hearing to consider and make a recommendation of City Council.
- d. The City Council will consider the Planning Commission request and approve by resolution or deny. If approved, it will be added to the register of historic designations.
- e. Annually, the Historic Preservation Board shall review the register of historic designations and present it to the Council, along with any recommended changes.

10. Before altering the exterior of, or demolishing, a historic landmark or historic site, the property owner must first obtain approval as follows:

- a. For work that would not normally require a permit (i.e., exterior building paint color), the Director of Planning and Development Services shall approve an application if it complies with the Central Clovis Design Standards.
- b. If a building permit is required and seeks to make minor alterations or repairs, the Director of Planning and Development Services shall approve if it complies with the Central Clovis Design Standards.
- c. If an application is to tear down, demolish, construct, alter, remove, or relocate a historic landmark, the Planning Commission will hold a noticed public hearing and approve or disapprove the application. Such decision is appealable to the Council.
- d. City approval is not required for ordinary maintenance and repairs.

ORDINANCE 22-__**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLOVIS ADDING
CHAPTER 9.81 OF TITLE 9 OF THE CLOVIS MUNICIPAL CODE CREATING A
HISTORIC PRESERVATION BOARD**

The City Council of the City of Clovis does ordain as follows:

Section 1. Chapter 9.81 of Title 9 of the Clovis Municipal Code is hereby added to read as follows:

Chapter 9.81**HISTORIC PRESERVATION BOARD**

Sections:

- 9.81.01 Purpose and Findings.
- 9.81.02 Definitions.
- 9.81.03 Creation of Historic Preservation Board.
- 9.81.04 Powers and Duties of Historic Preservation Board.
- 9.81.05 Historic Designation Criteria.
- 9.81.06 Historic Designation Procedures.
- 9.81.07 Permit Required.
- 9.81.08 Permit Approval Procedure.
- 9.81.09 Permit Approval Criteria.
- 9.81.10 Appeals.
- 9.81.11 Ordinary Maintenance and Repair.
- 9.81.12 Unsafe or Dangerous Conditions.
- 9.81.13 Duty to Keep in Good Repair.
- 9.81.14 Showing of Hardship.
- 9.81.15 No Retroactive Application.
- 9.81.16 Failure to Act

9.81.01 Purpose and Findings.

The purpose of this Chapter is to promote the cultural, economic, educational, and general welfare of the City through the preservation and protection of buildings, sites, structures, areas, and districts of historic significance and interest.

9.81.02 Definitions.

- A. "Alteration" means any exterior change or modification, of any historic resource including, but not limited to, exterior changes to or modifications of structure, architectural details, or visual characteristics such as paint color and surface texture, grading, surface paving, new structures, cutting or removal of trees and other natural features, disturbance of archaeological sites or areas, and the

placement or removal of any exterior objects such as signs, plaques, light fixtures, street furniture, walls, fences, steps, paintings and landscape accessories affecting the exterior visual qualities of the property.

- B. "Historic District" means the original one square mile of the City of Clovis, bounded by Barstow Avenue to the south, Sunnyside Avenue to the east, Sierra Avenue to the north, and Minnewawa Avenue to the west.
- C. "Historic Landmark" means any non-residential improvement in the historic district that has special historic, cultural, aesthetic, or architectural character, interest, or value as part of the development, heritage, or history of the City, the State, or the nation, and that has been designated pursuant to this Chapter.
- D. "Historic Resource" means non-residential improvements, buildings, structures, signs, features, sites, places, areas, or other objects of historic aesthetic, educational, cultural, or architectural significance to the citizens of the City, within the historic district, which may or may not have been officially designated as "historic landmarks" or "historic sites" as hereinafter defined.
- E. "Historic Site" means a parcel or part thereof, within the historic district, on which a historic resource is situated and any abutting parcel or part thereof constituting part of the premises on which the historic resource is situated, and which has been designated a historic site pursuant to this Chapter.
- F. "Improvement" means any building, structure, place, parking facility, fence, gate, wall, work of art or other object constituting a physical betterment of real property, or any part of such betterment.
- G. "Preservation" means the identification, study, protection, restoration, rehabilitation, or enhancement of historic resources.

9.81.03 Creation of Historic Preservation Board.

- A. Establishment. In order to execute the purposes declared in this Chapter, there is created a Historic Preservation Board.
- B. Appointment.
 - 1. The Historic Preservation Board shall consist of five (5) members.
 - 2. Each member shall be:
 - a. Appointed by the City Council, following recommendation by the Mayor; and

- b. A resident of the City; and
 - c. Appointed to a four (4) year term. For the initial appointment, three (3) members will be appointed for a four-year term and the remaining two (2) members will be appointed to a two-year term.
3. The Council and Mayor may consider appointing members from, but not limited to, such professions, disciplines, and interests as: licensed architects and structural engineers; urban planners and landscape architects; attorneys and real estate experts; members of community groups and residents within historic districts, occupants of historic landmarks, and owners of historic sites.
- C. Meetings. The Historic Preservation Board shall hold regular meetings at least once per month.

9.81.04 Powers and Duties of Historic Preservation Board.

The Historic Preservation Board shall have the following powers and duties:

- A. The Historic Preservation Board will be an advisory body to the Planning Commission and City Council.
- B. The Historic Preservation Board will develop and recommend an initial list of historic landmarks and historic sites within the Historic District for the Planning Commission and City Council to consider.
- C. Establish criteria for, conduct and keep current a register of historic resources within the boundaries of the City subject to approval by the City Council.
- D. Recommend to the Planning Commission and City Council guidelines for the designation of historic landmarks and historic sites subject to the provisions of Section 9.81.05 of this Chapter.
- E. Review and comment upon the conduct of land use, housing and redevelopment, municipal improvements and other types of planning and programs undertaken by any other agency of the City, the County or State as they relate to the historic resources of the community as requested by City Council.
- F. Recommend standards to be considered by the City Council to be used by the Director of Planning and Development Services, Historic Preservation Board, and the Planning Commission in reviewing applications for permits to construct, change, alter, modify, remodel, remove or significantly affect any historic resource. Such standards shall include the Standards for Rehabilitation adopted by the United States Secretary of the Interior, as set forth in 36 Code of Federal Regulations part 1208, as said part may from time to time be amended.

- G. Investigate and report to the City Council on the use of various Federal, State, local or private funding sources and mechanisms available to promote historic preservation in the City.
- H. Recommend approval or disapproval, in whole or in part, applications for permits pursuant to this Chapter.
- I. Render advice and guidance, upon the request of the owner or occupant of the property affected, on the restoration, alteration, decoration, landscaping, or maintenance of any historic resource, including a landmark, landmark site, , or property in the vicinity of the foregoing within public view thereof.
- J. Participate in, promote, and conduct public information, educational and interpretive programs pertaining to historic resources.
- K. Review and make recommendations to the City Council regarding applications for and the administration of historic property contracts submitted or entered into pursuant to Government Code sections 50280 through 50290.
- L. Perform such other duties and exercise such other powers as may be specified by the City Council.

9.81.05 Historic Designation Criteria.

- A. For the purposes of this Chapter, an improvement may be designated an historic landmark or historic site by the City Council pursuant to Section 9.81.06 of this Chapter if it meets the following criteria:
 - 1. It exemplifies or reflects special elements of the City's cultural, aesthetic, or architectural history; or
 - 2. It is identified with persons or events significant in local, State, or national history; or
 - 3. It embodies distinctive characteristics of a style, type, period, or method of construction, or is a valuable example of the use of indigenous materials or craftsmanship; or
 - 4. It is representative of the notable work of a builder, designer, or architect.

9.81.06 Historic Designation Procedures.

Historic landmarks and historic sites shall be established by the City Council in the following manner:

- A. The Historic Preservation Board may request the designation of an improvement as an historic landmark or the designation of an historic site or historic district, on its own accord, or based on testimony by members of the public.

- B. The Historic Preservation Board shall conduct a study of the proposed designation and, based on such documentation as it may require, make a written recommendation to the Planning Commission as to the appropriateness of the designation.
- C. Upon receipt of the written recommendation of the Historic Preservation Board, the Planning Commission shall schedule a public hearing.
- D. The Director of Planning and Development Services shall give notice of the date, place, time and purpose of the hearing, and the recommendation of the Historic Preservation Board by first class mail to all applicants, owners, and occupants of the improvement at least twenty (20) days prior to the date set for the public hearing, using the name and address of such owners as shown on the latest equalized assessment rolls, if they are otherwise not known. Notice of the hearing shall also be advertised once in the newspaper.
- E. The Planning Commission shall conduct a public hearing and shall provide a reasonable opportunity for all interested parties to express their opinions.
- F. At the conclusion of the public hearing, but in no event more than thirty (30) days from the date set for the initial public hearing or any continuance thereof for the designation of a proposed historic landmark or historic site, the Planning Commission shall recommend, in writing, approval in whole or in part, or disapproval in whole or in part, of the application. Such written determination shall contain a description of the actual property or properties to be designated and shall be filed with the City Council, the City Clerk, and the Building Official. The City Clerk shall mail notice of such decision to the applicants and the owners and occupants of the proposed designated historic site or historic landmark. Notice shall also be mailed to any other interested parties as may request a copy thereof.
- G. The City Council, within thirty (30) days of receipt of the recommendations from the Planning Commission, or as soon thereafter as possible, shall by resolution approve the application in whole or in part, or shall by motion disapprove it in its entirety. The City Council shall hold a public hearing on such proposed resolution. Notice of the time and date set for the public hearing on such proposed resolution shall be mailed to all applicants and the owners and occupants of the proposed designated historic site or historic landmark. The Council, in its public hearing on the proposed resolution, shall provide a reasonable opportunity for all interested persons to express their opinions.
- H. The City Clerk shall notify the Building Official of any official designation adopted by resolution by the City Council. The Clerk shall also file within ninety (90) days of such designation with the County Recorder a certified copy of the resolution which shall include the name of the current property owner, the designating entity, the specific historic resources designation and a legal description of the property, together with a notice briefly stating the fact of said designation and a summary of the effects said designation will have. The Clerk further shall mail a copy of the

resolution approving said designation or a copy of the minute order showing disapproval of said designation, to all applicants and the owners and occupants of the proposed designated historic site or historic landmark, and to any other person who requests a copy.

- I. Failure to send any notice by mail to any property owner where the address of such owner is not a matter of public record shall not invalidate any proceedings in connection with the proposed designation. The Planning Commission and Council may also give such other notice as they may deem desirable and practicable.
- J. While an application for designation of an improvement as an historic landmark or the designation of an historic site is pending, no building, alteration, demolition, or removal permits for any proposed historic site or historic landmark shall be issued. Exceptions may be considered in case of hardship as defined in Section.9.81.14 of this Chapter.
- K. Annually, the Historic Preservation Board shall review the register of historic designations and present it to the Council, along with any recommended changes.

9.81.07 Permit Required.

It is unlawful for any person to tear down, demolish, construct, alter, remove or relocate any improvement, or any portion thereof, which has been designated an historic landmark or historic site pursuant to the provisions of this Chapter, or to alter in any manner any exterior architectural feature of such an historic landmark or historic site, or to place, erect, alter, or relocate any sign on an historic landmark or historic site, without first obtaining written approval to do so in the manner provided in this Chapter from the Director of Planning and Development Services.

9.81.08 Permit Approval Procedure.

The following procedures shall be followed in processing applications for approval of work covered by this Chapter:

- A. The Building Official shall report any application for a demolition permit or a building permit to work on a designated historic site or historic landmark to the Director of Planning and Development Services. If the permit seeks to demolish or significantly alter or reconstruct the historic site or historic landmark, the Director of Planning and Development Services shall refer such application to the Historic Preservation Board for its review and recommendation. The Historic Preservation Board shall review the application and shall submit its written recommendation to the Planning Commission within sixty (60) days after receipt of the application from the Director of Planning and Development Services. In connection with its review, the Historic Preservation Board may hold hearings and may require any documentation it believes reasonably necessary to make its recommendation. The Historic Preservation Board shall make all recommendations in accordance with the prescriptive standards adopted pursuant to Section 9.81.05 and 9.81.04 F.

- B. If the permit seeks to make minor alterations or repairs, the Director of Planning and Development Services shall review the permit and, if the proposed work complies with the Central Clovis Design Standards, as may be amended, approve the permit. Minor alterations are those alterations which the Director of Planning and Development Services or his/her designee determines will not adversely affect the exterior architectural characteristics nor the historical or aesthetic value of the historic structure, its site, or surroundings.
- C. If no building permit would otherwise be required pursuant to the City Code, application for approval to pursue work on a designated historic site or historic landmark shall be made to the Director of Planning and Development Services. If the proposed work is in compliance with the Central Clovis Design Standards, as may be amended, the Director of Planning and Development Services shall approve the application.
- D. All applications shall be accompanied by plans and specifications describing the proposed work as well as any other material considered by the Director of Planning and Development Services, Historic Preservation Board, or the Planning Commission to be reasonably necessary for the proper review of the proposed project.
- E. Whenever the application is to tear down, demolish, construct, alter, remove, or relocate any improvement, or any portion thereof, which has been designated a historic landmark or historic site pursuant to the provisions of this Chapter, the Planning Commission shall hold a public hearing thereon. The Planning Commission may hold public hearings on other applications as they deem necessary.

The hearing shall be held at the next available regularly scheduled Planning Commission meeting after receipt of the Historic Preservation Board's recommendation, and after proper notice has been given of such hearing. Notice of such hearing shall be given by first class mail to each applicant at least ten (10) days prior to the date set for such hearing. Notice of the hearing shall also be advertised once in the newspaper not less than five (5) calendar days prior to said hearing. Any hearing may be continued from time to time by the Planning Commission.

- F. At the close of the hearing, the Planning Commission shall approve or disapprove, in whole or in part, such application in accordance with the standards adopted pursuant to Section 9.81.05 and 9.81.04 F, considering the recommendations of the Historic Preservation Board. The Planning Commission's decision shall be in writing and shall state the findings of fact relied upon in reaching such decision. Such decision may be appealed to the City Council.

9.81.09 Permit Approval Criteria.

The Director of Planning and Development Services, Planning Commission, or the City Council upon appeal, shall issue an approval for any proposed work as described in Section 9.81.08 based upon the following criteria or other criteria as determined by the Planning Commission pursuant to Section 9.81.05:

- A. In the case of any property designated a historic landmark, the proposed work would not detrimentally alter, destroy, or adversely affect any exterior architectural feature; or
- B. In the case of construction of a new improvement, building, or structure upon a historic site, the exterior of such improvements will not adversely affect and will be compatible with the external appearance of existing designated improvements, buildings, and structures on said site.

9.81.10 Appeals.

Any interested party may appeal any decision of the Planning Commission pursuant to Section 9.81.09 to the City Council by filing an appeal within fifteen (15) days after the date of the notice of the Planning Commission's decision in accordance with the procedures and requirements set forth in Chapter 9.90 of the Municipal Code.

9.81.11 Ordinary Maintenance and Repair.

Nothing in this Chapter shall be construed to prevent any reasonable uses of any property or properties covered by this Chapter that are not in conflict with the purposes of this Chapter, including the ordinary maintenance or repair of said property that does not involve a change in design, material, or external appearance thereof.

9.81.12 Unsafe or Dangerous Conditions.

Nothing in this Chapter shall be construed to prevent any measures of construction, alteration or demolition necessary to correct the unsafe or dangerous condition of any structure, or feature or part thereof, covered by this Chapter, where such condition has been declared unsafe or dangerous by the Building Official or the Fire Marshal, and where the proposed measures have been declared necessary by such officials to correct such condition; provided, however, that only such work as is reasonably necessary to correct the unsafe or dangerous condition may be performed. In making a determination as to whether such work is reasonably necessary as aforesaid, the above-mentioned officials may refer to, and be guided by, the State Historical Building Code (H&S Code section 18950 et seq.) as the same may from time to time be amended, revised, or replaced.

9.81.13 Duty to Keep in Good Repair.

The owner, occupant, or other person in actual charge of a historic resource shall keep in good repair all of the exterior portions of such improvement, building or structure. It shall be the duty of the Building Official to enforce this Section.

9.81.14 Showing of Hardship.

The Planning Commission need not disapprove an application for a permit to carry out any proposed work on a historic landmark or a historic site, if the applicant presents clear and convincing evidence of facts demonstrating to the satisfaction of the Planning Commission that such disapproval will cause immediate and substantial hardship on the applicant because of conditions peculiar to the person seeking to carry out the proposed work, whether this be the property owner, tenant, or resident, or because of conditions peculiar to the particular improvement, building, or structure or other feature involved, and that failure to disapprove the application will be consistent with the purposes of this Chapter. In determining whether extreme hardship exists, the Planning Commission shall consider, among others, the following criteria:

- A. Whether denial of the applicant will diminish the value of the subject property so as to leave substantially no value.
- B. Whether reasonable utilization of the property is prohibited or impractical.

If a hardship is found to exist under this Section, the Planning Commission shall make a written finding to that effect and shall specify the facts and reasons relied upon in making such finding. Such finding may be appealed to the City Council pursuant to the provisions of Section 9.81.10.

9.81.15 No Retroactive Application.

The provisions of this Chapter shall be inapplicable to the construction, alteration, demolition or removal of any structure or other feature on a designated historic landmark or historic site, where a permit for the performance of such work was issued prior to initiation of proceedings for such designation, and where such permit has not expired or been cancelled or revoked, provided that construction is started and diligently prosecuted to completion in accordance with the City Building Code.

9.81.16 Failure to Act.

If for any reason, the Historic Preservation Board fails to take action within the timelines provided in this Chapter, the matter shall automatically proceed to the Planning Commission for consideration and action.

Section 2. This Ordinance shall go into effect and be in full force from and after thirty (30) days after its final passage and adoption.

APPROVED:

Mayor

City Clerk

* * * * *

The foregoing Ordinance was introduced and read at a regular meeting of the City Council held on this ____ day of _____ 2022, and was adopted at a regular meeting of said Council held on this ____ day of _____, 2022, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated:

City Clerk

McKencie Perez

From: Kevin and Susan <[REDACTED]>
Sent: Saturday, November 9, 2024 4:30 PM
To: McKencie Perez
Subject: [External] Info meeting re Historic District

Hello,

We received the notice for the info meeting on 11/19 in Clovis regarding our property in Clovis. Will it be available by ZOOM or if the info can be provided to us by email? We own a 4plex in the area and just need to know what effects on our property.

Thank you.
Susan and Kevin

McKencie Perez

From: Ka Vang <[REDACTED]>
Sent: Sunday, November 10, 2024 1:25 AM
To: McKencie Perez; Ka Vang
Subject: [External] Questions Regarding Proposed Historic District and Informational Meeting

Dear Ms. Perez,

I recently received the invitation to the property owner informational meeting regarding the proposed Historic District within the Central Clovis Specific Plan. I appreciate the city's efforts to preserve Clovis's historic resources and wanted to gather some additional information in preparation for the meeting. I have a few questions and would appreciate any insights you could provide.

My main areas of interest include:

- 1. Criteria for Historic Designation:** Could you clarify the criteria used to select properties for the proposed Historic District and how my property was assessed?
- 2. Impact on Property Usage:** I am curious about how the historic designation may affect my ability to renovate or make changes to my property. Are there specific restrictions or guidelines?
- 3. Financial Considerations and Incentives:** Will this designation impact property taxes, and are there any financial incentives available, such as grants or tax credits, for properties within the historic district?
- 4. Role of the Historic Preservation Board:** Could you explain the scope of the Historic Preservation Board's authority and how decisions will be made regarding individual properties?
- 5. Future Development and Zoning Implications:** Will the historic designation influence future zoning or development opportunities in the area?
- 6. Community Involvement:** Lastly, how will community feedback be incorporated into the final decisions, and are there additional opportunities for property owners to provide input beyond this meeting?

If there are resources or documents available in advance, I would appreciate any materials that could help me better understand the implications for my property.

Thank you for your time and assistance. I look forward to learning more about the project and how it may impact the community.

Best regards,

Ka Vang

Mobile: [REDACTED]

Email: [REDACTED]

AGENDA ITEM NO. 14.

McKencie Perez

From: pjwoodworth woodworthcpa.com <[REDACTED]>
Sent: Monday, November 11, 2024 10:41 AM
To: McKencie Perez
Cc: pjwoodworth woodworthcpa.com
Subject: [External] Historic District Meeting

Follow Up Flag: Follow up
Flag Status: Flagged

McKencie:

I want to discuss the postcard we received on Saturday (11-09-2024) regarding the Historic District designation and the City's pursuit of assessing our properties for this designation.

I also want to discuss the fact we were never advised of this committee (HPC) by any form or means, and why it is allowed to determine an additional assessment on our properties that are not historic and likely not to receive any benefit from this District?

Please let me know what day/time you are available to discuss prior to the meeting.

Paul J. Woodworth, Manager

Mountain View Investment Properties, LLC and Alves Farms, LLC

Disclaimer

Any accounting, business or tax advice contained in this communication, including attachments and enclosures, is not intended as a thorough, in-depth analysis of specific issues, nor a substitute for a formal opinion, nor is it sufficient to avoid tax-related penalties. If desired, The Woodworth Group and (or) Paul J. Woodworth, CPA would be pleased to perform the requisite research and provide you with a detailed written analysis. Such an engagement may be the subject of a separate engagement letter that would define the scope and limits of the desired consultation services.

PRIVILEGED AND CONFIDENTIAL

This communication and any accompanying documents are confidential and privileged. They are intended for the sole use of the addressee. If you receive this transmission in error, you are advised that any disclosure, copying, distribution, or the taking of any action in reliance upon this communication is strictly prohibited. Moreover, any such disclosure shall not compromise or waive the attorney-client, accountant-client, or other privileges as to this communication or otherwise. If you have received this communication in error, please contact me at the above email address or by telephone at (559) 299-1120.

McKencie Perez

From: Tony Ramirez <[REDACTED]>
Sent: Tuesday, November 12, 2024 8:37 AM
To: McKencie Perez
Subject: [External] Historical District

Good morning,

I am the current owner of 1074 Harvard and got notice of trying to make the area a historical district. I will not be able to attend the meeting on November 19th and would like to know what these means for my residence? In my experience, if something is "historical" you cannot make changes, build upon or sell without proper authorization. Can you give me info on what this means to a homeowner?

Thank you,
Tony

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

McKencie Perez

From: Alison Roberto <[REDACTED]>
Sent: Tuesday, November 12, 2024 4:07 PM
To: McKencie Perez
Subject: [External] Questions

Follow Up Flag: Follow up
Flag Status: Flagged

Ms. Perez,

Please explain cost involved in being a historic property. Keep in mind my property was built, I believe, in 2001. How much will this cost me? Can homeowners opt out if home is not actually over 100 years old? Give more details please.

Alison Roberto

McKencie Perez

From: therese mitchell <[REDACTED]>
Sent: Wednesday, November 13, 2024 2:44 PM
To: McKencie Perez
Subject: [External] Historical Clovis

I'm not sure I will be able to attend the meeting on the 19th. I have a few questions;

- 1) Will this change increase property taxes in the historical district?
- 2) Will we be monitored to keep are lawns; front of homes a certain way?
- 3) will we have to go thru Historical society to do home remodeling, not previously done?
- 4) How do I know if I qualify for Mills Act Program?

My address is 318 Baron Ave.

MY EMAIL [REDACTED]

Phone [REDACTED]

Thank you.

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McKencie Perez

From: Jim <jim@peartreeag.com>
Sent: Thursday, November 14, 2024 10:27 AM
To: McKencie Perez
Subject: [External] Historic District meeting Tuesday Nov 19

Follow Up Flag: Follow up
Flag Status: Flagged

McKenzie, can you please send me info you will be presenting at the meeting. Unfortunately, I am having surgery that morning and may not be able to attend. I have two pieces of property in the Historical boundary and would like to know what it means going forward...thanks

PLEASE NOTE NEW EMAIL ADDRESS BELOW**Jim Fantaski**

7110 N. Fresno Street
 Suite 430
 Fresno, CA 93720
 559.435.5725 (Fresno Office)
 559.696.9423 (Cell)
 916.297.6394 (Roseville Office)
jim@peartreeag.com

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McKencie Perez

From: Sunil S. Ranka <[REDACTED]>
Sent: Thursday, November 14, 2024 1:37 PM
To: McKencie Perez
Cc: Dilip Bhandari; Deven Shah; Deven Shah; Jugraj Sripal Jain
Subject: [External] Questions Regarding Proposed Historic District Designation for 550 W Escalon Ave, Clovis, CA 93612

Dear Senior Planner Perez,

I hope this message finds you well. I am reaching out as one the owner of **550 W Escalon Ave, Clovis, CA 93612**, which has been identified within the proposed Historic District boundary in Clovis. We recently received the informational letter regarding the upcoming Property Owner Meeting and wanted to gather some additional information about the potential impact of this designation on our property.

• **Impact on Property Rights and Usage**

- Will the historic designation restrict how we can use or modify our properties?
- What specific renovations or alterations would require approval from the Historic Preservation Board?
- Are there any restrictions on additions, modernizations, or updates to our properties?

• **Financial Implications**

- Are there tax incentives or grants available to help cover the costs of maintaining a historic property?
- Will there be any increase in property taxes or fees due to the historic designation?
- Are there additional insurance requirements or costs associated with being in a historic district?

• **Maintenance Requirements**

- What are the maintenance standards for properties in the historic district?
- Would we be required to use specific materials or follow particular guidelines for repairs?
- Are there additional inspections or approvals required for regular upkeep?

• **Resale and Property Value**

- How does historic designation typically impact property values?
- Are there restrictions or obligations that we would need to disclose to potential buyers?
- Is there any data on how historic designation has affected property sales in similar areas?

• **Involvement in Decision-Making**

- How will property owners' feedback be used in finalizing the historic district boundaries and regulations?
- Is there a way to opt out if a property owner does not wish to be part of the historic district?
- Will there be ongoing opportunities for property owners to provide input after the designation is in place?

• **Process and Timeline**

- What is the timeline for finalizing the historic district designation?
- When would any new rules or regulations take effect?
- How will we be informed about any changes to our rights or responsibilities as historic property owners?

• **Support and Resources**

- Will the city provide any resources or support for understanding and navigating the historic designation process?
- Are there workshops or materials available to help property owners comply with historic preservation guidelines?

• **Appeals and Variances**

- If a property owner disagrees with a restriction, is there an appeal or variance process?
- Who would make the final decision on appeals or requests for exceptions to historic district rules?

Thanks,

On behalf of owners of 550 W Escalon Ave

McKencie Perez

From: Melinda Lee <[REDACTED]>
Sent: Friday, November 15, 2024 1:00 PM
To: McKencie Perez
Subject: [External] Historic District

I cannot attend the meeting for property owners on November 19. I want to know how this historic district will affect a vacant lot on Acacia. Will it affect someone being able to build on the lot? Will different or new rules and parameters for construction be changed or added to existing rules?

This property has been in my family for many decades. It once had a shack of a house lived in by an old man named Charlie who passed away in the late 1960s or early 1970s. There was an out building/garage of several bays. It was razed along with the little house leaving a vacant lot.

Charlie was an interesting man who grew up in the late 1800s. As a child, I heard his interesting stories. He spent a lot of time at the 500 Club downtown. My grandparents owned and lived in the house next door from the 1940s. They bought Charlie's property at some point. It continues to be in our family.

I was a little kid when (in the 1950s and early 1960s) Charlie, Old Man Ford from across the open field to the northwest, Jake Rose from across the alley, Bob Bretz from across Acacia, Glen from across Third Street, and my grandfather used to sit under the grape arbor drinking Brown Derby beer and talk about the events of the day. They discussed the nuclear threat, the cold war, the economy, and the Russians. Many times, Charlie would sum up the conversation saying, "Where's it all gonna terminate?"

I served on a citizen committee as an archaeologist that was tasked with writing an historic preservation ordinance for the county where I lived at the time. I am keenly interested in the plans Clovis has for its historic district.

Melinda Lee

McKencie Perez

From: Sheryl Boe <[REDACTED]>
Sent: Tuesday, November 19, 2024 10:32 AM
To: McKencie Perez
Subject: [External] Historic Preservation

Hi McKencie,

I live at 312, Oxford Ave, Clovis CA 93612. I am not able to make tonight's meeting but wanted to share how strongly I feel regarding the importance of the preservation of Old Town Clovis. I am extremely heartbroken regarding the recent 4-plexes that have been built on our street and a couple streets west of us. These destroy what old town has always been known for. We moved here just seven years ago to be part of an amazing community and want to do everything we can to be sure it is not over run by these modern looking places.

I would like to do whatever I can to help make sure no more of these places are allowed within this mile radius! I don't mind the fact they are a four plex. It is the design that destroys our neighborhood!

Please let me know how I can help!

Sheryl
[REDACTED]

McKencie Perez

From: AnnaLaMattina <[REDACTED]>
Sent: Tuesday, November 19, 2024 2:26 PM
To: McKencie Perez
Subject: [External] Historic District Mtg

Hello McKencie,
My name is Anna LaMattina and I own two properties on Lincoln btw Bartow and Clovis Ave. My great grandfather, Antonio Petrosino built the block!

I am unable to attend the meeting and was just wondering if you could send me the info via email?
Lots of history in OTC and I would love to see these homes preserved.

Thank you!
Anna
Sent from my iPhone

McKencie Perez

From: Rachel Youdelman <[REDACTED]>
Sent: Wednesday, November 20, 2024 8:20 AM
To: McKencie Perez
Subject: [External] Historic District meeting--thank you & questions

McKencie Perez
 Senior Planner
 City of Clovis CA

Ms Perez:

Thank you for hosting the property-owner informational meeting last evening. Your work and your expertise are very much appreciated.

I have some questions:

- Is a map of Clovis available which shows population per neighborhood?
- What is the population of the area of Old Town which is shown in the map on the meeting-invitation card?
- Will any of the proposal to create the historic district affect the transition to district-based city-council elections?

I fully support the effort to create a historic district. I have followed the relevant city council meetings, so I am familiar with how the proposal came about. It is commendable that it began with the focus on preservation of the Carnegie Library building, an important local historical landmark.

At last night's meeting, it was disheartening to witness Old Town residents' hostility and suspicion toward the city government, whose staff are spearheading something which will be positive and beneficial to the community.

There are pros and cons to creating a historic district, but in my view, the benefits far outweigh any drawbacks. I used to live in Boston, where the Beacon Hill neighborhood is a carefully protected historic district and where property owners wanting to make the smallest exterior alteration must apply for design review by the Beacon Hill Architectural Commission (they meet once a month)--Beacon Hill is a gorgeous neighborhood, a living museum which attracts tourists from all over the world, boosting the local economy, and is a source of deep civic pride. Beacon Hill is beloved by everyone. Creating a historic district in Clovis, though the town is relatively young at just 130 years old, is a step toward nurturing community, prizing history, encouraging civic pride, and will likely be an economic boon as well.

Thank you again, and thank you for answering my questions when you have a moment.

Rachel Youdelman (636 Oxford St, Clovis 93612)

--

Rachel Youdelman

[REDACTED]

AGENDA ITEM NO. 14.

McKencie Perez

From: Tom Gattie <[REDACTED]>
Sent: Friday, November 22, 2024 12:39 PM
To: McKencie Perez
Subject: [External] 11/19/23 Property Owners Informational Meeting

Ms. Perez,

I live at 511 1st. Street, in Old Town Clovis and I attended the informational meeting last Tuesday. My house was built in 1947, Just a couple comments and recommendations.

* I believe I understand reasons for this possible historic district, of which I initially support, although I still have a number of questions going forward.

*My brother and his wife also live in the proposed district, as does my oldest son. I have a number of friends who live in the district as well. I have lived in this district for over 25 years, but went to Clovis High graduating in 1967. My brother has live in the district for about 35 years, and my son since 2013.

*Like most folks I am concerned exactly what does this proposed district might do to any zoning, building, or other restrictions going forward with our properties. Also, if there will be a special financial assessment to our properties in order for preserving historic resources.

*As I sat and watched the meeting begin and continue, it was obvious that the acoustics for this large group in this large room made it difficult for many of us "old timers" (I'm 75) to hear much of what the speakers were saying, as they went through the visual presentation on the screen, as well as many of the complaints and concerns raised by some citizens in the meeting. I strongly suggest in any future meetings that a printed copy of your powerpoint presentation be made available to all in attendance, or at least send a copy in advance to citizens who signed up and provided their email address. This might help folks to follow along.

I also suggest that maybe instead of giving concerned or angry citizens the microphone that you allow citizens to provide written questions to the speakers that can be answered by them. Some folks just want to vent before they even know where this proposal is going.

*Lastly, do you know how the creation of a Historic Preservation Board will be made? I would suggest a balance of residential and business owners comprise the Board. I don't even know how the Historic Preservation Committee was created and who comprises that committee who you have been working with.

Thank you for your time.

Tom Gattie
 511 1st. Street
 Clovis, CA 93612
 [REDACTED]

McKencie Perez

From: Carlene Simpson <[REDACTED]>
Sent: Tuesday, November 26, 2024 3:51 PM
To: McKencie Perez
Cc: Monica Moore
Subject: [External] Property owner informational meeting Nov.19th 2024

Mr. Perez,

My name is Carlene Simpson, and I own the properties 338 thru 444 Pollasky. I received your notice regarding property owner informational meeting. I was unable to attend however, I would like to be emailed the meeting minutes.

I appreciate your time, and I will follow up with any additional questions.

Carlene Simpson
[REDACTED]

McKencie Perez

From: james wood <[REDACTED]>
Sent: Thursday, November 28, 2024 10:45 AM
To: McKencie Perez; james wood
Subject: [External] Historic district boundaries

Happy thanksgiving McKenzie, Jim wood here. Sorry I did not make it to your meeting. I have property at 312 5th st and was wondering what affects I will have due to the boundary I'm in.
Sent from my iPad

McKencie Perez

From: [REDACTED]
Sent: Tuesday, December 3, 2024 12:26 PM
To: McKencie Perez
Subject: [External] Clovis "Historic District"

Dear Mr. Perez:

We were unable to attend the property owner informational meeting on November 19 regarding the preservation of the historic district in Clovis. We own two residential properties within the historic district. Could you kindly let us know in what ways this would impact us as owners, i.e. taxes, property use, etc.

Thank you for your assistance in this matter.

Sincerely,

Marilyn F Johnson

McKencie Perez

From: Cheryl Frantzich <[REDACTED]>
Sent: Sunday, December 8, 2024 1:42 PM
To: McKencie Perez
Subject: [External] Nov 19 historical meeting

We couldn't make it can u share what went down? Thanks

McKencie Perez

From: Tisha Espinoza <[REDACTED]>
Sent: Friday, December 13, 2024 3:09 PM
To: McKencie Perez
Subject: Re: [External] Historic Preservation Question

Thank you for your prompt response and the answer to my question . After giving your answer some thought, I feel the City of Clovis should first identify the houses that meet the criteria of being historic, before selecting the committee to spearhead the Historic Preservation Board. If the city quickly identified the historic preservation boundaries, it tells me the city must have documentation readily available of the historic houses; therefore, the committee can move swiftly in setting the ordinance criteria for the historic houses.

Also, I have an issue about the qualifications of the people who will make up the committee. I feel the majority of the people selected to be in the Historic Preservation Board should be owners of a house that is deemed historic because they'll have a better understanding of the criteria to establish the ordinance for the historic houses.

Thank you for your time in addressing my concerns.
 Sent from my iPhone

> On Dec 11, 2024, at 4:17 PM, McKencie Perez <mckenciep@clovisca.gov> wrote:

>

> Good afternoon,

>

> Thank you for your email. We currently do not have a number of how many properties meet the criteria that was outlined. That will be one of the tasks that the Historic Preservation Board would be tasked with completing. If you have any other questions, please let me know.

>

> McKencie Perez, MPA | Senior Planner

> City of Clovis | Planning Division

> 1033 Fifth Street, Clovis, CA 93612

> p. 559.324.2310

> mckenciep@clovisca.gov

>

>

> -----Original Message-----

> From: Tisha Espinoza <[REDACTED]>

> Sent: Wednesday, December 11, 2024 3:25 PM

> To: McKencie Perez <mckenciep@clovisca.gov>

> Subject: [External] Historic Preservation Question

>

> I was at the Property Owner Information meeting November 19. After hearing the presentation and the feedback from the many property owners on the preservation of historic houses, it has come to my mind that there was actually no information from the planning division as to how many houses within the one mile radius actually meet the criteria of 75 years old to be deemed as historic. It would be of vital significance to know how many houses meet that criteria.

>

> Look forward to getting feedback on that detail fact .

>

> Thank you,

> Leticia Espinoza

> Sent from my iPhone

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McKencie Perez

From: City of Clovis Website <wp-donotreply@ci.clovis.ca.us>
Sent: Wednesday, December 18, 2024 2:30 PM
To: McKencie Perez
Subject: [External] Historic Preservation

Name: Julie Andrews

Email: [REDACTED]

Address: 445 DeWitt

Message: I have been doing research regarding how many historic buildings of Significance remain in your proposed district. I have identified 6 at this time. Why oh why are you not simply submitting those buildings to the Historic Registry for Fresno County? Why make this giant leap to put the cart before the horse?

Attachments (2 Max.):

Date: December 18, 2024

Time: 2:30 pm

Page URL:

https://link.edgepilot.com/s/c820473f/cmycl2BgaE2_Tpret2D68w?u=https://cityofclovis.com/planning-and-development/planning/planning-projects/historic-preservation/

User Agent: Mozilla/5.0 (iPhone; CPU iPhone OS 18_1_1 like Mac OS X) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/18.1.1 Mobile/15E148 Safari/604.1

Remote IP: 104.28.123.101

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McKencie Perez

From: City of Clovis Website <wp-donotreply@ci.clovis.ca.us>
Sent: Thursday, December 19, 2024 4:31 AM
To: McKencie Perez
Subject: [External] Historic Preservation

Name: Sylvia Fike

Email: [REDACTED]

Address: 566 W Bedford

Message: I own property with my two sisters in Old Town. Our property is on Pollasky next to West Community Bank. I am interested in getting updates on information regarding establishing the historic district.

Attachments (2 Max.):

Date: December 19, 2024

Time: 4:30 am

Page URL: <https://link.edgepilot.com/s/1957c49a/TjoKW0reDESbpg-kM9TQkw?u=https://cityofclovis.com/planning-and-development/planning/planning-projects/historic-preservation/>

User Agent: Mozilla/5.0 (iPhone; CPU iPhone OS 18_1_1 like Mac OS X) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/18.1.1 Mobile/15E148 Safari/604.1

Remote IP: 104.28.123.71

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McKencie Perez

From: City of Clovis Website <wp-donotreply@ci.clovis.ca.us>
Sent: Thursday, December 19, 2024 2:40 PM
To: McKencie Perez
Subject: [External] Historic Preservation

Name: Tami Myers

Email: [REDACTED]

Address: 1219 3rd St., Clovis, CA 93612

Message: How can it be legal to change the usage on a property without a vote by the public? How can the government control private property differently than what is recorded when the property was purchased? I attended the last meeting, and the speaker called our houses "resources"... my home is not a government resource. How is this legal?

Attachments (2 Max.):

Date: December 19, 2024

Time: 2:39 pm

Page URL:

https://link.edgepilot.com/s/a8d02e9c/gQn02OwQkUSq_gmFSaL3Hw?u=https://cityofclovis.com/planning-and-development/planning/planning-projects/historic-preservation/

User Agent: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko)

Chrome/131.0.0.0 Safari/537.36 Edg/131.0.0.0

Remote IP: 98.97.58.44

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From: Rachel Youdelman <[REDACTED]>
Sent: Thursday, April 3, 2025 1:43 PM
To: McKencie Perez
Subject: [External] Upcoming Public Hearing on Historic Preservation

April 3, 2025

McKencie Perez
 Deputy City Planner
 Planning Division
 City of Clovis
mckenciep@clovisca.gov

Dear Ms. Perez:

I have received the Clovis City Council's notice of the April 14 public hearing on the creation of a Historic Preservation Board and a Historic District.

I will not be able to attend the meeting in person. Therefore, I am writing to the Planning Division to express my strong support for the creation of such a **board and district**, based on the following:

Aside from the preservation of heritage, the protection and showcasing of Old Town's architectural and cultural history, and the maintenance of the unique character of the area, the establishment of a historical district will have a variety of benefits.

There is a direct tie from preservation to tourism, for example—our city's history and cultural significance will attract visitors and boost local businesses. It will promote environmental sustainability, because reuse and adaptation of existing structures will be encouraged, reducing both waste and the carbon footprint associated with new construction.

Additionally, historic designation will increase property values, based on the desirability of living in a unique and preserved area. Think of the French Quarter in New Orleans, Boston's Beacon Hill, Old Town Alexandria in Virginia—these beloved sites are but a few examples of successful historic districts. If the civic will exists, Clovis can be among them.

It's an exciting prospect.

I want to add that I did attend the Nov. 19, 2024, meeting for residents of the proposed historic district, and as I mentioned in an email to **you, Ms. Perez**, the next day, it was very disheartening to witness Old Town residents express hostility and irrational suspicions about this proposal, which is nothing more than a positive step to benefit the entire community. I expect some of these same residents will show up to the April 14 meeting and air some of the same unreasonable viewpoints.

Finally, I'll repeat what I said previously to **you, Ms. Perez**: "There are pros and cons to creating a historic district, but in my view, the benefits far outweigh any drawbacks. I used to live in Boston, where the Beacon Hill neighborhood is a carefully protected historic district and where property owners wanting to make the smallest exterior alteration must apply for design review by the Beacon Hill Architectural Commission (they meet once a month)—Beacon Hill is a gorgeous neighborhood, a living museum which attracts tourists from all over the world, boosting the local economy, and is a source of deep civic pride. Beacon Hill

is beloved by everyone. Creating a historic district in Clovis, though the town is relatively young at just 130 years old, is a step toward nurturing community, prizing history, encouraging civic pride, and will likely be an economic boon as well."

Sincerely,

Rachel Youdelman
636 Oxford Ave
Clovis CA 93612
[REDACTED]

--

Rachel Youdelman
[REDACTED]

Clovis City Council
Clovis Civic Center
1033 Fifth st
Clovis CA 93612

Subject: Proposed Historic Preservation District

Council Members,

Most of the area contained within the boundaries of the Proposed District does not appear to have any historical significance. I suggest that the Historical District be limited to the core Old Town Area where there are historical buildings over 100 years old.

Lets not make the district something that it should not be and that will deter or complicate future development. Is a Preservation District necessary? What's the purpose?

I own a property at 1113 Oxford within the proposed district. It is a tract home with no outstanding architectural features. In the future if I decide to improve the house I do not wish to navigate additional permit requirements of another committee or board (Historical District).

Before the Planning Commission and City Council decide to proceed with the proposed district a quick survey of the area should be made to determine what areas actually have historical structures. I have been unable to find any east of Woodworth.

Some examples: The east side of Minnewawa seems to be included in the proposal. Heading north from Barstow we encounter the following that have no historical significance:

Rose View Terrace retirement community, lower income apartments built in the 70's and 80's, a complex of small offices built in this century, a post office built in the late 1900s, etc. Why include this area in the District?

Please reconsider the boundaries. A smaller district will be much less costly to implement and manage.

Sincerely
Robert Hooke
3347 W Chennault Ave
Fresno CA 93711