



CITY *of* CLOVIS

AGENDA • CITY COUNCIL MEETING

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

October 9, 2023

6:00 PM

Council Chamber

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

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

Written Comments

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

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



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

Verbal Comments

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

Webex Participation

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

CALL TO ORDER

FLAG SALUTE - Councilmember Pearce

ROLL CALL

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

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

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

ordinances, only those that have received a unanimous vote upon introduction are considered Consent items.

- [1.](#) Administration - Approval - Minutes from the October 2, 2023, Council Meeting.
- [2.](#) Finance - Approval – Res. 23-____, Amending the 2023-24 Budget to reappropriate carryover funding from the 2022-23 budget.
- [3.](#) Finance – Receive and File – Investment Report for the Month of June 2023.
- [4.](#) Finance – Receive and File – Treasurer’s Report for the Month of June 2023.

COUNCIL ITEMS

- [5.](#) Consider Approval – The Adoption of City Council Protocols.

Staff: John Holt, City Manager

Recommendation: Consider Adoption

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

Staff: John Holt, City Manager

Recommendation: Approve

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.

7. Government Code Section 54956.9(d)(1)
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Case Name: Desiree Martinez v. City of Clovis, et al., Case No. F082914

ADJOURNMENT

FUTURE MEETINGS

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

Oct. 16, 2023 (Mon.) (To Be Cancelled)

Nov. 6, 2023 (Mon.)

Nov. 13, 2023 (Mon.)

Nov. 20, 2023 (Mon.) (To Be Cancelled)

Dec. 4, 2023 (Mon.)

Dec. 11, 2023 (Mon.)

Dec. 18, 2023 (Mon.)

CLOVIS CITY COUNCIL MEETING

October 2, 2023

6:03 P.M.

Council Chamber

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

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

PRESENTATION – 6:03

6:03 – ITEM 1 - PRESENTATION – UPDATE ON THE CITY OF CLOVIS TOASTMASTERS PROGRAM AND CELEBRATION OF ITS FIVE-YEAR ANNIVERSARY.

PUBLIC COMMENTS – 6:11

Bob Gallup, resident, shared concerns regarding the Senior Center Friday night dance music.

Don Watnick, resident, invited the City Council to attend the *Once* musical, a CenterStage event, to be held at the Clovis Veterans Memorial District.

Tim Halts, resident, shared concerns regarding animal control services and staff availability.

Malcom Gibson, resident, thanked staff for providing closed captioning at the in-person Council meeting.

CONSENT CALENDAR – 6:29

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

2. Administration - Approved - Minutes from the September 18, 2023, Council Meeting.
3. Administration - Approved - Information Technology Division's Three-Year Plan.
4. General Services – Approved - Claim Rejection of the General Liability Claim of Lance Pehrson.
5. Police - Approved - Purchase of unmanned aerial vehicle (UAV) in the amount of \$9,010.32.
6. Public Utilities – Approved – Bid Award for CIP 23-15, Gas Collection and Control Systems (GCCS) Flare Station Improvements at the Clovis Landfill; and Authorize the City Manager to Execute the Contract on Behalf of the City in the amount of \$453,592.11.
7. Public Utilities – Approved – Contract Award for the Purchase of an Automated Water Meter Test Bench with Recirculation System in the Total Amount of \$265,552.80; and Authorize the City Manager to Execute the Contract with Ferguson Waterworks on Behalf of the City.

8. Public Utilities – Approved – Waive Formal Bidding Requirements and Authorize the Purchase of a Case 521G XT Wheel Loader Tractor off the Sourcewell Cooperative Purchasing Contract from Sequoia Equipment Company in the amount of \$202,883.47.

ADMINISTRATIVE ITEMS – 6:30

- 6:30 ITEM 9 - ADOPTED - ORD. 23-11, OA 2023-02, A REQUEST TO AMEND THE DENSITY RANGE OF THE R-3 (MULTIFAMILY HIGH DENSITY) ZONE DISTRICT TO INCREASE THE MAXIMUM DENSITY FROM 25 TO 30 UNITS PER ACRE AND TO MODIFY THE MAXIMUM HEIGHT FOR THE R-3 ZONE DISTRICT FROM 35 FEET TO 45 FEET TO ACCOMMODATE THE HIGHER DENSITY. (VOTE: 3-1-1 WITH COUNCILMEMBER BASGALL ABSENT AND COUNCILMEMBER PEARCE VOTING NO)

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

COUNCIL ITEMS – 6:31

- 6:38 ITEM 10 - CONSIDERED – A REQUEST TO CREATE A YOUTH COMMISSION FOR THE PURPOSE OF ENGAGING YOUTH VOICES IN THE CITY OF CLOVIS.

David Raul, resident, spoke in support to create a youth commission and suggested for the City to engage FFA and 4-H.

Motion to create a youth commission for the purpose of engaging youth voices in the City of Clovis. Motion for approval by Councilmember Mouanoutoua, seconded by Councilmember Pearce. Motion carried by unanimous vote.

- 6:32 ITEM 11 - APPROVED - APPOINTMENTS TO THE FRESNO/CLOVIS COMMUNITY MEDIA AUTHORITY.

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

CITY MANAGER COMMENTS – 6:47

COUNCIL COMMENTS – 6:48

Mayor Ashbeck adjourned the meeting of the Council to October 9, 2023

Meeting adjourned: 7:04 p.m.

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: October 9, 2023

SUBJECT: Finance - Approval – Res. 23-____, Amending the 2023-24 Budget to reappropriate carryover funding from the 2022-23 budget.

ATTACHMENTS: 1. Res. 23-____, Amendments to the 2023-24 Budget
2. Description of Projects

CONFLICT OF INTEREST

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

RECOMMENDATION

That the Council approve Resolution 23-____; Reappropriating certain Capital Projects, Services and Capital Outlays from Fiscal Year 2022-23 to 2023-24 by Fund and Department as shown on Attachment A of Attachment 1 to the Resolution and as described on Attachment 2.

EXECUTIVE SUMMARY

During the budget process, estimates are made as to projects and services expected to be completed by year-end. For a variety of reasons, some of these projects and services are not completed by June 30th. These unspent funds are available for reappropriation to the next fiscal year. This request requires Council approval as it amends the next year's budget. These projects and services will be completed during the next fiscal year.

BACKGROUND

As part of the preparation of the 2023-24 Annual Budget, certain projects in the Community Investment Program, capital outlays and services in the operation budgets were estimated to be completed by June 30, 2023, or at least contracts awarded, or purchase orders issued. Because of unforeseen delays or planned postponements contracts or purchase orders were not awarded in Fiscal Year 2022-23 as originally anticipated. Because these projects were expected to be completed in Fiscal Year 2022-23, they were not re-budgeted in Fiscal Year 2023-24.

Included on Attachment 2 is a description of the projects to be reappropriated from the various departments with the reason given by the department for the request for reappropriation.

FISCAL IMPACT

The estimated fund balances for the year-end 2022-23 included the anticipated expenditure of funds for these items. Since these items were not encumbered and the funds not expended, the year-end balances will be higher than expected. Sufficient resources are available to cover these expenditures.

REASON FOR RECOMMENDATION

In order to complete the planned projects and procure the necessary items, it is necessary to reappropriate the items to Fiscal Year 2023-24 to provide the budget authorization.

ACTIONS FOLLOWING APPROVAL

Purchase orders or contracts for the reappropriated items will be issued, in most cases, within ninety days.

Prepared by: Gina Daniels, Assistant Finance Director

Reviewed by: City Manager AK

RESOLUTION 23-__

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING AMENDMENTS TO THE 2023-24 BUDGET**

WHEREAS, the City Council of the City of Clovis approved the 2023-24 Budget on June 19, 2023; and

WHEREAS, some capital projects were not initiated, and related capital outlays and services were not purchased in 2022-23; and

WHEREAS, the 2023-24 Budget assumed that the items would be completed, and no provision was made for said items in the 2023-24 Budget and the Fund Balances were adjusted accordingly; and

WHEREAS, the ending June 30, 2023. Fund Balances will be greater by the amount of those capital outlays and services not purchased in 2022-23; and

WHEREAS, the Council desires that the items be completed.

NOW, THEREFORE, BE IT RESOLVED, that the City of Clovis amend the 2023-24 Budget as provided in Attachment A for the “Summary of Expenditures by Fund” and the “Summary of Expenditures by Department.”

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on October 9, 2023, by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: October 9, 2023

Mayor

City Clerk

ATTACHMENT 1

SUMMARY OF REVENUES BY DEPARTMENT

<u>Department</u>	<u>Amount</u>
General Services	\$ 50,000
Police	86,900
Total Revenues by Department	<u>\$ 136,900</u>

SUMMARY OF REVENUES BY FUND

<u>Fund</u>	<u>Amount</u>
General	\$ 86,900
Transit	50,000
Total Revenues by Fund	<u>\$ 136,900</u>

SUMMARY OF EXPENDITURES BY DEPARTMENT

<u>Department</u>	
City Manager	\$ 4,263,000
General Services	201,000
Public Utilities	3,610,000
Planning & Development Services	213,100
Capital Improvement	32,612,000
Total Expenditures by Department	<u>\$ 40,899,100</u>

SUMMARY OF EXPENDITURES BY FUND

<u>Fund</u>	<u>Amount</u>
General	\$ 2,110,000
General Services	1,066,000
Information Services	4,263,000
Fleet	880,000
Refuse	150,000
Transit	50,000
Sewer Enterprise	1,780,000
Water Enterprise	750,000
Planning & Development Services	213,100
Sewer Construction-Enterprise	12,000
Sewer Construction-Developer	1,024,000
Park Improvement	1,661,000
Street Construction	14,859,000
Water Construction-Enterprise	4,098,000
Water Construction-Developer	6,933,000
Community Sanitation-Enterprise	1,050,000
Total Expenditures by Fund	<u>\$ 40,899,100</u>

2022 - 2023 Reappropriations
Operations and Capital Improvement Program

Department/Account Number	Description and Explanation	Bid Status	Amount
Revenues			
Police			
Impound Tow Fee Revenue 56300 46338	Impound Tow Fee Revenue Delayed due to grant funding		\$ 86,900
Transit - Stageline			
Low Carbon Transit Operations 34800 45073			\$ 50,000
Total Revenue Reappropriations			<u><u>\$ 136,900</u></u>

Expenditures			
Transit - Stageline			
Low Carbon Transit Operations 34800 68131	Route Improvements Delayed due to limited staff		<u>\$ 50,000</u>
City Manager			
Information Technology Wireless/Internet Services 36200 63280	Internet Service at Disaster Recovery site Awaiting resiliency hardware		\$ 25,000
Computer Consulting 36200 63301	Cybersecurity Assessment and Services Delayed due to limited staff		30,000
Central Processors 36200 68201	Enterprise Resource Planning/Utility Billing System Postponed due to evaluation		3,740,000
High Speed Network Equipment 36200 68206	Server room/network resiliency project Delayed due to limited equipment availability		140,000
Dept Hardware/Software Systems 36200 68208	Fleet Software System Upgrade Request for Proposals (RFP) Evaluations delayed		50,000
Dept Hardware/Software Systems 36200 68208	PD/Fire HQ Uninterruptible Power Supply system RFP Evaluations delayed		130,000
Computer Aided Dispatch-Police Sys 36200 68260	New World Law Enforcement Records Management System (LERMS) Upgrade Delayed due to product availability		113,000
Central Processors 36300 68201	Phone System Upgrades Delayed due to limited staff		35,000

Department/Account Number	Description and Explanation	Bid Status	Amount
Total City Manager Department			<u>\$ 4,263,000</u>
General Services Department			
Facilities			
Building Repair - City Hall 33300 63401	Building Repair Limited staff availability		\$ 60,000
Building Repair - Public Safety 33300 63402	Police dispatch kitchen remodel Limited staff availability		60,000
Building Repair - Public Safety 33300 63402	Pahnia office remodel Limited staff availability		4,500
Building Repair - Recreation 33300 63412	Tuff Shed Limited staff availability		10,000
Furnishings 33400 68103	Police chair replacement for staff Limited staff availability		10,000
Furnishings 33400 68103	Station #1 & #5 Refrigerators Limited staff availability		4,000
Furnishings 33400 68103	Station #5 washer/dryer replacement Limited staff availability		2,500
Total General Services Department			<u>\$ 151,000</u>
Public Utilities Department			
Parks			
Other Services 73000 63315	Rotary Park electrical lighting repair Construction delay	4	\$ 50,000
Fleet Capital			
Standard Pick-ups 75100 68710	Purchase and build-out No vehicles available to purchase	4	180,000
Light Duty Truck 75100 68720	Purchase and build-out No vehicles available to purchase	2	250,000
Heavy Duty Truck 75100 68721	Purchase and build-out No vehicles available to purchase	2	100,000
Refuse Trucks 75100 68724	Purchase and build-out No vehicles available to purchase	2	350,000
Refuse			
Corp Yard Expansion 76100 71355	Building Maintenance Construction delay	2	50,000

Department/Account Number	Description and Explanation	Bid Status	Amount
Landfill Materials/Supplies 76200 64235	Hauling of Asphalt/Concrete grindings Construction delay	1	100,000

Public Utilities Department - continued

Sewer

Consulting Services 76500 63301	Misc. consulting for Water Reuse Facility Biochemical Oxygen Demand Construction delay	2	150,000
Repair & Maintenance outside vendor 76500 63455	Supervisory Control & Data Acquisition (SCADA) upgrade Construction delay	1	80,000
Misc. Sewer Equipment 76500 68525	New pump for Pump Station E Project delay	2	150,000
Plant and Trunk Capital 76500 73015	Regional Plant Comm. Improv Project Project delay	3	1,400,000

Water

Consulting Services 77000 63301	Water Rate Study Project delay	2	150,000
Repair & Maintenance outside vendor 77000 63455	SCADA Upgrade Project delay	1	300,000
Specialty Equipment 77000 68750	Meter test bench Unable to purchase	1	300,000

Total Public Utilities Department	<u>\$ 3,610,000</u>
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Planning & Development Services

Furnishings 74100 68103	Replace carpet Quote delay	\$ 50,000
Furnishings 74510 68103	Replace carpet Quote delay	155,000
Training - classes & seminars 74540 65102	Construction Management grad certificate Delay in graduating	8,100

Total Planning & Development Services	<u>\$ 213,100</u>
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Department/Account Number	Description and Explanation	Bid Status	Amount
Community Investment Program			
Government Facilities			
Fire Station #2 - Training Facility 90000 71058	Build temporary training building In progress		\$ 50,000
Government Facilities - continued			
Fire Station #2 Rebuild 90000 71059	Rebuild the existing Fire Station 2 In progress		480,000
Fire Station #4 - Remodel 90000 71079	Kitchen Remodel Limited staff availability		64,000
San Gabriel Park - Restroom Reroof 90000 71087	Building roof restoration In progress		50,000
Fire Training Center Drainage 90000 71104	Improve site drainage around building In progress, no bid necessary		27,000
Fiber Optic - Leonard Avenue 90000 71254	Fiber Optic - Leonard to Bullard In progress		83,000
Slurry seal PD parking lot 90000 71271	Asphalt/slurry sealing rejuvenation In progress		50,000
Landmark Square - Library District 90000 71324	Civic Center North site improvements In progress		354,000
Landmark Square - Senior Center 90000 71325	Civic Center North site Improvements for Senior Center In progress		538,000
Senior Ctr Exterior Beam Replace 90000 71342	Replace exterior beams on existing Senior Center In progress		97,000
Civic Center Landscape 90000 71361	Design for City Hall/Civic Center Campus Improvements In progress		17,000
Civic Center ADA Improvements 90000 71392	Civic Center American Disability Act (ADA) Imprvmnts In progress		118,000
Transit Station 90000 71428	Construct new Transit Building In progress		448,000
Fire Station #6 90000 71435	Property acquisition for Fire Station #6 In progress		70,000
Fiber Optics Installation 90000 71450	Miscellaneous fiber installations In progress, no bid necessary		30,000
Public Safety Facility Flooring Repair 90000 71453	Replace Flooring at Public Safety Building In progress, no bid necessary		34,000

Department/Account Number	Description and Explanation	Bid Status	Amount
Capital Assessment 90000 71464	Capital Assessment In construction		298,000
Fiber Optic Install to Fire Station 6 90000 71465	Fiber Optic Installation to Fire Station 6 In progress		107,000
Letterman Park - Irrigation System 90000 75191	Replace irrigation system In progress		60,000
Sewer Capital Projects - Enterprise Fund			
Misc. Sewer main replacement 91000 72632	Miscellaneous Sewer main replacement In progress		12,000
Sewer Capital Projects - Developer Fund			
Shaw Sewer Main-Dewolf to McCall 92000 72141	Install Sewer main in Shaw (Phase I) In progress		406,000
Sewer Master Plan 92000 73200	Master planning for new General Plan In progress		422,000
Shepherd/Willow Pump Station 92000 73205	Design location of Shepherd/Willow Pump Station In progress		50,000
Shaw Avenue Recycled Water Main 92000 73376	Install Recycled water main in Shaw (Phase II) In progress		133,000
Nees Sewer Main-Minnewawa/Clovis 92000 73377	Install Sewer main in Nees Avenue In progress		13,000
Park Improvements			
SR168/Enterprise Canal Bridge 93000 74980	Pedestrian Bridge over SR168/ Enterprise Canal In progress		775,000
Misc. Developer Park Projects 93000 75015	Miscellaneous developer park projects In progress		440,000
Sierra Bicentennial Park Dog Park 93000 75019	Sierra Bicentennial Park Dog Park In progress		73,000
Letterman Park Dog Park 93000 75039	Letterman Park Dog Park In progress		168,000
Gould Canal Trail 93000 75581	Peach to Minnewawa In progress		150,000
Loma Vista Village Green Park 93000 75635	Park site in the Loma Vista area In progress		55,000
Street Improvements			
Plan Lines 95000 74007	Create Plan lines for area north of Shepherd In progress		40,000

Department/Account Number	Description and Explanation	Bid Status	Amount
Lane Reduction study 95000 74019	Various lane reduction surveys In progress		29,000
Preventative Maintenance 95000 74020	Local street preventative maintenance In progress		137,000
Minnewawa - Alluvial to Herndon 95000 74059	Street Widening In design - Regional Surface Transportation Program funded		733,000
Street Improvements - continued			
Bicycle & Pedestrian Facilities 95000 74110	Stripe for bike lanes In progress		35,000
Herndon - Temperance to DeWolf 95000 74184	Street widening & signals In design - Regional Measure C funded		4,916,000
Miscellaneous Concrete Repairs 95000 74210	Miscellaneous improvements at various locations In progress		461,000
American Disability Act Survey 95000 74211	Citywide survey of City facilities In progress		50,000
Miscellaneous Construction Repairs 95000 74215	Miscellaneous improvements at various locations In progress		262,000
Sunnyside - Barstow to Shaw 95000 74483	Reconstruct/overlay street Under design		20,000
Willow - Shaw to Barstow 95000 74514	Reconstruct/overlay street In progress		17,000
Trail Pavement Maintenance 95000 74561	Maintenance on areas of the trail system In progress		275,000
Local Street ADA ramps 95000 74567	American Disability Act (ADA) improvements- City ramps In progress		525,000
Ashlan - West of Leonard 95000 74568	Street Widening In progress		316,000
Shepherd/Peach Intersection 95000 74584	Install traffic signal at the intersection In progress		825,000
Nees/Armstrong Intersection 95000 74585	Install traffic signal at the intersection In progress		138,000
Alleys - SW of Pollasky/Mitchell 95000 74586	Alley rehabilitation In progress		100,000
Horizontal Control System	Survey city horizontal control system		20,000

Department/Account Number	Description and Explanation	Bid Status	Amount
95000 74587	In progress		
Shepherd Signal Interconnect 95000 74595	Signal Interconnect In progress		79,000
Armstrong - Bullard to Sierra 95000 74692	Reconstruct/Overlay street In progress		49,000
DeWolf/Owen Mtn Roundabout 95000 74767	New roundabout In progress		145,000
Shaw - Armstrong to Temperance 95000 74844	Reconstruct/Overlay street In progress		22,000
Street Improvements - continued			
Misc. wheelchair ramps 95000 74886	Install wheelchair accessible ramps In progress		100,000
Sunnyside Widening - Third to Fifth 95000 74966	Street Widening, reconstruct/overlay In design - Measure C funded		969,000
Pavement Maintenance - crack seal 95000 74971	Crack sealing of various City streets In progress		60,000
Pavement Management System 95000 74975	Development of the pavement management system In progress		39,000
Gettysburg - Sierra Vista to Clovis 95000 74977	Reconstruct/Overlay street In progress		1,041,000
Bullard - Armstrong to Temperance 95000 74979	Reconstruct/Overlay street In progress		134,000
Armstrong - Tollhouse to Sierra 95000 74981	Reconstruct/Overlay street In progress		163,000
Barstow - Villa to Minnewawa 95000 74991	Reconstruct/Overlay street In progress		500,000
Fowler - Ashlan to City limits 95000 74992	Reconstruct/Overlay street In progress		570,000
Sunnyside - Fifth to Barstow 95000 74994	Reconstruct/Overlay street In design - Measure C funded		1,937,000
Local Street Improvements 95000 74995	Slurry seal local streets In progress - Measure C funded		152,000
Water Capital Projects - Enterprise Fund			
Recharge Facility 96000 77501	Locate a recharge site Limited staff availability		50,000
Aquifer Storage Recovery	Recharge alternative		50,000

Department/Account Number	Description and Explanation	Bid Status	Amount
96000 77502	Limited staff availability		
SWTP - High Service Pumps VFD 96000 77503	Add pumps at the Surface Water Treatment Plant (SWTP) In progress		1,697,000
Santa Ana/Clovis Water Main 96000 77504	Modify water mains in the intersection In progress		197,000
SWTP Pretreatment 96000 77528	Add pretreatment to existing facilities Limited staff availability		1,465,000
SWTP Process Addition 96000 77531	Addition to the treatment process Limited staff availability		30,000
Well 18 GAC 96000 77573	Install Granular Activated Carbon (GAC) at Well 18 Limited staff availability		609,000
Water Capital Projects - Developer			
Water Master Plan 97000 77090	Master planning of facilities In progress		220,000
SWTP Expansion 97000 77529	Increase capacity of the plant In design		200,000
SWTP Process Addition 97000 77531	Additional ozone treatment In design		10,000
SWTP Storage Tank Addition 97000 77532	Additional tank/Surface Water Treatment Plant In design		200,000
Northeast SWTP 97000 77536	Develop northeast Surface Water Treatment Plant In design		100,000
Shaw Avenue Water Main 97000 77539	Install Water Main in Shaw Ave - DeWolf to McCall In progress		337,000
Well 34 Aux Power 97000 77587	Generator at well Site 34 In progress		101,000
Northern Water Intertie 97000 77750	Water Main connection to City of Fresno at Willow Limited staff availability		425,000
Water Storage Reservoir #9 97000 78045	Acquire & construct storage in Northwest area In progress		3,712,000
Water Storage Reservoir #10 97000 78050	Construct water storage tank in Northwest area In progress		1,628,000
Community Sanitation Improvements - Enterprise Fund			
Landfill Electric Power 99500 81170	Extension of power to west end of property In progress		175,000

Department/Account Number	Description and Explanation	Bid Status	Amount
Landfill Transfer Station 99500 81205	Acquire and construct a Refuse Satellite Facility In progress		775,000
Landfill Solar 99500 81211	Install Solar panels on landfill buffer area In progress		100,000
Total Community Investment Program			<u>\$ 32,612,000</u>
Total Expenditure Reappropriations			<u><u>\$ 40,899,100</u></u>

BID STATUS KEY

Already bid	1
Not yet bid	2
No bid necessary	3
Under bid threshold	4



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: October 9, 2023

SUBJECT: Finance – Receive and File – Investment Report for the Month of June 2023.

ATTACHMENTS:

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

CONFLICT OF INTEREST

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

EXECUTIVE SUMMARY

Attached is the Investment Report for the month of June 2023. Shown in Attachment 1 is the distribution of investments which lists all the individual securities owned by the City with the book and market values. Book value is the actual price paid for the investment. Market value is the amount that the investment is worth if sold in the open market. The market value (which fluctuates daily) that is used in the report is as of the last working day of the month. Attachment 2 reflects the monthly investment transactions for the month of June 2023. Attachment 3 lists the certificates of deposit. Attachment 4 lists the municipal securities. Attachment 5 is a graph of Treasury rates on June 30, 2023.

The investment of the City's funds is performed in accordance with the adopted Investment Policy. Funds are invested with the following objectives in mind:

1. Assets are invested in adherence with the safeguards and diversity of a prudent investor.
2. The portfolio is invested in a manner consistent with the primary emphasis on preservation of the principal, while attaining a high rate of return consistent with this guideline. Trading of securities for the sole purpose of realizing trading profits is prohibited.

3. Sufficient liquidity is maintained to provide a source for anticipated financial obligations as they become due.

4. Investments may be made, consistent with the Investment Policy Guidelines, in fixed income securities maturing in three years or less and can be extended to five years with the City Manager's approval.

The Finance Department invests the City's assets with an expectation of achieving a total rate of return at a level that exceeds the annualized rate of return on short-term government guaranteed or insured obligations (90-day Treasury bills) and to assure that the principal is preserved with minimal risk of depreciation or loss. In periods of rising interest rates, the City of Clovis portfolio return may be less than that of the annualized 90-day Treasury bill. In periods of decreasing interest rates, the City of Clovis portfolio return may be greater than the annualized 90-day Treasury bill. The current 90-day Treasury bill rate (annualized) is 4.01%. The rate of return for the City of Clovis portfolio is 3.52%. The goal for the City of Clovis investment return is 120% of the 90-day Treasury bill rate. The current rate of return is 88% of the Treasury bill rate.

In accordance with the Investment Policy, the investment period on each investment does not exceed three years and can be extended to five years with the City Manager's approval. As of June 2023, the average investment life of the City's investment portfolio is 1.83 years.

Current Investment Environment and Philosophy

During the month of June 2023, the federal funds rate remained at 5.00%-5.25%. On June 30, 2023, the Treasury yield curve increased slightly from 3-month to 6-month notes, then decreased to 10-year notes.

Certificates of Deposit (CD's)

The City purchases both negotiable and non-negotiable Certificates of Deposit (CD's). Although negotiable CD's can be traded, it is the City's policy to buy and hold all CD's. Negotiable CD's are held by U.S. Bank, a third party custodian. Non-negotiable CD's are held in the City's safe.

Purchases and Maturities

- 1 government security totaling \$5,500,000 was purchased.
- 0 government securities were called or matured.
- 5 certificates of deposit totaling \$1,250,000 were purchased.
- 0 certificates of deposit were called or matured.
- 1 municipal security totaling \$635,000 was purchased.
- 1 municipal security totaling \$1,000,000 matured.

Market Environment

- During June the federal funds rate remained at 5.00%-5.25%.
- On June 30, the yield curve increased slightly from 3-month to 6-month notes, then decreased to 10-year notes. See Attachment 5, Graph of Treasury Rates on June 30, 2023.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager *AB*

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

AGENDA ITEM NO. 3.

	COST	NET BOOK VALUE	MARKET VALUE *	YIELD TO MATURITY	STATED INTEREST RATE	INVEST DATE	MATURITY DATE	DAYS TO MATURITY FROM 6/30/2023
<u>GOV'T SECURITIES</u>								
FFCB	5,000,000	5,000,000	4,825,100	0.250%	0.250%	03/01/21	03/01/24	245
FHLB	4,998,000	4,999,114	4,926,400	3.276%	3.250%	08/17/22	03/08/24	252
FHLB	1,994,000	1,997,205	1,975,140	3.835%	3.625%	09/14/22	03/08/24	252
FFCB	1,999,000	1,999,760	1,928,420	0.317%	0.300%	03/24/21	03/18/24	262
FHLB	5,000,000	5,000,000	4,763,200	0.350%	0.350%	06/07/21	06/07/24	343
FHLB	941,770	964,166	953,810	4.500%	0.700%	11/17/22	06/24/24	360
FHLB	4,969,000	4,984,831	4,711,550	1.274%	1.050%	01/20/22	11/15/24	504
FHLB	1,595,506	1,636,184	1,614,313	4.515%	0.500%	11/16/22	12/30/24	549
FNMA	1,857,400	1,877,453	1,850,280	4.415%	0.500%	03/23/23	02/24/25	605
FNMA	930,300	940,088	925,350	4.338%	0.520%	03/23/23	02/25/25	606
FHLB	932,200	941,694	926,790	4.328%	0.625%	03/23/23	02/27/25	608
FHLB	3,980,000	3,988,886	3,777,200	1.922%	1.750%	02/28/22	02/28/25	609
FHLB	4,000,000	4,000,000	3,840,080	2.750%	2.750%	04/25/22	04/25/25	665
FAMCMTN	3,947,600	3,969,870	3,681,000	1.121%	0.750%	12/16/21	07/28/25	759
FHLB	5,000,000	5,000,000	4,861,350	3.600%	3.600%	08/30/22	08/28/25	790
FAMCMTN	4,948,500	4,971,051	4,570,500	0.869%	0.600%	10/14/21	09/08/25	801
FHLB	871,150	876,657	859,133	3.886%	0.500%	04/26/23	11/25/25	879
FHLB	4,963,000	4,978,102	4,484,700	0.750%	0.580%	09/08/21	02/11/26	957
FHLB	3,922,000	3,950,581	3,574,000	1.229%	0.750%	12/16/21	02/24/26	970
FHLB	2,751,000	2,761,826	2,698,380	3.916%	0.790%	05/17/23	03/16/26	990
FFCB	4,967,500	4,978,705	4,452,250	1.075%	0.940%	10/14/21	09/28/26	1,186
FHLB	3,649,200	3,730,358	3,585,840	3.342%	1.150%	06/29/22	10/28/26	1,216
FHLB	5,988,000	5,991,831	5,387,940	1.291%	1.250%	11/24/21	11/24/26	1,243
FHLB	5,127,757	5,090,131	4,610,400	1.580%	2.125%	01/20/22	12/11/26	1,260
FHLB	4,043,250	4,141,528	3,959,607	3.397%	1.020%	06/29/22	02/24/27	1,335
FHLB	4,550,000	4,636,350	4,432,693	3.173%	1.020%	08/17/22	02/24/27	1,335
FHLB	3,695,200	3,772,718	3,623,682	2.564%	0.900%	03/31/22	02/26/27	1,337
FHLB	6,072,400	6,151,034	5,908,046	3.737%	0.900%	01/19/23	02/26/27	1,337
FHLB	5,247,000	5,315,594	5,105,609	4.329%	0.900%	02/16/23	02/26/27	1,337
FHLB	5,050,770	5,134,515	4,984,878	3.971%	1.000%	12/14/22	02/26/27	1,337
FHLB	4,000,000	4,000,000	3,706,320	2.375%	2.375%	03/08/22	03/08/27	1,347
FFCB	5,160,000	5,206,277	5,117,280	3.996%	0.830%	03/23/23	02/22/28	1,698
FHLB	3,124,500	3,121,317	3,028,920	3.553%	4.500%	05/17/23	03/10/28	1,715
FFCB	6,102,000	6,098,369	5,930,040	3.501%	3.875%	04/26/23	04/25/28	1,761
FFCB	5,354,250	5,355,642	5,242,160	4.349%	3.740%	06/14/23	04/27/28	1,763
SECURITIES TOTAL	<u>\$ 136,732,253</u>	<u>\$ 137,561,837</u>	<u>\$ 130,822,360</u>					
LAIF		<u>\$ 75,000,000</u>	<u>\$ 75,000,000</u>					
Municipal Issuance		<u>\$ 56,361,225</u>	<u>\$ 54,477,583</u>					
Sweep Account (US Bank)		<u>\$ 28,879,606</u>	<u>\$ 28,879,606</u>					
TOTAL CD'S		<u>\$ 25,495,000</u>	<u>\$ 24,736,894</u>					
TOTAL INVESTMENTS		<u>\$ 323,297,668</u>	<u>\$ 313,916,443</u>					

* Market values for securities obtained from US Bank.

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

AGENDA ITEM NO. 3.

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
FFCB	Gov. Sec.	Purchase	5,500,000	5,354,250	3.740%	06/14/23	04/27/28
Beverly Hills Pub Auth	Mun Iss.	Purchase	635,000	635,000	1.514%	06/15/23	06/01/28
Chartway Fed Cr Un	CD	Purchase	250,000	250,000	4.900%	06/09/23	06/09/26
Customers Bank	CD	Purchase	250,000	250,000	4.700%	06/14/23	06/15/26
First Technology Fed Cr	CD	Purchase	250,000	250,000	5.150%	06/30/23	12/30/25
Latino Cmnty Cr Un	CD	Purchase	250,000	250,000	4.900%	06/27/23	06/29/26
Leaders Cr Un	CD	Purchase	250,000	250,000	5.000%	06/30/23	06/30/26
Huntington Bech Calif Pen	Mun Iss.	Maturity	1,000,000	1,000,000	0.381%	06/15/23	06/15/23

PORTFOLIO DATA

Current Month (06/23)

	Book	Market
CD'S	\$ 25,495,000	\$ 24,736,894
Gov't Securities*	137,561,837	130,822,360
Municipal Securities	56,361,225	54,477,583
LAIF	75,000,000	75,000,000
Sweep Account (Union Bank)	28,879,606	28,879,606
TOTAL	\$ 323,297,668	\$ 313,916,443

Prior Month (05/23)

	Book	Market
CD'S	\$ 24,245,000	\$ 23,567,537
Gov't Securities*	132,114,241	125,987,536
Municipal Securities	59,415,000	55,307,527
LAIF	75,000,000	75,000,000
Sweep Account (Union Bank)	34,817,378	34,817,378
TOTAL	\$ 325,591,619	\$ 314,679,978

Three Months Previous (03/23)

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

Six Months Previous (12/22)

	Book	Market
CD'S	\$ 19,995,000	\$ 19,489,847
Gov't Securities*	125,365,607	118,704,819
Municipal Securities	52,935,000	48,186,516
LAIF	74,905,243	74,905,243
Sweep Account (Union Bank)	21,537,434	21,537,434
TOTAL	\$ 294,738,284	\$ 282,823,859

One Year Previous (06/22)

	Book	Market
CD'S	\$ 12,495,000	\$ 12,207,735
Gov't Securities*	131,232,711	127,006,620
Municipal Securities	25,000,000	23,571,510
LAIF	74,511,731	74,511,731
Sweep Account (Union Bank)	71,690,282	71,690,282
TOTAL	\$ 314,929,724	\$ 308,987,878

*Adjusted Quarterly for Premium/Discount Amortization

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

AGENDA ITEM NO. 3.

Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 06/30/23	INTEREST FREQUENCY
New York Cmnty Bank	250,000	244,495.00	0.350%	12/11/20	12/11/23	164	QUARTERLY
Transportation Alliance Bk	250,000	241,272.50	0.250%	03/12/21	03/12/24	256	QUARTERLY
Preferred Bank	250,000	240,820.00	0.250%	03/25/21	03/25/24	269	QUARTERLY
Bankunited Natl Assn	245,000	236,116.30	0.450%	03/31/21	04/01/24	276	QUARTERLY
Greenstate Credit Union	250,000	238,255.00	0.450%	06/16/21	06/17/24	353	QUARTERLY
Eaglemark Savings Bank	250,000	237,670.00	0.400%	06/30/21	06/28/24	364	QUARTERLY
Texas Exchange Bk	250,000	237,615.00	0.500%	07/09/21	07/09/24	375	QUARTERLY
BMW Bk North Amer	250,000	237,210.00	0.550%	07/30/21	07/30/24	396	QUARTERLY
Toyota Finl Svgs	250,000	236,212.50	0.650%	09/09/21	09/09/24	437	QUARTERLY
State Bk India	250,000	235,967.50	0.650%	09/17/21	09/17/24	445	QUARTERLY
Ubs Bank Usa	250,000	234,350.00	0.750%	11/17/21	11/18/24	507	QUARTERLY
Webbank Salt Lake City	250,000	234,102.50	0.750%	11/29/21	11/29/24	518	QUARTERLY
Medallion Bank Salt Lake City	250,000	233,932.50	0.900%	12/20/21	12/20/24	539	QUARTERLY
Beal Bank	250,000	233,467.50	0.950%	01/19/22	01/15/25	565	QUARTERLY
Mountain Amer Fed	250,000	242,110.00	3.450%	08/31/22	02/28/25	609	QUARTERLY
Barclays Bk	250,000	235,007.50	1.700%	03/09/22	03/10/25	619	QUARTERLY
Goldman Sachs Bk	250,000	234,807.50	1.650%	03/09/22	03/10/25	619	QUARTERLY
Safra National Bk	250,000	235,922.50	2.000%	03/23/22	03/24/25	633	QUARTERLY
Pentagon Federal Cr Un	250,000	235,732.50	2.000%	03/28/22	03/28/25	637	QUARTERLY
Beal Bank	250,000	236,540.00	2.200%	04/06/22	04/02/25	642	QUARTERLY
JP Morgan Chase	250,000	237,722.50	2.500%	04/08/22	04/08/25	648	QUARTERLY
First Natl Bank	250,000	241,202.50	2.200%	04/12/22	04/11/25	651	QUARTERLY
One Community Bank	250,000	238,130.00	2.700%	04/29/22	04/29/25	669	QUARTERLY
Americu Credit Union	250,000	238,517.50	2.800%	05/02/22	05/02/25	672	QUARTERLY
Synchrony Bank Retail	250,000	239,635.00	3.100%	05/20/22	05/20/25	690	QUARTERLY
Connexus Credit Union	250,000	239,015.00	3.000%	05/26/22	05/27/25	697	QUARTERLY
Bmo Harris Bank	250,000	239,442.50	3.150%	06/17/22	06/17/25	718	QUARTERLY
Saco Biddeford	250,000	238,045.00	2.850%	06/17/22	06/17/25	718	QUARTERLY
Baxter Credit Union	250,000	250,000.00	3.400%	06/28/22	06/30/25	731	QUARTERLY
Capital One Bank	250,000	240,275.00	3.350%	06/29/22	06/30/25	731	QUARTERLY
American First Cr Un	250,000	239,540.00	3.250%	07/15/22	07/15/25	746	QUARTERLY
Trustone Financial Cr Un	250,000	239,477.50	3.250%	07/19/22	07/21/25	752	QUARTERLY
American Natl Bank	250,000	238,635.00	3.100%	07/27/22	07/28/25	759	QUARTERLY
TCM Bank	250,000	239,870.00	3.350%	07/28/22	07/28/25	759	QUARTERLY
Generations Bank	250,000	240,050.00	3.400%	08/03/22	08/04/25	766	QUARTERLY
Direct Fed Credit	250,000	239,610.00	3.500%	08/17/22	08/18/25	780	QUARTERLY
Resource One Credit	250,000	239,357.50	3.300%	08/17/22	08/18/25	780	QUARTERLY
Connex Credit	250,000	240,225.00	3.500%	08/31/22	08/29/25	791	QUARTERLY
Skyone Fed Credit	250,000	240,702.50	3.600%	08/30/22	09/02/25	795	QUARTERLY
Credit Union of Texas	250,000	240,632.50	3.600%	09/14/22	09/15/25	808	QUARTERLY
Forbright Bank	250,000	240,040.00	3.500%	09/16/22	09/16/25	809	QUARTERLY
Ally Bank Sandy Utah	250,000	242,850.00	4.050%	09/29/22	09/19/25	812	QUARTERLY
Alabama Credit Union	250,000	240,495.00	3.600%	09/20/22	09/22/25	815	QUARTERLY
Kemba Finl Credit Union	250,000	242,590.00	4.000%	09/21/22	09/22/25	815	QUARTERLY
Farmers Merchants	250,000	241,212.50	3.750%	09/28/22	09/29/25	822	QUARTERLY
Jefferson Finl FCU	250,000	243,327.50	4.150%	09/29/22	09/29/25	822	QUARTERLY
Dort Finl Credit Union	250,000	242,537.50	4.000%	09/30/22	09/30/25	823	QUARTERLY
First National Bank	250,000	236,295.00	3.625%	09/30/22	09/30/25	823	QUARTERLY
Numerica Credit Union	250,000	244,107.50	4.200%	09/30/22	09/30/25	823	QUARTERLY
Vystar Credit Union	250,000	244,372.50	4.350%	09/30/22	09/30/25	823	QUARTERLY
Bell Bank Fargo	250,000	243,210.00	4.150%	10/13/22	10/14/25	837	QUARTERLY
Pacific Alliance	250,000	243,480.00	4.200%	10/14/22	10/14/25	837	QUARTERLY
z1st Financial Bank	250,000	243,210.00	4.150%	10/13/22	10/17/25	840	QUARTERLY
Great Southern Bank	250,000	245,082.50	4.500%	10/20/22	10/20/25	843	QUARTERLY
American Bank	250,000	244,270.00	4.350%	10/21/22	10/21/25	844	QUARTERLY
Queensborough Natl Bank	250,000	243,700.00	4.100%	10/21/22	10/21/25	844	QUARTERLY
Public Alliance Cr Un	250,000	245,022.50	4.500%	10/25/22	10/27/25	850	QUARTERLY
First Citizens Bank	250,000	246,120.00	4.700%	10/28/22	10/28/25	851	QUARTERLY
LCA Bank Corp	250,000	244,497.50	4.400%	10/28/22	10/28/25	851	QUARTERLY
Sharonview Fed Cr Un	250,000	247,745.00	4.850%	10/31/22	10/31/25	854	QUARTERLY

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

AGENDA ITEM NO. 3.

Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 06/30/23	INTEREST FREQUENCY
United Heritage Cr Un	250,000	246,355.00	4.700%	11/04/22	11/04/25	858	QUARTERLY
Capital One Natl Assn	250,000	247,150.00	4.900%	11/16/22	11/17/25	871	QUARTERLY
Morgan Stanley Bank	250,000	247,705.00	5.000%	11/18/22	11/18/25	872	QUARTERLY
Spokane Teachers Cr Un	250,000	247,687.50	5.000%	11/23/22	11/23/25	877	QUARTERLY
Morgan Stanley Private	250,000	246,270.00	4.750%	12/09/22	12/09/25	893	QUARTERLY
Community Bank Topeka	250,000	243,620.00	4.300%	12/14/22	12/15/25	899	QUARTERLY
Austin Telco Fed	250,000	247,352.50	4.950%	12/16/22	12/16/25	900	QUARTERLY
Rogue Credit Union	250,000	248,232.50	5.100%	12/23/22	12/23/25	907	QUARTERLY
Alliant Credit Union	250,000	248,192.50	5.100%	12/30/22	12/30/25	914	QUARTERLY
First Technology Fed Cr Un	250,000	248,482.50	5.150%	06/30/23	12/30/25	914	MONTHLY
Liberty First Cr Un	250,000	244,887.50	4.550%	01/17/23	01/19/26	934	QUARTERLY
Capital Educators Fed Cr	250,000	244,882.50	4.550%	01/19/23	01/20/26	935	QUARTERLY
Manufacturers Traders	250,000	243,075.00	4.250%	01/31/23	01/23/26	938	QUARTERLY
City Natl Bank	250,000	243,715.00	4.350%	01/25/23	01/26/26	941	QUARTERLY
Coastlife Cr Un	250,000	245,385.00	4.650%	02/13/23	02/13/26	959	QUARTERLY
Achieve Finl Cr Un	250,000	245,367.50	4.650%	02/17/23	02/17/26	963	QUARTERLY
California Cr Un Glendale	250,000	244,455.00	4.500%	02/23/23	02/23/26	969	QUARTERLY
Truliant Fed Cr Un	250,000	245,012.50	4.600%	02/28/23	02/27/26	973	QUARTERLY
Pioneer Fed Cr Un Mtn Home	250,000	245,002.50	4.600%	02/28/23	03/02/26	976	QUARTERLY
Tradition Cap Bankk	250,000	244,677.50	4.600%	03/03/23	03/03/26	977	MONTHLY
Alaska Fed Cr	250,000	245,900.00	4.650%	03/05/23	03/09/26	983	MONTHLY
Mid Carolina Credit	250,000	247,385.00	4.600%	03/13/23	03/13/26	987	MONTHLY
Blue Ridge Bank	250,000	247,447.50	4.500%	03/16/23	03/16/26	990	MONTHLY
Northwest Bank	250,000	247,445.00	4.600%	03/17/23	03/17/26	991	MONTHLY
Valleystar Credit Union	250,000	247,437.50	4.600%	03/20/23	03/20/26	994	MONTHLY
First Community Bank	250,000	247,117.50	4.500%	03/22/23	03/23/26	997	MONTHLY
Technology Credit Union	250,000	247,432.50	4.650%	03/23/23	03/23/26	997	MONTHLY
Cibc Bank	250,000	247,115.00	4.650%	03/24/23	03/24/26	998	MONTHLY
Signature Bank	250,000	247,430.00	4.500%	03/24/23	03/24/26	998	MONTHLY
Point West Credit Union	250,000	247,392.50	5.000%	04/12/23	04/13/26	1,018	MONTHLY
Flagstar Bank	250,000	247,377.50	4.650%	03/30/23	04/24/26	1,029	MONTHLY
Utah Cmnty Credit Union	250,000	244,747.50	4.600%	04/26/23	04/27/26	1,032	MONTHLY
Cross River Bank	250,000	245,007.50	4.650%	05/19/23	05/19/26	1,054	MONTHLY
Raiz FCU	250,000	245,962.50	4.650%	05/24/23	05/26/26	1,061	MONTHLY
Usalliance FCU	250,000	245,290.00	4.700%	05/26/23	05/26/26	1,061	MONTHLY
Chartway Fed Cr Un	250,000	246,600.00	4.900%	06/09/23	06/09/26	1,075	MONTHLY
Customers Bank	250,000	245,250.00	4.700%	06/14/23	06/15/26	1,081	MONTHLY
Latino Cmnty Cr Un	250,000	246,547.50	4.900%	06/27/23	06/29/26	1,095	MONTHLY
Leaders Cr Un	250,000	247,235.00	5.000%	06/30/23	06/30/26	1,096	MONTHLY
People Bank Co	250,000	245,422.50	4.650%	03/30/23	03/30/27	1,369	MONTHLY
Carroll County	250,000	241,797.50	4.650%	03/30/23	03/30/28	1,735	MONTHLY
Discover Bank	250,000	240,190.00	4.350%	04/26/23	04/24/28	1,760	MONTHLY
Negotiable CD TOTAL	\$ 25,495,000	\$ 24,736,894					
CD TOTAL	\$ 25,495,000	\$ 24,736,894					

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

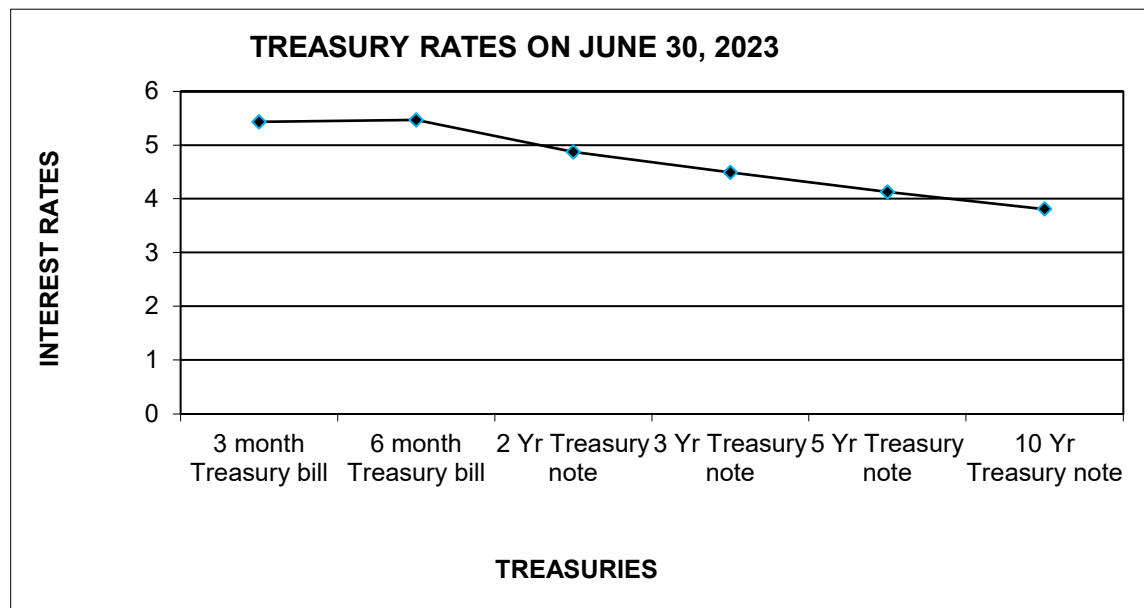
AGENDA ITEM NO. 3.

Municipal Securities	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 06/30/23	INTEREST FREQUENCY
Fresno Unified Taxable Go Ref Bond	500,000	498,065	0.462%	09/30/20	08/01/23	32	QUARTERLY
Pomona Cali Uni Sch Dist Go Bond	815,000	811,870	0.534%	10/20/20	08/01/23	32	QUARTERLY
San Jose CA USD Ref Bond	775,000	771,954	0.221%	01/20/21	08/01/23	32	QUARTERLY
Vista CA USD Ref Bond	750,000	747,263	0.221%	01/20/21	08/01/23	32	QUARTERLY
William Hart Cali HS Go Bond	1,000,000	996,100	0.366%	12/23/20	08/01/23	32	QUARTERLY
Jefferson Cali Elem Sch Dist Go Bond	710,000	704,540	0.399%	10/27/20	09/01/23	63	QUARTERLY
Santa Rosa Calif Watr Ref Bond	350,000	347,340	0.578%	12/01/20	09/01/23	63	QUARTERLY
California St Univ Ref Bond	3,435,910	3,398,614	0.475%	04/01/22	11/01/23	124	QUARTERLY
San Diego CA Convention Ref Bond	1,429,391	1,403,644	1.527%	08/18/22	04/15/24	290	QUARTERLY
Santa Ana College Ref Bond	438,355	417,406	0.644%	12/17/21	08/01/24	398	QUARTERLY
University CA Rev Bond	983,808	959,500	4.350%	09/15/22	05/15/25	685	QUARTERLY
Antelope Valley CA Ref Bond	729,129	700,298	1.767%	05/12/22	08/01/25	763	QUARTERLY
Chabot Las Positas Cmnty Clg Bond	1,429,622	1,362,605	0.880%	04/29/22	08/01/25	763	QUARTERLY
Foothill De Anza Bond	780,170	767,098	0.906%	03/24/23	08/01/25	763	QUARTERLY
San Dieguito High School Ref Bond	945,852	930,560	1.661%	10/13/22	08/01/25	763	QUARTERLY
Santa Ana CCD Ref Bond	237,996	227,968	0.744%	05/12/22	08/01/25	763	QUARTERLY
Orange County Water Dist Ref Bond	858,123	845,019	2.095%	10/13/22	08/15/25	777	QUARTERLY
San Jose CA Txble Ser B	2,260,088	2,225,758	2.450%	10/13/22	09/01/25	794	QUARTERLY
Los Angeles CA USD Ref Bond	1,006,495	895,000	1.455%	11/15/21	07/01/26	1,097	QUARTERLY
Chabot Las Positas Cmnty Clg CA	3,297,340	3,121,308	1.080%	07/27/22	08/01/26	1,128	QUARTERLY
Chaffey CA High School Ref Bond	1,517,114	1,455,168	2.475%	06/30/22	08/01/26	1,128	QUARTERLY
Huntington Beach HS Dist Ref Bond	3,138,617	2,942,078	1.208%	04/29/22	08/01/26	1,128	QUARTERLY
Placentia Yorba USD Ref Bond	1,049,328	988,178	1.070%	05/31/22	08/01/26	1,128	QUARTERLY
San Diego CA Cmnty Ref Bond	458,920	437,857	2.299%	04/29/22	08/01/26	1,128	QUARTERLY
San Ramon Valley CA USD Ref Bond	2,125,000	1,907,613	1.147%	11/03/21	08/01/26	1,128	QUARTERLY
Sonoma Cnty Jr College Ref Bond	1,937,140	1,858,060	2.447%	06/30/22	08/01/26	1,128	QUARTERLY
San Diego CA Pub Facs Ref Bond	1,545,466	1,471,015	1.812%	08/18/22	10/15/26	1,203	QUARTERLY
CA ST Univ Rev Ref Bond	2,246,397	2,220,575	1.142%	02/17/23	11/01/26	1,220	QUARTERLY
El Dorado CA Irr Dist Ref Bond	1,106,163	1,045,809	1.687%	08/18/22	03/01/27	1,340	QUARTERLY
University Gen Rev Bond	2,118,041	2,114,613	1.316%	10/13/22	05/15/27	1,415	QUARTERLY
El Monte Ca Ref Bond	534,465	523,764	1.326%	03/24/23	06/01/27	1,432	QUARTERLY
Los Angeles CA Dept Wtr Ref Bond	2,110,105	2,043,480	5.516%	04/27/23	07/01/27	1,462	QUARTERLY
Colton CA Jt Uni Sch	946,880	936,945	1.603%	11/17/22	08/01/27	1,493	QUARTERLY
Contra Costa Ref Bond	823,935	794,974	2.163%	09/15/22	08/01/27	1,493	QUARTERLY
Foothill De Anza CCD	483,264	477,878	1.473%	12/15/22	08/01/27	1,493	QUARTERLY
Fremont CA Uni Sch Dist	961,963	951,467	1.113%	11/17/22	08/01/27	1,493	QUARTERLY
Fremont CA USD Ref Bond	1,095,556	1,023,059	2.000%	05/31/22	08/01/27	1,493	QUARTERLY
Marin CA Cmnty Clg Dist	319,477	317,530	3.330%	11/17/22	08/01/27	1,493	QUARTERLY
Mount San Antonio Cmnty Clg	248,295	247,460	1.139%	11/17/22	08/01/27	1,493	QUARTERLY
Mount San Antonio Ref Bond	371,663	369,311	2.329%	10/13/22	08/01/27	1,493	QUARTERLY
Saddleback VY Uni Ref Bond	2,896,788	2,739,270	2.400%	08/10/22	08/01/27	1,493	QUARTERLY
San Diego CA Com CD	549,368	543,408	2.407%	12/15/22	08/01/27	1,493	QUARTERLY
San Ramon Valley Ref Bond	1,305,803	1,268,167	3.415%	09/15/22	08/01/27	1,493	QUARTERLY
Santa Monica Cmnty Clg Ref Bond	982,983	949,180	3.050%	09/15/22	08/01/27	1,493	QUARTERLY
Sierra CA Cmnty Clg Dist	407,254	403,267	1.129%	11/17/22	08/01/27	1,493	QUARTERLY
William Hart CA Un High	174,798	173,440	1.174%	11/17/22	08/01/27	1,493	QUARTERLY
Rancho Santiago Cmnty Clg	292,354	289,480	1.106%	11/17/22	09/01/27	1,524	QUARTERLY
San Jose CA Txble Ser B	844,312	837,382	2.600%	10/13/22	09/01/27	1,524	QUARTERLY
Soquel Creek Cnty Ref Bond	482,077	467,828	1.445%	05/18/23	03/01/28	1,706	QUARTERLY
Beverly Hills Ref Bond	555,425	547,421	1.514%	06/15/23	06/01/28	1,798	QUARTERLY
Mun. Securities TOTAL	\$ 56,361,225	\$ 54,477,583					
Municipal Securities TOTAL	\$ 56,361,225	\$ 54,477,583					

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

Treasury Rates as of June 30, 2023

3 month Treasury bill	5.43
6 month Treasury bill	5.47
2 Yr Treasury note	4.87
3 Yr Treasury note	4.49
5 Yr Treasury note	4.13
10 Yr Treasury note	3.81



As indicated in the above graph, treasuries increase slightly from 3-month to 6-month notes, then decrease to 10-year notes.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: October 9, 2023

SUBJECT: Finance – Receive and File – Treasurer’s Report for the Month of June 2023.

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

CONFLICT OF INTEREST

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

EXECUTIVE SUMMARY

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

Pursuant to Section 41004 of the Government Code of the State of California, the City Treasurer is required to submit a monthly report of all receipts, disbursements, and fund balances. Attachment 1 provides a summary of the beginning balance, total receipts, total disbursements, ending balance for all funds, and a listing, by fund, of all month end fund balances. Attachment 2 summarizes the investment activity for the month and distribution, by type of investment, held by the City. Attachment 3 lists all investments with original maturities exceeding one year as of the month ended June 30, 2023.

Prepared by: Jeffrey Blanks, Deputy Finance Director

Reviewed by: City Manager AA

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

Previous Balance		\$	5,707,999.93
Deposits			31,362,280.07
Disbursements			(32,230,602.33)
Current Balance		\$	<u>4,839,677.67</u>
FUNDS			BALANCE
100	General Fund	\$	22,249,259.79
201	Local Transportation		15,289,249.60
202	Parking and Business Improvements		168,223.70
203	Off Highway Use		72,384.14
204	Community Facilities District 2020-1		188,296.36
205	Senior Citizen Memorial Trust		56,247.99
207	Landscape Assessment District		8,021,288.43
208	Blackhorse III (95-1) Assessment District		105,633.23
275	HCD Block Grant Fund		740,929.47
301	Park & Recreation Acquisition		11,970,002.54
305	Refuse Equipment Reserve		2,403,291.88
310	Special Street Deposit Fund		46,219,661.01
313	Successor Agency		0.00
314	Housing Successor Agency		392,045.67
402	1976 Fire Bond Redemption		25,475.23
404	1976 Sewer Bond Redemption Fund		417,920.15
501	Community Sanitation Fund		15,856,558.38
502	Sewer Service Fund		36,639,181.14
504	Sewer Capital Projects-Users		450,244.45
506	Sewer Capital Projects-Developer		8,526,462.50
507	Water Service Fund		42,542,030.62
508	Water Capital Projects-Users		6,401,705.73
509	Water Capital Projects-Developer		11,448,655.83
515	Transit Fund		7,809,134.67
540	Planning & Development Services		16,336,773.97
601	Property & Liability Insurance		1,610,312.69
602	Fleet Maintenance		23,814,108.33
603	Employee Benefit Fund		16,859,053.24
604	General Government Services		19,256,726.06
605	Facilities Maintenance		3,378,825.44
606	Information Technology		6,396,742.49
701	Curb & Gutter Fund		165,163.59
703	Payroll Tax & Withholding Fund		935,468.04
712	Temperance/Barstow Assmt Dist (98-1)		77,927.79
713	Shepherd/Temperance Assmt Dist (2000-1)		5,836.11
715	Supp Law Enforcement Serv		46,209.94
716	Asset Forfeiture		306,953.24
720	Measure A-Public Safety Facility Tax		1,772.63
736	SA Admin Trust Fund		1,421.40
741	SA Debt Service Trust Fund		949,028.98
747	Housing Successor Trust Fund		1,137.98
SUBTOTALS		\$	<u>328,137,344.43</u>
999	Invested Funds		<u>(323,297,666.76)</u>
TOTAL		\$	<u><u>4,839,677.67</u></u>

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

Balance of Investments Previous Month End		\$ 325,591,617.92
Time Certificates of Deposit Transactions		
Investments	1,250,000.00	
Withdrawals	<u>0.00</u>	
Total CD Changes		1,250,000.00
Other Changes		
Government Securities	5,447,596.00	
Local Agency Investment Fund	0.00	
Municipal Securities	(3,053,775.45)	
Sweep Account	<u>(5,937,771.71)</u>	
Total Other Changes		<u>(3,543,951.16)</u>
Balance of Investments Current Month End		\$ 323,297,666.76

City of Clovis
Distribution of Investments
As of June 30, 2023

Insured CD's	25,495,000.00
Government Securities	137,561,835.85
US Treasury Notes	0.00
Local Agency Investment Fund	75,000,000.00
Municipal Securities	56,361,224.55
Sweep Account	<u>28,879,606.36</u>
Investment Total	\$ 323,297,666.76

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

Institution	Face Value	Investment Balance At Amortized Cost	Maturity	Stated Rate
FFCB	5,000,000.00	5,000,000	3/1/2024	0.250%
FHLB	5,000,000.00	4,999,114	3/8/2024	3.250%
FFCB	2,000,000.00	1,997,205	3/8/2024	3.625%
FHLB	2,000,000.00	1,999,760	3/18/2024	0.300%
FHLB	5,000,000.00	5,000,000	6/7/2024	0.350%
FHLB	1,000,000.00	964,166	6/24/2024	0.700%
FHLB	5,000,000.00	4,984,831	11/15/2024	1.050%
FHLB	1,735,000.00	1,636,184	12/30/2024	0.500%
FNMA	2,000,000.00	1,877,453	2/24/2025	0.500%
FNMA	1,000,000.00	940,088	2/25/2025	0.520%
FHLB	1,000,000.00	941,694	2/27/2025	0.625%
FHLB	4,000,000.00	3,988,886	2/28/2025	1.750%
FAMCMTN	4,000,000.00	4,000,000	4/25/2025	2.750%
FAMCMTN	4,000,000.00	3,969,870	7/28/2025	0.750%
FHLB	5,000,000.00	5,000,000	8/28/2025	3.600%
FHLB	5,000,000.00	4,971,051	9/8/2025	0.600%
FHLB	980,000.00	876,657	11/25/2025	0.500%
FFCB	5,000,000.00	4,978,102	2/11/2026	0.580%
FHLB	4,000,000.00	3,950,581	2/24/2026	0.750%
FHLB	3,000,000.00	2,761,826	3/16/2026	0.790%
FHLB	5,000,000.00	4,978,705	9/28/2026	0.940%
FHLB	4,000,000.00	3,730,358	10/28/2026	1.150%
FHLB	6,000,000.00	5,991,831	11/24/2026	1.250%
FHLB	5,000,000.00	5,090,131	12/11/2026	2.125%
FHLB	4,500,000.00	4,141,528	2/24/2027	1.020%
FHLB	5,000,000.00	4,636,350	2/24/2027	1.020%
FHLB	4,000,000.00	3,772,718	2/26/2027	0.900%
FHLB	6,800,000.00	6,151,034	2/26/2027	0.900%
FHLB	5,700,000.00	5,315,594	2/26/2027	0.900%
FHLB	6,000,000.00	5,134,515	2/26/2027	1.000%
FHLB	4,000,000.00	4,000,000	3/8/2027	2.375%
FHLB	6,000,000.00	5,206,277	2/22/2028	0.830%
FHLB	3,000,000.00	3,121,317	3/10/2028	4.500%
FFCB	6,000,000.00	6,098,369	4/25/2028	3.875%
FFCB	5,500,000.00	5,355,642	4/27/2028	3.740%



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
 FROM: Administration
 DATE: October 9, 2023
 SUBJECT: Consider Approval – The Adoption of City Council Protocols.

Staff: John Holt, City Manager
Recommendation: Consider Adoption

ATTACHMENTS: 1. Draft City Council Protocols

CONFLICT OF INTEREST

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

RECOMMENDATION

For the City Council to consider the adoption of City Council Protocols.

EXECUTIVE SUMMARY

At the City Council meeting of September 11, 2023, City Council took the following action: Motion by Council Member Mouanoutoua, seconded by Council Member Pearce that the Council consider Council Protocols at a future meeting addressing the following three topics: the development of City Council meeting agendas and how Councilmembers may request items to be placed on an agenda; issuance and approval of Proclamations; and the role of the Mayor. Motion carried 3-2 with Council Member Basgall and Mayor Ashbeck voting no.

Staff has prepared the attached draft Protocols for Council consideration. Please note the draft Protocols include a section addressing Councilmember use of City letterhead and the City seal which is the policy approved by the City Council on May 15, 2017. That section has been included so that if City Council Protocols are approved the policy approved for use of City letterhead and the City seal by Councilmembers is included in the approved Protocols for easy future reference.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

At the City Council meeting of September 11, 2023, City Council directed staff to develop draft City Council Protocols addressing three matters – the development of City Council meeting agendas and how Councilmembers may request items to be placed on an agenda; issuance and approval of Proclamations; and the role of the Mayor.

ACTIONS FOLLOWING APPROVAL

Staff will implement Council direction.

Prepared by: John Holt, City Manager

Reviewed by: City Manager AH

CITY OF CLOVIS

CITY COUNCIL PROTOCOLS

I. Role of the Mayor

The Clovis City Council is composed of five Councilmembers who are directly elected by the voters of the City to each serve a four-year term. The Mayor is not directly elected by the voters. The City Council elects the Mayor and Mayor Pro Tem following each municipal election to serve in those roles for a two-year term. The role of the Mayor is primarily ceremonial in nature. Although not granted special or additional decision-making powers, the Mayor represents the City in ceremonial and official affairs. In the Mayor's absence, the Mayor Pro Tem represents the City in ceremonial and official affairs. In the absence of both the Mayor and Mayor Pro Tem, any member of the council may represent the City in all ceremonial and official affairs.

The Mayor is the presiding officer at City Council meetings, but the Mayor has no veto power and the Mayor's vote does not carry any more weight than other Council Members. As presiding officer, the Mayor shall call City Council meetings to order, announce the order of business as detailed on the agenda, call for or make motions, call for votes and announce the result of all votes of the City Council, facilitate, and monitor discussions, maintain order, and enforce the City Council's rules and procedures.

When the Mayor is absent from a City Council meeting, the Mayor Pro Tem shall preside and serve the role of the Mayor for that meeting. If the Mayor and Mayor Pro Tem are absent from any City Council meeting, the most senior member of the City Council from among the three Councilmembers attending the meeting, as determined by years of service on the Council or, if equal, by the number of votes received in the municipal election in which they were elected, shall serve as the presiding officer and serve the role of the Mayor for that meeting.

The Mayor's duties include, without limitation, signing all ordinances, resolutions, and other records of proceedings approved by a majority of the City Council. This is a ministerial function only. The Mayor Pro Tem shall serve in the capacity of the Mayor during any absence, incapacitation, inability, or unwillingness of the Mayor to carry out the ministerial functions.

II. Communications with Staff

As a city operating under the Council-Manager form of government, direction to the City Manager must come from a majority of the City Council at a City Council meeting or as a result of action approved by a majority of the City Council at a City Council meeting. No individual direction of the City Manager or staff is authorized.

City Councilmembers are encouraged to contact the City Manager directly to ask questions for clarification or to request information. The City Manager will engage appropriate Staff as necessary to fulfill a request. Staff may respond to the City Manager

or respond directly to the Councilmember and copy the City Manager. A Councilmember may also contact Staff directly with questions or seeking information. Staff will copy any response to the City Manager. Having the City Manager aware of the request and response allows him/her to determine if the information needs to be shared with all Councilmembers.

No Councilmember, including the Mayor and Mayor Pro Tem, has authority to individually or collectively direct the City Manager or staff to initiate any action, change a course of action or policy, or prepare any report that is significant in nature, nor shall a Councilmember initiate any project or study without the approval of a majority of the City Council at a City Council meeting.

Any Councilmember wishing to have staff initiate any action, change a course of action or policy, or prepare any report that is significant in nature, may, during Council Comments at a City Council meeting, request that the item be placed on a future City Council meeting agenda. If a majority of the City Council approves the request, the City Manager will include the item on a future agenda.

III. City Council Meeting Agenda Preparation

The City Clerk, in working with the City Manager, has overall responsibility for the creation of the City Council meeting agenda. Each City department shall work with the City Clerk to schedule an item to be heard by the City Council. The agenda must be posted at least 72 hours prior to a scheduled regular City Council meeting. The agenda for City Council meetings may include a variety of items that are relevant to and necessary for the governance and administration of the City as determined by the City Manager.

Except as otherwise provided in these Protocols, no Councilmember, including the Mayor and Mayor Pro Tem, has authority to individually direct the City Manager or City Clerk to place an item on an agenda. The specific items on the agenda may vary from one meeting to the next, but generally fall into the following categories:

1. Call to Order, Flag Salute, and Roll Call
2. Presentations / Proclamations
3. Public Comments
4. Ordinances and Resolutions
5. Consent Calendar
6. Public Hearings
7. Correspondence
8. Administrative Items
9. Council Items

10. City Manager Comments

11. Council Comments

12. Closed Session (including reconvening into open session for any report from closed session)

13. Adjournment

IV. How City Councilmembers May Have Items Placed on City Council Meeting Agendas:

1. Any Councilmember may contact the City Manager and request an item be placed on a City Council meeting agenda. If the City Manager determines the item involves a matter of policy requiring Council discussion and/or action and cannot wait to allow a Councilmember to make a request under #2 below, the City Manager shall add the item to a City Council meeting agenda as necessary. This process shall not be permissible for any Proclamation or Certificate of Recognition.
2. During Council comments at a City Council meeting, any Councilmember, including the Mayor and Mayor Pro Tem, may request to have an item added to a future agenda. Such a request is authorized by the Brown Act (Gov. Code section 54954.2(a)(3)) and must be approved by a majority vote of the total membership of the Council (at least 3 members in support). The only action that may be taken during Council Comments is deciding whether or not to approve placing the item on a future City Council meeting agenda. If the request to place an item on a future agenda is approved by a majority vote, the City Manager shall include the subject item on a future agenda.

V. Placement of Proclamations on an Agenda and Approval of Proclamations

A City of Clovis proclamation is a declaration made by the City Council to recognize and honor specific individuals, groups, events, or organizations that have made significant contributions or a meaningful impact on the City or the Clovis community and have a specific recognizable connection to the City of Clovis. The City Clerk and City Manager shall be responsible for preparing the text of all proclamations before the proclamation is included on a City Council meeting agenda.

Proclamations approved and issued by the City Council shall be considered government speech and expression of the City, and not the party requesting the proclamation or recognized/honored by the proclamation. The issuance of a proclamation shall be deemed an honorary, ceremonial, or symbolic act by the City, and shall have no legal force or effect on the City nor create any right or entitlement for any party. Proclamations of the City may not be used in whole or in part in any advertisement, endorsement, or commercial promotion.

Proclamations shall only be presented at City Council meetings in a public ceremony and shall be considered and voted upon in the same manner as any item of business on a City Council meeting agenda following any public comment. If approved by majority vote of the City Council, any recipients or representatives present at the City Council meeting shall be presented with the proclamation. Following approval, the Mayor or a Councilmember may read the proclamation aloud and the City Council may provide additional remarks or context for the recognition.

Proclamations approved by the City Council shall be signed by the Mayor using the template shown in Exhibit (B).

There may be occasions when a member of the community may contact City staff to request a proclamation. In this circumstance, the City Manager shall inform the Mayor of the request to determine if the Mayor wishes to have the proclamation placed on a City Council meeting agenda for City Council consideration and approval. This shall be the only circumstance in which the Mayor may approve or direct placing an item on a City Council meeting agenda that has not been raised during Council Comments at a previous City Council meeting. Exhibit (D) includes examples of proclamations that went to Council in 2022.

Optional

VI. Certificates of Recognition

A Councilmember may request a "Certificate of Recognition" from the City of Clovis a formal recognition presented by the City Council or a Councilmember to any individuals, groups, events, or organizations in the Clovis community as a way of expressing gratitude and recognition for their contributions, achievements, or service to the City of Clovis or its residents. A Certificate of Recognition will include the recipient's name, the reason for the recognition, the date of presentation, and the signature of a City official.

A Certificate of Recognition must be proposed by a Councilmember and may be presented at a City Council meeting if approved for placement on a City Council meeting agenda in accordance with these Protocols. The City Clerk and City Manager shall be responsible for preparing the text of all Certificates of Recognition before the Certificate is included on a City Council meeting agenda.

A. Certificates approved by the City Council and issued at a City Council meeting. If a Certificate of Recognition is presented at a City Council meeting, it shall be presented, considered, and voted upon in the same manner as a proclamation. If approved by majority vote of the City Council, the Certificate shall be signed by the Mayor. A Certificate of Recognition approved and issued by the City Council shall be considered government speech and expression of the City, and not the party requesting or receiving the Certificate or recognized/honored in the Certificate. The issuance of a Certificate of Recognition shall be deemed an honorary, ceremonial, or symbolic act by the City, and shall have no legal force or effect on the City nor create any right or entitlement for any

party. Certificates of Recognition of the City may not be used in whole or in part in any advertisement, endorsement, or commercial promotion.

B. Certificates issued by a Councilmember. If the Certificate of Recognition is not presented or approved at a City Council meeting, it may be signed, issued, and presented by the Councilmember who requested it. The City Clerk and City Manager shall be responsible for preparing the text of all Certificates of Recognition issued by an individual Councilmember, and the Councilmember may provide direction on the desired text for the Certificate provided it will not be presented at a City Council meeting or has already been presented and not approved at a City Council meeting. Any Certificate of Recognition issued and presented by a Councilmember and not approved by a majority of the City Council shall be considered the individual speech of the Councilmember issuing the Certificate and not government speech of the City or an expression of the City or the City Council. The issuance of a Certificate by any Councilmember shall be deemed an honorary, ceremonial, or symbolic act by the Councilmember only and not the City, and shall have no legal force or effect on the City nor create any right or entitlement for any party.

An example of a Certificate of Recognition is shown in Exhibit (E).

VII. Waiver; Amendment; Rescission of Protocols.

The City Council may, by no less than four (4) votes of approval, approve waiving the formal requirements of these Protocols in any particular instance. However, only a simple majority of the total membership of the City Council (3 votes) is needed to amend or rescind these Protocols.

City Letterhead and City Seal Use Policy, and Allowed Use of City Letterhead and City Seal

City letterhead may be used when the Council Member is representing the City and the City's official position. If a letter is written on behalf of the majority of the City Council, then the letter shall state "I am writing this letter on behalf of the City Council." A copy of all correspondence developed by or for the Mayor or a Council Member on City letterhead shall be provided to the City Manager and the entire City Council.

City letterhead and the use of the City seal may be used by the Mayor and Council Members for thank you letters, recommendations and marking ceremonial occasions, provided the correspondence represents the position of the Council Member and not the entire City Council. Attached as Exhibit (F) is the format of the letter to be used.

Staff will not prepare correspondence representing the Mayor or a Council Member's personal point of view or a dissenting point of view from an official City policy or Council position. Such correspondence shall not be on City letterhead or use the City seal. In any such letter, the Council Member must make it clear that the views expressed represent only the individual Council Member. The official City position must also be stated clearly so the audience understands the difference/relationship between the official City position and the viewpoint of the Mayor or that Council Member.

This policy shall not apply to letters prepared by Council Members in their individual capacity without reference to their position as a member of the City Council.



CITY of CLOVIS

AGENDA • CITY COUNCIL MEETING

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

September 11, 2023

6:00 PM

Council Chamber

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

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

Written Comments

- Members of the public are encouraged to submit written comments at: www.cityofclovis.com/agendas at least two (2) hours before the meeting (4:00 p.m.). You will be prompted to provide:
 - Council Meeting Date
 - Item Number
 - Name
 - Email
 - Comment
- Please submit a separate form for each item you are commenting on.
- A copy of your written comment will be provided to the City Council noting the item number. If you wish to make a verbal comment, please see instructions below.
- Please be aware that any written comments received that do not specify a particular agenda item will be marked for the general public comment portion of the agenda.
- If a written comment is received after 4:00 p.m. on the day of the meeting, efforts will be made to provide the comment to the City Council during the meeting. However, staff cannot guarantee that written comments received after 4:00 p.m. will be provided to City Council during the meeting. All written comments received prior to the end of the meeting will be made part of the record of proceedings.



Verbal Comments

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

Webex Participation

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

CALL TO ORDER

FLAG SALUTE - Councilmember Basgall

ROLL CALL

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

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

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

ordinances, only those that have received a unanimous vote upon introduction are considered Consent items.

1. Administration - Approval - Minutes from the September 5, 2023, Council Meeting.
2. Administration – Approval - Authorizing the City Manager to enter into a purchase agreement of the Clovis Courthouse located at 1011 Fifth Street from the State of California for \$450,000; and Approval – Res. 23-____, Amend the 2023-24 Budget in the amount of \$450,000.
3. Administration – Approval – Res. 23-____, Amending the 2023-2024 Planning and Development Services Budget, and Authorize the City Manager to enter into an Agreement with the Clovis Rodeo Association for City use of Rodeo Grounds Facilities. (Continued from the September 5, 2023, meeting)
4. Finance – Receive and File – Investment Report for the Month of May 2023.
5. Finance – Receive and File – Treasurer’s Report for the Month of May 2023.
6. General Services – Approval – Res. 23-____, Amending the City’s FY 2023-2024 Position Allocation Plan by adding one (1) full time Maintenance Worker position in the Parks Division of the Public Utilities Department.
7. General Services – Approval – Res. 23-____, Amending the City’s Classification Plan by Revising the Deputy Police Chief Classification, and Approval – Res. 23-____, Amending the Position Allocation Plan within the Police Department.
8. General Services – Approval - Claim Rejection of the General Liability Claim on behalf of Leuthvilay Keohavanga.
9. Planning and Development Services - Approval – Res. 23-____, Final Map Tract 6393, located at the southeast area of Herndon Avenue and Temperance Avenue (Gill Gaheer Development LLC).
10. Planning and Development Services - Approval – Res. 23-____, Annexation of Proposed Tract 6393, located at the southeast area of Herndon Avenue and Temperance Avenue (Gill Gaheer Development LLC).
11. Police - Approval - Purchase of unmanned aerial vehicle (UAV) Military Equipment in the amount of \$18,814.12.
12. Public Utilities – Approval – Authorize Staff to Enter into a Multi-Agency and Multi-Year Agreement with the Fresno Metropolitan Flood Control District for Cost Sharing of the Redbank and Fancher Creek Reservoirs Reoperation Study.

COUNCIL ITEMS

13. Workshop - Workshop to Review and Consider Update of the City of Clovis Vision, Mission Statement, and Values.
14. Receive and File – Annual Update on California Open Governance Laws – Brown Act, Public Records Act, Ethics. (Continued from the September 5, 2023, meeting)

Staff: Scott Cross, City Attorney

Recommendation: Receive and File

CITY MANAGER COMMENTS

15. Consider – for the City Council to add an agenda item to a future City Council meeting regarding the development of a Clovis City Council Handbook or Protocol.

Staff: John Holt, City Manager

Recommendation: Provide Direction

COUNCIL COMMENTS

ADJOURNMENT

FUTURE MEETINGS

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

September 18, 2023 (Mon.)

October 2, 2023 (Mon.)

October 9, 2023 (Mon.)

October 16, 2023 (Mon.)

CITY of CLOVIS

Proclamation

Honoring Dr. John Smith For 39 Years of Service in Education

WHEREAS, it is with great honor and admiration that we gather today to recognize the outstanding contributions and dedicated service of Dr. John Smith, Superintendent of the Clovis Unified School District, who is retiring after 39 remarkable years of service in education and the last 27 years with our beloved school district; and

WHEREAS, throughout her tenure, Dr. Smith has demonstrated unwavering commitment and tireless dedication to the students, parents, teachers, and staff of the Clovis Unified School District, consistently working towards the betterment of education in our community; and

WHEREAS, Dr. Smith 's visionary leadership and steadfast advocacy for quality education have been instrumental in shaping the future of countless students, empowering them with the tools and knowledge necessary for success in their academic and personal endeavors; and

WHEREAS, under Dr. Smith 's guidance, the Clovis Unified School District has achieved unparalleled growth, innovation, and academic excellence, fostering an environment where students can thrive, discover their passions, and reach their full potential; and

WHEREAS, Dr. Smith 's passion for education has extended beyond the school district, as she actively participated in community engagement initiatives, collaborating with local organizations, businesses, and civic leaders to ensure that education remains a top priority for the City of Clovis; and

WHEREAS, Dr. Smith's extraordinary leadership during the unprecedented challenges posed by the COVID-19 pandemic transformed the school district into an oasis of resilience, innovation, and unwavering dedication to the well-being and educational success of every student.

WHEREAS, her remarkable leadership qualities, compassionate nature, and exceptional ability to inspire others have made a lasting impact on the lives of countless individuals within our community, leaving an indelible legacy of educational excellence and achievement.

NOW, THEREFORE, BE IT RESOLVED, that the Clovis City Council, on behalf of the citizens of Clovis, does honor and celebrate the retirement of

Dr. John Smith

IN WITNESS THEREOF, I hereunto set my hand and cause the official seal of the City of Clovis to be affixed this 15th day of June 2023.

CITY of CLOVIS

Proclamation

Honoring Lieutenant General John Smith on his Retirement from the United States National Defense Force Support Command

WHEREAS, Lieutenant General John Smith began serving with Major General Vang Pao in the Special Guerrilla Unit during the Vietnam War from 1964-1975. He started as a private soldier in 1964 and then promoted to platoon leader 1968. In 1970, he was promoted to Captain and finally, a battalion leader as Major in 1972. He would later continue serving as a Financial Officer from 1973-1975; and

WHEREAS, In 2007, Lieutenant General John Smith joined the United States National Defense Force Supports Command Civil Military Reserve Corps, Inc. as a member and quickly promoted through the ranks. He quickly advanced to LTC in 2009, Brigadier General in 2011, Major General in 2014, Lieutenant General in 2016-2023, and he is the Commanding General of the United States National Defense Force Support Command; and

WHEREAS, Lieutenant General John Smith was responsible for a 30% increase in membership early on as he rallied the community support for the United States National Defense Force Support Command's mission; and

WHEREAS, He also raised and obtained funding to continue the United States National Defense Force Support Command's Military Service Funeral Program of honoring fallen veterans.

NOW, THEREFORE, BE IT RESOLVED, that I, Mayor Pro Tem Vong Mouanoutoua, does honor and celebrate the retirement of

Lieutenant General John Smith

IN WITNESS THEREOF, I hereunto set my hand and cause the official seal of the City of Clovis to be affixed this 2nd day of December, 2022.


Mayor Pro Tem

2022 Proclamations Presented at a City Council Meeting

Month	Proclamation
January	National Slavery and Human Trafficking Prevention Month
March	Arbor Day
March	Women's History Month
April	Armenian Genocide Remembrance Day
May	Public Works Week
May	Salvation Army Week
June	Men's Health Month
August	International Assistance Dog Week
September	IT Professionals Day
October	Domestic Violence Awareness Month

CITY *of* CLOVIS

Certificate of Recognition

Commending

John Smith

on his Attainment of Eagle Scout Rank

July 9, 2023



Mayor

Exhibit E



CITY *of* CLOVIS

— COUNCILMEMBER JOHN SMITH —

[Date]

[Address Block]

[Greeting]

[Body]

Sincerely,

John Smith
Councilmember, City of Clovis

Exhibit F

Council Notecard

Review Your Horizontal Folded Note Card - 5.5"x4"

Front Side - [View Larger](#) | [Edit](#)



Inside - [View Larger](#) | [Edit](#)



Back Side - [View Larger](#) | [Edit](#)





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
 FROM: Administration
 DATE: October 9, 2023
 SUBJECT: Consider Approval – Change of Council Meeting Schedule.

Staff: John Holt, City Manager

Recommendation: Approve

ATTACHMENTS: None.

CONFLICT OF INTEREST

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

RECOMMENDATION

For the City Council to approve the cancellation of the regular Council meeting scheduled for Monday, October 16, 2023.

EXECUTIVE SUMMARY

There is a need to change the schedule of meetings for the City Council in October. Staff is recommending that City Council cancel the meeting of October 16, 2023.

BACKGROUND

Staff is able to consolidate the agenda items to the first and second meetings in October. Staff is recommending that City Council consider canceling the meeting of October 16, 2023. Given adequate notice, staff will be able to amend the timing of actions coming forward so that operations will not be affected by the cancellations.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

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

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

ACTIONS FOLLOWING APPROVAL

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

Prepared by: Rebecca Simonian, Executive Assistant

Reviewed by: City Manager AA