



# CITY *of* CLOVIS

1033 FIFTH STREET • CLOVIS, CA 93612

June 8, 2018

Dear Dry Creek Preserve Property Owner:

The purpose of this letter from the City of Clovis is to inform the Dry Creek Preserve (DCP) residents of the process to complete the Annexation Agreement between the City of Clovis and property owners within the DCP.

On Monday, June 4, 2018, the Clovis City Council approved the Dry Creek Preserve Master Plan and associated Annexation Agreement. A copy of the entire staff report and the final Annexation Agreement is available at [www.cityofclovis.com](http://www.cityofclovis.com). A copy of both will also be posted to the Dry Creek Preserve Association website at [www.drycreekpreserve.org](http://www.drycreekpreserve.org).

Section 6.1.2 (page 20) of the Master Plan provides two opportunities for property owners to execute the Annexation Agreement as follows:

- (1) For a period of one hundred twenty (120) days after approval of the Master Plan ("Initial Execution Period"); or
- (2) At the time of being asked to annex their property.

During the Initial Execution Period, the City Clerk has arranged for specified dates and times to have the Annexation Agreement signed, notarized, and recorded.

If you wish to execute the Annexation Agreement within the 120-day window, please follow the instructions below. Should you choose not to execute the agreement during the initial 120 days, you will have a second opportunity should your property be proposed for annexation.

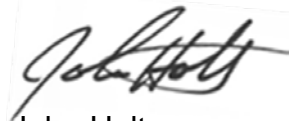
Instructions for Execution of Annexation Agreement:

1. Appointments will begin on Monday, June 18, 2018.
2. The 120-day period will run from June 18 through October 16, 2018.
3. Appointments will be taken Monday – Thursday, 8:30 – 11:30 a.m. and from 1:00 – 4:00 p.m.

4. Appointments are required. Walk-ins cannot be accommodated, as staff needs time to prepare the documentation.
5. Please contact Diana Belden at 559-324-2060 between the hours of 8:30 a.m. – 4:00 p.m. to make an appointment.
6. Appointments will be booked at least three days from when you call in to allow staff to complete the paperwork.
7. When you call in to make an appointment, staff will need the following information:
  - a. Your full name
  - b. Phone number to reach you in case there are any questions
  - c. Address of property
  - d. APN of the property
  - e. Name(s) on the deed of trust to the property
8. When you come in for your appointment, you will need to bring:
  - a. Government issued photo identification such as a driver's license.
  - b. If the deed is in the name of husband and wife, both must be present to sign.
9. After the document has been signed and notarized, it will be recorded with the Fresno County Recorder.

Should you have questions about the agreement or the process to execute the agreement, you can contact Assistant City Manager John Holt at 559-324-2072 or via email at [johnh@cityofclovis.com](mailto:johnh@cityofclovis.com). In addition, you can contact your neighbors by visiting [www.drycreekpreserve.org](http://www.drycreekpreserve.org) or via email at [info@drycreekpreserve.org](mailto:info@drycreekpreserve.org).

Respectfully,



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