

The City of Hanford
CALIFORNIA



City Council Meeting Agenda

June 16, 2020
7:00 PM – Regular Meeting
Council Chambers
400 N. Douty St.

Video Teleconference via Zoom. Council Members will attend remotely.

Zoom meeting information:

<https://us02web.zoom.us/j/81691105833?pwd=VzNJYWdFd2liQ2MyRGdEdGFhQnRodz09>

(Limited virtual access.)

5:30 PM CALL TO ORDER STUDY AND CLOSED SESSION:

ROLL CALL BY CITY CLERK:

PUBLIC COMMENT:

*Comments from the public are limited to items on the agenda (GC 54954.3a). A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

STUDY SESSION:

- A. City Attorney: Review of the Brown Act requirements for council meetings.
- B. Parks & Community Services: Discussion regarding Neighborhood Park and Landscape Development Standards.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (GC 54956.9(d)(1))

Helena v. City of Hanford
Kings County Case No. 17C0102

Cesar Pimentel v. Mark Carrillo and Alfred Rivera
Eastern District Case No. 1:19-cv-1088

Antoine Barnes v. Officer Wyand
Eastern District Case No. 1:20-cv-389

Montreal Hemphill v. Officer Farr, Officer Medeiros
Easter District Case No. 1:19-cv-1119

David Quair v. Hanford Police Department
Eastern District Case No. 1:20-cv-570

Ivan Nicar v. Christopher Reeder
Kings County Case No. 20HR0055

B. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (GC 54956.9(d)(2))

One potential case.

C. CONFERENCE WITH LEGAL COUNSEL - REAL PROPERTY NEGOTIATIONS (GC 54956.8)

Property: APNs 028-240-018, 028-240-020, 028-310-007, 028-310-008, 028-310-025

Agency Negotiators: Mario Cifuentez and Ty Mizote

Negotiating Party: City Farm Industries, Inc.: Ross Lyndon-James

Property: 109 E. Eighth St.

Agency Negotiators: Mario Cifuentez, Darlene Mata, and Ty Mizote

Negotiating Party: Carnegie Museum

7:00 PM CALL TO ORDER REGULAR SESSION:

ROLL CALL:

INVOCATION:

FLAG SALUTE:

CLOSED SESSION ACTION REPORT:

STAFF COMMUNICATIONS:

COUNCIL REPORTS/COMMENTS:

A. Council Comments

PUBLIC COMMENT:

*This is the time for citizens to comment on subject matters not on the agenda and that are within the jurisdiction of the Hanford City Council. This is also the public's opportunity to request an item from the Consent Calendar be pulled for discussion purposes or to comment on any item on the agenda. Comments related to Public Hearing items will be heard at the time the item is discussed. A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

CONSENT CALENDAR:

Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion on these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

- A. City Clerk: Adoption of Resolution 20-10-R Calling for the holding of a General Municipal Election to be held on November 3, 2020 and requesting the Kings County Board of Supervisors to consolidate with the Statewide General Election.
- B. Administration: Approval of the termination of remote Council Meetings via Zoom and the commencement of in-person meetings, in the Council Chambers with social distancing measures in place, effective June 18, 2020.
- C. Community Development: Waive the second reading and adopt Ordinance 20-04, an ordinance of the City of Hanford City Council approving Zone Text Amendment No. 2020-01, a request to amend Title 17, Section 17.56.230 of the Hanford Municipal Code in order to expand on the City's existing mural regulations.
- D. Community Development: Adoption of Resolution 20-11-R, Ratification of the City Manager's Temporary Outdoor Dining Policy to Allow use of Parking Areas and Other Outdoor Spaces.
- E. Police: Waive the second reading and adopt Ordinance 20-05, a proposed amendment to Title 6 of the Hanford Municipal Code, including the addition of Chapter 6.10 to establish Keeping of Chickens - to allow the keeping of chickens within city boundaries in certain residential zones.
- F. Approval of a new Contract for Janitorial Services with Miller's Building Maintenance for an annual contract amount of \$56,400.
- G. Public Works: Approval of the Notice of Completion for the FY 15/16 Minor Water Main Project and authorize the Mayor to execute and the City Clerk to attest and file said Notice with the Kings County Recorder's Office.
- H. Public Works: Approval of the Notice of Completion for the FY 17/18 CDBG Pedestrian and Safety Lighting Improvement Project and authorize the Mayor to execute and the City Clerk to attest and file said Notice with Kings County Recorder's Office.
- I. Public Works: Authorization for staff to advertise for bids for the FY 19/20 Pavement Resurfacing Project, on Idaho Avenue from BN&SF Railroad to 10th Avenue, and Pre-Authorize the City Manager to award and execute the contract on behalf of the City to the lowest responsible bidder providing project bid is within current budget appropriation.
- J. Finance: Approval of the City of Hanford Warrant Register.

GENERAL BUSINESS:

- A. Administration: Review of recommended updates to the Handbook of Rules and Procedures for the Hanford City Council and discussion of other potential amendments.

COUNCIL FUTURE AGENDA ITEMS:

Upcoming Dates

June 18: City Council Special Meeting for FY 20/21 Budget Review

June 26: Movies in the Park, Centennial Park, dusk

July 3: *Tentative* Opening Day of the Hanford Plunge, 1:00 p.m.

July 3: Independence Day (observed) - City Offices Closed

July 7: City Council Meeting

July 17: Movies in the Park, Hidden Valley Park, dusk

July 21: City Council Meeting

July 31: Movies in the Park, Civic Park, dusk

A. Council Future Agenda Items

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available to public inspection in the City Clerk's Office located at 319 N. Douty Street, Hanford, California 93230, during normal business hours. Such agendas are also available at the city's website, www.cityofhanfordca.com subject to staff's ability to post the agenda before the meeting.

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's office, 559-585-2515, 319 N. Douty Street, Hanford, California 93230, at least 2 days prior to the meeting {28 CFR 35.102.35.104 ADA Title II}



**AGENDA
STAFF REPORT**

MEETING DATE: 6/16/2020	AGENDA SECTION: A
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SUBJECT:

City Attorney: Council review of the Brown Act.

FISCAL IMPACT:

ATTACHMENTS:

2020 06 08 Brown Act Presentation (clean)

BROWN ACT

Purpose

- Public agencies must deliberate and take action openly (Gov. Code. 54950).

General Rule

- Unless an exception applies, all meetings of a legislative body must be open to the public (Gov. Code § 54953(a)).
 - “*Meeting*” – any congregation of a majority of a legislative body at the same time and location to hear, discuss, deliberate, or take action on a matter within the body’s authority (Gov. Code § 54952.2(a)).
 - “Legislative body” – City Council and commissions and committees created by the Council.
 - *Exception:* Advisory committees consisting solely of less than a quorum of the legislative body and which are not standing committees (Gov. Code § 549052(b)).
 - “Standing committee” – a committee with continuing authority over a matter or issue or which has a fixed meeting schedule (Gov. Code § 54952(b)).

Prohibited Communications

- A majority may not, outside of a public meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any matter within the body’s authority (Gov. Code § 54952.2(b)).
 - “*Daisy-chain*” meeting – Member A contacts Member B, Member B contacts Member C, etc.
 - “*Hub-and-spoke*” meeting – a person (hub) communicates individually with members of the Council (spokes) that results in a discussion or action, or a staff member briefs a majority of the Council and, in the process, information about the Council Members’ respective views is revealed.

Types of Meetings

- ***Regular Meetings*** – occur on regular dates and at times and locations set by ordinance or resolution. Agenda must be posted 72 hours prior to meeting (Gov. Code §§ 54954 and 54954.2).
- ***Special Meetings*** – called by presiding officer or majority of body to discuss specific matters identified on the agenda. 24-hour notice is required (Gov. Code § 54956).

- ***Emergency Meetings*** – meeting held when prompt action is needed due to actual or threatened disruption of public facilities and 24-hour notice for a special meeting is not feasible (Gov. Code § 54956.5).

What is Not a Meeting (Gov. Code § 54952.2(c))?

- ***Individual Contacts*** – individual contacts between a Council Member and any other person as long as that person does not communicate to the members of the body the comments or position of any other member.
- ***Conferences*** – conferences that are open to the public that involve discussion of issues of general interest.
- ***Publicized Meeting*** – attendance of an open and publicized meeting of an outside organization to address community concerns.
- ***Meeting of Another Body*** – attendance of an open and noticed meeting of another legislative body of the City (e.g., City Council Members attend a Commission meeting) or another local agency (e.g., County Board of Supervisors).
- ***Social or Ceremonial Event*** – a purely social or ceremonial occasion.

Public Comment (Gov. Code § 54954.3)

- ***Comment at Regular Meetings*** – every regular meeting agenda must provide the public an opportunity to address the legislative body on any item of interest, ***before or during*** the body's consideration of the item, that is within the body's subject matter jurisdiction.
- ***Comment at Special Meetings*** – public comment at special meeting is limited to items on the agenda.
- ***Time Limits*** – local agency may adopt rules limiting the total amount of time allocated to public comment and for each speaker. Three-minute limit per City Council Handbook.

Council Discussion (Gov. Code § 54954.2(a)(3))

- ***General Rule:*** Council may only discuss and act on items listed on the agenda.
- ***Exceptions (Gov. Code § 54954.2):***
 - Adding items to the agenda:
 - Emergency situations (majority vote).
 - Need for immediate action on matters that came to City's attention after agenda was posted (two-thirds vote).
 - Brief responses to public comments.

- Question for clarification.
- Brief announcements.
- Brief report on activities by Council Members.
- Provide reference or information to staff
- Request to staff to report back at a subsequent meeting.
- Subject to City's rules, direct staff to place a matter on a future agenda.

Closed Session

- ***General Rule:*** A closed session is a meeting of a legislative body conducted in private without the attendance of the public. Closed session is allowed only to the extent authorized by the Brown Act (Gov. Code § 54962).
- ***Examples of Closed Session Discussion Allowed:***
 - Existing litigation.
 - Anticipated/potential litigation.
 - Real estate negotiations.
 - Public employment/employee evaluation.
 - Labor negotiations.
 - Public security.
- ***Confidentiality:*** Closed session discussion is confidential. Only the legislative body, acting as a whole, may waive confidentiality. Violations can result in disciplinary action and referral to the grand jury (Gov. Code § 54963).



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020	AGENDA SECTION: B
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SUBJECT:

Parks & Community Services: Discussion regarding Neighborhood Park and Landscape Development Standards

RECOMMENDATION:

That the City Council receive a presentation from staff on the Neighborhood Park New Development Standards and Specifications, review the proposed standards and make recommendations to staff.

BACKGROUND:

The Parks and Community Services Department is trying to establish standards and guidelines that developers will be required to use in the construction of new development. This will help the department streamline the process and ensure the City is getting the type of development it desires.

The "Neighborhood Park and Landscape Development Standards" were presented to the Parks and Recreation Commission during our June 8, 2020 meeting, for review and recommendation. Staff and commission used the newly adopted Parks and Recreation Master Plan to try and mold the development standards to meet the community needs identified in the document. The commission then reviewed the standards and made a few recommended changes, which are reflected in the attached documents.

Staff is now presenting the item to the City Council for review, recommendations and future adoption of the "Neighborhood Park and Landscape Development Standards".

FISCAL IMPACT:

ATTACHMENTS:

POCKET PARK DEVELOPMENT STANDARD
POCKET PARK DEVELOPMENT STANDARD REVISED 6-9-2020

POCKET/NEIGHBORHOOD PARK DEVELOPMENT STANDARD

Mini-Park or Pocket Park. A Mini-Park is typically less than two acres in size and intended to serve the needs of a specific neighborhood. Mini-parks are usually landscaped with trees and turf, with urban-style parks also including hardscape. Besides residential neighborhoods, they can also be found in downtown areas to provide places to relax or eat. Mini-parks are not required in new developments, but developers may choose to add them as an additional amenity for the neighborhood.

Neighborhood Park. This type of park is primarily for children and families in the nearby vicinity. The Neighborhood Park is usually 2 to 5 acres in size. A neighborhood park serves a half-mile radius. The typical size ratio is 1.0 acre per 1,000 population.

Location/Orientation:

- Centrally located *within* the residential/mixed-use development and/or easily accessed by residents or workers, without the use of vehicles, generally within 5 -10 minutes
- Frontage required on one, but preferred on two or more local streets
- Visible from residents/businesses *facing* or *siding*, but not *backing to*, the park
- Minimum street frontage of 300 feet
- Consideration given in residential areas to use by and interests of the young children and the elderly
- In business or commercial areas, corners or vacant lots may be desirable; unique situations involving road or railroad abandonments or rights-of-way reductions may present other opportunities

Access: By foot or bicycle; should not require parking. Must be ADA accessible

Parking: No off street parking allowed

Minimum Development Features:

- Turf and landscape plantings to promote shade over at least 25% of area* (trees to be planted to shade playground structure from afternoon sun)
- Support amenities such as benches (in shade and sun), bike racks, trash receptacles and picnic tables (benches, trash receptacle and picnic tables one (1) per acre and bike racks one (1) per eight (8) acres)
- ADA High/low drinking fountain (one per two (2) acres)
- Small playground (5 to 12 yr old) – with a minimum of five (5) activity features such as climbers, slides and/or swings.
- Walking path/trail – with main pathway concrete and secondary pathways decomposed granite
- Security lighting/Pathway lighting – with a minimum of one (1) fixture at the playground structure and a minimum of .5 foot candles at ground level throughout the walking path.

Optional Features: (approved by parks and recreation and utilities and engineering)

- Gazebos or similar shade structures (*may substitute for some plantings)
- Decorative architectural features, statues or water fountains
- Minimal signage

POCKET/NEIGHBORHOOD PARK DEVELOPMENT STANDARD

Mini-Park or Pocket Park. *A pocket park is a small outdoor space, usually less than 0.25 acres up to three acres, most often located in an urban area surrounded by commercial buildings or houses. Pocket parks are small spaces that may serve a variety of functions, such as: small event space, play areas for children, spaces for relaxing and socializing, taking lunch breaks, etc. Successful pocket parks have four key qualities: they are accessible; allow people to engage in activities; are comfortable spaces and inviting; and are sociable places. In general, pocket parks offer minimal amenities on site and are not designed to support programmed activities. The service area for pocket parks is usually less than a quarter-mile and they are intended for users within close walking distance of the park.*

Neighborhood Park. *A neighborhood park should be three to 10 acres; however, some neighborhood parks are determined by use and facilities offered and not by size alone. The service radius for a neighborhood park is one mile. Neighborhood parks should have safe pedestrian access for surrounding residents; parking typically not provided for neighborhood parks less than 5 acres in size, but if included accounts for less than ten cars and provides for ADA access. Neighborhood parks serve the recreational and social focus of the adjoining neighborhoods and contribute to a distinct neighborhood identity.*

Location/Orientation:

- Centrally located *within* the residential/mixed-use development and/or easily accessed by residents or workers, without the use of vehicles, generally within 5 -10 minutes
- Frontage required on one, but preferred on two or more local streets
- Visible from residents/businesses *facing* or *siding*, but not *backing to*, the park
- Minimum street frontage of 300 feet
- Consideration given in residential areas to use by and interests of the young children and the elderly
- In business or commercial areas, corners or vacant lots may be desirable; unique situations involving road or railroad abandonments or rights-of-way reductions may present other opportunities

Access: By foot or bicycle; should not require parking. Must be ADA accessible

Parking: No off street parking allowed

Minimum Development Requirements:

- Turf and landscape plantings to promote shade over at least 25% of area* (trees to be planted to shade playground structure from afternoon sun)
- Support amenities such as benches (in shade and sun), bike racks, trash receptacles and picnic tables (benches, trash receptacle and picnic tables one (1) per acre and bike racks one (1) per eight (8) acres)
- ADA High/low drinking fountain (one per two (2) acres)
- Small playground (5 to 12 yr old) – with a minimum of five (5) activity features such as climbers, slides and/or swings. ***Play system shall use forest green, tan and chocolate brown as primary colors, while incorporating the maximum shade coverage into the playground structure.***
- Walking path/trail – with main pathway concrete and secondary pathways decomposed granite

- Security lighting/Pathway lighting – with a minimum of one (1) fixture at the playground structure and a minimum of .5 foot candles at ground level throughout the walking path.

Optional Features: (approved by parks and recreation and utilities and engineering)

- ***Half-court basketball court, pickle ball court or volleyball court, with court lighting solar lighting optional (*may substitute for some landscape)***
- Gazebos or similar shade structures (*may substitute for some plantings)
- Decorative architectural features, statues or water fountains
- Minimal signage



**AGENDA
STAFF REPORT**

MEETING DATE: 6/16/2020	AGENDA SECTION: A
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SUBJECT:
Council Comments

FISCAL IMPACT:

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020	AGENDA SECTION: A
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SUBJECT:

City Clerk: Adoption of Resolution 20-10-R Calling for the holding of a General Municipal Election to be held on November 3, 2020 and requesting the Kings County Board of Supervisors to consolidate with the Statewide General Election.

RECOMMENDATION:

That the City Council, by motion, adopt Resolution 20-10-R

BACKGROUND:

The City of Hanford consolidates its municipal elections with the statewide general election and the Kings County Department of Elections will canvass the returns and certify the results. The Elections Department has done an efficient and effective job for the City of Hanford in previous elections. They have the appropriate equipment, prepare and mail the ballots, count the results, and certify the election.

City Council seats for Districts B and C will be on the November ballot. As in past practice, the City Clerk will be responsible for the nomination paperwork for candidates.

Resolution 20-10-R calls for the holding of a General Municipal Election to be held on Tuesday, November 3, 2020 for the election of certain Officers as required by the provisions of the laws of the State of California relating to general law cities and requesting the Board of Supervisors of the County of Kings to consolidate with the Statewide General Election.

FISCAL IMPACT:

The County incurs the cost of the election, but will be reimbursed by the City for the services performed. The cost for the November election is estimated to be \$20,000 based on the costs in 2018. These election costs are included in the proposed FY 2021 budget.

ATTACHMENTS:

Resolution 20-10-R

RESOLUTION NO. 20-10-R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HANFORD,
CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL
ELECTION TO BE HELED ON TUESDAY, NOVEMBER 3, 2020 FOR THE ELECTION
OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISION OF THE LAWS OF
THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES AND
REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF KINGS TO
CONSOLIDATE WITH THE STATEWIDE GENERAL ELECTION**

WHEREAS, under the provision of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on November 3, 2020, for the election of Municipal Officers;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF HANFORD, CALIFORNIA, DOES RESOLVE, DECLARE DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, the Board of Supervisors of the County of Kings is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide General Election on Tuesday, November 3, 2020, for the purpose of electing two (2) members of the City Council for the full term of four years, which ends November 2024 for the following districts:

DISTRICT B
DISTRICT C

SECTION 2. That the Board of Supervisors is requested to issue instruction to the County Election Department to take any and all steps necessary for the holding of the consolidated election.

SECTION 3. That the County Election Department is hereby authorized and requested to canvass the returns of said General Municipal Election and to certify such canvass of the votes so cast, to the City Clerk. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

SECTION 4. That the City of Hanford recognizes that additional costs will be incurred by the County and shall reimburse the County for services performed when the work is completed and upon presentation to the City of properly approved bill.

SECTION 5. The City Clerk is hereby authorized and directed to certify the adoption of this Resolution, transmit to and file with the Board of Supervisors and the County Election Department of the County of Kings.

SECTION 6. The City Clerk is hereby authorized and directed to give all Notices and perform all advertising as required by law and perform or cause to be performed all the duties and functions in the conduct of the election as required by State law.

Attachment: Resolution 20-10-R (Clerk: Adopt Resolution 20-10-R)

PASSED, ADOPTED, AND APPROVED this 16th day of June, 2020 by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

John Draxler
Mayor of the City of Hanford

ATTEST:

Sarah Martinez
City Clerk

STATE OF CALIFORNIA)
COUNTY OF KINGS)ss
CITY OF HANFORD)

I, Sarah Martinez, City Clerk of the City of Hanford, do hereby certify the foregoing Resolution was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the ____ day of _____, 2020.

Date: _____

City Clerk

Attachment: Resolution 20-10-R (Clerk: Adopt Resolution 20-10-R)



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020	AGENDA SECTION: B
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SUBJECT:

Administration: Approval of the termination of remote Council Meetings via Zoom and the commencement of in-person meetings, in the Council Chambers with social distancing measures in place, effective June 18, 2020.

RECOMMENDATION:

That Council, by motion, Approve the termination of remote Council Meetings via Zoom and the commencement of in-person meetings, in the Council Chambers with social distancing measures in place, effective June 18, 2020.

BACKGROUND:

In accordance with the Governor's Order No. N-33-20, which was issued on March 19, 2020 and instituted a statewide "Stay at Home Order", Council made the decision to begin conducting all Council meetings via Zoom. At the June 2, 2020 City Council meeting, there was a consensus of Council members that supported the resumption of in-person Council meetings and directed staff to bring forth that item for consideration at the next City Council meeting.

Now that the state has officially moved into Stage 3 of the reopening plan and congregations of people are allowed to assemble under relaxed guidelines, staff has been able to modify the seating in the Council Chambers to meet the state guidelines and allow for sufficient citizen participation.

FISCAL IMPACT:

No fiscal impact related to this item.

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020	AGENDA SECTION: C
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SUBJECT:

Community Development: Waive the second reading and adopt Ordinance 20-04, an ordinance of the City of Hanford City Council approving Zone Text Amendment No. 2020-01, a request to amend Title 17, Section 17.56.230 of the Hanford Municipal Code in order to expand on the City's existing mural regulations.

RECOMMENDATION:

Staff recommends that the City Council waive the second reading and adopt Ordinance 20-04.

RECOMMENDED MOTION:

I move to waive the second reading and adopt Ordinance 20-04.

BACKGROUND:

On May 19, 2020, the City Council held a public hearing on Ordinance 20-04, introduced the ordinance, and waived the first reading on the proposed project.

Zone Text Amendment No. 2020-01:

Zone Text Amendment No. 2020-01 is a request to amend Title 17, Section 17.56.230 of the Hanford Municipal Code in order to expand on the City's existing mural regulations.

All findings were made by the City Council in accordance with Section 17.86.030 of the Hanford Municipal Code. Ordinance 20-04 is Attachment 1.

FISCAL IMPACT:

ATTACHMENTS:

Ordinance 20-04

ORDINANCE NO. 20-04

**AN ORDINANCE APPROVING MUNICIPAL CODE AMENDMENT 2020-01, A
REQUEST TO AMEND TITLE 17, SECTION 17.56.230 OF THE HANFORD
MUNICIPAL CODE IN ORDER TO EXPAND ON THE CITY'S EXISTING MURAL
REGULATIONS.**

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

Section 1: The Hanford Municipal Code Title 17, the Zoning Ordinance contains regulations to ensure the public health, safety, peace, comfort, convenience, prosperity and general welfare of the citizens of Hanford, including zoning categories, allowed uses and development standards.

Section 2: The City Council has held a public hearing on the amendment to Chapter 17.56.230 "Wall mural placement and design criteria". The proposed amendments include the following and as shown in the Exhibit A:

The proposed additions are shown in **bold**, deletions are shown as ~~strikeouts~~, as follows:

1. Adding an introduction to Section 17.56.230 stating the purpose of this section:
 - a. **"The purpose of regulating murals is to ensure the continued visual aesthetic of the community, by allowing for compatible artistic and creative expression through murals in appropriate locations and designs. The review criteria seek to establish guidance as to the compatibility and appropriateness of the theme, location and design of murals, with minimal intrusion into artistic expression and/or the substantive, personal or political expressive content of the artwork."**
2. Expanding the City's definition of a wall mural in Section 17.56.230(A) Wall Mural Definition:
 - a. **"Wall mural" or "mural" means an art form consisting of paint applied to a wall surface depicting a scene, personal experience or observation. A wall mural is to be public art, not for the purpose of identifying, advertising or drawing attention to a particular business, service or economic activity. For the purpose of regulation, hand painted signs on walls that contain commercial speech are considered signs and are not considered murals. Wall painting that has not been approved through a Mural Permit is considered graffiti."**
3. Clarifying Section 17.56.230(D) Placement, pertaining to the placement of a wall mural on a surface:
 - a. **"Wall murals must be painted directly onto an exterior wall surface. Wall murals may not be prefabricated and thereafter mounted onto a building."**

Wall murals may occupy an entire single wall on which the mural is applied. The wall mural must be architecturally incorporated into the building so that it does not appear to be a sign attached to the building or have the appearance that the structure is ancillary to the mural. The wall mural may not be mounted on the building roof or extend above the cornice of a flat roof or above the roof eave of a gable or mansard roof. **A mural may not be painted onto an unpainted historic surface, such as brick.**

4. Deleting text in Section 17.56.230(I)(1) pertaining to specific subject matter permitted for wall murals:
 - a. "The subject matter of the wall mural shall be of historical significance regarding the growth and development of the City of Hanford and its surrounding environs. ~~Wall murals can also include buildings, land or seascapes, crop or farm animal depictions or mechanical history depictions.~~"
5. Adding a requirement for a safety plan for artists to Section 17.56.230(I)(8):
 - a. **"8. Have a plan for painting the mural that ensures the safety of painters and the public, and that does not impede public access. In the event that the safety plan submitted is not being adhered to, and the City has identified a safety risk to either the artist and/or the public, the City has the right to stop work until such time that safety issues or concerns are addressed by the artist."**
6. Creating Section 17.56.230(I)(9) from the text in Section 17.56.230(I)(8) and expanding on how murals shall be vandal and graffiti resistant:
 - a. **~~"8.~~ 9. To the extent feasible, the mural shall be vandal and graffiti resistant by using an approved graffiti/UV coating."**

Section 3: The City Council finds that the adoption of this ordinance is exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to the following sections of the CEQA Guidelines, 14 Cal. Code of Regulations, Chapter 3:

- A.** The ordinance is exempt under Section 15061(b)(3), because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. The proposed project is a text amendment that is not associated with a physical development; therefore, there are no physical impacts that will result from the project;

SECTION 4: The proposed amendment was evaluated for consistency with the General Plan and the Zoning Ordinance in accordance with Sections 17.02.060 and 17.86.030 and based on the following findings:

1. That the amendment is internally consistent with the goals, objectives, and policies of the General Plan and Zoning Ordinance;

Analysis: That according to General Plan Policy E8, the City of Hanford shall support local arts and cultural activities that can contribute to the local economy, enrich residents' lives, and strengthen a sense of community. The revision of Section 17.56.230 of the Hanford Municipal Code is consistent with the policies of the General Plan as it continues the support of local arts activities that may enrich residents' lives and strengthen a sense of community.

2. That the amendment would not be detrimental to the public health, safety, or welfare of the community;

Analysis: That the revision of Section 17.56.230 of the Hanford Municipal Code is not detrimental to the public health, safety, or welfare of the community. One revision of the ordinance outlines the need to ensure the safety of the artists and the public in order to receive a wall mural permit. The Municipal Code already contains existing mural design criteria that must be satisfied in order for the City Council to approve a wall mural permit in order to prevent the artists from creating a detriment to the public health, safety, or welfare of the community.

3. That the amendment would maintain the appropriate balance of land uses within the City; and

Analysis: That the amendment will not affect the balance of land uses within the City of Hanford. The zone text amendment pertains to mural regulations, only.

4. That the anticipated land uses on the subject site would be compatible with existing and future surrounding uses.

Analysis: That the zone text amendment applies to wall murals in all zone districts and will not propose a change in land uses.

SECTION 5: The City Council of the City of Hanford does ordain that Title 17 is hereby amended as shown in Exhibit A.

SECTION 6: That the ordinance shall take effect thirty (30) days after its passage, and shall be published once in the Hanford Sentinel within fifteen (15) days after its passage or a summary of this ordinance shall be published in the Hanford Sentinel in a manner consistent with the requirements of the California Government Code.

Passed and adopted at a regular meeting of the City Council of the City of Hanford duly called and held on June 2, 2020, by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

APPROVED

John Draxler
MAYOR of the City of Hanford

ATTEST:

SARAH MARTINEZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF KINGS) ss
CITY OF HANFORD)

I, SARAH MARTINEZ, City Clerk of the City of Hanford, do hereby certify the foregoing ordinance was duly introduced at a regular meeting of the City Council of the City of Hanford on the 19th day of May, 2020, and it was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the 2nd day of June, 2020.

SARAH MARTINEZ
CITY CLERK

Exhibit A

Section 17.56.230 of the Hanford Municipal Code – as amended per MCA 2020-01

Attachment: Ordinance 20-04 (Community Development: MCA 2020-01)

17.56.230 Wall mural placement and design criteria.

The purpose of regulating murals is to ensure the continued visual aesthetic of the community, by allowing for compatible artistic and creative expression through murals in appropriate locations and designs. The review criteria seek to establish guidance as to the compatibility and appropriateness of the theme, location and design of murals, with minimal intrusion into artistic expression and/or the substantive, personal or political expressive content of the artwork.

- A. **Wall Mural Definition.** “Wall mural” or “mural” means an art form consisting of paint applied to a wall surface depicting a scene, personal experience or observation. A wall mural is to be public art, not for the purpose of identifying, advertising or drawing attention to a particular business, service or economic activity. For the purpose of regulation, hand painted signs on walls that contain commercial speech are considered signs and are not considered murals. Wall painting that has not been approved through a Mural Permit is considered graffiti.
- B. **Maximum Number of Murals per Site.** One mural per structure. In unique circumstances, whereby the design of the mural(s) and structure are enhanced by additional murals, more than one (1) mural per structure may be approved.
- C. **No Advertising.** Words and/or images may not be incorporated within the mural which specifically identifies or reflects the business, products and/or services provided by any business service or economic activity.
- D. **Placement.** Wall murals must be painted directly onto an exterior wall surface. Wall murals may not be prefabricated and thereafter mounted onto a building. Wall murals may occupy an entire single wall on which the mural is applied. The wall mural must be architecturally incorporated into the building so that it does not appear to be a sign attached to the building or have the appearance that the structure is ancillary to the mural. The wall mural may not be mounted on the building roof or extend above the cornice of a flat roof or above the roof eave of a gable or mansard roof. A mural may not be painted onto an unpainted historic surface, such as brick.
- E. **Timing.** A wall mural must be completed within ninety (90) days after the date painting commences. The final anti-graffiti protective clear-coat must be applied within this (ninety) 90-day period. Time extensions may be granted by the Community Development Director in thirty (30) day increments up to a maximum of sixty (60) days upon a showing of good cause.
- F. **Lighting.** Wall murals shall not be illuminated unless such lighting is incidentally and indirectly illuminated from surrounding street and building lighting.
- G. **Ownership/Maintenance.** Maintenance of the wall mural is the responsibility of the property owner. It shall be the property owner’s responsibility to remove the wall mural if it is not maintained as required. Proper maintenance shall include periodic painting so that the wall mural does not exhibit chipping, peeling or fading and other required maintenance as identified in conditions of approval issued by the Community Development Director. Wall murals not maintained at all times as required shall be deemed a nuisance. In addition to its other remedies, the City shall have the right to require removal of the wall mural and

if the wall mural is not removed within the time period designated by the City, the City shall have the right to remove the wall mural at the property owner's expense.

- H. **Application and Permitting Process.** No person shall paint a wall mural on the exterior of any structure or change any existing mural on the exterior of any structure prior to the issuance of a wall mural permit issued by the City Council. An application for a wall mural permit shall be submitted on the form prescribed by the Community Development Director and shall include a colored detailed drawing or sketch of the mural plus any other information as prescribed on the application form. The application must be made by the owner of the structure or include the written consent of the owner of the structure consenting to the painting of the wall mural on the structure consistent with the mural identified in the application. Applications for wall murals located within the Central Parking and Business Improvement District will be submitted to the Main Street Hanford Design Review Committee for a recommendation.
- I. **Design Criteria.** An application for a wall mural permit must satisfy the following criteria:
 1. The subject matter of the wall mural shall be of historical significance regarding the growth and development of the City of Hanford and its surrounding environs. Wall murals can also include buildings, land or seascapes, crop or farm animal depictions or mechanical history depictions.
 2. The colors used in the wall mural shall be complimentary and harmonious with exterior colors of the structure and consistent with historical color pallet. Fluorescent colors are not in keeping with the historical color pallet.
 3. The paint and/or materials to be used and applied on the structure shall be appropriate for use in an outdoor locale for an artistic rendition and shall be of a permanent or long lasting variety.
 4. The proposed wall mural shall exhibit exceptional design quality and incorporate high quality materials that enhance the overall development and appearance of the site.
 5. The proposed wall mural shall be well integrated with the buildings and other elements of the property and be harmonious with surrounding historic character.
 6. The proposed wall mural, by its design, construction and location, shall not have a substantial adverse effect on abutting property or the permitted use thereof, and will contribute to the City's unique character and quality of life.
 7. The wall mural shall be designed and painted by, or supervised by, someone with sufficient knowledge in the design of such projects and the application of paints for such projects.
 8. Have a plan for painting the mural that ensures the safety of painters and the public, and that does not impede public access. In the event that the safety plan submitted is not being adhered to, and the City has identified a safety risk to either the artist and/or the public, the City has the right to stop work until such time that safety issues or concerns are addressed by the artist.

9. To the extent feasible, the mural shall be vandal and graffiti resistant by using an approved graffiti/UV coating.
- J. Conditions of Approval. The City Council shall identify conditions of approval to the issuance of a wall mural permit.
- K. Hold Harmless. As a condition of approval of any wall mural permit, the applicant, the owner of the structure and the artist shall agree pursuant to language prepared by the City to indemnify, defend, and hold the City of Hanford its officials, officers, employees and agents harmless from and against any and all damages or liabilities of whatever nature arising out of or in connection with the wall mural. (Ord. 17-04, 2017)



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020	AGENDA SECTION: D
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SUBJECT:

Community Development: Adoption of Resolution 20-11-R, Ratification of the City Manager's Temporary Outdoor Dining Policy to Allow use of Parking Areas and Other Outdoor Spaces.

RECOMMENDATION:

Staff recommends that the City Council ratify the City Manager's Temporary Rule to allow Temporary Outdoor Dining by approving Resolution 20-11-R.

BACKGROUND:

Due to Covid 19, restaurants are currently limited to 50% capacity. To assist restaurants during this time, the City Manager has established a temporary rule to allow outdoor dining in parking spaces and other outdoor spaces without an Outdoor Dining Permit, which is normally a cost of \$75. The City Manager's procedures include a commitment to process the requests over the counter, with the exception of when an inspection is required. This rule will stay in place until the Governor's Order is lifted restricting restaurants to 50% capacity. A copy of the temporary procedures to implement the rule and City Manager's Memo is attached.

In accordance with the Emergency Order, any orders or policies approved by the City Manager, must be ratified by the City Council at the next meeting of the City Council.

FISCAL IMPACT:

ATTACHMENTS:

Resolution 20-11-R Temp Outdoor Dining COVID
Memo RE Outdoor dining rule modification
Temporary Outdoor Dining During COVID

RESOLUTION NO. 20-11-R
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HANFORD
RATIFYING THE POLICIES OF THE CITY MANAGER TO ALLOW TEMPORARY
OUTDOOR DINING IN PARKING AREAS AND OTHER OUTDOOR SPACES DUE TO
A LOCAL EMERGENCY (COVID-19)

WHEREAS, the City Council of the City of Hanford (Council) adopted Resolution No. 20-09-R at its June 2, 2020 meeting; and

WHEREAS, the City Council of the City of Hanford (Council) adopted Resolution No. 20-09-R declaring that as a result of events occurring since the adoption of Resolution No. 20-05-R, including, without limitation, the State's creation of numerous guidelines and its development of a resilience roadmap for the reopening of society, modification of the actions taken by the Council through Resolution No. 20-05-R is warranted;

NOW, THEREFORE, BE IT RESOLVED, the Council declares the following:

1. A local emergency continues to exist throughout the City of Hanford as a result of the ongoing presence of COVID-19.
2. During the existence of the local emergency described herein, the powers, functions, and duties of the emergency organization of the City shall be those prescribed by state laws and by ordinances and resolutions of the City, including, without limitation, Hanford Municipal Code Chapter 2.44.
3. During the existence of the local emergency described herein, the City shall observe the directives, mandates, Executive Orders, and other emergency-related guidelines issued by the State of California and/or the County of Kings relating to COVID-19.
4. The City Manager, as the City's Director of Emergency Services pursuant to Hanford Municipal Code Chapter 2.44, and his designees, are hereby authorized to take all appropriate actions they deem necessary in response to this local emergency during its pendency, including but not limited to:
5. That in accordance with Hanford Municipal Code Chapter 2.44 the City Manager has established temporary rules, attached, for outdoor dining in required parking areas and other outdoor spaces to assist in reopening efforts of local restaurants. These temporary rules will be in effect during the time the emergency related guidelines issued by the State of California and/or the County of Kings limits restaurants to 50 percent capacity.

Passed and adopted at a regular meeting of the City Council of the City of Hanford, duly called and held on June 16, 2020, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

JOHN DRAXLER
MAYOR of the City of Hanford

Attest:

SARAH MARTINEZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF KINGS) ss
CITY OF HANFORD)

I, Sarah Martinez, City Clerk of the City of Hanford, do hereby certify the foregoing Resolution was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the 16th day of June, 2020.

Date: _____

City Clerk

Attachment: Resolution 20-11-R Temp Outdoor Dining COVID (CD: Temp Outdoor Dining)

DATE: May 28, 2020
TO: Executive Team
FROM: Mario Cifuentes, City Manager
SUBJECT: Temporary Outdoor Dining Areas



On May 28, 2020, the State of California approved plans by Kings County to move to Phase 2 plus of re-opening, which includes allowing restaurants to open at 50% capacity.

To assist restaurants located within the City of Hanford with reopening plans, the City Manager is allowing restaurants to use some of their on-site parking and outdoor areas to add additional locations for outdoor dining.

The additional dining areas shall have access to the restaurant, be protected from vehicle traffic if located in parking areas and must not block handicapped parking spaces. Enforcement of on-site parking requirements will be temporarily suspended as well as the requirement for a permanent outdoor dining permit. The City Manager will allow this under the emergency powers provided in the Municipal Code HMC § 2.44.070.A.6.a and in Resolution 20-05-R approved by the City Council on March 17, 2020.

For additional information or to receive an application to add the additional outdoor dining, please contact Gabrielle Meyers at (559) 585-2578 or via email at gmeyers@cityofhanfordca.com.

Attachment: Memo RE Outdoor dining rule modification (CD: Temp Outdoor Dining)



Temporary Outdoor Dining During COVID-19 Emergency

The City of Hanford recognizes the challenges that current occupancy limits may have on dine-in restaurants. In order to assist in easing the challenges, we are enacting a Temporary Outdoor Dining Program. This will allow our restaurants to increase seating capacity lost from the reduction of seating required to open under the State Guidelines for restaurants. The program will only be in effect while indoor occupancy restrictions are in place.

Procedures for Temporary Outdoor Dining Seating

Any restaurant that wishes to establish new or additional outdoor dining areas in order to operate consistent with State of California Executive Order N-33-20 and N-60-20, (as such executive orders may be amended or superseded), shall register the new or additional outdoor dining by submitting the attached application via email (or in person if City Hall is open) to GMeyers@cityofhanfordca.com. Applications will be subject to the following:

1. Restaurants must follow guidance by the California Department of Public Health for Dine-In Restaurants. See Resources.
2. If the proposed new outdoor seating includes parking spaces or other areas designed for or typically utilized by vehicles (parking lots), submit a drawing (See examples) showing the location of proposed seating to be used, a safe path to and from one or more doors of the restaurant to the proposed seating, and any barrier or other method proposed to protect the seating from vehicular encroachment. If operation of the outdoor seating is proposed during other than daylight hours, state how lights or other methods will be used to ensure that drivers are aware of and can avoid the outdoor dining in the parking areas.
3. If a tent or canopy larger than 20 x 20 feet, or 400 square feet, is to be utilized, an inspection will be required. (Inspection Fee \$105)
4. If the proposed new outdoor dining is located on City sidewalks, submit a drawing (see examples) showing the location of the dining, the dimensions of the city sidewalk and how the Americans with Disabilities Act (ADA) will be complied with, which requires a clear four foot path of travel. Describe any barrier to be used to identify the seating area from the path of travel. Seating on City sidewalks will be limited to 90 days and must be renewed each 90 days.
5. Where the proposed outdoor seating DOES NOT include parking lot, staff will verify that all required information has been provided, and will send a reply email stating that the restaurant has been registered for the new/additional outdoor seating. Upon receipt of that email, the new/additional outdoor seating is approved to begin operation. City staff will subsequently visit the establishment to assist the operator in assuring compliance with all applicable rules.
6. Where the proposed outdoor seating DOES include seating in a parking lot, City sidewalks or a tent or canopy larger than 20 X 20 feet, staff will verify that all required information has been provided, and will route the proposal for review by Public Works,

Community Development and Fire staff, which will review the proposal within one business day. If the review results in approval, staff will send a reply email stating that the restaurant has been approved for the new/additional outdoor seating, will state any conditions of approval (if applicable), and will state that the operator must call to schedule an inspection if applicable. The restaurant owner or restaurant manager must be present at the inspection to immediately address any compliance issues. If the inspection is approved, an email will be sent stating that the new/additional outdoor seating is approved to begin operation.

7. Registration/approval of temporary new/additional outdoor seating shall be in effect for such time as capacity reductions for indoor seating remain in effect, (90 days for City sidewalks), or until such time as the City suspends, terminates or amends these procedures.

Rules for Temporary Outdoor Dining Seating

1. Existing indoor dining reduced by half in accordance with guidelines from the State of California.
2. Post the "Checklist for Dine in Restaurants" in the workplace for both employees and patrons.
3. Serving of alcohol in temporary seating areas requires approval from the California Department of Alcohol, Beverage Control (ABC), attach ABC approval
4. New/additional outdoor seating must comply with all applicable state and local laws and ordinances, including but not limited to the California Building Code and Fire Prevention Code and orders from the Kings County Public Health Department.
5. All sidewalks or other pedestrian paths must maintain a four foot wide clear pedestrian path.
6. A minimum of six feet distance must be maintained between tables, individual diners, and/or groups.
7. Any physical improvements in connection with the provision of new/additional outdoor seating that require a City permit shall be established and inspected only pursuant to such City permit.
8. New/additional outdoor seating shall not block any established exits from any building.
9. Fire lanes shall not be blocked, and required fire access must be maintained.
10. Temporary outdoor bars are prohibited.
11. Expanded outdoor seating shall not block or otherwise restrict access to handicapped parking spaces.

Resources

<https://www.countyofkings.com/departments/administration/reopen-kings/checklists-for-businesses>

<https://docs.google.com/viewerng/viewer?url=https://covid19.ca.gov/pdf/guidance-dine-in-restaurants.pdf>



APPLICATION FOR TEMPORARY OUTDOOR DINING

1. Name and address of restaurant (including any unit or suite number, where applicable) _____
2. Valid City of Hanford Business License, (attach to email application). If the restaurant does not have a valid Business License, one must be obtained or renewed, please contact Olivia Morales at omorales@cityofhanfordca.com or (559) 585-2512.
3. Number of indoor seats previously (pre-emergency) at the restaurant: _____
4. Number of outdoor seats previously (pre-emergency) at the restaurant: _____
5. Number of indoor seats with executive order restrictions (no more than 50 percent of building occupancy) _____
6. Days and hours that the new/additional outdoor seating will be used: _____
7. Landlord/property owner authorization for new/additional outdoor seating (an email from the landlord/property owner is sufficient)
8. Date that use new/additional outdoor seating is proposed to begin: _____

DECLARATION:

I agree that this approval is only in effect while the temporary emergency order is in place restricting normal seating capacity and agree to abide to all the rules of the temporary outdoor dining permit.

(Signature of Business Owner)

Date

(Email)

(Phone Number)

Internal Use Only

APPROVED COMMUNITY DEVELOPMENT

APPROVED PUBLIC WORKS

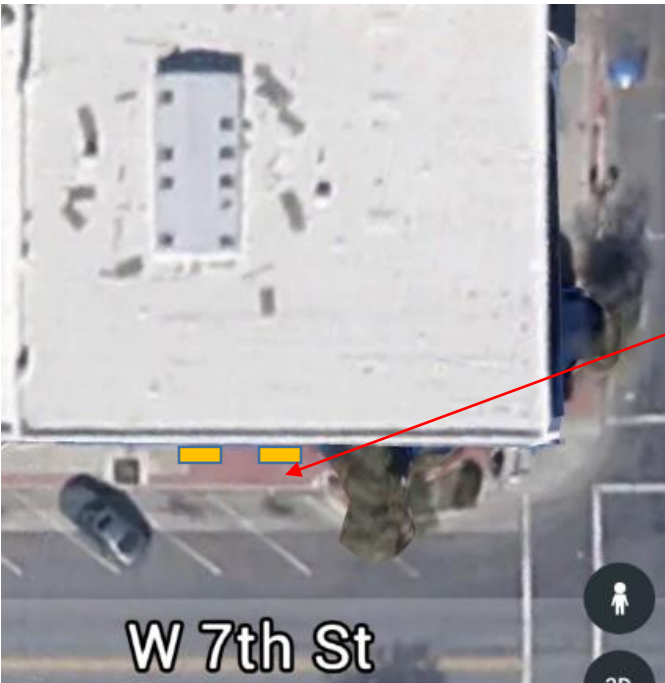
APPROVED FIRE

Requires Inspection: ☐ YES ☐ NO (Charge fee of \$105)

Conditions of Approval: _____

Emailed Business Owner on: _____

SAMPLE DIAGRAMS



Minimum four feet clearance between seating area and car overhang for ADA clearance. Show dimensions



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020	AGENDA SECTION: E
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SUBJECT:

Police: Waive the second reading and adopt Ordinance 20-05, a proposed amendment to Title 6 of the Hanford Municipal Code, including the addition of Chapter 6.10 to establish Keeping of Chickens - to allow the keeping of chickens within city boundaries in certain residential zones.

RECOMMENDATION:

That Council, by motion, Waive the second reading and adopt Ordinance 20-05, a proposed amendment to Title 6 of the Hanford Municipal Code, including the addition of Chapter 6.10 to establish Keeping of Chickens - to allow the keeping of chickens within city boundaries in certain residential zones.

RECOMMENDED MOTION:

I move to waive the second reading and adopt Ordinance 20-05, approving the Municipal Code Amendment to Title 6.

BACKGROUND:

At the request of several citizens, the Hanford City Council requested that staff draft an ordinance that would allow chickens within certain zones in the City of Hanford. The intent was to allow the keeping of chickens in the City of Hanford to support a sustainable food system providing an affordable, nutritious source of protein through the production of fresh eggs.

As written, the City's current Animal Control Ordinance does not allow for the legal keeping of chickens within the City of Hanford. The following changes were made in response to Council's request for a draft ordinance to address this matter;

1. The definition of fowl was changed removing chickens.
2. Additional definitions related to chapter 6.10 were added.
3. All references to chickens being illegal were removed.
4. Sections 6.10 was added allowing chickens and setting forth regulations.

Section 6.10 adds the following changes.

1. Chickens are allowed in Zones R-L-5, R-L-8, R-L-12, and R-M
2. Chickens must be in a coop.
3. Food must be stored correctly.
4. Chickens cannot be slaughtered in the city.
5. Roosters are not permitted in the city.
6. Chickens are not allowed to be kept in front or side yards.
7. Various setbacks from property lines and residential dwellings.
8. Forbids the free roaming of chickens.
9. Guidelines for chicken coops and runs.
10. Mandates that coops are to be kept clean.
11. Three (3) chickens are allowed per residential lot.

These are just a highlight of the issues addressed in the amendment of this chapter. The changes made were designed to ensure our residents are responsibly raising the chickens they acquire with minimal impact to adjoining properties.

FISCAL IMPACT:

None

ATTACHMENTS:

2020.05.06 Ordinance re Amendment of HMC Title 6

ORDINANCE NO. 20-__**AN ORDINANCE OF THE CITY OF HANFORD
AMENDING HANFORD MUNICIPAL CODE TITLE 6**

WHEREAS, Title 6 of the Hanford Municipal Code contains rules and regulations regarding the keeping of animals within the city limits of Hanford; and

WHEREAS, the Hanford Municipal Code does not currently allow female chickens (hens) to be kept within the City's boundaries;

WHEREAS, the City Council of the City of Hanford finds that it would be in the best interest of the City's residents to allow hens to be kept because they would support a local, sustainable food system by providing an affordable, nutritious source of protein through fresh eggs.

NOW, THEREFORE, the City Council of the City of Hanford does ordain as follows:

Section 1. Hanford Municipal Code Title 6 is deleted in its entirety and is restated in the manner reflected in the attached Exhibit "A."

Section 2. This Ordinance shall take effect thirty (30) days after its adoption and shall be published once in the Hanford Sentinel within fifteen (15) days after its passage or a summary of this ordinance shall be published in the Hanford Sentinel in a manner consistent with the requirements of the California Government Code.

PASSED, ADOPTED AND APPROVED this ____ day of _____, 2020 by the following vote:

AYES: _____
 NOES: _____
 ABSTAIN: _____
 ABSENT: _____

 JOHN DRAXLER
 MAYOR of the City of Hanford

Attest:

 CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF KINGS) ss
CITY OF HANFORD)

I, _____, City Clerk of the City of Hanford, do hereby certify the foregoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Hanford on the 19th day of May, 2020, and it was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the _____ day of _____, 2020.

Date: _____

City Clerk

EXHIBIT “A”

ANIMAL REGULATIONS GENERALLY

Sections:

- [6.04.010](#) Definitions.
- [6.04.020](#) Animal Shelter.
- [6.04.030](#) Records.
- [6.04.040](#) Impounding animals.
- [6.04.050](#) Right to enter premises.
- [6.04.060](#) Interference with duties.
- [6.04.070](#) Duties of animal control officer.
- [6.04.080](#) Authority of animal control officer.
- 6.04.090 Penalties.

6.04.010 Definitions.

As used in this title, the following terms are defined:

"Altered" for a female, means having been spayed; for a male means having been neutered.

"Animal" means any living vertebrate member of the animal kingdom, excluding man.

"Animal control officer" means any person designated by the state of California, Kings County or designated by the City of Hanford as an animal control officer whose purpose is the enforcing of animal control laws and regulations.

"Animal Shelter" means any facility operated by a humane society, municipal agency, or its authorized agents for the purpose of impounding or caring for animals held under the authority of this title or state law and designated by the city council for city pound services.

"At large" means off the premises of the person owning or having the possession, charge, custody, or control of the animal and not under the immediate control of a person by means of an enclosure, leash, rope, or other means of immediate effective physical control.

"Breeder" means any person, persons or business who breeds one or more litters of dogs and/or cats.

"Cat" means any member of the feline family, wild or domesticated, and shall be intended to mean both male and female.

"Chicken" means a female gallus domesticus. This definition does not include any bird listed under "fowl."

"Chicken coop" means an enclosed structure with four walls and a roof, for housing chickens that provides shelter from the elements.

"Chicken run" means an enclosed outside yard for keeping chickens.

"Circus" means a commercial variety show featuring animal acts for public entertainment.

"Commercial animal establishment" means any pet shop, grooming shop, auction, riding school or stable, zoological park, circus, performing animal exhibit, boarding kennel, or any other business that keeps animals for commercial purposes.

"Dog" means any member of the canine family, wild or domesticated, and shall be intended to mean both male and female.

"Domestic animals" means animals such as are habituated to live in or about the habitations of persons or such as to contribute to the support of a family or the wealth of the community.

"Exotic animal" means any animal, either wild or domesticated, belonging by nature or origin to another part of the world.

"Feral cat" means an unowned free-roaming cat that is partially socialized or unsocialized to humans and tends to resist contact with humans

"Fowl" means any rooster, duck, goose, turkey, guinea, pigeon, swan, peacock or other fowl but does not include chickens.

"Impoundment" means the taking up and confinement of any animal in an Animal Shelter, veterinary hospital, or other facility.

"Litter" means two (2) or more offspring from the same female dog or cat.

"Livestock" means any large animal kept or raised for use, pleasure or profit.

"Multi-pet permit" means the permit required if any person or entity other than a commercial animal establishment, non-profit animal establishment, or veterinary hospital keeps a number of animals that exceeds the limits identified herein below.

"Non-profit animal establishment" means a non-profit, tax-exempt entity dedicated to animal protection that keeps animals within the city for non-profit purposes.

"Owner" means any person, partnership, firm or corporation owning, keeping or harboring one or more animals. An animal shall be deemed to be harbored if it is fed or sheltered for three (3) consecutive days or more.

"Performing animal exhibition" means any spectacle, display, act, or event other than circuses, in which performing animals are used.

"Person" means any individual, partnership, firm, corporation, joint venture or entity.

"Pet" means any animal kept for pleasure rather than utility.

"Pet shop" means any person, partnership, firm or corporation, whether operated separately or in connection with another business enterprise that buy, sell, or board any species of animal.

"Premises" means a house, other dwelling, yard or other area or an automobile so enclosed as to prevent a dog from escaping.

"Private property" means that property of which a person or persons has the exclusive right of disposition.

"Public nuisance" means, for the purposes of this Title 6:

A. Any animal or animals which:

1. Molests passersby or chases passing vehicles;
2. Attacks other animals;
3. Trespasses on school grounds;
4. Is repeatedly at large;
5. Damages private or public property;

6. Barks, whines, or howls in an excessive or untimely fashion as described in Chapter 6.08 below.

B. An owner allowing his/her animal to: (i) defecate on property not owned by the animal owner without immediately cleaning or removing the excrement to a proper receptacle or (ii) urinate on property not owned by an animal owner that causes damage to such property, including without limitation, damage to grass.

C. Unsanitary conditions on any premises where the animal is kept which causes foul odor, attracts flies or vermin or otherwise threatens the public safety or health.

D. Any other condition or event identified in this Title 6 or by other legal authority as a nuisance.

"Public place" means any park, public building, playground, street, road, alleyway, or any other place open to the general public.

"Restraint" means a leash not in excess of eight (8) feet, a tethered lead, or a fenced enclosure which keeps the animal under the control of a responsible person or within the real property limits of its owner.

"Rooster" means a male gallus domesticus.

"Stray Cat" means any cat whose owner or keeper from time to time allows the cat to run free off of the property of the owner or keeper.

"Trap, Neuter, and Return" means the process of humanely trapping, sterilizing, vaccinating for rabies, ear tipping and returning feral or stray cats to their original location.

"Veterinary hospital" means any establishment maintained and operated by a licensed veterinarian for surgery, diagnosis and treatment of diseases and injuries of animals.

"Vicious animal" means any animal, wild or domesticated, that attacks or bites any person or animal upon any public or private property within the city.

"Wild animal" means any non-domesticated animal living in a feral state.

6.04.020 Animal Shelter

Animal Shelters shall be designated by the city council, and may be a person, firm, association, or corporation. The Animal Shelter shall serve for such period of time and receive such compensation as shall be established by the city council by ordinance, resolution or by contract. If an association or corporation is appointed as an Animal Shelter, each officer and employee authorized by such association or corporation to perform duties under this title shall be deemed to be an Animal Shelter and shall have all of the rights and duties of the Animal Shelter which are set forth in this title.

6.04.030 Records.

The Animal Shelter shall keep a record of every animal impounded pursuant to this title, which shall include a description of the animal, the date of receipt, the date and manner of disposal, the name of the person redeeming or purchasing, and the fees, charges and proceeds of sales received on account of said animal, and such additional records as may be required by the city council from time to time.

6.04.040 Impounding animals.

The animal control officer shall take up, impound and safely keep any animal which is found running at large contrary to the provisions of this title within the incorporated territory of the city.

6.04.050 Right to enter premises.

For the purpose of discharging the duties imposed by this chapter or other applicable law and to enforce the same, the animal control officer or any peace officer may enter upon private property, except dwellings located thereon, as follows:

- A. When in pursuit of any animal which he has reasonable cause to believe is subject to impoundment pursuant hereto or other applicable law;
- B. To impound or place in isolation any animal thereon which he has any cause whatsoever to believe or suspect has rabies or is a biting animal;
- C. To inspect or examine animals isolated thereon pursuant hereto or other applicable law.

Such entry shall occur in a manner consistent with state and federal constitutional provisions. As a condition of the authority set forth in this section, except where time does not permit in an emergency or when in fresh pursuit, before entering upon private property a reasonable effort shall be made to locate the owner or possessor thereof to request permission to enter upon such property and to explain the purpose for such entry. When possible and practical, entry onto property should be made during the daylight hours.

6.04.060 Interference with duties.

It is unlawful for any person to hinder, obstruct or interfere with the Animal Shelter or animal control officer in the performance of his/her official duties.

6.04.070 Duties of animal control officer.

The duties of the animal control officer shall be as follows:

- A. To take up and impound any dog or other animals, found to be running at large, staked, tied or being herded or pastured in any public place within the city or upon the premises of any person other than the owner of such dog or other animal;
- B. To make a complete registry of impounded dogs and cats, showing in detail in the case of each animal, the date of receipt, the breed, color, and sex of such animal, and if licensed, the number of such license and the name and address of owners;
- C. To notify by mail the owner of any animal, bearing identification, impounded by the animal control officer, stating that such animal is confined at the designated Animal Shelter, and specify the amount necessary to reclaim or redeem the same and the period which the animal will be held before destroying or otherwise disposing of the same.

D. To satisfy all other animal control officer duties identified in this Title 6.

6.04.080 Authority of animal control officer.

A. Pursuant to Corporations Code Section 14503, as may be amended, employees or designees of the city, whether by contract or appointment, are authorized to enforce any and all provisions of this title relating to the control of animals and are given all powers and authorities as animal control officers of the city. Such authority includes the right to issue notices to appear in court and to take formal citizen complaints on behalf of the city. The authority of such employees is limited to the corporate limits of the city.

B. Each animal control officer shall have and is vested with the authority of a public officer according to Penal Code Section 836.5. The animal control officers may, in the performance of their duties, enter upon any property pursuant to law to ascertain if any of the provisions of this title or any state laws relating to disease, care, treatment or cruelty to animals are being violated. Each animal control officer may issue citations for the violation of the provisions of this title, any state law, or city ordinance in the manner prescribed by the ordinance, and remove animals from said premises if they deem necessary. The authority to issue citations in the manner prescribed by the city shall be alternative to any other authority provided by law.

C. Any animal control officer of the city shall have police powers in the enforcement of this title and no person shall interfere with, hinder, molest or abuse any animal control officer of the city in the exercise of such powers.

D. In the performance of duties for the control of animals, the animal control officer shall have the authority to employ the use of a tranquilizer gun or other animal control devices in common use within the state of California.

6.04.090 Penalties.

Except as otherwise provided herein, any person violating any provision of this title shall be deemed guilty of an infraction in accordance with Government Code Section 36900, subject to penalties as passed by resolution of the city council. In addition to or in lieu of such penalties, the city may impose any criminal, civil, and/or other penalties authorized by statute, regulation, or other legal authority, including, without limitation, this municipal code, for violation of this title.

ANIMAL CONTROL

Sections:

[6.08.010](#) Animal care.

[6.08.020](#) Restraint of animals.

- [6.08.030](#) Public nuisance.
- [6.08.040](#) Interference with highways.
- [6.08.050](#) Animals and fowl at large.
- [6.08.051](#) Feeding of ducks and pigeons.
- [6.08.060](#) Biting dogs.
- [6.08.070](#) Keeping of bees, swine,, roosters, peafowl, ostriches and other ratitae birds and livestock unlawful.
- [6.08.080](#) Bees, swine, roosters, peafowl, ostriches and other ratitae birds and livestock --Public nuisance.
- [6.08.090](#) Disposal of dead animals.
- [6.08.100](#) Animal waste.
- [6.08.110](#) Guide dogs.
- [6.08.120](#) Abandonment.
- [6.08.130](#) Police canine units--Protection of.
- [6.08.140](#) Fees and Charges.
- 6.08.150 Rates and Charges

6.08.010 Animal care.

It is unlawful for the owners or persons having custody of any animal to permit, either willfully or through failure to exercise due care or control, any cruel acts upon said animal. Cruel acts are defined as follows:

- A. To place, leave or expose, making accessible to animals, any poisonous substance;
- B. To have, keep, or harbor any animal which is infected with any dangerous or incurable or painfully crippling condition, except as hereinafter provided. All such diseased or crippled animals with an incurable ailment taken into custody by the city shall be transferred to the Animal Shelter for impoundment. This section shall not apply to animals within veterinary hospitals or under the care of a veterinarian, or having been diagnosed with any common, incurable disease where impoundment or quarantine is not recommended by a doctor of veterinary medicine;

C. To fail, refuse or neglect to provide any animal in their charge or custody, as owner or otherwise, with food, drink, and shade or weatherproof housing facilities, or to carry or restrain any animal in or upon any vehicle in a cruel or inhumane manner;

D. To willfully or maliciously kill, maim, disfigure, tease, torture, beat with a stick, chain, club or other object, mutilate, burn, scald with any substance, over-drive or otherwise cruelly set upon any animal, except that a reasonable force may be employed to drive off vicious or trespassing animals;

E. To promote, stage, hold, manage, conduct, carry on or attend any game, exhibition, contest, or fight in which one or more animals are engaged for the purpose of injuring, killing, maiming or destroying themselves or any other animal or person;

F. No person or business shall give away any live vertebrate animal as a prize for, or as an inducement to enter, any contest, game or other competition, or as an inducement to enter a place of amusement or offer such vertebrate animal as an incentive to enter into any business agreement whereby the offer was for the purpose of attracting trade;

G. No person shall keep upon any premises any animals including, without limitation, any fowl or household pets in a foul, offensive, obnoxious, filthy or unsanitary condition.

6.08.020 Restraint of animals.

A. Any person owning or having charge, custody, care or control of any animal (except cats) kept or harbored in the city shall confine such animal exclusively upon such owner's premises, except when otherwise properly restrained as hereinafter provided.

B. No person shall allow or permit any animal (except cats) to run at large or be pastured, herded, staked, or tied in or on any public alley, street, sidewalk, vacant lot, school grounds, or other public place belonging to or under the control of the city or in such a way as to trespass in any manner upon any of the aforesaid public places.

C. No person shall permit any animal (except cats) to be at large or to go or be upon the premises owned or occupied by any other person in the city without said person's consent.

D. All dogs shall be kept under restraint at all times. All unrestrained dogs will be considered running at large, except:

1. Assistance dogs while performing their duties;
2. Dogs participating in field or obedience trials or exhibitions;
3. Dogs assisting a security or Police Officer engaged in law enforcement activities;

4. Dogs being trained on private land with permission of the landowner, so long as the dogs are under the direct control of such individuals to assure they do not violate any other provision or law;
5. At designated areas of designated parks within the city that contain a "Dog Park."

E. Any animal (except cats) permitted to be at large or trespassing upon private premises or public property in violation of this section shall be deemed prima facie to be under the control of the owner and declared to be a nuisance and menace to public health and safety, and shall be seized and impounded as provided in this title.

F. Owners shall exercise proper care and control of their animals (except cats) and will prevent them from becoming a public nuisance, molesting passersby, chasing vehicles, repeatedly attacking other domestic animals, and trespassing upon private property in such manner as to damage property. Failure to comply shall be deemed a nuisance.

G. A nuisance will exist as a result of the keeping or maintaining, or permitting to be kept or maintained, upon any premises owned, occupied, or controlled by any person of any animal or animals, which by any frequent or long continued noise shall cause annoyance or discomfort to two (2) or more reasonable persons of normal sensitiveness who reside in separate residences (including apartments and condominiums). However, an animal control officer may proceed on the basis of a complaint of only one person, if circumstances are determined to exist whereby a noise disturbance caused by an animal affects only one individual. Any noise caused by an animal which is audible continuously for ten (10) minutes, or intermittently for thirty (30) minutes, shall be prima facie evidence of such annoyance or discomfort. Factors which can be used to evaluate excessive animal noise include, but are not limited to: (a) pitch; (b) pattern; (c) frequency of occurrence; and (d) loudness.

G. Every female dog or cat in heat shall be confined in a building or secure enclosure in such manner that such female dog or cat cannot come into contact with another animal, except for planned breeding purposes.

H. No person shall keep or permit to be kept on their premises any wild, exotic, or vicious animal for display or for exhibition purposes, whether gratuitously or for a fee. This section shall not be construed so as to apply to a zoological garden, commercial animal establishment, theatrical exhibit or circus as defined in Section [6.04.010](#), except that no theatrical exhibit or act shall be held in which animals are encouraged to perform through the use of chemical, electrical, or mechanical devices.

I. No person shall keep or permit to be kept any wild animal as a pet.

6.08.030 Public nuisance.

A. Wherever any animal control officer or peace officer finds a public nuisance to exist within the meaning of this chapter, they shall notify the owner of the animal by registered mail or

in person that the owner shall either abate said nuisance within ten (10) days or show cause why said nuisance should not be summarily abated.

B. If said nuisance is not abated and no show of cause is made, the animal control officer may then issue a citation to the owner of the animal or may impound the animal which is creating the nuisance. Any animal so impounded shall be taken to the Animal Shelter designated by the city.

6.08.040 Interference with highways.

It is unlawful for the owner of a dog to allow or permit the dog to habitually or repeatedly attack pedestrians, cyclists, vehicles or other users of the public highways.

6.08.050 Animals and fowl at large.

In addition to household pets, no person shall allow or permit any other animals or fowl, except cats, to run at large upon any public street or place, or to trespass upon the property of another. This provision shall not be construed as permitting the running at large of any household pets who are restricted by the provisions of this title, or by any law applicable thereto.

6.08.051 Feeding of ducks and pigeons.

Ducks and pigeons are considered migratory animals and shall not, except as otherwise allowed by this municipal code, be fed on private or public property. No habitat designed to attract ducks and/or pigeons onto private or public property are to be placed on private or public property in any zone in the city, without a permit for the erection of the habitat.

Ducks may be fed at city parks that have a pond or similar water feature used by fowl.

6.08.060 Biting animals.

It is unlawful for any person to suffer or permit any dog, cat or other animal owned, harbored or controlled by him, to inflict upon any human being a bite that penetrates the skin while the person bitten is on any public place, or legally upon any private property. The person bitten may request the animal control officer to initiate criminal proceedings against such other person by submitting a signed, written complaint.

6.08.070 Keeping of bees, swine, roosters, peafowl, ostriches and other ratitae birds and livestock unlawful.

It shall be unlawful for any individual or entity to bring, have, keep, or maintain, within the city, at any time, any swarm or swarms, colony or colonies of bees, llamas, roosters, pigeons, turkeys, peafowl, waterfowl, ostriches and other ratitae birds, or livestock on any premises within the city that have not been zoned for agricultural use; provided however, the keeping of livestock shall be allowed at special events approved by the City, including, without limitation,

the Kings County Fair and parades. The term “swine” as used in this section does not include pot-bellied pigs harbored in accordance with restrictions related to noise or sanitation as provided under this chapter.

6.08.080 Bees, swine, roosters, peafowl, ostriches and other ratitae birds and livestock --Public nuisance.

Any bees, llamas, swine, roosters, peafowl, ostriches and other ratitae birds and livestock so brought, had, kept or maintained, within the city, shall be and constitute a public nuisance; and it is made the duty of animal control officers and their designees to abate any such nuisance by removing or causing the same to be removed from the city; provided however, if the public’s safety is endangered, in the reasonable judgment of an animal control officer, and removal from the city is not feasible, animal control officers and their designees will possess the authority to have destroyed any bees, llamas, swine, chickens, roosters, peafowl, ostriches and other ratitae birds or livestock had, kept or maintained within the city. The term “swine” as used in this section does not include pot-bellied pigs harbored in accordance with restrictions related to noise or sanitation as provided under this chapter.

6.08.090 Disposal of dead animals.

A. Except as provided in subsection B. of this section, removal and disposal of dead animals from public property will be done by the animal control officer.

B. Removal and disposal of dead animals from private property within the city will be done upon request of the owner, occupant or resident of the property. The fee for this service shall be set by resolution of the city council. The owner or person in charge of any dead animal shall pay the fee. The animal control officer shall not be required to remove and dispose of dead dogs from state highways or from state property or federal property within the city.

C. Upon learning that the body of a dead animal has not been disposed of in a safe and sanitary manner, the animal control officer shall remove and dispose of said carcass immediately.

6.08.100 Animal waste.

The owners of any animal shall be responsible for the removal of any excreta deposited by their animal(s) on public walks, recreation areas, or private property.

6.08.110 Guide dogs.

Notwithstanding any other provision of this chapter, no guide dog trained to aid the blind, deaf or disabled shall be confined, impounded, or destroyed in the absence of evidence that such dog has been exposed to rabies unless the master of such dog:

- A. Fails to keep the dog safely confined to the premises of the master; or
- B. Fails to keep the dog available for examination at all reasonable times; or
- C. Fails to keep the dog vaccinated against rabies; or
- D. Fails to keep the dog licensed.

6.08.120 Abandonment.

It is unlawful for any person to abandon any animal within the city. In addition to any fines imposed by law, any person violating this section shall bear the full costs and expenses incurred by the city in the care of said abandoned animal and shall reimburse to the city all said costs and expenses as determined by the city's department of finance.

6.08.130 Police canine units--Protection of.

It is unlawful for any person to willfully or maliciously torture, tease, torment, beat, kick, strike, mutilate, injure, disable or kill any dog used by the city, or any other law enforcement agency engaged in mutual aid assistance to the city, or the designated handlers of such animals, while any such dog is in the performance of the functions or duties of the police department or other law enforcement agency, or to willfully interfere with or obstruct any such dog while it is being used in the performance of any of the duties or functions of the police department or other law enforcement agency.

6.08.140 Construction.

No provisions of this chapter shall be construed to allow any act made unlawful by any general law of the state of California, but said chapter is intended to be supplemental thereto.

6.08.150 Fees and charges.

The city council may, by resolution or order, establish rates or charges for services provided or licenses issued under the provisions of this title.

KEEPING OF CHICKENS

Sections:

6.10.010 Purpose and intent.

6.10.020 Keeping of chickens.

6.10.030 Chicken coops and chicken runs.

6.10.040 Public nuisance.

6.10.010 Purpose and intent.

To allow the keeping of chickens in the city supports a local, sustainable food system by providing an affordable, nutritious source of protein through fresh eggs.

6.10.020 Keeping of chickens-Unlawful-Restrictions.

A. It is unlawful to keep, possess, or maintain chickens on any parcel of property located in the city, except in accordance with the following restrictions:

1. A maximum of three (3) chickens may be kept on a residential lot zoned R-L-12, R-L-8, or R-L-5.
2. A maximum of three (3) chickens may be kept on a residential lot zoned R-M that is occupied by one, and no more than one, single-family dwelling. Chickens may not be kept on a property zoned R-M that is occupied by a multi-family dwelling or by more than one single-family dwelling. The lot must comply with all sections of 6.10.030.
3. Chickens may not be kept on property with any other zoning designation unless otherwise allowed under Title 17 of this Municipal Code.
4. Chickens shall be confined in a chicken run or coop on the owner's property at all times.
5. No chickens shall be kept in the front or side yard on any residential lot zoned R-L-12, R-L-8, or R-L-5.
6. No chickens shall be slaughtered on any residential lot zoned R-L-12, R-L-8, or R-L-5.
7. Owners shall keep areas used by chickens in a clean, sanitary and healthy condition. Animal waste, fecal matter, feathers or other chicken debris shall not be allowed to accumulate on the property. Feces, feathers, and other waste must be collected regularly and stored in an air-tight container prior to disposal to maintain sanitary conditions and to prevent offensive odors from being detected on an adjoining property.
8. Owners shall store chicken feed in a rodent proof container.

9. No person owning or having the charge and control of any chicken shall permit the same to run at large upon any streets, alleys, or public places within the city limits of Hanford.

10. Roosters are not permitted in the City of Hanford.

6.10.030 Chicken Coops and Chicken Runs

A. Persons maintaining chickens shall have a coop for their chickens. All chicken coops shall:

1. Afford shelter from the elements. At a minimum the chicken coop shall possess four (4) walls and a solid roof and shall provide adequate ventilation to ensure the health and safety of the chickens within the coop.
2. Be located at least ten (5) feet from any property line;
3. Be located at least five (5) feet from any inhabitable building, including, without limitation, main and secondary dwelling structures;
4. Be located behind a solid fence or wall;
5. Provide a minimum of four (4) square feet of space per chicken;
6. Include chicken roost(s), feeder(s), and water at all times to ensure the health and safety of chickens within the coop.

B. Persons maintaining chickens shall have a chicken run for their chickens. All Chicken runs shall:

1. Be fully fenced so as to not allow the chickens to roam free.
2. Be subject to the location requirements identified in subsections A.2 through A.4 above

A chicken run may be a fenced area around a chicken coop.

6.10.040 Public nuisance.

Failure to comply with the provisions of this chapter shall constitute a public nuisance. In addition to the enforcement provisions contained in this Title 6, violations of this chapter shall be subject to the enforcement provisions of Chapter 17.94 of this Municipal Code.

LICENSING OF ANIMALS

Sections:

- [6.12.010](#) Restriction on number of household pets.
- [6.12.020](#) Excessive noise.
- [6.12.030](#) License required.
- [6.12.040](#) Licensing exceptions.
- [6.12.050](#) Dog license application.
- [6.12.060](#) Term of license.
- [6.12.070](#) License fees.
- [6.12.080](#) License fee exemption.
- [6.12.090](#) Replacing lost or stolen tags.
- [6.12.100](#) License transferable.
- [6.12.110](#) Affixing license tag.
- [6.12.120](#) Improper affixing of tags.
- [6.12.130](#) Removal of tag.
- [6.12.140](#) Display of tag.
- [6.12.150](#) Licensing impounded dogs.
- [6.12.160](#) Microchip Identification and Spay/neuter compliance for shelter animals.

6.12.010 Restriction on number of household pets.

A. The maximum number of pets allowed in a household or on any premises without a multi-pet permit shall be as follows:

1. Three (3) dogs over four (4) months of age;
2. Three (3) cats over four (4) months of age;
3. Two (2) potbellied pigs;

4. Three (3) reptiles;
5. The combined maximum number of dogs, cats, potbellied pigs and reptiles shall be three (3) animals;
6. The combined maximum number of all household pets other than dogs, cats, potbellied pigs and reptiles shall be three (3) animals;
7. The combined total of all household pets shall be six (6) animals.

No person shall keep, harbor or maintain upon any premises within the city more than the above specified number and/or combination of animals unless said person shall, except as otherwise provided, obtain a multi-pet permit, in addition to obtaining a license for each dog over four (4) months of age; provided however, no license shall be issued for an unspayed or unneutered dog without obtaining a breeder permit. Operators of veterinary hospitals, commercial animal establishments, and non-profit animal establishments shall not be subject to the restrictions of this Section 6.12.010 and will not be required to obtain multi-pet permits; however, such businesses must comply with all zoning, business license, and other requirements of the Hanford Municipal Code.

For the purpose of this section the following factors will be considered when determining ownership of the animal.

- A. The feeding on a regular basis of the animal and/or making available food/water in a manner that allows for the feeding of a more than the allowed number of animals; provided however, use of small outdoor bird feeders to feed birds other than ducks and pigeons shall not constitute the feeding of animals.
- B. The animal continually resides within the boundaries of a property.
- C. The animal is allowed into the residence.
- D. The animal has a relationship with the tenant or owner.
- E. The alleged owner having named the animal.
- F. Providing shelter to the animal.
- G. Other factors observed or established by the citing officer

6.12.020 Excessive noise.

An owner will be guilty of an infraction for a noise-related nuisance identified in Section 6.08.020; provided that said owner has been made aware of the conditions constituting the nuisance.

6.12.030 License required.

Every person who owns a dog within the incorporated area of the city, shall secure a license from the Animal Shelter, animal control officer or other authority designated by the city for each such dog over four (4) months of age kept for thirty (30) days or longer. The license shall be

worn by the dog at all times, except as provided in section 6.12.040. Any dog found without a license tag may be taken up and impounded by the animal control officer or peace officer.

Licenses may be obtained for cats but are not required. Obtaining a license for a cat would assist in identifying lost animals. Cats must also be altered and have a rabies vaccination certification to obtain a license. All costs associated with the license are the same as a dog.

6.12.040 Licensing exceptions.

The provisions of this chapter requiring the licensing of dogs shall not apply to the following:

- A. A license need not be secured for a dog which is temporarily brought into the incorporated area of the city by a nonresident. If the dog remains in the city for a period longer than thirty (30) days, it must wear a current license tag from its place of residence;
- B. Dogs brought into the incorporated area of the city exclusively for the purpose of entering the animal in any show or exhibition, and which are actually entered in and kept at such show or exhibition;
- C. Dogs on sale or available for adoption in duly licensed and permitted commercial animal establishments or non-profit animal establishments;
- D. Dogs under the ownership, custody, or control of a commercial animal establishment or non-profit animal establishment duly licensed and permitted under the provisions of [this code](#), when such dogs are removed from an establishment's premises for any reason, shall wear an identification tag attached to their collars, which shall bear the name and address of the establishment. A dog bearing such identification shall be treated in all respects as any other dog in the event of its escape and subsequent impoundment.

6.12.050 Dog License Application.

The dog license required by this chapter may be obtained by submitting proof of the animal having been spayed or neutered, a current rabies vaccination certificate, furnishing the information required herein and paying the proper fee to the Animal Shelter, animal control officer, any person or entity delegated by and under the supervision of the city, or any division of the Kings County Superior Court. The information required for a license form shall contain a brief description of the dog including the name, age, sex, color and breed of the dog, and if the animal is altered or unaltered, and the name, address and telephone number of the owner. The license shall contain a serial number, the expiration date of the license and such other information as the Animal Shelter may determine. The Animal Shelter or the city's designee shall keep a copy of the license form on file in their office and the license form shall be open to public inspection. With each license issued, the Animal Shelter or city designee shall also issue a tag made of some durable material. Said tag shall bear the words "City of Hanford," serial number of the license, and such other information as the Animal Shelter or city designee may determine. The license fee shall be collected at the time the application is submitted to the Animal Shelter or city designee.

6.12.060 Term of license.

Dog licenses shall be valid for a period of one (1), two (2) or three (3) years from the date of issuance, except when an animal's rabies vaccination expires prior to that date.

6.12.070 License fees.

The Animal Shelter, animal control officer, any person or entity delegated by and under the supervision of the city that processes dog license applications pursuant to Section 6.12.050 above shall collect for the city a fee for dog licensing. The city council may, by resolution, establish rates or charges for services provided or licenses issued under the provisions of this chapter.

6.12.080 License fee exemption.

A. Any other provision of this chapter notwithstanding, no charge shall be made for licenses issued for the following:

1. Dogs trained to aide blind, deaf or disabled persons;
2. Dogs used by any governmental agency for the purpose of law enforcement or military services, or dogs retired/honorably discharged from law enforcement/military services;
3. All dogs raised and/or trained for the above purposes.

B. Proof of such use or training shall be provided by the applicant at the time of license application in a form satisfactory to the Animal Shelter or city designee.

6.12.090 Replacing lost or stolen tags.

Whenever a tag issued for the then current year has been stolen or lost, the owner of the animal for which the tag was issued may, upon the payment of a fee in an amount which shall be set by resolution of the city council, obtain a replacement tag for the animal. Fees for replacement tags shall be set by the city council based upon recommendations from the Animal Shelter or issuing authority.

6.12.100 License transferable.

The license and tag issued pursuant to this chapter may be transferred when the ownership of the dog is transferred. The new owner or the previous owner of the dog shall notify the animal control officer or City designee in writing of the change in ownership of the dog, and the name and address of the new owner. If such written notice is not given, the animal control officer or City designee shall send all required notices concerning said dog to the person whose name and address are on file with the animal control officer or city designee.

6.12.110 Affixing license tag.

A current license tag issued pursuant to this chapter shall be securely fastened to a dog's collar or harness which must be worn at all times.

6.12.120 Improper affixing of tags.

It is unlawful for any person to attach a license tag required by this chapter to the collar of any animal except the animal for which it was issued.

6.12.130 Removal of tag.

It is unlawful for any person to remove from a dog, without authority from the owner, except in cases of medical emergency involving that animal, any collar, harness, or other device to which is attached a license tag or to remove such tag therefrom.

6.12.140 Display of tag.

It is unlawful for any person to refuse to show the Animal shelter, any animal control officer, or any peace officer, on request, the license certificate and the tag for any dog kept or remaining within their home or upon any enclosed premises under their immediate control.

6.12.150 Licensing impounded dogs.

A. The Animal Shelter, animal control officer or any city designee shall not release an unlicensed dog to its owner or sell an unlicensed dog to any person, unless the owner or purchaser, respectively, secures the required license, and pays any fees and penalties required.

B. The animal control officer or City designee shall not release to the owner or purchaser any dog whose license has been revoked after a hearing pursuant to Section [6.16.010](#) to [6.16.090](#) unless the owner or purchaser shows proof that he or she has enrolled the dog in a class to retrain the dog or proof that he or she is qualified to retrain the dog and the owner or purchaser signs an agreement that, until the dog is retrained as evidenced by a certificate of successful completion of the training program, it will be securely confined when not under the immediate control of a responsible attendant and that he or she will secure the required license within ten (10) days after he or she is given possession of the dog. It is unlawful for the owner or purchaser to fail to: (a) keep the dog securely confined as agreed; and (b) to fail to secure said license within said ten (10) day period. Any dog which is not so confined or for which said license is not secured within the required ten (10) day period shall be immediately impounded by the animal control officer or City designee and, without further notice, humanely destroyed or sold to a person willing to comply with the above requirements for retraining and confinement of the dog.

6.12.160 Microchip identification and spay/neuter compliance for shelter animals.

A. Animal services shall implant each dog and cat impounded at the Animal Shelter, not previously microchipped, with a microchip identification device. The owner of such dog or cat shall be obligated to pay for the cost associated with the implantation of the

microchip identification device as part of the impound fee. It shall be the owner's responsibility to have correct and current information registered with the city or the city's designee at all times.

B Except as otherwise provided herein, any dog or cat sold, given away or released by the Animal Shelter or city designee shall be spayed or neutered in accordance with Food & Agricultural Code Section 30503, as may be amended. Male and female animals shall be at least 2 months of age and have a weight of at least 2 pounds. An extension of time to perform surgery may be granted by the Animal Shelter if a veterinarian provides a medical determination that the surgery cannot be performed as scheduled and must be postponed. The facility performing the surgery may spay or neuter an animal weighing less than two (2) pounds if by their determination it is safe to perform said surgery. The city, the Animal Shelter, or the city's designee may release an un-spayed or unneutered animal if the party receiving the animal possesses or obtains a breeder's permit and pays the required fees, including, without limitation, the cost of boarding, licensing (in the case of a dog), State fees.

DANGEROUS ANIMALS

Sections:

- [6.16.010](#) Keeping dangerous/vicious animals.
- [6.16.020](#) Definitions.
- [6.16.030](#) Procedure to determine if an animal is dangerous/vicious.
- [6.16.040](#) Impound notice.
- [6.16.050](#) Conduct of hearing.
- [6.16.060](#) Hearing decision.
- [6.16.070](#) Disposition of a dangerous/vicious animal.
- [6.16.080](#) Finding of improper or negligent training, handling or maintenance.
- [6.16.090](#) Violations for maintaining a dangerous/vicious animal.

6.16.010 Keeping dangerous/vicious animals.

It is unlawful for a person to keep a dangerous/vicious animal as the term is defined in Section [6.16.020](#). Any animal which has been found to be dangerous/vicious pursuant to the ordinance code of the city, or of this county, or any other county or city pursuant to any state statute, shall be conclusively presumed to be dangerous/vicious.

6.16.020 Definitions.

Whenever the following terms are used in this chapter, such terms will have the following meanings:

"Business day" means Monday through Friday, excluding official state holidays.

"Dangerous/vicious animal" means an animal determined by the animal control officer to have attacked, bitten or caused injury to any human or other animal.

"Hearing officer" means any person appointed by the city manager to preside over the administrative hearing provided for in this chapter

6.16.030 Procedure to determine if an animal is dangerous/vicious.

A. The animal control officer shall declare any animal to be dangerous/vicious whenever the animal control officer has received evidence that the animal has attacked bitten, caused injury to any human or other animal, or other evidence that the animal is dangerous/vicious. Upon such declaration, the animal control officer shall have the authority to impound the animal pursuant to Section 6.04.040

B. If the animal declared to be dangerous/vicious pursuant to subsection A. is wearing a license tag, the animal control officer shall notify the licensed owner within two (2) business days of impoundment that the animal has been declared dangerous/vicious. The notice shall also include the following:

1. A statement of the facts upon which the declaration was based;
2. Notification that the owner has a right to an administrative hearing to review the animal control officer's determination pursuant to Section [6.16.050](#);
3. Notification that, unless a request for an appeal before the hearing officer is received within five (5) business days of impoundment, the animal will be disposed of pursuant to Section [6.16.070](#); and
4. A copy of the text of [Chapter 6.16](#) and [Chapter 6.24](#). Such notice is required only if the animal is wearing a license tag. The notice, if required by this section, shall be, mailed or delivered to the animal's owner personally or posted in a conspicuous location at the owner's known address or the address provided in the license application.

C. The owner of an animal declared to be dangerous/vicious pursuant to subsection A and impounded pursuant to Section [6.24.030](#) may, within five (5) business days of impoundment, request a hearing by the hearing officer to review the animal control officer's determination that the animal is dangerous/vicious.

D. When a hearing is requested pursuant to subsection C. of this section, the animal control officer shall set a date and time for such a hearing and send a notice thereof by regular mail at least five (5) business days before such date to the owner at the address set forth on his or her request and shall also notify the victim and the hearing officer. The date of such hearing shall not be more than ten (10) business days after the animal control officer's receipt of the request for a hearing.

6.16.040 Impound notice.

Within two (2) business days after an animal which is wearing a license tag is impounded, the animal control officer shall mail a notice of the impounding to the owner of the animal at the address shown on the application for the license which is on file in the office of the Animal Shelter or applicable designee, and advise the owner of the procedure whereby he or she may regain custody of the animal. A fee shall be paid by the owner to the city anytime that the animal control officer transports an animal to the Animal Shelter. A fee for boarding and care of the animal shall also be charged. The fees shall be determined by city resolution based upon the cost of providing the service.

6.16.050 Conduct of hearing.

A. A hearing requested in accordance with Section [6.16.030](#) or held pursuant to Section [6.16.080](#) D., shall be conducted before the hearing officer. The animal control officer shall send notice of this hearing to any victims bitten, attacked or injured by the animal, and to any known witness of such bite, attack, or injury.

B. The hearing shall be open to the public. The owner may be represented by a licensed attorney at law. The hearing officer shall hear all pertinent evidence offered by all interested persons. The technical rules of evidence shall not be applicable to the hearing, except that the hearing officer's decision may not be based wholly on hearsay evidence. The owner and the animal control officer shall each have the right to call and examine witnesses; to introduce exhibits; to cross-examine opposing witnesses on any matter relevant to the issues at the hearing, even though the matter was not covered in the direct examination; to impeach any witness regardless of which party first called him or her to testify, and to rebut the evidence against him or her. If the owner does not testify on his or her own behalf, he or she may be called and examined as if under cross-examination, except where criminal charges under Sections 6.08.060 or [6.16.090](#) are pending against the owner or if it is possible that such charges may be brought against the owner. All persons testifying shall be recorded, either through audio recorder or through a shorthand reporter, at the hearing officer's option, and persons so testifying shall be informed of such recording. The hearing officer shall keep a log of the testimony and documentary evidence received during the hearing, and the documentary evidence submitted to the hearing officer shall be retained by the animal control officer until all appeal periods have elapsed.

C. Any animal which has attacked, bitten or caused injury to a human being or other animal is presumed to be dangerous/vicious and the burden is on the owner to present evidence that the animal is not dangerous/vicious.

D. In making a determination that an animal is or is not dangerous/vicious, evidence of the following shall be considered (not in any specific order of preference):

1. Any previous history of the animal attacking, biting or causing injury to a human being or other animal; however, the lack of any such history shall not be the sole grounds for a determination that the animal is not dangerous/vicious;
2. The nature and extent of injuries inflicted and the number of victims involved;
3. The location where the bite, attack or injury occurred;
4. The presence or absence of any provocation for the bite, attack or injury;
5. The extent to which property has been damaged or destroyed;
6. Whether the animal exhibits any characteristics of being trained for fighting or attack or other evidence to show such training or fighting;
7. Whether the animal exhibits characteristics of aggressive or unpredictable temperament or behavior in the presence of human beings or other animals;
8. Whether the animal can be effectively trained to change its temperament or behavior;
9. The manner in which the animal has been maintained by its owner or custodian;
10. Any other relevant evidence concerning the maintenance of the animal including, but not limited to, evidence that the animal's license had been revoked on a prior occasion pursuant to Section [6.16.060A](#), and the owner was required to partake in training pursuant to Section [6.16.080](#), or meet other obligations of probation; and
11. Any other relevant evidence regarding the ability of the owner or custodian to protect the public safety in the future if the animal is permitted to remain in the city.

6.16.060 Hearing decision.

- A. At the conclusion of the hearing, the hearing officer may determine:
 1. That the animal is not a dangerous/vicious animal and should be returned to its owner;
 2. That the evidence presented at the hearing is insufficient to determine whether the animal is dangerous/vicious, but there is sufficient evidence to determine that the attack, bite or injury was the result of improper or negligent training, handling or maintenance and that the license should be revoked and proper training of the owner and dog be required pursuant to the probationary provisions of Section [6.16.080](#);

3. That the animal is a dangerous/vicious animal and it should be humanely destroyed no sooner than the tenth (10th) business day following the mailing of notice of the hearing officer's decision, pursuant to Section [6.16.070](#) C.

B. The decision of the hearing officer shall be in writing and shall be delivered personally to the owner or mailed to him or her by regular mail at the address appearing on the request for hearing. A copy of the decision shall be mailed to the animal control officer. If the decision concludes that the animal is dangerous/vicious, the decision shall include the following notification:

"This decision is final. The animal's owner may seek judicial review of this decision by filing a petition for writ of mandate with the Kings County Superior Court, pursuant to Hanford Municipal Code Section [6.16.060](#) C. and California Code of Civil Procedure section 1094.6. If you file such an action, you must also notify the animal control officer in writing. If no such petition is filed and no written notice is received by the animal control officer within ten (10) business days of the date this decision is mailed to you, the animal control officer will order the destruction of the animal in a humane manner."

C. The decision of the hearing officer shall be considered the final decision. The animal's owner may seek judicial review of the hearing officer's decision by filing a petition for writ of mandate with the Kings County Superior Court, pursuant to the applicable provisions of California Code of Civil Procedure Section 1094.6.

6.16.070 Disposition of a dangerous/vicious animal.

A. It is unlawful for any person to own, possess, harbor or keep any animal declared to be dangerous/vicious.

B. Any animal declared to be dangerous/vicious, if not already impounded, shall be immediately surrendered to the animal control officer, and it is the duty of the animal control officer to take up and impound any such animal.

C. Any animal declared to be dangerous/vicious shall be humanely destroyed. The animal control officer shall sign an order authorizing the destruction of the animal immediately upon occurrence of any of the following:

1. Expiration of five (5) business days from the date of impoundment without receipt by the animal control officer of a request for appeal pursuant to Section [6.16.030](#) C;

2. Expiration of ten (10) business days from the mailing of a hearing officer's decision that the animal is dangerous/vicious pursuant to Section [6.16.060](#) A.3., unless the owner has filed an action with the Kings County Superior Court seeking judicial review pursuant to Section [6.16.060](#) C;

3. Expiration of ten (10) business days following the entry of an order by the Kings County Superior Court upholding the decision of a hearing officer that the animal is dangerous/vicious.

6.16.080 Finding of improper or negligent training, handling or maintenance.

If it is determined that the animal is not dangerous/vicious, but that the bite, attack or injury was the result of improper or negligent training, handling or maintenance, then the following conditions will be enforced:

- A. Training will be required of the owner and the animal, and the hearing officer, in consultation with the animal control officer, shall set a probationary period and shall set the terms and conditions of the training and other tasks to be completed by the owner during such period;
- B. The current license will be revoked and a "provisional" dog license will be issued during the probationary period;
- C. After submission of evidence to the animal control officer of successful completion of the probationary period, the dog shall have its license reinstated for the remaining time as specified under Section 6.12.060.
- D. Any violation of the probation terms set forth by the hearing officer will result in immediate impoundment. Within ten (10) business days of such impoundment, the animal control officer shall set a hearing with the hearing officer for the purpose of making a new determination whether the animal is dangerous/vicious, and shall notify the animal's owner of such hearing. All of the evidence of the previous hearing or hearings as well as new evidence regarding the violation of the probation terms shall be considered by the hearing officer. The hearing shall be conducted in the manner specified in Section [6.16.050](#). At the conclusion of the hearing, the hearing officer may either establish new probation terms or determine that the animal is dangerous/vicious, in which case the hearing officer shall give the owner a written determination pursuant to Section [6.16.060](#)

6.16.090 Violations for maintaining a dangerous/vicious animal.

In any case wherein an animal attacks, bites or injures a human being or another animal, then such act shall constitute a separate and distinct violation. Any person whose animal attacks, bites or injures a human being or attacks another animal, shall be guilty of a misdemeanor.

RABIES

Sections:

- [6.20.010](#) Rabies vaccination required
- [6.20.020](#) Animal showing signs of rabies.
- [6.20.030](#) Isolation of rabid animals and clinically suspected rabid animals.

[6.20.040](#) Animals biting persons.

[6.20.050](#) Animals in contact with rabid animals.

[6.20.060](#) Violation of quarantine.

6.20.070 Redemption of isolated animals.

6.20.010 Rabies vaccination required

- A. Primary immunization. Every person owning, harboring or keeping any dog or cat shall, within thirty (30) days after such dog or cat attains the age of four (4) months, cause it to be vaccinated against rabies. This immunization shall be known as the primary immunization.
- B. Revaccination intervals. Dogs and cats shall be revaccinated one year after the primary immunization. Such dogs and cats shall then be revaccinated at least every three (3) years thereafter.
- C. Approval of vaccine. All rabies vaccines shall be approved by the California Department of Health.

6.20.020 Animal showing signs of rabies.

Whenever the owner of an animal observes or learns that such animal shows symptoms of rabies or acts in a manner which would lead to a reasonable suspicion that it may have rabies, such person shall immediately notify the county health officer. Said person shall thereafter allow the health officer or their representative to make an inspection or examination of said animal.

6.20.030 Isolation of rabid animals and clinically suspected rabid animals.

The animal control officer or Animal Shelter shall take up and place in isolation any rabid animal or suspected rabid animal, whether licensed or not, which, in the opinion of a veterinarian or county health officer, displays symptoms suggestive of rabies. Such animals shall be isolated in strict confinement at the Animal Shelter, veterinary hospital, or other adequate facility in a manner approved by the health officer, and said animal shall not be destroyed or released from confinement for at least ten (10) days after the onset of symptoms suggestive of rabies. Such isolation may be longer under the advice of the county health department or veterinarian. At the expiration of the confinement, any animal confined shall be released upon payment of fees, and, if in the opinion of a licensed veterinarian or county health officer, the animal does not have rabies.

6.20.040 Animals biting persons.

Whenever the owner of an animal has knowledge that such animal has bitten any person, the owner shall immediately report that fact to the county health officer and report the name and

address of the person bitten and the time and place that such person was bitten. Upon learning of a dog bite, the animal control officer shall take up, impound and isolate, for at least ten (10) days following the date of the alleged bite, any animal of a type subject to rabies that is reported to have bitten any person whether or not that animal displays any symptoms suggestive of rabies. However, any person 18 years of age or older may make a written request to the county health officer for the isolation of such biting animal either in an alternate licensed veterinary clinic or animal kennel at the expense of the owner or upon the private premises of the person making the request. If such request is approved, the animal shall be strictly confined. If the quarantine is upon the premises of the owner of the animal, the animal shall be confined within a locked enclosure so constructed that the animal cannot escape or have contact with any other animal or human being other than the person responsible for its care or, at the discretion of the health officer, the animal may be kept under restraint by leash in charge of a responsible person, or under such restrictions as the health officer may prescribe. Said animal shall be kept in quarantine until the health officer gives written authorization for the release of the animal from quarantine. The animal control officer shall post such private premises, in a conspicuous place thereon, with notice that an animal is being confined thereon to be observed for rabies. If in the opinion of any licensed veterinarian or county health officer the animal does not have rabies, the animal shall be released from isolation. Any animal bitten by another animal may be isolated in accordance with the above provisions for a period not to exceed six (6) months. Upon termination of the isolation period, animals isolated in the Animal Shelter shall be released upon payment of the fees set forth by council resolution.

6.20.050 Animals in contact with rabid animals.

Any animal of a species subject to rabies which has been bitten by a known or suspected rabid animal, or has been in intimate contact with a rabid or suspected rabid animal, shall be quarantined by the owner in a place and manner approved by the health officer, for a period of up to six (6) months or destroyed; provided, however, that the following alternatives are permitted in the case of dogs and cats: If the dog or cat has been vaccinated against rabies within three (3) years but not less than thirty (30) days with a live virus vaccine, or within one (1) year but not less than thirty (30) days with a killed virus vaccine, as those types of vaccines are defined in Section 2606 et seq., of Title 17 of the California Administrative Code, the dog or cat may be revaccinated in a manner approved by the health officer and quarantined in a place and manner approved by the health officer for a period of thirty (30) days.

6.20.060 Violation of quarantine.

When any animal is quarantined by the county health officer, it is unlawful for the owner of the animal to violate the quarantine by removing said animal from the premises where it is quarantined, allowing it to run at large, destroying it without authorization from the health officer, concealing it from the health officer, or disobeying any of the quarantine restrictions which have been imposed by the health officer. Any such animal, whether licensed or unlicensed, not continuously confined as required shall be taken up forthwith by the animal control officer and confined in accordance with this chapter.

6.20.070 Redemption of Isolated Animals.

Following the determination that an animal is not rabid, any animal isolated in the Animal Shelter as provided for under this chapter may be redeemed by the owner by paying to the Animal Shelter, or designee, all applicable fees and by obtaining any necessary license. Any animal which is not so redeemed within seventy-two (72) hours shall be deemed to have been abandoned and shall be disposed of as provided for by Animal Shelter regulations.

IMPOUNDING ANIMALS

Sections:

- [6.24.010](#) Impounding animals running at large.
- [6.24.030](#) Impounding biting or attacking animals.
- [6.24.040](#) Violation of quarantine.
- [6.24.050](#) Notice to owner of impounded licensed animal.
- [6.24.060](#) Redemption of impounded animals.
- [6.24.070](#) Fees for impounding and keeping animals.
- [6.24.080](#) Sale and destruction of impounded animals wearing tags.
- [6.24.090](#) Sale and destruction of impounded animals not wearing tags.
- [6.24.100](#) Sale of impounded animals--Receipts.
- [6.24.110](#) Duty of animal control officer or City designee to accept stray and/or abandoned dogs and cats.
- [6.24.120](#) Dogs and cats at large--Private property.
- [6.24.130](#) Delivery of dogs and cats to animal control officer or City designee by private persons.
- [6.24.140](#) Care of animals while impounded.
- 6.24.150 Responsibilities of cat owners regarding stray cats.
- 6.24.160 Unattended animal.
- 6.24.010 Impounding animals running at large.**

A. The Animal Shelter, any animal control officer, or any peace officer, shall impound dogs which are found running at large within the incorporated area of the city whether or not they are wearing a license tag. When such a dog is taken up by an animal control officer or a peace officer, the officer shall, in the officer's reasonable discretion, have the option of delivering the animal to the Animal Shelter or maintaining the animal in a temporary holding cage if the dog is wearing a license tag and the owner takes possession of the animal during a period of time that the officer finds reasonable. All such dogs shall be impounded in the designated city Animal Shelter.

B. Any animal found running at large that poses a safety hazard may be impounded by animal control, and if the animal lacks a license tag, the animal will be taken to the Animal Shelter.

6.24.030 Impounding biting or attacking animals.

A. The Animal Shelter, any animal control officer, or any peace officer shall have the power to summarily and immediately impound a dog or other animal where there is evidence it has attacked, bitten or injured any human being or other animal. The animal control officer or peace officer may enter and inspect private property to enforce the provisions of this section, provided such entry or inspection is conducted in a manner consistent with state and federal constitutional provisions. It is unlawful for any person to fail to surrender to the Animal Shelter, any animal control officer, or any peace officer, upon demand, a dog or other animal which is being impounded pursuant to this section.

B. Any dog or other animal impounded pursuant to this section may be permanently identified by the Animal Shelter, or designee, by means of photo identification and license number prior to release from impound or confinement.

C. The animal control officer and the owner of the animal impounded pursuant to this section, in addition to complying with this chapter and [Chapter 6.16](#), shall also observe the provisions of [Chapter 6.20](#) (pertaining to quarantine of animals suspected of being rabid).

6.24.040 Violation of quarantine.

It is unlawful for any person to suffer or permit any dog, cat, animal or household pet owned, harbored or controlled by them to violate any written quarantine notice. Any person who violates such written notice shall be guilty of a misdemeanor.

6.24.050 Notice to owner of impounded licensed animal.

Within two (2) business days after an animal which is wearing a license tag is impounded under this chapter, the Animal Shelter, or designee, shall mail a notice of the impounding to the owner at the address shown on the application for the license which is on file with the animal control officer or City designee, and advise the owner of the procedure whereby he or she may apply to regain custody of the animal. The owner of an animal declared dangerous/vicious pursuant to Section [6.16.030](#) shall be notified pursuant to this section.

6.24.060 Redemption of impounded animals.

A. The owner of any animal impounded, other than pursuant to Section [6.24.030](#) and [Chapter 6.16](#), may, except as otherwise provided by law, redeem the animal at any time prior to its sale or destruction, and must do so in compliance with subsection C. below.

B. The owner of any animal impounded pursuant to Section [6.24.030](#) may redeem the animal only upon written determination by a hearing officer, pursuant to [Chapter 6.16](#), that the animal is not dangerous/vicious, or upon failure of the animal control officer to establish a hearing date pursuant to Section [6.16.030](#) D. In either case, the owner of the animal must apply for redemption in compliance with subsection C. below.

C. A person desiring to redeem an animal shall deliver to the Animal Shelter an application for redemption and a statement in a form prescribed by the Animal Shelter which shall contain a description of the animal to be redeemed, the name and address of the claimant, and the statement that he or she is the owner of the animal to be redeemed. If the Animal Shelter determines that the animal may be redeemed pursuant to Subsection A. or B. above, the Animal Shelter shall issue to such person a written statement containing the name and address of the claimant, a description of the animal redeemed, the date on which the animal was impounded, and accrued fees, and said statement shall serve as a certificate of redemption and receipt for the fees paid.

D. Any animal impounded three (3) or more times within a one (1) year period will not be released to its owner unless: (i) the owner has his/her residence inspected by the animal control officer within ten (10) business days of the animal control officer's mailing of the impound notice the owner; and (ii) the animal control officer finds that no deficiencies exist which would allow the animal to escape. As a condition of releasing such an animal to its owner, the owner must pay all fees and fines associated with the impoundment of his/her animal, including, without limitation, the housing and care of the animal. If the deficiencies are not corrected within such ten (10) business day period or the owner is unable to pay the required fees, the animal may be put up for adoption or humanely destroyed.

6.24.070 Fees for impounding and keeping animals.

The owner of an animal which has been impounded shall pay to the Animal Shelter an impounding fee as set by resolution of the city council in an amount to be recommended by the Animal Shelter.

6.24.080 Sale and destruction of impounded animals wearing tags.

A. Unless an animal wearing a license tag has been redeemed within six (6) business days after being impounded, or unless it is being held pending a hearing pursuant to [Chapter 6.16](#), it may be sold by the Animal Shelter or destroyed by the Animal Shelter or designee in a humane manner. No animal which has been declared a dangerous/vicious animal pursuant to [Chapter 6.16](#) shall be sold pursuant to this section, nor shall any animal which has been impounded pursuant to Section 6.16. and subsequently found not dangerous/vicious but improperly trained,

handled or maintained, be sold except to a person who is willing to properly train, handle and maintain the animal, as determined by the Animal Shelter.

B. If the owner of an animal gives permission in writing to do so, the animal may be sold or destroyed at any time after it is delivered to the Animal Shelter, provided that no animal held pursuant to [Chapter 6.16](#) shall be sold even with the permission of the owner.

C. Nothing in this Section shall prevent the Animal Shelter from keeping an animal for a longer period of time in accordance to its policies and practices.

6.24.090 Sale and destruction of impounded animals not wearing tags.

A. Unless an animal which is not wearing a license tag has been redeemed within four (4) business days after being impounded, not including the day of impoundment, or unless it is being held pending a hearing pursuant to [Chapter 6.16](#), it may be sold to the public or destroyed in a humane manner by the Animal Shelter or designee. No animal which has been declared a dangerous/vicious animal pursuant to [Chapter 6.16](#) shall be sold pursuant to this section, nor shall any animal which has been impounded pursuant to Section 6.16 and subsequently found not dangerous/vicious but improperly trained, handled or maintained, be sold except to a person who is willing to properly train, handle and maintain the animal, as determined by the Animal Shelter or designee.

B. If the owner of an animal gives permission in writing to do so, the animal may be sold or destroyed in accordance with subsection A, of this section at any time after it is delivered to the Animal Shelter, provided that no animal held pursuant to [Chapter 6.16](#) shall be sold even with the permission of the owner.

C. Nothing in this Section shall prevent the Animal Shelter from keeping an animal for a longer period of time in accordance to its policies and practices.

6.24.100 Sale of impounded animals--Receipts.

When a dog, cat or other animal is sold by the Animal Shelter pursuant to the provisions of this chapter, the Animal Shelter shall deliver to the purchaser of said dog, cat or other animal, a statement in writing containing a description of the animal, the date of sale, and the amount of the purchase price. All sales shall convey a good and valid title to the purchaser, and the previous owner of the animal shall thereafter be barred from all right to recover said animal.

6.24.110 Duty of animal control officer or City designee to accept stray and/or abandoned dogs.

It shall be the duty of the animal control officer or City designee to receive and impound from the public all dogs believed to be stray, abandoned by their owners, or running at large within the city.

6.24.120 Dogs at large--Private property.

Any dog found at large on any private property in the city may be taken up by the owner or possessor of the property and delivered to the Animal Shelter.

6.24.130 Delivery of dogs to Animal Shelter by private persons.

Every person taking up any dog under the provisions of this title, and every person finding any lost, stray or abandoned dog shall, within twenty-four (24) hours thereafter, give notice thereof to the Animal Shelter, animal control officer or City designee and every such person in whose custody such dog may in the meantime be placed, may surrender such animal to the Animal Shelter without fee or charge.

6.24.140 Care of animals while impounded.

The Animal Shelter shall provide all animals in its custody with proper food and water, and shall give them all necessary care and attention. The Animal Shelter shall charge a fee at the time an impounded animal is redeemed by its owner or person having custody, or may charge these fees at such time an unclaimed animal is sold.

6.24.150 Responsibilities of cat owners regarding stray cats.

It shall be unlawful for any owner of any cat to permit such cat to run free outside the residence of its owner or keeper unless such cat has been:

- A. Neutered or spayed to prevent procreating;
- B. Immunized against rabies;
- C. Appropriately tipped on the ear to signify that the cat has been altered and immunized. In lieu of ear tipping the cat owner may license the cat per 6.12.030 and attach the supplied license on the collar of the cat.

6.24.160 Unattended animal.

No person shall leave a dog or other animal in any unattended motor vehicle without adequate ventilation, sanitary conditions or in such a manner as to subject the dog or other animal to extreme temperature which adversely affects the health or safety of the dog or other animal.

6.24.170 Feeding of feral cats.

It shall be unlawful for any person to feed a feral cat where such feeding causes a nuisance to neighbors or businesses or creates a condition contrary to the health, safety, and welfare of the community. A person intending to feed a feral cat must first participate in a trap, neuter, and return program associated with a State of California licensed veterinarian or an established non-profit organization involved in the shelter, care or placement of feral cats and such organization is recognized by the Hanford Police Department and/or Kings County animal shelter.

It is unlawful for feral or stray cats to be fed on city owned property without written permission from the Hanford Police Department.

COMMERCIAL ANIMAL REGULATIONS

Sections:

[6.28.010](#) Commercial animal establishments.

[6.28.020](#) Breeder permit and advertising.

[6.28.030](#) Multi-pet permit.

[6.28.040](#) Permit requirements

6.28.050 Reporting of dog/cat records.

6.28.010 Commercial animal establishments, non-profit animal establishments, and veterinary hospitals.

A. It is unlawful for any person, firm, corporation, or association to erect, establish or maintain any commercial animal establishment, non-profit animal establishment, or veterinary hospital, without first obtaining from the city: (i) a business license; and (ii) a special use permit, if applicable. The requirement to obtain a business license shall be in addition to any breeder or other permits that may be required by this Code. After inspection and approval of the conditions of the commercial animal establishment, non-profit animal establishment, or veterinary hospital by the Animal Shelter, animal control officer, or city designee, the required business license and special use permit, if applicable, may be issued by the city.

B. Every person within the city who owns, conducts, manages, or operates any commercial animal establishment, non-profit animal establishment, or veterinary hospital shall, in addition to satisfying license and permit requirements, comply with each of the following ongoing conditions:

1. Housing facilities shall be structurally sound and shall be maintained in good repair to protect animals from injury and restrict entrance of other animals;
2. All animals and all animal buildings or enclosures shall be maintained in a clean and sanitary condition;
3. All animals shall be supplied with sufficient good and wholesome food and water as often as the feeding habits of the respective animals require;
4. Animal buildings and enclosures shall be so constructed and maintained as to prevent escape of animals;

5. All reasonable precautions shall be taken to protect the public from the animals and the animals from the public;
 6. Every building or enclosure wherein animals are maintained shall be properly ventilated to prevent drafts and to remove odors. Heating and cooling shall be provided as required according to the physical needs of the animals;
 7. All animal rooms, cages, and runs shall be of sufficient size to provide adequate and proper housing for animals kept therein;
 8. All animal runs shall be of concrete and provided with adequate drainage into an approved sewer or individual sewer disposal installation;
 9. All animals shall be taken to a licensed veterinarian for an examination and treatment if so ordered by the animal control officer;
 10. Every violation of applicable regulations shall be corrected within a reasonable time to be specified by the animal control officer;
 11. Commercial animal establishments, non-profit animal establishments, and veterinary hospitals shall comply with all other applicable city codes and ordinances;
 12. All commercial animal establishments, non-profit animal establishments, and veterinary hospitals may be inspected from time to time by an animal control officer to investigate any complaints of violations of the provisions of this chapter.
- C. Failure to comply with any one of the foregoing conditions shall be deemed just cause for the denial or revocation of any business license, special use permit, or any other permit or license issued by the city under which the commercial animal establishment or veterinary hospital operates, whether original or renewal, and/or the issuance of a citation for violations pursuant to provisions of this chapter.

6.28.020 Breeder permit and advertising.

- A. It is unlawful for any person to breed dogs and/or cats for sale or profit or to advertise for the sale or adoption of such animals without first obtaining a breeder permit.
- B. The fees for a breeder permit shall be set by resolution of the city council and must be submitted to the animal control officer for the breeding of dogs or cats, as well as advertising for the sale or adoption of dogs and cats that are bred within the city limits. Breeding permit requirements are as follows:
 1. No offspring can be sold or adopted until eight (8) weeks of age;
 2. No offspring can be sold or adopted until vaccinated against common diseases;

3. The breeder permit holder must identify his/her/its permit number when advertising the animals for sale or adoption.

C. It is unlawful for any person to advertise for the sale or adoption of a litter of dogs or cats in the city without including in the advertisement a city breeder permit number.

D. A breeder permit shall be in addition to other requirements and conditions that must be satisfied under this code in order to undertake animal breeding operations within the city (e.g., city business permit, special use permit, etc.).

6.28.030 Multi-pet permit.

It is unlawful for any person(s) or entity that is not a commercial animal establishment, non-profit animal establishment, or veterinary hospital, to own, maintain, or harbor on a single property within the city more than the maximum number of animals identified in Section 6.12.010 of this Code without first obtaining a multi-pet permit from the animal control officer or city designee. The issuance of the permit shall be at the discretion of the animal control officer or city designee who shall take into consideration the manner in which the animals are housed, sanitation and noise factors.

6.28.040 Permit requirements.

A. Application for all breeder or multi-pet permits pursuant to this chapter shall be filed with the, animal control officer or city designee on a form prescribed by the city. Fees charged for these permits shall be set by resolution of the city council as recommended by the Animal Control Officer or city designee. Permits shall be issued for the calendar year or any part thereof and are effective from January 1st of each year and expire on December 31st of that same year. If a permit is issued during a month other than January, the permit fee shall be prorated with respect to the month during which issuance occurs (e.g., the permit fee for a permit issued in February will be 11/12ths of the full annual fee). Renewal and payment of the permit is due and payable on January 1st of each year. The city designee shall collect a delinquent penalty in an amount equal to the amount as established for license penalties.

B. The failure to obtain the appropriate permit is punishable as an infraction as set forth herein.

C. Any or all of the permits within this code may be immediately suspended for any violations of the conditions of this title.

6.28.050 Reporting of dog/cat records.

Every commercial animal establishment, holder of a breeder permit, and others who sell/adopt animals for consideration must keep permanent records of all dogs/cats sold/adopted and forward such information on a monthly basis to the animal control officer or city designee for licensing and confirmation of rabies vaccination.



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020	AGENDA SECTION: F
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SUBJECT:

Approval of a new Contract for Janitorial Services with Miller's Building Maintenance for an annual contract amount of \$56,400.

RECOMMENDATION:

That the City Council, by motion, approve a new Contract for Janitorial Services with Miller's Building Maintenance for an annual contract amount of \$56,400.

BACKGROUND:

With the start of the new fiscal year July 1, 2020, The Hanford Police Department will be contracting with a private company for janitorial services at its three (3) buildings located at 425 N. Irwin Street, 416 North Douty Street, and 422 N Douty Street.

City staff obtained three quotes from local providers and the lowest quote was from Miller's Building Maintenance. The proposals are attached to this report for reference and the quotes are outlined below:

<u>Contractor</u>	<u>Cost Per Month</u>
Miller's Building Maintenance	\$4,700
Daval Building Maintenance	\$5,890
All Clear Cleaning	\$11,400

In addition to being the lowest responsive quote, Miller's Building Maintenance is a locally owned and operated business.

General services to be completed by Miller's Building Maintenance will be:

- Dust office furniture, counter tops, ledges, handrails, picture frames, telephones etc.
- Empty all waste baskets/replace liners in wastebaskets only as needed.
- Spot clean walls, glass, doors, door frames, and partitions.
- Vacuuming the carpet.

- Spot clean carpet as needed.
- Sweep and dust mop hard flooring.
- Mop Floors

Restroom Service will be completed. Miller's Building Maintenance will:

- Empty all waste paper receptacles and replace liners as needed.
- Empty any other waste receptacles in restrooms.
- Polish all metal and mirrors.
- Clean and disinfect washbasin's, toilet bowls and urinals.
- Disinfect underside and top of toilet seats.
- Clean floors with germicidal solution; Clean tile walls and toilet partitions.
- Clean all dispensers.
- Refill soap, towels, toilet tissue and seat cover dispensers. (Supplies to be ordered, paid for, stocked and brought to facility by Miller's Building Maintenance)

This is a new way of maintaining city facilities in an effort to keep City personnel costs to a minimum. This contract includes all cleaning supplies and toiletries to be provided by Millers Building Maintenance, but since this is the first private contract for these types of services, there may be some additional costs over the course of the contract. Staff will provide an update to Council during the Mid-year budget presentation to evaluate the success of the private service over the first 6 months of the contract.

FISCAL IMPACT:

The annual cost for this service will be \$56,400.00 and will provide \$1,111 in salary savings to the general fund, in lieu of adding another position to the City's facilities maintenance staff, and will also save thousands more on janitorial supplies, which are included in the contract.

ATTACHMENTS:

HPD Cleaning Proposal

Daval Maint Quote

all clear cleaning proposal hpd

MILLER'S BUILDING MAINTENANCE EST. 2005

Brandon Miller Owner/Operator
 350 W. Harold Griswold Way, Hanford, CA 93230
 Phone (559) 816-5823
 BL# 90886435/Insured

PROPOSAL

Brandon James Miller
 Dba Miller's Building Maintenance
 350 W. Harold Griswold Way
 Hanford, CA 93230
 (559)816-5823

Services to be provided at:
 Hanford Police Department
 425 N. Irwin Street
 Hanford, CA 93230

We hereby propose to perform the labor necessary for completion of routine janitorial work at the above listed location(s) five (5) nights per week.

Routine Daily Janitorial Work Shall Include:

General services will be completed. Miller's Building Maintenance will:

- Dust office furniture, counter tops, ledges, handrails, picture frames, telephones etc.
- Empty all waste baskets/replace liners in wastebaskets only as needed.
- Spot clean walls, glass, doors, doorframes, and partitions.
- Vacuuming the carpet.
- Spot clean carpet as needed.
- Sweep and dust mop hard flooring.
- Mop Floors

Restroom Service will be completed. Miller's Building Maintenance will:

- Empty all waste paper receptacles and replace liners as needed.
- Empty any other waste receptacles in restrooms.
- Polish all metal and mirrors.
- Clean and disinfect washbasins, toilet bowls and urinals.
- Disinfect underside and top of toilet seats.
- Clean floors with germicidal solution; Clean tile walls and toilet partitions.
- Clean all dispensers.
- Refill soap, towels, toilet tissue and seat cover dispensers. (Supplies to be ordered, paid for, stocked and brought to facility by Miller's Building Maintenance)

All work will be performed in accordance with the specifications listed above five (5) nights per week for the sum of four thousand seven hundred (4700) dollars per month.

If accepted, payment shall be made as follows: Miller's Building Maintenance to submit monthly invoices. Invoices shall be paid within thirty (30) days of submission. Thank you very much for the opportunity to provide you a proposal for this property and we await your reply.

Respectfully Submitted: Brandon Miller, Miller's Building Maintenance

Date: 06/05/2020

Thank you!



June 2020,

This proposal between Daval Building Maintenance and Hanford Police Department provides for the following services and terms listed below.

Service (5) days a week, Mon thru Friday

Daily services:

1. Empty all waste receptacles
2. Vacuum carpets and floors
3. Spot clean desks, tables, counters
4. Clean break room tables, sinks, counters, chairs, tables
5. Clean bathrooms toilets, urinals, sinks, mirrors, dispensers, replenish all dispensers
6. Clean glass doors, spot clean window partitions
7. Dust mop and damp mop all floors

Weekly:

1. Dust office, desks, computers, file cabinets, shelves, window sills, tables, wall fixtures, etc.
2. Blow off entrance and back parking lot

Monthly:

1. High dust to remove dust and cobwebs
2. Clean baseboards
3. Clean bathrooms walls and stalls
4. Spot clean doors and light switch plates

Next

Attachment: Daval Maint Quote (Contract for Building Maintenance)

Notes: All cleaning supplies equipment and toiletries will be provided by Daval Building Maintenance. This agreement continues on a month to month basis and may be terminated by either party upon a (30) day written notice.

Monthly fee_____ \$5,890

Daval Building Maintenance

Hanford police Department

Attachment: Daval Maint Quote (Contract for Building Maintenance)

ALL CLEAR CLEANING PROPOSAL FOR SERVICES

For Independent Contractors

OVERVIEW

All Clear Cleaning is pleased to submit this proposal for services to support the Hanford Police Department. All Clear Cleaning is a family run company with experience, focus, and drive. All Clear Cleaning is committed to improving the customer experience and safety through a clean environment.

Even though All Clear Cleaning is a smaller team you still get experience. Working as a sub custodian for Hanford Elementary has given All Clear Cleaning the experience and safety training necessary to succeed. All Clear Cleaning is fully licensed and insured with a million dollar policy and safety is one of the utmost priorities.

OUR SERVICES

All Clear Cleaning specializes in providing professional janitorial services for commercial buildings. Your service is customized based on building floor plan and customer needs. Experience and equipment allow All Clear Cleaning to deal with high traffic areas, floors, restrooms, windows, and more. All of this leads to your guaranteed satisfaction.

Consultation

All Clear Cleaning starts all customer relationships with a walkthrough of your building. This is to discuss your specific needs and develop a service plan tailored specifically for you.

Janitorial Services

Janitorial Services Offered
Cleaning of floors, and carpet
Sanitizing and dusting

Attachment: all clear cleaning proposal hpd (Contract for Building Maintenance)

Restroom Cleaning
Trash/garbage removal and recycling
Parking lot cleaning
Window and blind cleaning

YOUR JANITORIAL CLEANING SERVICE

The following plan is a result of our initial consultation. This janitorial service plan is designed to provide you with safety and peace of mind, as well as address your concerns and needs. That is why dusting, vacuuming, and consistency will be a priority with your service. Daily dusting, vacuuming, sweeping, mopping, dumping trash, and cleaning restrooms will be taken care of. On an as needed basis restocking paper supplies, cleaning parking lot, and knocking down cobwebs will be attended to. All provisions of paper supplies, soap, and hand sanitizer will be provided by All Clear Cleaning. All cleaning tools and equipment will be provided by All Clear Cleaning, some equipment being stored on the property of the Hanford Police Department.

Frequency

All Clear Cleaning will service Hanford Police Department 5 days a week, Monday-Friday, to guarantee cleanliness and consistency.

Pricing

Here is the pricing estimate for services that suit your needs and includes the buying of all supplies. All Clear Cleaning takes pride in providing pricing that is extremely fair and affordable. With this service we will charge per building. **Main PD \$260, One Story \$120, Two story \$190 per cleaning. For 3 buildings daily the total is \$570**

Billing will be based on how many cleanings took place that month.

A typical month with 20 weekdays totals \$11,400

Thanks for your consideration!



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020

AGENDA SECTION: G

SUBJECT:

Public Works: Approval of the Notice of Completion for the FY 15/16 Minor Water Main Project and authorize the Mayor to execute and the City Clerk to attest and file said Notice with the Kings County Recorder's Office.

RECOMMENDATION

That the City Council, by motion, approve the attached Notice of Completion for the FY 15/16 Minor Water Main Project and authorize the Mayor to execute and the City Clerk to attest and file said Notice with Kings County Recorder's Office.

BACKGROUND

On October 4th, 2020 Council awarded the FY 15-16 Minor Water Main Project to Todd Companies of Hanford CA. This project consisted of the replacement of old 4" and 6" cast iron mains, which did not meet city standards for fire protection and/or for delivery of water to consumers. The water main in the alley between Seventh and Eighth Street; from Redington Street to Green Street, was replaced, including all necessary appurtenances to make the system fully operational.

There were (10) contract change orders on this project, which are summarized as follows;

- Add 8" Cross Tee
- Extend Contract Completion Time
- Upsized (2) Meter Services
- Trench Compaction Alternative(s)
- Size Correct Fitting to Match Actual Pipe Size
- Remove existing concrete & AC, Repair / Replace
- Remove, Haul Off and Replace Asphalt Between V Gutter and Main Trench
- Install Off Set Around Conflicting Utilities, Install New Meter Box & Cancelled Tie-in On Brown Street.
- Remove Steel & Clay Pipe from Trench & Replace Concrete V- Gutter Deficiency

- Force Account(s), Credits & Balance of Quantities - Project Close Out

The total amount of the contract change orders resulted in an overall net decrease in the final contract price of **\$-55,018.14**. A copy of the Final Project Construction and Finance History is attached. This project was fully funded out of the Water Fund and the remaining funding, which was allocated for this project, will remain in the Water fund.

FISCAL IMPACT:

The FY 15/16 Water Capital Improvement Program Budget provides \$275,000 for construction, including contingency. The FY 19/20 Water Capital Improvement Program Budget provides \$660,000 for construction, including contingency. An additional appropriation of \$118,900 is required to fully fund the project for a total budget funding of \$1,053,900.00

The total cost to complete the project was \$899,392.66. Attached are the Final Project Construction and Finance History for Council review.

ATTACHMENTS:

NOC FINANCIAL REPORT

NOC - Recording Original

FINAL PROJECT CONSTRUCTION AND FINANCE HISTORY

PROJECT: FY 15/16 Minor Water Main Project

CONTRACTOR: JT2 Inc. DBA Todd Companies
1701 N. Clancy Court | PO Box 6820
Visalia CA 93290

CONTRACT DATES:	Bid Date	August 10, 2019
	Council Award	October 1, 2019
	Contractor Started Work	January 13, 2020
	Contract Time of Completion	February 28, 2020
	Contractor Completed Work	April 17, 2020

CONTRACT CHANGE ORDERS:

1. **Change Order No.1:** Add 8" Cross Tee
2. **Change Order No.2:** Extend Contract Completion Time
3. **Change Order No.3:** Upsize (2) Meter Services
4. **Change Order No.4:** Trench Compaction Alternative(s)
5. **Change Order No.5:** Size Correct Fitting to Match Actual Pipe Size
6. **Change Order No.6:** Remove existing concrete & AC, Repair / Replace
7. **Change Order No.7:** Remove, Haul Off and Replace Asphalt Between V Gutter and Main Trench
8. **Change Order No.8:** Install Off Set Around Conflicting Utilities, Install New Meter Box & Cancelled Tie-in On Brown Street.
9. **Change Order No.9:** Remove Steel & Clay Pipe from Trench & Replace Concrete V-Gutter Deficiency
10. **Change Order No. 10 FINAL:** Force Acct(s), Credits & Balance of Quantities – Project Close Out

FINANCIAL HISTORY:

<u>SOURCE OF BUDGET FUNDING</u>	AMOUNT
FY 15/16 Water Capital Improvement Program Budget	\$ 275,000.00
FY 19/20 Water Capital Improvement Program Budget	\$ 660,000.00
Additional Appropriation – Water Capital Reserve	\$118,900.00
 Total Budget Funding	 \$ <u>1,053,900.00</u>

CONSTRUCTION COSTS

Contract – Total Bid Award	\$ 941,179.00
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CCO #1	\$ 2,664.00
CCO# 2	\$ 0.00
CCO# 3	\$ 0.00
CCO# 4	\$ 0.00
CCO#5	\$ 0.00
CCO#6	\$ 3,581.00
CCO#7	\$ 1,460.00
CCO#8	\$ 3,025.80
CCO#9	\$ 2,501.00
CCO#10	-\$55,018.14

Total Construction Cost	\$ 899,392.66
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Fund Balance	\$ <u>154,507.34</u>
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RECORDING REQUESTED BY:
CITY OF HANFORD

When recorded return to:

City Clerk
City of Hanford
315 North Douty Street
Hanford, California 93230-3951

G.C. 27361.3 - Fee NIL

NOTICE OF COMPLETION

TO WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED AS FOLLOWS:

1. The work of Improvement is located at: In the alley between Seventh and Eighth Street; from Redington Street to Green Street.
2. The Improvement is particularly described as: FY 15/16 Minor Water Main Project
3. The date of completion of the work of Improvement: April 17, 2020.
4. The Owner of the work of Improvement: City of Hanford.
5. The nature of the owner's interest or estate: Fee Simple Title.
6. The name of the original contractor for the work of Improvement: Todd Companies
7. The surety for the work of Improvement: Fidelity and Deposit Company of Maryland
8. All work for this project has been completed.
9. Accepted by minute action of the City Council of the City of Hanford on: June 16, 2020

I certify under penalty of perjury that the foregoing is true and correct.
Dated this 16th day of June, 2020.

BY: _____
John Draxler, Mayor
City of Hanford, County of Kings, State of California

Attachment: NOC - Recording Original (PW: NOC FY 15/16 Minor Water Main Project)

I, the undersigned, say:

I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at Hanford, California, this ____ day of _____, 2020.

BY: _____
John Draxler, Mayor
City of Hanford, County of Kings, State of California

Authority: Section 1181 Civil Code

Attachment: NOC - Recording Original (PW: NOC FY 15/16 Minor Water Main Project)



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020

AGENDA SECTION: H

SUBJECT:

Public Works: Approval of the Notice of Completion for the FY 17/18 CDBG Pedestrian and Safety Lighting Improvement Project and authorize the Mayor to execute and the City Clerk to attest and file said Notice with Kings County Recorder's Office.

RECOMMENDATION

That the City Council, by motion, approve the attached Notice of Completion for the FY 17/18 CDBG Pedestrian and Safety Lighting Improvement Project, and authorize the Mayor to execute and the City Clerk to attest and file said Notice with Kings County Recorder's Office.

BACKGROUND

On November 5, 2019 Council awarded the FY 17/18 CDBG Pedestrian and Safety Lighting Improvement Project to WITBRO, Inc. of Fresno CA. This project consists of installing and replacing non-compliant ADA ramps, and replacing broken and installing new sidewalk, curb and gutter, alley and driveway approaches to provide ADA compliant pedestrian safety and access in the project area.

There were (6) contract change orders on this project, which are summarized as follows;

- New Reassigned Ramp Locations
- Adjust Manhole(s) to grade
- Install base rock at alley and curb returns due to thick asphalt
- Extend Valley Gutter
- Saw cut and remove an additional 2' of AC
- Material cost for installing 2' of AC & Force Account - Final Project Close Out

The total amount of the contract change order(s) resulted in a net increase in the final contract price of \$22,859.68. A copy of the Final Project Construction and Finance History is attached.

FISCAL IMPACT:

The construction for this project was fully funded through the Community Development Block Grants (CDBG) fund for FY17/18 in the amount of \$202,244.00, and for FY 19/20 in the amount of \$125,058.00. The combined total CDBG grants is \$327,302.00. There was no impact to the City's General Fund or Enterprise budgets.

The total cost to complete the project was \$ 300,247.68. Attached are the Final Project Construction and Finance History for Council review.

ATTACHMENTS:

NOC - Recording Original
NOC Financial Report
Vicinity Map of project area

RECORDING REQUESTED BY:
CITY OF HANFORD

When recorded return to:

City Clerk
City of Hanford
315 North Douty Street
Hanford, California 93230-3951

G.C. 27361.3 - Fee NIL

NOTICE OF COMPLETION

TO WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED AS FOLLOWS:

1. The work of Improvement is located between: Harris Street, Brown Street, Seventh Street and Eleventh Street in Hanford CA.
2. The Improvement is particularly described as: FY 17/18 CDBG Pedestrian and Safety Lighting Improvement Project
3. The date of completion of the work of Improvement: May 6, 2020.
4. The Owner of the work of Improvement: City of Hanford.
5. The nature of the owner's interest or estate: Fee Simple Title.
6. The name of the original contractor for the work of Improvement: WITBRO Inc.
7. The surety for the work of Improvement: Great American Insurance Company
8. All work for this project has been completed.
9. Accepted by minute action of the City Council of the City of Hanford on: June 16, 2020

I certify under penalty of perjury that the foregoing is true and correct.
Dated this 16th day of June, 2020.

BY: _____
John Draxler, Mayor
City of Hanford, County of Kings, State of California

Attachment: NOC - Recording Original (PW: NOC FY 17/18 CDBG Pedestrian & Safety Project)

I, the undersigned, say:

I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at Hanford, California, this ____ day of _____, 2020.

BY: _____
John Draxler, Mayor
City of Hanford, County of Kings, State of California

Authority: Section 1181 Civil Code

FINAL PROJECT CONSTRUCTION AND FINANCE HISTORY

PROJECT: FY 17/18 CDBG Pedestrian and Safety Lighting Improvements Project

CONTRACTOR: WITBRO dba Sealrite Paving and Grading
4237 W. Swift Avenue
Fresno CA, 93722

CONTRACT DATES:	Bid Date	September 12, 2019
	Council Award	November 5, 2019
	Contractor Started Work	February 3, 2020
	Contract Time of Completion	May 3, 2020
	Contractor Completed Work	May 6, 2020

CONTRACT CHANGE ORDERS:

- Change Order No. 1 - New Reassigned Ramp Locations.
For a net increase of \$0.
 - Change Order No. 2 - Adjust Manhole(s) to grade.
For a net increase of \$1,950.00.
 - Change Order No. 3 - Install base rock at alley and curb returns due to thick asphalt.
For a net increase of \$3,667.34.
 - Change Order No. 4 - Extend Valley Gutter.
For a net increase of \$8,535.00.
 - Change Order No. 5 - Saw cut and remove an additional 2' of AC.
For a net increase of \$3,242.00.
 - Change Order No. 6 - install 2' of AC, replace concrete at DI, install gate valve.
For a net increase of \$5,465.34.
- Total Change Orders: \$22,859.68**

FINANCIAL HISTORY:**SOURCE OF BUDGET FUNDING****AMOUNT**

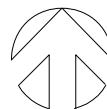
Community Development Block Grant (CDBG) fund for FY 17/18	\$ 202,244.00
Community Development Block Grant (CDBG) fund for FY 19/20	<u>\$125,058.00</u>
Total Budget Funding	\$ 327,302.00

CONSTRUCTION COSTS

Contract – Total Bid Award	\$ 277,388.00
CCO #1	\$ 0.00
CCO# 2	\$ 1,950.00
CCO# 3	\$ 3,667.34
CCO# 4	\$ 8,535.00
CCO#5	\$ 3,242.00
CCO#6	\$ 5,465.34
Total Construction Cost	\$ 300,247.68
Fund Balance	\$ <u>27,054.00</u>



VICINITY MAP
NTS



Attachment: Vicinity Map of project area (PW: NOC FY 17/18 CDBG Pedestrian & Safety Project)



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020	AGENDA SECTION: I
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SUBJECT:

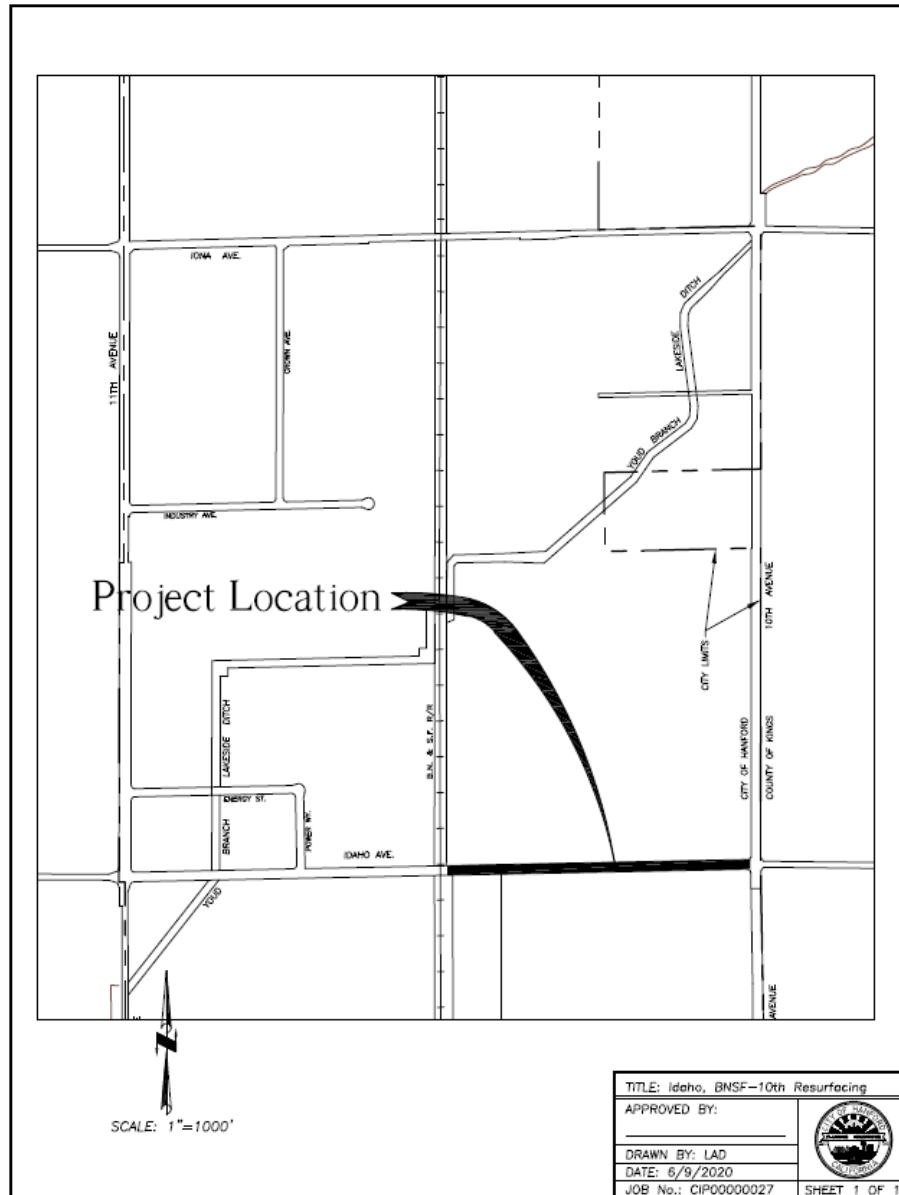
Public Works: Authorization for staff to advertise for bids for the FY 19/20 Pavement Resurfacing Project, on Idaho Avenue from BN&SF Railroad to 10th Avenue, and Pre-Authorize the City Manager to award and execute the contract on behalf of the City to the lowest responsible bidder providing project bid is within current budget appropriation.

RECOMMENDATION:

That the City Council, by motion, authorize staff to advertise for bids for the FY 19/20 Pavement Resurfacing Project on Idaho Avenue from BN&SF Railroad to 10th Avenue and Pre-Authorize the City Manager to award and execute the contract on behalf of the City to the lowest responsible bidder providing project bid is within current budget appropriation.

BACKGROUND:

This project involves the resurfacing of Idaho Avenue in Kings Industrial Park between BN&SF Railroad and 10th Avenue. Streets in the Industrial Park are heavily used by trucks, and as a result, the roadway surface has degraded and is in need of repair.



Improvement plans and specifications for the FY 19/20 Pavement Resurfacing Project on Idaho Avenue from BN&SF Railroad to 10th Avenue are complete. The scope of work for the project requires the contractor whom is awarded this project to remove the existing pavement and install a new 4" asphalt pavement section.

After bid opening, Staff will examine the bids, validate the lowest bidder's contractor's license status, and verify the contractor is in good standing. Staff is requesting the pre-authorization to award and execute the contract in order to expedite the process of delivery of projects. If awarded, Construction is anticipated to begin in September 2020.

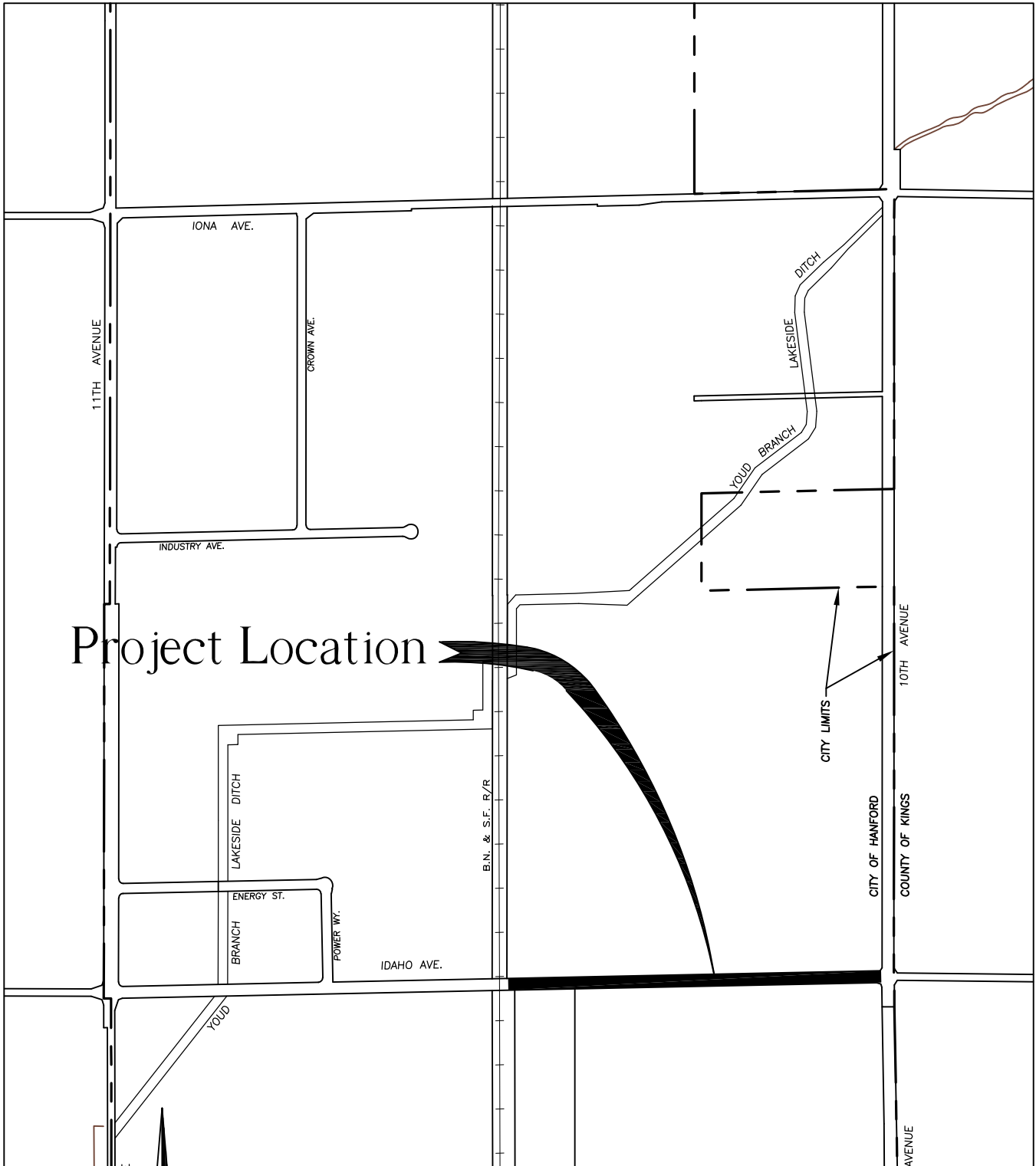
FISCAL IMPACT:

The FY 19/20 Capital Improvement Program Budget provides \$175,000 for construction, including contingency, for the FY 19/20 Pavement Resurfacing Project. A developer currently constructing a project, Western Milling Company, has requested to have the pavement in front of their business completed at the same time the City performs the work along Idaho Avenue. The developer provided a payment to the City in the amount of \$14,040.00 to have the work performed. A copy of the budget page is attached for Council review.

ATTACHMENTS:

Vicinity Map

Budget Page



Project Location

SCALE: 1"=1000'

TITLE: Idaho, BNSF-10th Resurfacing	
APPROVED BY:	
DRAWN BY: LAD	
DATE: 6/9/2020	
JOB No.: CIP00000027	
SHEET 1 OF 1	

Pavement Treatment Various Streets

CIP0000027

Project Background:

This project provides funds to perform various pavement rehabilitation / surfacing treatments to extend the useful life of streets in the Industrial Park. Pavement treatment may include reclaimite, crack filling, cape seal coating or deep patching.

Existing Conditions:

The Kings Industrial Park consists of 1,000 acres of developed and vacant land. The park is mostly developed with most infrastructure in place. Infrastructure in the park dates back to the 1970's. Streets in the park are heavily used by semi-trucks and vehicles and as a result are in varying degrees of disrepair.

Project Justification:

The Kings Industrial Park provides significant jobs to the City. Infrastructure must be in good repair in order to attract new businesses and keep the existing businesses content. This is an effective way to make the Industrial Park more business friendly. This will attract new investment, core jobs and lead to a fully occupied Industrial Park.

Fiscal Implications:

Funds for this project will be allocated from Accumulated Capital Outlay (ACO) Reserves.

Project Budget Summary:

		5-Year Funding Allocation				
		2020	2021	2022	2023	2024
Expenditure	Program or Project	Construction				
	Construction	175,000	50,000	50,000	50,000	50,000
	Total Expenditure	\$175,000	\$50,000	\$50,000	\$50,000	\$50,000
Revenue	Funding					
	0004 Accumulated Capital Outlay	50,000	50,000	50,000	50,000	50,000
	0050 Gas Tax (TDA Transportation)	125,000				
	Total Funding	\$175,000	\$50,000	\$50,000	\$50,000	\$50,000



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020	AGENDA SECTION: J
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SUBJECT:

Finance: Approval of the City of Hanford Warrant Register.

RECOMMENDATION:

That Council, by motion, Approve the warrant register for a total amount of \$1,446,772.67.

BACKGROUND:

Pursuant to the State of California Government Code Section 41004, Council has historically approved the warrant register at each Council Meeting in order to comply with the state's requirements.

FISCAL IMPACT:

ATTACHMENTS:

WARRANT REGISTER-AGENDA 6-16-20



Warrant Register

Check Date Range: 6/3/2020 - 6/9/2020

Report Date: 6/9/2020

14.J.a

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0240 LAD 90-1 T606 PINECASTLE	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$1,683.39	2505	Q1 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$210.00	2505	Q1 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$130.00	2505	Q1 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$65.00	2505	Q1 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$56.00	2505	Q1 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$353.22	2505	Q1 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$72.93	2505	Q1 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$313.20	2505	Q1 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$58.90	2505	Q1 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$63.71	2505	Q1 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$498.00	2505	Q1 LAD MNTC 2020-05

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0240 LAD 90-1 T606 PINECASTLE	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$101.45	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$101.60	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$1,257.18	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$584.00	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$529.00	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$258.00	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$1,021.00	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$150.20	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$232.00	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$132.95	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$686.53	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$111.55	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$579.00	2506	Q2 LAD MNTC 2020-05

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0240 LAD 90-1 T606 PINECASTLE	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$642.00	2506	Q2 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$60.61	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$118.53	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$134.74	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$1,124.14	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$338.59	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$1,966.97	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$485.76	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$77.63	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$2,253.80	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$630.00	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$310.00	2507	Q3 LAD MTNC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$1,475.00	2507	Q3 LAD MTNC 2020-05

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0240 LAD 90-1 T606 PINECASTLE	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$18.69	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$92.20	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$198.44	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$45.76	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$43.48	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$624.95	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$444.62	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$863.11	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$179.14	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$164.00	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$721.96	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$1,508.96	2508	Q4 LAD MNTC 2020-05
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$175.00	2508	Q4 LAD MNTC 2020-05

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0240 LAD 90-1 T606 PINECASTLE	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155436	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$375.00	2508	Q4 LAD MNTC 2020-05
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155421	BOGIE'S PUMP SYSTEMS, INC	\$1,165.95	14131	SHERWOOD PARK BOOSTER
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$79.87	11263	2020-05 ELECTRIC SVCS
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$60.97	11263	2020-05 ELECTRIC SVCS
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$19.32	11263	2020-05 ELECTRIC SVCS
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$12.45	11263	2020-05 ELECTRIC SVCS
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$12.45	11424	2020-05 ELECTRIC SVCS
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$12.08	11424	2020-05 ELECTRIC SVCS
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$23.37	11424	2020-05 ELECTRIC SVCS
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$12.08	11424	2020-05 ELECTRIC SVCS
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$12.45	11424	2020-05 ELECTRIC SVCS
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$13.43	11424	2020-05 ELECTRIC SVCS
	DIVISION/ORG TOTAL 0240 - LAD 90-1 T606 PINECASTLE				\$25,746.31		
0400 CITY PAYROLL REVOL FUND	205900 EMPLOYEES ASSOCNS PAYABLE	6/5/2020	155401	G E M A 1121211070	\$720.00	29022	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	6/5/2020	155402	H M E A 0000129193	\$31.00	29124	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	6/5/2020	155403	H P O A 3242162141	\$3,363.00	29224	PAYROLL DEDUCTIONS

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0400 CITY PAYROLL REVOL FUND	205900 EMPLOYEES ASSOCNS PAYABLE	6/5/2020	155404	I A F F, LOCAL 3898 A/C#9129026	\$1,943.00	29322	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	6/5/2020	155407	S E I U LOCAL 521	\$2,700.27	29525	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	6/5/2020	155398	CALIF STATE DISBURSEMENT UNIT	\$461.54	28724	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	6/5/2020	155400	FRANCHISE TAX BOARD	\$443.12	28924	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	6/5/2020	155405	KINGS COUNTY SHERIFF'S OFFICE	\$685.26	628110	PAYROLL DEDUCTIONS
	207200 AMERICAN FID ASSURANCE	6/5/2020	155395	AMERICAN FIDELITY ASSURANCE	\$1,156.72	28522	PAYROLL DEDUCTIONS
	207300 AMERICAN FID FLEX DEF	6/5/2020	155396	AMERICAN FIDELITY ASSURANCE-FLEX	\$2,552.76	28622	PAYROLL DEDUCTIONS
	207400 TRANSAMERICA	6/5/2020	155408	TRANSAMERICA LIFE INSURANCE CO	\$881.54	29622	PAYROLL DEDUCTIONS
	207700 LEGAL SHIELD	6/5/2020	155406	PRE PAID LEGAL SERVICE, INC	\$809.59	29422	PAYROLL DEDUCTIONS
	207800 COLONIAL LIFE	6/5/2020	155399	COLONIAL LIFE & ACCIDENT INSURANCE CO	\$80.83	69788	PAYROLL DEDUCTIONS
DIVISION/ORG TOTAL 0400 - CITY PAYROLL REVOL FUND					\$15,828.63		
0511 MISC CASH DEP TRUST FUND	300110 REC-AUDITORIUM DEP TRUST	6/9/2020	155532	ONE TIME VENDOR	\$250.00	11601	REFUND DEPOSIT LONGFIELD
	300110 REC-AUDITORIUM DEP TRUST	6/9/2020	155534	ONE TIME VENDOR	\$250.00	10814-1	REFUND DEPOSIT #10814 CAI
	300521 KC-LIBRARY IMP FEES	6/9/2020	155489	KINGS CO DEPT OF FINANCE	\$2,853.42	2020-05	2020-05 IMPACT FEES
	300522 KC-CRIMINAL JSTC IMP FEES	6/9/2020	155489	KINGS CO DEPT OF FINANCE	\$6,806.04	2020-05	2020-05 IMPACT FEES

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0511 MISC CASH DEP TRUST FUND	300600 SCHOOL DEVEL FEES	6/9/2020	155491	KINGS CO OFFICE OF EDUCATION	\$218.79	2020-03	5106ARMELM 2020-03
	300600 SCHOOL DEVEL FEES	6/9/2020	155491	KINGS CO OFFICE OF EDUCATION	\$1,162.12	2020-04	5101HFDELM 2020-04
	300600 SCHOOL DEVEL FEES	6/9/2020	155491	KINGS CO OFFICE OF EDUCATION	\$41,864.89	2020-05	5102PIONER 2020-05
	DIVISION/ORG TOTAL 0511 - MISC CASH DEP TRUST FUND				\$53,405.26		
0513 RENTERS INSURANCE DEP FUND	546320 RENTERS INSURANCE DEPOSIT	6/9/2020	155533	ONE TIME VENDOR	\$59.00	10814	REFUND #2003952 EVENT CAI
	DIVISION/ORG TOTAL 0513 - RENTERS INSURANCE DEP FUND				\$59.00		
11000000 CITY COUNCIL	756000 ADVERTISING & PUBLIC REL	6/9/2020	155470	HANFORD SENTINEL CLASSIFIED	\$158.31	97473	ORDINANCE 20-05 PUBLICATI
	756000 ADVERTISING & PUBLIC REL	6/9/2020	155470	HANFORD SENTINEL CLASSIFIED	\$135.81	97472	ORDINANCE 20-04 PUBLICATI
	756000 ADVERTISING & PUBLIC REL	6/9/2020	155470	HANFORD SENTINEL CLASSIFIED	\$467.06	97561	ORDINANCE 20-04 PUBLICATI
	777003 TRAVEL-DISTRICT C	6/9/2020	155502	LEAGUE OF CALIF CITIES	\$25.00	7869	DIVISION MEETING M. DEVIN
	DIVISION/ORG TOTAL 11000000 - CITY COUNCIL				\$786.18		
11100000 CITY MANAGER-CITY CLERK	745000 PUBLICATIONS AND DUES	6/9/2020	155556	ROTARY CLUB OF HANFORD	\$377.00	15352	CITY MANAGER HANFORD RO
	746000 DUPLICATING EXPENSE	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$19.78	2218642	2020-05 IMAGING SVCS
	DIVISION/ORG TOTAL 11100000 - CITY MANAGER-CITY CLERK				\$396.78		
11110000 HUMAN RESOURCES	746000 DUPLICATING EXPENSE	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$36.59	2218642	2020-05 IMAGING SVCS
	749501 LIVE SCAN	6/9/2020	155544	PLEXUS GLOBAL LLC	\$57.00	12542	RANDOM DRUG SCREEN
	749501 LIVE SCAN	6/9/2020	155573	LAURA A LOES	\$30.00	HANFORD20-05-31	BACKGROUND CHECK
	749502 TUITION	6/9/2020	155509	MATTHEW MARTINEZ	\$447.00	11040	TUITION

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
11110000 HUMAN RESOURCES	749502 TUITION	6/9/2020	155510	MECHEM, NICHOLAS	\$73.00	11414	TUITION
	749503 WELLNESS	6/9/2020	155485	RUDY LOPEZ	\$1,584.00	6/1/2020	JUNE 2020 MEMBERSHIP
	749503 WELLNESS	6/9/2020	155485	RUDY LOPEZ	\$1,548.00	5/1/20	JANUARY 2020 MEMBERSHIP
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155413	FRANK ALVISO	\$119.00	15712	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155425	RICHARD BUTTS	\$119.00	15812	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155426	JOHN M CAIN	\$119.00	15912	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155429	NICHOLAS CARDARAS	\$119.00	16012	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155430	TERRY CARR	\$119.00	16112	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155432	DEBORAH CASSERA	\$119.00	16212	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155434	JERRY CHOW	\$119.00	16312	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155448	BRIAN DECUIR	\$119.00	16412	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155450	MARK DILLON	\$119.00	76484	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155456	DOLORES GALLEGOS	\$119.00	16512	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155457	DAVID E GARCIA	\$119.00	16612	RETIREE INSURANCE-CITY CO

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11110000 HUMAN RESOURCES	749600 GRP INSUR ADM EXPENSE	6/9/2020	155461	JOHN L GOMES	\$119.00	16712	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155463	DON GREEN	\$119.00	16812	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155464	CATHY GREGORY	\$119.00	16912	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155473	ROBERT HERNANDEZ	\$119.00	17012	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155477	TIMOTHY L IERONIMO	\$119.00	76503	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155484	CHRIS JORDAN	\$119.00	17112	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155495	ARTHUR KNIGHT	\$119.00	17212	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155504	JOHN LOBOA	\$119.00	17312	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155505	GLORIA LOPEZ	\$119.00	17412	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155507	MARY MATA	\$119.00	17512	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155512	MANUEL MEDRANO	\$119.00	17612	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155513	PETER M MOES	\$119.00	17712	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155518	LUIS M NAVARRO	\$119.00	17812	RETIREE INSURANCE-CITY CO

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11110000 HUMAN RESOURCES	749600 GRP INSUR ADM EXPENSE	6/9/2020	155550	JOE H RAMSEY	\$119.00	17912	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155551	DAVID REBELO	\$119.00	18012	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155552	JERRY REED	\$119.00	18112	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155553	JAN REYNOLDS	\$119.00	18212	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155560	SCOTT, DAVID	\$119.00	11131	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155560	SCOTT, DAVID	\$119.00	11132	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155561	SCOTT, DAVID	\$119.00	11133	RETIREE INSURANCE- CITY C
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155562	GEORGE SEPEDA	\$119.00	18312	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	6/9/2020	155599	WES YEARY	\$119.00	18412	RETIREE INSURANCE-CITY CO
DIVISION/ORG TOTAL 11110000 - HUMAN RESOURCES					\$7,702.59		
12010000 FINANCE-ACCOUNTING	745500 POSTAGE AND FREIGHT	6/9/2020	155585	UNITED PARCEL SERVICE	\$12.71	F7476V210	SHIPPING TO CENTRAL SQUAR
	746000 DUPLICATING EXPENSE	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$490.56	2218642	2020-05 IMAGING SVCS
	799900 CAL CARD CLEARING	6/9/2020	155584	U S BANK CORPORATE PAYMENT SYSTEM	\$21,940.21	2020-05	CAL CARD 2020-05
DIVISION/ORG TOTAL 12010000 - FINANCE-ACCOUNTING					\$22,443.48		
12100000 FINANCE-UTILITY BILLING	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$10.56	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$10.56	2020-0529	2020-0529 UNIFORM RENTAL

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
12100000 FINANCE-UTILITY BILLING	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$10.56	2020-0605	2020-0605 UNIF RENTAL 232
	732000 COMMUNICATIONS	6/9/2020	155593	VERIZON WIRELESS	\$4.31	9854536883	2020-05 CELL SVCS
	744000 OFFICE EXPENSE MISC	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$107.56	2218642	2020-05 IMAGING SVCS
	745500 POSTAGE AND FREIGHT	6/9/2020	155542	PRE-SORT CENTER OF STOCKTON INC	\$21.16	410073790	05/04-05/08/20
	745500 POSTAGE AND FREIGHT	6/9/2020	155542	PRE-SORT CENTER OF STOCKTON INC	\$18.82	410073957	05/11-05/15/20
	745500 POSTAGE AND FREIGHT	6/9/2020	155542	PRE-SORT CENTER OF STOCKTON INC	\$16.26	410074115	05/18-05/22/20
	745500 POSTAGE AND FREIGHT	6/9/2020	155542	PRE-SORT CENTER OF STOCKTON INC	\$7,768.11	410074387	2020-05 UBS METER BILLS
	747000 PRINTING	6/9/2020	155542	PRE-SORT CENTER OF STOCKTON INC	\$2,278.11	410074387	2020-05 UBS METER BILLS
	749500 PROF AND SPEC SERVICES	6/9/2020	155458	GARDA CL WEST INC	\$654.19	10566406	2020-06 TRANSPORT TO WF
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155542	PRE-SORT CENTER OF STOCKTON INC	\$223.35	410074354	2.5K #10 WHITE WINDOW EN
DIVISION/ORG TOTAL 12100000 - FINANCE-UTILITY BILLING					\$11,123.55		
13000000 CITY ATTORNEY/LEGAL SVCS	749000 CONTRACTED LEGAL SERVICES	6/9/2020	155465	GRISWOLD, LASALLE, COBB, DOWD & GIN	\$13,235.75	2020-05	2020-05 LEGAL SERVICES
	751800 SPECIAL LEGAL SERVICES	6/9/2020	155465	GRISWOLD, LASALLE, COBB, DOWD & GIN	\$21,825.13	2020-05	2020-05 LEGAL SERVICES
	751900 LIABILITY RISK MANAGEMENT	6/9/2020	155465	GRISWOLD, LASALLE, COBB, DOWD & GIN	\$1,751.39	2020-05	2020-05 LEGAL SERVICES
	DIVISION/ORG TOTAL 13000000 - CITY ATTORNEY/LEGAL SVCS				\$36,812.27		
13090000 LIABILITY INSURANCE	733000 LIABILITY INSURANCE	6/9/2020	155524	ONE TIME VENDOR	\$190.00	11022	SETTLEMENT OF CLAIM
	733000 LIABILITY INSURANCE	6/9/2020	155600	YORK RISK SERVICES GROUP, INC	\$436.80	MAY 1 - MAY 31, 2020	SERVICE FEES 5/1 - 5/31

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
13090000 LIABILITY INSURANCE	733800 SPECIAL-LITIGATION EXPENS	6/9/2020	155454	FERGUSON ENTERPRISES INC 1423	\$1,568.54	1546584	SAFETY EQ-HARD HATS/VESTS
	733800 SPECIAL-LITIGATION EXPENS	6/9/2020	155503	LIEBERT CASSIDY WHITMORE	\$917.00	1497563	HPOA-FLSA BK PAY LTC
	DIVISION/ORG TOTAL 13090000 - LIABILITY INSURANCE				\$3,112.34		
13100000 WORKERS' COMPENSATION	707169 WORKERS' COMP INSURANCE	6/5/2020	64	ACCLAMATION INSURANCE MGMT SVC-WC	\$5,564.97	110740	ADMIN SERVICE FEES 2020-0
	DIVISION/ORG TOTAL 13100000 - WORKERS' COMPENSATION				\$5,564.97		
13140000 COMPUTER REPL RESERVE	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155583	TYLER TECHNOLOGIES INC	\$2,560.00	045-300859	CIP816030 TYLER IMPLEMENT
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155583	TYLER TECHNOLOGIES INC	\$3,840.00	045-300287	CIP816030 TYLER IMPLEMENT
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155583	TYLER TECHNOLOGIES INC	\$3,840.00	045-300858	CIP816030 TYLER IMPLEMENT
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155583	TYLER TECHNOLOGIES INC	\$1,280.00	045-301384	CIP816030 TYLER IMPLEMENT
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155583	TYLER TECHNOLOGIES INC	\$2,560.00	045-302971	CIP816030 TYLER IMPLEMENT
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155583	TYLER TECHNOLOGIES INC	\$6,400.00	045-302972	CIP816030 TYLER IMPLEMENT
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155583	TYLER TECHNOLOGIES INC	\$6,750.00	045-303689	CIP816030 TYLER IMPLEMENT
	DIVISION/ORG TOTAL 13140000 - COMPUTER REPL RESERVE				\$27,230.00		
13150000 I T S INFORMATIONAL TECH SERV	749500 PROF AND SPEC SERVICES	6/9/2020	155437	COMCAST BUSINESS	\$3,800.42	102306149	BLKT PO- INTERNET
	749500 PROF AND SPEC SERVICES	6/9/2020	155442	COMPUTER SYSTEMS PLUS INC	\$1,916.00	98542	BLKT PO-SPAM & VIRUS SCAN

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
13150000	DIVISION/ORG TOTAL 13150000 - I T S INFORMATIONAL TECH SERV				\$5,716.42		
14110000 PLANNING OPERATIONS	746000 DUPLICATING EXPENSE	6/9/2020	155598	XEROX CORP	\$93.75	010484073	LEASE/COPIES
	746000 DUPLICATING EXPENSE	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$0.76	2218642	2020-05 IMAGING SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155548	QUAD KNOFF, INC	\$5,465.00	104112	8 ISLAND ANNEX 200047
	756000 ADVERTISING & PUBLIC REL	6/9/2020	155471	HANFORD SENTINEL 234-60007669	\$149.31	97184	BLNKT PO PUBLICATIONS
	DIVISION/ORG TOTAL 14110000 - PLANNING OPERATIONS				\$5,708.82		
14120000 BUILDING INSPECTION	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$18.05	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$18.05	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$18.05	2020-0605	2020-0605 UNIF RENTAL 232
	746000 DUPLICATING EXPENSE	6/9/2020	155598	XEROX CORP	\$189.25	010484073	LEASE/COPIES
	746000 DUPLICATING EXPENSE	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$87.48	2218642	2020-05 IMAGING SVCS
	DIVISION/ORG TOTAL 14120000 - BUILDING INSPECTION				\$330.88		
14130000 CITY HFD PUBLIC HSG AUTH	746000 DUPLICATING EXPENSE	6/9/2020	155598	XEROX CORP	\$149.38	010484073	LEASE/COPIES
	746000 DUPLICATING EXPENSE	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$7.77	2218642	2020-05 IMAGING SVCS
	DIVISION/ORG TOTAL 14130000 - CITY HFD PUBLIC HSG AUTH				\$157.15		
14500200 CDBG ENTITLEMENT	753100 ADMINISTRATIVE EXPENSES	6/9/2020	155471	HANFORD SENTINEL 234-60007669	\$355.00	97356	CDBG190286 AMEND AP'S ENC
	753100 ADMINISTRATIVE EXPENSES	6/9/2020	155471	HANFORD SENTINEL 234-60007669	\$355.00	97357	CDBG190286 AMEND AP'S SPA
	792300 GRANT PROGRAM EXPENSES	6/9/2020	155409	RAY MENDOZA	\$7,900.00	11288	CDBG190287 ROOF 603 11TH

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
14500200 CDBG ENTITLEMENT	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155460	ERIC DODD	\$3,470.38	3543	CDBG190287 LONGFIELD INST
	DIVISION/ORG TOTAL 14500200 - CDBG ENTITLEMENT				\$12,080.38		
15110000 POLICE-SUPPORT SERVICE	732000 COMMUNICATIONS	6/9/2020	155410	A T & T CORP	\$33.93	5/19/20	BLKT PO LEMOORE LINE A/C#
	732000 COMMUNICATIONS	6/9/2020	155591	MCI NETWORK SERV, INC	\$614.45	71472906	BLNKT PO / CLETS SYSTEM
	749500 PROF AND SPEC SERVICES	6/9/2020	155439	COMCAST CABLE COMMUNICATIONS, INC	\$199.95	0695141 6/20	BLKT PO-INV INTERNET
	749500 PROF AND SPEC SERVICES	6/9/2020	155440	COMCAST CABLE COMMUNICATIONS, INC	\$249.95	0704471 6/20	BLNKT PO / PAL INTERNET
	749500 PROF AND SPEC SERVICES	6/9/2020	155486	KENT M KAWAGOE, PH D	\$1,650.00	4/30/2020	OFFICERS PSYCHE EVAL & CR
	749500 PROF AND SPEC SERVICES	6/9/2020	155519	NICK CHAMPI ENTERPRISES INC	\$48.26	24499	BLNKT PO / TEMP FENCE CEN
	749500 PROF AND SPEC SERVICES	6/9/2020	155579	TRANSUNION RISK & ALTERNATIVE DATA	\$51.30	202005-1	BLNKT PO / SEARCHES & RPT
	758000 RENTS AND LEASES-EQUIP	6/9/2020	155415	AMERIPRIDE UNIFORM SERVICE	\$35.00	1502615482	BLNKT PO/RUGS
	758000 RENTS AND LEASES-EQUIP	6/9/2020	155415	AMERIPRIDE UNIFORM SERVICE	\$98.51	1502618890	BLNKT PO / RUGS & CEO UNI
	760300 SWAT EXPENSES	6/9/2020	155558	SAN DIEGO POLICE EQUIP CO	\$1,259.59	642580	SWAT AMMO
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$2,350.77	11263	2020-05 ELECTRIC SVCS
	778500 UTILITIES-GAS	6/9/2020	155568	SOUTHERN CALIF GAS CO	\$65.19	11243	2020-05 GAS SERVICES
DIVISION/ORG TOTAL 15110000 - POLICE-SUPPORT SERVICE					\$6,656.90		

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
15121000 POLICE-RECORDS	745500 POSTAGE AND FREIGHT	6/9/2020	155543	PITNEY BOWES PURCHASE POWER	\$168.21	3103950627	POSTAGE MACHINE LEASE 3/2
	746000 DUPLICATING EXPENSE	6/9/2020	155598	XEROX CORP	\$387.40	010484080	COPIES 5/20 REPORT WRIT
	746000 DUPLICATING EXPENSE	6/9/2020	155598	XEROX CORP	\$304.57	010484079	COPIES/5/20 INVESTIGATION
	746000 DUPLICATING EXPENSE	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$284.84	2218642	2020-05 IMAGING SVCS
	DIVISION/ORG TOTAL 15121000 - POLICE-RECORDS				\$1,145.02		
15122000 POLICE-COMMUNICATIONS	777000 TRAINING/TRAVEL/MEETIN G	6/9/2020	155506	EILEEN MANESS	\$35.05	EXP 1/14	EXP/KINGSBURG 1/14
	DIVISION/ORG TOTAL 15122000 - POLICE-COMMUNICATIONS				\$35.05		
15130000 POLICE-OPERATIONS	702700 VACATION PAYOFF	6/5/2020	155397	KARL ANDERSON	\$2,470.00	11401	VACATION BUY BACK-40 HRS
	753300 GRAFFITI CONTROL	6/9/2020	155563	THE SHERWIN WILLIAMS COMPANY	\$48.21	79718191400520	BLNKT PO GRAFFITI
	753300 GRAFFITI CONTROL	6/9/2020	155563	THE SHERWIN WILLIAMS COMPANY	\$48.48	56336188570520	BLNKT PO/GRAFFITI
	753300 GRAFFITI CONTROL	6/9/2020	155563	THE SHERWIN WILLIAMS COMPANY	\$124.94	79908191400520	BLNKT PO/GRAFFITI
	753300 GRAFFITI CONTROL	6/9/2020	155563	THE SHERWIN WILLIAMS COMPANY	\$3.70	56492188570520	BLNKT PO/ GRAFFITI
	753300 GRAFFITI CONTROL	6/9/2020	155563	THE SHERWIN WILLIAMS COMPANY	\$90.55	80971191400520	BLNKT PO / GRAFFITI
	753300 GRAFFITI CONTROL	6/9/2020	155563	THE SHERWIN WILLIAMS COMPANY	\$6.36	80989191400520	BLNKT PO GRAFFITI
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155497	L N CURTIS & SONS	\$2,416.86	INV390201	RAIN JACKETS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155517	NATIONAL BUSINESS FURNITURE LLC	\$343.20	MK542310-OFM	ASSET10147 FURNITURE FOR
	DIVISION/ORG TOTAL 15130000 - POLICE-OPERATIONS				\$5,552.30		
15180000 POLICE-ANIMAL CONTROL	749500 PROF AND SPEC SERVICES	6/9/2020	155472	HANFORD VETERINARY HOSPITAL, INC	\$90.05	1145636	EXAM/AC #1145636

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15180000 POLICE-ANIMAL CONTROL	749500 PROF AND SPEC SERVICES	6/9/2020	155472	HANFORD VETERINARY HOSPITAL, INC	\$292.55	1149034	AC EXAM 5/20/20
	749500 PROF AND SPEC SERVICES	6/9/2020	155472	HANFORD VETERINARY HOSPITAL, INC	\$490.02	1142863	AC EXAM 5/13/20 490.02
	DIVISION/ORG TOTAL 15180000 - POLICE-ANIMAL CONTROL				\$872.62		
15200000 POLICE-CANINE	749500 PROF AND SPEC SERVICES	6/9/2020	155472	HANFORD VETERINARY HOSPITAL, INC	\$56.80	1148795	K9 NICO FOOD
	DIVISION/ORG TOTAL 15200000 - POLICE-CANINE				\$56.80		
16100000 FIRE-ADMIN/SUPPRESSION	732000 COMMUNICATIONS	6/9/2020	155592	VERIZON WIRELESS	\$299.13	9854137919	BLNKT PO - MONTHLY CHARG
	746000 DUPLICATING EXPENSE	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$54.18	2218642	2020-05 IMAGING SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155415	AMERIPRIDE UNIFORM SERVICE	\$242.30	1502612859	BLNKT PO - WEKLY LANDRY &
	749500 PROF AND SPEC SERVICES	6/9/2020	155415	AMERIPRIDE UNIFORM SERVICE	\$100.78	1502609941	BLNKT PO - WEKLY LANDRY &
	749500 PROF AND SPEC SERVICES	6/9/2020	155415	AMERIPRIDE UNIFORM SERVICE	\$129.33	1502612080	BLNKT PO - WEKLY LANDRY &
	749500 PROF AND SPEC SERVICES	6/9/2020	155415	AMERIPRIDE UNIFORM SERVICE	\$50.00	1502608501	BLNKT PO - WEKLY LANDRY &
	749500 PROF AND SPEC SERVICES	6/9/2020	155415	AMERIPRIDE UNIFORM SERVICE	\$127.53	1502609461	BLNKT PO - WEKLY LANDRY &
	749500 PROF AND SPEC SERVICES	6/9/2020	155415	AMERIPRIDE UNIFORM SERVICE	\$147.87	1502606636	BLNKT PO - WEKLY LANDRY &
	749500 PROF AND SPEC SERVICES	6/9/2020	155415	AMERIPRIDE UNIFORM SERVICE	\$129.33	1502605384	BLNKT PO - WEKLY LANDRY &
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155475	HOME DEPOT U S A INC-DEPT 32 2540194606	\$38.00	11160	BLKT PO- DEPT STMNT CHARG

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
16100000 FIRE-ADMIN/SUPPRESSION	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$1,879.68	11263	2020-05 ELECTRIC SVCS
	778500 UTILITIES-GAS	6/9/2020	155568	SOUTHERN CALIF GAS CO	\$150.33	11243	2020-05 GAS SERVICES
	DIVISION/ORG TOTAL 16100000 - FIRE-ADMIN/SUPPRESSION				\$3,348.46		
16100100 FIRE CAP/EQUIP REPL RES	800137 RADIOS/OTHER ELECTRN	6/9/2020	155594	VINCENT COMMUNICATIONS	\$25,914.28	79418	ASSET10157 CIP0801865 RAD
	800170 FD-SPECIALTY EQUIP	6/9/2020	155431	CASCADE FIRE EQUIPMENT	\$26,557.25	10621	ASSET10158 CIP0818605 SCB
	DIVISION/ORG TOTAL 16100100 - FIRE CAP/EQUIP REPL RES				\$52,471.53		
16110000 FIRE-FIRE PREVENTION	749500 PROF AND SPEC SERVICES	6/9/2020	155479	INTERWEST CONSULTING GROUP	\$270.00	59742	BLNKT PO - PREV PLAN CHEC
	749500 PROF AND SPEC SERVICES	6/9/2020	155479	INTERWEST CONSULTING GROUP	\$270.00	59744	BLNKT PO - PREV PLAN CHEC
	749500 PROF AND SPEC SERVICES	6/9/2020	155479	INTERWEST CONSULTING GROUP	\$270.00	59745	BLNKT PO - PREV PLAN CHEC
	749500 PROF AND SPEC SERVICES	6/9/2020	155479	INTERWEST CONSULTING GROUP	\$270.00	59741	BLNKT PO - PREV PLAN CHEC
	DIVISION/ORG TOTAL 16110000 - FIRE-FIRE PREVENTION				\$1,080.00		
17110000 PARKS & COMM SERV-SPORTS	749500 PROF AND SPEC SERVICES	6/9/2020	155444	CORNERSTONE ENVIRON CONTRACTOR, INC	\$884.75	6576	SFTBALL COMPLEX BOOSTER I
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155476	HOME DEPOT U S A INC-DEPT 32 2540194606	\$146.01	552119398	BLNKT PO CLEANING SUPPLIE
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155476	HOME DEPOT U S A INC-DEPT 32 2540194606	\$13.73	552301129	BLNKT PO CLEANING SUPPLIE
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155511	CONSOLIDATED ELEC DIST, INC	\$76.22	2877-492932	SFTBLL COMPLEX BOOSTER FI
	767500 SOFTBALL COMPLEX EXPENSES	6/9/2020	155575	RENTOKLL NORTH AMERICA INC	(\$252.06)	INVP500018679A	CREDIT FOR INCORRECT PRIC

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17110000 PARKS & COMM SERV-SPORTS	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$1,678.53	11263	2020-05 ELECTRIC SVCS
	DIVISION/ORG TOTAL 17110000 - PARKS & COMM SERV-SPORTS				\$2,547.18		
17130000 PARKS & COMM SER- LONGFIELD CTR	446250 LF-LNGFLD FACILITY RENTAL	6/9/2020	155531	ONE TIME VENDOR	\$280.00	2003937	RFND STAFF/BLDG FEES DUE
	778500 UTILITIES-GAS	6/9/2020	155568	SOUTHERN CALIF GAS CO	\$14.30	11243	2020-05 GAS SERVICES
	DIVISION/ORG TOTAL 17130000 - PARKS & COMM SER-LONGFIELD CTR				\$294.30		
17140000 PARKS & COMM SER- AQUATIC/SKATE	741200 EQUIPMENT MAINTENANCE	6/9/2020	155499	LANE ENGINEERS, INC	\$2,100.00	20097	STRUCTURAL OBSERVATION A
	749500 PROF AND SPEC SERVICES	6/9/2020	155508	MATSON ALARM COMPANY, INC	\$24.50	2053981	2020-05 ALARM SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155475	HOME DEPOT U S A INC-DEPT 32 2540194606	\$69.63	11167	BLKT PO-DEPT STMNT CHARG
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$1,091.87	11424	2020-05 ELECTRIC SVCS
	778500 UTILITIES-GAS	6/9/2020	155568	SOUTHERN CALIF GAS CO	\$14.30	11243	2020-05 GAS SERVICES
	DIVISION/ORG TOTAL 17140000 - PARKS & COMM SER-AQUATIC/SKATE				\$3,300.30		
17160000 PARKS & COMM SERV-FACILITIES	447200 FM-AUD & EQUIPMENT RENTAL	6/9/2020	155533	ONE TIME VENDOR	\$550.00	10814	REFUND #2003952 EVENT CAI
	447220 FM-FACILITIES-OTHER RENTS	6/9/2020	155528	ONE TIME VENDOR	\$30.00	2003936	RFND PRK FEES CANCELLED D
	501601 FM-AUDITORIUM CNTRCT SRVC	6/9/2020	155533	ONE TIME VENDOR	\$135.00	10814	REFUND #2003952 EVENT CAI
	501601 FM-AUDITORIUM CNTRCT SRVC	6/9/2020	155533	ONE TIME VENDOR	\$396.00	10814	REFUND #2003952 EVENT CAI

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17160000 PARKS & COMM SERV-FACILITIES	540300 MISCELLANEOUS REVENUE	6/9/2020	155533	ONE TIME VENDOR	\$20.00	10814	REFUND #2003952 EVENT CAI
	749500 PROF AND SPEC SERVICES	6/9/2020	155438	COMCAST CABLE COMMUNICATIONS, INC	\$109.95	0454929 5/20	BLNKT PO- 815550039045492
	DIVISION/ORG TOTAL 17160000 - PARKS & COMM SERV-FACILITIES				\$1,240.95		
17200000 PARKS & COMM SER- ADULT/SPC SRV	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155469	BERNADETTE A OLIVEIRA	\$60.00	2003946	RFND (6) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155522	ONE TIME VENDOR	\$10.00	2003940	RFND (1) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155523	ONE TIME VENDOR	\$20.00	2003941	RFND (2) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155525	ONE TIME VENDOR	\$10.00	2003942	RFND (1) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155526	ONE TIME VENDOR	\$60.00	2003943	RFND (6) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155527	ONE TIME VENDOR	\$20.00	2003944	RFND (2) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155529	ONE TIME VENDOR	\$30.00	2003945	RFND (3) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155530	ONE TIME VENDOR	\$30.00	20093939	RFND (3) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155535	ONE TIME VENDOR	\$60.00	2003947	RFND (6) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155536	ONE TIME VENDOR	\$20.00	2003948	RFND (2) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155537	ONE TIME VENDOR	\$120.00	120.00	RFND (12) TICKETS/50'S FLSH

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17200000 PARKS & COMM SER-ADULT/SPC SRV	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155538	ONE TIME VENDOR	\$60.00	2003950	RFND (6) TICKETS/50'S FLASH
	501502 SR-SPEC EVENTS/DONATIONS	6/9/2020	155539	ONE TIME VENDOR	\$60.00	2003951	RFND (6) TICKETS/50'S FLASH
	DIVISION/ORG TOTAL 17200000 - PARKS & COMM SER-ADULT/SPC SRV				\$560.00		
17210000 PARKS & COMM SERV-COMM PROM/EV	744000 OFFICE EXPENSE MISC	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$2.83	2218642	2020-05 IMAGING SVCS
	DIVISION/ORG TOTAL 17210000 - PARKS & COMM SERV-COMM PROM/EV				\$2.83		
17220000 PARKS & COMM SERV-PARKS	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$71.18	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$56.68	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$55.18	2020-0605	2020-0605 UNIF RENTAL 232
	732000 COMMUNICATIONS	6/9/2020	155593	VERIZON WIRELESS	\$40.55	9854536883	2020-05 CELL SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155428	CALIF TURF EQUIPMENT & SUPPLY INC	\$246.55	456205	BLNKT PO PRUNING LOPPERS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155455	FURTADO WELDING & INDUSTRIAL SUPPLY	\$20.38	24297	BLNKT PO CUTTING WHEELS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155474	HOFMANS NURSERY	\$110.47	982370	BLNKT PO TREE TIES
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155475	HOME DEPOT U S A INC-DEPT 32 2540194606	\$56.60	11162	BLKT PO-DEPT STMNT CHARG
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155476	HOME DEPOT U S A INC-DEPT 32 2540194606	\$369.63	550097794	RESTROOM DETERGENT
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155500	SCHAUB RENTAL AND SALES INC	\$150.24	7173	SMALL ENGINE PARTS

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17220000 PARKS & COMM SERV-PARKS	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155500	SCHAUB RENTAL AND SALES INC	\$35.00	8247	BLNKT PO SMALL ENGINE REP
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155500	SCHAUB RENTAL AND SALES INC	\$35.00	8246	BLNKT PO SMALL ENGINE REP
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$23.75	1608977	BLNKT PO WELDING ROD
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155595	WEST VALLEY SUPPLY INC	\$432.72	100690	BLNKT PO IRRIGATION HYE P
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155595	WEST VALLEY SUPPLY INC	\$47.95	100717	BLNKT PO IRRIGATION FREED
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155595	WEST VALLEY SUPPLY INC	\$10.00	100837	BLNKT PO IRRIGATION SUPPL
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155595	WEST VALLEY SUPPLY INC	\$67.54	100895	BLNKT PO VALVE REPAIR @ F
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155595	WEST VALLEY SUPPLY INC	\$324.43	100886	BLNKT PO-PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155595	WEST VALLEY SUPPLY INC	(\$162.22)	100894	CREDIT RETURNED IRRIGATIO
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155521	NUTRIEN AG SOLUTIONS INC	\$3,217.50	42182828	BLNKT PO HERBICIDE
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155572	SUPERIOR SOIL	\$11,797.50	20-87487	GYPSUM FOR TURF RENOVATI
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155575	RENTOKLL NORTH AMERICA INC	\$2,344.49	INVP500133755	PENDULUM AQUA CAP
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155590	VERDEGAAL BROTHERS	\$2,442.22	0809603-IN	US-15 FERTILIZER FOR PARK

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17220000 PARKS & COMM SERV-PARKS	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$23.51	11424	2020-05 ELECTRIC SVCS
	DIVISION/ORG TOTAL 17220000 - PARKS & COMM SERV-PARKS				\$21,816.85		
20100000 PW- ADMINISTRATION & ENGR	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$15.44	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$15.44	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$15.44	2020-0605	2020-0605 UNIF RENTAL 232
	732000 COMMUNICATIONS	6/9/2020	155593	VERIZON WIRELESS	\$160.62	9854536883	2020-05 CELL SVCS
	745000 PUBLICATIONS AND DUES	6/9/2020	155427	CALIF DEPT OF CONSUMER AFFAIRS	\$115.00	91277	PE, TAYLOR DIHEL, LICENSE
	746000 DUPLICATING EXPENSE	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$23.06	2218642	2020-05 IMAGING SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155564	SHRED-IT US JV LLC	\$78.53	8129728501	BLKT PO-SHREDDING
	DIVISION/ORG TOTAL 20100000 - PW-ADMINISTRATION & ENGR				\$423.53		
20110000 PW-STREET MAINTENANCE	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$45.39	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$45.39	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$45.39	2020-0605	2020-0605 UNIF RENTAL 232
	732000 COMMUNICATIONS	6/9/2020	155593	VERIZON WIRELESS	\$4.60	9854536883	2020-05 CELL SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155445	DASSEL'S PETROLEUM, INC	\$79.53	49559	BLKT PO- PROPANE
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155445	DASSEL'S PETROLEUM, INC	\$53.55	49585	BLKT PO- PROPANE
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155475	HOME DEPOT U S A INC-DEPT 32 2540194606	\$510.59	11164	BLKT PO-DEPT STMNT CHARG

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20110000 PW-STREET MAINTENANCE	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155480	J A MOMANEY SERVICES INC	\$240.24	131579	BLKT PO-PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155511	CONSOLIDATED ELEC DIST, INC	\$570.58	0064655-IN	BLKT PO/PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155549	QUINN COMPANY	\$718.15	PC040140244	CUTTERS (108)
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155570	STATEWIDE TRAFFIC SAFETY	\$2,178.71	04006706	25 POSTS/CAPS/SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155570	STATEWIDE TRAFFIC SAFETY	\$826.26	04006703	PATCHING ASPHALT
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155571	STATEWIDE TRAFFIC SAFETY & SIGNS	\$1,353.27	04006719	GLASS BEADS
	DIVISION/ORG TOTAL 20110000 - PW-STREET MAINTENANCE				\$6,671.65		
20200000 AIRPORT OPERATIONS	732000 COMMUNICATIONS	6/9/2020	155587	UNWIRED BROADBAND INC	\$79.99	INV00843787	INTERNET SERVICE
	749500 PROF AND SPEC SERVICES	6/9/2020	155508	MATSON ALARM COMPANY, INC	\$30.00	2053981	2020-05 ALARM SVCS
	DIVISION/ORG TOTAL 20200000 - AIRPORT OPERATIONS				\$109.99		
20310000 REFUSE OPERATIONS	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$224.60	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$96.10	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$91.60	2020-0605	2020-0605 UNIF RENTAL 232
	732000 COMMUNICATIONS	6/9/2020	155593	VERIZON WIRELESS	\$4.42	9854536883	2020-05 CELL SVCS
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155475	HOME DEPOT U S A INC-DEPT 32 2540194606	\$118.07	11158	BLKT PO-DEPT STMNT CHARG
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155475	HOME DEPOT U S A INC-DEPT 32 2540194606	\$145.25	11165	BLKT PO-DEPT STMNT CHARG

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20310000 REFUSE OPERATIONS	741200 EQUIPMENT MAINTENANCE	6/9/2020	155588	VALLEY OXYGEN, INC	\$265.44	424548	BLKT PO/REFUSE RPR ITEMS
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155588	VALLEY OXYGEN, INC	(\$224.58)	424571	BLKT PO/REFUSE RPR ITEMS
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155588	VALLEY OXYGEN, INC	\$203.78	424569	BLKT PO/REFUSE RPR ITEMS
	749500 PROF AND SPEC SERVICES	6/9/2020	155412	AKEL ENGINEERING GROUP INC	\$6,393.25	20561-03	REFUSE-GIS CITY-WIDE RE-R
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155494	KINGS WASTE & RECYCLE AUTHORITY	\$272,095.05	2020-05	TIPPING FEES 2020-05
	800118 TRASH/RECYCLE CONT	6/9/2020	155443	CONFAB MANUFACTURING COMPANY LLC	\$31,423.72	65670540	ASSET10049 - AUTOMATED C
DIVISION/ORG TOTAL 20310000 - REFUSE OPERATIONS					\$310,836.70		
20320000 REFUSE STREET CLEANING	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$7.04	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$7.04	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$7.04	2020-0605	2020-0605 UNIF RENTAL 232
DIVISION/ORG TOTAL 20320000 - REFUSE STREET CLEANING					\$21.12		
20370000 REFUSE CAPITAL & RESERVES	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155547	PYRAMID SYSTEMS, INC	\$12,800.00	13569	CIP2020030 PW RECEPTION
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155589	GEIL ENTERPRISES, INC	\$8,110.00	381579	CIP2020030 ALARM INSTALLA
DIVISION/ORG TOTAL 20370000 - REFUSE CAPITAL & RESERVES					\$20,910.00		
20400000 FLEET MAINTENANCE OPER	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$57.79	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$47.04	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$49.54	2020-0605	2020-0605 UNIF RENTAL 232

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	743300 FUEL AND LUBE MAINTENANCE	6/9/2020	155451	ELBERT DISTRIBUTING, INC	\$302.93	PI0028897	BLKT PO- FUEL
	743300 FUEL AND LUBE MAINTENANCE	6/9/2020	155478	INTERSTATE OIL COMPANY	\$547.84	0717129-IN	BLKT PO-FUEL
	743300 FUEL AND LUBE MAINTENANCE	6/9/2020	155481	J C LANSDOWNE DIST INC	\$2,009.13	74996	BLKT PO- FUEL
	743300 FUEL AND LUBE MAINTENANCE	6/9/2020	155555	ROE OIL COMPANY	\$179.86	195084-CT	ROE OIL (MAY 2020)
	743300 FUEL AND LUBE MAINTENANCE	6/9/2020	155596	WRIGHT EXPRESS FSC	\$942.49	65827956	2020-05 GAS CARD
	743400 TIRES AND TUBES	6/9/2020	155419	BADASCI TIRE CO, INC	\$1,312.87	160090	BLKT PO/AUTO SVCS
	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$1,659.51	750037567	BLKT PO/AUTO SVCS
	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$669.57	750037535	BLKT PO/AUTO SVCS
	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$31.29	750037506	BLKT PO/AUTO SVCS
	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$48.89	750037502	BLKT PO/AUTO SVCS
	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$450.06	750037574	BLKT PO/AUTO SVCS
	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$670.95	750037683	BLKT PO/AUTO SVCS
	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$718.30	750037667	BLKT PO/AUTO SVCS
	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$1,438.95	750037635	BLKT PO/AUTO SVCS
	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$111.09	750037624	BLKT PO/AUTO SVCS
	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$267.50	750037610	BLKT PO/AUTO SVCS

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	743400 TIRES AND TUBES	6/9/2020	155449	DELRAY TIRE & RETREADING, INC	\$48.89	750037609	BLKT PO/AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155419	BADASCI TIRE CO, INC	\$0.00	160090	BLKT PO/AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155422	MC KEE ENTERPRISES, LLC	\$35.00	73093	BLKT PO-LABOR
	749500 PROF AND SPEC SERVICES	6/9/2020	155422	MC KEE ENTERPRISES, LLC	\$35.00	73102	BLKT PO-LABOR
	749500 PROF AND SPEC SERVICES	6/9/2020	155446	DAVID WILLIAM ZANDT	\$150.00	122737	BLKT PO/AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155446	DAVID WILLIAM ZANDT	\$275.00	122736	BLKT PO/AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155466	HANFORD ALIGNMENT SERVICE	\$468.20	56640	BLKT PO-AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155482	JACK B MARTIN	\$104.00	27240	LABOR - DECALS FOR NEW UN
	749500 PROF AND SPEC SERVICES	6/9/2020	155487	J V A C INC	\$0.00	50153816	BLKT PO/AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155487	J V A C INC	\$738.95	656520	BLKT PO/AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155487	J V A C INC	\$689.00	656328	BLKT PO/AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155487	J V A C INC	\$0.00	50154542	BLKT PO/AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155488	KELLER MOTORS OF HANFORD	\$0.00	5086995	BLKT PO-PARTS

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	749500 PROF AND SPEC SERVICES	6/9/2020	155488	KELLER MOTORS OF HANFORD	\$0.00	5087634	BLKT PO- PARTS
	749500 PROF AND SPEC SERVICES	6/9/2020	155490	KINGS CO GLASS	\$125.00	I069706	BLKT PO-LABOR
	749500 PROF AND SPEC SERVICES	6/9/2020	155490	KINGS CO GLASS	\$125.00	I069682	BLKT PO-LABOR
	749500 PROF AND SPEC SERVICES	6/9/2020	155496	KROEGER EQUIP & SUPPLY	\$0.00	K243244	BLKT PO/AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155496	KROEGER EQUIP & SUPPLY	\$0.00	K242337	BLKT PO/AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155541	PACIFIC TOWING & TRANSPORT	\$225.00	3400	TOW UNIT TO SHOP #294
	749500 PROF AND SPEC SERVICES	6/9/2020	155557	RUCKSTELL CALIF SALES CO	\$0.00	707468	BLKT PO AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155557	RUCKSTELL CALIF SALES CO	\$0.00	707452	BLKT PO AUTO SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155559	SAN JOAQUIN VALLEY AIR POLLUTION	\$501.00	C307688	19/20 ANNUAL TOXIC ASSESS
	749500 PROF AND SPEC SERVICES	6/9/2020	155559	SAN JOAQUIN VALLEY AIR POLLUTION	\$501.00	C307769	19/20 ANNUAL AIR TOXIC AS
	749500 PROF AND SPEC SERVICES	6/9/2020	155559	SAN JOAQUIN VALLEY AIR POLLUTION	\$501.00	C307361	19/20 ANNUAL AIR TOXIC AS
	749500 PROF AND SPEC SERVICES	6/9/2020	155566	SOUTH COAST EMERGENCY VEHICLE SVC	\$210.75	499106	1) PIE-1749265 OIL FILL T
	749500 PROF AND SPEC SERVICES	6/9/2020	155597	WORLD OIL ENVIRONMENTAL SERVICES	\$160.00	1500-005642838	300 GALS/ USED OIL MIXED

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155411	CENTRAL VALLEY GMC	\$85.84	F00358427001	BLKT PO- AUTO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155411	CENTRAL VALLEY GMC	\$179.31	F00358431301	BLKT PO- AUTO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155411	CENTRAL VALLEY GMC	\$401.28	F00358471201	BLKT PO- AUTO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155411	CENTRAL VALLEY GMC	\$367.52	F00358530901	BLKT PO- AUTO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155411	CENTRAL VALLEY GMC	\$484.06	F00358634101	BLKT PO- AUTO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155411	CENTRAL VALLEY GMC	\$147.15	F00358613601	BLKT PO- AUTO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155411	CENTRAL VALLEY GMC	\$213.55	F00358597601	BLKT PO- AUTO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155419	BADASCI TIRE CO, INC	\$0.00	160090	BLKT PO/AUTO SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155422	MC KEE ENTERPRISES, LLC	\$0.00	73093	BLKT PO-LABOR
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155422	MC KEE ENTERPRISES, LLC	\$0.00	73102	BLKT PO-LABOR
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155441	COMMERCIAL RADIATOR WORKS INC	\$1,614.23	48017	COMPLETE TRUCK RADIATOR
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155451	ELBERT DISTRIBUTING, INC	\$0.00	PI0028897	BLKT PO- FUEL
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155466	HANFORD ALIGNMENT SERVICE	\$169.33	56640	BLKT PO-AUTO SVCS

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$62.23	266014	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$30.89	265854	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$3.74	265619	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$121.27	265525	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$78.25	265164	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$83.38	265126	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$5.94	265025	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$44.78	264977	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$44.78	264975	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$198.67	264861	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$83.38	264824	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$19.31	264789	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$54.83	264464	BLKT PO- PARTS

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20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$26.53	264529	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$552.90	266559	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155487	J V A C INC	(\$64.35)	50153212	RETURN CREDIT
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155487	J V A C INC	(\$26.81)	50153213	RETURN CREDIT
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155487	J V A C INC	(\$26.81)	50153211	RETURN CREDIT
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155487	J V A C INC	\$503.82	50153816	BLKT PO/AUTO SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155487	J V A C INC	\$255.44	656520	BLKT PO/AUTO SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155487	J V A C INC	\$626.00	656328	BLKT PO/AUTO SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155487	J V A C INC	\$33.00	50154542	BLKT PO/AUTO SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155488	KELLER MOTORS OF HANFORD	\$118.09	5086995	BLKT PO-PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155488	KELLER MOTORS OF HANFORD	\$88.22	5087634	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155490	KINGS CO GLASS	\$21.45	I069706	BLKT PO-LABOR
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155490	KINGS CO GLASS	\$0.00	I069682	BLKT PO-LABOR

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155496	KROEGER EQUIP & SUPPLY	\$344.32	K243244	BLKT PO/AUTO SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155496	KROEGER EQUIP & SUPPLY	\$24.67	K242337	BLKT PO/AUTO SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155498	TULARE SAG, INC	\$528.21	5067573	PARTS FOR POLICE UNIT #50
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155501	LAWRENCE TRACTOR CO	\$482.41	418521	BLKT PO-PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155501	LAWRENCE TRACTOR CO	\$834.26	418514	BLKT PO-PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$1.13	1609018	BLANKET PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$49.27	1609016	BLANKET PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$18.72	1608851	BLANKET PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$21.00	1609191	BLANKET PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$82.46	1610211	BLKT PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$223.29	1610185	BLKT PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$70.46	1609748	BLKT PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$7.87	1609583	BLKT PO PARTS

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$1.41	1608568	BLKT PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$127.18	1608434	BLKT PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$13.88	1608075	BLKT PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$173.27	1610120	BLKT PO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155516	STRATFORD TRACTOR INC	\$460.12	IK01102	BLNKT PO -TRACTR SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155516	STRATFORD TRACTOR INC	\$333.06	IK01535	BLNKT PO -TRACTR SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155557	RUCKSTELL CALIF SALES CO	\$658.39	707468	BLKT PO AUTO SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155557	RUCKSTELL CALIF SALES CO	\$758.41	707452	BLKT PO AUTO SVCS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155565	SMITH AUTO PARTS, INC	\$835.05	01IN449242	BLKT PO- AUTO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155565	SMITH AUTO PARTS, INC	\$40.20	01IN449232	BLKT PO- AUTO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155565	SMITH AUTO PARTS, INC	\$399.53	01IN453624	BLKT PO- AUTO PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155565	SMITH AUTO PARTS, INC	(\$79.73)	01CR067544	RETURN CREDIT
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155565	SMITH AUTO PARTS, INC	(\$212.74)	01CR067543	CREDIT RETURN

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155580	TURF STAR INC	\$237.68	7117504-00	BLKT PO-PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155588	VALLEY OXYGEN, INC	\$36.65	424176	BLKT PO- PARTS
	778500 UTILITIES-GAS	6/9/2020	155568	SOUTHERN CALIF GAS CO	\$135.83	11243	2020-05 GAS SERVICES
	DIVISION/ORG TOTAL 20400000 - FLEET MAINTENANCE OPER				\$29,615.85		
20500000 FLEET REPLACEMENT RESERVE	800197 OTHER MOTORIZED VEHCL	6/9/2020	155501	LAWRENCE TRACTOR CO	\$120,091.10	417902	ASSET10036 TORO MOWERS
	DIVISION/ORG TOTAL 20500000 - FLEET REPLACEMENT RESERVE				\$120,091.10		
20610000 STORM DRAINAGE OPERATIONS	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$31.24	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$31.24	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$31.24	2020-0605	2020-0605 UNIF RENTAL 232
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155569	STANLEY VIERRA	\$94.50	123135	CHECK VOLTAGE STN #35
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155545	JOSEPH G POLLARD CO INC	\$1,016.32	162576	DISPBL GLOVES
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$1,550.35	11424	2020-05 ELECTRIC SVCS
	DIVISION/ORG TOTAL 20610000 - STORM DRAINAGE OPERATIONS				\$2,754.89		
20710000 WASTEWATER OPERATIONS	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$58.60	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$58.60	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$58.60	2020-0605	2020-0605 UNIF RENTAL 232
	732000 COMMUNICATIONS	6/9/2020	155593	VERIZON WIRELESS	\$168.37	9854536883	2020-05 CELL SVCS

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20710000 WASTEWATER OPERATIONS	741200 EQUIPMENT MAINTENANCE	6/9/2020	155462	GRAINGER, INC	\$39.90	9539276692	BLKT PO- EQUIP MAINTENANC
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155462	GRAINGER, INC	\$8.33	9543509682	BLKT PO- EQUIP MAINTENANC
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155554	ROCKWELL ENGINEERING & EQ CO INC	\$7,887.80	18947	REPAIR PARTS
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155581	TURNUPSEED ELECTRIC	\$289.31	83129	BLKT PO-PARTS
	749500 PROF AND SPEC SERVICES	6/9/2020	155452	FRUIT GROWERS LABORATORY, INC	\$6,787.00	APRIL 2020	BLKT PO-WATER TESTING
	749500 PROF AND SPEC SERVICES	6/9/2020	155508	MATSON ALARM COMPANY, INC	\$24.50	2053981	2020-05 ALARM SVCS
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155587	UNWIRED BROADBAND INC	\$69.95	INV00841605	BLKT PO- INTERNET
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155475	HOME DEPOT U S A INC-DEPT 32 2540194606	\$52.26	11161	BLKT PO-DEPT STMNT CHARG
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155515	MORGAN & SLATES	\$10.71	1609683	BLKT PO-PARTS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155424	BUTTONWILLOW WAREHOUSE CO	\$2,669.51	940485	HERBICIDES
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155520	NORTH CENTRAL LABORATORIES	\$540.46	439510	BLKT PO-TESTS SUPPLIES
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155576	THATCHER CO OF CALIF INC	\$12,045.04	275304	BLKT PO CHLORINE
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155576	THATCHER CO OF CALIF INC	(\$6,000.00)	275333	CONTAINER DEPOSIT REFUND

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20710000 WASTEWATER OPERATIONS	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155576	THATCHER CO OF CALIF INC	\$12,045.04	275533	BLKT PO CHLORINE
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155576	THATCHER CO OF CALIF INC	(\$6,000.00)	275534	BLKT PO CHLORINE
	778500 UTILITIES-GAS	6/9/2020	155568	SOUTHERN CALIF GAS CO	\$913.01	11243	2020-05 GAS SERVICES
	DIVISION/ORG TOTAL 20710000 - WASTEWATER OPERATIONS				\$31,726.99		
20720000 SANITARY SEWER COLLECTION	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$22.82	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$22.82	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$22.82	2020-0605	2020-0605 UNIF RENTAL 232
	732000 COMMUNICATIONS	6/9/2020	155593	VERIZON WIRELESS	\$47.73	9854536883	2020-05 CELL SVCS
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155421	BOGIE'S PUMP SYSTEMS, INC	\$7,199.42	14111	REPAIR PUMP PARTS
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155454	FERGUSON ENTERPRISES INC 1423	\$170.60	1548033	SEWER LINE PARTS
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155581	TURNUPSEED ELECTRIC	\$1,848.45	233866	REPAIR PARTS
	749500 PROF AND SPEC SERVICES	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$98.05	503000059318	BLKT PO- TOWELS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155475	HOME DEPOT U S A INC-DEPT 32 2540194606	\$32.14	11163	BLKT PO-DEPT STMNT CHARG
	778000 UTILITIES-ELECTRICITY	6/9/2020	155540	P G & E	\$235.22	11262	2020-05 6359810294-3
DIVISION/ORG TOTAL 20720000 - SANITARY SEWER COLLECTION					\$9,700.07		
20730000 WASTEWATER CAPITAL & RESV	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155417	B N S F RAILWAY CO/THE STAUBACH CO	\$1,266.00	11498	CIP0817668-RENEW/RAILROAI

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20730000 WASTEWATER CAPITAL & RESV	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155420	BLAIR CHURCH & FLYNN INC	\$2,854.95	62511	CIP0817668 BCF-ENG PROGRE
	DIVISION/ORG TOTAL 20730000 - WASTEWATER CAPITAL & RESV				\$4,120.95		
20810000 WATER OPERATIONS	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$86.77	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$86.77	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$86.77	2020-0605	2020-0605 UNIF RENTAL 232
	732000 COMMUNICATIONS	6/9/2020	155593	VERIZON WIRELESS	\$210.00	9854536883	2020-05 CELL SVCS
	741200 EQUIPMENT MAINTENANCE	6/9/2020	155511	CONSOLIDATED ELEC DIST, INC	\$21.24	2877-492924	BLKT PO- PARTS
	744000 OFFICE EXPENSE MISC	6/9/2020	155601	ZOOM IMAGING SOLUTIONS INC	\$309.96	2218642	2020-05 IMAGING SVCS
	749500 PROF AND SPEC SERVICES	6/9/2020	155418	B S K & ASSOCIATES INC	\$16.00	AD10476	BLKT PO-WATER TESTING
	749500 PROF AND SPEC SERVICES	6/9/2020	155418	B S K & ASSOCIATES INC	\$48.00	AD10475	BLKT PO-WATER TESTING
	749500 PROF AND SPEC SERVICES	6/9/2020	155418	B S K & ASSOCIATES INC	\$288.00	AD10474	BLKT PO-WATER TESTING
	749500 PROF AND SPEC SERVICES	6/9/2020	155418	B S K & ASSOCIATES INC	\$32.00	AD10390	BLKT PO-WATER TESTING
	749500 PROF AND SPEC SERVICES	6/9/2020	155559	SAN JOAQUIN VALLEY AIR POLLUTION	\$501.00	C307362	19/20 AIR TOXIC ASSESSMEN
	749500 PROF AND SPEC SERVICES	6/9/2020	155559	SAN JOAQUIN VALLEY AIR POLLUTION	\$501.00	C307709	19/20 TOXIC AIR ASSESSMEN
	749500 PROF AND SPEC SERVICES	6/9/2020	155559	SAN JOAQUIN VALLEY AIR POLLUTION	\$501.00	C307749	2019 /2020 AIR TOXIC FEE

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20810000 WATER OPERATIONS	749500 PROF AND SPEC SERVICES	6/9/2020	155559	SAN JOAQUIN VALLEY AIR POLLUTION	\$501.00	C307616	19/20 AIR TOXIC FEE
	749500 PROF AND SPEC SERVICES	6/9/2020	155582	TWO BROTHERS CATHODIC SERVICES, INC	\$1,125.00	745	ANNUAL WATER TANK INSPE
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155433	CENTRAL VALLEY IRON INC	\$250.00	3865	CIP00000030 REPLACE EXIST
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155589	GEIL ENTERPRISES, INC	\$565.00	381581	INSTALL 2 ADDITIONAL ACCE
	758000 RENTS AND LEASES-EQUIP	6/9/2020	155546	PRAXAIR DIST INC	\$559.45	96683914	CO2 TANK RENT
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155454	FERGUSON ENTERPRISES INC 1423	\$886.89	1544840	HAND PUMP
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$24.82	266575	A/C FAN BELTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155467	HANFORD AUTO & TRUCK PARTS, INC	\$12.41	266721	A/C BELTS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$301.81	48590498	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$190.62	48590499	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$166.80	48590501	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$174.74	48590502	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$420.96	48594833	BLKT PO- WELL CHEMICALS

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20810000 WATER OPERATIONS	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$953.11	48594834	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$262.10	48594832	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$317.71	48594831	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$182.68	48590500	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$279.35	48600994	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$277.99	48600993	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$958.69	48600992	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$353.30	48600991	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$190.62	48597897	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$444.79	48597896	BLKT PO- WELL CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	6/9/2020	155586	UNIVAR SOLUTIONS USA INC	\$238.28	48597895	BLKT PO- WELL CHEMICALS
DIVISION/ORG TOTAL 20810000 - WATER OPERATIONS					\$12,326.63		
20910000 INTERMODAL FACILITY OPER	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155435	CLARK PEST CONTROL, INC	\$50.00	26329788	SANTA FE 05/2020
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155508	MATSON ALARM COMPANY, INC	\$49.00	2053981	2020-05 ALARM SVCS

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20910000 INTERMODAL FACILITY OPER	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155578	TOTAL FILTRATION SERVICES, INC	\$58.87	PSV2038890	BLKT PO- PARTS
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$347.64	11263	2020-05 ELECTRIC SVCS
	DIVISION/ORG TOTAL 20910000 - INTERMODAL FACILITY OPER				\$505.51		
21000000 BUILDING MAINTENANCE	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$47.15	2020-0522	2020-0522 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$28.40	2020-0529	2020-0529 UNIFORM RENTAL
	730000 UNIFORM EXPENSE	6/9/2020	155416	ARAMARK UNIFORM SERVICES, INC	\$28.40	2020-0605	2020-0605 UNIF RENTAL 232
	732000 COMMUNICATIONS	6/9/2020	155593	VERIZON WIRELESS	\$50.43	9854536883	2020-05 CELL SVCS
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155414	AMERICAN INCORPORATED	\$714.78	7113118	REPAIR A/C #14 CITY HALL
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155414	AMERICAN INCORPORATED	\$271.25	1773453	CIP2020031 CLOSE A'C ECON
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155414	AMERICAN INCORPORATED	\$537.18	7113677	REPLACE SERVICED DISCONNI
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155414	AMERICAN INCORPORATED	\$343.58	7113676	REPLACE CAP & CONTACTOR I
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155414	AMERICAN INCORPORATED	\$154.42	7113706	REPLACE V BELTS FOUND DUF
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155435	CLARK PEST CONTROL, INC	\$50.00	26130922	MISSED INVOICE FOR 04/06/
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155435	CLARK PEST CONTROL, INC	\$50.00	26326705	LONGFIELD 05/2020
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155435	CLARK PEST CONTROL, INC	\$56.00	26326689	CITY OFFICES 05/2020

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
21000000 BUILDING MAINTENANCE	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155435	CLARK PEST CONTROL, INC	\$45.00	26326681	CIVIC AUD 05/2020
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155435	CLARK PEST CONTROL, INC	\$45.00	26331089	POLICE 05/2020
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155435	CLARK PEST CONTROL, INC	\$50.00	26331296	COE PARK 05/2020
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155435	CLARK PEST CONTROL, INC	\$45.00	26326696	VETS 05/2020
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155435	CLARK PEST CONTROL, INC	\$45.00	26326736	CORP YARD 05/2020
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155435	CLARK PEST CONTROL, INC	\$50.00	26326755	POLICE INVEST 05/2020
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155508	MATSON ALARM COMPANY, INC	\$279.00	2053981	2020-05 ALARM SVCS
	755000 OTHER CONTRACTUAL SERVICE	6/9/2020	155578	TOTAL FILTRATION SERVICES, INC	\$82.51	PSV2038889	BLKT PO-FILTER SVC
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155453	FASTENAL INDUSTRIAL & CONST SUPP	\$35.26	CAHAN80985	BLKT PO/PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155476	HOME DEPOT U S A INC-DEPT 32 2540194606	\$84.38	548361369	BLKT PO-COVID SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155476	HOME DEPOT U S A INC-DEPT 32 2540194606	\$255.86	544676067	BLKT PO-COVID SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155476	HOME DEPOT U S A INC-DEPT 32 2540194606	\$386.08	544440290	BLKT PO-COVID SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155476	HOME DEPOT U S A INC-DEPT 32 2540194606	\$15.23	553091257	MAN GATE SPRING

Attachment: WARRANT REGISTER-AGENDA 6-16-20 (FIN: WARRANT REGISTER)

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
21000000 BUILDING MAINTENANCE	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155476	HOME DEPOT U S A INC-DEPT 32 2540194606	\$51.09	550954788	BLKT PO/PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155492	KINGS CO PIPE & SUPPLY	\$10.88	2005-256044	BLKT PO- PARTS
	760000 SPECIAL DEPARTMENTAL EXP	6/9/2020	155493	BRANDON K AINSWORTH	\$42.90	3846	NAME PLATES PW
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$4,516.30	11263	2020-05 ELECTRIC SVCS
	778500 UTILITIES-GAS	6/9/2020	155568	SOUTHERN CALIF GAS CO	\$140.20	11243	2020-05 GAS SERVICES
	DIVISION/ORG TOTAL 21000000 - BUILDING MAINTENANCE				\$8,511.28		
21020000 BLDG (CITY) OPER ER	800103 BUILDINGS	6/9/2020	155468	HANFORD GLASS, INC	\$1,989.00	29333	CIP0000055 BLDG DEPT RECE
	800103 BUILDINGS	6/9/2020	155468	HANFORD GLASS, INC	\$2,460.00	29332	CIP0000055 FINANCE RECEIPT
	DIVISION/ORG TOTAL 21020000 - BLDG (CITY) OPER ER				\$4,449.00		
21040000 ACCUM CAPITAL OUTLAY	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155433	CENTRAL VALLEY IRON INC	\$1,975.00	3854	CIP00000030 PW SECURITY G
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155447	DAVID A BUSH, INC	\$176,524.51	11296	CIP0000028 PROGRESS PAYMI
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155459	GARLAND / DBS, INC	\$42,590.30	CI-GDI0012044	CIP2020031 MATERIAL: ROOF
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155483	JERRY MATOS	\$1,166.50	1342	CIP0000001 CE20-0523 BOAR
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155514	MOORE TWINING ASSOCIATES, INC	\$708.50	57424	CIP0000028 MATERIALS TEST
	DIVISION/ORG TOTAL 21040000 - ACCUM CAPITAL OUTLAY				\$222,964.81		
21310000 COURTHOUSE SQUARE FACIL	749500 PROF AND SPEC SERVICES	6/9/2020	155435	CLARK PEST CONTROL, INC	\$60.00	26326245	COURT HOUSE 05/2020

Attachment: WARRANT REGISTER-AGENDA 6-16-20 (FIN: WARRANT REGISTER)

DIVISION/ORG CODE		ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION	14.J.a
21310000 COURTHOUSE SQUARE FACIL	749500 PROF AND SPEC SERVICES	6/9/2020	155508	MATSON ALARM COMPANY, INC	\$133.50	2053981	2020-05 ALARM SVCS		
	778000 UTILITIES-ELECTRICITY	6/9/2020	155567	SOUTHERN CALIF EDISON CO	\$1,747.46	11263	2020-05 ELECTRIC SVCS		
	778500 UTILITIES-GAS	6/9/2020	155568	SOUTHERN CALIF GAS CO	\$89.31	11243	2020-05 GAS SERVICES		
	DIVISION/ORG TOTAL 21310000 - COURTHOUSE SQUARE FACIL					\$2,030.27			
21800000 PARKS FACILITY IMPACT FEE	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155499	LANE ENGINEERS, INC	\$4,185.50	44403	CIP2020038 TOPO CIVIC PRK		
	DIVISION/ORG TOTAL 21800000 - PARKS FACILITY IMPACT FEE					\$4,185.50			
26660000 GAS TAX - ROAD MTC REHAB	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155574	T R C ENGINEERS, INC	\$2,625.00	29098	CIP0818656 WO#3- GRANGE (		
	DIVISION/ORG TOTAL 26660000 - GAS TAX - ROAD MTC REHAB					\$2,625.00			
26670000 T.D.A. - TRANSPORTATION	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155423	BUSH ENGINEERING, INC	\$7,140.00	11489	CIP0819618 FINAL		
	DIVISION/ORG TOTAL 26670000 - T.D.A. - TRANSPORTATION					\$7,140.00			
29100000 WATER CAPITAL & RESERVE	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155514	MOORE TWINING ASSOCIATES, INC	\$488.10	57171	CIP0816637 MATERIALS TEST		
	800200 CAPITAL IMPRV PROJECTS	6/9/2020	155577	J T 2 INC	\$309,377.63	11293	CIP0816637 MINOR WATER M.		
	DIVISION/ORG TOTAL 29100000 - WATER CAPITAL & RESERVE					\$309,865.73			
				TOTAL AMOUNTS FOR CHECKS:		\$1,446,772.67			



AGENDA STAFF REPORT

MEETING DATE: 6/16/2020	AGENDA SECTION: A
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SUBJECT:

Administration: Review of recommended updates to the Handbook of Rules and Procedures for the Hanford City Council and discussion of other potential amendments.

RECOMMENDATION:

Staff recommends that Council review the proposed amendments to the Council Handbook and propose other amendments that may be recommended by the majority of Council.

BACKGROUND:

Historically, Past City Councils have adopted various policies and rules pertaining to City Council meetings, decorum, appointments to Commissions, and several other subjects. These policies were memorialized as resolutions, ordinances, and regular documents that had been approved at Council meetings.

On June 21, 2016, the Hanford City Council formally adopted the Handbook of Rules and Procedures, in order to create one single document to all rules and procedures and to eliminate the multiple references to other regulations. Since the initial adoption, there have been several amendments to the Handbook to note changes to the length of the Public Comment period and the size of various commissions.

Due to recent changes within the City organization, there is a need to amend several sections related to City Departments and staff felt that it was the ideal time to review the full document with the current Council and get direction on other potential amendments.

Prior to receiving the presentation from staff, there are a few proposed changes that staff wanted to bring to the Council's attention:

- Amendments to many City Departments to memorialize several recent departmental reorganizations;
- Reduction in the per case use of the City Attorney by individual Council members and the addition of an annual cumulative maximum without full Council consent;

- Modify the section on Video recording to cover the upcoming video broadcasting and recording of future council meetings; and
- Addition of section on Age and Residency requirements for Committees/Commissions.

FISCAL IMPACT:

There is no fiscal impact related to this item.

ATTACHMENTS:

Proposed Amendments to th Handbook of Rules and Procedures

HANDBOOK OF RULES AND PROCEDURES

HANFORD CITY COUNCIL



PREFACE

As provided by California Government Code Section 36813, the City Council of the City of Hanford established the Handbook of Rules and Procedures contained therein. The Handbook shall be in effect upon adoption by the City Council and shall remain in effect until such time as it is amended or new rules are adopted in the manner provided herein.

In addition to the Handbook of Rules and Procedures, the City Council has included in this document other information which may be useful to the City Council, Commissions, administrative staff, and the general public. This document is to be known as "The Handbook of Rules and Procedures of the City Council of the City of Hanford."

Adopted: June 21, 2016

Resolution: 16-31-R

Amended: June 6, 2017

Resolution: 17-34-R

Amended: August 15, 2017

Resolution: 17-44-R

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CHAPTER 1 GENERAL INFORMATION, POWERS AND DUTIES

A. THE CITY OF HANFORD

The City of Hanford has a City Council/City Manager form of government.

Under this form of government, the elected City Council sets the policies for the operation of the Hanford City Government. The Council is responsible to the citizens for:

- Establishing community-wide goals that address short and long range needs.
- Formulating policies that define a course of action that shape city operations.
- Providing quality services within available resources.
- Acting as a link between the professional staff and local citizens.

City Council members are local leaders. The electorate expects the Council to set the tone and direction for municipal operations. Strategic planning and goal setting are the tools that enable a Council to define their vision and determine methods for accomplishing their goals.

The administrative responsibility of the city rests with the City Manager, who is appointed by the City Council. The City Manager has the responsibility to apply and administer Council's policies through the day-to-day operation of the city. The City Manager is the chief administrative officer of the city and directs the totality of city operations.

Teamwork between the Council and the City Manager is a key element of the council-manager form of government. The pooling of skills is essential to resolve the many complex problems that face the city today. The council-manager form of government seeks to enhance the effectiveness of local policy-making and municipal operations by bringing together skilled lawmakers, community representatives, and experts in municipal administration and management.

B. COUNCIL ELECTIONS

The City Council consists of five (5) members, elected by district. Each Council Member serves four-year staggered terms, without limit. Elected Officials serve until his/her successor has been elected and qualified. Elections are held in November of even numbered years.

C. VACANCIES

Vacancies on the City Council shall be filled in accordance with California Government Code 36512.

California Government Code Section 36502 specifies the conditions under which a vacancy occurs.

D. MAYOR/VICE MAYOR SELECTION

The Mayor and Vice Mayor are members of the City Council and selected by the Council and not elected by the voters. These positions typically serve a period of one (1) year.

E. MAYOR AS PRESIDING OFFICER AND DUTIES THERETO

The Mayor shall be recognized as the official head of the City of Hanford for all ceremonial purposes and by the Governor for military purposes. In the time of public danger or emergency, the Mayor may, with the consent of the City Council, cause order to be maintained and enforce laws. The Mayor shall act as the Presiding Officer at all meetings of the City Council and perform such other duties consistent with the office as may be imposed by the City Council. The Mayor may move, second, and debate from the Chair, subject to such limitations of debate as are imposed on all Council Members by these rules and shall not be deprived of any of the rights and privileges of a Council Member as such Presiding Officer. The Mayor shall possess no veto power.

The Mayor shall preserve strict order and decorum at all times. The Mayor shall state each item coming before the City Council, and shall upon conclusion of said presentation related thereto call for the vote. Following the vote, the Mayor shall announce the results of the vote. The Mayor is eligible to vote on all motions, and shall direct the order of participation of Council Members. The Mayor shall, in all instances, have the last chance to speak. The Mayor shall sign all ordinances and resolutions adopted by the City Council during the Mayor's presence. The Mayor shall sign all agreements and/or contracts, except where otherwise instructed or set forth by policy.

F. VICE MAYOR

In the absence of the Mayor, the Vice Mayor shall possess and perform the power and duties of the Mayor. In that capacity, the Vice Mayor shall sign ordinances and resolutions adopted in his/her presence. The Vice Mayor shall also sign all agreements and/or contracts, except where otherwise instructed or set forth by policy.

G. COMPENSATION

Salaries for the City Council Members may be fixed in accordance with Section 36516 of the Government Code of the State of California. Council Members may be reimbursed for actual and necessary expenses incurred in the performance of their official duties as allowed by Government Code Section 36514 and any resolutions or ordinances adopted by the City.

H. CITY MANAGER

The City Manager, appointed by the City Council, is responsible for the overall administration of the City in response to the policies and programs established by the City Council. The City Manager is responsible for forecasting the program and service needs of the City and its related financial, personnel, and capital improvement requirements. The City Manager is a significant liaison with the community and other levels of government.

I. CITY CLERK

The City Clerk is appointed by the City Manager and is the local official for elections, local legislation, the Public Records Act, the Political Reform Act, and the Brown Act (open meeting laws). The City Clerk, in consultation with the City Attorney, ensures that actions are in compliance with all federal, state and local statutes and regulations and that all actions are properly executed, recorded, and archived.

The statutes of the State of California prescribe the basic functions and duties of the City Clerk, and the Government Code and Election Code provide precise and specific responsibilities and procedures to follow.

The Office of the City Clerk is a service department within the municipal government upon which the City Council, all City departments, and the general public rely on for information regarding the operations and legislative history of the City. The City Clerk serves as the liaison between the public and City Council and provides related municipal services. The City Clerk provides clerical support to the City Council.

J. CITY ATTORNEY

The City Attorney, appointed by the City Council, is responsible for providing necessary legal services and guidance to the City Council, the City Manager, department heads, and city boards, commissions and committees to ensure that city functions are performed on a sound legal basis.

In the event that it is deemed necessary and in the best interest of the City to contract for either Special or Conflict Counsel to act in the place of the City

Attorney, the City Manager shall bring forth a recommendation to the City Council for approval at a regular or special meeting and be designated to execute the necessary documentation to facilitate those contracts. If outside legal counsel is required due to a reason other than a conflict of interest affecting the City Attorney, the City Manager shall confer with the City Attorney regarding the hiring of Special Counsel.

Communications from the City Attorney's Office may be confidential and shall be treated as attorney-client privilege. Only the City Council, as an entire body, may waive the privilege, and not individual Council Members.

During the normal course of a Council Member carrying out the duties of office, it is common practice to discuss issues or ask questions of City Staff, including the City Attorney. For the purpose of this policy statement, the intent is to regulate an individual Council Member's authority to cause work to be performed by the City Attorney.

When an individual Council Member poses a question to the City Attorney, the City Attorney shall estimate the amount of time required to answer the question. In the event the City Attorney believes the amount of time for research involved in answering the question will generate a bill in excess of ~~\$500.00~~~~\$2,000.00~~, the City Attorney will notify the Council Member that the answer will exceed policy limitations. If the submitting Council Member continues to seek an answer to the question, the Council Member will pose the question to the Council, as a body, at a Council Meeting and must obtain a consensus of the majority of the Council Members present at the meeting in order for the City Attorney to work on the question.

Legal work involving ~~a question~~s or ~~inquiries~~y that require less than \$2,000.00, ~~per year~~, in billable hours by the City Attorney may be authorized by the submitting Council Member without the need of obtaining the Council's approval.

K. TRIANGLE OF POLICY, PROCESS & PRODUCT

The City Council establishes the Policy—establishing vision and direction for the community's future.

The City Clerk, in consultation with the City Attorney oversees the Process—ensuring that the decision-making process complies with federal, state, and local regulation and that it is properly recorded.

The City Manager provides the Product—which is the primary reason for the existence of local government: to provide services to the taxpayer that the taxpayers cannot (or will not) provide for themselves.

L. MUNICIPAL CODE

The Hanford Municipal Code sets forth the regulatory, penal and administrative laws of general application to the city. These laws are enforceable by the City, and violation constitutes a misdemeanor or infraction.

Other directives and policies of the City Council are recorded in resolutions or by minute action of the Council.

M. INTERFERENCE IN STAFF FUNCTIONS

The City Council shall deal with the administrative services of the City through the City Manager, except for the purpose of inquiry, and neither the City Council nor any member thereof, shall give orders to subordinates of the City Manager. No member of the City Council shall publicly criticize or censure any staff member of the City, and shall instead relay any criticism of a staff member privately through the City Manager.

The City Council shall deal with the Office of the City Attorney only through the City Attorney or his/her designees, except for the purpose of inquiry, and neither the City Council nor any member thereof, may give orders to subordinates of the City Attorney without the City Attorney's consent.

N. CITY DEPARTMENTS

Administration – In addition to the City Manager and City Clerk, the administrative office also includes Human Resources, ~~and~~ Information Technology ~~and the Airport division~~. Human Resources is responsible for risk management, insurance services, and the city's comprehensive personnel program, including recruitment, classification, compensation, employee benefits, safety administration, and employee training.

Information technology is responsible for design and maintenance of the city's software systems and administration of the City's Local/Wide Area Network. This division also manages the City's web services and intranet.

Airport operations oversee all matters pertaining to the airport.

Finance – The ~~f~~Finance department is composed of two divisions, the accounting division and utility billing division. The accounting division is responsible for cash management, financial management services, payroll, purchasing, accounts payable and receivable, and business license administration ~~and insurance services~~.

The utility billing division is responsible for customer services for refuse, sewer, and water operations. This includes all billing, collections, and adjustments as necessary.

Community Development – The community development department includes three divisions: Planning, Building, and Housing. The Planning division is responsible for administering the city's general plan and zoning ordinance, and provides support services to the planning commission.

The Building division is responsible for ensuring that construction activities in the city meet all requirements of the *Uniform Building Code*. The division issues building permits and provides inspections as needed to ensure that buildings are constructed in accordance with the approved plans. The building division also provides city-wide code enforcement services and abates dangerous buildings to ensure they do not pose a hazard to the community.

The Housing division is responsible for assisting in the development, rehabilitation and maintenance of affordable housing in our community. This division provides funds for the CDBG Housing Rehabilitation Grant Program, the BEGIN/HOME Programs, First-Time Homebuyers Program, and the processing and monitoring of all housing rehabilitation projects.

Parks & Community ServicesRecreation – The Recreation division operates recreational and leisure activities for the community of Hanford. It is composed of administrative services, sports, youth/cultural/special events, Longfield Center, aquatics, senior center, teen center, facilities management, and therapeutic recreation. Hanford's recreation department offers a full range of recreational activities for nearly every segment of our community. The Parks and Community Servicesrecreation department provides recommendations to the Parks and Recreation Commission.

The Parks division is responsible for maintaining the aesthetic and recreation value of city property including City parks, street medians, athletic fields, City parking lot landscapes, the Industrial Park, Airport Park, and the Intermodal Station. The division designs and constructs streetscape improvement projects within the Downtown District; administers the Landscape Assessment District contracts; repairs citywide irrigation systems; performs annual playground safety inspections; and conducts repairs and upgrades to existing playgrounds.

The Facilitiesbuilding maintenance division is responsible for the maintenance and repair of all city owned facilities. This includes the civic auditorium, city offices, veterans building, historic courthouse, intermodal facility, public works corporation yard, wastewater treatment plant, Longfield Center, aquatics facility, police department, and fire stations. This is accomplished through a staff of full time and part-time employees.

Public Works – The most complex department in the City of Hanford is the public works department. It is composed of administration/engineering, streets, ~~building maintenance~~, refuse, fleet, wastewater, ~~airport operations~~, and utilities.

The administration and engineering division is responsible for the design and supervision of all capital improvement projects as well as administering the entire public works department. This division is also responsible for providing recommendations to the City Council and Commissions.

The streets division is composed of two programs: street maintenance and street cleaning. Street maintenance is primarily responsible for maintenance of local streets and city parking lots as well as supervising painting activities, maintenance of traffic signals and streetlights, and other maintenance activities. The street-cleaning program is responsible for sweeping all downtown streets. ~~each business day and all other city streets at least once per week.~~

~~The building maintenance division is responsible for the maintenance and repair of all city owned facilities. This includes the civic auditorium, city offices, veterans building, historic courthouse, intermodal facility, public works corporation yard, wastewater treatment plant, Longfield Center, aquatics facility, police department, and fire stations. This is accomplished through a staff of full time and part time employees.~~

The wastewater treatment plant is a sophisticated, multimillion dollar facility responsible for the treatment and recycling of ~~all city wastewater~~ ~~nearly 1.8 billion gallons of sewage each year~~. This division is also responsible for maintaining the sanitary sewer collection system. The plant uses state of the art techniques and continues to meet all applicable water quality standards.

The refuse division provides refuse pickup, recycling, and disposal services for all businesses and residents of the city, as well as some residents located in unincorporated areas around the city.

The fleet maintenance division is responsible for maintaining and managing a diverse fleet of equipment including sedans, police vehicles, street sweepers, refuse trucks, motor graders, sewer cleaning equipment, fire vehicles, and other specialized pieces of large and small equipment. The city's fleet maintenance program is set up as a leasing operation with all costs accumulated in this program and charged out to city departments.

The Utilities division is composed of two program areas: storm sewer maintenance and water operations. The storm sewer maintenance section is responsible for maintaining storm drain facilities within the city. The water operations section is responsible for the operation and maintenance of the city water system.

~~Airport operations oversee all matters pertaining to the airport.~~

Police – The police department is responsible for providing police services to preserve the peace and ensure the general safety and welfare of city residents and visitors. The department is organized into multiple areas: support services, records and communications, operations, narcotics task force, traffic enforcement, school resource officer program, and the ~~problem-oriented~~problem-oriented policing (POP) program. These divisions work cooperatively to maintain a low crime rate with a community approach to law enforcement.

The support services division is responsible for the overall administration of the police department and investigative services. This division also administers the Gang Resistance Education (G.R.E.A.T.) program in conjunction with the Hanford Elementary School District and Hanford Joint Union High School District.

The records and communications division is responsible for providing communications, clerical support, and police records management for the police department.

The operations division is responsible for patrol services, traffic enforcement, and development of a highly responsible force for both emergency and service needs.

The traffic enforcement division focuses on traffic education and enforcement, driving under the influence enforcement, seat belt and child restraint education, and bicycle and pedestrian safety in our community.

The School Resource Officer (SRO) program is a cooperative program with the Hanford Joint Union High School District and the purpose of the program is to provide guidance to our youth and to maintain a safe environment at the three (3) Hanford High School campus sites.

The Problem Oriented Policing (POP) program provides specialized police services through community partnerships with citizens to reduce criminal activities in our community. The division concentrates its efforts on developing specific strategies and projects to solve issues within the community.

Fire - The fire department is responsible for the prevention and suppression of fires in the community. The department is broken into two divisions: administration/suppression and fire prevention.

The administration/suppression division is responsible for administering the department, as well as providing suppression services when fires occur.

The prevention division is responsible for building inspections, plan review, weed abatement, and citizen education programs.

CHAPTER 2 CITY COUNCIL MEETINGS

A. RULES OF ORDER

The City Council shall determine its own rules of order and amend them from time to time, or adopt new rules as it deems necessary. The City of Hanford shall follow Rosenberg's Rules of Order and incorporate the procedures set forth in this chapter.

The City Attorney acts as the parliamentarian and advises the Mayor when points of order are raised.

B. REGULAR MEETINGS

Regular meetings of the City Council shall be open to the public and held on the first and third Tuesdays of every month, at the hour of 7:00 p.m. The business to be considered during the council meeting is detailed on a printed agenda. State law (the Ralph M. Brown Act) requires that public notice be given at least 72 hours before the regular meeting indicating the time and place of the meeting. An agenda of each meeting is posted at City Hall. Regular meetings may be adjourned or continued to a specified time and place.

Whenever the day fixed for any regular meeting of the City Council falls upon a day designated as a holiday, such meeting may be held at the same hour on the next succeeding day, not a holiday, as if it were a regular meeting or the meeting may be cancelled.

C. SPECIAL MEETINGS

A special meeting may be ordered whenever the public business may require it or upon the request from three members of the City Council. Whenever a special meeting shall be called, notice of such meeting shall be provided at least 24 hours prior to the time of the meeting pursuant to State law.

Ordinances **may not** be adopted at special meetings; only urgency ordinances may be adopted at such meetings. Items not listed on the agenda shall not be considered at the special meeting.

D. STUDY SESSIONS

The City Council may meet in a "study session" for the purpose of acquiring information on a particular subject(s) or hold "work sessions" for the purpose of collaborating with the public. These sessions are special meetings that shall be open to the public and comply with the Brown Act.

E. CLOSED SESSIONS

Consistent with Government Code Section 54954.2 the Council may hold closed sessions during any regular or special meeting, or any time otherwise authorized by law to consider or hear any matter which is authorized by State law to be heard or considered in closed session.

The general subject matter for consideration shall be expressed in an open meeting before such session is held. After closed session the legislative body must reconvene to open session and may be required to disclose action taken, if any.

Closed sessions may be held to discuss certain matters specified by law, including:

- Personnel matters to consider the appointment, employment, performance, or dismissal of a public employee
- Matters of national and public safety
- Labor negotiations
- License applications by persons with criminal records
- Real estate negotiations
- Anticipated litigation

The legislative body in a closed session can consider only matters covered in its agenda descriptions. City Council Members shall keep all written materials and verbal information provided to them in closed session in complete confidence in accordance with Government Code section 54963. No mention of information in these materials should be made to anyone unless allowed by this statute.

If the City Council in closed session has provided direction to City staff on proposed terms and conditions for any type of negotiations whether it be related to property acquisition or disposal, a proposed or pending claims or litigation, and/or employee negotiations, all contact with the other party should be by the designated representative handling the negotiations or litigation. A Council Member should not have any contact or discussions with the other party or its representative(s) involved concerning the negotiation during this time and not communicate any discussion conducted in closed sessions. All public statements, information, press releases, should be handled by the designated representative or spokesperson.

Government Code Section 54963 (a) – (f) outlines the injunctive relief and disciplinary actions that may be imposed on those who divulge confidential closed session discussions, without first receiving authorization from the legislative body.

F. EMERGENCY MEETINGS

Emergency meetings may be called by the City Council with one-hour notice to its members and local news media. The City Council **may not** meet in closed session during an emergency meeting. Except for the 24-hour notice requirement, the special meeting requirements set forth above shall apply in emergency meetings.

G. AGENDA

In order to facilitate the orderly conduct of the business of the citizens of Hanford, the City Manager and City Clerk shall set the agenda, in addition to any direction by the City Council. The City Clerk shall arrange such matters as may have been timely provided, for inclusion in the agenda. Copies of the agenda are available at City Hall and at the council meeting, as well as posted on the city's website.

H. CALL TO ORDER

The meetings of the City Council shall be called to order by the Mayor, or in the Mayor's absence, by the Vice Mayor. In the absence of the Mayor and Vice Mayor, the meeting shall be called to order by the most senior Council Member present. This person shall serve as the Council's presiding officer until the arrival of the Mayor or Vice Mayor, or until adjournment of the meeting.

I. QUORUM

Three members of the City Council shall constitute a quorum for the transaction of business. A majority of a quorum shall be sufficient to pass any action taken by the City Council except on such matters, which, by law, require a greater majority. All ordinances require at least three affirmative votes. Approval of resolutions and all orders for the payment of money also require an affirmative vote by a majority of the entire Council.

J. LACK OF QUORUM

If a majority of the City Council are absent from any meeting, the remaining members of the City Council may declare the meeting adjourned or if no member of the City Council is present, the City Clerk may adjourn the meeting. If a meeting is adjourned for less than five calendar days, no new agenda need be posted so long as a new item of business is not introduced. A copy of the order of adjournment must be posted within 24 hours after the adjournment, at or near the door of the place where the meeting was held.

K. RULES OF DISCUSSION

1. Motions

Action items listed on the council agenda in accordance with applicable law, or added as an action item on a council agenda in accordance with applicable law, may be voted on by the council.

Following a presentation of the item by staff, the Mayor will open discussion to the City Council for questions and comments. When there appears to be no further discussion or all of the Council Members have had the opportunity to speak, the Mayor may call for a motion.

Motions may be made by any member of the council, including the presiding officer, providing that before a motion is offered by the presiding officer, the opportunity for making a motion should be offered to the other members of the council. Any member of the council, other than the person offering the motion, may second a motion. Following a motion and a second, and any further discussion, the Mayor shall call upon the City Clerk for the vote.

2. Voting

The City Council, in the absence of an electronic voting device, votes by “voice vote” on all matters before it, unless a roll call vote is required by law or is requested by the Mayor. Unless a Council Member states that he or she is not voting, silence shall be recorded as an affirmative vote. The Presiding Officer shall announce the results of the vote.

A majority, also known as a simple majority, is a subset of a group that is more than half of the members present.

A two-thirds majority means that two-thirds of the quorum must agree to the proposition. It is much stronger than a simple requirement. In the event of an absence the vote would have to be unanimous.

3. Abstention/Recuse: Conflict of Interest

Council Members shall disqualify themselves if they have a financial conflict of interest or any other disqualification prescribed by law in a matter before the City Council. In such event, they may not participate in the discussion or the vote. Council Members shall state the specific reason for such disqualification. The disqualified Council Member shall leave the Council dais until the conclusion of the agenda item unless applicable State law or regulations permit otherwise.

It should be noted, however, a Council Member may speak as a member of the public, on his/her own behalf – as opposed to on behalf of someone else – on a matter that directly affects his/her financial interest even when conflicted out. Thus, while a Council Member would have to disqualify

him/herself on a matter affecting a piece of property in which the Council Member has a financial interest, he/she could address the Council, speaking to what the impact would be to his/her property.

In some instances, a Council Member may determine that it is appropriate to abstain from voting on a matter even though no financial conflict of interest exists. If a City Council member abstains from voting, their vote will count as a negative. A Council Member is counted as present for quorum purposes, but his/her abstention is effectively a negative vote. For example, if a matter requires three affirmative votes for approval and one Council Member abstains, at least three other Council Members must cast affirmative votes for the matter to be approved.

4. Tie Votes

A tie vote results in a lost motion. In such an instance, any member of the Council may offer a motion for further action. If there is no action by an affirmative vote, the result is no action. If the matter involves an appeal, and affirmative vote does not occur, the result is that the decision appealed stands as decided by the decision-making person or body from which the appeal was taken.

L. RECOGNITION TO SPEAK, COUNCIL MEMBER

Every Council Member desiring to speak shall address the Mayor and, upon recognition by the Mayor, shall confine his or her remarks to the item coming before the City Council.

1. Interruptions:

A Council Member, once recognized, may voice concerns, comments or ask staff to provide explanation or clarification of the item before the City Council, without interruption, unless out of order with the rules and procedures established herein and/or the Mayor call the item to order.

2. Public Hearings:

Council Members should not speak to the merits of an issue, other than to ask questions, until the public comment has been closed.

M. COUNCIL MEMBERS' OBLIGATION AFTER ABSENCE

When a Council Member is absent from an earlier meeting at which a matter was discussed, it shall be the duty of that Council Member to become acquainted with the issues discussed by reading the documents presented, reviewing the minutes from the meeting in which that item was discussed, listening to or viewing the taped recording of the meeting missed in order to further participate in future discussions and/or vote on the item.

N. ADJOURNMENT OF MEETING

Regular meetings shall conclude no later than 10:00 p.m., unless the time is extended by a majority consensus of the Council.

The Mayor shall adjourn the meeting. In the instance of the lateness of the hour the Mayor may also adjourn the meeting to a date and time specific to continue discussions on either the remainder of the agenda or on a specific item for discussion.

O. RECESS

At any point during a meeting the Mayor may call for a brief recess.

P. AGENDA ITEMS OUT OF ORDER

The Mayor may with the consent of the City Council modify the order of the agenda at the meeting, if such modifications would promote fluidity in the process and discussions.

Q. AUDIO RECORDINGS

All regular meetings (except closed sessions) of the City Council are audio recorded, as well as special meetings. Workshops or meetings that require extensive interaction with the public, staff, and City Council may not be recorded if the length of the meeting is anticipated to be unusually long or if simultaneous discussions are expected to occur.

R. VIDEO RECORDINGS

All regular meetings (except closed sessions) of the City Council are video recorded, as well as any special meetings held in the Council Chambers. The City of Hanford allows the use of additional recordings as long as they are not being disruptive to the proceedings or to those in attendance. Any equipment being used should not block aisles, exits, or the view of others. If the use of equipment is determined to be disruptive by the legislative body, the use of said equipment may be banned.

S. AGENDA FORMAT FOR MEETINGS

The agenda format for the Hanford City Council and Commission meetings will be prepared to allow for an efficient method to conduct city business. The format and order of business will be established by the City Clerk, unless modifications are approved by the City Council.

T. COMPONENTS OF MEETING

The following sections of a regular meeting agenda shall set forth the guidelines of decorum for each respective section of the agenda.

1. Public Comments

For regular meetings, this is the time for citizens to comment on subject matters within the jurisdiction of the Hanford City Council, including matters listed on the meeting's agenda and other matters not appearing on the agenda. For special meetings, citizen comments are limited to matters on the agenda. The Council cannot legally discuss or take official action on citizen requests that are introduced under this section.

This is also the time for citizens to comment on items listed under the Consent Calendar or General Business, or to request an item from the Consent Calendar be pulled for discussion purposes. Comments related to Public Hearing items will be heard at the time the item is discussed.

Each speaker will be allowed **three minutes**, but the Mayor has the discretion to shorten the time limit to make an efficient use of the Council's time. As a courtesy, but not required, the speaker should state his/her name and provide their city of residence.

2. Staff Communications

Staff will provide updates to the City Council on major events or projects that may be of public interest. Any documents submitted by a member of the public to the City Clerk for the purposes of handing out to the City Council will be distributed and made a part of the record. The City Clerk will **not** read the documents out loud, but note who the correspondence was from.

3. Consent Calendar

All Consent Calendar Items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

4. Public Hearings

Staff will provide a report on the item, then the Mayor will open the hearing to public comments. Public comments are subject to the rules and regulation of the Hanford Municipal Code. After closing public comments, the Mayor will allow the Council to provide questions or comments to the staff prior to making a motion. Once public comments are closed it is inappropriate for the public to speak except to answer an inquiry of a

Council Member addressed through the Mayor. However, public comments may be re-opened by a majority approval by the Council to hear new information.

5. General Business

Any other remaining items requiring action may be placed in this section. Items that do not need action, but are to provide informational or receive direction from the City Council may also be placed under General Business.

6. Council Reports/Comments

The City Council may report on other meetings or community events that they have recently attended. General announcements that may be of interest to the other Council Members or the public may be made at this time. If a Council Member receives any written correspondence that they would like to be a part of the record, they may announce that they received said correspondence and that it will be given to the City Clerk for distribution.

7. Items for Future Agendas

Any Council Member may request a matter which is not otherwise scheduled on a City Council agenda to be placed on a future agenda. The Council Member referring the item shall provide sufficient information as to the nature of the item. The City Council by concurrence of a majority may direct the City Manager to put the item on a future agenda.

U. ORDINANCES

Ordinances are the laws of the municipality. City councils are given the power to pass ordinances by Government Code Section 37100 as long as those ordinances are not in conflict with the laws and Constitution of the State of California or the United States. Approval of an ordinance requires a first reading or introduction and a second reading and adoption, with at least five days between readings (except an urgency ordinance). The passage of an ordinance requires the affirmative votes of at least three (3) council members. The ordinance or a summary is then published in the local newspaper and becomes effective thirty (30) days later. The thirty (30) day time frame is known as a referendum period. A referendum period is required by state law and is a time frame in which any citizen can file a petition challenging the legality of a recently adopted ordinance. An ordinance is an action that can be repealed or amended only by a subsequent ordinance.

In matters deemed by the City Council to warrant immediate action to preserve peace, public safety or health, an urgency/emergency ordinance may be passed immediately upon introduction at either a regular or special meeting, and can be effective immediately.

V. RESOLUTIONS

A resolution sets forth the action of the council on certain types of policy, procedural, or administrative matters. It requires only one reading and may be changed by subsequent resolution.

W. RECOGNITIONS/PROCLAMATIONS

The City Council may recognize individuals, organizations, or activities during the meetings. Other organizations may also present recognitions to the City.

X. MINUTES

The City Council utilizes summary minutes, which include the motions made, action taken, and a brief summary of council, staff and/or public comments. The audio recording may be used for reference, but it is not the official record of the meeting.

The City Clerk shall prepare the Minutes, and upon approval of the City Council, it shall become the official record.

Y. APPEALS

The filing of an appeal shall have the effect of staying the issuance of any permit or action until such time as the matter on appeal is resolved. If there are subsequent items to come before the Council that are subject to the outcome of the appeal, those items shall be listed following the item for appeal on the agenda, the decision of which shall be factored upon the Council's decision on appeal.

CHAPTER 3 DECORUM

A. ENFORCEMENT OF DECORUM

The City Manager shall designate the Chief of Police, or his/her designated representative as a sergeant-at-arms when necessary to attend City Council meetings for the purpose of maintaining order and decorum in the City Council Chambers, lobby, or other designated meeting location. Upon instructions from the Mayor, the sergeant-at-arms shall eject any person from the City Council Chambers, in conformance with State law.

B. CONDUCT IN THE CITY COUNCIL CHAMBERS

1. Council Chambers Defined

Council Chambers shall be, in addition to the usual and customary meeting location, any location or facility wherein a majority of the legislative body may meet for an open and public meeting as defined by the Brown Act, whether it be a regular meeting, special meeting, or emergency meeting.

2. Council Dais

The City Council seating area, most commonly referred to as the Council Dais is restricted to Council and City Staff at all times. Loitering or the dissemination of materials are not permitted in the area directly in front of the City Council seating area, commonly referred to as the well, unless invited by a Council Member to step forward. Written or photographic materials are to be handed to the City Clerk for dissemination to the Council, and made part of the record.

3. Rules of Decorum for the Public

Members of the audience shall not engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, clapping, whistling, and stamping of feet or other acts which disturb, disrupt, impede or otherwise render the orderly conduct of the City meeting infeasible. A member of the audience engaging in any such conduct shall, at the discretion of the presiding officer or a majority of the City Council, be subject to ejection from the meeting per Government Code Section 54954.3(c).

4. Rules of Conduct and Safety

When the City Council is in session, all persons present must preserve safety and order. Members of the public should sit in the seats provided, subject to ADA compliance, unless addressing the Council or entering or leaving the Council Chambers. Members of the public shall not block the aisles or exits in any manner. Members of the public should not bring

audible equipment into the Council Chambers, including cellular phones or pagers, without first either turning said equipment off or to a silent mode.

5. Removal from the Council Chambers

Any person who commits the following acts in respect to a meeting of the City shall be removed from the Council Chambers per Government Code Section 54957.9.

- (a) Disorderly, contemptuous or insolent behavior toward the City or any member thereof, tending to interrupt the due and orderly course of said meeting; and,
- (b) A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting; and,
- (c) Disobedience of any lawful order of the Mayor, which shall include an order to be seated or to refrain from addressing the City Council; and,
- (d) Any other unlawful interference with the due and orderly course of said meeting.

C. COURTESY

1. Council Members

Council Members shall accord the utmost courtesy to each other, City employees and the public appearing before the City Council, and shall refrain at all times from rude and derogatory remarks, public criticism of staff, remarks as to integrity, abusive comments and statement as to motives and personalities.

2. Public Speakers

Members of the public have the right to attend City Council meetings and to address the City Council on specific agenda items and under the Public Comments section of the agenda. The right of the public to address the City Council includes their right to criticize the policies, procedures, programs, or services of the City, and the acts or omissions of the City Council members. Criticisms that do not relate to City business will not be tolerated.

While the City Council meeting is in session, all persons must preserve order and decorum. A person who addresses the City Council under a specific agenda item or under Public Comments may not engage in speech or conduct which is likely to provoke others to violent or riotous behavior, which disturbs the peace of the meeting by loud and unreasonable noise, which is outside of the Council's jurisdiction, repetitive, or which disrupts, disturbs, or otherwise impedes the orderly conduct of any City Council meeting.

The Mayor or other presiding officer shall request that a person who is breaching the rules of decorum cease such conduct. If, after receiving such a warning, the person persists in breaching the rules of decorum, the Mayor or other presiding officer may order the person to leave the City Council meeting. If such person does not leave, the Mayor or presiding officer may request any law enforcement officer who is on duty at the meeting as sergeant-at-arms to remove the person from the Council Chambers. In the event there is no one from law enforcement present, the Mayor or presiding officer may direct the City Manager to contact law enforcement.

3. Appointed members of Commissions and Committees

Appointed members of Commissions and Committees of the City shall observe the same rules of order and decorum applicable to the City Council.

D. DISCIPLINING A DISRUPTIVE MEMBER

If one member engages in disruptive behavior, it is the responsibility of the City Council to remind the disruptive member about their duties. The failure of the governing body to deal with a misbehaving member or commissioner can also have legal consequences for the locality. For example:

1. A City Council member or Commissioner that mistreats staff members by using inappropriate language, asking the staff member to perform personal tasks, hugging or touching staff in an inappropriate manner, etc. may be putting the locality at risk for a lawsuit alleging harassment or a hostile work environment. If the governing body does not take appropriate steps to avoid the appearance of agreement with the objectionable behavior of a fellow member or commissioner, the inappropriate behavior may be considered to have been sanctioned by the governing body.
2. A member that leaks a confidential legal opinion of the local government attorney can result in the loss of the attorney client privilege and with the loss of the attorney client privilege it is possible the opinion can be used in court against the locality. In order to protect the attorney client privilege the other members of the governing body need to take affirmative action against the member that leaked the opinion.

In some instances meeting one-on-one outside of a public meeting can rectify a misunderstanding or correct inappropriate behavior. The manner in which a situation is addressed may be on a case by case basis. If the behavior continues or if the actions are more severe, the City Council may determine other methods of discipline.

The Mayor, with the approval by a majority of the Council, may remove a Commissioner from their seat. Similarly, a Council Member may be removed

from his or her standing committee assignments as well as assignments to outside committees.

One of the most common forms of discipline is for the governing body to “censure” a fellow council member. A censure is a public statement condemning the member’s inappropriate behavior with the hopes of reforming him or her so that he or she will not behave in the same way again. Members can be censured for misconduct at meetings, failing to follow proper procedures, violating confidentiality, illegal or immoral conduct, absenteeism, lying, disloyalty, working against the organization, conspiracy, and violating other values that the Hanford City Council holds dear. With a consensus of the Council, a censure may be placed on a future agenda. Censures are then approved by a resolution.

E. NOISE IN THE LOBBY

Noise emanating from the lobby outside the City Council Chambers which disrupts City Council meetings shall not be permitted.

F. DISTRIBUTION OF LITERATURE AND OTHER MATERIALS IN CITY COUNCIL CHAMBERS

No person, other than City staff, shall distribute flyers, leaflets, placards or other literature or circulate any petition within the City Council Chambers.

Flyers, leaflets, placards or literature may only be distributed to the Council by a member of the public under Public Comments, or by a project applicant/appellant pertaining to City business as may be referenced on the agenda, by approaching the City Clerk and requesting such material be distributed on their behalf.

Hand-held signs are permitted in the Council Chambers, but they cannot block the view of others in the audience or prevent the public from freely entering or exiting the room.

CHAPTER 4

PROCLAMATIONS, CERTIFICATES, AND OTHER ACCOLADES

A. PURPOSE

The purpose of this policy is to establish uniform procedures, criteria, and identify authority.

B. GUIDELINES

The following are basic guidelines for recognition.

Proclamations – Generally proclaims certain periods of time (days, weeks, or months) in honor of an event or activity. Proclamations also may recognize individuals for extraordinary contributions they have made to the community. They contain several biographical or informational paragraphs. Examples include Fire Prevention Week, Arbor Day, and American Red Cross Month.

Certificates – Certificates are prepared in response to the type of recognition desired and are to express appreciation for exemplary service or performance to individuals, teams, or organizations.

Other Tokens of Appreciation – These items include various forms of Hanford memorabilia and are distributed at the discretion of individual City Council Members, City Clerk or City Manager. For example, the City Clerk is often contacted for lapel pins and forwards them to the requesting parties.

C. POLICY

It is the policy of the City of Hanford to recognize individuals and/or organizations for their outstanding performance, or honor special events and dates with proclamations, certificates, plaques, or other tokens of appreciation in accordance with the criteria set forth below.

1. Request for proclamations, certificates or plaques from City Council Members, city departments, residents, and local organizations must be submitted to the City Clerk's office.
2. Requests should specify:
 - (a) Reason why recognition should be granted; and
 - (b) Information that will assist the Mayor, City Council, or City Manager in arriving at a decision.
3. Requests by individuals or organizations for proclamations or certificates of recognition/appreciation are subject to approval by the Mayor and City Manager. The Mayor and City Manager will determine if

it will be presented at a City Council meeting or will direct the City Clerk to forward the accolade to the recipient.

4. All requests for plaques, framed certificates, or custom gifts to visiting officials/dignitaries, elected officials, individuals or organizations shall be approved by the Mayor and City Manager.
5. Individual Council Members shall have the discretion to direct the City Clerk to prepare certificates (not framed) or another token of appreciation that he or she will personally present.
6. Requests for plaques, gifts or awards to city employees for dedicated service to the city shall be approved by the City Manager.
7. The Mayor and City Manager shall have the discretion to determine the appropriate type of honor for special or unusual circumstances that may arise and may warrant deviation from this policy.

CHAPTER 5 CITY COMMISSIONS

A. APPOINTMENTS

The mayor, with the approval of the City Council, appoints citizens to various commissions that carry out designated functions and advise the City Council on certain decisions and policy matters. All members serve at the pleasure of the City Council for designated terms. The City Council may remove a member by a majority vote of the Council without cause, notice or hearing.

Members of advisory bodies serve terms of four (4) years beginning in January. In no event shall any one member serve more than two consecutive terms on any one commission, exclusive of appointments to fill unexpired terms. After serving the maximum number of terms, an individual may not be reappointed to that commission for at least one year from the last date served.

Appointees to commissions should be 18 years of age or older, and live within the city limits of Hanford. Individuals under the age of 18 who indicate they are interested in participating are encouraged to attend meetings and participate as a member of the public. Additional requirements may be applicable to a specific Committee or Commission.

The following is a summary of the specific scope of responsibility for each city advisory body.

Planning Commission

The Planning Commission has the principal duty of establishing and maintaining the general plan of the community and advising on physical development, zoning, subdivision proposals, and special studies so that development values are maintained and protected.

Parks and Recreation Commission

The Parks and Recreation Commission's duties are to study and advise on matters pertaining to the city's public park and recreation programs.

Parking and Traffic Commission

The duties of the Parking and Traffic Commission are to investigate ways and means of improving parking and traffic movements and make appropriate recommendations.

B. ATTENDANCE

A compilation of members' attendance will be submitted to the City Council at the end of the calendar year and will be a factor in a request for reappointment.

Members may be removed by the City Council if they have three (3) consecutive absences or attend less than 70% of the meetings, unless extenuating circumstances apply and are noted for the record.

C. RELATIONSHIP TO COUNCIL, STAFF AND MEDIA

Advisory bodies should not become involved in the administrative or operational matters of City departments unless specifically provided in their prescribed powers and duties. Members may not direct staff to initiate major programs, conduct large studies, or establish department policy without specific approval of the City Council. City staff assigned to furnish staff services shall be available to provide general staff assistance, such as preparation of agenda/notice materials and minutes, general review of department programs and activities, and to perform limited studies, program reviews, and other services of a general staff nature. Additional or other staff support may be provided upon a formal request to the City Council. The responsibility for setting policies for the City rests with the City's duly elected representatives, the City Council.

Members should refer all media inquiries to City staff and not provide statements or positions on any issues on behalf of the City or the Advisory Body.

D. PUBLIC APPEARANCE AND REPRESENTATION BY MEMBERS

When a member appears in a non-official, non-representative capacity before the public, for example in a Council meeting, the member shall indicate that he or she is speaking only as an individual, not as a member of a Commission. Conversely, when a member who is present at a Council meeting is asked to address the Council on a matter pertaining to his or her Commission, the member should represent the viewpoint of the particular body as a whole, not a personal opinion. If during a Commission meeting, a member was directed by the body to attend another meeting to speak on their behalf, then that is permitted.

Members shall not act independently of their Commissions in conducting surveys, studies, or petitions, unless he or she is acting as an applicant or submitting a request as a citizen. Commissioners shall not use their positions for personal interest and must recuse themselves if conflicts of interest arise.

E. OTHER RULES AND PROCEDURES

Each Commission may adopt other rules and procedures, as it feels necessary to effectively and efficiently accomplish its duties. Such rules are subject to Council approval before becoming effective and should not be in conflict with this Handbook, or with any local, state, or federal laws.

CHAPTER 6 ADMINISTRATIVE RULES

A. RULES AND PROCEDURES ADMINISTRATION

1. **Review of City Council Rules and Procedures** – The Council will review and revise the Handbook of Rules and Procedures as needed.
2. **Adherence to Rules and Procedures** – During City Council discussions, deliberations and proceedings, the Mayor bears the primary responsibility to ensure that the City Council, staff and members of the public adhere to the Council's adopted protocol.
3. **City Attorney as Rules and Procedures Advisor** – With the consensus of a majority of the Council, the City Attorney may be directed to interpret the City Council's adopted Rules and Procedures and proposed changes.
4. **Applicability of Rules and Procedures** – The City of Hanford City Council Handbook of Rules and Procedures shall also apply to all Commissions and/or Committees as established by the City Council.

B. CONFLICT WITH CITY MUNICIPAL CODE, ADMINISTRATION POLICIES, STATE OR FEDERAL LAW

If there is any conflict contained hereinabove with the City Municipal Code, Administration Policies, State or Federal Law, such laws shall prevail.



**AGENDA
STAFF REPORT**

MEETING DATE: 6/16/2020

AGENDA SECTION: A

SUBJECT:
Council Future Agenda Items

FISCAL IMPACT:

ATTACHMENTS: