

The City of Hanford
CALIFORNIA



City Council Meeting Agenda

September 15, 2020
7:00 PM – Regular Meeting
Council Chambers
400 N. Douty St.

Council Members will meet in-person in the Council Chambers. Due to social distancing restrictions, there will be a limited number of audience seats. The meeting will be available for remote viewing on The City of Hanford Website.

Link: <http://livestream.hanford.city/>

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

ROLL CALL BY CITY CLERK :

PUBLIC COMMENT :

*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. Presentation by the Hanford Chamber of Commerce to update Council on their current operations and potential Council actions related to the existing Agreement between the Chamber and the City of Hanford.
- B. Community Development: Presentation of the Proposed Mobile Food Vendors Ordinance and Discussion and Council direction to staff on the proposed ordinance.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. Conference with Legal Counsel - Real Property Negotiations (Government Code Section 54956.8)

Property: 109 E. 8th Street
Negotiating Party: Hanford Carnegie Museum
Agency Negotiators: Mario Cifuentez and Ty Mizote

B. Conference with Legal Counsel - Anticipated Litigation (Government Code Section 54956.9 (d)(4))

1 potential case.

7:00 PM CALL TO ORDER REGULAR SESSION:

ROLL CALL:

INVOCATION:

Pastor Angie Stafford

FLAG SALUTE:

CLOSED SESSION ACTION REPORT:

RECOGNITIONS/PROCLAMATIONS:

A. PAL Program

STAFF COMMUNICATIONS:

COUNCIL REPORTS/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 of 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: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Tanner Chennault.
- B. City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Stephanie Macias.
- C. City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Elijah Crockett.

- D. Administration: Second reading of Ordinance 20-10, amending Chapter 2.48.070, Preference for local vendors, to increase the preference threshold from 3% to 5% over competing bids.
- E. Administration: Adoption of Administration Regulation 1.31, which creates a formal process for classification changes for City of Hanford personnel.
- F. Public Works: Approval of the Suggested Routes to School plans for Frontier Elementary School, Pioneer Elementary School, and Pioneer Middle School for the upcoming 2020-2021 school year.
- G. Public Works: Introduction of Ordinance No. 20-11, an amendment to Section 10.16.130(B) of the City of Hanford Municipal Code, to prohibit parking at any time on East Third Street from 9th Avenue to East end, both sides.
- H. Public Works: Authorization for the Director of Public Works to send a letter to the Local Agency Formation Commission (LAFCO), requesting the Extension of Services to the proposed temporary / permanent housing project in the County without annexation by the City of Hanford. (10th Avenue south of Hanford Armona Road).

GENERAL BUSINESS:

- A. Police: Approval of an Amendment to Municipal Code Section 5.56.330 (E) (Operating Requirements for non-storefront retail) to will allow for an increase in the storage capacity for on-site cannabis contingent upon the operator meeting additional security requirements.
- B. Public Works: Authorization to purchase Storm Drainage Basin property from Hanford Investments, LP, for \$539,708.40. (12 1/2 Avenue north of the UP Railroad.), appropriation of an \$489,708.40 from the Storm Drainage Reserves to cover the cost of the acquisition, and authorization for the City Manager to execute and the City Clerk to attest and file with the Kings County Recorder's Office upon completion of appropriate documents.

COUNCIL FUTURE AGENDA ITEMS:

- A. Council Future Agenda Items

Upcoming Dates

October 6: City Council Meeting

October 7 – 9: League of California Cities Annual Conference 2020 – Virtual

October 20: City Council Meeting

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: 9/15/2020	AGENDA SECTION: A
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SUBJECT:

Presentation by the Hanford Chamber of Commerce to update Council on their current operations and potential Council actions related to the existing Agreement between the Chamber and the City of Hanford.

RECOMMENDATION:

The Council receive the presentation from the Chamber and provide formal direction to the Chamber and/or staff related to the current Agreement.

BACKGROUND:

At the July 7, 2020 City Council study session, Council received a report from the Chamber Board and the new CEO on the recent activities and programs that the Chamber has undertaken. At that time, the Council was concerned about the Chamber operation and the City's finances and directed staff to issue a contract termination letter and informed the Chamber that they would revisit the matter towards the end of the first quarter of the FY 21 contract term.

The purpose of this presentation is to update Council on all chamber matters, including their business services, community matters and board development.

FISCAL IMPACT:

Under the terms of the current agreement, the City of Hanford is obligated to pay the Chamber of Commerce \$47,540 for FY21. The City has already paid the first quarterly installment of \$11,885 for FY 21. Any action to continue the contract would incur the same cost per quarter.

ATTACHMENTS:

First Amendment to Chamber Agreement

FIRST AMENDMENT TO SERVICES AGREEMENT

* * * * *

This First Amendment to Services Agreement (“**First Amendment**”) is effective the 21st day of January, 2020 by and between the CITY OF HANFORD, a municipal corporation (“**City**”), and HANFORD CHAMBER OF COMMERCE, a California non-profit corporation (“**Chamber**”). This First Amendment amends that Services Agreement (“**Agreement**”) executed by City and Chamber, which was effective January 21, 2014. The terms and provisions of the Agreement are incorporated herein by reference.

1. Section 3 of the Agreement is hereby deleted in its entirety and is restated as follows:

“During the term hereof, Chamber shall undertake to provide services that benefit City and businesses operating within City’s boundaries, including, but not limited, to the services identified on the attached Exhibit ‘A,’ which is incorporated herein by reference.”

2. Exhibit “A” to the amended Agreement is attached hereto as Exhibit “A,” which is incorporated herein by reference.
3. Section 8 of the Agreement is hereby deleted in its entirety and is restated as follows:

“8. INSURANCE REQUIREMENTS.

- “a. Chamber will, during the term of this Agreement, maintain insurance coverage which shall be at least as broad as:

“(1) Commercial General Liability (CGL): Insurance Services Office (ISO) Form CG 0001 1207 covering CGL on an ‘occurrence’ basis, including products-completed operations, personal and advertising injury, with limits no less than TWO MILLION AND NO/100 DOLLARS (\$2,000,000) per occurrence. Alternatively, Chamber may maintain a CGL policy with limits of no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per occurrence and an umbrella coverage policy with coverage limits of no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) and which has a scope of coverage as broad as Chamber’s CGL policy. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this Agreement or the general aggregate limit shall be FOUR MILLION AND NO/100 DOLLARS (\$4,000,000).

- “(2) Automobile Liability: If one (1) or more automobile will be utilized in the performance of the Services, Chamber shall maintain ISO Form Number CA 00 01 covering any auto (Code 1), or if Chamber has no owned autos, hired (Code 8), and non-owned autos (Code 9), with a limit no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per accident for bodily injury and property damage.
- “(3) Workers’ Compensation: as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with a limit of no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per accident for bodily injury or disease.

“If Chamber maintains higher limits than the minimums shown above, City requires and shall be entitled to coverage for the higher limits maintained by Chamber.

- “b. Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require Chamber to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. Alternatively, City may require Chamber to provide a financial guarantee satisfactory to City guaranteeing payment of losses and related investigations, claim administration, and defense expenses within the retention.
- “c. The policies are to contain, or be endorsed to contain, the following provisions:
- (1) City and its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL and automobile policies with respect to liability arising out of work or operations performed by or on behalf of Chamber including materials, parts, or equipment furnished in connection with such work or operations; products used by Chamber; or automobiles owned, leased, hired or borrowed by Chamber for purposes of performing services hereunder. General liability coverage can be provided in the form of an endorsement to Chamber’s insurance at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used. The coverage shall contain no special limitations on the scope of protection afforded

to the City and its officers, officials, employees or volunteers.

“(2) For any claims related to this Agreement, Chamber’s insurance coverage shall be primary insurance with respect to City and its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by City and/or its officers, officials, employees, or volunteers shall be in excess of Chamber’s insurance and shall be non-contributory.

“(3) Each insurance policy required above shall provide that coverage shall not be canceled or modified without prior notice to City.

“d. Insurance is to be placed with insurers with a current A.M. Best’s rating of no less than A:VII.

“e. Chamber shall furnish City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive Chamber’s obligation to provide them. City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

“f. Chamber hereby grants to City and its officers, officials, employees, and volunteers a waiver of any right to subrogation which any insurer of Chamber may acquire against City and/or its officers, officials, employees, and volunteers by virtue of the payment of any loss under such insurance. Chamber agrees to obtain endorsements necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

“g. Chamber shall include all subcontractors as insureds under its policies, or, if subcontractors maintain separate coverage, Chamber shall furnish to City separate certificates and endorsements for each subcontractor. The insurance policies of subcontractors shall satisfy all of the requirements stated herein.”

4. All other terms and provisions of the Agreement not otherwise modified by this First Amendment shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment to Services Agreement at Hanford, Kings County, California.

CITY OF HANFORD

Dated: January ____, 2020

By: _____
JOHN DRAXLER
Mayor

HANFORD CHAMBER OF COMMERCE

Dated: January 30, 2020

By: _____
JOHN UMSCHIED
Board President

Attachment: First Amendment to Chamber Agreement (Study Session: Chamber Presentation)

EXHIBIT "A"***Chamber Member Services Provided:***

Listing on the Chamber website with links to their website
 Social Media Promotion
 Luncheon/Networking Meetings
 Chamber Mixers
 Referrals for products & services to member businesses
 Links from Chamber's website to business website
 Member's business cards/pamphlets displayed at the Chamber
 Business Workshops/Seminars
 HR Compliance Posters
 Banner ads on our Website-(for a fee)
 Free Listings in Business & Membership Guide Publication
 Certificates of Origin
 Membership/Mailing List & Mailing Labels
 HR & Legislative Updates: Local, County, State & Federal
 SBA Information and Workshops
 EDD/EAC Updates and Workshops
 Candidate Forums preceding local elections & Candidate Training Seminars
 Advocacy in Support of Business Issues
 Member to Member Business Support
 Coordination of Christmas Parade
 KJUG Country Concerts in co-operation with Hanford Parks and Recreation Dept.

Develop and implement events outside of Downtown Improvement District

City of Hanford Business Retention Benefits Provided

Business financing direction

Identifying permit licensing agencies

Addressing industry specific issues

Create a step by step guide to initiating a business license within the City

Advocacy for incoming industry



AGENDA STAFF REPORT

MEETING DATE: 9/15/2020	AGENDA SECTION: B
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SUBJECT:

Community Development: Presentation of the Proposed Mobile Food Vendors Ordinance and Discussion and Council direction to staff on the proposed ordinance.

See staff report attached.

FISCAL IMPACT:

ATTACHMENTS:

City Council Study Session Staff Report

Attachment 1 - Mobile Food Vendor Ordinance (as amended by Planning Commission 8-26-2020)

**CITY OF HANFORD CITY COUNCIL
STUDY SESSION STAFF REPORT
Tuesday, September 15, 2020**

PROJECT: **Zone Text Amendment No. 2020-02:** A request by the City of Hanford to:

- Amend Title 5, adding Chapter 5.64, establishing operating conditions for mobile food vendors;
- Amend Title 10, Section 10.14.140 conditions for use of public right-of-way by peddlers and vendors was amended to reference the requirements of Section 5.64;
- Amend Title 17, Section 17.08.030 – Commercial, Office, and Industrial Zone Use Table of the Hanford Municipal Code by adding Mobile Vendors as a temporary use in all commercial zones;
- Amend Title 17, Section 17.76 to allow mobile vendors as a temporary use; and
- Amend Title 17, Section 17.96 to amend the definition of mobile food vendor and food trucks;

LOCATION: Citywide

STAFF RECOMMENDATION

Staff Recommends:

1. That the City Council receive this presentation and report and provide direction to staff on the proposed food vendors' ordinance.

PROJECT DESCRIPTION

The proposed Zone Text Amendment No. 2020-02 is a request to amend Title 17 and Title 5 of the Hanford Municipal Code, as follows:

Amend Title 17:

- Section 17.08.030 – Commercial, Office, and Industrial Zone Use Table of the Hanford Municipal Code, by adding mobile vendors as a temporary use in all commercial zones;
- Section 17.76 to allow mobile vendors as a temporary use;
- Section 17.96 to amend the definition of mobile food vendor and food trucks; and

Amend Title 5:

- Adding Chapter 5.64, establishing operating conditions for mobile food vendors.

The revisions to Title 17 and addition of Chapter 5.64 are attached - **Attachment 1.**

BACKGROUND INFORMATION

For many years, there has been discussion regarding the creation of a “food truck” ordinance for the City of Hanford. However, clear direction from the full Council was not given to staff until 2019, during the City Council Goals and Objectives session, when the Council officially directed to staff to create an ordinance to allow mobile vendors and to change the current restrictions in the City of Hanford.

In April 2019, staff conducted a study session with City Council to receive direction on the regulation of mobile food vendors in the City of Hanford. In addition, staff recommended addressing sidewalk vendors in response to Senate Bill 946, signed by the governor in September 2018. The Bill pertained to non-motorized sidewalk vendors and limited local regulation, unless it is consistent with the State law.

The council suggested criteria to incorporate into the mobile food vendor ordinance, as follows:

1. Vending vehicles should be located no closer than 400 feet from brick and mortar restaurants;
2. Require property owner approval;
3. Require access to restrooms;
4. Could not be permanent, limited to six months, then no other food truck could locate there for another six months;
5. Required to be licensed by Kings County Department of Public Health and Environmental Health Services;
6. Required to be licensed by the City of Hanford – requirement to provide proof of insurance, background check, and fingerprinting

Following the study session, staff conducted stakeholder meetings with restaurant owners in Hanford and mobile food vendors with current licenses in Kings County, requesting feedback regarding the Council’s proposed regulations for mobile food vendors.

Restaurant owners provided the following comments:

1. Restaurants already compete with food trucks in the County;
2. Owners recommend not allowing food trucks in MX-D Downtown Mixed Use or C-R Regional Commercial (Mall and Costco area);
3. Restaurant owners reported lower sales during Thursday Night Market;
4. Restaurant owners didn’t think food truck owners should need to be fingerprinted:

Staff response: The difference is food trucks are roving; Ice cream trucks are classified as food trucks and do require fingerprinting, since they serve children

5. Didn’t think food trucks becoming permanent was an issue

Mobile vending vehicle operators provided the following comments:

1. Requesting permanent location, so they are not limited to six months. There was concern a food truck would establish and then six months down the road another business comes in and benefits off the reputation one business established;
2. Worried about property owner approval fee

Staff response: this is not a City issue, that would be at the discretion of the property owner; private agreement with individual property owners

3. If they owned the property, could they be located there without an expiration?

Staff response: Staff explained it was not the direction of the council to allow businesses to establish permanently without putting in the infrastructure required of other businesses they are competing with (such as a full kitchen and restrooms)

4. In agreement about the requirement to have fingerprinting and background checks, since they are roving.

In November 2019, staff conducted another study session with City Council to provide an update of the feedback received from restaurant owners and mobile vendors and receive direction.

Council directed staff to develop an ordinance for sidewalk vendors, consistent with State regulations, and mobile food vendors, incorporating the following regulations:

1. Mobile food vendors cannot operate within 400 feet of a brick and mortar restaurant, with exceptions for Civic Park and special events, such as concerts in the park and Thursday Night Market Place;
2. Mobile vendors operating on private property require property owner permission;
3. Stationary mobile vendors must have access to restrooms;
4. Mobile vendors operating on private property shall not become permanent and shall be limited to six months; another mobile vendor could not be approved for six months after the end of the previous vendor's occupancy. Mobile vendors operating on private property could be permitted to remain beyond the six-month period, with approval of a conditional use permit;
5. Vendors selling items appealing to children (such as snow cones and ice cream) require finger printing and a background check;
6. Mobile vendors can only be permitted on fully developed sites (with curb, gutter, and paving); and
7. Mobile vending vehicles require an inspection by the Fire Department.

Using the direction received by City Council, staff drafted the proposed ordinance. The direction given by Council was varied and it has taken many months to produce an ordinance that addressed the many concerns that Council had.

Planning Commission Public Hearing

Staff presented the proposed ordinance to the Planning Commission at their regularly scheduled meeting on August 25, 2020.

There was discussion regarding the distance requirements for food vending vehicles from brick and mortar restaurants and regarding the number of vendors allowed per site.

General feedback from the Planning Commission was that the ordinance set forth was too restrictive and limited where food vending vehicles could actually locate.

Ultimately, the Planning Commission recommended approval of the ordinance proposed, with two changes:

1. Section 5.64.040.E. Number of Vendors.

<u>Site size</u>	<u>Number of Vendors Permitted</u>
0.01 - 5 acres	two (2) vendors
5.01 - 10 acres	three (3) vendors
10.01 - 20 acres	four (4) vendors
20.01 - 40 acres	five (5) vendors

2. Section 5.64.050.B.2. Shall not be within two hundred fifty (250) feet of a brick-and-mortar restaurant business.

PROJECT EVALUATION

Development

The draft ordinance was developed based on an evaluation of mobile vendor ordinances from various cities, meetings with stakeholders, and council direction.

General Plan Consistency

The ordinance does not conflict with any language set forth in the General Plan.

The ordinance enforces Hanford's overarching principles, including:

- Contributing to a prosperous community;
- Creating opportunities for jobs that benefit the existing and future community;
- Facilitation of a successful business environment;

- Contributing to the downtown area as the physical, cultural, civic, and commercial center of Hanford;
- Contributing to the diversification of industry; and
- Ensuring the safe, reliable, and efficient movement of people and goods

Section Summaries

TITLE 5

Section 5.64.100 sets forth the perceived challenges and potential safety issues created by mobile food and sidewalk vending. The purpose of the regulations set forth by Section 5.64 is to address the operation of mobile food and sidewalk vendors to protect public safety.

Section 5.64.020 provides definitions of terms used throughout the mobile food vendors' ordinance.

Section 5.64.030 establishes the requirement to obtain a business license and pay business license taxes.

Section 5.64.040 sets forth regulations applying to all vendors in general.

- A. Vendors shall not display, sell, dispense, or exchange any item other than food and/or beverages within the City limits, unless authorized by a mobile food vendor permit, obtained from the City.
- B. Vendors shall maintain a valid California Department of Tax and Fee Administration seller's permit, as required.
- C. Vendors shall maintain a copy of a valid Food Vending Permit, issued by the Kings County Department of Public Health, as required.
- D. Mobile vending vehicles shall not operate in any city-owned parking lot, park, or garage, with the exception of Civic Park.
- E. Number of Vendors. Vendors, excluding sidewalk vendors, shall be permitted to operate on a site (or combination of sites in the case of an integrated shopping center), as follows, excluding those vendors allowed to operate in Civic Park, or as part of a special event, permitted through a temporary use permit or special event permit:

<u>Site Size:</u>	<u>Number of Vendors Permitted to Operate:</u>
1. 0.01 – 5 acres:	one (1) vendor
2. 5.01 – 10 acres:	two (2) vendors
3. 10.01 – 20 acres:	three (3) vendors
4. 20.01 – 40 acres:	four (4) vendors

5. Upward of 40.01 acres: five (5) vendors

Vendors operating in the public right-of-way shall not be counted towards the number of vendors per site.

This section was amended by the Planning Commission, as follows:

Section 5.64.040.E. Number of Vendors.

<u>Site size</u>	<u>Number of Vendors Permitted</u>
0.01 - 5 acres	two (2) vendors
5.01 - 10 acres	three (3) vendors
10.01 - 20 acres	four (4) vendors
20.01 - 40 acres	five (5) vendors

- F. Vendors shall not operate in yellow commercial loading/unloading zones or white passenger loading zones.
- G. Vendors shall not stop within twenty-five (25) feet of an intersection when making a sale or attempting to make a sale.
- H. Vendors operating on private property shall only occupy parking spaces not required to meet the minimum requirements of the current primary use(s) on the property, as required in Section 17.54.040. Use of the primary business(es)' required parking spaces by a vendor is prohibited.
- I. Vendors shall not park within ten (10) feet of a structure or another food-vending vehicle.
- J. Signage on the mobile food truck is permitted. A-frame signage and/or similar signs shall be prohibited.
- K. The vendor shall completely remove all equipment and other materials, including, without limitation, waste materials, from the site upon the conclusion of the vending activities, excepting such interior storage of equipment or materials, as may be allowed on the site with the permission of the owner or operator of the site.
- L. Vendors shall not sell or attempt to sell by means of any outcry, sound, speaker or amplifier, or any instrument that violates the City of Hanford noise standard in Chapter 9.10.
- M. Vending shall not be permitted directly to persons in other vehicles or from other than the curbside of the vending vehicle when the vehicle is parked in the right-of-way.
- N. Vendors shall not use City utility connections, including water and electric, without prior written approval from the City.

- O. Vendors shall control smoke and odors caused by food preparation to avoid a public nuisance.

Section 5.64.050 sets forth regulations applying to mobile vending vehicles, including short-term operation on public streets and operation on private property.

Mobile vending vehicles operating in the City shall be compliant with the California Fire Code (CFC), California Code of Regulations, Title 19 (CCR), California Mechanical Code (CMC), and the California Health and Safety Code (H&S).

- A. Required Inspections. An inspection of the mobile vending vehicle is required by the Fire Department, prior to issuance of a mobile vending permit.

1. Frequency:

- a. Mobile vending vehicles with a hood system require an inspection every six (6) months.
- b. Mobile vending vehicles with a generator require an inspection annually.

2. Requirements:

- a. Mobile vending vehicles with a hood system require an extinguishing system, smoke detectors, and a separate fire extinguisher.

- B. Short-Term Operation on Public Streets. In addition to the requirements in Section 5.64.040, a mobile food vending vehicle on a public street, that remains in the same location on a short-term basis, shall comply with Hanford Municipal Code Section 10.16.140, in addition to the following:

1. Shall not conduct business or operate on the same block for longer than ten (10) minutes, and shall not, within a period of four (4) hours, again operate such vehicle within five hundred (500) feet of a prior operating location. Each instance of vending beyond the period authorized for parking per site shall constitute a separate and distinct offense.
2. Shall not be located within four hundred (400) feet of a brick and mortar restaurant business.

This section was amended by the Planning Commission, as follows:

Shall not be within two hundred fifty (250) feet of a brick-and-mortar restaurant business.

3. Shall not conduct business or operate, between the hours of 8:00 a.m. and 5:00 p.m., within one (1) block of any public or private school grounds on days that school is open to students.

4. Shall not conduct business within one (1) block of any City park at which a City-approved and permitted special event is taking place without having obtained a special event permit.
 5. Shall only conduct business from a licensed vehicle or licensed trailer on a public street while parked in a designated parking area.
 6. Shall, at all times, operate in compliance with the California Vehicle Code, the Hanford Vehicles and Traffic Code, Title 10, and all posted parking, stopping and standing restrictions.
 7. Shall not encroach onto a public sidewalk with any part of a vehicle, wagon, trailer or truck or any other equipment or furniture related to the operation of the business without a minimum four (4) foot clearance, including customer queuing areas.
 8. Shall comply with all applicable food labeling requirements, established by the State of California.
 9. Shall provide garbage and recycling receptacles for immediate use by customers; and
 10. Shall pick up, remove, and dispose of all garbage, and/or materials dispensed from the vending vehicle and any residue deposited on the ground from the operation thereof, and otherwise maintain in a clean and debris-free condition the entire area within a twenty-five (25) foot radius of the location where mobile food vending is occurring.
 11. Shall maintain, at all times during which the vending vehicle is in operation, a policy of general comprehensive liability insurance with limits as approved by the City and insuring against injury or death of a person and for claims of property damage resulting from the applicant's use of the public right-of-way. The City and its officials, officers, employees and agents shall be named as additional insured under such insurance policy, and the applicant shall cause its insurer to waive the right of subrogation with respect to the City and its officials, officers, employees, and agent. The applicant will deliver to the City endorsements to the applicant's insurance policy as evidence of the satisfaction of these insurance requirements.
- C. Long-Term Operation on Public Streets. A mobile vending vehicle that remains in the same location on a public street for a period exceeding the maximum time allowed under subsection A. is prohibited.
- D. Operation on Private Property. In addition to the requirements of Section 5.64.040, a mobile vending vehicle on private property shall be subject to the following requirements and limitations:
1. Have written documentation of the property owner's authorization to operate on the property in their possession.
 2. Be located on a fully developed parcel. Locations shall have curb, gutter, sidewalk and be paved with a solid material, to provide a durable, dustless

surface and shall be so graded and drained as to dispose of surface water, for parking of the mobile food vending vehicle and guests.

3. Be located outside of the required setback area, established by the zone district, in accordance with Title 17.
4. Vendors shall only occupy parking spaces not required to meet the minimum requirements of the current primary use(s) on the property, as required in Section 17.54.040. Use of the primary business(es)' required parking spaces by a vendor is prohibited. The vending facility shall not be placed on landscaped areas, nor shall the vending facility adversely impact any landscaping or landscaped areas.
5. Cannot be located within four hundred (400) feet of a brick and mortar restaurant business, except as follows:

This section was amended by the Planning Commission, as follows:

Cannot be located within two hundred fifty (250) feet of a brick and mortar restaurant business, except as follows:

- a. The restaurant and vendor are operated by the same entity; or
 - b. The vendor has prior written permission of the brick-and-mortar restaurant business owner to operate on the property of that existing business.
6. If a mobile vending vehicle will be parked at a location for more than one (1) hour, the site must contain toilet facilities for employees on site or within two hundred (200) feet of the vending vehicle. Applicants will be required to submit a letter signed by the party owning or controlling the toilet facilities indicating that the facilities used to fulfill this obligation can be used by the mobile vending vehicle employees.
 7. Only be established on sites that have an active business open during the hours of the mobile food vendor's operations. Mobile food vending shall be an ancillary use to the primary business on-site.
 8. Hours of operation shall be limited to those hours the primary business on the site is open, excepting that where a business is located within one hundred fifty (150) feet of the R-L, R-M, R-H, or O-R zone district, vending shall be prohibited during the hours of 10:00 p.m. to 7:00 a.m.
 9. Confine the entire operation on the private property, including queuing of patrons.
 10. A temporary use permit may be issued for a time period not to exceed six (6) months for a single location. A new permit for the same or a different vending vehicle may not be issued at the location for a minimum of six (6) months.

11. A vending vehicle may remain on private property for more than six (6) months, upon approval of a conditional use permit, in zones as provided in Section 17.08.030 of this code.
 12. Comply with all applicable food labeling requirements established by the State of California.
 13. Provide garbage and recycling receptacles for immediate use by customers.
 14. Pick up, remove and dispose of all garbage, refuse or litter consisting of foodstuffs, wrappers, and/or materials dispensed from the vending vehicle and any residue deposited on the ground from the operation thereof, and otherwise maintain in a clean and debris-free condition the entire area within a twenty-five (25) foot radius of the location where mobile food vending is occurring.
 15. Mobile vendor permits are not required for mobile vendors to cater a one (1) day private event or party located on private property with no retail sale to the general public and no admission charge to the event, with the exception that the mobile vendors must have a Food Vending Permit from Kings County and a business license.
- E. Operation on City Property and Parks. In addition to the requirements in Section 5.64.040, a mobile food vending vehicle on city property is prohibited, with the following exceptions:
1. As part of a special event, with the appropriate city permits that include food-vending operations in City parks.
 2. By a special permit issued by the Parks and Community Services Department in designated spaces in Civic Park on Friday and Saturday night only.

Section 5.64.060 sets forth regulations for sidewalk vendors, consistent with State law.

In addition to the requirements in Section 5.64.040, a sidewalk vendor on a public street, any city right-of-way, or public park, shall comply with Hanford Municipal Code Section 10.16.140 and the following:

- A. Ensure that no obstruction is placed on the sidewalk or public right-of-way that would reduce the width of the sidewalk available to pedestrian travel to less than forty-eight (48) inches, exclusive of the top of the curb, in order to maintain Americans with Disabilities Act (ADA) -accessibility standards. No obstruction shall be located on a sidewalk or public right-of-way less than six (6) feet in width when the sidewalk is adjacent to the curb.
- B. To prevent food-borne illness and protect the health and safety of the city's residents, every sidewalk vendor selling any food or beverage is required to wear a hairnet and food service gloves.
- C. Stationary sidewalk vendors shall be prohibited from selling in residentially zoned neighborhoods.

- D. Roaming sidewalk vendors are permitted to sell in residentially zoned neighborhoods between the hours of 9:00 a.m. and 5:00 p.m.
- E. Sidewalk vending stands and carts shall not exceed eight (8) feet in height, eight (8) feet in length, and four (4) feet in width; shall not impede access to the entrance of any adjacent building or driveway; shall not impede pedestrian right-of-way or vehicle right-of-way (including bike lanes); shall not be located on sidewalks where there is not on-street parking immediately adjacent; and must comply with Americans with Disabilities Act (ADA) and other accessibility standards.
- F. Sidewalk vending stands and carts shall not be located within twenty (20) feet of a fire hydrant, fire escape, bus stop, loading zone, ADA-accessible parking space, access ramp, or driveway.
- G. Sidewalk vendors shall supply a way to dispose of trash if an existing trash container does not exist within twenty-five (25) feet of the stand or cart. Additionally, sidewalk vendors must maintain the cleanliness of their site and area within twenty-five (25) feet.
- H. All sidewalk vending stands, carts, signs, refuse containers and other material set up or provided by the vendor must be removed from the vending site during non-vending hours. Any equipment or objects left in public spaces or in any portion of the public right-of-way may be impounded.
- I. To facilitate the enforcement of this chapter, every sidewalk vendor must display their city-issued sidewalk-vending permit on the street-side portion of their pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance when operating in the public right-of-way or on public property.
- J. To prevent unintended rolling or slipping, a sidewalk vendor is prohibited from operating a pushcart, pedal-driven cart, wagon, or other non-motorized conveyance on a public-right-of-way with a slope greater than five (5) percent.
- K. A sidewalk vendor is prohibited from operating within five hundred (500) feet of a permitted, certified farmers' market, a permitted swap meet, or any area subject to a temporary use permit for the duration of the permit.
- L. Sidewalk vendors vending in a city park may only vend during hours the park is open. Sidewalk vendors may not, however, vend within a city park during a city-approved event when there is an exclusive agreement with one (1) or more concessionaires.
- M. Sidewalk vendors are prohibited from having tables and chairs for customer use.
- N. Excepting those vendors who have demonstrated an inability to pay, as set forth in Section 5.64.110, all sidewalk vendors shall maintain, at all times during operation, a policy of general comprehensive liability insurance with limits as approved by the City and insuring against injury or death of a person and for claims of property damage resulting from the applicant's use of the public right-of-way. The City and its officials, officers, employees and agents shall be named as additional insured under such insurance policy, and the applicant shall cause its insurer to waive the right of subrogation with respect to the City and its officials, officers, employees, and agent. The

applicant will deliver to the City endorsements to the applicant's insurance policy as evidence of the satisfaction of these insurance requirements.

Section 5.64.070 details the required submittals for a vendor permit. Requirements include providing a copy of a valid California Department of Tax and Fee Administration seller's permit, a Food Vending Permit from Kings County Department of Public Health, and a requirement to provide fingerprints and a background check for those vendors selling commodities appealing to children (such as ice cream, snow cones, candy, and toys).

Section 5.64.080 establishes the requirement to obtain a vendor permit and operate consistent with said permit.

Section 5.64.090 permits the City to obtain fees to offset the City's cost of regulation of vendors.

Section 5.64.100 establishes violation, vendor permit suspension, revocation, and appeal procedures for those vendors operating inconsistent with the requirements of the chapter.

Section 5.64.110 establishes penalty amounts for vending infractions, consistent with State law.

Section 5.64.120 allows an inability to pay determination to be made in warranted cases.

TITLE 10

Section 10.14.140 conditions for use of public right-of-way by peddlers and vendors was amended to reference the requirements of Section 5.64.

TITLE 17

Table 17.08.030 revises the Commercial, Office, and Industrial Use Table to add 'mobile food vendor or food truck', as a temporary use and conditionally permitted use in the C-N Neighborhood Commercial, C-R Regional Commercial, C-S Service Commercial, C-H Highway Commercial, MX-N Neighborhood Mixed Use, MX-C Corridor Mixed Use, MX-D, Downtown Mixed Use, O Office, I-L Light Industrial, and I-H Heavy Industrial zone district, in accordance with the Specific Land Use Standards set forth in Section 5.64.

Section 17.76.020 K. was revised to add sidewalk vendors, in accordance with Chapter 5.64, as a temporary use exempt from permit requirements.

Section 17.76.030 J. was revised to add mobile vending vehicles, in accordance with Chapter 5.64, as a temporary use requiring a permit.

Section 17.96.020 was amended to include a definition of mobile food vendor or food truck. "Mobile food vendor" or "food truck" means and refers to the sale, display, solicitation or offer for sale, barter, exchange, gift or otherwise of food or beverages from any vending vehicle or non-motorized cart on a public street or highway or private property. (See additional regulations in Chapter 5.64 of the Municipal Code) (A13).

ADDITIONAL DISCUSSION ITEMS

What should we consider a brick and mortar restaurant?

During the Planning Commission meeting, there were questions regarding the definition of a restaurant and if we should include businesses such as fast food restaurants or coffee establishments in the definition of a restaurant.

Proposed definition: “Brick and mortar restaurant” means a permanent restaurant business of any kind. The term “restaurant” includes the various types of restaurants defined in Section 17.92.020, which definitions are incorporated herein by reference.

“Restaurant, full service” means an establishment providing preparation and sale of a variety of food and beverages with full table service by wait staff. Takeout or delivery service and/or live entertainment may also be provided. If alcoholic beverages are served, this use typically requires an ABC Type 41 or 47 license. (B5)

“Restaurant, limited service with drive-thru pickup window” means an establishment providing preparation and sale of a variety of food and beverages for consumption on or off the site by ordering and paying at a counter or drive-thru window. Delivery service and/or live entertainment may also be provided. (B6)

“Restaurant, limited service without drive-thru pickup window” means an establishment providing preparation and sale of a variety of food and beverages by ordering and paying at a counter. Takeout or delivery service and/or live entertainment may also be provided. Drive-thru pickup windows are not provided. If alcoholic beverages are served, this use typically requires an ABC Type 41 or 47 license. (B7)

Who should be responsible for pulling the permit when mobile food vending vehicles are located on a site?

Staff advises both vendors and property owners should obtain permits. Fees should be based on the level of staff time involved in processing the permit.

- Vendor permits required to operate
- Temporary Use Permit (Current fee \$150) required for the property to locate mobile food vending vehicles for a period of six months or less (rotating vendors could be permitted)
- Conditional Use Permit (Current Fee \$1,500) required for the property to locate mobile food vending vehicles for a period exceeding sixth months (rotating vendors could be permitted)

Considerations:

Staff Review. Staff will need to review where a mobile vending vehicle will be located on a site to ensure restroom facility access, setbacks, parking requirements, and distance requirements from other brick and mortar restaurants.

Payment for the permit can be worked out between property owners and vendors.

Numbers of Permits Required

Permits Required – Generally

1. Business License (City of Hanford)
2. Mobile Food Vendors Permit (City of Hanford)
3. Seller's Permit (California Department of Tax and Fee Administration)
4. Food Vending Permit (Kings County Department of Public Health)

Permits Required - Sidewalk Vendors (in addition to permits required generally)

1. Sidewalk Vending Permit

Permits Required – Mobile Vending Vehicles (in addition to the permits required generally)

1. Mobile Vending Permit; plus required Fire inspections (City of Hanford)

Permits Required - Mobile Vending Vehicles on Private Property (in addition to the Mobile Vending Permit and the permits required generally)

1. Less than 6 months: Temporary Use Permit (City of Hanford; Fee \$150); or
2. Over 6 months: Conditional Use Permit (\$1,500 or \$3,500)

RECOMMENDATION

Staff recommends:

1. That the City Council receive this presentation and report and provide direction to staff on the proposed food vendors' ordinance.

Project Applicant:

City of Hanford
317 N. Douty St.
Hanford, CA 93230

TITLE 5

CHAPTER 5.64 MOBILE FOOD VENDORS

5.64.010 MOBILE FOOD VENDING

- A. The Hanford City Council finds that mobile food and sidewalk vending creates the potential for safety hazards, including:
1. Interfering with motorist and pedestrian visibility when parked, due to their height and bulk.
 2. Creating pedestrian conflicts on already congested sidewalks, forcing pedestrians into the street, due to the queuing of customers on sidewalks.
 3. Preventing normal turnover of the City's limited on-street parking spaces, resulting in motorists becoming distracted and slowing traffic while looking for parking spaces.
 4. Encouraging pedestrians to cross mid-block to purchase food.
 5. Placing equipment and furniture on public sidewalks, creating pedestrian trip and other hazards.
- B. The purpose of this chapter is to tailor the City's regulations to address mobile food vending vehicles and sidewalk vendors that operate in the City, in order to advance the City's substantial public interest in protecting public safety.

5.64.020 DEFINITIONS

"Beverages" means and refers to a liquid for drinking that does not contain alcohol.

"Block" means and refers to the segment of a street between adjacent intersections or between an intersection and the terminus of the street or the City boundary.

"Brick and mortar restaurant" means a permanent restaurant business of any kind. The term "restaurant" includes the various types of restaurants defined in Section 17.92.020, which definitions are incorporated herein by reference.

"City" means the City of Hanford.

"Food" or "foodstuff" means and refers to any substance as defined by Section 113781 of the California Health and Safety Code, defined as a raw, cooked, or processed edible substance, ice, beverage, an ingredient used or intended for use or for sale in whole or in part for human consumption, and chewing gum.

"Mobile food vendor" means a person who engages in the sale, display, solicitation or offer for sale, barter, exchange, gift or otherwise of food or beverages from any vending vehicle or non-motorized cart on a public street or private property.

"Peddler" includes every person who carries from place to place, in either a pack, vehicle, basket, or other contrivance, and offers or sells, barter, or exchanges any goods, wares or merchandise (except religious publications, newspapers or periodicals); provided, however, such term shall not

apply to commercial travelers selling their goods to merchants and other business establishments, whether for present or future delivery.

“Roaming sidewalk vendor” means a sidewalk vendor who moves from place to place and only stops for a brief time to complete a transaction.

“Sidewalk vendor” and “stationary sidewalk vendor” means a person who sells food, beverages or merchandise from a pushcart, stand, display, pedal driven cart, wagon, showcase, rack, or other non-motorized conveyance or from one’s person in a public park, upon a public sidewalk or other pedestrian path.

“Toilet facility” means a fixture maintained with a toilet room for the purpose of defecation or urination or both, as further defined in Health and Safety Code Section 114359.

“Mobile vending vehicle” or “vending vehicle” means and refers to any self-propelled, motorized device by which any person or property may be propelled or moved upon a public street, excepting a device moved exclusively by human power, or which may be drawn or towed by a self-propelled, motorized vehicle, from which foodstuffs are sold, displayed, solicited or offered for sale, bartered, exchanged, given or otherwise.

“Vendor” means any person who operates a vending vehicle, stand or cart, pursuant to this chapter.

5.64.030 BUSINESS LICENSE AND TAXES

All vendors governed by this chapter shall obtain a business license and pay business license taxes pursuant to Chapter 5.04 and 5.08 of this Title. No business license shall be issued without evidence that the vendor has obtained all permits required by this chapter. The original of the City business license, health permit, and any permit required by this chapter shall be displayed conspicuously at all times on the vehicle, stand, or cart, as applicable.

5.64.040 VENDOR REGULATIONS – GENERALLY

- A. Vendors shall not display, sell, dispense, or exchange any item other than food and/or beverages within the City limits, unless authorized by a mobile food vendor permit, obtained from the City.
- B. Vendors shall maintain a valid California Department of Tax and Fee Administration seller’s permit, as required.
- C. Vendors shall maintain a copy of a valid Food Vending Permit, issued by the Kings County Department of Public Health, as required.
- D. Mobile vending vehicles shall not operate in any city-owned parking lot, park, or garage, with the exception of Civic Park.
- E. Number of Vendors. Vendors, excluding sidewalk vendors, shall be permitted to operate on a site (or combination of sites in the case of an integrated shopping center), as follows, excluding those vendors allowed to operate in Civic Park, or as part of a special event, permitted through a temporary use permit or special event permit:

<u>Site Size:</u>	<u>Number of Vendors Permitted to Operate:</u>
1. 0.01 – 5 acres:	two (2) vendors
2. 5.01 – 10 acres:	three (3) vendors
3. 10.01 – 20 acres:	four (4) vendors
4. Upward of 20.01 acres	five (5) vendors

Vendors operating in the public right-of-way shall not be counted towards the number of vendors per site.

- F. Vendors shall not operate in yellow commercial loading/unloading zones or white passenger loading zones.
- G. Vendors shall not stop within twenty-five (25) feet of an intersection when making a sale or attempting to make a sale.
- H. Vendors operating on private property shall only occupy parking spaces not required to meet the minimum requirements of the current primary use(s) on the property, as required in Section 17.54.040. Use of the primary business(es)' required parking spaces by a vendor is prohibited.
- I. Vendors shall not park within ten (10) feet of a structure or another food-vending vehicle.
- J. Signage on the mobile food truck is permitted. A-frame signage and/or similar signs shall be prohibited.
- K. The vendor shall completely remove all equipment and other materials, including, without limitation, waste materials, from the site upon the conclusion of the vending activities, excepting such interior storage of equipment or materials, as may be allowed on the site with the permission of the owner or operator of the site.
- L. Vendors shall not sell or attempt to sell by means of any outcry, sound, speaker or amplifier, or any instrument that violates the City of Hanford noise standard in Chapter 9.10.
- M. Vending shall not be permitted directly to persons in other vehicles or from other than the curbside of the vending vehicle when the vehicle is parked in the right-of-way.
- N. Vendors shall not use City utility connections, including water and electric, without prior written approval from the City.
- O. Vendors shall control smoke and odors caused by food preparation to avoid a public nuisance.

5.64.050 MOBILE VENDING VEHICLES

Mobile vending vehicles operating in the City shall be compliant with the California Fire Code (CFC), California Code of Regulations, Title 19 (CCR), California Mechanical Code (CMC), and the California Health and Safety Code (H&S).

A. Required Inspections. An inspection of the mobile vending vehicle is required by the Fire Department, prior to issuance of a mobile vending permit.

1. Frequency:

- a. Mobile vending vehicles with a hood system require an inspection every six (6) months.
- b. Mobile vending vehicles with a generator require an inspection annually.

2. Requirements:

- a. Mobile vending vehicles with a hood system require an extinguishing system, smoke detectors, and a separate fire extinguisher.

B. Short-Term Operation on Public Streets. In addition to the requirements in Section 5.64.040, a mobile food vending vehicle on a public street, that remains in the same location on a short-term basis, shall comply with Hanford Municipal Code Section 10.16.140, in addition to the following:

- 1. Shall not conduct business or operate on the same block for longer than ten (10) minutes, and shall not, within a period of four (4) hours, again operate such vehicle within five hundred (500) feet of a prior operating location. Each instance of vending beyond the period authorized for parking per site shall constitute a separate and distinct offense.
- 2. Shall not be located within two hundred fifty (250) feet of a brick and mortar restaurant business.
- 3. Shall not conduct business or operate, between the hours of 8:00 a.m. and 5:00 p.m., within one (1) block of any public or private school grounds on days that school is open to students.
- 4. Shall not conduct business within one (1) block of any City park at which a City-approved and permitted special event is taking place without having obtained a special event permit.
- 5. Shall only conduct business from a licensed vehicle or licensed trailer on a public street while parked in a designated parking area.
- 6. Shall, at all times, operate in compliance with the California Vehicle Code, the Hanford Vehicles and Traffic Code, Title 10, and all posted parking, stopping and standing restrictions.

7. Shall not encroach onto a public sidewalk with any part of a vehicle, wagon, trailer or truck or any other equipment or furniture related to the operation of the business without a minimum four (4) foot clearance, including customer queuing areas.
 8. Shall comply with all applicable food labeling requirements, established by the State of California.
 9. Shall provide garbage and recycling receptacles for immediate use by customers; and
 10. Shall pick up, remove, and dispose of all garbage, and/or materials dispensed from the vending vehicle and any residue deposited on the ground from the operation thereof, and otherwise maintain in a clean and debris-free condition the entire area within a twenty-five (25) foot radius of the location where mobile food vending is occurring.
 11. Shall maintain, at all times during which the vending vehicle is in operation, a policy of general comprehensive liability insurance with limits as approved by the City and insuring against injury or death of a person and for claims of property damage resulting from the applicant's use of the public right-of-way. The City and its officials, officers, employees and agents shall be named as additional insured under such insurance policy, and the applicant shall cause its insurer to waive the right of subrogation with respect to the City and its officials, officers, employees, and agent. The applicant will deliver to the City endorsements to the applicant's insurance policy as evidence of the satisfaction of these insurance requirements.
- C. Long-Term Operation on Public Streets. A mobile vending vehicle that remains in the same location on a public street for a period exceeding the maximum time allowed under subsection A. is prohibited.
- D. Operation on Private Property. In addition to the requirements of Section 5.64.040, a mobile vending vehicle on private property shall be subject to the following requirements and limitations:
1. Have written documentation of the property owner's authorization to operate on the property in their possession.
 2. Be located on a fully developed parcel. Locations shall have curb, gutter, sidewalk and be paved with a solid material, to provide a durable, dustless surface and shall be so graded and drained as to dispose of surface water, for parking of the mobile food vending vehicle and guests.
 3. Be located outside of the required setback area, established by the zone district, in accordance with Title 17.
 4. Vendors shall only occupy parking spaces not required to meet the minimum requirements of the current primary use(s) on the property, as required in Section 17.54.040. Use of the primary business(es)' required parking spaces by a vendor is prohibited. The vending facility shall not be placed on landscaped areas, nor shall the vending facility adversely impact any landscaping or landscaped areas.

5. Cannot be located within two hundred fifty (250) feet of a brick and mortar restaurant business, except as follows:
 - a. The restaurant and vendor are operated by the same entity; or
 - b. The vendor has prior written permission of the brick and mortar restaurant business owner to operate on the property of that existing business.
 6. If a mobile vending vehicle will be parked at a location for more than one (1) hour, the site must contain toilet facilities for employees on site or within two hundred (200) feet of the vending vehicle. Applicants will be required to submit a letter signed by the party owning or controlling the toilet facilities indicating that the facilities used to fulfill this obligation can be used by the mobile vending vehicle employees.
 7. Only be established on sites which have an active business open during the hours of the mobile food vendor's operations. Mobile food vending shall be an ancillary use to the primary business on-site.
 8. Hours of operation shall be limited to those hours the primary business on the site is open, excepting that where a business is located within one hundred fifty (150) feet of the R-L, R-M, R-H, or O-R zone district, vending shall be prohibited during the hours of 10:00 p.m. to 7:00 a.m.
 9. Confine the entire operation on the private property, including queuing of patrons.
 10. A temporary use permit may be issued for a time period not to exceed six (6) months for a single location. A new permit for the same or a different vending vehicle may not be issued at the location for a minimum of six (6) months.
 11. A vending vehicle may remain on private property for more than six (6) months, upon approval of a conditional use permit, in zones as provided in Section 17.08.030 of this code.
 12. Comply with all applicable food labeling requirements established by the State of California.
 13. Provide garbage and recycling receptacles for immediate use by customers.
 14. Pick up, remove and dispose of all garbage, refuse or litter consisting of foodstuffs, wrappers, and/or materials dispensed from the vending vehicle and any residue deposited on the ground from the operation thereof, and otherwise maintain in a clean and debris-free condition the entire area within a twenty-five (25) foot radius of the location where mobile food vending is occurring.
 15. Mobile vendor permits are not required for mobile vendors to cater a one (1) day private event or party located on private property with no retail sale to the general public and no admission charge to the event, with the exception that the mobile vendors must have a Food Vending Permit from Kings County and a business license.
- E. Operation on City Property and Parks. In addition to the requirements in Section 5.64.040, a mobile food vending vehicle on city property is prohibited, with the following exceptions:

1. As part of a special event, with the appropriate city permits that include food vending operations in City parks.
2. By a special permit issued by the Parks and Community Services Department in designated spaces in Civic Park on Friday and Saturday night only.

5.64.060 SIDEWALK VENDOR

In addition to the requirements in Section 5.64.040, a sidewalk vendor on a public street, any city right-of-way, or public park, shall comply with Hanford Municipal Code Section 10.16.140 and the following:

- A. Ensure that no obstruction is placed on the sidewalk or public right-of-way that would reduce the width of the sidewalk available to pedestrian travel to less than forty-eight (48) inches, exclusive of the top of the curb, in order to maintain Americans with Disabilities Act (ADA) - accessibility standards. No obstruction shall be located on a sidewalk or public right-of-way less than six (6) feet in width when the sidewalk is adjacent to the curb.
- B. To prevent food-borne illness and protect the health and safety of the city's residents, every sidewalk vendor selling any food or beverage is required to wear a hairnet and food service gloves.
- C. Stationary sidewalk vendors shall be prohibited from selling in residentially zoned neighborhoods.
- D. Roaming sidewalk vendors are permitted to sell in residentially zoned neighborhoods between the hours of 9:00 a.m. and 5:00 p.m.
- E. Sidewalk vending stands and carts shall not exceed eight (8) feet in height, eight (8) feet in length, and four (4) feet in width; shall not impede access to the entrance of any adjacent building or driveway; shall not impede pedestrian right-of-way or vehicle right-of-way (including bike lanes); shall not be located on sidewalks where there is not on-street parking immediately adjacent; and must comply with Americans with Disabilities Act (ADA) and other accessibility standards.
- F. Sidewalk vending stands and carts shall not be located within twenty (20) feet of a fire hydrant, fire escape, bus stop, loading zone, ADA-accessible parking space, access ramp, or driveway.
- G. Sidewalk vendors shall supply a way to dispose of trash if an existing trash container does not exist within twenty-five (25) feet of the stand or cart. Additionally, sidewalk vendors must maintain the cleanliness of their site and area within twenty-five (25) feet.
- H. All sidewalk vending stands, carts, signs, refuse containers and other material set up or provided by the vendor must be removed from the vending site during non-vending hours. Any equipment or objects left in public spaces or in any portion of the public right-of-way may be impounded.

- I. To facilitate the enforcement of this chapter, every sidewalk vendor must display their city-issued sidewalk vending permit on the street-side portion of their pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance when operating in the public right-of-way or on public property.
- J. To prevent unintended rolling or slipping, a sidewalk vendor is prohibited from operating a pushcart, pedal-driven cart, wagon, or other non-motorized conveyance on a public-right-of-way with a slope greater than five (5) percent.
- K. A sidewalk vendor is prohibited from operating within five hundred (500) feet of a permitted, certified farmers' market, a permitted swap meet, or any area subject to a temporary use permit for the duration of the permit.
- L. Sidewalk vendors vending in a city park may only vend during hours the park is open. Sidewalk vendors may not, however, vend within a city park during a city-approved event when there is an exclusive agreement with one (1) or more concessionaires.
- M. Sidewalk vendors are prohibited from having tables and chairs for customer use.
- N. Excepting those vendors who have demonstrated an inability to pay, as set forth in Section 5.64.120, all sidewalk vendors shall maintain, at all times during operation, a policy of general comprehensive liability insurance with limits as approved by the City and insuring against injury or death of a person and for claims of property damage resulting from the applicant's use of the public right-of-way. The City and its officials, officers, employees and agents shall be named as additional insured under such insurance policy, and the applicant shall cause its insurer to waive the right of subrogation with respect to the City and its officials, officers, employees, and agent. The applicant will deliver to the City endorsements to the applicant's insurance policy as evidence of the satisfaction of these insurance requirements.

5.64.070 VENDOR APPLICATION

Application for a vendor permit required pursuant to this chapter shall be made upon a form provided by the city's Community Development Department. A vendor permit shall be required in addition to other permits and licenses that may be required, including, without limitation, a city-issued business license, temporary use permit, and/or a conditional use permit, and California Department of Tax and Fee Administration seller's permit. The application shall state in full the following information.

- A. Name and address of present place of residence and length of residence at such address, also business address if different than present address.
- B. Age of applicant.
- C. Physical description of applicant.
- D. A copy of a California driver's license or identification number, an individual taxpayer identification number, or a social security number. Such information is not public record

and will remain confidential as required by Government Code Section 51038(c)(4) or any other statute.

- E. A copy of a valid California Department of Tax and Fee Administration seller's permit, as required.
- F. A copy of a valid Food Vending Permit issued by the Kings County Department of Public Health, as required.
- G. Name and address of the person, firm or corporation or association whom the applicant is employed by or represents and the length of time of such employment or representation.
- H. Description of type of commodity or commodities to be vended.
- I. Period of time for which the permit is applied.
- J. The date, or approximate date, of the last previous application for permit under this chapter if any.
- K. If a permit issued to the applicant under this chapter has ever been revoked.
- L. Names of the three (3) most recent communities where the applicant has engaged in street vending.
- M. Proposed method, hours, and locations of operation.
- N. Signature of applicant.
- O. Fingerprints and a background check shall be completed for vendors selling commodities appealing to children, such as ice cream, snow cones, candy and toys. No permit shall be issued to applicants selling these commodities if they are a registered sex offender or are required to be a registered sex offender.

Inaccurate or incomplete information in a vendor permit application shall be a basis for revocation of a permit by the city's Community Development Director or his/her designee.

5.64.080 VENDOR PERMIT

It is unlawful for any person to: (i) sell or attempt to sell any commodity by means of vending such commodity upon on any street or private or public property in the city without first securing a permit and paying the fee therefor; and (ii) violate the conditions applicable to the vendor's permit or business license.

5.64.090 FEES

The city shall, by resolution, establish fees for the issuance and renewal of permits sufficient to offset the city's cost of regulation of vendors. These fees are supplemental to any business license fees and taxes charged to vendors. Vendor permit and business license fees shall be payable upon application. The fees charged are non-refundable.

5.64.100 VIOLATIONS; VENDOR PERMIT SUSPENSION, REVOCATION AND APPEAL PROCEDURES

- A. Violation of any condition or restriction contained in this chapter and violation of any condition contained in business license or vendor permit shall be a misdemeanor.
- B. Violation of any provisions of this chapter shall constitute a public nuisance. The city may, as a result of violation of this chapter commence a civil action to enjoining a continuing violation and/or the city may pursue the administrative remedies identified in Section 5.64.110.
- C. The remedy provisions of this chapter are nonexclusive and supplement any existing rights and remedies available to the city. The provisions of this chapter may be enforced by any remedies provided for in this municipal code or otherwise available in law or equity. Violations of this chapter may be prosecuted criminally, civilly, or administratively, either undertaken separately or in conjunction with other remedies, at the sole discretion of the city. Nothing in this chapter shall be deemed to prevent the city from commencing any administrative, legal, equitable, or criminal proceeding to enforce this chapter, the city's municipal code, or any law
- D. Where any provision of this chapter or State law is violated, the Community Development Director or his/her designee has the authority to suspend or revoke the vendor permit. Notification of the suspension or revocation of the vendor permit must be made in writing, must state the reason(s) for the action, and must notify the vendor of the appeal process as set forth in subsection F. of this section. The revocation or suspension shall become effective at the end of the appeal period and, if an appeal is requested, the action shall be stayed pending the decision of the City Council or its designated hearing officer.
- E. The Community Development Director may suspend a vendor permit for violation of this chapter, and the permit shall remain suspended until the violation is cured to the Community Development Director's reasonable satisfaction. The Community Development Director may revoke a vendor permit for the remaining term of the permit upon a fourth or subsequent violation of this chapter or if a vendor operates while its permit is suspended.
- F. Any person who has been denied a mobile food vendor permit or any person whose vendor permit has been suspended or revoked may appeal the decision to the City Council or its designated hearing officer. The appeal and associated fee, which will be established by resolution of the City Council, must be filed with the city's Community Development Director within ten (10) calendar days from the date of the vendor's receipt of the city's decision to deny, suspend, or revoke the permit. The request for appeal shall set forth in detail all facts supporting the appeal. Failure to file a request for appeal by such deadline shall constitute a failure to exhaust administrative remedies. Upon receiving a written request for appeal, the Community Development Director shall set a hearing date before the City Council or designated hearing officer, which shall occur no later than forty-five (45) days from the date of the city's receipt of the written request for appeal. The Community Development Director shall set forth in writing and send to the applicant or permittee, by means of registered mail, certified mail, overnight delivery service, or personal service, notice of the date, time, and place of the hearing at least ten (10) calendar days before the hearing. The City Council or its designated hearing officer shall, at the appeal hearing, consider any written and oral evidence presented to determine

whether the suspension, revocation, or denial was in accordance with applicable laws. Formal rules of evidence shall not apply; any relevant evidence may be admitted if it is the sort of evidence upon which reasonable persons are accustomed to rely in the conduct of serious affairs. The decision of the City Council or its designated hearing officer shall be final.

5.64.110 VIOLATION—PENALTY

- A. Every person that engages in vending activities without obtaining the required vendor permit shall be subject to administrative fines not to exceed:
 1. Two hundred fifty dollars (\$250.00) for a first violation; or
 2. Five hundred dollars (\$500.00) for a second violation within one (1) year of the first violation; or
 3. One thousand dollars (\$1,000.00) for each additional violation within one (1) year of the first violation.
- B. Every person violating any other provision of this chapter shall be subject to an administrative fine not to exceed:
 1. One hundred dollars (\$100.00) for a first violation; or
 2. Two hundred dollars (\$200.00) for a second violation within one (1) year of the first violation; or
 3. Five hundred dollars (\$500.00) for each additional violation within one (1) year of the first violation.
- C. Failure to pay an administrative fine is not punishable as an infraction or misdemeanor. Additional fines, fees, assessments, or any other financial conditions beyond those authorized will not be assessed. However, the City may levy a lien on the violator's real or personal property, including the vehicle used for vending purposes.
- D. An administrative violation constitutes a separate and distinct violation for each day that it exists and each such violation may be subject to the maximum fine permitted under this chapter.
- E. Appeals of administration citations shall be subject to the procedures set forth in Section 5.64.100.F. When submitting a written request for appeal, the appealing party shall pay the appeal fee, which shall be established by resolution of the City Council, plus the amount of the administrative fine to which the appealing party is subject; provided however, the appeal fee and fine shall be subject to adjustment or waiver in accordance with Section 5.64.120.

5.64.120 ABILITY TO PAY DETERMINATION

- A. Any administrative fine issued to a sidewalk vendor under Section 5.64.110 will be accompanied with a notice of and instruction regarding the right to request an ability-to-pay determination.
- B. If the requestor is receiving public benefits under Government Code Section 68632, subdivision (a), or has a monthly income which is one hundred twenty-five (125) percent or less than the current poverty guidelines updated periodically in the Federal Register by the United States Department of Health and Human Services, the Community Development Director will, upon documentary evidence confirming the requestor's financial hardship, limit the total amount of the requestor's appeal fee and administrative fine to twenty (20) percent of the total and may:
 - 1. Allow the person to complete community service in lieu of paying the total administrative fine; or
 - 2. Waive the appeal fee and/or administrative fine; or,
 - 3. Offer an alternative disposition.

TITLE 10

10.16.140 Conditions for use of public right-of-way by peddlers and vendors.

- A. It is unlawful for any person or entity (collectively "vendor") to stand or park any vehicle, wagon, pushcart or other type of apparatus (collectively "vehicle") from which goods, wares, merchandise, fruits, vegetables or any type of food, refreshments, snacks or meals, hot or cold, are sold, displayed or offered for sale or bartered or exchanged (collectively "food or merchandise") ~~while parked upon any street or public right-of-way which is adjacent to or directly across the street from any school grounds~~ **unless in accordance with Chapter 5.64 of the Hanford Municipal Code .**
- ~~B. Except as set forth in subsection A of this section, a vendor may sell food or merchandise from a vehicle which is parked upon a street or public right-of-way so long as the vendor's vehicle is: (1) parked at curbside and out of the flow of traffic; (2) does not remain stopped in one location upon the street or public right-of-way for a period longer than ten (10) minutes following the vendor's last sale at that location or the expiration of ten (10) minutes, whichever first occurs; the vendor shall move its vehicle a distance of not less than five hundred (500) feet from its last parked location. The provisions of this subsection shall not apply to persons delivering food or merchandise upon order of or by agreement with, a customer from a store or other fixed place of business or distribution.~~
- ~~C. B.~~ It is unlawful for a vendor to sell, display or offer for sale, barter or exchange any food or merchandise without first obtaining a **Vendor Permit and a business license**, ~~to do so from the director of finance for the city or his/her designee~~
- ~~D. In the event it is determined by the director of finance for the city or designee, that a holder of a business license issued under this section has violated any of the provisions thereof or of this section, the director of finance or designee may revoke the business license and as a result of the revocation, no other business license shall thereafter be issued to such~~

E. C. Subject to Chapter 5.64, vendors may sell and display their goods and wares along the route of a parade, procession, ceremony or similar event prior to the official start time and after the official time when such event is to conclude.

F. D. Vendors shall not sell or display their goods or wares along the route of any parade, procession, ceremony or other similar event which proceeds along a public street after the official start time of such event, except that, after the official start time of such event, vendors may sell and display their goods and wares from locations specifically designated for that purpose by the city.

Zoning Ordinance – Revised

Table 17.08.030

Chapter 17.76 TEMPORARY USE PERMITS

Packet Pg. 38

A temporary use permit provides a mechanism for administrative review and determination for proposed and qualifying short-term uses and activities to ensure that such activities are consistent with the General Plan and the provisions of this title.

17.76.020 Temporary uses exempt from permit requirements.

The following temporary activities and uses are allowed by right and expressly exempt from the requirement of first obtaining a temporary use permit, provided they conform to the listed development standards:

- A. Construction yards, storage sheds, and construction offices (on site) in conjunction with an approved construction project where the yard and/or shed are located on the same site as the approved project.
- B. Emergency public health and safety facilities established by a public agency.
- C. Entertainment and assembly events held within auditoriums, stadiums, or other public assembly facilities, provided the proposed use is consistent with the intended use of the facility.
- D. Entertainment and assembly events as part of an allowed permanent use (e.g., race at a raceway).
- E. Events held exclusively on City property and that are in conjunction with the City use.
- F. Events held exclusively at a school site that are in conjunction with the school use.
- G. Events held exclusively on religious institution or facility site and that are in conjunction with that religious institution or facility use.
- H. Garage and yard sales held on private property.
- I. Outdoor promotional events and seasonal sales related to an existing business with temporary outdoor display and sales of merchandise and seasonal sales in conjunction with an established commercial business that holds a valid business license and is in compliance with the development standards of this title.
- J. Storage containers not in conjunction with an approved construction project when located on in a residential zone district for periods less than seventy-two (72) hours when located in nonresidential zone district for periods less than forty-five (45) days.
- K. **Sidewalk vendors in accordance with Chapter 5.64.**

17.76.030 Temporary use permit required.

The following temporary activities and uses may be allowed, subject to the issuance of a temporary use permit prior in accordance with this chapter and Chapter [17.70](#):

- A. Any use listed in Table [17.08.020](#) or Table [17.08.030](#) that is identified as a temporary use.
- B. Construction yards, storage sheds, and construction offices (off-site) in conjunction with an approved construction project, where the yard is located on a site different from the site of the approved construction project.
- C. Entertainment and assembly events, including carnivals, circuses, concerts, fairs, festivals, food events, fundraisers, haunted houses, outdoor entertainment/sporting events, and similar events designed to attract large crowds and when not otherwise part of or consistent with a permitted use (e.g., race at a raceway).
- D. Farmers markets.
- E. Temporary sales, including swap meets, flea markets, rummage sales, and similar events in locations not specifically designed for such events.
- F. Seasonal sales occurring outdoors when not related to an existing business.
- G. Temporary sales offices.
- H. Temporary land uses on unimproved or partially improved sites in a zoning district that allows that land use on a permanent basis.
- I. Temporary community food banks.
- J. Mobile vending vehicle in accordance with Chapter 5.64.**
- K. Other temporary activities that the Community Development Director determines are similar in nature and intensity to those identified above.

17.76.040 Development standards.

Standards for height, off street parking spaces, setbacks, and other structure and property development standards that apply to the category of use or the zoning district of the subject parcel shall apply to all temporary activities. The Community Development Director may waive requirements for long-term improvements that exceed the duration of the temporary use, including, but not limited to, landscaping and paving of parking lots.

17.76.050 Temporary improvements on a site.

- A. Improvement to property at a level less than what is required by this title may be allowed to support temporary operations on the property yet still ensure public health, safety,

and general welfare. This allowance shall not be used to circumvent or deviate from the requirements for public improvements required at the time of subdivision of property.

- B. The allowance described in subsection A shall be conducted through the temporary use permit process. The permit shall clearly identify what improvements are to be completed and what requirements are being waived for a limited period of time, as well as the time period for which the permit is valid. A temporary use permit allowing improvements less than required shall only be approved if the improvements to be completed are those minimally necessary to ensure public health, safety, and welfare.
- C. At the conclusion of the period authorized by the temporary use permit, either the property shall be brought into compliance with the requirements of this title or use of the property shall cease.

17.76.060 Findings.

The reviewing authority shall make all of the following findings to approve or conditionally approve a temporary use permit:

- 1. The use is a temporary use and will be limited to the specific duration of time that is identified in the temporary use permit.
- 2. The temporary use will not be detrimental to the health, safety, or general welfare of persons, property, or improvements in the vicinity of the proposed use, or to the general welfare of the City.
- 3. The temporary use will not function or be located in a manner that restricts access to required parking areas.
- 4. Approved measures for the removal of the use and site restoration have been required to ensure that no changes to the site would limit the range of possible future land uses otherwise allowed by this title.
- 5. The approval includes provisions to ensure that each site occupied by a temporary use shall be cleaned of debris, litter, or any other evidence of the temporary use upon completion or removal of the use.
- 6. The use is consistent with the General Plan, applicable specific plans, and the provisions of this title.

17.76.070 Conditions.

The Community Development Director may place conditions on the temporary use permit, including, but not limited to, buffers, hours of operation, maintenance, lighting, improvements, parking, performance guarantees, property maintenance, signs, surfacing, time limits, and traffic

circulation. Conditions must be deemed reasonable and necessary to protect the health, safety, or general welfare.

CHAPTER 17.96 DEFINITION OF LAND USES

17.96.020 Land use definitions.

“Mobile food vendor” or “food truck” means and refers to the sale, display, solicitation or offer for sale, barter, exchange, gift or otherwise of food or beverages from any vending vehicle or non-motorized cart on a public street or highway or private property. (See additional regulations in Chapter 5.64 of the Municipal Code) (A13)



AGENDA STAFF REPORT

MEETING DATE: 9/15/2020	AGENDA SECTION: A
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SUBJECT:

City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Tanner Chennault.

RECOMMENDATION:

That the City Council, by motion, approve the denial of the following claim as the original claim form was insufficient and no amended claim form has been received and authorize the City Clerk to send out notification of such to the claimant.

BACKGROUND:

A claim for damages against the City was received by the following claimant: Tanner Chennault.

After review by the Third Party Administrator, it is the City Manager's decision to act in accordance with the recommendation of the Administrator to deny the claim.

FISCAL IMPACT:

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 9/15/2020	AGENDA SECTION: B
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SUBJECT:

City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Stephanie Macias.

RECOMMENDATION:

That the City Council, by motion, approve the denial of the following claim as the original claim form was insufficient and no amended claim form has been received and authorize the City Clerk to send out notification of such to the claimant.

BACKGROUND:

A claim for damages against the City was received by the following claimant: Stephanie Macias.

After review by the Third Party Administrator, it is the City Manager's decision to act in accordance with the recommendation of the Administrator to deny the claim.

FISCAL IMPACT:

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 9/15/2020	AGENDA SECTION: C
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SUBJECT:

City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Elijah Crockett.

RECOMMENDATION:

That the City Council, by motion, approve the denial of the following claim as the original claim form was insufficient and no amended claim form has been received and authorize the City Clerk to send out notification of such to the claimant.

BACKGROUND:

A claim for damages against the City was received by the following claimant: Elijah Crockett.

After review by the Third Party Administrator, it is the City Manager's decision to act in accordance with the recommendation of the Administrator to deny the claim.

FISCAL IMPACT:

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 9/15/2020	AGENDA SECTION: D
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SUBJECT:

Administration: Second reading of Ordinance 20-10, amending Chapter 2.48.070, Preference for local vendors, to increase the preference threshold from 3% to 5% over competing bids.

RECOMMENDATION:

That the City Council, by motion, approve the Second reading and adoption of Ordinance No. 20-10 Authorizing an amendment to the Municipal Code amending Chapter 2.48.070, Preference for local vendors, to increase the preference threshold from 3% to 5% over competing bids.

BACKGROUND:

During the 2020 Special Council meeting to discuss Goals and Objectives, the City Council directed staff to research the current threshold for preference afforded to local vendors under the City's purchasing policies for the City of Hanford and evaluate opportunities for local vendors to participate in the City's procurement process.

Strategies encouraging residents to buy locally are an important component of economic sustainability. Funds generated in the local community, should, to the extent possible, stay in the local economy to promote the economic health of the City and to encourage local participation in the procurement of goods, supplies, equipment and services. One of the many economic benefits derived by the City through purchasing from local businesses is the return of sales tax to the City. Adopting and maintaining a local preference program is an important strategy because it can help retain local dollars within the community and increase the financial productivity of taxpayer funds by increasing the consumption of local goods.

Staff reviewed the City's current purchasing policy and procedures, researched other Cities' purchasing policies, and reviewed reports on economic impacts of local preference policies. The staff report outlines the current purchasing process and procedures, how a local preference policy works and staff's recommendations included in the attached revised Local Vendor Preference Ordinance.

Overview of Purchasing Process

The City encourages active competition among bidders through its purchasing policy in the Hanford Municipal Code and abiding by the State Public Contracts Code to obtain the best and most qualified service for the least amount of cost. Also, where possible, the City strives to do business with local vendors. The City is required to follow the State Public Contracts Code when purchasing/contracting for public projects. Three other areas of purchasing, Professional Services, Goods/Supplies and General Services, are governed by the Hanford Municipal Code. The Municipal Code does not define a formal procedure for selecting professional services consultants, such as design professionals, architects, environmental and planning consultants etc. These services are typically solicited through a Request for Proposal process where the cost is not the determining factor in selecting the best proposal. The selection is qualitative and is based upon experience in the particular area requested, qualifications and reputation of the company/firm.

When purchasing goods/supplies and general services under \$20,000, staff can review prices and terms through their own investigation and select the vendor which can provide the best price and service. This is referred to as informal pricing procedures in the Municipal Code. Staff is in the process of researching and revising the City's overall purchasing ordinance and plans to bring recommended revisions to the City Council in Fall 2020. Staff will not address any changes to the overall purchasing ordinance but just the local preference ordinance at this time. However, staff anticipates that part of the purchasing ordinance update will include changes to properly sync the overall policy with this new local preference ordinance.

How a Local Preference Policy Works

The purpose of a local preference policy is to provide a competitive advantage to local business when doing business with the City. In addition, the policy helps promote the health of the local economy by retaining government spending within the City and encourages local participation in the City's procurement process. Generally, when the City purchases any goods or services, it is required to contract with/purchase from the lowest bidder. A local preference allows the City to reduce a local business/vendor's bid by a certain percentage to then compare with the rest of the bids as a way to improve the competitive position of local vendors.

FISCAL IMPACT:

The increase may result in increased project costs to the City of Hanford but the amount is unknown at this time.

ATTACHMENTS:

2020.08.01 Ordinance Amending HMC 2.48.070 Local Vendor Preference

ORDINANCE NO. 20-10

AN ORDINANCE OF THE CITY OF HANFORD AMENDING HANFORD MUNICIPAL CODE SECTION 2.48.070

WHEREAS, Hanford Municipal Code (HMC) Section 2.48.070 gives local vendors preference for reasons stated therein; and

WHEREAS, per HMC Section 2.48.070, if the city receives two (2) or more bids, with all factors being equal except for price, an adjustment of three percent (3%) of the quoted price may be afforded to the vendor having a fixed business location within the city's boundaries; and

WHEREAS, the City Council for the City of Hanford finds that, for the reasons stated in HMC Section 2.48.070, an adjustment of five percent (5%) should be afforded to vendors having a fixed business location within the city's boundaries.

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

Section 1. The final sentence of the final paragraph of HMC Section 2.48.070 is hereby deleted in its entire and restated as follows:

“If the city receives two (2) or more bids, with all factors being equal except price, an adjustment of five percent (5%) of the quoted price may be afforded to the vendor having a fixed business location within the city limits.”

Section 2. The portions of HMC Section 2.48.070 not otherwise modified by this Ordinance shall remain in full force and effect.

Section 3. 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.

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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 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



AGENDA STAFF REPORT

MEETING DATE: 9/15/2020	AGENDA SECTION: E
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SUBJECT:

Administration: Adoption of Administration Regulation 1.31, which creates a formal process for classification changes for City of Hanford personnel.

RECOMMENDATION:

That Council Adopt Administration Regulation 1.31, which creates a formal process for classification changes for City of Hanford personnel.

BACKGROUND:

Many of the City of Hanford personnel policies date back to the 1970s and have not been amended since that time. Accordingly, staff has begun a process to update them. Council has already approved amendments to the Council Handbook and has been notified of several policy changes at the City Manager level. Staff identified this policy as a priority for Council approval as there had never been a formal process for reclassification and past practices were often criticized as inconsistent and showing favoritism.

Pursuant to Municipal Code Section 2.56.010, the reclassification of a position (the decision to change one class to another) does not have to go to Council; only the policy allowing for reclassification. Accordingly, this reclassification policy was developed in consultation with the City Attorney, and allows the City Manager to make such changes, so long as the change is within budget and does not increase the number of allocated positions within the City.

Moving forward, as part of the process, the City's bargaining groups will be notified of any proposed reclassifications and they will have the opportunity to discuss how it may affect their members.

FISCAL IMPACT:

There is no direct fiscal impact to the City by adopting this Policy and any fiscal impact to a department will not exceed the appropriated budget limits for those departments.

ATTACHMENTS:

AR 1.31 Classification Changes 09-2020

SUBJECT: POSITION CLASSIFICATION CHANGES

(1) PURPOSE

The purpose of this administrative regulation is to establish a policy to identify the various job classification changes that can occur.

(2) DESCRIPTIONS

Job Classification: A written description that includes the title and general explanation of the duties and responsibilities, desirable qualifications for appointment, and other pertinent information as the City Manager or Department Director may deem desirable.

Elimination of Position (Lay-off): The elimination of a position when there is a shortage of work, lack of funds, material change in duties or organization, or in the interest of economy.

Flex Position: A classification that has an entry, journey and/or senior level typically categorized as I, II and III.

Reclassification (Higher Position): A change in assignment when the duties, responsibilities, nature and scope of the position have materially changed over time; the new tasks require higher level skills, knowledge and abilities; the tasks are performed as a primary part of the position's on-going duties and cannot reasonably be assigned elsewhere.

Reclassification (Lower Position): A change in assignment when the duties, responsibilities, nature and scope of the position have materially changed over time, the tasks require a lower skill set, knowledge and abilities. Reclassification to a lower position is recommended to be done when a position has become vacant.

Reorganization: The restructure or realignment of a department that is deemed necessary to better enhance the services delivered by the City of Hanford.

Title Change: A change in the title of a position and not the rate of pay. This can occur when the level of duties and responsibilities have not substantially changed to justify a change in pay but the position may have evolved so that the current title no longer reflects the basic function or nature of work of the position.

Transfer: The movement of an employee from one department to another where the same salary range is assigned to both job classifications.

Underfill: To temporarily fill a vacant position using an established job classification that has a lower salary range. A position may be underfilled because there are no qualified candidates to fill said vacant position or a critical departmental reason exists. A position shall not be underfilled for longer than eighteen (18) months.

(3) POLICY

In exception to flex positions, the Department Director shall notify the City Manager and Human Resources Manager in writing regarding any classification change as defined in the section above.

When the proposed change is a reclassification or reorganization, the Human Resources Department will work closely with the Department Director to revise or create new job classifications that meet the City's needs. The Department Director and Human Resources Department will discuss appropriate compensation designation based upon internal alignment and/or external market conditions.

At no time will job classifications be established or changed in any way without the Human Resources Department notifying the applicable bargaining group in advance and providing them with the opportunity to meet to further discuss the impacts, if any.

After bargaining group review, recommendations of changes to classifications are submitted to the City Manager by the Human Resources Department. So long as the changes in positions do not result in an increase in the number of allocated positions or exceed the appropriated salary budget for the current fiscal year, the changes may be accepted by the City Manager without City Council approval. The City Manager's decision shall be effective immediately upon approval and included in the next budget process for certification by the City Council.

When changes to classifications are approved by the City Manager, the Human Resources Department will notify the Finance Department and impacted department in writing.

If position changes occur that significantly impact a department's budget (i.e. reorganizations) prior approval must be received by the City Council.

To ensure a fair and equitable selection process any change that may result in a promotion shall go through a recruitment process (does not apply to flex positions).

09/20



AGENDA STAFF REPORT

MEETING DATE: 9/15/2020	AGENDA SECTION: F
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SUBJECT:

Public Works: Approval of the Suggested Routes to School plans for Frontier Elementary School, Pioneer Elementary School, and Pioneer Middle School for the upcoming 2020-2021 school year.

RECOMMENDATION:

That the City Council, by motion, approve the Suggested Routes to School plans for Frontier Elementary School, Pioneer Elementary School, and Pioneer Middle School for the upcoming 2020-2021 school year.

BACKGROUND:

Pursuant to State of California regulations, City staff met with Pioneer School District staff to discuss plans and possible changes to the Suggested Routes to School plans for Pioneer Elementary, Frontier Elementary, and Pioneer Middle School for the upcoming 2020-2021 school year. These plans are required by the State of California for schools, and are prepared by city staff and provided to Hanford School Districts to educate students and parents of the suggested routes to schools, and to indicate to students the suggested ways to get from home to school and back home. The plans additionally show the locations of the designated school bus stops for the noted school year.

California's Safe Route to Schools Grants are available to cities to apply for through the Active Transportation Program (ATP). These grants may be used for infrastructure construction projects which encourage and enable students from grades K-8 to safely walk and bike to school. The Suggested Routes to School Plans are a requirement for the ATP grant application. The city benefits from the preparation and approval of the Suggested Routes to School plans.

Pioneer Union School District staff provided the bus stop updates. For the upcoming 2020-2021 school year, boundaries will remain the same. Three bus stops have been added due to new

development, and three bus stops have been removed to eliminate overcrowding on buses due to COVID-19. School District staff noted that the budget constraints do not allow the district to add another bus route or driver to accommodate the eliminated stops. The bus stops that are added to the Pioneer Middle School routes will be located at:

- Devon Street and Centennial Drive.
- Cortner Street and Centennial Drive.
- Dali Way and Centennial Drive.

The bus stops that are eliminated from the Pioneer Middle School routes include:

- Saffron Street and Glacier Way
- Pepper Drive and Glacier Way
- North Star Drive and Glacier Way

Attached are the maps and written descriptions for each school that describes the element of the plans.

At the July 23, 2020 Parking and Traffic Commission meeting, the commission voted to amend the City's recommendation, and to only approve the Suggested Routes to School for Pioneer Elementary and Frontier Elementary Schools, and not approve Pioneer Middle School Suggested Routes to School for the 2020-2021 school year. Commissioners stated that removing the bus stops on the west side of 11th Avenue create an unsafe crossing on 11th Avenue for Pioneer Middle School students.

The Director of Transportation/Operations/Maintenance from Pioneer Union School District, Richard Rose, was present at the Parking and Traffic Commission meeting. He stated that the State of California COVID-19 regulations require a reduced number of students on each bus to allow social distancing. Allowing a reduced number of students on each bus creates a shortage, and additional bus routes and buses would need to be added to the routes to accommodate the middle school student's pickup. The District, as a whole, met prior to the school year to discuss options and budgets, and determined to eliminate three (3) bus stops from the Pioneer Middle School route. Mr. Rose stated that once the social distancing requirements are lifted, the eliminated bus stop locations would be added back to pick up the middle school students. Due to current budget restrictions from COVID-19, the District is not able to add more routes or buses or drivers at this time.

Attached are the meeting minutes of the Parking and Traffic Commission meeting for review.

FISCAL IMPACT:

There is no fiscal impact from this project. City staff prepares and provides the plans to the school districts and the school districts copy and distribute the plans to the parents and students.

Additionally, the plans are used by the City for applications to the Active Transportation Program grant and other funding sources.

ATTACHMENTS:

20-21 maps and descriptions

Parking & Traffic Commission Minutes 7.23.20

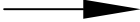
FRONTIER SCHOOL

SUGGESTED ROUTE PLAN

PAGE 1 OF 3



LEGEND

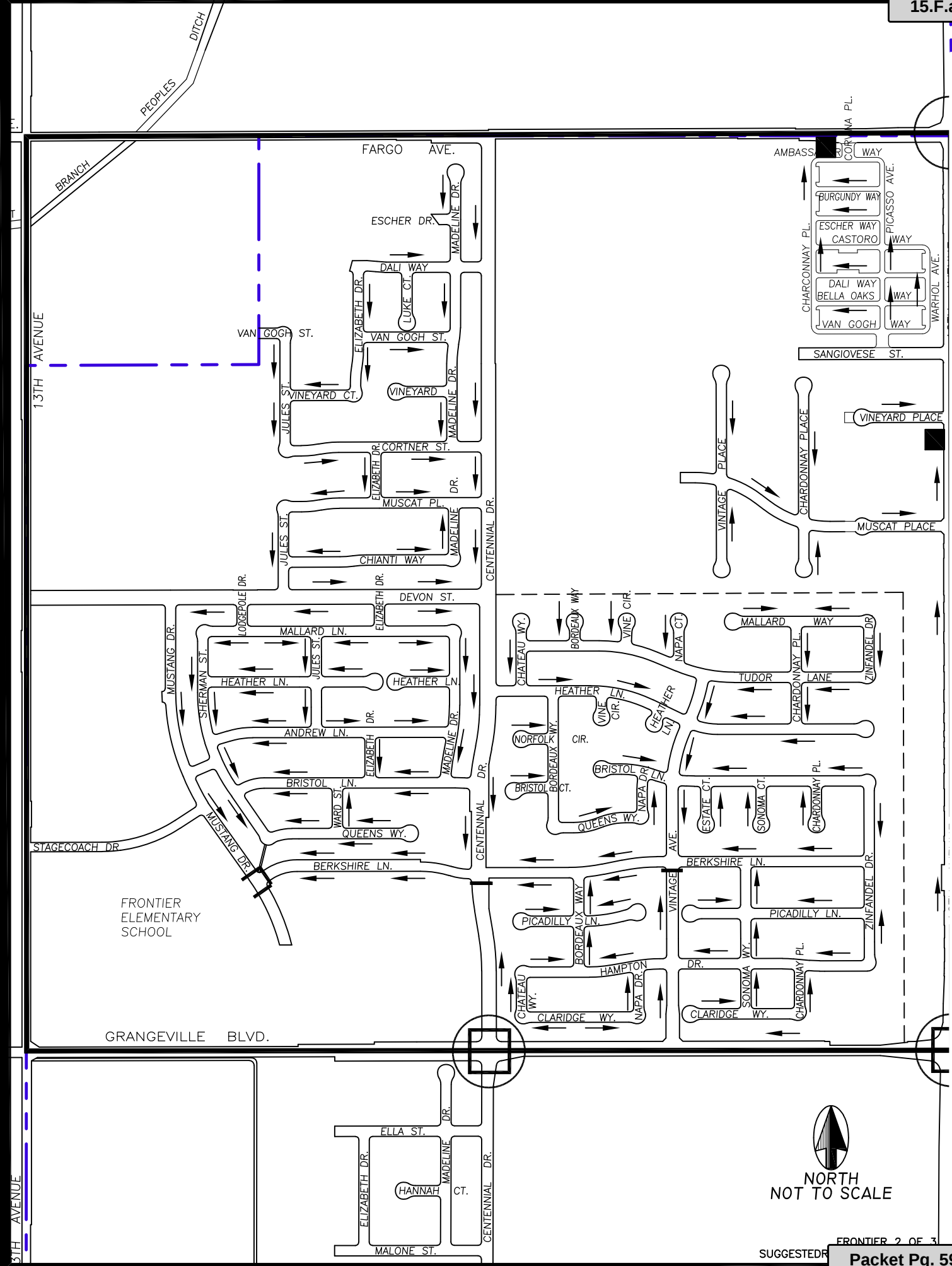
	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL

FRONTIER SCHOOL

Suggested Route to School

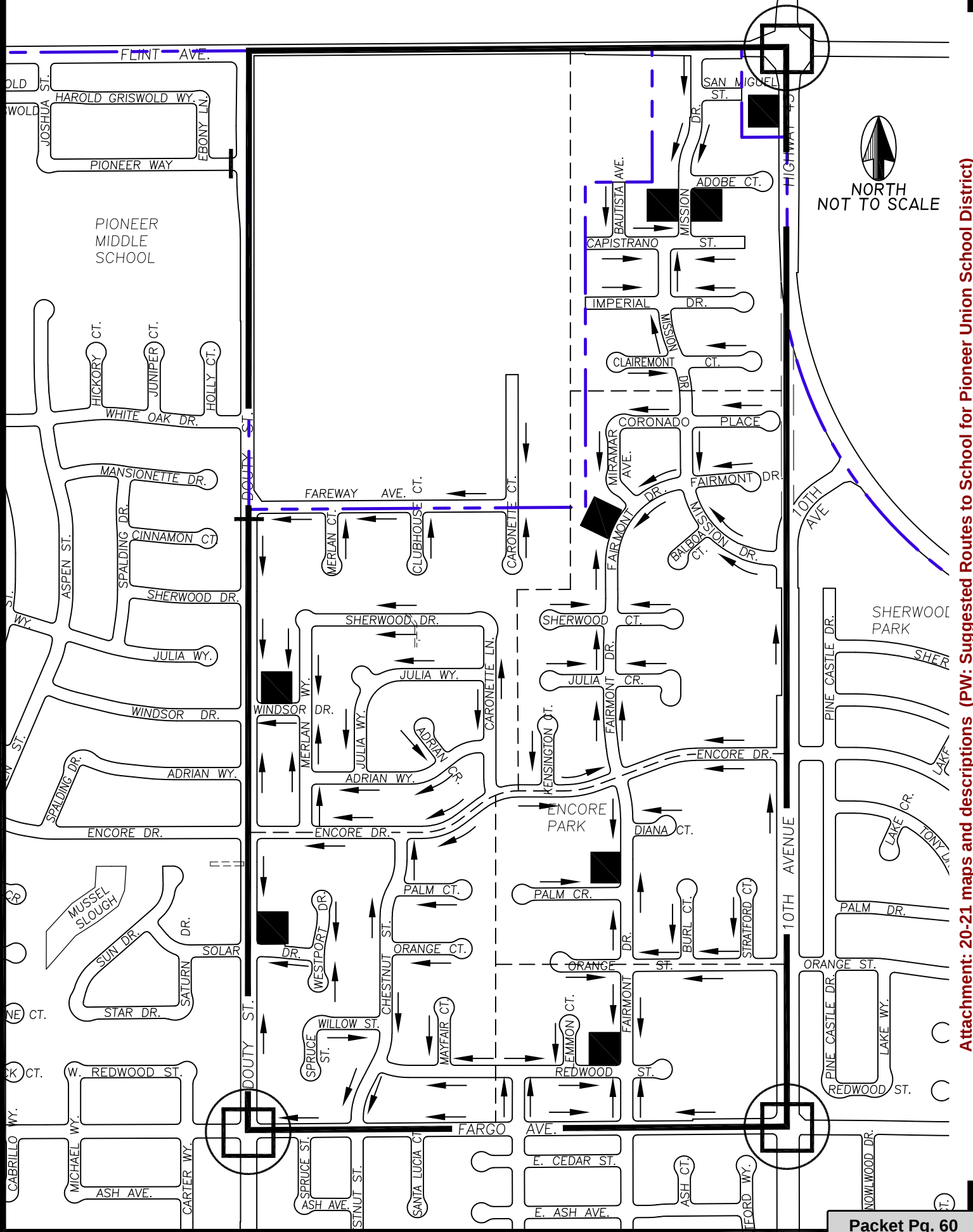
The key elements of this plan are as follows:

1. That the students living south of Flint Avenue, west of Highway 43, north of Coronado Place, and east of Caronette Lane/Court walk to the bus stop at Mission Drive and Adobe Ct.
2. That the students living south of Imperial Drive, west of 10th Avenue, north of Encore Drive, and east of Caronette Lane/Court walk to the bus stop at Fairmont Drive and Miramar Avenue.
3. That the students living south of Flint Avenue, west of Caronette Court, north of Sherwood Drive, and east of Douty Street walk to the school bus stop at Douty Street and Fairway Avenue.
4. That the students living south of Sherwood Drive, west of Caronette Lane, north of Encore Drive, and east of Douty Street walk to the bus stop at Douty Street and Windsor Drive.
5. That the students living south of Encore Drive, west of 10th Avenue, north of Orange Street, and east of Caronette Lane walk to the bus stop at Encore Drive and Fairmont Drive.
6. That the students living south of Orange Street, west of 10th Avenue, north of Fargo Avenue and east of Caronette Lane walk to the bus stop at Fairmont Drive and Redwood Street.
7. That the students living south of Encore Drive, west of Caronette Lane, north of Fargo Avenue and east of Douty Street walk to the bus stop at Douty Street and Solar Drive.
8. That the students living south of Fargo Avenue, west of 12th Avenue, north of Sangiovese Street, east of Chardonnay Place walk to the bus stop at Fargo Avenue and Corvina Place.
9. That the students living south of Sangiovese Street, west of 12th Avenue, north of Mallard Way and east of Vintage Place walk to the bus stop at 12th Avenue and Vineyard Place.
10. That the students living south of Mallard Way, west of Zinfandel Drive, north of Grangeville Boulevard, and east of Centennial Drive walk to Frontier School.



Attachment: 20-21 maps and descriptions (PW: Suggested Routes to School for Pioneer Union School District)





Attachment: 20-21 maps and descriptions (PW: Suggested Routes to School for Pioneer Union School District)

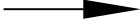
PIONEER SCHOOL

SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL

PIONEER SCHOOL

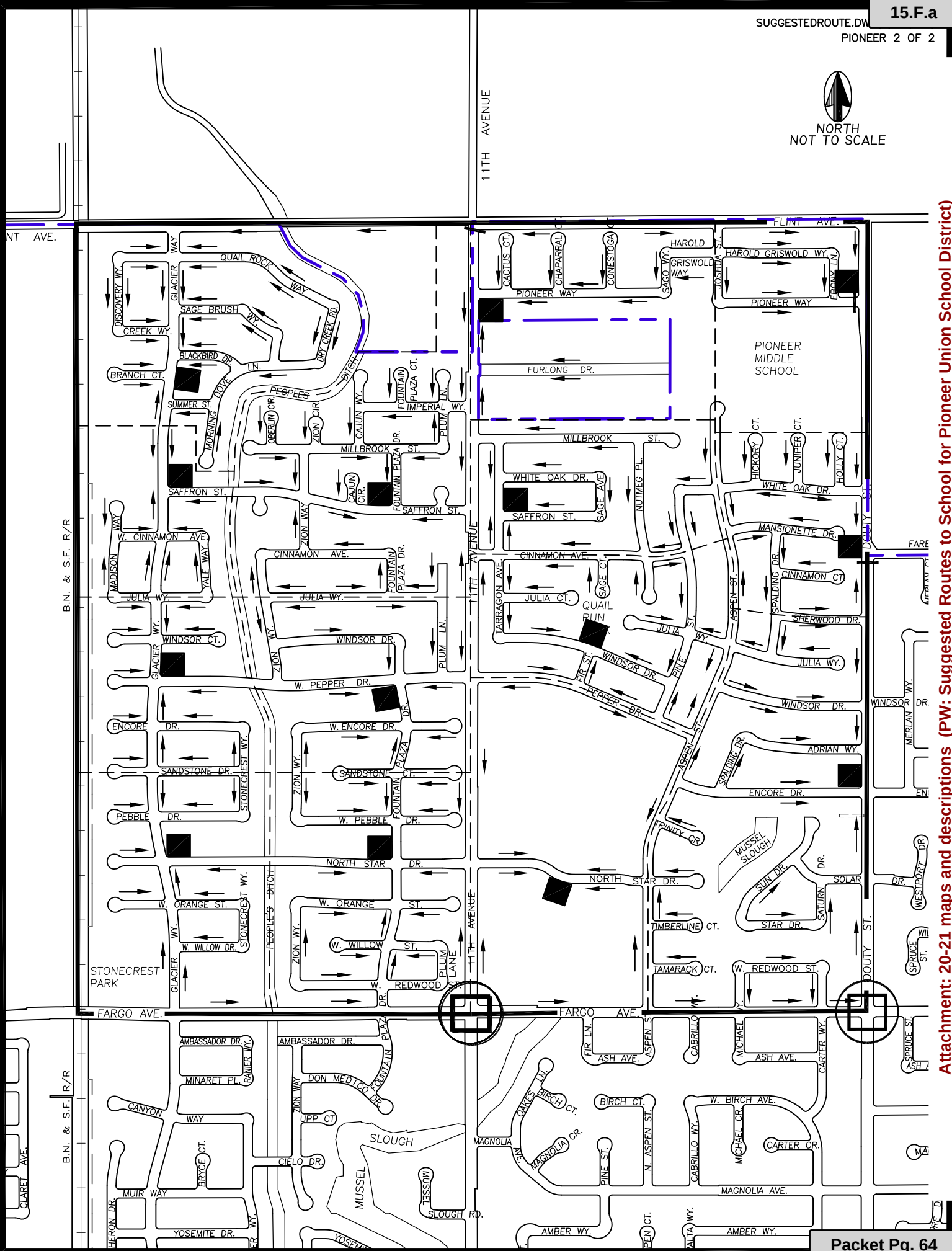
Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Flint Avenue, west of Joshua Street, north of Millbrook Street and east of 11th Avenue walk to the bus stop at 11th Avenue and Pioneer Way.
2. That the students living south of Flint Avenue, west of Douty Street, north of Millbrook Street, and east of Joshua Street walk to the bus stop at the Northwest corner of Douty St. and Pioneer Way.
3. That the students south of Flint Avenue, west of Peoples Ditch, north of Summer Street and east of BN & SF Railroad walk to the bus stop on the east side of Glacier Way at the park.
4. That the students living south of Millbrook Street, west of Peoples Ditch, north of Julia Way, and east of BN & SF Railroad tracks walk to the bus stop at Glacier Way and Saffron Street.
5. That the students living south of Furlong Drive, west of 11th Avenue, north of Julia Way and east of Peoples Ditch walk to the bus stop at Saffron Street and Fountain Plaza Drive.
6. That the students living south of Millbrook Street, west of Aspen Street, north of Cinnamon Avenue and east of 11th Avenue walk to the bus stop at Saffron Street and Tarragon Avenue.
7. That the students living south of Pioneer Middle School, west of Douty Street, north of Sherwood Drive, and east of Aspen Street walk to the bus stop at Douty Street and Fareway Avenue.
8. That the students living south of Julia Way, west of Peoples Ditch, north of Sandstone Drive and east of BN & SF Railroad tracks walk to the bus stop at Glacier Way and Pepper Drive.
9. That the students living south of Julia Way, west of 11th Avenue, north of Sandstone Court and east of Peoples Ditch walk to the bus stop at Pepper Drive and Fountain Plaza Drive.
10. That the students living south of Cinnamon Avenue, west of Aspen Street, north of Pepper Drive and east of 11th Avenue walk to the bus stop at Windsor Drive and Fir Street.
11. That the students living south of Sherwood Drive, west of Douty Street, north of Fargo Avenue, and east of Aspen Drive walk to the bus stop at Douty Street and Encore Drive.
12. That the students living south of Sandstone Drive, west of Peoples Ditch, north of Fargo Avenue and east of BN & SF Railroad tracks walk to the bus stop at Northstar Drive and Glacier Way.

Pioneer School, Suggested Route to School, continued

13. That the students living south of Sandstone Court, west of 11th Avenue, north of Fargo Avenue and east of Peoples Ditch walk to the bus stop at Northstar Drive and Fountain Plaza Drive.
14. That the students living south of Pepper Drive, west of Aspen Street, north of Fargo Avenue and east of 11th Avenue walk to the bus stop on Northstar Drive between 11th Avenue and Aspen Street.

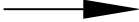


PIONEER MIDDLE SCHOOL

SUGGESTED ROUTE PLAN PAGE 1 OF 3



LEGEND

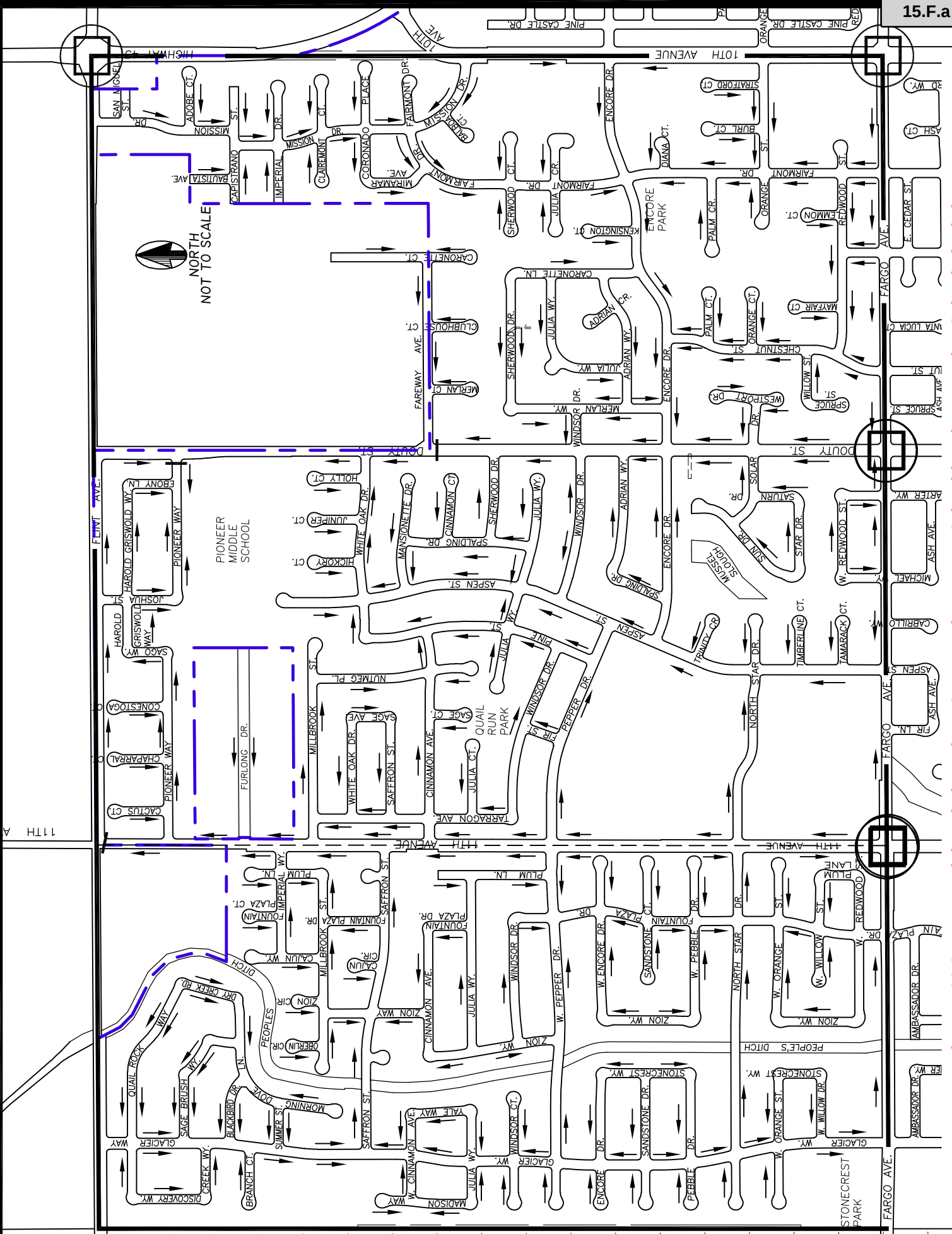
	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL

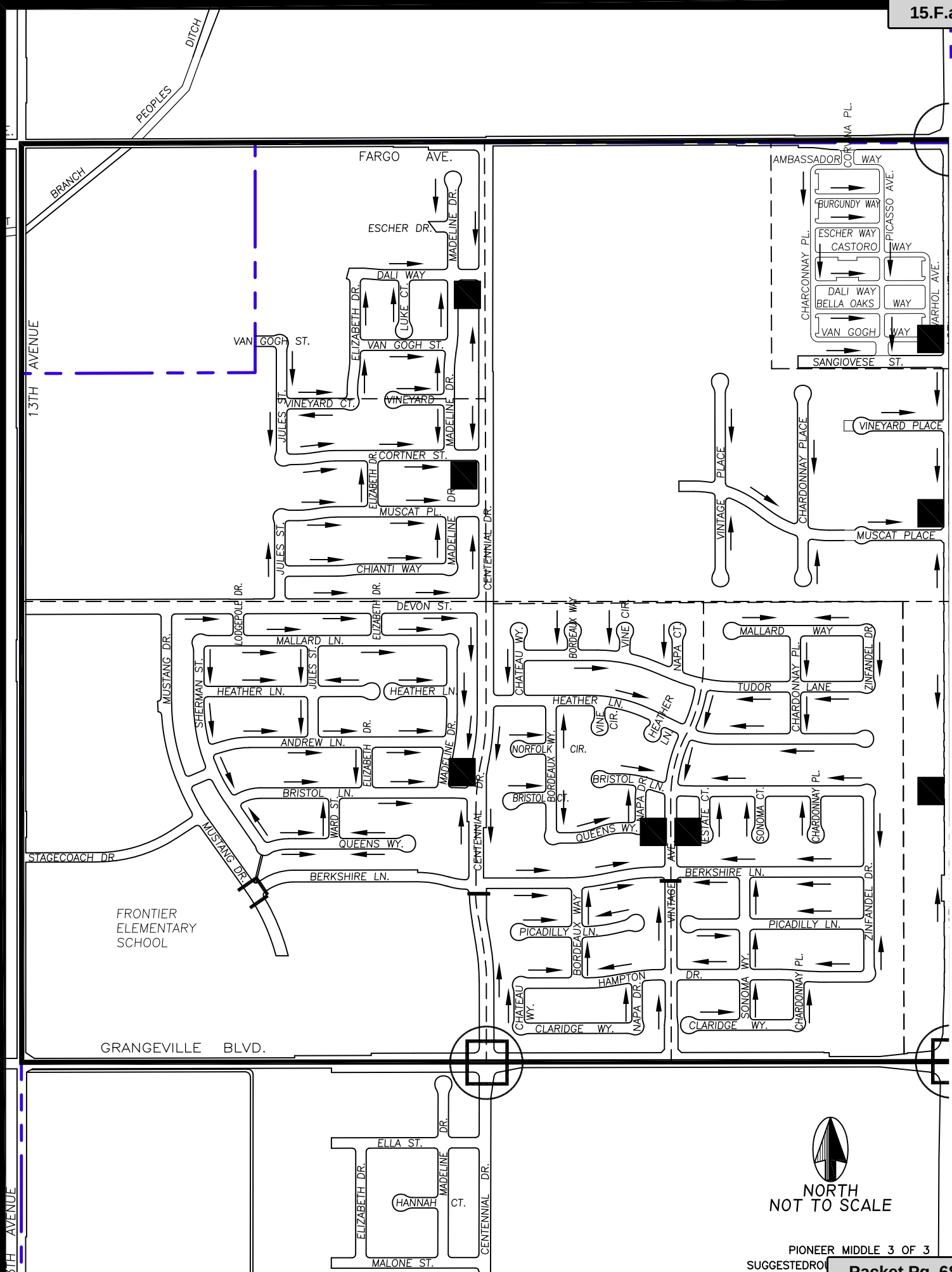
PIONEER MIDDLE SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Flint Avenue, west of 10th Avenue, north of Fargo Avenue and east of Douty Street walk to Pioneer Middle School using the Douty Street/Fairway Avenue intersection crosswalk.
2. That the students living south of Flint Avenue, west of Douty Street, north of Fargo Avenue, and east of 11th Avenue walk to Pioneer Middle School.
3. That the students living south of Flint Avenue, west of 11th Avenue, north of Julia Way, and east of BN & SF Railroad tracks walk to bus stop at Saffron Street and Peoples Ditch.
4. That the students living south of Julia Way, west of 11th Avenue, north of Sandstone Drive, and east of BN & SF Railroad tracks walk to the bus stop at Pepper Drive and Peoples Ditch.
5. That the students living south of Sandstone Drive, west of 11th Avenue, north of Fargo Avenue, and east of BN & SF Railroad tracks walk to the bus stop at North Star Drive and Peoples Ditch.
6. That the students living south of Fargo Avenue, west of 12th Avenue, north of Sangiovese Street and east of Chardonnay Place walk to the bus stop at 12th Avenue north of Sangiovese Street.
7. That the Students living south of Sangiovese Street, west of 12th Avenue, north of Mallard Way and east of Vintage Place walk to the bus stop at 12th Avenue north of Muscat Place.
8. That the students living south of Mallard Way, east of Zinfandel Drive and north of Grangeville Boulevard walk to the bus stop at 8700 12th Avenue.
9. That the students living south of Mallard Way, east of Vintage Avenue, north of Grangeville Boulevard and west of Zinfandel Drive walk to the bus stop at east side of Vintage Avenue south of Bristol Lane.
10. That the students living south of Mallard Way, east of Centennial Drive, north of Grangeville Boulevard and west of Vintage Avenue walk to the bus stop at west side of Vintage Avenue south of Bristol Lane.
11. That the students living south of Fargo Avenue, west of Centennial Drive, north of Vineyard Court and east of Jules Street walk to the bus stop at Daly Way and Madeline Drive.
12. That the students living south of Vineyard Court, west of Centennial Drive, north of Devon Street and east of Jules Street walk to the bus stop at Cortner Street and Madeline Drive.
13. That the students living south of Devon Street, west of Centennial Drive, north of Heather Lane and east of Mustang Drive walk to the bus stop at Devon Street and Centennial Drive.

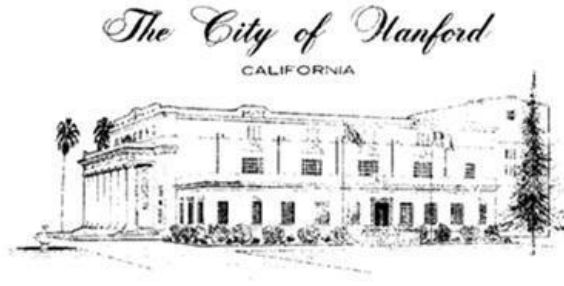




Attachment: 20-21 maps and descriptions (PW: Suggested Routes to School for Pioneer Union School District)



NORTH
NOT TO SCALE



MINUTES
PARKING AND TRAFFIC COMMISSION
of the
CITY OF HANFORD

COUNCIL CHAMBERS
400 N. Douty St.
5:30 PM, Thursday, July 23, 2020

CALL TO ORDER

ROLL CALL

Attendee Name	Title	Status	Arrived
Dennis Ham		Present	
James MacLellan		Absent	
Alex Dwiggin		Present	
Orie Rubalcava		Present	
David Ruiz		Absent	

Also in attendance:

Richard Rose, Director of Maintenance / Operations / Transportation for Pioneer Union Elementary School District.

FLAG SALUTE

Chairman DWIGGINS lead the flag salute.

MINUTES APPROVAL

1. Approve minutes from June 25, 2020 Parking & Traffic Commission Meeting

Motion made to except the minutes

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dennis Ham
SECONDER:	Orie Rubalcava
AYES:	Ham, Dwiggin, Rubalcava
ABSENT:	MacLellan, Ruiz

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 Commission. A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

None to report.

STAFF REPORTS

2. Suggested Routes to School, Pioneer Union Elementary School District

Staff presented the Pioneer Union Elementary School Districts Suggested Routes to School for the upcoming 2020/2021 school year. Richard Rose, Director of Maintenance / Operations / Transportation for Pioneer Union Elementary School District, spoke to Commissioners regarding the addition of 3 bus stops due to new developments, and the removal of 3 bus stops to eliminate overcrowding on buses due to COVID and due to budget constraints not allowing another route. Commissioners comments stated that the elimination of the 3 bus stops could create an unsafe crossing on 11th Avenue. A motion was made to amend the City staff's recommendation to accept the Pioneer Union Elementary School Districts Suggested Routes to School for the upcoming school 2020/2021 school year and to recommend to City Council to excluded Pioneer Middle School from the Pioneer Union Elementary School Districts Suggested Routes to School for the upcoming 2020/2021 school year.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Dennis Ham
SECONDER:	Orie Rubalcava
AYES:	Ham, Dwiggins, Rubalcava
ABSENT:	MacLellan, Ruiz

STAFF COMMUNICATION

3. City Council Actions

Staff spoke briefly regarding City Council actions.

COMMISSIONERS ITEMS OF INTEREST

None to report.

ADJOURNMENT

Chairman DWIGGINS adjourned the meeting at 6:11 PM.

Respectfully submitted,

Shawn Dailey, Secretary
Engineering Technician, II



AGENDA STAFF REPORT

MEETING DATE: 9/15/2020	AGENDA SECTION: G
--------------------------------	--------------------------

SUBJECT:

Public Works: Introduction of Ordinance No. 20-11, an amendment to Section 10.16.130(B) of the City of Hanford Municipal Code, to prohibit parking at any time on East Third Street from 9th Avenue to East end, both sides.

RECOMMENDATION:

That the City Council, by motion, Introduce Ordinance No. 20-11, waive the first reading of the ordinance and pass the ordinance to a second reading, to amend Section 10.16.130(B) of the City of Hanford Municipal Code, to prohibit parking at any time at the designated location.

- East Third Street from 9th Avenue to East end, both sides.

BACKGROUND:

City staff received complaints regarding parking along the 8700 block of East Third Street to the east of 9th Avenue. It was reported that the parking was blocking access to businesses as well as the travel lanes and visibility along this section of East Third Street. Staff investigated and provided the attached photos and found the following conditions.

Conditions:

1. Vehicles parked on curves blocking visibility of oncoming traffic.
2. Vehicles parking with portions of the vehicle hanging into the travelway causing vehicles to have to maneuver into oncoming traffic to pass.
3. Vehicles parking on the north side of Third Street under the trees and driving over City irrigation systems.
4. Multiple pedestrians walking in the roadway going to their vehicles.
5. Cyclone fencing with privacy slats on both sides of Third Street limiting visibility around corners.

Third Street is a two lane east/westbound road that is 30' wide from edge of pavement to edge of pavement. There is no curb and gutter. The right of way is 60' wide. The speed limit is not posted, prima facia 25 MPH.

The majority of traffic on East Third Street is to-and-from the Central Valley Meat Packing Plant. It was determined that the vehicles parking in the right-of-way are employees of the plant. Staff spoke with plant security and a plant supervisor regarding this issue. Both stated that there is sufficient parking at the plant and have been trying to get their employees to use it, however, the employees refuse to use it because they have to pass through security. The vehicles parking in the right-of-way have made it very difficult for the businesses to maintain their frontages respectfully, i.e. trimming grass and brush. Recently, a vehicle fire set brush on fire in this area and California Highway Patrol requested businesses to cut the brush back.

Staff evaluated the geometrics of Third Street. The California Manual of Uniform Traffic Control Devices (CA-MUTCD) suggests a Stopping Sight Distance of 155 feet at the speed of 25 MPH. This distance is a calculation of driver reaction distance traveled and the distance traveled during deceleration/stopping. As shown in the attached drawing, the visibility distance is greatly reduced because of parked vehicle along the roadway, the cyclone privacy fencing and the geometric layout.

As shown on the visibility study map, the south west portion of Third Street is within Kings County. Staff has been in contact with Kings County officials regarding this issue, and County staff concurs with the recommendation and agree with posting "No Parking Anytime" along the entire section of East Third Street. Kings County staff has presented the No Parking request to their Board of Supervisors, and they are in concurrence with the City recommendations. The portion of Third Street within the County limits will be approved for No Parking if the City Council approves the recommendation.

The Hanford Municipal Code (17.24.120) states that parking must be provided on site with developments where sufficient land is available. The aerial photo attached shows that there is sufficient parking for all employees to park on-site.

This item was brought before the Parking and Traffic Commission at their August 27, 2020 meeting. The Central Valley Meat Plant Operations Director was in attendance to the meeting and provided concurrence that the plant has sufficient parking on site, and that employees are encouraged to park on site. Some employees have been parking on Third Street because it is an easier location to get in and out of due to a security gate. A motion was passed to recommend to City Council to approve the No Parking Any Time recommendation. Attached for Council review are the meeting minutes from the August 27, 2020 meeting.

If the Council approves the recommendation, this item will come before the Council for a second reading, and after 30 days, the Municipal Code amendment will be approved. Attached is the amendment Ordinance to the Municipal Code.

FISCAL IMPACT:

The impacts to city budget would be limited to the purchase of No Parking signs and posts along with the labor to install them and future maintenance.

ATTACHMENTS:

Location Map

Photos

Third Street Geometrics and Site Visibility study

Ord 10.16.130(B)-Third St No Parking

Ord 10.16.130(B)-Third St No Parking - WORD.doc

Parking and Traffic meeting minutes 8.27.20

Third Street

Proposed No Parking from 9th Avenue to east end





Parked cars blocking visibility and intruding into travel way.



Parked Cars blocking visibility and intruding into travel way.



Abandoned vehicle on side of road, no tires. Vehicle has been towed.



Broken city irrigation sprinkler head due to vehicles driving over sprinklers.



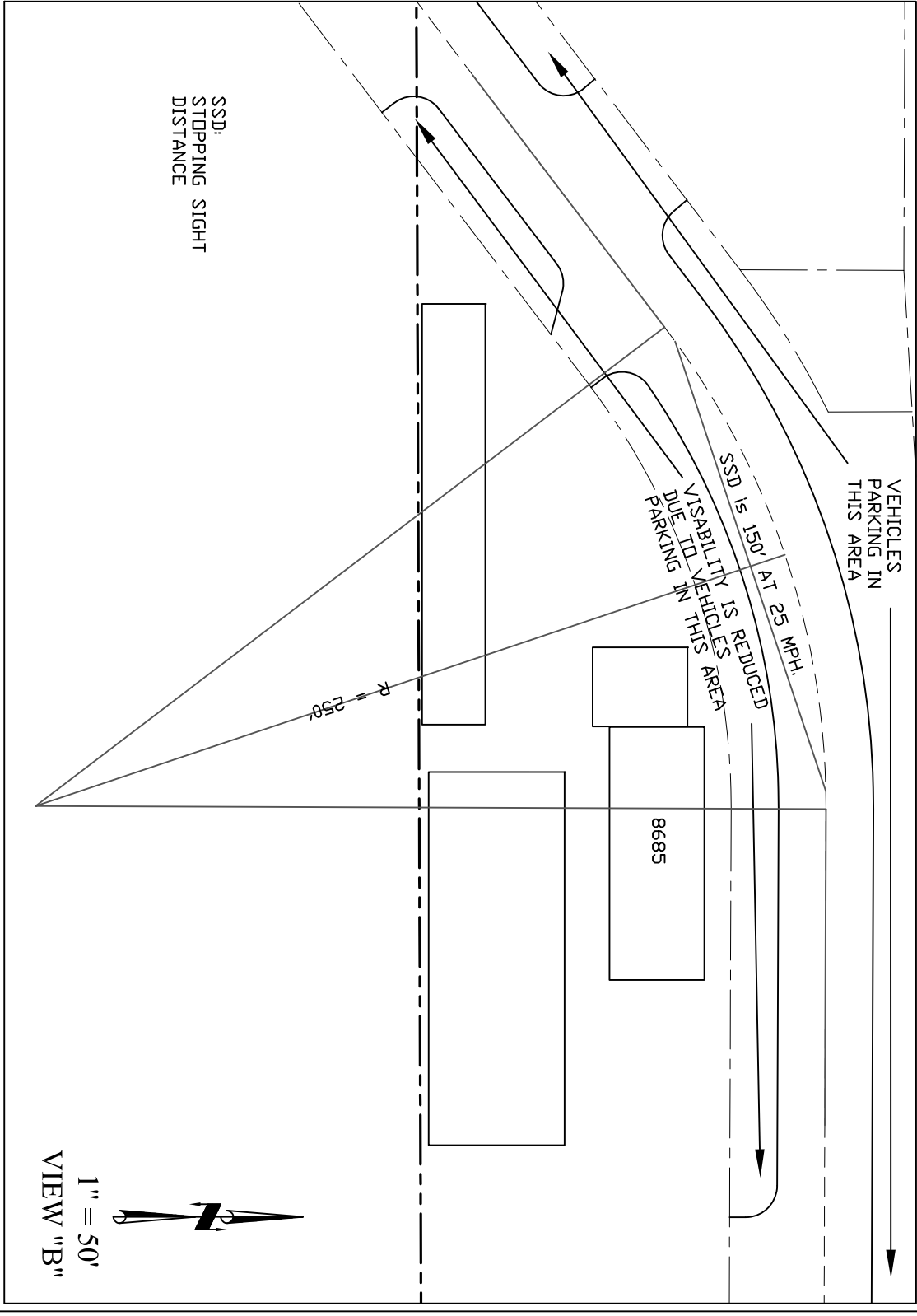
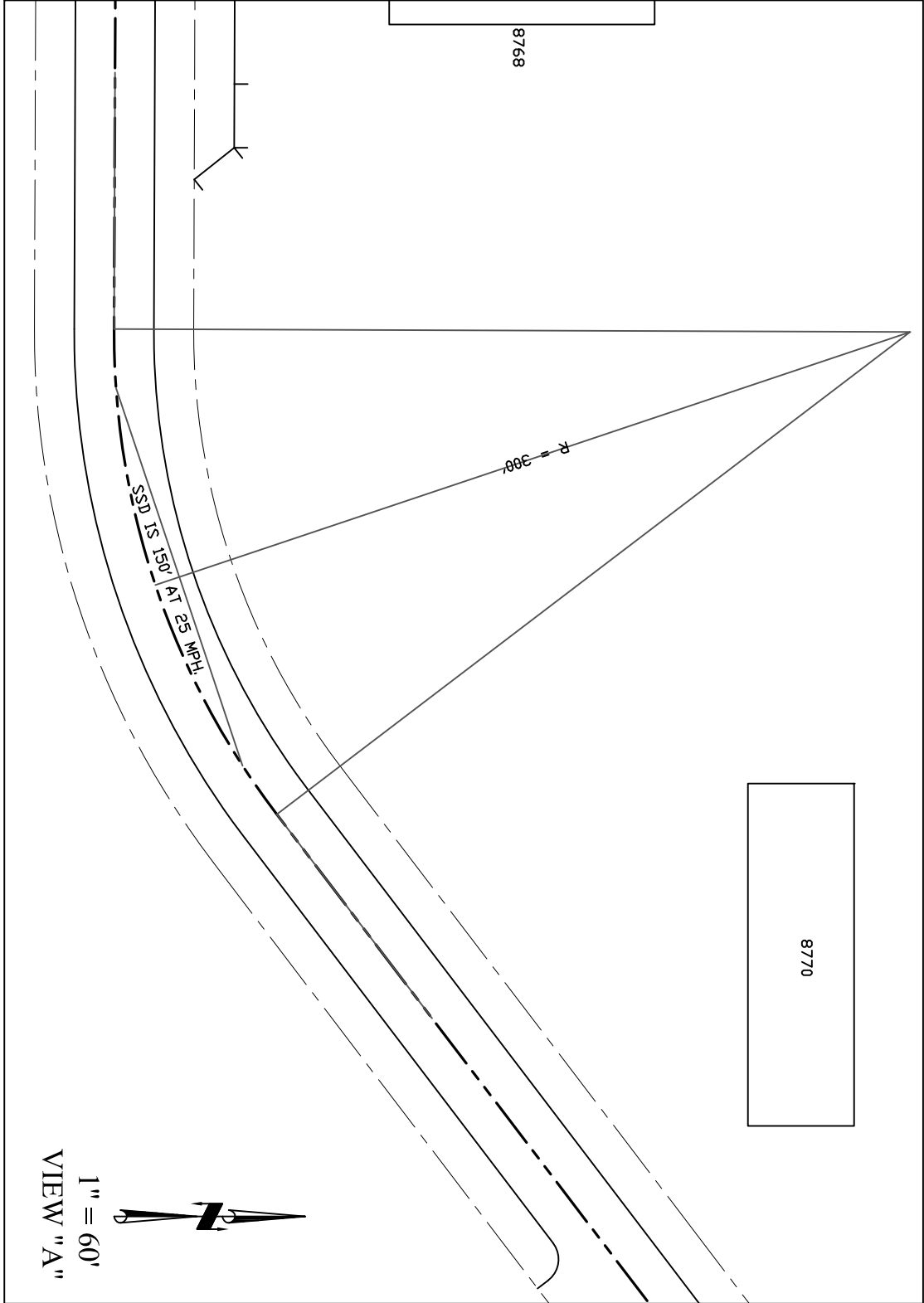
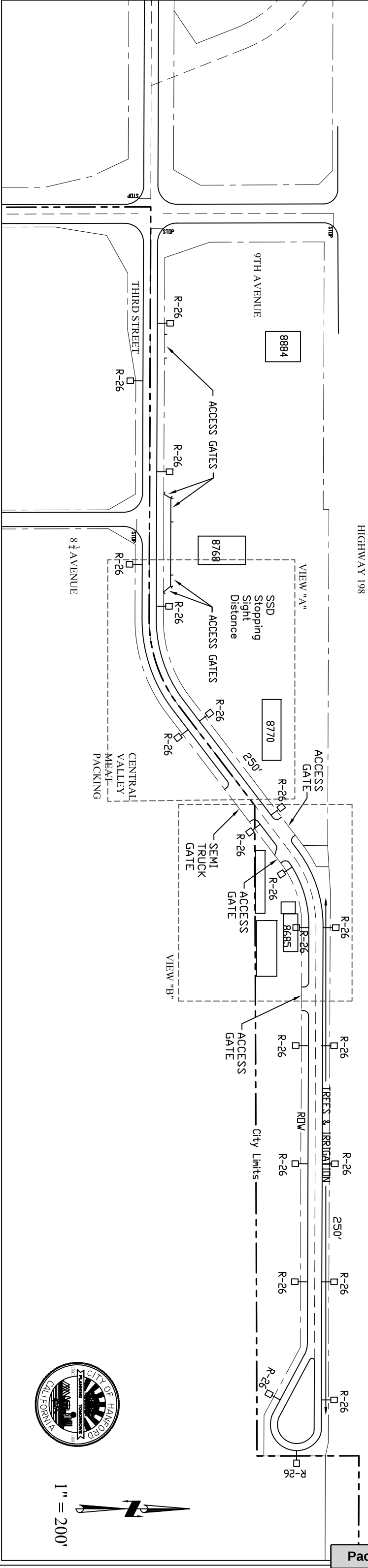
Vehicle intruding into travel way.



Vehicles blocking visibility and intruding into travel way.



Vehicles blocking visibility and intruding into travel way.



ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF HANFORD AMENDING
SECTION 10.16.130(B) OF THE HANFORD MUNICIPAL CODE
PERTAINING TO PROHIBITED PARKING

The City Council of Hanford does hereby ordain as follows:

Section 1. Section 10.16.130(B), Prohibited Parking, of the Hanford Municipal Code is hereby amended to read as follows:

1. A new Subparagraph (2) shall be added to read as follows:

“20. Third Street – both sides, from 9th Avenue to East end.

Section 2. This 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.

Passed and adopted at a regular meeting of the City Council of the City of Hanford, duly called and held on the _____ day of _____, 20_____, by the following vote:

AYES:

Council Member _____

NOES:

Council Member _____

ABSTAIN:

Council Member _____

ABSENT:

Council Member _____

APPROVED

John Draxler,
MAYOR of the City of Hanford

ATTEST:

Natalie Ortega
INTERIM CITY CLERK

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

Attachment: Ord 10.16.130(B)-Third St No Parking (PW: No Parking on Third Street east of 9th Avenue)

I, Natalie Ortega, Interim 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 _____ day of _____, 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.

Dated: _____

Natalie Ortega, Interim City Clerk

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF HANFORD AMENDING
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Section 2. This 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.

Passed and adopted at a regular meeting of the City Council of the City of Hanford, duly called and held on the ____ day of _____, 20_____, by the following vote:

AYES:

Council Member _____

NOES:

Council Member _____

ABSTAIN:

Council Member _____

ABSENT:

Council Member _____

APPROVED _____

John Draxler,
MAYOR of the City of Hanford

ATTEST:

Natalie Ortega
INTERIM CITY CLERK

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

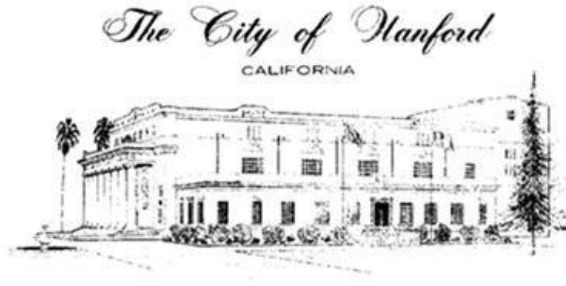
Attachment: Ord 10.16.130(B)-Third St No Parking - WORD.doc (PW: No Parking on Third Street east of 9th Avenue)

I, Natalie Ortega, Interim 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 _____ day of _____, 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.

Dated: _____

Natalie Ortega, Interim City Clerk

Attachment: Ord 10.16.130(B)-Third St No Parking - WORD.doc (PW: No Parking on Third Street east of 9th Avenue)



MINUTES
PARKING AND TRAFFIC COMMISSION
of the
CITY OF HANFORD

COUNCIL CHAMBERS
400 N. Douty St.
5:30 PM, Thursday, August 27, 2020

CALL TO ORDER

ROLL CALL

Attendee Name	Title	Status	Arrived
Dennis Ham		Present	
James MacLellan		Present	
Alex Dwiggin		Present	
Orie Rubalcava		Present	
David Ruiz		Absent	

Also in attendance:
 Josh Bornaman, CFO, Central Valley Meat Packing
 Onan Chami, Champi Fencing

FLAG SALUTE

Chairman DWIGGINS led the flag salute.

MINUTES APPROVAL

1. Approve Minutes from July 23, 2020 Parking & Traffic Commission Meeting

Motion made to accept the minutes.

RESULT:	APPROVED [3 TO 0]
MOVER:	Dennis Ham
SECONDER:	Orie Rubalcava
AYES:	Ham, Dwiggins, Rubalcava
ABSTAIN:	MacLellan
ABSENT:	Ruiz

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 Commission. A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

None to report.

STAFF REPORTS

2. "NO PARKING" ON EAST THIRD STREET

Staff presented "No Parking" on East Third Street to Commissioners. Josh Bornaman, CFO of Valley Meat Packing spoke in favor of "No Parking" on East Third Street. Onan Champi, Champi Fencing also spoke in favor of the "No Parking" on East Third Street. A motion was made to accept staffs recommendation to City Council to place "No Parking" signs along both sides of East Third Street from the intersection of 9th Avenue, east, to the City limits and to add this section of Third Street to Section 10.16.130 of the Hanford Municipal Code.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dennis Ham
SECONDER:	James MacLellan
AYES:	Ham, MacLellan, Dwiggins, Rubalcava
ABSENT:	Ruiz

STAFF COMMUNICATION

3. City Council Actions

COMMISSIONERS ITEMS OF INTEREST

None to report.

ADJOURNMENT

Chairman DWIGGINS adjourned the meeting at 5:57 PM.

Respectfully submitted,

Shawn Dailey, Secretary
Engineering Technician, II



AGENDA STAFF REPORT

MEETING DATE: 9/15/2020

AGENDA SECTION: H

SUBJECT:

Public Works: Authorization for the Director of Public Works to send a letter to the Local Agency Formation Commission (LAFCO), requesting the Extension of Services to the proposed temporary / permanent housing project in the County without annexation by the City of Hanford. (10th Avenue south of Hanford Armona Road)

RECOMMENDATION:

That the City Council, by motion, Authorize the Director of Public Works to send a letter to the Local Agency Formation Commission (LAFCO) requesting the Extension of Services to the proposed temporary / permanent housing project in the County without annexation by the City of Hanford. (10th Avenue south of Hanford Armona Road)

BACKGROUND:

The City of Hanford has been approached by multiple parties including the Kings Gospel Mission, Kings County Public Works, Kings County Community Development, and Kings County Health and Human Services, to allow the extension of City water and sewer to service the proposed temporary / permanent housing project currently under grant application.

The applicant reported their project cannot be facilitated by development of a well and a septic system on site due to the project servicing approximately 96 residents in the future. The first phase of the project would facilitate up to 48 residents. Under state law, they would be required to become a small water system and have to comply with regulations that would be onerous for such a small project. The applicant would be subject to all applicable City of Hanford codes, regulations, fees and related requirements associate with the connection of City water services within the City of Hanford service area.

City staff recommends approval of the request letter to LAFCO for the Extension of sewer and water services based upon the conditions below:

1. Applicant to pay for the LAFCO Extension of Services fees.

2. Approval by LAFCO for the applicant to connect to City Water and Sewer Lines without annexation into the City of Hanford.
3. The property owner will be required to pull a City of Hanford encroachment Permit to cover the following:
 - a. All work to be done in accordance with currently adopted State and local Building Codes and Standards.
 - b. Installation of a minimum 2" water tap and water service line per City of Hanford Improvement Standards, subject to approval by the County of Kings and the City of Hanford.
 - c. Installation of a minimum 2" water meter per City of Hanford Improvement Standards, at a location to be approved by both the County of Kings and the City of Hanford.
 - d. Installation of a minimum 2" Approved Reduced Pressure Backflow Prevention Device per City of Hanford Improvement Standards immediately after the installed water meter. The backflow device must be tested annually and a copy of the report shall be submitted to the City of Hanford Public Works Department.
 - e. All normal City of Hanford fees (including impact fees) associated with this project must be paid.
 - f. The applicant will enroll for City water service at the time the permit is pulled and issued.
4. The water connection, meter, and the backflow device will be located as close as possible to the water main in the same manner as others who have made similar connections to the City's mains for their individual water services, as approved by both the County of Kings and the City of Hanford. The City will in no way be responsible for the backflow device, water line from the service connection at the tap into the main to the house or service connection from the meter to the applicant's residence.
5. All work and materials are to be provided at the sole expense of the applicant.
6. This agreement regarding sewer service is subject to the development of a memorandum of understanding with the Home Garden Community Services District regarding providing sewer service to this project.

FISCAL IMPACT:

The City does not currently have a cost for this project but would only be responsible for reimbursement to oversize the lines to comply with the City's Master Plans. The Capital Improvement Budget allocates funds every year for oversizing of mains within the City's system.

ATTACHMENTS:

LAFCO Request for KGM Project



City of Hanford

Public Works Department

900 South 10th Ave. • Hanford, CA 93230-5234 • (559) 585-2550

September 16, 2020

Greg Gatzka
Kings County Local Agency Formation Commission
Kings County Government Center
1400 W. Lacey Blvd.
Hanford, CA 93230

RE: City Water and Sewer request for project located in unincorporated Kings County

The City of Hanford received a request from Mr. Dave Cleavinger (applicant) to provide water and sewer services to a project for temporary/permanent housing along 10th Avenue south of Hanford Armona Road (see attached sketch).

The applicant reported their project cannot be facilitated by development of a well and a septic system due to the project servicing approximately 96 residents in the future. The first phase of the project would facilitate up to 48 residents. Under state law, they would be required to become a small water system and have to comply with regulations that would be onerous for such a small project. The applicant would be subject to all applicable City of Hanford codes, regulations, fees and related requirements associate with the connection of City water services within the City of Hanford service area.

The Hanford City Council approved the applicant's request to connect to City water. The applicant is requesting Local Agency Formation Commission's (LAFCO) approval. The project would require the construction of a 12" water main along 10th Avenue south of Hanford Armona Road to adequately service this project. The City is formally requesting LAFCO approval for Extension of Services under Government Code Section 56133 to provide City water and sewer services at the proposed project location; a property located within the City's Primary Sphere of Influence.

This approval is subject to the following conditions which are normal to all parties connecting to the water and sewer system within the City of Hanford, except for the required approval by the LAFCO and the County of Kings, which is applicable in this case.

1. Applicant to pay for the LAFCO Extension of Services fees.
2. Approval by LAFCO for the applicant to connect to City Water and Sewer Lines without annexation into the City of Hanford.
3. The property owner will be required to pull a City of Hanford encroachment Permit to cover the following:
 - a. All work to be done in accordance with currently adopted State and local Building Codes and Standards.
 - b. Installation of a minimum 2" water tap and water service line per City of Hanford Improvement Standards, subject to approval by the County of Kings and the City of Hanford.

Attachment: LAFCO Request for KGM Project (PW: Approval of request to LAFCO for Extension of Services)

- c. Installation of a minimum 2" water meter per City of Hanford Improvement Standards, at a location to be approved by both the County of Kings and the City of Hanford.
 - d. Installation of a minimum 2" Approved Reduced Pressure Backflow Prevention Device per City of Hanford Improvement Standards immediately after the installed water meter. The backflow device must be tested annually and a copy of the report shall be submitted to the City of Hanford Public Works Department.
 - e. All normal City of Hanford fees (including impact fees) associated with this project must be paid.
 - f. The applicant will enroll for City water service at the time the permit is pulled and issued.
- 4. The water connection, meter, and the backflow device will be located as close as possible to the water main in the same manner as others who have made similar connections to the City's mains for their individual water services, as approved by both the County of Kings and the City of Hanford. The City will in no way be responsible for the backflow device, water line from the service connection at the tap into the main to the house or service connection from the meter to the applicant's residence.
 - 5. All work and materials are to be provided at the sole expense of the applicant.
 - 6. This agreement regarding sewer service is subject to the development of a memorandum of understanding with the Home Garden Community Services District regarding providing sewer service to this project.

If you have any questions regarding this approval, please feel free to contact me at (559)585-2571.

Sincerely,



Johnathan L. Doyel, PE/PLS
Director of Public Works



AGENDA STAFF REPORT

MEETING DATE: 9/15/2020

AGENDA SECTION: A

SUBJECT:

Police: Approval of an Amendment to Municipal Code Section 5.56.330 (E) (Operating Requirements for non-storefront retail) to will allow for an increase in the storage capacity for on-site cannabis contingent upon the operator meeting additional security requirements.

RECOMMENDATION:

That the City Council, by motion, Approve the Introduction and waive the first reading of an Amendment to Municipal Code Section 5.56.330 (E) (Operating Requirements for non-storefront retail) to will allow for an increase in the storage capacity for on-site cannabis contingent upon the operator meeting additional security requirements..

BACKGROUND:

One of the two (2) approved cannabis dispensaries is nearing the milestone of being able to open. At this point, to expedite their opening date, they are planning to open up their operation in phases. In the first phase, they plan to operate as a delivery only dispensary. By doing so, this will allow them to commence operation, and begin to build the local market and generate sales tax, while continuing to finish the required improvements necessary to open their storefront and full retail operation.

While preparing their phasing plan, they identified a conflict with their business model and the City's existing ordinance. Under the existing ordinance, businesses that operate as "delivery only" are restricted to a maximum storage amount of one-week's worth of cannabis sales. This is problematic for the company as it does not allow for enough cannabis to be stored on-site to meet the demand based on the current supply structure. According to the company, their supply chain is not efficient enough to keep up with product usage on a weekly basis.

Accordingly, staff has prepared this amendment to the ordinance, which would allow for a total of 6 weeks of cannabis storage as long as they meet the same requirements as a storefront dispensary.

The requirements are;

1. Product must be secured in a locked vault to which customers, visitors and vendors shall not have access.
2. Must have 24 hour security.
3. All product must be entered into the state mandated track and trace system.
4. Excess product storage shall not exceed the amount of product that would typically be used in a 6 week period.
5. Separate security plan for the additional product being stored shall be approved by the Chief of Police or his/her designee.

Staff believes that this change will meet the needs of this operator and any future operators and recommends approval by the City Council.

FISCAL IMPACT:

No Fiscal Impact.

ATTACHMENTS:

2020 August 5.56.330

5.56.330 Exhibit A

ORDINANCE NO. 19-03

AN ORDINANCE AMENDING CHAPTER 5.56.330 OF TITLE 5 OF THE MUNICIPAL CODE, OPERATING REQUIREMENTS FOR NON-STOREFRONT RETAIL, TO ALLOW ADDITIONAL STORAGE OF CANNABIS SHOULD APPROPRIATE SAFETY AND SECURITY MEASURES BE IN PLACE.

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

Section 1: The Hanford Municipal Code Chapter 5.56.330 contains requirements for non-storefront cannabis businesses in the City of Hanford.

Section 2: The City Council has held a public hearing on the amendment to Chapter 5.56.330 which will allow the additional storage of cannabis for non-storefront dispensaries that may be located in the City of Hanford.

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 ordinance permits a very limited number of commercial cannabis businesses, and the commercial cannabis businesses will have no impacts that are different than the farming, manufacturing, distribution, laboratory, and delivery activities already authorized within the City. Furthermore, the ordinance contains requirements that prevent any potential impacts on the environment that may be unique to businesses involving medical and non-medical cannabis. For example, the ordinance establishes prohibitions on nuisance odors, glare, excess energy usage, and establishes safety protections to prevent crime or deterioration of the business area into blight, prohibition on usages of hazardous chemicals except for those usages that are consistent with state standards for those chemicals, and a prohibition on usage of excess water in violation of drought laws etc. Further, there is no possibility that this ordinance would create cumulative impacts that are significant because this ordinance does not authorize a total number of businesses in the city than would have been otherwise authorized, does not authorize construction or other related activities or any other activities that are not already permitted, except that the ordinance allows the same activities but with a different material (medical cannabis and nonmedical cannabis) that is being grown, sold, transported, or otherwise utilized in some form; there are no other significant impacts that could occur as a result of this ordinance, and there are no unusual circumstances that would cause any such significant impacts;
- B. The ordinance is also exempt under Section 15183 (projects consistent with a community plan, general plan, or zoning) since the types of businesses permitted by the ordinance are consistent with those contemplated by general plan and

zoning, such as farming, manufacture, and distribution of other agriculture products and/or products to be used as pharmaceuticals;

SECTION 4: The City Council of the City of Hanford does ordain that Chapter 5.56.330 is hereby amended as shown in Exhibit A.

SECTION 5. 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 August 15, 2020, by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

APPROVED

JOHN DRAXLER
MAYOR of the City of Hanford

ATTEST:

NATALIE ORTEGA
CITY CLERK

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

I NATALIE ORTEGA, 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 15th day of AUGUST, 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.

Attachment: 2020 August 5.56.330 (Police: Amendment to 5.56.330)

NATALIE ORTEGA
CITY CLERK

Exhibit A
Chapter 5.56

Attachment: 2020 August 5.56.330 (Police: Amendment to 5.56.330)

EXHIBIT A

(PROPOSED CHANGES HIGHLIGHTED IN YELLOW)

Current ordinance reads,

5.56.330 Operating requirements for non-storefront retail.

A. Non-storefront retailer (delivery) license owners and operators are required to verify the age and the necessary documentation of each medical customer to ensure the customer is not under the age of eighteen (18) years, and to verify that the potential customer has a valid doctor's recommendation. Doctor recommendations are not to be obtained or provided at the retail location.

B. All storefront retailers, non-storefront retailers (delivery) and microbusinesses which conduct deliveries into or within the city of Hanford shall be required to obtain a permit from the city of Hanford in order to conduct retail sales regardless if they are located in the city or another local jurisdiction.\

C. Operating hours of the non-storefront retailer license shall be limited to the hours of nine a.m. through nine p.m., seven days a week.

D. The commercial non-storefront retailer shall only sell cannabis or cannabis products to a natural person twenty-one (21) years of age or older, or a natural person eighteen (18) years of age or older who possesses a physician's recommendation for medical cannabis use only.

E. The commercial cannabis non-storefront retailer may only have on site that quantity of cannabis and cannabis products reasonably anticipated to meet the weekly demand for which they may need to be readily available for sale.

The proposed change would amend the ordinance as follows.

5.56.330 Operating requirements for non-storefront retail.

A. Non-storefront retailer (delivery) license owners and operators are required to verify the age and the necessary documentation of each medical customer to ensure the customer is not under the age of eighteen (18) years, and to verify that the potential customer has a valid doctor's recommendation. Doctor recommendations are not to be obtained or provided at the retail location.

B. All storefront retailers, non-storefront retailers (delivery) and microbusinesses which conduct deliveries into or within the city of Hanford shall be required to obtain a permit from the city of Hanford in order to conduct retail sales regardless if they are located in the city or another local jurisdiction.\

C. Operating hours of the non-storefront retailer license shall be limited to the hours of nine a.m. through nine p.m., seven days a week.

D. The commercial non-storefront retailer shall only sell cannabis or cannabis products to a natural person twenty-one (21) years of age or older, or a natural person eighteen (18) years of age or older who possesses a physician's recommendation for medical cannabis use only.

E. Except as otherwise provided herein, the commercial cannabis non-storefront retailer may only have on site that quantity of cannabis and cannabis products reasonably anticipated to meet the weekly demand for which they may need to be readily available for sale.

The commercial cannabis non-store front dispensary may store additional product on-site if they meet the following requirements.

- a) Product must be secured in a locked vault to which customers, visitors and vendors shall not have access.
- b) Must have 24-hour security.
- c) All product must be entered into the state mandated track and trace system.
- d) Excess product storage shall not exceed the amount that would typically be used in a 6 week period.
- e) Separate security plan for the additional product being stored shall be approved by the Chief of Police or his/her designee.



AGENDA STAFF REPORT

MEETING DATE: 9/15/2020	AGENDA SECTION: B
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SUBJECT:

Public Works: Authorization to purchase Storm Drainage Basin property from Hanford Investments, LP, for \$539,708.40. (12 1/2 Avenue north of the UP Railroad.), appropriation of an \$489,708.40 from the Storm Drainage Reserves to cover the cost of the acquisition, and authorization for the City Manager to execute and the City Clerk to attest and file with the Kings County Recorder's Office upon completion of appropriate documents.

RECOMMENDATION:

That the City Council, by motion:

1. Authorize the purchase of Storm Drainage Basin property from Hanford Investments, LP for \$539,708.40. (12 1/2 Avenue north of the UP Railroad.)
2. Appropriate an additional \$489,708.40 from the Storm Drainage Reserves to cover the cost of the acquisition.
3. Authorize the City Manager to execute and the City Clerk to attest and file deeds with the Kings County Recorder's Office.

BACKGROUND:

City staff has been working with Hanford Investment, LP to purchase the property already utilized as a storm drainage basin in order for the City to have control over which properties connect and send storm water to the basin.

An appraisal was ordered and completed that valued the property at approximately \$700,000. City staff did not agree with the valuation and suggested getting a second appraisal. Staff worked with the developer to negotiate a price of \$3.00 per square foot which was a reduction in value of \$160,291.60. The developer has requested the purchase be completed upon completion of appropriate documents.

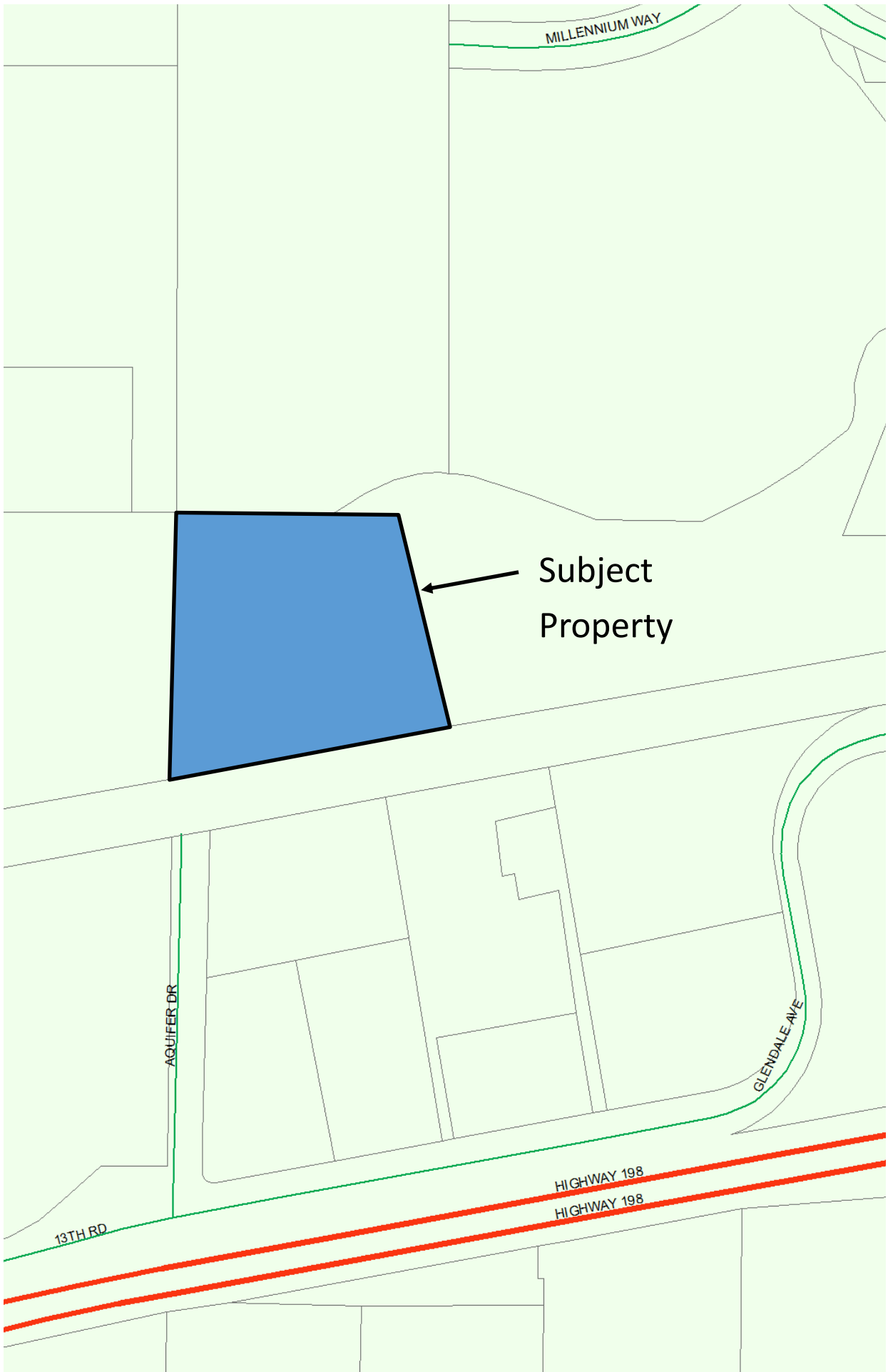
A sketch of the proposed basin parcel is attached.

FISCAL IMPACT:

The FY 20-21 Storm Drain Capital Improvement Program Budget provides \$50,000 for basin oversizing reimbursements. An additional appropriation of \$489,708.40 from the Storm Drainage Reserves is necessary to fully fund this purchase. The current unencumbered Storm Drainage Reserve fund balance is \$2,876,000.00.

ATTACHMENTS:

Bailey Property Sketch
Budget Page for SD Oversizing
Hanford Ponding Basin - Legal Description



Storm Drainage System Oversizing Requirements

Project Background:

The City reimburses developers that are required to upsize their storm drainage improvements to provide additional capacity in compliance with the Storm Drainage Master Plan.

Existing Conditions:

Project Justification:

As provided by City Ordinance, these funds will be used to reimburse developers for the costs attributed to oversizing drainage systems to provide service for future growth.

Fiscal Implications:

Funding for this project will be allocated from storm drainage impact fee reserves.

Project Budget Summary:

		5-Year Funding Allocation				
	Program or Project	2021	2022	2023	2024	2025
		Construction	Construction	Construction	Construction	Construction
Expenditure	Construction	50,000	50,000	50,000	50,000	50,000
	Department Overhead	4,505				
Total Expenditure		\$54,505	\$50,000	\$50,000	\$50,000	\$50,000
Revenue	Funding					
	184 Storm Drainage Impact Fees	54,505	50,000	50,000	50,000	50,000
Total Funding		\$54,505	\$50,000	\$50,000	\$50,000	\$50,000

LEGAL DESCRIPTION – PONDING BASIN

4.13 Acres

A 4.13 acre parcel of land in the Northeast Quarter, and portion of the Southeast Quarter of Section 38, Township 18, Range 21, M.D.B.&M of the City of Hanford, Kings County Records.

APN: 011-020-031-000

Attachment: Hanford Ponding Basin - Legal Description (PW: Acquisition Storm Drainage Basin)



**AGENDA
STAFF REPORT**

MEETING DATE: 9/15/2020	AGENDA SECTION: A
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SUBJECT:

Council Future Agenda Items

FISCAL IMPACT:

ATTACHMENTS:

Council Future Agenda Items

Council Future Agenda Items

Originated Date	Item	Originator	Staff Lead	Date Estimate
6/5/18	Comprehensive Study of downtown businesses, including crosswalks. Study to change 7 th Street one-way going WEST and 6 th Street going EAST to increase angled parking.	Council Consensus	John Doyel	10/6/20
6/17/18	Develop a naming policy for facilities/parks/structures	Council Consensus	Brad Albert	P&R Comm - 10/5/20 Council 10/21/20
1/24/19	Develop a food truck ordinance	Council Consensus	Darlene Mata	Council 9/15/20
5/22/19	Abandoned shopping cart ordinance	Brieno	Parker Sever, Karl Anderson	11/3/20 Delayed for Public Outreach Meetings
5/22/19	Parks/Camping Ordinance	Council Consensus	Parker Sever	10/6/20
6/18/20	Discussion of Courthouse improvements, funding sources, and potential revenue	Council Consensus	Various Staff	10/6/20 or Special Mtg
9/3/20	Proposed Rates & Fees adjustments	City Manager	Various Staff	10/20/20
9/3/20	Revised Business License Ordinance	Finance	Various Staff	11/3/20
9/9/20	Revised Refuse Ordinance	Public Works	Jim Ross	2/9/21

Attachment: Council Future Agenda Items (Council: Future Agenda Items)