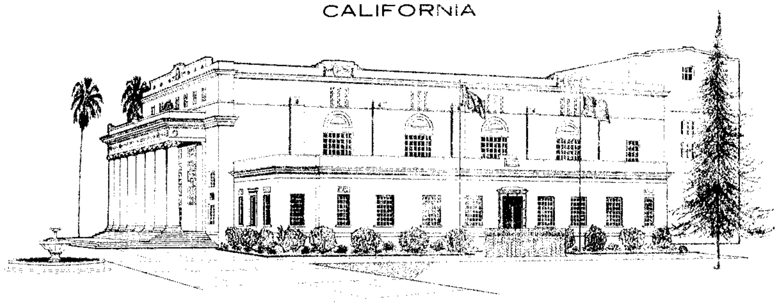
The City of Hanford
CALIFORNIA



City Council Meeting
Agenda

April 20, 2021
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 also be lived streamed on the City's website: http://livestream.hanford.city/

4:30 PM CALL TO ORDER STUDY AND CLOSED SESSION:

ROLL CALL BY CITY CLERK:

PUBLIC COMMENT:

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

STUDY SESSION:

A. Fire Prevention overview for the City Council

B. Review of 2020 Parks and Recreation Master Plan

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

A. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION (gc 54956.9(9)(1)):

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

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

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

Ronald Austin v. City of Hanford
Kings County Case No.: 20C0353

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

Settlement demand received on January 21, 2021 for excessive force and wrongful arrest of Nathan Rodriguez.

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

Property: 109 E. Eighth Street
Agency Negotiators: Mario Cifuentez, Ty Mizote
Negotiating Party: Carnegie Museum of Kings County (CMKC)

CALL TO ORDER REGULAR SESSION:

ROLL CALL:

INVOCATION:

Carlos Garcia

FLAG SALUTE:

CLOSED SESSION ACTION REPORT:

RECOGNITIONS/PROCLAMATIONS:

Recognition of the Interim Finance Director, Eric Frost

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. PROCEDURAL WAIVER: Waive reading in full of resolutions and ordinances and approval and adoption of same by reading title the only.

B. City Clerk: Approval of the Minutes of the January 22, 2021 Special Meeting

C. City Clerk: Approval of the Minutes of the January 26, 2021 Special Meeting

D. City Clerk: Approval of the Minutes of the February 16, 2021 Meeting

E. City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Eileen Maness.

F. City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Juan Ramos.

G. FIRE: Adoption of Resolution No. 21-13-R, identifying the terms and conditions for State reimbursement of fire department responses to an emergency incident.

H. Public Works: Approval of the Notice of Completion for Tract No. 919 Unit No. 2

I. Public Works: Award a Contract to Sancon Technologies, Inc. of Huntington Beach, CA in the amount of $87,326.00, for the FY 20/21 Sanitary Sewer Manhole Repair and Coating Project

J. Public Works: Authorization to advertise for bids for the Emma Lee Lane Reconstruction & Crossing / Lift Station #37 Replacement; and pre-authorization for the City Manager to award and execute the contract on behalf of the City to the lowest responsible bidder, providing project bid is within current budget appropriation.

K. Public Works: Adoption of Resolution No. 21-14-R regarding the public transit needs within the City of Hanford and authorization for the City Manager to sign and submit claims for funds and any subsequent amended claims required; 2) Determine, based on City's financial participation in and support of the existing Kings County Area Public Transit System, that there are no areas within the City of Hanford with unmet public transit needs which could reasonably be met by the expansion of the existing system or by the establishment of a new system; 3) Approval of the filing of the Notice of Exemption to certify that projects to be constructed with these funds are categorically exempt from the California Environmental Quality Act.

GENERAL BUSINESS:

A. Community Development: Council consideration and approval of the Hanford Area Municipal Service Review and Sphere of Influence Update and Adoption of Resolution 21-15-R, directing staff to file an application with Kings County Local Agency Formation Commission (LAFCo) for a request to expand the City’s Sphere of Influence, as identified within the 2035 Hanford General Plan Update.

B. Parks and Community Services: Approval of two full-time Recreation Coordinator positions to the Parks and Community Services Department.

C. Council: Discussion of Council Options and possible Council Action related to filling the vacant Council seat in District A.

COUNCIL FUTURE AGENDA ITEMS:

A. Council Future Agenda Items

Upcoming Dates

April 24: House Dedication – Habitat for Humanity of Tulare/Kings Counties 10:00 am – 12:00 pm
April 27: Food Truck Takeover Civic Park 11:00 am – 2:00 pm
May 1: Food Truck Takeover Civic Park 5:30 pm – 9:00 pm
May 4: City Council Meeting
May 18: 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: 4/20/2021	**AGENDA SECTION:** B

SUBJECT:
Parks and Community Services: Review of 2020 Parks and Recreation Master Plan

RECOMMENDATION:
That the City Council, in accordance with established Council Goals, review the Parks Master Plan to ensure that formal decisions, actions and allocation of resources enhance and maximize the important role of parks in helping to achieve improved quality of living for all citizens.

BACKGROUND:
On January 21, 2020, the City Council adopted the 2020 Parks and Recreation Master Plan, a city-wide plan for the development of recreational facilities and opportunities over the next 10-15 years consistent with the 2035 General Plan. Resolution 20-01-R

During the Annual City Council Strategic Planning meeting held on February 19, 2021, the Council adopted the following goal: Council will review the Parks Master Plan as needed to ensure that formal decisions, actions and allocation of resources enhance and maximize the important role of parks in helping to achieve improved quality of living for all citizens.

The Purpose of the City of Hanford Parks and Recreation Master Plan is to provide a roadmap for future development of recreational facilities and opportunities for the City over the next 10 years, consistent with the General Plan 2035 requirements. This plan is based on park planning principles and standards, and reflect input from the residents in Hanford, City staff, the Parks and Recreation Commission and City Council.

The Master Plan is comprised of 140 total pages, organized in the following eleven chapters and three Appendixes:

1. Executive Summary (attached)
2. Economic Impact of Parks and Recreation

3. Community Profile
4. Community Needs Assessment
5. Program and Services Standards
6. Facility Assessments and Service Levels Analysis
7. 10-Year Capital Improvement Plan
8. Capital Improvement Plan Funding
9. Parks Maintenance Assessment
10. Strategic Implementation (attached)
11. Conclusion

Appendix A -Standard Operating Procedure Review
Appendix B - Succession Planning
Appendix C - Recreation Program Standards

Attached is Chapter 1 - The Executive Summary and Chapter 10 - Strategic Implementation.

In preparation of the three concurrent City Council study sessions, the Parks and Recreation Commission and the Department Director agreed to form an Ad-Hoc Sub-Committee to plan and present the information. The members of this Ad-Hoc Committee are Chair Gregory Kelly, Vice-Chair Cheyne Strawn, Commission Joe Castaneda, and Director Brad Albert.

The basic structure of the three study sessions is to ask and receive direction regarding three simple questions:

1. Where are we now? (Current Reality)
2. Where do we want to go? (Vision for the future)
3. How do we get there? (What is our best path forward?)

The overall theme of the presentations is to clearly articulate the fact that the Hanford community is at a fork in the road. Which direction and decisions we choose to take in the near future will dictate the type of community and level of quality of life for future generations. Leadership, conviction and wisdom will be needed to make these challenging choices.

FISCAL IMPACT:

ATTACHMENTS:
Master Plan Chapter 1 - Executive Summary
Master Plan chapter 10 - Strategic Implementation

City of Hanford
Parks and Recreation Master Plan
2020

CHAPTER ONE – EXECUTIVE SUMMARY

1.1 PROJECT PURPOSE AND GOAL

The purpose of the City of Hanford Parks and Recreation Master Plan is to provide a roadmap for future development of recreational facilities and opportunities for the City over the next 10 years, consistent with the General Plan 2035 requirements. This plan is based on recognized park planning principles and standards, and reflects input from residents and stakeholders in Hanford, City staff, the Parks and Recreation Commission and City Council.

The City of Hanford Parks and Recreation Master Plan (Master Plan) focuses on identifying the City's current and future recreation needs to aid City staff and decision-makers in providing and expanding and equitable distribution of recreational facilities and opportunities to Hanford residents and stakeholders. This includes preserving the City's open space areas and expanding the City's trails network to better connect people to nature, recreation and outdoor education opportunities. Primary outcomes of the Master Plan include:

- Engage the diverse Hanford community, leadership, and stakeholders through an innovative, public outreach process to build a shared vision for parks, programs, and facilities.
- Utilize a wide variety of data sources and best practices including a statistically-valid survey to predict trends and patterns of use and how to address unmet needs in the City of Hanford.
- Determine unique Level of Service Standards, validated by local data, to develop appropriate actions regarding parks, programs, and facilities that reflects the City's strong commitment in providing high quality recreational activities for the community.
- Shape financial and operational preparedness through innovation and "next" practices for the City to achieve the strategic objectives and recommended actions, goals, objectives, and implementation strategies outlined in the plan.
- Develop a dynamic and realistic strategic action plan that is clear, concise and adaptable to ensure long-term success and financial sustainability for the City's parks, programs, and facilities, as well as action steps to support the family-oriented community and businesses that call Hanford home.

1.2 PROJECT PROCESS

The foundation of the Master Plan was to incorporate a variety of data and mine local knowledge using a comprehensive stakeholder participation process and community surveys. The stakeholder input process incorporated a variety of methods that included interviews, focus group meetings, and public forums/presentations. The data generated from these critical community interactions helped to define the true unmet recreation needs of the community, as well as address key operational issues, provide recommendations for business-related changes, and strategize on how to best position the City and Parks and Recreation Department to move forward for optimum results.

1.2.1 ELEMENTS OF THE PLAN

The planning process for the *Master Plan* was completed with City staff and included:

- The collection of available information;
- Data analysis to determine inventory and condition of current facilities;
- Determination of supply and demand within the community; and
- Developing recommendations for meeting the needs of the community through an analysis of programs and facilities.

The data collected from the staff and onsite facility assessments was utilized to identify key factors, issues, and concerns regarding the parks and recreation system and how the City's Parks and Recreation Department manages operations.

1.3 HANFORD MASTER PLAN ORGANIZATION

This *Master Plan* presents the overall analysis, findings, and recommendations for the next 10-15 years. This study begins with an Executive Summary that provides an overview, and the following sections respond to the primary outcomes, determine needs and offer operational and capital improvement recommendations.

1.4 SUMMARY OF KEY FINDINGS AND RECOMMENDATIONS

Following the assessment of the City's parks and recreation system, a variety of key findings were identified to support the implementation of the *Master Plan*. These key findings help to guide decision-making for the next five to ten years.

1.4.1 MARKET ANALYSIS KEY FINDINGS

- **Population:** The population is increasing and the 2035 General Plan projects the population to increase from approximately 58,000 to 90,000 by 2035. With a growing population, park and recreation services will need to strategically invest, develop, and maintain parks and facilities in relation to current and future housing development areas.
- **Age Segmentation:** Hanford has a very broad age segmentation with the largest group being 18-34 with the second largest group being 35-54. Over the next 15 years, while most of the younger age segments are expected to remain the same or experience slight decreases in population percentage; those who are 55 and older are projected to continue increasing over the next 15 years, making up 24% of the population by 2033 - an increase of 2.3% over 2018. This increase is significant as providing access to services and programs will need to be focused on multitude of age segments simultaneously and equally challenging as age segments have different likings towards activities. Equal distribution across all age segments will require the City to continue to provide programs, services, parks and facilities that appeal to all residents of the community.
- **Race and Ethnicity:** A diversifying population will likely focus the City on providing traditional and non-traditional programming and service offerings while always seeking to identify emerging activities and sports.
- **Households and Income:** With median and per capita household income averages below state averages and in-line with national averages, it would be important for the City to prioritize

providing offerings that are first class with exceptional customer service while modestly seeking opportunities to create revenue generation.

- **Tapestry Segmentation:** Highly unique tapestry segmentation with diverse recreational needs.

1.4.2 COMMUNITY INPUT KEY FINDINGS

Input from the community confirmed that Hanford's parks are loved by many, but there are gaps in service and amenities and additional City investment is needed to maintain and re-develop new parks for the community. Participants see the system as one that is well-maintained with great staff. They also enjoy the numerous programs and amenities offered. Unmet needs exist as the demand for select services is currently outweighing the available facilities and/or existing amenities. The following summarizes the themes of community input:

ECONOMIC DEVELOPMENT THROUGH PARK DEVELOPMENT

Opportunity exists for park development to enhance and/or advance economic development. There is also an opportunity for economic development to enhance and support park development.

- Parks and recreation can play a significant role in business attraction, residential development, and the overall quality of life attributes desired by the community.
- Investment in parks reflects the community's value set and the City's overall attitude of being an active player in the betterment of the community.

INVESTING IN THE EXISTING PARKS SYSTEM

- Continue to focus on reinvesting in, and maintaining existing parks.
- Resolution of the future of the 18 acres of vacant land adjacent to Hidden Valley Park.
- Indoor recreation facilities are desired beyond what is currently offered at Longfield Center

TRAILS AND CONNECTIVITY

- Desire for a connected, accessible recreational trail system that also supports active transportation initiatives.

ADVOCACY AND AWARENESS

- Increased communication/marketing is needed to develop more advocacy for, and the awareness of, the parks and recreation system.

FUNDING THE PARKS AND RECREATION SYSTEM

- Creative and multiple funding strategies are required to meet the needs of the community.
- Securing grant funding through multiple State-funded grant programs will be critical for funding park developments over the next 10 years.

1.4.3 PROGRAM AND FACILITY PRIORITY RANKINGS

The purpose of the Program and Facility Priority Rankings is to provide a prioritized list of facility/amenity needs and recreation program needs for the community served by the City. The analysis completed evaluated both quantitative and qualitative data.

The results of the priority rankings are tabulated into three categories: High Priority (top third), Medium Priority (middle third), and Low Priority (bottom third) and are summarized below:

Program/Service	Priority
Community Special Events	High
Fitness and Wellness Programs	High
Art Classes	High
Walking/Jogging/Running Clubs	High
Adult Learning Classes	High
After School Programs/Out of School Camps	High
Gardening Classes; Farm-to-Table Classes/Events	High
Outdoor Programs	High
Senior Programs and Services	Medium
Environmental Education Programs	Medium
Music Classes	Medium
Youth Learning/Enrichment Classes	Medium
Water Fitness Programs/Lap Swimming	Medium
Youth Soccer Programs	Medium
Youth Learn to Swim Programs	Medium
Running Events	Medium
Programs for People with Special Needs	Medium
Performing Arts Programs	Medium
Youth Basketball/Volleyball Programs	Medium
Gymnastics	Medium
Youth Baseball/Softball Programs	Low
Adult Basketball/Volleyball Programs	Low
Golf Lessons/Clinics	Low
Bicycle Lessons and Clubs	Low
Youth Football Programs	Low
Tennis Lessons and Leagues	Low
Recreation/Competitive Swim Team	Low
Sand Volleyball Programs	Low
Youth Lacrosse Programs	Low

Facility/Amenity	Priority
Walking and Hiking Trails (multi-use paved)	High
Walking and Hiking Trails (natural surface)	High
Restroom Buildings	High
Playgrounds	High
Pavilions/Picnic Sites	Medium
Dog Parks	Medium
Recreation/Center/Gymnasium	Medium
Mountain Biking Trails	Medium
Outdoor Exercise Equipment	Medium
Indoor Pool/Natatorium	Medium
Basketball Courts	Medium
Community Gardens	Medium
Banquet/Meeting Rooms	Medium
Amphitheater	Medium
Aerobics/Dance Rooms/Dance Floors	Medium
Outdoor Board Games	Medium
Senior Center	Medium
Splash Pads	Medium
Bicycle Pump Track	Low
Soccer/Lacrosse/Multi-Purpose Rectangle Fields	Low
Tennis Courts	Low
Baseball Fields	Low
Concession Stands	Low
Sand Volleyball Courts	Low
Softball Fields	Low
Football Fields	Low
Disc Golf Course	Low
Pickleball Courts	Low

1.4.4 LEVEL OF SERVICE AND FACILITY ANALYSIS

KEY FINDINGS

The Hanford Parks and Recreation Department currently has a quality staff that operates and manages a unique system of parks, trails, community facilities, and open spaces that are generally in good condition.

- **Park Classification**
  - Each park classification category serves a specific purpose, and the features and facilities in the park must be designed for the number of age segments the park is intended to serve, the desired length of stay deemed appropriate, and the uses it has been assigned.
  - The master plan provides for detailed park classification categories as found in Chapter Six. These classification categories differ from the 2035 General Plan.
- **Current System Inventory and Level of Service (LOS):**
  - The City of Hanford currently provides a total LOS of **5.06** acres of parkland per 1,000 residents. The 2035 General Plan goal for park acreage for future growth is ***"Parks provided at a combined ratio of 3.5 acres per 1,000 residents."***
  - Trails were not calculated in this population-based service level analysis because they are based on resource location and connected networks rather than the county's resident population. However, connectivity to destination locations, including parks, are a critical

element of a successful trails network. The general trail improvements identified in this plan improve connectivity and are consistent with the Bicycle and Pedestrian goal in the General Plan - ***"An interconnected bikeway and community pedestrian network that facilitates and encourages nonmotorized travel throughout Hanford. City's 2018 Bicycle, Pedestrian and Trails Master Plan."***

- **Key Unmet Facility Needs:**
  - Walking and biking trails to improve connectivity.
  - Reservable covered picnic areas.
  - Shaded play grounds.
  - Neighborhood/School parks.
  - Community parks.

KEY RECOMMENDATIONS

Based on a thorough review of the parks and recreation system and stakeholder input, it is recommended that the City pursue further development of specific parks and recreation amenities that meet the needs listed in the *High Priority Program and Facility Rankings* and address the gaps per park type to increase the current LOS standard for the projected population in 2034.

- The City of Hanford currently offers 299.70 acres of park land to its residents which equates to a **total LOS of 5.06 acres of park land per 1,000 residents based on the City's 2018 population.** The 299.70 acres is comprised of multiple land owners and the breakdown is as follows:
  - 154.10 acres provided by the City of Hanford.
  - 40.50 acres of sports complex parks provided at Soc-Com.
  - 210.20 acres of neighborhood/school parks provided by the Hanford Joint Union High School District and the Hanford Elementary School District. Per the 2035 General Plan, 50% (105.10 acres) of school park acreage is counted for the calculation of current level of service standards.
- The 2035 General Plan includes a LOS standard goal of 3.5 acres per 1,000 residents for future growth, not including the addition of mini parks.
  - If the City achieves the 2035 General Plan's stated goal, the overall LOS for the City of Hanford's park system will be 4.57 acres per 1,000 population, which would be slightly below the current LOS of 5.06 acres per 1,000 population.
- The top two park needs in the City in the future are Neighborhood parks and Community parks.
- The City currently meets 2034 standards for several amenities including: outdoor basketball courts, outdoor aquatic centers and skate parks.
- The City is currently deficient for indoor recreation center space. The City currently offers only 0.40 square feet of indoor recreation center space per person. In order to meet the 2034 level of service standard of 1.0 square foot of indoor recreation space per person, the City will be required to add an additional 67.053 square feet is required.

	2019 Park Inventory	Level of Service Standards						2034 Standards		
Park Type	Total Inventory	Current Service Level			General Plan 2035 Recommended Levels of Service for FUTURE GROWTH			Meet Standard/ Need Exists	Additional Developed Parks/Facilities/ Amenities Needed	
Mini Park	15.70	0.27	acres per	1,000	0.00	acres per	1,000	Meets Standard	-	Acre(s)
Neighborhood/School Parks	124.30	2.10	acres per	1,000	1.00	acres per	1,000	Need Exists	48	Acre(s)
Community Parks	54.90	0.93	acres per	1,000	2.00	acres per	1,000	Need Exists	64	Acre(s)
Sports Complex	97.70	1.65	acres per	1,000	0.00	acres per	1,000	Meets Standard	-	Acre(s)
Special Use Parks	7.10	0.12	acres per	1,000	0.50	acres per	1,000	Meets Standard	-	Acre(s)
Total Developed Park Acreage	**299.70**	**5.06**	**acres per**	**1,000**	**3.50**	acres per	**1,000**	**Need Exists**	**112**	**Acre(s)**

Park Type	Total Inventory	Current Service Level			Recommended Levels of Service			Meet Standard/ Need Exists	Additional Developed Parks/Facilities/ Amenities Needed	
OUTDOOR AMENITIES										
Outdoor Basketball Courts	29.00	1.00	court per	2,042	1.00	court per	2,500	Need Exists	7	Court(s)
Outdoor Volleyball Courts	4.00	1.00	court per	14,804	1.00	court per	20,000	Need Exists	1	Court(s)
Multi-Purpose/Rectangle Fields	38.00	1.00	field per	1,558	1.00	field per	2,250	Need Exists	2	Field(s)
Youth Baseball/Softball Fields	63.00	1.00	field per	940	1.00	field per	3,000	Meets Standard	-	Field(s)
Teen/Adult Baseball Fields	11.00	1.00	field per	5,383	1.00	field per	10,000	Meets Standard	-	Field(s)
Adult Softball Fields	6.00	1.00	field per	9,870	1.00	field per	20,000	Meets Standard	-	Field(s)
Tennis Courts	25.00	1.00	court per	2,369	1.00	court per	7,500	Meets Standard	-	Court(s)
Picnic Shelters	13.00	1.00	site per	4,555	1.00	site per	4,000	Need Exists	10	Site(s)
Playgrounds	27.00	1.00	site per	2,193	1.00	site per	2,500	Need Exists	9	Site(s)
Disc Golf Course	2.00	1.00	site per	29,609	1.00	site per	50,000	Meets Standard	-	Site(s)
Off Leash Dog Park	3.00	1.00	site per	19,739	1.00	site per	15,000	Need Exists	3	Site(s)
Splash Pads	4.00	1.00	site per	14,804	1.00	site per	15,000	Meets Standard	2	Site(s)
Skateboard Park	1.00	1.00	site per	59,217	1.00	site per	60,000	Meets Standard		Site(s)
Outdoor Pool	4.00	1.00	site per	14,804	1.00	site per	30,000	Meets Standard	-	Site(s)
INDOOR RECREATION CENTER										
Indoor Rec/Community Center (square feet)	22,947	0.39	SF per	person	1	SF per	Person	Need Exists	67,053	Square Feet

1.5 CAPITAL IMPROVEMENT PLAN

To plan and prioritize capital improvement projects, recommendations include balancing the maintenance of current assets with the development of new facilities. The Departmental Capital Improvement Plan (CIP) framework is utilized to determine CIP projects in concert with an implementable financial plan. A key priority is also focused on maintaining the integrity of the current infrastructure and facilities before expanding and/or enhancing programs and facilities. Maintaining current infrastructure with limited funding will inhibit the City's ability to take care of all existing assets and build new facilities.

A three-tier plan is recommended to help guide the decision-making process for CIP investments. The three-tiered plan acknowledges a fiscal reality, leading to the continuous rebalancing of priorities and their associated expenditures. Each tier reflects different assumptions about available resources. A complete list of the projects in each is identified in Chapter 7. The three tiers include:

- **Sustainable** - Critical maintenance projects, including lifecycle replacement, repair of existing equipment, safety and ADA improvements and existing debt service obligations. Many of these types of improvements typically require one-time funding and are not likely to increase annual operations and maintenance costs. In many cases, these types of projects may reduce annual operations and maintenance costs.
- **Expanded Services** - Projects that include strategic changes to the existing parks system to better meet the unmet needs of the community, including adding features to extend recreation opportunities, such as playfields, shade structures, adult fitness equipment, covered picnic shelters, and trail loops. These types of improvements typically require one-time funding and may trigger slight increases in annual operations and maintenance costs, depending on the nature of the improvements.
- **Visionary** - Complete park renovation, land acquisition and new park/trail development, such as a new community park and major trail developments. These improvements will certainly increase annual operations and maintenance costs. Visionary projects also include planning efforts to support new/future development.

1.5.1 SUSTAINABLE PROJECT RECOMMENDATIONS – MAINTAINING WHAT WE HAVE

This section outlines the projects that focus on existing repair and lifecycle replacement of existing parks, facilities, and amenities as well as administrative planning efforts.

Tier	Estimated Total Project Cost
Sustainable Projects	$1,800,000

SUSTAINABLE PROJECT HIGHLIGHTS

- **$400,000 or 22%: ADA Improvements** in all parks as needed.
- **$400,000 or 22%: General Furniture, Fixture and Equipment** in all parks as needed over the next 10 years.
- **$300,000 or 17%: Bob Hill Athletic Complex Improvements** including Irrigation Improvements; resurfacing of entry drive; re-sod eroded side of hill leading down to ball field; replace concession stand; relocate mechanical equipment that is in the middle of the main plaza.
- **$200,000 or 11%: Freedom Park Improvements** including irrigation improvements and playground replacement.
- **$100,000 or 6% - Comprehensive Facility Assessment** for existing facilities.

1.5.2 EXPANDED SERVICES RECOMMENDATIONS – IMPROVING WHAT WE HAVE

Options described in this section provide the extra services or capital improvement that could be undertaken to meet community needs with a focus on enhancements to existing facilities. The following provides a summary of the expanded service recommendations.

Tier	Estimated Total Project Cost
Expanded Service Projects	$2,620,000

EXPANDED SERVICE PROJECT HIGHLIGHTS

- **$1 Million or 38%: Athletic Field Lighting Expansion** at Soc-Com and school athletic fields.
- **$400,000 or 15%: Civic/Courthouse Park Improvements** including addition of pathways; incorporation of public art; addition of seating; installation of refuse enclosure; addition of playground.
- **$300,000 or 11%: Centennial Park Improvements** including pathway construction and addition of a reservable picnic shelter.

1.5.3 VISIONARY RECOMMENDATIONS – DEVELOPING NEW OPPORTUNITIES

Recommendations described in this section represent the complete set of services and facilities to meet unmet needs of the community. It provides a long-range look to address future needs and deficiencies. The following new development and redevelopment projects have been identified to meet the needs of the community and to implement high priority projects for the City.

Tier	Estimated Total Project Cost
Visionary Projects	$58,200,000

VISIONARY PROJECT HIGHLIGHTS

- **$37.5 Million or 64%:** Neighborhood and Community Park Development -112 acres of new park space at $330,000/acre.
- **$20 Million or 34%:** Recreation Facilities including a Recreation Center Feasibility Study; Repurposing Study of existing facilities and new recreation center construction and existing facility repurposing.

1.5.4 CAPITAL IMPROVEMENT PLAN SUMMARY

The following tables summarize the three-tier approach to the development of the capital improvement plan associated with the Master Plan.

Tier	Estimated Total Project Cost
Sustainable Projects	$1,800,000
Expanded Service Projects	$2,620,000
Visionary Projects	$58,200,000
TOTAL	**$62,620,000**

1.6 FUNDING THE MASTER PLAN

To achieve the outcomes identified in the key findings and recommendations as presented in the Master Plan, a reliable and sustainable funding plan is needed. Staff identified and analyzed 15 primary funding sources that may be used to fund portions of the capital improvement plan as part of the Master Plan process.

1.7 IMPLEMENTING THE MASTER PLAN

The Master Plan Implementation Matrix can be utilized by the Department to develop and prioritize work plans. The key to success for the Department is to continue to build on current achievements while adding programs, services, and facility improvements that will generate revenue, reduce operational expenditures, and enhance recreation experiences for the residents of Hanford.

City of Hanford
Parks and Recreation Master Plan
2020

CHAPTER TEN - STRATEGIC IMPLEMENTATION

The consultant synthesized its findings to develop a framework of strategic recommendations for the City of Hanford Parks and Recreation Department. It is recommended that the strategies align with seven major categories of best practices:

1. Growing the Park System
2. Trails
3. Park Land Improvements
4. Economic Development through Parks
5. Programming
6. Operations and Staffing
7. Financing the Park System

The implementation matrix should be evaluated and refined as development, economic and political circumstances shift and be used to validate the City's vision and mission. A complete implementation plan matrix, including tactics, accountability, timelines and performance measures, will be provided as a separate document.

	1. Growing the Park System
	Increase the proportion of park acres per population through a variety of park type amenities, and open space options.
Strategy	Collaborate with local partners, in public and private sectors, to develop innovative parks and spaces to achieve the levels of service targeted in this plan and that are aligned with other planning efforts including but not limited to the 2035 General Plan and other specific area plans.
Strategy	Make a final decision that achieves overall community consensus on the future of the vacant land adjacent to Hidden Valley Park.
Strategy	Utilize the 2016 Pedestrian and Bicycle Master Plan as a guide to strive for parks and green spaces to be within a 10-minute walk/bike ride for every household in Hanford.
Strategy	Develop a network of parks, trails and open spaces that protect the natural areas in public spaces in Hanford and connect to population centers that will support the needs of all residents through well designed parks and recreation amenities.
Strategy	Utilize the design principles in this plan for each type of park (neighborhood, community, regional, special use, sports complex, etc.) to guide landscape architects when designing parks and operational staff to follow for maintaining the park or amenity after it is developed.
Strategy	Continually update the lifecycle asset management plan for the Department.
Strategy	Consider the development of Joint Use Agreements with school districts to provide increased access to school grounds during non-school hours.

	2. Trails
	Establish connectivity between parks and greenways that is accessible by pedestrians, bikes and parks and open space in Hanford.
Strategy	Work with other city Departments to identify and connect sidewalk and bike lanes to trails to improve access to desirable destinations.
Strategy	Prioritize existing City-owned land and future land acquisition decisions to focus investments in a bike pedestrian trail system that achieves active transportation strategies and the development of a contiguous network.
Strategy	Continually update the lifecycle asset management plan for the ongoing maintenance of the trail system.
Strategy	Continually encourage and seek funding for the development of trails and trail amenities, and construct in appropriate areas of the City per the 2016 Pedestrian and Bicycle Master Plan; Consider partnerships for the maintenance of the trails.

	3. Park Land Improvements
	Provide a park and recreation system offering the community a variety of parks and services that integrate environmental design, safety, community needs and emerging trends.
Strategy	Utilizing the General Plan 2035 as a guide, implement improvements that are mindful of environmental stewardship to aid in the protection of park resources and ensure that they will be protected for future generations.
Strategy	Develop a Public Art Policy that considers art in parks to encourage interest and appreciation.
Strategy	Make all parks and services welcome and accessible to all level of users, i.e., adults, children, seniors, and all-abilities through clean restrooms when feasible, seating or benches, running water fountains or water stations, and park features usable for all abilities in parks (ADA).

	4. Economic Development through Parks
	Invest in infrastructure and services
Strategy	Grow outdoor recreation activities through partnerships that facilitate environmental education and adventure-based programming.
Strategy	Refine and implement recommendations produced for park and trail improvements along the canals.

	5. Operations and Staffing
	Empower and train current Department employees while growing staff to meet the emerging needs of the community.
Strategy	Ensure job descriptions are reviewed and updated and salary assessments are completed to meet pay levels that keep salaries competitive.
Strategy	Create a succession plan for the Department.
Strategy	Continually encourage and seek funding to meet the emerging functions of the Department, including, but not limited to, trail maintenance, work order management, urban forest management, open space management, etc.

	6. Recreation Programming
	Increase community participation in programs from 33% to 35% in an effort to exceed national benchmark while increasing in customer quality ratings from 22% to 35% to align with national standards.
Strategy	Refine core program services that align with community need.
Strategy	Track lifecycles of programs and drop programs in their down cycle by adding new programs to take their place.
Strategy	Create additional target marketing strategies to inform residents of the services being provided utilizing the communities preferred methods of communication.
Strategy	Develop a yearly program plan specifically for the core program areas.
Strategy	Update the special event policy to ensure equitable utilization of City resources when supporting external events.
Strategy	Engage volunteers in the delivery of programs and services to build advocacy and support for the park and recreation system.

	7. Financing the Parks System
	Pursue adequate funding to support existing parks, new parks, and other park types.
Strategy	Ensure a fiscally sustainable parks system by leveraging financially-driven decisions.
Strategy	Seek additional funding opportunities to support capital and operational needs as identified in the Plan.
Strategy	Establish a performance measure for the Recreation Division to become 50% self-supporting from user fees, permits, reservations, earned income and effective partnerships (national benchmark is 50%)

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	**AGENDA SECTION:**

SUBJECT:
City Attorney: Settlement demand received on January 21, 2021 for excessive force and wrongful arrest of Nathan Rodriguez.

FISCAL IMPACT:

ATTACHMENTS:
4.20 Staff Report - Rodriguez

AGENDA

STAFF REPORT

MEETING DATE: April 20, 2021	AGENDA SECTION:

TO: **Mayor and City Council**

FROM: **City Attorney**

DATE: April 20, 2021

SUBJECT: Nathan Rodriguez v. City of Hanford

BACKGROUND:

Nathan Rodriguez alleges he was in attendance at the Kings County Fair handing out flyers on or about May 31, 2019. He also alleges that after a verbal altercation, Hanford Police Officers attempted to remove Mr. Rodriguez and his friends from the fairgrounds. Mr. Rodriguez alleges that officers used force in order to arrest Mr. Rodriguez and he taken to the Kings County Jail. He alleges that criminal charges were filed against Mr. Rodriguez for resisting arrest which were ultimately dismissed.

Counsel for Mr. Rodriguez has submitted the enclosed claim for damages prior to the initiation of litigation.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:
Government claim.

LAW OFFICES OF
DEREK P. WISEHART

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Fax: 559 636-947
2330 West Main Stree
Visalia, California 9329
www.DWisehartLaw.con
Derek@DWisehartLaw.con

November 26, 2019

HAND DELIVERED

Sarah Martinez, City Clerk
City of Hanford
319 N. Douty Street
Hanford, CA 93230

Re: People v. Nathaniel Ray Rodriguez; KCSC Case No. 19CM3230B
NOTICE OF GOVERNMENT CLAIM PURSUANT TO GOVERNMENT CODE SECTION 910

Dear City Clerk:

Please be advised that this office represents Nathaniel Ray Rodriguez.

The purpose of this letter is to notify you and your clients not to destroy, conceal, or alter any information regarding my client including, but not limited to information stored in electronic form or generated by your clients' computer systems or electronic devices. The information may be relevant to the above matter and be unavailable from any other source. As you may know, such electronic information can easily be inadvertently destroyed, and the failure to take reasonable measures to preserve it pending the completion of discovery can result in sanctions being imposed against you or your client. (*Cedars-Sinai Medical Center v. Superior Court* (1998) 18 Cal.4th 1; *Zubulake v. UBS Warburg LLC* (SD NY 2003) 220 FRD 212, 216.)

In order to comply with the discovery requests that we may make in this matter, your client may need to provide electronic evidence in its native format. Your client may also need to provide electronic documents, along with the metadata or information about data that is contained in those electronic documents. Even when a paper copy of a document or file exists, we will also seek the documents or files in their electronic format so that we also receive the information in the metadata. Our discovery requests may include certain data on your client's hard drives, floppy disks, and back-up files and will include data not usually available to the ordinary computer user, such as deleted files and file fragments.

Thus, the electronic data and the storage devices in which they are kept that you and your clients are obligated to maintain and preserve include all of the following data and devices:

1. Electronic files, including deleted files and file fragments, stored in machine readable format on magnetic, optical, or other storage media, including hard drives or floppy disks in your client's desktop computers, laptop computers, home personal computers, and the back-up media used for each;

2. E-mail, both sent and received, internally or externally;

3. Telephone files and logs such as cell phone, voicemail, universal mobile telecommunications system (UMTS) data and Mobile Digital Terminal (MDT) data;

4. Word processing files, including drafts and revisions;

5. Spreadsheets, including drafts and revisions;

6. Databases;

7. Electronic files in portable storage devices such as floppy disks, compact disks, digital video disks, ZIP drives, thumb drives, or pen drives;

8. Computer-aided design files;

9. Presentation data or slide shows, such as PowerPoint;

10. Graphs, charts, and other data produced by project management software;

11. Data generated by calendaring, task management, and personal information management software, such as Microsoft Outlook;

12. Data created with the use of a use of personal data assistants, such as PalmPilot, iPhone, iPad, Blackberry, Samsung, Galaxy, Android, or other such devices;

13. Data created with the use of documents management software;

14. Data created with the use of paper and electronic mail logging and routing software;

15. Internet and web-browser-generated history files, caches, and "cookies" files generate at the workstation of each employee in your client's employ and on any and all backup storage media;

16. Logs of network use by your clients and your clients' employees, whether kept in paper or electronic format;

17. Copies of your client's backup tapes and the software necessary to reconstruct the data on those tapes on each and every personal computer or workstation and the network server in your client's control and custody;

18. Electronic information in your clients' computers, PDAs, phones, copiers, fax machines, printers and digital cameras;

19. Any and all purged back-up files including, but not limited to emails.

20. Any and all employment/personnel records including, but not limited to personnel file, vacation records, time-off records, pay records, disciplinary records, evaluations, employee files, internal investigation files and any other file pertinent to each officer involved in the above matter;

Thank you for your anticipated due diligence with regard to the above.

Very truly yours,

LAW OFFICES OF DEREK P. WISEHART

By: ______________________
Derek P. Wisehart

DPW/dn
Cc: Hanford Police Department (Hand Delivered)
Kings County District Attorney's Office (U.S. Mail only)
Robert Dowd, Esq.,City of Hanford, City Attorney (U.S. Mail only)

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	**AGENDA SECTION:** B

SUBJECT:
City Clerk: Approval of the Minutes of the January 22, 2021 Special Meeting

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Recommendation:

Approve the minutes of the January 22, 2021 Special Meeting.

FISCAL IMPACT:

ATTACHMENTS:
1.22.2021 Special Meeting

The City of Hanford
CALIFORNIA

CITY COUNCIL MEETING
MINUTES
January 22, 2021 6:00 PM
Council Chambers
400 N. Douty St.

CALL TO ORDER SPECIAL SESSION:

Mayor Ramirez called the meeting to order at 6:00 p.m.

ROLL CALL BY THE CITY CLERK:

Attendee Name	Title	Status	Arrived
John Draxler	Council Member	Present	5:50 PM
Diane Sharp	Vice Mayor	Present	5:50 PM
Art Brieno	Council Member	Absent	
Kalish Morrow	Council Member	Present	5:59 PM
Francisco Ramirez	Mayor	Present	5:30 PM

PUBLIC COMMENT :

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

Bob Ramos commented on the General Business item, discussion and action on Council Member misconduct.

Rachele Berglund commented on the General Business item, discussion and action on Council Member misconduct. She also expressed her concerns regarding the short notice of the special meeting.

Lou Martinez commented on the General Business item, discussion and action on Council Member misconduct.

Mayor Ramirez adjourned to Closed Session at 6:10 p.m.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION (GC 54946.9(d)(2))

One potential case.

CLOSED SESSION ACTION REPORT:

Mayor Ramirez reconvened the special meeting at 6:48 p.m.

It was a consensus of the Council to continue the meeting Tuesday, January 26th at 4:00 p.m.

PUBLIC COMMENT :

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

GENERAL BUSINESS:

A. Discussion and action on Council Member misconduct.

ADJOURNMENT:

Mayor Ramirez adjourned the meeting at 6:53 p.m.

Respectfully submitted,

Natalie Corral
City Clerk

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	AGENDA SECTION: C

SUBJECT:
City Clerk: Approval of the Minutes of the January 26, 2021 Special Meeting

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Recommendation:

Approve the minutes of the January 26, 2021 Special Meeting.

FISCAL IMPACT:

ATTACHMENTS:
1.26.2021 Special Meeting

The City of Hanford
CALIFORNIA

CITY COUNCIL MEETING
MINUTES
January 26, 2021 4:00 PM
Council Chambers
400 N. Douty St.

CALL TO ORDER SPECIAL SESSION:

Mayor Ramirez called the Special Session to order at 4:00 p.m.

ROLL CALL BY THE CITY CLERK:

Attendee Name	Title	Status	Arrived
John Draxler	Council Member	Present	3:55 PM
Diane Sharp	Vice Mayor	Present	3:53 PM
Art Brieno	Council Member	Present	3:53 PM
Kalish Morrow	Council Member	Present	3:53 PM
Francisco Ramirez	Mayor	Present	3:45 PM

PUBLIC COMMENT:

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

Bob Ramos commented on the recent Special Meetings and expressed his concerns for the time it is taking away from regular business. Mr. Ramos also commended Council Member Brieno for his participation in the community.

Rhea Ikmya commented on the General Business item, discussion and action on Council Member misconduct.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING :

Mayor Ramirez adjourned to closed session at 4:05 p.m.

CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION (GC 54956.9(d)(2))

One Potential case.

CLOSED SESSION ACTION REPORT:

No action was taken.

Council Member Brieno announced his resignation.

PUBLIC COMMENT :

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

Bob Ramos commented on Council Member Brieno's resignation.

GENERAL BUSINESS:

A. Discussion and action on Council Member misconduct.

ADJOURNMENT:

Mayor Ramirez adjourned the meeting at 5:03 p.m.

Respectfully submitted,

Natalie Corral
City Clerk

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	**AGENDA SECTION:** D

SUBJECT:
City Clerk: Approval of the Minutes of the February 16, 2021 Meeting

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Recommendation:

Approve the minutes of the February 16, 2021 Meeting.

FISCAL IMPACT:

ATTACHMENTS:
2.16.2021

The City of Hanford
CALIFORNIA

CITY COUNCIL MEETING
MINUTES
February 16, 2021 7:00 PM
Council Chambers
400 N. Douty St.

Video Teleconference via Zoom. Council Members attended remotely.

5:00 PM CALL TO ORDER STUDY AND CLOSED SESSION:

Mayor Ramirez called the Study Session to order at 5:00 p.m.

ROLL CALL BY THE CITY CLERK :

Present: Francisco Ramirez, Diane Sharp, John Draxler, Kalish Morrow

PUBLIC COMMENT:

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

None.

STUDY SESSION:

A. Public Works: Presentation and Discussion of the Downtown Pedestrian Safety & Traffic Circulation Study

Public Works Director John Doyel discussed the background of the Downtown Pedestrian and Safety Study. David Peters, of Peters Engineering, presented the Downtown Pedestrian Safety and Traffic Circulation Study, with the Downtown Committee's comments and recommendation. Kings County Area Public Transit Agency (KART) Executive Director, Angie Dowd shared the concerns of the KART staff. Public Works Director John Doyel responded to the comments from Ms. Dowd. Vice Mayor Sharp requested examples of roundabouts in downtown areas of other cities. She also commented on parking and sidewalk areas. Council Member Draxler questioned the Committee's comments on the mid-block crosswalks. Council Member Morrow spoke in favor of the roundabouts. The Council discussed the uncertainty of providing direction and moving forward with the staff's recommendation as presented. Both City Manager Cifuentez and Dir. Doyel addressed the Council's concerns. It was a consensus of the Council to direct staff to move forward with the staffs' recommendations.

Mayor Ramirez adjourned to closed session at 5:50 p.m.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

A. CONFERENCE WITH LEGAL COUNSEL - REAL PROPERTY NEGOTIATIONS (gc 54956.8)

Property: 426 W. Lacey Blvd
Agency Negotiators: Mario Cifuentez, Ty Mizote
Negotiating Agency: Dirk Holkeboer

CALL TO ORDER REGULAR SESSION:

Mayor Ramirez called the meeting to order at 7:04 p.m.

ROLL CALL:

Attendee Name	Title	Status	Arrived
John Draxler	Council Member	Present	4:45 PM
Diane Sharp	Vice Mayor	Present	4:50 AM
Art Brieno	Council Member	Present	7:00 PM
Kalish Morrow	Council Member	Present	4:55 PM
Francisco Ramirez	Mayor	Present	4:45 PM

INVOCATION:

The invocation was led by Vice Mayor Sharp.

FLAG SALUTE:

The Flag Salute was led by Mayor Ramirez.

CLOSED SESSION ACTION REPORT :

No action was reported.

STAFF COMMUNICATIONS:

City Manager Mario Cifuentez discussed a federal grant that the city will be receiving. He also provided a COVID-19 update for Kings County and he announced upcoming events and meetings.

COUNCIL REPORTS/COMMENTS:

Vice Mayor Sharp commented on use of city's baseball fields and attended Kings County Advisory Board Meeting, the GSA meeting, the City Selection Committee and she participated in a community trash pick -up.

Council Member Morrow participated in Planning and Parks and Recreation commissioner interviews. She will be participating in an upcoming park clean up at Centennial Park.

Council Member Brieno had nothing to report.

Council Member Draxler attended the Kings County Homelessness Collaborative meeting.

Mayor Ramirez participated in the Planning and Parks and Recreation commissioner interviews.

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters not on the agenda 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.*

Michelle Brown, Executive Director of Main Street Hanford, commented on the crow problem in the downtown area.

Luciana Borba, owner of Sojourn, commented on the crow problem in the downtown area.

Kristen Bookout, owner of Hanford Jewelry and Loan, commented on the crow problem in the downtown area.

Emily Burnias commented on the return of Council Member Brieno. She also commented on the crow problem in the downtown area.

Rachele Bergland commented on the Council Member attendance at the Study Session and the Regular Session. She also asked for an explanation for the return of Council Member Brieno.

Jason Highfill commented on crow problem in the downtown area.

Clayton Smith, Field Representative for Congressman David Valadao's District Office, introduced himself.

Amory Marple, Executive Director of Hanford Chamber of Commerce, shared the upcoming events for the organization.

Allison Sanders asked for an explanation of Council Members Brieno's attendance at the meeting.

Kevin Scott questioned Council Member Brieno's attendance at the meeting.

Miguel Reyes, owner of the Quesadilla Gorilla, commented on the crow problem in the downtown area.

Jason Kemp Van Ee commented on Council Member Brieno's attendance at the meeting.

City Attorney Ty Mizote explained the legalities of Council Member Brieno's recent resignation and his decision to return to his seat on the City Council. Mr. Mizote also addressed the agreement prepared by the City Attorney's office regarding Council Member Brieno's resignation. He then gave the Council the option to request further briefing on the issue from the City Attorney's office at a future City Council meeting.

Council Member Brieno rescinded his resignation and explained the reason for his decision to return to his seat on the City Council

With no further discussion, Mayor Ramirez moved to the next item on the agenda.

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.

Vice Mayor Sharp requested to pull item D *[Reject notice of government claim.]*

Motion to approve the Consent Calendar except for the items pulled for separate consideration.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kalish Morrow, Council Member
SECONDER:	Diane Sharp, Vice Mayor
AYES:	Draxler, Sharp, Brieno, Ramirez, Morrow

A. PROCEDURAL WAIVER: Waive reading in full of resolution and ordinances and approval and adoption of same by reading title only.

B. City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Julia Padilla.

C. City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Arnold Avila.

D. Parks and Community Services: Approval of a new 3-year Ground Lease Agreement with Framework Racing for the Hanford BMX Track

E. Parks and Community Services: Adoption of Resolution No. 21-06-R, Authorizing the City Manager to submit an application for funding under the Proposition 68 Statewide Park and Development Community Revitalization Program

F. Public Works: Authorization for Reimbursements to Presidio JJR Bella Vista 128, LLC., in the amount of$35,702.33, for the construction of off-site street improvements along the development frontage of Tract No. 918, Unit No. 2 (Centennial Drive and Devon Street), $4,960.24, for the oversizing of the sewer main within Centennial Drive from an 8 inch to a 12 inch, and $6,839.34, for the oversizing of the water main within Centennial Drive from an 8 inch to an 18 inch. .

G. Public Works: Authorization to reimburse Presidio JJR Bella Vista 128, LLC., $159,517.84 for the construction of off-site street improvements, along the development frontage of Tract No. 919, authorize an additional appropriation of $163,943.21 from the Transportation Impact Fee Reserves, and reimburse Presidio JJR Bella Vista 128, LLC., $15,378.95, for the oversizing of the water main within Centennial Drive from an 8 inch to an 18 inch. (Centennial Drive and Fargo Avenue)

Items pulled from consent:

1. Administration: Reject notice of government claim

[Item D] Pulled by Vice Mayor Sharp.

City Attorney Ty Mizote explained that the recommendation to reject the claim is a procedural act, which will affect the statute of limitations of the claim.

Motion to approve.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Diane Sharp, Vice Mayor
SECONDER:	John Draxler, Council Member
AYES:	Draxler, Sharp, Brieno, Ramirez, Morrow

PUBLIC HEARINGS:

A. Public Works: Conduct a public hearing for the formation of Landscape Assessment District No. 20-01 at NEC of 13th Avenue and Devon Street, and adopt Resolution 21-05-R establishing the formation of the district and confirming the levy and collection of annual assessment

Mayor Ramirez opened the public hearing at 7:50 p.m. and called for the staff report. Public Works Director John Doyel presented the staff report.

Mayor Ramirez opened public comment at 7:52 p.m.

IN-FAVOR
None.

OPPOSED
None.

Mayor Ramirez closed public comment at 7:53 p.m.

Motion to adopt Resolution 21-05-R.

Mayor Ramirez closed the public hearing at 7:55 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Art Brieno, Council Member
SECONDER:	John Draxler, Council Member
AYES:	Draxler, Sharp, Brieno, Ramirez, Morrow

GENERAL BUSINESS:

A. Administration: Authorization to enter into a contract with Integrated Avian Solutions to provide Falconer services to reduce the Crow Population in Downtown Hanford for an amount not to exceed $47,600 for Calendar Year 2021.

City Manager Mario Cifuentez discussed the Bird Abatement Proposal. He also discussed the growing crow problem in the downtown area and invited questions from the Council. Council Member Draxler spoke in favor of the proposal with the exception of the crows not being directed into other areas to become a problem for other businesses. Council Member Brieno suggested expanding the proposed project area. Mayor Ramirez expressed his concerns regarding the increase in cost if the project area is expanded. City Manager Cifuentez addressed questions and concerns from the Council. The Council directed staff to request a modification of the project area to avoid directing the crows into other areas of Hanford.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kalish Morrow, Council Member
SECONDER:	Art Brieno, Council Member
AYES:	Draxler, Sharp, Brieno, Ramirez, Morrow

B. Council: Appointment of new members to fill vacancies and Reappointment of existing members to serve new terms on the various City Commissions.

City Manager Mario Cifuentez discussed the past and current process of commissioner appointments for Council's review and consideration. Council Member Draxler would like to continue the new interview and scoring process going forward.

Motion to approve the appointment of the new members to fill vacancies and reappointment of existing members to serve a new term.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Draxler, Council Member
SECONDER:	Diane Sharp, Vice Mayor
AYES:	Draxler, Sharp, Brieno, Ramirez, Morrow

COUNCIL FUTURE AGENDA ITEMS:

A. Council Future Agenda Items

The Council discussed the crow droppings and the sidewalk power washing in the downtown area. The Council directed staff to follow up on the sidewalk cleaning.

It was a consensus of the Council to address the censure of Council Member Brieno at the next City Council meeting.

Council Member Brieno suggested that the next Council meeting be held in person.

ADJOURNMENT:

Mayor Ramirez adjourned the meeting 8:10 p.m.

Respectfully submitted,

Natalie Corral
City Clerk

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	AGENDA SECTION: E

SUBJECT:
City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Eileen Maness.

RECOMMENDATION:
That the City Council, by motion, approve the denial of the claim 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: Eileen Maness.

After review by the Third Party Administrator, it was determined that the City has no liability for the claim under California Government Code 835 (b). Accordingly, 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: 4/20/2021	AGENDA SECTION: F

SUBJECT:
City Clerk: Denial of a claim for damages and authorization for the City Clerk to send out notification of such to Juan Ramos.

RECOMMENDATION:
That the City Council, by motion, approve the denial of the claim 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: Juan Ramos.

After review by the Third Party Administrator, it was determined that the original claim form was insufficient and no amended claim form has been received. Accordingly, 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: 4/20/2021	AGENDA SECTION: G

SUBJECT:
FIRE: Adoption of Resolution No. 21-13-R, identifying the terms and conditions for State reimbursement of fire department responses to an emergency incident.

RECOMMENDATION:
That the City Council approve by motion the attached Resolution 21-13-R to identify the terms and conditions for State reimbursement of fire department responses away from their official duty station and assigned to an emergency incident.

BACKGROUND:
Fire Department personnel and apparatus have participated in the statewide mutual aid and California Fire Assistance Agreement (CFAA), through the Office of Emergency Services (OES) for many years. Full cost recovery is integral toward our continued participation sending resources out of the City.
In recent years, the federal government has changed its reimbursements in an attempt to reduce the costs of wildland fires. Federal finance personnel have sought documents supporting continued payment of portal to portal for emergency response personnel. The CFAA and current MOU's provide reimbursement understandings. This resolution meets the current requirements and clarifies, unconditionally, portal to portal payment arrangements from state and federal agencies. While we agree with reducing costs, it cannot be on the backs of local government who provide assistance expecting reimbursement for costs.

FISCAL IMPACT:
None

ATTACHMENTS:
Portal to Portal Resolution - Draft
May_1,_2020_–_December_31,_2024_CFAA_Agreement_with_2020_Exhibits

RESOLUTION NO. 21-13-R

A RESOLUTION OF THE CITY COUNCIL OR FTHE CITY OF HANFORD IDENTIFYING THE TERMS AND CONDITIONS FOR FIRE DEPARTMETN RESPONSE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT.

WHEREAS, the City of Hanford Fire Department is a public agency located in the County of Kings, State of California; and

WHEREAS, it is the City's desire to provide fair and legal payment to all its employees for time worked; and

WHEREAS, the City has in its employ, Fire Department response personnel including: Fire Chief, Fire Battalion Chief, Fire Marshal, Fire Captain, Fire Engineer, Apparatus Operator, Firefighter EMT, Fire Inspector, Fire Investigator, and Fire Administrative Staff; and

WHEREAS, the City will compensate its employees portal to portal while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response; and

WHEREAS, the City will compensate its employees overtime in accordance with their current Memorandum of Understanding while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Hanford that:

1. Personnel shall be compensated according to the Memorandum of Understanding (MOU), Personnel Rules and Regulations, and/or other directive that identifies personnel compensation in the workplace.

2. In the event a personnel classification does not have an assigned compensation rate, a "Base Rate" as set forth in an organizational policy, administrative directive or similar document will be utilized to compensate such personnel.

3. The City of Hanford Fire Department will maintain a current salary survey or acknowledgement of acceptance of the "base rate" on file with the California Governor's Office of Emergency Services, Fire Rescue Division.

4. Personnel will be compensated (portal to portal) beginning at the time of dispatch to the return to jurisdiction when equipment and personnel are in service and available.

5. Fire Department response personnel include: Fire Department response personnel including: Fire Chief, Fire Battalion Chief, Fire Marshal, Fire Captain, Fire Engineer, Apparatus Operator, Firefighter EMT, Fire Inspector, Fire Investigator, and Fire Administrative Staff.

RESOLUTION NO. 21-13-R

PASSED AND APPROVED at a regular meeting of the City Council of the City of Hanford Held on the ____ day of, _______________, 2021, by the following vote:

AYES: ____

NOES: ____

ABSENT: ____

ABSTAIN: ____

Approved: ____

Francisco Ramirez, Mayor

ATTEST:

____

Natalie Corral, City Clerk

STATE OF CALIFORNIA)
COUNTY OF KING) SS
CITY OF HANFORD)

I, ____________________________, City Clerk of the City of Hanford, do hereby certify that th foregoing resolution was duly passed and adopted by the City Council of the City of Hanford at a regular meeting thereof held on the 20th day of April, 2021.

Date: __________, 2021

____

Natalie Corral, City Clerk

Cal OES#__________6143-
CAL FIRE#_______7CA004953
USFS#_____20-FI-11052012-147
NPS#__________P20AC00506
BLM#_BLM CFPA CA915-2004
F&WS#____FFo8F00000-D-Joo1
BIA#__________A20ACPRO01

AGREEMENT FOR LOCAL GOVERNMENT FIRE AND EMERGENCY ASSISTANCE TO THE STATE OF CALIFORNIA AND FEDERAL FIRE AGENCIES

Between

STATE OF CALIFORNIA, GOVERNOR'S OFFICE OF EMERGENCY SERVICES;
STATE OF CALIFORNIA, DEPARTMENT OF FORESTRY AND FIRE PROTECTION;
USDA FOREST SERVICE, PACIFIC SOUTHWEST REGION;
USDI BUREAU OF LAND MANAGEMENT, CALIFORNIA STATE OFFICE, INTERIOR REGIONS 8 and 10;
USDI NATIONAL PARK SERVICE, INTERIOR REGIONS 8, 9, 10, and 12;
USDI FISH AND WILDLIFE SERVICE, INTERIOR REGIONS 8 and 10; and
USDI BUREAU OF INDIAN AFFAIRS, PACIFIC REGION

THIS AGREEMENT made and entered into on last date signed by and between the State of California, Governor's Office of Emergency Services, hereinafter referred to as **Cal OES**; the State of California, Department of Forestry and Fire Protection, hereinafter referred to as **CAL FIRE**; the USDA Forest Service, Pacific Southwest Region; the USDI Bureau of Land Management (BLM), California State Office, Interior Regions 8 and 10; the USDI National Park Service (NPS), Interior Regions 8, 9, 10, and 12; USDI Fish and Wildlife Service (FWS), Regions 8 and 10, and USDI Bureau of Indian Affairs (BIA), Pacific Region, hereinafter referred to as the **Federal Fire Agencies**; all parties hereinafter referred to as **Cal OES, CAL FIRE, and the Federal Fire Agencies**, under the provisions of the Reciprocal Fire Protection Act, 42 USC 1856 and 1856a, the Disaster Relief Act of 1974, PL 93-288, as amended, and The Federal Land Policy and Management Act of 1996, (PL 94-579, Sec, 307(b)).

NAME

This Agreement shall be entitled "Agreement for Local Government Fire and Emergency Assistance to the State of California and Federal Fire Agencies", hereinafter referred to as the **California Fire Assistance Agreement**, **CFAA,** or **The Agreement.**

RECITALS

1. The Federal Fire Agencies are responsible for providing a level of wildland fire protection for federal lands, as designated by Congressional action and Federal policy; and

2. CAL FIRE is responsible for providing a level of wildland fire protection for State Responsibility Area lands, as designated by the State Board of Forestry and Fire Protection; and

3. For efficiency and effectiveness, CAL FIRE and the Federal Fire Agencies may exchange wildland fire protection areas responsibilities with the understanding that Local Responsibility Area lands are not part of this Agreement or included in the exchange; and

4. Cal OES is responsible to provide for systematic mobilization, organization, and operation of necessary fire and rescue resources through the California Fire and Rescue Mutual Aid System in mitigating the effects of disasters and to ensure that the responding agencies understand and comply with the terms and conditions of the Agreement applicable to their response; and

5. Cal OES, CAL FIRE, the Federal Fire Agencies, and local agencies, at times of severe wildfire conditions and other emergencies, often have need of emergency apparatus and/or personnel to provide fire protection or perform other tasks during control actions; and

6. Cal OES, through the California Fire and Rescue Mutual Aid System, has such emergency apparatus and personnel, which may be available in the spirit of cooperation for dispatch and use; and

7. It is desirable that Cal OES, CAL FIRE, and the Federal Fire Agencies establish and enter into an Agreement for the prudent use of such emergency apparatus and personnel; and

8. Cal OES, CAL FIRE, and the Federal Fire Agencies will generally use the Agreement for engines, water tenders, and overhead to address incidents once local agreement resources are exhausted, or where a local agreement is not in place; and

9. Cal OES may use the Agreement to mobilize all-hazard resources when warranted by its authority; and

10. Cal OES and the Federal Fire Agencies will use the Agreement to order the appropriate aviation resources when a mobilization cannot be executed through a local unit agreement; and

11. The Agreement may be used to reimburse rostered California Interagency Incident Management Team members (CIIMT); and

12. Cal OES, CAL FIRE, and the Federal Fire Agencies shall use this Agreement for reimbursing local government agencies for the use of their resources. Annual operating plans may be utilized at the local level to facilitate administrative and operational issues; and

13. When this Agreement is exercised to obtain Cal OES resources and/or resources through the California Fire and Rescue Mutual Aid System, those resources will be reimbursed pursuant to this Agreement; and

14. When ordering local agency apparatus and personnel in Recital 5 of this Agreement from other local agencies through the California Fire and Rescue Mutual Aid System, a local agency may utilize this Agreement as the fiscal authority for reimbursing other local agencies; and

15. Responsibility for determining the basis for requesting assistance through this Agreement rests with the Incident Commander or through the Emergency Command Center. The Incident Commander is responsible for all assignments and tactical decisions for resources obtained through this Agreement.

16. Agreement Committee

16.1 **California Fire Assistance Agreement Committee.** A California Fire Assistance Agreement Committee (the 'Committee') shall be formed by Cal OES for the purpose of negotiating the terms of the CFAA, and for maintenance of the Agreement. For the purposes of coordination, Cal OES Fire and Rescue Division's State Fire and Rescue Chief, or the Chief's designee, shall serve as the Chairperson.

16.2 **Composition of the Committee.** The Committee shall consist of representatives from Cal OES, CAL FIRE, the Federal Fire Agencies, and three advisory representatives from local government fire agencies in California: one from Northern California, one from Southern California, and one representing volunteer fire departments. The local government agency representatives shall be appointed by the Chairperson of the State of California Fire and Rescue Advisory Committee/FIRESCOPE, Board of Directors.

16.3 **Committee Meetings.** The Committee will meet quarterly via conference call, video conferencing, or in person.

16.4 **Rate Letter.** The Committee will meet at a minimum in person once a year (January) to establish the Base Administrative Rate, Personnel Base Rates, and Equipment Rates to become effective upon publication of the "Agreement for Local Government Fire and Emergency Assistance to the State of California and Federal Fire Agencies Rate Letter" (Rate Letter) each year. These rates will be published annually by Cal OES Fire and Rescue Division in a Rate Letter.

The Committee will review the Salary Rates and Administrative Rates on file with Cal OES Fire and Rescue Division, as well as negotiate procedural changes. The Salary Rates and Administrative Rates, are subject to change throughout the year due to labor negotiations, cost of living increases, etc.

After the annual or emergency exhibit review by the Committee, Cal OES will publish annually rates, formulas, and methodologies in the Rate Letter. Rates will become effective on the date(s) provided in the Rate Letter. In addition, Cal OES will provide a copy of the Rate Letter directly to each signatory agency's point of contact.

16.5 **Changes to Equipment Rates.** Cal OES will monitor and track the Federal Emergency Management Agency (FEMA) Schedule of Equipment Rates. If a change in schedule occurs after the publication of the most recent Rate Letter, the Committee will conduct a meeting to formally discuss the new rates, and determine if they are valid for a revised Rate Letter publication. Cal OES will forward the revised rates to the signatory agencies for a two-week review. Once the review process is complete, and the rates approved by the Committee, Cal OES will publish a revised Rate Letter to the California Fire and Rescue Mutual Aid System Agencies.

16.6 **Meetings to re-negotiate the Agreement.** It is recommended the Committee schedule meetings to begin no later than fifteen (15) months before the expiration date of the CFAA for the purpose of re-negotiation, as well as produce the final document for signatures no later than six months before the expiration date of the Agreement.

The Committee will meet as necessary to make adjustments or changes to the Agreement.

THEREFORE, it is agreed as follows:

TERMS AND CONDITIONS

CFAA Exhibits and Amendments to Exhibits

17. The parties agree the Committee will, by no later than March 30th of each year, recommend amendments to the incorporated exhibits. The parties agree to cooperate in good faith to consider and agree to any amendments by April 15th of each year.

A party requesting to amend the exhibit(s) to the CFAA after March 30th will notify Cal OES. The Committee will meet as soon as practicable to discuss the request and make any recommendation to the parties regarding the requested amendment. The Committee will notify the parties of any recommended amendments, and if agreeable to the parties, the parties will amend the exhibits to reflect the changes no later than fifteen (15) days after the Committee's recommendation.

Subject to the requirements in Recital 18, the parties acknowledge that amendments may be required under emergency circumstances, and that the parties may make any required amendments using any reasonable means of negotiating and agreeing to amendments under emergency circumstances.

The Committee will provide recommended amendments in two formats:

1. A copy of the proposed amended exhibit(s) reflecting additions, and proposed deletions in track changes or similar format so that additions are displayed in underline and deletions are displayed with strikethrough.

2. A copy of the proposed amended exhibit(s) without track changes or similar format, which will represent the final version of the amended exhibit if the parties agree to the changes.

Incorporation of Exhibits and Amended Exhibits

18. All exhibits to the CFAA are incorporated into the CFAA. Amendments to exhibits will be made by addendum to the CFAA. The addendum will be signed by each party, and will include a list of exhibit(s) and revision date of the exhibit(s), a statement that the parties agree to adopt the changes reflected in the proposed amended exhibit(s) attached to the addendum, and an effective date. The addendum will also include, as attachments to the addendum, the proposed amended exhibit(s) in track changes or similar format.

    Amendments to exhibits will be adopted upon all parties signing the addendum and immediately incorporated into the CFAA. The exhibits to the CFAA will thereafter be updated to reflect any changes effectuated by the approved addendum.

Requests for and Release of Emergency Apparatus and Personnel

19. Under this Agreement, Cal OES, CAL FIRE, the Federal Fire Agencies, and local agencies may request emergency apparatus and personnel from the California Fire and Rescue Mutual Aid System. Resources ordered pursuant to this Agreement will be processed through the California Fire and Rescue Mutual Aid System. Cal OES will fill these orders by following the procedures set forth in the California Fire Service and Rescue Emergency Mutual Aid Plan.

20. Cal OES, CAL FIRE, and the Federal Fire Agencies will use the current resource order form of record for all requests. Cal OES, CAL FIRE, and the Federal Fire Agencies shall not be responsible for any emergency apparatus and personnel not confirmed by their respective order and request number(s). Cal OES, CAL FIRE, and the Federal Fire Agencies are responsible for documenting within the request that the resources are being ordered under this Agreement.

21. Cal OES, CAL FIRE, the Federal Fire Agencies, and local agencies' release or reassignment of emergency apparatus used pursuant to this Agreement will be coordinated through the on-scene Cal OES Fire and Rescue Chief Officer, the local jurisdiction agency representative, or their authorized representative. The Cal OES Chief Officer, or representative, will ensure the inspection and inventory of such emergency apparatus prior to the release to its home base in accordance with incident-established inspection and demobilization procedures.

Protective Clothing and Equipment

22. It shall be the responsibility of the jurisdiction sending emergency personnel to ensure that such personnel are provided protective clothing and equipment as required by the most current version of the rules found in California Code of Regulations, Title 8, Section 3410, Article 10.1, Section 3401, et seq.

Emergency Apparatus

23. Emergency apparatus shall meet minimum FIRESCOPE ICS type standards, when applicable.

Communications Capabilities

24. **Operational Equipment and Operational Personnel.** It shall be the responsibility of the jurisdiction sending resources to ensure adequate communications capability. Adequate communications capability is identified and defined in the Statewide FIRESCOPE Frequency Plan.

Reimbursement Procedures

25. Provisions and procedures for reimbursement by Cal OES, CAL FIRE, and the Federal Fire Agencies for fire and emergency assistance are defined in Exhibit “A”, Reimbursement Policy and Procedures. CAL FIRE and the Federal Fire Agencies will provide Cal OES Fire and Rescue Division with current billing addresses. Reimbursement for personnel on Cal OES-owned emergency apparatus shall be to local jurisdictions that provide such personnel by apparatus assignee Agreement with Cal OES.

26. It is the goal of Cal OES, CAL FIRE, and the Federal Fire Agencies to establish a system that supports the electronic processing of salary surveys, invoices, and other pertinent documents.

Reimbursement for Emergency Apparatus Loss or Damage

27. Cal OES, CAL FIRE, and the Federal Fire Agencies will reimburse California Fire and Rescue Mutual Aid System Agencies providing resources through the California Fire and Rescue Mutual Aid System for the cost of emergency apparatus or equipment loss or damage where the loss or damage is determined to be directly attributable to the incident, and where the local agency, its employees, and/or operational failures in the emergency apparatus or support equipment are not a contributing factor to such damage or loss. Loss or damage to local agency emergency apparatus or support equipment while traveling from the home unit to the incident or from an incident to the home unit, and repairs due to normal wear and tear or due to negligent or unlawful operation by the operator, shall be the responsibility of the local agency providing the emergency apparatus or support equipment.

    Loss or damage to local agency emergency apparatus or support equipment occurring on an incident is to be reported to the incident finance section to ensure proper documentation and investigation.

Limitation of Liability

28. Each party waives claims against every other party pursuant to the requirements of United States Code, title 42, section 1856a, subdivision (a), which provides: “Each agency head charged with the duty of providing fire protection for any property of the United States is authorized to enter into a reciprocal agreement, with any fire organization maintaining fire protection facilities in the vicinity of such property, for mutual aid in furnishing fire protection for such property and for other property for which such organization normally provides fire protection. Each such

agreement shall include a waiver by each party of all claims against every other party for compensation for any loss, damage, personal injury, or death occurring in consequence of the performance of such agreement. Any such agreement may provide for the reimbursement of any party for all or any part of the cost incurred by such party in furnishing fire protection for or on behalf of any other party."

The parties agree the waivers provided in this provision do not apply to any reimbursement provisions pursuant to the terms and conditions of the CFAA, including invoice reimbursement disputes and reimbursement for emergency apparatus loss or damage pursuant to Recital 27 of the CFAA.

Third Party Tort Claims

29. Nothing in this Agreement shall be deemed to create an employee/employer relationship between the parties. All third-party claims against the parties shall be adjudicated pursuant to the applicable tort claims acts and should be referred to the agency or agencies whose employees were involved in the incident. Agency points of contact for third-party claims are as follows:

State of California claims:	Victim Compensation and Government Claims Board 630 "K" Street Sacramento, CA 95814
U.S. Forest Service claims:	U.S. Forest Service Albuquerque Service Center Claims Management 101B Sun Ave. NE Albuquerque, NM 87109
National Park Service claims:	National Park Service Fire Management Office 333 Bush St., Suite 500 San Francisco, CA 94104
Bureau of Land Management claims:	Bureau of Land Management Fire and Aviation Office 2800 Cottage Way, Room W-1623 Sacramento, CA 95825
Fish and Wildlife Service claims:	Fish and Wildlife Service Pacific Southwest Region 2800 Cottage Way, Room W-1834 Sacramento, CA 95825

Bureau of Indian Affairs claims: Bureau of Indian Affairs
Branch of Fire and Aviation Management
2800 Cottage Way, Room W-2820
Sacramento, CA 95825

Reimbursement Dispute Resolution

30. Paying entities shall provide written notice of reimbursement denials to the CFAA Chairperson, or their designee, within thirty (30) business days of receipt of the invoice. The CFAA Chairperson, or their designee, shall notify the local agency of the denial within ten (10) business days. All parties shall work with the CFAA Chairperson, or their designee, to attempt to informally resolve reimbursement disputes in good faith. If the dispute cannot be resolved, the local agency shall have thirty (30) business days from the date of the notice of denial to provide a written appeal to the CFAA Chairperson, or their designee. The CFAA chairperson, or their designee, will evaluate the appeal and make a determination regarding whether to present the appeal to the Committee within thirty (30) business days.

The written appeal shall include all facts and documentation supporting the disputing party's position and dollar amount claimed, the reason for denial by the signatory agency, and the provision(s) of the Agreement the local agency believes supports their position in the dispute. The Committee shall review the appeal and make a recommendation to the paying entity within thirty (30) business days of receiving the appeal. The CFAA Chairperson, or their designee, shall provide written notice of the paying entities determination to all parties.

Other Disputes

31. The parties acknowledge that disputes may arise in the interpretation or application of the provisions of the CFAA.

The parties agree to cooperate in good faith to resolve disputes informally. If a dispute is not resolved informally, a party may submit a written notice of dispute to the CFAA Chairperson, or their designee, and the responding party designated contact. The written notice must include:

1. An explanation of the reasons for the dispute, including relevant facts; and
2. Citation to the relevant provision(s) of the Agreement; and
3. Copies of supporting documents, if any; and
4. The desired outcome or remedy sought from the responding party.

The Committee will meet with the parties within thirty (30) business days of the date the responding party receives the dispute from the CFAA Chairperson, or their designee, at which time the responding party will have the opportunity to present counter arguments. The Committee will provide a written response to both parties within thirty (30) business days of the date upon which the meeting is held. The written response will either grant the requested remedy or outcome, or deny part or all of the requested outcome.

Performance under this Agreement shall continue during each phase of this dispute resolution process.

Examination and Audit

32. California Fire and Rescue Mutual Aid System Agencies and Cal OES shall be subject to examination and audit for five (5) years after the final payment under the terms of this Agreement. Examination and audit shall be confined to those matters connected with the performance of this Agreement including, but not limited, to the cost of administration.

All source documentation related to rates and methodologies must be kept for five (5) years after the final payment and will be made available upon request of an examination or audit.

Appropriated Fund Limitation

33. Nothing herein shall be interpreted as obligating any parties herein to expend funds, or as involving the United States or the State of California in any contract or other obligation for the future payment of money in excess of appropriations authorized by law and administratively allocated for the work contemplated in this Agreement.

Officials Not To Benefit

34. No member of, or Delegate to, Congress or Resident Commission shall be admitted to any share or part of this Agreement or to any benefit to arise therefore, unless it is made with a corporation for its general benefit.

Civil Rights and Nondiscrimination

35. All activities pursuant to this Agreement shall be in compliance with all Federal laws and regulations relating to nondiscrimination. These include, but are not limited to: Executive Order 11246, as amended; Title VI of the Civil Rights Act of 1964, as amended, (78 Stat. 252; 42 U.S.C. §§2000d et seq.); Title V, Section 504 of the Rehabilitation Act of 1973, as amended, (87 Stat. 394; 29 U.S.C. §794); the Age Discrimination Act of 1975 (89 Stat. 728; 42 U.S.C. §§6101 et seq.).

Previous Agreements Cancelled

36. This Agreement supersedes the Agreement entered into on January 1, 2015, and as extended (Cal EMA# 6022-9, CAL FIRE# 7CA00236, USFS# 09-FI-11052012-150, NPS# H807507003, BLM# BAA081002, F&WS# 802233-9-J001, BIA# AGP000768), between the State of California,

Emergency Management Agency; State of California, Department of Forestry and Fire Protection; USDA Forest Service, Pacific Southwest Region; USDI Bureau of Land Management, California State Office; USDI National Park Service, Interior Regions 8, 9, 10, and 12; USDI Fish and Wildlife Service, Pacific Southwest Region; and USDI Bureau of Indian Affairs, Pacific Region.

Amendments

37. The Agreement may only be amended by written mutual consent of the parties hereto.

Effective Date and Termination

38. The parties herein agree to honor the terms and conditions commencing on the date of the last signature and is effective through December 31, 2024. The expiration date is the final date for completion of all work activities under this Agreement. Any party may withdraw from the Agreement upon thirty (30) day written notice to all other parties.

Delegations of Authority

39. Each party may provide Cal OES a delegation of authority, signed by the party, that designates each person authorized to act on the party's behalf. The designation will include the effective date, name, title, contact information, and scope of delegated authority to act on behalf of the party. Unless otherwise stated in the delegation of authority, a person designated by a party has the same authority as a principal of a party, including the power to enter into contracts on behalf of the party and to bind the party.

The parties authorize Cal OES to make any necessary updates to the contact information in the CFAA to reflect current delegations of authority, and that such nonmaterial changes to the CFAA are authorized without amendment.

Multiple Signature Pages

40. The parties agree to accept multiple signature pages.

Electronic Signatures and Counterparts

41. Parties may submit executed documents electronically, and electronically-delivered signatures of the parties are deemed to constitute duplicate originals. The CFAA and any amendments may be executed in two or more counterparts, each of which will be an original and all of which will constitute a part of the CFAA.

Cal OES#____________6143-
CAL FIRE#_________7CA004953
USFS#______20-FI-11052012-147
NPS#_____________P20AC00506
BLM# BLM CFPA CA915-2004
F&WS#_____FFo8F00000-D-Joo1
BIA#____________A20ACPRO01

IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

DIRECTOR
STATE OF CALIFORNIA
GOVERNOR'S OFFICE OF
EMERGENCY SERVICES

By: Mark S. Ghilarducci
Director

Date: APRIL 29 2020

DIRECTOR
STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY AND
FIRE PROTECTION

By: Thomas W. Porter
Director

Date: 4/29/2020

REGIONAL FORESTER
USDA FOREST SERVICE
PACIFIC SOUTHWEST REGION

By: Randy Moore
Regional Forester

Date: 4/29/20

CALIFORNIA STATE DIRECTOR
USDI BUREAU OF LAND
MANAGEMENT
CALIFORNIA STATE OFFICE

KAREN MOURITSEN Digitally signed by KAREN MOURITSEN Date: 2020.04.29 11:56:00 -07'00'

By: Karen E. Mouritsen
California State Director

Date: __________________

DEPUTY REGIONAL DIRECTOR
USDI NATIONAL PARK SERVICE
INTERIOR REGIONS 8, 9, 10, and 12

RANDOLPH LAVASSEUR Digitally signed by RANDOLPH LAVASSEUR Date: 2020.04.29 10:41:00 -07'00'

By: Randolph Lavasseur
Deputy Regional Director

Date: 04.29.2020

REGIONAL DIRECTOR
USDI BUREAU OF INDIAN AFFAIRS
PACIFIC REGIONAL OFFICE

AMY DUTSCHKE Digitally signed by AMY DUTSCHKE Date: 2020.04.30 14:55:24 -07'00'

By: Amy Dutschke
Regional Director

Date: __________________

REGIONAL DIRECTOR
USDI FISH AND WILDLIFE
SERVICE
PACIFIC SOUTHWEST REGION

By: Paul Souza
Regional Director

Date: 4-29-20

Cal OES#____________6143-
CAL FIRE#_______7CA004953
USFS#_____20-FI-11052012-147
NPS#___________P20AC00506
BLM#_BLM CFPA CA915-2004
F&WS#____FFo8F00000-D-Joo1
BIA#__________A20ACPRO01

REVIEW:
The authority and format of this instrument has been reviewed and approved for signature by the following individuals:

CONTRACTING OFFICER
USDI BUREAU OF LAND MANAGEMENT
CALIFORNIA STATE OFFICE

TRACI THALER Digitally signed by TRACI THALER Date: 2020.04.28 08:40:24 -07'00'
By: Traci D. Thaler
Contracting Officer

Date: April 28, 2020

CONTRACTING OFFICER
USDI BUREAU OF INDIAN AFFAIRS
PACIFIC REGIONAL OFFICE

JODI ZACHARY Digitally signed by JODI ZACHARY Date: 2020.04.30 14:59:46 -07'00'
By: Jodi Zachary
Contracting Officer

Date: 4/30/2020

CONTRACTING OFFICER
USDI NATIONAL PARK SERVICE

LILETTE BALTODANO Digitally signed by LILETTE BALTODANO Date: 2020.04.28 10:33:07 -07'00'
By: Lilette J. Baltodano
Contracting Officer

Date: 4/28/2020

CONTRACTING OFFICER
USDI FISH AND WILDLIFE SERVICE
PACIFIC SOUTHWEST REGION

4/29/20
By: Frank Lee
Contracting Officer

Date: ____________________

Cal OES#____________6143-2
CAL FIRE#________7CA004953
USFS#_____20-FI-11052012-147
NPS#____________P20AC00506
BLM#_BLM CFPA CA915-2004
F&WS#____FFo8F00000-D-Joo1
BIA#___________A20ACPRO01

EXHIBIT "A"
REIMBURSEMENT POLICY AND PROCEDURES

GENERAL

A-1 It is the intent of the signatories to the CFAA to reimburse California Fire and Rescue Mutual Aid System Agencies, including accrued financial liability for the cost of assisting the State of California and the Federal Fire Agencies. The rates, methodologies, and formulas in the Agreement are intended to provide for such costs. The reimbursement shall be consistent with the California Fire and Rescue Mutual Aid System Agency's normal internal business practices and any existing Memorandum of Understanding (MOU)/Memorandum of Agreement (MOA), Governing Body Resolution (GBR), or equivalent, which supports those business practices.

A-2 The California Fire and Rescue Mutual Aid System Agencies shall use the following procedures to secure reimbursement for the provision of personnel and local government-owned emergency apparatus. Terms established in this section shall be made binding upon California Fire and Rescue Mutual Aid System Agencies by Cal OES and shall not be subject to interpretation or rejection by the jurisdiction providing assistance. See Clause A-41 for procedures that do not apply or are applicable to State Agency Fire Departments, Department of Defense Fire Departments (DOD), or Tribal Fire Departments.

A-3 California Fire and Rescue Mutual Aid System Agencies that provide their personnel and equipment to the State of California or the Federal Fire Agencies through the California Fire and Rescue Mutual Aid System and this Agreement, do so on a voluntary basis, and accept the following provisions for reimbursement.

A-4 It is understood and agreed that a California Fire and Rescue Mutual Aid System Agency providing personnel or California Fire and Rescue Mutual Aid System Agency-owned emergency apparatus shall obtain reimbursement for such response by billing the ordering entity (either the State of California or Federal Fire Agency) through the Cal OES invoicing process in accordance with this Exhibit.

A-5 Reimbursement for personnel and emergency apparatus will begin after the 12th hour, with the exception of aircraft which will be billed from the time of dispatch. There shall be no reimbursement for responses of 12 hours duration or less with the exception of the Department of Interior (DOI) fire agencies (BLM, NPS, FWS, and BIA). DOI reimbursement for personnel and emergency apparatus will begin after the 4th hour. If the duration of the response exceeds 12 hours (4 hours for DOI) and local agencies have an existing MOU/MOA, GBR, or equivalent that indicates compensation for all hours worked, reimbursement for personnel and emergency apparatus shall cover the entire time of commitment, beginning at the time of initial dispatch from home base, to the time of return to home base (portal to portal). If local agencies do not have an existing MOU/MOA, GBR, or equivalent that indicates compensation for all hours worked, local agencies will be reimbursed for actual hours worked. Should personnel or emergency apparatus be requested for assignment to a Mobilization Center for standby duty, the reimbursement period shall begin with the time of initial dispatch of said personnel or emergency apparatus from its home base. Additionally, as the 12 hour period (4 hours for DOI) stated above is cumulative, responding personnel and/or emergency apparatus shall only be subject to one 12 hour period (4 hours for DOI) from the original time of dispatch, regardless of the number of re-assignments that may occur prior to returning to their home base.

A-6 In some cases on a single incident, the State of California and the Federal Fire Agencies may need to convert resources that were ordered under Statewide Master Mutual Aid (MMA) to reimburse resources under the California Fire Assistance Agreement. In these cases, MMA resources will be released by the responsible agency and reordered by the State of California and/or the Federal Fire Agencies through the CFAA. For resources that have been on the same incident for more than 12 hours (4 hours for DOI), reimbursement will begin at the time the order under the California Fire Assistance Agreement was initiated. Resources that have been on the same incident under MMA for 12 hours (4 hours for DOI) or less will have their time applied to the California Fire Assistance Agreement 12-hour (4 hours for DOI) minimum. After the 12 hours (4 hours for DOI) are completed, reimbursement will begin at the time the order under the California Fire Assistance Agreement was initiated. The 12 hour (4 hours for DOI) period shall be subject to annual review and monitoring by the California Fire Assistance Agreement Committee.

A-7 Invoices will include an administrative rate as negotiated by the Committee. The Administrative Rate will be added to the total of the personnel, fire apparatus, support equipment, aircraft, and other approved reimbursements for local government. The de minimis Administrative Rate is set annually by the Committee per the rate letter published at the time of dispatch, unless the California Fire and Rescue Mutual Aid System Agency submits an agency-specific administrative rate in accordance with the Instructions for Completing Administrative Rate Calculations. Cal OES will issue these instructions annually along with the salary survey instructions. California Fire and Rescue Mutual Aid System Agencies that develop an Administrative Rate must review and update their rate by July 1 of each year.

REIMBURSEMENT - PERSONNEL

A-8 The Committee will establish a standard reimbursement formula for local agency personnel with Base Rates applicable to all jurisdictions. The default reimbursement will be at the Base Rate for actual hours worked on the incident. Agencies can be reimbursed at a rate that is higher than the Base Rate, and/or for more than actual hours worked (up to 24 hours per day), as follows:

A-8.1 All agencies seeking reimbursement for its personnel must complete and sign the annual salary survey and file it with the Cal OES Fire and Rescue Division. The Authorized Representative will provide certification through signature under penalty and perjury that the personnel wages are accurate and correct for each requested position.

A-8.2 Any agency seeking reimbursement for its personnel for more than actual hours worked on the incident (portal-to-portal) must file an MOU/MOA, GBR, or equivalent with Cal OES Fire and Rescue Division. The MOU/MOA, GBR, or equivalent shall indicate how personnel will be compensated. Personnel must be physically present on the incident in order to receive portal to portal compensation, unless documented and approved by the paying agency.

A-8.3 Any agency seeking reimbursement for its supplemental personnel will accept rates as outlined in NWCG#004-2009, Attachment D, https://www.nwcg.gov/sites/default/files/memos/eb-m-09-004d_0.pdf, which states that supplemental personnel will be reimbursed using General Schedule tables with locality pay applied for actual hours worked. **Reimbursement shall be in accordance with Clause A-17 through December 31st, 2020.**

A-9 The above required documentation for rates and hours shall be based on actual costs to the responding agency, and not contingent upon reimbursement from the State of California or Federal Fire Agencies at a rate that exceeds what the agency will pay its personnel. Reimbursements will be based on the salary survey and any applicable MOU/MOA, GBR, or equivalent that is on file at the time of the initial dispatch.

Any MOU/MOA, GBR, or equivalent is reviewed by Cal OES and the Committee upon request. Local government will be formally notified of the determination.

A-10 These formulas and rates of payment shall constitute full reimbursement for direct costs, including back fill to local jurisdictions relative to personnel provided. Liability for workers compensation claims and/or payment of unemployment benefits shall remain the responsibility of the responding local, state, federal, and tribal agencies that directly employ the personnel. All calculations shall be subject to audit by the State of California or the Federal Fire Agencies in accordance with Recital 32, Examination and Audit.

A-10.1 California Fire and Rescue Mutual Aid System Agencies will be required upon request to provide Cal OES supportive documentation used to establish rates and method of pay. Cal OES will request yearly samples from selected agencies for review by Cal OES and the Committee. Upon request, the California Fire and Rescue Mutual Aid System Agencies will have thirty (30) calendar days to provide Cal OES with required information. This process does not supersede the Examination and Audit process as outlined in this Agreement.

A-11 Reimbursement for the total hours worked shall be calculated up to the next quarter hour when total hours are fractional.

A-12 Reimbursement shall be made only for such personnel that have been specifically requested or approved by the State of California or the Federal Fire Agencies. Any personnel not given an

Order/Request number shall be considered a voluntary contribution from the responding agency and not subject to reimbursement.

Formula for Personnel Reimbursement Using Base Rates

A-13 California Fire and Rescue Mutual Aid System Agencies will submit a salary survey to be reimbursed at the established Engine Company Base Rate for personnel responding on emergency apparatus or as overhead personnel at or below the Strike Team/Task Force Leader Trainee level. Strike Team/Task Force/Unit Leader level or above personnel will be reimbursed at the established Overhead Base Rate.

A-14 California Fire and Rescue Mutual Aid System Agencies that have not submitted a Salary Survey for rates above the established Base Rates will submit a salary survey to be reimbursed using one of the following formulas:

The formula for the total invoice amount with an MOU/MOA, GBR, or equivalent for all hours (portal-to-portal) is:
$(B \times H^1)$ = Total Personnel Reimbursement

The formula for the total invoice amount without an MOU/MOA, GBR, or equivalent for all hours (actual hours) is:
$(B \times H^2)$ = Total Personnel Reimbursement

B = Base Rate
H^1 = All Hours (portal-to-portal)
H^2 = Actual Hours Worked

The Established Base Rate (**B**) is based on the average of the CAL FIRE Fire Captain or Fire Apparatus Engineer base rates and the USDA Forest Service emergency hire rates for these positions applied to a 168 hour week, with 40 hours at straight-time and 128 hours at overtime. The total amount is then divided by 168 hours resulting in a blended rate.

Formula for Establishing the Base Rates

The following base rate formulas include an overtime component.

Base Rate formula for Engine Company Personnel and Overhead at or below Strike Team/Task Force Leader Trainee
(AD-F + CAL FIRE Fire Apparatus Engineer base rate) / 2 = Combined Rate,
((Combined Rate x 40 Hours Straight Time) + (Combined Rate x 128 Hours Overtime)) / 168 = Overtime Base Rate x .6667 = Straight Time Base Rate

Numerical Calculation: 25.72 + 23.34 = 49.06 / 2 =24.53, ((24.53 x 40) + (24.53 x 1.5 x 128)) = 5690.96/ 168 = $33.08 x .6667 = $22.58

Base Rate formula for Overhead at or above Strike Team Leader/Task Force Leader
(AD-H + CAL FIRE Fire Captain base rate) / 2 = Combined Rate,
((Combined Rate x 40 Hours Straight Time) + (Combined Rate x 128 Hours Overtime)) / 168 = Overtime Base Rate x .6667 = Straight Time Base Rate

Numerical Calculation: 31.44 + 27.52 = 58.96/ 2 =29.48, ((29.48 x 40) + (29.48 x 1.5 x 128)) = 6839.36 / 168 = $40.71 x .6667 = $27.14

Definitions for abbreviations used in Base Rate Formula

AD - Administratively Determined Pay Plan for Emergency Workers. Pay rates for emergency (casual) employees of the Federal Fire Agencies.
AD F - The classification is Engine Boss.
AD H - The classification is Strike Team Leader.
CAL FIRE base Fire Captain and Fire Apparatus Engineer salary rates are converted to hourly rates.

Formula for Suppression Personnel Reimbursement Using Salary Rates

A-15 The California Fire and Rescue Mutual Aid System Agencies may submit a salary survey with the agency's established salary rates to Cal OES Fire and Rescue Division for any personnel dispatched to an incident. The personnel who are dispatched to an incident will first be classified and reimbursed as described in Clauses A-15.1 through A-15.3. The submission of salary rates shall be on file with Cal OES Fire and Rescue Division prior to the time of personnel dispatch.

A-15.1 California Fire and Rescue Mutual Aid System Agencies that have submitted salary rates to Cal OES Fire and Rescue Division at or below the Battalion Chief level shall be reimbursed using one of the following formulas:

The formula for the total invoice amount with an MOU/MOA, GBR, or equivalent for all hours (portal-to-portal) is:
$[(S \times H^1 \times 1.5) + (S \times H^1 \times 1.5) + (S \times H^1 \times 1.5)]$ = Total Personnel Reimbursement

The formula for the total invoice amount without an MOU/MOA, GBR, or equivalent for all hours (actual hours) is:
$[(S \times H^2 \times 1.5) + (S \times H^2 \times 1.5) + (S \times H^2 \times 1.5)]$ = Total Personnel Reimbursement

S = Salary Rate
H^1 = All Hours (portal-to-portal)
H^2 = Actual Hours Worked

The Salary Hourly Rate (S) is the average hourly rate of all personnel in the specific rank (e.g., Captain, Engineer, Firefighter) within each individual jurisdiction.

A-15.2 California Fire and Rescue Mutual Aid System Agencies that have submitted Salary Rates to Cal OES Fire and Rescue Division above the Battalion Chief level shall be reimbursed using the following formulas:

The formula for the total invoice amount with an MOU/MOA, GBR, or equivalent for all hours (portal-to-portal) is:
$[(S \times H^1) + (S \times H^1) + (S \times H^1)]$ = Total Personnel Reimbursement

The formula for the total invoice amount without an MOU/MOA, GBR, or equivalent for all hours (actual hours) is:
$[(S \times H^2) + (S \times H^2) + (S \times H^2)]$ = Total Personnel Reimbursement

S = Salary Rate
H^1 = All Hours (portal-to-portal)
H^2 = Actual Hours Worked

A-15.3 If personnel above the Battalion Chief level have an MOU/MOA, GBR, or equivalent that indicates they are to be paid above straight time, the reimbursement will be calculated using one of the following formulas. The MOU/MOA, GBR, or equivalent is subject to the provisions in Clause A-9, and must not be contingent on this Agreement or executed on the sole basis that there is reimbursement from Cal OES, CAL FIRE, or the Federal Fire Agencies.

The formula for the total invoice claim with an MOU/MOA, GBR, or equivalent for all hours (portal-to-portal) and MOU/MOA, GBR, or equivalent for above straight-time is:
$[(S \times H^1 \times 1.5) + (S \times H^1 \times 1.5) + (S \times H^1 \times 1.5)]$ = Total Personnel Reimbursement

The formula for the total invoice claim without an MOU/MOA, GBR, or equivalent for all hours (actual hours) and with an MOU/MOA, GBR, or equivalent for above straight-time is:
$[(S \times H^2 \times 1.5) + (S \times H^2 \times 1.5) + (S \times H^2 \times 1.5)]$ = Total Personnel Reimbursement

S = Salary Rate
H^1 = All Hours (portal-to-portal)
H^2 = Actual Hours Worked

Formula for Non-Suppression Personnel Reimbursement Using Salary Rates

A-16 California Fire and Rescue Mutual Aid System Agencies that have submitted Salary Rates to Cal OES Fire and Rescue Division for Non-Suppression Personnel shall be reimbursed for actual hours worked using the following formula:

The formula for the total invoice claim without an MOU/MOA, GBR, or equivalent for all hours (actual hours) is:
$[(S \times 1.5 \times H^2) + (S \times 1.5 \times H^2) + (S \times 1.5 \times H^2)]$ = Total Personnel Reimbursement

S = Salary Rate
H^2 = Actual Hours Worked

The Salary Rate (S) is the average hourly rate of all personnel in the specific rank (e.g., Dispatcher, Heavy Equipment Mechanic, and Inspector) within each individual fire agency.

Non-Suppression Personnel, who have an MOU/MOA, GBR, or equivalent that indicates they are to be paid portal-to-portal according to Clause A-8.2, will be reimbursed in accordance with the following Formula for Personnel Using Salary Rates:

The formula for the total invoice claim with an MOU/MOA, GBR, or equivalent for all hours (portal-to-portal) is:
$[(S \times H^1 \times 1.5) + (S \times H^1 \times 1.5) + (S \times H^1 \times 1.5)]$ = Total Personnel Reimbursement

S = Salary Rate
H^1 = All Hours (portal-to-portal)

The Salary Hourly Rate (S) is the average hourly rate of all personnel in the specific rank (e.g., Dispatcher, Mechanic, and Inspector) within each individual jurisdiction.

The 1.5 multiplier in the formula represents an hourly rate, which includes benefits for straight time, and an overtime rate for overtime hours.

Supplemental Fire Department Resource Reimbursement Using NWCG#004-2009

A-17 California Fire and Rescue Mutual Aid System Agencies seeking reimbursement for Supplemental Fire Department Resources will accept rates as outlined in NWCG#004-2009, Attachment D, https://www.nwcg.gov/sites/default/files/memos/eb-m-09-004d_0.pdf, which states that Supplemental Fire Department Resources will be reimbursed using General Schedule tables with locality pay applied for actual hours worked. California Fire and Rescue Mutual Aid System Agencies that roster or sponsor Supplemental Fire Department Resources shall be reimbursed at the rate of the position being filled on the incident.

A-18 California Fire and Rescue Mutual Aid System Agencies shall identify their Supplemental Fire Department Resources separately on the Supplemental Fire Department Resource section of the Cal OES Salary Survey and not include them under the Suppression responder categories. They are not a permanent part of the local fire organization. They are mobilized primarily for response to incidents/wildland fires outside of the fire agency's jurisdiction. Supplemental Fire Department Resources shall be paid a regular compensation rate for all hours worked plus an overtime compensation rate for actual overtime hours worked, including travel. Base hourly rate shall be no more than step 5 of the appropriate GS wage adjusted for locality pay at the location of the fire department's jurisdiction. Rates can be found on the Office of Personnel Management website, https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2020/general-schedule/. Reimbursement costs shall not include portal-to-portal pay or the employee portion of benefits. Backfill is not reimbursable for personnel hired as Supplemental Fire Department Resource. Approved travel costs will be in accordance with Clause A-37.

Effective January 1, 2021, no supplemental resources will be hired through the CFAA.

California Interagency Incident Management Team (CIIMT) Participation

A-19 Personnel responding under this Agreement, including those who apply for participation on a Federal California Interagency Incident Management Team (CIIMT), must be employed with a federal, state or local agency in a full time, seasonal, part-time or retired-annuitant position for a purpose other than participation on a CIIMT. The CWCG coordinates the application and selection process for IMT rosters and may request proof of employment documentation as part of that process. Applicants who do not meet the criteria can apply under the casual hiring authority as outlined in the Standards for Interagency Incident Business Management.

Engine Company and Tactical Water Tender Staffing

A-20 Engine company staffing shall not be less than three (3) or a reimbursable maximum of four (4). The State of California or the Federal Fire Agencies will reimburse based on the actual classifications responding, not to exceed one Company Officer, one Apparatus Operator, and one or two Firefighters. Tactical water tender staffing shall be reimbursed based upon the actual classifications responding, not to exceed two Apparatus Operators or one Company Officer and one Firefighter. Personnel filling engine company or tactical water tender positions shall be certified at the appropriate level per Wildland Fire Qualification NWCG 310-1 Sub System Guide, or the California Incident Command Certification System (CICCS).

Strike Team/Task Force Leader Trainee

A-21 The State of California or the Federal Fire Agencies shall provide reimbursement for personnel requested by the State of California or the Federal Fire Agencies to coordinate (Strike Team/Task Force Leaders) or otherwise support the California Fire and Rescue Mutual Aid System resources, or Cal OES-owned emergency apparatus used on incidents. A strike team/task force may, at the discretion of the local jurisdiction, include a Strike Team/Task Force Leader Trainee as a reimbursable member of the unit. The Trainee will be covered under a strike team/task force order-request number and will be identified on a separate *Emergency Activity Record* (OES F-42), unless the Trainee is from the same California Fire and Rescue Mutual Aid System Agency as the Strike Team Leader. The Strike Team/Task Force Leader Trainee shall travel with the strike team/task force in a vehicle from the existing strike team/task force and will not be reimbursed for the use of a second vehicle. The Trainee may provide the vehicle for the assignment, but no more than one vehicle will be reimbursed. Personnel filling Strike Team/Task Force Leader Trainee positions shall be certified at the Strike Team/Task Force Leader Trainee level per Wildland Fire Qualification NWCG 310-1 Sub System Guide, or CICCS.

A-22 All Trainees are required to check in with the Training Specialist at the incident when one is present. Trainees will follow the qualification process in place at the incident.

Overhead Personnel

A-23 Personnel responding to a State of California or Federal Fire Agency's request for overhead positions shall meet the training and experience requirements established for the ICS position to be filled (Reference: NWCG 310-1 Sub System Guide or CICCS).

Transfer/Reassignment to Other Operational Areas/Incident

A-24 California Fire and Rescue Mutual Aid System emergency apparatus and personnel requested through this Agreement may not be reassigned without the responding agency's approval. The host State of California or Federal Fire Agency shall secure approval for such reassignment through the California Fire and Rescue Mutual Aid System.

Cal OES Support

A-25 Cal OES Fire Agency Representatives assigned to major incidents may need to have a Cal OES Support/Communications Unit to facilitate coordinating the mutual aid resources assigned to the incident. Local Government Fire Agency Personnel assigned to this resource shall be limited to and reimbursed at a maximum of two (2) persons.

A-26 The State of California or the Federal Fire Agencies shall reimburse the local government fire agency for the use of one agency support equipment. Reimbursement shall be calculated on a daily basis for such equipment at the rate established by the Committee for the approved type or category of vehicle used.

REIMBURSEMENT – EMERGENCY APPARATUS

A-27 The formulas and rates of payment for emergency apparatus shall be considered as covering all reimbursement related to the use of such vehicles except as provided in the Reimbursement of Emergency Apparatus Loss or Damage section in the Recitals of this Agreement, Recital 27.

A-28 Reimbursement for emergency apparatus refurbishment and rehab may be approved by the Incident Command, up to a maximum of 2 hours, as appropriate.

California Fire and Rescue Mutual Aid System Agency Emergency Apparatus

A-29 Engines and tactical water tenders shall be reimbursed in accordance with the current FEMA Schedule of Equipment Rates established in the Annual Rate Letter. Engines and tactical water Tenders rates are based on a 16-hour maximum allowable charge, per 24-hour period.

Reimbursement of other emergency response equipment shall be in accordance with 44 CFR 206.228 allowable costs.

A-30 California Fire and Rescue Mutual Aid System Agencies shall assume operational costs, including necessary motor fuels and lubricants used in its emergency apparatus while responding from their home base and returning to their home base from the State of California or Federal Fire Agency incidents. It shall be the responsibility of the responding agency to provide the necessary means of payment for such costs.

A-31 Once at the incident and until released or reassigned, the State of California or the Federal Fire Agencies will provide for motor fuel and lubricants, normal servicing costs, and minor repairs incidental to operation of emergency apparatus including California Fire and Rescue Mutual Aid System Agency support equipment. Minor Repair is defined as any repair necessary to keep the equipment in operation on the fire, which requires not more than two hours (labor time only) for one mechanic for any one job, exclusive of obtaining parts.

Support Equipment, Privately-Owned Vehicles, and Rental Vehicles

A-32 The State of California or the Federal Fire Agencies shall reimburse California Fire and Rescue Mutual Aid System Agencies for use of agency support equipment and private vehicles provided in conjunction with requested personnel. Reimbursement shall be calculated on a daily basis for local jurisdiction support equipment at the rate established by the Committee for the type or category of vehicle used. Privately-owned vehicle rates will be reimbursed on a per mile basis according to the current Internal Revenue Service (IRS) standard rate for business miles.

A-33 Reimbursement for mileage or other transportation to and from rental agency will be allowed.

A-34 The use and reimbursement of rental vehicles, mileage or other transportation requires authorization either at the time of the initial request in the Resource Ordering System of Record, or documented by written approval at the incident. Rental vehicles from an airport are discouraged, and the use of economy cars are encouraged. Rental vehicles and the fuel expense while responding to, during, or returning from a State of California or Federal Fire Agency incident will be reimbursed for the actual costs incurred by the California Fire and Rescue Mutual

Aid System Agencies. The process to obtain reimbursement for rental vehicle expenses is outlined in Exhibit "H".

Aircraft

A-35 Aircraft will be reimbursement based on rates submitted annually on the Salary Survey to Cal OES.

Other Equipment Rates

A-36 All equipment in this exhibit will be reimbursed using the FEMA Schedule of Equipment rates. If a FEMA equipment rate is not identified for the type of equipment being used, a rate may be developed using the FEMA equipment rate formula in Exhibit "F".

REIMBURSEMENT – TRAVEL EXPENSES

A-37 At no time will the California Fire and Rescue Mutual Aid System Agencies seek reimbursement for travel expenses such as fuel, food, and lodging responding to, during, or returning from a State of California or Federal Fire Agency incident unless formally documented and approved in writing at the incident. The reimbursement of meals to and from the incident will be subject to the U.S. General Services Administration per diem and lodging rates specified in Exhibit "H".

Travel arrangements and reimbursement, including travel for relieving personnel and backfill, will only be made from the Fire Department/Agency location or residence whichever is closest to the incident or reporting location (such as staging).

If formally documented and approved in writing at the incident, the process to obtain reimbursement for in state travel and incident-related expenses is outlined in Exhibit "H".

REIMBURSEMENT – PERSONNEL ROTATION

A-38 When California Fire and Rescue Mutual Aid System Agency personnel are committed to extended assignments under this Agreement, there may be a need to rotate and replace personnel. Personnel under this Agreement are expected to be available a minimum of seven (7) days (elapsed time) excluding travel, before needing replacement, regardless of the number of assignments from original dispatch.

A-39 Expenses that are reimbursable are limited to personnel costs and transportation costs. Reimbursement for personnel will be in accordance with general personnel reimbursement provisions of this Agreement. Please reference Exhibit "C" for specific personnel rotation procedures.

INCIDENT OFF-SHIFT REST AND SLEEPING ACCOMODATIONS

A-40 The responsible State of California or Federal Fire Agency will provide, when practical, sanitary, shaded and/or climatically maintained accommodations for off shift sleeping, rest, and recuperation for local jurisdiction resources confined to the incident base. If the incident command finds it operationally feasible (e.g., strike team remains available) to place local jurisdiction resources in a commercial sleeping accommodation, it may be provided.

REIMBURSEMENT – STATE OF CALIFORNIA, FEDERAL, DOD, AND TRIBAL FIRE DEPARTMENTS

A-41 State Agency Fire Departments, Federal Fire Departments, DOD Fire Departments, and Tribal Fire Departments may respond through the California Fire and Rescue Mutual Aid System.

Tribal Fire Department's that have a compacted or contracted wildland fire program from BIA will respond through the Federal Dispatching System and not through the California Fire and Rescue Mutual Aid System.

Reimbursement of Federal Fire Departments, DOD, and Tribal Fire Departments that respond to CAL FIRE, local government, and Cal OES incidents will be in accordance with the Agreement reimbursement provisions.

Reimbursement of Federal Fire Departments, DOD, and Tribal Fire Departments that respond to Federal Fire Agency fires are governed by other federal agreements. In these cases, Cal OES will not produce or process reimbursement invoices for Federal Fire Departments, DOD and Tribal Fire Departments. Federal Fire Departments and DOD Fire Departments ordered through other agreements will invoice the supported Federal Fire Agency directly in accordance with existing federal and local agreements. Tribal Fire Departments that have a current Cooperative Agreement with BIA will invoice BIA directly in accordance with existing federal or local Agreements.

Federal Fire Agencies will not reimburse Federal Fire Departments, DOD or Tribal Fire Departments under this Agreement.

REQUESTING REIMBURSEMENT

A-42 California Fire and Rescue Mutual Aid System Agencies will prepare an OES F-42, and supporting documentation at the incident, which is the basis for reimbursement due and invoice preparation. These forms are provided by Cal OES Fire and Rescue Division. The OES F-42 must be signed by a responsible officer of the jurisdiction seeking reimbursement and by the State of California or Federal Fire Agency Incident Command to verify that the resources requested on the OES F-42 were authorized by the ordering agency and is the initial step for invoice processing. The completed OES F-42 is forwarded to Cal OES Fire and Rescue Division Headquarters for processing. **The OES F-42 should be submitted to the Cal OES Fire Agency Representative at the incident. In the absence of a Cal OES Fire Agency Representative, OES F-42 should be SUBMITTED TO Cal OES FIRE AND RESCUE DIVISION BY THE CALIFORNIA FIRE AND RESCUE MUTUAL AID SYSTEM AGENCY WITHIN THIRTY (30) CALENDAR DAYS OF RELEASE FROM THE INCIDENT OR PAYMENT WILL BE DELAYED.**

A-43 Within sixty (60) calendar days of receipt of the OES F-42, Cal OES Fire and Rescue Division will process the OES F-42 data into invoices (F-142) and return to the California Fire and Rescue Mutual Aid System Agency for verification of billing amounts and signature. **THERE WILL BE A DELAY IN PAYMENT FOR INVOICES (F-142) NOT RETURNED TO Cal OES FIRE AND RESCUE DIVISION WITHIN THIRTY (30) CALENDAR DAYS OF RECEIPT FOR VERIFICATION OF BILLING AMOUNTS AND SIGNATURE.**

A-44 Upon return receipt and verification of the invoice (F-142) by the California Fire and Rescue Mutual Aid System Agency, Cal OES Fire and Rescue Division will forward the *CFAA Reimbursement Invoice* (OES F-142) to the appropriate State of California or Federal Fire Agency within thirty (30) calendar days along with a copy of the OES F-42 as the source document. Inquiries from the State of California and Federal Fire Agencies regarding amounts billed will first be addressed to Cal OES Fire and Rescue Division as soon as possible, as the first step in a joint resolution process.

A-45 The State of California or Federal Fire Agency will remit payment to the California Fire and Rescue Mutual Aid System Agency within sixty (60) calendar days of receipt of the OES F-142 from Cal OES.

A-46 In the event that CAL FIRE or a Federal Fire Agency identifies a discrepancy with an OES F-142, Cal OES will provide the California Fire and Rescue Mutual Aid System Agency a new invoice with the corrected invoice amount and the reason for the change. Cal OES has thirty (30) calendar days to make the change and provide a corrected invoice to the California Fire and Rescue Mutual Aid System Agency and either CAL FIRE or the appropriate Federal Fire Agency.

A-47 CAL FIRE or the Federal Fire Agencies will provide copies of payment schedules to Cal OES every thirty (30) days for invoices to the California Fire and Rescue Mutual Aid System Agencies. Cal OES Fire and Rescue Division will reconcile the payment schedules against outstanding OES F-142(s) on a monthly basis.

A-48 Cal OES will form and chair working groups with membership from the Committee to develop methodologies to streamline the reimbursement process.

The State of California and Federal Fire Agencies will work on procedures to improve the reimbursement efficiencies and timelines. These activities will be documented and shared with the California Fire and Rescue Mutual Aid System Agencies.

A-49 The Terms and Conditions and Exhibits in this Agreement may necessitate new methods of reporting and invoicing. All proposed changes to this Agreement, or associated business processes shall be approved by the State of California and Federal Fire Agencies that are parties to this Agreement.

A-50 Reimbursement for emergency apparatus and personnel shall be made directly to the California Fire and Rescue Mutual Aid Agency providing the resource, and **NOT** to individuals.

A-51 The OES F-42, shall be used as the basis for personnel and equipment calculations. The resource order form of record shall not be used for reimbursing personnel and equipment costs.

Federal Fire Agency Electronic Fund Transfer

A-52 Federal Fire Agencies require the following for reimbursement to California Fire and Rescue Mutual Aid System Agencies:

1. Taxpayer Identification Number (TIN) – This number is applied for and issued by the Internal Revenue Service (IRS). Contact the IRS @ www.irs.gov or (800) 772-1213.

2. Electronic Funds Transfer (EFT) – The cooperator shall designate a financial institution or an authorized payment agent through which a federal payment may be made in accordance with US Treasury Regulations, Money and Finance at 31 CFR 208, which requires that federal payments are to be made by EFT to the maximum extent possible. A waiver may be requested and payments received by check by certifying in writing that one of the following situations apply:

   a. The payment recipient does not have an account at a financial institution.

   b. EFT creates a financial hardship because direct deposit will cost the payment recipient more than receiving the check.

   c. The payment recipient has a physical or mental disability, or a geographic language or literacy barrier.

   In order to receive EFT payments, the recipient/cooperator shall register in the System for Award Management (SAM).

3. DUNS Number. The cooperator shall obtain a Dun and Bradstreet Data Universal Numbering System (DUNS). This is a requirement for registering in SAM. The DUNS number does not replace existing numbers, such as Employer Identification Number (EIN), the Tax Identification Number (TIN), and State Application Identifier (SAI) numbers that are required by statute, Executive Order, or regulation. You may obtain a free DUNS number by contacting Dun & Bradstreet via the web at https://fedgov.dnb.com/. A new DUNS number

can be created within one (1) business day. For assistance by phone, call (866) 705-5711 or SAMhelp@dnb.com.

4. System for Award Management (SAM) Registration Requirement. The cooperator shall maintain current information in SAM until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or agreement term(s). For purposes of the Agreement, *SAM* means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site (currently at www.sam.gov). For assistance, contact the SAM Assistance Center at (800) 606-8220.

Cal OES#____________6143-2
CAL FIRE#__________7CA004953
USFS#______20-FI-11052012-147
NPS#____________P20AC00506
BLM#_BLM CFPA CA915-2004
F&WS#____FFo8F00000-D-Joo1
BIA#____________A20ACPRO01

EXHIBIT "B"
ICS Type 1 through 7 ENGINE, ICS TACTICAL WATER TENDER, PERSONAL PROTECTIVE EQUIPMENT, & TRAINING STANDARDS FOR FIRE AND EMERGENCY ASSISTANCE

B-1 The purpose of this Exhibit is to identify the minimum standards that California Fire and Rescue Mutual Aid System Agencies should follow with regard to their use of Type 1 through 7 engines, Tactical Water Tender, Personal Protective Equipment (PPE) and training standards for mutual aid and/or CFAA-reimbursable responses.

B-2 The State of California and the Federal Fire Agencies Type 3 through 7 engines and tactical water tenders have a number of features that enhance their capability to operate on narrow, steep or unimproved roads and to allow the efficient application of water or other agents. The minimum features of the engines are:

1. Short wheel base
2. High ground clearance
3. High angle of approach and departure
4. Lower Gross Vehicle Weight (GVW) than Type 1 or 2 engine
5. Unit # on roof

B-3 The main fire pump and water tank shall meet minimum capabilities for the FIRESCOPE ICS Type engine or tactical water tender as designated in the current edition of the ICS Field Operations Guide ICS-420-1. The pump, as mounted, shall be capable of drafting water from a water source located 10 feet vertical distance below the pump through the required suction hose.

For Type 3 through 7 engines:

1. 1.5-inch hose will be configured to facilitate progressive hose deployment providing for a l00 foot lateral of 1-inch hose every 200 feet of 1.5-inch trunk line once the fire's edge is encountered.
2. All hose utilized must meet or exceed USDA Specification. One-inch hoses and nozzles will have NPSH threads; 1inch hose with NH threads shall be provided with a sufficient number of NPSH adapters. 1.5-inch hoses and nozzles will have NH threads.

RESOURCE	RADIO CALL	COMPONENTS	TYPES 1	2	3	4	5	6	7
Engine Company	Engine Telesquirt*	Pump minimum flow GPM	1,000	500	150	50	50	50	10
		Tank minimum capacity (gal)	300	300	500	750	400	150	50
		At rated pressure (psi)	150	150	250	100	100	100	100
		Hose 2.5”	1,200	1,000	N/A	N/A	N/A	N/A	N/A
		Hose 1.5”	500	500	1,000	300	300	300	N/A
		Hose 1”	N/A	N/A	500	300	300	300	200
		Ladder per NFPA 1901	Yes	Yes	N/A	N/A	N/A	N/A	N/A
		Master Stream 500 Min. GPM	Yes	N/A	N/A	N/A	N/A	N/A	N/A
		Pump and Roll	N/A	N/A	Yes	Yes	Yes	Yes	Yes
		Maximum GVWR (lbs.)	N/A	N/A	N/A	N/A	26,000	19,500	14,000
		Personnel minimum	4(#)	3	3	3(@)	3(@)	3(@)	3(@)

*Engine with elevated stream capability, specify when requested

(#) 3 or 4-person staffing is acceptable for purposes of reimbursement.

(@) Differs from NWCG Guidelines. Per CFAA A-17 and FIRESCOPE BOD direction January 2020.

N/A = Not Applicable
NFPA =National Fire Protection Association
GVWR = Gross Vehicle Weight Rating

Notes:
1. All types shall meet federal, state and agency requirements for motor vehicle safety standards, including all gross vehicle weight ratings when fully loaded.
2. Type 3 engines and tactical water tenders shall be equipped with a foam proportioner system.
3. All water tenders and engine types 3 through 6 shall be able to prime and pump water from a 10-foot lift.
4. See A-17 for staffing levels.

RESOURCE	RADIO CALL	COMPONENTS	TYPES 1	2					
Tactical Water Tender	Water Tender	Pump minimum flow GPM	250	250					
		Tank minimum capacity (gal)	2,000	1,000					
		At rated pressure (psi)	150	150					
		Pump and Roll	Yes	Yes					
		Personnel minimum	2	2					

Notes:
1. All types shall meet federal, state and agency requirements for motor vehicle safety standards, including all gross vehicle weight ratings when fully loaded.
2. Type 3 engines and tactical water tenders shall be equipped with a foam proportioner system.
3. All water tenders and engine types 3 through 6 shall be able to prime and pump water from a 10-foot lift.

Common Additional Needs – Request as Needed:
- All Wheel Drive (Includes four-wheel drive).
- High Pressure Pump (250 psi at one half flow of Type). NFPA 1901 compliant Type 1 and 2 engines will produce one half of rated flow at 250 psi. Type 3 engines are already required to produce rated flow (150 GPM) at 250 psi. If Type 4 through 6 are ordered as high pressure it is recommended that they be required to produce rated flow at 250 psi (50 GPM).
- Foam proportioner.
- Compressed Air Foam System (CAFS) 40 cfm minimum.
- Additional personnel.

Personal Protective Equipment (PPE)

B-4 Each employee responding to or engaged in fire suppression activities will use the appropriate safety clothing and equipment. Each agency is responsible for seeing that Cal OSHA standards for safety clothing and equipment are provided and used for wildland firefighting. Wildland fire suppression safety clothing and equipment includes:

1. Head Protection meeting the requirements of CCR, Title 8, Section 3410
2. Eye and Face Protection meeting the requirements of CCR, Title 8, Sections 3382 and 3404
3. Ear and Neck Protection meeting the requirements of CCR, Title 8, Sections 3405 and 3410(c)
4. Body Protection meeting the requirements of CCR, Title 8, Section 3406(c)
5. Gloves, meeting the requirements of CCR, Title 8, Section 3410
6. Foot Protection meeting the requirements of CCR, Title 8, Section 3408
7. Wildland fire shelter meeting Forest Service specification 5100-606
8. Recommended disposable filtering face piece respiratory protection

Training

B-5 The State of California and Federal Fire Agencies have the expectation that when a local jurisdiction resource arrives at an incident it can perform all of the missions that would be expected of the State of California and Federal Fire Agencies' resource.

B-6 All responding personnel shall be in compliance with the current NWCG 310-1 Sub System Guide or CICCS. Training topics include but are not limited to:

Wildland strategy and tactics
Wildland fire behavior
Wildland hose lays
Wildland fire safety
Fireground communications
Backfiring/firing-out
Handline construction
Structure triage
Structure defense preparation
Fire weather

EXHIBIT "C"
REIMBURSEMENT FOR PERSONNEL ROTATION

Clauses A-38 and A-39 authorizes the reimbursement of personnel and transportation costs incurred to replace California Fire and Rescue Mutual Aid System Agency personnel committed to extended assignments under this Agreement. Personnel under this Agreement are to be available a minimum of seven (7) days excluding travel (portal-to-portal) before needing replacement, regardless of the number of assignments. This exhibit lists the procedures necessary for a local jurisdiction to follow before reimbursement for their costs will be processed for rotation of their personnel. These procedures only apply when the emergency apparatus remains assigned to the incident but the personnel are rotated. The procedures are:

C-1 The incident commander (IC) or Mobilization (MOB) center manager to which the resources are assigned must approve the personnel rotation and method of transportation. Such approval should not be denied without substantial cause, (e.g., imminent planned release (24 – 36 hours)) of the resources, or a negotiated extension through the Cal OES Fire Agency Representative. The personnel rotation and transportation plan must be coordinated through the incident, the ordering point, agency representative, and/or the overhead responsible for the personnel to be rotated.

C-2 The approved personnel rotation will be documented in:

C-2.1 **The approved automated resource ordering system of record.** The resource order will be annotated in the documentation section by the incident indicating the date and time of personnel rotation approval. Subsequently the home unit/filling command center will add documentation to include the following information:

C-2.1.1 Method/Mode, date and time of transportation.

C-2.1.2 An ICS General Message Form-213/Rotation Job Aid Template designed specific for personnel rotation must be signed by the IC or MOB center manager approving the rotation. This form shall be attached to the respective OES F-42 associated with the rotation vehicle and overlapping time of personnel.

C-2.2 OES F-42

C-2.2.1 Box 12 of the original OES F-42 will document any personnel rotation with the date and time of the rotation for all individuals whether or not the personnel rotation will be reimbursed.

C-2.2.2 **ONLY** when a fire agency is requesting reimbursement for an approved personnel rotation that includes transportation cost will a new OES F-42 be required (Check the Aprvd. Personnel Rotation Box, Personnel Information, Box 11 & Support Vehicle Information, Box 8 on OES F-42 and referenced to the original "E" number, Box 12).

C-2.2.2.1 For approved personnel rotation documented only in the documentation section.

C-2.2.3 OES F-142(s) will identify personnel involved in any rotation and will itemize the costs of transportation for personnel rotations with support documentation.

C-2.3 **ICS-214 Unit Log**

C-2.3.1 Details of personnel rotation need to be documented (Unit Logs to be retained on file by individual fire agency).

If both the emergency apparatus and the personnel need replacement, the resources will be released and a new resource will be ordered.

EXHIBIT "D"
COMMUNICATIONS CAPABILITIES

D-1 It shall be the responsibility of the agency sending mutual aid resources to ensure that those resources have adequate communications capabilities. Adequate communications capability is defined as VHF Highband radios with a minimum of 240 channels and pre-programmed with the most current FIRESCOPE STATEWIDE FREQUENCY CHANNEL PLAN. Effective January 1, 2024, radios will be required to have a minimum capacity of 400 channels with a recommended minimum of 500 channels.

D-2 Emergency apparatus used for mutual aid will have a mobile VHF Highband radio (powered by the emergency apparatus battery and connected to an external antenna) and a minimum of one portable VHF Highband radio. The VHF Highband portable radio should be capable of being operated by alkaline batteries.

D-3 Strike Team/Task Force Leaders: In addition to the communications capability required for emergency apparatus, line personnel are encouraged to respond with a conventional 800 MHz radio pre-programmed with the 800 MHz mutual aid channels as identified in FIRESCOPE STATEWIDE FREQUENCY CHANNEL PLAN.

D-4 For Narrowband Radios: On January 1, 2013, all public safety and business industrial land mobile radio systems operating in the 150-512 MHz radio bands must cease operating using 25 kHz efficiency technology, and begin operating using at least 12.5 kHz efficiency technology. This deadline is the result of an FCC effort that began almost two decades ago to ensure more efficient use of the spectrum and greater spectrum access for public safety and non-public safety users. Migration to 12.5 kHz efficiency technology (once referred to as Refarming, but now referred to as Narrowbanding) will allow the creation of additional channel capacity within the same radio spectrum, and support more users.

D-5 After January 1, 2013, licensees not operating at 12.5 KHz efficiency will be in violation of the Commission's rules and could be subject to FCC enforcement action, which may include admonishment, monetary fines, or loss of license. Agencies shall ensure that local radio channels are not utilized outside of the agency's licensed area of operation.

D-6 Agencies should provide a minimum of 4 hours of annual basic radio training for Division Supervisors, Strike Team Leaders, and single resource leader positions.

Cal OES#____________6143-2
CAL FIRE#________7CA004953
USFS#______20-FI-11052012-147
NPS#____________P20AC00506
BLM#_BLM CFPA CA915-2004
F&WS#___FFo8F00000-D-Joo1
BIA#____________A20ACPRO01

EXHIBIT "E"

Intentionally Left Blank. The Committee combined two exhibits into one, which left Exhibit E open for a new subject. Instead of changing reference to lettering of all exhibits, this will be a place holder for a newly added exhibit.

EXHIBIT "F"
FEMA EQUIPMENT RATE FORMULA

Hourly Rate= Depreciation + Overhead + Overhaul Labor + Overhaul Parts + Field Labor +Field Parts + Fuel + Lube + Tires

Where:
Depreciation= (Acquisition Cost – Salvage Value) / Economic Life
Generally Acquisition Cost = (1 – [Discount % / 100]) * (List Price + Sales Tax + Freight Cost)

Hourly Overhead = Overhead / 2112 hours
Where Overhead represents annual equipment overhead costs resulting directly from equipment ownership, the costs include such things as normal risk insurance, storage and security, inspection, and licenses. Profit, project overhead, and general overhead costs are not included in this number. 2112 hours is an annual equipment ownership baseline.

Overhaul Labor = (Annual Overhaul Labor Hours * Mechanic's Wage) / 2112

Overhaul Parts = Annual Overhaul Parts Cost / 2112

Field Labor = (Annual Field Repair Labor Hours * Mechanic's Wage) / Average Annual Use Hours

Field Parts = (Annual Field Repair Parts Cost + Miscellaneous Supply Parts Cost) / Average Annual Use Hours

Fuel = Average Annual Fuel Cost / Average Annual Use Hours or
Fuel = Hourly Fuel Consumption Rate * Unit Cost of Fuel

Lube = Annual Lube Cost / Average Annual Use Hours **Tires** = Tire Cost / Tire Life

** You may also use FEMA's Special Use Equipment Formula at https://www.caloes.ca.gov/cal-oes-divisions/fire-rescue/administration-reimbursement**

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BIA# A20ACPRO01

EXHIBIT "G"
REIMBURSEMENT POLICY AND PROCEDURES FOR OUTSIDE THE STATE OF CALIFORNIA ASSIGNMENTS

This Exhibit applies to Cal OES and the Federal Fire Agency requests.

G-1 The California Fire and Rescue Mutual Aid System Agencies shall use the following procedures to secure reimbursement for the provision of personnel and local government-owned emergency apparatus ordered for use on Federal incidents outside the State of California.

G-2 Reimbursement of personnel, emergency apparatus, and support equipment will be consistent with Exhibit "A" Reimbursement Policy and Procedures with the following exceptions:

1. Travel costs for lodging, per diem and rental vehicles for personnel shall be reimbursed at the GSA travel rates.

2. Reimbursement for Cal OES-owned communications equipment (e.g., cell and satellite phones or air and phone credit cards) will be at the total actual cost to the State of California.

3. Reimbursement invoices for Cal OES personnel, travel, and equipment will be on an actual cost basis, supported by accounting records, payroll records, and/or activity cards. Invoices for Cal OES resources should be submitted no later than 5 months after the end of the incident.

4. Invoices for Cal OES resources will include an administrative rate as determined by the State of California under, Title 2 in the Code of Federal Regulations (2 CFR), Subtitle A, Chapter II, part 200.

5. Length of assignments for resources responding to incidents outside the State of California will be consistent with the appropriate Federal Fire Agency's policy. Conditions in Clauses A-38 and A-39 of Exhibit "A" concerning minimum of seven (7) days (elapsed time), excluding travel, will not apply to resources responding to requests outside the State of California. Federal Fire Agency policy on the length of an assignment outside the state is defined as the time period (days) between the first full operational period at the first incident or reporting location on the original resource order and commencement of return travel to the home unit. Standard assignment length is fourteen (14) days, exclusive of travel from and to home unit. Time spent in staging and preposition status counts toward the 14-day limit, regardless of pay status, for all personnel, including Incident Management Teams.

EXHIBIT "H"
IN-STATE TRAVEL AND INCIDENT RELATED EXPENSES

The purpose of this exhibit is to identify allowable costs and the process for submitting such cost for in-state travel and incident related expenses. This exhibit primarily pertains to costs associated with fuel, food, vehicle and lodging costs as stated in Clauses A-37 and A-39 of Exhibit "A", as well as attributable incident expenses such as loss or damage to local agency emergency apparatus or support equipment identified in Recital 27 of this Agreement.

In some cases, miscellaneous expenses outside of the above mentioned may be approved if the incident finds that the expense(s) is also attributable to the incident.

1. In order for local agencies to be eligible for reimbursement of expenses related to this exhibit for lodging and per diem, the approval MUST be formally documented in writing by the approving State of California or Federal Fire Agency responsible for an incident by using a General Message Form ICS-213 and/or provide the associated "S#" validating the expense(s) on both the General Message Form ICS-213 and the OES F-42.

2. In order for local agencies to be eligible for reimbursement of expenses related to this exhibit for all other expenses such as loss or damage, the approval MUST be formally documented in writing by the approving State of California or Federal Fire Agency responsible for an incident by using a General Message Form ICS-213 AND provide the associated "S#" validating the expense(s) on both the General Message Form ICS-213 and the OES F-42.

In both cases, when the General Message Form ICS-213 is used, it must be signed by one of these three positions: Incident Commander, Finance Section Chief or Incident Business Advisor.

NOTE: S#'s and approved General Message Form ICS-213's should ONLY be issued when the incident cannot accommodate the expense in need, and all other options to provide the expense(s) have been exhausted.

Approved out of pocket expense(s) must accompany the OES F-42 along with the formal approval on the General Message Form ICS-213 documenting the S#, the itemized receipt(s), and the *Expense Claim Reimbursement Log* (OES F-142A). Receipts for meals and incidentals are not required. All other receipts must be taped to an 8 ½ x 11 sheet of paper in date order. All sides of the receipts must be taped and legible; photo copies are preferred.

Rental Vehicles

This section of Exhibit "H" is to identify both allowable and non-allowable expenses when renting a vehicle. Items listed adhere to the state rental agreement.

Items listed below are NOT allowable expenses:

1. Personal accident insurance, personal effects coverage, or other optional coverage
2. No pre-payment of fuel or refueling
3. No payment of extension costs or late return
4. Airport pickups are discouraged
5. Airport parking feeds
6. GPS unit
7. Satellite radio services (e.g. Sirius XM)
8. Roadside service
9. Damage attributable to the incident may be local government fire agency responsibility

Items listed below are REQUIRED to secure reimbursement:

1. Vehicle returned with a full tank
2. Exit invoice
3. Use of economy vehicle recommended
4. Vehicle determination should be based on your incident position
5. At time of rental, you may need to make remarks on your contact that this vehicle is going to an incident base camp and may be driven off pavement
6. If your agency provides a travel/expense car, rental and fuel must be paid by agency card

All other considerations must have prior approval from the incident

Rental vehicle reimbursement will use the state rates listed below as the maximum allowable charge:

STATE OF CALIFORNIA SHORT TERM PROGRAM RENTAL RATES TABLE EFFECTIVE, MARCH 3, 2020, WILL BE USED FOR A MAXIMUM AMOUNT ALLOWABLE FOR REIMBURSEMENT.

Class Type	Sample Vehicle	Daily Rates	Weekly Rates
Compact	Nissan Versa	$36.06	$144.24
Mid-Size/Intermediate	Hyundai Elantra	$36.06	$144.24
Standard	Buick Verano	$38.25	$152.98
Full Size	Nissan Altima	$38.25	$152.98
Hybrid Electric/Plug-In Zero Emission Vehicle	Toyota Prius	$45.89	$183.58
Compact SUV	Jeep Renegade	$61.19	$244.77
Medium SUV	Hyundai Santa Fe	$96.16	$573.68
Pick Up Truck	Ram 1500	$76.49	$305.96
3/4-Ton/ 1-Ton Pick Up Truck	Chevy Silverado	$98.35	$491.73
Mini Van	Dodge Grand Caravan	$61.19	$244.77
Large Van	Ford Transit Wagon	$132.22	$793.32
Mini-Cargo Van	Ram Promaster City	$72.12	$360.60
15’ Cutaway Box Van w/ramp	Transit Connect	$76.49	$382.45
16’ Box Truck		$92.88	$464.41
24’ Box Truck		$109.27	$546.36
26’ Box Truck		$109.27	$546.36
14’ Stake Bed		$92.88	$464.41
24’ Stake Bed		$109.24	$546.36

When renting a vehicle beyond four (4) days, assigned personnel will utilize the weekly rate through the seventh (7) day. Any days thereafter that do not constitute a week (seven (7) days) will be considered a daily rate.

Included in State of California Program Rates-Short Term:

1. Unlimited mileage, Collision Damage Waiver (CDW)
2. $300,000 Supplemental Liability Protection (SLP)
3. Drop Charges: There will be no drop charges for any vehicles that are picked up and returned at an alternative Rental Branch location within the US with the exception of New York.
4. CDW for Business Rentals: Rates include full CDW (Collision Damage Waiver) with no deductible. CDW will cover any physical damage to the vehicle that may occur during a rental and is subject to the terms and limitations set forth in Enterprise's standard rental contract. See additional slide for exclusions.
5. SLP for Business Rentals: Rates include SLP (Supplemental Liability Protection). SLP will cover up to $300,000 in liability claims that may occur during a rental, as the result of an accident, and is subject to the terms and limitations set forth in Enterprise's standard rental contract.

Damage Waiver Exclusion – Off-road use:

1. Operation of any vehicle that was not properly designed for the intended use
2. Excessive vehicle wear and tear, due to off-road operation, that may include:
    a. Tire punctures or missing chunks of tread
    b. Impact damage (body panels or undercarriage) defined as follows:
        i. Scratches larger than 2" or multiple scratches per panel penetrating the paint
        ii. Dents larger than 2" or multiple dents per panel
        iii. Impact to undercarriage that will require repair in order to maintain the drivability of the vehicle
        iv. Rips in upholstery, missing or broken interior components
3. Soot, smoke, or stain damage requiring professional cleaning

There are several options available to your agency and/or personnel for payment under the State of California Contract:

1. Direct bill account set up by your agency
2. Agency corporate credit card
3. Agencies can use account number XZCPFIR, and renters can choose to use their own payment method.

Rental vehicles authorized on the resource order do not need additional incident approval. The cost of the rental vehicle, if incurred by the local agency, and the fuel purchased to operate the rental vehicle must be submitted on the OES F-142A with receipts taped or photo copied. Rental vehicles that are not authorized on the resource order must receive the formal written approval from the incident as identified on page H-1 of this Exhibit.

Documentation Requirements for Reimbursement of Expenses

Check List:

- ☐ *General Message Form* (ICS-213) signed by the Incident Commander, Finance Section Chief, or Incident Business Advisor
- ☐ S# documented on forms ICS-213 and OES F-42
- ☐ Completed OES F-42
- ☐ Completed and signed OES F-142A with expense documented in date order
- ☐ Receipt(s)* taped on all sides to an 8 ½ x 11 sheet of paper in date order (photocopies preferred)
- ☐ If renting a vehicle, must submit exit invoice

For loss or damage reimbursement to a local agency emergency apparatus or support equipment, additional documentation also required:

- ☐ Investigation/incident report
- ☐ Photos

If costs are associated with food or lodging*, the reimbursement will be limited to the GSA Per Diem Rates in effect at the time of the response. Rates are available at https://www.gsa.gov/travel/plan-book/per-diem-rates. The first and last calendar day of travel is calculated and reimbursed at 75%.

*Double occupancy is preferred as appropriate.

Cal OES# 6143-2
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BLM# BLM CFPA CA915-2004
F&WS# FFo8F00000-D-Joo1
BIA# A20ACPRO01

CAL OES

Save | Print | Reset

California Governor's Office of Emergency Services (Cal OES) - Fire and Rescue Division

EXPENSE CLAIM REIMBURSEMENT LOG

GOVERNOR'S OFFICE OF EMERGENCY SERVICES • CALIFORNIA • OES FIRE RESCUE

Incident Name: ______________ **Crew Relief:** Yes ☐ No ☐

AGENCY DESGN.		STRIKE TEAM #			INCIDENT ORDER NUMBER			INCIDENT REQUEST NUMBER		
State	3-Letter ID	3-Letter ID	Number	Ltr	State	3-Letter ID	Number	3-Letter ID	ID	Number

DATE	MEALS $	LODGING $	MISC $	DESCRIPTION	AMOUNT
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
SUB-TOTALS →	$0.00	$ 0.00	$ 0.00	TOTAL AMOUNT →	$0.00

Comments:

DEPARTMENTAL APPROVAL

Print Name: ______________ Signature: ______________ Date: ______________

Cal OES - Fire and Rescue Division - Expense Claim Reimbursement Log (OES F-142A)

OES F-142A (Rev. May2020)

OES F-142A at https://www.caloes.ca.gov/cal-oes-divisions/fire-rescue/administration-reimbursement

EXHIBIT "I"
DEFINITIONS

I-1 **ACCRUAL ACCOUNTING** is a method whereby revenue or expenses are recorded when a transaction occurs rather than when a payment is received or made.

I-2 **ACTUAL HOURS** shall mean on shift time which includes a specific start and ending time and is recorded as clock hours. On shift time includes actual work, ordered standby and compensable travel. Individuals are required to report to their designated work site as scheduled, ready and willing to perform work safely.

I-3 **ADMINISTRATIVE RATE** shall mean a pre-established percentage charge that may be applied by the billing agency as determined by the CFAA Committee.

I-4 **AGENCY AIRCRAFT** shall mean any firefighting fixed or rotary-winged aircraft (including Unmanned Aerial Vehicles) owned by Local, State, or Federal Fire Agencies.

I-5 **AGENCY REPRESENTATIVE** shall mean the ICS position that serves as the point of contact for an assisting or cooperating agency that has been delegated authority to make decisions on matters affecting that agency's participation at the incident and reports to the Liaison Officer.

I-6 **ANNUAL OPERATING PLAN** shall mean a plan developed at the State, Geographic, or local levels for the implementation of administrative or operational practices or concerns.

I-7 **ASSISTANCE BY HIRE** shall mean fire suppression resources needed to fill the incident order that are to be paid for by the protecting agency.

I-8 **BASE RATE** shall mean the de minimis rate developed by the Committee.

I-9 **BUREAU OF INDIAN AFFAIRS** shall mean a federal bureau under the Department of the Interior charged with the responsibility to provide wildland fire protection and suppression for trust lands of federally recognized Native American Tribes.

I-10 **CALIFORNIA FIRE AND RESCUE MUTUAL AID SYSTEM AGENCIES** shall mean agencies, departments, or institutions to which Cal OES has, through agreement, assigned Cal OES-owned emergency apparatus; or who provide locally owned resources under provisions of the California Fire and Rescue Mutual Aid System. These agencies may also be referenced as, however, not be limited to, "local government" or "local agency".

I-11 **CALIFORNIA MOBILIZATION GUIDE** shall mean the interagency procedures for requesting, documenting, and sending resources to incidents within the State of California.

I-12 **CALIFORNIA WILDLAND COORDINATING GROUP** shall mean the executive level interagency committee made up of representatives from the USDA Forest Service, California Department of Forestry and Fire Protection, USDI Bureau of Land Management, USDI National Park Service, USDI Bureau of Indian Affairs, USDI Fish and Wildlife Services, Association of Contract Counties representative, and the California Governor's Office of Emergency Services.

I-13 **COMPENSATE** shall mean to give money in return for something such as work or payment for something lost or damaged.

I-14 **DEMOBILIZATION CENTER/FACILITY** shall mean that location or facility established at or near an incident for the processing of emergency apparatus and personnel prior to release to its home base.

I-15 **DEPARTMENT OF DEFENSE FIRE DEPARTMENT** shall mean any organization managed by the Department of Defense for preventing and putting out fires principally on military installations.

I-16 **EMERGENCY ACTIVITY RECORD (OES F-42)** shall mean the personnel and equipment time record required for reimbursement through the CFAA. Referred to as OES F-42.

I-17 **EMERGENCY APPARATUS** shall mean any emergency response equipment or apparatus provided through the California Fire and Rescue Mutual Aid System.

I-18 **EMERGENCY PERSONNEL** shall mean any personnel responding on or with emergency apparatus and requested overhead personnel.

I-19 **FEDERAL FIRE AGENCIES** shall mean the USDA Forest Service, Pacific Southwest Region; the USDI Bureau of Land Management, California Office, Regions 8 and 10; the USDI National Park Service, Interior Regions 8, 9, 10, and 12; USDI Fish and Wildlife Service, Interior Regions 8 and 10, and USDI Bureau of Indian Affairs, Pacific Region.

I-20 **FEDERALLY RECOGNIZED TRIBE** shall mean an American Indian or Alaska Native tribal entity that is recognized as having a government-to-government relationship with the United States, with the responsibilities, powers, limitations, and obligations attached to that designation, and are eligible for funding and services from the Bureau of Indian Affairs.

I-21 **GOVERNING BODY RESOLUTION (GBR)** shall mean a formal declaration of the governing body concerning a certain subject which it either cannot or does not wish to control by ordinance.

I-22 **HOME UNIT** shall mean the geographical location an individual is normally assigned to work. Also referred to as home base.

I-23 **INCIDENT** shall mean an occurrence or event, either human-caused or natural phenomena, that requires action by emergency service personnel to prevent or minimize loss of life or damage to property and/or natural resources.

I-24 **INCIDENT COMMAND SYSTEM (ICS)** shall mean a standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries.

I-25 **INCIDENT COMMANDER** shall mean the ICS position responsible for overall management of the incident and reports to the agency administrator for the agency having incident jurisdiction. This position may have one or more deputies assigned from the same agency or from an assisting agency(s).

I-26 **INCIDENT MANAGEMENT TEAM (IMT)** shall mean the incident commander and appropriate command and general staff assigned to an incident.

I-27 **INTERAGENCY** shall mean involvement of two or more agencies to an agreement.

I-28 **LOCAL AGENCY** shall mean any city, city and county, county, or special district.

I-29 **LOCAL AGREEMENT** shall mean a pre-defined area agreement that includes that portion of the geographical jurisdictions of both the local reciprocal agreement signatories on which they have historically, frequently and continuously cooperated in initial and extended attack.

I-30 **LOCAL JURISDICTION** shall mean any political subdivision of government.

I-31 **MOBILIZATION CENTER** shall mean an off-incident location at which emergency apparatus and personnel are temporarily located pending assignment, release or reassignment.

I-32 **MOU/MOA** shall mean a memorandum of understanding or memorandum of agreement, which is a formal business document used to outline an agreement made between two separate entities, groups, or individuals.

I-33 **MUTUAL AID** shall mean an agreement in which two or more parties agree to furnish resources and facilities and to render services to each party of the agreement to prevent and combat any type of disaster or emergency.

I-34 **NON SUPPRESSION PERSONNEL** shall mean personnel who occupy a civilian position within a fire agency.

I-35 **POLITICAL SUBDIVISION** shall mean any city, city and county, county, district, or other local governmental agency or public agency authorized by law.

I-36 **PORTAL-TO-PORTAL** shall mean the time of initial dispatch from home base to the time of return to home base.

I-37 **REIMBURSEMENT** shall mean to pay someone/agency an amount equal to an amount that agency has spent or where the agency has accrued a financial liability.

I-38 **SALARY RATES** shall mean the sum of the hourly rates for each personnel in a classification including worker's compensation and unemployment insurance divided by the number of employees in that classification. The hourly rate should not include overtime. Benefit pay, specialty pay, and/or incentive pay should also be excluded unless the pay is directly tied to each hour of overtime worked.

I-39 **SALARY SURVEY** refers to the form used to establish rates for reimbursement filed with Cal OES Fire and Rescue Division.

I-40 **STAGING AREA** shall mean the location where emergency apparatus and personnel are assigned to an incident for deployment on a three-minute availability status.

I-41 **STRUCTURAL FIRE PROTECTION** shall mean fire suppression within a structure.

I-42 **STRUCTURE DEFENSE** shall mean the protection of homes or other structures from wildland fire before the fire reaches the structure; exterior fire protection measures.

I-43 **SUPPLEMENTAL PERSONNEL** shall mean overhead tied to a local fire department generally by agreement who are mobilized primarily for response to incidents/wildland fires outside of their district or mutual aid zone. They are not a permanent part of the local fire organization and are not required to attend scheduled trainings, meetings, etc., of the department staff.

I-44 **SUPPRESSION PERSONNEL** shall mean personnel who routinely respond to emergencies.

I-45 **TRIBAL FIRE DEPARTMENT** shall mean a federally-recognized tribe with suppression and/or all-risk response capabilities.

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	**AGENDA SECTION:** H

SUBJECT:
Public Works: Approval of the Notice of Completion for Tract No. 919 Unit No. 2

RECOMMENDATION:
That the City Council, by motion, approve a Notice of Completion for Tract No. 919, Unit No. 2 and authorize the Mayor to execute and the City Clerk to attest and file said Notice with the Kings County Recorder's Office.

BACKGROUND:
On August 4, 2020 the Council approved the subdivision agreement (attached for reference) and the final map for Tract No. 919 Unit 2, a 61 lot residential subdivision, located as shown on the attached map. The developer of the subdivision is San Joaquin Valley Homes. The developer has completed all public improvements for the subdivision and posted a 10 percent warranty security, which shall remain in effect for a minimum of one year after the attached Notice of Completion is recorded.

FISCAL IMPACT:
The public improvements have been constructed by the developer as required by the subdivision conditions of approval, and no fiscal impact to the budget will result from approval of the Notice of Completion.

ATTACHMENTS:
919 Subdivision Agreement
Tract 919 Unit 2 - Notice of Completion - Recording
Tract 919 - Notice of Completion - Vicinity Map
Tract 919 Unit 2 - Notice of Completion -Word

CITY OF HANFORD
SUBDIVISION AGREEMENT

TRACT NO. 919 Unit II Bonterra Subdivision

THIS SUBDIVISION AGREEMENT ("Agreement") is made and entered into this ___ day o _______________, 2020, by and between Presidio JJR Bonterra 113, LLC ("SUBDIVIDER"), and th City of Hanford, a Municipal Corporation ("CITY").

RECITALS

A. The SUBDIVIDER has presented to the CITY a final map of the proposed Subdivision of certain real property located within the city limits of the City and more particularly described in Exhibit "A" which has been filed with the City Engineer and is made a part hereof by reference ("Final Map") and identified as Tract No. 919 Unit II Bonterra ("SUBDIVISION"). The real property is to be developed in accordance with subdivision improvement plans, which have been filed with the City Engineer and are made a part hereof by reference and identified as Exhibit "B" ("Improvement Plans"). SUBDIVIDER has requested that the CITY accept and approve the Final Map and the dedications delineated and shown on the Final Map for the use and purposes specified thereon, and otherwise approve the Final Map in order that the same may be recorded as required by law.

B. The CITY requires as a condition precedent to the acceptance and approval of the Final Map, the dedication of such streets and easements as are delineated and shown on the Final Map, and deems the same as necessary for the public use, and requires that any and all streets and easements delineated and shown thereon shall be improved by the construction thereon and the installation therein of the improvements specified herein.

C. Certain public improvements are required to be made by SUBDIVIDER in accordance with the approved tentative map of the SUBDIVISION. Section 66462 of the California Government Code provides, as a condition precedent to the approval of the Final Map, that the City Council shall require the SUBDIVIDER to enter into an agreement to complete said public improvements.

D. Chapter 16.24.070 of the Hanford Municipal Code requires the SUBDIVIDER to enter int an agreement with the CITY to perform and complete the work and matters as hereinafter described i this Agreement, in conformance with Sections 16.24.010 through 16.24.120, inclusive of the Hanfor Municipal Code, which Sections by reference are incorporated into this Agreement and made a pai hereof.

NOW THEREFORE, it is hereby agreed as follows:

1. <u>Improvements</u>

SUBDIVIDER shall complete all required public improvements in the Subdivision as identified in Exhibit "B" of this Agreement (collectively "IMPROVEMENTS") and in accordance with all of the requirements and standards as set forth in the approval or conditional approval of the Tentative Map of the SUBDIVISION, the Hanford Municipal Code, all applicable laws, codes and regulations and the terms and conditions of this Agreement. In accordance with Section 16.24.110 of the Hanford Municipal Code, all of the Improvements shall be completed no later than two (2) years from the date of approval of this Agreement by the City of Hanford. A request to extend the time for completion of the Improvements must be in written form and received by the CITY not less than thirty (30) days prior to expiration of this Agreement and shall include facts in support of the request for such extension of time. Only the City shall have the authority to extend such time period. The extension period shall not exceed twelve (12) months.

Within thirty (30) days after the SUBDIVIDER notifies the City Engineer that the required work has been completed, the City Engineer shall inspect such work, and if such work has been performed in the required manner and in accordance with this Agreement, the Final Map, the Hanford Municipal Code and all other applicable laws, codes and regulations, the City Engineer shall advise the City Council that the public improvements are ready for acceptance by the CITY.

2. <u>Inspection</u>

The CITY shall inspect all work in accordance with Section 16.24.100 of the Hanford Municipal Code including the SUBDIVIDER'S conformance with CITY Standards and

Specifications and any and all conditions, standards or requirements identified at the preconstruction conference held prior to commencing construction.

CITY shall schedule a preliminary final inspection and a deficiency list shall be compiled and submitted to the SUBDIVIDER for correction. Upon completion of all corrections or additional work as outlined by the deficiency list, the SUBDIVIDER shall certify in writing that all corrections have been completed and request a final inspection. Upon finding that all items have been corrected and upon receipt of as-built improvement plans, the Improvements may be provisionally accepted by the CITY pending approval of the final map and subdivision agreement for Tract No. 919 Unit II, by the City Council.

The completion of corrections indicated by the deficiency list shall not relieve the SUBDIVIDER from the responsibility of correcting any deficiency not shown on the list that may be subsequently discovered. Should the CITY require payment of additional engineering and inspection fees and costs for improvements constructed after the stated date of completion, the SUBDIVIDER must pay said additional fees and costs prior to acceptance by the City Council of the IMPROVEMENTS.

3. <u>Costs and Fees</u>.

The SUBDIVIDER shall be responsible for the work, including without limitation, the costs identified in the IMPROVEMENT COST ESTIMATE attached hereto and made a part hereof and identified as Exhibit "C" to this Agreement. SUBDIVIDER agrees to the amount thereof and agrees to pay, when due, all amounts identified therein, including without limitation, all CITY engineering and inspection fees.

4. <u>Security</u>.

SUBDIVIDER agrees to furnish security, which complies with Section 66499 et. seq. of the California Government Code, in such amounts as are fixed by the CITY, to guarantee

the faithful performance of this Agreement, including without limitation, the construction of the IMPROVEMENTS and to guarantee payment to contractors, subcontractors, laborers, material men and other persons employed in the performance of the work under this Agreement.

In the sole discretion of the CITY and with the written authorization of the CITY, the sureties provided by the SUBDIVIDER may be released in whole or in part in the following manner:

a. Faithful performance sureties, not in excess of ninety percent (90%) of the estimated costs of the individual items of public improvements, may be released or the required surety amounts may be reduced as work is satisfactorily completed and tentatively accepted by the CITY.

b. Forty-five (45) days after recordation of the Notice of Completion for the Subdivision, the sureties securing the payment to contractors and subcontractors and to persons furnishing labor, materials, or equipment may be released if claims, including without limitation, stop notices have not been filed.

c. Ten percent (10%) of the total faithful performance surety, retained as the public improvement warranty, may be released one year after the Notice of Completion has been recorded. In the alternative, SUBDIVIDER shall provide CITY with new warranty security of not less than ten percent (10%) of the Improvement Cost Estimate identified in Exhibit "C" hereto, which security shall have a term of one (1) year from the date of recordation of the Notice of Completion.

In accordance with Section 16.24.080 of the Hanford Municipal Code, the SUBDIVIDER shall furnish, in writing, proof of adequate security deposit to all utility companies for the installation of electricity, gas, telephone, cable television and any other utility which charges are not part of the Improvement Cost Estimate set forth in Exhibit "C."

No final map shall be signed by the City Engineer or recorded until all improvement securities required by Section 16.24.080 of the Hanford Municipal Code and under this Agreement have been received and approved. The form of securities shall be one or the combination of forms as approved by the CITY.

5. <u>Liability</u>.

As a condition precedent and prior to commencement of the work to be performed pursuant to this Agreement, SUBDIVIDER shall furnish the CITY with a certificate of insurance with a separate endorsement evidencing the following insurance coverages:

a. Commercial General Liability (CGL): Insurance Services Office (ISO) Form CG 0001, including products and completed operations, with limits of no less than FIVE MILLION AND NO/100 DOLLARS ($5,000,000) per occurrence for bodily injury, personal injury, and property damage. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be TEN MILLION AND NO/100 DOLLARS ($10,000,000), twice the required occurrence limit.

b. Automobile Liability: ISO Form Number CA 0001 covering any auto (Code 1), with a limit no less than FIVE MILLION AND NO/100 DOLLARS ($5,000,000) per accident for bodily injury and property damage.

c. 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 SUBDIVIDER maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by SUBDIVIDER. SUBDIVIDER's insurance policies shall be "occurrence" policies and not "claims-made" coverage.

SUBDIVIDER may maintain an Umbrella policy in conjunction with the insurance policies referenced above. In such case, SUBDIVIDER shall be deemed to have satisfied the insurance requirements of this contract as long as: (i) the coverage limits of the Umbrella policy and of the underlying liability policy(ies), when combined, satisfy each of the per occurrence and aggregate requirements identified in this subsection a.; and (ii) coverage under the Umbrella policy

is as broad as and includes all incidents and events covered by the underlying insurance that it supplements.

d. Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require SUBDIVIDER 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, the City may require SUBDIVIDER to provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses within the retention.

e. The policies are to contain, or be endorsed to contain, the following provisions:

i. The City and its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL and automobile liability policies with respect to liability arising out of work or operations performed by or on behalf of SUBDIVIDER including materials, parts, or equipment furnished in connection with such work or operations; products used by SUBDIVIDER; or automobiles owned, leased, hired or borrowed by SUBDIVIDER. General liability coverage can be provided in the form of an endorsement to SUBDIVIDER'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, its officers, officials, employees or volunteers.

ii. For any claims related to this contract, SUBDIVIDER's insurance coverage shall be primary insurance as respects the City and its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City and/or its officers, officials, employees, or volunteers shall be in excess of SUBDIVIDER's insurance and shall be non-contributory.

iii. Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.

f. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A.

g. SUBDIVIDER shall furnish the 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 the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the SUBDIVIDER's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

h. SUBDIVIDER hereby grants to City and its officers, officials, employees, and volunteers a waiver of any right to subrogation which any insurer of SUBDIVIDER may acquire against the City and/or its officers, officials, employees, and volunteers by virtue of the payment of any loss under such insurance. SUBDIVIDER 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.

i. The City reserves the right to modify the insurance requirements contained in this contract, including, without limitation, coverage limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

6. <u>Indemnification</u>

SUBDIVIDER hereby agrees to and shall protect, indemnify and hold harmless the CITY and all officials, officers, agents, representatives and employees thereof from and against any and all liability, loss, claims or damages of whatsoever kind or character, including attorneys' fees and costs of all types, to the extent arising out of, or related, directly or indirectly, to the work to be performed pursuant to this Agreement or the acts or omissions of the SUBDIVIDER, SUBDIVIDER's independent contractors, employees, representatives, agents and invitees. These indemnification and hold-harmless provisions shall be in full force and effect regardless of whether or not there shall be insurance policies covering such damages, claims, or liability. This indemnification shall be binding upon the SUBDIVIDER whether or not there are any allegations

of fault, negligence or liability of the parties indemnified hereunder and shall survive the completion of construction of the IMPROVEMENTS.

SUBDIVIDER agrees that the use of any and all public streets and improvements, which are part of the Subdivision, shall be at all times, prior to the final acceptance by the CITY, the sole and exclusive risk of the SUBDIVIDER.

7. <u>Permits and Compliance</u>.

Should SUBDIVIDER be required to perform any work within any public rights-of-way or easements located beyond the Subdivision limits, SUBDIVIDER shall satisfy any and all requirements, other than the payment of fees, as necessary to obtain an encroachment permit for said work.

SUBDIVIDER shall make arrangements for the relocation of all overhead and underground public utility facilities that interfere with the construction of the IMPROVEMENTS. The SUBDIVIDER shall be responsible for the full cost of relocating such facilities.

The SUBDIVIDER shall repair any damage to public streets or other public property or improvements resulting from or incidental to, the construction of the Improvements, or in lieu of making such repairs, the SUBDIVIDER shall pay to the CITY the full cost of such repairs.

Building permits for individual lots of the Subdivision will not be issued until all underground utilities are installed within the public right-of-way, the trenches have been backfilled, and an approved all-weather road is constructed for street frontage and access.

No occupancy permit for any dwelling to be constructed within the Subdivision shall be issued until all Improvements are completed and accepted by the City Council.

In accordance with Section 16.24.090 of the Hanford Municipal Code, construction methods and materials for all Improvements shall conform to the Standards and Specifications of the CITY. Construction shall not commence until required Improvement Plans have been approved by the City Engineer and payment of all fees have been received by the CITY.

The IMPROVMENTS shall be constructed in accordance with all applicable street, plumbing, building, electrical and zoning codes and any other codes, rules or regulations of the CITY and the State of California.

The SUBDIVIDER shall require contractors and subcontractors to provide and maintain barricades and warning signs to protect and warn the public of construction hazards. Traffic control shall conform to a traffic control plan approved by the City Engineer. If, in the opinion of the City Engineer, proper barricades and warning signs are not being provided, the Contractor will be required to immediately stop work until proper traffic control is provided and approved by the City Engineer.

The SUBDIVIDER shall require all contractors and subcontractors to conform to the applicable provisions of the California Occupational Safety and Health Act ("OSHA"). Onsite inspection of the work will be requested of OSHA officials, and all work subject to this Agreement shall immediately stop if, in the opinion of the City Engineer, any such work is being performed in violation of OSHA or when appropriate safety measures are not being utilized for said work.

The SUBDIVIDER and its contractors and subcontractors shall pay for any materials, provisions and other supplies used in, upon, for, or about the performance of the work to be performed hereunder and for any and all work or labor associated therewith and for all amounts due under the Workers' Compensation and the unemployment insurance acts and all other applicable laws or regulations of the State of California or the United States with respect to such work or labor, including without limitation, as required by Section 3200 of the California Labor Code and Section 4200 of the California Government Code.

8. Scheduling.

It shall be the responsibility of the SUBDIVIDER to coordinate all work performed by its contractors and subcontractors, such as scheduling the sequence of operations and the determination of liability if one operation delays another. In no case shall representatives of the CITY be placed in the position of making decisions that are the responsibility of the SUBDIVIDER. It shall further be the responsibility of the SUBDIVIDER to give the City Engineer written notice

not less than two (2) working days in advance of the actual date on which work is to be started. Failure on the part of the SUBDIVIDER to notify the City Engineer may cause delay for which the SUBDIVIDER shall be solely responsible.

9. Soil and Dust Control Provisions.

The SUBDIVIDER is responsible for arrangement for and payment of all CITY-required soil tests at locations as determined by the City Engineer. Payment for said tests shall be made directly by the SUBDIVIDER to the certified testing firm of the SUBDIVIDER's choice. Adequate dust control shall be maintained by the SUBDIVIDER on all streets within and outside of the Subdivision on which work is required to be performed under this Agreement, from the time work is first commenced until all work is completed. "Adequate dust control" as used herein shall mean the sprinkling of the streets with water or approved dust palliative with sufficient frequency to prevent the scattering of dust by wind or the activity of vehicles and equipment onto any street area or private property adjacent to the Subdivision. Whenever, in the opinion of the City Engineer, adequate dust control is not being maintained on any street or streets or other areas of the Subdivision, the City Engineer shall give notice to the SUBDIVIDER to comply with the provisions herein, or, at the election of the City Engineer, notice may be mailed to the SUBDIVIDER at his address on file with the City Engineer. If, within twenty-four (24) hours after personal service or within forty-eight (48) hours after mailing of notice, the SUBDIVIDER has not commenced to maintain adequate dust control or at any time thereafter fails to maintain adequate dust control, the City Engineer may, without further notice of any kind, cause any street or streets to be sprinkled with water or an approved dust palliative as may be deemed necessary by the City Engineer to eliminate the scattering of dust. Such dust control shall be performed by equipment and personnel of the CITY or by contract as the City Engineer shall determine, and the SUBDIVIDER agrees to pay to CITY, upon receipt of the billing, therefore, the entire cost to the CITY of such dust control.

When the surfacing on any existing street is disturbed, the surfacing shall be immediately replaced with temporary surfacing and permanently paved within fourteen (14) calendar days

thereafter. The streets shall be maintained in a safe and passable condition at all times between the commencement of construction of IMPROVEMENTS and final completion thereof.

10. Reimbursement.

If the City Municipal Code provides SUBDIVIDER with the right to receive cash reimbursement or impact fee credit because of the construction of certain improvements or the oversizing thereof, SUBDIVIDER must request payment of the cash reimbursement or preparation of a reimbursement agreement, whichever is applicable, or the impact fee credit prior to the date of final acceptance of all subdivision improvements by the City Council. Such request must be made in writing and received by the City Engineer prior to the date of final acceptance of the IMPROVMENTS by City Council. SUBDIVIDER agrees that should it fail to make such written request by the date identified herein, SUBDIVIDER forever waives its right to request and receive any cash reimbursement, reimbursement agreement or impact fee credit.

11. Prevailing Wage Laws, Rules and Regulations.

SUBDIVIDER shall comply with and shall require all contractors to comply with all prevailing wage laws, rules and regulations applicable to the SUBDIVISION. Unless otherwise advised in writing by the City, SUBDIVIDER shall be solely responsible for making any and all decisions regarding any portion or aspect of the SUBDIVISION including, without limitation, any form of reimbursement by the City to the SUBDIVIDER or any contractor, that will require the payment of prevailing wages. Further, SUBDIVIDER will be solely responsible for the payment of any claims, fines, penalties, reimbursements, payments or any other actions that may be initiated against applicant or any contractor as a result of failure to pay prevailing wages.

SUBDIVIDER shall defend, indemnify and hold harmless the City of Hanford, its officials, officers, employees, representatives, agents and attorneys from and against any and all claims, damages, losses, judgments, liabilities, expenses and other costs, including, without limitation, litigation costs and attorney's fees arising out of, to the extent resulting from any violation or claim of violation of any prevailing wage law, rule or regulation applicable to any portion or aspect of the SUBDIVISION. SUBDIVIDERS's obligation to defend, indemnify and hold the City harmless

specifically includes, but is not limited to, any suit or administrative action against the City which claims a violation of any prevailing wage law, rule or regulation applicable to any portion or aspect of the SUBDIVISION.

SUBDIVIDERS's obligations to defend, indemnify and hold the City, its officials, officers, employees, representatives, agents and attorneys harmless as set forth herein, shall include, but shall not be limited to, staff time, copying costs, court costs, the costs of any judgments or awards against the City for damages, losses, litigation costs or attorney fees arising out of any violation or claim of violation of any prevailing wage law, rule or regulation applicable to any portion or aspect of the SUBDIVISION and costs of any settlement representing damages, litigation costs and attorney's fees to be paid to other parties arising out of any such proceeding or suit.

The City may, at any time, require the SUBDIVIDER to reimburse the City for costs that have been, or which the City reasonably anticipates will be, incurred by the City during the course of any action. SUBDIVIDER shall reimburse the City within thirty (30) days of receipt of an itemized written invoice from the City for costs actually incurred. Failure of the SUBDIVIDER to timely reimburse the City shall be considered a material violation of the conditions of approval of the SUBDIVISION.

12. <u>Sole and Only Agreement</u>.

This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the matters set forth herein and contains all of the covenants and agreements between the parties regarding such matters. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or in writing, have been made by any party or anyone acting on behalf of any party which are not embodied in this Agreement, and no other agreement, statement or promises shall be valid or binding.

13. <u>Severability</u>.

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

14. Attorneys' Fees.

If an action at law or inequity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, costs and necessary disbursements in addition to any other reasonable relief to which he may be entitled. With respect to any suit, action or proceeding arising out of or related to this Agreement or the documentation related hereto, the parties hereby submit to the jurisdiction and venue of the

Superior or Municipal Court, whichever is applicable, in the County of Kings, State of California for any proceeding arising hereunder.

15. Successors and Assigns.

The covenants and agreements contained in this Agreement shall be binding upon and shall inure to the benefit of the heirs, successors and assigns of the parties hereto. This Agreement shall not be assignable by SUBDIVIDER without the express prior written consent of CITY.

16. Governing Law.

This Agreement shall be construed and governed pursuant to the laws of the State of California.

17. Time of the Essence.

Time is of the essence of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the _____ day of ________________________, 2020.

SUBDIVIDER:

Presidio JJR Bella Vista 113, LLC.
A Limited Liability Company

By: ____
Jim Robinson, Vice President

CITY OF HANFORD APPROVAL:

By: ______________________________________
Johnathan L. Doyel, P.E., P.L.S.
Public Works Director, City of Hanford

ATTEST:

By: ______________________________________
Sarah Martinez
City Clerk, City of Hanford

EXHIBIT "C"

SUBDIVISION IMPROVEMENT COST ESTIMATE

In accordance with Section 16.24.080 of the Hanford Municipal Code, estimated construction costs used in this Agreement are increased for projected inflation computed to the estimated mid-point of construction.

	ESTIMATE CONSTRUCTION COST
Sanitary Sewers	
Construction of sanitary sewer mains, manholes and appurtenances as shown on the approved improvement plans in accordance with City Standards and Specifications.	$238,831.30
Storm Sewers	
Construction of storm drain mains, manholes, catch basins and disposal facilities as shown on the approved improvement plan in accordance with City Standards.	$68,341.00
Water System	
Construction of water mains, hydrants, services and appurtenances as shown on the approved Improvement Plans in accordance with City Standards and Specifications.	$275,298.40
Curb and Gutter and Other Concrete Construction	
Construction of curb and gutter, sidewalk, wheelchair ramps, drive approaches, valley gutter and other concrete improvements as shown on the approved Improvement Plans in accordance with City Standards and Specifications.	$292,167.48
Street Surfacing	
Construct Type "B" asphalt concrete surfacing over Class II aggregate base as shown on the approved Improvement Plans in accordance with City Standards and Specifications.	$845,246.80
Street Lighting	
Install street lighting as shown on the approved Improvement Plans in accordance with City Standards and Specifications.	$39,975.00
Street Barricades	
Install street barricades as shown on the approved Improvement Plans in accordance with City Standards and Specifications.	$3,120.00

Fencing, Landscaping, and Irrigation System

Construct fencing and install landscape and irrigation system improvements, Misc. as shown on the approved Improvement Plans in accordance with City Standards and Specifications.	**$316,326.40**

Monuments and Lot Markers

Install permanent monuments and lot markers in accordance with City Standards and Specifications.	**$5,200.00**

Engineering Services

Engineering, surveying, & geotechnical services associated with Completion of the Subdivision Improvements.	**$119,600.00**

Earthwork Improvements

• **Excavation & Compaction (Completed under separate permit.)**	**$66,332.50**
• **Subgrade Compaction & Fine Grade**	**$43,027.40**
• **Final Lot Grading**	**$11,895.00**
• **Total Improvements subject to Plan Review & Insp. Fees**	**$2,240,845.50**

Private Utilities

• **Applicant Install Utilities Onsite Construct**	**$422,398.60**
Total Estimated Improvement Cost (To be bonded with Final Map)	**$2,662,884.10**

SECURITY REQUIREMENTS

Performance	**$2,662,884.10**
Labor and Materials	**$1,331,442.05**
Warranty (Minimum 12-mo. from N.O.C.)	**$266,288.10**

City Engineering Plan Review and Inspection Fee Schedule

City Engineering and Inspection Fees are established by Council Resolution No.1902, and are set forth below:

(1) 6% of first	$ 5,000.00	$	300.00
(2) 5% of next	$ 20,000.00	$	1,000.00
(3) 4.5% of next	$ 75,000.00	$	3,375.00
(4) 3.5% of next	$150,000.00	$	5,250.00
(5) 2% over	$250,000.00	$	48,257.60

Total City Engineering Review and Inspection Fee obligation	$	58,062.68
Fee balance payable with this Agreement Acct. #001-2010-4937	$	58,062.68

NOTE:

- **Engineering Plan Review & Inspection Fees are based on estimated cost of Improvements, including all items constructed both prior to & following posting of security.**

Attachment: 919 Subdivision Agreement (PW: NOC Track 919 Unit 2)

- **Private utility costs are not included in determination of City Engineering Plan Review and Inspection fee calculation.**

<u>Note: Additional fees and charges will be payable prior to approval of Final Map and Final Subdivision Agreement by the City Council, including:</u>

12th Ave. Sewer Benefit District, Acct. #161-2161-5494 (14.72 Ac @ $1,734.30/Ac) **(Determined at completion of final map review.)**	**$25,528.90**
Street Sign Fee, Acct. #0010-2010-4937 (6 @ $200.00 Ea.) **(Per intersection cost for sign blades furnished by City.)**	**$ 1,200.00**
Final Map Review Fee, Acct. #001-2010-4937 **(Determined at completion of final map review.)**	**$ 845.00**
Engineering Plan Review & Inspection Fees, Acct. #001-2010-4937	**$58,182.68**
Storm Drainage Impact Fees, Acct. #184-2184-5504 (N/A) **(Onsite drainage Basin provided, no impact to existing City drainage facilities)**	**$ 0.00**
Building Dept. block wall plan review fees paid from Acct. #001-2010-4937	**$ 1,007.39**
SUBTOTAL	**$86,763.97**
PAID	**$85,918.97**
BALANCE DUE:	**$ 845.00**

RECORDING REQUESTED BY:
CITY OF HANFORD

When recorded return to:

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

G.C. 27361.3 - Fee NIL

NOTICE OF COMPLETION

TO WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED AS FOLLOWS:

1. The work of Improvement is located at: Tract No. 919 Unit 2

2. The Improvement is particularly described as: Subdivision Infrastructure Improvements

3. The date of completion of the work of Improvement: 04/02/2021

4. The Owner of the work of Improvement: City of Hanford

5. The nature of the owner's interest or estate: Fee Simple

6. The name of the original contractor for the work of Improvement: San Joaquin Valley Homes

7. The surety for the work of Improvement: SureTec Insurance Company

8. Accepted by minute action of the City Council of the City of Hanford on: April 20, 2021.

I certify under penalty of perjury that the foregoing is true and correct.
Dated this 20th day of April, 2021.

BY: ______________________________

Francisco Ramirez, Mayor
City of Hanford, County of Kings, State of California

I, the undersigned, say:

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

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

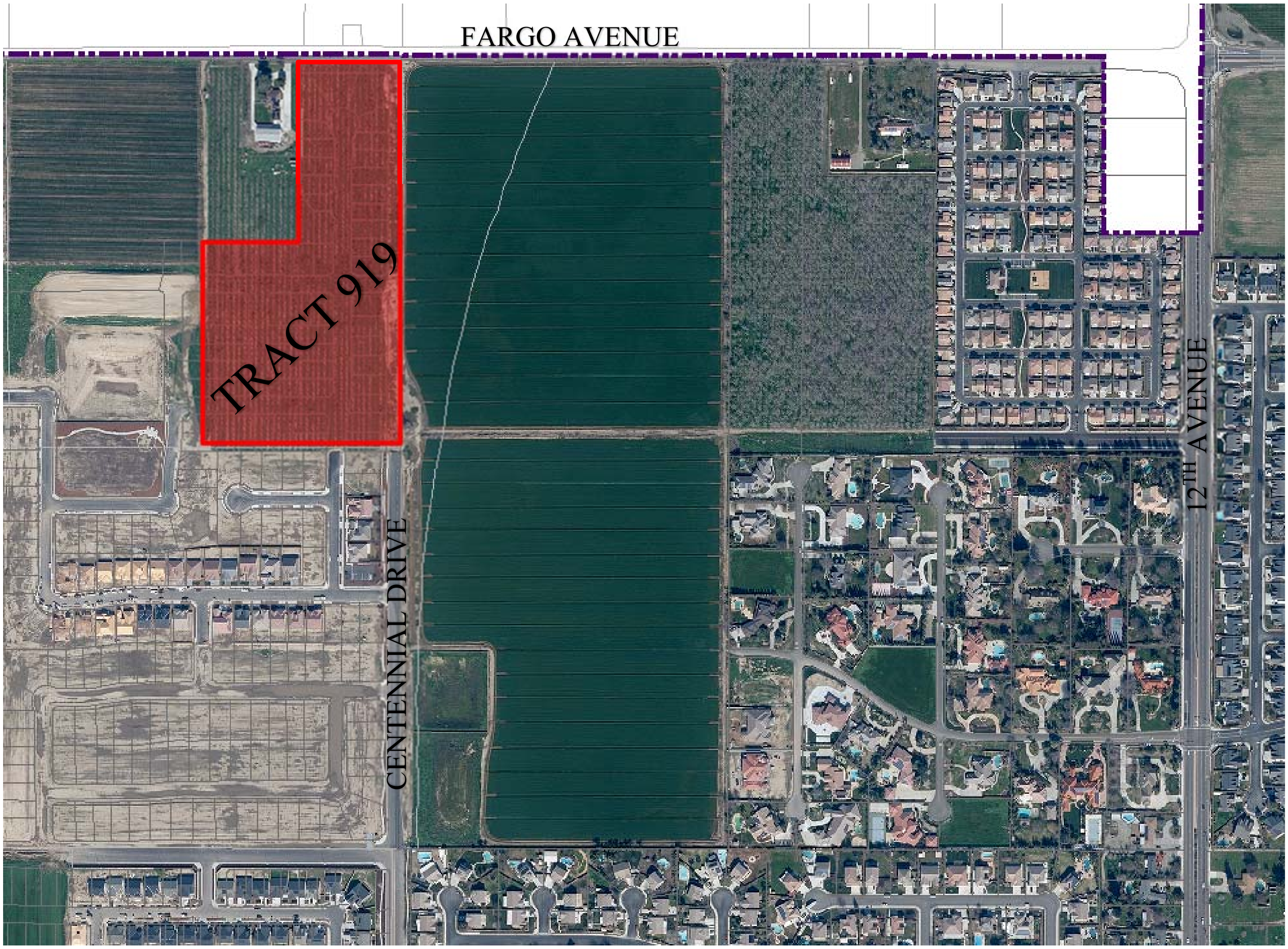
Executed at Hanford, California, this ______________day of ___________________________ 2021.

BY: _______________________________________

Francisco Ramirez, Mayor
City of Hanford, County of Kings, State of California

Authority: Section 1181 Civil Code

VICINITY MAP



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CITY OF HANFORD

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Hanford, California 93230-3951

G.C. 27361.3 - Fee NIL

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YOU ARE HEREBY NOTIFIED AS FOLLOWS:

1. The work of Improvement is located at: Tract No. 919 Unit 2
2. The Improvement is particularly described as: Subdivision Infrastructure Improvements
3. The date of completion of the work of Improvement: 04/02/2021
4. The Owner of the work of Improvement: City of Hanford
5. The nature of the owner's interest or estate: Fee Simple
6. The name of the original contractor for the work of Improvement: San Joaquin Valley Homes
7. The surety for the work of Improvement: SureTec Insurance Company
8. Accepted by minute action of the City Council of the City of Hanford on: April 20, 2021.

I certify under penalty of perjury that the foregoing is true and correct.
Dated this 20th day of April, 2021.

BY: ____
Francisco Ramirez, Mayor
City of Hanford, County of Kings, State of California

I, the undersigned, say:

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

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

Executed at Hanford, California, this _______________day of _____________________________ 2021.

BY: ____

Francisco Ramirez, Mayor
City of Hanford, County of Kings, State of California

Authority: Section 1181 Civil Code

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	AGENDA SECTION: I

SUBJECT:
Public Works: Award a Contract to Sancon Technologies, Inc. of Huntington Beach, CA in the amount of $87,326.00, for the FY 20/21 Sanitary Sewer Manhole Repair and Coating Project

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RECOMMENDATION:
That the City Council, by motion:

1. Award contract to Sancon Technologies, Inc. of Huntington Beach, CA in the amount of $87,326.00 for the FY 20/21 Sanitary Sewer Manhole Repair and Coating Project
2. Approve the attached Contract Change Order No. 1; to exclude line items 4 and 4A per the contract with a net decrease of -$5,172.00, for a new contract amount of $82,154.00.
3. Establish a construction contingency of $7,000.00 for this project.

BACKGROUND:
The Manhole Repair Project provides repair for damaged sanitary sewer manholes where corrosion affects the concrete surfaces.

In accordance with Council Action, bids were solicited and opened on April 6, 2021 for the FY 20/21 Manhole Repair Project. A total of two (2) bids were received, ranging from a low base bid of $87,326.00 from Sancon Technologies, Inc., to a high base bid of $116,102.00. A copy of the Bid Tabulation is attached for Council review.

The contract stipulates that the Project be completed within thirty (30) calendar days from the date of the Notice to Proceed. For each day of delay beyond the approved time, the Contractor shall be assessed $250 per day liquidated damages. If approved, work on this project is expected to begin in late May or early June 2021.

FISCAL IMPACT:
The FY 20/21 Wastewater Capital Budget provides $90,000.00 for construction, including contingencies, for this project.

ATTACHMENTS:
Budget Page
Change Order No. 1 - Signed
Bid Tabulation

Manhole Repair and Coating Project

Project Background:

This project provides for repair and coating of damaged sanitary sewer manholes and lift stations where corrosion is affecting concrete surfaces.

Existing Conditions:

Project Justification:

In order to limit damage to sewer facilities from corrosion, this project provides for repairing and coating the facilities.

Fiscal Implications:

Funding for the Manhole Repair and Coating Project will be allocated from Wastewater Capital reserves.

Project Budget Summary:

		5-Year Funding Allocation				
		2021	2022	2023	2024	2025
	Program or Project	Construction		Construction		Construction
Expenditure	Engineering / Inspection	5,000		5,000		5,000
	Construction	82,000		80,000		80,000
	Contingency	8,000		8,000		8,000
	Department Overhead	8,558		2,000		2,000
	Total Expenditure	$103,558	$0	$95,000	$0	$95,000
	Funding					
Revenue	363 Wastewater Capital	103,558		95,000		95,000
	Total Funding	$103,558	$0	$95,000	$0	$95,000

Attachment: Budget Page (PW: Award a Contract for FY 20/21 Sanitary Sewer Manhole Repair and Coating Project)

CITY OF HANFORD

Department of Public Works

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

ENGINEERING DIVISION **CONTRACT CHANGE ORDER NO. 1 REV. NO. ___**

PROJECT Sanitary Sewer Manhole Repair and Coating Project **SHEET 1 OF 1**

TO CONTRACTOR: Sancon Technology, Inc. **CONTRACT NO.** 20730000-821633

YOU ARE HEREBY DIRECTED TO MAKE THE HEREIN DESCRIBED CHANGES FROM THE PLANS AND SPECIFICATIONS OR DO THE FOLLOWING DESCRIBED WORK NOT INCLUDED IN THE PLANS AND SPECIFICATIONS ON THIS CONTRACT.

NOTE: THIS CHANGE ORDER IS NOT EFFECTIVE UNTIL APPROVED BY THE CITY.

Contract Amount: $87,326.00

DESCRIPTION OF WORK TO BE DONE, ESTIMATE OF QUANTITIES AND PRICES TO BE PAID. SEGREGATE BETWEEN ADDITIONAL WORK AT CONTRACT PRICE, AGREED PRICE AND FORCE ACCOUNT. UNLESS OTHERWISE STATED, RATES FOR RENTAL OF EQUIPMENT COVER ONLY SUCH TIME AS EQUIPMENT IS ACTUALLY USED AND NO ALLOWANCE WILL BE MADE FOR IDLE TIME.

CHANGE REQUESTED BY: City of Hanford

THE LAST PERCENTAGE SHOWN IS THE NET ACCUMULATED INCREASE OR DECREASE FROM THE ORIGINAL QUANTITY IN THE ENGINEER'S ESTIMATE.

1. The project contract is revised to exclude the following line items to meet budgetary needs.
   - Per contract; Bid Schedule
     Line Item: 4; Qty. 1; Channel Repair: Kaweah St. at Alley south of Porter St. (2nd Manhole)
     Line Item: 4A; Qty. 1; Coating: Kaweah St. at Alley south of Porter St. (2nd manhole)

For a net decrease in cost -$5,172.00

ESTIMATED COST THIS CHANGE: -$5,172.00
CONTRACT TOTAL, INCLUDING THIS CHANGE $82,154.00

BY REASON OF THIS ORDER THE TIME OF COMPLETION WILL BE AS FOLLOWS: No Change

APPROVAL RECOMMENDED, ENGINEER __________ DATE __________

APPROVED, CITY OF HANFORD __________ DATE __________

WE, THE UNDERSIGNED CONTRACTOR, HAVE GIVEN CAREFUL CONSIDERATION TO THE CHANGE PROPOSED AND HEREBY AGREE IF THIS PROPOSAL IS APPROVED, THAT WE WILL PROVIDE ALL EQUIPMENT, FURNISH ALL MATERIALS, EXCEPT AS MAY OTHERWISE BE NOTED ABOVE, AND PERFORM ALL SERVICES NECESSARY FOR THE WORK ABOVE SPECIFIED, AND WILL ACCEPT AS FULL PAYMENT THEREFOR THE PRICES SHOWN ABOVE

ACCEPTED, DATE 4/13/2021 CONTRACTOR SANCON TECHNOLOGIES, INC

BY [signature] TITLE JOHN HERNANDEZ, PROJECT MANAGER

IF THE CONTRACTOR DOES NOT SIGN ACCEPTANCE OF THIS ORDER, HIS ATTENTION IS DIRECTED TO THE REQUIREMENTS OF THE SPECIFICATIONS AS TO PROCEEDING WITH THE ORDERED WORK AND FILING A WRITTEN PROTEST WITHIN THE TIME THEREIN SPECIFIED.

FY 20/21 Sanitary Sewer Manhole Repair and Coating Project

20730000-821633

				Sancon Technologies, Inc LOWEST BIDDER		SoCal Pacific Construction Corp. National Coatings & Lining Co.	
	ITEM	QUANTITY	UNIT	Unit Cost	Subtotal	Unit Cost	Subtotal
1	Channel Repiar: Green St. at Visala St.	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
2	Channel Repair: Kaweah St. at Alley south of Ivy St. (1st manhole)	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
2A	Coating: Kaweah St. at Alley south of Ivy St. (1st manhole)	2.7	EA	$820.00	$2,214.00	$1,350.00	$3,645.00
3	Channel Repair: Kaweah St. at Alley south of Porter St. (1st manhole)	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
3A	Coating: Kaweah St. at alley south of Porter St. (1st manhole)	2.7	EA	$820.00	$2,214.00	$1,350.00	$3,645.00
4	Channel Repar: Kaweah St. at Alley south of Porter St. (2nd manhole)	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
4A	Coating: Kaweah St. at Alley south of Porter St. (2nd manhole)	2.7	LF	$820.00	$2,214.00	$1,350.00	$3,645.00
5	Coating: Kaweah St. at Central Ave.	2.7	LF	$820.00	$2,214.00	$1,350.00	$3,645.00
6	Coating: Kaweah St. at Alley south of Central Ave. (1st manhole)	2.7	LF	$820.00	$2,214.00	$1,350.00	$3,645.00
7	Cannel Repair: Greenfield Ave. at Campus Drive	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
8	Channel Repair: Greenfield Ave. at Robinson Ct.	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
9	Channel Repair: Jones St. at Malta St.	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
9A	Coating: Jones St. at Malta St.	8.8	LF	$820.00	$7,216.00	$1,000.00	$8,800.00
10	Channel Repir: Redington St. btw. Second St. and Third St.	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
10A	Coating: Redington St. btw. Second St. and Third St	8.0	LF	$820.00	$6,560.00	$1,000.00	$8,000.00
11	Channel Repair: Water St. at East St.	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
11A	Coating: Water St. at East St.	2.3	LF	$820.00	$1,886.00	$1,350.00	$3,105.00
12	Channel Repiar: Water St. at end of cul-de-sac	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
12A	Coating: Water St. at end of cul-de-sac.	2.1	LF	$820.00	$1,722.00	$1,350.00	$2,835.00
13	Channel Repair: Cameron St. at Brown St.	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
14	Channel Repiar: Carson St. at Alley	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
14A	Coating: Carson St. at Alley	2.8	LF	$820.00	$2,296.00	$1,350.00	$3,780.00
15	Channel Repiar: Central Ave. at Park Ave. (manhole on eastside)	1.0	EA	$4,352.00	$4,352.00	$5,489.00	$5,489.00
							$0.00
				Total:	$87,326.00	Total:	$116,102.00

Attachment: Bid Tabulation (PW: Award a Contract for FY 20/21 Sanitary Sewer Manhole Repair and Coating Project)

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	AGENDA SECTION: J

SUBJECT:
Public Works: Authorization to advertise for bids for the Emma Lee Lane Reconstruction & Crossing / Lift Station #37 Replacement; and pre-authorization for the City Manager to award and execute the contract on behalf of the City to the lowest responsible bidder, providing project bid is within current budget appropriation.

RECOMMENDATION:
That the City Council, by motion:

1. Authorize staff to advertise for bids for the Emma Lee Lane Reconstruction & Crossing / Lift Station #37 Replacement; and
2. Pre-Authorize the City Manager to award and execute the contract on behalf of the City to the lowest responsible bidder providing project bid is within current budget appropriation.

BACKGROUND:
This project consists of the reconstruction of Emma Lee Lane, from Grangeville Boulevard to Jana Way including the installation of curb, gutter, sidewalk, ADA ramps, storm drainage collection system, and reconstruction of the roadway. Additionally, this project will include the replacement of the culvert system under Emma Lee Lane where it crosses Peoples Ditch Company and the replacement of Lift Station #37 which is integrated with the existing culvert structure.

Pursuant to an agreement between the City and Peoples Ditch Company, the City is responsible for the road crossing over the ditch within city limits.

City staff has completed construction plans and coordinating the acquisition of street right of way necessary for the road widening and crossing replacement located at the Peoples Ditch crossing at Emma Lee Lane, just west of Jana Way. The right of way is necessary for development of street improvements, including curb ramps, utility relocations, and the installation of sidewalks and curb and gutters.

After bid opening, Staff will examine the bids, validate the lowest bidder's contractor's license status, and verify the contractor is in good standing. Staff is requesting the pre-authorization to award and execute the contract in order to expedite the process of delivery of projects. If awarded, construction is anticipated to begin in July 2021.

FISCAL IMPACT:
The FY 21 Capital Improvement Program Budget provides $635,000 for construction, including contingencies. A copy of Budget pages are attached for Council review.

ATTACHMENTS:
Emma Lee Lane Reconstruction Budget
Emma Lee Lane Crossing & Lift Pump Budget

Emma Lee Lane Reconstruction, Grangeville Boulevard to Conquistador Street

Project Background:

This project will involve the reconstruction of Emma Lee Lane, from Grangeville Boulevard to Conquistador Street. Improvements to include installation of curb, gutter, sidewalk, ADA ramps, storm drainage collection system and reconstruction of street.

Existing Conditions:

Emma Lee Lane is a residential street that lacks a proper drainage system and is in need of total reconstruction.

Project Justification:

This project will extend the useful life of the street by approximately 25-30 years.

Fiscal Implications:

Funding for this project will be allocated from gas tax reserves.

Project Budget Summary:

		5-Year Funding Allocation				
		2019	2020	2021	2022	2023
	Program or Project	Design	Construction			
Expenditure	Engineering / Inspection	15,000	8,000			
	Construction		350,000			
	Contingency		35,000			
	Department Overhead	3,000	2,000			
	Total Expenditure	$18,000	$395,000	$0	$0	$0
	Funding					
Revenue	040 Gas Tax (2105)	18,000	395,000			
	Total Funding	$18,000	$395,000	$0	$0	$0

Emma Lee Lane Crossing / Lift Station #37

Project Background:

Pursuant to an agreement between the City of Hanford and the People's Ditch Company, the City of Hanford is responsible for any and all road crossings over the ditch within the city limits.

Existing Conditions:

During a recent inspection, the People's Ditch Company notified the City that the galvanized culverts that transfer water under Emma Lee Lane were failing and in need of repair or replacement. Storm Lift Station #37 also discharges under this crossing and must be relocated to affect the repairs.

Project Justification:

To prevent a failure of the pipes and the possible subsequent road collapse, the culvert pipes must be repaired or replaced and the lift station outlet relocated.

Fiscal Implications:

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

Project Budget Summary:

		6-Year Funding Allocation				
		2019	2020	2021	2022	2023
	Program or Project	Construction				
Expenditure	Engineering / Inspection	7,500				
	Construction	225,000				
	Contingency	25,000				
	Department Overhead	2,500				
	Total Expenditure	$260,000	$0	$0	$0	$0
	Funding					
Revenue	358 Storm Drainage Capital	260,000				
	Total Funding	$260,000	$0	$0	$0	$0

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	AGENDA SECTION: K

SUBJECT:
Public Works: Adoption of Resolution No. 21-14-R regarding the public transit needs within the City of Hanford and authorization for the City Manager to sign and submit claims for funds and any subsequent amended claims required; 2) Determine, based on City's financial participation in and support of the existing Kings County Area Public Transit System, that there are no areas within the City of Hanford with unmet public transit needs which could reasonably be met by the expansion of the existing system or by the establishment of a new system; 3) Approval of the filing of the Notice of Exemption to certify that projects to be constructed with these funds are categorically exempt from the California Environmental Quality Act.

RECOMMENDATION:

That the City Council, by motion:
1. Adopt the attached resolution regarding the public transit needs within the City of Hanford and authorize the City Manager to sign and submit claim for funds and any subsequent amended claims required;
2. Determine, based on City's financial participation in and support of the existing Kings County Area Transit Agency System, that there are no areas within the City of Hanford with unmet public transit needs which could reasonably be met by the expansion of the system or by the establishment of a new system;
3. Approve the filing of the attached Notice of Exemption to certify that projects to be constructed with these funds are categorically exempt from the California Environmental Quality Act.

BACKGROUND:
Attached are estimates of TDA funding for Fiscal Year 2021/22 prepared by the Kings County Auditor pursuant to section 6620 of the California Administrative Code.

Listed below is a summary distribution of TDA funds received for the past few years:

Description:	2018/19	2018/19	2020/21	2021/22
KCAG Transportation Planning Costs	$63,506	$33,181	$71,218	$110,501
Kart Bus System Costs	$481,889	$613,667	$613,667	$629,833
Local Streets and Roads - Claim Amt.	$980,277	$1,002,589	$978,390	$1,114,223
Hanford's TDA Fund Total	$1,525,672	$1,649,437	$1,663,275	$1,854,557

These figures will change around May 1, 2021 when the new state population estimates are released. The attached resolution provides that the City Manager sign and submit this claim as well as any amended claims, as may be required.

In regards to filing of an Exemption Notice, Title 14, Section 14104 (c) Public Resources Code provides that rehabilitation and / or reconstruction of existing highways and streets within existing rights of ways are categorically exempt from EIR requirements.

FISCAL IMPACT:
The funds of $1,114,223 will be deposited in our Gas Tax Transportation Capital Improvement Fund for use in our street projects capital improvement program.

ATTACHMENTS:
TDA Claim
Resolution 21-14
TDA FY 21-22
Attachment C - CIP
NOE 2021

CLAIM FOR TDA FUND

OTHER CLAIMS
ARTICLE 8

1. Claimant: City of Hanford

   900 S. 10th Ave.

   Hanford, CA 93230

2. Claim for FY 2021-22

3. Amount of Apportionment (estimate): 38.6366% $ 1,854,557

4. Purpose for which claimed funds will be used:

   Article 8, Section 99400(a), Local Street and Roads. $ 1,114,223

   Article 8, Section 99400(c), Transportation Services. $ 0

   Article 8, Section 99233.1 and 99402, Planning. $ 110,501

   Article 8, Section 99234.9, Rail Passenger Service Projects $ 0

5. NOTE: KCAPTA will Claim $ 629,833 through Article 4.

* 6. Has your governing body conducted a public hearing for the purpose of soliciting comments on the unmet transit needs that may exist within your jurisdiction?

   NO ________ YES X

7. Has your governing body passed a resolution in which the finding was made that there are no areas within your jurisdiction with unmet public transit needs which could reasonably be met by expansion of existing transportation systems or by establishing a new system?

   NO ________ YES X

   Include a copy of that resolution and documentation of the finding, including evidence and information that provides the basis for the finding, and designate it as "Attachment B".

* As a member of the Joint Powers Authority, the Kings Area Public Transit Authority (KCAPTA) scheduled and conducted a public hearing on the City's behalf.

8. Has your governing body passed a resolution authoring the person whose signature appears below to submit this claim?

NO ______ YES X

9. Proposed road maintenance and construction budget for the fiscal year of this claim:

$ 3,967,942

Include a list of road maintenance and construction projects for which the funds are requested and designate it as "Attachment C".

10. Has your governing body certified environmental documents for projects to be funded by this claim?

NO ______ YES X

11. ______________________ 4/20/2021

Signature and Title Date

Mario Cifuentes II, City Manager

Payment for projects approved by KCAG will be made to Claimant as money is available for distribution in Claimant's account.

ATTACHMENT "B"

RESOLUTION NO. 21-14-R

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HANFORD
REGARDING THE PUBLIC TRANSIT NEEDS WITHIN THE CITY OF HANFORD
AND AUTHORIZING THE FILING OF A CLAIM FOR LOCAL TRANSPORTATION FUNDS

At a regular meeting of the City Council of the City of Hanford, duly called and held on April 20, 2021, it was moved by Council Member ___________________, and seconded by Council Member _________________, and carried that the following resolution be adopted:

WHEREAS, the Transportation Development Act provides for Local Transportation Funds (LTF) for meeting transportation needs that can be reasonably met; and

WHEREAS, once public transportation needs are met, the balance of the LTF may be claimed for local streets and roads; and

WHEREAS, the City of Hanford has participated with the Kings County Area Public Transit Agency to provide public transportation for the City of Hanford; and

WHEREAS, the Kings County Area Public Transportation Authority Board, a joint powers authority, will conduct a Public Hearing on behalf of the City Council to determine if there are unmet transportation needs that are reasonable to meet; and

WHEREAS, the aforementioned service is currently meeting all transit needs that are reasonable to be met.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hanford does hereby find that, based on current evidence, there are no areas within the City of Hanford with unmet public transit needs which could reasonably be met by expansion of existing transportation systems or by establishing new systems.

BE IT FURTHER RESOLVED that the City Council of the City of Hanford claim the unused balance of the Local Transportation Funds, not used for public transportation and transportation planning, for maintenance of local streets and roads and that maintenance of streets and roads is categorically exempt from environmental review and that the City Manager is authorized to sign and submit the claim for funds and any subsequent amended claims required.

Passed and Adopted at a regular meeting of the City Council of the City of Hanford duly called and held on the 20th day of April, 2021, by the following vote:

AYES:	Council Member	____________________
		____________________
		____________________
		____________________
		____________________
NOES:	Council Member	____________________
ABSTAIN:	Council Member	____________________
ABSENT:	Council Member	____________________

____
Francisco Ramirez, Mayor

ATTEST: ____________________________
City Clerk

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

I, NATALIE CORRAL, City Clerk of the City of Hanford, do hereby certify the foregoing Resolution was duly passed and adopted by the City Council of the City of Hanford at a regular meeting thereof held on the 20th day of April, 2021.

Dated: April 20, 2020

____
Natalie Corral, City Clerk

ESTIMATED FY 2021-22
TRANSPORTATION DEVELOPMENT ACT SHARES

	21-22 LOCAL TRANSPORTATION FUND SHARES				AMOUNT CLAIMED	AMOUNT REMAINING
1.	Estimate of LTF for Fiscal Year 2021-22 by Kings County Auditor pursuant to Section 6620 of the California Administrative Code:					$4,800,000
2.	Article 3, Pedestrian and Bicycle Facilities:				$96,000 (amount available)	$4,800,000
				AMOUNT		
	Claimed to date			$0		
3.	Shares of remaining LTF based on the Department of Finance population estimate as of May 1, 2020:					$4,800,000
	AGENCY	POPULATION*	PERCENTAGE	SHARE		
	Avenal	13,189	8.5861%	$412,133		
	Corcoran	21,302	13.8678%	$665,654		
	Hanford	59,349	38.6366%	$1,854,557		
	Lemoore	26,509	17.2576%	$828,365		
	Kings Co.	33,259	21.6519%	$1,039,291		
	TOTAL	153,608	100.0000%	$4,800,000		
4.	LTF Administration and Article 8 Transportation Planning cost for KCAG:				$286,000	$4,514,000
	AGENCY		PERCENTAGE	SHARE		
	Avenal		8.5861%	$24,556		
	Corcoran		13.8678%	$39,662		
	Hanford		38.6366%	$110,501		
	Lemoore		17.2576%	$49,357		
	Kings Co.		21.6519%	$61,924		
	TOTAL		100.0000%	$286,000		
5.	Article 4, Public Transit, KART (Not Shared by Corcoran):				$1,200,000	$3,314,000
	AGENCY		PERCENTAGE (Based on Pop. & Hrs. of Service)	SHARE		
	Avenal		5.7074%	$68,489		
	Corcoran		0.0000%	$0		
	Hanford		52.4861%	$629,833		
	Lemoore		22.8603%	$274,324		
	Kings Co.		18.9462%	$227,354		
	TOTAL		100.0000%	$1,200,000		
6.	Article 8, Transportation Services and Planning, City of Avenal: (From Avenal's Share)				$8,000	$3,306,000
	AGENCY			SHARE		
	Avenal			$8,000		
7.	Article 4, Public Transit, Corcoran Dial-A-Ride: (From Corcoran's Share)				$530,992	$2,775,008
	AGENCY			SHARE		
	Corcoran			$530,992		
8.	Article 8, Transportation Services: (From Corcoran's Share)				$95,000	$2,680,008
	AGENCY			SHARE		
	Corcoran KART tickets			$5,000		
	Corcoran Amtrak tickets			$90,000		
9.	Remaining Article 8 shares for streets and roads. (By population % shown in item #3 above):				$2,680,008	$0
	AGENCY			SHARE		
	Avenal			$311,088		
	Corcoran			$0		
	Hanford			$1,114,223		
	Lemoore			$504,684		
	Kings Co.			$750,013		
	TOTAL			$2,680,008		
	Estimated FY 2021-22 LTF:				**$4,800,000**	

* Based on 2020 Department of Finance estimates released on May 1, 2020.

2/24/2021

ATTACHMENT "C"

TRANSPORTATION PROJECTS - FIVE YEAR CAPITAL PLAN

PROJECT TITLE	2021	2022	2023	2024	2025
Sidewalk and Miscellaneous Concrete Repairs	43,604	40,000	40,000	40,000	40,000
New Sidewalk and ADA Improvements	54,505	50,000	50,000	50,000	50,000
Street Division Maintenance	327,028	300,000	300,000	300,000	300,000
Unscheduled Arterial Upgrades & Traffic Signal Installation	218,019	200,000	200,000	200,000	200,000
Survey Monumentation / Benchmark Update	87,208	15,000	15,000	15,000	15,000
Pavement Resurfacing Treatment	1,744,150	950,000	950,000	950,000	950,000
East Lacey Boulevard Widening / Reconstruction, 10th Avenue to Sierra Drive	730,363	4,470,000	4,470,000	0	0
Reclamite Seal Treatment	190,766	0	175,000	0	175,000
Campus Drive Resurfacing, Lacey Boulevard to Greenfield Avenue	572,299	0	0	0	0
Grangeville Blvd. Widening, Centennial Dr. to 13th Ave.	0	500,000	3,920,000	0	0
Lacey Blvd. Widening / Reconstruction, from Magna Carta to 13th Ave. and 13th Ave. from Lacey Blvd. to 1300 feet north.	0	0	625,000	5,130,000	0
TOTAL	**$3,967,942**	**$6,525,000**	**$10,745,000**	**$6,685,000**	**$1,730,000**

FUNDING SOURCES	2021	2022	2023	2024	2025
040 Gas Tax (2105)	381,533	350,000	350,000	350,000	350,000
041 Gas Tax (2106)	190,766	0	175,000	0	175,000
042 Gas Tax (2107)	327,028	300,000	300,000	300,000	300,000
044 Gas Tax (2103)	572,299	0	0	0	0
045 Gas Tax (RMRA)	1,035,589	950,000	950,000	0	0
050 Gas Tax (TDA Transportation)	492,287	915,000	1,690,000	1,690,000	690,000
052 Gas Tax (RSTP Exchange Funds)	0	0	0	0	0
055 Congestion Mitigation and Air Quality (CMAQ)	96,365	443,000	886,000	0	0
181 Transportation Impact Fees	327,028	2,200,000	3,795,000	2,930,000	200,000
358 Storm Drainage Capital	479,641	757,500	1,257,500	507,500	7,500
363 Wastewater Capital	32,703	259,500	541,500	407,500	7,500
391 Water Capital	32,703	350,000	800,000	500,000	0
TOTAL	**$3,967,942**	**$6,525,000**	**$10,745,000**	**$6,685,000**	**$1,730,000**

ATTACHMENT "D"

Notice of Exemption

To: ☐ Office of Planning and Research
P.O. Box 3044, Room 212
Sacramento, CA 95812-3044

☒ County Clerk
County of Kings
Kings County Government Center
Hanford, CA 93230

From: City of Hanford – Public Works
900 S. 10th Avenue
Hanford, CA 93230

Project Title: Streets and Roads Maintenance and Reconstruction

Project Location – Existing street rights of way within the Hanford City Limits

Project Location – City: Hanford **Project Location** – County: Kings County

Description of Nature, Purpose and Beneficiaries of Project:

Improvement of City streets for the benefit of the citizens of Hanford and Kings County.

Name of Public Agency Approving Project: City of Hanford

Name of Person or Agency Carrying Out Project: City of Hanford, Public Works Department

Exempt Status: **(check one)**

- ☐ Ministerial (Sec. 21080 (b) (1); 15268);
- ☐ Declared Emergency (Sec. 21080 (b) (3); 15269(a);
- ☐ Emergency Project (Sec. 21080 (b) (4); 15269(b) (c);
- ☒ Categorical Exemption State type and section number: (Sec. 15301 (c));
- ☐ Statutory Exemption. State code number: 15301 Existing Facilities
- ☐ Other (Sec. 1410 (c) Public Resources Code).

Reasons why project is exempt:

Street maintenance and construction within existing City rights of way is exempt per CEQA 15301 (c) – Existing highways and streets, sidewalks, gutter, bicycle and pedestrian trails and similar facilities.

Lead Agency
Contact Person: John Doyel Area Code/Telephone: (559) 585-2571

Signature: ______________ Date: ______________ Title: Director of Public Works

☐ Signed by Lead Agency Date received for filing at OPR: ______________
☐ Signed by Applicant

Attachment: NOE 2021 (PW: FY 21/22 Transportation Development Act (TDA) Funds Claim)

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	**AGENDA SECTION:** A

SUBJECT:
Community Development: Council consideration and approval of the Hanford Area Municipal Service Review and Sphere of Influence Update and Adoption of Resolution 21-15-R, directing staff to file an application with Kings County Local Agency Formation Commission (LAFCo) for a request to expand the City's Sphere of Influence, as identified within the 2035 Hanford General Plan Update

See staff report, attached.

FISCAL IMPACT:

ATTACHMENTS:
Staff Report - Hanford Area Municipal Service Review and Sphere of Influence Update
Resolution 21-15-R
Attachment 1 - Current Sphere of Influence (Adopted 2008)
Attachment 2 - Planned Area
Attachment 3 - Proposed Sphere of Influence
Attachment 4 - Municipal Service Review
Attachment 5 - Disadvantaged Unicorporated Communities

Project:

Hanford Area Municipal Service Review and Sphere of Influence Update

Recommendation:

1. Adopt Resolution 21-15-R, directing staff to file an application with Kings County Local Agency Formation Commission (LAFCo) for a request to expand the City's Sphere of Influence, as identified within the 2035 Hanford General Plan Update.

Background:

A Sphere of Influence (SOI) is a boundary adopted by the Local Agency Formation Commission of Kings County (LAFCo) that serves as a plan for the probable future service area boundary of a local agency, such as a city or community district. Within the Sphere of Influence, a city or community district may apply to LAFCo to annex contiguous territory which is a logical an orderly expansion. LAFCo retains the authority to approve annexations to cities and community districts, and must make certain findings to ensure the orderly expansion and adequacy of service provisions, while protecting prime agricultural lands.

On January 1, 2008, a comprehensive Sphere of Influence Update was completed by LAFCO, which adopted new Sphere of Influence boundaries for the City of Hanford. A Sphere of Influence update has not been conducted since.

The City of Hanford adopted the 2035 General Plan Update on April 24, 2017. The City's General Plan identified the 2035 Growth Boundary to serve as the limits of the area to be developed with urban uses during the 2015 to 2035 planning period. The Planned Area boundary proposed in the General Plan is proposed to serve as the boundary for the primary Sphere of Influence. Hanford's Sphere of Influence delineates the City's probable physical boundary and service area. The Primary Sphere of Influence determines the areas to be annexed, and the Secondary Sphere of Influence identifies areas where LAFCo recommends land use coordination between the City of Hanford and Kings County. LAFCo makes the final determination of the location of both the Primary and Secondary Spheres of Influence.

In accordance with the General Plan Policy L7, the City shall support and pursue an amendment of the City of Hanford's Primary Sphere of Influence to be coterminous to the Planned Area Boundary.

The current Sphere of Influence, adopted by LAFCo in 2008 is attached, as **Attachment 1.**

The proposed Primary Sphere of Influence is attached as **Attachment 2.**

The Planned Area Boundary, as identified in the General Plan, is attached as **Attachment 3.**

Sphere of Influence Review Criteria

As part of any Sphere of Influence review, LAFCo is required to consider the information presented in the Municipal Service Review. Additionally, LAFCo must also make written statement of its determinations for that agency regarding the following:

1. The present and planned land uses in the area, including agricultural and open-space lands;

2. The present and probable need for public facilities and services in the area;

3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide;

4. The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency; and

5. The present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing Sphere of Influence.

After a written determination has been made with respect to the aforementioned areas of review, LAFCo may adopt a Sphere of Influence (SOI) that is appropriate for the agency's provision of service.

Municipal Service Review (MSR)

A Municipal Service Review (MSR) is a comprehensive assessment of the ability of existing local government agencies to effectively and efficiently provide municipal services to residents and users. The form and content of an MSR is specified by requirements in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act) and in the State of California's Local Agency Formation Commission (LAFCo) MSR Guidelines, published in August 2003.

The CKH Act requires all LAFCos, including the Local Agency Formation Commission of Kings County (Kings LAFCo), to prepare an MSR for each of its incorporated cities and its special districts. The fundamental role of LAFCo is to implement the CKH Act, which was adopted into State law to encourage the logical, efficient, and most appropriate formation of local municipalities, service areas, and special districts. MSRs must be completed prior to, or in conjunction with, an update of a city or special district Sphere of Influence (SOI).

An MSR was initiated by Kings LAFCo in the beginning of 2020, intended to provide Kings LAFCo with the necessary and relevant information related to the operations and management of the municipal service providers within the City of Hanford's proposed SOI update.

Note: *The MSR discusses annexation of eight county islands, however, the request to annex the County islands is separate from the request to expand the Sphere of Influence. The request to annex the eight county islands will come before the Council at a later date, following public notice, a community meeting to address questions, and Planning Commission review.*

The MSR contains analysis and conclusions, referred to as Determinations, regarding six topic areas, as set forth in the CKH Act. These areas of analysis focus on the essential operational and management aspect of the City of Hanford, and together constitute a complete review of Hanford's ability to meet the service demands of its residents and businesses. The six topic areas used for analysis in the MSR are:

1. Growth and Population Projections – Service efficiency is linked to a service provider's ability to plan for the future needs of a city, while also meeting existing service demands. This section reviews projected service demands and needs based upon existing and anticipated growth patterns and population projections.

   Determinations:

Determination 2-1 - U.S. Census data indicates that the City had a 2010 population of 53,967, a 2023 population (five-year increment from last Community Survey prediction) of 63,140, and a population projection of 87,429 by 2047, according to population projections from the General Plan.

Determination 2-2 - Based upon recent historical population trends from 2010 to 2015, the average annual growth rate was 0.3 percent for the City of Hanford. Therefore, the current population is trending below the projections of the General Plan.

Determination 2-3 - The City plans for future growth through the implementation of policies and standards set forth in its General Plan. The City's General Plan was updated in 2017 and is a long-range guide for attaining the City's goals within its ultimate service area and accommodating its population growth. The City's General Plan provides a policy base to guide future growth within the City.

Determination 2-4 - The City contains policies in their General Plan that regulate future annexations.

2. Disadvantaged Unincorporated Communities – Unincorporated disadvantaged communities, as defined by Water code Section 79505.5, may lack basic infrastructure, such as water, sewer, or fire protection, because they may have been overlooked due to their socioeconomic status. To promote equality and environmental justice, in accordance with adopted local policy and Senate Bill 244, adopted in 2011, the proximity of any disadvantaged community to existing service providers in analyzed and discussed, in order to determine if the community should be included in the SOI of the City.

   Determinations:

   Determination 3-1 - There are Census Block Groups within the City of Hanford that have a median household income below $60,181(80 percent of the statewide median household income).

   Determination 3-2 - There are areas currently within the City's SOI that can be considered unincorporated disadvantaged communities due to median household income being below 80 percent of the statewide average.

   Determination 3-3 – The community of Home Garden is within the City of Hanford's SOI and currently provides potable water service. Wastewater service is provided by the City and fire and emergency protection services from Kings County. These areas would only be considered disadvantaged based on income, not from a service delivery standpoint.

   Determination 3-4 – There are areas within the SOI that currently receive water and/or sewer through private facilities, such as wells and septic tanks, while receiving fire and emergency protection services from Kings County and are below the 80 percent threshold of medium household income. These areas would be considered disadvantaged from a service delivery and an income standpoint and should be evaluated on a case by case basis when there is a neighborhood of 12 or more registered voters that could be included in a future annexation, per State law.

   Determination 3-5 – Areas designated as having potential to become a DUC should be monitored and reviewed during the next municipal service review for the City.

3. Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs and Deficiencies – Infrastructure can be evaluated in terms of condition, capacity, availability, quality and relationship to operational, capital improvement, and finance planning. This section of the MSR assesses the adequacy and quality of the service providers' physical infrastructure and analyzes whether or not sufficient infrastructure and capital are in place, or planned for, to accommodate planned future growth and expansions.

   Determinations:

   Capital Improvement Plan

   Determination 4.1.1-1 – The City annually adopts a Capital Improvement Plan that identifies key capital projects that are needed to enhance services to residents.

   Determination 4.1.1-2 – The Capital Improvement Plan could include milestones, performance indicators and/or specific goals consistent with the visioning principles of the General Plan to benchmark its progress in achieving specific levels of service for its residents.

   Water

   Determination 4.1.2-1 – The City operates a municipal water enterprise that services its residents.

   Determination 4.1.2-2 – The City has completed and adopted a Water System Master Plan in September 2017 to better identify and improve operations of the water system and plan for future needs of the City in accordance with population projects.

   Determination 4.1.2-3 – The City should monitor the well efficiencies on a frequent basis to adequately manage the groundwater supply.

   Wastewater

   Determination 4.1.3-1 – The City operates a municipal sewer enterprise that services its residents.

   Determination 4.1.3-2 – The City has completed and adopted a Sewer System Master Plan in September 2017 to better identify and improve operations of the water system and plan for future needs of the City in accordance with population projects.

   Fire

   Determination 4.1.4-1 – The Hanford Fire Department provides emergency and fire protection services for residents and buildings within the city limits. Emergency services provided by the Fire Department include technical rescue, hazardous materials response, emergency medical services, and emergency disaster management.

   Determination 4.1.4-2 – The City provides fire services through the use of General Fund, service fees, and other miscellaneous funds.

Determination 4.1.4-3 – The City did not have any facility upgrade projects listed in the most recently CIP.

Determination 4.1.4-4 – The City should continue to program repairs to existing facilities and continue plans for the construction of a fourth and fifth fire station in order to meet the needs of staff in order to provide a level of service acceptable to residents.

Determination 4.1.4-5 – The City should establish, maintain, and monitor a set of level-of-service criteria for fire protection services as a tool to assess the ability of the City to service growth.

Police

Determination 4.1.5-1 – The City utilizes a variety of financing sources in order to offset the expenditures utilized by law enforcement.

Determination 4.1.5-2 – The Police Department has identified upgrades to its police station and making additions as funding becomes available.

Determination 4.1.5-3 – The City should monitor crime statistics in years immediately following 2018 to determine if there is a need for additional patrol personnel to curtail the increase in crimes.

Parks and Community Services

Determination 4.1.6-1 – The City actively maintains parks and provides recreational services to the residents of Hanford.

Determination 4.1.6-2 – Parks and recreational facilities within the City amount to approximately 309.9 acres of land. This amounts to a ratio of roughly 5.4 acres per 1,000 persons (based on 2020 population estimate of 56,910), which meets the standard identified in the City's Parks and Recreation Master Plan.

Determination 4.1.6-3 – The City utilizes the Capital Improvement Plan to maintain and repair its numerous recreational facilities within the city limits to promote an active lifestyle to its residents.

Determination 4.1.6-4 – The City's General Plan and Parks Master Plan both identified a need for additional park and recreation space to serve residents of the City.

Determination 4.1.6-5 – The City's current parkland ratio of acres per 1,000 population is below the NRPA's guidelines and will be even more so with the addition of the population of the eight County islands.

Determination 4.1.6-6 - The City may need to employ strategies such identification of new parks in the Capital Improvement Program or obtaining grant funds for additional facilities to achieve adopted levels of service in conjunction with an expansion of its service area with the annexation of the eight County islands in order to reach the goals of the General Plan.

Determination 4.1.6-7 – The City should strive to improve proximity and distribution of parks and open space throughout the City so that all areas of the City meet the General Plan goal of 3.5 acres per 1,000 residents.

Road Maintenance

Determination 4.1.7-1 – The City actively maintains the existing road systems and provides street sweeping within the city limits.

Determination 4.1.7-2 – The City utilizes a Capital Improvement Plan and reimbursements from the Gas Tax to aid in the repair and maintenance of existing roadways within the city limits.

Storm Drainage

Determination 4.1.8-1 – The City provides municipal storm drainage services for its residents.

Determination 4.1.8-2 – The City has completed and adopted a Storm Drainage Master Plan in 2017 to better identify and improve operations of the storm drainage system and plan for future needs of the City in accordance with population projections.

Public Transportation

Determination 4.1.9-1 – The City, in conjunction with other cities and Kings County, provides fixed route and dial-a-ride service to its residents within the city limits and urban area boundary through the Kings Area Rural Transit (KART) system.

Determination 4.1.9-3 – The City's transit capital and service goals and policies are identified in the City of Hanford General Plan.

Refuse

Determination 4.1.10-1 – The City provides residents and commercial properties with solid waste collection and disposal through a JPA with Kings Waste and Recycling Authority.

Determination 4.1.10-2 – The City's Refuse Operations revenues and expenditures have been balanced.

Determination 4.1.10-3 – The City should continue to participate in the joint powers authority and review the rates established to ensure they provide equal levels of service to throughout the service area.

Plans for Future Services

Determination 4.1.11-1 – The City's General Plan and subsequent Water, Sewer, and Storm Master Plans have calculated and planned for service accommodation for the future population of the City.

Determination 4.1.11-2 - Present needs for public facilities and services are currently being met. Probable needs for public facilities and services are not currently anticipated to vary from present needs, as future demands are expected to remain relatively the same. Population increases are not currently anticipated to affect the City's ability to provide of services as growth is anticipated within the General Plan.

Determination 4.1.11-3 – Implementation of Master Plans would properly provide the adequate extension of services to the County islands, were they to be annexed.

4. Financial Ability to Provide Services- This section of the MSR analyzes the financial structure and health of the City with respect to the provisions of services. Included in this analysis is the consideration of rates, service operations, and the link, as well as other factors affecting the City's financial health and stability, including factors affecting the financing of needed infrastructure improvements and services. Compliance with existing State requirements relative to financial reporting and management is also discussed.

   Determinations:

   Determination 4.2-1 – The City annually conducts an open, transparent budgeting process aimed at balancing the needs of the City with the financial resources available.

   Determination 4.2-2 – The City attempts to utilize other forms of revenue available besides sales/property taxes and fees, such as grants, to supplement its revenue stream.

   Determination 4.2-3 – The City levies a series of fees and rates to offset the operations, maintenance, and infrastructure costs of the services it provides.

   Determination 4.2-4 – The services provided by the City are subject to Proposition 218.

5. Status of, and Opportunities for, Shared Facilities – practices and opportunities that may help to reduce or eliminate unnecessary costs are examined in this section of the MSR. Occurrences of facility sharing are listed and assessed for efficiency, and potential sharing opportunities that would serve to better deliver services are discussed.
   Determinations:

   Determination 4.3-1 – The City participates in a mutual aid agreement with the Kings County Fire Department for additional fire protection service.

   Determination 4.3-2 – The City participates in the Kings County Area Public Transit Authority to provide public transportation to its residents.

   Determination 4.3-3 – The City is a member of the Kings Waste and Recycling Authority to provide refuse disposal to its residents.

   Determination 4.3-4 – The City should annually review the agreements of which the City participates to establish if further cost savings could be realized beyond the current economies of scale.

6. Accountability of Community Service Needs, Including Governmental Structure and Operational Efficiencies – This section of the MSR addresses the adequacy and appropriateness of the agency's existing boundaries and sphere of influence and evaluates the ability of the City to meet their service demands under their existing

government structure. Also included in this section is an evaluation of compliance by the agency with public meeting and records law.

Determinations:

Determination 4.4-1 – The City operates under the City Manager/City Council form of government. Each year the Council members select a Mayor and Vice-Mayor from amongst themselves.

Determination 4.4-2 – The City conducts open meetings in compliance with the Brown Act that allows for complaints and comments regarding services and potential conflicts or inefficiencies to be identified to the City Council by residents.

Determination 4.4-3 – The City utilizes an organizational structure that obtains efficiency through departments heads who oversee multiple divisions.

Determination 4.4-4 – The City makes Council agendas and other information that details operations and services provided by the City available to the public at City Hall and on its website (Council agendas).

Determination 4.4-5 – The current City structure is efficient, transparent, and meets expectation of its residents with the resources available.

The full Municipal Service Review prepared by QK, which will be forwarded to LAFCo, is attached – **Attachment 4.**

Statement of Determinations

1. Present and Planned Land Uses

   The City has adopted the 2035 General Plan, that dictates present and future land use policy for City growth. The City's General Plan includes areas for immediate development, as well as reserve areas to accommodate growth of the periods of the document, at least 20 years and possibly beyond.

   The General Plan Land Use Map, which also reflects the 2035 Growth Boundary and Planned Area, is attached – **Attachment 2.**

2. Present and Probable Need for Public Facilities and Services

   The City provides a wide range of services to its residents, while being supplemented by other agencies within its city limits. The City also coordinates through secondary agreements to collaborate with neighboring agencies, such as the County or special districts, to provide services in a comprehensive manner.

   The City will continue to utilize its agreements with the County for public transportation and solid waste collection and disposal. The City has undertaken significant efforts to implement the Master Plan infrastructure in areas within the city. The current public facilities serving the City limits and SOI will continue as is, with no need for a change of services.

3. Disadvantaged Unincorporated Communities – The City provides water, wastewater, and fire and emergency services within its city limits and within several of the County islands. However, the majority of area within the SOI (outside the city limits), does not have a service provider, with the exception of the Home Garden Community Service District (CSD). The areas depicted as a disadvantages unincorporated community (**Attachment 5)** are below the 80% of California's median household income and do not receive water, wastewater, and fire and emergency services from the City of Hanford or another service provider. However, given the fact that the City has extended services beyond its limits within some of these areas, future annexations should be reviewed on a case by case basis to determine if there is a neighborhood needing services that would warrant a subsequent annexation.

4. Present Capacity of Public Facilities and Adequacy of Public Services – The City currently provides a level of service which appears satisfactory to meet the needs of its current residents. The City will determine the ability to provide public services to any areas to be annexed into the City from the Sphere of Influence.

5. Existence of Any Social or Economic Communities of Interest – There are currently areas of social or economic interest within the existing SOI, denoted as disadvantaged unincorporated communities of potential disadvantaged unincorporated communities, most notability – the community of Home Garden. These areas have been identified and will need subsequent review for inclusion on future annexations. Areas which already receive water, wastewater, and fire and emergency service may still need to be included in follow-up annexations to the City in order to provide equitable police, fire and emergency services. Police service levels should be reviewed as part of annexation proposals that are in proximity to disadvantaged unincorporated communities.

   Additionally, other municipal services that would be extended to an annexation proposal should be compared with the adjacent disadvantaged unincorporated community area to determine if there would be a benefit or improvement in service levels to the neighborhood with a follow-up annexation. If the proposal would be cost prohibitive, the disadvantaged unincorporated community area should be forwarded to the County to attempt to bring the services through available funding sources, such as grants or loan interest loan programs, in order to facilitate transition to the City.

Next Steps

Following direction from the Council to submit the necessary application, fees, and document to LAFCo, LAFCo staff and Counsel will review the MSR and SOI proposal. From there, a hearing will be scheduled by LAFCo where comments from the public will be heard and the MSR adopted by LAFCo.

Environmental Review

Municipal Service Review

The municipal service review (MSR) study is not a project subject to the California Environmental Quality Act (CEQA). The municipal service review is Categorically Exempt from CEQA pursuant with Section 15306 of the Guidelines which exempts basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource.

Sphere Expansion

City Staff is affirming the City of Hanford's general Plan EIR certified on April 24, 2017. The footprint for development will not change from that contemplated in the City's General Plan. NO land use designations are being changed. No new construction activity will result from adopting of the Sphere of Influence expansion. Individual projects will be properly reviewed in accordance with the California Environmental Quality Act (CEQA) Guidelines.

Recommendation:

1. Adopt Resolution 21-15-R, directing staff to file an application with Kings County Local Agency Formation Commission (LAFCo) for a request to expand the City's Sphere of Influence, as identified within the 2035 Hanford General Plan Update.

RESOLUTION 21-15-R

A RESOLUTION OF APPLICATION BY THE CITY OF HANFORD REQUESTING THE LOCAL AGENCY FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR A SPHERE OF INFLUENCE EXPANSION AND APPROVAL OF THE MUNICIPAL SERVICE REVIEW

RESOLVED by the City Council of the City of Hanford, that,

WHEREAS, the City of Hanford desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Reorganization Act of 2000, Division 3, commencing with Section 5600 of the California Government Code, an affected City, as defined therein, may by resolution adopted by its legislative body make a proposal for a change of organization and request initiation of proceedings thereon; and

WHEREAS, the City of Hanford proposes to initiate a Sphere of Influence expansion, as shown in **Exhibit A,** coterminous with the 2035 General Plan's Planned Growth Boundary, as shown in **Exhibit B;** and

WHEREAS, the City Council has reviewed the Draft Municipal Service Review, to be forwarded to the Local Agency Formation Commission (LAFCo) of Kings County and concurs with the determinations made and as follows:

1. Growth and Population Projections – Service efficiency is linked to a service provider's ability to plan for the future needs of a city, while also meeting existing service demands. This section reviews projected service demands and needs based upon existing and anticipated growth patterns and population projections.

   Determinations:

   Determination 2-1 - U.S. Census data indicates that the City had a 2010 population of 53,967, a 2023 population (five-year increment from last Community Survey prediction) of 63,140, and a population projection of 87,429 by 2047, according to population projections from the General Plan.

   Determination 2-2 - Based upon recent historical population trends from 2010 to 2015, the average annual growth rate was 0.3 percent for the City of Hanford. Therefore, the current population is trending below the projections of the General Plan.

Determination 2-3 - The City plans for future growth through the implementation of policies and standards set forth in its General Plan. The City's General Plan was updated in 2017 and is a long-range guide for attaining the City's goals within its ultimate service area and accommodating its population growth. The City's General Plan provides a policy base to guide future growth within the City.

Determination 2-4 - The City contains policies in their General Plan that regulate future annexations.

2. Disadvantaged Unincorporated Communities – Unincorporated disadvantaged communities, as defined by Water code Section 79505.5, may lack basic infrastructure, such as water, sewer, or fire protection, because they may have been overlooked due to their socioeconomic status. To promote equality and environmental justice, in accordance with adopted local policy and Senate Bill 244, adopted in 2011, the proximity of any disadvantaged community to existing service providers in analyzed and discussed, in order to determine if the community should be included in the SOI of the City.

Determinations:

Determination 3-1 - There are Census Block Groups within the City of Hanford that have a median household income below $60,181(80 percent of the statewide median household income).

Determination 3-2 - There are areas currently within the City's SOI that can be considered unincorporated disadvantaged communities due to median household income being below 80 percent of the statewide average.

Determination 3-3 – The community of Home Garden is within the City of Hanford's SOI and currently provides potable water service. Wastewater service is provided by the City and fire and emergency protection services from Kings County. These areas would only be considered disadvantaged based on income, not from a service delivery standpoint.

Determination 3-4 – There are areas within the SOI that currently receive water and/or sewer through private facilities, such as wells and septic tanks, while receiving fire and emergency protection services from Kings County and are below the 80 percent threshold of medium household income. These areas would be considered disadvantaged from a service delivery and an income standpoint and should be evaluated on a case by case basis when there is a neighborhood of 12 or more registered voters that could be included in a future annexation, per State law.

Determination 3-5 – Areas designated as having potential to become a DUC should be monitored and reviewed during the next municipal service review for the City.

3. Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs and Deficiencies – Infrastructure can be evaluated in terms of condition, capacity, availability, quality and relationship to operational, capital improvement, and finance planning. This section of the MSR assesses the adequacy and quality of the service providers' physical infrastructure and analyzes whether or not sufficient infrastructure and capital are in place, or planned for, to accommodate planned future growth and expansions.

Determinations:

Capital Improvement Plan

Determination 4.1.1-1 – The City annually adopts a Capital Improvement Plan that identifies key capital projects that are needed to enhance services to residents.

Determination 4.1.1-2 – The Capital Improvement Plan could include milestones, performance indicators and/or specific goals consistent with the visioning principles of the General Plan to benchmark its progress in achieving specific levels of service for its residents.

Water

Determination 4.1.2-1 – The City operates a municipal water enterprise that services its residents.

Determination 4.1.2-2 – The City has completed and adopted a Water System Master Plan in September 2017 to better identify and improve operations of the water system and plan for future needs of the City in accordance with population projects.

Determination 4.1.2-3 – The City should monitor the well efficiencies on a frequent basis to adequately manage the groundwater supply.

Wastewater

Determination 4.1.3-1 – The City operates a municipal sewer enterprise that services its residents.

Determination 4.1.3-2 – The City has completed and adopted a Sewer System Master Plan in September 2017 to better identify and improve operations of the water system and plan for future needs of the City in accordance with population projects.

Fire

Determination 4.1.4-1 – The Hanford Fire Department provides emergency and fire protection services for residents and buildings within the city limits. Emergency services provided by the Fire Department include technical rescue, hazardous materials response, emergency medical services, and emergency disaster management.

Determination 4.1.4-2 – The City provides fire services through the use of General Fund, service fees, and other miscellaneous funds.

Determination 4.1.4-3 – The City did not have any facility upgrade projects listed in the most recently CIP.

Determination 4.1.4-4 – The City should continue to program repairs to existing facilities and continue plans for the construction of a fourth and fifth fire station in order to meet the needs of staff in order to provide a level of service acceptable to residents.

Determination 4.1.4-5 – The City should establish, maintain, and monitor a set of level-of-service criteria for fire protection services as a tool to assess the ability of the City to service growth.

Police

Determination 4.1.5-1 – The City utilizes a variety of financing sources in order to offset the expenditures utilized by law enforcement.

Determination 4.1.5-2 – The Police Department has identified upgrades to its police station and making additions as funding becomes available.

Determination 4.1.5-3 – The City should monitor crime statistics in years immediately following 2018 to determine if there is a need for additional patrol personnel to curtail the increase in crimes.

Parks and Community Services

Determination 4.1.6-1 – The City actively maintains parks and provides recreational services to the residents of Hanford.

Determination 4.1.6-2 – Parks and recreational facilities within the City amount to approximately 309.9 acres of land. This amounts to a ratio of roughly 5.4 acres per 1,000 persons (based on 2020 population estimate of 56,910), which meets the standard identified in the City's Parks and Recreation Master Plan.

Determination 4.1.6-3 – The City utilizes the Capital Improvement Plan to maintain and repair its numerous recreational facilities within the city limits to promote an active lifestyle to its residents.

Determination 4.1.6-4 – The City's General Plan and Parks Master Plan both identified a need for additional park and recreation space to serve residents of the City.

Determination 4.1.6-5 – The City's current parkland ratio of acres per 1,000 population is below the NRPA's guidelines and will be even more so with the addition of the population of the eight County islands.

Determination 4.1.6-6 - The City may need to employ strategies such identification of new parks in the Capital Improvement Program or obtaining grant funds for additional facilities to achieve adopted levels of service in conjunction with an expansion of its service area with the annexation of the eight County islands in order to reach the goals of the General Plan.

Determination 4.1.6-7 – The City should strive to improve proximity and distribution of parks and open space throughout the City so that all areas of the City meet the General Plan goal of 3.5 acres per 1,000 residents.

Road Maintenance

Determination 4.1.7-1 – The City actively maintains the existing road systems and provides street sweeping within the city limits.

Determination 4.1.7-2 – The City utilizes a Capital Improvement Plan and reimbursements from the Gas Tax to aid in the repair and maintenance of existing roadways within the city limits.

Storm Drainage

Determination 4.1.8-1 – The City provides municipal storm drainage services for its residents.

Determination 4.1.8-2 – The City has completed and adopted a Storm Drainage Master Plan in 2017 to better identify and improve operations of the storm drainage system and plan for future needs of the City in accordance with population projections.

Public Transportation

Determination 4.1.9-1 – The City, in conjunction with other cities and Kings County, provides fixed route and dial-a-ride service to its residents within the city limits and urban area boundary through the Kings Area Rural Transit (KART) system.

Determination 4.1.9-3 – The City's transit capital and service goals and policies are identified in the City of Hanford General Plan.

Refuse

Determination 4.1.10-1 – The City provides residents and commercial properties with solid waste collection and disposal through a JPA with Kings Waste and Recycling Authority.

Determination 4.1.10-2 – The City's Refuse Operations revenues and expenditures have been balanced.

Determination 4.1.10-3 – The City should continue to participate in the joint powers authority and review the rates established to ensure they provide equal levels of service to throughout the service area.

<u>Plans for Future Services</u>

Determination 4.1.11-1 – The City's General Plan and subsequent Water, Sewer, and Storm Master Plans have calculated and planned for service accommodation for the future population of the City.

Determination 4.1.11-2 - Present needs for public facilities and services are currently being met. Probable needs for public facilities and services are not currently anticipated to vary from present needs, as future demands are expected to remain relatively the same. Population increases are not currently anticipated to affect the City's ability to provide of services as growth is anticipated within the General Plan.

Determination 4.1.11-3 – Implementation of Master Plans would properly provide the adequate extension of services to the County islands, were they to be annexed.

4. Financial Ability to Provide Services- This section of the MSR analyzes the financial structure and health of the City with respect to the provisions of services. Included in this analysis is the consideration of rates, service operations, and the link, as well as other factors affecting the City's financial health and stability, including factors affecting the financing of needed infrastructure improvements and services. Compliance with existing State requirements relative to financial reporting and management is also discussed.

Determinations:

Determination 4.2-1 – The City annually conducts an open, transparent budgeting process aimed at balancing the needs of the City with the financial resources available.

Determination 4.2-2 – The City attempts to utilize other forms of revenue available besides sales/property taxes and fees, such as grants, to supplement its revenue stream.

Determination 4.2-3 – The City levies a series of fees and rates to offset the operations, maintenance, and infrastructure costs of the services it provides.

Determination 4.2-4 – The services provided by the City are subject to Proposition 218.

5. Status of, and Opportunities for, Shared Facilities – practices and opportunities that may help to reduce or eliminate unnecessary costs are examined in this section of the MSR. Occurrences of facility sharing are listed and assessed for efficiency, and potential sharing opportunities that would serve to better deliver services are discussed.
   Determinations:

   Determination 4.3-1 – The City participates in a mutual aid agreement with the Kings County Fire Department for additional fire protection service.

   Determination 4.3-2 – The City participates in the Kings County Area Public Transit Authority to provide public transportation to its residents.

   Determination 4.3-3 – The City is a member of the Kings Waste and Recycling Authority to provide refuse disposal to its residents.

   Determination 4.3-4 – The City should annually review the agreements of which the City participates to establish if further cost savings could be realized beyond the current economies of scale.

6. Accountability of Community Service Needs, Including Governmental Structure and Operational Efficiencies – This section of the MSR addresses the adequacy and appropriateness of the agency's existing boundaries and sphere of influence and evaluates the ability of the City to meet their service demands under their existing government structure. Also included in this section is an evaluation of compliance by the agency with public meeting and records law.

   Determinations:

Determination 4.4-1 – The City operates under the City Manager/City Council form of government. Each year the Council members select a Mayor and Vice-Mayor from amongst themselves.

Determination 4.4-2 – The City conducts open meetings in compliance with the Brown Act that allows for complaints and comments regarding services and potential conflicts or inefficiencies to be identified to the City Council by residents.

Determination 4.4-3 – The City utilizes an organizational structure that obtains efficiency through departments heads who oversee multiple divisions.

Determination 4.4-4 – The City makes Council agendas and other information that details operations and services provided by the City available to the public at City Hall and on its website (Council agendas).

Determination 4.4-5 – The current City structure is efficient, transparent, and meets expectation of its residents with the resources available.

WHEREAS, the City Council affirms the following statement of determinations, pertaining to the request to expand the Sphere of Influence:

1. Present and Planned Land Uses

   The City has adopted the 2035 General Plan, that dictates present and future land use policy for City growth. The City's General Plan includes areas for immediate development, as well as reserve areas to accommodate growth of the periods of the document, at least 20 years and possibly beyond.

2. Present and Probable Need for Public Facilities and Services

   The City provides a wide range of services to its residents, while being supplemented by other agencies within its city limits. The City also coordinates through secondary agreements to collaborate with neighboring agencies, such as the County or special districts, to provide services in a comprehensive manner.

The City will continue to utilize its agreements with the County for public transportation and solid waste collection and disposal. The City has undertaken significant efforts to implement the Master Plan infrastructure in areas within the city. The current public facilities serving the City limits and SOI will continue as is, with no need for a change of services.

3. Disadvantaged Unincorporated Communities – The City provides water, wastewater, and fire and emergency services within its city limits and within several of the County islands. However, the majority of area within the SOI (outside the city limits), does not have a service provider, with the exception of the Home Garden Community Service District (CSD). The areas depicted as a disadvantages unincorporated community are below the 80% of California's median household income and do not receive water, wastewater, and fire and emergency services from the City of Hanford or another service provider. However, given the fact that the City has extended services beyond its limits within some of these areas, future annexations should be reviewed on a case by case basis to determine if there is a neighborhood needing services that would warrant a subsequent annexation.

4. Present Capacity of Public Facilities and Adequacy of Public Services – The City currently provides a level of service which appears satisfactory to meet the needs of its current residents. The City will determine the ability to provide public services to any areas to be annexed into the City from the Sphere of Influence.

5. Existence of Any Social or Economic Communities of Interest – There are currently areas of social or economic interest within the existing SOI, denoted as disadvantaged unincorporated communities of potential disadvantaged unincorporated communities, most notability – the community of Home Garden. These areas have been identified and will need subsequent review for inclusion on future annexations. Areas which already receive water, wastewater, and fire and emergency service may still need to be included in follow-up annexations to the City in order to provide equitable police, fire and emergency services. Police service levels should be reviewed as part of annexation proposals that are in proximity to disadvantaged unincorporated communities.

   Additionally, other municipal services that would be extended to an annexation proposal should be compared with the adjacent disadvantaged unincorporated community area to determine if there would be a benefit or improvement in service levels to the neighborhood with a follow-up annexation. If the proposal would be cost prohibitive, the disadvantaged unincorporated community area should be forwarded to the County to attempt to bring the services through available funding sources, such as grants or loan interest loan programs, in order to facilitate transition to the City.

WHEREAS, the proposal is consistent with the General Plan of the City of Hanford; and

WHEREAS, the Municipal Service Review is categorically exempt from the California Environmental Quality Act (CEQA), pursuant to Section 15306 of the Guidelines, which exempts basic data collection, research, experimental management, and resource evaluation activities, which do not result in serious or major disturbances to an environmental resource; and

WHEREAS, the request to expand the Sphere of Influence is affirmed by the General Plan EIR, certified on April 24, 2017, and the footprint for development will not change from that contemplated in the City's General Plan, and no land use designations are being changed, and no new construction activity will result from adopting the Sphere of Influence Expansion.

NOW, THEREFORE, BE IT RESOLVED, this Resolution of Application is hereby adopted and approved by the City Council of the City of Hanford and the Local Agency Formation Commission of Kings County is hereby requested to take proceedings of Sphere of Influence expansion of certification of the Municipal Service Review, as authorized in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Hanford held on the 20th day of April, 2021, by the following vote:

AYES: Council Member ________________________

____

____

____

____

NOES: Council Member ________________________

ABSTAIN: Council Member ________________________

ABSENT: Council Member ________________________

____

Francisco Ramirez

MAYOR

STATE OF CALIFORNIA)

COUNTY OF KINGS)

CITY OF HANFORD) SS

I, **Natalie Corral,** City Clerk of the City of Hanford, do hereby certify that the foregoing Resolution was duly passed and adopted by the City Council of the City of Hanford at a regular meeting thereof held on the 20th day of April, 2021.

Dated: ______________________

____

City Clerk

Exhibit A

Proposed Sphere of Influence

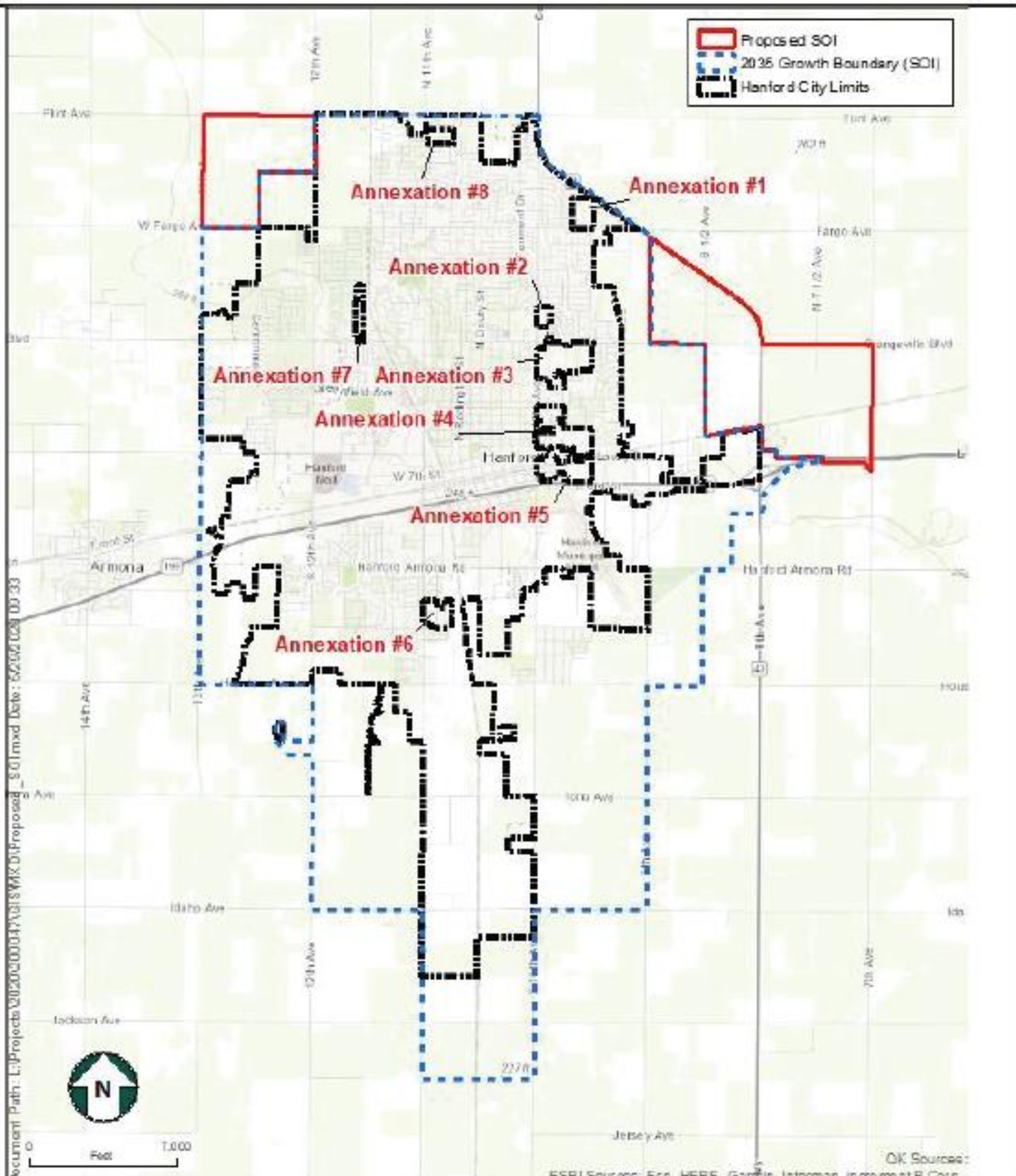
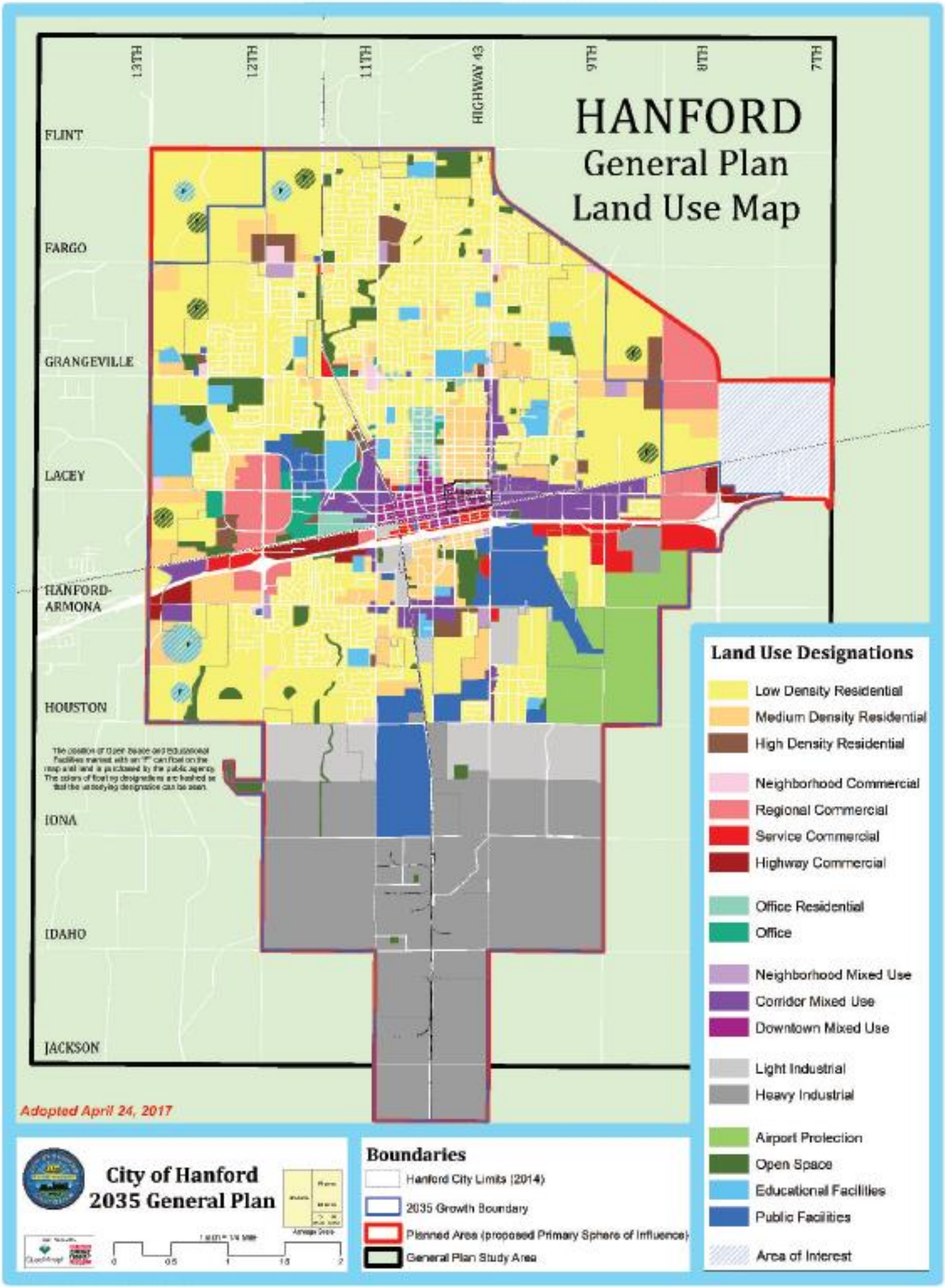


Figure 5-1
Proposed Sphere of Influence
City of Hanford

Exhibit B

2035 General Plan Planned Growth Boundary

Figure 3-1: General Plan Land Use Map



LAFCO of Kings County

Exhibit C
CITY OF HANFORD
2008 SPHERE OF INFLUENCE

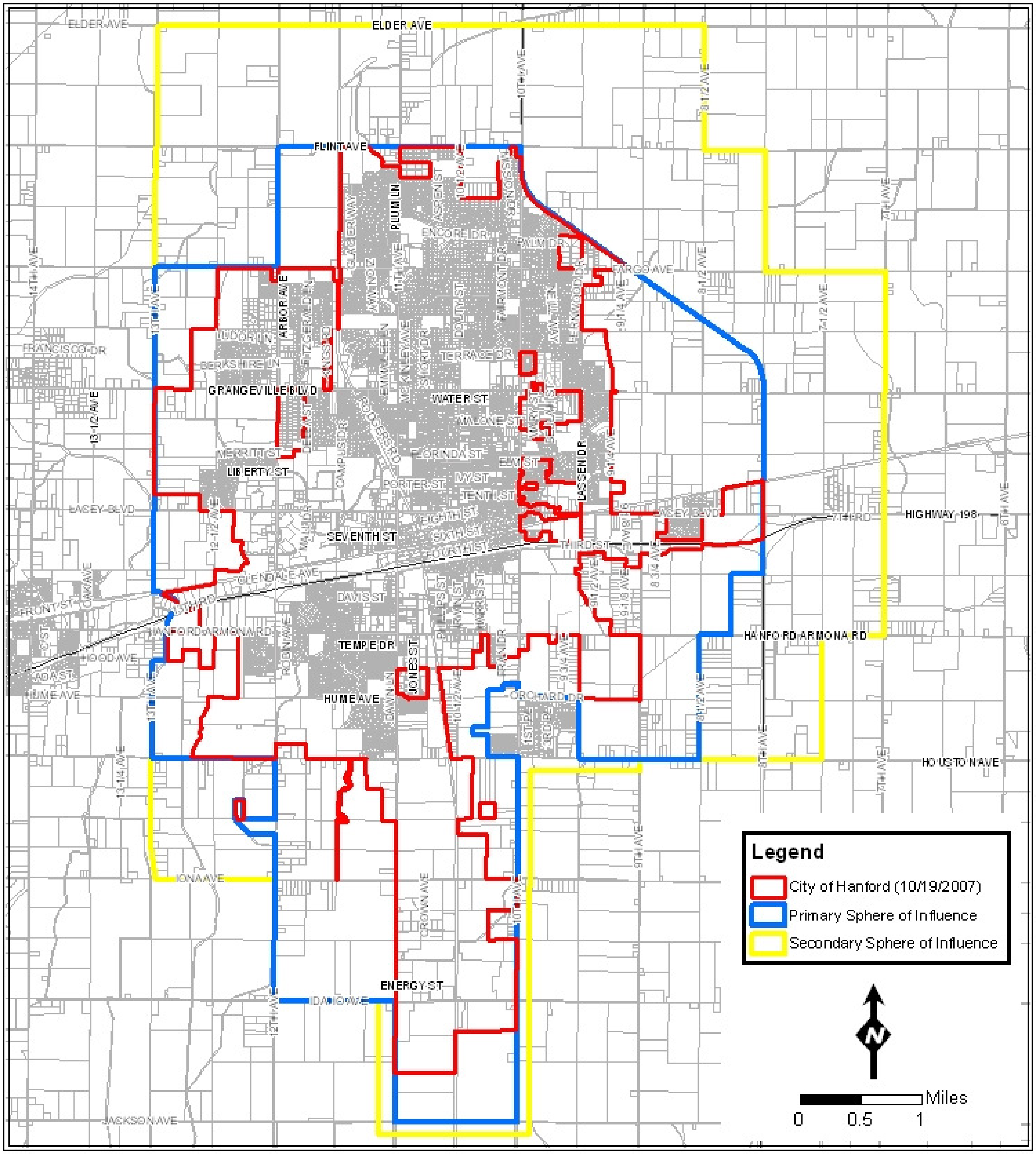
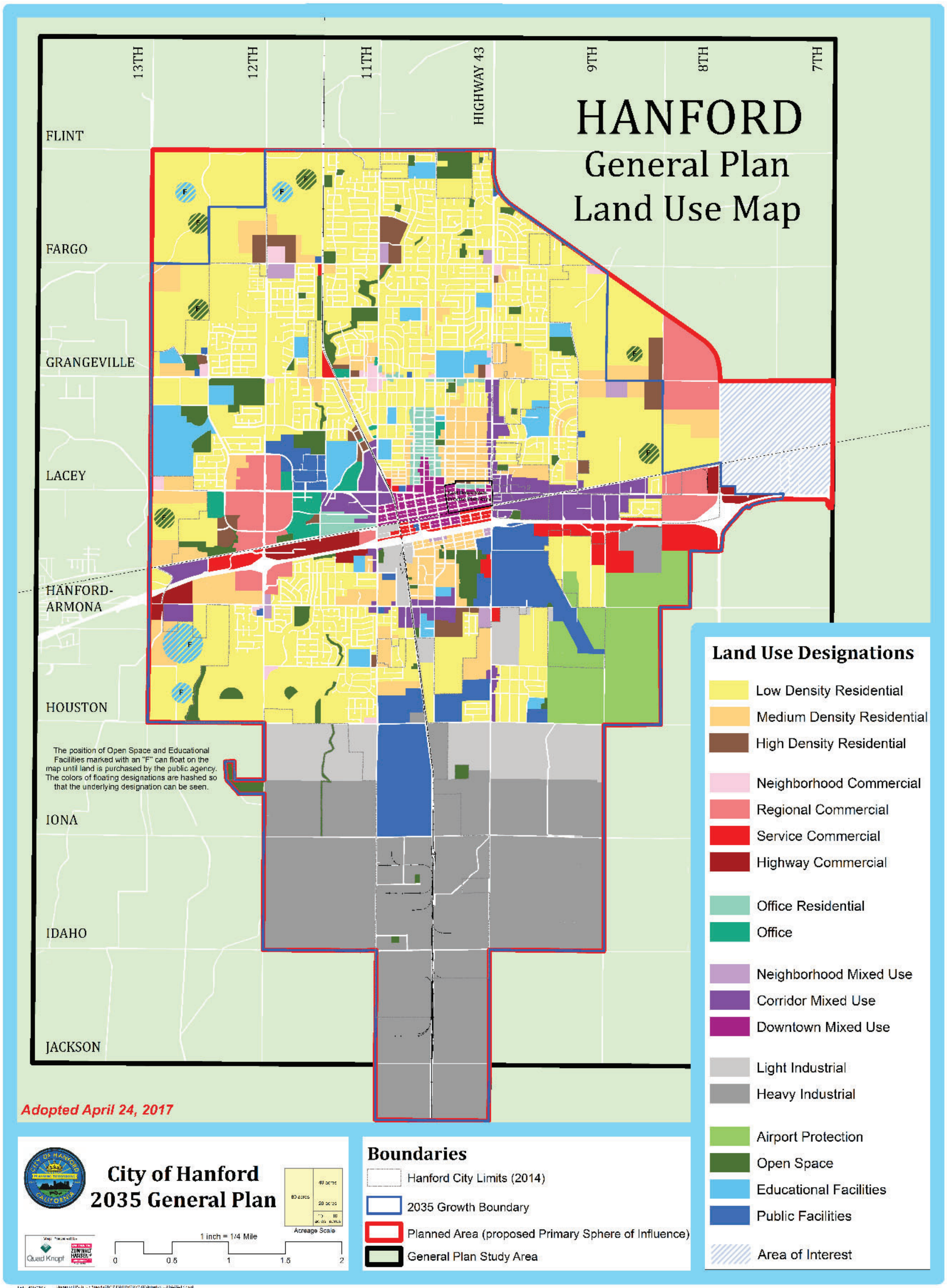


Figure 3-1: General Plan Land Use Map



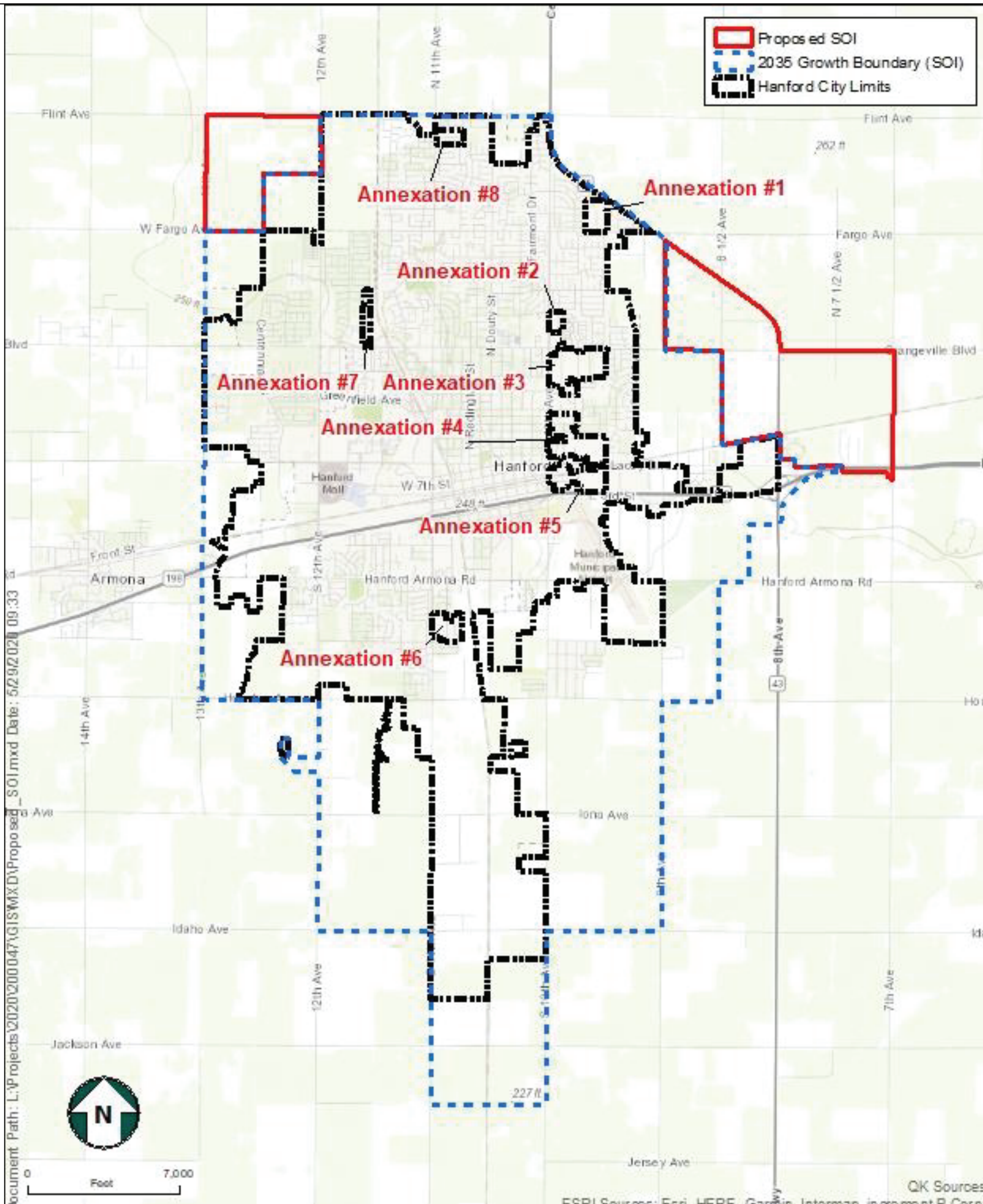


Figure 5-1
Proposed Sphere of Influence
City of Hanford

DRAFT

LOCAL AGENCY FORMATION COMMISSION OF KINGS COUNTY

HANFORD AREA MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE

MARCH 2021

DRAFT

HANFORD AREA MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE

Prepared for:

Local Agency Formation Commission of Kings County
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901 East Main Street
Visalia, CA 93292
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Phone: (559) 733-0440

March 2021

Cover Photo Credit: Main Street Hanford's Website

LOCAL AGENCY FORMATION COMMISSION OF KINGS COUNTY

Commissioners

Joe Neves, Chair, Kings County

Doug Verboon, Vice Chair, Kings County

Sid Palmerin, City of Corcoran

Francisco Ramirez, City of Hanford

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Richard Valle, County Alternate

vacant -Public Member Alternative

Alvaro Preciado - City Alternate

Staff

Greg Gatzka, Executive Officer

Chuck Kinney, Assistant Executive Officer

Legal Counsel

Diane Freeman, LAFCo Counsel

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SECTION 1 - INTRODUCTION

1.1 - Municipal Service Review Purpose

The Municipal Service Review (MSR) is a comprehensive assessment of the ability of existing local government agencies to effectively and efficiently provide municipal services to residents and users. The form and content of an MSR is specified by requirements in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act) and in the State of California's Local Agency Formation Commission (LAFCo) MSR Guidelines, published in August 2003.

The CKH Act requires all LAFCos, including the Local Agency Formation Commission of Kings County (Kings LAFCo), to prepare an MSR for each of its incorporated cities and its special districts. The fundamental role of LAFCo is to implement the CKH Act, which was adopted into State law to encourage the logical, efficient, and most appropriate formation of local municipalities, service areas, and special districts. MSRs are to be completed every five years, and must be completed prior to, or in conjunction with, an update of a city or special district Sphere of Influence (SOI).

This MSR was initiated by Kings LAFCo in the beginning of 2020 and is intended to provide Kings LAFCo with the necessary and relevant information related to the operations and management of the municipal service providers within the City of Hanford's (the City or Hanford) proposed SOI update. The City of Hanford is the County seat of Kings County located in the San Joaquin Valley of California (Figure 1-1).

Kings LAFCo desires to review the local governing landscape of Hanford for service delivery and make recommendations that promote orderly growth and development while preserving surrounding agricultural and open space lands. In addition, the report will review the City of Hanford's request to amend its SOI and determine the feasibility of annexing eight County islands (Figure 1-2).

The City of Hanford last had a Municipal Service Review (MSR) and Sphere of Influence (SOI) Update conducted by Kings LAFCo in 2007. Since that time, the City has adopted a new General Plan. Given that there have been land use policy changes in its new General Plan, the City is requesting that Kings LAFCo adopt a new MSR and amend the SOI consistent with its new General Plan, specifically so that the SOI is coterminous with the City's 2035 Growth Boundary (Figure 1-2).

The City is also looking to annex neighborhood communities located within the unincorporated County areas that are completely surrounded by the City. The premise and guidance given by State law and local rules are that county islands should generally be annexed into a city so they may receive more efficient delivery of services, as a city is usually more equipped to provide urban level services than the county or other entity.

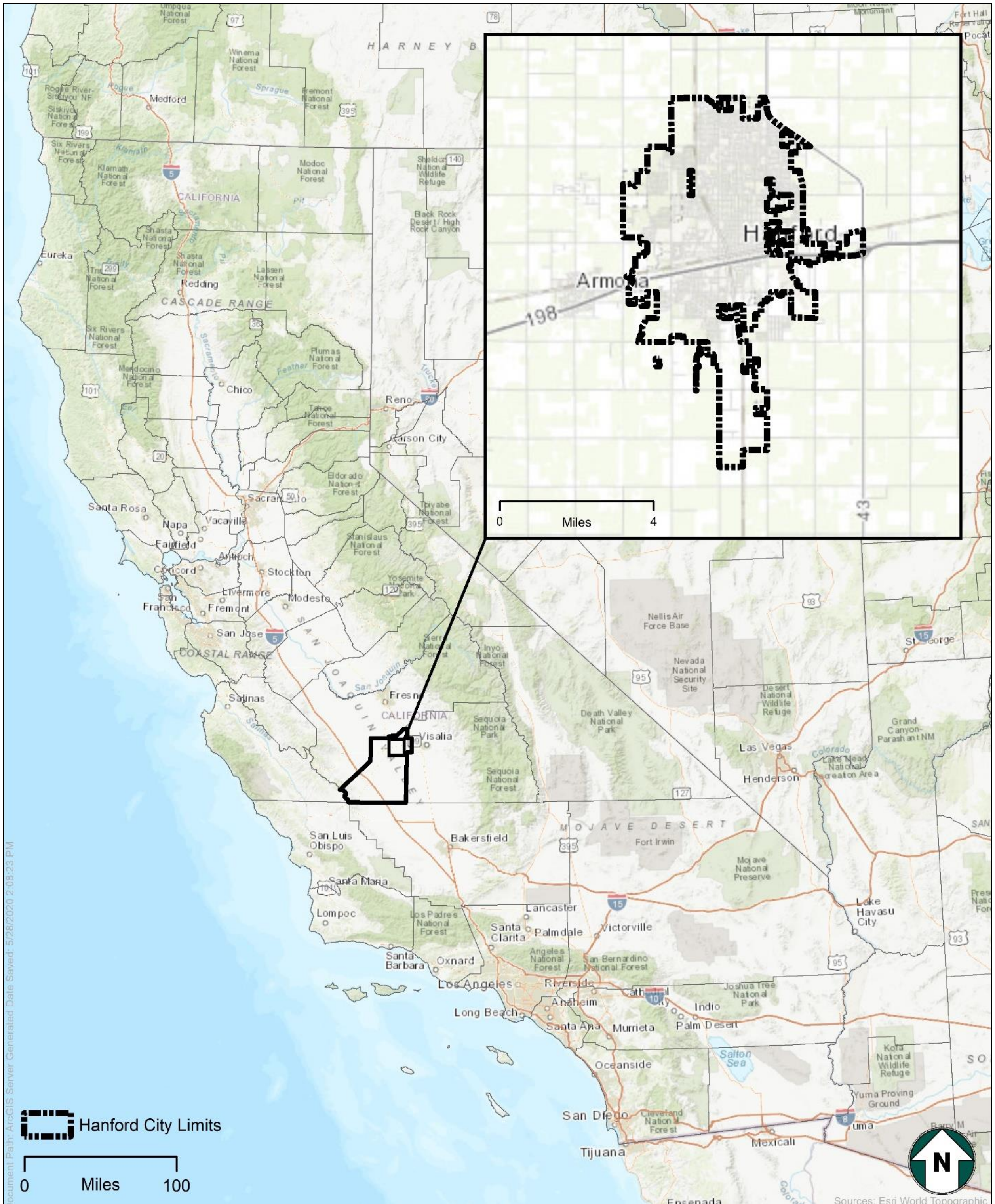


Figure 1-1
Regional Location

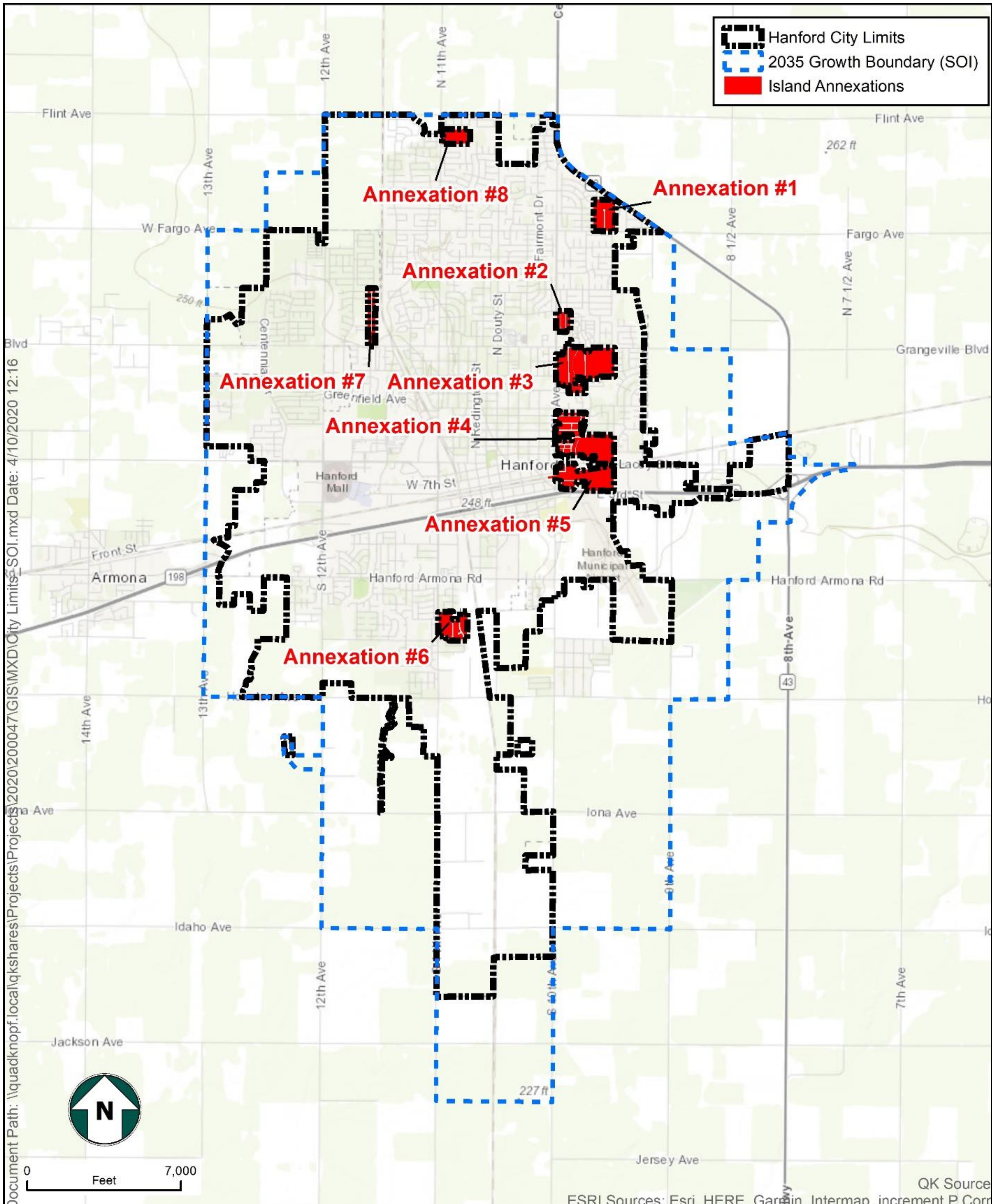


Figure 1-2
2035 Growth Boundary and Island Annexations

To facilitate the annexation of county islands to contiguous cities, the State legislature has adopted specific provisions in the Government Code that require LAFCo annexation approval and waiver of protest proceedings if LAFCo makes certain findings and determinations. Those determination are as follows:

Government Code Section 56375

(a)(4) A commission shall not disapprove an annexation to a city, initiated by resolution, of contiguous territory that the commission finds any of the following:

(A) Surrounded or substantially surrounded by the city to which the annexation is proposed or by that city and a county boundary or the Pacific Ocean if the territory to be annexed is substantially developed or developing, is not prime agricultural land as defined in Section 56064, is designated for urban growth by the general plan of the annexing city, and is not within the sphere of influence of another city.

(B) Located within an urban service area that has been delineated and adopted by a commission, which is not prime agricultural land, as defined by Section 56064, and is designated for urban growth by the general plan of the annexing city.

(C) An annexation or reorganization of unincorporated islands meeting the requirements of Section 56375.3.

Government Code Section 56375.3

(a) In addition to those powers enumerated in Section 56375, a commission shall approve, after notice and hearing, the change of organization or reorganization of a city, and waive protest proceedings pursuant to Part 4 (commencing with Section 57000) entirely, if all of the following are true:

(1) The change of organization or reorganization is initiated on or after January 1, 2000.

(2) The change of organization or reorganization is proposed by resolution adopted by the affected city.

(3) The commission finds that the territory contained in the change of organization or reorganization proposal meets all the requirements set forth in subdivision (b).

(b) Subdivision (a) applies to territory that meets all the following requirements:

(1) It does not exceed 150 acres in area, and that area constitutes the entire island.

(2) The territory constitutes an entire unincorporated island located within the limits of a city, or constitutes a reorganization containing several individual unincorporated islands.

(3) It is surrounded in either of the following ways:

(A) Surrounded, or substantially surrounded, by the city to which annexation is proposed or by the city and a county boundary or the Pacific Ocean.

(B) Surrounded by the city to which annexation is proposed and adjacent cities.

(4) It is substantially developed or developing. The finding required by this paragraph shall be based upon one or more factors, including, but not limited to, any of the following factors:

(A) The availability of public utility services.

(B) The presence of public improvements.

(C) The presence of physical improvements upon the parcel or parcels within the area.

(5) It is not prime agricultural land, as defined by Section 56064.

(6) It will benefit from the change of organization or reorganization or is receiving benefits from the annexing city.

(7) This subdivision does not apply to any unincorporated island within a city that is a gated community where services are currently provided by a community services district.

1.2 - MSR Preparation, Review and Adoption Process

The process of developing the MSR began with the collection of planning documents, budgetary documents, and other records by QK, a consulting firm hired by the City of Hanford. QK also assisted the City in the preparation of its General Plan Update.

After review by the City, an administrative draft was presented to LAFCo staff for their review. Edits required by LAFCo staff and Counsel were made to LAFCo staff's satisfaction prior to public release of the draft MSR.

A hearing was scheduled by Kings LAFCo on ____________, 2021, where comments from the public were heard and adoption of the MSR, including its Determinations and Recommendations, could be considered. After input and comment from the public, the Commission approved the MSR on __________, 2021.

1.3 - Required Topic Areas of Analysis

This MSR contains analysis and conclusions, referred to as Determinations, regarding six topic areas, as set forth in the CKH Act. These areas of analysis focus on the essential operational and management aspects of the City of Hanford, and together constitute a complete review of Hanford's ability of to meet the service demands of its residents and businesses. The six topic areas used for analysis in this MSR are:

1. Growth and Population Projections
2. Disadvantaged Unincorporated Communities
3. Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs and Deficiencies
4. Financial Ability to Provide Services
5. Status of, and Opportunities for, Shared Facilities
6. Accountability for Community Service Needs, Including Governmental Structure and Operational Efficiencies

An explanation of the specific operational and management aspects considered in each of these topic areas is provided below.

1. *Growth and Population Projections*

   Service efficiency is linked to a service provider's ability to plan for the future needs of a city while also meeting existing service demands. This section reviews projected service demands and needs based upon existing and anticipated growth patterns and population projections. This is found in Section 2 – Growth and Population Projections.

2. *The Location and Characteristics of any Disadvantaged Unincorporated Communities Within or Contiguous to the Sphere of Influence*

   Unincorporated disadvantaged communities, as defined by Water Code Section 79505.5, may lack basic infrastructure, such as water, sewer, or fire protection, because they may have been overlooked due to their socioeconomic status. To promote equality and environmental justice in accordance with adopted local policy and Senate Bill 244, adopted in 2011, the proximity of any disadvantaged community to existing service providers is analyzed and discussed in order to determine if the community should be included in the SOI of the City. This is found in Section 3 – Disadvantaged Unincorporated Communities.

3. *Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs or Deficiencies*

   Infrastructure can be evaluated in terms of condition, capacity, availability, quality and relationship to operational, capital improvement, and finance planning. This section assesses the adequacy and quality of the service providers' physical infrastructure and analyzes whether or not sufficient infrastructure and capital are in place (or planned for) to accommodate planned future growth and expansions. This is found in Section 4.

4. *Financial Ability to Provide Services*

   This section analyzes the financial structure and health of the City with respect to the provision of services. Included in this analysis is the consideration of rates, service operations, and the like, as well as other factors affecting the City's financial health and stability, including factors affecting the financing of needed infrastructure improvements and services. Compliance with existing State requirements relative to financial reporting and management is also discussed. This is found in Section 4.

5. *Status of, and Opportunities for, Shared Facilities*

   Practices and opportunities that may help to reduce or eliminate unnecessary costs are examined in this section. Occurrences of facility sharing are listed and assessed for efficiency, and potential sharing opportunities that would serve to better deliver services are discussed. This is found in Section 4.

6. *Accountability for Community Service Needs, Including Governmental Structure and Operational Efficiencies*

   This section addresses the adequacy and appropriateness of the agency's existing boundaries and sphere of influence and evaluates the ability of the City to meet their service demands under their existing government structure. Also included in this section is an evaluation of compliance by the agency with public meeting and records laws. This is found in Section 4.

1.4 - LAFCo Powers

LAFCo has the power to determine the SOI for the City of Hanford. An SOI is a plan for the probable physical boundaries and service area of a local agency. It is represented by a boundary line on a map. The boundary line shows the territory that is expected to eventually be within the agency's boundary, as determined by LAFCo. It is by this method that LAFCo makes policy statements about its intent for the future probable boundaries of a city. If LAFCo chooses to not adopt an SOI for a city or district, meaning that it chooses to adopt a "zero" sphere, then it is making the policy statement that its plan is for that agency to eventually be consolidated into the city or another district. The preparation of an MSR is required prior to the amendment of a city or district's SOI.

1.5 - Key Considerations and Goals

The MSR will use the following goals to evaluate the potential government structure options for the Hanford area:

1. **Efficient provision of municipal services.** The ultimate goal of the preferred governance structure should be an efficient operating structure and stable fiscal basis required to effectively provide municipal services to the City of Hanford.

2. **Adequate revenue sources.** The ability to provide municipal services at adequate levels hinges upon stable revenue streams linked to the services for which the revenues are being collected.

3. **Proactive approach to governance structure.** Government agency reorganization proposals (e.g., municipal incorporations, major annexations, etc.) are necessarily complex procedures requiring substantial effort on the part of proponents, LAFCo and the affected agencies. These reorganizations are often more complex when contemplated on a reactive basis rather than a proactive basis. An understanding of a long-range approach to reorganization will assist in evaluating specific proposals to determine if they will bring the community closer to the desired result.

4. **Avoidance of intergovernmental conflicts, competition, or issues.** Conflicts between local jurisdictions over control and other impacts across jurisdictions and competition for resources (e.g., fiscal revenue generators) often consume resources and weaken incentives to cooperate on important regional issues like transit service, water quantity and quality, air quality, and habitat conservation.

5. **Local preference.** There is often more than one feasible government structure that can potentially provide local municipal services. The residents and businesses of the community must have the opportunity to participate in choosing the method, especially since a governmental structure change will likely require some sort of election process for it to be implemented. Local preference also may include agreements made between local agencies regarding where and how growth and development may occur within a region. These agreements have been identified within CKH as important for consideration during the MSR and SOI update process. The Commission "shall give great weight to the agreement to the extent that *it is consistent with [LAFCO} commission policies*… (emphasis added)" (Government Code §56425(b)).

1.6 - Services Provided

The City of Hanford is empowered as a general law city, governed by State law and local ordinances, to provide specific municipal services within its boundaries. The City of Hanford has several divisions, covering many municipal services, including Police, Fire, Emergency Response, Water, Wastewater, Flood Control/Drainage, Solid Waste, Street Maintenance, Street Lighting, and Parks and Recreation Maintenance. Some of the aforementioned services are provided to communities outside of the City's jurisdiction.

There are three communities within a one-mile buffer of the City of Hanford's Sphere of Influence. Armona Census Designated Place (Armona) is located approximately 0.95 miles west of the City of Hanford's SOI and contains approximately 3,795 residents. The Armona Community Service District (CSD) provides water, wastewater, solid waste collection, limited flood control services, limited street maintenance, and street lighting services. Armona also receives law enforcement, fire, and emergency services from Kings County (Kings County). Home Garden Census Designated Place (Home Garden) is located approximately 0.35 miles southeast of the City and contains approximately 1,643 residents.

Home Garden CSD only provides water supply and distribution services. Home Garden CSD also receives law enforcement, fire and emergency service, flood control, street maintenance, and street lighting from Kings County. In addition, wastewater collection and disposal services are provided by the City of Hanford (Kings County). According to the Kings County Planning Department, the Census Designated Place of Grangeville (Grangeville) does not have a community service district or a public utilities district to provide municipal services. It is located approximately 0.85 miles west of the City and contains about 586 residents. The majority of services are provided by Kings County and water and wastewater services are provided by private wells and septic systems.

The 2018 American Community Survey estimated approximately 56,910 residents in the City of Hanford. The nearby communities' population is approximately is Home Garden with 1,643 residents, Grangeville with 586 residents, and Armona with 3,795 residents. The total population of these unincorporated residential communities is approximately 5,438 residents (American Community Servey, 2018).

The matrix in Table 1-1 specifies the services that the City provides. The matrix also includes two nearby community service districts that also provide some of the same services.

Table 1-1
Current, Authorized and Latent Powers Matrix

Municipal Service Type	City of Hanford	Armona Community Service District	Home Garden Community Service District
Law Enforcement	City	County	County
Fire and Emergency Service	City	County	County
Water Supply	City	District	District
Water Distribution	City	District	District
Wastewater Collection	City	District	City
Wastewater Disposal	City	District	City
Solid Waste Collection	City	District	District
Flood Control/Drainage	City	District (limited)	County
Street Maintenance	City	District (limited)	County
Street Lighting	City	District	County
Parks and Recreation Maintenance	City	District	N/A

Source: City of Hanford 2035 General Plan, Armona 2035 Community Plan, Home Garden Community Plan

Table 1-2
Island Annexation Service Providers

Municipal Service Type	Island Annexation							
	1	2	3	4	5	6	7	8
Law Enforcement	County	County	County	County	County	County	County	County
Fire and Emergency Service	County	County	County	County	County	County	County	County
Water Supply	Private	City	City	City	City	City	City	Private
Water Distribution	Private	City	City	City	City	City	City	Private
Wastewater Collection	Private	City	City	City	City	City	City	Private
Wastewater Disposal	Private	City	City	City	City	City	City	Private
Solid Waste Collection*	County	County	County	County	County	County	County	County
Flood Control/Drainage	County	County	County	County	County	County	County	County
Street Maintenance	County	County	County	County	County	County	County	County
Street Lighting	County	County	County	County	County	County	County	County
Parks and Recreation Maintenance	County	County	County	County	County	County	County	County

Source: 2017 Water System Master Plan, 2017 Sewer System Master Plan, 2017 Storm Drain Master Plan City of Hanford, and 2035 City of Hanford General Plan

* Solid waste collection in the County islands is currently optional.

SECTION 2 - GROWTH AND POPULATION PROJECTIONS

2.1 - Introduction

The purpose of this section is to evaluate service demand based on existing and anticipated growth patterns and population projections. The MSR Guidelines call for LAFCo to determine historic and projected growth and absorption patterns in relationship to a service provider's boundaries and SOI. In addition, LAFCo is tasked with evaluating the impact and compatibility of such growth on and with land use plans, services, local government structures and growth patterns.

2.2 - History of Hanford

The City of Hanford started as a Chinese sheepherder's simple camp along the Southern Pacific Railway line from Goshen to Coalinga. The settlement was named for James Madison Hanford, auditor of the railroad, who also took lively interest in the sale of town lots. The sale of lots began on January 17, 1877. The settlement grew to a town and eventually the trading center of the area.

Through the early years, a series of devastating fires hampered the growth of the town. In 1887, the fire that destroyed most of the downtown spurred talk of incorporation, but the idea of additional taxes prevented any action. Then in June 1891, another fire destroyed the downtown business district once again. An election was held to determine whether the town should incorporate. The vote was 127 to 47, in favor of incorporation. On August 12, 1891, the City of Hanford was born. When Kings County was formed in 1893, Hanford became the County seat.

After the incorporation, Hanford continued to grow into a thriving town. For many years Hanford had the only opera house between the Los Angeles and San Francisco areas. In 1945, the first paid Fire Department was established, and the City Planning Commission was created. In 1950 the City Manager/City Council form of government was established.

Many of the historic buildings in the downtown area came to become underutilized. To combat that, the City Council established a Historic District. As a result of many activities in downtown Hanford, the restoration and rehabilitation program, and the cooperation between private citizens and City officials, in 1985 Hanford won the Helen Putnam Award for Excellence awarded by the League of California Cities. In 1986, American City and County Magazine chose Hanford as one of ten cities in the United States to receive its Award of Merit. Most recently, Rohm and Haas Paint Quality Institute of Philadelphia, Pennsylvania named the City as one of the country's "Prettiest Painted Places in America" (City of Hanford, 2009).

The last Municipal Services Review and Sphere of Influence Update for the City of Hanford was conducted in 2007. Per the Review, the Sphere of Influence was updated. The Sphere of Influence was reduced in three areas and expanded in one area. The current Sphere of Influence is shown in Figure 1-2 above.

2.3 - Planning and Growth Projections

The City of Hanford General Plan was adopted in 2017 by the Hanford City Council to provide land use development decision-making guidance and to provide a planning framework for the development of more detailed implementation plans and measures. A map depicting these planned land use patterns is shown in Figure 2-1.

After reviewing historical growth rates and projected growth trends available in 2014, a Citizens Advisory Committee determined that the General Plan Update would assume Hanford's average annual population growth rate would be 2.1 percent, which would result in an assumed population of 90,000 persons in the year 2035.

Despite the General Plan's projected growth rate of 2.1 percent, the actual annual growth rates from 2010 to 2019 have not been 2.1 percent. This can be seen below in Table 2-1. If the City starts to grow according to the General Plan, at a rate of 2.1 percent, starting in 2019, the estimated population of 2035 will be approximately 80,000.

The population estimates in the General Plan were generated utilizing historic growth rates and projected growth trends. There is currently available information that would allow for these estimates to be updated accordingly. In Table 2-1, population estimates have been updated to account for the more recent population information available.

Based on these updated figures, it is apparent that the infrastructure planning for the City would be able to support population growth beyond the 2035 horizon if current trends remain constant. The infrastructure plans described in the City's Master Plans accounted for a 2.1 percent population increase, per the General Plan. However, anomalies or unforeseen events may occur between now and 2035 that may spike growth in the City. To prepare for this, the population estimates utilized by the City in their Infrastructure Master Plans should be monitored to ensure that they are not being outpaced by the City's population growth.

Table 2-1
City of Hanford Growth Estimates

Forecast Year	Population Estimate	% Annual Growth	Forecast Year	Population Estimate	% Annual Growth
2010 Census	53,967		**2019**	57,703	1.4%
2011 (ACS)	53,891	-.14%	**2020**	58,915	**2.1%**
2012 (ACS)	54,205	.58%	**2021**	60,152	**2.1%**
2013 (ACS)	54,461	.47%	**2022**	61,415	**2.1%**
2014(ACS)	54,523	.11%	**2023**	62,705	**2.1%**
2015 (ACS)	54,790	.49%	**2024**	64,022	**2.1%**
2016 (ACS)	54,912	.22%	**2025**	65,366	**2.1%**
2017 (ACS)	55,599	1.25%	**2026**	66,739	**2.1%**
2018 (ACS)	56,910	2.3%	**2027**	68,140	**2.1%**
			2035	80,465	**2.1%**

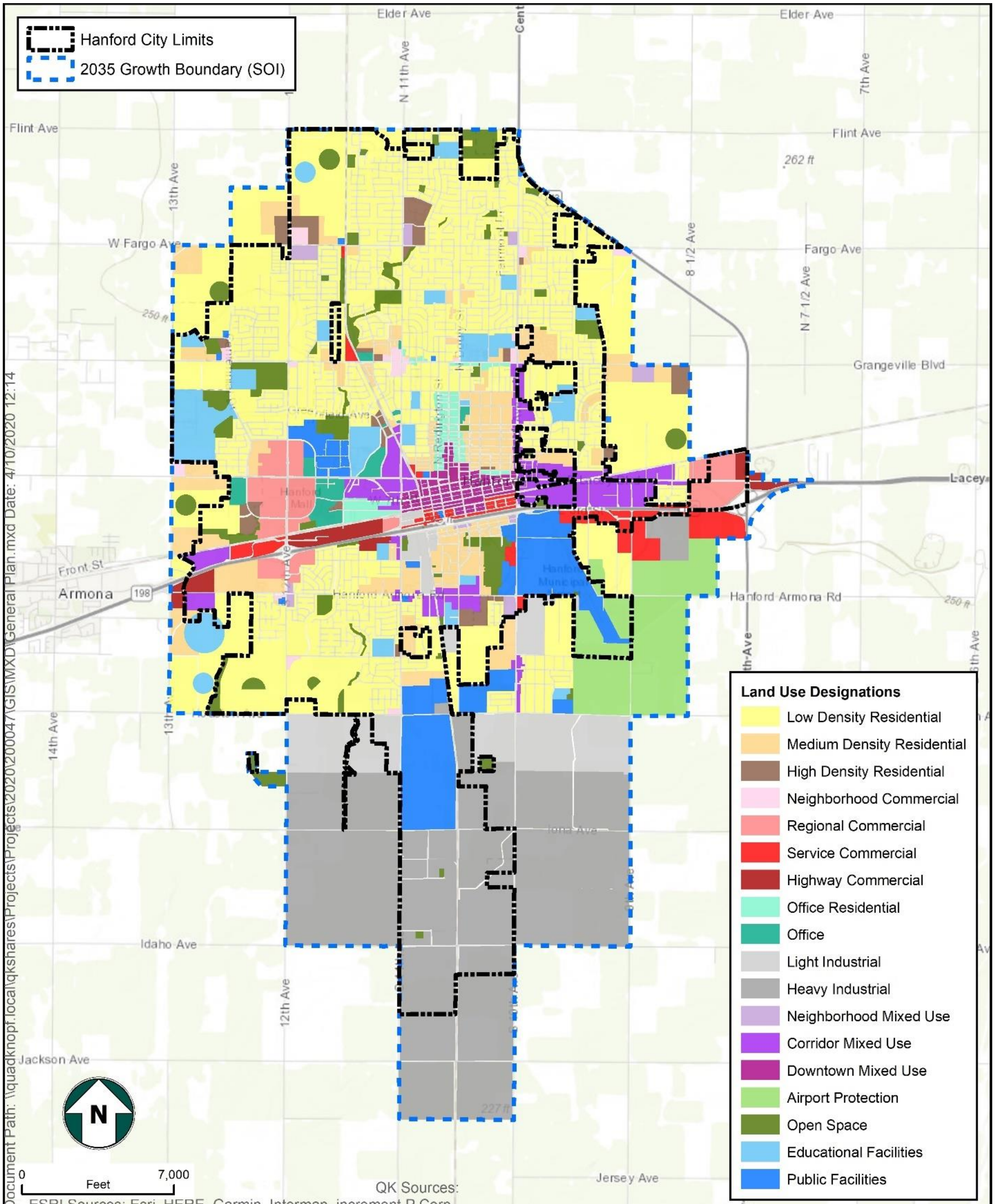


Figure 2-1
General Plan Map

Based on the actual data currently available and supplemented using the 2.1 percent annual growth rate, the population in 2035 would be approximately 80,000 residents, which is about 10,000 less than the population forecast within the General Plan. For infrastructure planning purposes, the estimates would be acceptable as the infrastructure would be able to accommodate growth beyond the planning horizon date of 2035.

2.3.1 - COUNTY ISLANDS

As shown in Figure 1-2, there are eight County islands within the bounds of city limits. It is in within the best interest of the City to consider annexation of these island to reduce inefficiencies and deficiencies of services provided. Population estimates were derived for each County island to estimate the demand for service. To calculate the estimated population, an aerial interpretation of residential structures was conducted. Then the amount of residential structures was multiplied by the City of Hanford's estimated person per household (3.04 persons) to produce an estimated population.

County Island #1

This island consists of 12 large residential properties. 11 out of 12 parcels are developed with residential structures. The existing land use for this island is rural residential, with parcels ranging in size from approximately 1.7 to 2.7 acres. The planned land use for these properties is Low Density Residential. The estimated population is 33 people.

County Island #2

The island consists of 48 parcels, one of which has a commercial use and one is vacant. There are 49 residential structures within this island area. The existing land uses are commercial and urban residential. The parcels sizes range from 0.07 to 0.87 acres, with an average size of 0.26 acres. The planned land use for these properties is Medium Density Residential. The estimated population is 149 people.

County Island #3

The island consists of 119 parcels. There are 102 residential structures within the island area. County island #3 is one of the larger annexation areas being proposed at over 100 acres. Parcel size consists of parcels within the range 0.09 to 5.85 acres, with an average of 0.75-acres. The existing land use is primarily urban residential and rural residential. In addition, there are some commercial uses and school facilities. The planned land uses are Low Density Residential, Mixed-Use Corridor, Open Space, and Educational Facilities. The estimated population is 310 people.

County Island #4

This island is one of the three larger islands totaling approximately 90 acres. This island consists of 172 parcels, 122 residential parcels, and 125 residential structures. The approximate average parcel size for this island is 0.46 acres. There are a few large parcels that are several acres large. The largest being 14 acres. The large parcels are primarily vacant. The existing land use is urban residential with rural residential, commercial, and vacant land. The island is mainly urban with dense development and towards the southeast the parcels are larger with more vacant land. The planned land uses are Low Density, Medium Density Residential, Open Space, and Mixed-Use Corridor. The estimated population is 380 people.

County Island #5

The island is unique for the fact that the City's General Plan designated the entire island as Mixed-Use Corridor. The island consists of 45 parcels, 20 residential parcels, and 22 residential structures. The estimated average parcel size is 1.21 acres. The parcel size ranges from 0.09 to 16.85 acres. There are two vacant parcels that are larger than 10 acres. The existing land use is primarily urban residential, in addition to commercial and vacant parcels. As mentioned previously the entire island is designated as Mixed Use. The estimated population is 69 people.

County Island #6

The island consists of 77 total parcels, 63 residential parcels and 72 residential structures. The estimated average parcel size 0.38 acres. The parcel sizes range from 0.11 to 5.12 acres. The annexation area is split fairly evenly between Medium Density Residential and Low Density Residential. The annexation area is primarily urban with a few parcels that are vacant. The estimated population is 219 people.

County Island #7

This County island is unique in the sense that it only incorporates a single neighborhood. The island is approximately 350 feet wide and 2,650 feet long or roughly 21 acres. The island consists of 36 parcels that are all residential, which contain 36 residential structures. The average estimated parcel size is 0.45 acres; with ranges from 0.20 to 0.72 acres. The entire island has planned land use of Low Density Residential. The estimated population is 109 people.

County Island #8

Similar to County island #7, this island only incorporates one neighborhood. This island consists of eight parcels that consist of eight residential parcels with eight residential structures. The average estimated parcel size is 2.36 acres and ranges from 1.77 to 2.74 acres. The entire island has a planned land use of Low Density Residential. The estimated population is 24 people.

The total population for all the island annexations is approximately 1,293 people.

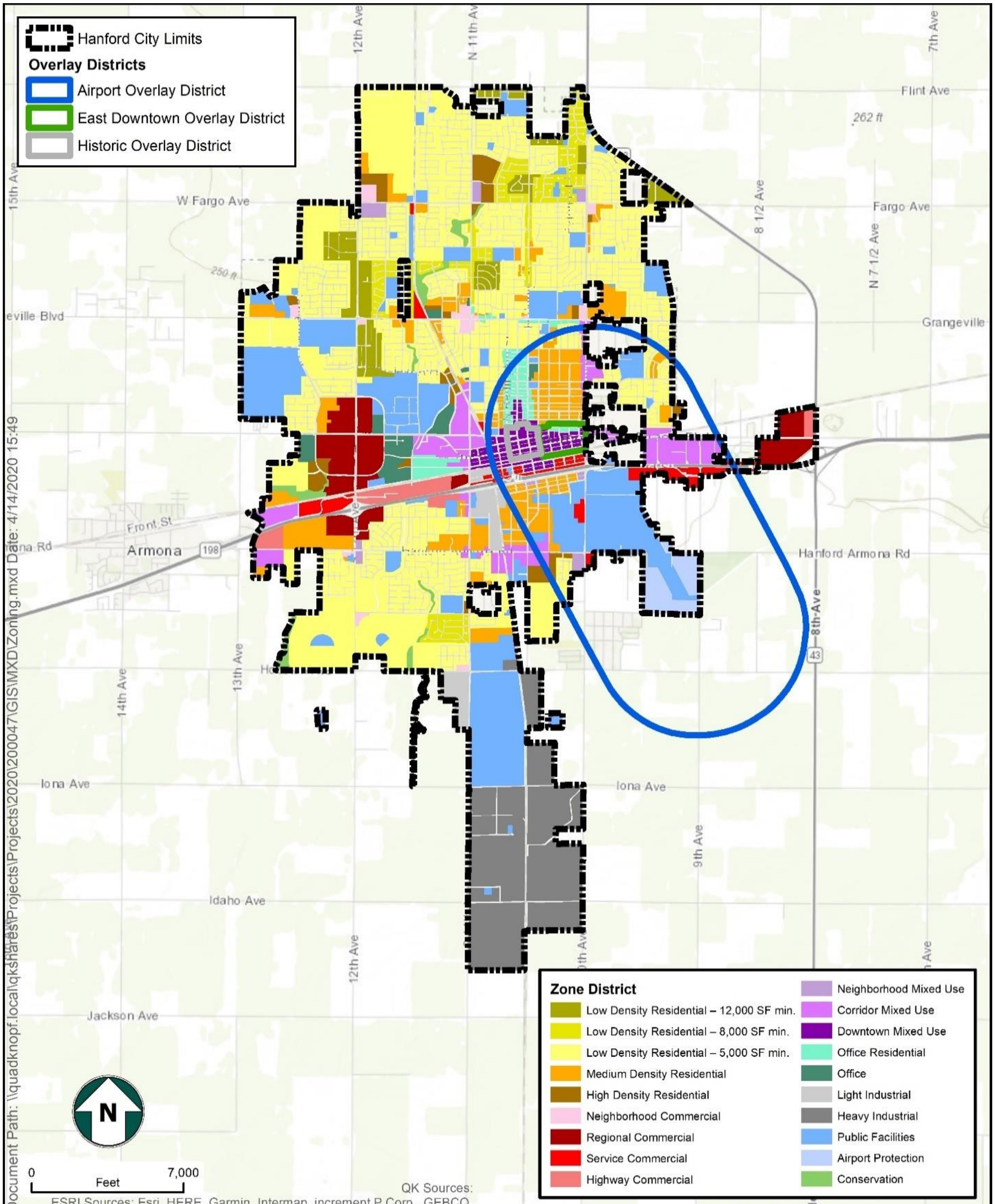


Figure 2-2
Zoning Map

2.4 - Anticipated Service Needs

The Hanford area requires typical local municipal services, such as water service, sewer service, police and fire protection, storm drainage, street maintenance, parks and recreation, schools, communication infrastructure, and solid waste collection. The City has adopted an updated General Plan and corresponding Master Plans to accommodate future growth in an orderly manner until the year 2035.

This Municipal Service Review will review water service, wastewater service, fire protection, police protection, street maintenance, parks and recreation, public transportation, and solid waste. It will review the level of service in each area and analyze whether the City would have the ability to provide services to the County islands discussed in Section 1. The City conducts infrastructure master planning in the areas of water, sewer, and storm drainage. The County islands were not taken into consideration in those Master Plans, as there does not appear to be discussion about providing service in addition to no planned infrastructure shown on any of the buildout maps of the correspond systems. This MSR will take the level of service needed in those County islands into consideration, along with the predicted growth projections of the City, to conclude ability for the City to annex the islands.

The Water, Sewer, and Storm Drainage Master Plans have evaluated the ability for the City to accommodate both current and future populations. The population projections in these Master Plans is the same as is described in the General Plan. Recommendations in the Master Plans include but are not limited to:

- Addressing drainage basin capacity deficiencies with either the construction of a new drainage basin or an expansion of an existing basin;
- Pipeline improvements within a series of trunk sewer service areas;
- Replace existing pumps in two lift stations in the City;
- Replace one force main that is currently 12 inches in diameter with one that is 18 inches in diameter;
- Development of three new water storage facilities (Northeast, Southeast, and Industrial Park Storage Expansion);
- Development of two new water pump stations and an upgrade of one existing pump station; or
- Monitoring of well efficiencies on a frequent basis to adequately manage the groundwater supply.

The City's General Plan has three policies regarding annexations. Policy L15 describes the criteria that must be met when considering an initiation of an annexation. Policy L16 states that the City should "Initiate annexation of County islands when it is found that urban services are needed and can be provided or made available in the near future". Policy L17 states that future proposal must "Prepare and make publicly available a written Plan for Services that describes how urban services will be provided prior to initiating an annexation".

2.5 - Determinations

Determination 2-1 - U.S. Census data indicates that the City had a 2010 population of 53,967, a 2023 population (five-year increment from last Community Survey prediction) of 63,140, and a population projection of 87,429 by 2047, according to population projections from the General Plan.

Determination 2-2 - Based upon recent historical population trends from 2010 to 2015, the average annual growth rate was 0.3 percent for the City of Hanford. Therefore, the current population is trending below the projections of the General Plan.

Determination 2-3 - The City plans for future growth through the implementation of policies and standards set forth in its General Plan. The City's General Plan was updated in 2017 and is a long-range guide for attaining the City's goals within its ultimate service area and accommodating its population growth. The City's General Plan provides a policy base to guide future growth within the City.

Determination 2-4 - The City contains policies in their General Plan that regulate future annexations.

SECTION 3 - DISADVANTAGED UNINCORPORATED COMMUNITIES

3.1 - Overview

Disadvantaged Unincorporated Communities (DUCs) are defined as inhabited territory (12 or more registered voters) that constitutes all or a portion of a community with an annual median household income of or below $60,181 which is less than 80 percent of the statewide annual median household income of $75,227 in 2018 (California Department of Finance, 2018). Communities meeting this financial threshold were specifically identified as an area of concern by Senate Bill 244, adopted into State law in 2011. These communities may also lack essential municipal services such as water, wastewater, or stormwater drainage as they may have been developed prior to infrastructure being installed in proximity to them. Furthermore, structural fire protection may be inconsistent in these areas due to lack of agreements or memorandums of understanding that provide mutual aid from adjacent jurisdictions if there is a need. Kings LAFCo has not adopted a policy or more specific definition of DUCs, therefore, the criteria within State law will be utilized.

Pursuant to State law, LAFCo is required to identify any adjacent DUCs and determine if they should be included within any SOI amendment of an existing city or special district or potentially included during the consideration of any special district formation in the future (California Legislative Information, 2011).

The City of Hanford provides its own potable water service, wastewater, storm drain, and fire and emergency services within its jurisdiction. As it pertains to the previously mentioned services, the County islands primarily rely on the City for those services, with a few exceptions as detailed in Table 1-2. All of the County islands receive services pertaining to water, wastewater, storm drain and fire and emergency services from either private source, the City, or the County.

Outside the city limits, fire protection and emergency service are provided by Kings County. The City of Hanford provides water service to County islands 2 through 7, provides wastewater collection to Islands 2 and 3 through 7. Hanford provides wastewater disposal services to County islands 1 through 6 and 8. Storm drain/Flood Control is provided by the County to all County islands. Furthermore, Home Garden is the only established community receives water and wastewater services from Hanford.

As shown in Figure 3-1, the majority of the area within the bounds of the city limits and SOI has a median household income that is less than 80 percent of the California's median household income or near that threshold. Although these areas are below the median income level, the appropriate services are currently being provided. However, there are several areas outside of the city limits that are below the 80 percent threshold for median household income, including several County islands. All of the County islands are considered inhabited because they have more than 12 registered voters. As identified in Table 1-2, the County islands that do not receive services, shall be determined a disadvantaged unincorporated community. This is one of the reasons why the County islands are proposed for annexation.

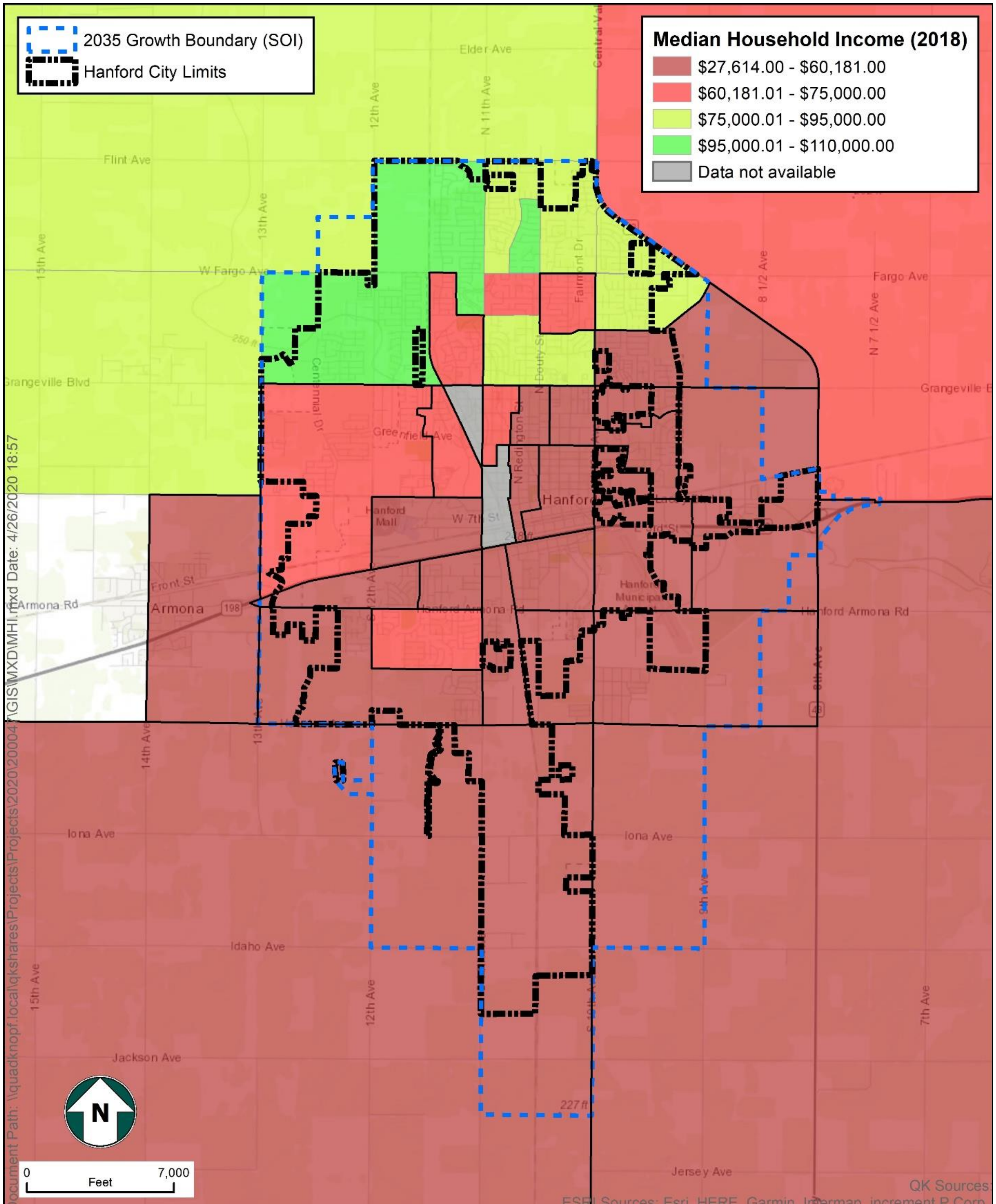


Figure 3-1
Median Household Income (2018)

As shown in Figure 3-2, Home Garden CSD is the only CSD within the City's SOI. The CSD provides its own potable water services to its residents. Home Garden relies on the City of Hanford for wastewater services and Kings County for police and fire and emergency services.

Therefore, most of the land within the SOI, excluding Home Garden, can be considered as a DUC as their median income is below 80 percent of the statewide average. Furthermore, as some of these neighborhoods receive private water services or maintain their own private wastewater system, they are considered disadvantaged as they do not receive the benefit of having municipal level services. Lastly, fire protection is provided to these areas by the County currently, so they are not disadvantaged with respect to lacking structural fire protection. The Kings County Fire Department serves the unincorporated areas of the County including the four communities of Armona, Home Garden, Kettleman City, and Stratford (Kings County General Plan, 2010).

In addition, there are several parcels outside the western extent of the city limits (within the City's SOI) which may become a DUC as shown in Figure 3-2. This area is near the level of income that can establish them as a DUC, outside of the water, wastewater, and fire and emergency service boundary of the City, and is not within a service provider's boundary.

3.2 - Determinations

Determination 3-1 - There are Census Block Groups within the City of Hanford that have a median household income below $60,181(80 percent of the statewide median household income).

Determination 3-2 - There are areas currently within the City's SOI that can be considered unincorporated disadvantaged communities due to median household income being below 80 percent of the statewide average.

Determination 3-3 – The community of Home Garden is within the City of Hanford's SOI and currently provides potable water service. Wastewater service is provided by the City and fire and emergency protection services from Kings County. These areas would only be considered disadvantaged based on income, not from a service delivery standpoint.

Determination 3-4 – There are areas within the SOI that currently receive water and/or sewer through private facilities, such as wells and septic tanks, while receiving fire and emergency protection services from Kings County and are below the 80 percent threshold of medium household income. These areas would be considered disadvantaged from a service delivery and an income standpoint and should be evaluated on a case by case basis when there is a neighborhood of 12 or more registered voters that could be included in a future annexation, per State law.

Determination 3-5 – Areas designated as having potential to become a DUC should be monitored and reviewed during the next municipal service review for the City.

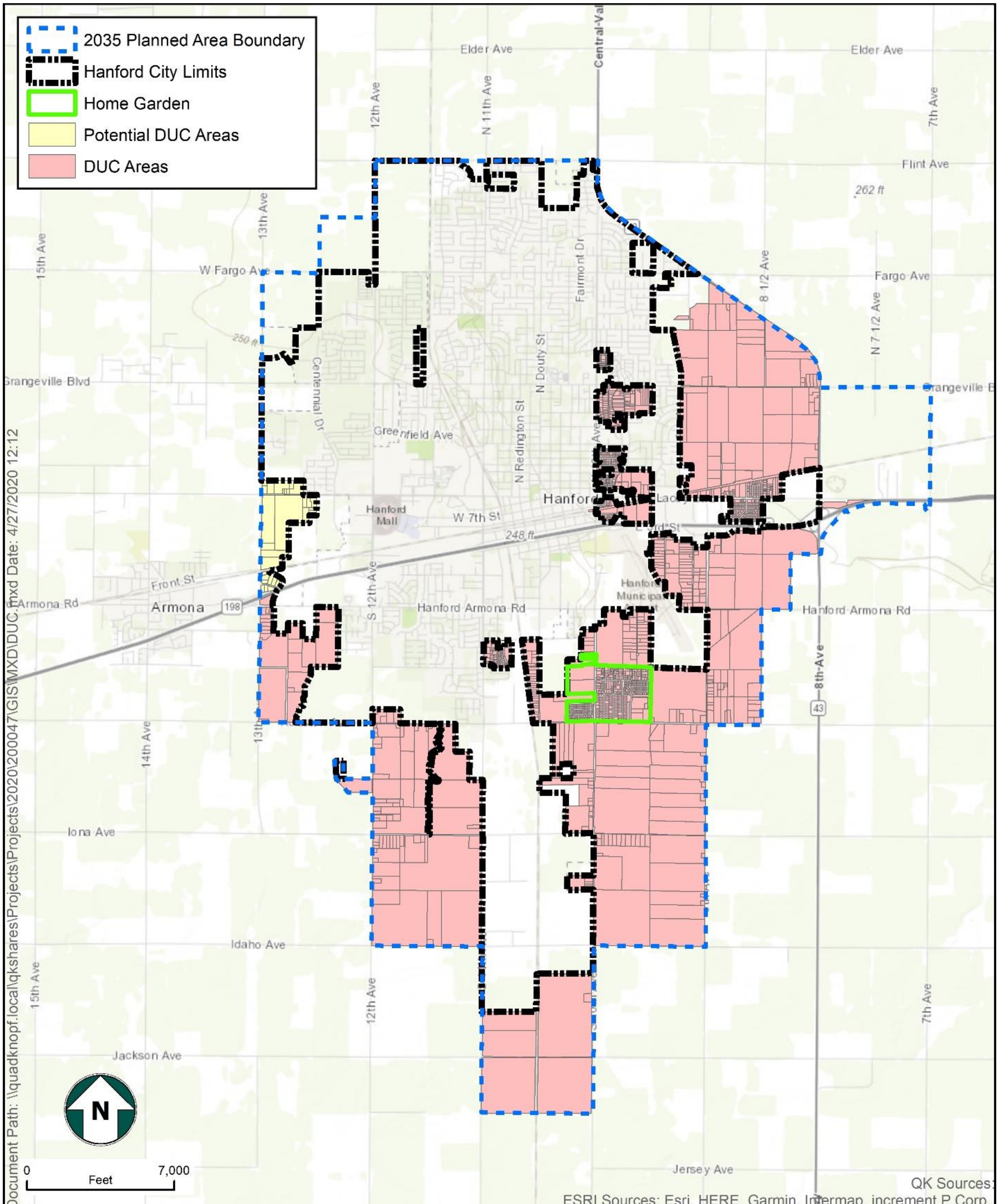


Figure 3-2
Disadvantaged Unincorporated Community Areas

SECTION 4 - CITY OF HANFORD SERVICE REVIEW

4.1 - Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs or Deficiencies

The purpose of this section is to evaluate the infrastructure needs and deficiencies of the City of Hanford in terms of availability of resources, capacity to deliver services, condition of facilities, planned improvements, service quality, and levels of service.

LAFCo is responsible for determining that an agency requesting an SOI amendment is reasonably capable of providing needed resources and basic infrastructure to serve areas within the City and its SOI. It is important that these findings of infrastructure and resource availability are made when revisions to the SOI and annexations occur. LAFCo accomplishes this by evaluating whether resources and services are being expanded in line with increasing demands.

4.1.1 - CAPITAL IMPROVEMENT PLAN (FISCAL YEARS 2020 TO 2024)

The City's five-year Capital Improvement Plan (CIP) involved collaboration by the Engineering and Community Development Departments to evaluate the City's capital improvement needs to accommodate the community both now and in the future. The five-year CIP is reviewed annually and includes projects from nine categories: Airport, Industrial Park, Facilities and General Projects, Parks and Recreation, Transportation, Storm Drainage, Wastewater, Water, and Downtown Projects. The largest contribution of funds for Fiscal Year 2019-2020 goes to water projects (approximately $3.48 million or 34 percent of total CIP budget)(City of Hanford, 2020).

Table 4-1
Capital Improvement Plan Funding Breakdown by Category

Project Category	Project Funding	Overall Percentage
Facilities and General Projects	$972,500	9%
Parks & Recreation Projects	$662,000	6%
Transportation Projects	$2,965,000	29%
Storm Drainage Projects	$560,950	6%
Wastewater Projects	$220,000	2%
Water Projects	$3,480,000	34%
Downtown Projects	$140,000	1%
Airport Projects	$1,160,000	11%
Industrial Park Projects	$175,000	2%
Total	**$10,335,450**	**100%**

Source: City of Hanford - Capital Improvement Plan - Fiscal Years 2020 to 2024

Current and potential projects are listed by project title and funding source. In the event of budget shortfalls, there is not a guiding policy that indicates how priorities would be derived. The development of clear policies and quantifiable goals for the CIP would aid in its development of clear, justified projects and allow for year to year evaluation to determine the effectiveness of the CIP for staff, elected officials, and the public. The City has adopted some policies for the general budgeting process as well as adopted some visioning principles in the General Plan. The establishment of benchmarks and/or performance indicators would allow for the City to hold itself accountable on its progress and implementation of the adopted CIP.

Determinations

Determination 4.1.1-1 – The City annually adopts a Capital Improvement Plan that identifies key capital projects that are needed to enhance services to residents.

Determination 4.1.1-2 – The Capital Improvement Plan could include milestones, performance indicators and/or specific goals consistent with the visioning principles of the General Plan to benchmark its progress in achieving specific levels of service for its residents.

4.1.2 - WATER

Summary of Prior MSR Findings

The 2007 MSR identified that Hanford relies completely upon groundwater for its domestic use, and the City was operating 19 groundwater wells. The groundwater basin underlying the City is the Tulare Lake Basin, which is part of the Tulare Hydrologic Region within the San Joaquin Valley. The total storage capacity of the subbasin is 17,100,000 acre-feet to a depth of 300 feet and 82,500 acre-feet to the base of fresh groundwater.

At the time of the previous MSR, the City had just updated the Water Master Plan in February 2006. That Master Plan identified the 1995 Level Overdraft for the Tulare Lake Region at 820,000 acre-feet. According to the Master Plan, groundwater overdraft is expected to decline to 670,000 acre-feet during the 2020 average and drought years.

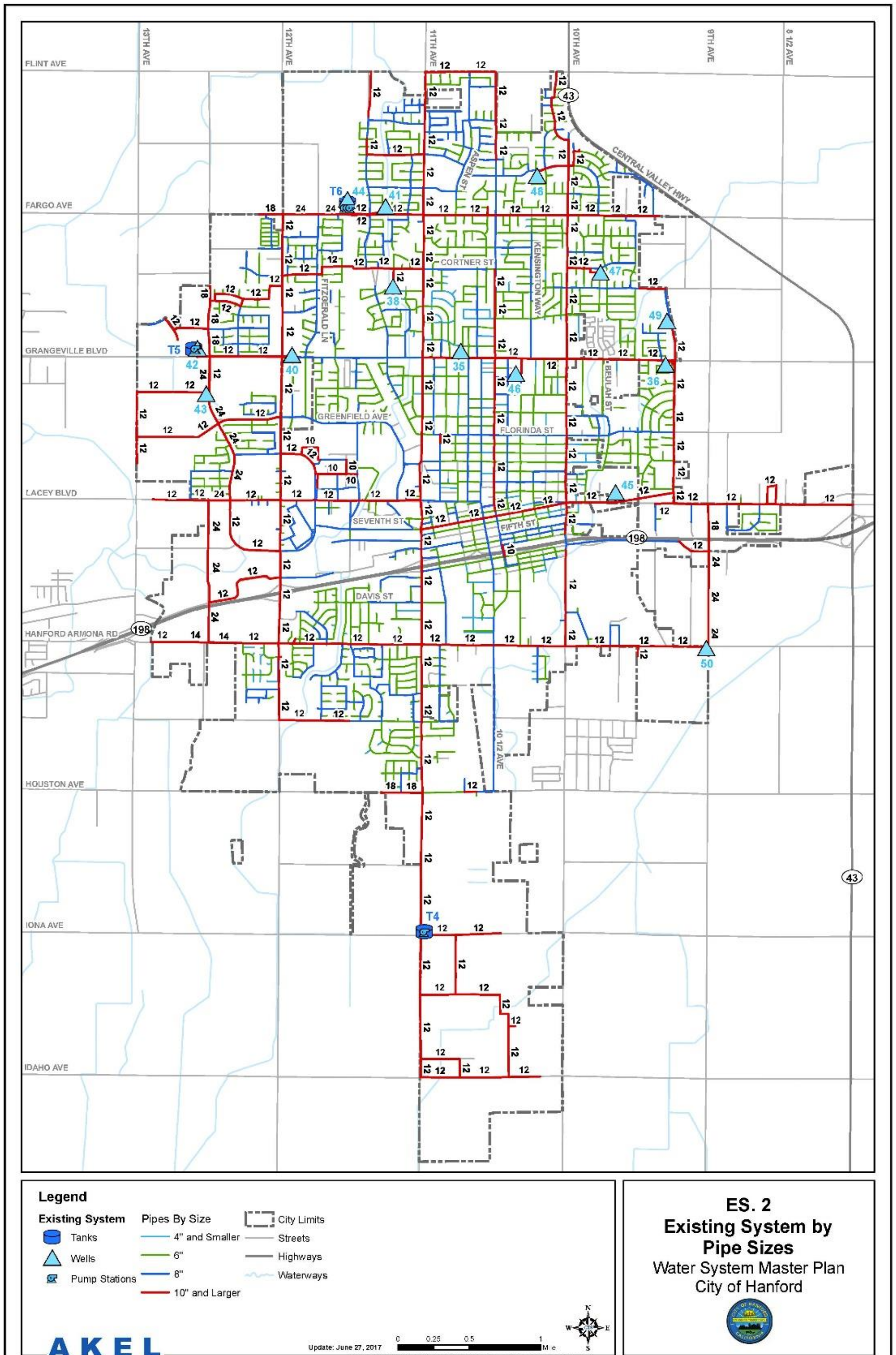
The Federal Arsenic Minimum Containment Level of 0.010 milligrams per liter was established by the United States Environmental Protection Agency (EPA) and went into effect in January of 2006. At that time of the previous MSR, the City of Hanford had received a Notice of Violation from the California Department of Health Services informing the City that five of their wells do not comply with the new Federal Arsenic MCL. The non-compliance notice did not require termination of the use of the identified wells but did require the City to provide quarterly monitoring reports and public notice of non-compliance. When the previous MSR was published, the City's water system and water quality were in compliance with the new Federal Standards. The City implemented a plan for reducing arsenic in its groundwater supply system.

The City's municipal water system pumping capacity was 24,455 gallons per minute or 35.2 million gallons a day according to the 2005 Urban Water Management Plan. The total storage capacity was 2.8 million gallons (Kings County LAFCo, 2007).

Current Conditions

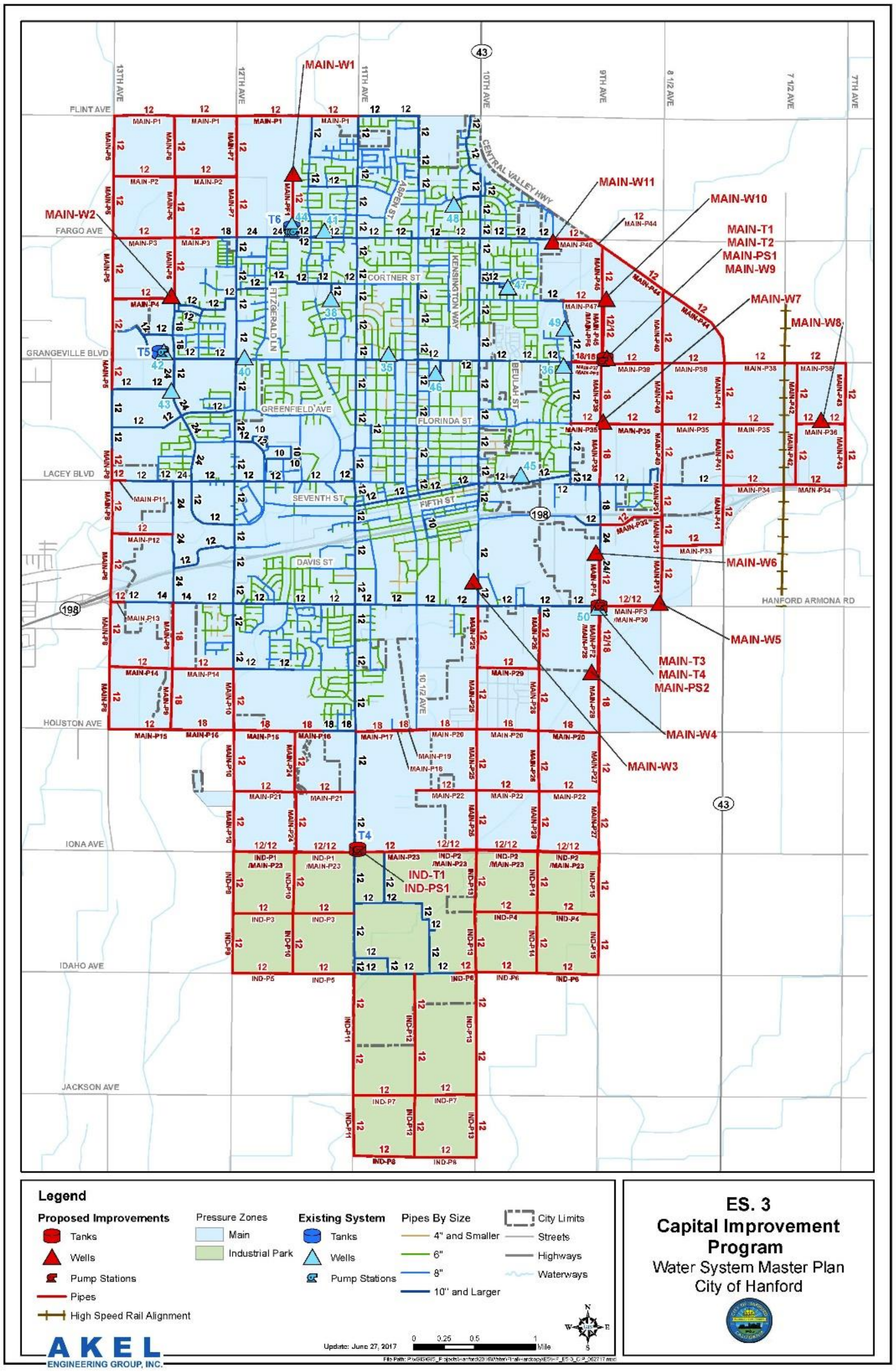
The City completed an updated Water System Master Plan in 2017 that updated much of the information identified in the prior 2007 MSR. Figure 4-1 shows the extent of the existing water system. Figure 4-2 shows the planned system intended to serve the entire area planned for growth in the General Plan.

The City's municipal water system currently consists of 14 active groundwater wells, three storage reservoirs that have a cumulative capacity of 3.5 million gallons, 217 miles of distribution pipelines, and fire hydrants (City of Hanford, 2017). The City's generally flat topography slopes from the northeast to the southwest from approximately 255 feet in the northeast to approximately 225 feet in the southwest. With this generally flat topography, the City operates two pressure zones, with the primary pressure zone covering areas north of the Kings Industrial Park and the remaining pressure zone serving the Kings Industrial Park, located south of Iona Avenue.



Akel Engineering Group, Inc.

Figure 4-1
Hanford Existing Water System



Akel Engineering Group, Inc.	**Figure 4-2** **Hanford Proposed Buildout of Water System**

Attachment: Attachment 4 - Municipal Service Review (CD: Sphere of Influence and Municipal Service Review)

The City continues to use groundwater as the sole source of water supply. The City's current total rated supply is 34.9 million gallons per day (mgd). Consistent with the system performance and design criteria the firm capacity was calculated as the capacity with the largest well out of service and is equal to 32 mgd. Each tank is briefly discussed in the following:

- Tank 4 is a 0.5 MG ground level steel storage tank at the intersection of 11th Avenue and Iona Avenue that serves the Industrial Park to satisfy normal domestic demands plus fire flows. The tank is filled from the Main Pressure Zone through an altitude valve connected to a 12-inch pipeline on 11th Avenue. Booster pumps supply the Industrial Park Pressure Zone from the tank, maintaining a downstream pressure of approximately 80 psi. The tank can be bypassed to serve the Industrial Park Pressure Zone in the event of an emergency or for normal tank maintenance.

- Tank 5 is composed of two interconnected 1.0 MG ground level steel storage tanks at the intersection of Grangeville Boulevard and Centennial Drive that serve the Main Pressure Zone to satisfy normal domestic demands. The tanks are directly filled from Wells 40, 42, 43, which are controlled by SCADA to maintain set levels within the tanks. Booster pumps supply the Main Pressure Zone from the tanks and are controlled by SCADA to turn on and off based on specific downstream pressures.

- Tank 6 is a 1.0 MG ground level steel storage tank at the intersection Fargo Avenue and the BNSF railroad that serves the Main Pressure Zone to satisfy normal domestic demands. The tank is filled from wells 41 and 44, which are controlled by SCADA to maintain set levels within the tanks. Booster pumps supply the Main Pressure Zone from the tanks and are controlled by SCADA to turn on and off based on specified downstream pressures.

Future storage requirements were identified based on the City's anticipated development through the horizon of the Master Plan. The Master Plan describes future domestic water demands and identifies operational fire storage requirements for each zone. The total required storage for future domestic water demand is 6.1 million gallons; the total capacity is currently 5.84 million gallons. The Water Master Plan describes three proposed storage reservoirs (Northeast Storage Facility, Southeast Storage Facility, and the Industrial Park Storage Expansion) that are planned to increase storage capacity to meet the future demand.

The 2013 maximum day and peak hour demands at 100 percent occupancy are calculated at 21.1 mgd and 30.2 mgd, respectively. The projected total maximum day demand and peak hour demand for the buildout of the Planned Area Boundary at 100 percent occupancy are 38.5 mgd and 55.0 mgd, respectively. Water demands vary with time of day and by account type according to the land use designation. These fluctuations were accounted for in the modeling effort and evaluation of the water distribution system. Daytime demand patterns affect the water levels in storage reservoirs and amount of flow through distribution mains. A daytime curve was used to model the demand patterns of existing customers. The peaks in the daytime pattern match the peaking factors recommended in the Master Plan.

The costs identified within the Water Master Plan are described in the Capital Improvement Program. In total, the CIP includes approximately 70 miles of pipeline improvements, 11 new wells, five new storage reservoirs, and three new booster stations, with a project cost totaling over $95.2 million (City of Hanford, 2017).

As described in the last MSR, the City's groundwater supply has one water quality constituent that has historically required mitigation measures to ensure the supply is not limited, which is arsenic. Arsenic is concentrated in the clay strata beneath the City, and hydrogen sulfide, which may cause discoloration, adverse taste, and a smell typically compared to rotten eggs. The City has implemented a chlorination program for the water supply, and hydrogen sulfide is no longer considered a water constituent of concern.

Through the preparation of several studies, the City has determined the best methods for reducing the levels of arsenic in their water supply. The City has considered different methods to reduce arsenic concentrations below the maximum contaminant level. Considerations included:

- Abandon high arsenic wells and drill replacement wells with lower concentrations;
- Blend water from wells with higher concentrations with wells of lower concentrations;
- Install well head treatment; and
- Rehabilitate wells that produce water with high arsenic concentrations to a block of strata with low concentrations, producing water low in arsenic.

A non-treatment-based approach was determined to be the most cost effective for the City and was comprised of the following three improvement projects:

- Abandon six shallow wells with low production and high arsenic concentration. Replace the abandoned wells with two wells of a higher production capacity and lower arsenic concentration;
- Abandon and replace three wells that could not be rehabilitated with new wells with higher production capacities and acceptable arsenic conditions; and
- Rehabilitate three deep wells to ensure they only extract groundwater from a zone with lower arsenic concentrations.

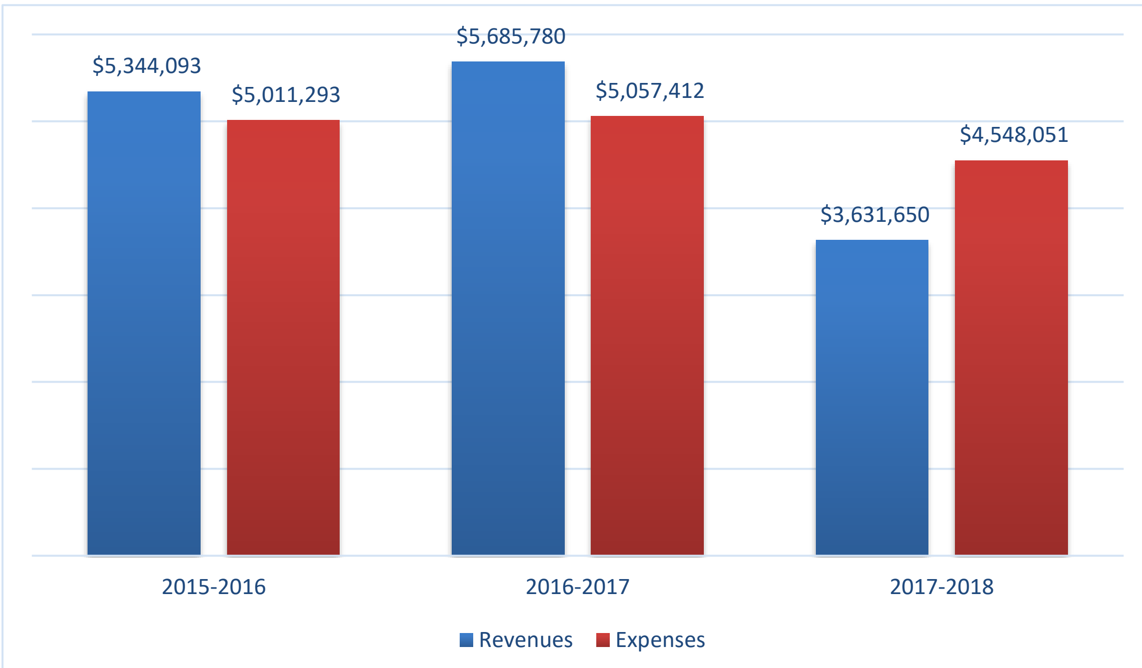
Upon the implementation of these arsenic improvement projects, The City's water supply can reliably produce water below the maximum contaminant level for arsenic. Based on the current arsenic levels the long-term reliability of the City's water supply is not affected.

WATER DEPARTMENT FUNDING

Within Public Works, the Water Department revenues are comprised of enterprise funds collected through user fees. As an enterprise fund, this service typically does not impact the General Fund as it generates revenues that can only be used to provide the identified service, in this case water delivery and supply. Revenue budgeted for water utility related activities total $5.61 million in 2018-19, a decrease of approximately 1.3 percent under the prior year's actual revenues.

As shown in Chart 4-1, the revenues of the department often outpace expenses in order to fund capital projects. Since the water utility operates as an enterprise fund, the department is not dependent on General Fund and special revenues (City of Hanford, 2020).

Chart 4-1
Water Department Revenues and Expenditures (Maintenance and Operations)[1]



SOURCE: CITY OF HANFORD 2020ABILITY TO SERVE ANNEXED POPULATION

The City currently supplies and distributes water to six of the eight County islands proposed to be annexed. The population of the other two islands that currently use private wells is 57. Were the City to annex the islands, it would need to strategize a way to provide water to 57 more residents.

The City's Water System Master Plan sought to plan for the future population of Hanford, with an anticipated 2035 population of 90,000 (City of Hanford, 2017). The predicted 2018 population according to the Master Plan was 60,538, which is 3,628 more than the actual population according to the American Community Survey. Given the difference between planned and actual population, the addition of the 57 residents to the water system is more

[1] The values illustrated in the chart are the gross values from the FY 2019-2020 Budget. These values represent an accurate portrayal of the departments solvency due to the municipality balancing the department's budget, also known as a "zero sum budget". All other charts in this document follow this same format.

than feasible if the City achieves the proposed goals of the Water System Master Plan to account for its anticipated future population.

Determinations

Determination 4.1.2-1 – The City operates a municipal water enterprise that services its residents.

Determination 4.1.2-2 – The City has completed and adopted a Water System Master Plan in September 2017 to better identify and improve operations of the water system and plan for future needs of the City in accordance with population projects.

Determination 4.1.2-3 – The City should monitor the well efficiencies on a frequent basis to adequately manage the groundwater supply.

Determination 4.1.2-4 – The City would be able to adequately serve the increased population of 57 residents, were the City to annex the County islands.

4.1.3 - WASTEWATER

Summary of Prior MSR Findings

The 2007 MSR identified that the City has the ability to discharge up to eight million gallons per day of treated wastewater effluent. The Wastewater Treatment Facility (WWTF) is a two-stage trickling filter and extended aeration facility that was originally constructed in 1948 (Kings County LAFCo, 2007). Five upgrades and expansions have occurred since then, the most recent of which was in 2004.

The City initiated a program to ensure long-term reuse for treated disinfected wastewater for agricultural purposes and recharge of groundwater supplies for agriculture. The City has obtained a "Master Reclamation Permit" from the California Regional Water Quality Control Board for this purpose. Approximately 70 to 80 percent of the influent to the wastewater facility is reused for agricultural irrigation as allowed under the Regional Water Quality Control Board's Master Reclamation Permit. Effluent is used to irrigate crops on privately owned land.

Hanford's system includes 8" to 30" pipes with 12" mains laid out on an approximate one-mile grid. Expansion will involve continued looping of lines and expansion of fire flow response facilities. The City has determined that there are few system constraints for future development.

Current Conditions

The City most recently updated their Sewer System Master Plan in 2017. The planning boundary and horizon for the Master Plan were developed in accordance with the City's recently adopted General Plan. The Master Plan takes into consideration the population growth of the city, and documents growth assumptions and known future developments (City of Hanford, 2017).

The City's wastewater treatment plant treats nearly 1.9 billion gallons of sewage each year. The most recent expansion upgrade in 2004 increased the treatment capacity from 5.5 to 8.0 million gallons a day, allowing the plant to serve the equivalent of over 8,000 new single-family dwellings. The expansion included a new influent pump station, head works, grit removal, oxidation ditch, and irrigation pump station, as well as several modifications to existing buildings and structures (City of Hanford, 2017).

The new irrigation pump station allows the City to discharge secondary treated disinfected effluent to Lakeside Ditch Company for crop irrigation of over 10,000 acres through a reclamation permit issued by the Regional Water Quality Control Board. City staff is currently in the process of developing a new long-term reclamation project agreement with Lakeside Ditch Company.

In an effort to control the high cost of effluent sludge storage and disposal, the City has budgeted to purchase a solid dewatering system, otherwise known as a centrifuge unit. This facility will reduce the need for additional drying beds in the future. Drying time and processing the sludge will be reduced by removing liquid before final drying in the existing sludge beds. This process will allow the City to produce a Class A sludge for disposal at a licensed composting facility (City of Hanford, 2017).

The City completed an updated Sewer System Master Plan in 2017 that addressed many of the action items identified in the prior 2007 MSR. Figure 4-3 shows the extent of the existing system. Figure 4-4 shows the planned expansion in the Master Plan and will service the growth anticipated in the General Plan.

The City's sewer system services residential and non-residential lands within the service area. This service area includes:

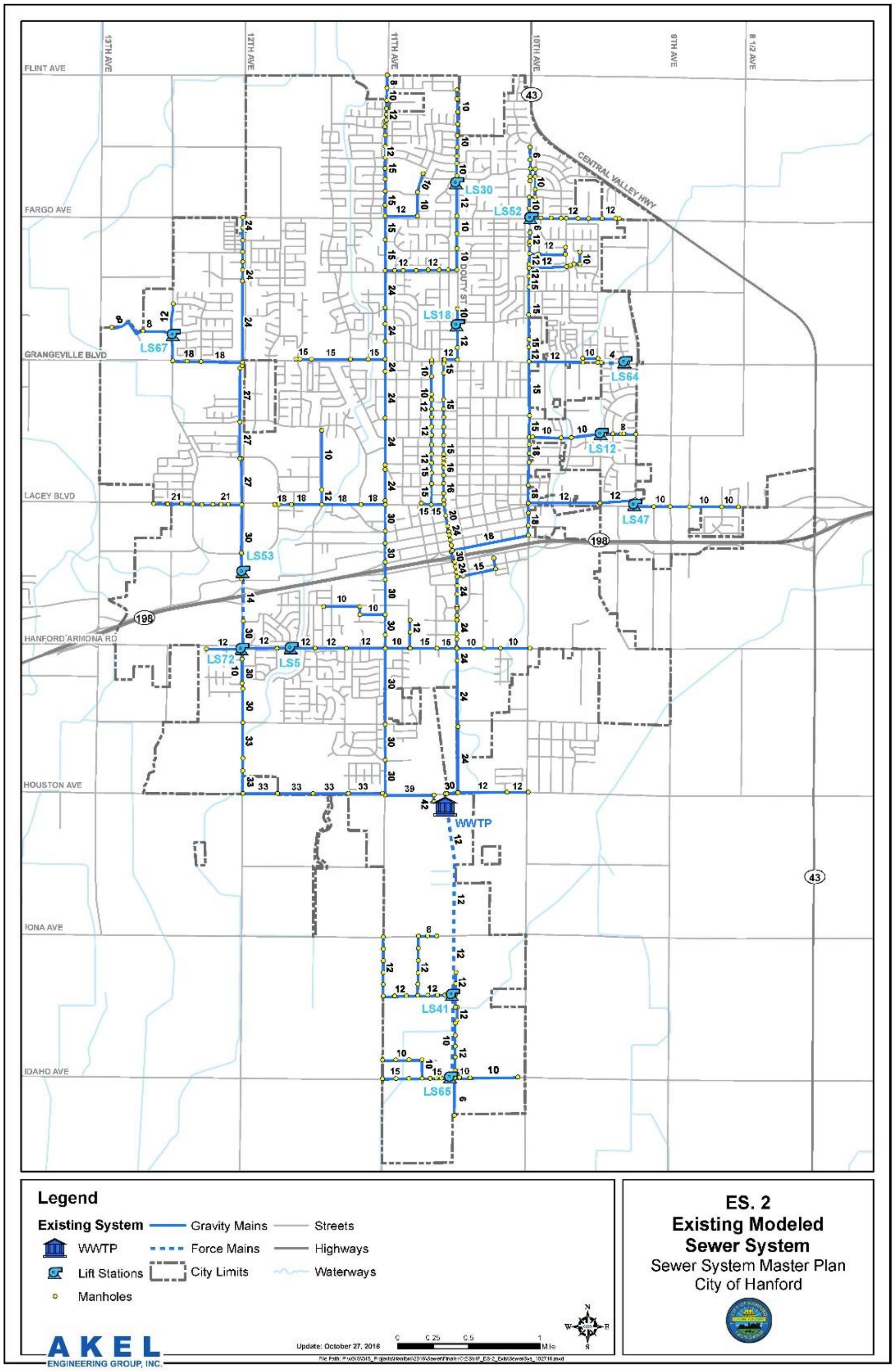
- 6,059 acres of developed lands inside the city limits,
- 2,765 acres of undeveloped lands inside the city limits, and
- 265 acres of underutilized lands inside the city limits that are expected to redevelop.

The capacities of pump stations are evaluated and designed to meet the peak wet weather flows with one standby pump having a capacity equal to the largest operating unit. The standby pump provides a safety factor in case the duty pump malfunctions during operations and allows for maintenance.

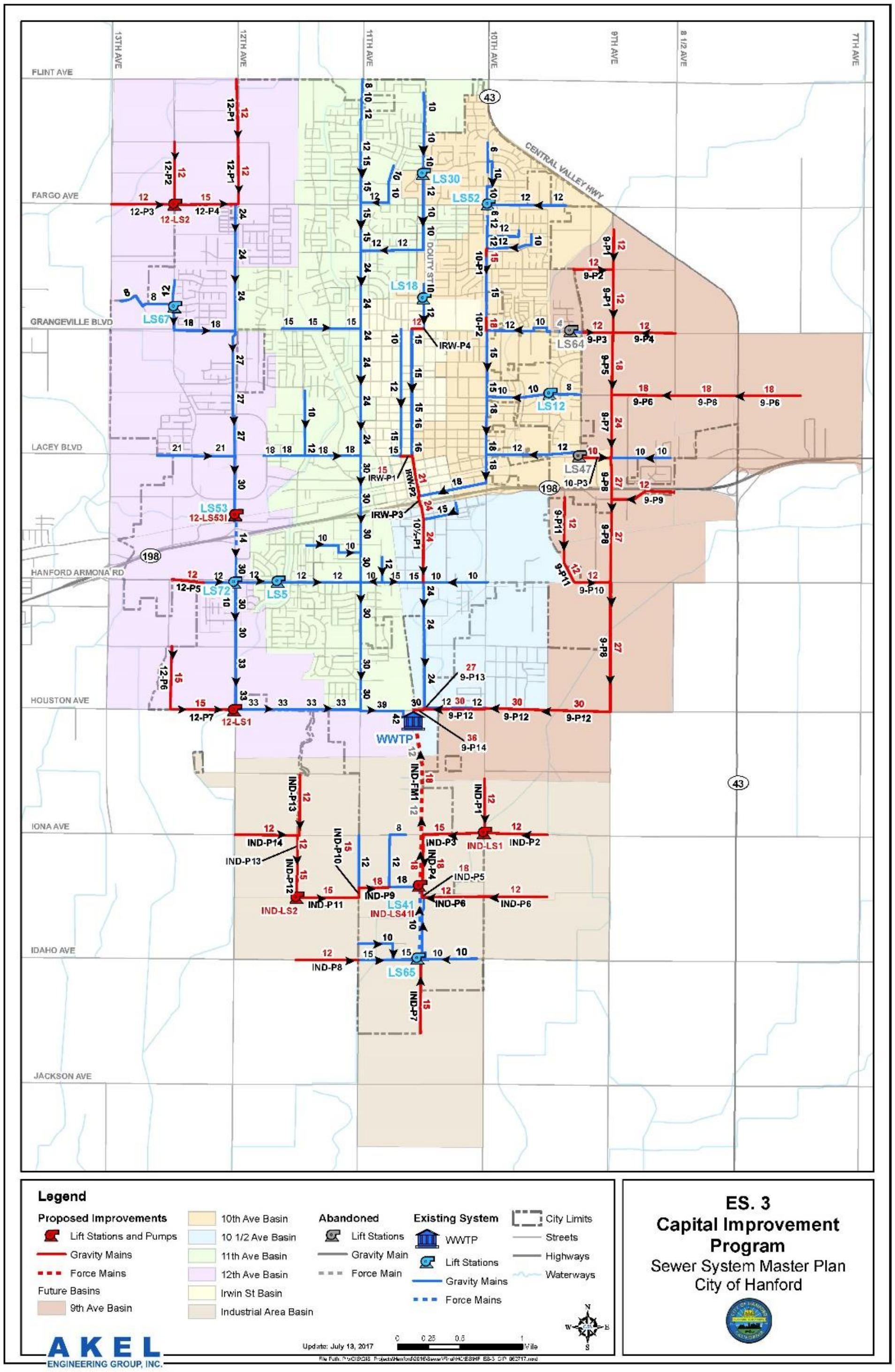
Based on the City's topography, the sewer system is divided into six separate dendritic sewer collection basins, each defining the boundaries of a sewer collection trunk system. The following are the six major wastewater collection basins:

- The 10th Avenue Collection Basin encompasses 3,023 acres in the northeast portion of the City. This basin collects flows along 10th Avenue, starting at Encore Drive, where a 10-inch trunk conveys flow south to Lift Station 52, at the Fargo Avenue. Flows are pumped through a 6-inch force main to a 12-inch trunk beginning at Birch Avenue, where flow continues south to Lakewood Drive, where it continues as a 15-inch south to Florinda Street. At Florinda Street, the 15-inch trunk increases in size to an 18-inch trunk and continues along 10th Avenue to Fourth Street, where it turns west and continues on Fourth Street before joining the 30-inch trunk in Irwin Street.

- The 10 ½ Avenue Collection Basin encompasses 2,954 acres in the east-central part of the City. This basin collects flows generally east of 10 ½ Avenue, between Highway 198 and Houston Avenue. The main trunk begins at the intersection of Fourth Street and Irwin Street, where a 30-inch trunk crossing Highway 198 conveys flow south to a 24-inch trunk at Third Street. The pipe continues south along 10 ½ Avenue until reaching Houston Avenue where it connects a 30-inch trunk. This 30-inch trunk then conveys flow west along Houston Avenue, increasing in size to 36 inches. The 36-inch trunk then increases to a 48-inch diameter trunk at the WWTP property prior to discharge at the headworks.



Akel Engineering Group, Inc.	Figure 4-3 Hanford Existing Wastewater System



Akel Engineering Group, Inc.

Figure 4-4
Hanford Proposed Wastewater System

- The 11th Avenue Collection Basin encompasses 3,243 acres in central and north-central Hanford. This basin collects flow generally between 12th Avenue and 10th Avenue, starting at Flint Avenue and conveying flow south to Houston Avenue. Starting at Flint Avenue, flow is collected along 11th Avenue in 8-inch, 10-inch, and 12-inch pipelines before entering a 15-inch at Pepper Drive. Flow continues south in a 15-inch pipeline before increasing in size to a 24-inch trunk at Corner Street. Flow continues south along 11th Avenue before increasing in size to a 30-inch trunk at Lacey Boulevard, where it continues until joining a 39-inch trunk at Houston Avenue, where it continues to the WWTP.

- The 12th Avenue Collection Basin encompasses 4,218 acres in the western part of the City. This basin flows generally between 13th Avenue and 12th Avenue, starting at Fargo Ave and continuing south until the City WWTP. Starting at Fargo Avenue flow is collected along a 12th Avenue in a 24-inch trunk before increasing in size to a 27-inch trunk at Grangeville Boulevard. Flow continues in a 27-inch trunk south along 12th Avenue until increasing in size to a 30-inch trunk at Lacey Boulevard, where it continues to Lift Station 52 at Glendale Avenue. Flows are pumped through a 14-inch force main to Hayden Avenue, where it transitions to gravity flow in a 30-inch trunk and continues south to Hume Avenue. From Hume Avenue, flows continue south along 12th Avenue in a 33-inch trunk before turning west at Houston Avenue, where it continues to 11th Avenue. At 11th Avenue, the trunk diameter increases in size to a 39-inch, before continuing to the WWTP.

- The Irwin Collection Basin encompasses 670 acres in the central portion of the City. It is bound to the north by Terrace Drive and to the south by Third Street. The basin is generally bound to the east and west by the 10th Avenue and 11th Avenue, respectively. Starting at Terrace Drive flow is collected in a 12-inch trunk before increasing in size to a 15-inch trunk at Grangeville Boulevard. Flow continues south along Irwin Street in a 16-inch trunk at Ivy Street, which continues south to Lacey Boulevard. At Lacey Boulevard, the trunk diameter increases to a 20-inch for a short distance, before once again increasing in size to a 24-inch trunk north of Sixth Street. Flows continue south and combine with the 10 ½ Avenue collection basin at Fourth Street.

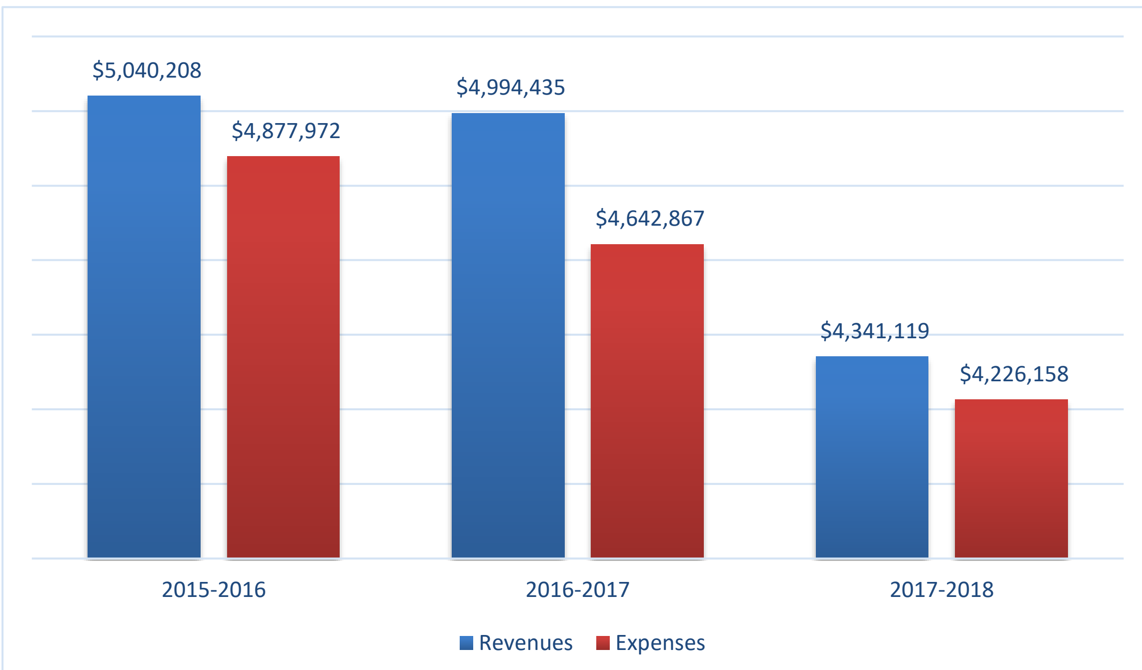
- The Industrial Area Collection Basin encompasses 4,131 acres in the southern portion of the City. This basin is bound to the north by Houston Avenue and to the south by Jackson Avenue, respectively. 12th Avenue and 9th Avenue serve as the western and eastern limits of this basin. Flows are generally conveyed by gravity along Idaho Avenue in 8-inch, 10-inch, and 15-inch gravity trunks before being conveyed to Lift Station 65, where they are pumped through a 10-inch force main to Lift Station 41. Additional flows are collected along Industry Avenue and BNSF railway and conveyed by gravity in 10-inch, 12-inch, and 15-inch trunks to Lift Station 41. Flows from tributary to Lift Station 41 and pumped from Lift Station 65 are combined at Lift Station 41, where they are pumped through a 12-inch force main to the WWTP.

The City currently maintains 21 lift stations in the sewer collection system. The oldest lift station was built in 1959, and the most recent station was built in 2004. The lift stations are operated to turn "on" or "off" based on the levels in their wet wells.

SEWER DEPARTMENT FUNDING

Within Public Works, the Sewer Department revenues are comprised of enterprise funds collected through user fees. As an enterprise fund, this service typically does not impact the General Fund as it generates revenues that can only be used to provide the identified service, in this case sewer service. Revenue budgeted for wastewater utility related activities total $4.41 million in 2018-19, an increase of approximately 41.9 percent over the prior year's actual revenues.

Chart 4-2
Sewer Department Revenues and Expenditures



Source: City of Hanford 2020

As shown in Chart 4-2, the department revenues have outpaced expenses in the past. The department is aware of the decline in revenue, however, the department is expecting to have sufficient funds to meet their expenditures going forward, which is supported by a solvent rate structure. Since the wastewater utility operates as an enterprise fund, the department is not dependent on General Fund and/or special revenues (City of Hanford, 2020).

Ability to Serve Annexed Population

The City currently provides wastewater collection service to five of the eight County islands proposed to be annexed and provides wastewater disposal to seven of the eight County islands proposed to be annexed. The population of the three islands that have private wastewater collection is 367, and the population of the one island with private wastewater disposal is 109. If the City were to annex the islands, it would need to strategize a way to provide wastewater collection and disposal for an additional 476 persons.

The City's Sewer System Master Plan sought to plan for the future population of Hanford, with an anticipated 2035 population of 90,000 (City of Hanford, 2017). The predicted 2018 population according to the Plan was 60,538, which is 3,628 more than the predicted population per American Community Survey. Given the difference in estimated population, the addition of 476 residents for wastewater collection and disposal is feasible if the City achieves the proposed goals of the Sewer System Master Plan.

Determinations

Determination 4.1.3-1 – The City operates a municipal sewer enterprise that services its residents.

Determination 4.1.3-2 – The City has completed and adopted a Sewer System Master Plan in September 2017 to better identify and improve operations of the water system and plan for future needs of the City in accordance with population projects.

Determination 4.1.3-3 – The City would be able to adequately serve the increased population of 476 residents who do not already receive either wastewater collection or disposal services from the City were the City to annex the County islands. The level of service will be adequate if the City achieves its proposed goals of the Sewer System Master Plan.

4.1.4 - FIRE PROTECTION

Summary of Prior MSR Findings

Fire suppression services were reviewed by LAFCo in 2007 as part of the comprehensive MSR. The City of Hanford provides fire protection services to all the incorporated area. Since the adoption of the last MSR, a new fire station was built in 2019. The previous MSR described future capital improvements to include the construction of two additional fire stations (Stations 3 and 4 on the western portion of Hanford, and the addition of 18 fire personnel and equipment.

The previous MSR described some benefit in incorporating various departments under one "government center" to facilitate with administrative tasks and coordination. The City coordinates very closely between law enforcement and fire protection.

Current Conditions

The Hanford Fire Department provides emergency and fire protection services for residents and buildings within the city limits. Emergency services provided by the Fire Department include technical rescue, hazardous materials response, emergency medical services, and emergency disaster management.

The mission statement of the Hanford Fire Department is "to protect residents and visitors of Hanford from conditions that would pose a threat of life, environment, and property by utilizing aggressive prevention techniques and, when needed, respond to all emergencies in a safe, swift, and efficient manner" (City of Hanford, 2020). The total call volume for 2018 was 6,378. This includes medical, fire, mutual aids, and other emergency responses. The Hanford Fire Department has a total of 33 personnel (Hanford, 2020).

The General Plan does not establish a goal for a minimum fire insurance services organization (ISO) rating. The Fire ISO rating appraises cities and counties on their fire protection services (ISO rating is on a scale of 1 to 10, with 1 being best). The level of fire protection according to Insurance Services Office Inc., is 2 (The Sentinel, 2016).

FACILITIES AND INFRASTRUCTURE

The City has three fire stations. Station 1 is located at 350 W. Grangeville Boulevard, Station 2 at 10553 Houston Avenue, and Station 3 at 1070 South 12th Street. Station 3 is the most recent one, built in 2019. Hanford owns an additional two sites designated for future fire stations. The first future station is planned at Centennial Drive and Berkshire Lane in the city's northwest quadrant. An eastside fire station is also planned at 9 ¼ Avenue and Florinda street.

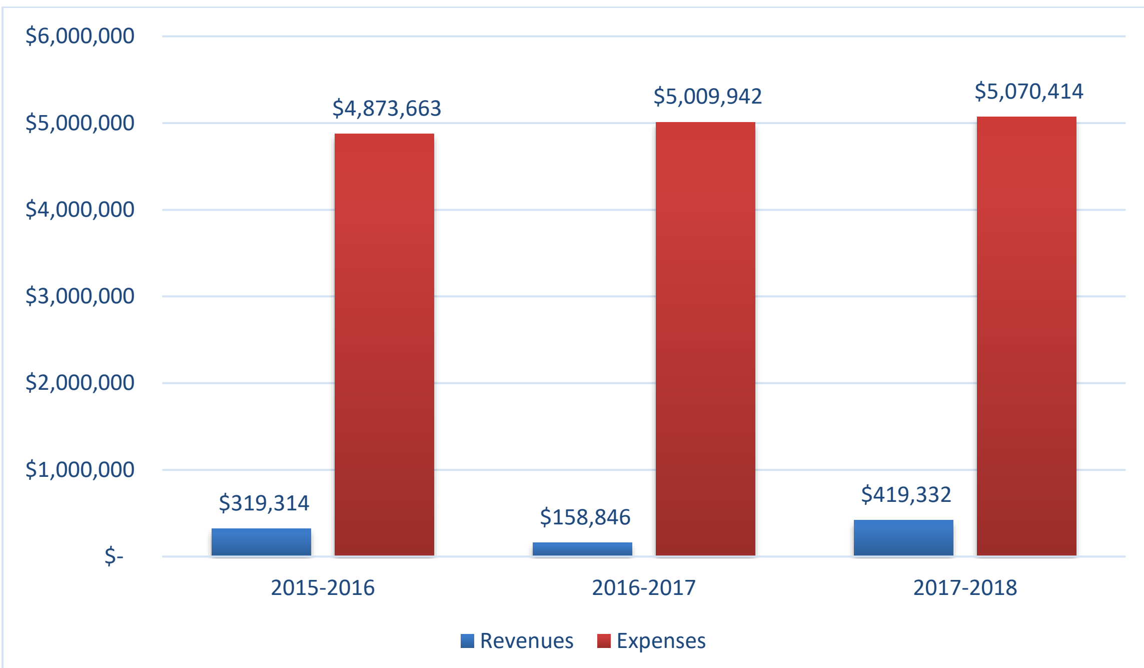
The current facilities were not identified as having any deficiencies during the last MSR cycle that reviewed the Fire Department infrastructure. In the Fiscal Year (FY) 2020-24 Capital

Improvement Plan (CIP) Budget, the CIP did not identify any major projects pertaining to the Fire Department facilities and its needs.

FIRE DEPARTMENT FUNDING

The Fire Department revenues are comprised of the General Fund, Grants, and Fire Department Service Fees, among other miscellaneous things. Ninety-seven percent of the budget of the Fire Department is for Fire Administration, and three percent is for Fire Prevention (City of Hanford, 2020). Revenue budgeted for the Fire Department totals $530,500 in 2018-19, an increase of approximately 26.five percent over the prior year's budget.

Chart 4-3
Fire Department Revenues and Expenditures



Source: City of Hanford 2020

As shown in Chart 4-3, the department is not a revenue generating department and is largely dependent on General Fund and special revenues. Of all expenditures citywide, the Fire Department comprises 7.4 percent of total expenditures (California State Controller's Office, 2018).

ABILITY TO SERVE ANNEXED POPULATION

The County is currently responsible for emergency and fire protection of the eight County islands proposed to be annexed. The population of these islands is 1,293. Were the City to annex the islands, it would need to strategize a way to provide emergency and fire protection to the 1,293 new residents.

The City's current ISO rating is 2 (ISO rating is on a scale of 1 to 10, with 1 being best). Due to the City's ability to provide such services to its current population, there is no evidence indicating that the addition of 1,293 residents would be too great for the City to adequately serve. According to the Memorandum of Understanding, signed between the City of Hanford and the County of Kings in 2019, the mutual aid agreement between the fire services executed by the City and the County will not be amended. The City continues to be able to use the County's fire services in times of need, therefore the overall fire service capacity will not be affected.

Determinations

Determination 4.1.4-1 – The Hanford Fire Department provides emergency and fire protection services for residents and buildings within the city limits. Emergency services provided by the Fire Department include technical rescue, hazardous materials response, emergency medical services, and emergency disaster management.

Determination 4.1.4-2 – The City provides fire services through the use of General Fund, service fees, and other miscellaneous funds.

Determination 4.1.4-3 – The City did not have any facility upgrade projects listed in the most recently CIP.

Determination 4.1.4-4 – The City should continue to program repairs to existing facilities and continue plans for the construction of a fourth and fifth fire station in order to meet the needs of staff in order to provide a level of service acceptable to residents.

Determination 4.1.4-5 – The City should establish, maintain, and monitor a set of level-of-service criteria for fire protection services as a tool to assess the ability of the City to service growth.

Determination 4.1.4-6 – The City would be able to adequately serve the increased population of 1,293 residents, were the City to annex the County islands, due to the continued mutual aid agreement with the County.

4.1.5 - LAW ENFORCEMENT

Summary of Prior MSR Findings

Police and law enforcement services were reviewed by LAFCo in 2007 as part of the comprehensive MSR. At the time of the last MSR, the City of Hanford Police Department consisted of 71 full time personnel including forty-nine uniformed officers, and 22 non-sworn personnel. Most crimes in the City are property-oriented (i.e. theft and vandalism). The City standard for police per population is 1.5 officers per 1,000 populations. Indicator of service levels and the need for new personnel and facilities are provided by analysis of the number of service calls, response times, and population growth.

At the time of the last MSR the department provided police services to the City with 22 full time officers patrolling 29.5 square mile area 24 hours a day, seven days a week. In 2002, the department reorganized its command staff, and this change was considered to help facilitate supervision, customer service, and program accountability. At the time of this MSR there were no plans for capital improvements for additional services. The City was planning for a new police station by 2010.

Current Conditions

According to the City's General Plan Background Report, the Hanford Police Department's actual average response times are 6:30 minutes for Priority 1 Incidents with an average of 32 Priority 1 Incidents per day and a response time of 17:19 minutes for all incidents with an average of 144 incidents per day. The department seeks to maintain a response time of less than 2:30 minutes. The Hanford Police Department dispatches both for police and fire services (City of Hanford, 2014).

The new police station that the last MSR described has not yet been built. The current 8,600-square foot police station on Irwin Street was built in 1976, with a projected 20-year life span. It is now in its 44th year. The Hanford Police Department has had to expand its operation into several vacant buildings that required renovations. Buildings added to the City of Hanford's Police Department are the new Records Building, the Specialty Units Building, the Evidence Building, the two-story investigations building, and a new national guard armory that will house special police unit equipment. These expansions have all occurred in that last 10 years, according to the Police Department Chief Parker Sever (Sever, 2020). Considering these expansions, the Police Department does not forecast the acquisition and development of a new police station. Additionally, the department faces increased calls for service caused in part by AB-109 prison realignment and growing problems with gangs and drugs. Hanford's population continues to grow, as does the calls for service. In 2013, despite the growing need, the number of sworn officers was reduced from 57 to 55 (City of Hanford, 2014).

In 2020, the number of sworn officers is 62 which makes for a ratio of 1.09 police officers per 1,000 residents (assuming a total population of 56,910 residents per the American Community Survey of the U.S. Census). According to the City's General Plan, for cities with a population the size of Hanford that are no surrounded by larger urban areas, a ratio of 1.1 to 1.2 sworn officers per 1,000 residents is typically employed.

Facilities and Infrastructure

The Police Department facility maintains its location at 425 North Irwin Street. This facility is also in close proximity to the Hanford Civic Auditorium and the Veteran's Memorial Building.

As stated before, the Hanford Police Department has identified upgrades to its police station. In the FY 2020-2024 Capital Improvement Plan (CIP) Budget, the CIP identified a "Police Department Parking Lot Expansion" project, with a budget of $30,000. The source of the funding is the Police Department impact fee (City of Hanford, 2019).

Crime Statistics

Crime statistics for the City were obtained from the Federal Bureau of Investigation, Crime in the United States database and are shown in Table 4-2 below.

Table 4-2
Number of Crimes Known by Hanford Police Department

Category	2015	2016	2017	2018
Violent Offenses	315	266	284	274
Murder	1	2	2	2
Rape	23	21	28	32
Robbery	58	44	54	41
Aggravated Assault	233	199	200	199
Property Crime	2,012	1,496	1,359	1,264
Burglary	275	222	197	145
Larceny Theft	1,504	1,059	916	945
Motor vehicle Theft	233	215	246	174
Arson	5	7	21	7
Total	**4,659**	**3,531**	**3,307**	**3,083**

Source: Federal Bureau of Investigation, Crime in the United States, https://ucr.fbi.gov/crime-in-the-u.s

Despite the growing population of the City, the total number of crimes has been going down in number since 2015. In comparison with California as a whole in 2018, violent crimes are about the same as the State average, and property offenses in Hanford are actually slightly lower than the State average (per 1,000 residents).

Table 4-3
Comparison of Crimes per 1,000 Residents (2018)

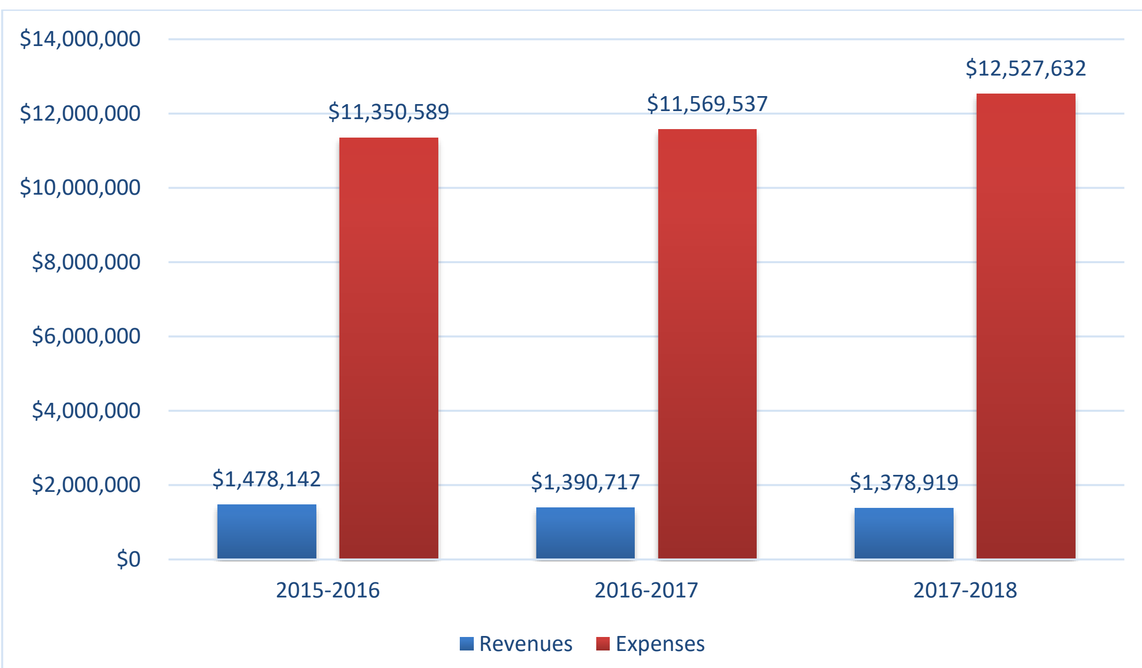
Category	Hanford	California
Violent Offenses per 1,000 residents	4.2	4.5
Property Offenses per 1,000 residents	22.2	23.8

Source: Federal Bureau of Investigation, Crime in the United States, https://ucr.fbi.gov/crime-in-the-u.s

POLICE DEPARTMENT FUNDING

The Police Department revenues are comprised mostly of General Fund. Some other sources of revenue are various grants, court fines, and "miscellaneous revenue" as defined in the budget (City of Hanford, 2020). Expenses for police programs in 2018-19 was approximately $13.0 million. There has not been a large increase or decrease in Police Department expenses and revenues for the past few years.

Chart 4-4
Police Department Revenues and Expenditures



Source: City of Hanford 2020As shown in Chart 4-4, the department is not a revenue generating department and is largely dependent on General Fund. Of all expenditures citywide, the Police Department comprises of approximately 66.2 percent of the public safety expenditures, and approximately 17.6 percent of total expenditures (California State Controller's Office, 2018).

ABILITY TO SERVE ANNEXED POPULATION

The department's current staffing ratio is just shy of what the General Plan determines as adequate. The current ratio is 1.09 officers per 1,000 residents while the General Plan Background Report suggests a ratio of 1.1 to 1.2 is appropriate for similar cities of the size of Hanford. Annexation of the County islands will result in an increase in population of 1,293 persons who will need to be served by the City's Police Department. This would increase the total population to 58,203. The ratio will then be 1.06 officers per 1,000 residents. The Police Department would need to increase its total officers to 65 (hire 3 new officers) to have ratio of 1.1 officers per 1,000 residents.

According to the Memorandum of Understanding between the City of Hanford and County of Kings established in 2019, The County Sheriff's Office will provide police services to the County islands for a two-year period beginning on the date of annexation of the County islands, after which time, the City will be responsible for providing such services in perpetuity. This two-year period gives the City time to hire additional officers to meet the ratio goal of sworn officers to residents.

Determinations

Determination 4.1.5-1 – The City utilizes a variety of financing sources in order to offset the expenditures utilized by law enforcement.

Determination 4.1.5-2 – The Police Department has identified upgrades to its police station and making additions as funding becomes available.

Determination 4.1.5-3 – The City should monitor crime statistics in years immediately following 2018 to determine if there is a need for additional patrol personnel to curtail the increase in crimes.

Determination 4.1.5-4 – The City's current ratio of sworn officers to residents is slightly below the ratio of 1.1 officers per 1,000 population and would be further below this ratio with the increase in population of the annexed areas. The City may need to hire additional officers or employ other strategies to achieve acceptable levels of service in conjunction with an expansion of its service area with the annexation of the eight County islands within the next two years.

4.1.6 - Parks and Community Services

Summary of Prior MSR Findings

According to the previous MSR, in 2007 the City of Hanford owned and operated 18 neighborhood parks comprising a total of 36.8 acres. The City's Recreation Department and Parks Division is responsible for operations and maintenance of the City owned parks. Eleven of the City's parks were developed in 2007. The City had three community parks (Centennial Park, Youth Athletic Complex, and Hidden Valley Park). Community parks and sports fields occupy approximately 94.2 acres within the City.

Each of the park sites contained various types of facilities, which are based on the needs of the residents served by the park, park size, and geographic characteristics. Specialized recreational facilities (e.g., tennis courts, swimming pool, ball fields) exist at seven of the City's facilities. The most common specialized facilities are lighted ballfields.

Current Conditions

According to the Human Resources Department in 2020, the Hanford Parks and Recreation Department is comprised of 26 full-time employees and 42 part-time employees. These numbers include Parks and Community Services Department employees. The departmental responsibilities include maintaining the aesthetic and recreational value of over 229.17 acres of property including parks, landscaped street medians, athletic fields, the City's urban forest, and other landscaped areas; constructing streetscape enhancement improvements within the downtown area; coordinating the City's annual Tree City U.S.A. recertification program; administering contracts and inspecting maintenance for 40 landscape assessment districts; and performing playground safety inspections and upgrading existing playgrounds. (City of Hanford, 2020).

According to the Hanford Parks, Recreation, and Open Space Master Plan of 2020, the City has 299.70 acres of parkland. This consists of approximately 154 acres of City owned parkland, 40 acres of sports complex provided at Soc-Com, and 50 percent of the 210 acres of school parks provided by the Hanford Join Union High School District and the Hanford Elementary School District (105 acres).

The National Recreation and Park Association (NRPA) provides a template of typical park classifications, number of acres a system should have, and recommended service levels based on population. For a public park provider the NRPA guidelines suggest, "A park system, at a minimum, should be comprised of a 'core' system of park lands, with a total of 9.9 acres of developed parkland per 1,000 population" (National Recreation and Park Association, 2020).. According to the 2020 Parks Master Plan, the City has 5.06 park acres per 1,000 residents. If the NRPA guidelines were being met, Hanford should have approximately 563 acres of park land. The park inventory deficiency would be 263.acres. The shortfalls do not take into consideration church properties, private schools, or those outside the boundaries of the City of Hanford.

Table 4-4
Parkland within Hanford by Type (City of Hanford, 2020)

Category	Acres
Mini Parks	15.6
Neighborhood/School Parks	19.2
Sports Complex	57.2
Community Parks	54.9
Special Use Parks	7.1
Indoor Facility	0.52
School Playfield	136.5[2]
Developed Parkland	**309.9**

Note: This inventory consists of parkland only provided by the City of Hanford

According to the General Plan, the calculation for the parkland ratio has been updated. When determining the parkland ratio of acres per 1,000 population, City policy is to include the acreage of city-owned mini, neighborhood, community, regional, special use, and stormwater basin parks, along with 50 percent of the acreage of school playgrounds and play areas within the Planned Area Boundary (City of Hanford, 2017). All school sites have limited public access since their primary purpose is to support their educational mission. These facilities are sometimes accessible to the public after school hours. According to the General Plan, there are 210 acres of school playfields in the City, of which 105 acres, or 50 percnet of 210 acres, is calculated in the total developed parkland of the City. By using this calculation as outlined in the General Plan, the City's current park ratio is 5.06 acres per 1,000 residents. This ratio is still below the NRPA's goal of 9.9 but it does meet the City's goal set in their General Plan, which is 3.5 acres per 1,000 residents. [3]

According to the California Department of Parks and Recreation, the City currently has approximately 63 percent of its residents living more than a half mile from park facilities (California Department of Parks and Recreation, 2015). A half-mile walking radius is considered the maximum distance for viable walkable access to facilities, according to the American Planning Association. Additionally, the State also states that 75 percent of the City's residents live in areas with less than three acres of parks or open space per 1,000 residents. As a result, it would appear that most of the City may be somewhat inconsistent with the General Plan policy for providing park space at a ratio of 3.5 acres per 1,000 residents within a half mile, however, the State did not take into consideration the 105 acres of school playfield space that the City considers in its parkland ratio calculation. Lastly, the

[2] School Playfield parkland was calculated by taking 50% of the acreage of school playgrounds and play areas within the Planned Area Boundary. This calculation was originally established in the General Plan

[3] According to the General Plan, Goal 09 of Section 5.7 (Parks and Recreation), Parks are to be provided at a combined ratio of 3.5 acres per 1,000 residents.

General Plan policy is applied citywide and is found to be in compliance, but, the City could strive to more evenly distribute park and open space areas to increase access throughout the City to residents, as shown by the California Department of Parks and Recreation statistics.

Facilities and Infrastructure

The City currently operates and maintains the following park facilities (City of Hanford, 2014):

- Mini-Park
  - Airport Park
  - Encore Park
  - Gateway Park
  - Glacier Park
  - Hye Park
  - Lakewood Park
  - Quail Run Estates
  - Quail Park
  - Sherwood Park
  - Vineyard Park
- Neighborhood Parks
  - Coe Park
  - Earl F. Johnson Park
  - Lacey Park
  - Redwood Park
  - Vineyard Park
  - Independence Park
  - Silver Oaks Park
- Community/Special Use Park
  - Bob Hill Youth Athletic Complex
  - Centennial Park
  - Civic and Courthouse Grounds
  - Freedom Park
  - Hidden Valley Park
- Regional/Special Use Park
  - Hanford Joint Use Softball Complex
  - BMX Track
  - Hanford Adult Learning Center/Softball Complex
  - Harris Street Ball Park
  - The Plunge and Ford Hill Skate Park
  - Rotary Field
- Indoor Facility
  - Civic Center
  - Coe Hall
  - Goodwill Senior Center
  - Longfield Center
  - Old Courthouse
  - St. Brigids' Teen Center
  - Veterans-Senior Center

Within these facilities, the City also maintains additional recreational facilities, such as basketball courts, soccer and baseball/softball fields, and tennis and volleyball courts.

In the FY 2020-24 Capital Improvement Plan (CIP) Budget, the CIP identified 11 projects for the Parks and Recreation Department for five years (City of Hanford, 2020). The total cost of all the projects is $8,932,000. The three funding sources for the projects are park impact fees, accumulated capital outlay, and refuse capital. Eight projects are planned to be achieved in the 2020/2021 fiscal year. These improvements are described below:

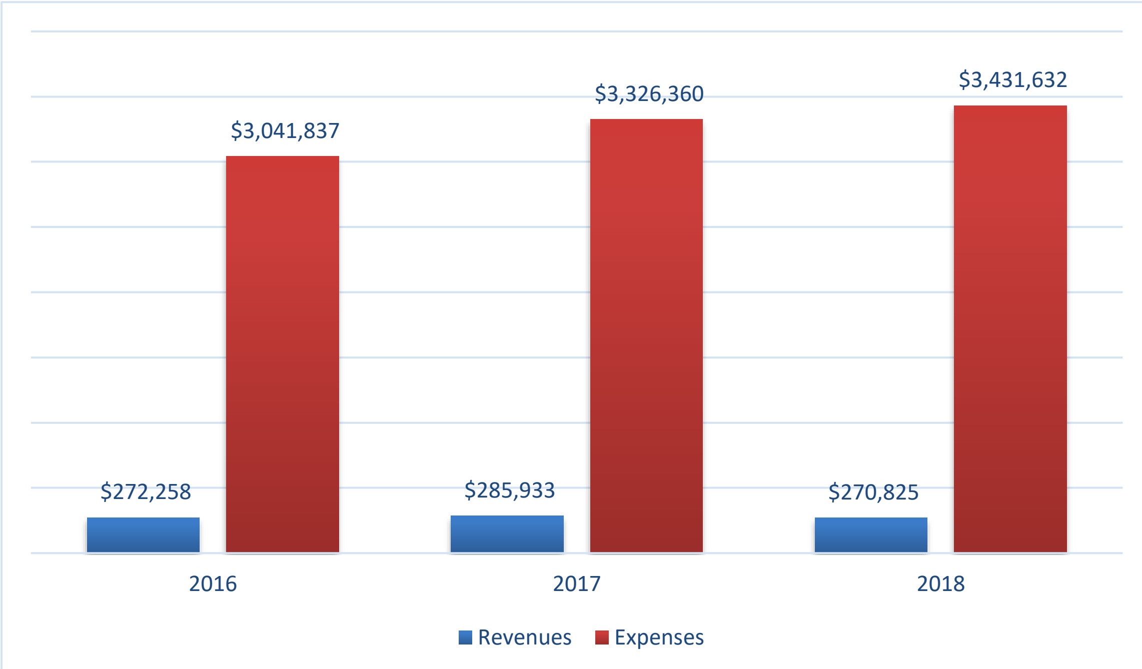
- Park Development Oversizing Requirements ($150,000 per year for five years)
  - These funds will be used to reimburse developers for costs associated with park construction in excess of their park impact fee assessment.

- ADA Parks/Recreation Modifications ($35,000 per year for five years)
  - These funds will be used to upgrade the parks and recreation facilities to conform with ADA requirements. Improvements will include modifications to restroom and playground facilities, installation of concrete pathways to various facilities and purchase of handicap accessible picnic equipment and tables.
- Park Refuse Enclosures – Civic Park ($42,000)
  - Construction of a concrete block trash enclosure at the Old Courthouse Parking Lot, which is currently an old dilapidated wooden enclosure.
- Street Median Landscape Renovation ($150,000 in 2020 and 2022 - $300,000 total)
  - Remove the existing landscaping and terminate the irrigation to install stamped concrete in the turn pockets until the width of the landscape area is a minimum of 8 feet in width. Project will upgrade portions of median islands as funding allows with new plant materials and landscape bark.
- New Pocket Park ($390,000)
  - Design and construct a new small park at the site of the Old Fire Station located at Lacey Boulevard and Kaweah Street.
- Centennial Park Pathway Construction Project ($230,000)
  - Upgrade and construct an all connecting eight (8') foot wide concrete sidewalk/pathway and address ADA accessibility from Hanford-Armona Road into the park and connect to all amenities to include picnic arbors, splash pad, playgrounds, dog facilities, and restrooms.
- New Playground at Civic Park ($285,000)
  - Design and construct a new playground adjacent to the Carousel at the Civic Park to increase activity within the Park

PARKS AND COMMUNITY SERVICES DEPARTMENT FUNDING

The Parks and Recreation Department revenues are comprised of General Fund, various grants, and donations. Total expenditures for each year are based on maintenance of parks, facilities management, youth and adult services, and construction of new parks (City of Hanford, 2020).

Chart 4-5
Parks and Recreation Department Revenues and Expenditures



Source: City of Hanford 2020

As shown in Chart 4-5, the department generates a small percent of the revenues needed for department and is still dependent on General Fund revenues and grants. Of all expenditures citywide, the Parks and Recreation Department comprised 6.07 percent of total expenditures (California State Controller's Office, 2018).

Ability to Service Annexed Population

The County islands proposed to be annexed are not served by the City regarding parkland. Parks are a more difficult service to analyze, as the residents of the County islands already have access to the parks, as they are all public parks. The addition of the 1,293 persons to the City will, however, decrease the parkland ratio of acres per 1,000 population.

Determinations

Determination 4.1.6-1 – The City actively maintains parks and provides recreational services to the residents of Hanford.

Determination 4.1.6-2 – Parks and recreational facilities within the City amount to approximately 309.9 acres of land. This amounts to a ratio of roughly 5.4 acres per 1,000 persons (based on 2020 population estimate of 56,910), which meets the standard identified in the City's Parks and Recreation Master Plan.

Determination 4.1.6-3 – The City utilizes the Capital Improvement Plan to maintain and repair its numerous recreational facilities within the city limits to promote an active lifestyle to its residents.

Determination 4.1.6-4 – The City's General Plan and Parks Master Plan both identified a need for additional park and recreation space to serve residents of the City.

Determination 4.1.6-5 – The City's current parkland ratio of acres per 1,000 population is below the NRPA's guidelines and will be even more so with the addition of the population of the eight County islands.

Determination 4.1.6-6 - The City may need to employ strategies such identification of new parks in the Capital Improvement Program or obtaining grant funds for additional facilities to achieve adopted levels of service in conjunction with an expansion of its service area with the annexation of the eight County islands in order to reach the goals of the General Plan.

Determination 4.1.6-7 – The City should strive to improve proximity and distribution of parks and open space throughout the City so that all areas of the City meet the General Plan goal of 3.5 acres per 1,000 residents.

4.1.7 - Road Maintenance

Summary of Prior MSR Findings

Road Maintenance was not reviewed by LAFCo in 2007 as part of the Roads and Circulation section of the comprehensive MSR.

Current Conditions

The Hanford Public Works Department is responsible for maintaining the City's roads through its Street Division. The Street Division provides maintenance of more than 207 centerline miles of roadway and all of the curb, gutter, and sidewalk within the City's jurisdiction (City of Hanford, 2020). The Street Maintenance Division performs nearly 500,000 square feet of cape seal treatment, 325,000 square feet of residential slurry seal treatment, 30,000 square feet of deep patching, and applies more than 200,000 pounds of crack seal each fiscal year. In additional to traditional roadway improvements, the Street Maintenance Division installs approximately 1500 linear feet of curb and gutter and 30,000 square feet of sidewalk each year. The division has two more specific programs:

Street Sweeping Program

The City sweeps the residential streets once a week and the downtown area on a five-day-a-week basis. Each year approximately 30,000 centerline miles of streets are swept (City of Hanford, 2020). This program also assists in the implementation of the Stormwater Management Plan by keeping dirt and debris out of the City's basins and canals.

Facilities and Infrastructure

The FY 2020-24 Capital Improvement Plan (CIP) Budget includes several projects that would provide upgrades to existing road infrastructure and help plan for future projects (City of Hanford, 2020). Funding sources for these projects include: Gas Taxes; Transportation Impact Fees; Strom, Wastewater, and Water Capital; and Congestion Mitigation and Air Quality. These improvements are described below:

- Sidewalk and Miscellaneous Concrete Repairs ($40,000/year for all five years)
  - These funds will be used to repair sidewalks, drive approaches, and other concrete improvements where City crews will be completing street reconstruction projects or in areas where the improvements are damaged by tree roots.
- New Sidewalk and ADA Improvements ($50,000/year for all five years)
  - These funds will be used to install sidewalks and other concrete improvements in areas currently void of such improvements.

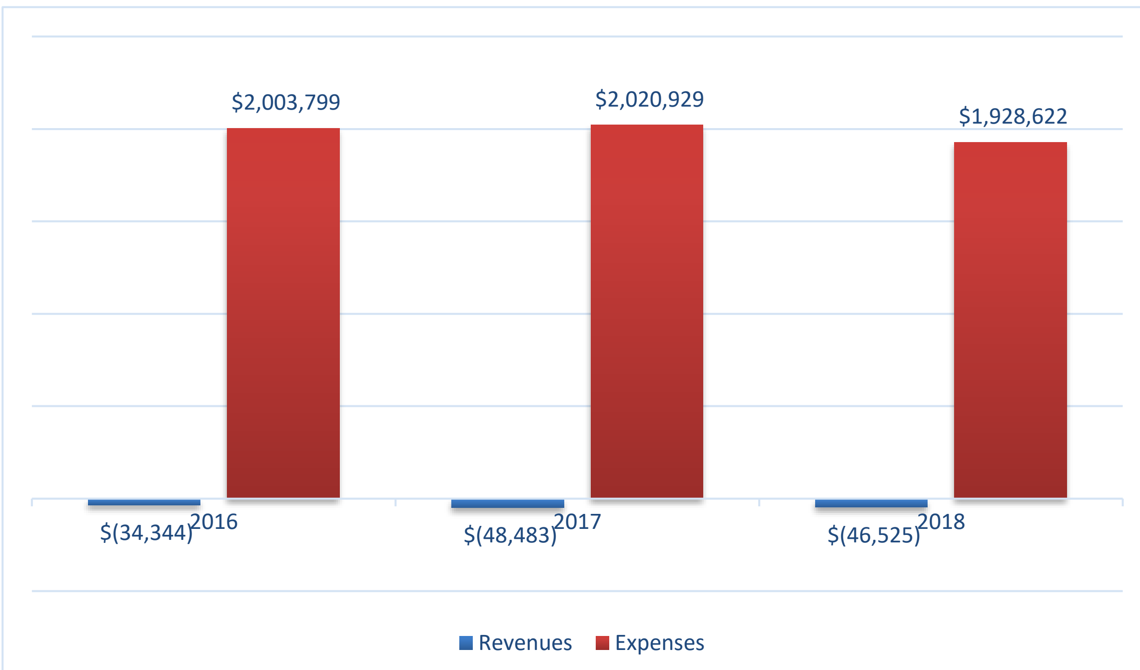
- Street Division Maintenance ($450,000/year for all five years)
  - Street maintenance is performed by the Public Works Street Maintenance Division through the City's General Fund. This project account is established to record that portion of annual street maintenance which will be allocated to gas tax funds.
- Unscheduled Arterial Upgrades & Traffic Signal Installation ($200,000/year for all five years)
  - This fund will be used to reimburse developers who are required to construct qualifying arterial street improvements that exceed their project's transportation mitigation impact fee share.
- Survey Monumentation/Mapping ($15,000/year for all five years)
  - These funds will be used to re-establish survey monumentation on street re-surfacing projects and to update the survey benchmark datum and mapping
- Pavement Resurfacing Treatment ($1,200,000 in 2020, $950,000 2021-2024)
  - Pavement Resurfacing Treatment is a surface protection and pavement preservation treatment for City streets. The treatments will extend the useful life of asphalt concrete pavement surfaces thereby reducing street maintenance costs. The project will provide surface treatment for approximately seven miles of roadways.
- East Lacey Boulevard Widening/Reconstruction, 10th Avenue to Sierra Drive ($9,610,000)
  - This project will involve the widening and reconstruction of East Lacey Boulevard, between 10th Avenue and Sierra Drive, to facilitate two lanes in each direction of travel plus turn lanes. This project will improve traffic flow capacity and safety by providing additional travel lanes and a protected left turn land and the installation of a traffic signal system at the intersection of East Lacey Boulevard/Ninth Avenue.
- 12th Avenue Widening, Springcrest St. to 500 feet south – West side ($290,000)
  - This project will involve the installation of curb, gutter, sidewalk, and roadway widening along 12th Avenue (west side), from Springcrest Street to a point approximately 500 feet south of Springcrest Street. This project will improve traffic flow capacity and safety by providing an additional travel lane and installing curb, gutter, sidewalk, and street lighting improvements
- Traffic Signal at 12th Avenue and Hume Avenue ($453,000)

- This project will consist of the installation of a traffic signal system at the intersection of 12th Avenue and Hume Avenue. This project will increase traffic flow efficiency and reduce intersection congestion by allowing more free flow traffic movements through the intersection.

ROAD MAINTENANCE FUNDING

Road maintenance is generally funded and scheduled through the City's CIP. Street maintenance revenues are comprised of the General Fund and special revenues. The actual revenue budgeted for streets totaled $54,830 in 2018-19, an increase of approximately 17 percent over the prior year's actual revenue. This increase is the result of planned capital and infrastructure projects.

Chart 4-6
Street Division Revenues and Expenditures



Source: City of Hanford 2020

As shown in Chart 4-6, the department generates all the revenues needed for street services through special revenues. Of all expenditures citywide, the Street Services Division comprises 2.9 percent of total expenditures (California State Controller's Office, 2018).

ABILITY TO SERVE ANNEXED POPULATION

The County islands proposed to be annexed are currently not served by City street maintenance. The City's Street Division of the Public Works Department has been adequate for many years, with a balanced budget and adequate funding for the Capital Improvement

Programs. Due to the City's ability to provide such services to its current population, there is no evidence indicating that the addition of 1,293 residents would be too great for the City to adequately serve.

Additionally, according to the Memorandum of Understanding between the City of Hanford and County of Kings established in 2019, the County will request that the Kings County Association of Governments (KCAG) annually allocate $125,000 in regional transportation funding, which would normally be transferred to the County, to the City for a period of two years. The total cumulative amount allocated to the City shall not exceed $250,000. The City shall use the Annual Payments, if so, allocated by KCAG, for road maintenance costs within the County islands. This will help with any previously unknown costs associated with the addition of such roadways.

Determinations

Determination 4.1.7-1 – The City actively maintains the existing road systems and provides street sweeping within the city limits.

Determination 4.1.7-2 – The City utilizes a Capital Improvement Plan and reimbursements from the Gas Tax to aid in the repair and maintenance of existing roadways within the city limits.

Determination 4.1.7-3 – The City would be able to adequately serve the increased population of 1,293 residents, were the City to annex the County islands.

4.1.8 - Flood Control/Drainage

Summary of Prior MSR Findings

The 2007 MSR identified that stormwater drainage is accomplished in the City through a system of curbs and gutters, and a limited number of stormwater collection lines and stormwater drainage basins. Controlled discharge from drainage basins are allowed into designated canals owned and operated by People's Ditch Company irrigation canal. Hanford has relied on surface drainage systems to contain and transport stormwater run-off. During normal storm events drainage systems function at an acceptable level of service. The City's Planning Area lies outside any major flood prone areas, per the Federal Emergency Management Agency (FEMA). There are small localized areas within the Planning Area where it is shown within the 100-year flood plain.

Flood inundation from potential dam failure could result from Terminus Dam, Success Lake Dam, and Pine Flat Dam (located in the Sierra Nevada east of the valley floor on the Kaweah, Tule, and Kings River). Additional improvements made to other flood control facilities in the Kings County area, have significantly reduced local natural flood hazards.

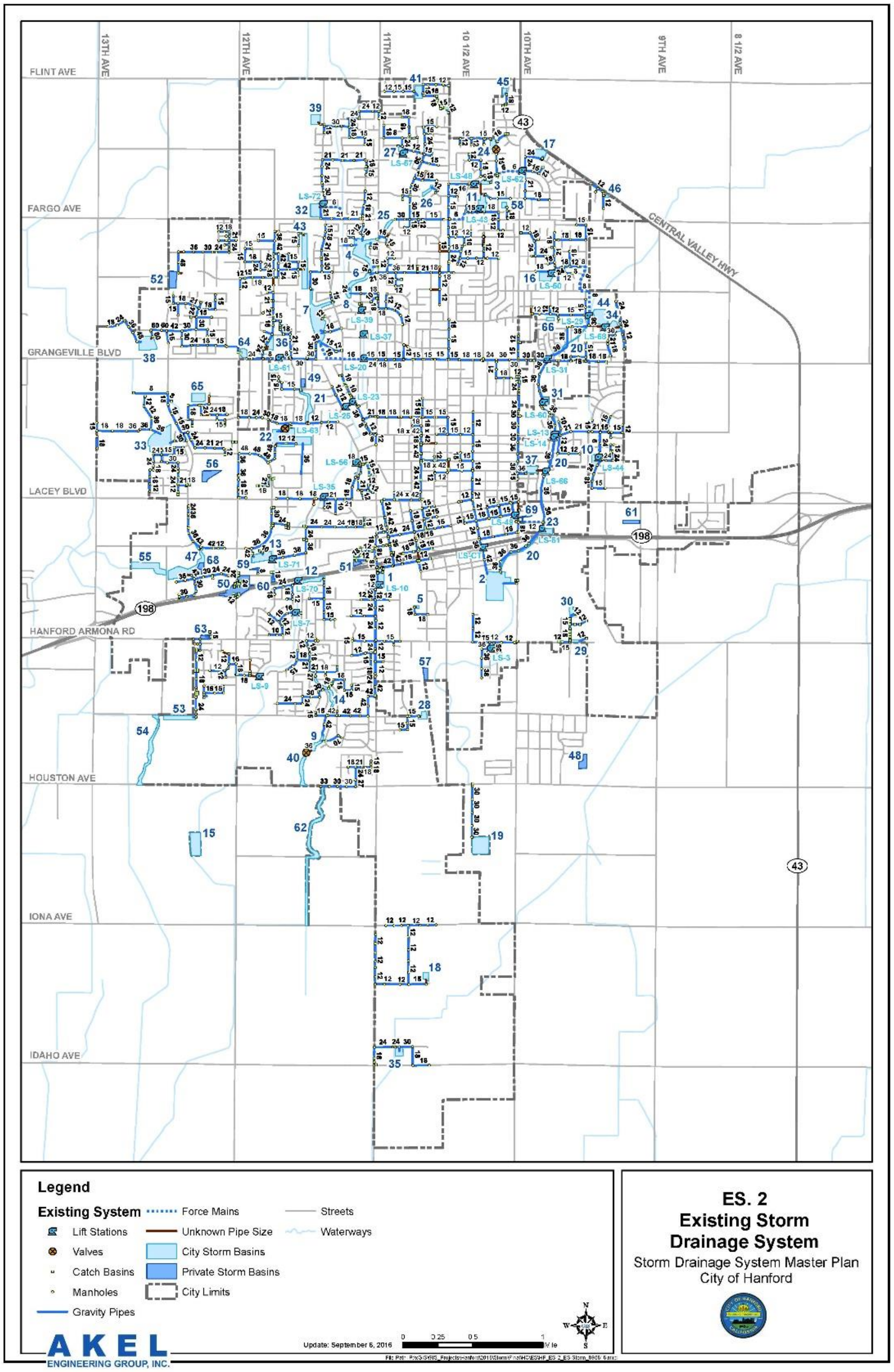
According to the Army Corps of Engineers inundation maps for Kings County, a breech by any of the dams listed above will not affect the City of Hanford. Through the City's General Plan, the City Council has adopted runoff/discharge policies that have strict controls to meet the National Pollution Discharge Elimination system for development projects.

Current Conditions

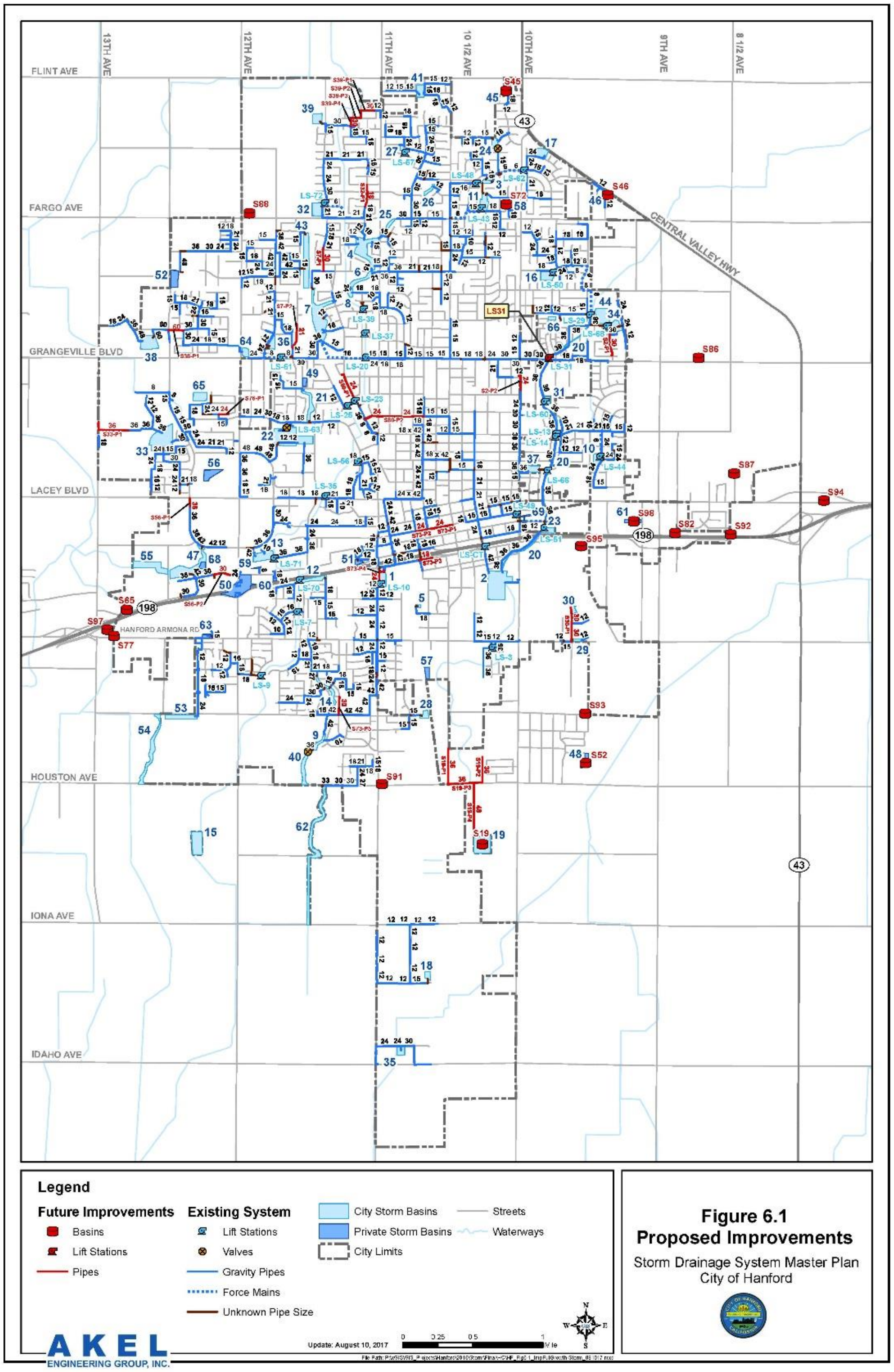
According to the City's website, the storm drainage system consists of 30 pump stations, 56 miles of pipelines ranging in size from six inches to 60 inches, 138 inverted siphons, 974 drainage inlets, and 181 acres of drainage basins and drainage ditches. The storm drainage system removes rainfall from surface streets and disposes the accumulated stormwater in drainage basins (City of Hanford, 2020).

The City completed an updated Storm Drainage Master Plan in 2017 that updated much of the information identified in the prior 2007 MSR. The City's water system services residential and non-residential lands within the city limits. The service area includes 6,059 net acres of developed lands, 2,765 net acres of undeveloped lands, and 265 net acres of underutilized lands inside the city limits (City of Hanford, 2017). The City's General Plan anticipates approximately 16,900 net acres of residential and non-residential development at ultimate buildout of the Planned Area Boundary. A map of the existing storm drainage system in shown in Figure 4-5. The Master Plan to service the area planned for development in the General Plan is shown in Figure 4-6.

The modeled storm drainage system includes approximately 65 miles of stormwater conveyance to local retention systems or ditches. Pipes range from 8 inches to 60 inches in diameter. The storm conveyance system is predominantly composed of 12-, 15-, and 18-inch pipelines (City of Hanford, 2017).



Akel Engineering Group, Inc.	**Figure 4-5** **Hanford Existing Storm Drainage System**



Akel Engineering Group, Inc.	Figure 4-6 Hanford Proposed Storm Drainage System

The City currently operates approximately 60 detention and retention basins. These facilities include slough remnants. The other basins located within the existing service area are man-made detention and retention facilities, and serve as dedicated stormwater receiving facilities, or dual-purpose park facilities, that can fill with excess stormwater runoff during the set season. These drainage basins range in size from approximately 3.5 acre-feet (AF) to 94 AF (City of Hanford, 2017).

The City currently owns and operates 30 pump stations within the city limits. The pump stations vary in size and discharge to varying locations, which include canals, pipelines, and other conveyance facilities located throughout the City (City of Hanford, 2017).

Some facilities were identified as needing improvements in the Storm Drainage System Master Plan. After evaluation of the system, 12 basins were identified as needing new pipes, four existing retention basins needed to be expanded, and one lift station needed to be replaced. The future system improvements identified were 14 new pipes and 14 new retention basins (City of Hanford, 2017).

In the FY 2020-2024 Capital Improvement Plan (CIP) Budget, the CIP identified 11 projects that would provide some upgrades to existing facilities. The funding for these projects will come from the City's storm drainage capital and storm drainage impact fees. Total cost of all the projects for the five-year period is $2,431,450, which will be entirely funded by the capital and impact fees mentioned above (City of Hanford, 2020).

These improvements are described below:

- Curb and Gutter Installation ($20,000/year for all five years)
  - Installation of new or replacement of concrete curb & gutter to facilitate proper street drainage. Projects may include replacement of existing dilapidated curbs & gutter or installation of new curb & gutter in existing developed areas currently void of these improvements.
- Increase Flow Capacity of Main Branch of People's Ditch ($25,000/year for all five years)
  - The City has drainage rights with People's Ditch Company which allows discharge in People's Ditch under certain parameters. Projects would be performed in cooperation with People's Ditch Company and would include culvert repair/enlargements, ditch realignment and piping, turn-out basins, control structure modifications, and additional ditch maintenance.
- Storm Drainage System Oversizing Requirements ($50,000/year for all five years)
  - The City reimburses developers are that required to upsize their storm drainage improvements to provide additional capacity in compliance with the Storm Drainage Master Plan.

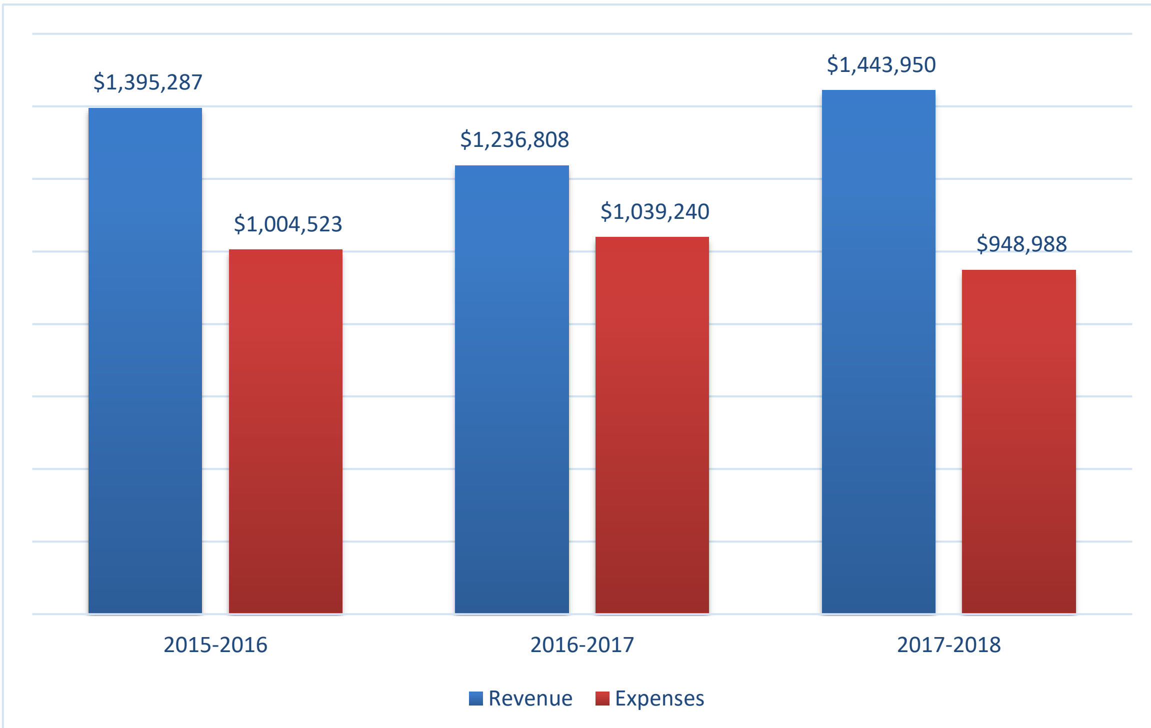
- Gate Crossing Security/Locks ($18,450)
  - The City is responsible for all crossings and intersections between any City street or other ditch crossing, including fences, bridges, pipelines, or other appurtenances. The proposed tamper proof locks will prevent the cutting of locks along the ditch line and greatly reduce liability for the City of Hanford.
- Bonneyview Basin – Sand Slough Basin ($262,500)
  - The Bonney View Estates Basin is inter-connected with the Sand Slough Basin to the north and the Live Oak Basin to the south and ultimately to the Houston/Iona Basin. This project is necessary to increase system reliability and increase the amount of storm runoff water that can be captured by both rainfall and diversions from People's Ditch.
- Tree Trim/Removal Program ($690,000)
  - Many of the ponding basins have trees which prohibit the maintenance of the basin slopes and bottoms. The National Pollution Discharge Elimination System requires certain maintenance and testing. This program, implementing over the next couple of years, will remove trees to allow proper maintenance and prevent future growth.
- Mussel Slough/Laura Ln. Pump Installation ($187,500)

This project consists of equipping the YMCA Basin with an electrical service, control panel, pump, diversion gates, and connection to existing piping for dewatering the basin to accommodate additional development and routine maintenance. This project will provide for dewatering of the basin and installation of new diversion gates to provide routine maintenance, assist in mosquito abatement activities, and increase storage capacity.

FLOOD CONTROL/DRAINAGE DEPARTMENT FUNDING

The Storm Drainage Operations is a division of the Public Works Department. Revenues are comprised of service fees. Fiscal Year 2016-17 saw a slight increase in expenditures. This is due to a slight increase in Personnel Services, according to the budget (City of Hanford, 2020).

Chart 4-7
Storm Drainage Operations Revenues and Expenditures



Source: City of Hanford 2020

As shown in Chart 4-7, the department revenues outpace expenses in order to fund capital projects. Since the Flood Control Department does operate as an enterprise fund, the department is not solely dependent on General Fund and special revenues. In the proposed budget for 2018-19, Storm Drainage expenditures comprised approximately 3.4 percent of the City's budget, which is an increase from approximately 1.5 percent in 2017-18 (City of Hanford, 2020). This is likely due to the number of projects in the CIP for the year 2020. The storm drain projects account for 6 percent of the total Capital Improvement Projects in FY 2019-2020.

ABILITY TO SERVE ANNEXED POPULATION

The County is currently responsible for stormwater drainage in the eight County islands proposed to be annexed. Were the City to annex the islands, it would provide storm drainage services to the 1,293 new residents.

According to the City's Storm Drain Master Plan, the Plan anticipates necessary growth of the system due to the growth of the City. One of the tasks of the Plan was to document growth planning assumptions and known existing neighborhoods, such as the islands, and future developments (City of Hanford, 2017). The planning boundary and horizon for the Master Plan were developed in accordance with the City's recently adopted General Plan. Based on General Plan population projections, the addition of the 1,293 residents to the stormwater residents is feasible as long as the City achieves the proposed goals of the Storm Drainage Master Plan in order to account for its anticipated future population.

Determinations

Determination 4.1.8-1 – The City provides municipal storm drainage services for its residents.

Determination 4.1.8-2 – The City has completed and adopted a Storm Drainage Master Plan in 2017 to better identify and improve operations of the storm drainage system and plan for future needs of the City in accordance with population projections.

Determination 4.1.8-3 – The City would be able to adequately serve the increased population of 1,293 residents, were the City to annex the County islands, as long as the City achieves its proposed goals of the Storm Drainage Master Plan.

4.1.9 - Public Transportation

Summary of Prior MSR Findings

Transit services were reviewed by LAFCo in 2007 as part of the Roads and Circulation section of the comprehensive MSR.

According to the previous MSR, the City of Hanford and surrounding areas provide and are served by a number of public, private, and social service transportation organizations. The social service transportation organizations were not discussed in the 2007 MSR.

Kings Area Rural Transit (KART) is the largest provider of public transit services within Kings County. KART serves the transit needs throughout Kings County and parts of adjacent counties. The fixed route provides transit service between the cities of Avenal, Armona, Lemoore, Naval Air Station Lemoore, Visalia, Corcoran, Stratford, Kettleman City, and Hanford, which is the KART hub for the County. At the time of the previous MSR (2007), KART was estimated to serve 47,000 riders per month (Kings County LAFCo, 2007).

KART also provides Dial-A-Ride services for residents traveling more than a half mile from an existing bus route for those riders certified by KART as disabled. Dial-A-Ride (door to door) service is available Monday through Friday between 11:00 a.m. and 1:30 p.m. All rides from home must be scheduled one day in advance.

Private transit Services are provided in Hanford by three taxi-cab services (Hanford taxi, Marathon Cab, and Central Valley Cab). Orange Belt States provide east/west bus services and offers a daily scheduled bus service four times a day to Goshen and Visalia, one bus per day to Paso Robles and Fresno. Greyhound provides the link to the coastal communities and northern and southern destinations.

Current Conditions

The largest single provider of public transportation within Kings County is operated by Kings County Area Public Transit Agency (KCAPTA), a Joint Powers Agency comprised of the County and the cities of Hanford, Lemoore, and Avenal. KCAPTA oversees the operation of the Kings Area Rural Transit (KART) system. KCAPTA establishes the operating policies and defines the services to be provided by KART including service hours and days, fares, and routes (Tulare County Association of Governments, 2018). KART provides transportation services to Armona, Avenal, Corcoran, Grangeville, Hardwick, Hanford, Kettleman City, Laton, Lemoore, Naval Air Station Lemoore, and Stratford. KART Paratransit is available to eligible certified ADA passengers. In addition, KART provides regular transportation service to Fresno and Visalia (Kings Area Rural Transit, 2020).

KART provides Hanford with six interconnected half hours routes, regular service to most other communities in the County and weekday service to Visalia. Dial-A-Ride (demand response) service is available for only those residents of Hanford, Lemoore, Armona, and Avenal traveling more than half of a mile from an existing fixed bus route or for those riders certified by KART as disabled. There is also a Hanford-Fresno fixed route within fourteen vehicles that runs every Monday, Wednesday, and Friday, with limited service on Saturdays.

FACILITIES AND INFRASTRUCTURE

The existing KART Transit Station in Hanford is located adjacent to the Hanford Amtrak Station. Approximately 2,000 riders access the station each day (Mott Macdonald, 2018). All but two KART bus routes service the station and are all timed to meet the station in 30-minute loops. There are currently nine fixed routes that circulate throughout Hanford. At least four commuter routes to outlying areas, including intercounty services, also circulate through the KART terminal. The scheduled bus service operates Monday through Friday from 6:30 a.m. to 9:45 p.m. with partial Saturday service.

Facility and infrastructure were not discussed during the last MSR cycle that reviewed Public Transportation. The Kings County Area Public Transit Agency has considered constructing a new larger transit station in downtown Hanford. An Initial Study/Mitigated Negative Declaration for this project was released in November of 2019.

Hanford is also one city of multiple cities (and the County) that contribute to the operation of KART. KART or public transportation were not included in the FY 2019/2020 budget. The City's General Plan describes two public transit goals and seven policies pertaining to public transit. The two goals are:

1. A citywide and regional transportation system that has the downtown as its hub; and
2. A convenient and efficient transit system that serves as an alternate to automobile travel and meets basic transportation needs of the transit dependent.

The policies in the General Plan pertaining to public transportation are:

- Adequate Transit Service Availability
  - Maintain a proactive working partnership with KART to ensure that adequate public transit service is available.
- KART Expansion
  - Pursue improvements and funding to increase transit ridership, increase transit frequencies on key corridors, and expand regular transit service in portion of Hanford that currently have no public transit.
- Transit Stops
  - Where right-of-way allows, arterial and major collector streets shall be designed to allow transit vehicles to pull out of the travel land when stopping.

- Improve Access to Transit Stops
  - Remove physical barriers to improve access to transit facilities for the elderly, disabled, and other transit-dependent groups.
  - Long Range Transit Plan
    - Coordinate and collaborate with KART and KCAG on development of long-range transit plan that considers special emphasis on new or enhanced transit services and amenities in the downtown core, and service to identified mixed use neighborhoods and corridors.
  - Vanpool Programs
    - Support the KART vanpool program for the area's farmworkers and other commuters.

TRANSIT FUNDING

The City of Hanford's FY 2019/2020 budget did not include funds for public transportation. According to KART's 2019-2020 budget, most of the funding for KART comes from fares, collection of local taxes and federal funds. The City of Hanford is not listed as a source of revenue.

ABILITY TO SERVE ANNEXED POPULATION

The City will not need to serve the newly annexed population with regard to public transportation, as public transportation is currently provided to the City by the County, through the KART system. The County islands will continue to be served by the KART system.

Determinations

Determination 4.1.9-1 – The City, in conjunction with other cities and Kings County, provides fixed route and dial-a-ride service to its residents within the city limits and urban area boundary through the Kings Area Rural Transit (KART) system.

Determination 4.1.9-3 – The City's transit capital and service goals and policies are identified in the City of Hanford General Plan.

Determination 4.1.9-3 – The City will continue to utilize the public transportation system provided by the County through KART and will not have an increased number of persons served with the annexation of the County islands.

4.1.10 - Solid Waste Disposal

Summary of Prior MSR Findings

Solid waste services were reviewed by LAFCo in 2007 as part of the comprehensive MSR. At the time of the previous MSR (2007), there were no active solid waste disposal facilities within the Planning Area. The Kings Waste Management Authority (KCWMA) was formed in September 1998 by agreement between the cities of Hanford, Lemoore, Corcoran, and the County of Kings in order to provide a regional approach to all waste management activities in Kings County. Solid waste from the City of Hanford is transported to the Kings Waste and Recycling Authority (KWRA) Materials Recovery Facility in Hanford.

The existing KWRA landfill southeast of the City of Hanford was closed in 1998. The KWRA does not operate an active landfill. Waste is hauled by transfer trucks from the Material Recover Facility (MRF) to the State permitted Chemical Waste Management Landfill site in Kittleman Hills (45 miles southwest of the MRF).

The landfill is inspected on a monthly basis. The permitted capacity is 4,200,000 million cubic yards and remaining capacity is 1,901,860 million cubic yards. The permitted throughput tons/day and the estimated closure date of the landfill was 2010. Residential customers pay a flat rate for services, and commercial rates are based on size of pickups per week.

Current Conditions

The City continues to provide refuse collection, along with segregated green waste and recyclable collection within the incorporated limits of the City and in designated County areas. Hanford still participates in the Kings Waste and Recycling Authority. The Authority has a five-member Board, which has one representative from each of the City Council and two representatives of the Kings County Board of Supervisors. The Authority also has seven staff members.

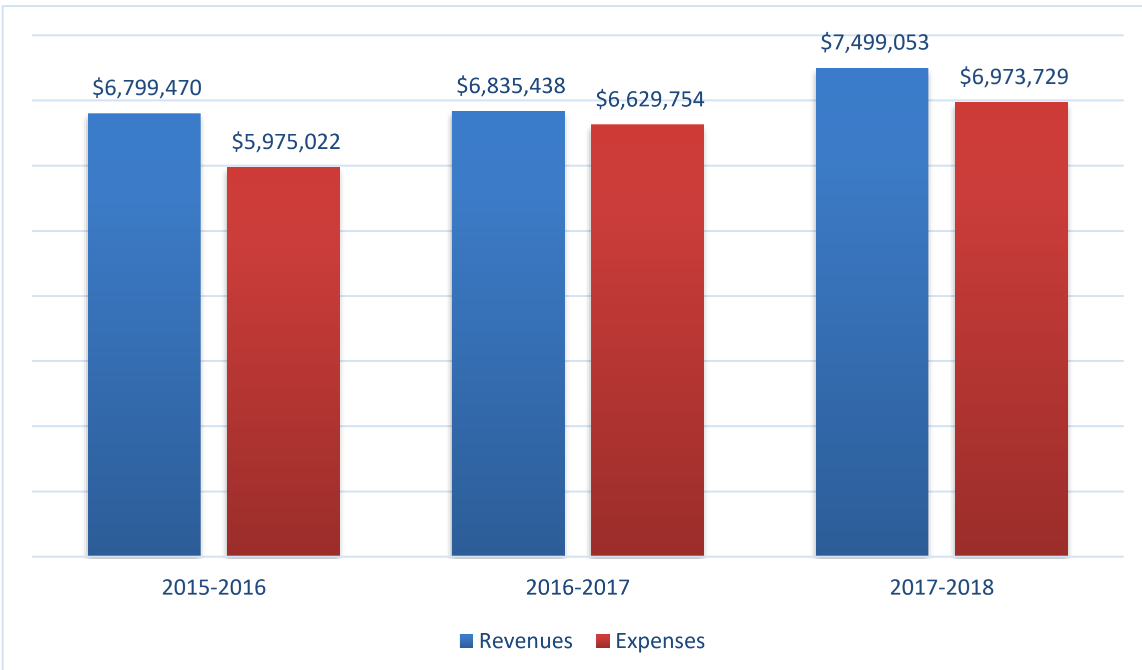
Facilities and Infrastructure

The facility that was described in the previous MSR as needing to be closed in 2010 was instead expanded. The facility's permit was modified in 2014 to allow for the construction and operation of Landfill B-18 Phase III. On August 27, 2019 the EPA proposed an approval (permit) for the Kettleman Hill Facility to be able to store, treat for disposal, and dispose of polychlorinated biphenyl (PCB) waste (United States Environmental Protection Agency, 2020).

Solid Waste Disposal Funding

The Refuse Operation Fund is an enterprise fund primarily funded by user fees. Waste Disposal Department budgeted expenditures totaled $7.51 million in 2018-19, up 7.66 percent from 2017-18.

Chart 4-8
Refuse Operations Revenues and Expenditures



Source: City of Hanford 2020

As shown in Chart 4-8, refuse operations had a surplus in revenue in years 2015 to 2018. Expenditures have been increasing from Year 2015 to 2018 illustrates an increase in expenditures, resulting in the department to add $335,473 of contributions from its cash reserve in order to zero out the 2017 to 2018 budget. The projected budget increased 15 percent from 2016 to 2017 and then another 15 percent from 2017 to 2018. According to the FY 2019/2020 budget, the increase is likely due to personnel services (City of Hanford, 2019).

Ability to Serve Annexed Population

Solid waste collection in the County island is currently optional. Due to the Kings Waste and Recycling Authority's Joint Power Authority, there will be no change in service for the County or the City.

Determinations

Determination 4.1.10-1 – The City provides residents and commercial properties with solid waste collection and disposal through a JPA with Kings Waste and Recycling Authority.

Determination 4.1.10-2 – The City's Refuse Operations revenues and expenditures have been balanced.

Determination 4.1.10-3 – The City should continue to participate in the joint powers authority and review the rates established to ensure they provide equal levels of service to throughout the service area.

Determination 4.1.10-3 – The City will continue to utilize the Joint Power Authority with the Kings Waste and Recycling Authority, and there will be no change of service by the County or City with the annexation of the County islands.

4.1.11 - Plans for Future Services

The City's General Plan has calculated growth rate projections. The growth rate projection has major implications on the amount of land that will be designated for future growth and the ability for current services to accommodate that growth. The General Plan quantified a few methods to anticipate Hanford's future population.

The first method was the Straight-Line Growth Rate Method, which estimated the population of Hanford to be 107,100 or 102,4000 in the year 2035. The second method was the Proportion of Projected County Growth Method, which estimated the population of Hanford to be 83,500 in 2035 with an annual growth rate of 1.8 percent. As the two methods provided varying population projections, it was decided that the General Plan would plan for a future population of 90,000 people in 2035, which translates roughly into a 2.1 percent average annual growth rate (City of Hanford, 2014).

The Water, Sewer, and Storm Drain Master Plans also utilized these population projections of the General Plan when accounting for the anticipated future level of service. Therefore, implementation of these Master Plans would properly provide the adequate extension of services to the growth areas of the City, namely the additional population of the County islands and the areas in the proposed Sphere of Influence.

One of the policies of the General Plan (Policy L16) is to consider the initiation of annexation of land into the City of Hanford when the following criteria are met (City of Hanford, 2014):

1. The land is within the Primary Sphere of Influence;
2. The capacity of the water, sewer, fire, school, and police services are adequate to service the area to be annexed or will be adequate at the time that development occurs;
3. Land for development within the city limits is insufficient to meet the current land use needs; and
4. The territory to be annexed is contiguous to existing development areas.

In all, the City has done ample infrastructure planning to accommodate growth projections in the City. The infrastructure documents mentioned above also include improvements and recommendations needed to improve any possible deficits in water, sewer, and storm drainage capacity within the existing systems.

Determinations

Determination 4.1.11-1 – The City's General Plan and subsequent Water, Sewer, and Storm Master Plans have calculated and planned for service accommodation for the future population of the City.

Determination 4.1.11-2 - Present needs for public facilities and services are currently being met. Probable needs for public facilities and services are not currently anticipated to vary from present needs, as future demands are expected to remain relatively the same.

Population increases are not currently anticipated to affect the City's ability to provide of services as growth is anticipated within the General Plan.

Determination 4.1.11-3 – Implementation of Master Plans would properly provide the adequate extension of services to the County islands, were they to be annexed.

4.2 - Financial Ability to Provide Services

This section analyzes the financial structure and health of the City of Hanford with respect to the provision of services. Included in this analysis is the consideration of rates, service operations, and the like, as well as other factors affecting the City's financial health and stability, including factors affecting the financing of needed infrastructure improvements and services.

An examination of financing includes an evaluation of the fiscal impacts of potential development, and probable mechanisms to finance needed improvements and services. Evaluating these issues is important to ensure new development does not excessively burden existing infrastructure and the ability of the City to fund existing improvements and services.

An examination of rate restructuring should identify impacts on rates and fees for services and facilities and recognize opportunities to positively impact rates without decreasing service levels. The focus of this required element of the MSR is whether there are viable options to increase the city's efficiency through rate restructuring prior to any city limit or SOI adjustment.

Annual audit reports and financial statements for the City were reviewed in accordance with the MSR Guidelines. The purpose of this review is to determine fiscal viability, suitability of current funding practices, and potential fiscal impacts resulting from new legislation.

4.2.1 - City Budget

The FY 2019-2020 Budget reflects the City Council's goals and continues funding sufficiently to maintain basic service levels. The budget is built upon guiding policies and is prepared in stages by fund type, allowing each fund's budget to be presented to City Council and discussed individually. The City's projected revenue for all funds in 2020 is $70.9M. The projected expenditures in 2020 total $65.46M (City of Hanford, 2019). The surplus in 2020 is likely to compensate for the deficit of the budget in 2019 ($68.56 revenues and $74.07 expenditures). The surplus in 2020 and the deficit in 2019 are quite similar, rounding to $5.5 million each.

The City did not identify any major factors and obstacles affecting the FY 2019-2020 budget. The City did, however, list a series of budget strategies and fiscal policies, including flexible and cost-effective responses, contingency reserves, appropriation control, debt management, and fees.

The two primary sources of revenue for the City consist of the sales tax and property tax, which combined, total 72 percent of the General Fund revenue for the City (City of Hanford, 2019). Other revenue sources include licenses, permits, and fines. The City also pursues additional sources of funding from outside agencies with grants.

The primary sources of expenses for the City are the Police and Fire Department, when combined, total 62 percent of General Fund expenses for the City (City of Hanford, 2019). Other expenses include the Public Works Department (Admin/Engineering & Street Maintenance), and Parks and Recreation. Within these expenses, the salaries and benefits of all employees are included.

Overall, the City has adopted policies and strategies that drive the development of a sound budgetary structure. The City maintains goals and performance measures to gauge their effectiveness from year to year.

4.2.2 - Rates and Fees

The City periodically sets rates and fees for various services it provides through the Master Fee Schedule. The most current fee schedule was updated in 2020. The listed fees include:

- Building permit fees for review and inspection,
- Fire inspection fees,
- Planning and environmental review fees,
- Engineering review and inspection fees,
- Code violation fines,
- Business license fees,
- Police service and various permit fees, and
- Development impact fees.

4.2.3 - Proposition 218

Proposition 218 (Prop 218) restricts local government's ability to impose assessment and property related fees and requires elections to approve many local governmental revenue raising methods. This initiative, approved in 1996, applies to nearly 7,000 cities, counties, special districts, schools, community college districts, redevelopment agencies, and regional organizations. It ensures that all new taxes and most charges on property owners are subject to voter approval and especially to the tools of using property related fees to fund governmental services instead of property related services. Of potential concern is the long-term effect the proposition has created in a local government's ability to fill the growing divide between infrastructure needs and the provision of governmental services for the new infrastructure.

In 2014, a city sales tax increase, Measure S, was voted down by Hanford voters. Measure S would have raised Hanford's sales tax rate from 7.5 percent to 8.5 percent, bring about $159 million of revenue over the measure's 20-year lifespan. It had been proposed that 70 percent of the proceeds would have been used to bolster police and fire services. The rest was to be spent to improve services including parks maintenance and street repairs (Eiman, 2014).

4.2.4 - Opportunities for Rate/Fee Restructuring

The City's Fee Schedule is subject to periodic comprehensive revisions and updates. The fee schedule was last updated in January of 2020 (City of Hanford, 2020). The City's Financial Budget Policies include the following revenue policy to ensure that rates and fees are adequate to cover the costs associated with the operations and infrastructure needs of City services:

- The City Council will annually adopt a schedule of fees and charge. The fees and charges will be set to provide adequate resources for the cost of the program or service provided.

In addition, last year the City reviewed and updated its Development Impact Fees in accordance with the provisions in AB 1600. There is no evidence to suggest that the City would not be able to provide services to the County islands to be annexed in the City, and charge fees consistent with the citywide fees for such services. Further, since the City's common practice is to review these fees periodically, it can be assumed that future years will follow the same review and update procedure to ensure that full cost recovery is obtained for services rendered.

Determination 4.2-1 – The City annually conducts an open, transparent budgeting process aimed at balancing the needs of the City with the financial resources available.

Determination 4.2-2 – The City attempts to utilize other forms of revenue available besides sales/property taxes and fees, such as grants, to supplement its revenue stream.

Determination 4.2-3 – The City levies a series of fees and rates to offset the operations, maintenance, and infrastructure costs of the services it provides.

Determination 4.2-4 – The services provided by the City are subject to Proposition 218.

Determination 4.2-5 – There is no evidence suggesting that the City would be unable to provide services to the County islands to be annexed to the City, and charge fees consistent with citywide fees for services. Since the City's common practice is to review these fees and adopted revised fees on a periodic basis, it can be assumed that future years will follow the same review and update procedure in order to ensure that full cost recovery is obtained for services rendered.

4.3 - Status of, and Opportunities for, Cost Avoidance and Shared Facilities

Practices and opportunities that may help to reduce or eliminate unnecessary costs are examined in this section, along with cost avoidance measures that are already being utilized. Occurrences of facilities sharing are listed and assessed for efficiency. Potential sharing opportunities that could result in better delivery of services is also discussed.

An examination of cost avoidance opportunities should identify practices and opportunities that may help eliminate unnecessary or excessive costs to provide services. Such costs may be derived from a variety of factors including duplication of service efforts and facilities; inefficient budgeting practices; higher than necessary administration and operating cost ratios; inefficient use of outsourcing opportunities; and inefficient service boundaries.

An examination of opportunities for shared facilities should determine if public service costs can be reduced as a result of identification and development of opportunities for sharing facilities and resources. The benefits of sharing costs for facilities are numerous, including pooling of funds to enjoy economies of scale; reduced service duplications; diversion of administrative functions of some facilities; reduced costs; and providing better overall service.

Maximizing opportunities to share facilities allows for a level of service that may not otherwise be possible under normal funding constraints; however, facilities sharing opportunities are not without their challenges. When a municipality enters into a shared agreement, it generally relinquishes a portion of its control of the facility. Additionally, the facility may not be entirely suited to accommodate the municipality's needs.

The City has demonstrated its desire to work with surrounding agencies to provide quality service to residents in a cost-effective manner. The Hanford Fire Department maintains a mutual aid agreement with Kings County. The City also participates in the Kings County Area Public Transit Agency, a Joint Powers Agency comprised of the County and the cities of Hanford, Lemoore, and Avenal, in order to provide public transportation to its residents. Hanford also is a member of the Kings Waste and Recycling Authority, which is a Joint Powers Authority comprised of Hanford, Lemoore, Corcoran, and the unincorporated portion of Kings County, in order to provide refuse disposal to its residents.

Therefore, although there is much collaboration already between the City and other agencies, the City should consider reviewing their agreements annually to determine if further cost savings could be realized beyond the current economies of scale.

4.3.1 - Determinations

Determination 4.3-1 – The City participates in a mutual aid agreement with the Kings County Fire Department for additional fire protection service.

Determination 4.3-2 – The City participates in the Kings County Area Public Transit Authority to provide public transportation to its residents.

Determination 4.3-3 – The City is a member of the Kings Waste and Recycling Authority to provide refuse disposal to its residents.

Determination 4.3-4 – The City should annually review the agreements of which the City participates to establish if further cost savings could be realized beyond the current economies of scale.

4.4 - Accountability for Community Service Needs, including Governmental Structure and Operation Efficiencies

This section addresses the adequacy and appropriateness of the City of Hanford's existing boundary and SOI, assesses the management structure and overall managerial practices of the City, and evaluates the ability of the City to meet its service demands under its existing government structure. Also included in this section is an evaluation of compliance by the City with public meeting and records laws.

An examination of government structure should consider the advantages and disadvantages of various government structures that could provide public services. In reviewing potential government structure options, consideration may be given to service delivery quality and cost, regulatory or government frameworks, financial feasibility, operational practicality, and public preference.

An examination of local accountability should evaluate the accessibility to and levels of public participation with the agency's management and decision-making processes. The MSR Guidelines note measures such as legislative and bureaucratic accountability, public participation, and easy accessibility to public documents and information as important in ensuring public participation in the decision-making process.

4.4.1 - Organizational Structure

The City of Hanford operates under the City Manager/City Council form of government. The City Council sets policy for the City and appoints a City Manager to oversee day-to-day operations. Hanford's City Manager is responsible for the overall administrative direction of the City. This includes the quarterly review of all management performance plans to ensure that major goals and objectives of the City are achieved. The City Manager is also responsible for the development and implementation of the annual budget and the development of positive relationships with community organizations, employee groups, and other governmental agencies (City of Hanford, 2020). The current City Manager is Mario Cifuentez.

Council members are the leaders and policy makers elected to represent the community and to develop policies that meet the needs of the City's residents. Members of the Hanford City Council are selected directly by the electorate to serve as the policy making board of the City. The City Council is comprised of five members elected by districts and serve four-year staggered terms. Each year the City Council members select a Mayor and Vice-Mayor from amongst themselves (City of Hanford, 2020). The current members of the Hanford City Council are:

- Mayor Francisco Ramirez (District D)
- Vice-Mayor Diane Sharp (District C)
- Council Member John Draxler (District A)
- Council Member Kalish Morrow (District B)
- Council Member Art Brieno (District E)

The City operates with a budgeted number of employees approximately 275 regular, full-time employees, and 57 part-time/seasonal staff. The City also collaborates with community organizations to supplement staff services through the use of volunteers.

There are three appointed advisory commissions who assist the City Council in making policy decisions:

- Parking and Traffic Commission,
- Parks and Recreation Commission, and
- Planning Commission.

Citizens have an opportunity to participate in the implementation of local policies by serving on a commission. Each commission is comprised of citizens who work to provide services to the community while assisting the Council in achieving goals established by the citizens and elected officials.

A summary of the City's departments and the various services they provide to the residents of Hanford is provided below. The following information about each department was taken directly from the City's website.

City Administration

The Administration Division is responsible for the supervision and administration of the Public Works Department, City Clerk's duties, Human Resources, Risk Management, Health Insurance, Liability Risk.

Finance Department

The Finance Department is comprised of two divisions – Accounting and Utility Billing. The Accounting Division provides financial services to all City departments, including:

- cash management,
- preparation of financial reports,
- budget preparation and control,
- revenue and expenditure control,
- accounts receivable,
- payroll,
- purchasing,
- liability and property insurance,
- business licenses,
- general accounting, and
- financial advice.

The Utility Billing Division provides customer billing services for water, refuse, and sewer. The position of Finance Director and Treasurer for the City of Hanford is currently vacant.

Human Resources Department

The Human Resources Division is responsible for all aspects of the City's human resources system including recruitment, testing, selection, classification, administration, labor relations, benefit administration, workers compensation, safety administration, risk management, and employee development.

Community Development Department

The Community Development Department consists of Planning, Building, and Housing divisions. The City's Community Development Block Grant Consolidated Plan is managed through this department.

The Planning Department is responsible for long range planning within the city, the maintenance and application of the City's Zoning Ordinance and the processing and approval of site-specific development proposals to include rezoning, tentative maps, use permits and site plan reviews.

The main goal of the Building Division and the Code Compliance Section is to ensure compliance with national, State, and local building, and health and safety codes to safeguard life, health, and property for the residents of Hanford and the public in general. The Building Division performs plan reviews, issues building permits, and performs field inspections on all construction projects located within the city limits.

Public Works Department

The Public Works Department is responsible for maintaining and managing operations for the City's public utility systems. Services provided by the department include ensuring sufficient clean fresh water; reliable sewer services; street maintenance; storm drainage systems; street cleaning; and maintenance of street pavement, traffic signals. The department is composed of the following divisions: Fleet Maintenance, Refuse Collection, Street Maintenance, Utilities, Wastewater Treatment, and Engineering. The Engineering Department is also combined with the Public Works Department. John Doyel is the Director of Public Works for Hanford.

Parks and Community Services Department

The Parks and Recreation Department is responsible for coordinating activities for the City's residents, including special classes, youth programs, older adult activities, sports for youth and adults, and community events. The department is responsible for maintaining aesthetic and recreational value of over 208.5 acres of property including parks, landscaped street medians, athletic fields, the City's urban forest, and other landscaped areas including Downtown, Courthouse square, City parking lots, Industrial Park, Airport, and Intermodal Station.

The Department constructs streetscape enhancement improvements within the downtown area; coordinates the City's annual Tree City U.S.A recertification program; administers contracts and inspects maintenance for 37 landscape assessment districts; and performs playground safety inspections and upgrades existing playgrounds to meet ADA requirements. The department is also responsible for administering contracts and inspecting the maintenance of 29 landscape assessment districts.

Police Department

The City of Hanford currently employs a total of 62 sworn police officers. Some specialized divisions of the department include: Records & Fees, Investigations, and Operations.

The Records Unit consists of one Records Supervisor, one Senior Records Clerk, one Police Service Officer, and three records clerks. Records personnel perform a variety of duties that range from administrative and clerical support to Hanford Police staff and officers to assisting the general public at the front counter and on the telephone.

The Investigations Unit is called upon to investigate serious crimes within the community. These crimes cannot typically be handled by patrol officers due to the complexity or seriousness of the crime. The Detectives assigned to the unit receive specialized training in the techniques that the series crimes entail.

The Operation Division consist of those divisions which provide the basic police function. Most of these units are uniformed assignments and are those assignments that typically have regular, routine contact with the public. The Operations Division consists of four demand staff and 39 patrol officers.

Fire Services Department

The Hanford Fire Department provides emergency and fire protection services for residents and buildings within the city limits. Emergency services provided by the Fire Department include technical rescue, hazardous materials response, emergency medical services, and emergency disaster management. The Kings County Fire Department also provides additional services for the unincorporated areas, as well as serving as the Office of Emergency Management for all of Kings County.

4.4.2 - Practices and Performance

The Mayor presides over Council meetings, which are held on the first and third Tuesday of each month at 7:00 p.m. in the Council Chambers at City Hall located at 400 N. Douty Street. The City follows the open meeting law set forth in the Brown Act (California Government Code Section 54950 et seq.). The intent of this legislation is to ensure that deliberations and actions of a legislative body be conducted openly and that all persons be permitted to attend any meeting except as otherwise provided in the law. Agendas are posted at least 72 hours in advance of a meeting and information made available to the Council is also made available to the public.

There appear to be ample opportunities for public involvement and input at regularly scheduled meetings. The agenda is posted at City Hall and posted on the City's website. Council agendas and packets are posted and available for Final at least 72 hours before each regularly scheduled Council meeting. Public notices (pursuant to the Government Code) are published to advertise certain types of hearings and press releases are issued to inform the public on significant citywide issues and projects. The City also communicates with the public through direct mailed notices, contributed articles in the local newspaper, utility newsletters, and social media.

The City and its departments follow various policies and procedures related to personnel, provision of services, customer relations and relationships with other agencies. Through the annual budget process, the City employs various techniques aimed at improving operational efficiency, such as eliminating duplicate services, personnel and equipment, reducing administrative costs when possible, and prioritizing service delivery needs to facilitate the use of limited resources to meet he highest priority need.

The management structure of the City is relatively simple and is well suited to the type of operations undertaken by the City; the linear management structure ensures an appropriate reporting mechanism and accountability. Furthermore, it allows for clear delineation of duties throughout the City for which the public can easily identify and bring forward their own issues, questions, or projects. The existing structure is considered appropriate for the City.

The City's budget process is a key mechanism used to review efficiencies in the management of City services and programs. The annual budget process includes a review of previous year accomplishments, upcoming year goals and programs, and specific funding to carry out those programs. The budget is adopted through a public hearing process by the City Council.

As a municipality, the City is structured to meet the needs and expectations of urban/suburban levels of development. As a multiple service provider with established service systems, the City efficiently provides a comprehensive range of services. With existing and planned development within the Sphere of Influence, including the annexation of the eight County islands, the extension of infrastructure and services into these areas would be logical and generally more efficient than if provided by other entities. Provision of services and infrastructure by the City into the Sphere of Influence should not overlap or conflict with other service providers. The inclusion of the County islands into the City is not anticipated to require changes to the governmental structure of the City.

4.4.3 - DETERMINATIONS

Determination 4.4-1 – The City operates under the City Manager/City Council form of government. Each year the Council members select a Mayor and Vice-Mayor from amongst themselves.

Determination 4.4-2 – The City conducts open meetings in compliance with the Brown Act that allows for complaints and comments regarding services and potential conflicts or inefficiencies to be identified to the City Council by residents.

Determination 4.4-3 – The City utilizes an organizational structure that obtains efficiency through departments heads who oversee multiple divisions.

Determination 4.4-4 – The City makes Council agendas and other information that details operations and services provided by the City available to the public at City Hall and on its website (Council agendas).

Determination 4.4-5 – The current City structure is efficient, transparent, and meets expectation of its residents with the resources available.

SECTION 5 - SPHERE OF INFLUENCE REVIEW

5.1 - Sphere of Influence Overview

As part of any Sphere of Influence review, LAFCo is required to consider all the information presented in the Municipal Service Review conducted for that agency. Additionally, LAFCo must also make written statement of its determinations for that agency regarding the following:

1. The present and planned land uses in the area, including agricultural and open-space lands;
2. The present and probable need for public facilities and services in the area;
3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide;
4. The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency; and
5. The present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing Sphere of Influence.

After a written determination has been made with respect to the aforementioned areas of review, LAFCo may adopt a Sphere of Influence (SOI) that is appropriate for the agency's provision of service.

This section meets the requirements of Government Code Section 56425 and allows LAFCo to adopt an SOI that is consistent with the written determinations for the City of Hanford.

5.1.1 - PRESENT AND PLANNED LAND USES

The City has adopted a General Plan that dictates present and future land use policy for City growth. The City's General Plan includes areas for immediate development as well as reserve areas to accommodate growth of the period of the document, at least 20 years and possibly beyond.

The City's General Plan identified a 2035 Growth Boundary to serve as the limits of the area to be developed with urban uses during the 2015 to 2035 planning period. Hanford's Sphere of Influence delineates the City's probable physical boundary and service area. The Primary Sphere of Influence determines the areas to be annexed, and the Secondary Sphere of Influence identifies areas where LAFCo recommends land use coordination between the City and County.

According to Policy L7 of the General Plan, the City will support and pursue an amendment of the City of Hanford's Primary Sphere of Influence to be coterminous to the Planned Area Boundary. The proposed Sphere of Influence is shown in Figure 5-1.

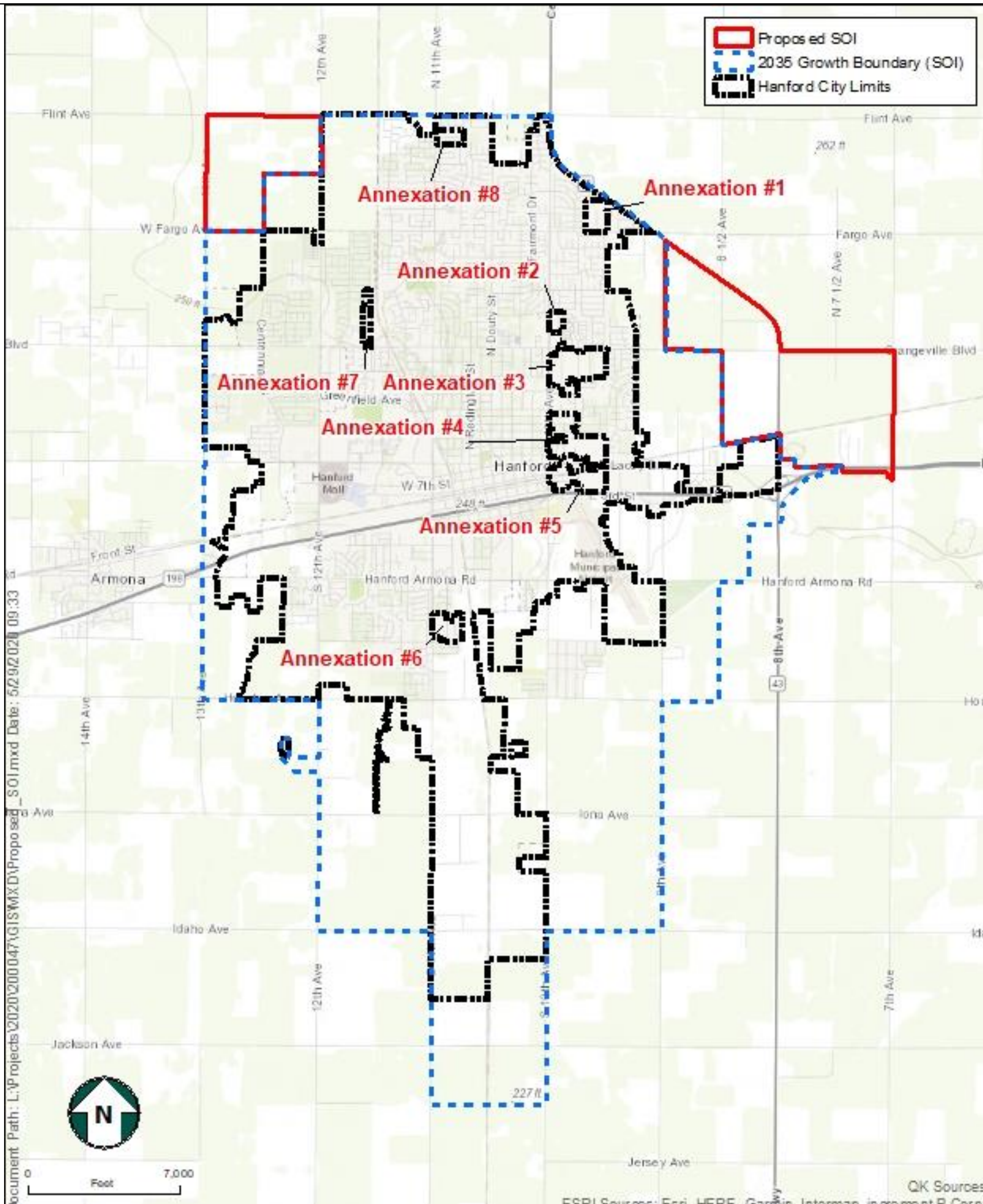


Figure 5-1
Proposed Sphere of Influence
City of Hanford

The Williamson Act

The California Land Conservation Act of 1965, commonly referred to as the Williamson Act, enables local governments to restrict the use of specific parcels of land to agricultural to related open space use. In return, landowners receive property tax assessments that are much lower than normal. This is a voluntary program. Landowners enter into contracts with participating cities and counties and agree to restrict their land to agriculture or open space for a minimum of 10 or 20 years.

There are 2,473 acres of land currently subject to a Williamson Act Contract within the City's SOI (see Figure 5-2). Of that amount, there are 292 acres under non-renewal and were scheduled to be removed from the provisions of the Williamson Act between 2014 and 2017.

The City should review the current Williamson Act contracts to make sure that the areas mentioned above were indeed removed from the Williamson Act between the years of 2015 and 2017, particularly the contract within the Primary SOI.

Figure 5-2: Williamson Act Lands

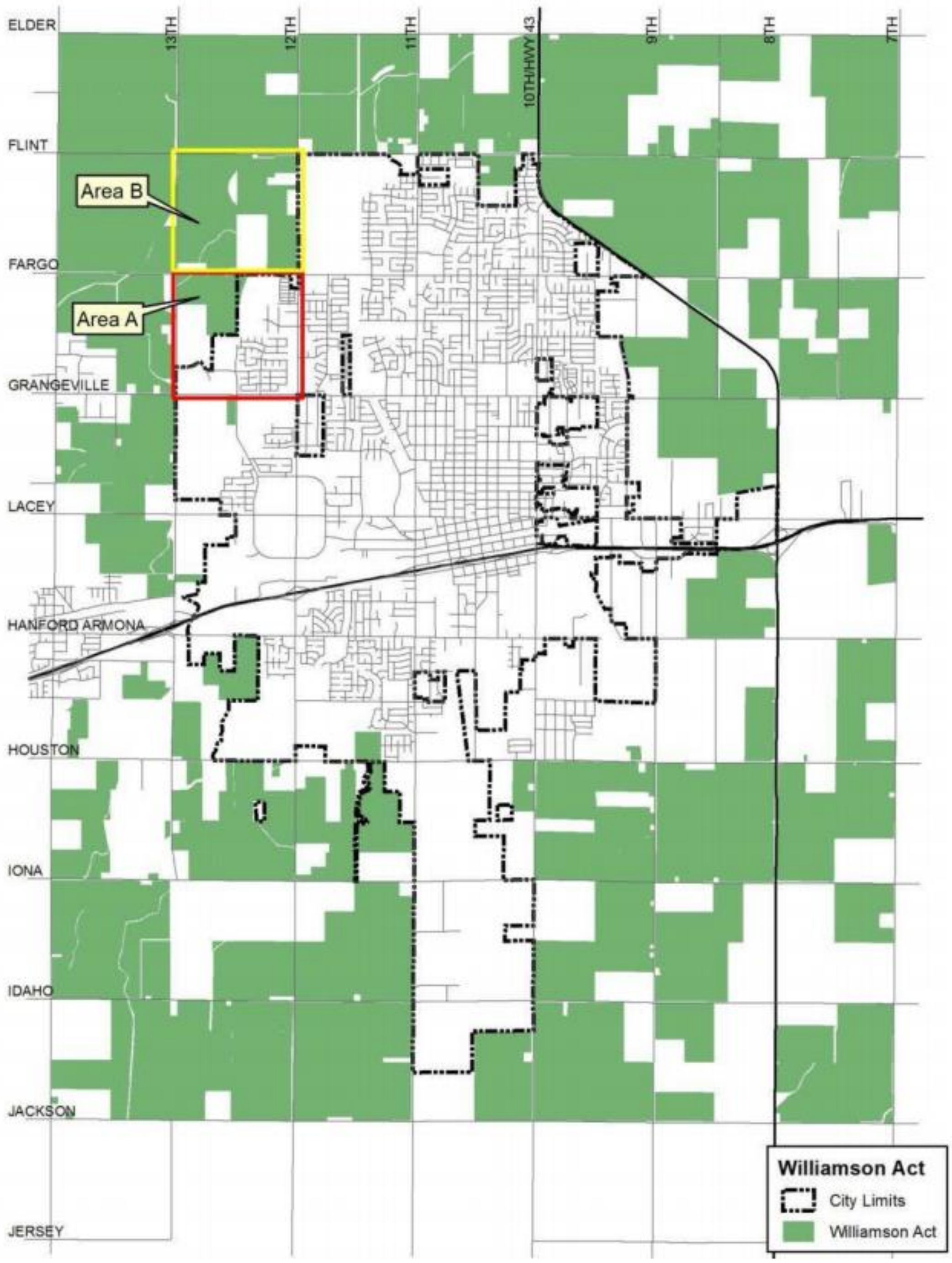


Figure 5-2
Williamson Act Lands

High Speed Rail

The California High Speed Rail Authority has identified a site east of Highway 43 and north of Highway 198 for a future station for the proposed high speed rail system. The City of Hanford has established this area as an Area of Interest in its General Plan. An Area of Interest is a geographic area within the Hanford General Plan that is integral to Hanford's future City planning even though no specific land uses are designated. Policy L105 of the City's General Plan explains it as such:

"Policy L105 Location of Area of Interest Land Use Designation

Locate an Area of Interest land use designation on the square mile bounded by Grangeville Boulevard, Lacey Boulevard, 7th Avenue, and 8th Avenue to reserve the area for future, but currently unknown land uses that may be associated with a high speed rail station."

The City of Hanford's General Plan also includes policies regarding the potential High Speed Rail Station. These policies include:

- *Policy T80* - Consider a station area planning study that considers locating most of High-Speed Rail support services west of 10th Avenue to support downtown Hanford.
- *Policy T81* - Ensure that effective transit linkages are in place between the High-Speed Rail Station and the City's downtown and employment centers.
- *Policy T82* – Ensure that financial, environmental, and agribusiness impacts of the project are mitigated for the citizens of Hanford.
- *Policy T83* – Aggressively seek State and federal funding for improvements and expansion of roads, water lines, sewer lines, storm drainage, public facilities, and utilities associated with High-Speed Rail.
- *Policy T84* – Ensure that the High-Speed Rail alignment through the Planning Area does not disrupt other transportation corridors identified in Hanford's circulation element.

Despite the uncertainty of the High-Speed Rail Station's timing and exact location, the City would like this Area of Interest included in its Sphere of Influence so that the area can be annexed into the City when and if needed to provide municipal services for the station. The No plans have been finalized on the type of surrounding land uses. The City recognizes that prior to considerations of the annexation of this Area of Interest the City will need to conduct a station area planning study that studies whether the City has adequate capacity to serve this area once annexed and a General Plan amendment to adopt specific land use designations and prezoning.

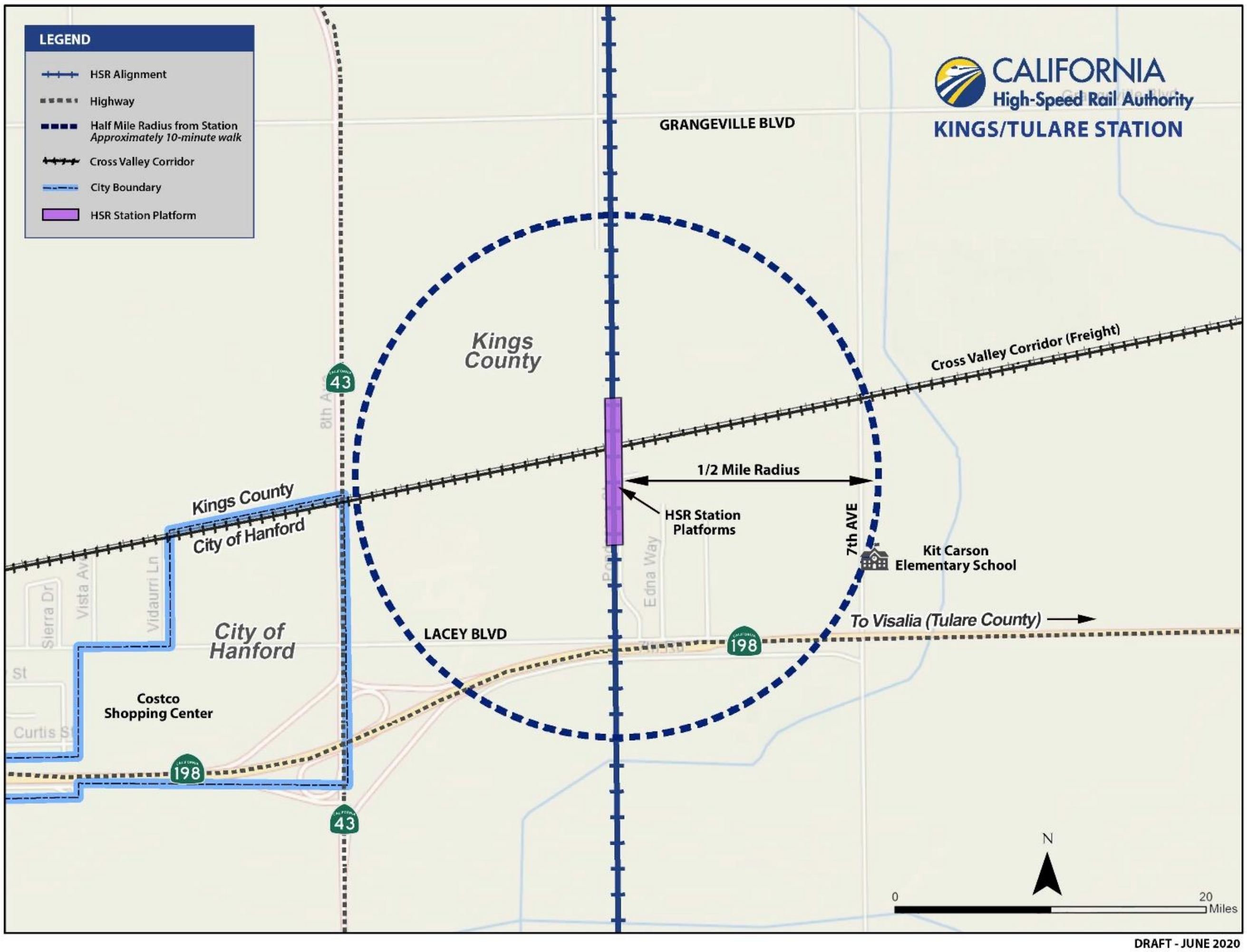


Figure 5-3
California High-Speed Rail Authority Kings/Tulare Station

5.1.2 - Present and Probable Need for Public Facilities and Services

The City provides a wide range of services to its residents while being supplemented by other agencies within its city limits. The City also coordinates through secondary agreements to collaborate with neighboring agencies, such as the County or special districts, to best provide services in a comprehensive manner.

The City will continue to utilize its agreements with the County for public transportation and solid waste collection and disposal. The City has undertaken significant efforts to implement the Master Plan infrastructure to areas within the City. The current public facilities serving the city limits and SOI will continue as is, with no need for a change of services.

5.1.3 - Disadvantaged Unincorporated Communities

As mentioned in Section 3, the City provides water, wastewater, and fire and emergency services within its city limits and within several of the County islands. However, the majority of area within the SOI (outside the city limits), does not have a service provider, with the exception of the Home Garden CSD. As shown in Figure 3-2, the areas depicted as a DUC are below the 80 percent of California's median household income and do not receive water, wastewater, and fire and emergency services from the City of Hanford or another service provider. However, given the fact that the City has extended services beyond its limits within some of these areas, future annexations should be reviewed on a case by case basis to determine if there is a neighborhood needing services that would warrant a subsequent annexation.

5.1.4 - Present Capacity of Public Facilities and Adequacy of Public Services

The City currently provides a level of service which appears satisfactory to meet the needs of its current residents. The City will need to determine the ability to provide public services to any areas to be annexed into the City from the Sphere of Influence.

5.1.5 - Existence of Any Social or Economic Communities of Interest

As stated in Section 3, there are currently areas of social or economic interest within the existing SOI, denoted as DUCs or potential DUC, most notably the community of Home Garden. These areas have been identified and will need subsequent review for inclusion on future annexations. Areas which already receive water, wastewater, and fire and emergency service may still need to be included in follow-up annexations to the City in order to provide equitable police and fire and emergency services. Police service levels should be reviewed as part of annexation proposals that are in proximity to DUCs.

Additionally, other municipal services that would be extended to an annexation proposal should be compared with the adjacent DUCs area to determine if there would be a benefit or improvement in service levels to the neighborhood with a follow-up annexation. If the proposal would be cost prohibitive, the DUC area should be forwarded to the County to attempt to bring the services through available funding sources, such as grants or loan interest loan programs, in order to facilitate transition to the City.

5.1.6 - Sphere of Influence Recommendations

As shown in the MSR and throughout the determinations of this document, the City of Hanford is currently providing services at an acceptable level to its citizens. The City is also accountable to its customers through the City Council, which are elected at-large. It has conducted appropriate reviews of the infrastructure systems both through the annual CIP process as well as updating the Water, Sewer and Storm Drainage Master Plans in 2017.

The growth envisioned within the General Plan includes an area northwest of the current Sphere of Influence and another area east of the City. The area east of the City is predicted to eventually be the location of Hanford's High-Speed Rail Station. The City will need to plan for infrastructure to serve this area if and when the City proposes to annex this area.

In conclusion, based on the analysis provided within this report, the SOI for the City of Hanford may be amended to adequately comply with the goals of the General Plan.

Recommendation 8-1 – It is recommended that the City of Hanford's Sphere of Influence be amended as shown in Figure 5-1.

Recommendation 8-2 - The City should prepare a special plan for services, a General Plan amendment to add specific land use designations, and prezoning if and when the City proposes to annex the area planned for Hanford's High-Speed Rail Station.

SECTION 6 - BIBLIOGRAPHY

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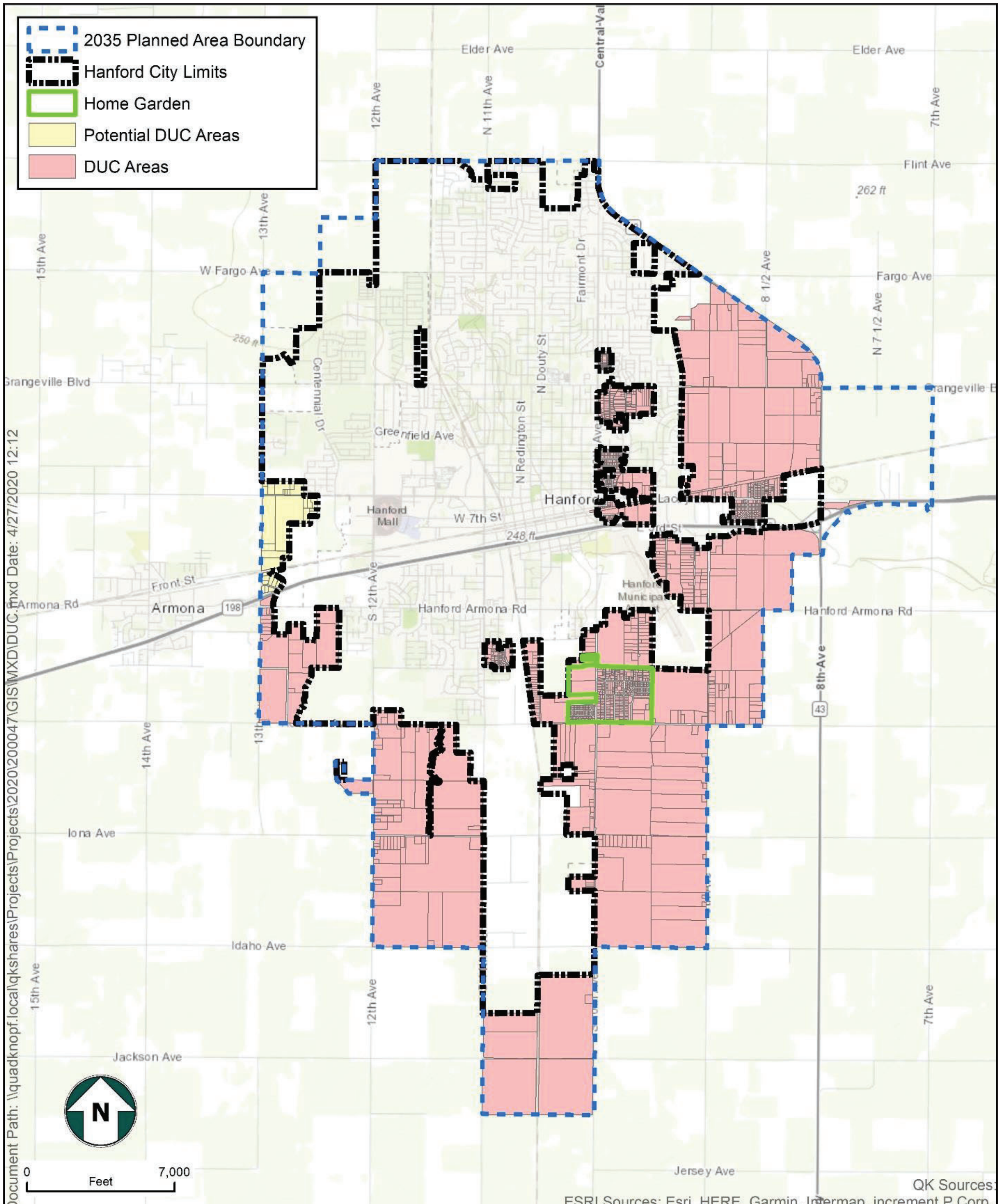

Figure 3-2
Disadvantaged Unincorporated Community Areas

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	AGENDA SECTION: B

SUBJECT:
Parks and Community Services: Approval of two full-time Recreation Coordinator positions to the Parks and Community Services Department.

RECOMMENDATION:
Staff recommends that the City Council, by motion, approve the creation of two full-time Recreation Coordinator positions to the Parks and Community Services Department as a replacement to the current allocated but unfunded Recreation Supervisor position.

BACKGROUND:
On April 23, 2020, one full-time Recreation Supervisor retired form their position with the Parks and Community Services Department. This retirement coincided with suspension of the majority of recreational facilities, programs and activities due to the COVID19 pandemic and restrictions placed upon the City by the California Department of Public Health. The Recreation Supervisor position was not filled and was removed from the 20/21 fiscal year budget. This left the department with one full-time Recreation Supervisor, managing seven Recreation Divisions. In addition, six part-time Recreation Leaders have resigned due to the lack of available work.

Recently, the COVID19 restrictions have eased, as Kings County has progressed into the red tier. The Governor has declared that on June 15, 2021, the State of California will completely re-open with minimal restrictions.

Summer is historically a busy time for the Recreation Division, as the schools are on summer recess, temperatures rise and people gravitate towards the outdoors. Due to the recent COVID19 restrictions, we believe this summer will be additionally busy as people will be eager to engage in recreational activities. Early registration for Summer Day Camp, swim lessons and facility rentals have exceeded previous year's demand.

Recreation Coordinator #1 will oversee daily facility rentals, special events, assist with community events, the carousel, Freddie the Fire Truck, ice rink, and promotions of department activities, and programs.

Recreation Coordinator #2 will oversee adult, senior and special needs programs, Longfield Center, and youth activities.

The addition of the two Recreation Coordinators will provide the resources needed to expand and extend recreational services and to improve the quality of life of the community. The Department has a plan in place that will increase revenues in the various programs to cover the additional costs of the conversion of the positions and result in no net increase in costs to the overall department.

FISCAL IMPACT:

The fiscal impact of two full-time Recreation Coordinators is $163,822. The un-filled Recreation Supervisor, coupled with the ability to increase departmental revenue by 10%, fully compensates these two positions, which can be funded through the current appropriations limit for Parks and Community Services.

ATTACHMENTS:

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	AGENDA SECTION: C

SUBJECT:
Council: Discussion of Council Options and possible Council Action related to filling the vacant Council seat in District A.

RECOMMENDATION:

That the City Council consider the pending resignation of Council member Draxler and discuss the next steps for filling the Council vacancy in District A by one of the two processes outlined in Section 36512 of the Government Code as follows:

1. Appoint a new council member, and if so decided, direct staff to commence an appointment process to be determined by the City Council; or

2. Call a special election for the vacant seat and direct staff to bring a resolution before the City Council requesting and consenting to a special election and setting specifications of the election.

BACKGROUND:
Mr. John Draxler, District A Council member, has notified the Council that he intends to resign from Council due to personal reasons.

With the pending resignation of Mr. John Draxler, Council must now consider how they wish to fill the seat that will represent District A in the City of Hanford. Government Code section 36512 governs the process for filling a Council vacancy. That section of the Code provides that the council must, within 60 days from the date of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy. A person appointed or elected to fill a vacancy holds office for the unexpired term of the former incumbent, which would end December 31, 2022.

Upon notification by Mr. Draxler that he would be tendering his resignation, he also asked to be a part of the appointment process if Council chooses to use that process to fill the vacant seat. Government Code Section 36512(e)(1) indicates that, if the Council decides to fill the vacancy by appointment, Council member Draxler may vote on his replacement if his resignation will go into effect upon the successor's appointment. If Council member Draxler votes on his replacement, pursuant to Code Section 36512(e)(2), he would be prohibited from engaging in certain activities for two years following the appointment. The exact wording of those sections from the Government Code is as follows:

> *(e) (1) If the city council of a city that elects city council members by or from districts elects to fill a vacancy on the city council by appointment as a result of a city council member resigning from office, the resigning city council member may cast a vote on the appointment if the resignation will go into effect upon the appointment of a successor. A city council member shall not cast a vote for a family member or any other person with whom the city council member has a relationship that may create a potential conflict of interest.*
> *(2) If a city council member elects to cast a vote under this subdivision, the city council member shall be prohibited from the following actions for a period of two years after the appointment of a successor:*
> *(A) Advocating on any measure or issue coming before the city council in which the city council member may have a personal benefit.*
> *(B) Entering into a contract of any kind with the city or a city vendor.*
> *(C) Accepting a position of employment with the city or a city vendor.*
> *(D) Applying for a permit that is subject to the approval of the city council.*
> *(3) This subdivision shall not apply to any city council member who is resigning from the city council due to charges of, or conviction for, corruption or criminal behavior, or who is subject to a recall election.*

If the City Council chooses to fill the vacancy through a special election - or if the council seeks to fill the position by appointment but does not do so within 60 days of the vacancy - the special election must be held on the next regularly established election date not less than 114 days from the call of the election. In this particular case, the County Elections department has confirmed that the election would take place on the second Tuesday in November, which would be November 9, 2021.

<u>Appointment</u>

Normally, if the City Council were to decide to appoint a new Council member, it must be done within 60 days. In this case, because Mr. Draxler's resignation would become effective with the date of the appointment of the replacement, this timeline does not apply. Applicants must be registered voters and reside within the geographical boundaries of District A, within the Hanford City Limits. The successful applicant would serve from time of appointment until the results of the November 8, 2022 General Municipal Election are certified by the City Council.

Should the City Council decide to appoint a new Council member rather than go through a special election, the Council may choose any selection process at their disposal and staff will bring back options at the May 4, 2021 Council meeting if that is the direction from Council.

Special Election

If the City Council calls for a special election, the City Council would have to call the special election by adoption of a resolution within 60 days of the formal resignation of Mr. Draxler to meet statutory deadlines.

There is a considerable cost involved with a special election. There attached letter from the Kings County Elections office details the costs involved for the City of Hanford. Given the current number of registered voters in the City of Hanford District E, a special election of District A is estimated to cost approximately $38,400 for mail-in only, with an additional $5,000 expense for a polling place election.

If the City Council calls for a special election, the next established election date is November 9, 2021; therefore, the seat would remain vacant until the election results are certified, a minimum of nearly six (6) months. However, if the State calls for a special election prior to the next established election date, the city could consolidate with the special election and shorten this time frame, so long as that special election date is more than 114 days from Council's call for the election.

FISCAL IMPACT:
There is no cost involved if the City Council decides to appoint a candidate to fill the vacant seat. If the City Council decides to call a special election, the estimated cost for a special District A election is approximately $38,400 utilizing mail-in ballots only, with an additional $5,000 in costs for "polling place" option.

ATTACHMENTS:
GOV_36512. Special Election Guidelines
City of Hanford_Special Election Cost Estimate_02092021

State of California

GOVERNMENT CODE

Section 36512

36512. (a) If a vacancy occurs in an appointive office provided for in this chapter, the council shall fill the vacancy by appointment. A person appointed to fill a vacancy holds office for the unexpired term of the former incumbent.

(b) If a vacancy occurs in an elective office provided for in this chapter, the council shall, within 60 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy.

(1) If the council calls a special election, the special election shall be held on the next regularly established election date not less than 114 days from the call of the special election. A person elected to fill a vacancy holds office for the unexpired term of the former incumbent.

(2) If the council fills the vacancy by appointment, the person appointed to fill the vacancy shall hold office pursuant to one of the following:

(A) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general municipal election, the person appointed to fill the vacancy shall hold office until the next general municipal election that is scheduled 130 or more days after the date the council is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(B) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general municipal election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall hold office for the unexpired term of the former incumbent.

(c) Notwithstanding subdivision (b) and Section 34902, a city may enact an ordinance that does any of the following:

(1) Requires that a special election be called immediately to fill every city council vacancy and the office of mayor designated pursuant to Section 34902. The ordinance shall provide that the special election shall be held on the next regularly established election date not less than 114 days from the call of the special election.

(2) Requires that a special election be held to fill a city council vacancy and the office of mayor designated pursuant to Section 34902 when petitions bearing a specified number of verified signatures are filed. The ordinance shall provide that the special election shall be held on the next regularly established election date not less than 114 days from the filing of the petition. A governing body that has enacted such an ordinance may also call a special election pursuant to subdivision (b) without waiting for the filing of a petition.

(3) Provides that a person appointed to fill a vacancy on the city council holds office only until the date of a special election which shall immediately be called to fill the remainder of the term. The special election may be held on the date of the next regularly established election or regularly scheduled municipal election to be held throughout the city not less than 114 days from the call of the special election.

(d) (1) Notwithstanding subdivision (b) and Section 34902, an appointment shall not be made to fill a vacancy on a city council if the appointment would result in a majority of the members serving on the council having been appointed. The vacancy shall be filled in the manner provided by this subdivision.

(2) The city council may call an election to fill the vacancy, to be held on the next regularly established election date not less than 114 days after the call.

(3) If the city council does not call an election pursuant to paragraph (2), the vacancy shall be filled at the next regularly established election date.

(e) (1) If the city council of a city that elects city council members by or from districts elects to fill a vacancy on the city council by appointment as a result of a city council member resigning from office, the resigning city council member may cast a vote on the appointment if the resignation will go into effect upon the appointment of a successor. A city council member shall not cast a vote for a family member or any other person with whom the city council member has a relationship that may create a potential conflict of interest.

(2) If a city council member elects to cast a vote under this subdivision, the city council member shall be prohibited from the following actions for a period of two years after the appointment of a successor:

(A) Advocating on any measure or issue coming before the city council in which the city council member may have a personal benefit.

(B) Entering into a contract of any kind with the city or a city vendor.

(C) Accepting a position of employment with the city or a city vendor.

(D) Applying for a permit that is subject to the approval of the city council.

(3) This subdivision shall not apply to any city council member who is resigning from the city council due to charges of, or conviction for, corruption or criminal behavior, or who is subject to a recall election.

(Amended by Stats. 2015, Ch. 185, Sec. 1. (AB 952) Effective January 1, 2016.)

COUNTY OF KINGS
ELECTIONS DEPARTMENT
1-800-289-9981 ext. 4401 / 559-852-4401
FAX: (559) 585-8453

Lupe Villa
Registrar of Vote
1400 W. Lacey Blvd. Bldg.
Hanford, California 932

Elections@CountyofKings.c

February 09, 2021

Dear Natalie Corral,

The Kings County Elections Department has received and reviewed your request for an "estimated" cost to hold a Special Election to fill the vacancy in District "E". The estimate for the Special Election cost for the City of Hanford will be $37,800.00 for a "mail-only" election.

Please be advised that this is an estimate only. It is based on historical election data and current rates for supplies and services that are subject to change. It does not factor in tax and shipping costs for supplies. The actual cost to conduct the election may be more or less than this amount. The City Council for the City of Hanford does have the option of conducting an election that includes polling places or "mail-only" either option must be noted in the resolution calling for the special election. An additional $5,000.00 should be added to the total estimated cost should the Council opt for the "polling place" election model.

If the City of Hanford in fact makes a request for the Kings County Registrar of Voters to provide election services to fill the vacancy in District "E", the City of Hanford shall be required to reimburse the County of Kings in full for the services performed upon presentation of a bill to the City in accordance with Election Code section 10002. This cost estimate shall in no way be considered an "other arrangement satisfactory to the [C]ounty" as that is used in section 10002.

The Kings County Elections Department will be following all applicable election codes, laws, rules and regulations. As with any election, the Kings County Elections Department will strive to provide an election free of intimidation, suppression and inclusive of all registered voters in District "E".

Sincerely,

Lupe Villa
Registrar of Voters
County of Kings

AGENDA
STAFF REPORT

MEETING DATE: 4/20/2021	**AGENDA SECTION:** A

SUBJECT:
Council Future Agenda Items

FISCAL IMPACT:

ATTACHMENTS:
Council Future Agenda Items

Council Future Agenda Items				
Originated Date	Item	Originator	Staff Lead	Date Estimate
4/7/20	Discussion of Pay for Parking Options in the Downtown Area	Council Consensus	John Doyel	5/4/2021
9/3/20	Proposed Rates & Fees adjustments	City Manager	Various Staff	5/4/2021
9/3/20	Revised Business License Ordinance	Finance	Various Staff	TBD
9/9/20	Revised Refuse Ordinance	Public Works	Jim Ross	6/15/2021
11/12/20	Discussion of Coe Park and changes to traffic and pedestrian to flow to enhance park usages	City Manager	Various Staff	5/4/2021
6/18/20	Discussion of Courthouse improvements and financing options	Council Consensus	Brad Albert	5/4/2021
3/3/2021	Development of Commission Handbook and Ordinance Updates	City Manager	Mario Cifuentez	5/18/2021
3/12/2021	Review of elements within the 2020 Parks & Rec Master Plan	Park & Comm Svcs. Dir.	Brad Albert	4/20/2021, 5/4/2021, 5/18/2021