



Revenue Measure Committee Meeting Agenda

February 13, 2024
6:00 PM – Regular Meeting
City Hall Training Room
319 N. Douty St.

CALL TO ORDER REGULAR SESSION:

ROLL CALL:

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters within the jurisdiction of the Revenue Measure Committee. 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. State law does not allow the Committee to discuss or take action on issues not on the agenda, except that members of the Committee or staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights (Gov. Code sec. 54954.2). 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. Administration: Welcome from City Council to the Revenue Measure Committee
- B. Administration: Welcome and Overview of the Revenue Measure Committee Policy and schedule from the City Manager and Staff
- C. City Attorney: Rosenberg's Rules of Order and Brown Act Training
- D. Finance: Organization of the Revenue Measure Committee with selection of Chair and Vice-Chair
- E. Finance: Introduction to City finance, the General Fund and other funds

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: 2/13/2024	AGENDA SECTION: GENERAL BUSINESS
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SUBJECT:

Welcome from City Council to the Revenue Measure Committee

RECOMMENDATION:

Recommendation: This is informational for the Committee, not action required.

Recommended Motion: No action required.

BACKGROUND:

The Mayor will present committee members with a welcome and address the goals of the City Council with the committee.

On November 7, 2023, City Council was presented with options for potential revenue measures out of concern for the City's financial health. Council directed staff to continue looking into the needs of the City in order to further develop a path for identifying the best options for a potential revenue measure.

On December 5, 2023, staff presented the City Council with a planning level look across all departments in the General Fund. In addition, staff requested that the City Council provide direction to staff in the development of a Proposed Revenue Measure Advisory Committee.

On January 24, 2024, at a Special Meeting, the City Council appointed fifteen (15) community members to the City of Hanford Revenue Measure Committee and Adopted Resolution 24-01-R establishing the committee for the purpose of making a recommendation to the City Council for a 2024 Ballot Measure.

FISCAL IMPACT:

Not applicable

ATTACHMENTS:

None



AGENDA STAFF REPORT

MEETING DATE: 2/13/2024	AGENDA SECTION: GENERAL BUSINESS
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SUBJECT:

Welcome and Overview of the Revenue Measure Committee Policy and schedule from the City Manager and Staff

RECOMMENDATION:

Recommendation: That the committee receive the Welcome and Overview of the Revenue Measure Committee Policy and schedule from the City Manager and Staff

Recommended Motion: No action required.

BACKGROUND:

The City Council has established the Revenue Measure Committee for the purpose of providing a recommendation to the Council on the structure of a revenue measure, to be submitted to the voters on the November 2024 ballot. The goal of the committee will be to review the needs of the community, and the City's financial ability to meet those needs, and to make a recommendation to the City Council if the committee ultimately supports a revenue measure for the November ballot.

Committee highlights:

- Serves in an advisory capacity
- To consider the need for additional revenue to provide the level of service needed and/or desired by the community
- To consider potential details of a revenue measure, such as type, amount, initial expenditure plan and/or guidelines, and future oversight
- To provide a recommendation to the City Council regarding the need for and potential details of a revenue measure
- A member will no longer be considered a qualified member upon missing a third meeting

If supported by the committee, and approved by the City Council, the committee will be tasked with keeping any proposed revenue measure on track to be considered by voters, which will require ballot language to be submitted to the County by the end of July 2024.

Presentations on the operations of each City department will be presented to the group on Wednesday nights (over the course of at least eight meetings) beginning February 2024 and ending in April 2024.

Revenue Measure Committee Schedule:

<u>Date</u>	<u>Topics (subject to modification)</u>			
2/13/2024	Purpose, organization, intro to finance 101			
2/21/2024	General Fund, trends and condition, options for revenue			
2/28/2024	Police, questions from prior			
3/6/2024	Fire, questions from prior			
3/20/2024	Streets, questions from prior			
3/27/2024	<i>Spring Break</i>			
4/3/2024	Parks and other needs, questions from prior			
4/6/2024	Tour of City facilities			
4/10/2024	Discussion of needs, where should \$ go			
4/17/2024	Development of recommendation to City Council			
4/24/2024	Development of recommendation to City Council (if needed)			
5/7/2024	RMC recommendation to City Council presentation			

The committee meetings shall be conducted in accordance with the Brown Act, being open to the public and public comment with agendas posted a minimum of 72 hours in advance. The parliamentary procedure followed by the committee would be Rosenberg's Rules of Order.

FISCAL IMPACT:

Not applicable

ATTACHMENTS:

1. 2024.01.16 Revenue Measure Advisory Committee Policy final



**CITY OF HANFORD
2024 REVENUE MEASURE COMMITTEE
RULES AND PROCEDURES**

PURPOSE AND RESPONSIBILITIES:

The purpose and responsibilities of this Committee are as follows:

- To provide a community review of available information received from City staff, and to provide recommendations to the City Council regarding a proposed revenue measure.
- To review current City services and associated needs and budgets from City staff presentations and additional public information requested by the Committee/Members
- To receive analysis from City staff regarding the varying levels of service and their costs, and consider the levels of service desired by the community in conjunction with those associated costs
- To consider the need for additional revenue to provide the level of service needed and/or desired by the community
- To, if community-desired levels of service require increased revenue, consider potential details of a revenue measure, such as type, amount, initial expenditure plan and/or guidelines, and future oversight
- To provide a recommendation to the City Council regarding the need for and potential details of a revenue measure

CAPACITY:

The Committee shall serve solely in an advisory capacity to the City Council.

COMPOSITION:

The Committee shall consist of up to thirty (30) members. The final Member count shall be confirmed by the City Council. Committee members shall be appointed by the City Council at its complete discretion. Members shall be residents of the City, an employee or owner of a business in the City, an owner of real property in the City, or regularly conduct business in the City. No member shall be a Council member, officer, or employee of the City. The Members shall not be compensated for their services.

COMMITTEE/MEMBERS TERM:

The Committee is formed for a limited time period, and the Committee will disestablish as of the date the City Council adopts a Resolution ordering the submission of a proposition for a revenue measure to the qualified voters of the City (if any), or upon action of the City Council to disestablish the Committee, whichever occurs first. All Committee members shall serve at the pleasure of the City Council and may be removed by Council action at any time and for any or no reason. Vacancies, if filled, shall be filled by appointment by the Council.

MEETINGS AND RECORDS:

The Committee shall meet Wednesdays at 6:00 p.m. (or earlier if desired by the committee) at City Hall beginning January 24, 2024 through approximately April 24, 2024, and for additional weeks if authorized by the City Council.

The Committee shall appoint two of its members as Committee Chair and Vice-Chair to manage the meetings and present recommendations to the City Council. A presence of a majority of the members of the final member count established by the City Council shall constitute a quorum for the transaction of business. The Committee Meetings shall be open and public, and are subject to the California Brown Act. Additionally, the Committee's proceedings are subject to the California Public Records Act and the California Political Reform Act. By accepting appointment, each Member agrees to comply with Government Code 1090, et seq., and the California Political Reform Act and to complete the Form 700. The Committee shall follow Rosenberg's Rules of Order with regard to the conduct of its meetings.

A City staff liaison will provide the Committee with technical assistance and support as needed, including preparation of and posting required public notices; providing a meeting room and any necessary audio-visual equipment; preparing and copying documentary materials, such as agendas, reports, and minutes; retaining public records and providing all necessary public access; and attending Committee meetings and proceedings.

The ground rules for working in the committee are, namely:

1. The committee will operate under the provisions of the California Brown Act/Open Meeting Law
2. The final recommendations of the committee will be voted on by the qualified members of each committee.
3. In order to be considered a qualified member of the committee, a member must be appointed by the Council, and must attend all but two meetings of the committee. A member will no longer be considered a qualified member upon missing a third meeting, not able to vote and removed from the committee.
4. In order for a committee member to be counted as having attended a meeting, they must have attended at least three-quarters of a meeting. Staff will log the time the meetings start and end, and the time each member arrives and departs, if they are not present at the beginning and end of the meeting.

5. All committee members are encouraged to openly participate in the discussions and should respect the opinions of all committee members.
6. The committee should focus on community-wide needs and issues. Neighborhood specific matters and/or individual wish lists are to be avoided.



AGENDA STAFF REPORT

MEETING DATE: 2/13/2024	AGENDA SECTION: GENERAL BUSINESS
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SUBJECT:

Rosenberg's Rules of Order and Brown Act Training

RECOMMENDATION:

Recommendation: None

Recommended Motion: None

BACKGROUND:

Training regarding Rosenberg's Rules of Order and the Brown Act will be provided to the Revenue Measure Committee.

FISCAL IMPACT:

None

ATTACHMENTS:

1. Rosenberg's Rules of Order
2. Ralph M. Brown Act

ROSENBERG'S RULES OF ORDER

* * * * *

<i>Purpose:</i>	Rosenberg's Rules of Order are parliamentary procedures that govern how meetings are conducted. The rules facilitate the orderly deliberation of matters and result in decisions that are usually approved by a majority vote.
<i>Quorum:</i>	A minimum number of members (typically a majority) that must be present to conduct business at a meeting.
<i>Chairperson:</i>	Controls meetings and is responsible for applying the rules of conduct. Typically plays a less active role in and is usually the last to speak during discussions and debates. Usually does not make motions or seconds motions unless he/she determines that no other member will do so.
<i>Agenda Format:</i>	First: Chair announces the agenda item and the subject of the item. Second: Chair calls for the delivery of the staff report for the item. Third: Chair asks members if they have technical questions or desire clarification. Fourth: Chair invites a motion and determines whether the motion is seconded. Fifth: Chair confirms motion (e.g., the motion is repeated). Sixth: Chair invites discussion of the motion. Upon conclusion of discussion, the chair announces that the body will vote on the motion. Seventh: Members vote on the motion (e.g., aye/yes, nay/no, or abstain). Eighth: Chair announces the result of the vote and the action taken.

<i>Motions:</i>	Motions are the vehicle for a body's decisions and actions. <u>Two-step process:</u> (i) chair recognizes a member of the body; and (ii) that member makes a motion stating the member's desired action (e.g., I move. . ."). The chair usually initiates a motion by: (i) asking for a motion; (ii) suggesting a motion; or (iii) making a motion (if there is no motion by other members).
<i>Basic Motions:</i>	<u>Basic motion:</u> Motion that puts forward a proposed action or decision for the body's consideration. <u>Motion to amend:</u> A member seeks to change a basic motion pending before the body. • "Friendly amendment" is an informal suggestion made to the member who made the motion and the member who seconded to modify a pending motion and is effective if both consent to the revision. <u>Substitute motion:</u> A member wants to replace a pending motion.
<i>Multiple Motions:</i>	<u>Number:</u> Up to three (3) motions pending, with the chair having discretion to allow more. <u>Order for voting:</u> The first vote will consider the last motion made.
<i>Debate/Discussion:</i>	Motions are subject to debate and discussion. Discussion of a matter continues as long as members desire, subject to the chair's discretion to submit a matter to a vote. • <u>Exceptions:</u> (i) motion to adjourn meeting; (ii) motion to recess; (iii) motion to fix the time to adjourn; (iv) motion to table (put matter on hold); and (v) motion to limit debate (formal motion or informal request to chair to call for a vote).
<i>Votes:</i>	<u>Majority vote:</u> 50% + 1 (usually). <u>Tie vote:</u> motion fails.

<i>Decorum:</i>	Chairperson to facilitate courtesy and decorum. Only one (1) person at a time is given the floor to speak and is first recognized by the Chair before speaking. Debate focused on the item in question, not personalities. Debate focused on the item at hand but is free and open regarding that matter. Members of the body do not generally interrupt a discussion or the chair. Exceptions: • Point of privilege (e.g., room is too hot or cold). • Point of order: Inappropriate procedure (e.g., chair calls for vote before debate). • Appeal: Member appeals chair's ruling. • Withdrawal of pending motion by moving member.
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RALPH M. BROWN ACT

Purpose

- Public commissions, boards, councils, and other agencies must deliberate and take action openly (Gov. Code § 54950).

General Rule – Open and Public Meetings

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

Prohibited Communications

- A majority may not, outside of a public meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any matter within the body’s authority (Gov. Code § 54952.2(b)).
 - “*Daisy-chain*” meeting – Member A contacts Member B, Member B contacts Member C, etc.

- “*Hub-and-spoke*” meeting – a person (hub) communicates individually with members of the body (spokes) that results in a discussion or action, or a staff member briefs a majority of the body and, in the process, information about the members’ respective views is revealed.
- Care should be taken when using social media as participation in a discussion by a majority of a body will constitute a meeting.

Types of Meetings

- ***Regular Meetings*** – occur on regular dates and at times and locations set by ordinance, resolution, or other action of the legislative body. Agenda must be posted 72 hours prior to meeting (Gov. Code §§ 54954 and 54954.2).
- ***Special Meetings*** – called by presiding officer or majority of members to discuss specific matters identified on the agenda. 24-hours’ notice is required (Gov. Code § 54956).
- ***Emergency Meetings*** – meeting held to address “emergency situation.”
 - Emergency situation: (i) Work stoppage, crippling activity, or other activity that severely impacts public health and/or safety or (ii) dire emergency, including crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the legislative body to provide 1-hour notice before holding emergency meeting may endanger public health and/or safety.

Legislative body may hold emergency meeting without giving 24-hour notice for a special meeting (Gov. Code § 54956.5).

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

- ***Individual Contacts*** – Individual contacts between a body member and any other person as long as that person does not communicate to the members of the body the comments or position of any other member.
- ***Conferences*** – Conferences that are open to the public that involve discussion of issues of general interest and members of the body do not discuss among themselves business within the body’s subject matter jurisdiction.
- ***Publicized Meeting of Outside Organization*** – Attendance of an open and publicized meeting of an outside organization to address community concerns and members of the body do not discuss among themselves business within the body’s subject matter jurisdiction.

- ***Meeting of Another Body*** – Attendance of an open and noticed meeting of another legislative body of the City (e.g., City Council Members attend a Planning Commission meeting) or another local agency (e.g., County Board of Supervisors) and members of the body do not discuss among themselves business within the body's subject matter jurisdiction.
- ***Social or Ceremonial Event*** – Purely social or ceremonial occasion and members of the body do not discuss among themselves business within the body's subject matter jurisdiction.
- ***Meeting of Standing Committee*** – Majority of governing body may attend an open and noticed meeting of a standing committee of that body if they attend as observers.

Public Comment (Gov. Code § 54954.3)

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

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

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

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

Closed Session

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



AGENDA STAFF REPORT

MEETING DATE: 2/13/2024	AGENDA SECTION: GENERAL BUSINESS
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SUBJECT:

Organization of the Revenue Measure Committee with selection of Chair and Vice-Chair

RECOMMENDATION:

Recommendation: That the Revenue Measure Committee nominate and vote for the selection of a Chair and Vice-Chair.

Recommended Motion: Motions to nominate shall be taken, then voting done after nominations are made. A Chair shall be selected first, and a Vice-Chair after a Chair is selected.

BACKGROUND:

In conformance with the Revenue Measure Committee Policy, the Committee shall appoint two of its members as Committee Chair and Vice-Chair to manage the meetings and present recommendations to the City Council.

The Chair and Vice-Chair will work with staff to run meetings in conformance with policy and law. A presence of a majority of the members of the final member count (15) established by the City Council shall constitute a quorum for the transaction of business. The Committee Meetings shall be open and public, and are subject to the California Brown Act. Additionally, the Committee's proceedings are subject to the California Public Records Act and the California Political Reform Act. By accepting appointment, each Member agrees to comply with Government Code 1090, et seq., and the California Political Reform Act and to complete the Form 700. The Committee shall follow Rosenberg's Rules of Order with regard to the conduct of its meetings.

A City staff liaison will provide the Committee with technical assistance and support as needed, including preparation of and posting required public notices; providing a meeting room and any necessary audio-visual equipment; preparing and copying documentary materials, such as agendas, reports, and minutes; retaining public records and providing all necessary public access; and attending Committee meetings and proceedings.

FISCAL IMPACT:

Not applicable

ATTACHMENTS:

1. Revenue Measure Applications - selected

Print

Revenue Measure Committee Application - Submission #440

Date Submitted: 1/3/2024

First Name*

Christine

Last Name*

Leach

Address*

[Redacted]

City*

Hanford

State*

CA

Zip Code*

93230

Home/Cell Phone Number*

[Redacted]

Email Address*

[Redacted]

Business Address

City

Hanford

State

CA

Zip Code

93230

Business Phone Number

[Redacted]

Business Email Address

[Redacted]

Please indicate why you are interested in serving and what skills you may have to contribute*

I am an RN in the city I live and work in. Truthfully, my eyes were opened to city government in 2021, with the sudden development and news that a homeless building was to be built near where I live. This committee is a way for me to be involved in the city I live and work in for many years. I believe I could represent my area well. I am a determined, hard working, organized and driven individual. Working in the medical field I thoroughly believe in evidence based practice. Meaning care based on evidence, research and best practice. I believe I could offer the same to this committee - involvement based on evidence and research.

Community and Professional Organizations/Activities *

I am employed full time at our local city hospital as an RN. I became, nearly two years ago, the RN OB Clinical Educator, after working many years as a staff nurse. I am a certified nurse, after passing my certification exam. I am certified as an inpatient OB RN by the National Certification Corporation. I am a member of my nursing professional organization, AWHONN. I have been involved in all of my grown children's schools on parent booster clubs, and was even the chair person. I was always involved in their sports programs including volunteering as TBall, softball and soccer coaches, as well as was their cheer advisor. I volunteered for their cheer, dance and gymnastic teams.

Previous Experience (board or committee member)*

I have been extremely involved in every hospital position I have had. I am involved in shared governance committees with Hanford, Reedley and Tulare hospitals. I attend regularly as a member of our Unit Based Councils, respectively at all three mentioned hospitals. I have served as both Chair and secretary.

As a "little side note" I was a part of Hanford's first CERT committee in 2018, which was ran by the our new police chief Stephanie Huddleston. I also attended the 2019 CERT classes, as I recruited other nurses to participate. Then of course the pandemic happened and somewhat squashed the CERT team.

Educational Background*

I am a masters prepared Registered Nurse. I have been a nurse since 1995 when I graduated as an LVN from Hanford Adult School. I have worked hard as an adult learner, as I believe you're never too old to further your education. I received my associates degree (while in the RN program), in my late 30's and continued on with my bachelor's degree in my late 40's, followed by conquering my masters degree less than two years ago. I grew up in Hanford and attended Hanford schools including Roosevelt, Woodrow and Hanford High.

Signature*

Christine Leach

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information

By typing your name here, you are declaring that the above statements are true and accurate to the best of my knowledge.

Date*

1/3/2024

11:30 PM

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

For further information, call 559-585-2515, OR 559-537-7999.

Print

Revenue Measure Committee Application - Submission #431

Date Submitted: 1/1/2024

First Name*

Fred

Last Name*

Lofy

Address*

City*

Hanford

State*

CA

Zip Code*

93230

Home/Cell Phone Number*

Email Address*

Business Address

City

State

Zip Code

Business Phone Number

Business Email Address

Please indicate why you are interested in serving and what skills you may have to contribute*

I am interested in helping the City of Hanford with analysis of a revenue measure. I have an Accounting degree, and have more than 37 years of accounting and financial experience, including four years as Controller. I also served on the board of directors of an HOA for a 700-home community with a lake, streets, lighting, landscaping, and a clubhouse under its management.

Community and Professional Organizations/Activities *

Was an HOA Board member of a 700-home community for two years.

Previous Experience (board or committee member)*

Was an HOA Board member of a 700-home community for two years.

Educational Background*

Accounting degree from Cal Poly Pomona. Passed CPA exam, but worked in private industry, so did not pursue becoming certified.

Signature*

Fred Lofy

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information

By typing your name here, you are declaring that the above statements are true and accurate to the best of my knowledge.

Date*

1/1/2024

8:30 PM

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

For further information, call 559-585-2515, OR 559-537-7999.

Print

Revenue Measure Committee Application - Submission #449

Date Submitted: 1/8/2024

First Name*

Lois

Last Name*

Bentley

Address*

City*

Hanford

State*

Ca

Zip Code*

93230

Home/Cell Phone Number*

Email Address*

Business Address

City

Hanford

State

Ca

Zip Code

93230

Business Phone Number

Business Email Address

Please indicate why you are interested in serving and what skills you may have to contribute*

I've lived in Hanford for 35 years. I know that our city is expanding and am concerned about the lack of revenue for emergency services to our expanding city. I'm a long time educator who cares about this community.

Community and Professional Organizations/Activities *

Educator - Pioneer Union Elementary School District - 19 years
CKMC volunteer

Previous Experience (board or committee member)*

I've served at school on the School Site Council, and District Parent Advisory Committee.

Educational Background*

I am a graduate of Fresno State and have completed post graduate work at Fresno Pacific University.

Signature*

Lois Bentley

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information

By typing your name here, you are declaring that the above statements are true and accurate to the best of my knowledge.

Date*

1/8/20248:00 PM

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

For further information, call 559-585-2515, OR 559-537-7999.



REVENUE MEASURE COMMITTEE

RECEIVED
CITY OF HANFORD
DEC 19 2023

CITY CLERK

(Please print or type)

Name: Castles Valerie Ann
(Last) (First) (Full Middle Name)

Business Address: NA

Home Address: [REDACTED]

Business

Phone: [REDACTED]

Cell: [REDACTED]

Email: [REDACTED]

Please indicate why you are interested in serving and what skills you may have to contribute:

I am interested in the continued advancement of Hanford and believe that a well executed campaign to pass a revenue measure is needed to help Hanford achieve a higher level of city services and a wholesome quality of life for its residents. I have served as a volunteer or staff on successful campaigns including those of former Congressman Cal Dooley, the sale of Selma District Hospital to Adventist Health, and several fund development campaigns for Kaweah Delta Health Care District. My skills include copy writing, listening, reading, public speaking, meeting planning & hosting; I am dependable & meet deadlines.

Community and Professional Organizations/Activities:

Current member Rotary Club of Hanford Sunset

Past member Rotary Club of Visalia County Center

Current volunteer Friends of the Kings County Library

Past member Association of Fundraising Professionals

Previous Experience (board or committee member):

Election that approved the sale of Selma District Hospital to Adventist Health, staff, Kaweah Delta Hospital Foundation, staff, Friends of Kaweah Delta Hospital \$51 million Measure M general obligation bond, staff.

Kaweah Delta Hospital Foundation \$8 million capital campaign, staff.

Educational Background:

California State Polytechnic University

California State University, Fullerton: Bachelor of Arts, English

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information:

I declare that the above statements are true and accurate to the best of my knowledge.

Signature: Valerie Castles

Date: December 18, 2023

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

Please send completed forms to the **OFFICE OF THE CITY CLERK, 319 N. DOUTY STREET, HANFORD, CA 93230**; or by email to ncorral@hanford.city. For further information, call 559-585-2515, OR 559-537-7999

For Office use Only: ☐ New Appointment date:

☐ Reappointment date:

DISTRICT: B



REVENUE MEASURE COMMITTEE

RECEIVED
CITY OF HANFORD

JAN 05 REC'D

CITY CLERK

(Please print or type)

Name: Brookshier Russell Warren
(Last) (First) (Full Middle Name)

Business Address: _____

Home Address: _____

Business Phone: _____ Cell: _____ Email: _____

Please indicate why you are interested in serving and what skills you may have to contribute:

I'm A TAX PAYER
I live in the CITY OF HANFORD & That should be REASON ENOUGH

Community and Professional Organizations/Activities:

WORKED AS A FIREMAN FOR 30 YEARS

Previous Experience (board or committee member):

PREVIOUS BOARD MEMBER CROSSROADS PREGNANCY CENTER

Educational Background:

BA FRESNO STATE

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information:

I declare that the above statements are true and accurate to the best of my knowledge.

Signature: RW Brook Date: 1-5-24

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

Please send completed forms to the **OFFICE OF THE CITY CLERK, 319 N. DOUTY STREET, HANFORD, CA 93230**; or by email to ncorral@hanford.city. For further information, call 559-585-2515, OR 559-537-7999

For Office use Only: ☐ New Appointment date: ☐ Reappointment date: DISTRICT:



REVENUE MEASURE COMMITTEE

RECEIVED
CITY OF HANFORD

JAN 05 REC'D

CITY CLERK

(Please print or type)

Name: Brookshier Anna Marie
(Last) (First) (Full Middle Name)

Business Address: _____

Home Address: _____

Business Phone: _____ Cell: _____ Email: _____

Please indicate why you are interested in serving and what skills you may have to contribute:

My husband and I have been attending the City Council meetings to learn how city government runs.

We now know that our input matters and would like to be a part of this committee that will affect the whole community. I am currently the administrative assistant for a local non-profit. My previous work experience includes controller at a manufacturing plant, fast-service food restaurant manager, bookkeeper, retail store manager to list a few.

Community and Professional Organizations/Activities:

I attend and am active at Calvary Chapel of Hanford.

Previous Experience (board or committee member):

Alumni member of Delta Sigma Pi Business Fraternity.

Member of Sanger High Class of 1981 reunion committee and current treasurer.

Educational Background:

Bachelor degree from CSU Fresno in Business Administration with an emphasis in Management.

Associate of Arts from Kings River Community College.

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information:

I declare that the above statements are true and accurate to the best of my knowledge.

Signature: Anna M. Brookshier Date: 1/5/2024

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

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RECEIVED
CITY OF HANFORD

JAN 11 REC'D

CITY CLERK

REVENUE MEASURE COMMITTEE

(Please print or type)

Name: Devine, Curtis Martin

(Last)

(First)

(Full Middle Name)

Business Address:

Home Address:

Business

Phone:

Cell:

Email:

Please indicate why you are interested in serving and what skills you may have to contribute:

Having served the City of Hanford in the capacity as a city council member and a planning commissioner

I've been involved in pertinent city decisions and matters.

Community and Professional Organizations/Activities:

Current LAFCo Public Member Alternate, Current Chairman Hanford Planning Commission

Previous Experience (board or committee member):

Hanford City Council Member - District C, Republican Central Committee Member - District 5, Board Member KCAG

Board Member KAPTCA, Board Member California Association of Councils of Governments, Alternate at San Joaquin Joint Powers Authority,

Educational Background:

Some College, School of Hard Knocks

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information:

I declare that the above statements are true and accurate to the best of my knowledge.

Signature: Martin Devine

Date: 1/11/2024

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

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For Office use Only: ☐ New Appointment date:

☐ Reappointment date:

DISTRICT:

[Print](#)**Revenue Measure Committee Application - Submission #396****Date Submitted: 12/13/2023****First Name***

Andrea

Last Name*

Barone

Address*

[REDACTED]

City*

Hanford

State*

CA

Zip Code*

93230

Home/Cell Phone Number*

[REDACTED]

Email Address*

[REDACTED]

Business Address**City****State****Zip Code****Business Phone Number****Business Email Address****Please indicate why you are interested in serving and what skills you may have to contribute***

I'm a person that is used to collaborate with all people. I work in government and I'm familiar with budgeting and programs that can help entertainment baselines and coordinate projects.

Community and Professional Organizations/Activities *

I work the IT department of the local county office of education.
I coached basketball for one of the local youth leagues and coaches basketball in Italy for many years at a national League level.

Previous Experience (board or committee member)*

I was on the board of the Hanford youth basketball league, I am part of our leadership team at work and I was part of the board at the basketball team that I coached and played for in Italy

Educational Background*

My k12 shining was completed in Italy where i also completed two years of university of architecture in Italy. I completed my associate in computer science in the USA at SJVC and consequentially I completed my bachelor degree in network administration and security.

Signature*

Andrea Barone

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information

By typing your name here, you are declaring that the above statements are true and accurate to the best of my knowledge.

Date*

12/13/2023

8:53 PM

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

For further information, call 559-585-2515, OR 559-537-7999.



REVENUE MEASURE COMMITTEE

RECEIVED
CITY OF HANFORD

DEC 13 2023

CITY CLERK

(Please print or type)

Name:

Ramos Robert

(Last)

(Full Middle Name)

Business Address:

Home Address:

Business

Phone:

Ce

Email:

Please indicate why you are interested in serving and what skills you may have to contribute:

Any sales tax increase should be examined closely for the benefit of the citizens and the needs of city government. I have been involved with previous sales tax initiatives pertaining our city and county governments.

Community and Professional Organizations/Activities:

Previous Experience (board or committee member):

Was part of the 2035 general plan update in 2015

Educational Background:

High School graduate and continuing education of insurance and securities exchange commission (90.5EC)

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information:

I declare that the above statements are true and accurate to the best of my knowledge.

Signature:

Robert Ramos

Date:

Dec. 13.23

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

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For Office use Only:

☐ New Appointment date:

☐ Reappointment date:

DISTRICT:

C

12/13/2023, 2:07 PM

Print

Revenue Measure Committee Application - Submission #448

Date Submitted: 1/7/2024

First Name*

Nate

Last Name*

Ferrier

Address*

City*

Hanford

State*

Ca

Zip Code*

93230

Home/Cell Phone Number*

Email Address*

Business Address

City

Hanford

State

Ca

Zip Code

93230

Business Phone Number

Business Email Address

Please indicate why you are interested in serving and what skills you may have to contribute*

I am an active community member with experience on boards and deep roots in the Hanford Community.

Community and Professional Organizations/Activities *

Sgt Kings Co Sheriff's Office
Former President of the Kings Co Deputy Sheriff's Association
Member Kings County Republican Central Committee
Member of Hanford Elks Lodge
Member Koinonia Church
Secretary/Treasurer PORAC Cen Cal Chapter
Former public information officer at KCSO

Previous Experience (board or committee member)*

See question above

Educational Background*

AA Degree Porterville College

Signature*

Nate Ferrier

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information

By typing your name here, you are declaring that the above statements are true and accurate to the best of my knowledge.

Date*

1/7/202410:15 PM

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

For further information, call 559-585-2515, OR 559-537-7999.

Print

Revenue Measure Committee Application - Submission #462

Date Submitted: 1/13/2024

First Name*

Brigid

Last Name*

Fogg

Address*

[Redacted]

City*

Hanford

State*

CA

Zip Code*

93230

Home/Cell Phone Number*

[Redacted]

Email Address*

[Redacted]

Business Address

City

Hanford

State

CA

Zip Code

93230

Business Phone Number

Business Email Address

Please indicate why you are interested in serving and what skills you may have to contribute*

I was born in Hanford and have lived here most of my life. From my standpoint I can see how much positive growth our town has gained and can continue to accomplish via the proper planning.

Community and Professional Organizations/Activities *

I have worked in a professional environment with the American Red Cross, Navy Junior ROTC Navy Seal Commander , Banfield, and Petsmart.

Previous Experience (board or committee member)*

I have volunteered and lead voting precincts in Kings county.

Educational Background*

AS in Business from College of the Sequoias and have veterinary care experience.

Signature*

Brigid Fogg

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information

By typing your name here, you are declaring that the above statements are true and accurate to the best of my knowledge.

Date*

1/15/20249:50 PM

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

For further information, call 559-585-2515, OR 559-537-7999.

Print

Revenue Measure Committee Application - Submission #391

Date Submitted: 12/12/2023

First Name*

Victor

Last Name*

Chavarin Jr

Address*

[Redacted]

City*

Hanford

State*

CA

Zip Code*

93230

Home/Cell Phone Number*

[Redacted]

Email Address*

[Redacted]

Business Address

City

State

Zip Code

Business Phone Number

Business Email Address

Please indicate why you are interested in serving and what skills you may have to contribute*

Providing input related to city needs from a community member and resident perspective. As a former elections official, I have a clear understanding regarding the elections process including measures and initiatives. As a community volunteer I have seen first hand needs that our community faces.

Community and Professional Organizations/Activities *

Hanford Joint Union High School District - Basketball Coach
Hanford Youth Softball League - Board Member
Field Sports Advisory Committee member

Previous Experience (board or committee member)*

Kings County Elections Department - Elections Supervisor
Armona Community Services District - Director

Educational Background*

Sierra Pacific High School, 2014

Signature*

Victor Chavarin Jr

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information

By typing your name here, you are declaring that the above statements are true and accurate to the best of my knowledge.

Date*

12/12/2023

3:45 PM

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

For further information, call 559-585-2515, OR 559-537-7999.



REVENUE MEASURE COMMITTEE

RECEIVED
CITY OF HANFORD

DEC 21 2023

CITY CLERK

(Please print or type)

Name: Rosa Victor
(Last) (First) (Full Middle Name)
Business Address: [REDACTED]
Home Address: [REDACTED]
Business Phone: [REDACTED] Cell: [REDACTED] Email: [REDACTED]

Please indicate why you are interested in serving and what skills you may have to contribute:

I feel that our community can greatly benefit by some sort of revenue measure and also want to be part of ensuring that any such measure is fiscally sound and ensures good stewardship of our tax payer's dollars.

Community and Professional Organizations/Activities:
Superintendent, Hanford Joint Union High School District

Hanford Education Foundation Board Member

Rotary Club of Hanford Member and past President

Hanford Community Foundation Board Member

Previous Experience (board or committee member):

I have served on the Lemoore Chamber Board and was president

I have served on Kings EDC Board

Educational Background:

Doctorate in Organizational Leadership

Master's in Education

Bachelor of Arts, Social Science

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information:

I declare that the above statements are true and accurate to the best of my knowledge.

Signature: [Signature]

Date: 12/20/23

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

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For Office use Only: ☐ New Appointment date:

☐ Reappointment date:

DISTRICT: B

Print

Revenue Measure Committee Application - Submission #454

Date Submitted: 1/11/2024

First Name*

Cheyne

Last Name*

Strawn

Address*

[Redacted]

City*

Hanford

State*

Ca

Zip Code*

93230

Home/Cell Phone Number*

[Redacted]

Email Address*

[Redacted]

Business Address

City

State

Zip Code

Business Phone Number

Business Email Address

Please indicate why you are interested in serving and what skills you may have to contribute*

I'm dedicated to public service as I have served 4 years on the City of Hanford Parks and Recreation Commission, ran for Hanford City Council District E, and served in 2015 as the District Field Representative for the office of Assemblyman Devon Mathis. In addition, while going through college I also served as the Vice President of Finance for the Student Senate for California Community Colleges where I oversaw a multimillion dollar budget for california college students. Former board member on the College of the Sequoias Budget Committee (2016-2018).

Community and Professional Organizations/Activities *

Served as a Parks and Recreation Commissioner for 4 years(3 as Vice Chair), Volunteered for the Kings County Commission on Aging. Served on the Longfield Center Advisory Committee. Former Area Governor for Toastmasters International and former member of the Hanford and Visalia chapters.

Previous Experience (board or committee member)*

Former Parks and Recreation Commissioner and Vice Chair(4 years), Current Vice Chair of San Joaquin Valley Rail Committee,

Educational Background*

Tulare Union High School 1999-2003
College of the Sequoias 2016-2018

Signature*

Cheyne Strawn

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information

By typing your name here, you are declaring that the above statements are true and accurate to the best of my knowledge.

Date*

1/11/2024 5:00 PM

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

For further information, call 559-585-2515, OR 559-537-7999.



REVENUE MEASURE COMMITTEE

(Please print or type)

Name: Bartell, Jennifer Ingrid

(Last)

(First)

(Full Middle Name)

Home Address: [REDACTED]

Cell: [REDACTED]

Cell:

Email: _____

Email: [REDACTED]

Mailing Address: [REDACTED]

Please indicate why you are interested in serving and what skills you may have to contribute:

Lived experience is increasingly becoming valued as an asset in research as well as policy making. I would like to join the Revenue Measure Committee to add a voice from the growing population of unhoused residents here in Hanford. While learning about my own mental health, I spent one year on the street with my partner who has been of great support. We find ourselves here again, living in our car due to unaffordable housing among other societal issues. I am learning to find my voice and speak up on these important issues impacting our community.

My wish is to learn how a city such as Hanford is managed and financed, as well as understand how monies are allocated and for what reason.

I bring to the table my years of experience working with research and data for companies such as NGI (LabCorp), Amgen, Kaiser Permanente and DaVita in roles ranging from Lab Technician to Business Analyst. My skills should prove very beneficial to this group. I am a detail-oriented person skilled in writing technical and business documents.

My goal is to return to school to work towards my Masters/PhD in Public Health. Understanding the needs of this community will allow me to take this knowledge and use it to address public health needs caused by issues such as homelessness. Participation such as this can serve to better communities such as Hanford, CA.

Thank you for your consideration.

Jennifer Ingrid Bartell

DISTRICT: N/A

For Office use Only:

New Appointment date:

Reappointment date:

Community and Professional Organizations/Activities:

Hanford High School Alumni 199

Current member of the Unhoused Community in Hanford, CA

Homeless/Mental Health/Human Rights Advocate

Member/Supporter – Amnesty International

Member/Supporter – Human Rights Watch

Previous Experience (board or committee member):

Educational Background:

Hanford Union High School – 1991

University of California at Los Angeles B.S. Cell and Molecular Biology

Lived Experience – Personal Experience with Mental Health Issues and Homelessness in this community.

Consent to be Nominated and Certification of Truthfulness and Accuracy of Information:

I declare that the above statements are true and accurate to the best of my knowledge.

Signature: Jennifer Ingrid Bartell 01/15/24

Date:

This position is for a one-year term. If you are selected, the information contained on this form will become a public record.

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AGENDA STAFF REPORT

MEETING DATE: 2/13/2024	AGENDA SECTION: GENERAL BUSINESS
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SUBJECT:

Introduction to City finance, the General Fund and other funds

RECOMMENDATION:

Recommendation: Staff recommends that the Committee receive a presentation on City of Hanford finances.

Recommended Motion: No action is required.

BACKGROUND:

Today's presentation is intended to serve as an introduction to the City's finance structure and how it spends funds. As an overview, staff will review:

- 1) Budget Policy; and
- 2) Financial Structure

Resolution 20-29-R requires that the City must have a balanced budget:

- A balanced budget will be defined as total General Fund revenues, including transfers-in, being equal or more than total General Fund expenditures and transfers-out, less one-time capital expenditures and/or transfers-out if supported by available fund balance.

Resolution 22-20-R states the City shall have a 35% General Fund Reserve Policy:

- Goal of 15% General Fund operating reserve and 20% Contingency Reserve
- Goal of 15% reserve for all other funds
- Based on % of annual revenues

If these policies are consistently followed, the City should be able to avoid the financial stress sometimes experienced by governments with less fiscal discipline.

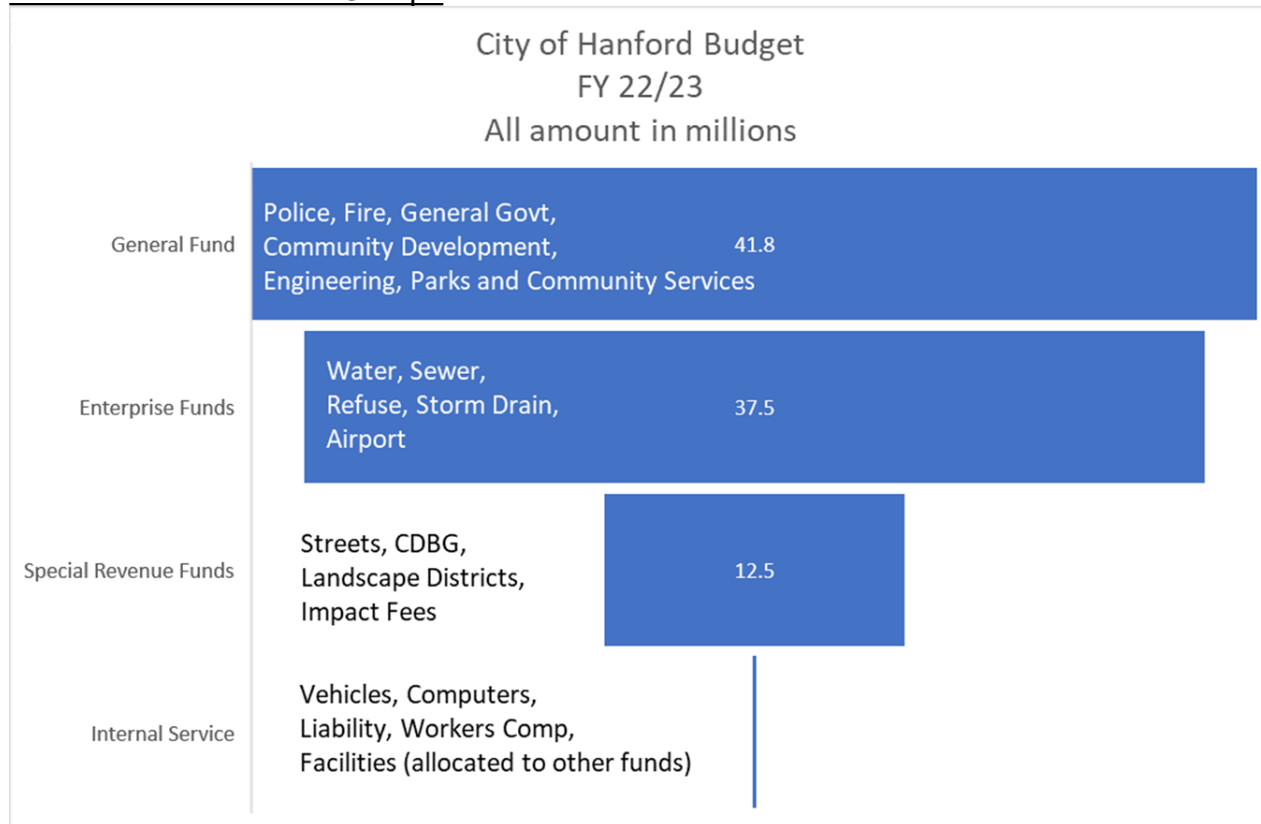
Financial Structure

City revenues are organized within funds in order to account for the use of certain funds. For example, when the City receives gas tax revenues, the City is required to show that it spent those funds on roads. As a result, it is important to understand the nature of the fund's restrictions in order to understand how a fund's resources may be used.

Broadly speaking, here are the general grouping of the City's 120 active funds as shown in Table I,

Hanford's Fund Groups:

Table 1: Hanford Fund Groups



General Fund – This fund is the most discretionary funding for the City, and has the least restrictions. Essentially, any governmental need deemed by Council as appropriate may be funded from the General Fund. The General Fund also has the most demand on its resources, funding Police, Fire, General Government, Parks and Community Services, some Streets (including Engineering) and Community Development.

Special Revenue Funds – These funds are very specialized and legally restricted in their purpose and take of specialized operational needs (the landscaping around a subdivision of Landscape Districts) but more often are used for capital projects (Gas Tax funds). Most of the money is dedicated for capital projects.

Enterprise (Proprietary) Funds – This is the second largest portion of the budget after the General Fund. Most of the money is for Water, Sewer (Wastewater), Refuse and Storm Drain operations. To a smaller extent, the Airport, Courthouse Rentals and Intermodal (Train Station) are in this fund group. This group of funds uses the full accrual basis of accounting, which means that capital assets are depreciated and accounted for in the fund. The General Fund and Special Revenue funds do not show their capital assets in the fund and can almost be considered cash funds.

Internal Service Funds – These funds are used to account for the financing of goods or services provided by one department or agency of the City to another on a cost reimbursement basis.

Fiduciary Funds - These are trust and custodial funds used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations and/or other governments. The City has very few of these type of funds.

Fund Groupings

Hanford has used a number of funds that collectively might be considered one fund. For example, three funds are frequently used as follows:

<u>Model</u>		<u>Example</u>
Fund for Operations	0001	General Fund Operations
Fund for Reserves	0002	General Fund Contingency Reserves
Fund for Capital	0004	Accumulated Capital Outlay

The operations fund would have all the departmental operations, such as Police, Fire, Parks and Rec, General Government. The Reserve fund would have the City's Contingency Reserve and the Capital fund would account for all the capital projects undertaken by the General Fund.

Enterprise funds are frequently organized in this manner also. Effectively, the three funds act collectively as the General Fund or one of the Enterprise funds. More often, the Special Revenue Funds represent a single revenue source and frequently then have but one fund for the revenue.

Moving funding across different types of funds would rarely occur, and only if legally allowed. For example, using water funds for a sewer project or to fund a firefighter position would be illegal and not allowed.

FISCAL IMPACT:

None

ATTACHMENTS:

None