City Council Meeting
Agenda

April 2, 2024
7:00 PM – Regular Meeting
Council Chambers
400 N. Douty St.

Council Members will meet in-person in the Council Chambers. The meeting will also be lived streamed on the City's website: http://livestream.hanford.city/

4:00 PM CALL TO ORDER STUDY SESSION:

ROLL CALL BY THE CITY CLERK:

PUBLIC COMMENT:

Study Sessions are considered Special Meetings under the Brown Act. Accordingly, comments from the public are limited to items listed on the agenda (GC 54954.3a). Public Comment will be accepted during each agenda item. 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. Review and comment on 1) Planned allocation of resources for the Draft City of Hanford's 2024-2028/29 Consolidated Plan (ConPlan), including First Year 2024/25 Annual Action Plan for the use of U. S. Department of Housing and Urban Development (HUD), federal Community Development Block Grant (CDBG), funds by the City's Community Department-Housing Division, and 2) Comment on DRAFT CDBG 2024 Action Plan Amendment.

B. Presentation of the City's Downtown Strategic Plan, including its recommendations related to Policy/Administration, Tourism/Promotion, Economic Vitality and Design, and discussion about the reestablishment of the Central Parking and Business Improvement Area Advisory Board, as required by the City's Municipal Code, including its role in helping to implement recommendations provided in the downtown plan.

CALL TO ORDER REGULAR SESSION:

ROLL CALL:

INVOCATION:

FLAG SALUTE:

COUNCIL REPORTS/GENERAL REPORTS:

Brief information-only reports from City Council and/or Staff, including committee reports and reports by City Council related to meetings attended at City expenses (AB1234).

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters 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. State law does not allow the Council to discuss or take action on issues not on the agenda, except that members of the Council 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.

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 the title only.

B. City Clerk: Approval of the appointment of Ms. Cindy Harris to the Kings Mosquito Abatement District Board of Trustees, recommended by Michael Cavanah, District Manager of the Kings County Mosquito Abatement District.

C. Administration: Introduction of Ordinance No. 24-04, Amending Section 2.20 and Repealing Section 2.28 of the Hanford Municipal Code, thereby dissolving the Parking and Traffic Commission

D. Administration: Approval of the second reading and Adoption of Ordinance No. 24-03 amending Section 12.24 to Title 12 of the Municipal Code, thereby amending sections related to City Properties and the acceptable use of these properties by the public.

E. Community Development: Authorization for the City Manager to execute contract amendment with Kinoca Minolta for backfile scanning services of Building division's large-format plans for a total not to exceed $109,785.00 for the completion of the project.

F. Community Development: Community Development: Acceptance of the mandated General Plan Annual Progress Report for Calendar Year 2023 and Authorization for the submittal to the Governor's Office of Planning and Research.

G. Community Development: Adoption of Resolution N0. 24-08-R, Supporting an Application for Funding from the State of California Department of Housing and Community Development HOME Investment Partnership Program (HOME) Program in support of first-time homebuyer activities.

GENERAL BUSINESS:

A. Utilities and Engineering: Award of Professional Services Contract to 4Creeks Engineering in the amount of $77,700 for design of the site improvements required for the Youth Athletic Complex (YAC) Restroom and Concession Stand Building Project

B. Administration: Recognition of Departing Council Member Diane Sharp

ITEMS FOR FUTURE AGENDAS:

At this time, any Council Member may ask a question for clarification or may request a matter, which is not otherwise scheduled on a City Council agenda, to be placed on a future agenda. The Council Member referring the item shall provide sufficient information as to the nature of the item. The City Council, by concurrence of a majority, may direct the City Manager to put the item on a future agenda. (GOV. CODE SEC. 54954.2)

A. Council Future Agenda Items

B. Upcoming Events and Important Dates:

April 16: Food Truck Takeover in Civic Park 11:00 a.m. - 2:00 p.m.
April 16: Regular City Council Meeting
May 2: Thursday Night Market Place in Civic Park 5:30 p.m. - 9:00 p.m.
May 7: Regular City Council Meeting
May 21: Regular 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: 4/2/2024	**AGENDA SECTION:** STUDY SESSION

SUBJECT:
Review and comment on 1) Planned allocation of resources for the Draft City of Hanford's 2024-2028/29 Consolidated Plan (ConPlan), including First Year 2024/25 Annual Action Plan for the use of U. S. Department of Housing and Urban Development (HUD), federal Community Development Block Grant (CDBG), funds by the City's Community Department-Housing Division, and 2) Comment on DRAFT CDBG 2024 Action Plan Amendment.

RECOMMENDATION:

That Council review and comment on the DRAFT priorities and allocation of resources to be included in the DRAFT Consolidated Plan to be released for public review on Thursday, April 4, 2024

BACKGROUND:

The City of Hanford is an entitlement city under the Community Development Block Grant (CDBG) Program authorized by the Housing and Community Development Act of 1974. The U.S. Department of Housing and Urban Development (HUD) provides annual funds to the City under this program. The CDBG program is a significant Federal program that provides grants to local communities to improve the physical, economic, and social conditions in their neighborhoods. It aims to develop suitable living environments and expand economic opportunities, primarily for low and moderate-income individuals. The program encourages communities to devise innovative and constructive approaches to enhance their urban neighborhoods.

The U.S. Department of Housing and Urban Development (HUD) allocation for the Community Development Block Grant (CDBG) Entitlement Community Grant Fund requires that a city adopt a Consolidated Plan. The Consolidated Plan is a five-year document that establishes the Community's long-term goals regarding using CDBG funds to meet the national requirement to benefit low-to-moderate-income persons and neighborhoods by eliminating or preventing slums and blight.

The current Consolidated Plan, approved in May 2019, expires on June 30, 2024. In 2020, the City amended it to reflect technical revisions required by HUD.

Staff is developing the FY 2024-25 to FY 2027-28 Consolidated Plan and the annual FY 2024-25 Action Plan. The Consolidated Plan serves as the City's application for CDBG funds. It sets forth priorities, strategies, and overall policies to address the needs of primarily low and moderate-income persons and areas in the City. It exists in conjunction with the annual Action Plan, which allocates one year's funding (entitlement and program income) to specific eligible projects and activities.

The Consolidated Plan's objectives must include providing decent housing, a suitable living

environment, and expanded economic opportunities. The Plan consists of a detailed community profile, a housing and community development needs assessment, priority needs, specific objectives, a strategic plan to meet those needs, and a description of how the proposed programs address the needs and goals. The top five (5) goals were identified based on the information collected. **(Attachment A)**

No action is required today. The staff is seeking input from the City Council regarding the priorities and activity allocations proposed for the Consolidated Plan (ConPlan) for the next five years from 2024/25-2027/28 **(Attachment B).**

The CDBG Process in Hanford

Consolidated Plan
The Federal Housing and Urban Development Department (HUD) requires the City to prepare a five-year Consolidated Plan as a condition of receiving federal funds; this is the first step in the CDBG process. The City Council approved the current Consolidated Plan on May 7, 2019, which governs the 2019 through 2023 program years.

Annual Action Plan
Each year, after Congress has passed a budget bill and appropriated funds, the City must submit an Action Plan to HUD, referred to as an Action Plan. This may occur anytime between January and May, depending on the timing of congressional budget action. The Action Plan describes the specific planned uses for CDBG in that program year and certain other program requirements. In addition, these projects consider input received from extensive public outreach.

Public Participation
The City of Hanford has identified five priority development areas to meet the greatest needs of residents in the City. Priorities are based on the following:

Responses to the Community Survey conducted during the Consolidated Plan process.

- Information was gathered in specific focus groups.
- Interviews with various organizations and service providers in the housing and community development field and
- Data from the 2010 Census, the American Community Surveys, Needs Assessment, and the City's General Plan.
- To help inform the development of the Consolidated Plan update, the City of Hanford consulted with over **five (5)** stakeholders- a resident and stakeholder survey to identify housing, community development, and economic development needs.
- Six hundred eleven (611) residents participated in a survey to support the City of Hanford's Consolidated Plan update. The survey was available to residents and businesses in the City of Hanford and individuals working in housing and community development, lending, social services, and fair housing and advocacy, serving the City of Hanford. Participation was voluntary.

The City of Hanford receives federal funds from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program. It is estimated that the City will receive **$522,039** in Program Year 2024. Additionally, the City expects an estimated program income of **$312,000** for a total budget of **$834,039.**

HUD regulations require all CDBG-funded activities to meet one of the three national objectives:

Benefit low- and moderate-income (LMI) persons – This national objective is often called the "primary" national objective because the statute requires that recipients expend 70 percent of their CDBG funds to benefit LMI persons.

Aid in the prevention or elimination of slums and blight- This category covers activities that aid in the prevention or elimination of slums or blight in a designated area, on a spot basis, or within an urban renewal area. It is not based on residents' income. There are restrictions on what specific activities are permitted.

Urgent need- The urgent need national objective category is rarely used. It is designed only for activities that alleviate emergencies when other financial resources are unavailable to meet such needs. This discussion provides staff direction in the APP preparation process, allowing the Council to review the proposed activities/programs, obtain feedback from the Community, and add, delete, or make recommendations.

The CDBG regulations and statutes place specific requirements and stipulations on project and activity categories, not others. For example, the regulations and statutes cap the CDBG funds used for public service and program administration activities. Additionally, the category of eligibility may dictate the eligible costs, the national objective under which the activity falls, and the triggered rules. Often the rules and regulations triggered for many eligible activities make the actual implementation of such activities too onerous or costly. For this reason, the City has attempted to limit the types of projects it funds, typically with CDBG program dollars, to those manageable to accomplish within a program year.

Next Steps:

- **Public Comment Period:** The complete draft of the ConPlan, which includes the 5-year Strategic Plan, Market Analysis, Needs Assessment, and 1st-year 2024/25 Action Plan, will be released for public review on April 4, 2024. The document will be available on the City website, and hard copies may be requested from the Housing Division.
- **Public Hearing**: The staff will conduct a public hearing and adopt the Plan on May 7, 2024.
- **Submittal to HUD:** by May 15, 2024

FISCAL IMPACT:

No impact to the General Fund

ATTACHMENTS:

1. Attachment A- Goal Summary Information ConPlan 2024-2028
2. Attachment B Draft Summary Five Year Projection Spreadsheet

“Attachment A”

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator Projected Outcomes
1	Housing	2024	2028	Affordable Housing	Citywide		$942,125	Homeowner Housing Rehabilitation: 50 Alternate Activity: First Time Homebuyer: 2
2	Program Administration	2024	2028	Program Administration		Administration Community Development	$713,779	
3	Public Services	2024	2028	Homeless Non-Homeless Special Needs Non-Housing Community Development Community Services & Programs	Citywide	Public Services Shelter and Services for the Homeless Senior Services Youth Services	$390,000	Public service activities for Low/Moderate Income Housing Benefit: Homeless 15,000 Persons Assisted Public Service activities. Seniors 2-year outcomes: 300 Scholarship Program: 73 persons
4	Community Development Enhancement	2024	2028	Homeless Non-Housing Community Development	City of Hanford	Neighborhood Preservation and Public Facilities Shelter and Services for the Homeless	$1,100,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: To be determined- Persons Assisted. Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 1 Facility

Goal Descriptions

1	**Goal Name**	Housing
	Goal Description	The City of Hanford seeks to increase the affordable housing stock by supporting the planning, design, and construction of new housing units; homeownership through new or existing home buyer, including down payment assistance; housing rehabilitation including home improvement assistance programs, affordable rental housing construction for special needs families; the building or converting existing buildings for homeless housing; housing construction—partner with CHDO agencies for project work.
2	**Goal Name**	Program Administration
	Goal Description	Planning and Administration of the City's CDBG Program.
3	**Goal Name**	Public Services
	Goal Description	• The City of Hanford will address community and special needs through increased mental and behavioral health public services. This is to meet the public's need for assistance with substance abuse, domestic violence, and general mental health needs. • Hanford will assist homeless prevention services working with the Continuum of Care Kings/Tulare Counties. • Provide funding for youth programs and scholarship programs.
4	**Goal Name**	Community Development/Enhancement
	Goal Description	Improving recreational spaces, supporting community and social service facilities, enhancing existing infrastructure such as streets and sidewalks, curbing and other public facilities lighting, and addressing public safety concerns. Improvements to local nonprofit community facilities such as youth or senior centers, emergency homeless shelters

Attachment "B"

DRAFT SUMMARY FIVE YEAR PROJECTION 2024-2028

COMMUNITY DEVELOPMENT BLOCK GRANT

	APPROVED 5/16/2022 2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	
REVENUE							
CDBG REVENUE:	**Actual**	**Estimate**	**Estimate**	**Estimate**	**Estimate**	**Estimate**	**TOTAL**
Annual CDGB Program Income	$ 521,703.00	$ 522,039.00	$ 522,039.00	$ 522,039.00	$ 522,039.00	$ 522,039.00	$ 2,610,195.00
CDBG Program Income	$ 25,000.00	$ 312,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 412,000.00
TOTAL CDBG REVENUE:	**$ 546,703.00**	**$ 834,039.00**	**$ 547,039.00**	**$ 547,039.00**	**$ 547,039.00**	**$ 547,039.00**	**$ 3,022,195.00**
EXPENDITURES							
Administration, Planning							
Operating	$ 109,340.60	$ 166,807.80	$ 109,407.80	$ 109,407.80	$ 109,407.80	$ 109,407.80	$ 713,779.60
Max allowed 20%	*20%*	*20%*	*20%*	*20%*	*20%*	*20%*	
CDBG PRIORITIES							
HOUSING							
Rehabilitation Minor Home Repair Program	$ 164,108	$ 242,125	$ 175,000	$ 175,000	$ 175,000	$ 175,000	$ 942,125
Alternate Activity First Time HomeBuyer	$ -		$ -	$ -	$ -		
		$ 242,125	$ 175,000	$ 175,000	$ 175,000	$ 175,000	**$ 942,125.00**
PUBLIC SERVICES							
Continuum of Care Support	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 50,000
***Fair Housing Services**	0	$ -	$ 7,000	$ 7,000	$ 7,000	$ 7,000	$ 28,000
***KCAO - Program Support**		$ 68,000	$ 27,000				$ 95,000
***Kings County Commission on Aging**	$ 48,255	$ 14,000	$ 14,000				$ 28,000
***City of Hanford -**		$ 47,000	$ 20,000				$ 67,000
***Pending City Council Approval**	$ 58,255.00	$ 139,000.00	$ 78,000.00	$ 17,000	$ 17,000	$ 17,000	**$ 268,000**
COMMINITY DEVELOPMENT/ENHANCEMENT							
Council Approved 5/16/22	$ 200,000						
Pending City Council Approval		$ 300,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 1,100,000
	$ 200,000	$ 300,000	$ 200,000.00	$ 200,000.00	$ 200,000.00	$ 200,000.00	**$ 1,100,000.00**

AGENDA
STAFF REPORT

MEETING DATE: 4/2/2024	**AGENDA SECTION:** STUDY SESSION

SUBJECT:
Presentation of the City's Downtown Strategic Plan, including its recommendations related to Policy/Administration, Tourism/Promotion, Economic Vitality and Design, and discussion about the reestablishment of the Central Parking and Business Improvement Area Advisory Board, as required by the City's Municipal Code, including its role in helping to implement recommendations provided in the downtown plan.

RECOMMENDATION:

Recommendation: That the City Council review the matter and provide input on the City's Downtown Strategic Plan, including its recommendations related to Policy/Administration, Tourism/Promotion, Economic Vitality and Design, and provide additional direction regarding the reestablishment of the Central Parking and Business Improvement Area Advisory Board as required by the Hanford Municipal Code.

BACKGROUND

On November 15, 2022, the Hanford City Council authorized staff to enter into an agreement with Retail Strategies to develop a Downtown Strategic Plan (Plan) for Hanford. Over the course of the first year of the contract, staff worked with the consultant, who also hosted a meeting with downtown stakeholders, to develop a strategic plan for Hanford's dowtown. The Plan focuses on "Five Pillars" to strengthen and encourage economic growth in the Downtown including Market Analysis, Policy and Administration, Tourism and Promotion, Economic Vitality and Design. Staff will provide Council with a presentation that includes the summary and recommendations associated with each Pillar.

In several cases, the City has already begun the implementation process for some Pillars found in the Plan. For example, the Plan includes several strategies to encourage public art, downtown improvements, and alley activation. Recently, Council approved an updated mural policy in the Downtown (MX-D Zone) that makes it easier for Downtown Businesses to install murals on their buildings. City staff have also started working with several community partners, including the Rotary Club of Hanford, to encourage mural projects in the Downtown. The City is currently in the process of coordinating a "kick off" meeting to help identify the location and themes of murals in the Downtown.

For several of the Pillars, the Plan recommends working with Downtown "stakeholders" and "community partners" to help advise and participate in the Plan's implementation process. The City's Municipal Code established a Business Improvement Area, which requires a seven-member board, comprised of business owners in the Downtown, that is tasked with making recommendations to Council on funding and other matters in the Business Improvement Area as it relates to the following:

A. The acquisition, construction or maintenance of parking facilities for the benefit of the area;
B. The decoration of any public place in the area;
C. The promotion of public events which are to take place on or in public places in the area;
D. The furnishing of music in any public place in the area; and
E. The general promotion of retail trade activities in the area.

The Business Improvement Area Board may be the appropriate advisory group to provide recommendations on the Plan's implementation. To move forward with the implementation of the Plan, Staff is recommending that the Business Improvement Area Board be re-established within the adopted district boundaries. To insure that the BID has broad representation among the entire Area, City planning staff created a district map that includes seven districts (each district contains an equal number of businesses). Parcels zoned exclusively for residential uses were excluded from the district map since they do not pay a business licenses tax and cannot establish storefront businesses.

Staff is seeking direction on the proposed Business Improvement Area District map and is seeking input on the implementation of the Downtown Strategic Plan.

FISCAL IMPACT:

No impact to the General Fund

ATTACHMENTS:

1. Downtown Strategic Plan
2. BIA District Map

downtown strategies

HANFORD, CALIFORNIA

Downtown Strategic Plan

July 2023

About Us

downtown strategies

Who We Are

Downtown Strategies, a division of Retail Strategies, exists to provide realistic, implementable strategies to communities for revitalizing their downtowns. Led by a team of downtown revitalization practitioners and real estate experts, our combination of real-world experience, plus expertise in real estate and retail uniquely qualify us to assist communities with backfilling vacancies, increasing tourism, and enhancing the sense of place in their downtowns. Serving rural communities in 24 states, Downtown Strategies is the leading national firm for downtown revitalization planning with an emphasis on real estate and retail.

5-Year Plan

At Downtown Strategies, we believe that action and implementation are more important than a flashy 20-year vision. Our process is based on our team's experience as practitioners. Our team members have been in your shoes as community leaders and how what it is like to manage downtown revitalization efforts.

Most communities do not suffer from a lack of ideas, they struggle with knowing where to start when it comes to implementing their ideas. Rather than brainstorming everything that you could ever potentially do in your downtown, we focus on a five-year timeframe. This plan is designed to help you identify where your community should focus its energy and effort in the near-term. Implementing these short-term, doable strategies will incrementally shift the trajectory of your downtown and create the spark that you desire.

Our Team

downtown strategies

Jenn Gregory

President, Downtown Strategies

jgregory@retailstrategies.com

Key Focus Areas: Team Management; Policy & Administration

Jeremy Murdock

Community Development Specialist, Downtown Strategies

jmurdock@retailstrategies.com

Key Focus Areas: Design; Tourism & Promotion

Elliott Cook

Director of Real Estate, Retail Strategies

elliott@retailstrategies.com

Key Focus Areas: Market Analysis; Economic Vitality

Laura Marinos

Director of Client Services, Downtown Strategies

laura.marinos@retailstrategies.com

Key Focus Areas: Client Management; Scheduling

Taylor Turner

Client Services Coordinator, Downtown Strategies

tturner@retailstrategies.com

Key Focus Areas: Organization; Resources; Communication

Our Partnership

Downtown Strategies is thrilled to partner with Hanford to identify short-term opportunities for enhancing their downtown district.

In Hanford, Downtown Strategies conducted an in-market workshop including a Strategic Visioning Workshop and provided strategies within this 5-year strategic plan that are implementable, practical, asset-based, and market-driven. Following adoption of this plan, Downtown Strategies will assist with implementation to give a jump-start to the Hanford team in order to spark action locally.

downtown strategies

Types of Plans

	downtown strategies	Traditional Strategic Plan	Master Plan
TIMELINE	6-8 Weeks	18-24 months	18-24+ Months
SCOPE	5-Years	20+ Years	20+ Years
COST	$	$$	$$$
FOCUS	Action, Incremental Change	Vision, Goals, Ideas	Drawings, Visions, Plans
RECS	Tactical, Practical	Big Picture, Visionary	Big Idea, Extensive

Partnership Timeline

In the winter of 2022, the City of Hanford partnered with Downtown Strategies to develop a short-term strategic vision for Downtown Hanford.

The focus of the vision was to enhance and accelerate the current revitalization efforts occurring downtown and provide a shared vision for community organizations and stakeholder groups.

Partnership Began	December 2022
Kick-Off Call	January 2023
Strategic Visioning Workshop	April 2023
Market Analysis Presentation	July 2023
Strategic Plan Presentation	July 2023

The Five Pillars

Market Analysis

Assessing your consumers from multiple geographies allows you to uncover and define the economic potential in your downtown.

Policy & Administration

Policy & Administration involves creating a strong foundation for a sustainable revitalization effort, including cultivating partnerships, community involvement, and resources for the district.

Tourism & Promotion

Smart promotion initiatives position your downtown or commercial district as the center of the community and hub of economic activity, while creating a positive image that showcases a community's unique characteristics.

Economic Vitality

Econonic Vitality involves analyzing the retail and real estate as the foundation of your redevelopment opportunities, and creating a supportive environment for entrepreneurs and innovators that drive local economies.

Design

Thoughtful design supports a community's transformation by enhancing the physical and visual assets that set the downtown district apart.

downtown strategies

DATA & ANALYTICS

Market Analysis

Assessing your consumers from multiple geographies allows you to uncover and define the economic potential in your downtown.

Market Analysis

We begin by assessing your consumers from multiple geographies. Using our advanced analytics, proprietary tools, and cell phone data, we uncover and define the economic potential in your Downtown area based on a custom trade area derived from mobile data tracking.

37 Avg. Age
3.08 Avg. Household

48% Latino
38% White

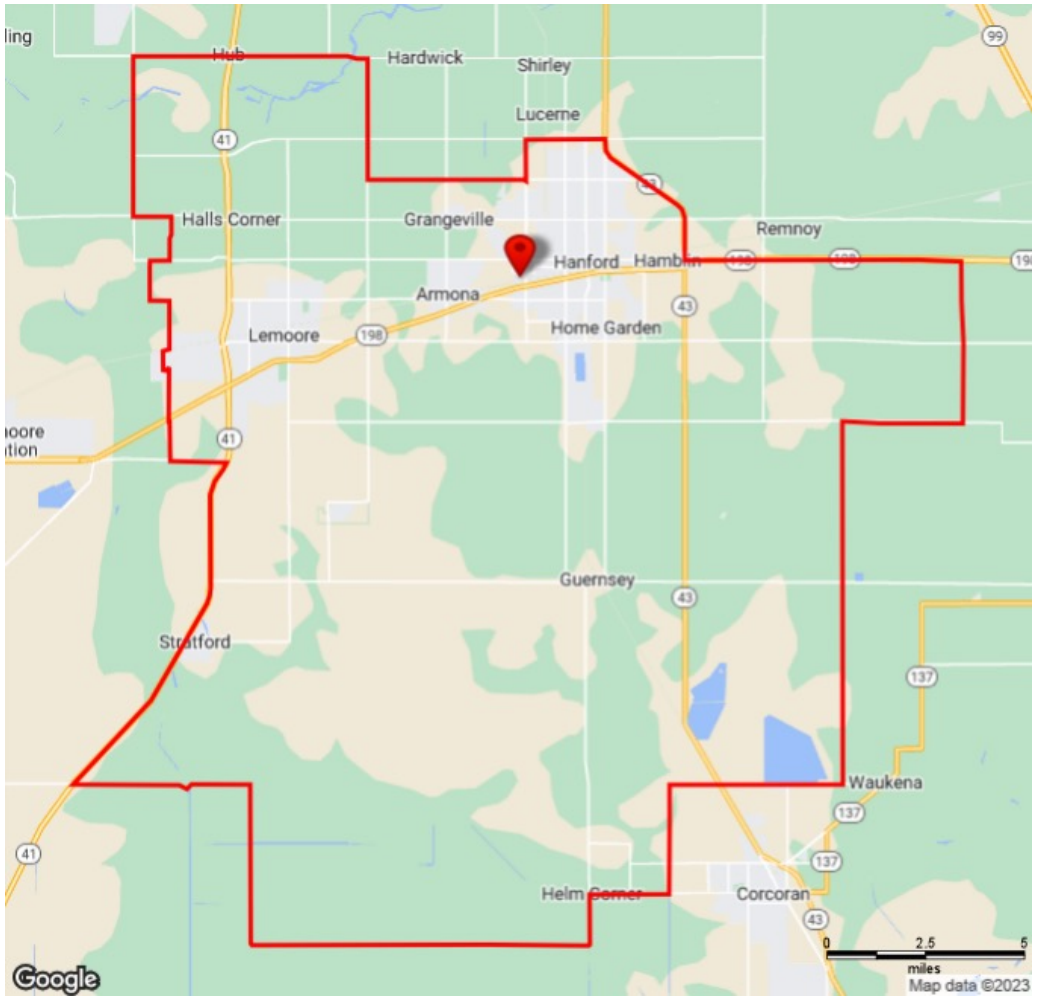
88,685
Daytime population

58,013
City population

Custom Trade Area (CTA) Demographics

Using our advanced analytics and proprietary tools, we uncover and define the economic potential in your Downtown area based on a custom trade area derived from mobile data tracking.

The custom trade area identifies consumers who are **already** traveling to your community on a regular basis to purchase goods and services.



101,103
Custom Trade Area Population

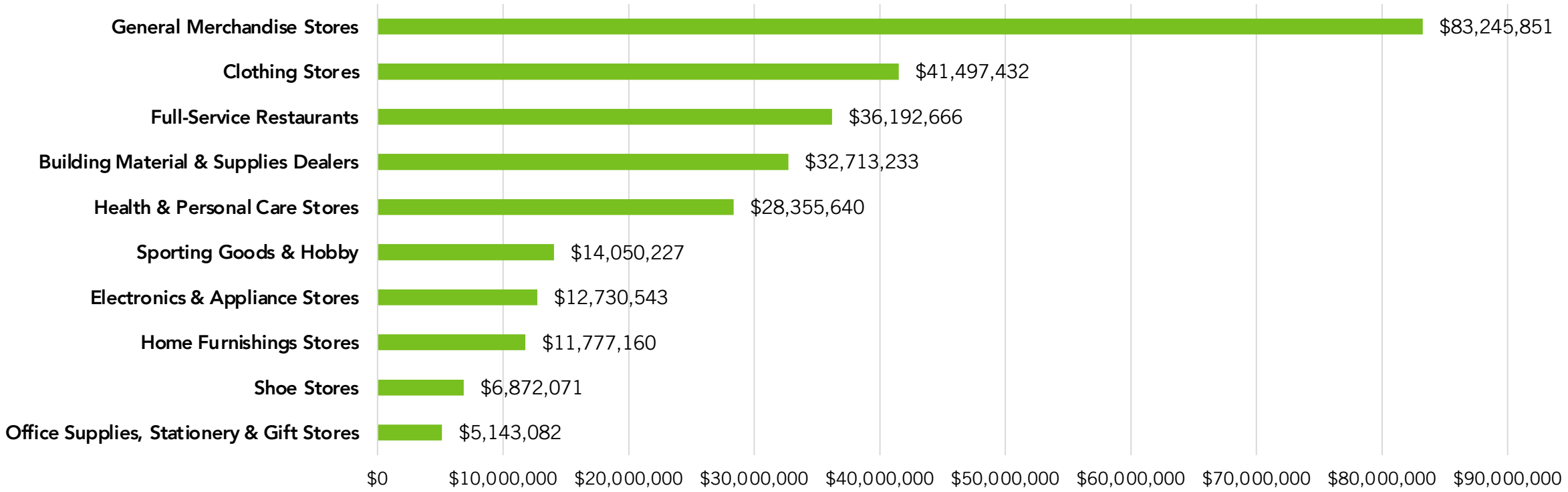
7.72%
Estimated CTA Growth

$66,655
Median Household Income

GAP Analysis

When customers leave the trade area and purchase goods and services, that creates what is called leakage. Money is leaving the trade area creating a gap in the market.

Communities can attempt to reduce the leakage by recruiting businesses and entrepreneurs within the top categories.



downtown strategies

FOCUS AREA 1

Design

Thoughtful design supports a community's transformation by enhancing the physical and visual assets that set the downtown district apart.

Public Art

Focus Area 1: Design

Strategy

Public art brings life into a downtown area. Many downtowns focus on traditional art such as murals and sculpture, both of which add creative elements to the district. However, other elements can also be used to create the foundation for an artistic community. Creative business signage, ghost sign restoration, painted crosswalks and intersections, selfie stations, temporary art installations, and other additions add to the artistic personality of the community.

In Hanford

Hanford has struggled with the addition of public art, mainly murals, in recent years due to the potential controversial nature of art. Community leaders have struggled to identify artwork and designs that would be appropriate for the downtown area and not receive negative feedback from residents. Community leaders understand the important role that public art plays in creating a vibrant downtown, but they need to find an initial pilot project that will generate positive feedback and engage the overall community.

A simple "Downtown Hanford" or "Welcome to Downtown Hanford" mural should be designed. The message of the mural is clear and should not be viewed as controversial by most stakeholders. The background of the mural should be a simple geometric or similar pattern. A vibrant, but tasteful color palette should be chosen. The mural should be located in a visual location that provides a safe photo opp for downtown visitors.

Case Studies

Clayton, North Carolina's Public Art Advisory Board hosts an annual Downtown Sculpture Trail which places sculptures throughout the downtown area. The program started small and has grown to include 12 sculptures by artists from around the country. Artists submit their artwork to the advisory board who selects the artwork for the year. The sculptures are placed in strategic locations throughout the downtown district which encourages visitors to explore the area. A brochure with a map is also created to identify the locations, artists, and artwork.

Learn More

Annual Sculpture Trail - Clayton, North Carolina

WELCOME TO THE
NEIGHBORHOOD

Hello
Sunshine!

ALEXANDRIA
Louisiana
@UGLYMUGMARKETING

SHOPPES
AT
SoCo
WHERE YOU CAN FIND EVERYTHING

I ♥
LEX

RUSTON
Louisiana

Welcome to
JACKSON

COLUMBUS CIRCLE
HOLIDAY MARKET

Public Art

Murals – Heat Applied Graphics

Advancements in technology have opened the door for a wide range of creative signage and art projects. Heat applied graphics, like heated vinyl, allow a seemingly endless range of possibilities for murals and public art. These graphics are printed on panel rolls similar to wallpaper and applied using a specific heating process so that the material adheres to the brick, block, or other material. The adhesion allows the texture of the material to show through giving the mural a painted appearance.

Anything from artwork, logos, graphics, or photographs may be printed on the material. The same heat treatment is used to remove the sign without damaging the wall surface. This process can also be used indoors without damaging sheetrock walls. This type of project requires a partnership with a qualified professional installer.

Heat applied graphics allow for murals to be installed without permanently painting the wall surface which may be more appealing to partnering property owners. The semi-permanent nature also allows for a wider variety of artwork and uses. Some communities have used the opportunity to display seasonal events calendars in the downtown area. Something that would not have been practical with traditional mural treatments.

Photograph by DIG Creative Solutions

Photograph by DIG Creative Solutions

Photograph by DIG Creative Solutions

Photograph by DIG Creative Solutions

Photograph by 40 Visuals

Sculpture

Ghost Sign Restoration

Temporary Selfie Station

Semi-permanent Selfie Station

Selfie Wall Mural

Guerrilla Art

Traditional Mural

Adopt a Planter Program

Focus Area 1: Design

Strategy

Landscape planters are a key component of a downtown streetscape. Curb extensions reclaim excess asphalt and convert the space into planters for landscaping and aesthetic enhancements. Adding street trees, shrubs, groundcovers, and annual color greatly enhance the walkability and appearance of downtown and add to the vibrancy of the district.

While the addition of planters is a tremendous asset, they can quickly become a distraction if the landscaping and spaces are not well maintained. Weeds, overgrown plant material, and empty planters give a negative impression to visitors, business owners, and stakeholders. So, if planters are added, it is critical that they are maintained properly throughout all seasons. Realizing that the addition of annuals, perennials, shrubs, or groundcover will require additional maintenance demands, various options should be explored for upgrading and enhancing the plantings in these areas. Creative solutions could include an adopt-a-planter program.

In Hanford

The curb extension planters throughout Downtown Hanford have allowed for the addition of street trees and provided space for additional landscaping. The street trees provide shade, soften the appearance of downtown, and add to the walkability of the district. However, many of the planters were void of any additional plant material leaving the area at the base of the trees empty.

If the city budget will not allow for increased maintenance in the short term, an adopt-a-planter program should be explored. These programs allow for private businesses, civic group, and other volunteers to claim responsibility for a specific planter. Whoever adopts the planer is responsible for the planting and maintenance of the space.

Standards which outline appropriate plant species, maintenance standards, etc. can be established to create a unified appearance throughout the downtown area. This type of program could involve a partnership between the city and Main Street Hanford.

Adopt a Planter Program

Focus Area 1: Design

Case Studies

Many communities host adopt-a-planter programs. Most are very similar and allow the partnering group to plant and maintain the planters throughout the year. Some programs place all responsibilities on the volunteers, others share the responsibilities. For example, some cities are responsible for the watering of the landscaping either through an irrigation system or other methods. Some cities share the initial cost of the plant material by purchasing in bulk during planting times.

The Town of Los Gatos, California partners with the Los Gatos Community Foundation, Inc. Beautification Committee to host an adopt-a-planter program for the 30 planters along Santa Cruz Avenue. The town offers an annual $150 per planter voucher to offset the costs associate with planting and maintaining the planters. They also outline appropriate plant species for each season, soil tips, and other guidelines. The town is responsible for the irrigation system and the street trees while the adoptee is responsible for seasonal landscaping throughout the year.

TOWN OF Los GATOS CALIFORNIA

Learn More

Town of Los Gatos, California Adopt-a-Planter Program

East Stroudsburg, Pennsylvania Adopt-a-Planter Program

Plymouth, Michigan Adopt-a-Planter Program

Lewiston, Pennsylvania Adopt-a-Planter Program

Highland Park, Illinois Adopt-a-Planter Program

Sidewalk Vibrancy

Focus Area 1: Design

Strategy

Vibrant sidewalks are key to creating a successful downtown environment. Creating street-level vibrancy involves adding layers of various streetscape elements that attract pedestrian activity. Public investment in streetscape elements such as pedestrian infrastructure, streetlights, street trees, benches, and other fixtures set a firm foundation. Additional layers from the private sector such as potted plants, creative signage, outdoor dining, merchandise displays, and lighting bring the sidewalks to life. The combination of public investment and private sector engagement creates a unique sense of place and an active downtown district.

In Hanford

While the city and community development organizations play an important role in improving the public infrastructure within the streetscape, the private business owners can add life and unique character into the space. Encouraging business owners to activate the streetscape through storefront displays, outdoor displays, planters, signage, seating, and other elements will add life to the downtown sidewalks. Educate downtown stakeholders on the importance of creating vibrant downtown sidewalks through the various layers of streetscape elements and encourage, or even incentivize, their participation.

Case Studies

Downtown Williamsburg, Virginia (right) provides an excellent example of how layers of streetscape elements combine to create a vibrant and active space. Street trees, decorative streetlights, outdoor dining, brick paver sidewalks, sandwich board signage, and attractive storefronts create an attractive sidewalk.

Norfolk, Virginia developed a “Vibrant Spaces” program and accompanying Vibrancy Grant Program. While the program focuses on creating street-level vibrancy through larger scale projects like storefront renovations and business development, it outlines the importance of vibrant storefronts and provides an excellent mood board of images as examples. A similar Vibrancy Grant program could be developed to fund small scale additions such as planters, signage, merchandise displays, and other elements.

Learn More

Vibrant Spaces Grant Program - Norfolk, Virginia

Mixed-use Buildings
Clear Signage
Street Trees
Colorful Awnings
Extra Details
Streetlights & Banners
Attractive Storefronts
Outdoor Seating
Outdoor Dining
Bike Racks
Potted Plants
Sandwich Board Signs
Brick Paver Sidewalks
Quality Public Infrastructure
LIMEADES • MILKSHAKES • ROOT BEER ON TAP
Espresso
Pastries
FROZEN CUSTARD
HOT DOGS
Gourmet Coffees
Breakfast, Lunch & Dinner
CAMPUS SHOP
T SHIRTS
1 GET 1
RETRO'S

Learned Owl
230 NORTH

FIRST FRIDAY

NEW YORK DELI
RICHMOND
EVERY TUESDAY 8PM
TRIVIA NIGHT
10% OFF ALL APPS!
WIN COOL PRIZES
VIRGINIA

CARYTOWN BICYCLE CO
NOTHING COMPARES TO THE SIMPLE PLEASURES OF A BIKE RIDE

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ORLANDO UNITED

Alley Activation

Focus Area 1: Design

Strategy

Alleys are typically utilitarian corridors. They provide access for employees, service vehicles, garbage collection, and utility lines. However, many downtowns have given alleys a new purpose and role in creating a vibrant atmosphere.

Many downtowns have utilized alleys for outdoor seating, event spaces, public art, and other amenities. They often still provide connections, but rather than focusing on service vehicles, the alleys focus on pedestrians by connecting them with public parking areas or other parts of the downtown.

In Hanford

China Alley in Downtown Hanford serves as a unique east-west connector throughout the entire downtown core. Opportunities for activating the alley for public art, lighting, outdoor dining, event space, and other experiences exist throughout the corridor. Previous efforts were stalled following the devastating 2021 fire that severely damaged the Taoist Temple Museum, but opportunities for utilizing the alley in the future could emerge.

Case Studies

Fishbone Alley in Downtown Gulfport, Mississippi has been a popular addition to the downtown area and has become a hub for artistic activity for the community. The activation of the alley included initiatives such as gateway signage, string lights, outdoor seating, live music, events and public art. The alley is adjacent to numerous bars and restaurants so the alley has added additional outdoor seating and event space for the local businesses.

Downtown Pikeville, Kentucky, activates their downtown alley with public art through a rotating 2D artwork program featuring regional artists as well as an impressive overhead display that changes throughout the four seasons.

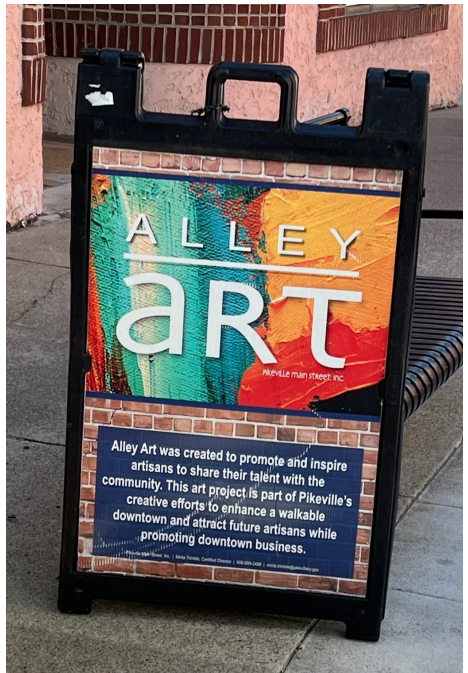
Learn More

Fishbone Alley - Gulfport, Mississippi

Umbrella Alley - Pikeville, Kentucky

SHBONE ALLEY

CANTEEN
ALLEY


ALLEY
art
Pikeville main street inc
Alley Art was created to promote and inspire artisans to share their talent with the community. This art project is part of Pikeville's creative efforts to enhance a walkable downtown and attract future artisans while promoting downtown business.

BRITTANY
LYONS

Test Before You Invest

Focus Area 1: Design

Strategy

Infrastructure changes such as streetscape enhancements often require extensive resources and progress on a very slow timeframe. Many downtowns are in need of major streetscape enhancements in order to increase the walkability of the district, but large-scale projects are not immediately feasible. Also, downtown stakeholders are often cautious about permanent changes that may impact their property or business.

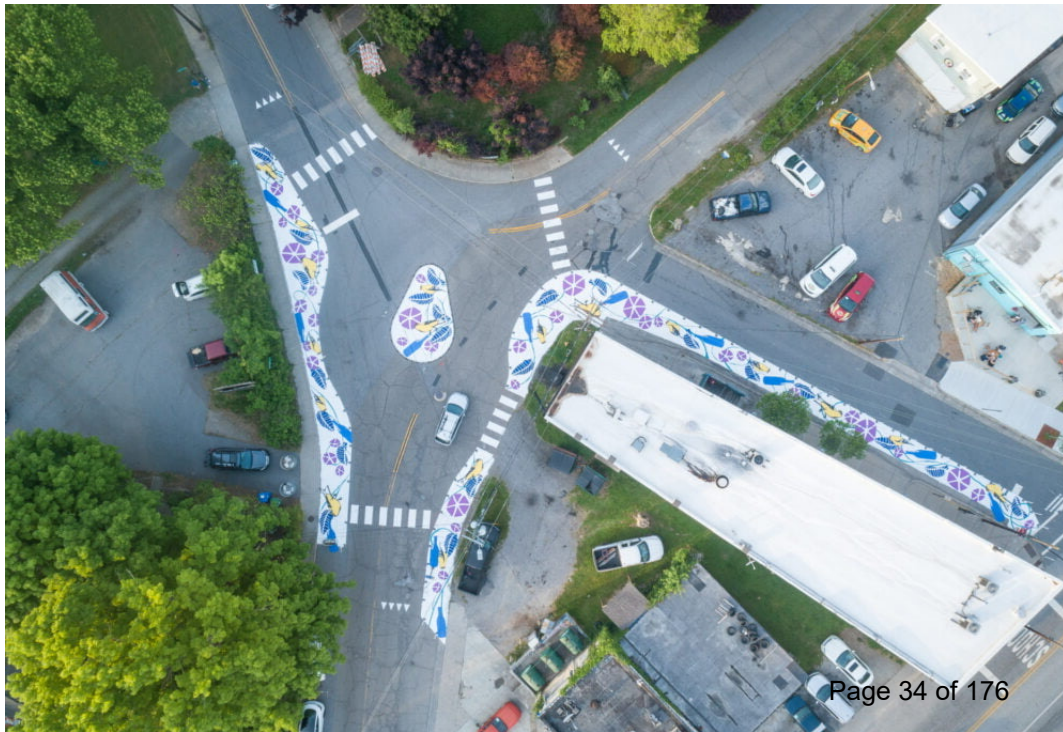
Many cities and neighborhoods are utilizing principles of Tactical Urbanism and Better Block to test streetscape enhancement ideas utilizing temporary and short-term strategies to test infrastructure changes, streetscape enhancements, and other ideas before making long-term (and permanent) changes. The concept of "Test before you invest," allows the city, organizations, and volunteer groups to quickly test ideas in low-risk, low-cost situations. Painted crosswalks and intersections; temporary landscaping; outdoor dining areas; parklets; on-street parking; vacant lot activation; and pop-up retail shops are components of Tactical Urbanism and Better Block principles.

In Hanford

The City of Hanford is currently developing engineering plans for various streetscape enhancements to Seventh Street and Douty Street in the heart of downtown. Some of the proposed enhancements, including a proposed roundabout, have been viewed as controversial by the downtown stakeholders and residents. Regardless, many of the infrastructure and streetscape recommendations will require funding, resources, and time to implement. While funding sources are being identified and more detailed designs are being considered, the city should explore various design alternatives utilizing the principles of Tactical Urbanism and Better Block. This will allow the city to test various infrastructure enhancements in a low cost and low risk environment. This could also eliminate concerns or identify needed modifications prior to permanent changes.

Case Study

In Asheville, North Carolina, Asheville on Bikes, the AARP, North Carolina Mountain Region, and the Blue Ridge Bicycle Club partnered to establish the Asheville Street Tweaks program. The program focuses on making public spaces more accessible, safe, and functional for all users. In order to provide proof of concept and test various infrastructure enhancements, Asheville Street Tweaks utilizes the principles of Tactical Urbanism to guide small-scale, community-driven projects following a low cost, low risk, incremental approach to change.



Test Before You Invest

Focus Area 1: Design

Learn More

[Asheville Street Tweaks – Asheville, North Carolina]

[Tactical Urbanism Guide – Fayetteville, Arkansas]

[Tactical Urbanism Program - Snellville, Georgia]

[Tactical Urbanist's Guide to Materials and Design]

[Better Block]

Hear the Sounds

Focus Area 1: Design

Strategy

Creating an experience for people is an essential component of a vibrant downtown. Everything from the physical appearance of the downtown to the amenities and events should focus on creating an environment that will attract people into the district. Visual elements such as banners, landscaping, benches, and public art are typically included in early enhancements. However, elements that create a welcoming ambiance are often overlooked. Outdoor speaker systems that add background music to the environment can greatly enhance the walkability and vibrancy of a downtown. Current technology has made speaker systems much more feasible in years past.

In Hanford

Downtown Hanford is a large, active downtown district. Numerous investments have been made over the years in creating quality public spaces and enhancing the streetscape. The addition of an outdoor speaker system throughout downtown would greatly enhance the environment and create a positive experience for pedestrians. The system could be used to project seasonal music, highlight local or regional talent, and enhance current events.

Case Study

Downtown Prestonsburg, Kentucky (population 3,600) is currently in the midst of a rebirth. Community leaders are investing in the downtown area through streetscape enhancements, public space activation, lighting improvements, and public art. The addition of overhead string lights transformed Court Street and has sparked a renewed interest in the downtown area.

The city is currently overseeing the addition of a wireless speaker system throughout the downtown district. The speaker system allows various combinations of controls such as synching up the entire system, activating specific portions/zones, or other combinations. The wireless system allows for easier installation since it does not require conduit and direct wiring of the speakers. The speakers will feature regional musicians and greatly enhance the ambiance of Downtown Prestonsburg.

Learn More

Street Sounds - Main Street Wireless Speaker System

downtown strategies

FOCUS AREA 2

Policy & Administration

Policy & Administration involves creating a strong foundation for a sustainable revitalization effort, including cultivating partnerships, community involvement, and resources for the district.

Community Roundtable

downtown strategies

Focus Area 2: Policy & Administration

Strategy

Communication in community development focuses on enhancing the interaction between the people promoting change that will impact positively on improving the living conditions of members of the participating communities and the people with whom they work to actualize their ideal quality of life. With multiple organizations and entities focused on community and economic development, there is an opportunity for enhanced communication and strategic visioning through a Community Roundtable program.
Each month, leaders of key community organizations should gather, with no formal agenda, to discuss current projects, opportunities for partnerships, shared resources, and visioning and planning. Each quarter, additional members of these organizations should gather in a public setting for benchmark updates, providing an opportunity for the press to report on positive happenings within the community.

In Hanford

In Hanford, the City of Hanford, Main Street Hanford, Hanford Chamber of Commerce, Kings County Economic Development Corporation, Kings Community Action Organization, and boards for the Business Improvement District are key partners with a desire to influence the revitalization of Downtown Hanford. A Community Roundtable should be formed shortly after adoption of this plan including a representative from all partners. The meeting should be a standing meeting, once monthly, that partners commit to attending. The meeting should begin with a round-robin of updates from each partner, as it relates to the downtown and all community development efforts. Through discussion, new opportunities for collaboration, grant opportunities, and better communication will emerge. Quarterly sessions should take place at a larger venue with the entire executive board from each partner group. The local media should be invited as each partner gives a quarterly update regarding their successes, new projects, and communication wins through this effort.

Case Study

In Starkville, MS, the Community Roundtable was a key catalyst to successful implementation of strategic projects, communication, and streamlined funding. Partners included the City of Starkville, Oktibbeha County, the Greater Starkville Development Partnership, and Mississippi State University.

City Development Process

Focus Area 2: Policy & Administration

Strategy

A development approval process decides whether or not to allow a proposed development project to proceed with construction. Within jurisdictions, development approval processes will vary based on a number of factors, for example: the zoning of the parcel intended for the project; land use regulations at the local, state, regional, and federal level; and whether the project is by-right or it requires discretionary approval. Improving the city development process and streamlining permitting and development approvals is essential for fostering economic growth, encouraging investments, and creating sustainable, vibrant communities.

In Hanford

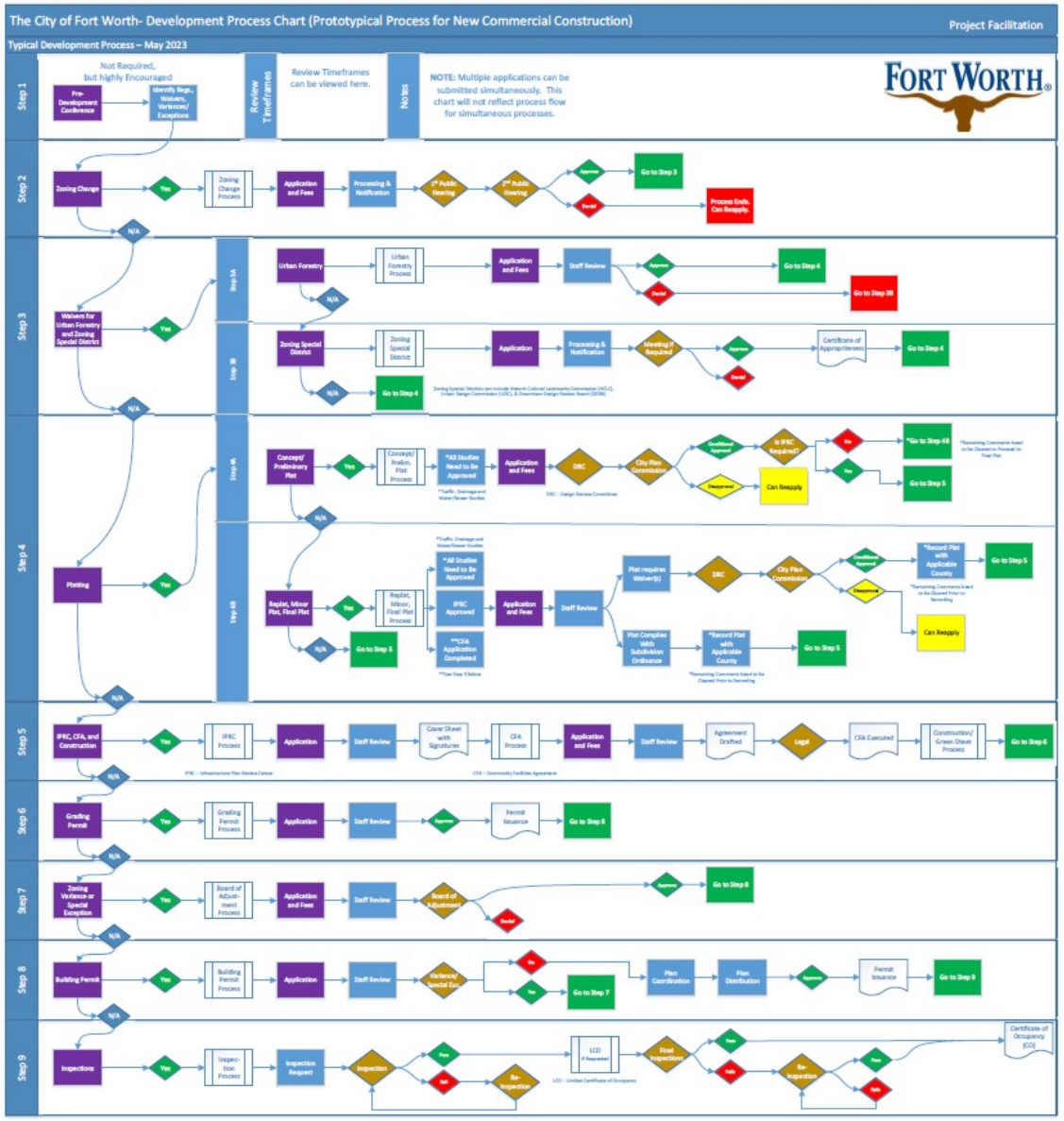
In Hanford, there is a perception that the development and permitting process is complicated and unclear. Begin by implementing a Pre-Assessment Meeting for developers looking to develop or redevelop a site. An online form can be created to make scheduling more streamlined. This meeting would give developers an opportunity to sit-down with all major players in the city development process and get anecdotal feedback and direction about their project. Next, a graphic cheat sheet, check list, flow chart, or tool should be created and posted online to very clearly show developers every element that will be needed throughout the process. It should also clearly state a time range that each step should take the city to undertake so that developers have a fair understanding of the length of the overall process. Continue to build relationships with developers and take opportunities to share code changes and improvements with groups like Downtown property owners, Rotary, Chamber, and others.

Case Study

There are various examples of handbooks, flow charts, and check lists that communities are implementing to simplify and clarify the development process. Fort Worth, TX has a flow chart that visually represents the steps that should be taken using an "if this, then this," format. Similarly, the City of Durham and Durham County, NC have a joint Development Plan Checklist that requires the applicant and the City/County to sign-off at every step of the way.

Learn More

[Durham, NC Development Plan Checklist]



National Register District

Focus Area 2: Policy & Administration

Strategy

Listing a property or district on the National Register of Historic Places is the first step towards eligibility for National Park Service-administered federal preservation tax credits that have leveraged more than $45 billion in private investment nation-wide. There are many misconceptions about listing a property on the National Register – the first being that it restricts what the property owner can do with their building. Design standards only apply to properties on the National Register when a property owner wishes to apply for tax credits for a redevelopment project. In that case, National Department of Interior's design and historic preservation standards do apply. Rehabilitation Tax Credits are dollar-for-dollar reductions in income tax liability for taxpayers who rehabilitate historic buildings. Credits are available from the federal government. The amount of the credit is based on total rehabilitation costs. The federal credit is 20% of eligible rehabilitation expenses. California's legislature passed a state historic tax credit bill in 2019 that is currently being implemented. Both federal and state tax credits can stack for eligible projects, widening the benefit to the developer.

In Hanford

In Hanford, the Hanford Carnegie Library, Kings County Courthouse, and the Taoist Temple in China Alley are listed on the National Register of Historic Places. While listing individual properties is possible, it's much more impactful to list an entire district. The application process will exclude structures considered "non-contributing," which means that their architectural and historical significance has diminished over the years due to modifications to the original design. All properties listed as "contributing," are eligible for federal and state rehabilitation tax credits. Preservation consultants can complete the historic inventory and application for the Downtown district and assist the City with submittal. It's recommended that the historic Downtown district that is applied for through the National Register District mimics the boundaries of the existing Business Improvement District for simplicity and continuity.

Learn More

Case Studies of Successful Tax Credit Projects in National Register Districts

Upper Floor Housing Program

Focus Area 2: Policy & Administration

Strategy

Having people living in downtown areas can lead to increased economic activity. Residents become customers for local businesses, supporting restaurants, shops, and cultural venues, which, in turn, can attract more businesses and investment to the area, and a well-populated downtown area with residential buildings on upper floors tends to be safer, particularly during evenings and weekends when office buildings may be empty. More residents mean increased "eyes on the street," which can deter criminal activity and promote a sense of community and security. Concentrating housing in the downtown core makes it more feasible for residents to rely on public transportation and walk or bike to work, services, and amenities. This can reduce traffic congestion, pollution, and the demand for parking spaces. Many downtowns feature historic buildings with unique architectural value. Converting upper floors of these buildings into housing can help preserve their character and history while giving them new life and purpose.

In Hanford

As an entitlement community, Hanford is expected to receive approximately $520,000 in Community Development Block Grant (CDBG) funding for FY 2023/2024. CDBG funds are ideal for housing rehabilitation, including upper floors in historic downtown buildings, although some units that are built or redeveloped must be reserved for those that are in the Low to Moderate Income (LMI) category. Housing and Urban Development (HUD) Income Guidelines would dictate the annual household threshold for eligibility, as well as the percentage of units in the development that must be reserved for LMI families.

The primary barrier for developers or property owners to redevelop upper floors is modern-day fire code that requires sprinklers and elevators or ADA access. These funds can help offset the cost of bringing buildings up to code and offer a needed layer of the capital stack to make the pro forma on the project make sense. If there are additional non-federal funds available within the City's budget, those funds can be used in the same manner, but without the LMI requirement.

Case Study

Covington, Kentucky created an Upper Floor Residential Rehab Program utilizing CDBG funds.

downtown strategies

FOCUS AREA 3

Tourism & Promotion

Smart promotion initiatives position your Downtown or commercial district as the center of the community and hub of economic activity, while creating a positive image that showcases a community's unique characteristics.

Downtown Storytelling

Focus Area 3: Tourism & Promotion

Strategy

Many cities struggle with managing the narrative associated with the community and the downtown area. Negative perceptions of the past, generational biases, historical events, and other factors often cloud the perception of locals and outsiders. Many people, especially locals, are often stuck in the past and only remember the dead downtown of the late 20th Century and are blind to the current success stories and momentum. They remember the glory days of the 1950s and the decline of the 1970s. Many remain unaware of the legacy businesses that have survived for generations or the new entrepreneur that opened a trendy coffee shop or the influx of young professionals living in upper floor apartments and working in the new co-working space. Cities and downtown leaders need to promote the successes and tell the stories of the downtown "heroes" who are making a difference. Traditional media like newspapers and local news outlets are helpful with these efforts, but social media has opened the door for city and downtown leaders to take control of the narratives themselves and tell the story of their downtown.

In Hanford

Hanford has a unique skillset when it comes to communication. The city staff includes a former traditional news media member which creates tremendous opportunities for the city to promote itself and Downtown Hanford. This skillset combined with the longstanding relationships and trust of the Hanford Main Street Association creates the potential for a collaborative story-telling campaign. Utilizing social media to tell the story of Downtown Hanford, specifically the history, current momentum, downtown champions, legacy businesses, and new businesses would create an authentic campaign to promote the downtown district to outsiders and locals alike.

Using the work of Phil Eich at Storyville and Human of New York's Brandon Stanton as inspiration, Hanford should launch a storytelling campaign featuring authentic stories highlighting the unique aspects of Downtown Hanford. Story topics could include historic buildings; architecturally significant properties; legacy businesses; local business owners; special volunteers and downtown heroes; new businesses and entrepreneurs; special attractions; events; and other unique stories.

Small-scale Retail Promotions

Focus Area 3: Tourism & Promotion

Strategy

In simple terms, tourism involves connecting visitors with retailers and restaurants. This can take place through large community-wide events and festivals or small-scale retail promotional events such as wine tastings or farm-to-table dinners. Rather than large events and festivals that require extensive planning and resources, the largest return on investment can often come from simple but targeted promotional events. The key is to find any simple or sometimes silly reason to invite people downtown. Coordinating with retailers and restaurants to create an experience for customers can drive activity into the downtown area and have a financial impact the businesses.

Small-scale promotions can be focused on anything. The sillier the better in most cases. Simply give people a reason to come downtown and visit a local retailer or restaurant.

Social media opens the door to free and inexpensive outlets for promoting events, stories, businesses, etc. Using this tool to tell your target audience about your businesses, downtown activities, improvement projects, etc. is key to communicating a positive message about the downtown area and generate a positive perception. Every new business that opens, ribbon cutting event, streetscape improvement project, or other "win" must be promoted on social media under the downtown brand.

In Hanford

Hanford hosts a variety of successful events and festivals throughout the year including a St. Patrick's Day event, Food Truck Takeover of Civic Center Park, Winter Wonderland, and the extremely popular Thursday Night Market. Other events such as Wine & Chocolate Tasting, Christmas Tree Walk, Witches Night Out, Oktoberfest, and Blues & Roots Festival create a diverse slate of events designed to bring visitors downtown during all seasons. Many events are managed by Main Street Hanford and are well promoted on social media.

The City of Hanford is also active on social media and posts a mixture of news, official city updates, cross promotions of events, and playful posts such as National Carousel Day.

The city and Main Street Hanford should include more frequent posts promoting downtown activities, highlighting local businesses and business owners, etc. These posts could also highlight quirky reasons to go downtown (National Coffee Day, National Margarita Day, etc.). These posts do not require the same level of planning as events and festivals but can be successful strategies for bringing visitors downtown on a regular basis.

Small-scale Retail Promotions

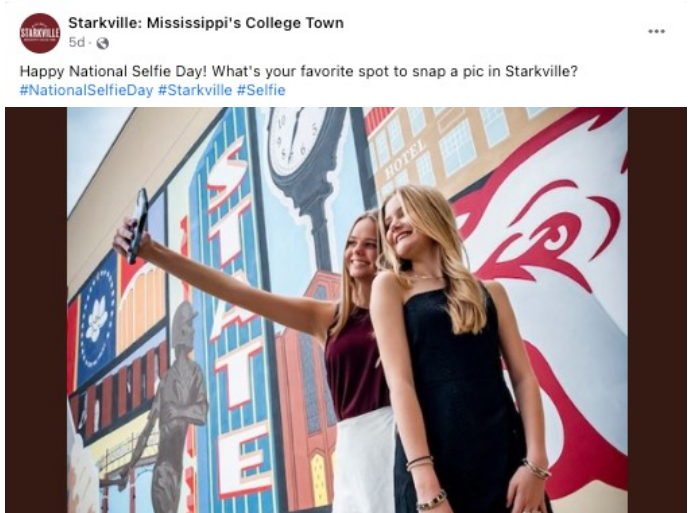
Focus Area 3: Tourism & Promotion

Case Studies

The Starkville Partnership is the umbrella community development organization that includes the convention and visitor's bureau, chamber of commerce, economic development, and Main Street Association. The Partnership has long been the "voice" of the community utilizing the Starkville: Mississippi's College Town brand on social media to promote events, activities, and quality of life. In addition to promoting their own events, the brand cross-promotes events hosted by other community organizations, local businesses, or the local university. They also share the posts of local businesses and highlight sales and promotions. The Partnership constantly reminds followers about downtown and local businesses through creative posts like highlighting quirky holidays like National Selfie Day.

Recently the City of Starkville hired a communications director who has utilized the city's social media accounts to showcase the community's quality of life. Recent posts include highlighting the work of the local first responders, celebrating the local school district, promoting local businesses, showcasing local citizens, and cross promoting community partners.

The combination of the city and the Partnership's social media accounts help promote the high quality of life and constantly spread positive stories about the community and the downtown.



Small-scale Retail Promotions

Focus Area 3: Tourism & Promotion

SEASONAL

- Seasonal Open House Events (Spring, Summer, Fall, Winter)
- Holiday Open House Events (Christmas Open House, Halloween Open House, etc.)
- Holiday Promotions (Valentine's Day, Mother's Day, Fourth of July, St. Patrick's Day, Black Friday, etc.)
- Themed Promotions: Back to School, Homecoming, Summer Kick-off, Football season, Prom, etc.

QUIRKY

- Quirky Holiday Promotions (National Coffee Day, National Margarita Day, National High Five Day, etc.)
- Super Bowl Weekend
- Scavenger Hunt
- Happy Hour dining and shopping event
- Trivia Night

REGULAR

- Wine Tasting Events
- Ladies Night Out
- First Fridays
- Craft Beer Tastings
- Market on Main
- Arts Festivals
- Concerts/Live Music

STORYTELLING

- New Business Ribbon Cutting Ceremonies
- "Humans of New York"-style storytelling campaigns
- Videos and interviews with downtown merchants and local heros

Comprehensive Signage System

Focus Area 3: Tourism & Promotion

Strategy

Signage is often overlooked as a way to enhance downtown areas. While directional wayfinding signage is commonly used as a tool to direct and guide visitors to important destinations and attractions, a comprehensive wayfinding signage system involves a variety of signs. A system also provides opportunities showcase a community's brand; delineate various districts and neighborhoods; and announce arrival into a special district.

A system could include a variety of signs such as directional wayfinding signs, welcome signs, street signs, gateway signs, parking signs, and general destination signs. The various types of signs can be phased in over time to create a comprehensive system.

In Hanford

Downtown Hanford has a collection of unique custom carved wooden signs throughout the district. While the signs are unique and loved by most locals, the maintenance of the signs is challenging. If a sign is damaged, there is no way to replace the sign and replicate the original design. Therefore, an updated signage system should be developed for the downtown area.

The system should include directional wayfinding signs, street signs, and public parking signs and could be expanded over time. Custom signage provides an excellent opportunity for showcasing the community brand and color palette.

Case Study

In an effort to streamline the design and implementation process, Downtown Strategies has developed a series of wayfinding signage system templates and has a relationship with a sign fabricator.

Arnett Muldrow and Associates, based in Greenville, South Carolina, is the premier community marketing and branding firm in the country and specialize in downtown and Main Street settings. As part of their work, they have implemented comprehensive wayfinding signage systems in communities around the country.

© Arnett Muldrow & Associates

TANDY PARK

DOWNTOWN
Romulus

The Clayton Center
Chamber of Commerce
First Street Businesses

KETCHUM
Galena Summit
29 mi
P
1/2 blk

Braselton Park
Police/Court
Shopping
Parking
Library

GATLINBURG
Parking
Presbyterian Church
Reagan Drive
SOUTH
441

Carpenter Center
Richmond Coliseum
Abady Festival Park
J. S. Reynolds Community College

More to Enjoy
Levi's Floral
Dueling Barrels Distillery & Gifts
2nd Street
Big Sandy Heritage Museum
The Great Hall
The Classy Stork
Chirico's Ristorante
Entertainment & Creative District
visitpikeville.com
pikevillemainstreet.com
Downtown Pikeville Map

Cultural Arts District
Desoto St

P
Public Parking

Downtown Pikeville, Ky
Entertainment District
Walk Around
Enjoy a Drink
visitpikeville.com | pikevillemainstreet.com

Welcome to
West of Main
District
Town Square District
Trail Creek District
WoMa
West of Main District
4th St.
Heritage
Corridor
2 blk

Downtown
Santa Monica
Wilshire Blvd
3 min
Santa Monica Blvd
3 min

Shockoe Bottom
Main Street Station/
Virginia Welcome Center
1500 E. Main St./1 block south & 1 west
Edgar Allan Poe Museum
1914 E. Main St./1 block south & 3 east
Virginia Holocaust Museum
2000 E. Cary St./2 blocks south & 4 east
JAMES RIVER

CITY
Experience
SQUARE
FOOD & DRINKS | ARTS | ENTERTAINMENT | SHOPPING
Entering the
District
WALK
HANG
have a round!
DOWNTOWN
visitpikeville.com
NO ALCOHOL
TAKEN OUT OF THE DISTRICT

WALL STREET PLAZA
DOWNTOWN ORLANDO
BELLHOP

TANGLEFOOT TRAIL
NEW ALBANY
MISSISSIPPI

Self-guided Historic Sites Tour

Focus Area 3: Tourism & Promotion

Strategy

Downtowns typically contain the most historically significant buildings in the community. They were the original commercial hub of the community and continue to be the heart and soul of the city. Unfortunately, many historic buildings have been lost to neglect or demolition over time. Communities that have maintained their historic building stock are able to offer an authentic sense of place that is directly tied to the history of the city. Many people are fascinated with the history of a place. Not only the technical details of the architectural vernacular, but the actual stories of the buildings. Stories about how the building has adapted over time from the turn of the century to modern day.

Many cities have preserved those stories and highlighted them in various ways including walking tours, plaques, signage, and photographs. These initiatives showcase the unique sense of place of the community and preserve the stories for future generations. These programs can also be used to encourage visitors to explore the district.

In Hanford

Downtown Hanford is blessed with a large stock of historic buildings and sites that showcase the history of the community. In addition to typical historic commercial buildings, Hanford is also home to unique facilities like the historic courthouse and the carousel. The Carnegie Museum of Kings County, and the Kings County Historical Society have worked to preserve the historic photographs, stories, and documents associated with Downtown Hanford and should be a key partner in this effort. The work of the Carnegie Museum could be used and highlighted through a program like a historic walking tour or historic marker program. This could be accomplished through traditional signage and plaques or by utilizing current technology like QR codes. The Carnegie Museum work could be used to create a website that is linked through QR codes similar to the South Main Historic District in Memphis, Tennessee.

Self-guided Historic Sites Tour

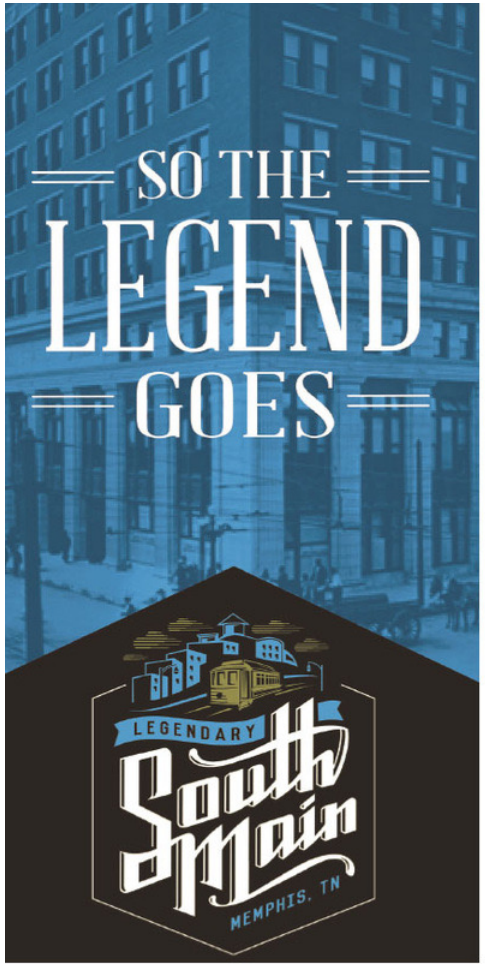
Focus Area 3: Tourism & Promotion

Case Study

Abilene, Texas utilizes traditional bronze plaques to highlight significant historic buildings throughout the downtown area.

Twin Falls, Idaho uses modern signage that includes a brief story about the property as well as historic photographs of the building.

The South Main district in **Memphis, Tennessee** embraced modern technology to create a creative self-guided walking tour. A high-quality website was created with a page for each historic property in the district that included the history of the building and photographs when possible. Well-branded posters were placed in the storefront windows with the message "This building has a story to tell," the website address, and a QR Code. When visitors scan the QR code they are directed to the page for the specific building. The site also includes information on public art within the district, events, projects, and attractions. Sample itineraries are also included to show visitors how to experience the district. This creative, modern approach to a historic walking tour can be created faster than a traditional brochure or bronze plaques and will likely appeal to a wider variety of generations.



This building has a story to tell.

241 South Main

Learn about this building's history and other legendary stories as a part of the South Main Stories Walking Tour.

GoSouthMain.com/Tour

downtown strategies

FOCUS AREA 4

Economic Vitality

Economic Vitality focuses on capital, incentives, and other economic and financial tools to assist new and existing businesses, catalyze property development, and create a supportive environment for entrepreneurs and innovators that drive local economies.

Target Businesses that Fill Gaps

Focus Area 4: Economic Vitality

Strategy

When recruiting national retail to a community, an extensive Market Analysis is used to identify current consumer trends, a profile of current consumers, Custom Trade Area (who is currently shopping in the community), and a Gap Analysis (Leakage Report). Community leaders should utilize the same data to inform decisions about business growth, development, and recruitment for the downtown area. The Market Analysis chapter of this Strategic Plan identified this information based on the Custom Trade Area from a major general merchandise store within the community.

Customers who are regularly shopping in the community for general merchandise, are a great target audience for downtown businesses. The Gap Analysis identified which retail categories people within the Custom Trade Area are currently leaving the trade area to buy. In other words, what are these people spending money on outside of the community? Since local customers are currently spending money on goods and services outside of the community, it is reasonable that they would spend that money locally if those needs were offered**. Below are some of the top retail categories identified in the Gap Analysis that would be excellent targets for downtown.**

CUSTOM TRADE AREA (CTA)

Who is currently spending money on general merchandise in the community. Who are they and where do they live?

GAP ANALYSIS

What do the people living within the Custom Trade Area spend money on *outside* of the Custom Trade Area? Where is money "leaking" out of the community?

General Merchandise

Clothing

Full-service Restaurants

Building Materials & Supplies

Restaurant Incubator

Focus Area 4: Economic Vitality

Strategy

A restaurant incubator is a program or facility that provides support, resources, and a shared workspace for aspiring food entrepreneurs and restaurant owners. The concept of incubators originated from the tech industry, where startup companies receive support, mentorship, and access to resources to help them grow and succeed. The same idea has been adapted for the culinary world to foster innovation and success in the food industry. Typically, in a restaurant incubator, there is shared kitchen space, as well as business support and mentorship, access to equipment and resources, assistance with marketing, and overall cost sharing to minimize the risk and barriers of starting a restaurant concept. Often, cities will develop and own the incubator space and partner with outside organizations to train and support entrepreneurs. Additionally, it's helpful if cities can create an incubation cycle for restaurants, meaning that in the early stages, their rent is zero or very low, followed by incrementally raising the rent until the restaurant is fully sustainable. At that point, the restaurant would move out of the incubator into its own brick and mortar location.

In Hanford

In Hanford, one of the biggest needs and desires for the downtown area is an influx of locally owned restaurants. However, opening a restaurant requires a considerable amount of capital and many times ends in failure. Supporting these entrepreneurs much like cities support tech start-up companies is a sensible and sustainable way to increase the restaurant mix in the downtown. Begin by identifying a site for a restaurant incubator. The historic Courthouse would be an ideal location if it's not developed in the near-term. Next, partner with outside experts, such as PROOF Incubator, to assess the market, plan the build-out, and ultimately provide technical assistance and training to new restaurant entrepreneurs.

Case Study

To address the impacts that COVID-19 had on the restaurant industry, the City of Mesa used funds from the American Rescue Plan Act to purchase the building at 111 W. Main St to open a restaurant incubator. In partnership with Local First Arizona, the incubator will feature a shared commercial kitchen & commissary, business development space that will provide business training, and a public dining facility where participants in the incubator can sell their product.

Deep Dive: PROOF Incubators

Partnering with Food Experts to Plan and Execute a Restaurant Incubator

PROOF Incubator is a Chattanooga, TN-based firm that provides industry education and mentorship through online programs, workshops, and one-on-one coaching for emerging food and beverage companies to help build stronger, more scalable, and sustainable businesses.

In addition to technical assistance, the firm offers planning and execution services for incubator space and test kitchens to support the growth of up-and-coming concepts from talented food and beverage and consumer packaged goods (CPG) entrepreneurs.

Their flagship incubator in Chattanooga houses a community of talented food and beverage entrepreneurs who operate out of a shared commissary kitchen. In addition to physical space, PROOF offers support, mentorship, and a growth opportunity for new businesses based on their extensive industry experience.

Since opening their home location, PROOF has scaled their incubator program and now has five new locations in the works, including Green Bay, WI, and Athens, Maryville, Lebanon, and Winchester, TN.

Incubator locations in ...

- Chattanooga, TN

  422 E MLK Blvd.

  Chattaooga, TN 37403

Coming soon to ...

- Athens, TN

- Lebanon, TN

- Green Bay, WI

- Maryville, TN

PROOF

White Box Program

Focus Area 4: Economic Vitality

Strategy

White box incentive programs are initiatives offered by cities to encourage property owners or developers to renovate or retrofit downtown buildings into "white box" condition. White boxing refers to preparing a space for lease by providing the basic infrastructure and utility services but leaving the interior largely unfinished or neutral in terms of design and layout. This approach allows future tenants to customize the space to suit their specific needs, preferences, and branding. Here are some examples of white box incentive programs offered by cities for downtown buildings:

In Hanford

In Hanford, various incentives are provided by the City or Main Street Hanford. Consider adding a “White Box” grant to the incentive suite to assist property owners in getting their spaces retail-ready. Prospective tenants have a hard time imagining what messy and dilapidated spaces could look like for their entrepreneurial needs, which often times results in the business not opening up. By white boxing spaces, entrepreneurs can move into available space within 90 days typically and customize the space for their concept’s unique needs.

Case Studies

The City of Sand Springs, OK White Box program is designed to encourage the redevelopment of older commercial buildings within the historic downtown Triangle District as vibrant, retail commercial/office spaces. The City recognizes that many buildings may be non-compliant with today’s modern building codes and that cost is often a barrier toward making needed upgrades. That’s where the White Box Grant program can help. The White Box Grant program creates an incentive to commercial building owners, developers, and investors by offering an 80% reimbursable grant award to recipients for work done on their building. The maximum single grant award available is $10,000 per award. So, for example, if your project was awarded the maximum grant amount you could receive $8,000 in cash back for a $10,000 project (after completion, inspection and submitting receipts). Projects may exceed the $10,000 grant limit, but the reimbursement amount will be capped to 80% of the $10,000 limit.

Business Recruitment Packet

Focus Area 4: Economic Vitality

Strategy

Almost every downtown desires to have more retailers, restaurants, and other businesses. Ideally this growth would happen organically as the perception and reputation of the downtown shifts to become a destination. Building a strong sense of place within the downtown is important. The downtown should be clean, inviting, safe, and attractive. The properties and buildings should be well maintained and ready for tenants. The area should be active and frequently used for events. While all of these elements are important pieces of the puzzle, communities can also take an active role in recruiting businesses to the downtown.
Many communities have successfully targeted specific businesses in nearby cities or regions and recruited them. This could be a relocation, convincing the business to open a second location, or convincing them to open another concept in the new community. Successfully pitching the community to this business requires a structured and organized presentation of data and real estate details.

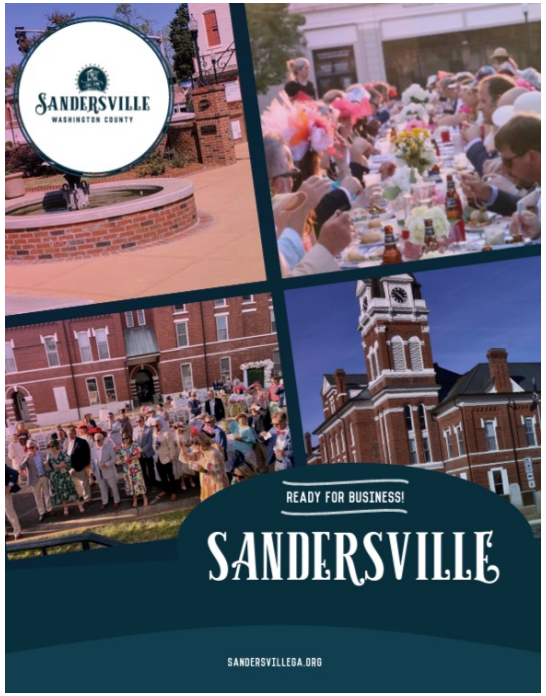
A Business Recruitment Packet contains information relevant to recruiting a potential business in an easy-to-follow format. The packet should include:

- **Market analysis data summary**
- **Map of the downtown district**
- **List of available properties with real estate information**
- **Guide to necessary approval processes**
- **Guide to available incentives and programs**
- **Point of contact information**

In Hanford

In Hanford, the Business Recruitment Packet should be reviewed by the Community Roundtable and shared electronically and in printed format with partners. Main Street Hanford can be a strong partner in recruiting ideal tenants to vacancies, utilizing the market research and other information listed above.

If desired, Downtown Strategies can create this Business Improvement Packet for Hanford through our Implementation partnership for quick implementation.



ARE YOU A BUSINESS OWNER OR ENTREPRENEUR LOOKING FOR THE PERFECT OPPORTUNITY TO TAKE THE NEXT STEP?

LOOK HERE

Downtown Sandersville is the perfect place for you! Whether you are an existing business looking for a new home; a business looking to expand and add a new location; a start-up looking to take the next step; or an entrepreneur ready for a new adventure, our downtown is the ideal place to start your next chapter!

Our downtown is a network of business owners, organizations, and civic organizations constantly looking for ways to enhance our downtown. We regularly invite visitors to downtown through our festivals, events, social media marketing, and promotions. We also understand the importance of a first impression and regularly improve our curb appeal through design and beautification projects. We strive to create an authentic visitor experience so your business can thrive!

Are you tired of the red tape and constant jumping through hoops? We recognize that most city governments seem to constantly look for reasons to tell you "No." Our goal is to get you to "Yes" as quickly as possible. We recognize how challenging it is to open a business and we want to make sure you feel welcomed and embraced as a part of our community.

We want to make it as easy as possible for you to join our existing business community and get your ideas off the ground soon! Our "Ready for Business" guide provides all the resources you need to get started. Whether you are a first-time business owner or a seasoned professional, our guide will make the process simple and straightforward.

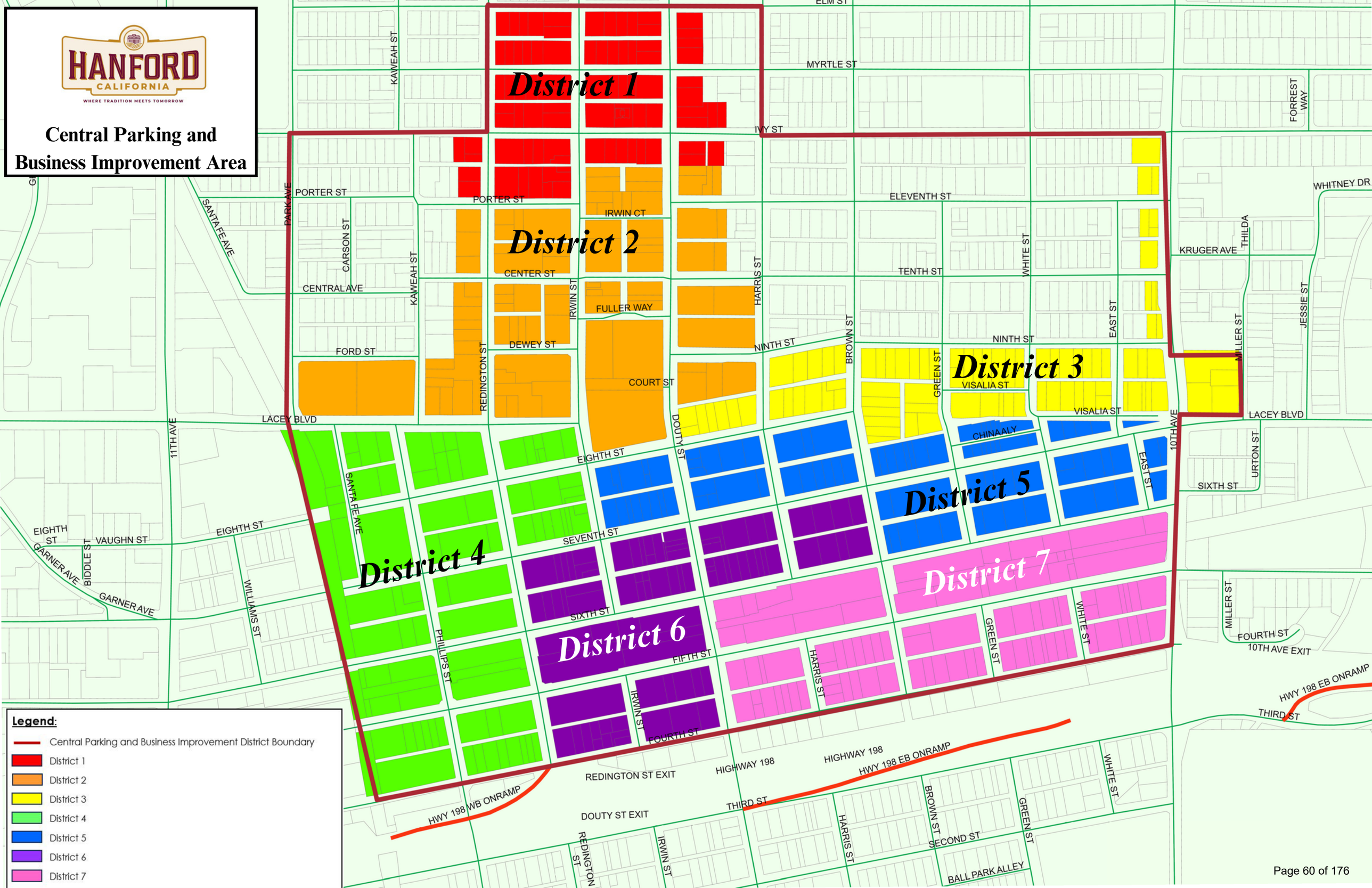
Find tips and details about incentives, policies, processes, and key contacts necessary to successfully open a business. Do not wait another minute – take the first step to launching your dream business in our dynamic downtown today!

Use this guide as a resource to help you get Ready for Business and join our downtown family.

1 DOING BUSINESS
2 ABOUT
3 INCENTIVES
4 PARTNERS/ PROPERTY
5 RULES/ CONTACTS

downtown strategies

retailstrategies.com | [205] 314-0386 | info@retailstrategies.com
2200 Magnolia Ave South, Suite 100 Birmingham, AL


HANFORD
CALIFORNIA
WHERE TRADITION MEETS TOMORROW
Central Parking and Business Improvement Area
District 1
District 2
District 3
District 4
District 5
District 6
District 7
ELM ST
MYRTLE ST
KAWEAH ST
IVY ST
FORREST WAY
WHITNEY DR
PORTER ST
PARK AVE
SANTA FE AVE
CARSON ST
CENTRAL AVE
IRWIN CT
CENTER ST
IRWIN ST
FULLER WAY
HARRIS ST
ELEVENTH ST
TENTH ST
WHITE ST
KRUGER AVE
THILDA
JESSIE ST
MILLER ST
EAST ST
NINTH ST
BROWN ST
GREEN ST
FORD ST
DEWEY ST
REDINGTON ST
COURT ST
VISALIA ST
CHINA ALY
LACEY BLVD
10TH AVE
URTON ST
SIXTH ST
11TH AVE
EIGHTH ST
DOUTY ST
VAUGHN ST
GARNER AVE
BIDDLE ST
WILLIAMS ST
SEVENTH ST
PHILLIPS ST
FIFTH ST
FOURTH ST
10TH AVE EXIT
HWY 198 EB ONRAMP
THIRD ST
HIGHWAY 198
REDINGTON ST EXIT
HWY 198 WB ONRAMP
DOUTY ST EXIT
SECOND ST
BALL PARK ALLEY
Legend:
Central Parking and Business Improvement District Boundary
District 1
District 2
District 3
District 4
District 5
District 6
District 7

AGENDA
STAFF REPORT

MEETING DATE: 4/2/2024	**AGENDA SECTION:** CONSENT CALENDAR

SUBJECT:
Approval of the appointment of Ms. Cindy Harris to the Kings Mosquito Abatement District Board of Trustees, recommended by Michael Cavanah, District Manager of the Kings County Mosquito Abatement District.

RECOMMENDATION:

Recommendation: That the City Council, by motion, approve the appointment of Ms. Cindy Harris to the Kings Mosquito Abatement District Board of Trustees, with a term expiring on 12/31/2026.

BACKGROUND:

At the January 16, 2024, City Council Meeting, the Council discussed and selected representatives for the boards and committees that require Council representation and the committees that the Council has appointing authority over. At that time, staff did not have a recommendation for the vacancy on the Kings Mosquito Abatement District Board of Trustees. On March 19, 2024, Mr. Michael Cavanagh, provided the City Clerk's office with the attached application for the Council's review and approval.

Membership Composition

The Board shall be comprised of five (5) members:
• One (1) member appointed by the Board of Supervisors of each of the counties from that portion of the district lying within its jurisdiction (Tulare and Kings Counties)
• One (1) member from each of the three (3) cities (Corcoran, Hanford, and Lemoore), a portion of which is situated in the district by the governing body of the city.

FISCAL IMPACT:

No fiscal impact.

ATTACHMENTS:
1. Cindy Harris App

RECEIVED
CITY OF HANFORD

MAR 19 REC'D

CITY CLERK

SUBMIT TO:

CITY CLERK
319 N. Douty St.
Hanford, CA 93230
Phone (559) 585-2515
Fax (559) 585-2595

CLERK'S OFFICE USE ONLY:

CITY OF HANFORD
RESIDENT: (YES) NO

DISTRICT NO. A B (C) D E he

CITY OF HANFORD
APPLICATION FOR COMMISSION APPOINTMENT

APPLICANTS ARE ENCOURAGED TO CONTACT A COUNCILMEMBER TO COMMUNICATE THEIR INTEREST FOR APPOINTMENT.

1. Mr. / Mrs. / Ms. Cindy Harris
First Middle Last

2. Residence address: [redacted]
Hanford Kings CA 93230
City County State Zip

Cell/Home Phone (559) [redacted]

E-mail address: [redacted]

3. Position(s) sought: (List in order of preference)
1) Kings Mosquito Abatement District, Board of Trustee
2)
3)

4. Business Title or Occupation: PCA Sales Person

Company: Nutrien Ag

Address: 13241 Crown Ave
Hanford Kings CA 93230
City County State Zip

Phone (_____)

5. Education - List schools attended and/or graduated/degree(s):
PCA Degree

6. **Other Special Training or Experience:**

7. **Previous and present governmental and civic experience. Indicate when, position and duties:**

Kings Mosquito Abatement District Trustee (City of Corcoran)

8. **Please explain why you wish to serve on a Commission for the City of Hanford:**

I have served on the board prior for the City of Corcoran. I am interested in serving again.

9. **Do you have any interests or associations which might present a conflict of interest? If yes, please explain:**

No

Please attach your resume, and any additional information or statements which you feel would be helpful in reviewing your qualifications.

AUTHORIZATION AND RELEASE

I, _____, understand that in connection with this application for appointment, this document and the information contained herein will be made available to the general public upon request. I certify under the penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature of Applicant **Date** 3/19/24

AGENDA
STAFF REPORT

MEETING DATE: 4/2/2024	**AGENDA SECTION:** CONSENT CALENDAR

SUBJECT:
Introduction of Ordinance No. 24-04, Amending Section 2.20 and Repealing Section 2.28 of the Hanford Municipal Code, thereby dissolving the Parking and Traffic Commission

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RECOMMENDATION:

Recommendation: That the City Council, by motion, Approve the Introduction of Ordinance No. 24-04, Amending Section 2.20 and Repealing Section 2.28 of the Hanford Municipal Code, thereby dissolving the Parking and Traffic Commission

BACKGROUND

At the January 16, 2024, City Council meeting, the Council discussed the existing vacancies on City Commissions and voted to appoint one (1) Council member, to serve along with the Mayor and the staff liaison to each commission, as the interview panel to fill the vacancies for each respective City Commissions. Interviews were conducted for applicants to the Parks and Recreation Commission and the Parking and Traffic Commission. After the interviews for the Parking and Traffic Commission, the Mayor was notified that a member of the Parking and Traffic commission intended to resign. In discussing that specific commission with staff, staff recommended that Council take up an item to consider dissolving the Parking and Traffic commission.

At the March 19, 2024, City Council meeting, Council provided direction to staff to eliminate the Parking & Traffic commission, which requires this Municipal Code amendment, and inform the remaining Parking and Traffic commissioners of the Council's decision and offer them an opportunity to serve as one of the existing alternate seats on the Planning and Parks and Rec commissions.

FISCAL IMPACT:

ATTACHMENTS:
1. Ordinance No 24-04 P&T Repeal

ORDINANCE NO. 24-04

AN ORDINANCE OF THE CITY OF HANFORD AMENDING HANFORD MUNICIPAL CODE CHAPTERS 2.20 & 2.28 PERTAINING TO CITY COMMISSIONS.

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

Section 1: Hanford Municipal Code Chapters 2.20 & 2.28 contains regulations for the establishing of the City's parking and Traffic Commissions.

Section 2: Section 2.20.010 of the Hanford Municipal Code is hereby amended to read as follows:

2.20.010 Establishing city commissions.
The city council does establish the parks and recreation commission, and the planning commission, and is authorized to establish other commissions as required by state law or as deemed necessary.

Section 3: Chapter 2.28 of the Hanford Municipal Code is hereby repealed.

Section 4: This ordinance shall take effect thirty (30) days after its passage and shall be published once in the Hanford Sentinel within fifteen (15) days after its passage or a summary of this ordinance shall be published in the Hanford Sentinel in a manner consistent with the requirements of the California Government Code.

Passed and adopted at a regular meeting of the City Council of the City of Hanford duly called and held on_____, 2024, by the following roll call vote:

AYES:_____

NOES:_____

ABSTAIN: _____

ABSENT: _____

APPROVED

_____
Travis Paden
MAYOR of the City of Hanford

ATTEST:

_____
NATALIE CORRAL
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 ordinance was duly introduced at a regular meeting of the City Council of the City of Hanford on the 2nd day of April, 2024, and it was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the day ___ of_____ , 2024.

_____
NATALIE CORRAL

AGENDA
STAFF REPORT

MEETING DATE: 4/2/2024	**AGENDA SECTION:** CONSENT CALENDAR

SUBJECT:
Approval of the second reading and Adoption of Ordinance No. 24-03 amending Section 12.24 to Title 12 of the Municipal Code, thereby amending sections related to City Properties and the acceptable use of these properties by the public.

RECOMMENDATION:

Recommendation: That the City Council, by motion, waive the second reading of and adopt Ordinance No. 24-03 amending Section 12.24 to Title 12 of the Municipal Code, thereby amending sections related to City Properties and the acceptable use of these properties by the public.

BACKGROUND:

In December 2020, the City Council adopted Ordinance No. 20-15, which amended the City's Municipal Code and added new rules to govern the use of city parks by all persons. The creation of these additional rules was made necessary by recent court decisions that recognized the use of public properties by unhoused individuals. The parks were never designed for some of these uses and those uses frequently result in damage to parks and the inability for full enjoyment by all of our residents. At that time, the updates to the ordinance included not only parks, but all City properties, as requested by council during a previous study session on the matter.

Staff, in conjunction with the City Attorney’s office, have developed more proposed amendments to the Hanford Municipal Code pertaining to regulation of activities in most publicly owned areas and facilities, including public rights of way. The purpose of this amendment is to update the existing code provisions in accordance with current case law and City practices, and to address the impact that the activities of homeless persons are having on city properties and resources.

As a result of the 9th Circuit Court of Appeals decision in the case of Martin v. City of Boise (the “Boise case”) and several recent Appellate Court Rulings that have rendered several local ordinances “Unconstitutional", staff and the City Attorney have attempted to modify the existing ordinance to provide the City with more tools to address the impacts of homelessness on the community.

Since its publication, the Boise case has been the source of considerable discussion and speculation as to its reach, mandates, and implications for City staff in trying to address actual problems in the community as part of their daily efforts. Like many court decisions of this nature, its actual discernible mandates are limited and basic, and analysis of implications for real world circumstances and applications is either incomplete or altogether absent.

The core holding in the Boise case is that the U.S. Constitution prohibits municipalities from criminalizing the act of a homeless person sitting, lying, or sleeping on public property so long as there is no low barrier shelter available. The court devoted considerable discussion as to why it believes that the ”condition of being homeless” should not be criminalized, but did concede generally, in a footnote to that discussion of all places, that municipalities do not have to allow homeless persons to sit, lie, or sleep in public places under all circumstances and that other rules may be enforced (e.g., the City may enforce sidewalk accessibility requirements).

Many cities have adopted ordinances that broadly prohibit camping on public property. However, such regulations usually contain an exception for unhoused individuals to avoid violation of the Boise case. Hanford's ordinance is structured in such a manner. Notwithstanding this exception, the City may still enforce other restrictions, including, without limitation, state and federal sidewalk accessibility requirements and health and safety regulations.

At the February 20, 2024, City Council meeting, Council received a presentation on the proposed amendments and directed staff to bring back this ordinance to implement the amendments to the Hanford Municipal code governing regulations in public areas, which address recent court rulings regarding publicly owned property and the public use of that land.

FISCAL IMPACT:

ATTACHMENTS:

1. HMC Ordinance 24-03
2. Amended Camping Ordinance (Final)
3. Amended Camping Ordinance (redline)

ORDINANCE NO. 24-03
AN ORDINANCE OF THE CITY OF HANFORD AMENDING CHAPTER 12.24 OF TITLE 12, REGULATING CAMPING IN CITY PARKS AND OTHER CITY PROPERTIES

The City Council of Hanford does ordain as follows:

Section 1. Chapter 12.24 of Title 12 is amended in the Hanford Municipal Code, to read as follows:

Chapter 12.24

ADDITIONAL RULES GOVERNING CITY PARKS AND OTHER CITY PROPERTIES

12.24.010 Purpose and findings.

12.24.020 Definitions.

12.24.030 Camping in parks, recreation areas, and other facilities prohibited.

12.24.040 Storage of personal belongings prohibited.

12.24.050 Tents and other enclosed temporary structures prohibited.

12.24.060 Fires prohibited.

12.24.070 Littering, personal waste, and dumping prohibited.

12.24.080 Resource protection.

12.24.090 Animals and pets.

12.24.100 Severability.

12.24.110 Violation—Misdemeanor.

12.24.010 Purpose and findings.

The purpose of this chapter is to protect the city of Hanford's (city) parks and other public properties and control activities at such facilities that may pose a risk to health or safety, or which may negatively affect the public's enjoyment of such facilities. The city council of the city of Hanford finds:

A. The city has invested millions of dollars in its park facilities that are designed to be used by the entire population of Hanford.

B. City parks are used for a variety of purposes, including periodic heavy use by families with children. Park usage may be limited by the large number of people that use parks and by other aspects of each park, including shape, location, nature of amenities, and competing uses of facilities.

C. In order to ensure the continued safety of those using city parks and other public facilities within the city, activities and the use of equipment or belongings that may be dangerous to the health and safety of others must be limited to designated areas or prohibited altogether.

D. The city's parks and other public facilities within the city are not designed to be used as camping sites and lack the infrastructure necessary to provide a safe and proper camping experience. City parks and other public facilities lack, to differing degrees, showers, bathrooms, lighting, electricity, security, washing facilities, burn pits, camping sites, adequate refuse containers, potable water, kitchen facilities, and other facilities needed for safe camping.

E. The lack of these accommodations and the uncontrolled placement of camping sites in city parks and other public facilities presents a clear danger to persons using, crossing or playing in parks and to persons utilizing other public facilities. These dangers include the potential for health hazards, criminal activity, interference with handicapped accessibility, and physical injury. These hazards are demonstrated through activity that has occurred within the city and in other communities.

F. The unauthorized use of city parks and other public facilities for the storage of unlimited amounts of personal property interferes with the rights of other members of the public to use such facilities for their intended purposes and create a public health or safety hazard.

G. City parks are designed to facilitate temporary experiences within set hours of operation, in order to ensure the ability of city personnel to properly maintain the grounds. In keeping with this requirement, permanent or overnight encampments would prevent the city from maintaining its parks.

H. These factors associated with camping in city parks or other public facilities constitute an unreasonable interference with the use of parks and public facilities by the community and are injurious to health and safety, offensive to the senses, create visual blight, and constitute a public nuisance.

12.24.020 Definitions.

The following words and phrases, whenever used in this chapter, shall be construed as defined in this section:

"Available shelter" means that a bed is available free of charge at a public and/or private shelter or similar accommodations, including, without limitation, an emergency shelter, as that term is defined in Section 17.96.020 of this Municipal Code, to an individual experiencing homelessness within the city. A bed shall not be considered available when an individual cannot occupy said space due exhaustion of stay limitations or when religious observance is required as

a condition of gaining shelter. Notwithstanding the foregoing, individuals possessing the means to pay for temporary shelter, refusing available shelter, or who otherwise cannot utilize the shelter space due to voluntary actions, including, but not limited to, intoxication, drug use, unruly behavior, or violation of shelter rules, shall not be considered involuntarily homeless.

"Bulky item" means any item that is too large to fit in a sixty (60) gallon trash container with the lid closed, including, but not limited to, a mattress, couch, chair or other furniture or appliance. "Bulky item" does not include a portable, collapsible picnic chair or table.

"Camp," "camping," or "camp facilities" means placing, setting up or utilizing camping equipment. Camping does not include use of umbrellas or sunshades during the time a park is open to the public. An activity shall constitute camping when it reasonably appears, in light of all the circumstances, the participants conducting these activities are in fact using the area as a sleeping or living accommodation regardless of the intent of the participants or the nature of any other activities in which they may also be engaging. "Camping" shall not include merely sitting, lying, or sleeping outside in a park/recreation area or the use of a blanket, sleeping bag, towel or mat in a park/recreation area during the time the park is open to the public.

"Camp fire" means an open-air fire in a camp, used for cooking, heating, or as a focal point for social activity.

"Camping equipment" or "camping paraphernalia" means tents, tarpaulins, lean-tos, huts, cardboard boxes, or similar make-shift temporary shelters (whether commercially produced or improvised from random materials), as well as cooking facilities, hammocks, ground cover, bedding, sleeping bags, or other similar equipment used for living in the outdoors.

"City parks" or "parks" means a publicly owned, naturalistic and recreation areas in urban environments. These areas are open to the public to offer recreation and green space to residents and visitors of the city.

"Homeless" means an individual without permanent housing who may live on the street; stay in a shelter, mission, vacant building, or vehicle; or is in other unstable or non-permanent housing situation.

"Park amenities" means any man-made structure, monument, statue, vase, fountain, pole, wall, fence, railing, bench, picnic table, trash receptacle, arbor, shade structure, playground, building, landscaping, natural vegetation, lighting system, sprinkler system, and walking or biking trails, paths or walkways, and waterways.

"Park and recreation facilities" and "park/recreation areas" means all parks and their associated open spaces, trails, park amenities, buildings, and recreation facilities used by the public within the boundaries of the city, and which are owned, operated and/or maintained by the city.

"Park personnel" means those people employed by the city and responsible for the maintenance, operation, protection, or management of any city park or facility.

"Personal property" means tangible personal belongings or possessions, which shall include any movable or tangible thing that is subject to ownership; and property or chattels that can be seen, weighed, measured, felt, or touched, including, but not limited to, furniture, appliances, camping facilities, camping paraphernalia, money, and/or books.

"Restroom facilities" means a public toilet that is a small room or small building with toilets and/or urinals, which do not belong to a particular household, and are available for use by the general public, customers, travelers, etc. Restroom facilities include privately owned portable toilet facilities contracted by the city and temporarily placed at a location for public use.

"Store," "stored," or "storage" means to put aside personal property in a park/recreation area or on other publicly-owned or publicly-controlled property or accumulate it for use when needed; to place personal property in a public park/recreation area or on other publicly-owned or -controlled property for safekeeping; and/or to leave personal property unattended in a public park/recreation area or on other publicly-owned or -controlled property. Moving personal property from one location to another at a park/recreation area or other publicly-owned or -controlled property or returning personal property to the same block on a daily or regular basis shall be considered storage of such property and shall not be considered removal of the belongings. This definition shall not include any personal property that, pursuant to statute, ordinance, permit, regulation, or other authorization by the city or state, is stored with the permission of the city or the state at a public park/recreation area or other city- or publicly-owned or -controlled property.

"Tent" means a collapsible shelter made of fabric such as nylon or canvas or a tarp stretched and sustained by supports, which is not open on all sides and which hinders an unobstructed view behind or into the area surrounded by the fabric. In order to qualify as a tent for purposes of this chapter, a tent, when deconstructed, must be able to fit within a sixty (60) gallon container with the lid closed.

"Umbrellas or sunshades" means any canopy or cover that is open on all sides, from ground level to the top of the structure, and consists of pliable tent-like material such as canvas, nylon, or other synthetic fabric, and that is held aloft by one or more supporting metal, plastic, or wooden poles.

12.24.030 Camping in parks, recreation areas, and other public facilities prohibited.

A. It is unlawful and a public nuisance for any person to establish, maintain, or operate a camp or occupy camp facilities, and to utilize camping equipment or camping paraphernalia while camping or occupying camping facilities: (i) in any park/recreation areas or on other publicly-owned or -controlled property within the city; (ii) within two (2) blocks of any public or private school facility; or (iii) within two (2) blocks of any public or private shelter or similar accommodations that offer services to homeless individuals. "Establish" means setting up or moving camping equipment or camp paraphernalia on such property to camp or operate camp facilities. "Maintain" means keeping or permitting camping equipment or camping paraphernalia to remain in a park/recreation area or other publicly-owned or -controlled property in order to

camp or operate camping facilities. “Operate” means participating or assisting in establishing or maintaining a camp or camping facilities.

B. Notwithstanding the provisions of subsection A. above, an individual or family unit experiencing homelessness shall not violate subsection A. by camping in a park/recreation area or other publicly-owned or -controlled property unless: (i) there is available shelter as defined above; (ii) they interfere with or impede the performance of maintenance, repair, or improvement work conducted by a city employee or contractor; (iii) such activity creates a public health or safety risk or violates federal, state, or local laws or regulations, including, without limitation, regulations establishing disabled access requirements.

C. Notwithstanding the exemption provided for in subsection B. above, camping facilities, camping equipment, and camping paraphernalia may not be affixed or attached to, or constructed upon or with, or otherwise located within ten (10) feet of any park amenities or structures.

D. Notwithstanding the exemption provided for in subsection B. above, camping facilities, camping equipment, and camping paraphernalia may not be located or utilized within any waterways or drainage basins.

E. Camping may be permitted in park and recreation facilities in conjunction with any City sponsored and approved event.

F. The use of park restroom facilities shall be available to all patrons. Camping and sleeping in park restroom facilities would interfere with the public’s use of such facilities, and, therefore, camping and sleeping in park restroom facilities is prohibited. This chapter shall not be interpreted to allow the public use of city restroom facilities that are normally reserved for the use by city employees.

G. It is unlawful to camp or sleep within the fenced area of a dog park or any area within a park that is reserved for dogs.

12.24.040 Storage of personal belongings prohibited.

A. It is unlawful and a public nuisance for any person to store personal property, whether attended or unattended, in any park/recreation area or the outdoor portion of other publicly-owned or -controlled property, except as otherwise approved in writing by the city manager or designee or by resolution of the city council. Personal property stored in violation of this section may be impounded pursuant to the requirements of this section.

1. Notwithstanding these prohibitions, an individual or family unit experiencing homelessness shall not be in violation of this section and their belongings located within a park/recreation area or the outdoor portion of other publicly-owned or -controlled property may not be impounded unless: (i) there is available shelter as defined above; (ii) a belonging violates the restrictions described in subsection B. below; (iii) the personal property is maintained in a manner that interferes with or impedes the performance of maintenance, repair, or improvement

work conducted by a city employee or contractor; or (iv) the personal property or the manner in which it is maintained creates a public health or safety risk or violates federal, state, or local laws or regulations, including, without limitation, regulations establishing disabled access requirements.

2. This subsection A. shall not be interpreted to allow any individual or family unit experiencing homelessness to leave their personal property unattended in a park/recreation area or the outdoor area of other publicly-owned or -controlled property, and unattended property shall be subject to the impoundment provisions contained below.

B. Unless specifically authorized by the chief of police, the city manager, or their designees, no person shall possess at a park/recreation area or the outdoor portion of any other publicly-owned or -controlled property: (i) any bulky item; or (ii) personal property that cumulatively exceeds the amount of property that could fit in a sixty (60) gallon trash receptacle with lid closed. Such limitations shall not, however, apply to the city or other public entity that operates or is responsible for a park/recreation area or other publicly-owned or -controlled property.

C. The provisions of this section shall not apply to abandoned personal property, which may be disposed of forthwith.

D. The chief of police, the city manager, and their designees, are authorized to impound personal property pursuant to the provisions of this section and shall make provisions for the receipt and safekeeping of personal property coming into his or her possession pursuant to this section. A receipt shall be issued to the person delivering such personal property, unless the personal property was found in the course of employment by an employee of the city. The chief of police, the city manager, or their designees, shall notify the owner of the personal property in writing if his or her identity is reasonably ascertainable and will cause a written notice to be left in a prominent place on or near the location of the personal property for any personal property impounded pursuant to this section, advising that the city is in possession of the personal property and the location where and hours during which it may be claimed.

E. Notice Prior to Impoundment.

1. Stored personal property or personal property violating this chapter may be impounded without notice if there is a reasonable belief that it is abandoned, presents an immediate threat to public health or safety, is evidence of a crime, is evidence in a criminal investigation, or is contraband.

2. In matters in which subsection E.1. does not apply, personal property unlawfully stored in parks/recreation areas or on other publicly-owned or -controlled property shall be impounded only after a notice is provided to the owner of the personal property or left at or near the location of the personal property at least seventy-two (72) hours prior to the commencement of abatement efforts, which advises that the personal property will be impounded if it is not removed. This notice will specify the following:

You must remove your belongings from the site by _____ a.m./p.m. on _____, 20___. You should not leave behind any belongings you want to keep. All belongings left behind may be removed by the City within forty-eight (48) hours of the time specified above. The City will post an Impound Notice for the belongings that the City takes and stores during the clean-up process.

If you wish to reduce the risk of losing valued belongings, you should try to keep those belongings on your person at all times, in a storage facility, or in visible, sanitary, and safely accessible bags or bins.

Belongings that are hazardous, likely to become hazardous while stored, contraband and stolen items, or which pose a threat to public health and safety will be subject to immediate disposal by the City.

If your belongings are impounded, you can claim them by following the directions on the Impound Notice after the clean-up is completed. Information about how to claim you belongings is also available on the City's website. You may retrieve any impounded belongings without being asked about your criminal background or outstanding warrants.

The chief of police, the city manager, or their designees shall conduct abatement of a site at the time specified in the notice. If abatement is delayed or rescheduled, the chief of police, the city manager, or their designees may conduct abatement within forty-eight (48) hours of the time specified in the notice without posting a new notice. If abatement does not occur within forty-eight (48) hours of the time specified in a notice, the chief of police, the city manager, or their designees shall post a new notice prior to engaging in abatement activities.

3. Notwithstanding the provisions of subsection E.2., the chief of police, the city manager, or their designees may engage in expedited abatement by giving the required pre-impound notice a minimum of three (3) hours prior to the commencement of abatement efforts if: (1) the City receives direction from the County of Kings or other governmental authority that abatement is necessary to preserve public health or safety; or (2) the chief of police, the city manager, or their designees observe or reasonably suspect that personal property creates a significant risk to public health or safety or a significant risk of property damage.

F. If, at the time specified in a notice required by subsection E. above, personal property remains unlawfully stored in a park/recreation area or on other publicly-owned or -controlled property, that personal property may be impounded in accordance with the process identified below. The person impounding the personal property shall provide the notices required pursuant to subsection D. above.

1. The chief of police, the city manager, or their designees shall document the abatement and impoundment process as follows:

a. Photograph or video record the site before any abatement begins;

b. Open backpacks, purses, suitcases, and other containers to determine whether they contain items eligible for storage;

c. Set out items in backpacks, purses, suitcases, and other containers and photograph or video record the items;

d. Photograph or video record all items to be stored or which will be subject to immediate disposal;

e. Photograph or video record the cleanup process; and

f. Photograph or video record the site after abatement has concluded.

G. Personal property taken by the city during cleanup occurring pursuant to this chapter shall be stored unless it meets one (1) of the following disqualifying conditions:

1. Hazardous, including, without limitation, explosives, flammables, toxins, weapons, drug paraphernalia, or items contaminated with human waste, animal waste, insects, hazardous liquids, or mold;

2. Likely to become hazardous in storage, including perishables, wet material that may become moldy, and items covered in mud;

3. Contraband or stolen; or

4. Pose a threat to public health or safety.

H. Personal property impounded by the city pursuant to this section shall be retained for a period of at least ninety (90) days. If the personal property consists of money, it shall be deposited with the city's finance director or designee for a period of not less than ninety (90) days, unless sooner claimed by its owner. Personal property not claimed within ninety (90) days of the impoundment date shall be deemed to be abandoned personal property and will be subject to disposition as provided in this section.

I. During the time that any personal property is held by the city, it may be delivered or paid to its owner as follows:

1. The personal property shall be delivered upon proof of ownership satisfactory to the chief of police, the city manager, or their designees, after ten (10) days' notice by mail to any other person(s), if any, who has asserted a claim of ownership at any address given by such person(s).

2. If the personal property consists of money, it shall be paid to the owner upon written order from the chief of police, the city manager, or their designees to the director of finance. The chief of police, city manager, or their designees shall make such order upon the same proof of ownership and with the same notice as prescribed in the case of other personal property.

3. If ownership cannot be determined to the satisfaction of the chief of police, the city manager, or their designees, he or she may refuse to deliver the personal property or refuse to order the payment of such money to anyone until ordered to do so by a court of competent jurisdiction.

J. Upon expiration of the ninety (90) day impoundment period, any personal property held by the city and not delivered to the owner may be appropriated for use by the city upon order of the city manager or his or her designee, upon finding that the personal property is needed for a public use, and any personal property not appropriated for city use may be disposed of at the discretion of the city manager or his or her designee. All unclaimed money received by the city, and not delivered to the owner during the ninety (90) day impoundment period shall thereafter be deposited in the general fund.

K. The provisions of this chapter shall not apply to personal property that is: (1) subject to confiscation pursuant to state or federal law; (2) evidence of a crime; or (3) evidence in an ongoing criminal investigation and/or civil proceeding pursuant to state or federal law.

12.24.050 Tents and other enclosed temporary structures prohibited.

A. Except as otherwise provided in this section, it is unlawful for any person to set up and utilize a tent, or similar temporary shelter or improvised make-shift structure from random items in park/recreation areas or on publicly-owned or -controlled property, except in conjunction with a city sponsored and approved event. The use of umbrellas or sunshades is permissible in a public park.

B. Notwithstanding the restrictions contained in subsection A., an individual or family unit that is experiencing homelessness will not be in violation of this section unless: (i) it is confirmed that there is available shelter as defined above; (ii) the tent is located or constructed in such a manner that interferes with the performance of maintenance, repair, or improvement work conducted by a city employee or contractor; (iii) the tent is inconsistent with the "tent" definition of Section 12.24.020 above; or (iv) the tent creates a public health or safety risk or violates federal, state, or local laws or regulations, including, without limitation, regulations establishing disabled access requirements. A prohibited tent will be subject to citation and to the impoundment procedures of Section 12.24.040.

12.24.060 Fires prohibited.

No person shall kindle or build a fire in park and recreation facilities or other publicly-owned or -controlled property, including within any portable fire rings, receptacle, or park amenity for the purpose of creating or containing a fire, unless a fire is allowed by the city in conjunction with any city sponsored and approved event. A fire that is lighted and maintained in a barbeque grill being utilized for cooking purposes only, and only in designated areas, shall, however, be exempt from this prohibition. Installed park grills are designed for charcoal-based cooking, and no other flammable material may be used in them. Grill fires shall be completely

extinguished before leaving the park/recreation area. Fires solely for the purpose of personal warmth are not allowed, and park grills shall not be used as a trash receptacle.

12.24.070 Littering, personal waste, and dumping prohibited.

A. Receptacles are provided for trash related to park activities. Park users shall deposit their trash in designated receptacles. It is unlawful for any person to enter, occupy, or sleep in any trash receptacle or enclosure.

B. No person shall bring and leave refuse, furniture, or surplus material from another property, including home-based litter and refuse and/or business-related refuse, for the purpose of dumping it in any park/recreational area or on other publicly-owned or -controlled property.

C. No person shall deposit or cause to be deposited urine, fecal matter, or other bodily discharges within park and recreation facilities or on other publicly-owned or -controlled property, with the exception of within the normal use of designated restrooms. Park and recreation facility restrooms and washrooms that are designated single-use, unisex facilities, are to be used by one person at a time for their designated purpose and for a reasonable time period. This rule shall not apply to children under the age of eight (8) years, or persons with special needs, who may be accompanied by a person responsible for that child or person.

12.24.080 Resource protection.

A. Natural Features. It is unlawful for members of the public to engage in any of the following acts within any city park or facility:

1. Cut, pick, mutilate, or destroy any vegetation.

2. Introduce any flora or fauna.

3. Pick, dig up, cut, mutilate, destroy, injure, disturb, move, molest, burn, or carry away any tree or plant or portion thereof, including, but not limited to, leaf mold, flowers, foliage, berries, fruit, grass, fern, turf, humus, shrubs, cones, and dead wood.

4. Place upon, attach, or secure to any tree, plant, shrub, rock or other natural feature any rope, wire mark, writing, printing, card, display, placard, or object.

B. Geological Features. It is unlawful for any member of the public to engage in the following acts within any city park or facility:

1. Remove, cut, dig, or disfigure any soil, rock, or fossil.

2. Dig up, pick, remove, mutilate, injure, or collect any historical or archaeological artifact or object.

3. Disturb, deface, disfigure, mark on, or destroy any cave, rock formation, or any other naturally occurring feature.

4. Deposit any earth, sand, rock, stone, or other substance, or dig such materials from any area.

C. Water Features. It is unlawful for any member of the public to engage in the following acts within any city park or facility:

1. Throw, discharge or otherwise place or cause to be placed into any fountain, pond, basin, or other body of water any substance, matter, or thing, liquid or solid, including, but without limitation to, particles or objects made of paper, metal, glass, styrofoam, garbage, rubbish, rubber, fuel, food matter, wood, fiber, and plastics, human waste, or other polluting substances of any kind.

2. Discharge any wastewater, sewage, or effluents anywhere except in proper receptacles.

3. Receive, bring or cause to be brought into any park/recreation area any species that poses a threat to the waters of such facility.

D. Pesticides and Hazardous Materials. No person, with the exception of park personnel in the normal course of their duties, shall disperse or otherwise apply any pesticide or any other hazardous material within any city park or facility whether to the air, water, ground, or vegetation.

E. Propagation of Plants and Animals. No person shall receive, bring or cause to be brought into any city park any animals or plants from any place for the purpose of propagation.

F. Animals.

1. No member of the public, shall or attempt to molest, hunt, disturb, injure, trap, take, net, poison, harm, tease or kill any kind of wild or domestic animal, bird, or reptile, or their eggs or nests, or fish.

2. No member of the public shall release or abandon any animal, amphibian, bird, or reptile, dead or alive, within a city park.

G. Climbing. It is unlawful for the public to climb any trees or structures at any park/recreation area, which were not designed for climbing.

H. Permanent Structures. No person shall erect or cause to be erected at parks and recreation facilities any structure that is not designed to be able to be moved each day.

12.24.090 Animals and pets.

A. Animals in City Parks. A person may bring a dog or other animal into park/recreation areas subject to the following conditions, requirements, and mandates:

1. Dogs and other animals must be controlled by a leash not exceeding six (6) feet in length, or by a bridle, unless in an area specifically designated for such use (dog park). All domesticated dogs and cats are subject to H.M.C. Section 6.08.020 Restraint of Animals.

2. Dogs in a designated off-leash area must be at all times under the control of and visible to the owner or person in control of the dog.

3. It is unlawful to leave an animal unattended or abandoned.

4. It is unlawful to allow an animal to be in any portion of a park/recreation area where specifically prohibited.

5. It is unlawful to keep or permit to remain in any park/recreation area any noisy, vicious, or dangerous animal, or an animal that unduly disturbs, bothers, inconveniences, or endangers other persons or animals.

B. Animal Waste. The owner or any person responsible for bringing an animal into any park or recreation facility shall be responsible for removing any waste or refuse left by that animal and shall deposit it in a proper receptacle. (Ord. 20-15 § 1, 2021)

12.24.100 Severability.

The city council declares that it would have adopted this chapter, sentence by sentence, paragraph by paragraph and section by section, and does hereby declare that the provisions of this chapter are severable, and, if for any reason any sentence, paragraph, or section of this chapter shall be held invalid, such decision shall not affect the validity of the remaining parts of this chapter. The provisions of this chapter shall be enforceable only to the extent they are consist with then-current federal, state, and case law.

12.24.110 Violation—Misdemeanor.

Any person who violates any of the provisions of this chapter shall be guilty of a misdemeanor. This section shall not be interpreted to limit the remedies available to the city; rather, the city may seek and utilize all remedies available under this code and state law in order to enforce the provisions of this chapter.

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

PASSED, ADOPTED AND APPROVED this ____ day of _____, 2024 by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

_____

TRAVIS PADEN
MAYOR of the City of Hanford

Attest:

_____

NATALIE CORRAL
CITY CLERK

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

I, _____, City Clerk of the City of Hanford, do hereby certify the foregoing Ordinance was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the _____ day of _____, 2024.

Date: _____ _____

City Clerk

Chapter 12.24 ADDITIONAL RULES GOVERNING CITY PARKS AND OTHER CITY PROPERTIES

12.24.010 Purpose and findings.

12.24.020 Definitions.

12.24.030 Camping in parks, recreation areas, and other facilities prohibited.

12.24.040 Storage of personal belongings prohibited.

12.24.050 Tents and other enclosed temporary structures prohibited.

12.24.060 Fires prohibited.

12.24.070 Littering, personal waste, and dumping prohibited.

12.24.080 Resource protection.

12.24.090 Animals and pets.

12.24.100 Severability.

12.24.110 Violation—Misdemeanor.

12.24.010 Purpose and findings.

The purpose of this chapter is to protect the city of Hanford's (city) parks and other public properties and control activities at such facilities that may pose a risk to health or safety, or which may negatively affect the public's enjoyment of such facilities. The city council of the city of Hanford finds:

A. The city has invested millions of dollars in its park facilities that are designed to be used by the entire population of Hanford.

B. City parks are used for a variety of purposes, including periodic heavy use by families with children. Park usage may be limited by the large number of people that use parks and by other aspects of each park, including shape, location, nature of amenities, and competing uses of facilities.

C. In order to ensure the continued safety of those using city parks and other public facilities within the city, activities and the use of equipment or belongings that may be dangerous to the health and safety of others must be limited to designated areas or prohibited altogether.

D. The city's parks and other public facilities within the city are not designed to be used as camping sites and lack the infrastructure necessary to provide a safe and proper camping

experience. City parks and other public facilities lack, to differing degrees, showers, bathrooms, lighting, electricity, security, washing facilities, burn pits, camping sites, adequate refuse containers, potable water, kitchen facilities, and other facilities needed for safe camping.

E. The lack of these accommodations and the uncontrolled placement of camping sites in city parks and other public facilities presents a clear danger to persons using, crossing or playing in parks and to persons utilizing other public facilities. These dangers include the potential for health hazards, criminal activity, interference with handicapped accessibility, and physical injury. These hazards are demonstrated through activity that has occurred within the city and in other communities.

F. The unauthorized use of city parks and other public facilities for the storage of unlimited amounts of personal property interferes with the rights of other members of the public to use such facilities for their intended purposes and create a public health or safety hazard.

G. City parks are designed to facilitate temporary experiences within set hours of operation, in order to ensure the ability of city personnel to properly maintain the grounds. In keeping with this requirement, permanent or overnight encampments would prevent the city from maintaining its parks.

H. These factors associated with camping in city parks or other public facilities constitute an unreasonable interference with the use of parks and public facilities by the community and are injurious to health and safety, offensive to the senses, create visual blight, and constitute a public nuisance.

12.24.020 Definitions.

The following words and phrases, whenever used in this chapter, shall be construed as defined in this section:

"Available shelter" means that a bed is available free of charge at a public and/or private shelter or similar accommodations, including, without limitation, an emergency shelter, as that term is defined in Section 17.96.020 of this Municipal Code, to an individual experiencing homelessness within the city. A bed shall not be considered available when an individual cannot occupy said space due exhaustion of stay limitations or when religious observance is required as a condition of gaining shelter. Notwithstanding the foregoing, individuals possessing the means to pay for temporary shelter, refusing available shelter, or who otherwise cannot utilize the shelter space due to voluntary actions, including, but not limited to, intoxication, drug use, unruly behavior, or violation of shelter rules, shall not be considered involuntarily homeless.

"Bulky item" means any item that is too large to fit in a sixty (60) gallon trash container with the lid closed, including, but not limited to, a mattress, couch, chair or other furniture or appliance. "Bulky item" does not include a portable, collapsible picnic chair or table.

"Camp," "camping," or "camp facilities" means placing, setting up or utilizing camping equipment. Camping does not include use of umbrellas or sunshades during the time a park is

open to the public. An activity shall constitute camping when it reasonably appears, in light of all the circumstances, the participants conducting these activities are in fact using the area as a sleeping or living accommodation regardless of the intent of the participants or the nature of any other activities in which they may also be engaging. “Camping” shall not include merely sitting, lying, or sleeping outside in a park/recreation area or the use of a blanket, sleeping bag, towel or mat in a park/recreation area during the time the park is open to the public.

“Camp fire” means an open-air fire in a camp, used for cooking, heating, or as a focal point for social activity.

“Camping equipment” or “camping paraphernalia” means tents, tarpaulins, lean-tos, huts, cardboard boxes, or similar make-shift temporary shelters (whether commercially produced or improvised from random materials), as well as cooking facilities, hammocks, ground cover, bedding, sleeping bags, or other similar equipment used for living in the outdoors.

“City parks” or “parks” means a publicly owned, naturalistic and recreation areas in urban environments. These areas are open to the public to offer recreation and green space to residents and visitors of the city.

“Homeless” means an individual without permanent housing who may live on the street; stay in a shelter, mission, vacant building, or vehicle; or is in other unstable or non-permanent housing situation.

“Park amenities” means any man-made structure, monument, statue, vase, fountain, pole, wall, fence, railing, bench, picnic table, trash receptacle, arbor, shade structure, playground, building, landscaping, natural vegetation, lighting system, sprinkler system, and walking or biking trails, paths or walkways, and waterways.

“Park and recreation facilities” and “park/recreation areas” means all parks and their associated open spaces, trails, park amenities, buildings, and recreation facilities used by the public within the boundaries of the city, and which are owned, operated and/or maintained by the city.

“Park personnel” means those people employed by the city and responsible for the maintenance, operation, protection, or management of any city park or facility.

“Personal property” means tangible personal belongings or possessions, which shall include any movable or tangible thing that is subject to ownership; and property or chattels that can be seen, weighed, measured, felt, or touched, including, but not limited to, furniture, appliances, camping facilities, camping paraphernalia, money, and/or books.

“Restroom facilities” means a public toilet that is a small room or small building with toilets and/or urinals, which do not belong to a particular household, and are available for use by the general public, customers, travelers, etc. Restroom facilities include privately owned portable toilet facilities contracted by the city and temporarily placed at a location for public use.

"Store," "stored," or "storage" means to put aside personal property in a park/recreation area or on other publicly-owned or publicly-controlled property or accumulate it for use when needed; to place personal property in a public park/recreation area or on other publicly-owned or -controlled property for safekeeping; and/or to leave personal property unattended in a public park/recreation area or on other publicly-owned or -controlled property. Moving personal property from one location to another at a park/recreation area or other publicly-owned or -controlled property or returning personal property to the same block on a daily or regular basis shall be considered storage of such property and shall not be considered removal of the belongings. This definition shall not include any personal property that, pursuant to statute, ordinance, permit, regulation, or other authorization by the city or state, is stored with the permission of the city or the state at a public park/recreation area or other city- or publicly-owned or -controlled property.

"Tent" means a collapsible shelter made of fabric such as nylon or canvas or a tarp stretched and sustained by supports, which is not open on all sides and which hinders an unobstructed view behind or into the area surrounded by the fabric. In order to qualify as a tent for purposes of this chapter, a tent, when deconstructed, must be able to fit within a sixty (60) gallon container with the lid closed.

"Umbrellas or sunshades" means any canopy or cover that is open on all sides, from ground level to the top of the structure, and consists of pliable tent-like material such as canvas, nylon, or other synthetic fabric, and that is held aloft by one or more supporting metal, plastic, or wooden poles.

12.24.030 Camping in parks, recreation areas, and other public facilities prohibited.

A. It is unlawful and a public nuisance for any person to establish, maintain, or operate a camp or occupy camp facilities, and to utilize camping equipment or camping paraphernalia while camping or occupying camping facilities: (i) in any park/recreation areas or on other publicly-owned or -controlled property within the city; (ii) within two (2) blocks of any public or private school facility; or (iii) within two (2) blocks of any public or private shelter or similar accommodations that offer services to homeless individuals. "Establish" means setting up or moving camping equipment or camp paraphernalia on such property to camp or operate camp facilities. "Maintain" means keeping or permitting camping equipment or camping paraphernalia to remain in a park/recreation area or other publicly-owned or -controlled property in order to camp or operate camping facilities. "Operate" means participating or assisting in establishing or maintaining a camp or camping facilities.

B. Notwithstanding the provisions of subsection A. above, an individual or family unit experiencing homelessness shall not violate subsection A. by camping in a park/recreation area or other publicly-owned or -controlled property unless: (i) there is available shelter as defined above; (ii) they interfere with or impede the performance of maintenance, repair, or improvement work conducted by a city employee or contractor; (iii) such activity creates a public health or safety risk or violates federal, state, or local laws or regulations, including, without limitation, regulations establishing disabled access requirements.

C. Notwithstanding the exemption provided for in subsection B. above, camping facilities, camping equipment, and camping paraphernalia may not be affixed or attached to, or constructed upon or with, or otherwise located within ten (10) feet of any park amenities or structures.

D. Notwithstanding the exemption provided for in subsection B. above, camping facilities, camping equipment, and camping paraphernalia may not be located or utilized within any waterways or drainage basins.

E. Camping may be permitted in park and recreation facilities in conjunction with any City sponsored and approved event.

F. The use of park restroom facilities shall be available to all patrons. Camping and sleeping in park restroom facilities would interfere with the public's use of such facilities, and, therefore, camping and sleeping in park restroom facilities is prohibited. This chapter shall not be interpreted to allow the public use of city restroom facilities that are normally reserved for the use by city employees.

G. It is unlawful to camp or sleep within the fenced area of a dog park or any area within a park that is reserved for dogs.

12.24.040 Storage of personal belongings prohibited.

A. It is unlawful and a public nuisance for any person to store personal property, whether attended or unattended, in any park/recreation area or the outdoor portion of other publicly-owned or -controlled property, except as otherwise approved in writing by the city manager or designee or by resolution of the city council. Personal property stored in violation of this section may be impounded pursuant to the requirements of this section.

1. Notwithstanding these prohibitions, an individual or family unit experiencing homelessness shall not be in violation of this section and their belongings located within a park/recreation area or the outdoor portion of other publicly-owned or -controlled property may not be impounded unless: (i) there is available shelter as defined above; (ii) a belonging violates the restrictions described in subsection B. below; (iii) the personal property is maintained in a manner that interferes with or impedes the performance of maintenance, repair, or improvement work conducted by a city employee or contractor; or (iv) the personal property or the manner in which it is maintained creates a public health or safety risk or violates federal, state, or local laws or regulations, including, without limitation, regulations establishing disabled access requirements.

2. This subsection A. shall not be interpreted to allow any individual or family unit experiencing homelessness to leave their personal property unattended in a park/recreation area or the outdoor area of other publicly-owned or -controlled property, and unattended property shall be subject to the impoundment provisions contained below.

B. Unless specifically authorized by the chief of police, the city manager, or their designees, no person shall possess at a park/recreation area or the outdoor portion of any other publicly-owned or -controlled property: (i) any bulky item; or (ii) personal property that cumulatively exceeds the amount of property that could fit in a sixty (60) gallon trash receptacle with lid closed. Such limitations shall not, however, apply to the city or other public entity that operates or is responsible for a park/recreation area or other publicly-owned or -controlled property.

C. The provisions of this section shall not apply to abandoned personal property, which may be disposed of forthwith.

D. The chief of police, the city manager, and their designees, are authorized to impound personal property pursuant to the provisions of this section and shall make provisions for the receipt and safekeeping of personal property coming into his or her possession pursuant to this section. A receipt shall be issued to the person delivering such personal property, unless the personal property was found in the course of employment by an employee of the city. The chief of police, the city manager, or their designees, shall notify the owner of the personal property in writing if his or her identity is reasonably ascertainable and will cause a written notice to be left in a prominent place on or near the location of the personal property for any personal property impounded pursuant to this section, advising that the city is in possession of the personal property and the location where and hours during which it may be claimed.

E. Notice Prior to Impoundment.

1. Stored personal property or personal property violating this chapter may be impounded without notice if there is a reasonable belief that it is abandoned, presents an immediate threat to public health or safety, is evidence of a crime, is evidence in a criminal investigation, or is contraband.

2. In matters in which subsection E.1. does not apply, personal property unlawfully stored in parks/recreation areas or on other publicly-owned or -controlled property shall be impounded only after a notice is provided to the owner of the personal property or left at or near the location of the personal property at least seventy-two (72) hours prior to the commencement of abatement efforts, which advises that the personal property will be impounded if it is not removed. This notice will specify the following:

> You must remove your belongings from the site by _____ a.m./p.m. on _____, 20___. You should not leave behind any belongings you want to keep. All belongings left behind may be removed by the City within forty-eight (48) hours of the time specified above. The City will post an Impound Notice for the belongings that the City takes and stores during the clean-up process.
>
> If you wish to reduce the risk of losing valued belongings, you should try to keep those belongings on your person at all times, in a storage facility, or in visible, sanitary, and safely accessible bags or bins.

Belongings that are hazardous, likely to become hazardous while stored, contraband and stolen items, or which pose a threat to public health and safety will be subject to immediate disposal by the City.

If your belongings are impounded, you can claim them by following the directions on the Impound Notice after the clean-up is completed. Information about how to claim you belongings is also available on the City's website. You may retrieve any impounded belongings without being asked about your criminal background or outstanding warrants.

The chief of police, the city manager, or their designees shall conduct abatement of a site at the time specified in the notice. If abatement is delayed or rescheduled, the chief of police, the city manager, or their designees may conduct abatement within forty-eight (48) hours of the time specified in the notice without posting a new notice. If abatement does not occur within forty-eight (48) hours of the time specified in a notice, the chief of police, the city manager, or their designees shall post a new notice prior to engaging in abatement activities.

3. Notwithstanding the provisions of subsection E.2., the chief of police, the city manager, or their designees may engage in expedited abatement by giving the required pre-impound notice a minimum of three (3) hours prior to the commencement of abatement efforts if: (1) the City receives direction from the County of Kings or other governmental authority that abatement is necessary to preserve public health or safety; or (2) the chief of police, the city manager, or their designees observe or reasonably suspect that personal property creates a significant risk to public health or safety or a significant risk of property damage.

F. If, at the time specified in a notice required by subsection E. above, personal property remains unlawfully stored in a park/recreation area or on other publicly-owned or -controlled property, that personal property may be impounded in accordance with the process identified below. The person impounding the personal property shall provide the notices required pursuant to subsection D. above.

1. The chief of police, the city manager, or their designees shall document the abatement and impoundment process as follows:

a. Photograph or video record the site before any abatement begins;

b. Open backpacks, purses, suitcases, and other containers to determine whether they contain items eligible for storage;

c. Set out items in backpacks, purses, suitcases, and other containers and photograph or video record the items;

d. Photograph or video record all items to be stored or which will be subject to immediate disposal;

e. Photograph or video record the cleanup process; and

f. Photograph or video record the site after abatement has concluded.

G. Personal property taken by the city during cleanup occurring pursuant to this chapter shall be stored unless it meets one (1) of the following disqualifying conditions:

1. Hazardous, including, without limitation, explosives, flammables, toxins, weapons, drug paraphernalia, or items contaminated with human waste, animal waste, insects, hazardous liquids, or mold;

2. Likely to become hazardous in storage, including perishables, wet material that may become moldy, and items covered in mud;

3. Contraband or stolen; or

4. Pose a threat to public health or safety.

H. Personal property impounded by the city pursuant to this section shall be retained for a period of at least ninety (90) days. If the personal property consists of money, it shall be deposited with the city's finance director or designee for a period of not less than ninety (90) days, unless sooner claimed by its owner. Personal property not claimed within ninety (90) days of the impoundment date shall be deemed to be abandoned personal property and will be subject to disposition as provided in this section.

I. During the time that any personal property is held by the city, it may be delivered or paid to its owner as follows:

1. The personal property shall be delivered upon proof of ownership satisfactory to the chief of police, the city manager, or their designees, after ten (10) days' notice by mail to any other person(s), if any, who has asserted a claim of ownership at any address given by such person(s).

2. If the personal property consists of money, it shall be paid to the owner upon written order from the chief of police, the city manager, or their designees to the director of finance. The chief of police, city manager, or their designees shall make such order upon the same proof of ownership and with the same notice as prescribed in the case of other personal property.

3. If ownership cannot be determined to the satisfaction of the chief of police, the city manager, or their designees, he or she may refuse to deliver the personal property or refuse to order the payment of such money to anyone until ordered to do so by a court of competent jurisdiction.

J. Upon expiration of the ninety (90) day impoundment period, any personal property held by the city and not delivered to the owner may be appropriated for use by the city upon order of the city manager or his or her designee, upon finding that the personal property is needed for a public use, and any personal property not appropriated for city use may be disposed of at the discretion of the city manager or his or her designee. All unclaimed money received by

the city, and not delivered to the owner during the ninety (90) day impoundment period shall thereafter be deposited in the general fund.

K. The provisions of this chapter shall not apply to personal property that is: (1) subject to confiscation pursuant to state or federal law; (2) evidence of a crime; or (3) evidence in an ongoing criminal investigation and/or civil proceeding pursuant to state or federal law.

12.24.050 Tents and other enclosed temporary structures prohibited.

A. Except as otherwise provided in this section, it is unlawful for any person to set up and utilize a tent, or similar temporary shelter or improvised make-shift structure from random items in park/recreation areas or on publicly-owned or -controlled property, except in conjunction with a city sponsored and approved event. The use of umbrellas or sunshades is permissible in a public park.

B. Notwithstanding the restrictions contained in subsection A., an individual or family unit that is experiencing homelessness will not be in violation of this section unless: (i) it is confirmed that there is available shelter as defined above; (ii) the tent is located or constructed in such a manner that interferes with the performance of maintenance, repair, or improvement work conducted by a city employee or contractor; (iii) the tent is inconsistent with the "tent" definition of Section 12.24.020 above; or (iv) the tent creates a public health or safety risk or violates federal, state, or local laws or regulations, including, without limitation, regulations establishing disabled access requirements. A prohibited tent will be subject to citation and to the impoundment procedures of Section 12.24.040.

12.24.060 Fires prohibited.

No person shall kindle or build a fire in park and recreation facilities or other publicly-owned or -controlled property, including within any portable fire rings, receptacle, or park amenity for the purpose of creating or containing a fire, unless a fire is allowed by the city in conjunction with any city sponsored and approved event. A fire that is lighted and maintained in a barbeque grill being utilized for cooking purposes only, and only in designated areas, shall, however, be exempt from this prohibition. Installed park grills are designed for charcoal-based cooking, and no other flammable material may be used in them. Grill fires shall be completely extinguished before leaving the park/recreation area. Fires solely for the purpose of personal warmth are not allowed, and park grills shall not be used as a trash receptacle.

12.24.070 Littering, personal waste, and dumping prohibited.

A. Receptacles are provided for trash related to park activities. Park users shall deposit their trash in designated receptacles. It is unlawful for any person to enter, occupy, or sleep in any trash receptacle or enclosure.

B. No person shall bring and leave refuse, furniture, or surplus material from another property, including home-based litter and refuse and/or business-related refuse, for the purpose of dumping it in any park/recreational area or on other publicly-owned or -controlled property.

C. No person shall deposit or cause to be deposited urine, fecal matter, or other bodily discharges within park and recreation facilities or on other publicly-owned or -controlled property, with the exception of within the normal use of designated restrooms. Park and recreation facility restrooms and washrooms that are designated single-use, unisex facilities, are to be used by one person at a time for their designated purpose and for a reasonable time period. This rule shall not apply to children under the age of eight (8) years, or persons with special needs, who may be accompanied by a person responsible for that child or person.

12.24.080 Resource protection.

A. Natural Features. It is unlawful for members of the public to engage in any of the following acts within any city park or facility:

1. Cut, pick, mutilate, or destroy any vegetation.

2. Introduce any flora or fauna.

3. Pick, dig up, cut, mutilate, destroy, injure, disturb, move, molest, burn, or carry away any tree or plant or portion thereof, including, but not limited to, leaf mold, flowers, foliage, berries, fruit, grass, fern, turf, humus, shrubs, cones, and dead wood.

4. Place upon, attach, or secure to any tree, plant, shrub, rock or other natural feature any rope, wire mark, writing, printing, card, display, placard, or object.

B. Geological Features. It is unlawful for any member of the public to engage in the following acts within any city park or facility:

1. Remove, cut, dig, or disfigure any soil, rock, or fossil.

2. Dig up, pick, remove, mutilate, injure, or collect any historical or archaeological artifact or object.

3. Disturb, deface, disfigure, mark on, or destroy any cave, rock formation, or any other naturally occurring feature.

4. Deposit any earth, sand, rock, stone, or other substance, or dig such materials from any area.

C. Water Features. It is unlawful for any member of the public to engage in the following acts within any city park or facility:

1. Throw, discharge or otherwise place or cause to be placed into any fountain, pond, basin, or other body of water any substance, matter, or thing, liquid or solid, including, but without limitation to, particles or objects made of paper, metal, glass, styrofoam, garbage, rubbish, rubber, fuel, food matter, wood, fiber, and plastics, human waste, or other polluting substances of any kind.

2. Discharge any wastewater, sewage, or effluents anywhere except in proper receptacles.

3. Receive, bring or cause to be brought into any park/recreation area any species that poses a threat to the waters of such facility.

D. Pesticides and Hazardous Materials. No person, with the exception of park personnel in the normal course of their duties, shall disperse or otherwise apply any pesticide or any other hazardous material within any city park or facility whether to the air, water, ground, or vegetation.

E. Propagation of Plants and Animals. No person shall receive, bring or cause to be brought into any city park any animals or plants from any place for the purpose of propagation.

F. Animals.

1. No member of the public, shall or attempt to molest, hunt, disturb, injure, trap, take, net, poison, harm, tease or kill any kind of wild or domestic animal, bird, or reptile, or their eggs or nests, or fish.

2. No member of the public shall release or abandon any animal, amphibian, bird, or reptile, dead or alive, within a city park.

G. Climbing. It is unlawful for the public to climb any trees or structures at any park/recreation area, which were not designed for climbing.

H. Permanent Structures. No person shall erect or cause to be erected at parks and recreation facilities any structure that is not designed to be able to be moved each day.

12.24.090 Animals and pets.

A. Animals in City Parks. A person may bring a dog or other animal into park/recreation areas subject to the following conditions, requirements, and mandates:

1. Dogs and other animals must be controlled by a leash not exceeding six (6) feet in length, or by a bridle, unless in an area specifically designated for such use (dog park). All domesticated dogs and cats are subject to H.M.C. Section 6.08.020 Restraint of Animals.

2. Dogs in a designated off-leash area must be at all times under the control of and visible to the owner or person in control of the dog.

3. It is unlawful to leave an animal unattended or abandoned.

4. It is unlawful to allow an animal to be in any portion of a park/recreation area where specifically prohibited.

5. It is unlawful to keep or permit to remain in any park/recreation area any noisy, vicious, or dangerous animal, or an animal that unduly disturbs, bothers, inconveniences, or endangers other persons or animals.

B. Animal Waste. The owner or any person responsible for bringing an animal into any park or recreation facility shall be responsible for removing any waste or refuse left by that animal and shall deposit it in a proper receptacle. (Ord. 20-15 § 1, 2021)

12.24.100 Severability.

The city council declares that it would have adopted this chapter, sentence by sentence, paragraph by paragraph and section by section, and does hereby declare that the provisions of this chapter are severable, and, if for any reason any sentence, paragraph, or section of this chapter shall be held invalid, such decision shall not affect the validity of the remaining parts of this chapter. The provisions of this chapter shall be enforceable only to the extent they are consist with then-current federal, state, and case law.

12.24.110 Violation—Misdemeanor.

Any person who violates any of the provisions of this chapter shall be guilty of a misdemeanor. This section shall not be interpreted to limit the remedies available to the city; rather, the city may seek and utilize all remedies available under this code and state law in order to enforce the provisions of this chapter.

Chapter 12.24 ADDITIONAL RULES GOVERNING CITY PARKS AND OTHER CITY PROPERTIES

12.24.010 Purpose and findings.

12.24.020 Definitions.

12.24.030 Camping in parks, recreation areas, and other facilities prohibited.

12.24.040 Storage of personal belongings prohibited.

12.24.050 Tents and other enclosed temporary structures prohibited.

12.24.060 Fires prohibited.

12.24.070 Littering, personal waste, and dumping prohibited.

12.24.080 Resource protection.

12.24.090 Animals and pets.

12.24.100 Severability.

12.24.110 Violation—Misdemeanor.

12.24.010 Purpose and findings.

The purpose of this chapter is to protect the city of Hanford's (city) parks and other public properties and control activities at such facilities that may pose a risk to health or safety, or which may negatively affect the public's enjoyment of ~~parks~~such facilities. The city council of the city of Hanford finds:

A. The city has invested millions of dollars in its park facilities that are designed to be used by the entire population of Hanford.

B. City parks are used for a variety of purposes, including periodic heavy use by families with children. Park usage may be limited by the large number of people that use parks and by other aspects of each park, including shape, location, nature of amenities, and competing uses of facilities.

C. In order to ensure the continued safety of those using city parks and other ~~city~~ public facilities within the city, activities and the use of equipment or belongings that may be dangerous to the health and safety of others must be limited to designated areas or prohibited altogether.

D. The city's parks and other public facilities within the city are not designed to be used as camping sites and lack the infrastructure necessary to provide a safe and proper camping

experience. ~~All~~ City parks and other ~~City~~ public facilities lack, to differing degrees, showers, bathrooms, lighting, electricity, security, washing facilities, burn pits, camping sites, adequate refuse containers, potable water, kitchen facilities, and other facilities needed for safe camping.

E. The lack of these ~~facilities~~ accommodations and the uncontrolled placement of camping sites in ~~C~~city parks and other public facilities presents a clear danger to persons using, crossing or playing in parks and to persons utilizing other ~~city~~ public facilities. These dangers include the potential for health hazards, criminal activity, interference with handicapped accessibility, and physical injury. These hazards are demonstrated through activity that has occurred within the city and in other communities.

F. The unauthorized use of city parks and other public facilities for the storage of unlimited amounts of personal property interferes with the rights of other members of the public to use such facilities for their intended purposes and create a public health or safety hazard.

~~F~~G. City parks are designed to facilitate temporary experiences within set hours of operation, in order to ensure the ability of city personnel to properly maintain the grounds. In keeping with this requirement, permanent or overnight encampments would prevent the city from maintaining its parks.

H~~G~~. These factors associated with camping in city parks or other public facilities constitute an unreasonable interference with the use of ~~city~~ parks and public facilities by the community and are injurious to health and safety, offensive to the senses, create visual blight, and constitute a public nuisance. ~~(Ord. 20-15 § 1, 2021)~~

12.24.020 Definitions.

The following words and phrases, whenever used in this chapter, shall be construed as defined in this section:

"Available shelter" means that a bed is available free of charge~~,~~ at a public and/or private shelter~~s~~ or similar accommodations, including, without limitation, an emergency shelter, as that term is defined in Section 17.96.020 of this Municipal Code, to ~~every~~ an individual experiencing homelessness within the city ~~at no cost~~. A bed shall not be considered available when an individual cannot occupy said space due exhaustion of stay limitations or when religious observance is required as a condition of gaining shelter. Notwithstanding the foregoing, individuals possessing the means to pay for temporary shelter, refusing available shelter, or who otherwise cannot utilize the shelter space due to voluntary actions, including, but not limited to, intoxication, drug use, unruly behavior, or violation of shelter rules, shall not be ~~counted when determining whether available shelter exists~~considered involuntarily homeless.

"Bulky item" means any item that is too large to fit in a sixty (60) gallon trash container with the lid closed, including, but not limited to, a mattress, couch, chair or other furniture or appliance. "Bulky item" does not include a portable, collapsible picnic chair or table.

"Camp," "camping," or "camp facilities" means placing, setting up or utilizing camping equipment. Camping does not include use of umbrellas or sunshades during the time ~~the~~ a park is open to the public. An activity shall constitute camping when it reasonably appears, in light of all the circumstances, the participants ~~in~~ conducting these activities are in fact using the area as a sleeping or living accommodation regardless of the intent of the participants or the nature of any other activities in which they may also be engaging. "Camping" shall not include merely sitting, lying, or sleeping outside in a park/recreation area or the use of a blanket, sleeping bag, towel or mat in a ~~public~~ park/recreation area during the time the park is open to the public.

"Camp fire" means an open-air fire in a camp, used for cooking, heating, or as a focal point for social activity.

"Camping equipment" or "camping paraphernalia" means tents, tarpaulins, lean-tos, huts, cardboard boxes, or similar make-shift temporary shelters (whether commercially produced or improvised from random materials), as well as cooking facilities, hammocks, ground cover, bedding, sleeping bags, or other similar equipment used for living in the outdoors.

"City parks" or "parks" means a publicly owned, naturalistic and recreation areas in urban environments. These areas are open to the public to offer recreation and green space to residents and visitors of the city.

"Homeless" means an individual without permanent housing who may live on the street; stay in a shelter, mission, vacant building, or vehicle; or is in other unstable or non-permanent housing situation.

"Park amenities" means any man-made structure, monument, statue, vase, fountain, pole, wall, fence, railing, bench, picnic table, trash receptacle, arbor, shade structure, playground, building, landscaping, natural vegetation, lighting system, sprinkler system, and walking or biking trails, paths or walkways, and waterways.

"Park and recreation facilities" and "park/recreation areas" means all parks and their associated open spaces, trails, park amenities, buildings, and recreation facilities used by the public within the boundaries of the ~~city limits of the~~ city, and which are owned, operated and/or maintained by the city.

"Park personnel" means those people employed by the city and responsible for the maintenance, operation, protection, or management of any city park or facility.

"Personal property" means tangible personal belongings or possessions, which shall include any movable or tangible thing that is subject to ownership; and property or chattels that can be seen, weighed, measured, felt, or touched, including, but not limited to, furniture, appliances, camping facilities, camping paraphernalia, money, and/or books.

"Restroom facilities" means a public toilet that is a small room or small building with toilets and/or urinals, which do not belong to a particular household, and are available for use by the

general public, customers, travelers, etc. Restroom facilities include privately owned portable toilet facilities contracted by the city and temporarily placed at a location for public use.

"Store," "stored," or "storage" means to put aside personal property in a ~~public~~ park/recreation area or on other ~~city~~ publicly-owned or ~~city~~ publicly-controlled property or accumulate it for use when needed; to place personal property in a public park/recreation area or on other ~~city~~ publicly-owned or ~~city~~-controlled property for safekeeping; and/or to leave personal property unattended in a public park/recreation area or on other ~~city~~ publicly-owned or ~~city~~ -controlled property. Moving personal property from one location to another at a park/recreation area or other publicly-owned or -controlled property or returning personal property to the same block on a daily or regular basis shall be considered storage of such property and shall not be considered removal of the belongings. This definition shall not include any personal property that, pursuant to statute, ordinance, permit, regulation, or other authorization by the city or state, is stored with the permission of the city or the state at a public park/recreation area or other city- or publicly-owned or -controlled property.

"Tent" means a collapsible shelter made of fabric such as nylon or canvas or a tarp stretched and sustained by supports, which is not open on all sides and which hinders an unobstructed view behind or into the area surrounded by the fabric. In order to qualify as a tent for purposes of this chapter, a tent, when deconstructed, must be able to fit within a sixty (60) gallon container with the lid closed.

"Umbrellas or sunshades" means any canopy or cover that is open on all sides, from ground level to the top of the structure, and consists of pliable tent-like material such as canvas, nylon, or other synthetic fabric, and that is held aloft by one or more supporting metal, plastic, or wooden poles. ~~(Ord. 20-15 § 1, 2021)~~

12.24.030 Camping in parks, recreation areas, and other public facilities prohibited.

A. It is unlawful and a public nuisance for any person to establish, maintain, or operate a camp or occupy camp facilities, and to utilize camping equipment or camping paraphernalia while camping or occupying camping facilities~~,~~: (i) in any ~~public~~ park/recreation areas or on other ~~city~~ publicly-owned or ~~city~~ -controlled property within the city; (ii) within two (2) blocks of any public or private school facility; or (iii) within two (2) blocks of any public or private shelter or similar accommodations that offer services to homeless individuals. "Establish" means setting up or moving camping equipment or camp paraphernalia ~~in park and recreation facilities~~on such property to camp or operate camp facilities. "Maintain" means keeping or permitting camping equipment or camping paraphernalia to remain in a park/ ~~or~~ recreation ~~facility~~area or other publicly-owned or -controlled property in order to camp or operate camping facilities. "Operate" means participating or assisting in establishing or maintaining a camp or camping facilities.

B. Notwithstanding the provisions of subsection A. above, ~~A~~an individual or family unit experiencing homelessness ~~may not be cited for~~shall not violat~~ion of~~ subsection A. by camping in a park/recreation area or other publicly-owned or -controlled property unless: (~~1~~i) there is available shelter as defined above; ~~or~~ (~~2~~ii) they interfere with or impede the performance of

maintenance, repair, or improvement work conducted by a city employee or contractor; (iii) such activity creates a public health or safety risk or violates federal, state, or local laws or regulations, including, without limitation, regulations establishing disabled access requirements.

C. Notwithstanding the exemption provided for in subsection B. above, camping facilities, camping equipment, and camping paraphernalia may not be affixed or attached to, or constructed upon or with, or otherwise located within ten (10) feet of any park amenities or structures.

D. Notwithstanding the exemption provided for in subsection B. above, camping facilities, camping equipment, and camping paraphernalia may not be located or utilized within any waterways or drainage basins.

E. Camping may be permitted in park and recreation facilities in conjunction with any City sponsored and approved event.

F. The use of park restroom facilities shall be available to all patrons. Camping and sleeping in park restroom facilities would interfere with the public's use of such facilities, and, therefore, camping and sleeping in park restroom facilities is prohibited. This chapter shall not be interpreted to allow the public use of city restroom facilities that are normally reserved for the use by city employees.

G. It is unlawful to camp or sleep within the fenced area of a dog park or any area within a park that is reserved for dogs. ~~(Ord. 20-15 § 1, 2021)~~

12.24.040 Storage of personal belongings prohibited.

A. It is unlawful and a public nuisance for any person to store personal property, whether attended or unattended, in any ~~public~~ park/recreation area or the outdoor portion of other ~~city-~~ publicly-owned ~~or city~~ or -controlled property, except as otherwise approved in writing by the city manager or designee or by resolution of the city council. Personal property stored in violation of this section may be impounded pursuant to the requirements of this section. ~~Any personal property left in any public park/recreation area during the time the public park/recreation area is closed to the public, whether or not the personal property is unattended, may be impounded pursuant to this section.~~

1. Notwithstanding these prohibitions, an individual or family unit experiencing homelessness ~~may~~ shall not be ~~cited for~~in violation of this section and their belongings located within a park/recreation area or the outdoor portion of other publicly-owned or -controlled property may not be impounded ~~the~~ unless: (i~~1~~) ~~it is confirmed that~~ there is available shelter as defined ~~in Section 12.24.010~~above; (ii~~2~~) a belonging violates the restrictions ~~regarding bulky items~~ described in subsection B. below; (iii~~3~~) ~~all of an individual's personal property located within a park does not fit in a sixty (60) gallon trash container with the lid closed; or (4)~~ the personal property is maintained in a manner that interferes with or impedes the performance of maintenance, repair, or improvement work conducted by a city employee or contractor; or (iv) the personal property or the manner in which it is maintained creates a public health or safety

risk or violates federal, state, or local laws or regulations, including, without limitation, regulations establishing disabled access requirements.

2. This subsection A. shall not be interpreted to allow any individual or family unit experiencing homelessness to leave their personal property unattended in a ~~city~~ park/recreation area or the outdoor area of other publicly-owned or -controlled property, and unattended property shall be subject to the impoundment provisions contained below.

B. Unless specifically authorized by the chief of police, the city manager, or their designees, ~~Except as otherwise provided in this chapter, n~~no person shall possess at a park/recreation area or the outdoor portion of any other publicly-owned or -controlled property: (i) ~~possess~~ any bulky item; or (ii) personal property that cumulatively exceeds the amount of property that could fit in a sixty (60) gallon trash receptacle with lid closed ~~in a public park/recreation area or on other city-owned or city-controlled property unless specifically authorized by the chief of police or the city manager~~. Such limitations shall not, however, apply to the city or other public entity that operates or is responsible for a park/recreation area or other publicly-owned or -controlled property.

C. The provisions of this section shall not apply to abandoned personal property, which ~~shall~~ may be disposed of forthwith.

D. The chief of police, ~~or~~ the city manager, ~~or~~and their designees, are authorized to impound personal property pursuant to the provisions of this section~~,~~ and shall make provisions for the receipt and safekeeping of personal property coming into his or her possession pursuant to this section. A receipt shall be issued to the person delivering such personal property, unless the personal property was found in the course of employment by an employee of the city. The chief of police, ~~or~~ the city manager, or their designees, shall ~~-~~notify the owner of the personal property in writing if his or her identity is reasonably ascertainable~~, or, if the identity of the owner is not reasonably ascertainable,~~and will cause a written notice to be left in a prominent place on or near the location of the personal property for any personal property impounded pursuant to this section, advising that the city is in possession of the personal property and the location where and hours during which it may be claimed.

E. Notice Prior to Impoundment.

1. Stored personal property or personal property violating this chapter may be impounded without notice if there is a reasonable belief that it is abandoned, presents an immediate threat to public health or safety, is evidence of a crime, is evidence in a criminal investigation, or is contraband.

2. In matters in which subsection ~~(~~E.~~)(~~1.~~)~~ does not apply, personal property unlawfully stored in ~~public~~ parks/recreation areas or on other ~~city~~ publicly-owned or ~~city~~ -controlled property shall be impounded only after a notice is provided to the owner of the personal property or left at or near the location of the personal property at least seventy-two (72) hours prior to the commencement of abatement efforts, which advises~~ing~~ that the personal property will be

impounded if it is not removed. This notice will specify the following:~~a time when the personal property will be impounded if it is not removed.~~

> You must remove your belongings from the site by _____ a.m./p.m. on _____, 20___. You should not leave behind any belongings you want to keep. All belongings left behind may be removed by the City within forty-eight (48) hours of the time specified above. The City will post an Impound Notice for the belongings that the City takes and stores during the clean-up process.
>
> If you wish to reduce the risk of losing valued belongings, you should try to keep those belongings on your person at all times, in a storage facility, or in visible, sanitary, and safely accessible bags or bins.
>
> Belongings that are hazardous, likely to become hazardous while stored, contraband and stolen items, or which pose a threat to public health and safety will be subject to immediate disposal by the City.
>
> If your belongings are impounded, you can claim them by following the directions on the Impound Notice after the clean-up is completed. Information about how to claim you belongings is also available on the City's website. You may retrieve any impounded belongings without being asked about your criminal background or outstanding warrants.

The chief of police, the city manager, or their designees shall conduct abatement of a site at the time specified in the notice. If abatement is delayed or rescheduled, the chief of police, the city manager, or their designees may conduct abatement within forty-eight (48) hours of the time specified in the notice without posting a new notice. If abatement does not occur within forty-eight (48) hours of the time specified in a notice, the chief of police, the city manager, or their designees shall post a new notice prior to engaging in abatement activities.

3. Notwithstanding the provisions of subsection E.2., the chief of police, the city manager, or their designees may engage in expedited abatement by giving the required pre-impound notice a minimum of three (3) hours prior to the commencement of abatement efforts if: (1) the City receives direction from the County of Kings or other governmental authority that abatement is necessary to preserve public health or safety; or (2) the chief of police, the city manager, or their designees observe or reasonably suspect that personal property creates a significant risk to public health or safety or a significant risk of property damage.

F. If, ~~after~~at the time specified in a ~~any~~ notice required by subsection E. above ~~is given~~, personal property remains unlawfully stored in a ~~public~~ park/recreation area or on other ~~city~~ publicly-owned or ~~city~~ -controlled property, that personal property may be impounded in accordance with the process identified below. The person impounding the personal property shall ~~leave a notice in a conspicuous place at or near where the personal property was located prior to being impounded, advising where the personal property is being kept and when it may be claimed by its owner~~provide the notices required pursuant to subsection D. above.

1. The chief of police, the city manager, or their designees shall document the abatement and impoundment process as follows:

a. Photograph or video record the site before any abatement begins;

b. Open backpacks, purses, suitcases, and other containers to determine whether they contain items eligible for storage;

c. Set out items in backpacks, purses, suitcases, and other containers and photograph or video record the items;

d. Photograph or video record all items to be stored or which will be subject to immediate disposal;

e. Photograph or video record the cleanup process; and

f. Photograph or video record the site after abatement has concluded.

G. Personal property taken by the city during cleanup occurring pursuant to this chapter shall be stored unless it meets one (1) of the following disqualifying conditions:

1. Hazardous, including, without limitation, explosives, flammables, toxins, weapons, drug paraphernalia, or items contaminated with human waste, animal waste, insects, hazardous liquids, or mold;

2. Likely to become hazardous in storage, including perishables, wet material that may become moldy, and items covered in mud;

3. Contraband or stolen; or

4. Pose a threat to public health or safety.

H. Personal property ~~coming into possession of~~impounded by the city pursuant to this section shall be retained for a period of at least ninety (90) days. If the personal property consists of money, it shall be deposited with the city's finance director or designee for a period of not less than ninety (90) days, unless sooner claimed by its owner. ~~In the event the p~~Personal property ~~or money is~~ not claimed within ninety (90) days of the impoundment date~~, it~~ shall be deemed to be abandoned personal property and will be ~~,~~ subject to disposition as provided in this section.

~~H~~I. During the time that any personal property is held by the city, it may be delivered or paid to its owner as follows:

1. The personal property shall be delivered upon proof of ownership satisfactory to the chief of police, ~~or~~ the city manager, or their designees~~s~~, after ten (10) days' notice by mail to any

other person(s), if any, who has~~ve~~ asserted a claim of ownership at any address given by such person(s).

2. If the personal property consists of money, it shall be paid to the owner upon written order from the chief of police, ~~or~~ the city manager, or their designees~~s,~~ to the director of finance. The chief of police, ~~or~~ city manager, or their designees~~s,~~ shall make such order upon the same proof of ownership and with the same notice as prescribed in the case of other personal property.

3. If ownership cannot be determined to the satisfaction of the chief of police, ~~or~~ the city manager, or their designees~~s~~, he or she may refuse to deliver the personal property or refuse to order the payment of such money to anyone until ordered to do so by a court of competent jurisdiction.

~~I~~J. Upon expiration of the ninety (90) day impoundment period, any personal property ~~received~~ held by the city and not delivered to the owner may be appropriated for use by the city upon order of the city manager or his or her designee, ~~on his or her~~upon finding that the personal property is needed for a public use, and any personal property not appropriated for city use may be disposed of ~~or sold at public auction to the highest bidder~~at the discretion of the city manager or his or her designee. All unclaimed money received by the ~~chief of police~~city, and not delivered to the owner during the ninety (90) day impoundment period~~,~~ shall thereafter be deposited in the general fund.

~~J. Subject to the provisions of subsection K, any personal property coming into the possession of the chief of police or designee may be disposed of immediately and without notice, in a manner that the chief of police or designee determines to be in the public interest, when such personal property is perishable, contraband, or constitutes an immediate threat to the public health or safety.~~

~~K~~ K. The provisions of this chapter shall not apply to ~~real or~~ personal property ~~or money~~ that is: (1) subject to confiscation pursuant to state or federal law; (2) evidence of a crime; or (3) evidence in an ongoing criminal investigation and/or civil proceeding pursuant to state or federal law. ~~(Ord. 20-15 § 1, 2021)~~

12.24.050 Tents and other enclosed temporary structures prohibited.

A. Except as otherwise provided in this section, it is unlawful for any person to set up and utilize ~~camp equipment,~~ a tent, or similar temporary shelter or improvised make-shift structure from random items in park/recreation areas or on ~~city~~publicly-owned ~~and~~ or ~~city~~-controlled property, except in conjunction with a city sponsored and approved event. The use of umbrellas or sunshades is permissible in a public park.

~~B. With respect to city parks, it is unlawful for any person to set up and utilize camp equipment, a tent, or similar temporary shelter or improvised make-shift structure from random items unless it is open on all sides, except as when in conjunction with any city sponsored and approved event. The use of umbrellas or sunshades is permissible in a public park.~~

~~C~~B. Notwithstanding the restrictions contained in subsection ~~B~~A., an individual or family unit ~~within a park~~ that is experiencing homelessness will not be in violation of this section ~~for utilizing a tent within a city park~~ unless: (i~~1~~) it is confirmed that there is available shelter as defined above; (ii~~2~~) the tent is located or constructed in such a manner that interferes with the performance of maintenance, repair, or improvement work conducted by a city employee or contractor; (iii~~3~~) the tent is inconsistent with the "tent" definition of Section 12.24.020 above; or (iv~~4~~) the tent creates a public health or safety risk or violates federal, state, or local laws or regulations, including, without limitation, regulations establishing disabled access requirements~~a violation of another provision of this chapter occurs (e.g., attached to a park improvement or structure)~~. A prohibited tent will be subject to citation and to the impoundment procedures of Section 12.24.040. ~~(Ord. 20-15 § 1, 2021)~~

12.24.060 Fires prohibited.

No person shall kindle or build a fire in ~~any~~ park ~~or~~and recreation facilitiesy or other ~~city~~publicly-owned or ~~city~~-controlled property, including within any portable fire rings, receptacle, or park amenity for the purpose of creating or containing a fire, unless a fire is allowed by the city in conjunction with any city sponsored and approved event. A fire that is lighted and maintained in a barbeque grill being utilized for cooking purposes only, and only in designated areas, shall, however, be exempt from this prohibition. Installed park grills are designed for charcoal-based cooking, and no other flammable material may be used in them. Grill fires shall be completely extinguished before leaving the park/recreation area. Fires solely for the purpose of personal warmth are not allowed, and park grills shall not be used as a trash receptacle. ~~(Ord. 20-15 § 1, 2021)~~

12.24.070 Littering, personal waste, and dumping prohibited.

A. Receptacles are provided for trash related to park activities. Park users shall deposit their trash in designated receptacles. It is unlawful for any person to enter, occupy, or sleep in any trash receptacle or enclosure.

B. No person shall bring and leave refuse, furniture, or surplus material from another property, including home-based litter and refuse and/or business-related refuse, for the purpose of dumping it in any ~~public~~ park/recreational area~~facility~~ or on other ~~city~~publicly-owned or ~~city~~-controlled property.

C. No person shall deposit or cause to be deposited urine, fecal matter, or other bodily discharges within park and recreation facilities or on other ~~city~~publicly-owned or ~~city~~-controlled property, with the exception of within the normal use of designated restrooms. Park and recreation facility restrooms and washrooms that are designated single-use, unisex facilities, are to be used by one person at a time for their designated purpose and for a reasonable time period. This rule shall not apply to children under the age of eight (8) years, or persons with special needs, who may be accompanied by a person responsible for that child or person. ~~(Ord. 20-15 § 1, 2021)~~

12.24.080 Resource protection.

A. Natural Features. It is unlawful for members of the public to engage in any of the following acts within any city park or facility:

1. Cut, pick, mutilate, or destroy any vegetation.

2. Introduce any flora or fauna.

3. Pick, dig up, cut, mutilate, destroy, injure, disturb, move, molest, burn, or carry away any tree or plant or portion thereof, including, but not limited to, leaf mold, flowers, foliage, berries, fruit, grass, fern, turf, humus, shrubs, cones, and dead wood.

4. Place upon, attach, or secure to any tree, plant, shrub, rock or other natural feature any rope, wire mark, writing, printing, card, display, placard, or object.

B. Geological Features. It is unlawful for any ~~person~~ member of the public to engage in the following acts within any city park or facility:

1. Remove, cut, dig, or disfigure any soil, rock, or fossil.

2. Dig up, pick, remove, mutilate, injure, or collect any historical or archaeological artifact or object.

3. Disturb, deface, disfigure, mark on, or destroy any cave, rock formation, or any other naturally occurring feature.

4. Deposit any earth, sand, rock, stone, or other substance, or dig such materials from any area.

C. Water Features. It is unlawful for any ~~person~~ member of the public to engage in the following acts within any city park or facility:

1. Throw, discharge or otherwise place or cause to be placed into any fountain, pond, basin, or other body of water any substance, matter, or thing, liquid or solid, including, but without limitation to, particles or objects made of paper, metal, glass, styrofoam, garbage, rubbish, rubber, fuel, food matter, wood, fiber, and plastics, human waste, or other polluting substances of any kind.

2. Discharge any wastewater, sewage, or effluents anywhere except in proper receptacles.

3. Receive, bring or cause to be brought into any ~~city~~ park/recreation area any species that poses a threat to the waters of ~~any city park~~such facility.

D. Pesticides and Hazardous Materials. No person, with the exception of park personnel in the normal course of their duties, shall disperse or otherwise apply any pesticide or any other

hazardous material within any city park or facility whether to the air, water, ground, or vegetation.

E. Propagation of Plants and Animals. No person shall receive, bring or cause to be brought into any city park any animals or plants from any place for the purpose of propagation.

F. Animals.

1. No ~~person~~member of the public, shall or attempt to molest, hunt, disturb, injure, trap, take, net, poison, harm, tease or kill any kind of wild or domestic animal, bird, or reptile, or their eggs or nests, or fish.

2. No ~~person~~ member of the public shall release or abandon any animal, amphibian, bird, or reptile, dead or alive, within a city park.

G. Climbing. It is unlawful for ~~any person~~the public to climb any trees or structures ~~within any city park~~at any park/recreation area, which were not designed for climbing.

~~H. Attachments to Structures. No person shall camp or attach camping equipment or personal belongings to any play structure, restroom, building, fence, wall, park shelter, or any other improvement located within park and recreation facilities.~~

~~I~~H. Permanent Structures. No person shall erect or cause to be erected at parks and recreation facilities any structure that is not designed to be able to be moved each day. ~~(Ord. 20-15 § 1, 2021)~~

12.24.090 Animals and pets.

A. Animals in City Parks. A person may bring a dog or other animal into ~~a city park~~ park/recreation areas subject to the following conditions, requirements, and mandates:

1. Dogs and other animals must be controlled by a leash not exceeding six (6) feet in length, or by a bridle, unless in an area specifically designated for such use (dog park). All domesticated dogs and cats are subject to H.M.C. Section 6.08.020 Restraint of Animals.

2. Dogs in a designated off-leash area must be at all times under the control of and visible to the owner or person in control of the dog.

3. It is unlawful to leave an animal unattended or abandoned.

4. It is unlawful to allow an animal to be in any portion of a ~~city park or facility~~park/recreation area where specifically prohibited.

5. It is unlawful to keep or permit to remain in any ~~city park or facility~~park/recreation area any noisy, vicious, or dangerous animal, or an animal that unduly disturbs, bothers, inconveniences, or endangers other persons or animals.

B. Animal Waste. The owner or any person responsible for bringing an animal into any ~~city~~ park or recreation facility shall be responsible for removing any waste or refuse left by that animal and shall deposit it in a proper receptacle. (Ord. 20-15 § 1, 2021)

12.24.100 Severability.

The city council declares that it would have adopted this chapter, sentence by sentence, paragraph by paragraph and section by section, and does hereby declare that the provisions of this chapter are severable, and, if for any reason any sentence, paragraph, or section of this chapter shall be held invalid, such decision shall not affect the validity of the remaining parts of this chapter. The provisions of this chapter shall be enforceable only to the extent they are consist with then-current federal, state, and case law. ~~(Ord. 20-15 § 1, 2021)~~

12.24.110 Violation—Misdemeanor.

Any person who violates any of the provisions of this chapter shall be guilty of a misdemeanor. This section shall not be interpreted to limit the remedies available to the city; rather, the city may seek and utilize all remedies available under this code and state law in order to enforce the provisions of this chapter. ~~(Ord. 20-15 § 1, 2021)~~

AGENDA
STAFF REPORT

MEETING DATE: 4/2/2024	**AGENDA SECTION:** CONSENT CALENDAR

SUBJECT:
Authorization for the City Manager to execute contract amendment with Kinoca Minolta for backfile scanning services of Building division's large-format plans for a total not to exceed $109,785.00 for the completion of the project.

RECOMMENDATION:

Recommendation: That the City Council, by motion, authorize the City Manager to execute a contract amendment with Konica Minolta for backfile scanning services of Building division's large-format plans for a total not to exceed $109,785.00 for the completion of the project.
Recommended Motion: I move to authorize the City Manager to execute a contract amendment with Konica Minolta for backfile scanning services of Building division's large-format plans for a total not to exceed $109,785.00 for the completion of the project.

BACKGROUND:

Konica Minolta responded to City of Hanford's Request for Proposal No. 2023-12 "Scanning/Digital Image, Indexing Conversion Scanning Solutions and File Management Services" and was awarded the project in 2023. A contact was executed in June 2023 in the amount of $49,785 based on the estimated number of plans/images.
The estimated volume was based on the assumption that there were 25 large-format sheets per plan set. As the project is underway, staff has become aware that the average number of sheets per plan set is greater than originally estimated.
The chart below shows the estimate and actual cost to-date:

Estimated Number of Images	Estimated Number of Plan Sets	Estimated Cost	Number of Images Scanned To-date	Number of Plan Sets Scanned To-date	Actual Cost To-date	Estimated Total Project Cost
31,250	1,250	$49,875.00	64,203	674	$33,185.00	$109,785.00

The total project cost is based on number of boxes that Konica Minolta has picked up for the second phase of backfile scanning, as well as remaining number of plan sets that will be picked up for the third phase of the project.
This authorization would allow for the contract amendment in order to see the project to completion.

FISCAL IMPACT:

No additional impact on the fund as this project would draw from approved budget appropriation for Building Safety Fund.

ATTACHMENTS:

1. Konica Minolta Project Estimated Pricing Summary

Project Estimated Pricing Summary

Imaging Services Estimated Extended Pricing

The City of Hanford currently has a backfile of hardcopy documents estimated at over 54,274 images as based on information provided in the RFP and the answers provided to vendor questions that were released by the City. These are detailed below. The City of Hanford will be billed based upon the unit pricing below for **actual** pages processed.

BACKFILE CAPTURE – UNIT PRICING

Service and Description	Unit Pricing
(Optional Service) White-Glove Packing Service: KMBS provides packing supplies, boxes all of the documents, labels boxes, creates a detailed shipping manifest, loads boxes for transport to the scanning facility. Estimate is based on 1 packing appointment and estimated volumes will not exceed more than 125 boxes.	$1,775
Document box transportation pick up: If the City prefers to pack its own document boxes, KMBS will charge a regular transport fee, boxes will be ready for pickup at a loading dock or ground-level exit, not to exceed more than 125 boxes, based on 1 trip.	$1,080
Document box transportation return: KMBS will return completed boxes to the City location, not to exceed more than 125 boxes, based on 1 trip.	$1,080
Scanning of standard-size pages (size 11” x 17” or smaller) at 300 DPI (per page)	6¢

Scanning of large-format sheets (size larger than 11” x 17”) at 600 DPI (per sheet)	$1.50
Slip Sheet Printing (per document)	3.1¢
Indexing (per field, per document, maximum 15 characters per field)	5¢
Match and Merge services, utilizing a database provided by the City to manifest inventory and auto-populate additional index values (per document)	3.5¢
Document Preparation (per hour)	$28
Special handling of documents in poor condition (per hour)	$28
OCR for full-text search capability of standard-size pages only (per page)	.5¢
Image/Index QA and Publication, including Delivery Media Master (per GB)	$75

Backfile pricing is based on the assumptions and delivery specifications included in the Project Specifications section of this Proposal. If the actual conditions differ from these assumptions and specifications, the unit prices are subject to change. Should additional services be required, the customer is subject to additional charges as listed in this Proposal.

KONICA MINOLTA 150 YEARS

SUMMARIZED EXTENDED BACKFILE SCANNING COST

	Images	Documents	Extended Estimated Price
Large-Format Sheets (any page size larger than 11" x 17") • Estimated volume is based on the assumption that there are approximately 25 large-format plans per document on average.	31,250	1,250	$46,875
Standard-size pages (any page size 11" x 17" or smaller) • Estimated volume is based on the assumption that there are approximately 18 standard-size pages per document on average.	23,024	1,250	$2,910
		Totals:	**$49,785**

Additional Pricing (Only applied if applicable to the project and authorized by the City)

Additional Services and Pricing	Unit Pricing
Disaster Recovery Archival CD Copy (per CD – if applicable)	$20
Disaster Recovery Annual Storage (per CD, per year – if applicable)	$15
Shredding and Disposal of documents (per pound)	25¢
Extended Box Storage (per box, per month)	$9
Photocopying for poor quality	20¢
Professional Services (per hour)	$225
Retrieval and faxing of requested documents*	$35/hour

AGENDA
STAFF REPORT

MEETING DATE: 4/2/2024	**AGENDA SECTION:** CONSENT CALENDAR

SUBJECT:
Community Development: Acceptance of the mandated General Plan Annual Progress Report for Calendar Year 2023 and Authorization for the submittal to the Governor's Office of Planning and Research.

RECOMMENDATION:

Recommendation: That City Council, by motion, accept the State-Mandated General Plan Annual Progress and Annual Housing Reports, and direct staff to submit the documents to the California Office of Planning and Research.

BACKGROUND:

The Annual General Plan Report is intended to comply with the requirements of Government Code Section 65400, which requires that all cities annually submit to California Office of Planning and Research (OPR) and Housing and Community Development (HCD) a report on the status of the General Plan and progress in implementing the Housing Element. This report contains the General Plan Annual Progress Report for submission to OPR and captures the activities conducted by the City towards implementation of the General Plan. The General Plan APR allows OPR to identify statewide trends in land use decision-making and how local planning and development activities relate to statewide planning goals and policies. APRs may also inform future modifications to OPR's General Plan Guidelines. In addition, OPR can track progress on a local jurisdiction's comprehensive General Plan update using the information provided in the APR. The APR satisfies OPR's Guidelines by providing the following information:

- Measures associated with the implementation of the general plan with specific reference to individual elements
- Housing Element APR reporting
- The date of the last update to the General Plan
- Planning activities receiving discretionary approval
- Capital Improvement Projects conducted over the past year

Please see the full report, which is attached. A copy of the Housing APR is attached as well.

FISCAL IMPACT:

ATTACHMENTS:

1. GP Annual Progress Report 2023
2. Annual Housing Progress Report 2023

General Plan Annual Progress Report – 2023

Prepared by:
City of Hanford
Community Development Department
Planning Division

March 2024

For:
State of California
Governor's Office of Planning and Research
State Clearinghouse and Planning Unit

INTRODUCTION

The Annual General Plan Report is intended to comply with the requirements of Government Code Section 65400, which requires that all cities annually submit to California Office of Planning and Research (OPR) and Housing and Community Development (HCD) a report on the status of the General Plan and progress in implementing the Housing Element. This report represents the Community Development activity for the planning year 2023.

The General Plan APR allows OPR to identify statewide trends in land use decision-making and how local planning and development activities relate to statewide planning goals and policies. APRs may also inform future modifications to OPR's General Plan Guidelines. In addition, OPR can track progress on a local jurisdiction's comprehensive General Plan update using the information provided in the APR. Similarly, the Housing Element APR allows HCD to track the progress of the implementation of a jurisdiction's Housing Element and requires its submission as a threshold requirement for several State housing funding programs.

DATE OF PRESENTATION/ACCEPTANCE

The General Plan APR will be presented to the Hanford City Council at their regularly scheduled meeting on April 2, 2024.

COMPREHENSIVE GENERAL PLAN UPDATE 2035

Pursuant to State general plan law there are seven State-mandated elements in the City's general plan. They are:

- Land Use
- Circulation
- Housing
- Open Space
- Conservation
- Noise
- Safety

As of 2003, Cities within the San Joaquin Valley are also required to have an air quality element. Signed into law in 2016, under SB 1000, cities and counties that have identified disadvantaged communities must also address environmental justice in their general plans, including air quality.

Additionally Required:

- Air Quality
- Environmental Justice

The Air Quality element was adopted in 2010. The requirement to address environmental justice within the Air Quality element was not adopted until 2016; therefore, the Air Quality element does not address environmental justice, expressly. The City does not have a separate Environmental Justice element; however, environmental justice is addressed through policy in the General Plan Health, Safety, and Noise element.

State general plan law also states that cities may adopt other elements as they see fit for their communities. Hanford's General Plan also contains an economic development element and a public facilities and services element. All elements of the General Plan have equal weight and status. One element is not superior to any other. The goals and policies within each element are required to be consistent with each other and with the goals and policies in the other elements of the General Plan.

The general plan's maps, diagrams, and development policies form the basis for the zoning ordinance, subdivision ordinance, design guidelines, and the capital improvement program – tools which implement the general plan. Under California law, no specific plan, zoning, subdivision map, or public works project may be approved unless the City finds that it is consistent with the adopted general plan.

The **land use element** designates the type, intensity, and general distribution of uses of the land for housing, business, industry, open space, education, public buildings and grounds, waste disposal facilities, and other categories of public and private uses.

The **circulation element** is correlated with the land use element and identifies the general location and extent of existing and proposed major thoroughfares, transportation routes, and terminals for all modes of transportation.

The **housing element** is a comprehensive assessment of current and projected housing needs for all segments of the community and all economic groups. In addition, it embodies policies for providing adequate housing and includes action programs for that purpose. By statute, the housing element must be updated and certified on a schedule set by the State Housing and Community Development Department. The housing element is prepared as a separate document in conjunction with the County of Kings, and the cities of Lemoore, Corcoran, and Avenal.

The **conservation element** addresses the conservation, development, and use of natural resources, including water and soils. This chapter also contains goals and policies for parks and recreation.

The **open space element** describes measures for preserving open-space for natural resources, the managed production of resources, outdoor recreation, and agricultural land. The open space element is also found mostly in Chapter 5 of both the Background Report and the Policy Document.

The **noise element** identifies and appraises noise problems within the community and forms the basis for land use distribution.

The **safety element** establishes policies and programs to protect the community from risks associated with seismic, geologic, flood, extreme heat, and fire hazards.

The **economic development element** identifies trends in the local economy and sets general direction for improving the community's economic sustainability and prosperity.

The **public facilities and services element** identify publicly owned facilities and service infrastructure. It sets policies to facilitate continued service to the community as it grows and

develops. It sets a general direction for citywide school site planning, law enforcement and fire protection services, sewer and water infrastructure, and other local public facilities and buildings.

The **Air Quality Element** provides a comprehensive set of goals, objectives, policies, and implementation programs intended to meet the requirements of Assembly Bill 170 for Air Quality Elements and state laws pertaining to greenhouse gases.

The General Plan was adopted on April 24, 2017 through Resolution 17-21-R.

GENERAL PLAN AMENDMENT INFORMATION

Most Recent Adopted Amendment

During 2023, the City did not complete a General Plan Amendment.

In Progress

During 2023, there was one General Plan Amendment in progress:

General Plan Amendment No. 2022-01: a request to change the general plan designation from Highway Commercial to Service Commercial and High-Density Residential on approximately 39.16 acres.

Rezone No. 2022-01: a request to change the zoning on 39.16 acres from C-H Highway Commercial to C-S Service Commercial and R-H High-Density Residential with a Planned Unit Development overlay.

Planned Unit Development No. 2022-01: a request to allow blended zoning for a master planned medical and mixed-use development, including the future construction of 15 buildings consisting of medical outpatient clinic services, a hotel and conference center, specialized education, retail, medical office, skilled nursing and assisted living, and multi-family residential uses, as well as a bio infiltration basin, associated open space, circulation and parking, and infrastructure improvements. The Planned Unit Development Master Plan has been included via email.

Location:

The project is located between 11th and 12th Avenues along Glendale Drive, north of Highway 198 (APN 011-060-007, 011-060-008, 012-290-042, and 012-290-054).

Figure 15: Project Location

LSA

LEGEND

Project Site

FIGURE 1

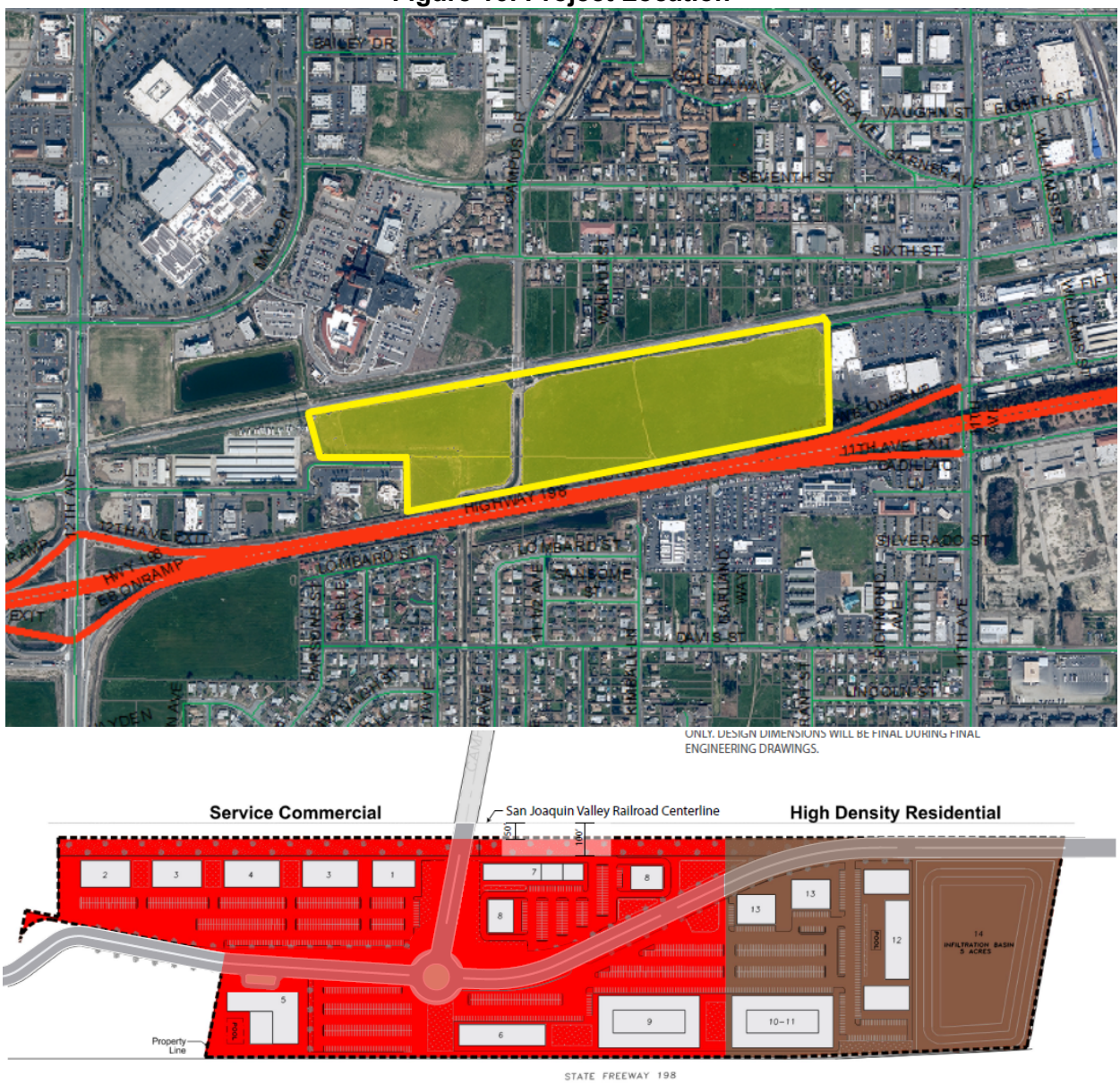
0 0.5 1
MILES

Hanford Place Project
Hanford, Kings County, California
Regional Location

SOURCE: Esri World Street Map (2020); National Geographic (2020).

I:\EPI2001\GIS\Maps\Figure 1_Regional Location.mxd (4/13/2020)

Figure 16: Project Location



The project was placed on hold by the applicant on August 8, 2023. The project has not progressed since the date it was placed on hold.

Progress towards implementing the 2035 Land Use Element

Growth Management

During 2023, projects identified in the following sections were in progress to align with the City's growth management goals and policies, specifically:

Growth Management Goals

Goal L1: A well planned community that grows in an organized fashion.

Goal L2: Development preference of vacant and underutilized properties.

Goal L3: Limitation of urban sprawl-style development patterns in new growth areas.

Policy L16 County Islands: 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.

- Annexation No. 160, Part 4, a proposal to annex one (1) county island, totaling 93 acres into the City of Hanford, from a county island, in accordance with the General Plan designation, Corridor Mixed Use. The annexation is located in an existing county island, fully surrounded by the City of Hanford.

  The annexation was in progress during 2023, but not finalized until 2024.

Residential Projects

During 2023, the following residential discretionary projects were approved in accordance with the growth management goals and policies listed above and with respective goals identified for the various land use types of the Land Use Element, specifically:

Residential Land Use Designation Goals

Goal L4: Adequate land available to meet housing needs for all citizens through the year 2035.

Goal L5: Stable, high quality neighborhoods with housing integrated with schools, parks, and availability of everyday commercial goods and services.

Goal L6: A wide range of housing choices that insure opportunities for a variety of age groups, lifestyles, and income levels.

Goal L7: Residential densities that encourage both compact and infill development.

Residential Land Use Designations Goals

Goal L8: A range of residential building types suitable for a variety of lifestyles, ages, affordability levels, and design options.

Goal L9: Distinctive neighborhoods that preserve and enhance the quality of life for residents.

During 2023, four tentative tracts were approved:

https://cityofhanfordca.com/1236/Current-Projects

1. **Vesting Tentative Tract 937,** was a request by D.R. Horton, to subdivide 21.12 acres into 95 single-family residential lots in the R-L-5 Low-Density Residential zone district. The project pertained to land located south of Hanford-Armona Road, between 12th and 13th Avenues (APN 011-040-007). The project was approved by Planning Commission on January 24, 2023.

2. **Vesting Tentative Tract 938**, was a request by D.R. Horton to subdivide a 95-acre project site into 457 single-family residences, internal roads, a drainage retention basin, and a 5.82-acre park in the R-L-5 Low-Density Residential zone district. The project pertained to land located east of 10 ½ Avenue, between Hanford-Armona Road and Houston Avenue in the City of Hanford (APN 011-440-014 and -015). The project was approved by the Planning Commission on June 13, 2023.

3. **Vesting Tentative Tract 940** (and the associated Planned Unit Development 13-23) was a request by D.R. Horton, to subdivide a 12.17-acre parcel of land into 82 single-family residential lots, utilizing the small lot provisions of Section 17.10.100, on land prezoned R-L-5 Low-Density Residential. The project pertained to land located south of Hanford Armona Road, between 12th and 13th Avenues (APN 011-040-030). The property required annexation into the City limits, proposed under Annexation 162. The project was approved by the City of Hanford City Council on October 3, 2023.

4. **Vesting Tentative Tract 930** (and the associated Planned Unit Development 2020-01 and Variance No. 2021-01) was a request by Daniel and Marlene Bailey, to subdivide a 14.86-acre property into 55 single-family residential lots with a Planned Unit Development overlay in the R-L-8 Low-Density Residential zone district. Planned Unit Development No. 2020-01 was a request to allow deviations from the standards of the R-L-8 Low-Density Residential zone district for a single-family residential subdivision. Deviations include reduced lot sizes from 8,000 square feet to 7,443 square feet for Lots 13-23 and 40 and reduced lot depths from 95 feet to 93 feet. Variance No. 2021-01 was request to deviate from the standards of the Hanford Municipal Code, in order to permit a 14-foot sound wall, in order to reduce noise impacts for a planned residential development. The project pertained to land located north of Grangeville Boulevard, west of the railroad tracks, east of Kings Road (APN 008-410-043). The project was approved by the Planning Commission on November 28, 2023.

During 2023:

- 150 residential units were issued building permits
    - 131 single-family residences
    - 16 multi-family units
    - 3 accessory dwelling units
- 159 residential units were completed

- 158 single-family residential units
- 1 Accessory dwelling unit

A detailed report appears in **Attachment 1.** The Summary is provided below:

Jurisdiction	Hanford	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	5th Cycle	01/31/2016 - 01/31/2024

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	3
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	16
Above Moderate		131
Total Units		**150**

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	**Entitled**	**Permitted**	**Completed**
Single-family Attached	0	0	0
Single-family Detached	0	131	158
2 to 4 units per structure	0	16	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	0	3	1
Mobile/Manufactured Home	0	0	0
Total	**0**	**150**	**159**

Infill Housing Developments and Infill Units Permitted	**# of Projects**	**Units**
Indicated as Infill	0	0
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	285
Number of Proposed Units in All Applications Received:	295
Total Housing Units Approved:	288
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	**0**	**0**	**0**

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	285	295
Discretionary	0	0

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	12
Sites Rezoned to Accommodate the RHNA	0

Residential Discretionary Projects – 2023

Residential

Time Extension No. 0001-23 was a request by QK, on behalf of San Joaquin Valley Homes, to extend the life of Vesting Tentative Tract Map 928 Unit IV for 12 months, in order revise and record the Final Map for Unit IV of Vesting Tentative Tract 928. Vesting Tentative Tract 928 was a request, by Cal-Clark Farms, to subdivide 81.71 acres in 283 single-family residential lots, a 2.25-acre park, and a 4.94-acre storm drainage basin in the R- L-5 Low-Density Residential zone district. The project was located at the southeast corner of Fargo Avenue and Centennial Drive (APN 009-030-158). The project was approved by the Planning Commission on February 14, 2023.

Tract 927 Amendment No. 1 (CUP0009-23) was a request, by Lennar Homes, to amend previously approved Tract 927, to allow exterior elevation changes applicable to the single-family residences (Plans 7512, 7514, and 7515) within the 133-lot subdivision, in the R-L-5 Low-Density Residential and R-M Medium-Density Residential zone district. The project is located at the northeast corner of Grangeville Boulevard and 13th Avenue (APN pre-subdivision: 009-030-146). The project was approved by the Planning Commission on May 23, 2023.

Variance No. 2023-05 through -08, -11, and -12 were requests to deviate from the standards of the Hanford Municipal Code Section 17.10.070 E, in order to reduce the street-side setback for an irregular corner lot in the R-L-5 Low-Density Residential zone district from 10 feet to seven feet. The variance requests was applicable to various lots within Tract 902:

Variance No	Lot Number	Address	APN
2023-05	36	1455 S. Horizon Circle	011-054-036
2023-06	37	1450 S. Horizon Circle	011-054-037
2023-07	42	1471 S. Orbit Circle	011-054-042
2023-08	43	1469 S. Orbit Circle	011-054-043
2023-11	30	1473 S. Tropics Place	011-054-030
2023-12	31	1476 S. Tropics Place	011-054-031

The six variances were approved on July 25, 2023 by the Planning Commission.

Commercial/Industrial Discretionary Projects – 2023

During 2023, the following commercial/industrial discretionary projects were approved in accordance with the goals and policies of the Economic Development and Land Use Element, specifically:

Commercial

Time Extension No. 2023-01 was a request by Lighthouse Fellowship Church to extend the life of Conditional Use Permit No. 2019-06 and Site Plan Review No. 2019-32 for one year, in order to extend the expiration of the project and obtain building permits. The time extension extended the expiration of the project from February 11, 2023 to February 11, 2024. Conditional Use Permit No. 2019-06 was a request to develop a religious institution and charter school in the MX-C Corridor Mixed Use zone district, with a 10,803 sq. ft. multi-purpose room, 8,250 sq. ft. sanctuary (future), 3,750 sq. ft. private charter school (future), and sports fields, located north of Glendale Avenue, west of Aquifer Drive (APN 011-010-044). The use of a religious institution and associated charter school required approval of a Conditional Use Permit by the Planning Commission in the MX-C Corridor Mixed Use zone district. The time extension was approved by the Planning Commission on January 24, 2023.

Conditional Use Permit No. 2022-04 was a request to allow a 15,000 square foot walk-in medical clinic in the C-R Regional Commercial zone district. The project pertained to land located east of 12th Avenue, south of Hayden Avenue (APN 011-060-057). The conditional use permit was approved by the Planning Commission on April 25, 2023.

Conditional Use Permit No. 0001-23 (Planned Unit Development No. 2023-01) was a request to allow a access drive between two parcels for the future development of a 2,616 square-foot office building, proposed under Site Plan Review No. 0001-23 with an existing office, located north of the project site in the MX-D Downtown Mixed Use zone district. The project pertained to property located at 605 N. Irwin Street (APN 010-233-014). The project was approved by the Planning Commission on May 9, 2023.

Conditional Use Permit No. 0006-23 was a request to establish a bar, ABC License Type 42, in an existing building in the MX-D Downtown Mixed Use zone district. The project was located at

104 W. Sixth Street (APN 012-054-012). The conditional use permit was approved by the Planning Commission on May 23, 2023.

Variance No. 0004-23 was a request to deviate from the standards set forth in Section 17.60.150 A. of the Hanford Municipal Code, in order to allow an ice and water vending machine to be located five feet and six inches from the building, where no separation is permitted by ordinance. The project pertained to property located at 1705 W. Hanford Armona Road (APN 011-090-003, 011-090-002, and 011-090-033). The variance was approved by the Planning Commission on May 23, 2023.

Conditional Use Permit No. 0001-23 was a request to convert a former movie theater into a church in the MX-C Corridor Mixed Use zone district. The project pertained to property located at 136 N. 11th Avenue (APN 012-271-026). The project was approved by the Planning Commission on June 27, 2023.

Variance No. 0003-23 was a request to deviate from the standards set forth in Section 17.54.040 Number of Parking Spaces Required, in order to reduce the number of required parking spaces from 14 stalls to seven stalls for an automatic car wash facility proposed to be constructed in the C-S Service Commercial zone district. The project pertained to property located west of 12th Avenue, north of Glendale Avenue (APN 011-030-012) in the City of Hanford. The project was approved by the Planning Commission on June 27, 2023.

Conditional Use Permit No. 0011-23 was a request to allow mobile vendors and vending vehicles (food trucks) to operate at Plan B Taphouse in the MX-D Downtown Mixed Use zone district. The project pertained to property located at 129 W. Fifth Street (APN 012-095-002). The project was approved by the Planning Commission on Tuesday, June 27, 2023.

Conditional Use Permit No. 0007-23 was a request to allow a Type 40 ABC liquor license for the on-site sale of beer within Tilted Athletic Facility in the MX-C Corridor Mixed Use zone district. The project pertained to property located at 325 N. 11th Avenue (APN 012-013-009). The project was approved by the Planning Commission on July 25, 2023.

Conditional Use Permit No. 0008-23 is a request to establish a daycare facility (over 14 persons), in an existing building in the MX-D Downtown Mixed Use zone district. The project pertained to land located at 315 W. Lacey Boulevard (APN 012-021-012 and 012-021-014). The project was approved by the Planning Commission on October 24, 2023.

Conditional Use Permit No. 0025-23 was a request for an existing religious facility to construct an accessory storage building in the R-M Medium Density Residential zone district. The project pertained to property located at 12536 Hanford Armona Road (APN 011-010-028 and 011-010-029). The project was approved by the Planning Commission on November 28, 2023.

Economic Development and Employment Goals

Goal E1: A diverse and robust local economy capable of providing employment for all residents desiring to work in the city.

Goal E2 A diversity of commercial and industrial enterprises which provide goods, services, and employment opportunities consistent with Hanford's small-town, agricultural image.

Goal E3: A business-friendly environment for both existing and new business enterprises.

- Downtown Strategies Partnership: Birmingham, Alabama-based Retail Strategies provided a market guide to assist the City of Hanford with its efforts to recruit retailers.

PUBLIC FACILITES AND SERVICES

There were no amendments to the Public Facilities and Services Element during 2023.

The following public facilities and services projects were conducted by the City of Hanford during 2023:

Water Projects:

- New Water Supply Well: This project funded the installation of a new deep-water well and associated pumping equipment, in order to provide additional City water supply and service reliability. As development occurs, the need to provide additional water capacity and service reliability is necessary.

- Tank 4 Chlorination: This project involved the installation of a chlorination system at Tank 4 in the Industrial Park.

- Repair Well 45 and 49: In August 2021, Water Well No. 45 began pumping a large amount of sand. Staff attempted unsuccessfully to flush the well. To return the well to production as quickly as possible, Valley Pump was called in to evaluate and correct the problem. After several attempts, the well pipe was finally removed and the casing was inspected utilizing a video camera. It was determined that the well casing had breaks at 400 feet and 720 feet. In addition, the bowls of the pump were stuck at about the 600 foot level. In order to return the well to service, the casing breaks need to be repaired, the bowls removed, and new bowls re-installed. A few days after the well No. 45 failure, well No. 49 had a packing failure and began spraying water. In addition, the line shaft began shaking violently. Again, Valley Pump was called in order to correct the problems and to return the well to production. Several attempts were made to temporarily replace the packing, but because of the violent shaking of the line shaft, the attempts were unsuccessful. Valley Pump then removed about 450 feet of column pipe and a video inspection revealed a break between 450 and 500 feet down. It was determined that the shaking was the result of numerous (approximately 50) spider gear failures which essentially support the line shaft and keep it centered in the well casing. In addition, the bowls of this well have separated from the shaft and fallen into the well and could be as deep as 1500 feet down.

- Automated Meter Zenner Equipment Repair: This project involves maintenance and equipment repair of the current Zenner Water Meter System. The City utilizes Zenner Performance Meters for its Automated Meter Reading (AMR) equipment within the water system and for water meters. There are approximately 18,000 Zenner meters installed throughout the water system, and it is prudent to maintain this consistency rather than

introducing other brands of equipment. Although the City is evaluating a different AMR system, maintenance of the current system is important and necessary.

Storm Drainage Projects:

- Bonneyview Basin: This project consisted of a modification of the ditch and piping structure for the Bonneyview Basin, in order to move water from the Sand Slough Basin to the Bonneyview Basin.

- Storm Drainage System Oversizing Requirements: This project utilized funds to reimburse developers that were required to upsize their storm drainage improvements to provide additional capacity, in compliance with the Strom Drainage Master Plan.

- Curb and Gutter Installation: This project involved the installation of new or replacement concrete curb and gutter to facilitate proper street drainage. Projects included replacement of existing dilapidated curbs and gutter and installation of new curb and gutter in existing developed areas currently void of these improvements. These improvements were necessary to ensure proper drainage and alleviate localized flooding.

- Tree Trim/Removal Program: This project removed trees from ponding basins, in order to allow access for necessary maintenance within the basins, in accordance with the National Pollution Discharge Elimination System maintenance and compliance testing.

- Mussel Slough/Laura Ln. Pump Installation: This project involved the installation of a submersible pump at the Mussel Slough. The installation included rails, floats, control panel and electrical service.

- Increase Flow Capacity/People's Ditch: This project provided funds for shared maintenance costs and improvements to increase the capacity in both the east and west branches of Peoples Ditch within City limits.

Waste Water:

- Sewer Main Oversizing Requirements: This project utilized funds to reimburse developers that were required to upsize their sewer improvements in order to provide additional capacity, in compliance with the City's Sanitary Sewer Master Plan.

- Manhole Repair and Coating Project: This project provided for repair and coating of damaged sanitary sewer manholes and lift stations where corrosion was affecting concrete surfaces.

- Sewer System Video Inspections: This project involved video camera inspections of the City's sanitary sewer mains and recording of the resulting data. The mains were videotaped and catalogued as to their condition.

- Spare Pumps: This project provided for the purchase of spare pumps that can be quickly switched out to assist staff in getting the lift station back in operation as quickly as possible when a pump fails and needs to be replaced or rebuilt.

Refuse Projects:

- Refuse Front Loader Replacement: This project involved the replacement of rear-loaded refuse trucks with more efficient and effective commercial front-load services.

- Commercial/Recycle/Organic Dumpsters: This project involved the purchase and replacement of commercial dumpsters for trash, recycling, and organics.

- Automated Refuse Containers: This project involved the purchase of 96-gallon automated refuse containers.

Public Facilities:

- City Hall Security Project - In 2018 the City began a security improvement program for its Police and City Hall facilities. The system installed for building security and entry systems works together with employee identification, time clock management, and access. This project added additional security measures to ensure employee safety at City Hall, addressing access to Finance, Human Resources, Parks and Recreation, and Community Development.

- Civic Auditorium Roof Replacement Project: The Civic Auditorium was constructed in 1924. When nearing its 100th anniversary, the City replaced the existing roof, which had last been replaced in1993. The main auditorium roof was spot patched previously to extend its life; however, surface tears and loss of granules quickly degraded the membrane. Various leaks had been patched over the last decade and the roof drains were particularly susceptible to leaks. The replacement of the roof will last for 20 years, which will reduce maintenance costs and staff time at the facility.

- Police Department Parking Lot Expansion: This project included the reconfiguring and redesign of the existing parking spaces located east of the Police Station, in order to provide for additional and more efficient parking for the Police Station. The project also included fencing and gates to secure the area.

- PAL Parking Lot: This project involved the repaving and upgrading of the Police Activities League parking lot and project site.

- Fire Station No. 1 Concrete Replacement: This project involved the removal and replacement of damaged concrete at Fire Station 1. Age and water had caused significant cracking in the concrete around the station. As time progressed, the cracking was getting worse, creating tripping hazards and an increased hazard to apparatus.

- Civic Auditorium Acoustic Ceiling Replacement: The Auditorium had an acoustical material applied to the ceiling and walls of the main hall to attenuate reverberation during

events. This was first completed in the 1960s and then again in 1996. The project involved the removal of existing layers with replacement of new acoustical material.

- Youth Athletic Complex (YAC) Concession Building Restoration: This project involved the remodel of the existing structure and restrooms to include ADA/ABA accessibility to and within the facility. The facility is approximately 40 years old and was in need of structural improvements to the stairway leading to the second story.

- Diesel Exhaust Fluid Dispenser: This project involved the installation of a Diesel Exhaust Fluid Dispenser at the Fleet Shop. Diesel Trucks require exhaust fluid in order to operate. Before the project, City staff drivers filled their tanks with diesel fuel at the fuel island, then were driving into the Fleet Shop, so a mechanic could put diesel exhaust fluid (DEF) in the truck. Once completed, the mechanic logged the date, time and amount of DEF that was used for each vehicle. The Parts Specialist then entered that information into the Fleet Software for maintenance and charging purposes. Installation of the Diesel Exhaust Fluid Dispenser, allowed drivers to input the DEF at the same time they were replenishing the diesel fuel, which in turn saved employees' time and reduced input errors.

- Four Inspector Electric Vans: The Building Division replaced four building inspector trucks with four all electric vans for building inspection and mobile offices.

Services:

- Dangerous Building Abatement: This is an on-going project which facilities the demolition and removal of dilapidated buildings on private properties, when determined to be unsafe or public nuisances under City or State building or fire codes.

- Public Safety Radio Replacement: This project involved the replacement of public safety radios utilizing ARPA funds.

- Fire Engine Pumper/Replacement #161: This project involves replacement of an existing fire engine, following the purchase of a new engine. After the arrival of the new engine, one of the current front-line engines will go into reserve status. The 2004 Pierce Saber will be kept in reserve status until the arrival of the new engine. Without reserve apparatus, City Fire is dependent on outside jurisdictions to assist.

TRANSPORTATION/CIRCULATION

There were no amendments to the Circulation Element during 2023.

The following transportation projects were conducted by the City of Hanford during 2023:

- Reconstruct Emma Lee, Grangeville, and Conquistador: This project involved the reconstruction of Emma Lee Lane, from Grangeville Boulevard to Conquistador Street. Improvements included installation of curb, gutter, sidewalk, ADA ramps, storm drainage collection system and reconstruction of street. Emma Lee is a residential street that lacked proper drainage system and required total reconstruction.

- 12th Avenue Widening, Springcrest St. to 500 feet south (west side): the project involved 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.

- Traffic Signal at 12th Avenue and Hume Avenue: This project consisted of the installation of a traffic signal system at the intersection of 12th Avenue and Hume Avenue, due to increased residential development in the area, increasing and placing additional demands on the transportation system.

- Campus Drive Resurfacing, Lacey Boulevard to Greenfield Avenue: The project involved the resurfacing of street pavement within Campus Drive, from Lacey Boulevard to Greenfield Avenue. Improvements included recycling of existing pavement, adjusting manhole and gate valve covers, installation of accessibility ramps, asphalt concrete paving and restriping of the roadway.

- 9th Avenue and Lacey Boulevard Signal: This project involves the installation of a traffic signal and safety lighting at the intersection of 9th Avenue and East Lacey Boulevard to facilitate four lanes along with turn pockets and traffic signal facilities equipment. The project will improve traffic flow capacity and safety by providing additional travel lanes, safe pedestrian crossing locations, additional safety lighting, and ADA compliant curb returns within the installation of a traffic signal system at the intersection of East Lacey Boulevard and 9th Avenue.

- East Lacey Boulevard Widening/Reconstruction, 10th Avenue to Sierra Drive: This project involves 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. Improvements include the reconstruction of existing pavement section, installation of a new drainage collection/disposal system, installation of curbs, gutters, sidewalks, drive approaches and ADA ramps, installation of a traffic signal system at East lacey Boulevard/Ninth Avenue and installation of additional street lighting.

- Pavement Resurfacing Treatment: This is an ongoing project that adds pavement resurfacing treatment, a surface protection and pavement preservation treatment to city streets. The project provides surface treatment for approximately seven miles of roadways.

- Sidewalk and Miscellaneous Concrete Repairs: This is an ongoing project that repairs sidewalks, drive approaches and other concrete improvements where city crews are completing street reconstruction projects or in areas where the improvements are damaged by tree roots.

- New Sidewalk and ADA Improvements: This is an ongoing project that installs sidewalks and other concrete improvements in areas currently void of such improvements. Improvement areas are selected along arterial/collector streets with high pedestrian volume and where existing rights-of-ways exist to facilitate sidewalk installation. This project also installs accessibility ramps in compliance with the Americans with Disabilities Act (ADA) standards.

- Unscheduled Arterial Upgrades and Traffic Signal Installation: This project utilized funds to reimburse developers who are required to construct qualifying arterial street improvements in excess of their project's transportation mitigation impact fee share.

- Street Division Maintenance: Funds from this project paid for labor, maintenance materials, equipment rental, and other contracted services for street reconstruction, resurfacing, and repair projects.

- Grangeville Boulevard at BNSF Grade Separation Feasibility Study: This project analyzed the feasibility of a grade separation project at Grangeville Boulevard at the BNSF railroad intersection.

- Development of a LRSP: This project included the development of a local road safety plan (LRSP) to be used for providing local road safety improvements. The process for creating an LRSP creates a framework to systematically identify and analyze safety problems ad recommend safety improvements.

- ARPA Downtown Traffic and Pedestrian Improvements Project: This project involved development of the following design and engineering tasks:

    - Roundabout at the intersection of Douty and Seventh Street, including ADA compliant sidewalk, curb and gutter, alley approaches, ADA ramps, storm drainage improvements, street section reconstruction, and diagonal parking modifications on Douty Street from Sixth to Eighth Street.

    - Reconfiguring Douty from four to two lanes from Sixth to Eighth Street and replacing existing parallel parking with angled parking ("Road Diet")

    - Streetscape improvements on Douty from Sixth Street to Eighth Street and on Seventh Street from Douty to Irwin Streets

    - Removal of traffic signals not meeting warrants at Seventh and Harris, Seventh and Irwin, and Seventh and Douty Streets. Replacement of the Seventh Street and Douty Street signal lighting with a roundabout design.

OPEN SPACE, CONSERVATION, AND RECREATION

There were no amendments to the Open Space, Conservation, Safety and Noise Elements during 2023

The following open space and recreation projects were conducted by the City of Hanford during 2023:

Park Space:

- Lacey Park Basketball Courts: This project included the removal of three asphalt basketball courts with the replacement of four cement basketball courts and additional lighting to replace the weathered, cracking, and uneven/unsafe courts.

- Cameras and Solar Light Additions: Cameras and solar lights were previously installed in City parks, including the Civic, Lacey, Coe Parks, and at the Longfield Center. The additional cameras provided the Parks Resource Officer with the ability to remotely monitor real-time activity within the parks and quickly respond to emerging situations. Additional cameras were installed at the Plunge/Skate Park, Centennial, Hidden Valley, and Freedom Parks. The cameras are connected to the Police Department's dispatch office for observation.

- Heroes Park is one of the City's largest ongoing projects in the General Fund and secured financing through grants and impact fees. This project will greatly enhance the park area for the City and the initial phase of construction will be the genesis for more phases to follow with many amenities for residents. Heroes Park is a transformative regional 40-acre park that will be located on the south-east corner of Grangeville and the future 9th Avenue. The City received an $8.5 million Proposition 68 grant award from the State for acquisition and development of this new park. $2,231,308 from the Park Impact Fee Reserve account was committed as matching funds. In addition, a Land and Water Conservation Fund (LWCF) grant was awarded in the amount of $1,903,395. Total project funding for Phase 1 is $12,634,703.

- Park Development Oversizing Requirements: This project reimbursed developers for costs associated with park construction in excess of their park impact fee assessment.

- ARPA Hidden Valley Park Conceptual Plan: Through this project, hundreds of Hanford residents shared their vision for the future of Hidden Valley Park, including the vacant land that will become part of the park through the Hanford Reorganization Project. The City advertised a community outreach campaign called Reimagining Hidden Valley Park, which encompassed three in-person events and a convenient and interactive online engagement tool called Prioritize. Next steps will involve creation of a topographic map that shows park elements, such as contours, vegetation, and utilities. City staff will also hire a landscape architect company to incorporate these top amenities and support features into several preliminary design concepts, integrating proposed phases and estimated costs.

- Civic Park Electrical Project: On April 19, 2022, Council directed staff to move forward with the electrical infrastructure portion of the proposed project for the Civic Park promenade. This portion of the project is necessary to supply the electrical infrastructure to the chiller unit needed for the Winter Wonderland Ice Rink and to provide electrical service to various areas that are used for events in the Civic park throughout the year.

HOUSING ELEMENT

The City of Hanford City Council adopted the Housing Element Update 2016-2024 on January 5, 2016. The Housing Element was approved by Department of Housing and Community Development on March 31, 2016. The City, in conjunction with the other cities and unincorporated areas of Kings County, is in the process of updating the Housing Element.

In accordance with Section 65400, 65583, and 65584 of the California Government Code, the City is required to prepare an annual report on the status and progress in implementing the City's

Housing Element using forms and definitions adopted by the Department of Housing and Community Development. The completed forms for the 2023 calendar year are attached as **Attachment 1** to this report.

GENERAL PLAN COMPLIANCE WITH OPR'S GUIDELINES

As part of the General Plan APR, the City is required to evaluate the degree to which the General Plan complies with OPR's General Plan Guidelines, including new environmental justice considerations, collaborative planning with military lands and facilities, and consultation with Native American Tribes.

While a general plan will contain the community vision for future growth, California law also requires each plan to address the mandated elements listed in Government Code section 65302. The mandatory elements for all jurisdictions are land use, circulation, housing, conservation, open space, noise, and safety. Cities and counties in the San Joaquin Air Pollution Control District must also address air quality in their general plans. Cities and counties that have identified disadvantaged communities must also address environmental justice in their general plans, including air quality.

As described in an earlier section, the Hanford General Plan contains the following required elements, plus an economic development element:

- Land Use
- Circulation
- Conservation
- Open Space
- Noise
- Safety
- Public Facilities and Services
- Economic Development

A document containing Hanford's **Housing Element** was prepared and adopted separately from the rest of the General Plan due to its State mandated deadlines for adoption. Hanford has historically joined Kings County, Corcoran, Lemoore, and Avenal in preparing a combined Housing Element. An updated Housing Element was adopted in 2016 for the time period between January 2016 and January 2024. The City is in the process of updating the Housing Element jointly with Kings County, Corcran, Lemoore, and Avenal.

A document containing Hanford's **Air Quality Element** was prepared and adopted in 2010. No updates to this document were necessary when the rest of the General Plan was updated in 2017.

Land Use Element:

Required Contents:

Government Code section 65302(a) describes the required content of a land use element. Specifically, the land use element must designate the proposed general distribution, general location, and extent of land uses for:

Addressed:

- ✓ Housing, business, and industry
- ✓ Open space, including agricultural land, watersheds, natural resources, and recreation
- ✓ Recreation facilities and opportunities
- ✓ Educational facilities
- ✓ Public buildings and grounds
- ✓ Future solid and liquid waste facilities
- ✓ Other categories of public and private uses of land, such as marine protected areas

Not Applicable:

- Greenways
- Timberland Preserve Zone lands
- Areas subject to flooding, identified by either flood plain mapping prepared by the Federal Emergency Management Agency (FEMA) or the Department of Water Resources or mapped flood areas adopted by the local community on Flood Insurance Rate Maps
    - Hanford is located within a 500-year Flood Zone as defined by the Federal Emergency Management Agencies Flood Insurance Maps. Five-Hundred Year Flood describes the flood that has a 0.2 percent chance of being equaled or exceeded in any year. Areas subject to the 500-year flood have a moderate to low risk of flooding. As expected, no floods have occurred in the area during recent years and therefore, there has not been a need to impede or place building restrictions upon development.

Circulation Element:

The circulation element must, consistent with Government Code Section 65302 (b), include the location and extent of existing and proposed:

Included:

- ✓ Major thoroughfares
- ✓ Transportation routes
- ✓ Terminals
- ✓ Public utilities and facilities

Not applicable:

- Military airports and ports (not within Planning Area)

Housing Element:

State law requires the housing element to address particularly detailed statutory requirements. A housing element must generally include the following parts:

Included:

- ✓ Review of previous element
- ✓ Housing needs assessment
- ✓ Inventory and analysis of adequate sites
- ✓ Analysis of potential governmental and non-governmental constraints
- ✓ Housing policies and programs
- ✓ Quantified objectives

Conservation Element:

The conservation element must address the "conservation, development, and utilization of natural resources including:

Included:

- ✓ Water and its hydraulic force
- ✓ Wildlife
- ✓ Natural Resources
- ✓ Soils

Not Applicable:

- Forests
- Rivers and other waters
- Harbors and fisheries

Open Space Element:

The Government Code § 65560 requires an open space element to contain detailed information about several categories of undeveloped land. Specifically, the open space element must inventory the following broad categories of open space:

Included:

- ✓ Open space for natural resources
- ✓ Open space for outdoor recreation
- ✓ Open space for public health and safety
- ✓ Open space for tribal resources

Not Applicable:

- Open space for military support
- Open space for managed production of resources

Noise Element

Noise is addressed under the Health, Safety, and Noise Element of the General Plan

The noise element should utilize the most accurate and up-to-date information available to reflect the noise environment, stationary sources of noise, predicted levels of noise, and the impacts of noise on local residents. It should be as detailed as necessary to describe the local situation and offer solutions to local noise issues. It must include the considerations of noise levels from:

Included:

- ✓ Highways and freeways
- ✓ Primary arterials and major local streets
- ✓ Passenger and freight online railroad operations and ground rapid transit systems
- ✓ Commercial, general aviation, heliport, helistop, and military airport operations, aircraft overflights, jet engine test stands, and all other ground facilities and maintenance functions related to airport operation Local industrial plants, including, but not limited to, railroad classification yards

The noise element should be used to guide decisions concerning land use and the location of new roads and transit facilities since these are common sources of excessive noise levels. Proposed land uses should be analyzed to ensure they are compatible with existing uses in the surrounding area, especially residential developments and sensitive receptors, such as schools, hospitals, and places of worship. Additionally, construction noise, especially in urban areas, can be mitigated with policies such as limiting construction hours or days.

Quantitative analysis of noise appears in the General Plan Environmental Impact Report (EIR). Policy pertaining to noise mitigation appears in the General Plan Policy document.

Safety Element:

The safety element must, consistent with Government Code Section 65302(g), provide for the protection of the community from any unreasonable risks associated with the effects of:

- ✓ Seismically induced surface rupture, ground shaking, ground failure
- ✓ dam failure
- ✓ Subsidence
- ✓ Liquefaction
- ✓ Flooding
- ✓ Wildland and urban fires
- ✓ Climate change – Air Quality Element

Not applicable:

- ✓ Slope instability leading to mudslides and landslides
- ✓ Tsunami, seiche

- ✓ Other seismic hazards identified pursuant to Chapter 7.8 (commencing with Section 2690) of Division 2 of the Public Resources Code, and other geologic hazards known to the legislative body

Environmental Justice:

Senate Bill 1000 (Leyva, 2016) amended Government Code Section 65302 to require that both cities and counties that have disadvantaged communities incorporate Environmental Justice policies into their general plans, either in a separate Environmental Justice element or by integrating related goals, policies, and objectives throughout the other elements upon the adoption or next revision of two or more elements concurrently. The purpose of the legislation is to address the "unique or compounded health risks" in disadvantaged communities by decreasing pollution exposure, increasing community assets, and improving overall health. The law also seeks to facilitate transparency and public engagement in local governments' planning and decision-making process, reduce harmful pollutants and the associated health risks in environmental justice communities and promote equitable access to health-inducing benefits, such as healthy food options, housing, public facilities, and recreation.

The City does not have a separate Environmental Justice element, however, the City has incorporated Environmental Justice Policies into the General Plan, since the General Plan's adoption, as follows:

7.6.2 Environmental Justice

State law defines environmental justice as the fair treatment of people of all races, cultures, and incomes with respect to the development, adoption, implementation, and enforcement of environmental laws, regulations, and policies. Environmental justice benefits include attractive and extensive green space, healthier children, fewer school days lost to illness and asthma, a more productive workforce, clean air and water, investment in pollution and noise abatement, and landscape improvements.

Policy H59 Health Initiatives

Facilitate the involvement of community residents, businesses, and organizations in the development, adoption, and implementation of community health initiatives.

Policy H60 Health and Land Use Decisions

Consider environmental justice issues as they are related to potential health impacts associated with land use decisions, including enforcement actions, to reduce the adverse health effects of hazardous materials, industrial activities, and other undesirable land uses on residents regardless of age, culture, ethnicity, gender, race, socioeconomic status, or geographic location.

Policy H61 Public Amenities

Consider environmental justice issues as they are related to the equitable provision of desirable public amenities such as parks, recreational facilities, and other beneficial uses that improve the quality of life.

Policy H62 Public Participation

Assure that all community residents have opportunities to participate in decisions that affect their environment and health, and make accommodations for them to be involved in the decision-making processes.

Policy H63 Use of Communication Tools, New Media, and Technology

Use traditional communication tools as well as new media and technology to provide clear and current information on City processes and decisions and to encourage public participation in City government.

The General Plan is deficient in addressing Environmental Justice in the Air Quality element, specifically.

SB 1000 requires a local government to prepare an EJ Element or integrate EJ-related policies into other elements when both of the following conditions apply:

1. "The concurrent adoption or next revision of two or more other General Plan elements on or after January 1, 2018." For example, if a local jurisdiction is simultaneously updating its Land Use and Circulation elements, it must prepare an EJ Element or integrate EJ policies throughout its General Plan as part of the update.

2. When a local jurisdiction identifies one or more disadvantaged communities (DACs) within its General Plan planning area.

DACs have been identified in the General Plan planning area; therefore, when two or more General Plan elements are amended, incorporation of Environmental Justice into the Air Quality element will be required.

Tribal Consultation - AB 168 Compliance

New state legislation effective on September 25, 2020 requires that this APR include a progress report on adopting or amending the General Plan and/or Open Space Element to ensure compliance with the obligation to consult with California Native American Tribes and to identify and protect, preserve, and mitigate impacts to specified places, features, and objects in Sections 5097.9 and 5097.993 of the Public Resources Code (PRC), described below.

PRC 5097.9 states that no public agency or private party using or occupying public property shall interfere with the free expression or exercise of Native American religion nor cause severe or irreparable damage to any Native American sanctified cemetery, place of worship, religious or ceremonial site, or sacred shrine located on public property. Public property within City limits is exempt, except for parklands in excess of 100 acres. PRC 5097.993 states that a person that excavates, removes, destroys, injuries, or defaces certain Native American resources on public or private land (with some exceptions) is guilty of a misdemeanor if committed with specific malicious intent. Protected resources include Native American historic, cultural, or sacred sites on public land or private land that are listed or may be eligible for listing in the California Register of Historic Resources including any historic or prehistoric ruins, any burial ground, any

archaeological or historic site, any inscriptions made by Native Americans at such a site, any archaeological or historic Native American rock art, or any archaeological or historic features of a Native American historic, cultural, or sacred site.

In accordance with City policies and state law, tribal consultation is conducted for the following:

- Prior to adoption or amendment of the General Plan or specific plans on or after March 2, 2005, in accordance with Senate Bill 18;
- For Environmental Impact Reports and Negative Declarations effective July 1, 2015 for projects within geographical areas affiliated with tribes, per the California Environmental Quality Act and Assembly Bill 52; and

- For eligible housing projects requesting a streamlined ministerial approval process under Senate Bill 35 as of September 25, 2020, per Assembly Bill 168.

The City's General Plan contains Tribal Consultation requirements, as follows, in accordance with State requirements:

5.6.2 Archaeological Resources

Native Americans have established many places which they consider sacred. Sacred sites vary in form, ranging from settlements where Native Americans lived to specific places of religious significance. Native American sites are confidential and their locations cannot be published. A board-certified archaeologist is qualified to review maps and data to identify their locations.

Policy O46 Archaeological Site Consultation

Consult with appropriate Native American associations about potential archaeological sites in the beginning stages of the development review process.

Policy O47 Archaeological Site Study

Require archaeological studies by a certified archeologist in areas of archeological potential significance prior to approval of development projects.

5.6.3 Cultural Resources

The City has a number of resources within Hanford that contribute to its unique culture, yet are not officially listed as historic resources. The Temple Theater, Fox Theater, Kings Art Center, Old Post Office, Bastille, Hanford Civic Auditorium, and Hanford Veteran's Memorial Building are some of the cultural resources that the City treasures.

Policy O48 Cultural Site Consultation

Consult with the California Archaeological Inventory Southern San Joaquin Valley at California State University, Bakersfield about potential cultural sites on projects that could have an impact on cultural resources.

Policy O49 Cultural Site Discovery

Halt construction at a development site if cultural resources are encountered unexpectedly during construction

Recommendation: It is recommended that updates to the General Plan reference and incorporate further protections for sacred sites and places of worship per State law and the municipal code be updated as needed.

SUMMARY:

The City of Hanford has approved and undertaken several projects, which implement the goals and policies of the General Plan.

The General Plan is comprehensive and generally satisfies the requirements of the Office of Planning and Research, with some deficiencies, including:

1. Explicitly addressing environmental justice in the Air Quality Element
2. Incorporation of further protections for sacred sites and places of worship, per State law.

Jurisdiction	Hanford	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	5th Cycle	01/31/2016 - 01/31/2024

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	3
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	16
Above Moderate		131
Total Units		**150**

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	0	131	158
2 to 4 units per structure	0	16	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	0	3	1
Mobile/Manufactured Home	0	0	0
Total	**0**	**150**	**159**

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	0	0
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	285
Number of Proposed Units in All Applications Received:	295
Total Housing Units Approved:	288
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	**0**	**0**	**0**

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	Applications	Units
Ministerial	285	295
Discretionary	0	0

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	12
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Hanford	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2016 - 01/31/2024

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Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bo Applica
1					2	3	4	5							6	7	8	9	10
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?
Summary Row: Start Data Entry Below								0	6	0	2	0	16	271	295	288	0		
	009-490-088	1768 N SOPHIA ST		RBP23-0081	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-084	1773 N SOPHIA ST		RBP23-0347	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-089	1760 N SOPHIA ST		RBP23-0082	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-085	1781 N SOPHIA ST		RBP23-0078	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-087	1776 N SOPHIA ST		RBP23-0080	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-086	1784 N SOPHIA ST		RBP23-0349	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-090	1752 N SOPHIA ST		RBP23-0083	SFD	O	1/19/2023							1	1	1		NONE	No
	011-600-025	1825 S Red Rock DR		RBP23-1325	SFD	O	5/15/2023							1	1	1		NONE	No
	011-600-023	1841 S Red Rock DR		RBP23-1322	SFD	O	5/15/2023							1	1	1		NONE	No
	009-490-091	2572 W CLARIDGE WAY		RBP23-0084	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-083	1765 N SOPHIA ST		RBP23-0346	SFD	O	1/19/2023							1	1	1		NONE	No
	011-590-004	1437 S Autumn Breeze RD		RBP23-1440	SFD	O	5/24/2023							1	1	1		NONE	No
	009-490-082	1757 N SOPHIA ST		RBP23-0075	SFD	O	1/19/2023							1	1	1		NONE	No
	009-040-044	2160 VINTAGE PL		RBP23-1170	ADU	O	4/27/2023						1		1	1		NONE	No
	007-480-005	3405 MISSION DR		RBP23-0141	SFD	O	1/24/2023							1	1			NONE	No
	009-490-081	1749 N SOPHIA ST		RBP23-0074	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-078	2528 W CLARIDGE WAY		RBP23-0072	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-079	2536 W CLARIDGE WAY		RBP23-0120	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-080	2544 W CLARIDGE WAY		RBP23-0073	SFD	O	1/19/2023							1	1	1		NONE	No
	010-330-026	1393 W Grangeville BLVD Building 11,12		NRBP23-0083	2 to 4	R	3/16/2023						2		2	2		NONE	No
	009-490-093	2588 W CLARIDGE WAY		RBP23-0086	SFD	O	1/19/2023							1	1	1		NONE	No
	011-600-049	1637 S Dinky Creek RD		RBP23-2443	SFD	O	8/31/2023							1	1	1		NONE	No
	009-530-037	1918 W Dali WAY		RBP23-1872	SFD	O	7/7/2023							1	1	1		NONE	No
	009-490-094	1747 N WEAVER LN		RBP23-0087	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-131	1830 N MITCHELL ST		RBP23-0119	SFD	O	1/19/2023							1	1	1		NONE	No
	009-530-024	1939 W Dali WAY		RBP23-1871	SFD	O	7/7/2023							1	1	1		NONE	No
	011-600-048	1629 S Dinky Creek RD		RBP23-2442	SFD	O	8/31/2023							1	1	1		NONE	No
	009-490-096	1763 N WEAVER LN		RBP23-0089	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-095	1755 N WEAVER LN		RBP23-0088	SFD	O	1/19/2023							1	1	1		NONE	No
	009-490-109	1745 N MITCHELL ST		RBP23-0163	SFD	O	1/19/2023							1	1	1		NONE	No
	009-530-036	1932 W Dali WAY		RBP23-1873	SFD	O	7/7/2023							1	1	1		NONE	No
	011-600-035	1818 S Red Rock DR		RBP23-2456	SFD	O	8/31/2023							1	1	1		NONE	No
	011-600-037	1802 S Red Rock DR		RBP23-2458	SFD	O	8/31/2023							1	1	1		NONE	No
	009-490-110	1753 N MITCHELL ST		RBP23-0164	SFD	O	1/19/2023							1	1	1		NONE	No

Jurisdiction	Hanford
Reporting Year	2021
Reporting Period	60 days

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Jan. 1 - Dec. 31)	
01/01/2021 - 01/31/2021	

Note: "+" indicates an optional field

Cells in gray contain auto-calculation formulas

Table A2
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement									Affordability by Household Incomes - Building Permits							Affordability by Household Incomes - Certificate of Occupancy											Streamlining	Infill	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus					Notes
1					2	3	4								5	6	7						8	9	10								11	12	13	14	15	16	17	18		19			20			21	22	23	24	25	
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (1R=1DU, 2=2-4DU, 3=5+DU)	Tenure R=Rental O=Owner	Very Low Income Deed Restricted	Very Low Income Non-Deed Restricted	Low Income Deed Restricted	Low Income Non-Deed Restricted	Moderate Income Deed Restricted	Moderate Income Non-Deed Restricted	Above Moderate Income	Entitlement Date Approved	# of Units Issued Entitlements	Very Low Income Deed Restricted	Very Low Income Non-Deed Restricted	Low Income Deed Restricted	Low Income Non-Deed Restricted	Moderate Income Deed Restricted	Moderate Income Non-Deed Restricted	Above Moderate Income	Building Permits Date Issued	# of Units Issued Building Permits	Very Low Income Deed Restricted	Very Low Income Non-Deed Restricted	Low Income Deed Restricted	Low Income Non-Deed Restricted	Moderate Income Deed Restricted	Moderate Income Non-Deed Restricted	Above Moderate Income	Certificates of Occupancy Issued (Use Instructions) Date Issued	# of Units Issued Certificates of Occupancy (Use Instructions)	Description of the units were formerly used for (Use Instructions)	Please select the streamlining method the project was approved through (Use Instructions)	Is the project an infill project? Y/N	Assistance Programs for Each Development (Use drop-down multiple, see instructions)	Deed Restriction Type (drop-down multiple, see instructions)	For units affordable without financial assistance or deed restrictions, describe how affordability was met for units deed affordable (see instructions)	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units - Deed or Rental	Total Density Bonus Applied to the Project (Including Units and Bonus Units) or Total Bonus Units Added to the Project (Including Parking Waivers or Parking Reductions)	Number of Other Incentives, Concessions, Waivers, or Modifications Applied to the Project (Excluding Parking Waivers or Parking Modifications)	List the incentives, concessions, waivers, or modifications. (Excluding Parking Waivers or Parking Modifications)	Did the project receive a reduction or waiver of parking standards? (Y/N)	Notes*
Address, Size, Bed, Baths, Rents, Sales																																																			
	016-051-12	102 N 1ST CHELL ST		RSFD1016	SFD	O																	1	4/20/2021																											
	016-051-18	110 N 1ST CHELL ST		RSFD1018	SFD	O																	1	4/20/2021																											
	016-051-19	112 N 1ST CHELL ST		RSFD1019	SFD	O																	1	4/20/2021																											
	016-051-20	114 N 1ST CHELL ST		RSFD1020	SFD	O																	1	4/20/2021																											
	016-051-11	116 N 1ST CHELL ST		RSFD1011	SFD	O																	1	4/20/2021																											
	016-051-21	118 N 1ST CHELL ST		RSFD1021	SFD	O																	1	4/20/2021																											
	016-051-13	201 W BERKHAMP		RSFD1013	SFD	O																	1	4/20/2021																											
	016-051-24	202 W HUNTCTT		RSFD1024	SFD	O																	1	4/20/2021																											
	016-051-14	203 W BERKHAMP		RSFD1014	SFD	O																	1	4/20/2021																											
	016-051-23	204 W HUNTCTT		RSFD1023	SFD	O																	1	4/20/2021																											
	016-051-15	205 W BERKHAMP		RSFD1015	SFD	O																	1	4/20/2021																											
	016-051-22	206 W HUNTCTT		RSFD1022	SFD	O																	1	4/20/2021																											
	016-051-16	207 W BERKHAMP		RSFD1016	SFD	O																	1	4/20/2021																											
	016-051-21	208 W HUNTCTT		RSFD1021	SFD	O																	1	4/20/2021																											
	016-051-17	209 W BERKHAMP		RSFD1017	SFD	O																	1	4/20/2021																											
	016-051-20	210 W HUNTCTT		RSFD1020	SFD	O																	1	4/20/2021																											
	016-051-18	211 W BERKHAMP		RSFD1018	SFD	O																	1	4/20/2021																											
	016-051-19	212 W HUNTCTT		RSFD1019	SFD	O																	1	4/20/2021																											
	016-051-19	213 W BERKHAMP		RSFD1019	SFD	O																	1	4/20/2021																											
	016-051-20	214 W HUNTCTT		RSFD1020	SFD	O																	1	4/20/2021																											
	016-051-20	215 W BERKHAMP		RSFD1020	SFD	O																	1	4/20/2021																											
	016-051-21	216 W HUNTCTT		RSFD1021	SFD	O																	1	4/20/2021																											
	016-051-21	217 W BERKHAMP		RSFD1021	SFD	O																	1	4/20/2021																											
	016-051-22	218 W HUNTCTT		RSFD1022	SFD	O																	1	4/20/2021																											
	016-051-22	219 W BERKHAMP		RSFD1022	SFD	O																	1	4/20/2021																											
	016-051-23	220 W HUNTCTT		RSFD1023	SFD	O																	1	4/20/2021																											
	016-051-23	221 W BERKHAMP		RSFD1023	SFD	O																	1	4/20/2021																											
	016-051-24	222 W HUNTCTT		RSFD1024	SFD	O																	1	4/20/2021																											
	016-051-24	223 W BERKHAMP		RSFD1024	SFD	O																	1	4/20/2021																											
	016-051-25	224 W HUNTCTT		RSFD1025	SFD	O																	1	4/20/2021																											
	016-051-25	225 W BERKHAMP		RSFD1025	SFD	O																	1	4/20/2021																											
	016-051-26	226 W HUNTCTT		RSFD1026	SFD	O																	1	4/20/2021																											
	016-051-26	227 W BERKHAMP		RSFD1026	SFD	O																	1	4/20/2021																											
	016-051-27	228 W HUNTCTT		RSFD1027	SFD	O																	1	4/20/2021																											
	016-051-27	229 W BERKHAMP		RSFD1027	SFD	O																	1	4/20/2021																											
	016-051-28	230 W HUNTCTT		RSFD1028	SFD	O																	1	4/20/2021																											
	016-051-28	231 W BERKHAMP		RSFD1028	SFD	O																	1	4/20/2021																											
	016-051-29	232 W HUNTCTT		RSFD1029	SFD	O																	1	4/20/2021																											
	016-051-29	233 W BERKHAMP		RSFD1029	SFD	O																	1	4/20/2021																											
	016-051-30	234 W HUNTCTT		RSFD1030	SFD	O																	1	4/20/2021																											
	016-051-30	235 W BERKHAMP		RSFD1030	SFD	O																	1	4/20/2021																											
	016-051-31	236 W HUNTCTT		RSFD1031	SFD	O																	1	4/20/2021																											
	016-051-31	237 W BERKHAMP		RSFD1031	SFD	O																	1	4/20/2021																											
	016-051-32	238 W HUNTCTT		RSFD1032	SFD	O																	1	4/20/2021																											
	016-051-32	239 W BERKHAMP		RSFD1032	SFD	O																	1	4/20/2021																											
	016-051-33	240 W HUNTCTT		RSFD1033	SFD	O																	1	4/20/2021																											
	016-051-33	241 W BERKHAMP		RSFD1033	SFD	O																	1	4/20/2021																											
	016-051-34	242 W HUNTCTT		RSFD1034	SFD	O																	1	4/20/2021																											
	016-051-34	243 W BERKHAMP		RSFD1034	SFD	O																	1	4/20/2021																											
	016-051-35	244 W HUNTCTT		RSFD1035	SFD	O																	1	4/20/2021																											
	016-051-35	245 W BERKHAMP		RSFD1035	SFD	O																	1	4/20/2021																											
	016-051-36	246 W HUNTCTT		RSFD1036	SFD	O																	1	4/20/2021																											
	016-051-36	247 W BERKHAMP		RSFD1036	SFD	O																	1	4/20/2021																											
	016-051-37	248 W HUNTCTT		RSFD1037	SFD	O																	1	4/20/2021																											
	016-051-37	249 W BERKHAMP		RSFD1037	SFD	O																	1	4/20/2021																											
	016-051-38	250 W HUNTCTT		RSFD1038	SFD	O																	1	4/20/2021																											
	016-051-38	251 W BERKHAMP		RSFD1038	SFD	O																	1	4/20/2021																											
	016-051-39	252 W HUNTCTT		RSFD1039	SFD	O																	1	4/20/2021																											
	016-051-39	253 W BERKHAMP		RSFD1039	SFD	O																	1	4/20/2021																											
	016-051-40	254 W HUNTCTT		RSFD1040	SFD	O																	1	4/20/2021																											
	016-051-40	255 W BERKHAMP		RSFD1040	SFD	O																	1	4/20/2021																											
	016-051-41	256 W HUNTCTT		RSFD1041	SFD	O																	1	4/20/2021																											
	016-051-41	257 W BERKHAMP		RSFD1041	SFD	O																	1	4/20/2021																											
	016-051-42	258 W HUNTCTT		RSFD1042	SFD	O																	1	4/20/2021																											
	016-051-42	259 W BERKHAMP		RSFD1042	SFD	O																	1	4/20/2021																											
	016-051-43	260 W HUNTCTT		RSFD1043	SFD	O																	1	4/20/2021																											
	016-051-43	261 W BERKHAMP		RSFD1043	SFD	O																	1	4/20/2021																											
	016-051-44	262 W HUNTCTT		RSFD1044	SFD	O																	1	4/20/2021																											
	016-051-44	263 W BERKHAMP		RSFD1044	SFD	O																	1	4/20/2021																											
	016-051-45	264 W HUNTCTT		RSFD1045	SFD	O																	1	4/20/2021																											
	016-051-45	265 W BERKHAMP		RSFD1045	SFD	O																	1	4/20/2021																											
	016-051-46	266 W HUNTCTT		RSFD1046	SFD	O																	1	4/20/2021																											
	016-051-46	267 W BERKHAMP		RSFD1046	SFD	O																	1	4/20/2021																											
	016-051-47	268 W HUNTCTT		RSFD1047	SFD	O																	1	4/20/2021																											
	016-051-47	269 W BERKHAMP		RSFD1047	SFD	O																	1	4/20/2021																											
	016-051-48	270 W HUNTCTT		RSFD1048	SFD	O																	1	4/20/2021																											
	016-051-48	271 W BERKHAMP		RSFD1048	SFD	O																	1	4/20/2021																											
	016-051-49	272 W HUNTCTT		RSFD1049	SFD	O																	1	4/20/2021																											
	016-051-49	273 W BERKHAMP		RSFD1049	SFD	O																	1	4/20/2021																											
	016-051-50	274 W HUNTCTT		RSFD1050	SFD	O																	1	4/20/2021																											
	016-051-50	275 W BERKHAMP		RSFD1050	SFD	O																	1	4/20/2021																											
	016-051-51	276 E REDI ROCK DR		RSFD1051	SFD	O																	1	4/20/2021																											
	016-051-52	277 E REDI ROCK DR		RSFD1052	SFD	O																	1	4/20/2021																											
	016-051-53	278 E REDI ROCK DR		RSFD1053	SFD	O																	1	4/20/2021																											
	016-051-54	279 E REDI ROCK DR		RSFD1054	SFD	O																	1	4/20/2021																											
	016-051-55	280 E REDI ROCK DR		RSFD1055	SFD	O																	1	4/20/2021																											
	016-051-56	281 JONES RD 37 CHI		RSFD1056	SFD	O																	1	4/20/2021																											
	012-045-07	673 KIMBALL LN		RSFD1016	ADU	O										1								11/24/2021																											
	017-045-07	1443 N THORE CTN		RSFD1276	SFD	O																	1	12/6/2021																											
	006-560-04	2847 E WINDSOR WAY		RSFD1276	SFD	O																	1	12/6/2021																											
	006-560-03	2837 E WINDSOR WAY		RSFD1276	SFD	O																	1	12/6/2021																											
	006-560-02	2827 E WINDSOR WAY		RSFD1276	SFD	O																	1	12/6/2021																											
	006-560-01	2817 E WINDSOR WAY		RSFD1276	SFD	O																	1	12/6/2021																											
	017-045-06	1439 N THORE CTN		RSFD1276	SFD	O																	1	12/6/2021																											
	017-045-05	1435 N THORE CTN		RSFD1276	SFD	O																	1	12/6/2021																											
	017-045-04	1431 N THORE CTN		RSFD1276	SFD	O																	1	12/6/2021																											
	017-045-03	1427 N THORE CTN		RSFD1276	SFD	O																	1	12/6/2021																											
	017-045-02	1423 N THORE CTN		RSFD1276	SFD	O																	1	12/6/2021																											
	017-045-01	1419 N THORE CTN		RSFD1276	SFD	O																	1	12/6/2021																											
	016-051-12	1 N 1ST CHELL ST		RSFD1012	SFD	O																	1	4/20/2021																											
	016-051-13	3 N 1ST CHELL ST		RSFD1013	SFD	O																	1	4/20/2021																											
	016-051-14	5 N 1ST CHELL ST		RSFD1014	SFD	O																	1	4/20/2021																											
	016-051-15	7 N 1ST CHELL ST		RSFD1015	SFD	O																	1	4/20/2021																											
	016-051-16	9 N 1ST CHELL ST		RSFD1016	SFD	O																	1	4/20/2021																											
	016-051-17	11 N 1ST CHELL ST		RSFD1017	SFD	O																	1	4/20/2021																											
	016-051-18	13 N 1ST CHELL ST		RSFD1018	SFD	O																	1	4/20/2021																											
	016-051-19	15 N 1ST CHELL ST		RSFD1019	SFD	O																	1	4/20/2021																											
	016-051-20	17 N 1ST CHELL ST		RSFD1020	SFD	O																	1	4/20/2021																											
	016-051-21	19 N 1ST CHELL ST		RSFD1021	SFD	O																	1	4/20/2021																											
	016-051-22	21 N 1ST CHELL ST		RSFD1022	SFD	O																	1	4/20/2021																											
	016-051-23	23 N 1ST CHELL ST		RSFD1023	SFD	O																	1	4/20/2021																											
	016-051-24	25 N 1ST CHELL ST		RSFD1024	SFD	O																	1	4/20/2021																											
	016-051-25	27 N 1ST CHELL ST		RSFD1025	SFD	O																	1	4/20/2021																											
	016-051-26	29 N 1ST CHELL ST		RSFD1026	SFD	O																	1	4/20/2021																											
	016-051-27	31 N 1ST CHELL ST		RSFD1027	SFD	O																	1	4/20/2021																											
	016-051-28	33 N 1ST CHELL ST		RSFD1028	SFD	O																	1	4/20/2021																											
	016-051-29	35 N 1ST CHELL ST		RSFD1029	SFD	O																	1	4/20/2021																											
	016-051-30	37 N 1ST CHELL ST		RSFD1030	SFD	O																	1	4/20/2021																											
	016-051-30	39 N 1ST CHELL ST		RSFD1030	SFD	O																	1	4/20/2021																											
	016-051-31	41 N 1ST CHELL ST		RSFD1031	SFD	O																	1	4/20/2021																											
	016-051-32	43 N 1ST CHELL ST		RSFD1032	SFD	O																	1	4/20/2021																											
	016-051-33	45 N 1ST CHELL ST		RSFD1033	SFD	O																	1	4/20/2021																											
	016-051-34	47 N 1ST CHELL ST		RSFD1034	SFD	O																	1	4/20/2021																											
	016-051-35	49 N 1ST CHELL ST		RSFD1035	SFD	O																	1	4/20/2021																											
	016-051-36	51 N 1ST CHELL ST		RSFD1036	SFD	O																	1	4/20/2021																											
	016-051-37	53 N 1ST CHELL ST		RSFD1037	SFD	O																	1	4/20/2021																											
	016-051-38	55 N 1ST CHELL ST		RSFD1038	SFD	O																	1	4/20/2021																											
	016-051-39	57 N 1ST CHELL ST		RSFD1039	SFD	O																	1	4/20/2021																											
	016-051-40	59 N 1ST CHELL ST		RSFD1040	SFD	O																	1	4/20/2021																											
	016-051-41	61 N 1ST CHELL ST		RSFD1041	SFD	O																	1	4/20/2021																											
	016-051-42	63 N 1ST CHELL ST		RSFD1042	SFD	O																	1	4/20/2021																											
	016-051-43	65 N 1ST CHELL ST		RSFD1043	SFD	O																	1	4/20/2021																											
	016-051-44	67 N 1ST CHELL ST		RSFD1044	SFD	O																	1	4/20/2021																											
	016-051-45	69 N 1ST CHELL ST		RSFD1045	SFD	O																	1	4/20/2021																											
	016-051-46	71 N 1ST CHELL ST		RSFD1046	SFD	O																	1	4/20/2021																											
	016-051-47	73 N 1ST CHELL ST		RSFD1047	SFD	O																	1	4/20/2021																											
	016-051-48	75 N 1ST CHELL ST		RSFD1048	SFD	O																	1	4/20/2021																											
	016-051-49	77 N 1ST CHELL ST		RSFD1049	SFD	O																	1	4/20/2021																											
	016-051-50	79 N 1ST CHELL ST		RSFD1050	SFD	O																	1	4/20/2021																											
	016-051-51	81 N 1ST CHELL ST		RSFD1051	SFD	O																	1	4/20/2021																											
	016-051-52	83 N 1ST CHELL ST		RSFD1052	SFD	O																	1	4/20/2021																											
	016-051-53	85 N 1ST CHELL ST		RSFD1053	SFD	O																	1	4/20/2021																											
	016-051-54	87 N 1ST CHELL ST		RSFD1054	SFD	O																	1	4/20/2021																											
	016-051-55	89 N 1ST CHELL ST		RSFD1055	SFD	O																	1	4/20/2021																											
	016-051-56	91 N 1ST CHELL ST		RSFD1056	SFD	O																	1	4/20/2021																											
	016-051-57	93 N 1ST CHELL ST		RSFD1057	SFD	O																	1	4/20/2021																											
	016-051-58	95 N 1ST CHELL ST		RSFD1058	SFD	O																	1	4/20/2021																											
	016-051-59	97 N 1ST CHELL ST		RSFD1059	SFD	O																	1	4/20/2021																											
	016-051-60	99 N 1ST CHELL ST		RSFD1060	SFD	O																	1	4/20/2021																											
	016-051-61	101 N 1ST CHELL ST		RSFD1061	SFD	O																	1	4/20/2021																											
	016-051-62	103 N 1ST CHELL ST		RSFD1062	SFD	O																	1	4/20/2021																											

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Housing Element Implementation

Note: "+" indicates at or above RHNA
Cells in yellow contain user-added formulas

Jurisdiction	Calaveras County
Reporting Year	2020
Housing Element	5th Cycle (2014 - 2019)

Date	Case No.	Address	Description	Status
03/11/2020	2020-0001	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0002	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0003	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0004	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0005	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0006	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0007	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0008	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0009	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0010	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0011	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0012	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0013	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0014	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0015	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0016	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0017	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0018	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0019	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0020	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0021	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0022	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0023	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0024	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0025	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0026	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0027	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0028	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0029	1 ACRE LN W	1 SFD	Approved
03/11/2020	2020-0030	1 ACRE LN W	1 SFD	Approved

Jurisdiction	Hanford	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2016 - 01/31/2024

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

		1		2									3	4
Income Level		**RHNA Allocation by Income Level**		**2016**	**2017**	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**Total Units to Date (all years)**	**Total Remaining RHNA by Income Level**
Very Low	Deed Restricted	1,097	-	-	-	-	-	-	-	-	-	-	3	1,094
	Non-Deed Restricted		-	-	-	-	-	-	-	-	3	-		
Low	Deed Restricted	821	-	-	-	-	-	-	-	72	-	-	72	749
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	865	-	-	-	-	-	-	-	-	-	-	591	274
	Non-Deed Restricted		-	49	6	-	25	129	240	126	16	-		
Above Moderate		2,049	-	276	177	202	214	34	93	1	131	-	1,128	921
Total RHNA		4,832												
Total Units			-	325	183	202	239	163	333	199	150	-	1,794	3,038

Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).

	5											6	7
	Extremely low-Income Need		**2016**	**2017**	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**Total Units to Date**	**Total Units Remaining**
Extremely Low-Income Units*	549		-	-	-	-	-	-	-	-	-	-	549

*Extremely low-income houisng need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.
Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).
Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.
Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

VLI Deed Restricted
VLI Non Deed Restricted

Jurisdiction	Hanford	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2016 - 01/31/2024

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law

Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction	Hanford
Reporting Year	2021
	Jan. 1 - Dec. 31

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	**Objective**	**Timeframe in H.E**	**Status of Program Implementation**
Housing Rehabilitation	ASSIST 10-15 HOUSEHOLDS, IF FUNDS ARE AVAILABLE.	THROUGHOUT PLANNING PERIOD	Assisted 20 rehab projects
Preservation of At-Risk Affordable Housing	MONITOR AFFORDABLE PUBLICLY ASSISTED AFFORDABLE UNITS. THE CITY WILL CONTACT QUALIFIED NONPROFITS REGARDING POTENTIAL OPT-OUT PROJECTS, ASSIST IN ENSURING OWNERS COMPLY WITH NOTICING REQUIREMENTS, SUPPORT THE PURCHASE OF THESE PROPERTIES BY NONPROFITS, AND PURSUE GRANTS TO SUPPORT THE PRESERVATION OF AFFORDABLE AT-RISK HOUSING.	THROUGHOUT PLANNING PERIOD	City staff will continue to monitor the status of publically assisted affordable units on an ongoing basis.
Adequate Sites	CONTINUE THE CONSTRUCTION OF NEW HOUSING THROUGH THE PROVISION OF ADEQUATELY ZONED SITES TO MEET HANFORD'S HOUSING NEEDS ALLOCATION OF 2,267 UNITS, INCLUDING 1,000 UNITS DENSITIES FOR MULTI-FAMILY DEVELOPMENT AS PART OF THE COMPREHENSIVE GENERAL PLAN UPDATE.	THROUGHOUT PLANNING PERIOD	Currently, the City has adequate sites to accommodate its share of the regional housing needs allocation, however, will continue to monitor projected employment and population growth.
Density Bonus Prom	CONTINUE TO PUBLICIZE AND IMPLEMENT THE DENSITY BONUS ORDINANCE TO ASSIST DEVELOPMENT OF AFFORDABLE HOUSING.	THROUGHOUT PLANNING PERIOD	The City will continue to publicize and implement this program to assist the development of affordable housing.
Planned Unit Development	CONTINUE TO UTILIZE THE PUD PROCESS TO ENCOURAGE UNIQUE DESIGN AND DEVELOP HOUSING THAT ADDRESSES SITE CONSTRAINTS.	THROUGHOUT PLANNING PERIOD	The City will continue to utilize the PUD process for those projects with site contraints.
First-Time Homebuyer Program	ASSIST 5-7 FIRST-TIME HOMEBUYERS WITH HOME. PROFIT HOUSING ORGANIZATIONS IN WORKING WITH HCD TO REMOVE CONSTRAINTS ON THE USE OF HOME FUNDS.	THROUGHOUT PLANNING PERIOD	The City housed zero first-time home buyers, and is currently pending release of the Home Sweet Home Grant Program. The City has an active waitlist of 25 individuals. Zero fo the 25 have been pre-qualified.
Section 8 Rental Assistance Program	ASSIST KINGS COUNTY HOUSING AUTHORITY IN PROMOTING THE SECTION 8 PROGRAM. ASSIST IN SECURING GRANTS FROM STATE AND FEDERAL SOURCES INCLUDING FUNDING SPECIFICALLY TARGETED TO ASSISTING PROVIDE AN INVENTORY OF HOUSING SITES TO INTERESTED DEVELOPERS, CONTINUE TO PROVIDE A DENSITY BONUS TO ASSIST IN ACHIEVING THE FINANCIAL AND REGULATORY ASSISTANCE , SUCH AS REDUCED PARKING REQUIREMENTS, DEVELOPMENT STANDARDS, FEE REDUCTIONS AND CONCURRENT PROCESSING OF LOT MERGERS FOR MULTI-FAMILY PROJECTS THAT INCLUDE AFFORDABLE UNITS TO LOWER-INCOME HOUSEHOLDS, AND CONTINUE TO PURSUE HOUSING PROJECTS FOR SPECIAL NEEDS IN WITH NONPROFITS, INCLUDING ASSISTANCE IN PREPARING GRANT APPLICATIONS. HOUSING FOR VERY LOW- AND EXTREMELY LOW-INCOME HOUSEHOLDS AND PERSONS WITH DEVELOPMENTAL DISABILITIES WILL BE PRIORTIZED WHERE FEASIBLE. THE USE OF THE DENSITY AFFORDABLE HOUSING INCENTIVES WILL BE PROMOTED THROUGH OUTREACH TO PROVIDERS, ON THE WEBSITE AND IN HANDOUTS.	THROUGHOUT PLANNING PERIOD	The City received funding from PLHA Grant Program to promote home ownership, for the development of an affordable multifamily project, and help renovate an existing motel to change its use to provide permanent housing for homeless individuals. The City has assisted in the following projects in development: Sunrise: Motel Conversion of 28 single units and Northstar: 72 units.
Farmworker and Employee Housing	CONTINUE TO PROVIDE OFFERS IN IDENTIFYING SITES AND PREPARING FUNDING APPLICATIONS.	THROUGHOUT PLANNING PERIOD	The City will make the recommended outreach at the earliest time feasible. When deemed necessary, staff will refer to outside agencies such as the Housing Authority of Kings County.
Emergency Shelters & Transitional/Supportive Housing	CONTINUE TO FACILITATE THE ESTABLISHMENT OF EMERGENCY SHELTERS AND TRANSITIONAL/SUPPORTIVE HOUSING. CONTINUE COOPERATIVE WITH DSS. CONTINUE TO SUPPORT EFFORTS WITH SURROUNDING COMMUNITIES TO ADEQUATELY MEET THE NEEDS OF PEOPLE WHO ARE HOMELESS OR TRANSITIONING TO HOMEOWNERSHIP.	THROUGHOUT PLANNING PERIOD	The City provides fulltime and works closely with Kings/Tulare Homeless Alliance as well as other social services, agencies, groups, and organizations.
Housing for Persons with Disabilities	CONTINUE TO MONITOR LEGAL CONSTRAINTS, ZONING CONDITIONS AND UPDATE LOCAL REGULATIONS, IF NECESSARY, TO ENSURE THE IMPROVEMENTS TO HOUSING FOR PERSONS WITH DISABILITIES.	THROUGHOUT PLANNING PERIOD	City staff continues to ensure conformance with applicable laws and codes for ADA compliance and make referrals to collaborative partners as deemed necessary.
Promote Equal Housing Opportunities	HANFORD WILL CONTINUE TO REFER FAIR HOUSING INQUIRIES TO THE DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING OFFICE IN FRESNO. HANFORD WILL MAKE THE INFORMATION AT CITY HALL, ON THE CITY WEBSITE, AND AT OTHER PUBLIC OFFICES, SUPPORT THE RECOMMENDATIONS OF THE SAN JOAQUIN VALLEY FAIR HOUSING AND EQUITY ASSESSMENT.	THROUGHOUT PLANNING PERIOD	Staff partnered with City of Porterville to submit RFP to provide Fair Housing education. A contract with CSET was negotiated to provide services regarding housing discrimination, fair housing outreach/education, and tenant/landlord rights and responsibilities within the cities of Hanford and Porterville.
Promote Equal Housing Opportunities	REPARTMENT OF FAIR EMPLOYMENT AND HOUSING OFFICE IN FRESNO AND DISTRIBUTE FAIR HOUSING INFORMATION AT CITY HALL, ON THE CITY WEBSITE, AND AT OTHER PUBLIC OFFICES. SUPPORT THE RECOMMENDATIONS OF THE SAN JOAQUIN VALLEY FAIR HOUSING AND EQUITY ASSESSMENT.	THROUGHOUT PLANNING PERIOD	

General Comments

Jurisdiction	Hanford	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2016 - 01/31/2024

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table E

Commercial Development Bonus Approved pursuant to GC Section 65915.7

Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Jurisdiction	Hanford	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2016 - 01/31/2024

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA+ Listed for Informational Purposes Only				Units that Count Towards RHNA + Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1+. For detailed reporting requirements, see the chcklist here:
	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Hanford	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2016 - 01/31/2024

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2

Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2

For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).

Project Identifier					Unit Types		Affordability by Household Incomes After Conversion							Units credited toward Moderate Income RHNA		Notes
1					2	3	4							5		6
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Moderate Income Units Converted from Above Moderate	Date Converted	Notes
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	0		

Jurisdiction	Hanford	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2016 - 01/31/2024

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table G

Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of

Project Identifier						
1				2	3	4
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Realistic Capacity Identified in the Housing Element**	**Entity to whom the site transferred**	**Intended Use for Site**
Summary Row: Start Data Entry Below						

Jurisdiction	Hanford	
Reporting Period	2023	(Jan. 1 - Dec. 31)

NOTE: This table must contain an invenory of ALL surplus/excess lands the reporting jurisdiction owns

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

For Kings County jurisdictions, please format the APN's as follows:999-999-999-999

Table H
Locally Owned Surplus Sites

Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	**Street Address/Intersection**	**Existing Use**	**Number of Units**	**Surplus Designation**	**Parcel Size (in acres)**	**Notes**
Summary Row: Start Data Entry Below						
018-242-042	SOUTH 11TH AVE BETWEEN IONA AVE & INDUSTRY AVE	Vacant		Surplus Land	0.29	
008-192-011	ALONG KENSINGTON WAY, BETWEEN RICHARDSON WAY AND LELAND WAY	Vacant		Surplus Land	0.23	
012-211-009	211 BALL PARK ALLEY, BETWEEN BROWN ST AND HARRIS ST	Vacant		Surplus Land	0.172	
011-440-021 &-020	TWO PROPERTIES, SE CORNER OF HANFORD-ARMONA RD & 10 1/2 AVE	Vacant		Surplus Land	0.78	
010-253-001	426 W LACEY BLVD	Commercial		Surplus Land	2	FORMERLY GOODWILL. IN PROCESS OF BEING LEASED TO MSI
011-090-004	SW CORNER 12TH AVE & WOODLAND DR (LOTS A & B)	Vacant		Surplus Land	1.245	
008-360-006	CORTNER ST, W OF HIDDEN VALLY PARK	Vacant		Surplus Land	18	TO BE REZONED TO OPEN SPACE
012-053-005	218 N DOUTY ST	Commercial		Surplus Land	0.41	MECHANICS BANK
010-265-001 & -002	A PORTION OF THE PROPERTY LOCATED N OF EIGHTH ST, BETWEEN DOUTY & IRWIN STREETS ("THE BASTILLE")	Public Facilities		Surplus Land	0	BUILDING & PATIO IN CIVIC PARK
012-041-017	THE CARNEGIE MUSEUM	Public Facilities		Surplus Land	0.32	
011-490-001 THRU -004	IDLEWOOD WAY, W OF GREENBRIER DR	Residential	4	Surplus Land	0.52	4 LOTS TO BE DEVELOPED AS AFFORDABLE HOUSING
012-086-004	Hotel parking lot, SEC of Sixth & Redington Sts	Public Facilities		Surplus Land	0.619	PUBLIC PARKING LOT
010-265-001	113 COURT ST (only a portion of the entire parcel)	Public Facilities		Surplus Land	2.63	OLD KINGS CO COURTHOUSE; PARCEL SIZE GIVEN IS FOR ENTIRE PARCEL; THE OLD COURTHOUSE IS ONLY A PORTION OF THE PARCEL

Jurisdiction	Hanford	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2016 - 01/31/2024

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Not

Cells in g

Table J

Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915

Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Unit Category** (SH - Student Housing)	**Date**	**Very Low- Income Deed Restricted**	**Very Low- Income Non Deed Restricted**	**Low- Income Deed Restricted**	**Low- Income Non Deed Restricted**	**Moderate- Income Deed Restricted**	**Moderate- Income Non Deed Restricted**	**Above Moderate- Income**
Summary Row: Start Data Entry Below												

Jurisdiction	Hanford	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2016 - 01/31/2024

ANNUAL ELEMENT PROGRESS REPORT

Table K
Tenent Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.	
Notes	

Jurisdiction	Hanford	
Reporting Year	2023	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
(CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	$150,000.00

Total award amount is auto-populated based on amounts entered in rows 15-26.

Task	$ Amount Awarded	$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
COMPREHENSIVE CITY-WIDE VEHICLE MILES TRAVELED ANALYSIS AND GUIDELINES FOR COMPLIANCE WITH SB 743	$42,928.00	$42,927.50	Completed	None	
MUNICIPAL CODE AMENDMENTS TO UPDATE SECTION 17.60-ACCESSORY DWELLING UNIT STANDARDS AND UPDATE TO SECTION 17.50.120 HOUSING DENSITY AND OTHER INCENTIVES	$17,979.00	$17,978.42	Completed	None	
PURCHASING OF EQUIPMENT PERTAINING TO THE SB2 GRANT	$10,519.00	$10,520.93	Completed	None	
CITY OF HANFORD'S PORTION OF MULTI-JURISDICTIONAL HOUSING ELEMENT UPDATE	$78,574.00	$78,573.15	Completed	None	

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		**0**

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	3
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	16
Above Moderate		131
Total Units		**150**

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		160
Total Units		**160**

AGENDA
STAFF REPORT

MEETING DATE: 4/2/2024	**AGENDA SECTION:** CONSENT CALENDAR

SUBJECT:
Adoption of Resolution N0. 24-08-R, Supporting an Application for Funding from the State of California Department of Housing and Community Development HOME Investment Partnership Program (HOME) Program in support of first-time homebuyer activities.

RECOMMENDATION:

The City Council adopts the resolution 24-08 authorizing the submittal of a 2022-2023 “program” application to the State of California Department of Housing and Community Development HOME Program for first-time homebuyer activities and authorizing the City of Hanford Mayor to execute the agreement and other documents for the City.

BACKGROUND:

On January 19, 2024, the California Department of Housing and Community Development (HCD) issued a Notice of Funding Availability announcing the availability of funds under the HOME program (the “NOFA”). Approximately $120 million in federal funds for the HOME Investment Partnership Program (HOME)

The HOME funds provided through this NOFA will be awarded competitively to State Recipients (including Native American Entities), CHDOs, and Developers as defined in this NOFA. Funding may be used for the following eligible uses:

Program Activities
• FTHB Programs, including in-fill new construction programs where feasible.
• Owner-occupied rehabilitation (“OOR”) Programs; and
• Tenant-Based Rental Assistance (“TBRA”) Programs

In response to the Notice of Funding Availability (“NOFA”), staff recommends submitting a program application for $500,000 to administer first-time homebuyer activities in Hanford. The City of Hanford has successfully utilized HOME funds to fund its existing homebuyer program and is currently administering Home Program Income funds from previous loans.

Staff recommends applying for the maximum allowable award of $500,000 for first-time homebuyers and allowable administration and activity delivery activities. The city will be able to assist approximately four (4) additional families with homebuyer financing if awarded.

The grant application package is due to HCD by April 9, 2024.

FISCAL IMPACT:

HCD has waived a match requirement; therefore, there is no impact on the budget for applying.

ATTACHMENTS:

1. Resolution 24.08 - 2022-23 NOFA Application to HOME Program

GOVERNING BOARD RESOLUTION

RESOLUTION NO**. 24-08**

THE GOVERNING BOARD OF

The City of Hanford

HEREBY AUTHORIZES: Submittal of an application to the California Department of Housing and Community Development for funding under the HOME Investment Partnerships Program; and if selected, the execution of a Standard Agreement, any amendments thereto, and of any related documents necessary to participate in the HOME Investment Partnerships Program.

WHEREAS:

A. The California Department of Housing and Community Development (the "Department") is authorized to allocate HOME Investment Partnerships Program ("HOME") funds made available from the U.S. Department of Housing and Urban Development ("HUD"). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200.

B. **On January 21, 2024,** the Department issued a Notice of Funding Availability announcing the availability of funds under the HOME program (the "NOFA").

C. In response to that HOME NOFA, **The City of Hanford** a **municipal corporation** *of the State of California, nonprofit corporation]* (the "Applicant"), wishes to apply to the Department for, and receive an allocation of, HOME funds.

IT IS NOW THEREFORE RESOLVED THAT:

1. In response to the above-referenced HOME NOFA, the Applicant shall submit an application to the Department to participate in the HOME program and for an allocation of funds not to exceed **Five Hundred Thousand Dollars $500,000** for the following activities and/or programs:

- ***First-Time Homebuyers (FTHB) Acquisition - Down Payment Assistance (ONLY)***
- ***FTHB Acquisition with Rehabilitation and administrative costs,***

to be located in The City of Hanford .

2. If the application for funding is approved, then the Applicant hereby agrees to use the HOME funds for eligible activities in the manner presented in its application as approved by the Department in accordance with the statutes and regulations

cited above. The Applicant will also execute a Standard Agreement, any amendments thereto, and any and all other documents or instruments necessary or required by the Department or HUD for participation in the HOME program (collectively, the required documents).

3. The Applicant authorizes The City Mayor *or* their designee(s) to execute, in the name of the Applicant, the HOME Standard Agreement. [1, 2, 3]

4. The Applicant authorizes The City Mayor or their designee(s) to execute, in the name of the Applicant, all other required documents.[2, 3, 4]

Footnotes:

1. For cities, this must be the Mayor or Mayor pro tempore unless there's a city ordinance authorizing/designating a different officer to sign contracts on behalf of the city.
2. For counties, cities, and Native American Entities applying for Program Activities, the Department recommends that only titles, without names, be inserted in Sections 3 and 4 above, to avoid the need for an additional authorizing resolution whenever a personnel change occurs.
3. For CHDOs, developers, and Native American Entities applying for Project Activities as a developer, both a title and name must be included. CHDOs must also provide both for Program Activities.
4. Section 4 above is for all applicants who desire that a different, or additional signatories, be authorized to sign documents other than the HOME Standard Agreement.

PASSED AND ADOPTED THIS _____ DAY OF _____ 20__, BY THE FOLLOWING VOTE:

AYES:_____ NAYS:_____ ABSTAIN:_____ ABSENT:_____

The undersigned _____ / City Clerk of the Applicant does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing board of the Applicant passed and adopted at a duly convened meeting on the date set forth above, and said resolution has not been altered, amended, or repealed. [1]

Footnote [1]: An official cannot attest and certify if listed as an authorized signer in Sections 3 or 4 above.

_____	_____	_____
Name	Signature	Date

AGENDA
STAFF REPORT

MEETING DATE: 4/2/2024	**AGENDA SECTION:** GENERAL BUSINESS

SUBJECT:
Award of Professional Services Contract to 4Creeks Engineering in the amount of $77,700 for design of the site improvements required for the Youth Athletic Complex (YAC) Restroom and Concession Stand Building Project

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RECOMMENDATION:

Recommendation: That the City Council, by motion, award a Contract to 4Creeks of Hanford, Ca. for Design and other engineering support services as needed for the YAC Restroom/Concession Stand Building Project (CIP Project No. 821611).

BACKGROUND:
The Youth Athletic Complex is a supportive facility that services the youth, family, and friends of Hanford Youth Baseball League and Tournament Play ("Users of the Facility") The facility currently services approximately 700 youth participating in youth baseball from early spring throughout the summer and into the fall.

The current facility is approximately 43 years old, dilapidated, and is in need of a new building. Current building conditions do not meet ADA / ABA accessible compliance, and additional dry food storage and work space is needed in concessions.

This project was initially identified in 2018, through the Five-Year Capital Improvement Plan (2020-2024) in the amount of $305,717. Due to escalating costs, the project was temporarily suspended. On June 21, 2022, Council allocated an additional $572,000 from the American Rescue Plan Act (ARPA) to the project. In March 2024 staff reviewed and evaluated available ARPA funding and supplemented an additional $400,000 to the project. The estimated total project budget is $1,232,717.

Parks and Community Services Staff have worked collaboratively with the stakeholders of the facility and together with engineering feedback, determined that a pre-fabricated building with slight modifications for specific needs would best benefit the site. Staff also met with various pre-fabricated building vendors to develop floorplans, elevations, materials, and modifications in order to develop the best suited design. Attached to this report is a copy of the draft design concept, which is being used as the design requirement for a separate RFP process to procure the pre-fabricated building.

This design contract will prepare construction drawings to prepare the site to receive the new building, which includes demolition and removal of the existing building, utility design and necessary improvements and/or relocation, and miscellaneous site improvements such as the access driveway.

This design contract also includes project and construction management assistance to help augment Staff's capacity to see the project through. 4Creeks shall utilize the building vendor's drawings and specifications in preparing the construction documents for the project (see attached 4Creeks proposal for in depth detail).

Staff solicited a proposal from 4Creeks Engineering, as they are one of the City's On-Call Engineering firms. Staff believed that 4Creeks was best qualified to perform the work on this project as the work is considered engineering design in support of a new building. Review of their proposal and accompanying fees determined that their propels was reasonable with respect to the project's overall estimated construction costs. Further, because of the essence of time, Staff recommends that the contract be awarded to 4Creeks.

Staff is concurrently working on completing an RFP for procurement of a prefabricated building. As mentioned prior, the building's layout and features has been verified to meet the user needs as well has fitting within the existing site footprint area. The RFP will be for a turnkey building that will include the design, construction, delivery, and installation by the building vendor. The building will be designed to meet all applicable codes such as ADA, Title 24, Mechanical, Electrical, Plumbing, Fire Sprinklers, etc.. Once the contract for the building procurement has been awarded, there will be ongoing coordination between the City, 4Creeks, and the building vendor as required during the design, pre-delivery, and installation process.

Project Schedule:
Based on feedback received from various building vendors, there is an eight-to-nine-month turnaround for building delivery. Unfortunately, this places building delivery towards the end of the year and/or into January 2025; with the likelihood of a February-March 2025 project completion. Design of site improvements is at least a 4-month process and requires the simultaneous procurement and design of the building to be underway. Design could take longer pending any unforeseen utility issues. Staff is hoping for a Fall 2024 building delivery, installation, and completion of the project to occur during the youth baseball league's off-season. Demolition and preparation of the site will be coordinated and performed prior to the building delivery. Accordingly, the site work is anticipated to start late summer-early fall. Based on the best information available at this time, the project's tentative schedule is as follows and will be updated as the project progresses:

Site Improvement Design (4Creeks)..... April – July 2024
Solicitation of Proposals(Building)..... April 2024
Award Building Procurement..... May 2024 - June 2024
Building Design, Construction, and Delivery..... June 2024 – February 2025
Bid Construction Contract (Demolition and Site Improvements)..... July 2024
Award Construction Contract..... August 2024
Construction..... September 2024
Project Completion..... February-March 2025

FISCAL IMPACT:

Design and construction of this project will be funded using ARPA and Accumulated Capital Outlay Funds. The project's budget is summarized as follows:

Current CIP Budget Available	
ARPA Funds	$ 927,000
Accumulated Capital Outlay Funds	$ 305,717
Estimated Total Project Budget:	$ 1,232,717

Estimated Project Costs:	
Building Procurement	$ 864,000
Site Design, Project and Construction Management (4Creeks)	$ 77,700
Site Improvements	$ 160,000
Construction Contingency (15%)	$ 177,500
Project Management and Inspection (Staff)	$ 15,000
Estimated Project Costs:	**$ 1,294,200**
Budget Surplus or (Deficit)	**$ (61,483)**

The project budget summary includes a 15% construction contingency. Though the table above shows a budget deficit, there are sufficient funds at this time to proceed with the award of design, therefore no additional appropriations are needed at this time. Staff will re-visit the project budget at the time of award of the building purchase and again at the award of the site improvement construction contract. These are estimated costs at this time until 1) actual costs proposals are received for the building and, 2) engineering design is further along to produce a more accurate engineer's estimate.

ATTACHMENTS:

1. 4Creeks -Arch Proposal - Youth Athletic Complex Concession Stand
2. Hanford YAC Concession Drawings

March 7, 2024

Youth Athletic Complex Concession Stand

Attn: Bradley Albert
Parks and Community Services Director
City of Hanford
321 N. Douty St., Suite B
Hanford, CA 93230

Subject: Proposal for Design Services for the Youth Athletic Complex Concession Stand Project,

Dear Mr. Albert

We are pleased to prepare the attached proposal for your consideration for Youth Athletic Complex Concession Stand Project. We are confident that our team is equipped with the necessary resources and staff to get the job done in a timely manner. Thanks for the continued opportunity!

We're excited to work with you on this project and look forward to hearing from you soon. After you have reviewed the enclosed documents, please let us know if you have any questions or comments. If acceptable, please let us know and we will provide contract documents for signature. Please advise the entity to which this contract should be addressed.

Sincerely,

Matthew Ainley, PE RCE #66233
Principal

William Ruoff, Architect C-36886
Project Architect

Job no: 23069

324 S. Santa Fe Street, Suite A
Visalia, California 93292
www.4-creeks.com

PROJECT UNDERSTANDING

The proposed project involves the demolition of the existing Hanford Concession stand and installation of a new prefabricated concession stand by Restroom Facilities Limited out of Texas. The scope of work assumes that the building will be turnkey and won't need any design work including but not limited to, ADA clearances, Title 24, Mechanical, Electrical, Plumbing, Fire Sprinklers, etc. It is assumed that the building can be connected to the existing utilities on site and that all utilities are sized appropriately for the new prefabricated concession stand and have the correct pressure / fall needed to meet the new buildings' needs. It also assumes that the layout of the new building will preserve fire and truck access around the site. The existing electrical equipment on the east side of the existing building seems to be located at the entrance door into the women's bathroom. It is assumed that the existing electrical equipment will need to be moved to a new location and a new enclosure will need to be designed to house the relocated electrical equipment on site.

SCOPE OF WORK

Task 1: Project Management

4Creeks will act as the prime consultant and will manage the design team's progress throughout the life of the project. The purpose of the Project Management task is to organize the efforts of the project team, including subconsultants and the City, to keep the project on schedule and on budget. 4Creeks will:

- Manage project tasks and completion of work products
- Coordinate and manage subconsultants
- Manage and update the project schedule in coordination with the City
- Schedule meetings in coordination with the City
- Represent the 4Creeks Team at project coordination meetings
- Prepare and distribute project coordination meeting minutes
- Respond to the City's questions/correspondence
- Coordinative Consultant Kick-Off Meeting
- Implement and maintain quality control procedures across all disciplines involved in the project
- Provide overall quality control of the contract documents
- Prepare and submit monthly invoices to the City

4Creeks will coordinate, schedule, and participate in project meetings with the City and other appropriate agencies. We assume in-person meetings to review City comments after the 30%, 60%, 90%, and 100% submittals.

The above-described **Task 1** services will be provided on an **Hourly Estimate not to exceed $8,400 without prior authorization.** *Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.*

Task 2: Additional Topographic Field Survey

This task includes a topographic field survey of the existing concession stand area located at the Hanford Youth Athletic Complex located at the Southwest corner of Campus Drive and Greenfield Avenue. To facilitate the additional improvements needed for the access road and entrance necessary for the proposed concession stand. The scope items shall include the following items:

- Topographic Survey will include all surface and subsurface and utility features within the project boundary, and all necessary existing grades beyond boundary to provide a smooth transition and match to existing grades.
- Topographic Survey will include the necessary ties and boundaries to record data needed for acquiring any identified right of way and easements.
- Survey shall be based on the 2021 Benchmark elevations as established in the published City Benchmarks document. The survey shall include all ties into an established benchmark that will NOT be disturbed with construction, and an elevation statement shall be noted on the plans.
- Topographic Survey shall include inverts at all manholes and catch basins, top of nut on water mains, and any observable utilizes within the subject area.
- Topographic Survey shall include collecting all street monumentation and ties to allow resetting of monuments disturbed during construction.

The above-described **Task 2** design services will be provided on a **Fixed Fee basis for $4,000.**
Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.

Task 3: Utility Coordination Services

This Utility Coordination Services task includes:

- Utility Application:
  - Conduct utility research and identify potential conflicts with record utilities.
  - Show existing utility locations on construction documents.
  - Prepare utility conflict exhibits.
  - Submit Improvement Plans and applications to the respective utility companies.
  - Convert CAD file to Utility Company standards.
  - Coordinate relocations and/or removals of existing utilities on the proposed project site that may be required prior to the start of construction.
- Utility Redlines:
  - Obtain on-site point-of-connection locations for the project site, conduit requirements, and joint trench route from the utility companies.
  - Meet with utility companies at around the 60% design stage after potholing of the potential utility conflicts has been completed to determine if conflicts actually exist.
  - Work with utility companies to address and resolve identified conflicts.
  - Obtain utility company designs on behalf of the developer.
  - Assist with liability determinations.

- Utility Construction:
    - Coordinate with utility companies to ensure critical paths for design and construction schedules are maintained.
    - Work with developers trenching agent throughout the dry utility installation and heat-up phase.
    - Coordinate and attend Joint utility meeting for the Client, this meeting to be attended by all utility company representatives, trenching agent, and others as directed by the client.
    - Assist with the receipt of all utility company contracts and invoices on behalf of the developer. Follow-up with developer to ensure all applications and payments are in place prior to heat-up date.

The above-described **Task 3** services will be provided on a **Fixed Fee of $3,000.**
Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.

Task 4: Modular Bidding documents
4 Creeks will:

- Recreate drawings in AutoCAD based on example plans provided by the client.
- Replace border/title block with a 4Creeks exhibit border.
- Publish PDF's of final drawings.
- Assist the client with pre-bid RFI's.
- Assistance with preparation of RFP including exhibits and specs for Concession/Restroom Building

The above-described **Task 4** services will be provided on a **Fixed Fee of $7,000.**
Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.

Task 5: Civil Engineering Design
The on-site civil improvement portion includes design and drafting of construction documents for all on-site improvements necessary for the project including all on-site sanitary sewer, domestic water, storm drain, and hardscape improvements. 4Creeks will coordinate with:

- Sanitary Sewer
    - On-site sanitary sewer to withing 5' of building, coordinate with architect for tie-in location and depth
- Domestic Water
    - On-site water to within 5' of building, coordinate with architect for tie-in location.
- Storm Drain
    - On-site storm drain as necessary for drainage of project site.
- Grading/Hardscape Improvements
    - Grading and drainage of hardscape and landscaped areas around the site and tie into existing

- Process through the City for approval.
- Provide approved plans to the City for bidding and construction use.

The above-described **Task 5** design services will be provided on a **Fixed Fee basis for $8,250.**
Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.

Task 6: Architectural Permit Documents
4 Creeks will create a set of documents based on the approved Schematic Design Drawings. This phase will include drawings required for competitive bidding. Prior to this phase, the design decisions have been made, agreed upon and approved by the CLIENT.

- The ARCHITECT will work with and coordinate the work of the engineering Consultants as required to develop the permit documents.
- The ARCHITECT will provide written specifications for the project
- The ARCHITECT will meet with the CLIENT to review drawings, receive feedback as modify the design as required. This phase assumes only minor refinements to the plans.

The above-described **Task 6** design services will be provided on a **Fixed Fee basis for $5,400.**
Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.

Task 7: Specifications and Cost Estimate
4Creeks will prepare the project specifications and engineer's opinion of probable construction costs for the project. The City shall provide 4Creeks their current City specifications and technical special provisions in MS Word. Based on directions received from the City, 4Creeks anticipates the City will prepare the up-front, boilerplate specifications. 4Creeks shall prepare and provide the following:

- Short project description to be included in the project specifications
- Special provisions, technical specifications, and needed appendices for the project specifications to include all RFL recommendations and requirements for foundation and utility connections.
- Engineer's opinion of probable construction costs
- Specification to include City provided Asbestos Report

Special provisions and technical specifications that are not covered by the City's Standard Specifications will be prepared using manufacturer or industry standard specifications for the specific items identified, or similar technical specifications of previous projects.

The above **Task 7** services will be provided for a **Fixed Fee of $6,100.**
Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.

Task 8: Structural Plans for Pre-manufactured Concession Building Foundation

The following calculations and drawings are anticipated to complete the various design tasks required as part of the permit drawings package:

- Review of building plans and calculations
- Design of new foundation/ mat slab for building
- Design/ Verify new building anchorage to foundation
- Prepare Title sheet with construction notes & drawing index
- Prepare Foundation Plan
- Prepare Foundation Details

The above described **Task 8** services and deliverables are to be provided on **a fixed fee basis for a cost of $5,000.** Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis. We can provide an updated proposal on any technical requirements as deemed necessary by the building jurisdiction as required.

Task 9: Electrical and Title 24

4Creeks subconsultant, Rose, Sing, Eastham, and Associates, will complete the Electrical tasks listed below. The provided electrical design documents for Youth Athletic Complex Concession Stand for City of Hanford, California shall include the following:

- Provide electrical design documents to support the proposed remodel of the existing Youth Athletic Complex
- scope includes:
- Site Investigation (2 included)
- Main Service Design
- One-Line Diagram, Schedules, Details
- Load Calculations
- 30%/60%/90% Design Documents
- Specifications
- Working Drawings
- Submittal Review
- Information for client to make applications to utilities as needed.
- Design of relocated power to building

The above-described **Task 9** design services will be provided on a **Fixed Fee basis for $8,400.**
Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.

Task 10: Bidding Phase Services

4Creeks will provide assistance during the bidding phase to help the City receive clear and concise bids from Contractors for the project construction. 4Creeks will provide the following bidding phase services:

- Attend and participate in a pre-bid meeting with the City and Contractors
- Provide supplemental instructions and clarifications to bidders as necessary; produce addendums to modify the bid documents (plans and specifications) as required

- Review bids received at the bid opening held by the City and provide a recommendation for award

The above-described **Task 10** services will be provided on an **Hourly Estimate not to exceed $4,200 without prior authorization.** *Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.*

Task 11: Construction Staking
4Creeks will provide construction staking services, including but not limited to the following:

- Site Control
- Rough Grade Staking
- Building/Foundation Line Staking
- Concrete Slab As-Builts (for grade)
- Cut Sheets (as required)

The above-described **Task 11** services will be provided for on a **Time and Materials Basis for an Estimated fee of $5,250.** *Any additional re-staking or staking items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.*

Task 12: Construction Assistance
4Creeks will assist during construction, including but not limited to the following services:

- Attend and participate in the preconstruction meeting
- Respond to Requests for Information
- Review technical submittals if requested by the City
- Assist with change order review if requested by the City
- Prepare as-built record drawings in AutoCAD based on red-lined plans provided by the City/Contractor

The above-described **Task 12** services will be provided on an **Hourly Estimate not to exceed $12,700 without prior authorization.** *Any additional items requested not specifically mentioned above will be billed as "extra" on a Time and Materials basis.*

Approval:

_____ _____
Bradley Albert - Parks and Community Service Director Date

EXCLUSIONS

Unless noted otherwise, the following services are not included in the above Scope of Work or Fee Proposal. Many of them are available upon request as additional services.

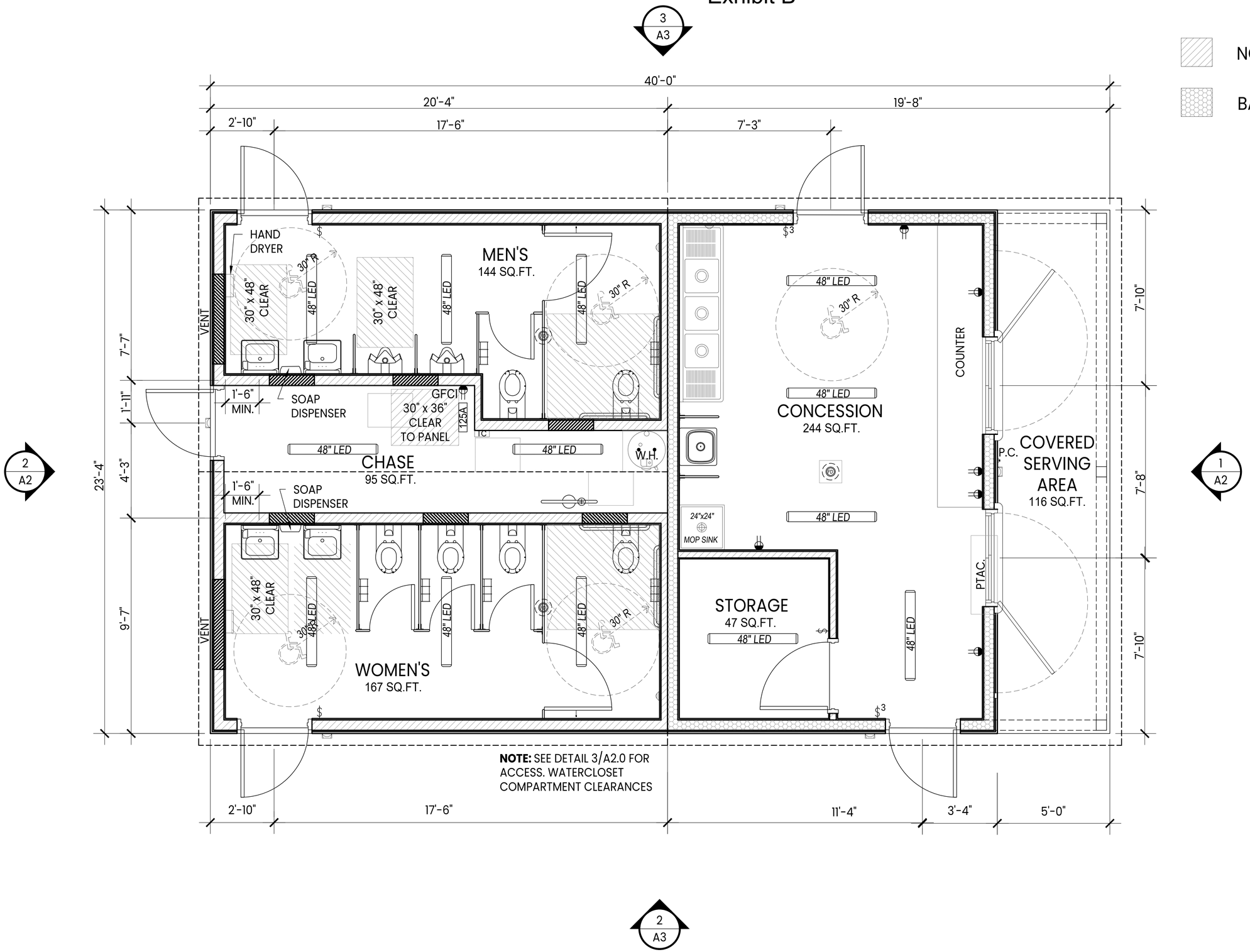
- Engineering services unless noted above
- Security system design
- Kitchen design
- Communications, audio / visual system design
- Solar hot water or Photovoltaic design
- Soils analysis for landscape planting amendments
- Hazardous Materials testing, reports, or recommendations for removal
- Material testing and inspections (during construction)
- Design, Specification, and/or purchasing of furnishings and specialty equipment
- Permits and Application Fees
- Utility Application fees
- Determining capacity of existing utilities (power, water, sewer/septic system)
- Post Construction Record or As-built Drawings
- Erosion control plan / Demolition plan / Grading and Drainage plan
- Value engineering services
- Interior design (procurement of furnishings)
- Renderings for marketing
- Environmental Studies (Traffic, Noise, Flood, EIR / Initial Study / Coordination)
- Off-site improvements beyond the curb/gutter at street and beyond property lines
- Floodproofing certification

Notes

- The ARCHITECT shall assume that all CLIENT provided information will be accurate and true. Any discrepancies shall be at the risk of the CLIENT.
- Drawings specifically titled CONSTRUCTION DOCUMENTS with the ARCHITECT'S signed stamp are intended for construction. Construction based on any other drawings is at CLIENTS risk.
- Note that the plans will not be submitted to the Planning or Building Departments until all invoices to date have been paid.
- The ARCHITECT reserves the right to adjust the fee if the CLIENT/CONTRACTOR relationship varies from the project assumptions
- The ARCHITECT reserves the right to adjust hourly rates on an annual basis
- The ARCHITECT reserves the right to photograph the finished project for marketing purposes
- The ARCHITECT reserves the right to install a job site sign on the CLIENTS project property during design and construction of the project
- Reimbursable receipts will not be provided with invoices but will be available upon request

Our relationship for the purposes of this project and our responsibilities to each other are more fully set forth in the TERMS AND CONDITIONS which will be sent following the notice to proceed from the CLIENT.

Exhibit B



NON-INSULATED WALLS

BATT INSULATED WALLS

1 **FLOOR PLAN**
SLAB 932 SQ.FT.

SCALE: 1/2" = 1'-0"

4CREEKS
324 S SANTA FE
SUITE A
VISALIA, CA 93292
WEB: 4-Creeks.com
TEL: 559.802.3052
FAX: 559.802.3215

DATE SUBMITTAL

APPROVED BY:

DATE SIGNATURE

THESE DRAWINGS ARE INSTRUMENTS OF SERVICE AND ARE THE PROPERTY OF 4CREEKS. THE DESIGN AND INFORMATION REPRESENTED ON THESE DRAWINGS ARE EXCLUSIVELY FOR THE PROJECT INDICATED AND SHALL NOT BE TRANSFERRED OR OTHERWISE REPRODUCED WITHOUT EXPRESS WRITTEN PERMISSION FROM 4CREEKS.

HANFORD YAC BUILDING

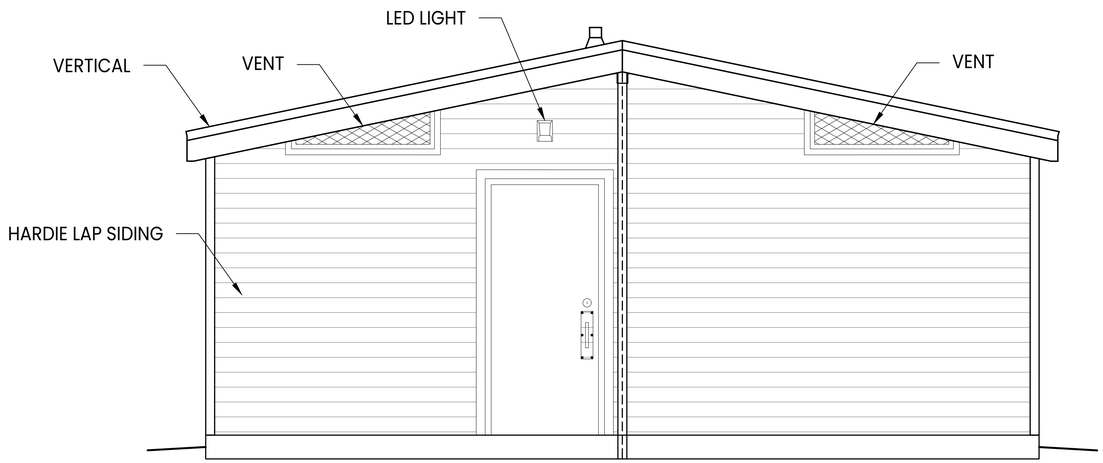
RESTROOM/ CONCESSION
HANFORD, CA

PLOT DATE: 3/4/2024
JOB NO.: XX

FLOOR PLAN

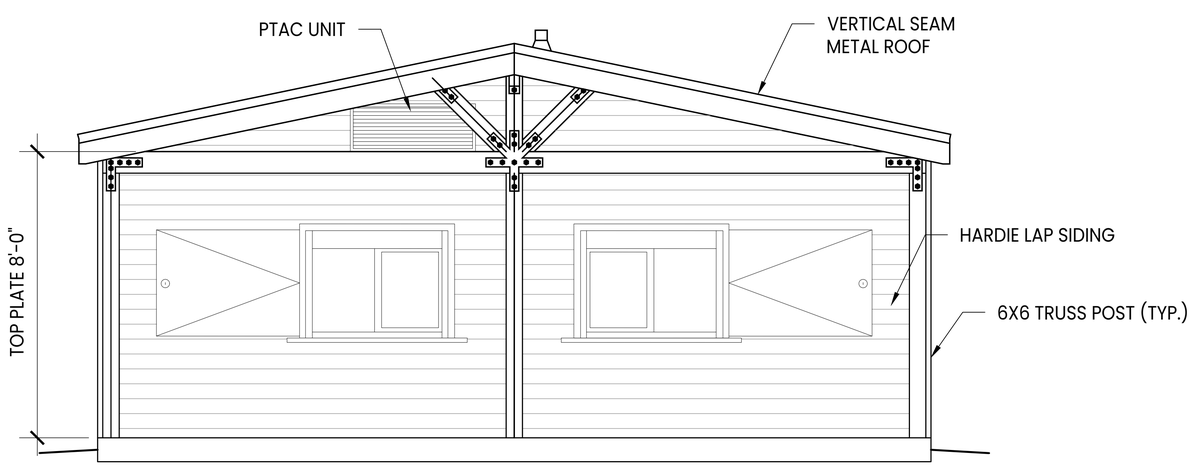
A1.0

Exhibit B



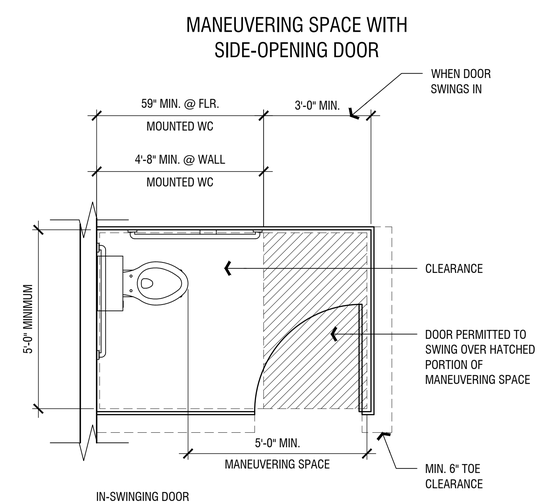
2 REAR ELEVATION

SCALE: 1/2" = 1'-0"



1 FRONT ELEVATION

SCALE: 1/2" = 1'-0"



3 FLOOR CLEARANCES

WATER CLOSET COMPARTMENT

SCALE: 1/2" = 1'-0"

4CREEKS

324 S SANTA FE
SUITE A
VISALIA, CA 93292

WEB: 4-Creeks.com
TEL: 559.802.3052
FAX: 559.802.3215

DATE	SUBMITTAL

APPROVED BY:

DATE SIGNATURE

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HANFORD YAC BUILDING

RESTROOM/ CONCESSION

HANFORD, CA

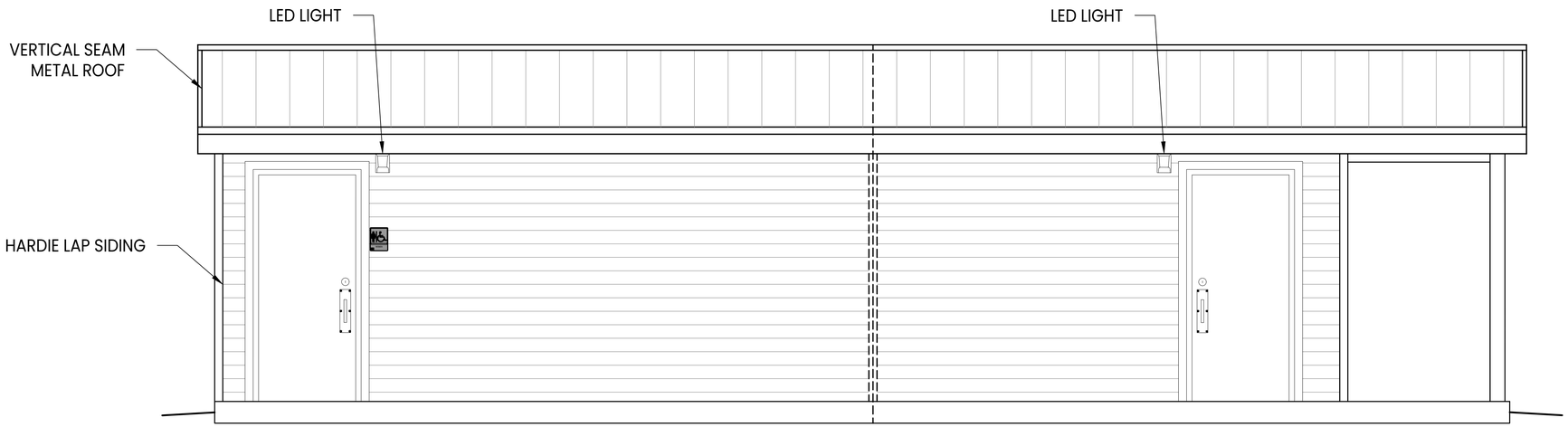
PLOT DATE: 3/4/2024

JOB NO.: XX

ELEVATIONS

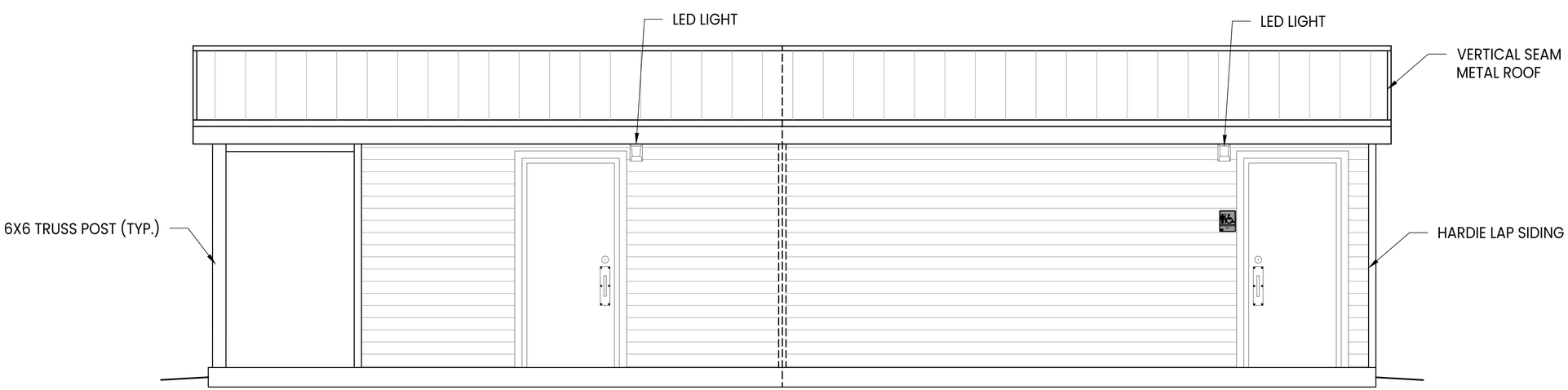
A2.0

Exhibit B



2 LEFT SIDE ELEVATION

SCALE: 1/2" = 1'-0"



1 RIGHT SIDE ELEVATION

SCALE: 1/2" = 1'-0"

4CREEKS

324 S SANTA FE
SUITE A
VISALIA, CA 93292

WEB: 4-Creeks.com
TEL: 559.802.3052
FAX: 559.802.3215

DATE	SUBMITTAL

APPROVED BY:

DATE SIGNATURE

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HANFORD YAC BUILDING

RESTROOM/ CONCESSION
HANFORD, CA.

PLOT DATE: 3/4/2024
JOB NO.: XX

ELEVATIONS

A.3.0

AGENDA
STAFF REPORT

MEETING DATE: 4/2/2024	**AGENDA SECTION:** GENERAL BUSINESS

SUBJECT:
Recognition of Departing Council Member Diane Sharp

RECOMMENDATION:

Recommendation: That the City Council recognize the service of Council Woman Sharp to the City of Hanford and the Community prior to her pending resignation date.

BACKGROUND:

Ms. Diane Sharp, District C Council member, has previously notified the Council of her intent to resign from Council, effective April 2, 2024. Attached is a copy of her resignation letter. The letter stated that Council Member Sharp's resignation would have been effective upon the appointment of her successor.

At the February 6, 2024, regular meeting of the City Council, the Council voted to allow District C to remain vacant instead of appointing a replacement for the vacant seat, or spending approximately $150,000 for a special election that would have coincided with the regular election at the expiration of the District C term. Accordingly, Ms. Sharp amended her resignation date to reflect April 11, 2024. A copy of that amended notification to the Clerk is attached as well.

FISCAL IMPACT:

ATTACHMENTS:
1. D. Sharp resignation notification
2. Amended Resignation

Natalie Corral

From: Diane Sharp
Sent: Thursday, February 1, 2024 11:08 AM
To: Natalie Corral
Cc: Mario Cifuentez; Travis Paden
Subject: Resignation

VIA EMAIL

February 1, 2024

City Clerk
City of Hanford

With regret, I hereby resign from City Council District C Seat upon appointment of my replacement.

In consultation with the City Manager, this should occur at the City Council regular meeting of April 2, 2024.

Later in April, I am relocating, with my family, outside District C boundaries, thus forcing this action.

Thank you for your assistance and for all the fine work you do for the people of Hanford.

Diane Sharp

Sent from my iPhone

Natalie Corral

From: Diane Sharp
Sent: Monday, March 11, 2024 11:11 AM
To: Natalie Corral
Subject: Resignation revision

Madam Clerk:

My last day in office for Council Member District C will be April 11, 2024. This updated terms and date of previous letter of resignation.

Thank you.

Diane Sharp

Sent from my iPhone