



City Council Meeting Agenda

August 5, 2025
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 AND CLOSED 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. Presentation to the City Council regarding the timing of Transient Occupancy Tax (TOT) ballot measure.
- B. Update and Presentation to the City Council for adoption of the East Lacey Corridor Project and Design concept.
- C. Presentation to City Council and Discussion related to City Setback Regulations

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. CONFERENCE WITH LEGAL COUNSEL-PROPERTY NEGOTIATIONS (GC 54956.8)
APN: 012-151-001, 012-151-002, 012-151-006, 012-151-008, 012-151-009, 012-151-011, 012-151-014, 012-151-015, 012-162-003, 012-171-001, 012-171-002, 012-171-003
Negotiating Party: Valero Energy Corporation
Agency Negotiators: Chris Tavarez, Jason Waters, and Ty Mizote
- B. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (54956.9 (d)(2))
1 potential case.
- C. PUBLIC EMPLOYMENT (GC 54957)

Title: City Manager

CALL TO ORDER REGULAR SESSION:

ROLL CALL:

INVOCATION:

Kanye Waldon

FLAG SALUTE:

RECOGNITION:

- A. Badge Pinning Ceremony and Oath of Office for Officer Mathew Novielli and new Sergeants Rolando Jaime and Chad Medeiros.

CLOSED SESSION ACTION REPORT:

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. 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 Minutes of the June 4, 2025, Special Meeting
- C. City Clerk: Approval of the Minutes of the June 17, 2025 Meeting
- D. City Clerk: Approval of the Minutes of the June 19, 2025, Special Meeting
- E. City Clerk: Approval of the Minutes of the July 1, 2025, Meeting
- F. Human Resources: Approval of Memorandum of Understanding (MOU) with the Hanford Professional Firefighters Local 3898, IAFF Professional Firefighters Unit with changes to wages, benefits, and other working conditions, effective July 1, 2025 through June 30, 2027.
- G. Human Resources: Approval of Memorandum of Understanding (MOU) with the Hanford Police Officers Association with the changes to wages, benefits, and other working conditions, effective July 1, 2025, through June 30, 2027.
- H. Community Development: Approval of mural No. 0005-25, a request by Ladies Room Beauty Parlor to paint a mural onto the existing west-facing exterior wall of the Ladies Room Beauty Parlor. The property is located at 109 1/2 W. Eighth St. (APN 012-053-004).

- I. Community Development: Approval of the Second reading and Adoption of Ordinance 25-03, approving Prezone No. 0014-25 a request to prezone Annexation 166 as a combination of R-L-12 Low-Density Residential (12,000 sq. ft. minimum lot size) and R-L-5 Low-Density Residential (5,000 sq. ft. minimum lot size) consistent with the Low-Density Residential designation on the 2035 Hanford General Plan Land Use Map. The site is a substantially surrounded county island, totaling 93.56 acres, generally located south of Fargo Avenue, north of Leland Way, west of 9 ¼ Ave.
- J. Public Works: Approval of a sole source purchase of 36 Carmanah R920-MX rapid flashing beacons (RFB), from JAM Services, for pedestrian safety improvements in the amount of \$274,738.50
- K. Public Works: Approval a sole source purchase of sixteen (16) Carmanah solar-powered radar feedback signs from JAM Services of Livermore, CA in the amount of \$94,827.
- L. Public Works: Approval of the purchase of ten (10) drinking fountains from Ferguson Enterprises LLC of Fresno CA, in the amount of \$80,789.66, to be installed at various parks and a landscape assessment district located within the City of Hanford and utilize existing appropriation in Measure H and appropriate landscape assessment district funding of \$8,079 from LAD 0403 (Vineyard)
- M. Public Works: Approval of the purchase of thirty (30) video detection systems for \$721,465.95, purchase of thirty (30) Cobalt controllers for \$136,326.38 and the purchase of thirty-five (35) Zinc Blue battery backups for \$328,522.86 from Econolite of Anaheim, CA in an effort to upgrade signalized intersections in the City of Hanford, for a grand total of \$1,186,315.19
- N. Public Works: Approval of the purchase of twenty-four (24) Internally Illuminated Street Signs (IISS) from JAM Services of Livermore, CA for the amount of \$58,666.09.
- O. Fire: Approval to purchase a replacement Battalion Chief Pick-up Truck from Keller Ford (Hanford, CA) and upfitting in the amount of \$110,210.37, and appropriation of an additional \$30,210.37 from the Fleet Replacement Reserve to cover the total cost.
- P. Police: Authorization to accept the Homeland Security Grant, which was awarded through the County of Kings, in the amount of \$39,500, amend the budget to recognize the grant, appropriate this amount in the General Fund for the Police Department, and authorize the City Manager to execute the grant agreement.
- Q. Police: Approval of a 47-month contract with Axon Enterprises, Inc. for \$148,568.32 to purchase (8) TASER 10s, (8) body-worn cameras, licensing for Axon software and Evidence.com and ongoing support and maintenance for new police officer positions funded through Measure H.
- R. Finance: Adoption of Resolution Nos. 25-46-R and 25-47-R to update the authorized signatories on City bank checking accounts and investment accounts

GENERAL BUSINESS:

- A. Utilities and Engineering: Approval of a professional services agreement with Darden Architects Inc (Fresno, CA) for the full design of the City's new Public Safety Building in the amount of \$6,850,615, plus approval of a 10% contingency in the amount of \$685,062 using Measure H Funds, and approval of a purchase order in the amount of \$1,689,187 to begin Phase I for Planning and Project Assessment.

- B. Community Development: Review and Discussion of Proposed Amendments to Feather Flag Provisions in the Sign Ordinance and Direction from Council as appropriate.

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).

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:

August 19: Regular City Council Meeting

September 1: City offices closed in observance of Labor Day

September 2: Canceled Regular City Council Meeting

September 16: 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: 8/5/2025

AGENDA SECTION: STUDY SESSION

SUBJECT:

Presentation to the City Council regarding the timing of Transient Occupancy Tax (TOT) ballot measure.

RECOMMENDATION:

Recommendation: That the City Council discuss and provide direction on when to place the Transient Occupancy Tax (TOT) measure on the ballot.

Recommended Motion: Provide direction to staff to either:

1. Proceed with a special election on November 4, 2025, or
2. Wait until the general election in June 2026 to present the ballot measure to voters for increasing the Transient Occupancy Tax.

BACKGROUND:

At the July 1, 2025, City Council meeting, the City Council approved Resolution 25-39 R to give notice and hold a special election on November 4, 2025, to present to voters a measure to amend Chapter 3.24 of the Municipal Code to increase the Transient Occupancy Tax by four percent (4%) for a total of twelve percent (12%).

Most recently at the July 15, 2025, City Council meeting, the City Council requested additional analysis regarding the cost-benefit of holding a special election in November 2025 versus waiting for the June 2026 general election.

Updated estimates provided by the County indicate holding a special election in November 2025 is expected to cost \$92,100-\$107,500. This cost will be the sole responsibility of the City as no other items will be on the ballot. Placing the measure on the June 2026 general election ballot is estimated to cost \$43,800-\$58,300 as expenses will be shared among multiple jurisdictions.

Waiting until the June 2026 general election would provide more time for messaging, public outreach, education and a potential higher voter turnout. However, delaying until June 2026 could result in estimated lost general fund revenue of \$120,000-\$200,000.

Should Council approve to proceed, staff will submit the required documents right away to the County Election's Office. Alternatively, should Council decide to defer, staff will bring back an updated resolution for submittal to the Election's Office in early 2026.

FISCAL IMPACT:

Costs to the City for an election would include City Attorney time for document preparation, staff time, and costs from the County Elections Office. Estimated total cost for a special election: \$92,100-\$107,500, with anticipated general fund revenue increase between \$120,000-\$200,000. Estimated cost for placing the measure on the June 2026 general election ballot: \$43,800-\$58,300.

ATTACHMENTS:

None



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025	AGENDA SECTION: STUDY SESSION
-------------------------------	--------------------------------------

SUBJECT:

Update and Presentation to the City Council for adoption of the East Lacey Corridor Project and Design concept.

RECOMMENDATION:

Recommendation:

Staff recommends that the City Council provide direction on the East Lacey Project after the presentation of staff's proposed design concept. Adoption of the recommended design will allow staff to move forward with the next phases of the project, including detailed design development, stakeholder outreach/coordination, and further pursuit of potential funding opportunities aligned with the selected concept.

Recommended Motion:

That the City Council, by motion, adopt staff's proposed design concept as presented during the work session on August 5th, 2025

BACKGROUND:

Staff will provide a comprehensive update on the East Lacey Project (10th Avenue to Sierra Avenue). The presentation will begin with a brief history of the project, including its origins, initial planning phases, and previous Council direction. Staff will then review the progress to date, including completed milestones, coordination efforts, and current status within the overall project timeline.

The purpose of this presentation is not only to update the Council on recent developments but also to seek concurrence for the future design of the project. Staff has developed a recommended design concept that reflects preliminary engineering evaluations, funding considerations, and alignment with broader community and transportation goals. As part of the work session, staff will present the design recommendation and discuss potential benefits and trade-offs, and implementation opportunities associated with this approach.

Key discussion points will include design flexibility, long-term traffic implications, potential grant eligibility, and how the proposed design supports future connectivity, multi-modality, safer streets for all, and development in the East Lacey corridor. Council feedback at this stage is critical to ensure the project continues to move forward in a direction that reflects, and is consistent with, the City's goals and

community priorities; Quality of Life Goal.

FISCAL IMPACT:

There is no immediate fiscal impact associated with this item. However, staff's recommended design concept is intended to position the East Lacey Project for future funding opportunities, including grant programs. By confirming a preferred design direction at this stage, the City will be better equipped to pursue competitive funding sources and advance the project in a fiscally responsible manner. Future phases may require matching funds or additional budget allocations, which will be brought to Council for consideration as funding opportunities arise.

Current Project Budget:

FUND	BUDGET	ACTUAL EXPENSES	AVAILABLE BUDGET
STORM DRAIN CAPITAL	\$ 792,230	\$ -	\$ 792,230
WASTEWATER CAPITAL	\$ 399,280	\$ -	\$ 399,280
TRANSPORTATION IMPACT FEES	\$ 2,499,507	\$ 177,275	\$ 2,322,232
GAS TAX RMRA	\$ 4,550,500	\$ -	\$ 4,550,500
TDA	\$ 1,356,500	\$ -	\$ 1,356,500
CMAQ	\$ 544,200	\$ 4,070	\$ 540,130
WATER CAPITAL	\$ 950,660	\$ -	\$ 950,660
FEDERAL EARMARK	\$ 7,315,245	\$ -	\$ 7,315,245
TOTAL	\$ 18,408,122	\$ 181,344	\$ 18,226,778

Staff will return with an estimate of project costs at its next design milestone following concurrence and/or direction received from City Council.

ATTACHMENTS:

None



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: STUDY SESSION

SUBJECT:

Presentation to City Council and Discussion related to City Setback Regulations

RECOMMENDATION:

Recommendation: That the City Council receive a presentation on the city's setback regulations.

BACKGROUND:

Setbacks are the minimum required distances that a structure must be placed from property lines. These requirements are established to ensure safety, protect privacy, allow access for emergency services and utilities, and maintain consistent neighborhood character. In Hanford's Single-Family Residential zones, setbacks typically include: a 15-foot front setback, a 20-foot front setback for garages and carports, 15 feet at the rear (for single-story homes), and 5 feet on interior side yards (or 10 feet for street-facing sides). These distances may increase depending on building height and are subject to limited exceptions for certain architectural features.

Accessory structures, such as sheds and gazebos, are smaller non-habitable buildings that serve supportive uses on residential lots. Under current City regulations and consistent with the California Building Code (CBC), structures less than 120 square feet and under 10 feet in height are exempt from permits and may be placed within setback areas, provided they are at least 3 feet from side and rear property lines and maintain a minimum 10-foot distance from other structures. Staff has reviewed how similar jurisdictions handle such structures and considered potential consequences.

Single Family (5,000 – 7,000 sqft)	Hanford	Visalia	Clovis	Tulare
Rear Setback	15 feet single story 25 feet two story	25 feet	20 feet	5 feet
Front Setback	15 feet livable area 20 feet garage	15 feet livable area 22 feet garage	20 feet	20 feet
Side Setback	5 feet	5 feet	5 feet	5 feet
Accessory Structure Definition	120 sqft or less 10 ft height	- Not more than 40% of required rear yard may be covered by structures closed on one side 20% for structures closed on more than one side 12 ft height	120 sqft or less 12 ft height	120 sqft or less 30 feet height
Accessory Structure Setback Requirements	3 feet from rear and side 10 feet from other structures	3 feet from rear and side - Building code restrictions	5 feet from rear and side 10 feet from other structures	3 feet rear and side 10 feet from other structure

While Accessory Dwelling Units (ADUs) have reduced setback requirements under State law, these do not extend to other types of accessory structures and may not be appropriate for broader application.

The City frequently receives complaints regarding unpermitted or oversized structures encroaching into required setback areas, particularly near rear and side yards. While expanding the size allowance for accessory structures could offer homeowners more flexibility, doing so could also increase neighborhood disputes, elevate fire safety concerns, and create a discrepancy between CBC permitting requirements and City regulations.

A variance process is available for residents and businesses seeking to deviate from development standards, including setback requirements. Variance requests are reviewed for their ability to meet specific findings outlined in the Municipal Code and include staff recommendations to the Planning Commission. Decisions of the Planning Commission may be appealed to the City Council.

This presentation is being brought at the request of City Council. There is no recommended action.

FISCAL IMPACT:

None at this time.

ATTACHMENTS:

None



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the Minutes of the June 4, 2025, Special Meeting

RECOMMENDATION:

Recommendation: Approve the minutes of the June 4, 2025, Special Meeting.

BACKGROUND:

FISCAL IMPACT

ATTACHMENTS:

- 1. June 4, 2025 Meeting Minutes



**City Council Special Meeting
Minutes**

June 4, 2025 2:00 PM

**City Hall Administration Conference Room
319 N. Douty St.**

2:00 PM CALL TO ORDER SPECIAL SESSION:

Mayor Martinez called the special session to order at 2:01 p.m.

ROLL CALL :

Present:	Absent:
Council Member Mark Kairis Council Member Travis Paden Council Member Lou Martinez Council Member Kimber Regan Council Member Nancy Howze	

PUBLIC COMMENT:

*Under the Brown Act, public comments during Special Meetings will be limited to items specifically listed on the agenda (GC 54954.3a). A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

Bob Ramos commented on the selection process. He stated that when Daryl Pyle left, the City hired Mike Olmos as the Interim City Manager. Ramos noted that Olmos came in with experience and knows the City of Hanford, as well as the job.

Francisco Ramirez commented on the selection of the Interim City Manager. He also shared his experience of the selection of the interim city manager when he was on the Council. Mr. Ramirez stated that the Deputy City Manager is not ready to take on an interim role.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

A. PUBLIC EMPLOYMENT (Gov. Code section 54957(b)(1))

Title: Interim City Manager (Interviews)

CLOSED SESSION ACTION REPORT:

None.

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}

Mayor Martinez adjourned the meeting at 4:04 p.m.

Respectfully submitted,

Natalie Corral
City Clerk



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025	AGENDA SECTION: CONSENT CALENDAR
-------------------------------	---

SUBJECT:

Approval of the Minutes of the June 17, 2025 Meeting

RECOMMENDATION:

Recommendation: Approve the Minutes of the June 17, 2025, Meeting

BACKGROUND:**FISCAL IMPACT:****ATTACHMENTS:**

1. June 17, 2025 Meeting Minutes



**City Council Regular Meeting
Minutes**

**June 17, 2025 7:00 PM
Council Chambers
400 N. Douty St.**

4:00 PM CALL TO ORDER STUDY SESSION AND CLOSED SESSION:

Mayor Martinez called the study session and closed session to order at 4:00 p.m.

ROLL CALL BY THE CITY CLERK:

Present:	Absent:
Council Member Mark Kairis Council Member Travis Paden Council Member Lou Martinez Council Member Kimber Regan Council Member Nancy Howze	

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.*

None.

STUDY SESSION:

A. Presentation on the Background and Services of the City Attorney

City Attorneys Mario Zamora and Ty Mizote provided background information regarding their roles and outlined the legal services provided by Griswold LaSalle. The Council thanked Mr. Zamora and Mr. Mizote for both their presentation and Griswold LaSalle's active involvement in the community. City Manager Cifuentez discussed the City's historical relationship with Griswold LaSalle. After some discussion, Mr. Cifuentez recommended that staff prepare a revised updated contract for Griswold LaSalle's legal services to be presented for formal approval at a future meeting. By consensus, the Council agreed to move forward with the continued use of Griswold LaSalle's services and directed staff to bring back an updated contract for review and consideration.

Mayor Martinez adjourned the study session at 4:50 p.m.

CLOSED SESSION:

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

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

Workers' Compensation Claims

C. CONFERENCE WITH LABOR NEGOTIATOR (GC 54957.6)

Agency designated representatives: Mario Cifuentez and Chris Tavaréz
Employee Organization(s): EMEA, GEMA, PUMA, SEIU, HPOA, and Fire

D. PUBLIC EMPLOYMENT (Gov. Code section 54957(b)(1))

Title: Interim City Manager

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

Three potential cases.

CALL TO ORDER REGULAR SESSION:

Mayor Martinez called the meeting to order at 7:00 p.m.

ROLL CALL:

Present:	Absent:
Council Member Mark Kairis Council Member Travis Paden Council Member Lou Martinez Council Member Kimber Regan Council Member Nancy Howze	

INVOCATION:

The invocation was led by Pastor Mark Curts.

FLAG SALUTE:

The flag salute was let by Michelle Brown.

CLOSED SESSION ACTION REPORT:

None.

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.

- Raymond Ibarra III questioned the stop signs downtown and said they look tacky. He also commented on the Plunge and other city facilities.
- Rob Bently commented on the Civic's 100th anniversary event. He thanked everyone who volunteered for the event. He also commented on the proposed drone show and expressed concerns regarding the cost.
- David Ayers thanked Mayor Martinez for his service. He suggested the Council select a council member who has not served as the Mayor. He also requested to pull consent Items F and H for separate discussion.
- Michelle Brown thanked Mayor Martinez for his service. She also commented on the drone show and spoke in support.
- Anna Brookshier addressed Council Member Kairis's comments.

REORGANIZATION OF THE CITY COUNCIL SELECTION OF THE MAYOR AND VICE MAYOR:

- A. Reorganization of the City Council - Selection of the Mayor and Vice Mayor
- City Attorney Ty Mizote explained the process of accepting Mr. Martinez's resignation and selection of a new Mayor.
- Motion to acceptance of Mr. Lou Martinez's resignation.
- RESULT:** Passed (UNANIMOUS)

MOVER: Council Member Travis Paden

SECONDER: Council Member Nancy Howze

AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze
- Mr. Mizote called for nominations for Mayor:
Council Member Regan nominated Travis Paden, and Council Member Kairis nominated Nancy Howze. Travis Paden received the majority vote to be the next Mayor.
- Mr. Mizote called for nominations for Vice Mayor:
Council Member Regan nominated herself. Mayor Paden nominated Nancy Howze. Nancy Howze received the majority vote to be the next Vice Mayor.

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.*
- Items F and H were requested to be pulled during public comment. Motion to approve the consent calendar except for the items pulled for separate discussion.
- RESULT:** Passed (UNANIMOUS)

MOVER: Council Member Kairis

SECONDER: Council Member Nancy Howze

AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze
- A. 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 Minutes of the May 6, 2025, Meeting
 - C. City Clerk: Approval of the Minutes of the May 20, 2025, Meeting
 - D. Administration: Appointment of Travis Paden and Mark Kairis to an Ad-Hoc

subcommittee for the purpose of negotiating a contract with Hanford Youth Baseball for the use of the Bob Hill Sports Complex.

- E. Community Development: Award of the On-call Contracts for Building and Fire Plan Review and Inspection Services.
- F. Public Works:
Approval of the sole source procurement of three (3) Peterbilt 520 side load refuse trucks from Haaker Refuse of La Verne CA, using Sourcwell Contract 110223-MCN, in the amount of \$1,527,021.50; and approval of one (1) Peterbilt 520 front load refuse truck from Municipal Maintenance Equipment of Sacramento CA, using Sourcwell Contract 110223-LEG in the amount of \$460,391.51, for a total cost of \$1,987,413.01 to be funded from Fleet Reserve Fund 0448 account and declare replaced trucks surplus.
- G. Public Works: Award of a contract to Dryco Construction, Inc., of Sacramento, CA, for the FY 24-25 Pavement Resurfacing Treatment (Single and Double Fiberized Slurry Overlay) Project, in the amount of \$883,883, a Measure H project.
- H. Public Works: Award of a contract to Cen-Cal Construction, of Bakerfield, CA, for the FY 24-25 Pavement Resurfacing Treatment (Manhole and Valve Cover Adjustment), in the amount of \$186,186 and approve a 15% contingency of \$27,927, a Measure H project.
- I. Finance: Authorization to Enter into a 5-Year Lease and Service Agreement with UBE0 Business Services for Multi-Function Copier Lease and Maintenance Services in the amount of \$38,487.12 per year, with the 5-year contract amount totaling \$192,435.60.

PULLED CONSENT ITEMS:

- A. Public Works: Approval of thirty-three (33) blanket purchase orders over \$50,000, for various divisions within the Public Works and Utilities and Engineering, for a total amount of \$9,732,432, previously approved in recently adopted FY 25/26 budget.

[Item F]

Pulled during public comment. The Public Works Director, Russ Sterling, answered questions from Mayor Paden.

Motion to Approve.

RESULT:	Passed (UNANIMOUS)
MOVER:	Council Member Mark Kairis
SECONDER:	Council Member Lou Martinez
AYES:	Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

- B. Public Works:
Approval of a sole source procurement of three (3) Ford F-150 pickup trucks, two (2) Ford F-150 Lightning EV pickup trucks and five (5) Dodge Durango Pursuit Vehicles from National Auto Fleet Group of Watsonville, CA, under Sourcwell Contract 091521-NAF, in the amount of \$574,881.68 and approve the upfitting of said vehicles by Cooks Communications of Fresno, CA, in the amount of \$343,094.13, for a total expenditure of \$917,975.81 to be funded by Measure H.

[Item H]

Pulled during public comment.

Public Works Director Russ Sterling presented the staff report for the Council's review and approval.

Motion to Approve.

RESULT: Passed (UNANIMOUS)
MOVER: Council Member Mark Kairis
SECONDER: Council Member Nancy Howze
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

GENERAL BUSINESS:

- A. Utilities and Engineering: Adoption of Resolution No. 25-36-R designating the Fiscal Year 2025/26 "Project List" for Road Maintenance and Rehabilitation Account (RMRA) gas tax funding; and Appropriation of Hanford's estimated RMRA funding projection of \$1,605,667.

Financial Analyst Alejandro Solorio presented the item for the Council's review and approval.

Motion to Approve.

RESULT: Passed (UNANIMOUS)
MOVER: Council Member Kimber Regan
SECONDER: Council Member Nancy Howze
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

- B. Administration: Council discussion of a potential Independence Day Drone Show and direction to staff as appropriate.

City Manager Cifuentez presented the item for the Council's review and direction. Council Member Regan discussed the proposal and spoke in support of the event. After some discussion, the Council agreed there is not enough time to plan appropriately to host a successful event this year.

Motion to postpone and direct staff to begin planning for a 2026 Independence Day drone show.

RESULT: Passed (UNANIMOUS)
MOVER: Council Member Mark Kairis
SECONDER: Council Member Nancy Howze
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

- C. City Attorney: Council approval of the Interim City Manager Employment Agreement

City Attorney Mizote discussed the agreement for the Council's review and approval.

Motion to Approve.

RESULT: Passed (UNANIMOUS)
MOVER: Council Member Mark Kairis
SECONDER: Council Member Travis Paden
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

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).

- A. INFORMATION REPORT - MAY WARRANT REGISTER

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

The Council agreed to invite KCAO to give an update on the low-barrier shelter project, as requested by Council Member Kairis.

B. Upcoming Events and Important Dates:

June 9–August 8: Kids Summer Camp

July 1: Regular City Council Meeting

July 15: 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}

Mayor Paden adjourned the meeting at 7:54 p.m.

Respectfully submitted,

Natalie Corral
City Clerk



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025	AGENDA SECTION: CONSENT CALENDAR
-------------------------------	---

SUBJECT:

Approval of the Minutes of the June 19, 2025, Special Meeting

RECOMMENDATION:

Recommendation: Approve the minutes of the June 4, 2025, Special Meeting.

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

1. June 19, 2025 Special Meeting Minutes



**City Council Special Meeting
Minutes**

**June 19, 2025 4:00 PM
Council Chambers
400 N. Douty St.**

4:00 PM CALL TO ORDER SPECIAL SESSION:

Mayor Paden called the Special Session at 4:00 p.m.

ROLL CALL BY THE CITY CLERK:

Present:	Absent:
Council Member Mark Kairis Council Member Travis Paden Council Member Lou Martinez Council Member Kimber Regan Council Member Nancy Howze	

PUBLIC COMMENT:

*Under the Brown Act, public comments during a Special Meeting will be limited to items listed on the agenda (GC 54954.3a). A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

None.

GENERAL BUSINESS:

- A. Council review and discussion of the Proposals received in response to the Request for Proposals for Executive Recruitment Services for City Manager Position and direction to staff as appropriate.

HR Manager Sarah Cardoza and HR Analyst Brenda Garcia shared the list of proposed recruitment firms for the Council's input and direction. After some discussion, the Council agreed that the top two firms would be interviewed by the Mayor and Vice Mayor. Mayor Paden suggested that the chosen firm create a recruitment video. The Council also emphasized the importance of including the community in the process.

Motion to interview the top two scoring firms.

RESULT:	Passed (UNANIMOUS)
MOVER:	Council Member Mark Kairis
SECONDER:	Council Member Lou Martinez
AYES:	Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

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}

Mayor Paden adjourned the meeting at 4:14 p.m.

Respectfully submitted,

Natalie Corral
City Clerk



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the Minutes of the July 1, 2025, Meeting

RECOMMENDATION:

Recommendation: Approve the minutes of the July 1, 2025, Meeting.

BACKGROUND

FISCAL IMPACT:

None

ATTACHMENTS:

1. July 1, 2025 Meeting Minutes



**City Council Regular Meeting
Minutes**

**July 1, 2025 7:00 PM
Council Chambers
400 N. Douty St.**

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

Mayor Paden called the study session and closed session to order at 5:00 p.m.

ROLL CALL BY THE CITY CLERK:

Present:	Absent:
Council Member Mark Kairis Council Member Travis Paden Council Member Lou Martinez Council Member Kimber Regan Council Member Nancy Howze	

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.*

Onan Champi asked for clarification of the project.

STUDY SESSION:

A. Update on the Low Barrier Shelter Navigation Center by Kings Community Action Organization

Juan Torres, KCAO Special Projects Administrator, and Jeff Garner, KCAO Director, presented an overview of the project and discussed its purpose, timeline, and budget for the Council's review. Mr. Torres and Mr. Garner also responded to questions from the Council.

Mayor Paden adjourned the study session at 5:45 p.m.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

A. CONFERENCE WITH LABOR NEGOTIATOR (GC 54957.6)

Agency designated representatives: Mario Cifuentez and Chris Tavarez
Employee Organization(s): EMEA, GEMA, PUMA, SEIU, HPOA, and Fire

CALL TO ORDER REGULAR SESSION:

Mayor Paden called the meeting to order at 7:00 p.m.

ROLL CALL:

Present:	Absent:
Council Member Mark Kairis Council Member Travis Paden Council Member Lou Martinez Council Member Kimber Regan Council Member Nancy Howze	

INVOCATION:

The invocation was led by Pastor Johnny Escalera.

FLAG SALUTE:

The flag salute was led by Mayor Paden.

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.

Bob Ramos commented on consent calendar items E, F, G, H and I. He also commented on the Helena settlement.

Rusty Brookshier commented on the Helena settlement. He stated that the city needs a new city attorney.

Anna Brooksier commented on the planning of an Independence Day event.

Yvette Novia, owner of Samurai Sushi, asked for the city's assistance with the air conditioner unit in the restaurant. Mayor Paden referred her to Main Street Hanford and small business development.

Noor Memon asked if the city could put a kiosk in the park for him to use.

Raymond Douglas Ibarra III commented on the city's parks.

Chris Perriera commented on the city's setback requirements, and he asked the city to reconsider the zoning.

Anthony Garcia commented on the vandalism on his trash bins and the speeding in the area he resides in. The Police Chief addressed his concerns.

Onan Champi commented on the graffiti ordinance. He requested that the Council review and amend the ordinance.

Justin Adams commented on vandalism on the property. He also stated he supports Mr. Champi's comments.

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.

Item D was pulled by the Coucil. Motion to approve the consent calendar except for the items pulled for separate discussion.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Mark Kairis
SECONDER:	Council Member Nancy Howze
AYES:	Travis Paden, Nancy Howze, Kimber Reagn, Lou Martinez, Mark Kairis

- A. 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 Minutes of the May 29, 2025, Special Meeting
- C. City Clerk: Approval of the Minutes of the June 3, 2025 Meeting
- D. Community Development: Approval of two blanket purchase orders over \$50,000 for Fiscal Year 2025/2026 for Community Development Department, for the amount of \$210,000.
- E. Public Works: Approval of appropriation, not to exceed \$128,750 from the Refuse Operating Fund 0306 account 749500 Professional and Special Services; and authorize the City Manager to enter into an agreement with R3 Consulting Group, Inc. of Roseville, CA, not to exceed \$128,750 for a prop 218 rate study and an operations and efficiency study in the City of Hanford Refuse Division.
- F. Public Works: Approval of the purchase of one (1) Cimline M1 150 gallon crack sealing machine from Haaker Equipment of La Verne, CA in the amount of \$81,741.67 and appropriation of \$81,741.67 from Fleet Reserve Fund 0448 to cover the purchase.
- G. Police: Approval of Blanket Purchase Orders (BPO's) and Purchase Orders (PO's) over \$50,000 for the Police Department in the combined amount of \$437,297 for fiscal year 2025/2026.
- H. Finance: Approval of Blanket Purchase Orders (BPO's) \$50,000 or greater for the Finance Division in the amount of \$362,000 for fiscal year 2025/2026.
- I. Finance: Adoption of Resolution 25-39-R approving the City of Hanford's annually updated Investment Policy for FY 2025-2026
- J. Council: Approval of the appointment of Vice Mayor Nancy Howze to the Kings County Association of Governments (KCAG), the Kings County Abandoned Vehicle Abatement Service Authority (KCAVASA), and the Kings Area Regional Transit (KART) Boards, replacing former Mayor Lou Martinez's representation on these boards.

PULLED CONSENT ITEMS:

- A. Human Resources: Approval of the recommendation of the Council Subcommittee to select Bob Murray and Associates to conduct an extensive search for the position of City Manager and authorize City staff to enter into a contract with said firm.

[Item D]

The item was pulled by Council Member Kairis to provide clarification to the community regarding the selected firm and

the reasoning behind its selection.

Motion to Approve.

RESULT: Passed (UNANIMOUS)
MOVER: Council Member Mark Kairis
SECONDER: Council Member Nancy Howze
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

PUBLIC HEARING:

- A. Community Development: Public Hearing to accept public comment and Adoption of Resolution No. 25-34-R approving the Annual Action Plan for the Community Development Block Grant (CDBG) 2025.

Mayor Payden opened the public hearing at 7:35 p.m. and called for the staff report. Housing Analyst Sandra Lerma presented the 2025 Action Plan for the Council's review and approval. Ms. Lerma answered questions from the Council. The Council provided their input and spoke in support of the action plan. The public hearing was closed at 7:54 p.m.

Public Comment:

OPPOSED

Bob Ramos suggested using some of the funds to repair the Plunge slide.
Raymond Douglas Ibarra III suggested the funds be used for the Plunge repairs and housing for the homeless.
Noor Memon suggested funds be used for a senior citizens program.

Motion to Approve.

RESULT: Passed (UNANIMOUS)
MOVER: Council Member Mark Kairis
SECONDER: Council Member Nancy Howze
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

- B. Community Development: Annexation No. 166, Island #15: A proposal to annex a substantially surrounded county island, totaling 93.56 acres, into the City of Hanford from the Kings County jurisdiction.
Prezone No. 0014-25: A proposal to prezone the proposed territory to be annexed as R-L-12 Low-Density Residential (12,000 sq. ft. minimum lot size) and R-L-5 Low-Density Residential (5,000 sq. ft. minimum lot size) consistent with the 2035 Hanford General Plan Land Use Map.

Mayor Paden opened the public hearing at 7:55 p.m. and called for the staff report. Deputy City Manager Jason Waters presented the project for the Council's review and approval. The public hearing was closed at 8:07 p.m.

Public Comment:

OPPOSED

Onan Champi spoke in opposition and commented on the LAFCO policy guidelines. He stated there should be sufficient police services for the annexations.

Motion to certify the Notice of Exempt, in accordance with CEQA.

RESULT: Passed (UNANIMOUS)
MOVER: Council Member Nancy Howze
SECONDER: Council Member Mark Kairis
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

Motion to introduce and waive the first reading of Ordinance No. 25-03, approving Prezone No. 0014-25

RESULT: Passed
MOVER: Council Member Mark Kairs
SECONDER: Council Member Nancy Howze

AYES: Mark Kairis, Travis Paden, Kimber Regan, Nancy Howze
NAYS: Lou Martinez

Motion to adopt Resolution 25-37-R, initiating proceedings for Annexation No. 166 and direct staff to file the appropriate forms with the Local Agency Formation Commission (KCAO) of Kings County.

RESULT: **Passed**
MOVER: Council Member Mark Kairis
SECONDER: Council Member Nancy Howze
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze
NAYS: Lou Martinez

- C. Parks and Community Services: A public hearing to consider the Adoption of Resolution 25-38-R Ordering the Levy and Collection of Assessments as outlined in the 2025/2026 Annual Engineer's Report, which has been prepared pursuant to Chapter 3 of the Landscape and Lighting Act of 1972. The proposed assessments outlined in the Engineer's Report are less than or equal to the authorized maximum assessment for each Landscape Assessment District.

Mayor Paden opened the public hearing at 8:08 p.m. and called for the staff report. Parks and Community Services Director Brad Albert, Public Works Director Russ Sterling, and Utilities and Engineering Director Frank Senteno presented the resolution along with the Annual Engineer's Report for the Council's review and consideration. Staff responded to questions from the Council. Mayor Paden expressed concerns about the Engineer's Report and the current level of service. After some discussion the Council directed staff to bring back a study session to discuss a process for making improvements to the LADs. The public hearing was closed at 9:00 p.m.

Motion to Approve

RESULT: **Passed (UNANIMOUS)**
MOVER: Council Member Mark Kairis
SECONDER: Council Member Nancy Howze
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

- D. Utilities and Engineering: Public Hearing Regarding Annexation of Billingsley Subdivision Tract 937, and the Lunaria Subdivision Tract 938 into Community Facilities District No. CFD 2025-1 (Public Safety Services) Under the Mello Roos Community Facilities Act of 1982 and Related Actions including adoption of Resolutions as necessary.

Mayor Paden opened the public hearing at 8:44 p.m. and called for the staff report. Wildan Senior Project Manager Susana Hernandez and Utilities and Engineering Director Frank Senteno discussed the item for the Council's review and approval. The City Clerk announced the total number of votes cast for and against the measure. Staff answered questions from the Council. The public hearing was closed at 9:00 p.m.

Public Comment:

None.

Motion to adopt Resolution 25-19-R.

RESULT: **Passed (UNANIMOUS)**
MOVER: Council Member Mark Kairis
SECONDER: Council Member Nancy Howze
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

Motion to adopt Resolution 25-20-R.

RESULT: **Passed (UNANIMOUS)**
MOVER: Council Member Mark Kairis
SECONDER: Council Member Lou Martinez
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

Motion to adopt Resolution 25-21-R.

RESULT: **Passed (UNANIMOUS)**
MOVER: Council Member Mark Kairis

SECONDER: Council Member Nancy Howze
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

Motion to introduce and waive the first reading and adopt Ordinance 25-03.

RESULT: **Passed (UNANIMOUS)**
MOVER: Council Member Mark Kairis
SECONDER: Council Member Lou Martinez
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

- E. Utilities and Engineering: Public Hearing Regarding Annexation of Billingsley Subdivision Tract 937 into Community Facilities District No. CFD 2025-2 (Public Maintenance Services) Under the Mello Roos Community Facilities Act of 1982 and Related Actions including adoption of Resolutions as necessary.

Mayor Paden opened the public hearing at 9:01 p.m. and called for the staff report. Wildan Senior Project Manager Susana Hernandez and Utilities and Engineering Director Frank Senteno discussed the item for the Council's review and approval. The City Clerk announced the total number of votes cast for and against the measure. Staff answered questions from the Council. The public hearing was closed at 9:08 p.m.

Public Comment:
None.

Motion to approve Resolution 25-22-R.

RESULT: **Passed (UNANIMOUS)**
MOVER: Council Member Nancy Howze
SECONDER: Council Member Kimber Regan
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

Motion to approve Resolution 25-23-R.

RESULT: **Passed (UNANIMOUS)**
MOVER: Council Member Nancy Howze
SECONDER: Council Member Mark Kairis
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

Motion to approve Resolution 25-24-R.

RESULT: **Passed (UNANIMOUS)**
MOVER: Council Member Mark Kairis
SECONDER: Council Member Lou Martinez
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

Motion to introduce and waive the first reading and adopt Ordinance 25-04.

RESULT: **Passed (UNANIMOUS)**
MOVER: Council Member Nancy Howze
SECONDER: Council Member Kimber Regan
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

GENERAL BUSINESS:

- A. Finance: Adoption of Resolution 25-37-R to present to voters a measure to amend the municipal code and increase the transient occupancy tax by four percent.

Finance Manager Destiny Borba and Senior Administrative Analyst Sarah Wilburn presented resolution 25-37-R, to present to voters a measure to amend the municipal code and increase the transient occupancy tax by four percent for the council's review and approval. Staff answered questions from the Council.

Motion to Approve.

RESULT: **Passed (UNANIMOUS)**
MOVER: Council Member Mark Kairis

SECONDER: Council Member Kimber Regan
AYES: Mark Kairis, Travis Paden, Lou Martinez, Kimber Regan, Nancy Howze

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).

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

During this time, the Council questioned several projects, and Council Member Martinez expressed concerns regarding the operating hours of the Plunge. The Council also directed staff to bring back a future discussion on a potential amendment to the graffiti ordinance, as well as an annual report from the Fire Department.

B. Upcoming Events and Important Dates:

July 4: City offices closed in observance of Independence Day

July 15: Regular City Council Meeting

August 5: Regular City Council Meeting

August 19: 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}

Mayor Paden adjourned the meeting at 9:31 p.m.

Respectfully submitted,

Natalie Corral
City Clerk



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of Memorandum of Understanding (MOU) with the Hanford Professional Firefighters Local 3898, IAFF Professional Firefighters Unit with changes to wages, benefits, and other working conditions, effective July 1, 2025 through June 30, 2027.

RECOMMENDATION:

Recommendation: That the City Council, by motion, approve the attached Memorandum of Understanding (MOU) with the Hanford Professional Firefighters Local 3898, IAFF Professional Firefighters Unit with changes to wages, benefits, and other working conditions, and authorize City staff to amend all other documents as may be necessary to implement said negotiated changes.

BACKGROUND:

The City of Hanford and the Hanford Professional Firefighters Local 3898, IAFF Professional Firefighters Unit (HPFF) have negotiated over the past few months and within the scope of the Meyers-Milias Brown Act, City representatives have concluded labor negotiations with HPFF that resulted in a fair and equitable increase that was within the City's financial ability to provide. City representatives and HPFF have reached an agreement restating current benefits as well as agreeing on multiple amendments pertaining to wages, benefits and working conditions.

The terms and conditions that were ultimately agreed upon include but are not limited to:

Term: Two years (July 1, 2025 through June 30, 2027).

Wages: Year One –Five Percent (5%) increase effective the first full pay-period following formal ratification of agreement.

Year Two – Additional four percent (4%) increase effective the first full pay-period in July 2026.

Medical Expense Reimbursement Plan: Agree to meet no later than February 1, 2026 to discuss setting up a medical expense reimbursement plan (no city contribution).

Educational Incentive Pay: Amend reimbursement for those assigned to the position of Battalion Chief

Longevity Pay: Create a tiered structure to allow a maximum of 10% at twenty (20) years of service.

MOU Clean Up Language: Ambiguous or clarifying language updates have also been made to the following sections: Section 2.01 Wages and Direct Deposit - provide clarification language regarding smooth bank balance owed upon separation; Section 2.68 - provide additional language regarding completion of timesheets.

Side Letters – Incorporate side letter agreement reached during the term of the last agreement.

Specific language pertaining to the sections noted above are identified in the attached red-lined version of HPFF's MOU. Non-substantive updates to the Memorandum of Understanding (MOU),

including but not limited to changes in formatting, section numbering, and typographical corrections, may be made following formal ratification, provided such modifications do not alter the intent or meaning of the agreement.

FISCAL IMPACT:

Year 1: Approximate total \$182,000 (all general fund)

Year 2: Approximate total \$189,000 (all general fund)

ATTACHMENTS:

1. 2025 -2027 Red Lined MOU
2. 2025 -2027 Clean MOU
3. Fire Salary Schedule 8-18-2025

Memorandum of Understanding
between
City of Hanford
and
Hanford Professional Firefighters Local 3898, IAFF
Professional Firefighters Unit



Last Updated: ~~07/12/2022~~ August 5, 2025

Term: July 1, 202~~2~~5 - June 30, 202~~7~~5

This page was intentionally left blank

TABLE OF CONTENTS

Memorandum of Understanding concerning wages, hours and other terms and conditions of employment between the City of Hanford and the Hanford Professional Firefighters, Local 3898, IAFF effective July 1, 202~~5~~² through June 30, 202~~7~~⁵.

SECTION 1	1
1.01 Preamble	1
1.02 Recognition	1
1.03 Purpose	1
1.04 City Rights	1
1.05 Maintenance of Operations	2
SECTION 2	3
2.01 Wages and Direct Deposit	3
2.02 Standard Work Period	4
2.03 Overtime	5
2.04 [Reserved]	7
2.05 Holidays	7
2.06 Vacation	7
2.07 Sick Leave	98
2.08 Catastrophic Leave	12
2.09 Bereavement Leave	12
2.10 [Reserved]	12
2.11 Tuition Reimbursement	12
2.12 [Reserved] IAFF Medical Expense Reimbursement Plan (MERP)	12
2.13 Mileage Reimbursement	13 ¹²
2.14 Uniform Allowance	13
2.15 Health Insurance	13
2.16 Educational Incentive Pay	14 ¹³
2.17 Retirement	17 ¹⁵
2.18 Acting Pay	17 ¹⁵
2.19 Dues Deduction	17 ¹⁵
2.20 Bilingual Pay	18 ¹⁶
2.21 Administrative Pay	18 ¹⁶
2.22 Meal Contribution	18 ¹⁶
2.23-2.37 [Reserved]	18 ¹⁶
2.38 Jury Duty	18 ¹⁶

2.39-2.45	[Reserved]	1816
2.46	Pregnancy Leave	1917
2.47-2.59	[Reserved]	1917
2.60	Immunizations	1917
2.61	Deferred Compensation	1917
2.62	Class Attendance	1917
2.63	State Disability Leave and Paid Family Leave	1917
2.64	Family and Medical Leave Act	2018
2.65	Survivor Death Benefit	2018
2.66	Per Diem	2018
2.67	Residency Requirement	2018
2.68	Shift Trades	2018
2.69	Linen Replacement	2018
2.70	Smoking Policy	2119
2.71	Substance Abuse Policy	2119
2.72	Longevity Pay	2119
2.73	Management Leave	2119
2.74	Life Insurance	20
SECTION 3		2321
3.01	Disciplinary Action	2321
SECTION 4		2927
4.01	Grievance Procedures	2927
SECTION 5		30
5.01	Layoff Procedures	30
SECTION 6		3533
6.01	Conclusiveness	3533
6.02	Accumulation/Vesting	3533
6.03	Savings Clause	3533
6.04	Non Discrimination	3634
6.05	Term of Memorandum	3634
6.06	Reopener	3634

SECTION 1

1.01 Preamble

The following constitutes a Memorandum of Understanding (“MOU”) between the City of Hanford ("City") and the Hanford Professional Firefighters Local 3898, IAFF (“Professional Firefighters Unit”) as a result of meeting and conferring in good faith concerning wages, hours, and other terms and conditions of employment, pursuant to Government Code Section 3500 et seq., and the City's Employer-Employee Relations Policy, Hanford Personnel Rules and Regulations, Chapter 12.

1.02 Recognition

Under the terms of Chapter 12 of the Merit System Rules and Regulations, the City formally recognizes the Professional Firefighters Unit as the exclusive recognized employee organization for Battalion Chiefs, Fire Captains, Fire Engineers, and Firefighters of the City of Hanford. Unless noted otherwise, the information outlined in this Memorandum of Understanding shall apply to all represented employee classifications.

During the term of this agreement the Hanford Professional Firefighters Local 3898, IAFF and City of Hanford agree to continue discussions about potential changes to the representation of the Battalion Chief position.

1.03 Purpose

The purpose of this MOU is to promote and provide for harmonious relations, cooperation and understanding between the City and the employees covered herein and to provide an orderly and equitable means of resolving any misunderstandings or differences which may arise regarding wages, hours, and other terms and conditions of employment.

1.04 City Rights

- I. Nothing in this agreement shall restrict or obstruct the inherent or legal rights of the City as they relate to its general legislative process. These rights include, but are not limited to:
 - A. Determining the goals, objectives and mission of the City departments, offices, committees or commissions;
 - B. Establishing the standard of selecting City personnel;
 - C. Implementing and executing standards of continued employment with the City;
 - D. Identifying the work to be performed and allocating such work to City personnel;

- E. Directing its personnel and administering discipline;
- F. Relieving its personnel from duty;
- G. Undertaking all necessary actions during emergencies;
- H. Discharging, suspending, demoting, reducing in pay, reprimanding, withholding salary increases and benefits, or otherwise disciplining employees subject to the requirements of the MOU and the city rules and regulations;
- I. Laying-off employees; or
- J. Directing employees, including scheduling and assigning work, work hours and overtime.

1.05 Maintenance of Operations

The Professional Firefighters Unit agrees, for the term of this MOU, neither the Professional Firefighters Unit, nor its agents, will cause, authorize, or engage in a strike against the City, a work stoppage, slow down, picketing or concerted failure to report for duty, or unauthorized absence or abstinence from the full and faithful performance of their duties of employment, or comply with a request of another labor organization or bargaining unit to engage in such activities. This is not to mean that the Professional Firefighters Unit, collectively or individually, waives any rights as to protection of personal safety as they may pertain to refusal to cross the picket line of another public employee's organization on strike, or to informational picketing by employees on their own time.

SECTION 2

2.01 Wages and Direct Deposit

Year One: 5% salary increase effective the first full pay-period after agreement has been formally ratified by City Council.

Year Two: 4% salary increase effective the first full pay-period in July 2026.

In a prior agreement, salary information was compared using data from Using seven (7) comparable agencies (Delano, Dinuba, Madera, Merced, Porterville, Tulare, and Visalia). the following increases will be provided:

~~Year One—Median of market placement or internal alignment (if applicable) plus 3% effective the first full pay period following ratification and formal approval by City Council.~~

~~To eliminate compaction, the position of Fire Engineer will be 10% higher than the position of Firefighter using the established salary schedule.~~

~~Year Two—Additional two percent (2%) increase effective the first full pay period in July 2023.~~

~~Year Three—Additional four percent (4%) increase effective the first full pay period in July 2024.~~

~~A new salary schedule has been created which encompasses a one percent (1%) difference between each range.~~

Conversion of monthly salaries to hourly rates shall be determined by dividing the monthly salary by 173.333 for non-shift employees. For employees assigned to a fire shift the monthly salary shall be divided by 242.666 based on a 56-hour work week.

All employees shall be subject to mandatory participation in the direct deposit of the City payroll checks. Employees shall complete a direct deposit/sign-up authorization form during their first week employed with the City of Hanford.

Shift Employees – Smooth Bank Hours

The City of Hanford Fire Department works a 48/96 work schedule for a total of 2,912 hours per year. Additionally, the City of Hanford and Hanford Firefighters Local 3898, have agreed to follow a 24 day FLSA (Fair Labor Standards Act) pay period. This encompasses all shifts to work eight (24 hour) shifts within the period. The FLSA pay period is the period given to determine overtime compensation.

In lieu of paying the Hanford Firefighters the fluctuating number of actual hours worked in a given pay period, it has been agreed by both parties that the City would pay these employees 112 hours each pay period, which is the total annual hours divided by the number of pay periods (or 2,912 hours divided by 26 pay periods). In the event that the number of pay periods is changed by the

City, this method of calculating hours for the Hanford Firefighters will be changed with the discussion and the approval of both parties.

By using this method of calculating hours paid in a pay period (annual hours divided by number of pay periods), creates a discrepancy between actuals hours worked and actual hours paid. In order to satisfy the requirements of both State and Federal law governing audits, payroll, accounting practices, and the use of public funds for a municipal government, it is necessary to include in the current MOU both the method of payment and method of addressing the discrepancy caused between actual hours worked vs. actual hours paid.

The 48/96 work schedule used by the Firefighters, within the parameters of the City's bi-weekly payroll process, results in the Firefighters working 144 hours in one pay period, 96 hours in the next pay period, and another 96 hours in the next pay period. By the fourth pay period, these employees would start the 144 hours worked again.

To adjust for the fluctuation in hours each pay period, a 'Smoothing Bank' was created in the payroll system. During the pay period when a firefighter worked 144 hours, 32 of those hours would be 'banked' and the employee would be paid 112 hours. In the following pay period, that employee would work 96 hours and 16 hours would be taken from the banked hours to pay the employee for 112 hours. The third pay period, the employee would work 96 hours and the remaining 16 hours would be taken from the banked hours to pay the employee for 112 hours. This 'Smoothing Bank', under these guidelines, should never total less than zero (0) or more than thirty-two (32) hours.

When shift changes occur in the Fire Department, a Firefighter may not go into a shift that is on the same sequence of hours they were previously on. By doing this, it changes the amounts of hours they are banking and the 'smoothing bank' may go into the negative or it may exceed the 32 hours. This may also occur when a Firefighter is moved to a 40-hour temporary schedule.

To correct the discrepancy caused in the 'Smoothing Bank' due to shift changes, it is proposed that a transfer of 'Smooth Bank' hours between Firefighters can be made. This transfer, at the request of the department, is needed after the first payroll of a shift change is completed and a Leave Balance Report or Accrual Report is provided by the Finance Office.

When a Firefighter terminates, any balance in the employee's Smooth Bank will be calculated in that employee's final termination pay. If the balance of the Smooth Bank, after any previous shift adjustments have been made, is negative, it will be taken from any accumulated ~~sick leave~~ hours. If a balance is still owed to the City, the City shall discuss with the employee to arrange repayment. If the Smooth Bank for that employee is over the 32 hour maximum, it will be paid out at their base rate per hour.

2.02 Standard Work Period

- I. A 48/96 work schedule shall consist of the following:
 - A. A duty shift will be a period of twenty-four (24) consecutive hours, starting at 0800

one day and continuing to 0800 the next day. Every day of the year is considered a normal duty shift except Thanksgiving and Christmas as defined in Section 2.05, Holidays.

- B. Employees work two (2) consecutive twenty-four (24) hour shifts for a total of forty-eight (48) hours and have ninety-six (96) consecutive hours off.
 - 1. A typical work schedule, where “X” represents a workday and “O” represents a day off, is as follows: XXOOOOXXOOOOXXOOOO and so on.
- C. Fire shift personnel’s hourly rates of pay will be based on two thousand, nine-hundred and twelve (2,912) hours per year.

II. A 40-hour work/56-hour week shall consist of the following:

- A. Five (5) consecutive eight-hour days each week. When new personnel are assigned into a 40-hour assignment an alternate work week of either Monday through Thursday or Tuesday through Friday at 10 hours per day may be agreed upon by the Fire Chief and the affected employee. The Fire Chief may assign the start and end time of these shifts to meet operational needs.
- B. When shift reassignment occurs at the direction of the Fire Chief, a minimum of 72 hours of time-off shall be provided between the old shift assignment and the new shift assignment (56-hour work week). Whenever a shift transfer/reassignment is made, the employee shall receive that same minimum “actual hours worked” which would have resulted if a shift reassignment had not occurred. This shall not apply to shift bids.
- C. Employees moving from a voluntary 40-hour assignment or IOD will receive a minimum of 48 hours of time-off (starting at 08:00 hours) between the assignments from a 56-hour work week to a 40-hour work week; and, from a 40-hour work week to a 56-hour work week.
- D. Shift movement at the direction of the Fire Chief includes movement created by new hires, long-term interim appointments, or special work assignments.
- E. Shift movement created at the employee’s request for “light-duty” or for off-duty injury/illness shall not be subject to any minimum time-off pursuant to this provision.

2.03 Overtime

I. Administration.

It is the policy of the City that overtime work is to be kept to the minimum consistent with protection of life, property, and the efficient operation of the departments and activities of

the City and that overtime be compensated by time off wherever practicable. All work requiring any employee to work overtime must be approved by the Department Head or his/her designated representative prior to the work being performed, with the exception of emergency situations.

- A. Overtime shall start at the time an employee reaches the place where he/she is directed to report and shall continue until he/she is released, or the work is completed whichever is the earlier.
- B. Employees called back to work from their day off, or other off duty hours shall receive overtime compensation as stated above with a one (1) hour minimum guaranteed.

II. Compensation.

- A. Fire Captains, Fire Engineers, and Firefighters
The applicable period for purposes of determining Fair Labor Standard Act (FLSA) overtime shall be a one-hundred and eighty-two (182) hour, twenty-four (24) day work period. Employees on the 182 hour/24 day work-period shall receive overtime compensation at the rate of one and one-half (1.5) times their “regular rate of pay” for all time actually worked in excess of 182 hours in a 24 day work period.

For all hours worked outside of the normally scheduled work period employees shall be compensated at one and one-half (1.5) times their base rate.

“Regular rate of pay” is defined as base rate plus all remuneration calculated to an hourly rate.

“Base rate” is defined as the normal hourly rate associated to the employees annual salary calculation divided by 2912.

All remuneration is defined as education incentives, longevity pay, acting pay, holiday in-lieu and bilingual pay.

- B. Battalion Chiefs assigned to a shift shall be paid overtime at one and one-half (1.5) times their base rate for any hours worked outside of their regularly scheduled shift.

“Base rate” is defined as the normal hourly rate associated to the employees annual salary calculation divided by 2912.

- C. In the event compensatory time off is used as the method of compensation for overtime, the time off will be taken within the fiscal year in which the overtime has been worked. In the event the employee is denied this provision, he/she will be compensated for such time at the applicable rate of pay. Exceptions to this procedure will be made only upon written authorization of the City Manager.

III. Training.

- A. Employees who attend training programs, meetings, lectures and similar activities outside their regular working hours shall receive overtime compensation if the training meets all of the following criteria:
 - 1. Training is approved and required by the employee's Department Head;
 - 2. Training is directly related to the employee's present job; and
 - 3. The training could not be obtained during the employee's regular working hours.

2.04 [Reserved]

2.05 Holidays

I. Holiday In-Lieu Pay.

- A. Battalion Chiefs assigned to a shift, Fire Captains, Fire Engineers, and Firefighters shall receive one-hundred and fifty-four (154) hours of pay at straight time in-lieu of any holiday time off. Two (2) payments will be made annually on pay period thirteen (13) and pay period twenty-six (26) of each year. Following the last payment made for the calendar year (pay period twenty-six), the holiday in-lieu time will be reset at zero (0). Pro-rated adjustments based on time in service will be made for employees entering or leaving fire shift work.
- B. Regular employees leaving municipal service shall be paid for accrued hours in lieu of holidays at termination. Payments for accrued hours in lieu of holidays shall be at the employee's then-current rate of pay.

2.06 Vacation

I. Eligibility.

Employees shall complete six (6) months of continuous service before using accrued vacation leave. Employees can volunteer to work during their vacation time but may not be forced to work during that period. Employees whose scheduled vacations are interrupted or postponed due to industrial injury shall be rescheduled after such injured employee has returned to duty. No vacation previously scheduled shall be lost due to an employee exceeding the vacation accrual during an industrial injury leave cannot work on a scheduled vacation day. Employees shall not be able to work overtime and receive vacation pay on the same day.

II. Special Vacations.

Special vacation requests will be granted immediately upon request as long as (a) the request does not create overtime, and (b) the day(s) requested is/are within the same calendar year that the request is submitted.

III. Accrual.

A. Battalion Chiefs, Fire Captains, Fire Engineers, and Firefighters vacation will accrue and be credited every two (2) weeks for continuous service performed in pay status:

1. From zero (0) through five (5) years:
5.54 hours bi-weekly; 144 hours annually
2. From six (6) through ten (10) years:
7.39 hours bi-weekly; 192 hours annually
3. From eleven (11) through fifteen (15) years:
8.31 hours bi-weekly; 216 hours annually
4. Sixteen (16) or more years:
9.23 hours bi-weekly; 240 hours annually

B. Battalion Chiefs, Fire Captains, Fire Engineers, and Firefighters assigned to an administrative schedule (40-hour work week) for more than two consecutive pay periods vacation will accrue and be credited every two (2) weeks for continuous service performed in pay status:

1. From zero (0) through five (5) years:
3.39 hours bi-weekly; 88 hours annually
2. From six (6) through ten (10) years:
4.62 hours bi-weekly; 120 hours annually
3. From eleven (11) through fifteen (15) years:
5.24 hours bi-weekly; 136 hours annually
4. Sixteen (16) or more years:
6.16hours bi-weekly; 160 hours annually

IV. Limits of Accrual.

Accrued vacation hours may not exceed twice the employee's annual rate of accrual.

V. Compensation at Termination.

Employees leaving the City with accrued vacation leave shall be paid accrued vacation at the date of termination at the employee's hourly rate. Employees who leave employment with the City with less than six (6) months of continuous service, shall not be compensated for accrued vacation.

2.07 Sick Leave

I. Definition/Approved Sick Leave Usage:

- A. Sick leave is an absence from duty which may be granted by the employer to the employee because of an illness, injury, exposure to a contagious disease, preventative care, illness or injury of a member of the employee's immediate family requiring the employee's attendance.
- B. To attend a medical, dental, or optical appointment if such appointment cannot be scheduled outside of the employee's normal work day.
- C. To obtain relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate documentation of the need for such services:
 - a. A temporary restraining order or restraining order;
 - b. Other injunctive relief to help ensure the health, safety or welfare of the employee or their children;
 - c. To seek medical attention for injuries caused by domestic violence, sexual assault or stalking;
 - d. To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault or stalking;
 - e. To obtain psychological counseling related to an experience of domestic violence, sexual assault or stalking;
 - f. To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.
- D. An employee's immediate family shall consist of the employee's: Spouse or registered domestic partner, parent (including step parents), child (including step children), brother, sister, father in-law, mother in-law, brother in-law, sister in-law, aunts, uncles, employee's and spouse's grandparents, grandchildren or any person living in the same household as the employee.
- E. An employee may be granted sick leave only in case of actual illness/situation as defined above. In the event that an employee or a member of the employee's immediate family recovers from any such illness after being granted sick leave, and during the regularly scheduled hours of work, then such employee shall notify the appropriate immediate supervisor and be available to return to duty.
- F. Sick leave shall be taken in fifteen (15) minute increments.
- G. In order to receive compensation while absent on sick leave, an employee shall provide reasonable advance notice to their supervisor of their need to use sick leave if the need is foreseeable (i.e. doctor's appointment scheduled in advance). If the need for sick leave is unforeseeable, including an illness sustained while at work,

the employee shall provide notice of the need for the leave to their supervisor as soon as possible, preferably within 1 hour before the time established as the beginning of the employee's work day. In the event that an employee is incapacitated because of illness or injury to the point the employee is unable to contact his/her supervisor, the employee's designated representative (i.e. family member) shall notify the supervisor at the earliest possible moment. Failure to do so without good reason shall result in that day of absence being treated as leave of absence without pay or cause the employee to use other available and accrued leave.

- H. If the employee is absent on sick leave for more than 1 day/shift, the employee shall keep the immediate supervisor informed as to the date the employee expects to return to work.
- I. Upon the oral or written request of an employee, the City shall provide paid sick days for the purposes described in previous sections. The City may request a note from a physician after an employee has been absent longer than three consecutive days or shifts (72 hours for Fire), or if evidence suggests that an employee is abusing the City's sick leave policy.

To accurately track sick leave for those who meet the requirements under Federal and State laws (Family Medical Leave Act and California Family Rights Act), the City may require a physician's certification for an employee's own serious health condition or to care for an eligible family member (parent, child, spouse, domestic partner or covered service member).

- J. Employees who are on vacation at the time of death of an immediate family member as defined above shall be entitled to substitute bereavement leave for vacation time, consistent with the existing bereavement leave policy. The total period of absence from City employment (vacation and bereavement leave) shall not be extended beyond that time initially approved for vacation, without specific Department Head approval. Unused vacation shall be retained by the affected employee in accordance with the existing vacation policy.
- K. Supervisors shall have the discretion to place employees on sick leave when, in the judgment of the supervisor, the presence of the employee at work would endanger the health and welfare of other employees or where the illness or injury of the employee interferes with the performance of such employee's duties.
- L. The City shall not deny an employee the right to use sick leave, discharge, threaten to discharge, demote, suspend, or in any manner discriminate against an employee for using, or attempting to exercise the right to use sick leave to attend to an illness or the preventative care of a family member, or for any other reason specified in sections above.

II. Sick Leave May Not Be Used For:

- A. An employee serving their initial 90 calendar days of service to the City (unless the employee was rehired within one year of separation, or sustained a work-related

injury during their initial 90 days of employment).

- B. Sick leave will not be granted to any employee absent from duty during an authorized leave of absence without pay, or any other absence from duty not authorized by the City.
- C. Sick leave shall not be used in lieu of or in addition to vacation, unless leave is requested for an immediate death in the family or as otherwise defined in this policy.
- D. Absence for illness/medical treatments may not be charged to sick leave yet to be accumulated.

III. Accrual, Accumulation and Separation

- A. Regular and probationary employees shall be eligible to accrue sick leave at the rate of 6.46 hours for sworn Fire Department personnel assigned to a 56 hour work week for each bi-weekly pay period.

Regular and probationary employees assigned to an administrative schedule (40-hour work week) for more than two consecutive pay-periods shall be eligible to accrue sick leave at the rate of 3.69 hours for each bi-weekly pay period.

- B. There is no limit on the amount of sick leave which can be accumulated and carried over from year to year.
- C. Sick leave will be accrued by any employee during the first 90 calendar days of employment. However, only upon the successful completion of 90 days of employment, will the employee be entitled to utilize their accrued sick leave (does not apply to employees rehired within one year of separation).
- D. Employees granted a leave of absence with pay (including military leave or other approved leave with pay) shall accrue sick leave as indicated above.
- E. Sick leave will not be accrued by an employee absent from duty after separation from service or during an authorized leave of absence without pay.
- F. Upon retirement under Public Employees Retirement System, qualifying employees may apply unused sick leave as provided under Section 20862.8 and 20965 of the Government Code.

IV. Reimbursement/Reinstatement of Unused Sick Leave

- A. Employees leaving the municipal service shall forfeit all accumulated sick leave unless:
 - a. Upon retirement under the Public Employees Retirement System, qualifying individual applies unused sick leave as provided under Section 20862.8 and 20965 of the Government Code.
 - b. The individual is re-hired by the City of Hanford within one year from the date of separation. Previously accrued and unused paid sick days shall be reinstated and the employee shall be entitled to use those previously

accrued and unused paid sick days immediately and will accrue additional paid sick hours in accordance to the section above.

- c. The employee resumes employment with the City upon release from active military duty, temporary military leave or other approved leave of absence.

V. Abuse of Sick Leave

- A. Abuse of an employee's sick leave is defined as a claim of entitlement to sick leave when the employee does not meet the requirements as defined in Section I. If an employee is found to be abusing or misusing their sick leave time, they will be subject to disciplinary action.

2.08 Catastrophic Leave

Pursuant to the City's Catastrophic Leave Policy, regular City employees are permitted to contribute a portion of their accrued leave credit to another employee when such employee is on an approved leave of absence due to a verifiable illness or injury (personal or family leave).

2.09 Bereavement Leave

Each regular employee assigned to a shift shall be granted bereavement leave with full pay not to exceed forty-eight (48 hours) or a total of ten (10) calendar days including days off in the event of death in the employee's family as defined in Section 2.07 (Sick Leave Policy). For regular employees on an administrative work schedule (40-hour work week), the equivalent of one week off shall be granted. Bereavement leave does not count against an employee's sick leave balance and is categorized as "Other Leave with Pay" for payroll purposes.

2.10 [Reserved]

2.11 Tuition Reimbursement

Pursuant to Administrative Regulation 1.13 regular City employees are eligible to receive tuition reimbursement up to \$1000 per fiscal year for educational purposes. The term "educational purposes" includes classes for which no college units are awarded, such as classes provided by other departments and attendance at trade shows and symposiums.

In addition to what is outlined above, regular employees can utilize tuition reimbursement for travel expenses (meals, travel, and lodging and per diem at the Federal rate).

2.12 ~~[Reserved]~~ IAFF Medical Expense Reimbursement Plan (MERP)

No later than February 1, 2026, and at the request of the Local, the City and Local agree to meet to establish IAFF as the provider of the Medical Expense Reimbursement Plan (MERP) for employees covered by this Agreement as follows:

- a. For employees hired on or after (TBD), the employee shall contribute seventy-five dollars (\$75.00) per month to the employee's Medical Expense Reimbursement Plan (MERP) account.
- b. Contributions shall occur over twenty-four (24) pay periods per year, which shall be the first two (2) pay periods of each month.
- c. Employee contributions to the Medical Expense Reimbursement Plan (MERP) will be mandatory for each member of the Local. Employee contributions shall be on a pre-tax basis to the extent allowed by law. The plan documents for employees shall allow withdrawals from the Medical Expense Reimbursement Plan (MERP) upon separation from the city, subject only to those restrictions of the Internal Revenue Code (IRC) or other applicable law.
- d. There is no City contribution to the Medical Expense Reimbursement Plan (MERP)

2.13 Mileage Reimbursement

Employees required to use their personal automobile for authorized City business may receive mileage reimbursement at the current IRS approved rate.

2.14 Uniform Allowance

- I. New personnel shall be paid an initial uniform allowance equivalent to the uniform allowance in effect for a regular employee for the appropriate uniform for the first year of employment within one (1) month of the date of hire. After the first year of employment, the employee is eligible for a pro-rated uniform allowance based on the number of months remaining in the fiscal year.
- II. Regular employees shall receive a uniform allowance of \$1,200.00 per fiscal year paid the first full pay period in July. The employee shall have the responsibility of being properly uniformed and equipped.

2.15 Health Insurance

Medical

The City shall offer optional medical plans including but not limited to a PPO, EPO, and/or a high deductible plan with employee sponsored Health Savings Account (HSA), if applicable. The City shall pay towards the health care plans selected by the employee equal to sixty percent (60%) of the total premium for the City PPO plan (employee, employee +1, or family).

Dental

The City shall pay sixty percent (60%) of the total premium cost of all regular and probationary

employees, and their dependents, who elect a dental plan.

Vision

The City shall pay one hundred percent (100%) of the total premium cost of all regular and probationary employees who elect an employee only vision plan. The City shall pay sixty percent (60%) of the total premium cost of all regular and probationary employees, who elect a vision plan with dependent coverage.

2.16 Educational Incentive Pay

~~I. Employees (hired prior to the date the current MOU was ratified) shall continue to receive the agreed upon Education Incentive Pay structure identified below. Firefighters must have reached step "D" in their salary range to be eligible.~~

~~A. For completion of thirty (30) college units, fifteen of which must be in Fire Science: \$150.00.~~

~~B. For completion of an Associate or Bachelor Degree: \$40.00 per month.~~

~~C. Upon successful completion of the didactic portion of the CA Office of the State Fire Marshall (OSFM), State Fire Training (SFT) for Firefighter 2, employees shall receive 2.5% of base salary per month payable with the normal payroll effective the first full pay period after the City receives the certificate.~~

~~D. Upon successful completion of the didactic portion of the CA Office of the State Fire Marshall (OSFM), State Fire Training (SFT) for Fire/Company Officer, employees shall receive 5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee has confirmed completion of all education and instruction that is required by the CA Office of the State Fire Marshall (OSFM) has been met.~~

~~E. Upon successful completion of the didactic portion of the CA Office of the State Fire Marshall (OSFM), State Fire Training (SFT) for Chief Officer, employees shall receive 5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee has confirmed completion of all education and instruction that is required by the CA Office of the State Fire Marshall (OSFM) has been met.~~

~~Employees assigned to the position of Battalion Chief are only eligible for additional compensation for Chief Fire Officer certificate as their base salary already includes 2.5% for Firefighter 2 and 5% for Fire/Company Officer certificates.~~

~~II. New employees (hired on or after the date the current MOU is ratified) shall only receive Education Incentive Pay for Fire/Company Officer at the rank of Firefighter or above, or Chief Officer at the rank of Captain or above. Employees can only receive compensation for one certificate at a time. In addition, Firefighters must have reached step "D" in their~~

salary range to be eligible.

~~A. For completion of thirty (30) college units, fifteen of which must be in Fire Science: \$150.00.~~

~~B. For completion of an Associate or Bachelor Degree: \$40.00 per month.~~

~~C. Upon successful completion of the didactic portion of the CA Office of the State Fire Marshall (OSFM), State Fire Training (SFT) for Firefighter 2, employees shall receive 2.5% of base salary per month payable with the normal payroll effective the first full pay period after the City receives the certificate.~~

~~D. Upon successful completion of the didactic portion of the CA Office of the State Fire Marshall (OSFM), State Fire Training (SFT) for Fire/Company Officer, employees shall receive 5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee has confirmed completion of all education and instruction that is required by the CA Office of the State Fire Marshall (OSFM) has been met.~~

~~— Upon successful completion of the didactic portion of the CA Office of the State Fire Marshall (OSFM), State Fire Training (SFT) for Chief Officer, employees shall receive 7.5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee has confirmed completion of all education and instruction that is required by the CA Office of the State Fire Marshall (OSFM) has been met.~~

I. Firefighters, Fire Engineers and Fire Captains (hired prior to April 21, 2020) shall continue to receive the agreed upon Education Incentive Pay structure identified below.

A. For completion of thirty (30) college units, fifteen of which must be in Fire Science: \$150.00 one-time payment (not reportable to City's retirement system).

B. For completion of an Associate or Bachelor Degree: \$480.00 per calendar year split into 26 pay periods of \$18.46.

C. Upon successful completion of the didactic portion of the state Firefighter 2 requirement, employees shall receive 2.5% of base salary per month payable with the normal payroll effective the first full pay period after the City receives the certificate.

D. Upon successful completion of the didactic portion of the state Fire/Company Officer requirement, employees shall receive 5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee has confirmed completion of all education and instruction.

E. Upon successful completion of the didactic portion of the state Chief Officer requirement, employees shall receive 5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee

has confirmed completion of all education and instruction.

II. Firefighters, Fire Engineers and Fire Captains (hired on or after April 21, 2020) shall only receive Education Incentive Pay for Fire/Company Officer at the rank of Firefighter or above, or Chief Officer at the rank of Captain or above. Employees can only receive compensation for one certificate at a time.

A. For completion of thirty (30) college units, fifteen of which must be in Fire Science: \$150.00 one-time payment (not reportable to City's retirement system).

B. For completion of an Associate or Bachelor Degree: \$480.00 per calendar year split into 26 pay periods of \$18.46.

Certificates:

C. Upon successful completion of the didactic portion of the state Firefighter 2 requirement, employees shall receive 2.5% of base salary per month payable with the normal payroll effective the first full pay period after the City receives the certificate.

D. Upon successful completion of the didactic portion of the state Fire/Company Officer requirement, employees shall receive 5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee has confirmed completion of all education and instruction.

~~E. Upon successful completion of the didactic portion of the state Chief Officer requirement, employees shall receive 7.5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee has confirmed completion of all education and instruction.~~

III. Battalion Chiefs (regardless of hire date) shall receive the following Educational Incentive Pay:

A. For completion of thirty (30) college units, fifteen of which must be in Fire Science: \$150.00 one-time payment (not reportable to City's retirement system).

B. For completion of an Associate or Bachelor Degree: \$480.00 per calendar year split into 26 pay periods of \$18.46.

Certificate

C. For Chief Fire Officer certificate, Battalion Chiefs shall receive 7.5% of base salary per month payable with the normal payroll effective the first full pay period after the City receives the certificate. (Battalion Chiefs are not eligible to receive compensation for a Firefighter 2 or Fire/Company Officer certification as their base salary was previously adjusted to include such certification).

~~E.~~

2.17 Retirement

For employees hired before January 1, 2013, the City shall maintain in effect the 3% @ 55 CalPERS Retirement Program. Employees hired on or after January 1, 2013 (who do not meet the definition of a CalPERS “Classic” employee) will be covered in the 2.7% @ 57 CalPERS Retirement Program. Effective the first full pay period in January 2012, employees will pay one hundred percent (100%) of the employee’s share of retirement contributions.

2.18 Acting Pay

Employees who have successfully completed the appropriate Position Task Book (PTB) or current qualifications may act out of classification.

The City shall provide “Acting” status pay differential of \$30.00 per shift for the rank of Acting Engineer, \$40.00 per shift for the rank of Acting Captain, \$50.00 per shift for Acting Battalion Chief and \$60.00 per shift for Acting Chief.

If the assignment is to a vacant position currently being recruited for, hours worked shall not exceed 960 hours in a fiscal year in compliance with Government Code 20480.

All positions above the rank of firefighter are eligible to be covered with an acting classification. To be considered for acting capacity, personnel shall successfully complete their probation in their current position. Personnel will only be allowed to act up into the next rank above their current rank classification.

~~To be eligible to act up, personnel shall successfully complete the department Position Task Book for the position they will be acting in within 18 months of promotion.~~ The PTB only needs to be completed and confirmed by the Training Chief for eligibility. State Fire Training certification is not necessary to be eligible for acting. All Chief Officers are eligible to act in the capacity of Fire Chief.

2.19 Dues Deduction

It is mutually agreed that the City will, during the term of this MOU, deduct without charge, dues from the pay of those employees who individually provide written authorization for such dues in an amount certified to be current and correct by the President of the Professional Firefighters Unit. There shall be no more than one deduction per pay period and the total of such deductions shall be remitted by the City to the Professional Firefighters Unit accompanied by a list of said dues payers. “Dues” in this context means any deduction voluntarily authorized by a Union member City employee.

2.20 Bilingual Pay

The City agrees to compensate eligible employees for utilization of their bilingual skills as determined by the City pursuant to Administrative Regulation 1.12. Eligible employees shall receive a five percent (5%) stipend for the use of their bilingual skills.

2.21 Administrative Pay

Qualified personnel may be temporarily assigned to a 40-hour work week. Those assigned to a 40-hour work week shall receive an additional 7.5% increase to their annual base salary to compensate them for the loss of possible FLSA pay. Their new 40-hour base hourly rate shall be calculated by taking their current base rate x 2,912 hours, multiplying that annual amount by 1.075, and dividing by 2080, converting their 56 hour a week base rate to a 40 hour a week base rate which includes a 7.5% raise. The designated salary range will be the nearest possible to the calculated amount without falling below it.

Individuals performing in a temporary or permanent 40-hour assignment shall not negatively impact the bargaining units' available time off (i.e., vacation, holidays, schooling/training). All employees shall be given a minimum of two weeks' advance notice when moving from one shift to another.

2.22 Meal Contribution

Employees are required by the City, as a condition of employment to contribute financially to meals in the Fire Station at a charge equal to the value to the meal irrespective of whether the employee chooses to eat the meal. Employees shall be solely responsible for any financial or tax liability regarding this provision. Accordingly, the City shall be held harmless from any such liability. The City also shall not be responsible for maintaining any records or providing administration regarding this provision.

2.23-2.37 [Reserved]

2.38 Jury Duty

Employees required to report to jury duty shall be granted a leave of absence with pay from their assigned duties until released by the court, provided the employee remits to the City all fees received for such duties other than mileage or subsistence allowance within thirty (30) days from the termination of his/her jury duty service.

2.39-2.45 [Reserved]

2.46 Pregnancy Leave

The City provides pregnancy disability leave consistent with state law.

2.47-2.59 [Reserved]

2.60 Immunizations

The City will provide the immunization series for hepatitis "B" and tuberculosis testing to all employees.

2.61 Deferred Compensation

Employees covered in this agreement are eligible to receive matched employer contributions for deferred compensation up to \$75.00 per pay period.

2.62 Class Attendance

- I. With the approval of the Chief Officer, employees may attend local educational courses provided their response posture is maintained. All other classes attended shall be approved by the Fire Chief and shall not reduce the maximum daily staffing by more than one person.
- II. The department shall maintain a policy related to class attendance while on-duty.

2.63 State Disability Leave and Paid Family Leave

State disability insurance and paid family leave are provided to all employees within this unit at the employees cost. State disability payments may be available to employees who cannot work due to sickness or injury not job related. State disability payments shall be integrated with sick leave balances. To the extent that accumulated sick leave or vacation leave is available, the employee will continue to receive a regular payroll check. State disability insurance payments received by the employee from the State shall be turned in to the City upon receipt by the employee. When such checks are received by the City, that portion of the sick leave or vacation leave used, equivalent to the dollars received from the State, shall be reimbursed to the employees' balances. At such time that the employee no longer has balances to reimburse, the employee is no longer required to submit the state disability payment to the City.

2.64 Family and Medical Leave Act

The City provides family and medical leaves of absence consistent with state and/or federal law.

2.65 Survivor Death Benefit

The City shall use the Indexed Level of Survivor Death Benefits in accordance with State law and CalPERS rules and regulations.

2.66 Per Diem

The City shall pay per diem at the current IRS approved rate when overnight travel is required. The daily commuter allowance shall be \$10.00 per day. The per diem for travel day shall be paid at the current IRS approved rates. No food receipts will be required for the per diem or commuter allowance.

Travel reimbursements to employees will occur within forty-five (45) days of the completed claim being submitted to the Finance Department.

A City issued CAL CARD Credit Card is issued to the Fire Chief for department use in order to arrange travel arrangements.

2.67 Residency Requirement

There shall be no residency requirement for employees caused by this Memorandum of Understanding.

2.68 Shift Trades

Pursuant to Article 12 of the Hanford Fire Department Rules, Regulations and General Order, the City will allow parties involved in the trade to utilize standard operating procedures. Shift trades shall be noted in the notes section in the payroll system for each day of occurrence.

2.69 Linen Replacement

Employees shall furnish their own linen including pillow, pillowcase, top and bottom sheets, bath towel and washcloth. The City shall furnish a mattress pad, a blanket, and a bedspread for each bed.

2.70 Smoking Policy

Any person hired by the City of Hanford after January 1, 1987, to provide fire suppression/prevention services in a sworn capacity, as a condition of employment, shall refrain from using tobacco either on or off duty during his or her tenure of employment.

2.71 Substance Abuse Policy

The Professional Firefighters Unit shall be governed by the City's Substance Abuse Policy.

2.72 Longevity Pay

~~Upon completion of ten (10) consecutive years of active service with the City of Hanford, employees shall receive an additional five percent (5%) above their base wage in recognition of longevity pay. Active service shall be defined as an employee who is in a continued pay status and an employee who is on approved leave (including paid or unpaid military leave). Time off for discipline leave shall not be time counted towards longevity, but such leave shall not constitute as a break in active service as it relates to longevity.~~

Effective the first full pay period following ratification and formal approval by City Council, the following longevity pay will be provided to employees, upon completion of ten (10), fifteen (15) and twenty (20) continuous years of active service with the City of Hanford as outlined in the table below:

<u>Years of Service</u>	<u>Percentage of Base Rate of Pay</u>
<u>After completion of 10 years</u>	<u>5%</u>
<u>After completion of 15 years</u>	<u>Additional 2.5% for a total of 7.5%</u>
<u>After completion of 20 years</u>	<u>Additional 2.5% for a total of 10%</u>

2.73 Management Leave

The City shall provide a Management Leave Plan. Management Leave will be provided to the position of Battalion Chief assigned to an administrative position only (40-hour work week) who shall serve in the assignment for a minimum of ten (10) months of the calendar year.

Effective PP001 Battalion Chief assigned to an administrative position shall receive 64 hours of Management Leave. It is preferred that Management Leave be used as time off. An employee may also cash out their Management Leave or convert their pay out to deferred compensation by completing the required form and returning it to the Human Resources office in advance of the payroll deadline. Any Management Leave hours not taken by PP025 will be cashed out in PP026. Under no circumstances shall available Management Leave hours be carried over to a new calendar year.

Eligible employees who are hired throughout the year will receive a pro-rated amount of Management Leave hours and shall follow the Management Leave Plan as noted in the paragraph above.

Eligible employees who leave the City of Hanford with Management Leave hours available will be cashed out their balance in their final paycheck.

Effective upon agreement approved by City Council in 2022, Fire Captains and Battalion Chiefs assigned to shift will no longer receive Management Leave. Battalion Chiefs moving from an administrative position to a shift schedule shall be provided their Management Leave balance.

2.74 Life Insurance

~~Effective January 1, 2023, the City will pay the premium of a group life insurance policy: \$100,000 for Battalion Chiefs and Captains, \$50,000 for Fire Engineers and Firefighters. (amount to be determined).~~ The City also provides employees an option to purchase additional life insurance at the employee's expense.

SECTION 3

3.01 Disciplinary Action

Notwithstanding any provision in existing City or Department Policy, and notwithstanding any provision in previously negotiated Memoranda of Understanding, employees covered under this MOU shall have all rights afforded firefighters in sections 3250-3262 of the California Government Code, including but not limited to the right to an administrative appeal from any “punitive action,” as that term is defined in Government Code section 3251(c). It is further agreed that Local 3898 and the City agree to meet and confer in good faith to finalize administrative appeal procedures consistent with the requirements of Government Code section 3254 within three months of the execution of this document.

The City shall ensure protection for any member that comes forward regarding an issue that arises from a legally protected claim that may rise to the level of internal/external investigation.

- I. Definition - As used, “disciplinary action” shall mean reduction in salary, demotion, suspension or discharge.
- II. This Section shall not apply to reductions in force or reductions in pay which are part of a general plan to reduce or adjust salaries and wages.
- III. Causes for Disciplinary Action.

Causes for disciplinary action against any employee may include, but shall not be limited to, the following:

- A. Fraud in securing appointment;
- B. Neglect of duty;
- C. Insubordination;
- D. Dishonesty;
- E. Intoxication or under the influence of alcohol while on duty;
- F. Possession, distribution, sale or use, or being under the influence of illegal drugs while on duty;
- G. Absence without leave;
- H. Conviction of a felony or conviction of a misdemeanor;
- I. Immorality;
- J. Discourteous treatment of the public or other employees;

- K. Improper political activity as defined by California Law;
- L. Willful violation of safety, endangering property and persons;
- M. Misuse of City property;
- N. Inefficiency or incompetency;
- O. Violation of any of the provisions of these working Rules and Regulations, or departmental rules and regulations;
- P. Other failure of good behavior either during or outside of duty hours which is of such a nature that causes discredit to the City; and
- Q. Refusal to take or subscribe to any oath or affirmation which is required by law in connection with City employment;

IV. Persons by Whom Disciplinary Action May be Taken.

An Employee's Department Head or other person designated by the City Manager may take disciplinary action against an employee as specified in this Section.

V. Notice of Proposed Disciplinary Action – Regular Employees.

Written notice of the proposed discipline to be imposed shall be served on a regular employee personally or sent to his/her address of record by Certified Mail not less than ten (10) calendar days prior to the date of the proposed action. If served by Certified Mail, such notice shall be effective and constitute receipt by the employee upon deposit in the United States Post Office. Such Formal notice shall include:

- A. A statement of the nature of the disciplinary action;
- B. The effective date of the proposed action;
- C. A statement of the causes therefore;
- D. A statement in ordinary and concise language of the act or omissions upon which the causes are based;
- E. A copy of the materials upon which the disciplinary action is based;
- F. A statement informing the employee of his/her right to appeal the decision as provides in this section.

VI. Right to Respond – Regular Employees.

Any regular employee shall have the right to respond, either orally or in writing, to the authority imposing disciplinary action and have the response considered prior to the

discipline being imposed. Unless otherwise specified in writing by the authority proposing discipline, such a response must be made within ten (10) calendar days after receipt of the written notice of the proposed disciplinary action. Failure to respond within such period constitutes a waiver of the right to respond. However, failure to respond shall not affect the employee's right to appeal the disciplinary action as provided in this Section. After reviewing the employee's response, if any, the authority imposing discipline shall formally notify the employee in writing of his decision to dismiss, modify or impose the proposed discipline.

VII. Right of Appeal – Regular Employees.

Any regular employee shall have the right of appeal from any disciplinary action under this Section. Such appeal must be filed in writing with the City Manager within ten (10) calendar days of the date of service of notice of disciplinary action. Failure to file an appeal within such period constitutes a waiver of right of appeal.

VIII. Hearing – Regular Employees.

If the employee or his representative chooses to exercise his right to appeal as stated in section 4.01 (VII), the following will apply:

- A. Hearing Officer Selection.
The employee (or his/her representative) and the City, within ten (10) calendar days of the appeal, shall jointly pick a Hearing Officer to hear the appeal. If the parties are unable to agree on a Hearing Officer within this timeframe, the employee (or his/her representative) and the City shall, jointly request a list of names of five (5) neutrals from the California State Mediation and Conciliation Service. Within five (5) calendar days after receiving the list of neutrals, the employee (or his/her representative) and the City shall select a Hearing Officer from that list by alternately striking names from the list. The first option to strike shall be determined by lot.
- B. Cost of Hearing.
The cost of the services of the Hearing Officer shall be borne by the losing party. In the event the Hearing Officer makes a compromise decision, he/she shall determine the costs to be borne by each party based on the relative merit of their respective cases.
- C. Schedule of Hearing.
The Hearing shall, when practicable, be held within twenty (20) calendar days of the selection of the Hearing Officer.
- D. Continuance of Hearing.
The Hearing Officer may continue the hearing either for the convenience of the City or upon written application of the appellant, for a reasonable period from the receipt of the request for extension. Written notice of the time and place of the hearing, and any continuance thereof, shall be provided to the appellant.

- E. Conduct of Hearing.
1. Such hearing shall be conducted in accordance with the provisions of Section 11513 of the Government Code, except that the appellant and other persons may be examined as provided in Section 19580 of the Government Code, and the parties must submit all proper and competent evidence in support of their position to the hearing officer. The Hearing Officer shall determine the need for counsel and the procedures under which the hearing will be conducted. Such procedures shall comply with State Law and the provisions of this section.
 2. The hearing shall be closed to the public, except to necessary parties, unless the appellant or employee organization on the appellant's behalf requests in writing, that the hearing be open to the general public and such a request is granted by the hearing officer. All witnesses, except the appellant and necessary parties, shall be excluded from the open hearing process.
- F. Advisory Findings.
- The findings of the Hearing Officer shall be rendered within fifteen (15) calendar days of the hearing, or within a reasonable time thereafter, and shall be advisory only to the City Manager. In the event that the discipline was initially imposed by the City Manager, the hearing officer's findings shall be advisory, instead, to the City Council, which shall make the final decision. Nothing in these rules shall be construed as to bind the City, City Manager, or City Council to any findings of the neutral Hearing Officer.

IX. Decisions – Regular Employees.

- A. City Manager.
- The City Manager shall render a written decision within ten (10) calendar days after receiving the advisory findings of the Hearing Officer. The City Manager's decision shall be final and conclusive. A copy of such decision shall be forwarded to the appellant. If the disciplinary action taken against the employee is reversed or modified by the City Manager, the employee may be compensated, in whole or in part, for the time lost as determined by the City Manager.
- B. City Council.
- In the event the discipline was initially imposed by the City Manager, the City Council shall consider the advisory findings of the Hearing Officer and shall render a final and conclusive decision within fifteen (15) calendar days of the receipt of the Hearing Officer's advisory decision. If the disciplinary action taken against the employee is reversed or modified by the City Council, the employee may be compensated, in whole or in part, for any time lost as determined by the City Council.

X. Representation.

The employee may appear in person at the hearing or be represented by counselor another representative. Any City employee other than those appointed to management and

confidential classifications, shall be permitted to represent another City employee or group of City employees at an appeal hearing.

XI. Failure of Employee to Appear at Hearing.

Failure of the employee or representative to appear at the hearing shall be deemed a withdrawal of his/her appeal and the action of the City Manager or Department Head shall be final.

XII. Notice to Witnesses.

The City Manager shall issue subpoenas for witnesses of the employee upon his/her written request and at the employee's cost consistent with the requirements of Government Code sections 11450.05 *et seq.* The City Manager may require such cost to be prepaid and the same shall be limited to the fee and mileage of witnesses as set forth in Government Code section 1 1450.40.

XIII. Effective of Certain Disciplinary Actions.

A. Disciplinary Probation.

Employees placed on disciplinary probation shall not accrue vacation, sick leave, or earned time for salary review while on such probation.

B. Suspension.

Employees suspended from the municipal service shall forfeit all rights, privileges, and salary while on such suspension with the exception of group health and life insurance benefits.

C. Discharge.

Employees terminated pursuant to this Section shall be paid salary, vacation, or paid days in lieu of holidays accumulated to the effective date of termination.

XIV. Releasing of Information.

The City will comply with state laws regarding public disclosure of disciplinary personnel actions. With respect to release of information regarding disciplinary personnel actions to the news media, no information will be released without prior approval of the City Manager.

XV. Actions Not Subject to Section 4.01.

A. Oral Reprimand.

Employees receiving an oral reprimand may have it noted in their departmental record by the Department Head. Oral reprimands are not subject to appeal.

B. Written Reprimand.

1. Employees receiving a written reprimand shall have a copy of the reprimand filed in their permanent record for future reference. Each

employee's permanent record is his/her personnel jacket kept in the Personnel Office.

2. Employees who receive written reprimands may attach written responses or rebuttals to the reprimand which shall also become part of the employee's official personnel file. Written reprimands are not subject to appeal.

SECTION 4

4.01 Grievance Procedures

The entire grievance procedure is listed in this document for convenience. The City does not waive any rights by listing.

I. Purpose of Section.

Grievance procedures for employees are provided herein to:

- A. Promote improved employer-employee relations by establishing grievance procedures on matters for which appeal or hearing is not provided by other regulations;
- B. Afford employees individually or through a qualified employee organization a systematic means of obtaining further considerations of problems after every other reasonable effort has failed to resolve them through discussions;
- C. Provide that grievances shall be settled as near as possible to the point of origin; and
- D. Provide that grievances shall be heard and settled as informally as possible.

II. Definition and Matters Subject to Grievance Procedures.

- A. A Grievance is Defined as Follows:
An alleged violation or improper application of the City or departmental rules and regulations and/or the current MOU, filed by one or more employees.
- B. Matters Subject to Grievance Procedures.
Any City employee shall have the right to present a grievance concerning improper application of City or departmental rules, regulations, and/or current MOU for which appeal is not provided or is not prohibited under Chapter 10 of the City of Hanford Personnel Rules and Regulations.

III. Informal Grievance Procedure.

- A. An employee should first attempt to resolve a grievance or complaint through discussion with his/her immediate supervisor no later than twenty (20) days after the employee knew or should have known of the occurrence of the incident which gave rise to the grievance. If, after such discussion, the employee does not believe the problem has been satisfactorily resolved, he/she shall have the right to discuss it with his/her supervisor's immediate superior, if any. Every effort should be made to find an acceptable solution by informal means at the most immediate level of supervision.
- B. If the employee is not in agreement with the decision reached through such

discussion, he/she shall then have the right to file a formal grievance in writing within ten (10) calendar days after receiving the informal decision of his/her superior or superiors. An informal grievance shall not be taken above the Department Head.

IV. Formal Grievance Procedure.

Formal grievance procedure after exhaustion of the informal grievance procedure shall proceed as follows:

- A. Department Review.
The grievance shall be presented in writing to the employee's Department Head who shall discuss the grievance with the employee, his/her representative, if any, and with other appropriate persons. The Department Head shall render his/her decision and comments in writing and return them to the employee within fifteen (15) calendar days after receiving the grievance. If the employee does not agree with the decision reached, or if no answer has been received within fifteen (15) calendar days, he/she may present the grievance in writing to the City Manager. Failure of the employee to take further action within ten (10) calendar days after receipt of the decision, or within a total twenty-five (25) calendar days if no decision is rendered, will constitute withdrawal of the grievance.
- B. City Manager Review.
 - 1. Upon receiving the grievance, the City Manager or his/her designated representative shall discuss the grievance with the employee, and the employee's representative, if any, and with all other appropriate persons. The City Manager may designate a fact-finding committee or an officer not in the normal line of supervision to advise him/her concerning the grievance.
 - 2. The City Manager shall render a decision in writing to the employee within twenty (20) calendar days after receiving the grievance. The decision of the City Manager shall be final.

V. Conduct of Grievance Procedure.

- A. The time limits specified above may be extended to a definite date by mutual agreement of the employee and the reviewer concerned.
- B. The employee may request the assistance of another person of his/her own choosing in preparing and presenting his/her grievance at any level of review.
- C. Employees shall be free from reprisal for using the grievance procedure.
- D. While employees are not discouraged from using the grievance procedure, attempts to resolve grievances at the informal stage is essential if the stated purpose of the procedure is to be met. Therefore, failure to follow the provisions as set

forth in Section 4.01 (III) prior to advancing to the formal stage in 4.01 (IV) shall constitute grounds for the official rejection of the grievance.

SECTION 5

5.01 Layoff Procedures

I. An employee may be separated from employment (laid off) under this section by the Personnel Officer for the following reasons: a shortage of work, lack of funds, material change in duties or organization, in the interest of economy, to reduce the staff of any City function, or the return of another City employee occupying the same position from a leave of absence. The order of separation due to a lay-off shall be based upon class, type of appointment and seniority.

II. Seniority List.

The Personnel Officer shall establish seniority lists based on employee length of service. Such lists shall be established on a departmental basis.

III. Seniority Score Computation.

- A. Total seniority credits shall be counted from the initial date of hire under any type of appointment, as long as there has been no break in service; otherwise total seniority credits shall be counted from the first day of employment following the last break in service. Prior lay-off does not constitute a break in service.
- B. One point of seniority credit shall be counted for each qualifying month of service. For other than full-time employment, 160 hours worked shall be equivalent to one month of service and seniority credit shall be given upon the completion of each 160 hours worked.
- C. Authorized leave of absences without pay shall not be considered breaks in service, but shall not count toward seniority credit.
- D. No matter what the class, the service credits will be calculated the same. There will be no preference for special classes.
- E. When two or more employees have the same total seniority score, the tie shall be broken and preference given: first to the employee with the greatest seniority in the class in which lay-off is being made, then the employee with the greatest seniority in the department of lay-off, finally the employee whose name is drawn by lot by the Personnel Officer.

IV. Order of Separation.

- A. Separation (lay-off) of employees shall be in the order in which their names appear on the seniority list for the affected class, with those persons having the least seniority credit being the first separated, except as provided in 5.01(IV)(C).
- B. Employees in the same class shall be separated during a reduction in force (lay-

off) according to the type of appointment under which they serve, in the following sequence: First part-time, then probationary, and finally permanent.

- C. The lay-off of employees in grant funded positions shall be guided by pertinent regulations set forth in the grant contract. If a grant does not provide guidelines for lay-off, then the lay-off of employees occupying all grant funded positions shall be determined by the availability of the grant funds, except that such employees may be displaced by qualified probationary or permanent employees in the same department who are scheduled for lay-off and who have a greater number of seniority credits.

V. Voluntary Demotion in Lieu of Lay-off.

An employee scheduled to be laid off may voluntarily demote to a lower class when the lower class has similar duties, responsibilities and requirements as designated by the Personnel Officer, providing the total seniority credits of the demoting employee exceed the total seniority credits of the employee in the lower class. Employees may also demote to any previously held position wherein their performance had been judged to be satisfactory, so long as their seniority credit exceeds that of the person occupying that position. To be considered for voluntary demotion in lieu of lay-off, an employee must notify the Personnel Officer in writing of this election no later than seven calendar days after receiving notice of lay-off.

VI. Re-Employment Lists - By Class.

The Personnel Officer shall establish a re-employment list, which will be valid for two (2) years from the date of employee lay-off and shall pertain to each class in which a lay-off occurs. Such lists shall contain the names of permanent employees who were laid off or demoted in lieu of lay-off from that class. Names shall be placed on the re-employment list in the order of total seniority, with the highest seniority being first on the list. Any remaining benefits at the time of lay-off shall be restored upon rehire.

VII. Department Re-Employment Lists.

A re-employment list shall be established for each department in which a lay-off occurs. Such lists shall be prepared in accordance to the procedures set forth in 5.01(VI). Appointment shall be made from the highest available eligible on the department re-employment list, who has expressed a willingness to accept re-employment. An employee's name shall be removed from the re-employment list if said employee fails to reply to an offer of employment within ten (10) calendar days after receipt of such offer or, failing to report for work after acceptance.

VIII. City Re-Employment List.

A re-employment list shall also be established on a city-wide basis. In the absence of a department re-employment list, the city-wide list shall be used to fill vacancies under these procedures. Individual names shall be removed from the City list if such individual rejects or fails to reply to an offer for re-employment within ten (10) calendar days after receipt

of the offer or to report for work after acceptance. Employees appointed from a City re-employment list may be required to serve a new probationary period. Any employee laid off for a period of six (6) months or longer will be required to meet City medical standards.

IX. Lay-Off of Probationary Appointments as a Result of Promotion.

If an employee with permanent status is promoted and a lay-off occurs during the probationary period and such employee is scheduled to be laid off, the employee shall be entitled to return to the former position. If a lay-off occurs in the position (class) to which the employee returned, the procedures established in this Section shall apply and shall be followed.

SECTION 6

6.01 Conclusiveness

- I. Unless otherwise stated, the provisions expressly stated in this MOU may be altered, changed, added to, deleted from or modified only through the voluntary mutual consent of the Professional Firefighters Unit and the City in a written and signed amendment to this agreement.
- II. The Professional Firefighters Unit and the City agree that during the negotiations which resulted in this MOU, each had an unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the scope of representation.
- III. Therefore, during the term of this agreement, neither the City nor the Professional Firefighters Unit shall be obligated to meet and confer on any matter:
 - A. Whether or not specifically referred to in this MOU;
 - B. Whether or not the matter was within the knowledge or contemplation of either party at the time of negotiations; or
 - C. Whether or not the matters were proposed and later withdrawn during negotiations.
- IV. However, in order to meet an emergent situation, the City may change a written policy affecting wages, hours and other terms and conditions of employment which is not specifically set forth in this MOU. The City shall notify the Professional Firefighters Unit of its intention to do so. If the Professional Firefighters Unit does not respond within ten (10) calendar days from the date of mailing of such notification, the City shall assume that the Professional Firefighters Unit does not wish to meet and confer on the change in policy. In an emergency, the City retains the right to take such action immediately. The Professional Firefighters Unit will be offered the opportunity to meet and confer as soon as practicable.

6.02 Accumulation/Vesting

The City and the Professional Firefighters Unit agree that nothing contained in this MOU shall be interpreted as to imply or permit the accumulation or vesting of any written or unwritten employee right or privilege beyond the termination date of this MOU.

6.03 Savings Clause

If any article or section of this MOU or any addendum thereto shall be held to be invalid, such section or provision shall be immediately suspended and be of no force or effect. The parties shall meet and confer immediately thereafter for the purpose of arriving at a mutually satisfactory replacement for such section or provision. Invalidation of a part or portion of this MOU shall not invalidate any remaining portions unless those remaining portions were contingent upon the

operations of the invalidated section.

6.04 Non Discrimination

Both the City and the Professional Firefighters Unit agree that they shall not unlawfully discriminate against any employee on the basis of age, race, sex, creed, color, national origin, ancestry, pregnancy, marital status, disability/handicap, medical condition, or sexual orientation. Neither the City nor the Professional Firefighters Unit shall interfere with, intimidate, restrain, coerce, or discriminate against any employee because of the exercise of rights to engage or not engage in lawful activity.

6.05 Term of Memorandum

Except where otherwise specifically stated, the provisions of this MOU shall be effective for the period of July 1, 2022, to June 30, 2025.

The provisions of this MOU shall not, however, take effect until ratified by both the City Council and the general membership of the Professional Firefighters Unit.

6.06 Reopener

If at any time during this MOU, it becomes apparent that demonstrable impacts of the new Shift Employees – Smooth Bank Hours language as outlined in Section 2.01 or Acting Pay procedures as outlined in Section 2.18 are not in the best interest of the City, or Professional Firefighters Unit, both parties agree to meet and confer at the earliest time possible in an effort to reach concurrences for an equitable and reasonable resolution.

Agreed upon ~~July 12, 2022~~August 5, 2025

For the City:

_____/s/
Che Johnson
Partner – Liebert Cassidy Whitmore

_____/s/
Chris Tavaréz
Finance Director

_____/s/
Sarah Cardoza
HR Manager

_____/s/
~~Steve Pendergrass~~
~~Fire Chief~~

For Hanford Firefighters Local 3898, HPFF:

_____/s/
~~Michael Pugh~~Eric Azarvand
Labor Relations Consultant - Mastagni Holstedt APC

_____/s/
~~Dustin Costa~~Francisco Etulain
President

Memorandum of Understanding
between
City of Hanford
and
Hanford Professional Firefighters Local 3898, IAFF
Professional Firefighters Unit



Last Updated: August 5, 2025

Term: July 1, 2025 - June 30, 2027

This page was intentionally left blank

TABLE OF CONTENTS

Memorandum of Understanding concerning wages, hours and other terms and conditions of employment between the City of Hanford and the Hanford Professional Firefighters, Local 3898, IAFF effective July 1, 2025 through June 30, 2027.

SECTION 1	1
1.01 Preamble	1
1.02 Recognition	1
1.03 Purpose	1
1.04 City Rights	1
1.05 Maintenance of Operations	2
SECTION 2	3
2.01 Wages and Direct Deposit	3
2.02 Standard Work Period	4
2.03 Overtime	5
2.04 [Reserved]	6
2.05 Holidays	7
2.06 Vacation	7
2.07 Sick Leave	8
2.08 Catastrophic Leave	12
2.09 Bereavement Leave	12
2.10 [Reserved]	12
2.11 Tuition Reimbursement	12
2.12 IAFF Medical Expense Reimbursement Plan (MERP)	12
2.13 Mileage Reimbursement	13
2.14 Uniform Allowance	13
2.15 Health Insurance	13
2.16 Educational Incentive Pay	13
2.17 Retirement	15
2.18 Acting Pay	15
2.19 Dues Deduction	16
2.20 Bilingual Pay	16
2.21 Administrative Pay	16
2.22 Meal Contribution	16
2.23-2.37 [Reserved]	17
2.38 Jury Duty	17

2.39-2.45	[Reserved]	17
2.46	Pregnancy Leave	17
2.47-2.59	[Reserved]	17
2.60	Immunizations	17
2.61	Deferred Compensation	17
2.62	Class Attendance	17
2.63	State Disability Leave and Paid Family Leave	18
2.64	Family and Medical Leave Act	18
2.65	Survivor Death Benefit	18
2.66	Per Diem	18
2.67	Residency Requirement	18
2.68	Shift Trades	19
2.69	Linen Replacement	19
2.70	Smoking Policy	19
2.71	Substance Abuse Policy	19
2.72	Longevity Pay	19
2.73	Management Leave	19
2.74	Life Insurance	20
SECTION 3		21
3.01	Disciplinary Action	21
SECTION 4		27
4.01	Grievance Procedures	27
SECTION 5		30
5.01	Layoff Procedures	30
SECTION 6		33
6.01	Conclusiveness	33
6.02	Accumulation/Vesting	33
6.03	Savings Clause	33
6.04	Non Discrimination	34
6.05	Term of Memorandum	34
6.06	Reopener	34

SECTION 1

1.01 Preamble

The following constitutes a Memorandum of Understanding (“MOU”) between the City of Hanford ("City") and the Hanford Professional Firefighters Local 3898, IAFF (“Professional Firefighters Unit”) as a result of meeting and conferring in good faith concerning wages, hours, and other terms and conditions of employment, pursuant to Government Code Section 3500 et seq., and the City's Employer-Employee Relations Policy, Hanford Personnel Rules and Regulations, Chapter 12.

1.02 Recognition

Under the terms of Chapter 12 of the Merit System Rules and Regulations, the City formally recognizes the Professional Firefighters Unit as the exclusive recognized employee organization for Battalion Chiefs, Fire Captains, Fire Engineers, and Firefighters of the City of Hanford. Unless noted otherwise, the information outlined in this Memorandum of Understanding shall apply to all represented employee classifications.

During the term of this agreement the Hanford Professional Firefighters Local 3898, IAFF and City of Hanford agree to continue discussions about potential changes to the representation of the Battalion Chief position.

1.03 Purpose

The purpose of this MOU is to promote and provide for harmonious relations, cooperation and understanding between the City and the employees covered herein and to provide an orderly and equitable means of resolving any misunderstandings or differences which may arise regarding wages, hours, and other terms and conditions of employment.

1.04 City Rights

- I. Nothing in this agreement shall restrict or obstruct the inherent or legal rights of the City as they relate to its general legislative process. These rights include, but are not limited to:
 - A. Determining the goals, objectives and mission of the City departments, offices, committees or commissions;
 - B. Establishing the standard of selecting City personnel;
 - C. Implementing and executing standards of continued employment with the City;
 - D. Identifying the work to be performed and allocating such work to City personnel;

- E. Directing its personnel and administering discipline;
- F. Relieving its personnel from duty;
- G. Undertaking all necessary actions during emergencies;
- H. Discharging, suspending, demoting, reducing in pay, reprimanding, withholding salary increases and benefits, or otherwise disciplining employees subject to the requirements of the MOU and the city rules and regulations;
- I. Laying-off employees; or
- J. Directing employees, including scheduling and assigning work, work hours and overtime.

1.05 Maintenance of Operations

The Professional Firefighters Unit agrees, for the term of this MOU, neither the Professional Firefighters Unit, nor its agents, will cause, authorize, or engage in a strike against the City, a work stoppage, slow down, picketing or concerted failure to report for duty, or unauthorized absence or abstinence from the full and faithful performance of their duties of employment, or comply with a request of another labor organization or bargaining unit to engage in such activities. This is not to mean that the Professional Firefighters Unit, collectively or individually, waives any rights as to protection of personal safety as they may pertain to refusal to cross the picket line of another public employee's organization on strike, or to informational picketing by employees on their own time.

SECTION 2

2.01 Wages and Direct Deposit

Year One: 5% salary increase effective the first full pay-period after agreement has been formally ratified by City Council.

Year Two: 4% salary increase effective the first full pay-period in July 2026.

In a prior agreement, salary information was compared using data from seven (7) comparable agencies (Delano, Dinuba, Madera, Merced, Porterville, Tulare, and Visalia).

Conversion of monthly salaries to hourly rates shall be determined by dividing the monthly salary by 173.333 for non-shift employees. For employees assigned to a fire shift the monthly salary shall be divided by 242.666 based on a 56-hour work week.

All employees shall be subject to mandatory participation in the direct deposit of the City payroll checks. Employees shall complete a direct deposit/sign-up authorization form during their first week employed with the City of Hanford.

Shift Employees – Smooth Bank Hours

The City of Hanford Fire Department works a 48/96 work schedule for a total of 2,912 hours per year. Additionally, the City of Hanford and Hanford Firefighters Local 3898, have agreed to follow a 24 day FLSA (Fair Labor Standards Act) pay period. This encompasses all shifts to work eight (24 hour) shifts within the period. The FLSA pay period is the period given to determine overtime compensation.

In lieu of paying the Hanford Firefighters the fluctuating number of actual hours worked in a given pay period, it has been agreed by both parties that the City would pay these employees 112 hours each pay period, which is the total annual hours divided by the number of pay periods (or 2,912 hours divided by 26 pay periods). In the event that the number of pay periods is changed by the City, this method of calculating hours for the Hanford Firefighters will be changed with the discussion and the approval of both parties.

By using this method of calculating hours paid in a pay period (annual hours divided by number of pay periods), creates a discrepancy between actuals hours worked and actual hours paid. In order to satisfy the requirements of both State and Federal law governing audits, payroll, accounting practices, and the use of public funds for a municipal government, it is necessary to include in the current MOU both the method of payment and method of addressing the discrepancy caused between actual hours worked vs. actual hours paid.

The 48/96 work schedule used by the Firefighters, within the parameters of the City's bi-weekly payroll process, results in the Firefighters working 144 hours in one pay period, 96 hours in the next pay period, and another 96 hours in the next pay period. By the fourth pay period, these employees would start the 144 hours worked again.

To adjust for the fluctuation in hours each pay period, a ‘Smoothing Bank’ was created in the payroll system. During the pay period when a firefighter worked 144 hours, 32 of those hours would be ‘banked’ and the employee would be paid 112 hours. In the following pay period, that employee would work 96 hours and 16 hours would be taken from the banked hours to pay the employee for 112 hours. The third pay period, the employee would work 96 hours and the remaining 16 hours would be taken from the banked hours to pay the employee for 112 hours. This ‘Smoothing Bank’, under these guidelines, should never total less than zero (0) or more than thirty-two (32) hours.

When shift changes occur in the Fire Department, a Firefighter may not go into a shift that is on the same sequence of hours they were previously on. By doing this, it changes the amounts of hours they are banking and the ‘smoothing bank’ may go into the negative or it may exceed the 32 hours. This may also occur when a Firefighter is moved to a 40-hour temporary schedule.

To correct the discrepancy caused in the ‘Smoothing Bank’ due to shift changes, it is proposed that a transfer of ‘Smooth Bank’ hours between Firefighters can be made. This transfer, at the request of the department, is needed after the first payroll of a shift change is completed and a Leave Balance Report or Accrual Report is provided by the Finance Office.

When a Firefighter terminates, any balance in the employee’s Smooth Bank will be calculated in that employee’s final termination pay. If the balance of the Smooth Bank, after any previous shift adjustments have been made, is negative, it will be taken from any accumulated hours. If a balance is still owed to the City, the City shall discuss with the employee to arrange repayment. If the Smooth Bank for that employee is over the 32 hour maximum, it will be paid out at their base rate per hour.

2.02 Standard Work Period

I. A 48/96 work schedule shall consist of the following:

- A. A duty shift will be a period of twenty-four (24) consecutive hours, starting at 0800 one day and continuing to 0800 the next day. Every day of the year is considered a normal duty shift except Thanksgiving and Christmas as defined in Section 2.05, Holidays.
- B. Employees work two (2) consecutive twenty-four (24) hour shifts for a total of forty-eight (48) hours and have ninety-six (96) consecutive hours off.
 - 1. A typical work schedule, where “X” represents a workday and “O” represents a day off, is as follows: XXOOOOXXOOOOXXOOOO and so on.
- C. Fire shift personnel’s hourly rates of pay will be based on two thousand, nine-hundred and twelve (2,912) hours per year.

II. A 40-hour work/56-hour week shall consist of the following:

- A. Five (5) consecutive eight-hour days each week. When new personnel are assigned into a 40-hour assignment an alternate work week of either Monday through Thursday or Tuesday through Friday at 10 hours per day may be agreed upon by the Fire Chief and the affected employee. The Fire Chief may assign the start and end time of these shifts to meet operational needs.
- B. When shift reassignment occurs at the direction of the Fire Chief, a minimum of 72 hours of time-off shall be provided between the old shift assignment and the new shift assignment (56-hour work week). Whenever a shift transfer/reassignment is made, the employee shall receive that same minimum “actual hours worked” which would have resulted if a shift reassignment had not occurred. This shall not apply to shift bids.
- C. Employees moving from a voluntary 40-hour assignment or IOD will receive a minimum of 48 hours of time-off (starting at 08:00 hours) between the assignments from a 56-hour work week to a 40-hour work week; and, from a 40-hour work week to a 56-hour work week.
- D. Shift movement at the direction of the Fire Chief includes movement created by new hires, long-term interim appointments, or special work assignments.
- E. Shift movement created at the employee’s request for “light-duty” or for off-duty injury/illness shall not be subject to any minimum time-off pursuant to this provision.

2.03 Overtime

I. Administration.

It is the policy of the City that overtime work is to be kept to the minimum consistent with protection of life, property, and the efficient operation of the departments and activities of the City and that overtime be compensated by time off wherever practicable. All work requiring any employee to work overtime must be approved by the Department Head or his/her designated representative prior to the work being performed, with the exception of emergency situations.

- A. Overtime shall start at the time an employee reaches the place where he/she is directed to report and shall continue until he/she is released, or the work is completed whichever is the earlier.
- B. Employees called back to work from their day off, or other off duty hours shall receive overtime compensation as stated above with a one (1) hour minimum guaranteed.

II. Compensation.

A. Fire Captains, Fire Engineers, and Firefighters

The applicable period for purposes of determining Fair Labor Standard Act (FLSA) overtime shall be a one-hundred and eighty-two (182) hour, twenty-four (24) day work period. Employees on the 182 hour/24 day work-period shall receive overtime compensation at the rate of one and one-half (1.5) times their “regular rate of pay” for all time actually worked in excess of 182 hours in a 24 day work period.

For all hours worked outside of the normally scheduled work period employees shall be compensated at one and one-half (1.5) times their base rate.

“Regular rate of pay” is defined as base rate plus all remuneration calculated to an hourly rate.

“Base rate” is defined as the normal hourly rate associated to the employees annual salary calculation divided by 2912.

All remuneration is defined as education incentives, longevity pay, acting pay, holiday in-lieu and bilingual pay.

B. Battalion Chiefs assigned to a shift shall be paid overtime at one and one-half (1.5) times their base rate for any hours worked outside of their regularly scheduled shift.

“Base rate” is defined as the normal hourly rate associated to the employees annual salary calculation divided by 2912.

C. In the event compensatory time off is used as the method of compensation for overtime, the time off will be taken within the fiscal year in which the overtime has been worked. In the event the employee is denied this provision, he/she will be compensated for such time at the applicable rate of pay. Exceptions to this procedure will be made only upon written authorization of the City Manager.

III. Training.

A. Employees who attend training programs, meetings, lectures and similar activities outside their regular working hours shall receive overtime compensation if the training meets all of the following criteria:

1. Training is approved and required by the employee's Department Head;
2. Training is directly related to the employee's present job; and
3. The training could not be obtained during the employee's regular working hours.

2.04 [Reserved]

2.05 Holidays

I. Holiday In-Lieu Pay.

- A. Battalion Chiefs assigned to a shift, Fire Captains, Fire Engineers, and Firefighters shall receive one-hundred and fifty-four (154) hours of pay at straight time in-lieu of any holiday time off. Two (2) payments will be made annually on pay period thirteen (13) and pay period twenty-six (26) of each year. Following the last payment made for the calendar year (pay period twenty-six), the holiday in-lieu time will be reset at zero (0). Pro-rated adjustments based on time in service will be made for employees entering or leaving fire shift work.
- B. Regular employees leaving municipal service shall be paid for accrued hours in lieu of holidays at termination. Payments for accrued hours in lieu of holidays shall be at the employee's then-current rate of pay.

2.06 Vacation

I. Eligibility.

Employees shall complete six (6) months of continuous service before using accrued vacation leave. Employees can volunteer to work during their vacation time but may not be forced to work during that period. Employees whose scheduled vacations are interrupted or postponed due to industrial injury shall be rescheduled after such injured employee has returned to duty. No vacation previously scheduled shall be lost due to an employee exceeding the vacation accrual during an industrial injury leave cannot work on a scheduled vacation day. Employees shall not be able to work overtime and receive vacation pay on the same day.

II. Special Vacations.

Special vacation requests will be granted immediately upon request as long as (a) the request does not create overtime, and (b) the day(s) requested is/are within the same calendar year that the request is submitted.

III. Accrual.

- A. Battalion Chiefs, Fire Captains, Fire Engineers, and Firefighters vacation will accrue and be credited every two (2) weeks for continuous service performed in pay status:
 - 1. From zero (0) through five (5) years:
5.54 hours bi-weekly; 144 hours annually
 - 2. From six (6) through ten (10) years:
7.39 hours bi-weekly; 192 hours annually

3. From eleven (11) through fifteen (15) years:
8.31 hours bi-weekly; 216 hours annually
 4. Sixteen (16) or more years:
9.23 hours bi-weekly; 240 hours annually
- B. Battalion Chiefs, Fire Captains, Fire Engineers, and Firefighters assigned to an administrative schedule (40-hour work week) for more than two consecutive pay periods vacation will accrue and be credited every two (2) weeks for continuous service performed in pay status:
1. From zero (0) through five (5) years:
3.39 hours bi-weekly; 88 hours annually
 2. From six (6) through ten (10) years:
4.62 hours bi-weekly; 120 hours annually
 3. From eleven (11) through fifteen (15) years:
5.24 hours bi-weekly; 136 hours annually
 4. Sixteen (16) or more years:
6.16hours bi-weekly; 160 hours annually

IV. Limits of Accrual.

Accrued vacation hours may not exceed twice the employee's annual rate of accrual.

V. Compensation at Termination.

Employees leaving the City with accrued vacation leave shall be paid accrued vacation at the date of termination at the employee's hourly rate. Employees who leave employment with the City with less than six (6) months of continuous service, shall not be compensated for accrued vacation.

2.07 Sick Leave

- I. Definition/Approved Sick Leave Usage:
 - A. Sick leave is an absence from duty which may be granted by the employer to the employee because of an illness, injury, exposure to a contagious disease, preventative care, illness or injury of a member of the employee's immediate family requiring the employee's attendance.
 - B. To attend a medical, dental, or optical appointment if such appointment cannot be scheduled outside of the employee's normal work day.

- C. To obtain relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate documentation of the need for such services:
 - a. A temporary restraining order or restraining order;
 - b. Other injunctive relief to help ensure the health, safety or welfare of the employee or their children;
 - c. To seek medical attention for injuries caused by domestic violence, sexual assault or stalking;
 - d. To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault or stalking;
 - e. To obtain psychological counseling related to an experience of domestic violence, sexual assault or stalking;
 - f. To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.
- D. An employee's immediate family shall consist of the employee's: Spouse or registered domestic partner, parent (including step parents), child (including step children), brother, sister, father in-law, mother in-law, brother in-law, sister in-law, aunts, uncles, employee's and spouse's grandparents, grandchildren or any person living in the same household as the employee.
- E. An employee may be granted sick leave only in case of actual illness/situation as defined above. In the event that an employee or a member of the employee's immediate family recovers from any such illness after being granted sick leave, and during the regularly scheduled hours of work, then such employee shall notify the appropriate immediate supervisor and be available to return to duty.
- F. Sick leave shall be taken in fifteen (15) minute increments.
- G. In order to receive compensation while absent on sick leave, an employee shall provide reasonable advance notice to their supervisor of their need to use sick leave if the need is foreseeable (i.e. doctor's appointment scheduled in advance). If the need for sick leave is unforeseeable, including an illness sustained while at work, the employee shall provide notice of the need for the leave to their supervisor as soon as possible, preferably within 1 hour before the time established as the beginning of the employee's work day. In the event that an employee is incapacitated because of illness or injury to the point the employee is unable to contact his/her supervisor, the employee's designated representative (i.e. family member) shall notify the supervisor at the earliest possible moment. Failure to do so without good reason shall result in that day of absence being treated as leave of absence without pay or cause the employee to use other available and accrued leave.
- H. If the employee is absent on sick leave for more than 1 day/shift, the employee shall keep the immediate supervisor informed as to the date the employee expects to return to work.

- I. Upon the oral or written request of an employee, the City shall provide paid sick days for the purposes described in previous sections. The City may request a note from a physician after an employee has been absent longer than three consecutive days or shifts (72 hours for Fire), or if evidence suggests that an employee is abusing the City's sick leave policy.

To accurately track sick leave for those who meet the requirements under Federal and State laws (Family Medical Leave Act and California Family Rights Act), the City may require a physician's certification for an employee's own serious health condition or to care for an eligible family member (parent, child, spouse, domestic partner or covered service member).

- J. Employees who are on vacation at the time of death of an immediate family member as defined above shall be entitled to substitute bereavement leave for vacation time, consistent with the existing bereavement leave policy. The total period of absence from City employment (vacation and bereavement leave) shall not be extended beyond that time initially approved for vacation, without specific Department Head approval. Unused vacation shall be retained by the affected employee in accordance with the existing vacation policy.
- K. Supervisors shall have the discretion to place employees on sick leave when, in the judgment of the supervisor, the presence of the employee at work would endanger the health and welfare of other employees or where the illness or injury of the employee interferes with the performance of such employee's duties.
- L. The City shall not deny an employee the right to use sick leave, discharge, threaten to discharge, demote, suspend, or in any manner discriminate against an employee for using, or attempting to exercise the right to use sick leave to attend to an illness or the preventative care of a family member, or for any other reason specified in sections above.

II. Sick Leave May Not Be Used For:

- A. An employee serving their initial 90 calendar days of service to the City (unless the employee was rehired within one year of separation, or sustained a work-related injury during their initial 90 days of employment).
- B. Sick leave will not be granted to any employee absent from duty during an authorized leave of absence without pay, or any other absence from duty not authorized by the City.
- C. Sick leave shall not be used in lieu of or in addition to vacation, unless leave is requested for an immediate death in the family or as otherwise defined in this policy.
- D. Absence for illness/medical treatments may not be charged to sick leave yet to be accumulated.

III. Accrual, Accumulation and Separation

- A. Regular and probationary employees shall be eligible to accrue sick leave at the

rate of 6.46 hours for sworn Fire Department personnel assigned to a 56 hour work week for each bi-weekly pay period.

Regular and probationary employees assigned to an administrative schedule (40-hour work week) for more than two consecutive pay-periods shall be eligible to accrue sick leave at the rate of 3.69 hours for each bi-weekly pay period.

- B. There is no limit on the amount of sick leave which can be accumulated and carried over from year to year.
- C. Sick leave will be accrued by any employee during the first 90 calendar days of employment. However, only upon the successful completion of 90 days of employment, will the employee be entitled to utilize their accrued sick leave (does not apply to employees rehired within one year of separation).
- D. Employees granted a leave of absence with pay (including military leave or other approved leave with pay) shall accrue sick leave as indicated above.
- E. Sick leave will not be accrued by an employee absent from duty after separation from service or during an authorized leave of absence without pay.
- F. Upon retirement under Public Employees Retirement System, qualifying employees may apply unused sick leave as provided under Section 20862.8 and 20965 of the Government Code.

IV. Reimbursement/Reinstatement of Unused Sick Leave

- A. Employees leaving the municipal service shall forfeit all accumulated sick leave unless:
 - a. Upon retirement under the Public Employees Retirement System, qualifying individual applies unused sick leave as provided under Section 20862.8 and 20965 of the Government Code.
 - b. The individual is re-hired by the City of Hanford within one year from the date of separation. Previously accrued and unused paid sick days shall be reinstated and the employee shall be entitled to use those previously accrued and unused paid sick days immediately and will accrue additional paid sick hours in accordance to the section above.
 - c. The employee resumes employment with the City upon release from active military duty, temporary military leave or other approved leave of absence.

V. Abuse of Sick Leave

- A. Abuse of an employee's sick leave is defined as a claim of entitlement to sick leave when the employee does not meet the requirements as defined in Section I. If an employee is found to be abusing or misusing their sick leave time, they will be subject to disciplinary action.

2.08 Catastrophic Leave

Pursuant to the City's Catastrophic Leave Policy, regular City employees are permitted to contribute a portion of their accrued leave credit to another employee when such employee is on an approved leave of absence due to a verifiable illness or injury (personal or family leave).

2.09 Bereavement Leave

Each regular employee assigned to a shift shall be granted bereavement leave with full pay not to exceed forty-eight (48 hours) or a total of ten (10) calendar days including days off in the event of death in the employee's family as defined in Section 2.07 (Sick Leave Policy). For regular employees on an administrative work schedule (40-hour work week), the equivalent of one week off shall be granted. Bereavement leave does not count against an employee's sick leave balance and is categorized as "Other Leave with Pay" for payroll purposes.

2.10 [Reserved]

2.11 Tuition Reimbursement

Pursuant to Administrative Regulation 1.13 regular City employees are eligible to receive tuition reimbursement up to \$1000 per fiscal year for educational purposes. The term "educational purposes" includes classes for which no college units are awarded, such as classes provided by other departments and attendance at trade shows and symposiums.

In addition to what is outlined above, regular employees can utilize tuition reimbursement for travel expenses (meals, travel, and lodging and per diem at the Federal rate).

2.12 IAFF Medical Expense Reimbursement Plan (MERP)

No later than February 1, 2026, and at the request of the Local, the City and Local agree to meet to establish IAFF as the provider of the Medical Expense Reimbursement Plan (MERP) for employees covered by this Agreement as follows:

- a. For employees hired on or after (TBD), the employee shall contribute seventy-five dollars (\$75.00) per month to the employee's Medical Expense Reimbursement Plan (MERP) account.
- b. Contributions shall occur over twenty-four (24) pay periods per year, which shall be the first two (2) pay periods of each month.
- c. Employee contributions to the Medical Expense Reimbursement Plan (MERP) will be mandatory for each member of the Local. Employee contributions shall be on a pre-tax basis to the extent allowed by law. The plan documents for employees shall allow withdrawals from the Medical Expense Reimbursement Plan (MERP) upon separation from the city, subject only to those restrictions of the Internal Revenue Code (IRC) or other applicable law.

- d. There is no City contribution to the Medical Expense Reimbursement Plan (MERP)

2.13 Mileage Reimbursement

Employees required to use their personal automobile for authorized City business may receive mileage reimbursement at the current IRS approved rate.

2.14 Uniform Allowance

- I. New personnel shall be paid an initial uniform allowance equivalent to the uniform allowance in effect for a regular employee for the appropriate uniform for the first year of employment within one (1) month of the date of hire. After the first year of employment, the employee is eligible for a pro-rated uniform allowance based on the number of months remaining in the fiscal year.
- II. Regular employees shall receive a uniform allowance of \$1,200.00 per fiscal year paid the first full pay period in July. The employee shall have the responsibility of being properly uniformed and equipped.

2.15 Health Insurance

Medical

The City shall offer optional medical plans including but not limited to a PPO, EPO, and/or a high deductible plan with employee sponsored Health Savings Account (HSA), if applicable. The City shall pay towards the health care plans selected by the employee equal to sixty percent (60%) of the total premium for the City PPO plan (employee, employee +1, or family).

Dental

The City shall pay sixty percent (60%) of the total premium cost of all regular and probationary employees, and their dependents, who elect a dental plan.

Vision

The City shall pay one hundred percent (100%) of the total premium cost of all regular and probationary employees who elect an employee only vision plan. The City shall pay sixty percent (60%) of the total premium cost of all regular and probationary employees, who elect a vision plan with dependent coverage.

2.16 Educational Incentive Pay

- I. Firefighters, Fire Engineers and Fire Captains (hired prior to April 21, 2020) shall continue to receive the agreed upon Education Incentive Pay structure identified below.

- A. For completion of thirty (30) college units, fifteen of which must be in Fire Science: \$150.00 one-time payment (not reportable to City's retirement system).
- B. For completion of an Associate or Bachelor Degree: \$480.00 per calendar year split into 26 pay periods of \$18.46.

Certificates:

- C. Upon successful completion of the didactic portion of the state Firefighter 2 requirement, employees shall receive 2.5% of base salary per month payable with the normal payroll effective the first full pay period after the City receives the certificate.
- D. Upon successful completion of the didactic portion of the state Fire/Company Officer requirement, employees shall receive 5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee has confirmed completion of all education and instruction.
- E. Upon successful completion of the didactic portion of the state Chief Officer requirement, employees shall receive 5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee has confirmed completion of all education and instruction.

II. Firefighters, Fire Engineers and Fire Captains (hired on or after April 21, 2020) shall only receive Education Incentive Pay for Fire/Company Officer at the rank of Firefighter or above, or Chief Officer at the rank of Captain or above. Employees can only receive compensation for one certificate at a time.

- A. For completion of thirty (30) college units, fifteen of which must be in Fire Science: \$150.00 one-time payment (not reportable to City's retirement system).
- B. For completion of an Associate or Bachelor Degree: \$480.00 per calendar year split into 26 pay periods of \$18.46.

Certificates:

- C. Upon successful completion of the didactic portion of the state Firefighter 2 requirement, employees shall receive 2.5% of base salary per month payable with the normal payroll effective the first full pay period after the City receives the certificate.
- D. Upon successful completion of the didactic portion of the state Fire/Company Officer requirement, employees shall receive 5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his designee has confirmed completion of all education and instruction.
- E. Upon successful completion of the didactic portion of the state Chief Officer requirement, employees shall receive 7.5% of base salary per month payable with the normal payroll effective the first full pay period after the Fire Chief or his

designee has confirmed completion of all education and instruction.

III. Battalion Chiefs (regardless of hire date) shall receive the following Educational Incentive Pay:

- A. For completion of thirty (30) college units, fifteen of which must be in Fire Science: \$150.00 one-time payment (not reportable to City's retirement system).
- B. For completion of an Associate or Bachelor Degree: \$480.00 per calendar year split into 26 pay periods of \$18.46.

Certificate

- C. For Chief Fire Officer certificate, Battalion Chiefs shall receive 7.5% of base salary per month payable with the normal payroll effective the first full pay period after the City receives the certificate. (Battalion Chiefs are not eligible to receive compensation for a Firefighter 2 or Fire/Company Officer certification as their base salary was previously adjusted to include such certification).

2.17 Retirement

For employees hired before January 1, 2013, the City shall maintain in effect the 3% @ 55 CalPERS Retirement Program. Employees hired on or after January 1, 2013 (who do not meet the definition of a CalPERS "Classic" employee) will be covered in the 2.7% @ 57 CalPERS Retirement Program. Effective the first full pay period in January 2012, employees will pay one hundred percent (100%) of the employee's share of retirement contributions.

2.18 Acting Pay

Employees who have successfully completed the appropriate Position Task Book (PTB) or current qualifications may act out of classification.

The City shall provide "Acting" status pay differential of \$30.00 per shift for the rank of Acting Engineer, \$40.00 per shift for the rank of Acting Captain, \$50.00 per shift for Acting Battalion Chief and \$60.00 per shift for Acting Chief.

If the assignment is to a vacant position currently being recruited for, hours worked shall not exceed 960 hours in a fiscal year in compliance with Government Code 20480.

All positions above the rank of firefighter are eligible to be covered with an acting classification. To be considered for acting capacity, personnel shall successfully complete their probation in their current position. Personnel will only be allowed to act up into the next rank above their current rank classification.

The PTB only needs to be completed and confirmed by the Training Chief for eligibility. State

Fire Training certification is not necessary to be eligible for acting. All Chief Officers are eligible to act in the capacity of Fire Chief.

2.19 Dues Deduction

It is mutually agreed that the City will, during the term of this MOU, deduct without charge, dues from the pay of those employees who individually provide written authorization for such dues in an amount certified to be current and correct by the President of the Professional Firefighters Unit. There shall be no more than one deduction per pay period and the total of such deductions shall be remitted by the City to the Professional Firefighters Unit accompanied by a list of said dues payers. "Dues" in this context means any deduction voluntarily authorized by a Union member City employee.

2.20 Bilingual Pay

The City agrees to compensate eligible employees for utilization of their bilingual skills as determined by the City pursuant to Administrative Regulation 1.12. Eligible employees shall receive a five percent (5%) stipend for the use of their bilingual skills.

2.21 Administrative Pay

Qualified personnel may be temporarily assigned to a 40-hour work week. Those assigned to a 40-hour work week shall receive an additional 7.5% increase to their annual base salary to compensate them for the loss of possible FLSA pay. Their new 40-hour base hourly rate shall be calculated by taking their current base rate x 2,912 hours, multiplying that annual amount by 1.075, and dividing by 2080, converting their 56 hour a week base rate to a 40 hour a week base rate which includes a 7.5% raise. The designated salary range will be the nearest possible to the calculated amount without falling below it.

Individuals performing in a temporary or permanent 40-hour assignment shall not negatively impact the bargaining units' available time off (i.e., vacation, holidays, schooling/training). All employees shall be given a minimum of two weeks' advance notice when moving from one shift to another.

2.22 Meal Contribution

Employees are required by the City, as a condition of employment to contribute financially to meals in the Fire Station at a charge equal to the value to the meal irrespective of whether the employee chooses to eat the meal. Employees shall be solely responsible for any financial or tax liability regarding this provision. Accordingly, the City shall be held harmless from any such liability. The City also shall not be responsible for maintaining any records or providing administration regarding this provision.

2.23-2.37 [Reserved]

2.38 Jury Duty

Employees required to report to jury duty shall be granted a leave of absence with pay from their assigned duties until released by the court, provided the employee remits to the City all fees received for such duties other than mileage or subsistence allowance within thirty (30) days from the termination of his/her jury duty service.

2.39-2.45 [Reserved]

2.46 Pregnancy Leave

The City provides pregnancy disability leave consistent with state law.

2.47-2.59 [Reserved]

2.60 Immunizations

The City will provide the immunization series for hepatitis "B" and tuberculosis testing to all employees.

2.61 Deferred Compensation

Employees covered in this agreement are eligible to receive matched employer contributions for deferred compensation up to \$75.00 per pay period.

2.62 Class Attendance

- I. With the approval of the Chief Officer, employees may attend local educational courses provided their response posture is maintained. All other classes attended shall be approved by the Fire Chief and shall not reduce the maximum daily staffing by more than one person.
- II. The department shall maintain a policy related to class attendance while on-duty.

2.63 State Disability Leave and Paid Family Leave

State disability insurance and paid family leave are provided to all employees within this unit at the employees cost. State disability payments may be available to employees who cannot work due to sickness or injury not job related. State disability payments shall be integrated with sick leave balances. To the extent that accumulated sick leave or vacation leave is available, the employee will continue to receive a regular payroll check. State disability insurance payments received by the employee from the State shall be turned in to the City upon receipt by the employee. When such checks are received by the City, that portion of the sick leave or vacation leave used, equivalent to the dollars received from the State, shall be reimbursed to the employees' balances. At such time that the employee no longer has balances to reimburse, the employee is no longer required to submit the state disability payment to the City.

2.64 Family and Medical Leave Act

The City provides family and medical leaves of absence consistent with state and/or federal law.

2.65 Survivor Death Benefit

The City shall use the Indexed Level of Survivor Death Benefits in accordance with State law and CalPERS rules and regulations.

2.66 Per Diem

The City shall pay per diem at the current IRS approved rate when overnight travel is required. The daily commuter allowance shall be \$10.00 per day. The per diem for travel day shall be paid at the current IRS approved rates. No food receipts will be required for the per diem or commuter allowance.

Travel reimbursements to employees will occur within forty-five (45) days of the completed claim being submitted to the Finance Department.

A City issued CAL CARD Credit Card is issued to the Fire Chief for department use in order to arrange travel arrangements.

2.67 Residency Requirement

There shall be no residency requirement for employees caused by this Memorandum of Understanding.

2.68 Shift Trades

Pursuant to Article 12 of the Hanford Fire Department Rules, Regulations and General Order, the City will allow parties involved in the trade to utilize standard operating procedures. Shift trades shall be noted in the notes section in the payroll system for each day of occurrence.

2.69 Linen Replacement

Employees shall furnish their own linen including pillow, pillowcase, top and bottom sheets, bath towel and washcloth. The City shall furnish a mattress pad, a blanket, and a bedspread for each bed.

2.70 Smoking Policy

Any person hired by the City of Hanford after January 1, 1987, to provide fire suppression/prevention services in a sworn capacity, as a condition of employment, shall refrain from using tobacco either on or off duty during his or her tenure of employment.

2.71 Substance Abuse Policy

The Professional Firefighters Unit shall be governed by the City's Substance Abuse Policy.

2.72 Longevity Pay

Effective the first full pay period following ratification and formal approval by City Council, the following longevity pay will be provided to employees, upon completion of ten (10), fifteen (15) and twenty (20) continuous years of active service with the City of Hanford as outlined in the table below:

Years of Service	Percentage of Base Rate of Pay
After completion of 10 years	5%
After completion of 15 years	Additional 2.5% for a total of 7.5%
After completion of 20 years	Additional 2.5% for a total of 10%

2.73 Management Leave

The City shall provide a Management Leave Plan. Management Leave will be provided to the position of Battalion Chief assigned to an administrative position only (40-hour work week) who shall serve in the assignment for a minimum of ten (10) months of the calendar year.

Effective PP001 Battalion Chief assigned to an administrative position shall receive 64 hours of Management Leave. It is preferred that Management Leave be used as time off. An employee

may also cash out their Management Leave or convert their pay out to deferred compensation by completing the required form and returning it to the Human Resources office in advance of the payroll deadline. Any Management Leave hours not taken by PP025 will be cashed out in PP026. Under no circumstances shall available Management Leave hours be carried over to a new calendar year.

Eligible employees who are hired throughout the year will receive a pro-rated amount of Management Leave hours and shall follow the Management Leave Plan as noted in the paragraph above.

Eligible employees who leave the City of Hanford with Management Leave hours available will be cashed out their balance in their final paycheck.

Effective upon agreement approved by City Council in 2022, Fire Captains and Battalion Chiefs assigned to shift will no longer receive Management Leave. Battalion Chiefs moving from an administrative position to a shift schedule shall be provided their Management Leave balance.

2.74 Life Insurance

The City will pay the premium of a group life insurance policy. \$100,000 for Battalion Chiefs and Captains, \$50,000 for Fire Engineers and Firefighters.. The City also provides employees an option to purchase additional life insurance at the employee's expense.

SECTION 3

3.01 Disciplinary Action

Notwithstanding any provision in existing City or Department Policy, and notwithstanding any provision in previously negotiated Memoranda of Understanding, employees covered under this MOU shall have all rights afforded firefighters in sections 3250-3262 of the California Government Code, including but not limited to the right to an administrative appeal from any “punitive action,” as that term is defined in Government Code section 3251(c). It is further agreed that Local 3898 and the City agree to meet and confer in good faith to finalize administrative appeal procedures consistent with the requirements of Government Code section 3254 within three months of the execution of this document.

The City shall ensure protection for any member that comes forward regarding an issue that arises from a legally protected claim that may rise to the level of internal/external investigation.

- I. Definition - As used, “disciplinary action” shall mean reduction in salary, demotion, suspension or discharge.
- II. This Section shall not apply to reductions in force or reductions in pay which are part of a general plan to reduce or adjust salaries and wages.
- III. Causes for Disciplinary Action.

Causes for disciplinary action against any employee may include, but shall not be limited to, the following:

- A. Fraud in securing appointment;
- B. Neglect of duty;
- C. Insubordination;
- D. Dishonesty;
- E. Intoxication or under the influence of alcohol while on duty;
- F. Possession, distribution, sale or use, or being under the influence of illegal drugs while on duty;
- G. Absence without leave;
- H. Conviction of a felony or conviction of a misdemeanor;
- I. Immorality;
- J. Discourteous treatment of the public or other employees;

- K. Improper political activity as defined by California Law;
- L. Willful violation of safety, endangering property and persons;
- M. Misuse of City property;
- N. Inefficiency or incompetency;
- O. Violation of any of the provisions of these working Rules and Regulations, or departmental rules and regulations;
- P. Other failure of good behavior either during or outside of duty hours which is of such a nature that causes discredit to the City; and
- Q. Refusal to take or subscribe to any oath or affirmation which is required by law in connection with City employment;

IV. Persons by Whom Disciplinary Action May be Taken.

An Employee's Department Head or other person designated by the City Manager may take disciplinary action against an employee as specified in this Section.

V. Notice of Proposed Disciplinary Action – Regular Employees.

Written notice of the proposed discipline to be imposed shall be served on a regular employee personally or sent to his/her address of record by Certified Mail not less than ten (10) calendar days prior to the date of the proposed action. If served by Certified Mail, such notice shall be effective and constitute receipt by the employee upon deposit in the United States Post Office. Such Formal notice shall include:

- A. A statement of the nature of the disciplinary action;
- B. The effective date of the proposed action;
- C. A statement of the causes therefore;
- D. A statement in ordinary and concise language of the act or omissions upon which the causes are based;
- E. A copy of the materials upon which the disciplinary action is based;
- F. A statement informing the employee of his/her right to appeal the decision as provides in this section.

VI. Right to Respond – Regular Employees.

Any regular employee shall have the right to respond, either orally or in writing, to the authority imposing disciplinary action and have the response considered prior to the

discipline being imposed. Unless otherwise specified in writing by the authority proposing discipline, such a response must be made within ten (10) calendar days after receipt of the written notice of the proposed disciplinary action. Failure to respond within such period constitutes a waiver of the right to respond. However, failure to respond shall not affect the employee's right to appeal the disciplinary action as provided in this Section. After reviewing the employee's response, if any, the authority imposing discipline shall formally notify the employee in writing of his decision to dismiss, modify or impose the proposed discipline.

VII. Right of Appeal – Regular Employees.

Any regular employee shall have the right of appeal from any disciplinary action under this Section. Such appeal must be filed in writing with the City Manager within ten (10) calendar days of the date of service of notice of disciplinary action. Failure to file an appeal within such period constitutes a waiver of right of appeal.

VIII. Hearing – Regular Employees.

If the employee or his representative chooses to exercise his right to appeal as stated in section 4.01 (VII), the following will apply:

A. Hearing Officer Selection.

The employee (or his/her representative) and the City, within ten (10) calendar days of the appeal, shall jointly pick a Hearing Officer to hear the appeal. If the parties are unable to agree on a Hearing Officer within this timeframe, the employee (or his/her representative) and the City shall, jointly request a list of names of five (5) neutrals from the California State Mediation and Conciliation Service. Within five (5) calendar days after receiving the list of neutrals, the employee (or his/her representative) and the City shall select a Hearing Officer from that list by alternately striking names from the list. The first option to strike shall be determined by lot.

B. Cost of Hearing.

The cost of the services of the Hearing Officer shall be borne by the losing party. In the event the Hearing Officer makes a compromise decision, he/she shall determine the costs to be borne by each party based on the relative merit of their respective cases.

C. Schedule of Hearing.

The Hearing shall, when practicable, be held within twenty (20) calendar days of the selection of the Hearing Officer.

D. Continuance of Hearing.

The Hearing Officer may continue the hearing either for the convenience of the City or upon written application of the appellant, for a reasonable period from the receipt of the request for extension. Written notice of the time and place of the hearing, and any continuance thereof, shall be provided to the appellant.

- E. Conduct of Hearing.
1. Such hearing shall be conducted in accordance with the provisions of Section 11513 of the Government Code, except that the appellant and other persons may be examined as provided in Section 19580 of the Government Code, and the parties must submit all proper and competent evidence in support of their position to the hearing officer. The Hearing Officer shall determine the need for counsel and the procedures under which the hearing will be conducted. Such procedures shall comply with State Law and the provisions of this section.
 2. The hearing shall be closed to the public, except to necessary parties, unless the appellant or employee organization on the appellant's behalf requests in writing, that the hearing be open to the general public and such a request is granted by the hearing officer. All witnesses, except the appellant and necessary parties, shall be excluded from the open hearing process.
- F. Advisory Findings.
- The findings of the Hearing Officer shall be rendered within fifteen (15) calendar days of the hearing, or within a reasonable time thereafter, and shall be advisory only to the City Manager. In the event that the discipline was initially imposed by the City Manager, the hearing officer's findings shall be advisory, instead, to the City Council, which shall make the final decision. Nothing in these rules shall be construed as to bind the City, City Manager, or City Council to any findings of the neutral Hearing Officer.

IX. Decisions – Regular Employees.

- A. City Manager.
- The City Manager shall render a written decision within ten (10) calendar days after receiving the advisory findings of the Hearing Officer. The City Manager's decision shall be final and conclusive. A copy of such decision shall be forwarded to the appellant. If the disciplinary action taken against the employee is reversed or modified by the City Manager, the employee may be compensated, in whole or in part, for the time lost as determined by the City Manager.
- B. City Council.
- In the event the discipline was initially imposed by the City Manager, the City Council shall consider the advisory findings of the Hearing Officer and shall render a final and conclusive decision within fifteen (15) calendar days of the receipt of the Hearing Officer's advisory decision. If the disciplinary action taken against the employee is reversed or modified by the City Council, the employee may be compensated, in whole or in part, for any time lost as determined by the City Council.

X. Representation.

The employee may appear in person at the hearing or be represented by counselor another representative. Any City employee other than those appointed to management and

confidential classifications, shall be permitted to represent another City employee or group of City employees at an appeal hearing.

XI. Failure of Employee to Appear at Hearing.

Failure of the employee or representative to appear at the hearing shall be deemed a withdrawal of his/her appeal and the action of the City Manager or Department Head shall be final.

XII. Notice to Witnesses.

The City Manager shall issue subpoenas for witnesses of the employee upon his/her written request and at the employee's cost consistent with the requirements of Government Code sections 11450.05 *et seq.* The City Manager may require such cost to be prepaid and the same shall be limited to the fee and mileage of witnesses as set forth in Government Code section 1 1450.40.

XIII. Effective of Certain Disciplinary Actions.

A. Disciplinary Probation.

Employees placed on disciplinary probation shall not accrue vacation, sick leave, or earned time for salary review while on such probation.

B. Suspension.

Employees suspended from the municipal service shall forfeit all rights, privileges, and salary while on such suspension with the exception of group health and life insurance benefits.

C. Discharge.

Employees terminated pursuant to this Section shall be paid salary, vacation, or paid days in lieu of holidays accumulated to the effective date of termination.

XIV. Releasing of Information.

The City will comply with state laws regarding public disclosure of disciplinary personnel actions. With respect to release of information regarding disciplinary personnel actions to the news media, no information will be released without prior approval of the City Manager.

XV. Actions Not Subject to Section 4.01.

A. Oral Reprimand.

Employees receiving an oral reprimand may have it noted in their departmental record by the Department Head. Oral reprimands are not subject to appeal.

B. Written Reprimand.

1. Employees receiving a written reprimand shall have a copy of the reprimand filed in their permanent record for future reference. Each

employee's permanent record is his/her personnel jacket kept in the Personnel Office.

2. Employees who receive written reprimands may attach written responses or rebuttals to the reprimand which shall also become part of the employee's official personnel file. Written reprimands are not subject to appeal.

SECTION 4

4.01 Grievance Procedures

The entire grievance procedure is listed in this document for convenience. The City does not waive any rights by listing.

I. Purpose of Section.

Grievance procedures for employees are provided herein to:

- A. Promote improved employer-employee relations by establishing grievance procedures on matters for which appeal or hearing is not provided by other regulations;
- B. Afford employees individually or through a qualified employee organization a systematic means of obtaining further considerations of problems after every other reasonable effort has failed to resolve them through discussions;
- C. Provide that grievances shall be settled as near as possible to the point of origin; and
- D. Provide that grievances shall be heard and settled as informally as possible.

II. Definition and Matters Subject to Grievance Procedures.

- A. A Grievance is Defined as Follows:
An alleged violation or improper application of the City or departmental rules and regulations and/or the current MOU, filed by one or more employees.
- B. Matters Subject to Grievance Procedures.
Any City employee shall have the right to present a grievance concerning improper application of City or departmental rules, regulations, and/or current MOU for which appeal is not provided or is not prohibited under Chapter 10 of the City of Hanford Personnel Rules and Regulations.

III. Informal Grievance Procedure.

- A. An employee should first attempt to resolve a grievance or complaint through discussion with his/her immediate supervisor no later than twenty (20) days after the employee knew or should have known of the occurrence of the incident which gave rise to the grievance. If, after such discussion, the employee does not believe the problem has been satisfactorily resolved, he/she shall have the right to discuss it with his/her supervisor's immediate superior, if any. Every effort should be made to find an acceptable solution by informal means at the most immediate level of supervision.
- B. If the employee is not in agreement with the decision reached through such

discussion, he/she shall then have the right to file a formal grievance in writing within ten (10) calendar days after receiving the informal decision of his/her superior or superiors. An informal grievance shall not be taken above the Department Head.

IV. Formal Grievance Procedure.

Formal grievance procedure after exhaustion of the informal grievance procedure shall proceed as follows:

- A. Department Review.
The grievance shall be presented in writing to the employee's Department Head who shall discuss the grievance with the employee, his/her representative, if any, and with other appropriate persons. The Department Head shall render his/her decision and comments in writing and return them to the employee within fifteen (15) calendar days after receiving the grievance. If the employee does not agree with the decision reached, or if no answer has been received within fifteen (15) calendar days, he/she may present the grievance in writing to the City Manager. Failure of the employee to take further action within ten (10) calendar days after receipt of the decision, or within a total twenty-five (25) calendar days if no decision is rendered, will constitute withdrawal of the grievance.
- B. City Manager Review.
 - 1. Upon receiving the grievance, the City Manager or his/her designated representative shall discuss the grievance with the employee, and the employee's representative, if any, and with all other appropriate persons. The City Manager may designate a fact-finding committee or an officer not in the normal line of supervision to advise him/her concerning the grievance.
 - 2. The City Manager shall render a decision in writing to the employee within twenty (20) calendar days after receiving the grievance. The decision of the City Manager shall be final.

V. Conduct of Grievance Procedure.

- A. The time limits specified above may be extended to a definite date by mutual agreement of the employee and the reviewer concerned.
- B. The employee may request the assistance of another person of his/her own choosing in preparing and presenting his/her grievance at any level of review.
- C. Employees shall be free from reprisal for using the grievance procedure.
- D. While employees are not discouraged from using the grievance procedure, attempts to resolve grievances at the informal stage is essential if the stated purpose of the procedure is to be met. Therefore, failure to follow the provisions as set

forth in Section 4.01 (III) prior to advancing to the formal stage in 4.01 (IV) shall constitute grounds for the official rejection of the grievance.

SECTION 5

5.01 Layoff Procedures

I. An employee may be separated from employment (laid off) under this section by the Personnel Officer for the following reasons: a shortage of work, lack of funds, material change in duties or organization, in the interest of economy, to reduce the staff of any City function, or the return of another City employee occupying the same position from a leave of absence. The order of separation due to a lay-off shall be based upon class, type of appointment and seniority.

II. Seniority List.

The Personnel Officer shall establish seniority lists based on employee length of service. Such lists shall be established on a departmental basis.

III. Seniority Score Computation.

A. Total seniority credits shall be counted from the initial date of hire under any type of appointment, as long as there has been no break in service; otherwise total seniority credits shall be counted from the first day of employment following the last break in service. Prior lay-off does not constitute a break in service.

B. One point of seniority credit shall be counted for each qualifying month of service. For other than full-time employment, 160 hours worked shall be equivalent to one month of service and seniority credit shall be given upon the completion of each 160 hours worked.

C. Authorized leave of absences without pay shall not be considered breaks in service, but shall not count toward seniority credit.

D. No matter what the class, the service credits will be calculated the same. There will be no preference for special classes.

E. When two or more employees have the same total seniority score, the tie shall be broken and preference given: first to the employee with the greatest seniority in the class in which lay-off is being made, then the employee with the greatest seniority in the department of lay-off, finally the employee whose name is drawn by lot by the Personnel Officer.

IV. Order of Separation.

A. Separation (lay-off) of employees shall be in the order in which their names appear on the seniority list for the affected class, with those persons having the least seniority credit being the first separated, except as provided in 5.01(IV)(C).

B. Employees in the same class shall be separated during a reduction in force (lay-

off) according to the type of appointment under which they serve, in the following sequence: First part-time, then probationary, and finally permanent.

- C. The lay-off of employees in grant funded positions shall be guided by pertinent regulations set forth in the grant contract. If a grant does not provide guidelines for lay-off, then the lay-off of employees occupying all grant funded positions shall be determined by the availability of the grant funds, except that such employees may be displaced by qualified probationary or permanent employees in the same department who are scheduled for lay-off and who have a greater number of seniority credits.

V. Voluntary Demotion in Lieu of Lay-off.

An employee scheduled to be laid off may voluntarily demote to a lower class when the lower class has similar duties, responsibilities and requirements as designated by the Personnel Officer, providing the total seniority credits of the demoting employee exceed the total seniority credits of the employee in the lower class. Employees may also demote to any previously held position wherein their performance had been judged to be satisfactory, so long as their seniority credit exceeds that of the person occupying that position. To be considered for voluntary demotion in lieu of lay-off, an employee must notify the Personnel Officer in writing of this election no later than seven calendar days after receiving notice of lay-off.

VI. Re-Employment Lists - By Class.

The Personnel Officer shall establish a re-employment list, which will be valid for two (2) years from the date of employee lay-off and shall pertain to each class in which a lay-off occurs. Such lists shall contain the names of permanent employees who were laid off or demoted in lieu of lay-off from that class. Names shall be placed on the re-employment list in the order of total seniority, with the highest seniority being first on the list. Any remaining benefits at the time of lay-off shall be restored upon rehire.

VII. Department Re-Employment Lists.

A re-employment list shall be established for each department in which a lay-off occurs. Such lists shall be prepared in accordance to the procedures set forth in 5.01(VI). Appointment shall be made from the highest available eligible on the department re-employment list, who has expressed a willingness to accept re-employment. An employee's name shall be removed from the re-employment list if said employee fails to reply to an offer of employment within ten (10) calendar days after receipt of such offer or, failing to report for work after acceptance.

VIII. City Re-Employment List.

A re-employment list shall also be established on a city-wide basis. In the absence of a department re-employment list, the city-wide list shall be used to fill vacancies under these procedures. Individual names shall be removed from the City list if such individual rejects or fails to reply to an offer for re-employment within ten (10) calendar days after receipt

of the offer or to report for work after acceptance. Employees appointed from a City re-employment list may be required to serve a new probationary period. Any employee laid off for a period of six (6) months or longer will be required to meet City medical standards.

IX. Lay-Off of Probationary Appointments as a Result of Promotion.

If an employee with permanent status is promoted and a lay-off occurs during the probationary period and such employee is scheduled to be laid off, the employee shall be entitled to return to the former position. If a lay-off occurs in the position (class) to which the employee returned, the procedures established in this Section shall apply and shall be followed.

SECTION 6

6.01 Conclusiveness

- I. Unless otherwise stated, the provisions expressly stated in this MOU may be altered, changed, added to, deleted from or modified only through the voluntary mutual consent of the Professional Firefighters Unit and the City in a written and signed amendment to this agreement.
- II. The Professional Firefighters Unit and the City agree that during the negotiations which resulted in this MOU, each had an unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the scope of representation.
- III. Therefore, during the term of this agreement, neither the City nor the Professional Firefighters Unit shall be obligated to meet and confer on any matter:
 - A. Whether or not specifically referred to in this MOU;
 - B. Whether or not the matter was within the knowledge or contemplation of either party at the time of negotiations; or
 - C. Whether or not the matters were proposed and later withdrawn during negotiations.
- IV. However, in order to meet an emergent situation, the City may change a written policy affecting wages, hours and other terms and conditions of employment which is not specifically set forth in this MOU. The City shall notify the Professional Firefighters Unit of its intention to do so. If the Professional Firefighters Unit does not respond within ten (10) calendar days from the date of mailing of such notification, the City shall assume that the Professional Firefighters Unit does not wish to meet and confer on the change in policy. In an emergency, the City retains the right to take such action immediately. The Professional Firefighters Unit will be offered the opportunity to meet and confer as soon as practicable.

6.02 Accumulation/Vesting

The City and the Professional Firefighters Unit agree that nothing contained in this MOU shall be interpreted as to imply or permit the accumulation or vesting of any written or unwritten employee right or privilege beyond the termination date of this MOU.

6.03 Savings Clause

If any article or section of this MOU or any addendum thereto shall be held to be invalid, such section or provision shall be immediately suspended and be of no force or effect. The parties shall meet and confer immediately thereafter for the purpose of arriving at a mutually satisfactory replacement for such section or provision. Invalidation of a part or portion of this MOU shall not invalidate any remaining portions unless those remaining portions were contingent upon the

operations of the invalidated section.

6.04 Non Discrimination

Both the City and the Professional Firefighters Unit agree that they shall not unlawfully discriminate against any employee on the basis of age, race, sex, creed, color, national origin, ancestry, pregnancy, marital status, disability/handicap, medical condition, or sexual orientation. Neither the City nor the Professional Firefighters Unit shall interfere with, intimidate, restrain, coerce, or discriminate against any employee because of the exercise of rights to engage or not engage in lawful activity.

6.05 Term of Memorandum

Except where otherwise specifically stated, the provisions of this MOU shall be effective for the period of July 1, 2022, to June 30, 2025.

The provisions of this MOU shall not, however, take effect until ratified by both the City Council and the general membership of the Professional Firefighters Unit.

6.06 Reopener

If at any time during this MOU, it becomes apparent that demonstrable impacts of the new Shift Employees – Smooth Bank Hours language as outlined in Section 2.01 or Acting Pay procedures as outlined in Section 2.18 are not in the best interest of the City, or Professional Firefighters Unit, both parties agree to meet and confer at the earliest time possible in an effort to reach concurrences for an equitable and reasonable resolution.

Agreed upon August 5, 2025

For the City:

_____/s/
Che Johnson
Partner – Liebert Cassidy Whitmore

_____/s/
Chris Tavarez
Finance Director

_____/s/
Sarah Cardoza
HR Manager

For Hanford Firefighters Local 3898, HPFF:

_____/s/
Eric Azarvand
Labor Relations Consultant - Mastagni Holstedt APC

_____/s/
Francisco Etulain
President

BARGAINING UNIT	JOB TITLE	OVERTIME	FLSA	SALARY	MONTHLY SALARY					HOURLY SALARY				
		DESIGNATION	DESIGNATION	RANGE	1/MIN	2	3	4	5/MAX	1/MIN	2	3	4	5/MAX
IAFF	Firefighter*	4	24	72	\$6,045	\$6,346	\$6,664	\$6,996	\$7,346	24.91	26.15	27.46	28.83	30.27
IAFF	Firefighter	4	24	114	\$6,557	\$6,884	\$7,229	\$7,590	\$7,970	37.83	39.72	41.70	43.79	45.98
IAFF	Fire Engineer*	4	24	82	\$6,676	\$7,011	\$7,360	\$7,729	\$8,115	27.51	28.89	30.33	31.85	33.44
IAFF	Fire Engineer	4	24	124	\$7,243	\$7,605	\$7,985	\$8,384	\$8,803	41.78	43.87	46.07	48.37	50.79
IAFF	Fire Captain*	4	24	99	\$7,906	\$8,302	\$8,717	\$9,153	\$9,610	32.58	34.21	35.92	37.72	39.60
IAFF	Fire Captain	4	24	141	\$8,577	\$9,006	\$9,457	\$9,929	\$10,426	49.49	51.96	54.56	57.29	60.15
IAFF	Fire Battalion Chief*	4	E	120	\$9,743	\$10,231	\$10,743	\$11,279	\$11,845	40.15	42.16	44.27	46.48	48.81
IAFF	Fire Battalion Chief	1	E	162	10,571	11,099	11,654	12,237	12,849	60.99	64.03	67.24	70.60	74.13

*2912 hours worked annually (shift assignment)

Administrative assignment pay in the Fire Department is calculated by taking current base rate x 2,912 multiplying that amount by 1.075 and dividing the total by 2,080. This converts a 56 hour work week to a 40 hour work week.

The designated salary range is the nearest possible to the calculated amount without falling below it.

Salary increases effective 8-18-25 per bargaining group agreement



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of Memorandum of Understanding (MOU) with the Hanford Police Officers Association with the changes to wages, benefits, and other working conditions, effective July 1, 2025, through June 30, 2027.

RECOMMENDATION:

Recommendation: That the City Council, by motion, approve the attached Memorandum of Understanding (MOU) with the Hanford Police Officers Association with the changes to wages, benefits, and other working conditions and authorize City staff to amend all other documents as may be necessary to implement said negotiated changes.

BACKGROUND:

The City of Hanford and the Hanford Police Officers Association (HPOA) have negotiated over the past few months and within the scope of the Meyers-Milias Brown Act, City representatives have concluded labor negotiations with HPOA that resulted in a fair and equitable increase that was within the City's financial ability to provide. City representatives and HPOA have reached an agreement restating current benefits as well as agreeing on multiple amendments pertaining to wages, benefits and working conditions.

The terms and conditions that were ultimately agreed upon include but are not limited to:

Term: Two years (July 1, 2025 through June 30, 2027).

Wages: Year One – Five and a half Percent (5 ½%) increase effective the first full pay-period following formal ratification of agreement.

Year Two – Additional four percent (4%) increase effective the first full pay-period in July 2026.

Retiree Medical Trust: Agree to meet no later than February 1, 2026 to discuss setting up a medical expense reimbursement plan (no city contribution).

Longevity Pay: Create a tiered structure to allow a maximum of 10% at twenty (20) years of service.

Standby Pay: Increase amount from \$2.80 to \$4.50 for each hour assigned to standby.

Field Training Officer Differential Pay: Increase amount from 2.5% to 5% during assignment.

MOU Clean Up Language: Ambiguous or clarifying language updates have also been made to the following sections: Section 2.02 Standard Work Period (update K9 schedule, outline Swing Shift schedule); 2.04 Callback (amend to reflect guaranteed hours does not apply to travel time for training); Section 2.05 Holidays (clarify hours received per pay-period); 2.15 Health and Life Insurance (reflect rates agreed upon previously); Remove Section 2.21 Traffic Enforcement and Safety Team/Motorcycle Unit and combine with Section 2.25 Specialty Pay (update to be in compliant with CalPERS regulations); Section 2.31 Deferred Compensation (remove repetitive language);

Take Home Vehicle: Amend applicable City Administrative Regulation to allow employees to take home vehicles if residing within 25 miles of the Hanford Police Department (425 N. Irwin St).

Reopener: Agree to meet to further discuss the removal of Police Lieutenant and Police Captain and labor market equity adjustments

Side Letters – Incorporate side letter agreement reached during the term of the last agreement.

Specific language pertaining to the sections noted above are identified in the attached red-lined version of HPOA's MOU. Non-substantive updates to the Memorandum of Understanding (MOU), including but not limited to changes in formatting, section numbering, and typographical corrections, may be made following formal ratification, provided such modifications do not alter the intent or meaning of the agreement.

FISCAL IMPACT:

Year 1: Approximate total \$619,000 (all general fund)

Year 2: Approximate total \$644,000 (all general fund)

ATTACHMENTS:

1. 2025-2027 Red Lined HPOA MOU
2. 2025-2027 Clean HPOA MOU
3. 5.5 HPOA Salary Schedule 8-18-25
4. 0.5 Hanford Salary Chart Est 7-2025

Memorandum of Understanding

between
City of Hanford
and
Hanford Police Officers Association



Last Revised: ~~07/27/2022~~ 08-05-2025

Term: July 1, ~~2022~~2025 - June 30, ~~2025~~2027

This page was intentionally left blank

TABLE OF CONTENTS

Memorandum of Understanding (MOU) concerning wages, hours and other terms and conditions of employment between the City of Hanford and the Hanford Police Officers Association July 1, ~~2022-2025~~ through June 30, ~~2025~~2027.

SECTION 1

1.01	Preamble.....	1
1.02	Recognition.....	1
1.03	Purpose.....	1
1.04	City Rights.....	1
1.05	Maintenance of Operations.....	2

SECTION 2

2.01	Wages.....	3
2.02	Standard Work Period.....	3
2.03	Overtime.....	6
2.04	Callback.....	8
2.04.01	Standby Pay.....	8
2.05	Holidays.....	9
2.06	Vacation.....	9
2.07	Sick Leave.....	10
2.08	Long Term and Short Term Disability.....	13
2.08.01	Catastrophic Leave.....	14
2.09	Bereavement Leave.....	14
2.10	Request for Leave of Absence.....	14
2.11	Tuition Reimbursement.....	15
2.12	Compensation for Police Services.....	15
2.13	Mileage Reimbursement.....	16
2.14	Uniform Allowance.....	16
2.15	Health and Life Insurance.....	16
2.16	POST Certificate Incentive Pay.....	17
2.17	Retirement.....	18
2.18	Field Training Officer Differential Pay.....	18
2.19	Dues Deduction.....	18
2.20	Bilingual Pay.....	19
2.21	Traffic Enforcement and Safety Team, Motorcycle Unit.....	19
2.22	Internal Affairs and Disciplinary Action Time Frame.....	19
2.23	Grooming Standards.....	19
2.24	Ballistic Vests.....	19
2.25	Specialty Pay.....	19
2.26	Travel.....	20
2.27	POST Physical Examinations.....	20
2.28	Employee Medical Plan.....	20
2.29	Direct Deposit of Payroll Checks.....	20
2.30	Longevity Pay.....	20

2.31	Deferred Compensation.....	21
2.32	Probationary Period.....	21
2.33	Performance Evaluation.....	22
2.34	New Hire Orientations.....	23
2.35	Community Involvement (Volunteer Hours)	23
2.36	Acting Pay.....	23
2.37	Working out of Classification.....	23
2.38	Public Records Act Request (Senate Bill 1421).....	23
2.39	Management Leave.....	23
2.40	Retiree Medical Trust	

SECTION 3

3.01	Disciplinary Action.....	25
------	--------------------------	----

SECTION 4

4.01	Grievance Procedures.....	30
------	---------------------------	----

SECTION 5

5.01	Conclusiveness.....	32
5.02	Accumulation/Vesting.....	32
5.03	Savings Clause.....	32
5.04	Non-Discrimination.....	33
5.05	Term.....	33

SECTION 1

1.01 Preamble

The following constitutes a Memorandum of Understanding (MOU) between the City of Hanford (“City”) and the Hanford Police Officers Association (“HPOA”) as a result of meeting and conferring in good faith concerning wages, hours and other terms and conditions of employment and the City Council action pursuant to Government Code Section 3500 et. seq. and the City's Employer - Employee Relations Policy Chapter 12, Hanford Personnel Rules and Regulations.

1.02 Recognition

Under the terms of Chapter 12 of the Merit System Rules and Regulations, the City formally recognizes the HPOA as the recognized employee organization for Sworn Police Officers, Corporals, Sergeants, non-sworn Police Cadets, Lieutenants and Captains.

During the term of this agreement the Hanford Police Officers Association and City of Hanford agree to continue discussions about ~~potential changes to the representation of the potential reassignment of the Police Lieutenant and Police Captain position~~ classifications to a new bargaining unit.

1.03 Purpose

It is the purpose of this MOU to promote and provide for harmonious relations, cooperation and understanding between the City and the employees covered herein and to provide an orderly and equitable means of resolving any misunderstanding or difference which may arise regarding wages, hours and other terms and conditions of employment.

1.04 City Rights

Notwithstanding any provision of this agreement, nothing contained herein shall restrict or obstruct the inherent or legal rights of the City as they relate to its general legislative process. These rights include, but are not limited to:

- A. Determining the goals, objectives and mission of the City’s departments, offices, committees or commissions;
- B. Establishing standards of selecting City personnel;
- C. Implementing and executing standards of continued employment with the City;
- D. Identifying the work to be performed and allocating such work to City personnel;

- E. Directing its personnel and administering discipline;
- F. Relieving its personnel from duty;
- G. Undertaking all necessary actions during emergencies;
- H. Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees subject to the requirements of this MOU and City rules and regulations;
- I. Layoff employees pursuant to the city rules and regulations;
- J. Subject to the provisions of the Meyers-Millias-Brown Act the City reserves the right to direct employees, including scheduling and assigning work, work hours and overtime.

1.05 Maintenance of Operations

For the term of this MOU neither the HPOA nor any person acting in its behalf, will cause, authorize, engage in, nor will any of the members of the HPOA take part in a strike against the City, a work stoppage, slow down, picketing or concerted failure to report for duty, or unauthorized absence or abstinence from the full and faithful performance of their duties of employment, including compliance with the request of other labor organizations or bargaining units to engage in such activities. This is not to mean that the HPOA or HPOA members are waiving any rights as to protection of personal safety as they may pertain to refusal to cross the picket lines of another public employee organization on strike, or to informational picketing by employees on their own time.

SECTION 2

2.01 Wages

Year One: five and one-half percent (5.5%) general salary increase effective the first full pay-period after the agreement has been formally ~~ratified~~approved by City Council.

Year Two: four percent (4%) general salary increase effective the first full pay- period in July 2026.

The City of Hanford is open to meeting during the term of the agreement to discuss potential market adjustments. HPOA will be responsible for compiling data to present and support their market adjustment request(s). Upon a reopener, all other provisions and all other sections of the Memorandum of Understanding shall remain in full force and effect.

In a prior agreement, salary information was compared using data from ~~Using~~ five comparable agencies (Delano, Dinuba, Merced, Tulare, and Visalia).~~the following increases will be provided:~~

~~Year One—Median of market placement or internal alignment plus three percent (3%) effective the first full pay period following ratification and formal approval by City Council.~~

~~Year Two—Additional two percent (2%) increase effective the first full pay period in July 2023.~~

~~Year Three—Additional two percent (2%) increase effective the first full pay period in July 2024.~~

~~A new salary schedule has been created which will encompass a one percent (1%) difference between each range.~~

2.02 Standard Work Period

I. Traditional Schedule

The average regular workweek for affected employees shall be forty (40) hours. The traditional schedule is five (5) workdays of eight (8) hours during each seven-day work period.

In lieu of a traditional schedule, Police Lieutenants and Police Captains may work an alternative work schedule as approved by the Chief of Police.

Employees working the special assignments of School Resources Officer, ~~Gang Task Force, Narcotics Task Force,~~ Traffic Enforcement Unit, and any newly formed special assignment necessitated by grants or other circumstances shall have a traditional schedule

with the duty shift hours to be determined by the Chief of Police. Notwithstanding the above, the employees temporarily assigned to the Gang Task Force ~~and the Problem Oriented Policing Team~~, may work an alternative work schedule including the 4/10 plan, consisting of four (4), ten hour (10-hour) days worked consecutively per week in a two (2) week pay period, on a temporary basis as determined by the Chief of Police.

Employees assigned to the Investigative Section of the Hanford Police Department shall have a standard duty shift of 7:00 a.m. through 3:00 p.m. The duty hours are five (5) workdays of eight (8) hour shifts, Monday through Friday. Employees assigned to the Investigative Section and on a 4/10 plan shall have a standard duty shift of Monday through Thursday from 0700-1700 hours or Tuesday through Friday from 0700-1700 hours.

Employees shall be given a thirty (30) minute meal break per duty shift and two (2) fifteen (15) minute breaks when possible, during which time he/she will remain on duty, in uniform and subject to call. The two breaks and one one-half hour meal break shall be paid time and shall be included in the workday. Employees shall not be eligible for overtime pay for breaks and meal periods not taken due to duties and responsibilities of work assignments.

II. Alternative Work Schedule: 3/12 Plus 8 Plan

A. Employees assigned to the Uniformed Operations Division or other special teams as may be formed through grants or other special circumstances, except those assigned to the Traffic Enforcement Team and Problem Oriented Policing Team, shall work an alternative work schedule, hereinafter referred to as the 3/12 plus 8 plan. The plan shall have two (2) work weeks per pay period, a 36 hour work week consisting of three (3) twelve (12) hour shifts and a 44 hour work week consisting of three twelve (12) hour shifts and one eight (8) hour shift, equaling ~~160~~ 80 hours during each 14 day work period or a 32 hour work week consisting of two (2) twelve (12) hour shifts and one eight (8) hour shift and a 48 hour work week consisting of four (4) twelve (12) hours shifts equaling ~~160~~ 80 hours during each 14 day work period.

B. The standard duty shift for employees working the 3/12 plus 8 plan shall be:

Day Watch: 0700 hours to 1900 hours;

Night Watch: 1900 hours to 0700 hours;

C. Personnel assigned to a Utility slot will primarily have fixed days off. When there is a reduction in manpower, the Utility officer may be reassigned different shifts and different days off as determined by management. The reassignment will remain in effect until staffing needs are brought up to full staff or there is no further need for the officer to remain on the reassignment.

D. Personnel assigned on an alternative work schedule shall continue to accrue vacation, holiday and sick leave in accordance with the current accrual rates. When

vacation, holiday time or sick leave are used, the employee shall be charged based on actual time taken, calculated hour for hour.

- E. Employees on the alternative schedule shall be given a thirty (30) minute meal break per duty shift and two (2) fifteen (15) minute breaks when possible, during which time he/she will remain on duty, in uniform and subject to call. The two (2) breaks and one one-half hour meal break shall be paid time and shall be included in the workday. Employees shall not be eligible for overtime pay for breaks and meal periods not taken due to duties and responsibilities of work assignments.
- F. The City agrees to meet and confer regarding any intent to terminate participation in the 3/12 plus 8 plan.

III. Traffic Enforcement Unit Alternative Work Schedule 4/10

- A. Traffic Enforcement Team Officers shall be assigned to work an Alternative Work Schedule known as a 4/10 Alternative Work Schedule. The plan shall consist of four (4), ten hour (10-hour) work days worked consecutively per week in a two (2) week pay period. ~~During the annual Kings County Fair, assigned shift start times shall remain flexible to meet the needs of the Department and to ensure proper rest time for effected personnel.~~
- B. Personnel assigned to the Traffic Enforcement Team shall participate in a mandatory shift rotation and schedule mutually agreed upon by the Chief of Police and the HPOA.
- C. For the purpose of clarifying an existing management prerogative, Department Administration may, at its discretion, establish minimum staffing levels. Minimum staffing levels for Traffic Enforcement Personnel include one (1) officer Monday through Friday from 0700-1700 hours.
- D. The City shall have the right to flex schedules under any one of the following conditions:
 - i. On an as needed basis for emergency situations; and
 - ii. During a preplanned event ~~as described above (Annual Kings County Fair).~~
- E. Examples of emergency situations shall be defined but are not limited to, natural disasters, officer involved shooting, major crime event, riot or demonstration, air crash, act of terrorism, or a fire or explosion.

IV. Canine Handler Schedule

~~Employees assigned to the position of canine handler shall work 3/12 plus 8 plan and will be as follows according the number of canine officers assigned in the department:~~

~~Two Canine Handlers—Employees assigned to the position of canine handler shall work 3/12 plus 8 plan. The plan shall have two (2) work weeks per pay period, a 36 hour work week consisting of three (3) twelve (12) hours shifts and a 44 hour work week consisting of three (3) twelve (12) hour shifts and one eight (8) hour shift equaling 160 hours during each 14 day work period. The duty shifts will be Monday through Wednesday and Thursday through Saturday and rotate working every Sunday. The duty hours shall be 1500 hours to 0300 hours and 1900 hours to 0300 hours on the eight (8) hour day.~~

~~Three Canine Handlers—Employees assigned to the position of canine handler shall work 3/12 plus 8 plan. The plan shall have (2) work weeks per pay period, a 36 hour work week consisting of three (3) twelve (12) hours shifts and a 44 hour work week consisting of three (3) twelve (12) hours shifts and one eight (8) hour shift equaling 160 hours during each 14 day work period. The duty shifts will be Monday through Wednesday and Thursday through Saturday and rotate every Sunday. The duty hours for the Monday through Wednesday officers shall be 1500 hours to 0300 hours and 1900 hours to 0300 hours on the eight (8) hour day. The duty shifts for the Thursday through Saturday officers will be 0700 hours to 1900 hours and 1900 hours to 0700 hours. The eight (8) hour day for the Thursday through Sunday officers will be 1100 hours to 1900 hours and 1900 hours to 0300 hours.~~

~~Four Canine Handlers—Employees assigned to the position of eCanine hHandler shall fall under the 2.02 Alternative Work Schedule: 3/12 Plus 8 Plan of the MOU. work under the 3/12 plus 8 plan, consisting of two work weeks per pay period:~~

~~—A 36 hour work week with three (3) 12 hour shifts~~

~~—A 44 hour work week with three (3) 12 hour shifts and one (1) 8 hour shift, totaling 160 hours over 14 days~~

~~Shifts will rotate as follows:~~

~~—Monday through Wednesday and Thursday through Saturday, with handlers alternating Sunday shifts.~~

~~Duty hours will vary and align with operational needs2.02 Alternative Work Schedule: 3/12 Plus 8 Plan of the MOU, and will continue to select their shifts based on seniorityserpentine rotation.~~

Canine Handlers shall be paid an additional four (4) hours straight time per week, in addition to their base pay, for such time the canine handler is actually assigned to a canine to care for. This additional pay is to compensate the officer for time spent feeding and caring for the canine. The canine handler shall be subject to all policies developed by the City as they pertain to the care, training and responsibilities of the canine.

V. Swing Shift Schedule

When staffing levels allow, the Chief of Police canmay implement a 4/10 Swing Shift. The 4/10 Swing Shift would be comprised of four (4) officers who would work Wednesday through Saturday from 1500 hours tllto 0100 hours. When implemented, this shift would be placed on the patrol sign up list and officers would sign up for it by seniority similar to the-the 3/12 plus 8 shifts3/12 Plus 8 Plan.

The City shall have the right to flex schedules on an as-needed basis for emergency situations. Examples of emergency situations include but are not limited to a natural disaster, officer involved shooting, major crime event, riot or demonstration, air crash, act of terrorism, or a fire or explosion. Upon mutual agreement between the employee and his/her supervisor, an employee assigned to Swing Shift may be called in early or held over to assist with patrol staffing levels.

2.03 Overtime

- I. Administration – It is the policy of the City that overtime work is to be kept to the minimum consistent with protection of life, property, and the efficient operation of the departments and activities of the City and that overtime work be compensated for by time off wherever practicable. All work requiring any employee to work overtime hours must be approved by the Department Head or his/her designated representative prior to the work being performed, with the exception of emergency situations.

In the event compensatory time off is used as the method of compensating for overtime, these hours may be accrued in a bank with a cap of two hundred (200) hours. Employees may cash out any hours in excess of one-hundred (100) during any pay-period. The number of hours that the employee requests to cash out must be indicated by them on their timesheet.

Employees may not use compensation time, holiday bank, or vacation time for the purposes of working an overtime assignment unless mutually agreed upon by the department and the employee.

Employees leaving the municipal service with accrued hours of compensatory time off, shall be paid at the employee's current rate of pay for all accrued hours upon termination.

- A. Overtime shall commence at the time an employee reaches the place where he/she is directed to report and shall continue until he/she is released or the work is completed whichever is the earlier except as follows:
1. Employees who attend court outside of Kings County or mandatory training, except a basic academy, shall receive FLSA overtime consistent with existing law.
- B. Overtime immediately following a regularly scheduled duty shift will not be subject to a minimum hour guarantee.
- C. It is understood that effective with ratification of the predecessor agreement of February 17, 1998, any hours in a compensatory bank are non-FLSA hours.
- II. Traditional Work Schedule - Employees shall receive overtime compensation for time worked in excess of one duty shift and/or five duty shifts as defined above, at time and one-half (T1/2) their base hourly rate, or time and one-half (T1/2) compensatory time off,

at the discretion of the Department Head. All hours except sick leave, shall count as hours worked for overtime purposes.

- III. Alternative Work Schedule - Employees shall receive overtime for time worked in excess of one duty shift and/or three twelve (12) hour shifts in a thirty-six (36) hour week or three twelve (12) hour shifts and one eight (8) hour shift in a forty-four (44) hour week at time and one-half (T1/2) their base hourly rate or time and one-half (T1/2) compensatory time off, at the discretion of the Department Head.

An employee may not work back to back shifts.

To help insure an employee is adequately rested, management may adjust schedules of affected employees to insure a minimum of eight (8) cumulative non-work hours occur between shifts. An employee may utilize earned vacation time or earned compensatory time to accomplish this purpose. Overtime hours earned by the employee may also be used to offset hours needed to achieve the required rest period as approved by his/her Department Head or designee.

Duty shift overtime assignments shall not exceed two (2) hours immediately following or prior to a regularly scheduled twelve (12) hour shift unless approved by his/her Department Head or designee.

Outside assignments shall be limited to non-duty days. Outside overtime assignments include duty shift coverage, parades, ball games, etc., or any other prescheduled overtime.

- IV. Training - employees who attend training programs, meetings, lectures and similar activities outside their regular working hours shall receive overtime compensation if the training meets the following criteria:

- A. Training is approved and required by the employee's Department Head.
- B. Training is directly related to the employee's present job.
- C. Training could not be obtained during the employee's regular working hours.

If employees on their own initiative attend independent schools outside of their regular working hours or work tour, they shall not receive overtime compensation, even if the courses are related to their jobs.

- V. Compensatory Time Off ("CTO") shall be granted if requested fourteen (14) days in advance of the effective date, unless it would cause an "undue disruption" to the department. An undue disruption shall be defined as CTO which would result in staffing levels falling to more than one officer below minimum staffing. The cost of filling back overtime does not constitute an undue disruption.

A request made within fourteen (14) days of the effective date to be off may be granted at the sole discretion of the Department.

Once granted, CTO shall not be cancelled unless there is an emergency. An emergency may include a critical incident. Examples of such include but are not limited to, natural disasters, officer involved shooting, major crime event, riot or demonstration, air crash, act of terrorism, fire or explosion or an event which causes staffing levels to drop below their prescribed minimums during specified holidays, as defined in the Police Department General Orders Manual Section 8.1.

- VI. ~~Hanford Police Officers Association~~Employees shall be paid overtime or receive compensatory time off for all time worked beyond eighty-six (86) hours within a fourteen (14) day Fair Labor Standard Act (FLSA) work period. This is a result of the 7(k) FLSA exemption being applied.²

All references to the previous FLSA work period will be updated in the MOU. To accommodate the change from a 28-day FLSA work period to a 14-day FLSA work period a 21-day transitional work period will be implemented beginning April 27, 2020.

2.04 Callback

Employees called back to work from their day off, or other off duty hours including standby time, shall receive overtime compensation as stated above with a three (3) hour minimum guarantee.

This does not apply to travel time for training. When an employee has training on a scheduled day, they will be paid from the time they leave until they return. If the total time (including travel) exceeds their scheduled hours, then they will be compensated for those hours at one-half (T1/2) their base hourly rate, or time and one-half (T1/2) compensatory time off, at the discretion of the Department Head. receive overtime compensation consistent with Section 2.03 Overtime, above.

2.04.01 Standby Pay

Officers assigned as detectives to the ~~i~~Investigations ~~d~~Division (including assignments to street crime and eCriminal iInvestigations or the Street Crimes Unit) shall receive ~~\$2,804.50~~ for each hour assigned for standby pay. Standby time shall be defined as that time, other than the regular duty shift, overtime or call back time, where the employee is required to remain available for call and ready for duty. Detectives and sergeants cannot earn standby pay and regular or overtime pay for the same hour worked because standby time is considered time when the employee is not on duty. When a detective or Sergeant is called back to work from a standby assignment, standby time will stop, and callback time will begin.

Detective Standby – Detectives and ~~the Sergeant~~sergeants assigned to the ~~i~~Investigations ~~unit~~Division shall rotate standby duty every week (the Police Department may place one detective or sergeant in Criminal Investigations and one detective or sergeant in Street Crimes on standby for the same week). The standby assignment will start and end every Monday at 0700 hours. Detectives and sergeants should have a response time no longer than ~~1~~one (1) hour. Detectives and sergeants will not be eligible for standby pay Monday through Friday 0700-1700 unless there are no detectives or sergeants on duty in their unit (i.e., Criminal Investigations or Street Crimes).

2.05 Holidays

- I. A. Employees shall receive up to 2.154 hours per pay period ~~fifty-six (56) hours of pay per calendar year~~ at straight time in lieu of any holiday time off based on time in service. Two (2) payments will be made annually on pay period thirteen (13) and pay period twenty-six (26) of each year. Following the last payment made for the calendar year (pay period twenty-six), the holiday-in-lieu time will be reset to zero (0). The balance shall be paid out at the employee's current rate of pay upon separation from the City.

B. Employees will be provided a holiday-in-lieu bank of fifty-six (56) hours per calendar year. Such time will be accrued at the rate of 2.153 hours per pay period. Employees may bank up to seventy (70) hours of holiday-in-lieu time. Employees may use this time at the discretion of the Department Head with due consideration of the employee's needs. Holiday time taken is deducted on an hour for hour basis. The employee is ultimately responsible for monitoring his/her/their holiday-in-lieu time and will be able to request cash out hours at their base hourly rate at time of accrual, once they have banked sixty (60) hours. An employee will be able to cash out any hours in excess of sixty (60) hours below sixty (60) have no cash value. Holiday in-lieu time shall be recorded on the employee's timesheet and accounted for through the payroll system. If an employee should reach maximum accumulation cap of seventy (70) hours, holiday in-lieu hours will no longer accrue. The balance over sixty (60) hours shall be paid out at the employee's current rate of pay upon separation from the City.

Police Management employees shall receive up to 112 hours of holiday time each calendar year accruing 4.308 hours per-pay period in-lieu of paid holidays. Employees may bank up to seventy (70) hours of holiday-in-lieu time. Employees may use this time at the discretion of the Department Head with due consideration of the employee's needs. Holiday time taken is deducted on an hour for hour basis. The employee is ultimately responsible for monitoring his/her/their holiday in-lieu time and will be able to request to cash out hours at their base hourly rate at time of accrual, once they have banked sixty (60) hours. An employee will be able to cash out any hours in excess of sixty (60). Holiday in-lieu time shall be recorded on the employee's timesheet and accounted for through the payroll system. If an employee should reach the maximum accumulation cap of seventy (70) hours, holiday in-lieu hours will no longer accrue. The balance over sixty (60) hours shall be paid out at the employee's current rate of pay upon separation from the City.

- ~~II. Compensation at Termination — Regular employees leaving the municipal service with accrued days in lieu of holidays shall be paid the amount of accrued days in lieu of holidays to the date of termination. Regular and probationary employees whose services are terminated for the convenience of the City, other than the result of disciplinary action, shall also be paid for their accrued days in lieu of holidays. Payments for accrued days in lieu of holidays shall be at the employee's current rate of pay.~~

2.06 Vacation

- I. Eligibility - Employees shall complete six (6) months continuous service before using accrued vacation leave. Employees shall not work for the City during their vacation.

Employees whose scheduled vacations are interrupted or postponed due to industrial injury shall be rescheduled after such injured employee has returned to duty. No vacation previously scheduled shall be lost due to an employee exceeding the vacation accrual during an industrial injury leave.

- II. Accrual - Vacation will be accrued and credited on a bi-weekly basis at the following rates for continuous service performed in pay status:

- (1) From zero (0) through five (5) years:
3.39 hours per bi-weekly pay period, 88 hours annually
- (2) From six (6) through ten (10) years:
4.62 hours per bi-weekly pay period, 120 hours annually
- (3) From eleven (11) through (15) years:
5.24 hours per bi-weekly pay period, 136 hours annually
- (4) Sixteen (16) or more years:
6.16 hours per bi-weekly pay period, 160 hours annually

- 3 Limits of Accrual – Such accrual and credit for all employees may not exceed twice the employee's annual rate of accrual.
- 4 Compensation at Termination - Employees leaving the municipal service with accrued vacation leave shall be paid the amounts of accrued vacation to the date of termination. Employees who terminate employment with the City and who have less than six (6) months of continuous service, shall not be compensated for accrued vacation.

2.07 Sick Leave

- I. Definition/Approved Sick Leave Usage:
 - A. Sick leave is an absence from duty which may be granted by the employer to the employee because of:
 - a. An illness, injury, exposure to a contagious disease, preventative care, illness or injury of a member of the employee's immediate family requiring the employee's attendance.
 - b. To attend a medical, dental, or optical appointment if such appointment cannot be scheduled outside of the employee's normal work day.

- c. To obtain relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate documentation of the need for such services:
 - i. A temporary restraining order or restraining order;
 - ii. Other injunctive relief to help ensure the health, safety or welfare of the employee or their children;
 - iii. To seek medical attention for injuries caused by domestic violence, sexual assault or stalking;
 - iv. To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault or stalking;
 - v. To obtain psychological counseling related to an experience of domestic violence, sexual assault or stalking;
 - vi. To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.
- B. An employee's immediate family shall consist of the employee's: Spouse or registered domestic partner, parent (including step parents), child (including step children), brother, sister, father in-law, mother in-law, brother in-law, sister in-law, aunts, uncles, employee's and spouse's grandparents, grandchildren or any person living in the same household as the employee.
- C. An employee may be granted sick leave only in case of actual illness/situation as defined above. In the event that an employee or a member of the employee's immediate family recovers from any such illness after being granted sick leave, and during the regularly scheduled hours of work, then such employee shall notify the appropriate immediate supervisor and be available to return to duty.
- D. Sick leave shall be taken in fifteen (15) minute increments.
- E. In order to receive compensation while absent on sick leave, an employee shall provide reasonable advance notice to their supervisor of their need to use sick leave if the need is foreseeable (i.e. doctor's appointment scheduled in advance). If the need for sick leave is unforeseeable, including an illness sustained while at work, the employee shall provide notice of the need for the leave to their supervisor as soon as possible, preferably within 1 hour before the time established as the beginning of the employee's work day. In the event that an employee is incapacitated because of illness or injury to the point the employee is unable to contact his/her supervisor, the employee's designated representative (i.e. family member) shall notify the supervisor at the earliest possible moment.
- F. If the employee is absent on sick leave for more than one (1) day, the employee shall keep the immediate supervisor informed as to the date the employee expects to return to work.

- G. Upon the oral or written request of an employee, the City shall provide paid sick days for the purposes described in previous sections. The City may request a note from a physician after an employee has been absent longer than three consecutive days or shifts, or if evidence suggests that an employee has a demonstrable pattern of abusing the City's sick leave policy. At no time will the City interfere/waive an employee's rights under the Americans with Disabilities Act (ADA) or Health Insurance Portability and Accountability Act (HIPAA).

To accurately track sick leave for those who meet the requirements under Federal and State laws (Family Medical Leave Act and California Family Rights Act), the City may require a physician's certification for an employee's own serious health condition or to care for an eligible family member (parent, child, spouse, domestic partner or covered service member).

- H. Employees who are on vacation at the time of death of an immediate family member as defined above shall be entitled to substitute bereavement leave for vacation time, consistent with the existing bereavement leave policy. The total period of absence from City employment (vacation and bereavement leave) shall not be extended beyond that time initially approved for vacation, without specific Department Head approval. Unused vacation shall be retained by the affected employee in accordance with the existing vacation policy.
- I. Supervisors shall have the discretion to place employees on sick leave when, in the judgment of the supervisor, the presence of the employee at work would endanger the health and welfare of other employees or where the illness or injury of the employee interferes with the performance of such employee's duties.
- J. The City shall not deny an employee the right to use sick leave, discharge, threaten to discharge, demote, suspend, or in any manner discriminate against an employee for using, or attempting to exercise the right to use sick leave to attend to an illness or the preventative care of a family member, or for any other reason specified in sections above.

II. Sick Leave May Not Be Used for:

- A. An employee serving their initial 90 calendar days of service to the City (unless the employee was rehired within one year of separation, or sustained a work-related injury during their initial 90 days of employment).
- B. Sick leave will not be granted to any employee absent from duty during an authorized leave of absence without pay, or any other absence from duty not authorized the City.
- C. Sick leave shall not be used in lieu of or in addition to vacation, unless leave is requested for an immediate death in the family or as otherwise defined in this policy.

- D. Absence for illness/medical treatments may not be charged to sick leave yet to be accumulated.

III. Accrual, Accumulation and Separation

- A. Regular and probationary employees shall be eligible to accrue sick leave at the rate of 3.69 hours, 6.46 hours for sworn Fire Department personnel for each bi-weekly pay period.
- B. There is no limit on the amount of sick leave which can be accumulated and carried over from year to year.
- C. Sick leave will be accrued by any employee during the first 90 calendar days of employment. However, only upon the successful completion of 90 days of employment, will the employee be entitled to utilize their accrued sick leave (does not apply to employees rehired within one year of separation).
- D. Employees granted a leave of absence with pay (including military leave or other approved leave with pay) shall accrue sick leave as indicated above.
- E. Sick leave will not be accrued by an employee absent from duty after separation from service or during an authorized leave of absence without pay.
- F. Upon retirement under Public Employees Retirement System, qualifying employees may apply unused sick leave as provided under Section 20862.8 and 20965 of the Government Code.

IV. Reimbursement/Reinstatement of Unused Sick Leave

- A. Employees leaving the municipal service shall forfeit all accumulated sick leave unless:
 - a. Upon retirement under the Public Employees Retirement System, qualifying individual applies unused sick leave as provided under Section 20862.8 and 20965 of the Government Code.
 - b. The individual is re-hired by the City of Hanford within one (1) year from the date of separation. Previously accrued and unused paid sick days shall be reinstated and the employee shall be entitled to use those previously accrued and unused paid sick days immediately and will accrue additional paid sick hours in accordance to the section above.
 - c. The employee resumes employment with the City upon release from active military duty, temporary military leave or other approved leave of absence.

V. Abuse of Leave

- A. Abuse of an employee's sick leave is defined as a claim of entitlement to sick leave when the employee does not meet the requirements as defined in Section I. If an employee is found to be abusing or misusing their sick leave time, they will be subject to disciplinary action.

2.08 Long Term and Short Term Disability

In order to be eligible for Long Term Disability Leave (LTDL) or Short Term Disability Leave (STD L), an employee must present proof of enrollment in a private, long term or short term disability insurance program (“LTDL or STD L Insurance”) paid at his or her own cost. In order to be placed on LTDL or STD L, the employee must notify the Chief of Police in writing.

Employees placed on LTDL or STD L must use sick leave at the rate of eight (8) hours per day until LTDL or STD L Insurance benefits begin to be paid to the employee. Thereafter, an employee may use sick leave at the rate of four (4) hours per day in order to utilize the LTDL or STD L Insurance.

Following the exhaustion of vacation and sick leave, the employee will be placed on a medical leave of absence without pay for a period of not more than sixty (60) days per the City’s Personnel Rules and Regulations, Section 611.

2.08.01 Catastrophic Leave

The City agrees to establish a catastrophic leave policy for use by employees which shall operate with hours donated and hours used at a one-to-one ratio.

2.09 Bereavement Leave

Each regular employee shall be allowed to use bereavement leave not to exceed one full work week in the event of death in the employee’s family. For the purpose of this section only, the employee’s family shall mean the spouse, parent, child, brother, sister, father-in-law, mother-in-law, brother-in-law, sister-in-law, grandparent, grandchild, or a close relative residing in the household of the employee. Bereavement leave dates shall be discussed with the Department Head or immediate supervisor and does not need to be consecutive. There is no limit to the number of times bereavement leave can be taken as long as it is for an employee’s family member as described above. Bereavement leave shall be completed within three (3) months of the date of the death of a covered family member. Upon request and within thirty (30) days of the first day of leave, the employee shall provide documentation of the death of a covered family member. Documentation shall include but is not limited to: a death certificate, a published obituary, memorial service announcement or program, etc. Bereavement Leave is categorized as “Other Leave with Pay” for payroll purposes.

2.10 Request for Leave of Absence

- I. P4 forms are available to all personnel and are to be initiated by any employee who anticipates any absence, such as vacation, compensatory time off (CTO), shift trades or

after a leave of absence it is could not be anticipated such as sick leave. P4's for vacation should be submitted at least thirty (30) days prior to the desired date.

- II. An employee who has accrued compensatory time on the books and requests use of the time off shall submit a P4 request to his immediate supervisory fourteen (14) days prior to the time off, but not longer than thirty (30) days prior to. Comp time will be granted until staffing levels fall to one officer below minimum staffing.

P4's submitted longer than thirty (30) days in advance of the requested time off will not be accepted, nor count, toward the earliest P4 received in regards to the granting of CTO. CTO requests made within fourteen (14) days will be granted or denied at the sole discretion of the department.

CTO requests made for the holiday of New Years Eve ~~or the days affecting the Kings County Fair~~, will be at the sole discretion of the department or its acting supervisor. On the holidays of Christmas Day, Christmas Eve, Thanksgiving, Memorial Day, or Easter, CTO shall be granted by the department or its supervisor, if requested, down to minimum staffing levels. In addition, CTO that is approved will be granted in order from the first P4 received within the fourteen (14) to thirty (30) days guidelines, with no regard for rank or seniority.

In order to request CTO, the employee must have the requested amount of time-off on the books at the time of the request.

- A. Once a P4 is signed by the department or its supervisor, it shall not be rescinded unless one of the following conditions is met:
 - B. The department is involved in a critical incident or other emergency such as, but not limited to:
 - 1. Natural disaster;
 - 2. Officer crime event;
 - 3. Major crime event;
 - 4. Riot, demonstration;
 - 5. Air crash;
 - 6. Act of terrorism;
 - 7. Fire or explosion.
 - C. An event occurs which drops staffing levels below their prescribed minimums on one of the above-mentioned holidays or events. If this occurred, it could result in a cancellation of the CTO.
- III. Every effort should be made to notify the employee of the status of the request both verbally and in writing within forty-eight (48) hours after submission.

2.11 Tuition Reimbursement

Pursuant to Administrative Regulation 1.13, regular employees are eligible to receive tuition reimbursement up to \$5,000 per fiscal year for courses taken to obtain a bachelor's, master's or doctoral degree only (no training/certificate work).

2.12 Compensation for Police Services

Employees providing police services to private persons, clubs, organizations, etc., through a City contract, shall receive the appropriate hourly rate as listed in the compensation plan on a three-hour minimum basis. Employees providing police services for City sponsored functions shall be paid at their base hourly rate as listed in the compensation plan.

2.13 Mileage Reimbursement

Employees required to use their private automobile for authorized City business shall receive mileage reimbursement at the current IRS approved rate.

2.14 Uniform Allowance

New employees shall be paid an initial \$500 for the appropriate uniform for the first year of employment within one (1) month of the date of hire. In the event such new employees do not attain permanent status with a completion of probationary period with the City, such employees shall return to the City fifty percent (50%) of the cost of the uniforms. After the first year of employment, the employee is eligible for a pro-rated uniform allowance based on the number of months remaining in the calendar year.

Employees shall receive an annual uniform/clothing allowance of \$1,200.

The City shall furnish each newly hired police officer the appropriate safety equipment approved by the Department. This equipment is to be consistent with the standard equipment issued to other officers.

For officers assigned to the motorcycle traffic unit, the City shall furnish safety equipment consisting of: a motorcycle helmet with communications equipment, a leather police motorcycle jacket, one (1) pair winter gloves and one (1) pair of chromatic type sun glasses. Such equipment shall remain the property of the City and shall be turned in upon completion of the assignment. The City will also provide for two (2) pair of uniform riding breeches and one (1) pair of motorcycle boots. Should the uniform breeches, boots, or safety type sun glasses be damaged as a direct result of the motorcycle assignment, replacement by the City will be evaluated on a case by case basis. Should an assigned officer require prescription glasses, the City will provide funds equal to the cost of issued safety glasses towards the purchase of chromatic type of prescription safety glasses. Such equipment shall remain the property of the City and shall be turned in upon separation from the Department.

Effective July 2013, motorcycle boots worn by the traffic officers will be replaced by the City every four (4) years. In addition, the safety type sun glasses worn by the traffic officers will be replaced every year, at a cost not to exceed \$125.00 for each officers' replacement.

2.15 Health and Life Insurance

Medical

The City shall offer optional medical plans including but not limited to a PPO, EPO and/or a high deductible plan with employee sponsored Health Savings Account (HSA), if applicable. The City shall pay sixty percent (60%) of the total premium cost of all regular and probationary employees, and their dependents, who elect the PPO plan.

Dental

The City shall pay sixty percent (60%) of the total premium cost of all regular and probationary employees, and their dependents, who elect a dental plan.

Vision

The City shall pay one hundred percent (100%) of the total premium cost of all regular and probationary employees who elect an employee only vision plan. The City shall pay sixty percent (60%) of the total premium cost of all regular and probationary employees, who elect a vision plan with dependent coverage.

Six months of health benefits shall be provided to a surviving spouse and dependents of a Police Officer who passes away in the line of duty. Surviving dependents must meet the eligibility requirements as outlined in the City's health plan documents.

~~Effective January 1, 2023, the City will pay the premium of a group life insurance policy (amount to be determined). The City also provides employees an option to purchase additional life insurance at the employee's expense.~~

Life Insurance

The City pays the premium for a \$50,000 group Life and AD&D policy for employees assigned to the position in the classifications of Police Cadet, Police Officer, Police Corporal and Police Sergeant and a \$100,000 group Life and AD&D policy is provided to for employees assigned to the position in the classifications of Police Lieutenant and Police Captain. The City also provides employees an option to purchase additional life insurance at the employee's expense."

2.16 POST Certificate Incentive Pay

All employees with the exception of Police Lieutenants and Police Captains shall be eligible to receive POST certificate incentive payments based on the following certificates:

1. For the award of the Intermediate POST Certificate: five percent (5.0%) of base salary payable with the normal payroll.

2. For the award of the Advanced POST Certificate: two and one-half percent (2.5%) of base salary payable with the normal payroll.

Police Lieutenants and Police Captains shall be eligible to receive POST certificate incentive payments based on the following certificates:

1. For the award of the Advanced POST Certificate: five percent (5.0%) of base salary payable with the normal payroll.
2. For the award of Supervisory POST Certificate: two and one-half percent (2.5%) of base salary payable with normal payroll.

Upon the ~~p~~Police ~~d~~Department receiving the State of California, Department of Justice Certificate Application (POST 2-116) from the applying officer, the Police Department will confirm the necessary education, training points and length of service for the POST Certificate that the officer is applying for. Upon confirmation that these suffice for the incentive, the department will note the date on the application and forward it to the State of California Peace Officers Standards and Training. The officer will start to receive the proper incentive pay at the next scheduled full pay period.

It is the officer's responsibility to make sure that the form is filled out completely and correctly. Any returns for correction(s) or for insufficient credits and/or time as a police officer shall be deemed to be the employee's responsibility. Any monetary incentive that has been paid prematurely to the officer based on the above will be paid back to the city by the officer.

In all other cases, the City will make payment of POST certificate incentive pay commencing the first full pay period following receipt and acceptance by the City of the POST certificate.

2.17 Retirement

The City shall provide the 3% @ 55 retirement plan as provided under the California Public Employees (CalPERS) retirement system.

Employees will pay 100% of their 9% employee share of retirement contributions. The City no longer reports EPMC as special compensation to CalPERS.

Employee contributions made by the employees are made on a pre-tax basis.

Employees starting on or after January 1, 2013, shall have a retirement formula of 2.7% at 57, unless they are deemed CLASSIC Retirement members under PEPRA, at which time they will fall under the PEPRA guidelines.

The City shall provide Section 21574 – The Fourth Level of 1959 Survivor Benefit Program for Local Members provided by CalPERS.

2.18 Field Training Officer Differential Pay

Employees assigned to act as a Field Training Officer shall receive an additional five percent (5.0%)~~2.5%~~ above their base wage during their field training assignment.

2.19 Dues Deduction

It is mutually agreed that the City will, during the term of this MOU deduct, without charge, dues from the pay of those employees who individually provide written authorization for such dues in an amount certified to be current and correct by the President of the HPOA. There shall be no more than one deduction per pay period and the total of such deductions shall be remitted by the City to the HPOA. "Dues" in this context means any deduction voluntarily authorized by an Association member City employee.

2.20 Bilingual Pay

The City agrees to compensate eligible employees for utilization of their bilingual skills as determined by the City pursuant to administrative regulation 1.12. Eligible employees shall receive a five percent (5%) stipend for the use of their bilingual skills. The administrative regulation as contained herein cannot be changed except through the meet and confer process.

~~2.21 Traffic Enforcement and Safety Team, Motorcycle Unit~~

~~Employees assigned to act as Police Officers for the Traffic Enforcement and Safety Team Motorcycle Unit shall receive an additional five percent (5%) above their base wage during the term of their assignments.~~

2.22 Internal Affairs and Disciplinary Action Time Frame

Internal Affairs Investigations shall be completed in a timely manner pursuant to Government Code §3304.

2.23 Grooming Standards

The Police Department and HPOA agree to meet and confer following ratification of this agreement to make adjustments regarding the Department facial hair policy, and to discuss the Department tattoo policy.

2.24 Ballistic Vests

The City shall provide a Department specified Level III ballistic vest. All uniformed employees shall be required to wear the Department specified vest. The allotment for replacement of vests will be repeated each six (6) years beginning the first quarter of ~~the sixth year (2001)~~. The purchase shall be on a rotational basis based on the age of the current vests. All new hires shall receive a Level III ballistic vest.

2.25 Specialty Pay

~~Employees assigned to act as Police Officers for the Homeless Assistance Resource Team, Community Corrections Partnership, Gang Task Force or Narcotics Task Force, POP, or assigned as an Investigator (all detective assignments), or to serve in the capacity of a School Resource Officer or Park Resource Officer shall receive an additional five percent (5%) above their base wage during the term of his/her assignment. Employees which are currently receiving Corporal or specialty pay shall not receive another additional 5% pay while working a task force.~~

HPOA eEmployees who are assigned to special assignment duties or work conditions on a routine or consistent basis shall receive an additional five percent (5%) ~~increase to~~above their base salary ~~per month~~, payable with the normal payroll.

Special Assignments include:

- Traffic Enforcement and Safety Team Motorcycle Unit who are routinely and consistently assigned to direct traffic;
- Homeless Assistance Resource Team who are routinely and consistently exposed to toxic, radioactive, explosive or other hazardous substances;
- Park Resource Officer who are routinely and consistently exposed to toxic, radioactive, explosive or other hazardous substances;
- Gang Task Force or Narcotics Task Force who are routinely and consistently assigned to enforce laws relating to a group of individuals banded together for unlawful activities;
- Investigator (all detective assignments), who are routinely and consistently assigned to a detective or investigative division or intelligence duties; and
- School Resource Officer who are routinely and consistently assigned to function as a liaison between special persons, or groups and the police department.

Corporals and Eemployees who are currently receiving ~~Corporal or the 5% specialty pay for one of the above assignments shall not receive another an additional 5% pay while working a task force or as a School Resource Officer or Park Resource Officer~~if assigned to work additional special assignments.

2.26 Travel

The City shall pay per diem at the current IRS approved rates to officers when overnight travel is required. The daily commuter allowance and per diem for travel days shall be paid at the current IRS approved rates. No food receipts will be required for the per diem or commuter allowance.

Travel reimbursements to employees will occur within forty-five (45) days of the completed claim being submitted to the Finance Department.

A City issued CAL CARD Credit Card is issued to the Police Chief and other department staff as designated by the Police Chief for department use in order to arrange travel arrangements for the official duties of officers in accordance with the City's Cal Card Purchasing Policy.

2.27 POST Physical Examinations

The City no longer provides post-employment physical examinations for police unit employees. The physicals will be covered through the City's health plan.

2.28 Employee Medical Plan

The City will cooperate with an employee only contribution to a retirement medical plan.

2.29 Direct Deposit of Payroll Checks

All new employees hired on or after date of ratification shall be subject to mandatory participation in the direct deposit of their City payroll checks. Prior to the commencement of employment, any such employee shall complete a direct deposit sign-up/authorization form for the direct deposit of the payroll check.

2.30 Longevity Pay

~~Employees shall be eligible to receive five percent (5%) above their base wage in recognition of longevity pay upon completion of ten (10) years of California Peace Officer Standard and Training (POST) qualified sworn peace officer full time employment (does not include time spent as a volunteer or Reserve Police Officer). An eligible Police Officer, Police Corporal or Police Sergeant shall be placed on the next step in the range (6 or 7) in recognition of longevity pay.~~

Effective the first full pay period following ~~ratification and~~ formal approval by City Council, the following longevity pay will be provided to employees upon completion of ten (10), fifteen (15) and twenty (20) years of California Peace Officer Standard and Training (POST) qualified sworn peace offer full time employment (does not include time spent as a volunteer or Reserve Police Officer).

<u>Years of Service</u>	<u>Percentage of Base Rate of Pay</u>
-------------------------	---------------------------------------

<u>After completion of 10 years</u>	<u>5%</u>
<u>After completion of 15 years</u>	<u>Additional 2.5% for a total of 7.5%</u>
<u>After completion of 20 years</u>	<u>Additional 2.5% for a total of 10%</u>

2.31 Deferred Compensation

- I. Employees covered in this agreement are eligible to receive matched employer contributions for deferred compensation up to seventy-five dollars (\$75.00) per pay period for the term of this MOU.
- II. ~~Those members that are currently in the City of Hanford ICMA Deferred Compensation plan will have their contribution matched up to \$75.00 (seventy-five dollars) per pay period retroactive to the first full pay period of July 2013.~~

2.32 Probationary Period

A. Original Appointments

Any person appointed to an authorized position in the Employee Compensation Plan shall complete a probationary period fixed by the Personnel Officer at the time of appointment of at least eighteen (18) continuous months of service. Any original probationary period may be extended one or more times with the approval of the City Manager, for a total probationary period extension not to exceed an additional six (6) months, where the Personnel Officer finds that extraordinary conditions justify such extension. Lateral hires whose FTO period does not exceed six (6) weeks shall have a twelve (12) month probationary period.

B. Promotions

The probationary period for all promoted employees shall be fixed by the Personnel Officer at the time of appointment and shall be at least six (6) continuous months of service in the employee's new position. Any original probationary period for promoted employees may be extended one or more times with the approval of the City Manager, for a probationary period not to exceed an additional six (6) months, where the Personnel Officer finds that extraordinary conditions justify such extension.

C. Calculation

A probationary period shall date from the time of appointment to an authorized position in the Employee Compensation Plan. Unpaid leaves of absence for any reason during the probationary period shall not be counted toward completion of the probationary period.

D. Release and Discipline of Probationer

During the original probationary period, an employee may be released from their position or disciplined by the City Manager or Department Head at any time and without cause, without any right of appeal or the right to submit a grievance. During the promotional probationary period, any employee may be released from their position by the City Manager or Department Head but maintain their seniority and bumping rights as defined in Section 4 of the City of Hanford's Personnel Rules and Regulations.

2.33 Performance Evaluation

I. Performance Appraisal

The department shall prepare a performance appraisal for each employee accordingly:

For employees with an eighteen (18) month probationary period, performance evaluations will be completed at six (6) months and at eighteen (18) months prior to the expiration of the probationary period and then conducted on an annual basis.

For employees with a twelve (12) month or less probationary period, performance evaluations will be conducted at six (6) month intervals until they are released from probation and then conducted on an annual basis.

Unless the Department extends the probationary period or takes action to separate the employee during the probationary period, the probationer shall acquire regular status at the end of the probationary period.

After the probationary period, the Department shall prepare a performance appraisal for each employee at least every twelve (12) months based on the prior calendar years' performance. Annual regular employee performance evaluations shall be submitted by the Department to the Human Resources Office.

Regular employees in the top step of their salary range shall receive an evaluation prior to their annual evaluation date.

No performance evaluations shall be transmitted to the City's personnel files until the employee has reviewed or been given the opportunity to review the evaluation with the rating supervisor, and if requested by the employee, such employee has reviewed or been given the opportunity to review the evaluation personally with the Chief of Police. The employee has the right to read, sign, and file a written response to both favorable and unfavorable entries. Signing is not an admission by the employee of the truth of such entries, but rather only an acknowledgement of notification. An employee's written response, if any, shall be attached to and become a permanent part of the employee's evaluation and shall be transmitted to the City's personnel files. The performance appraisal is not subject to appeal through the grievance and/or disciplinary appeal procedures. All employees, however, have a right to meet with the Chief of Police to address concerns about their performance evaluation.

Nothing in this section shall preclude the Hanford Police Department from conducting special evaluations at an interval they determine is appropriate. A special evaluation does not take the place of a regularly scheduled evaluation.

2.34 New Hire Orientations

The City will notify the HPOA President when a new employee has been hired. The Police Department will provide the new employee with one (1) hour to meet with HPOA representatives within their first pay-period worked.

2.35 Community Involvement (Volunteer Work)

Upon approval by the Chief of Police, an employee may receive up to twelve (12) hours of flex time per fiscal year for volunteer work.

2.36 Acting Pay

Whenever an employee is temporarily assigned to a position in a higher classification for a period of more than five (5) days, they shall be compensated at the rate of the classification he/she is required to work. Increase in pay shall be at A step or the step that provides the employee with a minimum of five percent (5%) increase. If the assignment is to a vacant position currently being recruited for, hours worked shall not exceed 960 hours in a fiscal year in compliance with Government Code 20480.

2.37 Working out of Classification

Whenever an employee is temporarily assigned additional duties for a period of more than five (5) days, he/she shall be compensated an additional five percent (5%) above his/her base pay.

2.38 Public Records Act Request (Senate Bill 1421)

Within five (5) days of receiving any Public Records Act request involving a Police Officer, the Police Department and/or City will notify in writing the Police Officer named in the request as well as the HPOA President.

2.39 Management Leave

The City shall provide a Management Leave Plan for Police Lieutenants and Captains.

Effective PP001 in 2023 Police Lieutenants and Captains shall receive 64 hours of Management Leave. It is preferred that Management Leave be used as time off. An employee may also cash out their Management Leave or convert their pay out to deferred compensation by completing the required form and returning it to the Human Resources office in advance of the payroll deadline. Any Management Leave hours not taken by PP025 will be cashed out in PP026. Under no circumstances shall available Management Leave hours be carried over to a new calendar year.

Police Lieutenants and Captains who are hired throughout the year will receive a pro-rated amount of Management Leave hours and shall follow the Management Leave Plan as noted in the paragraph above.

Police Lieutenants and Captains who leave the City of Hanford with Management Leave hours available will be cashed out their balance in their final paycheck.

2.40 Retiree Medical Trust

No earlier than September 1, 2025 and no later than February 1, 2026, and at the request of HPOA, the City and HPOA agree to meet to establish HPOA as a participant in at the PORAC Retiree Medical Trust for employees in the bargaining unit covered by this Agreement as follows:

- a. ~~Employees may contribute seventy five dollars (\$75.00) per pay period to the employee's Retiree Medical Trust~~The City shall deduct contributions from all bargaining unit employees and remit contributions to the Retiree Medical Trust.
- b. Contributions shall occur over twenty-four (24) pay periods per year, which shall be the first two (2) pay periods of each month. Contribution amounts shall be certified to be current and correct by the President of the HPOA.
- c. The plan documents for employees shall allow withdrawals from the Retiree Medical Trust upon separation from the city, subject only to those restrictions of the Internal Revenue Code (IRC) or other applicable law.
- d. There is no City contribution to the Retiree Medical Trust.
- e. This Section 2.40 may be amended by mutual agreement to comply with legal or regulatory requirements or to comply with the contractual requirements of the Retiree Medical Trust.

SECTION 3

3.01 Disciplinary Action

The entire discipline policy is being listed in this document for communication purposes. The City does not abdicate any of its right by so listing in this document.

- I. Definition - As used, "disciplinary action" shall mean written reprimand, reduction in salary, demotion, suspension or discharge.
- II. Causes for Disciplinary Action - Causes for disciplinary action against any employee may include, but shall not be limited to, the following:
 - A. Fraud in securing appointment;
 - B. Inexcusable neglect of duty;
 - C. Insubordination;
 - D. Dishonesty;
 - E. Drunkenness on duty;
 - F. Intemperance;
 - G. Unlawful use, sale or possession of narcotics or habit forming drugs;

- H. Absence without leave;
 - I. Conviction of a felony or conviction of a misdemeanor involving moral turpitude;
 - J. Immorality;
 - K. Discourteous treatment of the public or other employees;
 - L. Improper political activity as defined by State Law;
 - M. Willful violation of safety, endangering property and persons;
 - N. Misuse of City property;
 - O. Violation of any of the provisions of these working Rules and Regulations, or departmental Rules and Regulations;
 - P. Other failure of good behavior either during or outside of duty hours which is of such a nature that causes discredit to the City;
 - Q. Refusal to take or subscribe to any oath or affirmation which is required by law in connection with his/her employment;
- III. Persons by Whom Disciplinary Action May Be Taken – Notice, Service, Contents: The City Manager or any Department Head may take disciplinary action against an employee under his/her control as set forth in II above by notifying the employee in writing of the proposed discipline.
- Disciplinary action against regular employees is valid in the absence of an emergency affecting the public safety and welfare as determined by the City, only if a written notice is served on the employee and filed with the Personnel Office not later than ten (10) calendar days prior to the date of the proposed action. The notice shall be served upon the employee personally and shall include:
- A. A statement of the nature of the disciplinary action;
 - B. The effective date of the proposed action;
 - C. A statement of the causes therefor;
 - D. A statement in ordinary and concise language of the act or omissions upon which the causes are based;
 - E. A statement advising the employee that copies of files and records bearing on the matter are available to the employee;
 - F. A statement advising the employee of his/her right to respond, either orally or in writing, to the authority taking the action.
- IV. Right To Respond - Any regular employee shall have the right to respond, either orally or in writing, to the authority imposing disciplinary action and have the response considered prior to the discipline being imposed. Such a response must be made within ten (10) calendar days after receipt of the written notice of the proposed disciplinary action. Failure to respond within such period constitutes a waiver of the right to respond; however, a failure to respond shall not affect the employee's right to appeal the disciplinary action as provided in Section V. After reviewing the employee's response, the Department Head shall notify the employee in writing of his/her decision to dismiss, modify or impose the proposed discipline.
- V. Right of Appeal - Any regular employee shall have the right of appeal from any disciplinary action by his/her Department Head or the City Manager imposed pursuant to Section 3.01, III. Such appeal must be filed in writing with the City Manager within five (5) working

days of the date of service of the notice of disciplinary action. Failure to file an appeal within such period constitutes a waiver of right of appeal.

Neither the provisions of this section shall apply to reductions in force or reductions in pay which are part of a general plan to reduce or adjust salaries and wages.

Except in the case of danger to the public well-being, the employee's safety, other employee's safety, or alleged acts of moral turpitude, no discipline shall be imposed prior to the completion of the appeal process.

Upon expiration of the period allowed for employee response, and Skelley hearing, and after having given consideration to any response filed by the affected employee, the City Manager or department head may impose appropriate disciplinary action on Lieutenants and Captains.

- VI. Hearing - The employee (or his/her representative) and the City shall jointly pick a Hearing Officer to hear the appeal within five (5) calendar days of the filing of the appeal. If the parties are unable to agree on a Hearing Officer, the employee (or his/her representative) and the City shall no later than the next work day, jointly request a list of names of five (5) neutrals from the California State Conciliation Service. Within fifteen (15) calendar days after receiving the list of neutrals, the employee (or his/her representative) and the City shall select a Hearing Officer from that list by alternately striking names from the list. The first option to strike shall be determined by lot.

The cost of the services of the Hearing Officer shall be borne by the losing party. In the event the Hearing Officer makes a compromise decision, he/she shall determine the costs to be borne by each party based on the relative merit of their respective cases.

The Hearing shall be held within twenty (20) calendar days of the selection of the Hearing Officer or as agreed upon by the parties. The Hearing Officer may continue the hearing either for the convenience of the City or upon written application of the employee, for a period not to exceed an additional ten (10) calendar days from the date of the scheduled hearing. Written notice of the time and place of the hearing, and any continuance thereof, shall be provided the employee. Such hearing shall be conducted in accordance with the provisions of Section 11513 of the Government Code. The Hearing Officer shall determine need for counsel and the procedures under which the hearing will be conducted. Such procedures shall comply with State Law and the provisions of this section.

The hearing shall be closed, except to necessary parties, unless the employee or the HPOA requests, in writing, that the hearing be open to the general public. All witnesses, except the employee, shall be excluded from the open hearing process.

The findings of the Hearing Officer shall be rendered within fifteen (15) calendar days of the hearing and shall be advisory only to the City Manager.

Nothing in these rules shall be construed as to bind the City or the City Manager to any findings of the Hearing Officer.

- VII. Decisions - The City Manager shall render a written decision within twenty (20) working days after receiving the advisory findings of the Hearing Officer. The City Manager's decision shall be final and conclusive. A copy of such decision shall be forwarded to the employee. If the disciplinary action taken against the employee is reversed or modified by the City Manager, the employee may be compensated, in whole or in part, for the time lost as determined by the City Manager.
- VIII. Representation - Any City employee, other than those appointed to Middle Management, and confidential classifications as provided in Sec. 1208 Hanford Rules and Regulations, shall be permitted to represent another City employee or group of City employees at the hearing of the appeal. The employee may represent himself/herself or be represented by counsel.
- IX. Notices to Witnesses: Cost - The City Manager shall cause subpoenas for the appearances of witnesses for the employee upon his/her written request and at the employee's cost. The City Manager may require such cost to be prepaid and the same shall be limited to the fee and mileage of witnesses as set forth in Sections 11510, 68093, 68097 of the Government Code.
- X. Failure of Employee to Appear at Hearing - Failure of the employee to appear at the hearing shall be deemed a withdrawal of his/her appeal and action of the City Manager or Department Head shall be final.
- XI. Failure to Directly Serve Employee - In the event that any notice required by the provisions of this Chapter to be served upon the employee personally cannot be effected by reasons of the employee being unavailable for such personal service, such notice may be served upon said employee by certified mail, postage prepaid, and deposited in the United States Mail. Such notice shall be effective and constitutes receipt by the employee upon the deposit in the United States Post Office.
- XII. Effect of Certain Disciplinary Actions:
- A. Written reprimand. Employee's receiving a written reprimand shall have a copy of the reprimand filed in his/her permanent record for future reference. Each employee's permanent record is his/her personnel jacket kept in the Personnel Office.
 - B. Reduction in salary. Employee is placed at a lower salary step within current range.
 - C. Demotion. Employee is moved from one class to another class having a lower maximum rate of pay.
 - D. Suspension. Employees suspended from the municipal service shall forfeit all rights, privileges and salary while on such suspension with the exception of group health and life insurance benefits.

- E. Discharge. Employees terminated shall be paid salary, vacation or paid days in lieu of holidays accumulated to the effective date of termination as specified in this document.

XIII. Releasing of Information Relative To Disciplinary Action - In the interest of preventing undue embarrassment and subsequent loss of ability to perform City work effectively, the following policy will prevail regarding release of information to the news media on personnel actions:

- A. No information will be released without prior approval of the City Manager.
- B. No information will be released until final action has been determined and taken.
- C. Even after final disposition of the matter, no details will be released other than the exact nature of the action taken.

The foregoing personnel procedures are sanctioned under the Ralph M. Brown Act and related laws. The Attorney General's opinions interpreting G. C. Section 54957 are as follows:

“The purpose of Section 54957 is to protect individual public employees and officers from unfavorable publicity, and to permit private inquiry into the employee’s activities, or investigation of charges against such employees.”

XIV. Actions Not Subject to Rule 10 of the Merit System Rules and Regulations

- A. Oral reprimand. Employee’s receiving an oral reprimand may have it noted in his/her departmental record by the Department Head.

SECTION 4

4.01 Grievance Procedures

The entire grievance procedure is listed in this document for communication purposes. The City does not abdicate any of its rights by so listing.

- I. Purpose - Grievance procedures for employees are provided herein:
 - A. To promote improved employer-employee relations by establishing grievance procedures on matters for which appeal or hearing is not provided by other regulations.
 - B. To afford employees individually or through qualified employee organizations a systematic means of obtaining further considerations of problems after every other reasonable effort has failed to resolve them through discussions.
 - C. To provide that grievances shall be settled as near as possible to the point of origin.
 - D. To provide that grievances shall be heard and settled as informally as possible.
- II. Definition and Matters Subject to Grievance Procedures:

- A. A grievance is defined as follows: An alleged violation or improper application of the City or departmental rules and regulations and/or the current MOU, filed by one or more employees.
 - B. Matters subject to grievance procedures: Any City employee shall have the right to present a grievance concerning matters listed below for which appeal is not provided or is not prohibited under provisions of 3.01:
 - 1. Improper application of City or departmental rules, regulations, and/or current MOU.
- III. Informal Grievance Procedure - An employee should first attempt to resolve a grievance or complaint through discussion with his/her immediate supervisor no later than twenty (20) days after the employee knew or should have known of the occurrence of the incident which gave rise to the grievance. If, after such discussion, the employee does not believe the problem has been satisfactorily resolved, he/she shall have the right to discuss it with his/her immediate superior, if any. Every effort should be made to find an acceptable solution by informal means at the most immediate level of supervision. If the employee is not in agreement with the decision reached through such discussion, he/she shall then have the right to file a formal grievance in writing within ten (10) calendar days after receiving the informal decision of his/her superior or superiors. An informal grievance shall not be taken above the department head.
- IV. Formal Grievance Procedure - Formal grievance procedure after exhaustion of the informal grievance procedure shall proceed as follows:
- A. Department review. The grievance shall be presented in writing to the employee's Department Head who shall discuss the grievance with the employee, his/her representative, if any, and with other appropriate persons. The Department Head shall render his/her decision and comments in writing and return them to the employee within fifteen (15) calendar days after receiving the grievance. If the employee does not agree with the decision reached, or if no answer has been received within fifteen (15) calendar days, he/she may present the grievance in writing to the City Manager.

Failure of the employee to take further action within ten (10) calendar days after receipt of the decision or within a total twenty-five (25) calendar days if no decision is rendered, will constitute withdrawal of the grievance.
 - B. City Manager review. Upon receiving the grievance the City Manager, or his/her designated representative, shall discuss the grievance with the employee, his/her representative, if any, and with all other appropriate persons. The City Manager may designate a fact-finding committee or an officer not in the normal line of supervision to advise him/her concerning the grievance. The City Manager shall render a decision in writing to the employee within twenty (20) calendar days after receiving the grievance. The decision of the City Manager shall be final.

V. Conduct of Grievance Procedure:

- A. The time limits specified above may be extended to a definite date by mutual agreement of the employee and the reviewer concerned.
- B. The employee may request the assistance of another person of his/her own choosing in preparing and presenting his/her grievance at any level of review.
- C. Employees shall be free from reprisal for using the grievance procedure.

SECTION 5

5.01 Conclusiveness

- A. The provisions expressly stated in this MOU may be altered, changed, added to, deleted from or modified only through the voluntary mutual consent of the HPOA and the City in a written and signed amendment to this agreement.
- B. The HPOA and the City agree that during the negotiations which resulted in this MOU each had an unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the scope of representation. Therefore, during the term of this agreement, neither the City nor the HPOA shall be obligated to meet and confer on any matter:
 - 1. Whether or not specifically referred to in this MOU;
 - 2. Whether or not the matter was within the knowledge or contemplation of either party at the time of negotiations;

3. Whether or not the matters were proposed and later withdrawn during negotiations.

C. Except that: In order to meet an emergent situation the City may change a written policy affecting wages, hours and other terms and conditions of employment which is not specifically set forth in this MOU. The City shall notify the HPOA of its intention to so do. If the HPOA does not respond within ten (10) calendar days from the date of mailing of such notification the City shall assume that the HPOA does not wish to meet and confer on the change in policy. In an emergency, the City retains the right to take such action immediately. The HPOA will be offered the opportunity to meet and confer as soon as practicable.

D. The City may re-open negotiations regarding economic items if the City Council declares a fiscal emergency during the term of the agreement (July 1, ~~2022-2025~~ through June 30, ~~2025~~2027).

5.02 Accumulation/Vesting

The City and the HPOA agree that nothing contained in this MOU shall be interpreted as to imply or permit the accumulation, vesting or divesting, of any written or unwritten employee right or privilege beyond the termination date of this MOU.

5.03 Savings Clause

If any provision of this MOU or any addendum thereto should be held to be invalid by operation of law or by a tribunal of competent jurisdiction or if compliance or enforcement of any provision should be restrained by such tribunal or the enactment of superseding rule, regulation, law or order by any governmental authority other than the City, such provision shall be immediately suspended and be of no force and effect, and the parties shall immediately begin the meet and confer process for the purpose of arriving at a mutually satisfactory replacement for such provision. Invalidation of a part or portion of this MOU shall not invalidate any remaining portions unless those remaining portions were contingent upon the operations of the invalidated provision.

5.04 Non Discrimination

Both the City and the HPOA agree that they shall not unlawfully discriminate against any employee on the basis of age, race, sex, disability/handicap, creed, color, national origin or ancestry, pregnancy, marital status, medical condition or sexual orientation. Neither the City nor the HPOA shall interfere with intimidate, restrain, coerce, or discriminate against any employee because of the exercise of rights to engage or not engage in lawful HPOA activity.

5.05 Term

This MOU shall be effective for the period of July 1, 202~~5~~², through and inclusive of June 30, 202~~7~~⁵. The provisions of this MOU shall not take effect until ratified by both the Hanford City Council and the general membership of the Hanford Police Officers Association.

Non-substantive updates to the Memorandum of Understanding (MOU), including but not limited to changes in formatting, section numbering, and typographical corrections, may be made following formal ratification, provided such modifications do not alter the intent or meaning of the agreement.

Agreed upon August 5, 2025~~July 27, 2022~~

For the City:

Che Johnson
Attorney- Liebert Cassidy Whitmore

~~Parker Sever~~
~~Chief of Police~~

Chris Tavaréz
~~Finance Director~~Interim City Manager
Resources Manager

Sarah Cardoza
—Human

For HPOA:

~~Gary Messing~~David Kruckenberg
Attorney- Messing Adam ~~&~~ Jasmine & Shore

Brent McCreary
HPOA President

Memorandum of Understanding

between
City of Hanford
and
Hanford Police Officers Association



Last Revised: 08-05-2025

Term: July 1, 2025 - June 30, 2027

This page was intentionally left blank

TABLE OF CONTENTS

Memorandum of Understanding (MOU) concerning wages, hours and other terms and conditions of employment between the City of Hanford and the Hanford Police Officers Association July 1, 2025 through June 30, 2027.

SECTION 1

1.01	Preamble.....	1
1.02	Recognition.....	1
1.03	Purpose.....	1
1.04	City Rights.....	1
1.05	Maintenance of Operations.....	2

SECTION 2

2.01	Wages.....	3
2.02	Standard Work Period.....	3
2.03	Overtime.....	6
2.04	Callback.....	8
2.04.01	Standby Pay.....	8
2.05	Holidays.....	8
2.06	Vacation.....	9
2.07	Sick Leave.....	10
2.08	Long Term and Short Term Disability.....	13
2.08.01	Catastrophic Leave.....	14
2.09	Bereavement Leave.....	14
2.10	Request for Leave of Absence.....	14
2.11	Tuition Reimbursement.....	15
2.12	Compensation for Police Services.....	15
2.13	Mileage Reimbursement.....	16
2.14	Uniform Allowance.....	16
2.15	Health and Life Insurance.....	16
2.16	POST Certificate Incentive Pay.....	17
2.17	Retirement.....	18
2.18	Field Training Officer Differential Pay.....	18
2.19	Dues Deduction.....	18
2.20	Bilingual Pay.....	19
2.21	Removed 8-2025	
2.22	Internal Affairs and Disciplinary Action Time Frame.....	19
2.23	Grooming Standards.....	19
2.24	Ballistic Vests.....	19
2.25	Specialty Pay.....	19
2.26	Travel.....	20
2.27	POST Physical Examinations.....	20
2.28	Employee Medical Plan.....	20
2.29	Direct Deposit of Payroll Checks.....	20
2.30	Longevity Pay.....	21

2.31	Deferred Compensation.....	21
2.32	Probationary Period.....	21
2.33	Performance Evaluation.....	22
2.34	New Hire Orientations.....	23
2.35	Community Involvement (Volunteer Hours)	23
2.36	Acting Pay.....	23
2.37	Working out of Classification.....	23
2.38	Public Records Act Request (Senate Bill 1421).....	23
2.39	Management Leave.....	24
2.40	Retiree Medical Trust.....	24
 SECTION 3		
3.01	Disciplinary Action.....	25
 SECTION 4		
4.01	Grievance Procedures.....	30
 SECTION 5		
5.01	Conclusiveness.....	32
5.02	Accumulation/Vesting.....	32
5.03	Savings Clause.....	32
5.04	Non-Discrimination.....	33
5.05	Term.....	33

SECTION 1

1.01 Preamble

The following constitutes a Memorandum of Understanding (MOU) between the City of Hanford (“City”) and the Hanford Police Officers Association (“HPOA”) as a result of meeting and conferring in good faith concerning wages, hours and other terms and conditions of employment and the City Council action pursuant to Government Code Section 3500 et. seq. and the City's Employer - Employee Relations Policy Chapter 12, Hanford Personnel Rules and Regulations.

1.02 Recognition

Under the terms of Chapter 12 of the Merit System Rules and Regulations, the City formally recognizes the HPOA as the recognized employee organization for Sworn Police Officers, Corporals, Sergeants, non-sworn Police Cadets, Lieutenants and Captains.

During the term of this agreement the Hanford Police Officers Association and City of Hanford agree to continue discussions about the potential reassignment of the Police Lieutenant and Police Captain classifications to a new bargaining unit.

1.03 Purpose

It is the purpose of this MOU to promote and provide for harmonious relations, cooperation and understanding between the City and the employees covered herein and to provide an orderly and equitable means of resolving any misunderstanding or difference which may arise regarding wages, hours and other terms and conditions of employment.

1.04 City Rights

Notwithstanding any provision of this agreement, nothing contained herein shall restrict or obstruct the inherent or legal rights of the City as they relate to its general legislative process. These rights include, but are not limited to:

- A. Determining the goals, objectives and mission of the City’s departments, offices, committees or commissions;
- B. Establishing standards of selecting City personnel;
- C. Implementing and executing standards of continued employment with the City;
- D. Identifying the work to be performed and allocating such work to City personnel;

- E. Directing its personnel and administering discipline;
- F. Relieving its personnel from duty;
- G. Undertaking all necessary actions during emergencies;
- H. Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees subject to the requirements of this MOU and City rules and regulations;
- I. Layoff employees pursuant to the city rules and regulations;
- J. Subject to the provisions of the Meyers-Miliias-Brown Act the City reserves the right to direct employees, including scheduling and assigning work, work hours and overtime.

1.05 Maintenance of Operations

For the term of this MOU neither the HPOA nor any person acting in its behalf, will cause, authorize, engage in, nor will any of the members of the HPOA take part in a strike against the City, a work stoppage, slow down, picketing or concerted failure to report for duty, or unauthorized absence or abstinence from the full and faithful performance of their duties of employment, including compliance with the request of other labor organizations or bargaining units to engage in such activities. This is not to mean that the HPOA or HPOA members are waiving any rights as to protection of personal safety as they may pertain to refusal to cross the picket lines of another public employee organization on strike, or to informational picketing by employees on their own time.

SECTION 2

2.01 Wages

Year One: five and one-half percent (5.5%) general salary increase effective the first full pay period after the agreement has been formally approved by City Council.

Year Two: four percent (4%) general salary increase effective the first full pay period in July 2026.

The City of Hanford is open to meeting during the term of the agreement to discuss potential market adjustments. HPOA will be responsible for compiling data to present and support their market adjustment request(s). Upon a reopener, all other provisions and all other sections of the Memorandum of Understanding shall remain in full force and effect.

In a prior agreement, salary information was compared using data from five comparable agencies (Delano, Dinuba, Merced, Tulare, and Visalia).

2.02 Standard Work Period

I. Traditional Schedule

The average regular workweek for affected employees shall be forty (40) hours. The traditional schedule is five (5) workdays of eight (8) hours during each seven-day work period.

In lieu of a traditional schedule, Police Lieutenants and Police Captains may work an alternative work schedule as approved by the Chief of Police.

Employees working the special assignments of School Resources Officer, Traffic Enforcement Unit, and any newly formed special assignment necessitated by grants or other circumstances shall have a traditional schedule with the duty shift hours to be determined by the Chief of Police. Notwithstanding the above, the employees temporarily assigned to the Gang Task Force, may work an alternative work schedule including the 4/10 plan, consisting of four (4), ten hour (10-hour) days worked consecutively per week in a two (2) week pay period, on a temporary basis as determined by the Chief of Police.

Employees assigned to the Investigative Section of the Hanford Police Department shall have a standard duty shift of 7:00 a.m. through 3:00 p.m. The duty hours are five (5) workdays of eight (8) hour shifts, Monday through Friday. Employees assigned to the Investigative Section and on a 4/10 plan shall have a standard duty shift of Monday through Thursday from 0700-1700 hours or Tuesday through Friday from 0700-1700 hours.

Employees shall be given a thirty (30) minute meal break per duty shift and two (2) fifteen (15) minute breaks when possible, during which time he/she will remain on duty, in

uniform and subject to call. The two breaks and one one-half hour meal break shall be paid time and shall be included in the workday. Employees shall not be eligible for overtime pay for breaks and meal periods not taken due to duties and responsibilities of work assignments.

II. Alternative Work Schedule: 3/12 Plus 8 Plan

- A. Employees assigned to the Uniformed Operations Division or other special teams as may be formed through grants or other special circumstances, except those assigned to the Traffic Enforcement Team and Problem Oriented Policing Team, shall work an alternative work schedule, hereinafter referred to as the 3/12 plus 8 plan. The plan shall have two (2) work weeks per pay period, a 36 hour work week consisting of three (3) twelve (12) hour shifts and a 44 hour work week consisting of three twelve (12) hour shifts and one eight (8) hour shift, equaling 80 hours during each 14 day work period or a 32 hour work week consisting of two (2) twelve (12) hour shifts and one eight (8) hour shift and a 48 hour work week consisting of four (4) twelve (12) hours shifts equaling 80 hours during each 14 day work period.
- B. The standard duty shift for employees working the 3/12 plus 8 plan shall be:

Day Watch: 0700 hours to 1900 hours;
Night Watch: 1900 hours to 0700 hours;
- C. Personnel assigned to a Utility slot will primarily have fixed days off. When there is a reduction in manpower, the Utility officer may be reassigned different shifts and different days off as determined by management. The reassignment will remain in effect until staffing needs are brought up to full staff or there is no further need for the officer to remain on the reassignment.
- D. Personnel assigned on an alternative work schedule shall continue to accrue vacation, holiday and sick leave in accordance with the current accrual rates. When vacation, holiday time or sick leave are used, the employee shall be charged based on actual time taken, calculated hour for hour.
- E. Employees on the alternative schedule shall be given a thirty (30) minute meal break per duty shift and two (2) fifteen (15) minute breaks when possible, during which time he/she will remain on duty, in uniform and subject to call. The two (2) breaks and one one-half hour meal break shall be paid time and shall be included in the workday. Employees shall not be eligible for overtime pay for breaks and meal periods not taken due to duties and responsibilities of work assignments.
- F. The City agrees to meet and confer regarding any intent to terminate participation in the 3/12 plus 8 plan.

III. Traffic Enforcement Unit Alternative Work Schedule 4/10

- A. Traffic Enforcement Team Officers shall be assigned to work an Alternative Work Schedule known as a 4/10 Alternative Work Schedule. The plan shall consist of four (4), ten hour (10-hour) work days worked consecutively per week in a two (2) week pay period.
- B. Personnel assigned to the Traffic Enforcement Team shall participate in a mandatory shift rotation and schedule mutually agreed upon by the Chief of Police and the HPOA.
- C. For the purpose of clarifying an existing management prerogative, Department Administration may, at its discretion, establish minimum staffing levels. Minimum staffing levels for Traffic Enforcement Personnel include one (1) officer Monday through Friday from 0700-1700 hours.
- D. The City shall have the right to flex schedules under any one of the following conditions:
 - i. On an as needed basis for emergency situations; and
 - ii. During a preplanned event.
- E. Examples of emergency situations shall be defined but are not limited to, natural disasters, officer involved shooting, major crime event, riot or demonstration, air crash, act of terrorism, or a fire or explosion.

IV. Canine Handler Schedule

Employees assigned to the position of Canine Handler shall work under the 2.02 Alternative Work Schedule: 3/12 Plus 8 Plan of the MOU, and will select their shifts based on serpentine rotation.

Canine Handlers shall be paid an additional four (4) hours straight time per week, in addition to their base pay, for such time the canine handler is actually assigned to a canine to care for. This additional pay is to compensate the officer for time spent feeding and caring for the canine. The canine handler shall be subject to all policies developed by the City as they pertain to the care, training and responsibilities of the canine.

V. Swing Shift Schedule

When staffing levels allow, the Chief of Police may implement a 4/10 Swing Shift. The 4/10 Swing Shift would be comprised of four (4) officers who would work Wednesday through Saturday from 1500 hours to 0100 hours. When implemented, this shift would be placed on the patrol sign up list and officers would sign up for it by seniority similar to the 3/12 Plus 8 Plan.

The City shall have the right to flex schedules on an as-needed basis for emergency situations. Examples of emergency situations include but are not limited to a natural disaster, officer involved shooting, major crime event, riot or demonstration, air crash, act of terrorism, or a fire or explosion. Upon mutual agreement between the employee and his/her supervisor, an

employee assigned to Swing Shift may be called in early or held over to assist with patrol staffing levels.

2.03 Overtime

- I. Administration – It is the policy of the City that overtime work is to be kept to the minimum consistent with protection of life, property, and the efficient operation of the departments and activities of the City and that overtime work be compensated for by time off wherever practicable. All work requiring any employee to work overtime hours must be approved by the Department Head or his/her designated representative prior to the work being performed, with the exception of emergency situations.

In the event compensatory time off is used as the method of compensating for overtime, these hours may be accrued in a bank with a cap of two hundred (200) hours. Employees may cash out any hours in excess of one-hundred (100) during any pay-period. The number of hours that the employee requests to cash out must be indicated by them on their timesheet.

Employees may not use compensation time, holiday bank, or vacation time for the purposes of working an overtime assignment unless mutually agreed upon by the department and the employee.

Employees leaving the municipal service with accrued hours of compensatory time off, shall be paid at the employee's current rate of pay for all accrued hours upon termination.

- A. Overtime shall commence at the time an employee reaches the place where he/she is directed to report and shall continue until he/she is released or the work is completed whichever is the earlier except as follows:
 1. Employees who attend court outside of Kings County or mandatory training, except a basic academy, shall receive FLSA overtime consistent with existing law.
 - B. Overtime immediately following a regularly scheduled duty shift will not be subject to a minimum hour guarantee.
 - C. It is understood that effective with ratification of the predecessor agreement of February 17, 1998, any hours in a compensatory bank are non-FLSA hours.
- II. Traditional Work Schedule - Employees shall receive overtime compensation for time worked in excess of one duty shift and/or five duty shifts as defined above, at time and one-half (T1/2) their base hourly rate, or time and one-half (T1/2) compensatory time off, at the discretion of the Department Head. All hours except sick leave, shall count as hours worked for overtime purposes.
 - III. Alternative Work Schedule - Employees shall receive overtime for time worked in excess of one duty shift and/or three twelve (12) hour shifts in a thirty-six (36) hour week or three

twelve (12) hour shifts and one eight (8) hour shift in a forty-four (44) hour week at time and one-half (T1/2) their base hourly rate or time and one-half (T1/2) compensatory time off, at the discretion of the Department Head.

An employee may not work back to back shifts.

To help insure an employee is adequately rested, management may adjust schedules of affected employees to insure a minimum of eight (8) cumulative non-work hours occur between shifts. An employee may utilize earned vacation time or earned compensatory time to accomplish this purpose. Overtime hours earned by the employee may also be used to offset hours needed to achieve the required rest period as approved by his/her Department Head or designee.

Duty shift overtime assignments shall not exceed two (2) hours immediately following or prior to a regularly scheduled twelve (12) hour shift unless approved by his/her Department Head or designee.

Outside assignments shall be limited to non-duty days. Outside overtime assignments include duty shift coverage, parades, ball games, etc., or any other prescheduled overtime.

- IV. Training - employees who attend training programs, meetings, lectures and similar activities outside their regular working hours shall receive overtime compensation if the training meets the following criteria:
- A. Training is approved and required by the employee's Department Head.
 - B. Training is directly related to the employee's present job.
 - C. Training could not be obtained during the employee's regular working hours.

If employees on their own initiative attend independent schools outside of their regular working hours or work tour, they shall not receive overtime compensation, even if the courses are related to their jobs.

- V. Compensatory Time Off ("CTO") shall be granted if requested fourteen (14) days in advance of the effective date, unless it would cause an "undue disruption" to the department. An undue disruption shall be defined as CTO which would result in staffing levels falling to more than one officer below minimum staffing. The cost of filling back overtime does not constitute an undue disruption.

A request made within fourteen (14) days of the effective date to be off may be granted at the sole discretion of the Department.

Once granted, CTO shall not be cancelled unless there is an emergency. An emergency may include a critical incident. Examples of such include but are not limited to, natural disasters, officer involved shooting, major crime event, riot or demonstration, air crash, act of terrorism, fire or explosion or an event which causes staffing levels to drop below their

prescribed minimums during specified holidays, as defined in the Police Department General Orders Manual Section 8.1.

- VI. Employees shall be paid overtime or receive compensatory time off for all time worked beyond eighty-six (86) hours within a fourteen (14) day Fair Labor Standard Act (FLSA) work period. This is a result of the 7(k) FLSA exemption being applied.

All references to the previous FLSA work period will be updated in the MOU. To accommodate the change from a 28-day FLSA work period to a 14-day FLSA work period a 21-day transitional work period will be implemented beginning April 27, 2020.

2.04 Callback

Employees called back to work from their day off, or other off duty hours including standby time, shall receive overtime compensation as stated above with a three (3) hour minimum guarantee.

This does not apply to travel time for training. When an employee has training on a scheduled day, they will be paid from the time they leave until they return. If the total time (including travel) exceeds their scheduled hours, then they will receive overtime compensation consistent with Section 2.03 Overtime, above.

2.04.01 Standby Pay

Officers assigned as detectives to the Investigations Division (including assignments to Criminal Investigations or the Street Crimes Unit) shall receive \$4.50 for each hour assigned for standby pay. Standby time shall be defined as that time, other than the regular duty shift, overtime or call back time, where the employee is required to remain available for call and ready for duty. Detectives and sergeants cannot earn standby pay and regular or overtime pay for the same hour worked because standby time is considered time when the employee is not on duty. When a detective or Sergeant is called back to work from a standby assignment, standby time will stop, and callback time will begin.

Detective Standby – Detectives and sergeants assigned to the Investigations Division shall rotate standby duty every week (the Police Department may place one detective or sergeant in Criminal Investigations and one detective or sergeant in Street Crimes on standby for the same week). The standby assignment will start and end every Monday at 0700 hours. Detectives and sergeants should have a response time no longer than one (1) hour. Detectives and sergeants will not be eligible for standby pay Monday through Friday 0700-1700 unless there are no detectives or sergeants on duty in their unit (i.e., Criminal Investigations or Street Crimes).

2.05 Holidays

- I. A. Employees shall receive up to 2.154 hours per pay period at straight time in lieu of any holiday time off based on time in service. Two (2) payments will be made annually on pay

period thirteen (13) and pay period twenty-six (26) of each year. Following the last payment made for the calendar year (pay period twenty-six), the holiday-in-lieu time will be reset to zero (0). The balance shall be paid out at the employee's current rate of pay upon separation from the City.

B. Employees will be provided a holiday-in-lieu bank of fifty-six (56) hours per calendar year. Such time will be accrued at the rate of 2.153 hours per pay period. Employees may bank up to seventy (70) hours of holiday-in-lieu time. Employees may use this time at the discretion of the Department Head with due consideration of the employee's needs. Holiday time taken is deducted on an hour for hour basis. The employee is ultimately responsible for monitoring his/her/their holiday-in-lieu time and will be able to request cash out hours at their base hourly rate at time of accrual, once they have banked sixty (60) hours. An employee will be able to cash out any hours in excess of sixty (60) hours below sixty (60) have no cash value. Holiday in-lieu time shall be recorded on the employee's timesheet and accounted for through the payroll system. If an employee should reach maximum accumulation cap of seventy (70) hours, holiday in-lieu hours will no longer accrue. The balance over sixty (60) hours shall be paid out at the employee's current rate of pay upon separation from the City.

Police Management employees shall receive up to 112 hours of holiday time each calendar year accruing 4.308 hours per-pay period in-lieu of paid holidays. Employees may bank up to seventy (70) hours of holiday-in-lieu time. Employees may use this time at the discretion of the Department Head with due consideration of the employee's needs. Holiday time taken is deducted on an hour for hour basis. The employee is ultimately responsible for monitoring his/her/their holiday in-lieu time and will be able to request to cash out hours at their base hourly rate at time of accrual, once they have banked sixty (60) hours. An employee will be able to cash out any hours in excess of sixty (60). Holiday in-lieu time shall be recorded on the employee's timesheet and accounted for through the payroll system. If an employee should reach the maximum accumulation cap of seventy (70) hours, holiday in-lieu hours will no longer accrue. The balance over sixty (60) hours shall be paid out at the employee's current rate of pay upon separation from the City.

2.06 Vacation

- I. Eligibility - Employees shall complete six (6) months continuous service before using accrued vacation leave. Employees shall not work for the City during their vacation.

Employees whose scheduled vacations are interrupted or postponed due to industrial injury shall be rescheduled after such injured employee has returned to duty. No vacation previously scheduled shall be lost due to an employee exceeding the vacation accrual during an industrial injury leave.

- II. Accrual - Vacation will be accrued and credited on a bi-weekly basis at the following rates for continuous service performed in pay status:

- (1) From zero (0) through five (5) years:

3.39 hours per bi-weekly pay period, 88 hours annually

(2) From six (6) through ten (10) years:

4.62 hours per bi-weekly pay period, 120 hours annually

(3) From eleven (11) through (15) years:

5.24 hours per bi-weekly pay period, 136 hours annually

(4) Sixteen (16) or more years:

6.16 hours per bi-weekly pay period, 160 hours annually

- 3 Limits of Accrual – Such accrual and credit for all employees may not exceed twice the employee’s annual rate of accrual.
- 4 Compensation at Termination - Employees leaving the municipal service with accrued vacation leave shall be paid the amounts of accrued vacation to the date of termination. Employees who terminate employment with the City and who have less than six (6) months of continuous service, shall not be compensated for accrued vacation.

2.07 Sick Leave

I. Definition/Approved Sick Leave Usage:

A. Sick leave is an absence from duty which may be granted by the employer to the employee because of:

- a. An illness, injury, exposure to a contagious disease, preventative care, illness or injury of a member of the employee’s immediate family requiring the employee’s attendance.
- b. To attend a medical, dental, or optical appointment if such appointment cannot be scheduled outside of the employee’s normal work day.
- c. To obtain relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate documentation of the need for such services:
 - i. A temporary restraining order or restraining order;
 - ii. Other injunctive relief to help ensure the health, safety or welfare of the employee or their children;
 - iii. To seek medical attention for injuries caused by domestic violence, sexual assault or stalking;
 - iv. To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault or stalking;
 - v. To obtain psychological counseling related to an experience of domestic violence, sexual assault or stalking;

- vi. To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.
- B. An employee's immediate family shall consist of the employee's: Spouse or registered domestic partner, parent (including step parents), child (including step children), brother, sister, father in-law, mother in-law, brother in-law, sister in-law, aunts, uncles, employee's and spouse's grandparents, grandchildren or any person living in the same household as the employee.
- C. An employee may be granted sick leave only in case of actual illness/situation as defined above. In the event that an employee or a member of the employee's immediate family recovers from any such illness after being granted sick leave, and during the regularly scheduled hours of work, then such employee shall notify the appropriate immediate supervisor and be available to return to duty.
- D. Sick leave shall be taken in fifteen (15) minute increments.
- E. In order to receive compensation while absent on sick leave, an employee shall provide reasonable advance notice to their supervisor of their need to use sick leave if the need is foreseeable (i.e. doctor's appointment scheduled in advance). If the need for sick leave is unforeseeable, including an illness sustained while at work, the employee shall provide notice of the need for the leave to their supervisor as soon as possible, preferably within 1 hour before the time established as the beginning of the employee's work day. In the event that an employee is incapacitated because of illness or injury to the point the employee is unable to contact his/her supervisor, the employee's designated representative (i.e. family member) shall notify the supervisor at the earliest possible moment.
- F. If the employee is absent on sick leave for more than one (1) day, the employee shall keep the immediate supervisor informed as to the date the employee expects to return to work.
- G. Upon the oral or written request of an employee, the City shall provide paid sick days for the purposes described in previous sections. The City may request a note from a physician after an employee has been absent longer than three consecutive days or shifts, or if evidence suggests that an employee has a demonstrable pattern of abusing the City's sick leave policy. At no time will the City interfere/waive an employee's rights under the Americans with Disabilities Act (ADA) or Health Insurance Portability and Accountability Act (HIPAA).

To accurately track sick leave for those who meet the requirements under Federal and State laws (Family Medical Leave Act and California Family Rights Act), the City may require a physician's certification for an employee's own serious health condition or to care for an eligible family member (parent, child, spouse, domestic partner or covered service member).

- H. Employees who are on vacation at the time of death of an immediate family member as defined above shall be entitled to substitute bereavement leave for vacation time, consistent with the existing bereavement leave policy. The total period of absence from City employment (vacation and bereavement leave) shall not be extended beyond that time initially approved for vacation, without specific Department Head approval. Unused vacation shall be retained by the affected employee in accordance with the existing vacation policy.
- I. Supervisors shall have the discretion to place employees on sick leave when, in the judgment of the supervisor, the presence of the employee at work would endanger the health and welfare of other employees or where the illness or injury of the employee interferes with the performance of such employee's duties.
- J. The City shall not deny an employee the right to use sick leave, discharge, threaten to discharge, demote, suspend, or in any manner discriminate against an employee for using, or attempting to exercise the right to use sick leave to attend to an illness or the preventative care of a family member, or for any other reason specified in sections above.

II. Sick Leave May Not Be Used for:

- A. An employee serving their initial 90 calendar days of service to the City (unless the employee was rehired within one year of separation, or sustained a work-related injury during their initial 90 days of employment).
- B. Sick leave will not be granted to any employee absent from duty during an authorized leave of absence without pay, or any other absence from duty not authorized the City.
- C. Sick leave shall not be used in lieu of or in addition to vacation, unless leave is requested for an immediate death in the family or as otherwise defined in this policy.
- D. Absence for illness/medical treatments may not be charged to sick leave yet to be accumulated.

III. Accrual, Accumulation and Separation

- A. Regular and probationary employees shall be eligible to accrue sick leave at the rate of 3.69 hours, 6.46 hours for sworn Fire Department personnel for each bi-weekly pay period.
- B. There is no limit on the amount of sick leave which can be accumulated and carried over from year to year.
- C. Sick leave will be accrued by any employee during the first 90 calendar days of employment. However, only upon the successful completion of 90 days of

employment, will the employee be entitled to utilize their accrued sick leave (does not apply to employees rehired within one year of separation).

- D. Employees granted a leave of absence with pay (including military leave or other approved leave with pay) shall accrue sick leave as indicated above.
- E. Sick leave will not be accrued by an employee absent from duty after separation from service or during an authorized leave of absence without pay.
- F. Upon retirement under Public Employees Retirement System, qualifying employees may apply unused sick leave as provided under Section 20862.8 and 20965 of the Government Code.

IV. Reimbursement/Reinstatement of Unused Sick Leave

- A. Employees leaving the municipal service shall forfeit all accumulated sick leave unless:
 - a. Upon retirement under the Public Employees Retirement System, qualifying individual applies unused sick leave as provided under Section 20862.8 and 20965 of the Government Code.
 - b. The individual is re-hired by the City of Hanford within one (1) year from the date of separation. Previously accrued and unused paid sick days shall be reinstated and the employee shall be entitled to use those previously accrued and unused paid sick days immediately and will accrue additional paid sick hours in accordance to the section above.
 - c. The employee resumes employment with the City upon release from active military duty, temporary military leave or other approved leave of absence.

V. Abuse of Leave

- A. Abuse of an employee's sick leave is defined as a claim of entitlement to sick leave when the employee does not meet the requirements as defined in Section I. If an employee is found to be abusing or misusing their sick leave time, they will be subject to disciplinary action.

2.08 Long Term and Short Term Disability

In order to be eligible for Long Term Disability Leave (LTDL) or Short Term Disability Leave (STD L), an employee must present proof of enrollment in a private, long term or short term disability insurance program ("LTDL or STD L Insurance") paid at his or her own cost. In order to be placed on LTDL or STD L, the employee must notify the Chief of Police in writing.

Employees placed on LTDL or STD L must use sick leave at the rate of eight (8) hours per day until LTDL or STD L Insurance benefits begin to be paid to the employee. Thereafter, an employee may use sick leave at the rate of four (4) hours per day in order to utilize the LTDL or STD L Insurance.

Following the exhaustion of vacation and sick leave, the employee will be placed on a medical leave of absence without pay for a period of not more than sixty (60) days per the City's Personnel Rules and Regulations, Section 611.

2.08.01 Catastrophic Leave

The City agrees to establish a catastrophic leave policy for use by employees which shall operate with hours donated and hours used at a one-to-one ratio.

2.09 Bereavement Leave

Each regular employee shall be allowed to use bereavement leave not to exceed one full work week in the event of death in the employee's family. For the purpose of this section only, the employee's family shall mean the spouse, parent, child, brother, sister, father-in-law, mother-in-law, brother-in-law, sister-in-law, grandparent, grandchild, or a close relative residing in the household of the employee. Bereavement leave dates shall be discussed with the Department Head or immediate supervisor and do not need to be consecutive. There is no limit to the number of times bereavement leave can be taken as long as it is for an employee's family member as described above. Bereavement leave shall be completed within three (3) months of the date of the death of a covered family member. Upon request and within thirty (30) days of the first day of leave, the employee shall provide documentation of the death of a covered family member. Documentation shall include but is not limited to: a death certificate, a published obituary, memorial service announcement or program, etc. Bereavement Leave is categorized as "Other Leave with Pay" for payroll purposes.

2.10 Request for Leave of Absence

- I. P4 forms are available to all personnel and are to be initiated by any employee who anticipates any absence, such as vacation, compensatory time off (CTO), shift trades or after a leave of absence it is could not be anticipated such as sick leave. P4's for vacation should be submitted at least thirty (30) days prior to the desired date.
- II. An employee who has accrued compensatory time on the books and requests use of the time off shall submit a P4 request to his immediate supervisory fourteen (14) days prior to the time off, but not longer than thirty (30) days prior to. Comp time will be granted until staffing levels fall to one officer below minimum staffing.

P4's submitted longer than thirty (30) days in advance of the requested time off will not be accepted, nor count, toward the earliest P4 received in regards to the granting of CTO. CTO requests made within fourteen (14) days will be granted or denied at the sole discretion of the department.

CTO requests made for the holiday of New Years Eve will be at the sole discretion of the department or its acting supervisor. On the holidays of Christmas Day, Christmas Eve,

Thanksgiving, Memorial Day, or Easter, CTO shall be granted by the department or its supervisor, if requested, down to minimum staffing levels. In addition, CTO that is approved will be granted in order from the first P4 received within the fourteen (14) to thirty (30) days guidelines, with no regard for rank or seniority.

In order to request CTO, the employee must have the requested amount of time-off on the books at the time of the request.

- A. Once a P4 is signed by the department or its supervisor, it shall not be rescinded unless one of the following conditions is met:
 - B. The department is involved in a critical incident or other emergency such as, but not limited to:
 - 1. Natural disaster;
 - 2. Officer crime event;
 - 3. Major crime event;
 - 4. Riot, demonstration;
 - 5. Air crash;
 - 6. Act of terrorism;
 - 7. Fire or explosion.
 - C. An event occurs which drops staffing levels below their prescribed minimums on one of the above-mentioned holidays or events. If this occurred, it could result in a cancellation of the CTO.
- III. Every effort should be made to notify the employee of the status of the request both verbally and in writing within forty-eight (48) hours after submission.

2.11 Tuition Reimbursement

Pursuant to Administrative Regulation 1.13, regular employees are eligible to receive tuition reimbursement up to \$5,000 per fiscal year for courses taken to obtain a bachelor's, master's or doctoral degree only (no training/certificate work).

2.12 Compensation for Police Services

Employees providing police services to private persons, clubs, organizations, etc., through a City contract, shall receive the appropriate hourly rate as listed in the compensation plan on a three-hour minimum basis. Employees providing police services for City sponsored functions shall be paid at their base hourly rate as listed in the compensation plan.

2.13 Mileage Reimbursement

Employees required to use their private automobile for authorized City business shall receive mileage reimbursement at the current IRS approved rate.

2.14 Uniform Allowance

New employees shall be paid an initial \$500 for the appropriate uniform for the first year of employment within one (1) month of the date of hire. In the event such new employees do not attain permanent status with a completion of probationary period with the City, such employees shall return to the City fifty percent (50%) of the cost of the uniforms. After the first year of employment, the employee is eligible for a pro-rated uniform allowance based on the number of months remaining in the calendar year.

Employees shall receive an annual uniform/clothing allowance of \$1,200.

The City shall furnish each newly hired police officer the appropriate safety equipment approved by the Department. This equipment is to be consistent with the standard equipment issued to other officers.

For officers assigned to the motorcycle traffic unit, the City shall furnish safety equipment consisting of: a motorcycle helmet with communications equipment, a leather police motorcycle jacket, one (1) pair winter gloves and one (1) pair of chromatic type sun glasses. Such equipment shall remain the property of the City and shall be turned in upon completion of the assignment. The City will also provide for two (2) pair of uniform riding breeches and one (1) pair of motorcycle boots. Should the uniform breeches, boots, or safety type sun glasses be damaged as a direct result of the motorcycle assignment, replacement by the City will be evaluated on a case by case basis. Should an assigned officer require prescription glasses, the City will provide funds equal to the cost of issued safety glasses towards the purchase of chromatic type of prescription safety glasses. Such equipment shall remain the property of the City and shall be turned in upon separation from the Department.

Effective July 2013, motorcycle boots worn by the traffic officers will be replaced by the City every four (4) years. In addition, the safety type sun glasses worn by the traffic officers will be replaced every year, at a cost not to exceed \$125.00 for each officers' replacement.

2.15 Health and Life Insurance

Medical

The City shall offer optional medical plans including but not limited to a PPO, EPO and/or a high deductible plan with employee sponsored Health Savings Account (HSA), if applicable. The City shall pay sixty percent (60%) of the total premium cost of all regular and probationary employees, and their dependents, who elect the PPO plan.

Dental

The City shall pay sixty percent (60%) of the total premium cost of all regular and probationary employees, and their dependents, who elect a dental plan.

Vision

The City shall pay one hundred percent (100%) of the total premium cost of all regular and probationary employees who elect an employee only vision plan. The City shall pay sixty percent (60%) of the total premium cost of all regular and probationary employees, who elect a vision plan with dependent coverage.

Six months of health benefits shall be provided to a surviving spouse and dependents of a Police Officer who passes away in the line of duty. Surviving dependents must meet the eligibility requirements as outlined in the City's health plan documents.

Life Insurance

The City pays the premium for a \$50,000 group Life and AD&D policy for employees in the classifications of Police Cadet, Police Officer, Police Corporal and Police Sergeant and a \$100,000 group Life and AD&D policy for employees in the classifications of Police Lieutenant and Police Captain. The City also provides employees an option to purchase additional life insurance at the employee's expense.

2.16 POST Certificate Incentive Pay

All employees with the exception of Police Lieutenants and Police Captains shall be eligible to receive POST certificate incentive payments based on the following certificates:

1. For the award of the Intermediate POST Certificate: five percent (5.0%) of base salary payable with the normal payroll.
2. For the award of the Advanced POST Certificate: two and one-half percent (2.5%) of base salary payable with the normal payroll.

Police Lieutenants and Police Captains shall be eligible to receive POST certificate incentive payments based on the following certificates:

1. For the award of the Advanced POST Certificate: five percent (5.0%) of base salary payable with the normal payroll.
2. For the award of Supervisory POST Certificate: two and one-half percent (2.5%) of base salary payable with normal payroll.

Upon the Police Department receiving the State of California, Department of Justice Certificate Application (POST 2-116) from the applying officer, the Police Department will confirm the necessary education, training points and length of service for the POST Certificate that the officer is applying for. Upon confirmation that these suffice for the incentive, the department will note the date on the application and forward it to the State of California Peace Officers Standards and

Training. The officer will start to receive the proper incentive pay at the next scheduled full pay period.

It is the officer's responsibility to make sure that the form is filled out completely and correctly. Any returns for correction(s) or for insufficient credits and/or time as a police officer shall be deemed to be the employee's responsibility. Any monetary incentive that has been paid prematurely to the officer based on the above will be paid back to the city by the officer.

In all other cases, the City will make payment of POST certificate incentive pay commencing the first full pay period following receipt and acceptance by the City of the POST certificate.

2.17 Retirement

The City shall provide the 3% @ 55 retirement plan as provided under the California Public Employees (CalPERS) retirement system.

Employees will pay 100% of their 9% employee share of retirement contributions. The City no longer reports EPMC as special compensation to CalPERS.

Employee contributions made by the employees are made on a pre-tax basis.

Employees starting on or after January 1, 2013, shall have a retirement formula of 2.7% at 57, unless they are deemed CLASSIC Retirement members under PEPRA, at which time they will fall under the PEPRA guidelines.

The City shall provide Section 21574 – The Fourth Level of 1959 Survivor Benefit Program for Local Members provided by CalPERS.

2.18 Field Training Officer Differential Pay

Employees assigned to act as a Field Training Officer shall receive an additional five percent (5.0%) above their base wage during their field training assignment.

2.19 Dues Deduction

It is mutually agreed that the City will, during the term of this MOU deduct, without charge, dues from the pay of those employees who individually provide written authorization for such dues in an amount certified to be current and correct by the President of the HPOA. There shall be no more than one deduction per pay period and the total of such deductions shall be remitted by the City to the HPOA. "Dues" in this context means any deduction voluntarily authorized by an Association member City employee.

2.20 Bilingual Pay

The City agrees to compensate eligible employees for utilization of their bilingual skills as determined by the City pursuant to administrative regulation 1.12. Eligible employees shall receive a five percent (5%) stipend for the use of their bilingual skills. The administrative regulation as contained herein cannot be changed except through the meet and confer process.

2.22 Internal Affairs and Disciplinary Action Time Frame

Internal Affairs Investigations shall be completed in a timely manner pursuant to Government Code §3304.

2.23 Grooming Standards

The Police Department and HPOA agree to meet and confer following ratification of this agreement to make adjustments regarding the Department facial hair policy, and to discuss the Department tattoo policy.

2.24 Ballistic Vests

The City shall provide a Department specified Level III ballistic vest. All uniformed employees shall be required to wear the Department specified vest. The allotment for replacement of vests will be repeated each six (6) years beginning the first quarter of 2001. The purchase shall be on a rotational basis based on the age of the current vests. All new hires shall receive a Level III ballistic vest.

2.25 Specialty Pay

Employees who are assigned to special assignment duties or work conditions on a routine or consistent basis shall receive an additional five percent (5%) above their base salary, payable with the normal payroll.

Special Assignments include:

- Traffic Enforcement and Safety Team Motorcycle Unit who are routinely and consistently assigned to direct traffic;
- Homeless Assistance Resource Team who are routinely and consistently exposed to toxic, radioactive, explosive or other hazardous substances;
- Park Resource Officer who are routinely and consistently exposed to toxic, radioactive, explosive or other hazardous substances;
- Gang Task Force or Narcotics Task Force who are routinely and consistently assigned to enforce laws relating to a group of individuals banded together for unlawful activities;

- Investigator (all detective assignments), who are routinely and consistently assigned to a detective or investigative division or intelligence duties; and
- School Resource Officer who are routinely and consistently assigned to function as a liaison between special persons or groups and the police department.

Corporals and employees who are currently receiving the 5% specialty pay for one of the above assignments shall not receive an additional 5% pay if assigned to work additional special assignments.

2.26 Travel

The City shall pay per diem at the current IRS approved rates to officers when overnight travel is required. The daily commuter allowance and per diem for travel days shall be paid at the current IRS approved rates. No food receipts will be required for the per diem or commuter allowance.

Travel reimbursements to employees will occur within forty-five (45) days of the completed claim being submitted to the Finance Department.

A City issued CAL CARD Credit Card is issued to the Police Chief and other department staff as designated by the Police Chief for department use in order to arrange travel arrangements for the official duties of officers in accordance with the City's Cal Card Purchasing Policy.

2.27 POST Physical Examinations

The City no longer provides post-employment physical examinations for police unit employees. The physicals will be covered through the City's health plan.

2.28 Employee Medical Plan

The City will cooperate with an employee only contribution to a retirement medical plan.

2.29 Direct Deposit of Payroll Checks

All new employees hired on or after date of ratification shall be subject to mandatory participation in the direct deposit of their City payroll checks. Prior to the commencement of employment, any such employee shall complete a direct deposit sign-up/authorization form for the direct deposit of the payroll check.

2.30 Longevity Pay

Effective the first full pay period following formal approval by City Council, the following longevity pay will be provided to employees upon completion of ten (10), fifteen (15) and twenty (20) years of California Peace Officer Standard and Training (POST) qualified sworn peace officer full time employment (does not include time spent as a volunteer or Reserve Police Officer).

Years of Service	Percentage of Base Rate of Pay
After completion of 10 years	5%
After completion of 15 years	Additional 2.5% for a total of 7.5%
After completion of 20 years	Additional 2.5% for a total of 10%

2.31 Deferred Compensation

Employees covered in this agreement are eligible to receive matched employer contributions for deferred compensation up to seventy-five dollars (\$75.00) per pay period for the term of this MOU.

2.32 Probationary Period

A. Original Appointments

Any person appointed to an authorized position in the Employee Compensation Plan shall complete a probationary period fixed by the Personnel Officer at the time of appointment of at least eighteen (18) continuous months of service. Any original probationary period may be extended one or more times with the approval of the City Manager, for a total probationary period extension not to exceed an additional six (6) months, where the Personnel Officer finds that extraordinary conditions justify such extension. Lateral hires whose FTO period does not exceed six (6) weeks shall have a twelve (12) month probationary period.

B. Promotions

The probationary period for all promoted employees shall be fixed by the Personnel Officer at the time of appointment and shall be at least six (6) continuous months of service in the employee's new position. Any original probationary period for promoted employees may be extended one or more times with the approval of the City Manager, for a probationary period not to exceed an additional six (6) months, where the Personnel Officer finds that extraordinary conditions justify such extension.

C. Calculation

A probationary period shall date from the time of appointment to an authorized position in the Employee Compensation Plan. Unpaid leaves of absence for any reason during the probationary period shall not be counted toward completion of the probationary period.

D. Release and Discipline of Probationer

During the original probationary period, an employee may be released from their position or disciplined by the City Manager or Department Head at any time and without cause, without any right of appeal or the right to submit a grievance. During the promotional probationary period, any employee may be released from their position by the City Manager or Department Head but maintain their seniority and bumping rights as defined in Section 4 of the City of Hanford's Personnel Rules and Regulations.

2.33 Performance Evaluation

I. Performance Appraisal

The department shall prepare a performance appraisal for each employee accordingly:

For employees with an eighteen (18) month probationary period, performance evaluations will be completed at six (6) months and at eighteen (18) months prior to the expiration of the probationary period and then conducted on an annual basis.

For employees with a twelve (12) month or less probationary period, performance evaluations will be conducted at six (6) month intervals until they are released from probation and then conducted on an annual basis.

Unless the Department extends the probationary period or takes action to separate the employee during the probationary period, the probationer shall acquire regular status at the end of the probationary period.

After the probationary period, the Department shall prepare a performance appraisal for each employee at least every twelve (12) months based on the prior calendar years' performance. Annual regular employee performance evaluations shall be submitted by the Department to the Human Resources Office.

Regular employees in the top step of their salary range shall receive an evaluation prior to their annual evaluation date.

No performance evaluations shall be transmitted to the City's personnel files until the employee has reviewed or been given the opportunity to review the evaluation with the rating supervisor, and if requested by the employee, such employee has reviewed or been given the opportunity to review the evaluation personally with the Chief of Police. The employee has the right to read, sign, and file a written response to both favorable and unfavorable entries. Signing is not an admission by the employee of the truth of such entries, but rather only an acknowledgement of notification. An employee's written response, if any, shall be attached to and become a permanent part of the employee's evaluation and shall be transmitted to the City's personnel files. The performance appraisal is not subject to appeal through the grievance and/or disciplinary appeal procedures. All employees, however, have a right to meet with the Chief of Police to address concerns about their performance evaluation.

Nothing in this section shall preclude the Hanford Police Department from conducting special evaluations at an interval they determine is appropriate. A special evaluation does not take the place of a regularly scheduled evaluation.

2.34 New Hire Orientations

The City will notify the HPOA President when a new employee has been hired. The Police Department will provide the new employee with one (1) hour to meet with HPOA representatives within their first pay-period worked.

2.35 Community Involvement (Volunteer Work)

Upon approval by the Chief of Police, an employee may receive up to twelve (12) hours of flex time per fiscal year for volunteer work.

2.36 Acting Pay

Whenever an employee is temporarily assigned to a position in a higher classification for a period of more than five (5) days, they shall be compensated at the rate of the classification he/she is required to work. Increase in pay shall be at A step or the step that provides the employee with a minimum of five percent (5%) increase. If the assignment is to a vacant position currently being recruited for, hours worked shall not exceed 960 hours in a fiscal year in compliance with Government Code 20480.

2.37 Working out of Classification

Whenever an employee is temporarily assigned additional duties for a period of more than five (5) days, he/she shall be compensated an additional five percent (5%) above his/her base pay.

2.38 Public Records Act Request (Senate Bill 1421)

Within five (5) days of receiving any Public Records Act request involving a Police Officer, the Police Department and/or City will notify in writing the Police Officer named in the request as well as the HPOA President.

2.39 Management Leave

The City shall provide a Management Leave Plan for Police Lieutenants and Captains.

Effective PP001 in 2023 Police Lieutenants and Captains shall receive 64 hours of Management Leave. It is preferred that Management Leave be used as time off. An employee may also cash out their Management Leave or convert their pay out to deferred compensation by completing the required form and returning it to the Human Resources office in advance of the payroll deadline. Any Management Leave hours not taken by PP025 will be cashed out in PP026. Under no circumstances shall available Management Leave hours be carried over to a new calendar year.

Police Lieutenants and Captains who are hired throughout the year will receive a pro-rated amount of Management Leave hours and shall follow the Management Leave Plan as noted in the paragraph above.

Police Lieutenants and Captains who leave the City of Hanford with Management Leave hours available will be cashed out their balance in their final paycheck.

2.40 Retiree Medical Trust

No earlier than September 1, 2025 and no later than February 1, 2026, and at the request of HPOA, the City and HPOA agree to meet to establish HPOA as a participant in the PORAC Retiree Medical Trust for employees in the bargaining unit covered by this Agreement as follows:

- a. The City shall deduct contributions from all bargaining unit employees and remit contributions to the Retiree Medical Trust.
- b. Contributions shall occur over twenty-four (24) pay periods per year, which shall be the first two (2) pay periods of each month. Contribution amounts shall be certified to be current and correct by the President of the HPOA.
- c. The plan documents for employees shall allow withdrawals from the Retiree Medical Trust upon separation from the city, subject only to those restrictions of the Internal Revenue Code (IRC) or other applicable law.
- d. There is no City contribution to the Retiree Medical Trust.
- e. This Section 2.40 may be amended by mutual agreement to comply with legal or regulatory requirements or to comply with the contractual requirements of the Retiree Medical Trust.

SECTION 3

3.01 Disciplinary Action

The entire discipline policy is being listed in this document for communication purposes. The City does not abdicate any of its right by so listing in this document.

- I. Definition - As used, "disciplinary action" shall mean written reprimand, reduction in salary, demotion, suspension or discharge.
- II. Causes for Disciplinary Action - Causes for disciplinary action against any employee may include, but shall not be limited to, the following:
 - A. Fraud in securing appointment;
 - B. Inexcusable neglect of duty;
 - C. Insubordination;
 - D. Dishonesty;
 - E. Drunkenness on duty;
 - F. Intemperance;
 - G. Unlawful use, sale or possession of narcotics or habit forming drugs;
 - H. Absence without leave;
 - I. Conviction of a felony or conviction of a misdemeanor involving moral turpitude;
 - J. Immorality;
 - K. Discourteous treatment of the public or other employees;
 - L. Improper political activity as defined by State Law;
 - M. Willful violation of safety, endangering property and persons;
 - N. Misuse of City property;
 - O. Violation of any of the provisions of these working Rules and Regulations, or departmental Rules and Regulations;
 - P. Other failure of good behavior either during or outside of duty hours which is of such a nature that causes discredit to the City;
 - Q. Refusal to take or subscribe to any oath or affirmation which is required by law in connection with his/her employment;
- III. Persons by Whom Disciplinary Action May Be Taken – Notice, Service, Contents: The City Manager or any Department Head may take disciplinary action against an employee under his/her control as set forth in II above by notifying the employee in writing of the proposed discipline.

Disciplinary action against regular employees is valid in the absence of an emergency affecting the public safety and welfare as determined by the City, only if a written notice is served on the employee and filed with the Personnel Office not later than ten (10) calendar days prior to the date of the proposed action. The notice shall be served upon the employee personally and shall include:

- A. A statement of the nature of the disciplinary action;
- B. The effective date of the proposed action;

- C. A statement of the causes therefor;
 - D. A statement in ordinary and concise language of the act or omissions upon which the causes are based;
 - E. A statement advising the employee that copies of files and records bearing on the matter are available to the employee;
 - F. A statement advising the employee of his/her right to respond, either orally or in writing, to the authority taking the action.
- IV. Right To Respond - Any regular employee shall have the right to respond, either orally or in writing, to the authority imposing disciplinary action and have the response considered prior to the discipline being imposed. Such a response must be made within ten (10) calendar days after receipt of the written notice of the proposed disciplinary action. Failure to respond within such period constitutes a waiver of the right to respond; however, a failure to respond shall not affect the employee's right to appeal the disciplinary action as provided in Section V. After reviewing the employee's response, the Department Head shall notify the employee in writing of his/her decision to dismiss, modify or impose the proposed discipline.
- V. Right of Appeal - Any regular employee shall have the right of appeal from any disciplinary action by his/her Department Head or the City Manager imposed pursuant to Section 3.01, III. Such appeal must be filed in writing with the City Manager within five (5) working days of the date of service of the notice of disciplinary action. Failure to file an appeal within such period constitutes a waiver of right of appeal.

Neither the provisions of this section shall apply to reductions in force or reductions in pay which are part of a general plan to reduce or adjust salaries and wages.

Except in the case of danger to the public well-being, the employee's safety, other employee's safety, or alleged acts of moral turpitude, no discipline shall be imposed prior to the completion of the appeal process.

Upon expiration of the period allowed for employee response, and Skelley hearing, and after having given consideration to any response filed by the affected employee, the City Manager or department head may impose appropriate disciplinary action on Lieutenants and Captains.

- VI. Hearing - The employee (or his/her representative) and the City shall jointly pick a Hearing Officer to hear the appeal within five (5) calendar days of the filing of the appeal. If the parties are unable to agree on a Hearing Officer, the employee (or his/her representative) and the City shall no later than the next work day, jointly request a list of names of five (5) neutrals from the California State Conciliation Service. Within fifteen (15) calendar days after receiving the list of neutrals, the employee (or his/her representative) and the City shall select a Hearing Officer from that list by alternately striking names from the list. The first option to strike shall be determined by lot.

The cost of the services of the Hearing Officer shall be borne by the losing party. In the event the Hearing Officer makes a compromise decision, he/she shall determine the costs to be borne by each party based on the relative merit of their respective cases.

The Hearing shall be held within twenty (20) calendar days of the selection of the Hearing Officer or as agreed upon by the parties. The Hearing Officer may continue the hearing either for the convenience of the City or upon written application of the employee, for a period not to exceed an additional ten (10) calendar days from the date of the scheduled hearing. Written notice of the time and place of the hearing, and any continuance thereof, shall be provided the employee. Such hearing shall be conducted in accordance with the provisions of Section 11513 of the Government Code. The Hearing Officer shall determine need for counsel and the procedures under which the hearing will be conducted. Such procedures shall comply with State Law and the provisions of this section.

The hearing shall be closed, except to necessary parties, unless the employee or the HPOA requests, in writing, that the hearing be open to the general public. All witnesses, except the employee, shall be excluded from the open hearing process.

The findings of the Hearing Officer shall be rendered within fifteen (15) calendar days of the hearing and shall be advisory only to the City Manager.

Nothing in these rules shall be construed as to bind the City or the City Manager to any findings of the Hearing Officer.

- VII. Decisions - The City Manager shall render a written decision within twenty (20) working days after receiving the advisory findings of the Hearing Officer. The City Manager's decision shall be final and conclusive. A copy of such decision shall be forwarded to the employee. If the disciplinary action taken against the employee is reversed or modified by the City Manager, the employee may be compensated, in whole or in part, for the time lost as determined by the City Manager.
- VIII. Representation - Any City employee, other than those appointed to Middle Management, and confidential classifications as provided in Sec. 1208 Hanford Rules and Regulations, shall be permitted to represent another City employee or group of City employees at the hearing of the appeal. The employee may represent himself/herself or be represented by counsel.
- IX. Notices to Witnesses: Cost - The City Manager shall cause subpoenas for the appearances of witnesses for the employee upon his/her written request and at the employee's cost. The City Manager may require such cost to be prepaid and the same shall be limited to the fee and mileage of witnesses as set forth in Sections 11510, 68093, 68097 of the Government Code.
- X. Failure of Employee to Appear at Hearing - Failure of the employee to appear at the hearing shall be deemed a withdrawal of his/her appeal and action of the City Manager or Department Head shall be final.

- XI. Failure to Directly Serve Employee - In the event that any notice required by the provisions of this Chapter to be served upon the employee personally cannot be effected by reasons of the employee being unavailable for such personal service, such notice may be served upon said employee by certified mail, postage prepaid, and deposited in the United States Mail. Such notice shall be effective and constitutes receipt by the employee upon the deposit in the United States Post Office.
- XII. Effect of Certain Disciplinary Actions:
- A. Written reprimand. Employee's receiving a written reprimand shall have a copy of the reprimand filed in his/her permanent record for future reference. Each employee's permanent record is his/her personnel jacket kept in the Personnel Office.
 - B. Reduction in salary. Employee is placed at a lower salary step within current range.
 - C. Demotion. Employee is moved from one class to another class having a lower maximum rate of pay.
 - D. Suspension. Employees suspended from the municipal service shall forfeit all rights, privileges and salary while on such suspension with the exception of group health and life insurance benefits.
 - E. Discharge. Employees terminated shall be paid salary, vacation or paid days in lieu of holidays accumulated to the effective date of termination as specified in this document.
- XIII. Releasing of Information Relative To Disciplinary Action - In the interest of preventing undue embarrassment and subsequent loss of ability to perform City work effectively, the following policy will prevail regarding release of information to the news media on personnel actions:
- A. No information will be released without prior approval of the City Manager.
 - B. No information will be released until final action has been determined and taken.
 - C. Even after final disposition of the matter, no details will be released other than the exact nature of the action taken.

The foregoing personnel procedures are sanctioned under the Ralph M. Brown Act and related laws. The Attorney General's opinions interpreting G. C. Section 54957 are as follows:

"The purpose of Section 54957 is to protect individual public employees and officers from unfavorable publicity, and to permit private inquiry into the employee's activities, or investigation of charges against such employees."

XIV. Actions Not Subject to Rule 10 of the Merit System Rules and Regulations

- A. Oral reprimand. Employee's receiving an oral reprimand may have it noted in his/her departmental record by the Department Head.

SECTION 4

4.01 Grievance Procedures

The entire grievance procedure is listed in this document for communication purposes. The City does not abdicate any of its rights by so listing.

- I. Purpose - Grievance procedures for employees are provided herein:
 - A. To promote improved employer-employee relations by establishing grievance procedures on matters for which appeal or hearing is not provided by other regulations.
 - B. To afford employees individually or through qualified employee organizations a systematic means of obtaining further considerations of problems after every other reasonable effort has failed to resolve them through discussions.
 - C. To provide that grievances shall be settled as near as possible to the point of origin.
 - D. To provide that grievances shall be heard and settled as informally as possible.
- II. Definition and Matters Subject to Grievance Procedures:
 - A. A grievance is defined as follows: An alleged violation or improper application of the City or departmental rules and regulations and/or the current MOU, filed by one or more employees.
 - B. Matters subject to grievance procedures: Any City employee shall have the right to present a grievance concerning matters listed below for which appeal is not provided or is not prohibited under provisions of 3.01:
 1. Improper application of City or departmental rules, regulations, and/or current MOU.
- III. Informal Grievance Procedure - An employee should first attempt to resolve a grievance or complaint through discussion with his/her immediate supervisor no later than twenty (20) days after the employee knew or should have known of the occurrence of the incident which gave rise to the grievance. If, after such discussion, the employee does not believe the problem has been satisfactorily resolved, he/she shall have the right to discuss it with his/her immediate superior, if any. Every effort should be made to find an acceptable solution by informal means at the most immediate level of supervision. If the employee is not in agreement with the decision reached through such discussion, he/she shall then have the right to file a formal grievance in writing within ten (10) calendar days after receiving the informal decision of his/her superior or superiors. An informal grievance shall not be taken above the department head.
- IV. Formal Grievance Procedure - Formal grievance procedure after exhaustion of the informal grievance procedure shall proceed as follows:

- A. Department review. The grievance shall be presented in writing to the employee's Department Head who shall discuss the grievance with the employee, his/her representative, if any, and with other appropriate persons. The Department Head shall render his/her decision and comments in writing and return them to the employee within fifteen (15) calendar days after receiving the grievance. If the employee does not agree with the decision reached, or if no answer has been received within fifteen (15) calendar days, he/she may present the grievance in writing to the City Manager.

Failure of the employee to take further action within ten (10) calendar days after receipt of the decision or within a total twenty-five (25) calendar days if no decision is rendered, will constitute withdrawal of the grievance.

- B. City Manager review. Upon receiving the grievance the City Manager, or his/her designated representative, shall discuss the grievance with the employee, his/her representative, if any, and with all other appropriate persons. The City Manager may designate a fact-finding committee or an officer not in the normal line of supervision to advise him/her concerning the grievance. The City Manager shall render a decision in writing to the employee within twenty (20) calendar days after receiving the grievance. The decision of the City Manager shall be final.

V. Conduct of Grievance Procedure:

- A. The time limits specified above may be extended to a definite date by mutual agreement of the employee and the reviewer concerned.
- B. The employee may request the assistance of another person of his/her own choosing in preparing and presenting his/her grievance at any level of review.
- C. Employees shall be free from reprisal for using the grievance procedure.

SECTION 5

5.01 Conclusiveness

- A. The provisions expressly stated in this MOU may be altered, changed, added to, deleted from or modified only through the voluntary mutual consent of the HPOA and the City in a written and signed amendment to this agreement.
- B. The HPOA and the City agree that during the negotiations which resulted in this MOU each had an unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the scope of representation. Therefore, during the term of this agreement, neither the City nor the HPOA shall be obligated to meet and confer on any matter:
 - 1. Whether or not specifically referred to in this MOU;
 - 2. Whether or not the matter was within the knowledge or contemplation of either party at the time of negotiations;
 - 3. Whether or not the matters were proposed and later withdrawn during negotiations.
- C. Except that: In order to meet an emergent situation the City may change a written policy affecting wages, hours and other terms and conditions of employment which is not specifically set forth in this MOU. The City shall notify the HPOA of its intention to so do. If the HPOA does not respond within ten (10) calendar days from the date of mailing of such notification the City shall assume that the HPOA does not wish to meet and confer on the change in policy. In an emergency, the City retains the right to take such action immediately. The HPOA will be offered the opportunity to meet and confer as soon as practicable.
- D. The City may re-open negotiations regarding economic items if the City Council declares a fiscal emergency during the term of the agreement (July 1, 2025 through June 30, 2027).

5.02 Accumulation/Vesting

The City and the HPOA agree that nothing contained in this MOU shall be interpreted as to imply or permit the accumulation, vesting or divesting, of any written or unwritten employee right or privilege beyond the termination date of this MOU.

5.03 Savings Clause

If any provision of this MOU or any addendum thereto should be held to be invalid by operation of law or by a tribunal of competent jurisdiction or if compliance or enforcement of any

provision should be restrained by such tribunal or the enactment of superseding rule, regulation, law or order by any governmental authority other than the City, such provision shall be immediately suspended and be of no force and effect, and the parties shall immediately begin the meet and confer process for the purpose of arriving at a mutually satisfactory replacement for such provision. Invalidation of a part or portion of this MOU shall not invalidate any remaining portions unless those remaining portions were contingent upon the operations of the invalidated provision.

5.04 Non Discrimination

Both the City and the HPOA agree that they shall not unlawfully discriminate against any employee on the basis of age, race, sex, disability/handicap, creed, color, national origin or ancestry, pregnancy, marital status, medical condition or sexual orientation. Neither the City nor the HPOA shall interfere with intimidate, restrain, coerce, or discriminate against any employee because of the exercise of rights to engage or not engage in lawful HPOA activity.

5.05 Term

This MOU shall be effective for the period of July 1, 2025, through and inclusive of June 30, 2027. The provisions of this MOU shall not take effect until ratified by both the Hanford City Council and the general membership of the Hanford Police Officers Association.

Non-substantive updates to the Memorandum of Understanding (MOU), including but not limited to changes in formatting, section numbering, and typographical corrections, may be made following formal ratification, provided such modifications do not alter the intent or meaning of the agreement.

Agreed upon August 5, 2025

For the City:

_____/s/
Che Johnson
Attorney- Liebert Cassidy Whitmore

_____/s/
Sarah Cardoza
Human Resources Manager

For HPOA:

_____/s/
David Kruckenberg
Attorney- Messing Adam Jasmine & Shore

_____/s/
Chris Tavaraz
Interim City Manager

_____/s/
Brent McCreary
HPOA President

BARGAINING UNIT	JOB TITLE	OVERTIME	FLSA	SALARY	MONTHLY SALARY					HOURLY SALARY				
		DESIGNATION	DESIGNATION	RANGE	1/MIN	2	3	4	5/MAX	1/MIN	2	3	4	5/MAX
HPOA	Police Cadet	4	40	53.5	\$3,591	\$3,771	\$3,959	\$4,157	\$4,365	20.72	21.75	22.84	23.98	25.18
HPOA	Police Officer/Investigator*	4	14	114.5	\$6,589	\$6,919	\$7,265	\$7,628	\$8,009	38.02	39.92	41.91	44.01	46.21
HPOA	Police Corporal	4	14	124.5	\$7,279	\$7,643	\$8,025	\$8,426	\$8,847	41.99	44.09	46.30	48.61	51.04
HPOA	Police Sergeant	4	14	139.5	\$8,450	\$8,873	\$9,317	\$9,782	\$10,272	48.75	51.19	53.75	56.44	59.26
HPOA	Police Lieutenant	1	E	153.5	\$9,714	\$10,199	\$10,709	\$11,245	\$11,807	56.04	58.84	61.78	64.87	68.12
HPOA	Police Captain	1	E	161.5	\$10,518	\$11,044	\$11,597	\$12,176	\$12,785	60.68	63.72	66.90	70.25	73.76

Salary increases effective 8-18-25 per bargaining group agreement

Salary Range	Annually					Monthly					Hourly				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
1.0	25,559	26,837	28,179	29,588	31,067	2,130	2,236	2,348	2,466	2,589	12.29	12.90	13.55	14.22	14.94
1.5	25,687	26,971	28,320	29,736	31,223	2,141	2,248	2,360	2,478	2,602	12.35	12.97	13.62	14.30	15.01
2.0	25,815	27,105	28,461	29,884	31,378	2,151	2,259	2,372	2,490	2,615	12.41	13.03	13.68	14.37	15.09
2.5	25,944	27,241	28,603	30,033	31,535	2,162	2,270	2,384	2,503	2,628	12.47	13.10	13.75	14.44	15.16
3.0	26,073	27,376	28,745	30,183	31,692	2,173	2,281	2,395	2,515	2,641	12.54	13.16	13.82	14.51	15.24
3.5	26,203	27,513	28,889	30,333	31,850	2,184	2,293	2,407	2,528	2,654	12.60	13.23	13.89	14.58	15.31
4.0	26,334	27,650	29,033	30,484	32,009	2,194	2,304	2,419	2,540	2,667	12.66	13.29	13.96	14.66	15.39
4.5	26,465	27,789	29,178	30,637	32,169	2,205	2,316	2,431	2,553	2,681	12.72	13.36	14.03	14.73	15.47
5.0	26,597	27,927	29,323	30,789	32,329	2,216	2,327	2,444	2,566	2,694	12.79	13.43	14.10	14.80	15.54
5.5	26,730	28,066	29,470	30,943	32,490	2,227	2,339	2,456	2,579	2,708	12.85	13.49	14.17	14.88	15.62
6.0	26,863	28,206	29,616	31,097	32,652	2,239	2,351	2,468	2,591	2,721	12.91	13.56	14.24	14.95	15.70
6.5	26,997	28,347	29,764	31,253	32,815	2,250	2,362	2,480	2,604	2,735	12.98	13.63	14.31	15.03	15.78
7.0	27,132	28,488	29,912	31,408	32,979	2,261	2,374	2,493	2,617	2,748	13.04	13.70	14.38	15.10	15.86
7.5	27,267	28,631	30,062	31,565	33,143	2,272	2,386	2,505	2,630	2,762	13.11	13.76	14.45	15.18	15.93
8.0	27,403	28,773	30,212	31,722	33,308	2,284	2,398	2,518	2,644	2,776	13.17	13.83	14.52	15.25	16.01
8.5	27,540	28,917	30,363	31,881	33,475	2,295	2,410	2,530	2,657	2,790	13.24	13.90	14.60	15.33	16.09
9.0	27,677	29,061	30,514	32,039	33,641	2,306	2,422	2,543	2,670	2,803	13.31	13.97	14.67	15.40	16.17
9.5	27,815	29,206	30,666	32,200	33,810	2,318	2,434	2,556	2,683	2,817	13.37	14.04	14.74	15.48	16.25
10.0	27,954	29,351	30,819	32,360	33,978	2,329	2,446	2,568	2,697	2,831	13.44	14.11	14.82	15.56	16.34
10.5	28,093	29,498	30,973	32,522	34,148	2,341	2,458	2,581	2,710	2,846	13.51	14.18	14.89	15.64	16.42
11.0	28,233	29,645	31,127	32,683	34,318	2,353	2,470	2,594	2,724	2,860	13.57	14.25	14.96	15.71	16.50
11.5	28,374	29,793	31,283	32,847	34,489	2,365	2,483	2,607	2,737	2,874	13.64	14.32	15.04	15.79	16.58
12.0	28,515	29,941	31,438	33,010	34,661	2,376	2,495	2,620	2,751	2,888	13.71	14.39	15.11	15.87	16.66
12.5	28,658	30,091	31,596	33,175	34,834	2,388	2,508	2,633	2,765	2,903	13.78	14.47	15.19	15.95	16.75
13.0	28,801	30,241	31,753	33,340	35,007	2,400	2,520	2,646	2,778	2,917	13.85	14.54	15.27	16.03	16.83
13.5	28,945	30,392	31,911	33,507	35,182	2,412	2,533	2,659	2,792	2,932	13.92	14.61	15.34	16.11	16.91
14.0	29,089	30,543	32,070	33,674	35,357	2,424	2,545	2,673	2,806	2,946	13.98	14.68	15.42	16.19	17.00
14.5	29,234	30,696	32,231	33,842	35,534	2,436	2,558	2,686	2,820	2,961	14.05	14.76	15.50	16.27	17.08
15.0	29,380	30,849	32,391	34,010	35,711	2,448	2,571	2,699	2,834	2,976	14.12	14.83	15.57	16.35	17.17
15.5	29,526	31,003	32,553	34,181	35,890	2,461	2,584	2,713	2,848	2,991	14.20	14.91	15.65	16.43	17.25
16.0	29,673	31,157	32,715	34,351	36,068	2,473	2,596	2,726	2,863	3,006	14.27	14.98	15.73	16.51	17.34
16.5	29,822	31,313	32,878	34,522	36,248	2,485	2,609	2,740	2,877	3,021	14.34	15.05	15.81	16.60	17.43
17.0	29,970	31,469	33,042	34,694	36,429	2,498	2,622	2,753	2,891	3,036	14.41	15.13	15.89	16.68	17.51
17.5	30,120	31,626	33,207	34,868	36,611	2,510	2,635	2,767	2,906	3,051	14.48	15.20	15.97	16.76	17.60
18.0	30,270	31,783	33,372	35,041	36,793	2,522	2,649	2,781	2,920	3,066	14.55	15.28	16.04	16.85	17.69
18.5	30,421	31,942	33,539	35,216	36,977	2,535	2,662	2,795	2,935	3,081	14.63	15.36	16.12	16.93	17.78
19.0	30,572	32,101	33,706	35,391	37,161	2,548	2,675	2,809	2,949	3,097	14.70	15.43	16.20	17.02	17.87
19.5	30,725	32,262	33,875	35,568	37,347	2,560	2,688	2,823	2,964	3,112	14.77	15.51	16.29	17.10	17.96
20.0	30,878	32,422	34,043	35,745	37,533	2,573	2,702	2,837	2,979	3,128	14.85	15.59	16.37	17.19	18.04
20.5	31,033	32,584	34,213	35,924	37,720	2,586	2,715	2,851	2,994	3,143	14.92	15.67	16.45	17.27	18.13

21.0	31,187	32,746	34,384	36,103	37,908	2,599	2,729	2,865	3,009	3,159	14.99	15.74	16.53	17.36	18.22
21.5	31,343	32,910	34,556	36,283	38,097	2,612	2,743	2,880	3,024	3,175	15.07	15.82	16.61	17.44	18.32
22.0	31,499	33,074	34,727	36,464	38,287	2,625	2,756	2,894	3,039	3,191	15.14	15.90	16.70	17.53	18.41
22.5	31,656	33,239	34,901	36,646	38,478	2,638	2,770	2,908	3,054	3,207	15.22	15.98	16.78	17.62	18.50
23.0	31,814	33,405	35,075	36,828	38,670	2,651	2,784	2,923	3,069	3,222	15.30	16.06	16.86	17.71	18.59
23.5	31,973	33,572	35,250	37,013	38,863	2,664	2,798	2,938	3,084	3,239	15.37	16.14	16.95	17.79	18.68
24.0	32,132	33,739	35,425	37,197	39,057	2,678	2,812	2,952	3,100	3,255	15.45	16.22	17.03	17.88	18.78
24.5	32,293	33,907	35,603	37,383	39,252	2,691	2,826	2,967	3,115	3,271	15.53	16.30	17.12	17.97	18.87
25.0	32,453	34,076	35,780	37,569	39,447	2,704	2,840	2,982	3,131	3,287	15.60	16.38	17.20	18.06	18.96
25.5	32,616	34,246	35,959	37,757	39,644	2,718	2,854	2,997	3,146	3,304	15.68	16.46	17.29	18.15	19.06
26.0	32,778	34,417	36,138	37,944	39,842	2,731	2,868	3,011	3,162	3,320	15.76	16.55	17.37	18.24	19.15
26.5	32,942	34,589	36,318	38,134	40,041	2,745	2,882	3,027	3,178	3,337	15.84	16.63	17.46	18.33	19.25
27.0	33,106	34,761	36,499	38,324	40,240	2,759	2,897	3,042	3,194	3,353	15.92	16.71	17.55	18.42	19.35
27.5	33,271	34,935	36,681	38,515	40,441	2,773	2,911	3,057	3,210	3,370	16.00	16.80	17.64	18.52	19.44
28.0	33,437	35,108	36,864	38,707	40,642	2,786	2,926	3,072	3,226	3,387	16.08	16.88	17.72	18.61	19.54
28.5	33,604	35,284	37,048	38,901	40,846	2,800	2,940	3,087	3,242	3,404	16.16	16.96	17.81	18.70	19.64
29.0	33,771	35,460	37,233	39,094	41,049	2,814	2,955	3,103	3,258	3,421	16.24	17.05	17.90	18.80	19.74
29.5	33,940	35,637	37,419	39,290	41,254	2,828	2,970	3,118	3,274	3,438	16.32	17.13	17.99	18.89	19.83
30.0	34,109	35,814	37,605	39,485	41,459	2,842	2,985	3,134	3,290	3,455	16.40	17.22	18.08	18.98	19.93
30.5	34,279	35,993	37,793	39,683	41,667	2,857	2,999	3,149	3,307	3,472	16.48	17.30	18.17	19.08	20.03
31.0	34,450	36,172	37,981	39,880	41,874	2,871	3,014	3,165	3,323	3,489	16.56	17.39	18.26	19.17	20.13
31.5	34,622	36,353	38,171	40,079	42,083	2,885	3,029	3,181	3,340	3,507	16.65	17.48	18.35	19.27	20.23
32.0	34,794	36,534	38,361	40,279	42,293	2,900	3,045	3,197	3,357	3,524	16.73	17.56	18.44	19.36	20.33
32.5	34,968	36,717	38,553	40,480	42,504	2,914	3,060	3,213	3,373	3,542	16.81	17.65	18.53	19.46	20.43
33.0	35,142	36,899	38,744	40,682	42,716	2,929	3,075	3,229	3,390	3,560	16.90	17.74	18.63	19.56	20.54
33.5	35,318	37,084	38,938	40,885	42,929	2,943	3,090	3,245	3,407	3,577	16.98	17.83	18.72	19.66	20.64
34.0	35,494	37,268	39,132	41,088	43,143	2,958	3,106	3,261	3,424	3,595	17.06	17.92	18.81	19.75	20.74
34.5	35,671	37,455	39,327	41,294	43,359	2,973	3,121	3,277	3,441	3,613	17.15	18.01	18.91	19.85	20.85
35.0	35,849	37,641	39,523	41,499	43,574	2,987	3,137	3,294	3,458	3,631	17.23	18.10	19.00	19.95	20.95
35.5	36,028	37,829	39,721	41,707	43,792	3,002	3,152	3,310	3,476	3,649	17.32	18.19	19.10	20.05	21.05
36.0	36,207	38,017	39,918	41,914	44,010	3,017	3,168	3,327	3,493	3,667	17.41	18.28	19.19	20.15	21.16
36.5	36,388	38,208	40,118	42,124	44,230	3,032	3,184	3,343	3,510	3,686	17.49	18.37	19.29	20.25	21.26
37.0	36,569	38,398	40,318	42,333	44,450	3,047	3,200	3,360	3,528	3,704	17.58	18.46	19.38	20.35	21.37
37.5	36,752	38,590	40,519	42,545	44,672	3,063	3,216	3,377	3,545	3,723	17.67	18.55	19.48	20.45	21.48
38.0	36,935	38,782	40,721	42,757	44,895	3,078	3,232	3,393	3,563	3,741	17.76	18.65	19.58	20.56	21.58
38.5	37,120	38,976	40,924	42,971	45,119	3,093	3,248	3,410	3,581	3,760	17.85	18.74	19.68	20.66	21.69
39.0	37,304	39,169	41,128	43,184	45,344	3,109	3,264	3,427	3,599	3,779	17.93	18.83	19.77	20.76	21.80
39.5	37,491	39,365	41,334	43,400	45,570	3,124	3,280	3,444	3,617	3,798	18.02	18.93	19.87	20.87	21.91
40.0	37,677	39,561	41,539	43,616	45,797	3,140	3,297	3,462	3,635	3,816	18.11	19.02	19.97	20.97	22.02
40.5	37,866	39,759	41,747	43,834	46,026	3,155	3,313	3,479	3,653	3,835	18.20	19.11	20.07	21.07	22.13
41.0	38,054	39,957	41,955	44,052	46,255	3,171	3,330	3,496	3,671	3,855	18.30	19.21	20.17	21.18	22.24
41.5	38,244	40,157	42,164	44,273	46,486	3,187	3,346	3,514	3,689	3,874	18.39	19.31	20.27	21.28	22.35
42.0	38,435	40,356	42,374	44,493	46,717	3,203	3,363	3,531	3,708	3,893	18.48	19.40	20.37	21.39	22.46

42.5	38,627	40,558	42,586	44,715	46,951	3,219	3,380	3,549	3,726	3,913	18.57	19.50	20.47	21.50	22.57
43.0	38,819	40,760	42,798	44,938	47,185	3,235	3,397	3,566	3,745	3,932	18.66	19.60	20.58	21.60	22.68
43.5	39,013	40,964	43,012	45,162	47,421	3,251	3,414	3,584	3,764	3,952	18.76	19.69	20.68	21.71	22.80
44.0	39,207	41,167	43,226	45,387	47,656	3,267	3,431	3,602	3,782	3,971	18.85	19.79	20.78	21.82	22.91
44.5	39,403	41,373	43,442	45,614	47,895	3,284	3,448	3,620	3,801	3,991	18.94	19.89	20.89	21.93	23.03
45.0	39,599	41,579	43,658	45,841	48,133	3,300	3,465	3,638	3,820	4,011	19.04	19.99	20.99	22.04	23.14
45.5	39,797	41,787	43,876	46,070	48,374	3,316	3,482	3,656	3,839	4,031	19.13	20.09	21.09	22.15	23.26
46.0	39,995	41,995	44,095	46,299	48,614	3,333	3,500	3,675	3,858	4,051	19.23	20.19	21.20	22.26	23.37
46.5	40,195	42,205	44,315	46,531	48,857	3,350	3,517	3,693	3,878	4,071	19.32	20.29	21.31	22.37	23.49
47.0	40,395	42,415	44,536	46,762	49,101	3,366	3,535	3,711	3,897	4,092	19.42	20.39	21.41	22.48	23.61
47.5	40,597	42,627	44,758	46,996	49,346	3,383	3,552	3,730	3,916	4,112	19.52	20.49	21.52	22.59	23.72
48.0	40,799	42,839	44,981	47,230	49,592	3,400	3,570	3,748	3,936	4,133	19.61	20.60	21.63	22.71	23.84
48.5	41,003	43,053	45,206	47,466	49,839	3,417	3,588	3,767	3,956	4,153	19.71	20.70	21.73	22.82	23.96
49.0	41,207	43,267	45,431	47,702	50,087	3,434	3,606	3,786	3,975	4,174	19.81	20.80	21.84	22.93	24.08
49.5	41,413	43,484	45,658	47,941	50,338	3,451	3,624	3,805	3,995	4,195	19.91	20.91	21.95	23.05	24.20
50.0	41,619	43,700	45,885	48,179	50,588	3,468	3,642	3,824	4,015	4,216	20.01	21.01	22.06	23.16	24.32
50.5	41,827	43,919	46,115	48,420	50,841	3,486	3,660	3,843	4,035	4,237	20.11	21.11	22.17	23.28	24.44
51.0	42,035	44,137	46,344	48,661	51,094	3,503	3,678	3,862	4,055	4,258	20.21	21.22	22.28	23.39	24.56
51.5	42,246	44,358	46,576	48,904	51,350	3,520	3,696	3,881	4,075	4,279	20.31	21.33	22.39	23.51	24.69
52.0	42,456	44,578	46,807	49,148	51,605	3,538	3,715	3,901	4,096	4,300	20.41	21.43	22.50	23.63	24.81
52.5	42,668	44,801	47,041	49,393	51,863	3,556	3,733	3,920	4,116	4,322	20.51	21.54	22.62	23.75	24.93
53.0	42,880	45,024	47,275	49,639	52,121	3,573	3,752	3,940	4,137	4,343	20.62	21.65	22.73	23.87	25.06
53.5	43,095	45,249	47,512	49,887	52,382	3,591	3,771	3,959	4,157	4,365	20.72	21.75	22.84	23.98	25.18
54.0	43,309	45,474	47,748	50,136	52,642	3,609	3,790	3,979	4,178	4,387	20.82	21.86	22.96	24.10	25.31
54.5	43,526	45,702	47,987	50,386	52,906	3,627	3,808	3,999	4,199	4,409	20.93	21.97	23.07	24.22	25.44
55.0	43,742	45,929	48,226	50,637	53,169	3,645	3,827	4,019	4,220	4,431	21.03	22.08	23.19	24.34	25.56
55.5	43,961	46,159	48,467	50,890	53,435	3,663	3,847	4,039	4,241	4,453	21.14	22.19	23.30	24.47	25.69
56.0	44,180	46,389	48,708	51,143	53,701	3,682	3,866	4,059	4,262	4,475	21.24	22.30	23.42	24.59	25.82
56.5	44,400	46,620	48,951	51,399	53,969	3,700	3,885	4,079	4,283	4,497	21.35	22.41	23.53	24.71	25.95
57.0	44,621	46,852	49,195	51,655	54,238	3,718	3,904	4,100	4,305	4,520	21.45	22.53	23.65	24.83	26.08
57.5	44,844	47,087	49,441	51,913	54,509	3,737	3,924	4,120	4,326	4,542	21.56	22.64	23.77	24.96	26.21
58.0	45,068	47,321	49,687	52,171	54,780	3,756	3,943	4,141	4,348	4,565	21.67	22.75	23.89	25.08	26.34
58.5	45,293	47,558	49,935	52,432	55,054	3,774	3,963	4,161	4,369	4,588	21.78	22.86	24.01	25.21	26.47
59.0	45,518	47,794	50,184	52,693	55,328	3,793	3,983	4,182	4,391	4,611	21.88	22.98	24.13	25.33	26.60
59.5	45,746	48,033	50,435	52,957	55,604	3,812	4,003	4,203	4,413	4,634	21.99	23.09	24.25	25.46	26.73
60.0	45,973	48,272	50,686	53,220	55,881	3,831	4,023	4,224	4,435	4,657	22.10	23.21	24.37	25.59	26.87
60.5	46,203	48,513	50,939	53,486	56,160	3,850	4,043	4,245	4,457	4,680	22.21	23.32	24.49	25.71	27.00
61.0	46,433	48,755	51,193	53,752	56,440	3,869	4,063	4,266	4,479	4,703	22.32	23.44	24.61	25.84	27.13
61.5	46,665	48,999	51,449	54,021	56,722	3,889	4,083	4,287	4,502	4,727	22.44	23.56	24.73	25.97	27.27
62.0	46,897	49,242	51,704	54,290	57,004	3,908	4,104	4,309	4,524	4,750	22.55	23.67	24.86	26.10	27.41
62.5	47,132	49,489	51,963	54,561	57,289	3,928	4,124	4,330	4,547	4,774	22.66	23.79	24.98	26.23	27.54
63.0	47,366	49,735	52,222	54,833	57,574	3,947	4,145	4,352	4,569	4,798	22.77	23.91	25.11	26.36	27.68
63.5	47,603	49,983	52,483	55,107	57,862	3,967	4,165	4,374	4,592	4,822	22.89	24.03	25.23	26.49	27.82

64.0	47,840	50,232	52,744	55,381	58,150	3,987	4,186	4,395	4,615	4,846	23.00	24.15	25.36	26.63	27.96
64.5	48,079	50,483	53,007	55,658	58,441	4,007	4,207	4,417	4,638	4,870	23.12	24.27	25.48	26.76	28.10
65.0	48,319	50,734	53,271	55,935	58,731	4,027	4,228	4,439	4,661	4,894	23.23	24.39	25.61	26.89	28.24
65.5	48,560	50,988	53,538	56,214	59,025	4,047	4,249	4,461	4,685	4,919	23.35	24.51	25.74	27.03	28.38
66.0	48,802	51,242	53,804	56,494	59,319	4,067	4,270	4,484	4,708	4,943	23.46	24.64	25.87	27.16	28.52
66.5	49,046	51,498	54,073	56,777	59,615	4,087	4,292	4,506	4,731	4,968	23.58	24.76	26.00	27.30	28.66
67.0	49,290	51,754	54,342	57,059	59,912	4,107	4,313	4,528	4,755	4,993	23.70	24.88	26.13	27.43	28.80
67.5	49,536	52,013	54,614	57,344	60,212	4,128	4,334	4,551	4,779	5,018	23.82	25.01	26.26	27.57	28.95
68.0	49,783	52,272	54,885	57,630	60,511	4,149	4,356	4,574	4,802	5,043	23.93	25.13	26.39	27.71	29.09
68.5	50,032	52,533	55,160	57,918	60,814	4,169	4,378	4,597	4,826	5,068	24.05	25.26	26.52	27.85	29.24
69.0	50,280	52,794	55,434	58,206	61,116	4,190	4,400	4,620	4,850	5,093	24.17	25.38	26.65	27.98	29.38
69.5	50,532	53,058	55,711	58,497	61,422	4,211	4,422	4,643	4,875	5,118	24.29	25.51	26.78	28.12	29.53
70.0	50,783	53,322	55,989	58,788	61,727	4,232	4,444	4,666	4,899	5,144	24.42	25.64	26.92	28.26	29.68
70.5	51,037	53,589	56,268	59,082	62,036	4,253	4,466	4,689	4,923	5,170	24.54	25.76	27.05	28.40	29.82
71.0	51,291	53,856	56,548	59,376	62,345	4,274	4,488	4,712	4,948	5,195	24.66	25.89	27.19	28.55	29.97
71.5	51,548	54,125	56,831	59,673	62,656	4,296	4,510	4,736	4,973	5,221	24.78	26.02	27.32	28.69	30.12
72.0	51,804	54,394	57,114	59,970	62,968	4,317	4,533	4,759	4,997	5,247	24.91	26.15	27.46	28.83	30.27
72.5	52,063	54,666	57,399	60,269	63,283	4,339	4,556	4,783	5,022	5,274	25.03	26.28	27.60	28.98	30.42
73.0	52,322	54,938	57,685	60,569	63,598	4,360	4,578	4,807	5,047	5,300	25.15	26.41	27.73	29.12	30.58
73.5	52,584	55,213	57,973	60,872	63,916	4,382	4,601	4,831	5,073	5,326	25.28	26.54	27.87	29.27	30.73
74.0	52,845	55,488	58,262	61,175	64,234	4,404	4,624	4,855	5,098	5,353	25.41	26.68	28.01	29.41	30.88
74.5	53,109	55,765	58,553	61,481	64,555	4,426	4,647	4,879	5,123	5,380	25.53	26.81	28.15	29.56	31.04
75.0	53,374	56,042	58,845	61,787	64,876	4,448	4,670	4,904	5,149	5,406	25.66	26.94	28.29	29.71	31.19
75.5	53,641	56,323	59,139	62,096	65,200	4,470	4,694	4,928	5,175	5,433	25.79	27.08	28.43	29.85	31.35
76.0	53,907	56,603	59,433	62,405	65,525	4,492	4,717	4,953	5,200	5,460	25.92	27.21	28.57	30.00	31.50
76.5	54,177	56,886	59,730	62,717	65,852	4,515	4,740	4,978	5,226	5,488	26.05	27.35	28.72	30.15	31.66
77.0	54,447	57,169	60,027	63,029	66,180	4,537	4,764	5,002	5,252	5,515	26.18	27.49	28.86	30.30	31.82
77.5	54,719	57,455	60,327	63,344	66,511	4,560	4,788	5,027	5,279	5,543	26.31	27.62	29.00	30.45	31.98
78.0	54,991	57,741	60,628	63,659	66,842	4,583	4,812	5,052	5,305	5,570	26.44	27.76	29.15	30.61	32.14
78.5	55,266	58,029	60,931	63,977	67,176	4,605	4,836	5,078	5,331	5,598	26.57	27.90	29.29	30.76	32.30
79.0	55,541	58,318	61,234	64,296	67,510	4,628	4,860	5,103	5,358	5,626	26.70	28.04	29.44	30.91	32.46
79.5	55,819	58,610	61,540	64,617	67,848	4,652	4,884	5,128	5,385	5,654	26.84	28.18	29.59	31.07	32.62
80.0	56,096	58,901	61,846	64,938	68,185	4,675	4,908	5,154	5,412	5,682	26.97	28.32	29.73	31.22	32.78
80.5	56,377	59,196	62,155	65,263	68,526	4,698	4,933	5,180	5,439	5,711	27.10	28.46	29.88	31.38	32.95
81.0	56,657	59,490	62,465	65,588	68,867	4,721	4,958	5,205	5,466	5,739	27.24	28.60	30.03	31.53	33.11
81.5	56,941	59,788	62,777	65,916	69,212	4,745	4,982	5,231	5,493	5,768	27.38	28.74	30.18	31.69	33.27
82.0	57,224	60,085	63,089	66,244	69,556	4,769	5,007	5,257	5,520	5,796	27.51	28.89	30.33	31.85	33.44
82.5	57,510	60,385	63,405	66,575	69,904	4,792	5,032	5,284	5,548	5,825	27.65	29.03	30.48	32.01	33.61
83.0	57,796	60,686	63,720	66,906	70,251	4,816	5,057	5,310	5,576	5,854	27.79	29.18	30.63	32.17	33.77
83.5	58,085	60,989	64,039	67,241	70,603	4,840	5,082	5,337	5,603	5,884	27.93	29.32	30.79	32.33	33.94
84.0	58,374	61,293	64,357	67,575	70,954	4,865	5,108	5,363	5,631	5,913	28.06	29.47	30.94	32.49	34.11
84.5	58,666	61,599	64,679	67,913	71,309	4,889	5,133	5,390	5,659	5,942	28.20	29.62	31.10	32.65	34.28
85.0	58,958	61,906	65,001	68,251	71,664	4,913	5,159	5,417	5,688	5,972	28.35	29.76	31.25	32.81	34.45

85.5	59,253	62,215	65,326	68,592	72,022	4,938	5,185	5,444	5,716	6,002	28.49	29.91	31.41	32.98	34.63
86.0	59,547	62,525	65,651	68,934	72,380	4,962	5,210	5,471	5,744	6,032	28.63	30.06	31.56	33.14	34.80
86.5	59,845	62,837	65,979	69,278	72,742	4,987	5,236	5,498	5,773	6,062	28.77	30.21	31.72	33.31	34.97
87.0	60,143	63,150	66,307	69,623	73,104	5,012	5,262	5,526	5,802	6,092	28.91	30.36	31.88	33.47	35.15
87.5	60,444	63,466	66,639	69,971	73,470	5,037	5,289	5,553	5,831	6,122	29.06	30.51	32.04	33.64	35.32
88.0	60,744	63,781	66,971	70,319	73,835	5,062	5,315	5,581	5,860	6,153	29.20	30.66	32.20	33.81	35.50
88.5	61,048	64,100	67,305	70,671	74,204	5,087	5,342	5,609	5,889	6,184	29.35	30.82	32.36	33.98	35.68
89.0	61,352	64,419	67,640	71,022	74,573	5,113	5,368	5,637	5,919	6,214	29.50	30.97	32.52	34.15	35.85
89.5	61,658	64,741	67,978	71,377	74,946	5,138	5,395	5,665	5,948	6,246	29.64	31.13	32.68	34.32	36.03
90.0	61,965	65,063	68,317	71,732	75,319	5,164	5,422	5,693	5,978	6,277	29.79	31.28	32.84	34.49	36.21
90.5	62,275	65,389	68,658	72,091	75,696	5,190	5,449	5,722	6,008	6,308	29.94	31.44	33.01	34.66	36.39
91.0	62,585	65,714	69,000	72,450	76,072	5,215	5,476	5,750	6,037	6,339	30.09	31.59	33.17	34.83	36.57
91.5	62,898	66,043	69,345	72,812	76,453	5,241	5,504	5,779	6,068	6,371	30.24	31.75	33.34	35.01	36.76
92.0	63,211	66,371	69,690	73,174	76,833	5,268	5,531	5,807	6,098	6,403	30.39	31.91	33.50	35.18	36.94
92.5	63,527	66,703	70,038	73,540	77,217	5,294	5,559	5,837	6,128	6,435	30.54	32.07	33.67	35.36	37.12
93.0	63,843	67,035	70,387	73,906	77,601	5,320	5,586	5,866	6,159	6,467	30.69	32.23	33.84	35.53	37.31
93.5	64,162	67,370	70,739	74,276	77,989	5,347	5,614	5,895	6,190	6,499	30.85	32.39	34.01	35.71	37.49
94.0	64,481	67,705	71,091	74,645	78,377	5,373	5,642	5,924	6,220	6,531	31.00	32.55	34.18	35.89	37.68
94.5	64,804	68,044	71,446	75,018	78,769	5,400	5,670	5,954	6,252	6,564	31.16	32.71	34.35	36.07	37.87
95.0	65,126	68,382	71,801	75,392	79,161	5,427	5,699	5,983	6,283	6,597	31.31	32.88	34.52	36.25	38.06
95.5	65,452	68,724	72,160	75,769	79,557	5,454	5,727	6,013	6,314	6,630	31.47	33.04	34.69	36.43	38.25
96.0	65,777	69,066	72,520	76,145	79,953	5,481	5,756	6,043	6,345	6,663	31.62	33.20	34.87	36.61	38.44
96.5	66,106	69,412	72,882	76,526	80,353	5,509	5,784	6,074	6,377	6,696	31.78	33.37	35.04	36.79	38.63
97.0	66,435	69,757	73,245	76,907	80,752	5,536	5,813	6,104	6,409	6,729	31.94	33.54	35.21	36.97	38.82
97.5	66,767	70,106	73,611	77,291	81,156	5,564	5,842	6,134	6,441	6,763	32.10	33.70	35.39	37.16	39.02
98.0	67,099	70,454	73,977	77,676	81,560	5,592	5,871	6,165	6,473	6,797	32.26	33.87	35.57	37.34	39.21
98.5	67,435	70,807	74,347	78,064	81,968	5,620	5,901	6,196	6,505	6,831	32.42	34.04	35.74	37.53	39.41
99.0	67,770	71,159	74,717	78,453	82,375	5,648	5,930	6,226	6,538	6,865	32.58	34.21	35.92	37.72	39.60
99.5	68,109	71,515	75,091	78,845	82,787	5,676	5,960	6,258	6,570	6,899	32.74	34.38	36.10	37.91	39.80
100.0	68,448	71,871	75,464	79,237	83,199	5,704	5,989	6,289	6,603	6,933	32.91	34.55	36.28	38.09	40.00
100.5	68,790	72,230	75,841	79,633	83,615	5,733	6,019	6,320	6,636	6,968	33.07	34.73	36.46	38.29	40.20
101.0	69,133	72,589	76,219	80,030	84,031	5,761	6,049	6,352	6,669	7,003	33.24	34.90	36.64	38.48	40.40
101.5	69,478	72,952	76,600	80,430	84,451	5,790	6,079	6,383	6,702	7,038	33.40	35.07	36.83	38.67	40.60
102.0	69,824	73,315	76,981	80,830	84,871	5,819	6,110	6,415	6,736	7,073	33.57	35.25	37.01	38.86	40.80
102.5	70,173	73,682	77,366	81,234	85,296	5,848	6,140	6,447	6,770	7,108	33.74	35.42	37.20	39.05	41.01
103.0	70,522	74,048	77,751	81,638	85,720	5,877	6,171	6,479	6,803	7,143	33.90	35.60	37.38	39.25	41.21
103.5	70,875	74,419	78,139	82,046	86,149	5,906	6,202	6,512	6,837	7,179	34.07	35.78	37.57	39.45	41.42
104.0	71,227	74,789	78,528	82,455	86,577	5,936	6,232	6,544	6,871	7,215	34.24	35.96	37.75	39.64	41.62
104.5	71,584	75,163	78,921	82,867	87,010	5,965	6,264	6,577	6,906	7,251	34.42	36.14	37.94	39.84	41.83
105.0	71,940	75,537	79,314	83,279	87,443	5,995	6,295	6,609	6,940	7,287	34.59	36.32	38.13	40.04	42.04
105.5	72,299	75,914	79,710	83,696	87,880	6,025	6,326	6,643	6,975	7,323	34.76	36.50	38.32	40.24	42.25
106.0	72,659	76,292	80,107	84,112	88,318	6,055	6,358	6,676	7,009	7,360	34.93	36.68	38.51	40.44	42.46
106.5	73,022	76,674	80,507	84,533	88,759	6,085	6,389	6,709	7,044	7,397	35.11	36.86	38.71	40.64	42.67

107.0	73,386	77,055	80,908	84,953	89,201	6,115	6,421	6,742	7,079	7,433	35.28	37.05	38.90	40.84	42.88
107.5	73,753	77,440	81,312	85,378	89,647	6,146	6,453	6,776	7,115	7,471	35.46	37.23	39.09	41.05	43.10
108.0	74,120	77,826	81,717	85,803	90,093	6,177	6,485	6,810	7,150	7,508	35.63	37.42	39.29	41.25	43.31
108.5	74,490	78,215	82,125	86,232	90,543	6,208	6,518	6,844	7,186	7,545	35.81	37.60	39.48	41.46	43.53
109.0	74,861	78,604	82,534	86,661	90,994	6,238	6,550	6,878	7,222	7,583	35.99	37.79	39.68	41.66	43.75
109.5	75,235	78,997	82,947	87,094	91,449	6,270	6,583	6,912	7,258	7,621	36.17	37.98	39.88	41.87	43.97
110.0	75,609	79,390	83,359	87,527	91,904	6,301	6,616	6,947	7,294	7,659	36.35	38.17	40.08	42.08	44.18
110.5	75,987	79,787	83,776	87,965	92,363	6,332	6,649	6,981	7,330	7,697	36.53	38.36	40.28	42.29	44.41
111.0	76,365	80,184	84,193	88,403	92,823	6,364	6,682	7,016	7,367	7,735	36.71	38.55	40.48	42.50	44.63
111.5	76,747	80,585	84,614	88,845	93,287	6,396	6,715	7,051	7,404	7,774	36.90	38.74	40.68	42.71	44.85
112.0	77,129	80,986	85,035	89,287	93,751	6,427	6,749	7,086	7,441	7,813	37.08	38.94	40.88	42.93	45.07
112.5	77,515	81,390	85,460	89,733	94,220	6,460	6,783	7,122	7,478	7,852	37.27	39.13	41.09	43.14	45.30
113.0	77,900	81,795	85,885	90,179	94,688	6,492	6,816	7,157	7,515	7,891	37.45	39.32	41.29	43.36	45.52
113.5	78,290	82,204	86,315	90,630	95,162	6,524	6,850	7,193	7,553	7,930	37.64	39.52	41.50	43.57	45.75
114.0	78,679	82,613	86,744	91,081	95,635	6,557	6,884	7,229	7,590	7,970	37.83	39.72	41.70	43.79	45.98
114.5	79,073	83,026	87,178	91,537	96,113	6,589	6,919	7,265	7,628	8,009	38.02	39.92	41.91	44.01	46.21
115.0	79,466	83,439	87,611	91,992	96,592	6,622	6,953	7,301	7,666	8,049	38.20	40.12	42.12	44.23	46.44
115.5	79,864	83,857	88,050	92,452	97,075	6,655	6,988	7,337	7,704	8,090	38.40	40.32	42.33	44.45	46.67
116.0	80,261	84,274	88,488	92,912	97,558	6,688	7,023	7,374	7,743	8,130	38.59	40.52	42.54	44.67	46.90
116.5	80,662	84,695	88,930	93,377	98,045	6,722	7,058	7,411	7,781	8,170	38.78	40.72	42.75	44.89	47.14
117.0	81,063	85,117	89,372	93,841	98,533	6,755	7,093	7,448	7,820	8,211	38.97	40.92	42.97	45.12	47.37
117.5	81,469	85,542	89,819	94,310	99,026	6,789	7,129	7,485	7,859	8,252	39.17	41.13	43.18	45.34	47.61
118.0	81,874	85,968	90,266	94,779	99,518	6,823	7,164	7,522	7,898	8,293	39.36	41.33	43.40	45.57	47.85
118.5	82,283	86,398	90,718	95,253	100,016	6,857	7,200	7,560	7,938	8,335	39.56	41.54	43.61	45.79	48.08
119.0	82,693	86,827	91,169	95,727	100,514	6,891	7,236	7,597	7,977	8,376	39.76	41.74	43.83	46.02	48.32
119.5	83,106	87,262	91,625	96,206	101,016	6,926	7,272	7,635	8,017	8,418	39.95	41.95	44.05	46.25	48.57
120.0	83,520	87,696	92,081	96,685	101,519	6,960	7,308	7,673	8,057	8,460	40.15	42.16	44.27	46.48	48.81
120.5	83,937	88,134	92,541	97,168	102,026	6,995	7,345	7,712	8,097	8,502	40.35	42.37	44.49	46.72	49.05
121.0	84,355	88,573	93,001	97,651	102,534	7,030	7,381	7,750	8,138	8,544	40.56	42.58	44.71	46.95	49.30
121.5	84,777	89,016	93,466	98,140	103,047	7,065	7,418	7,789	8,178	8,587	40.76	42.80	44.94	47.18	49.54
122.0	85,199	89,458	93,931	98,628	103,559	7,100	7,455	7,828	8,219	8,630	40.96	43.01	45.16	47.42	49.79
122.5	85,624	89,906	94,401	99,121	104,077	7,135	7,492	7,867	8,260	8,673	41.17	43.22	45.39	47.65	50.04
123.0	86,050	90,353	94,871	99,614	104,595	7,171	7,529	7,906	8,301	8,716	41.37	43.44	45.61	47.89	50.29
123.5	86,481	90,805	95,345	100,112	105,118	7,207	7,567	7,945	8,343	8,760	41.58	43.66	45.84	48.13	50.54
124.0	86,911	91,257	95,819	100,610	105,641	7,243	7,605	7,985	8,384	8,803	41.78	43.87	46.07	48.37	50.79
124.5	87,346	91,713	96,298	101,113	106,169	7,279	7,643	8,025	8,426	8,847	41.99	44.09	46.30	48.61	51.04
125.0	87,780	92,169	96,778	101,616	106,697	7,315	7,681	8,065	8,468	8,891	42.20	44.31	46.53	48.85	51.30
125.5	88,219	92,630	97,261	102,125	107,231	7,352	7,719	8,105	8,510	8,936	42.41	44.53	46.76	49.10	51.55
126.0	88,658	93,091	97,745	102,633	107,764	7,388	7,758	8,145	8,553	8,980	42.62	44.76	46.99	49.34	51.81
126.5	89,101	93,556	98,234	103,146	108,303	7,425	7,796	8,186	8,595	9,025	42.84	44.98	47.23	49.59	52.07
127.0	89,544	94,022	98,723	103,659	108,842	7,462	7,835	8,227	8,638	9,070	43.05	45.20	47.46	49.84	52.33
127.5	89,992	94,492	99,216	104,177	109,386	7,499	7,874	8,268	8,681	9,116	43.27	45.43	47.70	50.09	52.59
128.0	90,440	94,962	99,710	104,696	109,930	7,537	7,913	8,309	8,725	9,161	43.48	45.65	47.94	50.33	52.85

128.5	90,892	95,437	100,209	105,219	110,480	7,574	7,953	8,351	8,768	9,207	43.70	45.88	48.18	50.59	53.12
129.0	91,344	95,912	100,707	105,742	111,030	7,612	7,993	8,392	8,812	9,252	43.92	46.11	48.42	50.84	53.38
129.5	91,801	96,391	101,211	106,271	111,585	7,650	8,033	8,434	8,856	9,299	44.14	46.34	48.66	51.09	53.65
130.0	92,258	96,871	101,714	106,800	112,140	7,688	8,073	8,476	8,900	9,345	44.35	46.57	48.90	51.35	53.91
130.5	92,719	97,355	102,223	107,334	112,701	7,727	8,113	8,519	8,944	9,392	44.58	46.81	49.15	51.60	54.18
131.0	93,180	97,839	102,731	107,868	113,261	7,765	8,153	8,561	8,989	9,438	44.80	47.04	49.39	51.86	54.45
131.5	93,646	98,329	103,245	108,407	113,828	7,804	8,194	8,604	9,034	9,486	45.02	47.27	49.64	52.12	54.72
132.0	94,112	98,818	103,759	108,947	114,394	7,843	8,235	8,647	9,079	9,533	45.25	47.51	49.88	52.38	55.00
132.5	94,583	99,312	104,277	109,491	114,966	7,882	8,276	8,690	9,124	9,580	45.47	47.75	50.13	52.64	55.27
133.0	95,053	99,806	104,796	110,036	115,538	7,921	8,317	8,733	9,170	9,628	45.70	47.98	50.38	52.90	55.55
133.5	95,529	100,305	105,320	110,586	116,116	7,961	8,359	8,777	9,216	9,676	45.93	48.22	50.63	53.17	55.82
134.0	96,004	100,804	105,844	111,136	116,693	8,000	8,400	8,820	9,261	9,724	46.16	48.46	50.89	53.43	56.10
134.5	96,484	101,308	106,373	111,692	117,277	8,040	8,442	8,864	9,308	9,773	46.39	48.71	51.14	53.70	56.38
135.0	96,964	101,812	106,903	112,248	117,860	8,080	8,484	8,909	9,354	9,822	46.62	48.95	51.40	53.97	56.66
135.5	97,449	102,321	107,437	112,809	118,449	8,121	8,527	8,953	9,401	9,871	46.85	49.19	51.65	54.24	56.95
136.0	97,933	102,830	107,972	113,370	119,039	8,161	8,569	8,998	9,448	9,920	47.08	49.44	51.91	54.50	57.23
136.5	98,423	103,344	108,512	113,937	119,634	8,202	8,612	9,043	9,495	9,969	47.32	49.68	52.17	54.78	57.52
137.0	98,913	103,858	109,051	114,504	120,229	8,243	8,655	9,088	9,542	10,019	47.55	49.93	52.43	55.05	57.80
137.5	99,407	104,378	109,597	115,076	120,830	8,284	8,698	9,133	9,590	10,069	47.79	50.18	52.69	55.33	58.09
138.0	99,902	104,897	110,142	115,649	121,431	8,325	8,741	9,178	9,637	10,119	48.03	50.43	52.95	55.60	58.38
138.5	100,401	105,422	110,693	116,227	122,039	8,367	8,785	9,224	9,686	10,170	48.27	50.68	53.22	55.88	58.67
139.0	100,901	105,946	111,243	116,805	122,646	8,408	8,829	9,270	9,734	10,220	48.51	50.94	53.48	56.16	58.96
139.5	101,405	106,476	111,800	117,390	123,259	8,450	8,873	9,317	9,782	10,272	48.75	51.19	53.75	56.44	59.26
140.0	101,910	107,005	112,356	117,974	123,872	8,492	8,917	9,363	9,831	10,323	49.00	51.44	54.02	56.72	59.55
140.5	102,420	107,540	112,918	118,563	124,492	8,535	8,962	9,410	9,880	10,374	49.24	51.70	54.29	57.00	59.85
141.0	102,929	108,076	113,479	119,153	125,111	8,577	9,006	9,457	9,929	10,426	49.49	51.96	54.56	57.29	60.15
141.5	103,444	108,616	114,047	119,749	125,736	8,620	9,051	9,504	9,979	10,478	49.73	52.22	54.83	57.57	60.45
142.0	103,958	109,156	114,614	120,345	126,362	8,663	9,096	9,551	10,029	10,530	49.98	52.48	55.10	57.86	60.75
142.5	104,478	109,702	115,187	120,947	126,994	8,707	9,142	9,599	10,079	10,583	50.23	52.74	55.38	58.15	61.05
143.0	104,998	110,248	115,760	121,548	127,626	8,750	9,187	9,647	10,129	10,635	50.48	53.00	55.65	58.44	61.36
143.5	105,523	110,799	116,339	122,156	128,264	8,794	9,233	9,695	10,180	10,689	50.73	53.27	55.93	58.73	61.67
144.0	106,048	111,350	116,918	122,764	128,902	8,837	9,279	9,743	10,230	10,742	50.98	53.53	56.21	59.02	61.97
144.5	106,578	111,907	117,502	123,378	129,546	8,882	9,326	9,792	10,281	10,796	51.24	53.80	56.49	59.32	62.28
145.0	107,108	112,464	118,087	123,991	130,191	8,926	9,372	9,841	10,333	10,849	51.49	54.07	56.77	59.61	62.59
145.5	107,644	113,026	118,677	124,611	130,842	8,970	9,419	9,890	10,384	10,903	51.75	54.34	57.06	59.91	62.90
146.0	108,179	113,588	119,268	125,231	131,493	9,015	9,466	9,939	10,436	10,958	52.01	54.61	57.34	60.21	63.22
146.5	108,720	114,156	119,864	125,857	132,150	9,060	9,513	9,989	10,488	11,013	52.27	54.88	57.63	60.51	63.53
147.0	109,261	114,724	120,461	126,484	132,808	9,105	9,560	10,038	10,540	11,067	52.53	55.16	57.91	60.81	63.85
147.5	109,808	115,298	121,063	127,116	133,472	9,151	9,608	10,089	10,593	11,123	52.79	55.43	58.20	61.11	64.17
148.0	110,354	115,872	121,665	127,748	134,136	9,196	9,656	10,139	10,646	11,178	53.05	55.71	58.49	61.42	64.49
148.5	110,906	116,451	122,273	128,387	134,807	9,242	9,704	10,189	10,699	11,234	53.32	55.99	58.79	61.72	64.81
149.0	111,457	117,030	122,882	129,026	135,477	9,288	9,753	10,240	10,752	11,290	53.59	56.26	59.08	62.03	65.13
149.5	112,015	117,615	123,496	129,671	136,155	9,335	9,801	10,291	10,806	11,346	53.85	56.55	59.37	62.34	65.46

150.0	112,572	118,201	124,111	130,316	136,832	9,381	9,850	10,343	10,860	11,403	54.12	56.83	59.67	62.65	65.78
150.5	113,135	118,792	124,731	130,968	137,516	9,428	9,899	10,394	10,914	11,460	54.39	57.11	59.97	62.97	66.11
151.0	113,698	119,383	125,352	131,619	138,200	9,475	9,949	10,446	10,968	11,517	54.66	57.40	60.27	63.28	66.44
151.5	114,266	119,980	125,979	132,277	138,891	9,522	9,998	10,498	11,023	11,574	54.94	57.68	60.57	63.59	66.77
152.0	114,835	120,576	126,605	132,936	139,582	9,570	10,048	10,550	11,078	11,632	55.21	57.97	60.87	63.91	67.11
152.5	115,409	121,179	127,238	133,600	140,280	9,617	10,098	10,603	11,133	11,690	55.49	58.26	61.17	64.23	67.44
153.0	115,983	121,782	127,871	134,265	140,978	9,665	10,149	10,656	11,189	11,748	55.76	58.55	61.48	64.55	67.78
153.5	116,563	122,391	128,511	134,936	141,683	9,714	10,199	10,709	11,245	11,807	56.04	58.84	61.78	64.87	68.12
154.0	117,143	123,000	129,150	135,608	142,388	9,762	10,250	10,763	11,301	11,866	56.32	59.13	62.09	65.20	68.46
154.5	117,729	123,615	129,796	136,286	143,100	9,811	10,301	10,816	11,357	11,925	56.60	59.43	62.40	65.52	68.80
155.0	118,314	124,230	130,442	136,964	143,812	9,860	10,353	10,870	11,414	11,984	56.88	59.73	62.71	65.85	69.14
155.5	118,906	124,851	131,094	137,648	144,531	9,909	10,404	10,924	11,471	12,044	57.17	60.02	63.03	66.18	69.49
156.0	119,497	125,472	131,746	138,333	145,250	9,958	10,456	10,979	11,528	12,104	57.45	60.32	63.34	66.51	69.83
156.5	120,095	126,100	132,405	139,025	145,976	10,008	10,508	11,034	11,585	12,165	57.74	60.62	63.66	66.84	70.18
157.0	120,692	126,727	133,063	139,717	146,702	10,058	10,561	11,089	11,643	12,225	58.03	60.93	63.97	67.17	70.53
157.5	121,296	127,361	133,729	140,415	147,436	10,108	10,613	11,144	11,701	12,286	58.32	61.23	64.29	67.51	70.88
158.0	121,899	127,994	134,394	141,114	148,169	10,158	10,666	11,200	11,759	12,347	58.61	61.54	64.61	67.84	71.24
158.5	122,509	128,634	135,066	141,819	148,910	10,209	10,720	11,256	11,818	12,409	58.90	61.84	64.94	68.18	71.59
159.0	123,118	129,274	135,738	142,525	149,651	10,260	10,773	11,311	11,877	12,471	59.19	62.15	65.26	68.52	71.95
159.5	123,734	129,921	136,417	143,238	150,399	10,311	10,827	11,368	11,936	12,533	59.49	62.46	65.58	68.86	72.31
160.0	124,350	130,567	137,095	143,950	151,148	10,362	10,881	11,425	11,996	12,596	59.78	62.77	65.91	69.21	72.67
160.5	124,971	131,220	137,781	144,670	151,903	10,414	10,935	11,482	12,056	12,659	60.08	63.09	66.24	69.55	73.03
161.0	125,593	131,873	138,466	145,390	152,659	10,466	10,989	11,539	12,116	12,722	60.38	63.40	66.57	69.90	73.39
161.5	126,221	132,532	139,159	146,117	153,422	10,518	11,044	11,597	12,176	12,785	60.68	63.72	66.90	70.25	73.76
162.0	126,849	133,191	139,851	146,844	154,186	10,571	11,099	11,654	12,237	12,849	60.99	64.03	67.24	70.60	74.13
162.5	127,483	133,857	140,550	147,578	154,957	10,624	11,155	11,713	12,298	12,913	61.29	64.35	67.57	70.95	74.50
163.0	128,117	134,523	141,249	148,312	155,728	10,676	11,210	11,771	12,359	12,977	61.59	64.67	67.91	71.30	74.87
163.5	128,758	135,196	141,956	149,054	156,506	10,730	11,266	11,830	12,421	13,042	61.90	65.00	68.25	71.66	75.24
164.0	129,399	135,869	142,662	149,795	157,285	10,783	11,322	11,888	12,483	13,107	62.21	65.32	68.59	72.02	75.62
164.5	130,046	136,548	143,375	150,544	158,071	10,837	11,379	11,948	12,545	13,173	62.52	65.65	68.93	72.38	76.00
165.0	130,693	137,227	144,089	151,293	158,858	10,891	11,436	12,007	12,608	13,238	62.83	65.97	69.27	72.74	76.37
165.5	131,346	137,913	144,809	152,049	159,652	10,946	11,493	12,067	12,671	13,304	63.15	66.30	69.62	73.10	76.76
166.0	132,000	138,600	145,529	152,806	160,446	11,000	11,550	12,127	12,734	13,371	63.46	66.63	69.97	73.46	77.14
166.5	132,660	139,293	146,257	153,570	161,248	11,055	11,608	12,188	12,797	13,437	63.78	66.97	70.32	73.83	77.52
167.0	133,320	139,986	146,985	154,334	162,051	11,110	11,665	12,249	12,861	13,504	64.10	67.30	70.67	74.20	77.91
167.5	133,986	140,685	147,720	155,106	162,861	11,166	11,724	12,310	12,925	13,572	64.42	67.64	71.02	74.57	78.30
168.0	134,653	141,385	148,455	155,877	163,671	11,221	11,782	12,371	12,990	13,639	64.74	67.97	71.37	74.94	78.69
168.5	135,326	142,092	149,197	156,657	164,490	11,277	11,841	12,433	13,055	13,707	65.06	68.31	71.73	75.32	79.08
169.0	135,999	142,799	149,939	157,436	165,308	11,333	11,900	12,495	13,120	13,776	65.38	68.65	72.09	75.69	79.47
169.5	136,679	143,513	150,689	158,223	166,134	11,390	11,959	12,557	13,185	13,845	65.71	69.00	72.45	76.07	79.87
170.0	137,359	144,227	151,439	159,010	166,961	11,447	12,019	12,620	13,251	13,913	66.04	69.34	72.81	76.45	80.27
170.5	138,046	144,948	152,196	159,806	167,796	11,504	12,079	12,683	13,317	13,983	66.37	69.69	73.17	76.83	80.67
171.0	138,733	145,669	152,953	160,601	168,631	11,561	12,139	12,746	13,383	14,053	66.70	70.03	73.54	77.21	81.07

171.5	139,427	146,398	153,718	161,404	169,474	11,619	12,200	12,810	13,450	14,123	67.03	70.38	73.90	77.60	81.48
172.0	140,120	147,126	154,482	162,207	170,317	11,677	12,261	12,874	13,517	14,193	67.37	70.73	74.27	77.98	81.88
172.5	140,821	147,862	155,255	163,018	171,169	11,735	12,322	12,938	13,585	14,264	67.70	71.09	74.64	78.37	82.29
173.0	141,521	148,597	156,027	163,829	172,020	11,793	12,383	13,002	13,652	14,335	68.04	71.44	75.01	78.76	82.70
173.5	142,229	149,340	156,807	164,648	172,880	11,852	12,445	13,067	13,721	14,407	68.38	71.80	75.39	79.16	83.12
174.0	142,937	150,083	157,588	165,467	173,740	11,911	12,507	13,132	13,789	14,478	68.72	72.16	75.76	79.55	83.53
174.5	143,651	150,834	158,376	166,294	174,609	11,971	12,569	13,198	13,858	14,551	69.06	72.52	76.14	79.95	83.95
175.0	144,366	151,584	159,163	167,122	175,478	12,030	12,632	13,264	13,927	14,623	69.41	72.88	76.52	80.35	84.36
175.5	145,088	152,342	159,959	167,957	176,355	12,091	12,695	13,330	13,996	14,696	69.75	73.24	76.90	80.75	84.79
176.0	145,810	153,100	160,755	168,793	177,232	12,151	12,758	13,396	14,066	14,769	70.10	73.61	77.29	81.15	85.21
176.5	146,539	153,866	161,559	169,637	178,119	12,212	12,822	13,463	14,136	14,843	70.45	73.97	77.67	81.56	85.63
177.0	147,268	154,631	162,363	170,481	179,005	12,272	12,886	13,530	14,207	14,917	70.80	74.34	78.06	81.96	86.06
177.5	148,004	155,404	163,174	171,333	179,900	12,334	12,950	13,598	14,278	14,992	71.16	74.71	78.45	82.37	86.49
178.0	148,740	156,177	163,986	172,186	180,795	12,395	13,015	13,666	14,349	15,066	71.51	75.09	78.84	82.78	86.92
178.5	149,484	156,958	164,806	173,047	181,699	12,457	13,080	13,734	14,421	15,142	71.87	75.46	79.23	83.20	87.36
179.0	150,228	157,739	165,626	173,907	182,603	12,519	13,145	13,802	14,492	15,217	72.22	75.84	79.63	83.61	87.79
179.5	150,979	158,528	166,454	174,777	183,516	12,582	13,211	13,871	14,565	15,293	72.59	76.22	80.03	84.03	88.23
180.0	151,730	159,317	167,282	175,647	184,429	12,644	13,276	13,940	14,637	15,369	72.95	76.59	80.42	84.45	88.67
180.5	152,489	160,113	168,119	176,525	185,351	12,707	13,343	14,010	14,710	15,446	73.31	76.98	80.83	84.87	89.11
181.0	153,247	160,910	168,955	177,403	186,273	12,771	13,409	14,080	14,784	15,523	73.68	77.36	81.23	85.29	89.55
181.5	154,014	161,714	169,800	178,290	187,204	12,834	13,476	14,150	14,857	15,600	74.04	77.75	81.63	85.72	90.00
182.0	154,780	162,519	170,645	179,177	188,136	12,898	13,543	14,220	14,931	15,678	74.41	78.13	82.04	86.14	90.45
182.5	155,554	163,331	171,498	180,073	189,077	12,963	13,611	14,291	15,006	15,756	74.79	78.52	82.45	86.57	90.90
183.0	156,328	164,144	172,351	180,969	190,017	13,027	13,679	14,363	15,081	15,835	75.16	78.92	82.86	87.00	91.35
183.5	157,109	164,965	173,213	181,874	190,967	13,092	13,747	14,434	15,156	15,914	75.53	79.31	83.28	87.44	91.81
184.0	157,891	165,785	174,075	182,778	191,917	13,158	13,815	14,506	15,232	15,993	75.91	79.70	83.69	87.87	92.27
184.5	158,680	166,614	174,945	183,692	192,877	13,223	13,885	14,579	15,308	16,073	76.29	80.10	84.11	88.31	92.73
185.0	159,470	167,443	175,815	184,606	193,837	13,289	13,954	14,651	15,384	16,153	76.67	80.50	84.53	88.75	93.19
185.5	160,267	168,281	176,695	185,529	194,806	13,356	14,023	14,725	15,461	16,234	77.05	80.90	84.95	89.20	93.66
186.0	161,065	169,118	177,574	186,452	195,775	13,422	14,093	14,798	15,538	16,315	77.43	81.31	85.37	89.64	94.12
186.5	161,870	169,963	178,461	187,385	196,754	13,489	14,164	14,872	15,615	16,396	77.82	81.71	85.80	90.09	94.59
187.0	162,675	170,809	179,349	188,317	197,733	13,556	14,234	14,946	15,693	16,478	78.21	82.12	86.23	90.54	95.06
187.5	163,489	171,663	180,246	189,258	198,721	13,624	14,305	15,021	15,772	16,560	78.60	82.53	86.66	90.99	95.54
188.0	164,302	172,517	181,143	190,200	199,710	13,692	14,376	15,095	15,850	16,643	78.99	82.94	87.09	91.44	96.01
188.5	165,123	173,380	182,049	191,151	200,709	13,760	14,448	15,171	15,929	16,726	79.39	83.36	87.52	91.90	96.49
189.0	165,945	174,242	182,954	192,102	201,707	13,829	14,520	15,246	16,009	16,809	79.78	83.77	87.96	92.36	96.97
189.5	166,775	175,113	183,869	193,063	202,716	13,898	14,593	15,322	16,089	16,893	80.18	84.19	88.40	92.82	97.46
190.0	167,604	175,985	184,784	194,023	203,724	13,967	14,665	15,399	16,169	16,977	80.58	84.61	88.84	93.28	97.94
190.5	168,442	176,865	185,708	194,993	204,743	14,037	14,739	15,476	16,249	17,062	80.98	85.03	89.28	93.75	98.43
191.0	169,280	177,744	186,632	195,963	205,761	14,107	14,812	15,553	16,330	17,147	81.38	85.45	89.73	94.21	98.92
191.5	170,127	178,633	187,565	196,943	206,790	14,177	14,886	15,630	16,412	17,233	81.79	85.88	90.18	94.68	99.42
192.0	170,973	179,522	188,498	197,923	207,819	14,248	14,960	15,708	16,494	17,318	82.20	86.31	90.62	95.16	99.91
192.5	171,828	180,420	189,440	198,912	208,858	14,319	15,035	15,787	16,576	17,405	82.61	86.74	91.08	95.63	100.41

193.0	172,683	181,317	190,383	199,902	209,897	14,390	15,110	15,865	16,659	17,491	83.02	87.17	91.53	96.11	100.91
193.5	173,546	182,224	191,335	200,902	210,947	14,462	15,185	15,945	16,742	17,579	83.44	87.61	91.99	96.59	101.42
194.0	174,410	183,130	192,287	201,901	211,996	14,534	15,261	16,024	16,825	17,666	83.85	88.04	92.45	97.07	101.92
194.5	175,282	184,046	193,248	202,911	213,056	14,607	15,337	16,104	16,909	17,755	84.27	88.48	92.91	97.55	102.43
195.0	176,154	184,962	194,210	203,920	214,116	14,679	15,413	16,184	16,993	17,843	84.69	88.92	93.37	98.04	102.94
195.5	177,035	185,886	195,181	204,940	215,187	14,753	15,491	16,265	17,078	17,932	85.11	89.37	93.84	98.53	103.46
196.0	177,915	186,811	196,152	205,959	216,257	14,826	15,568	16,346	17,163	18,021	85.54	89.81	94.30	99.02	103.97
196.5	178,805	187,745	197,133	206,989	217,339	14,900	15,645	16,428	17,249	18,112	85.96	90.26	94.78	99.51	104.49
197.0	179,695	188,679	198,113	208,019	218,420	14,975	15,723	16,509	17,335	18,202	86.39	90.71	95.25	100.01	105.01
197.5	180,593	189,623	199,104	209,059	219,512	15,049	15,802	16,592	17,422	18,293	86.82	91.16	95.72	100.51	105.53
198.0	181,492	190,566	200,094	210,099	220,604	15,124	15,881	16,675	17,508	18,384	87.26	91.62	96.20	101.01	106.06
198.5	182,399	191,519	201,095	211,150	221,707	15,200	15,960	16,758	17,596	18,476	87.69	92.08	96.68	101.51	106.59
199.0	183,306	192,472	202,095	212,200	222,810	15,276	16,039	16,841	17,683	18,568	88.13	92.53	97.16	102.02	107.12
199.5	184,223	193,434	203,106	213,261	223,924	15,352	16,120	16,925	17,772	18,660	88.57	93.00	97.65	102.53	107.66
200.0	185,140	194,396	204,116	214,322	225,038	15,428	16,200	17,010	17,860	18,753	89.01	93.46	98.13	103.04	108.19
200.5	186,065	195,368	205,137	215,394	226,163	15,505	16,281	17,095	17,949	18,847	89.45	93.93	98.62	103.55	108.73
201.0	186,991	196,340	206,157	216,465	227,289	15,583	16,362	17,180	18,039	18,941	89.90	94.39	99.11	104.07	109.27
201.5	187,926	197,322	207,188	217,548	228,425	15,660	16,444	17,266	18,129	19,035	90.35	94.87	99.61	104.59	109.82
202.0	188,861	198,304	208,219	218,630	229,561	15,738	16,525	17,352	18,219	19,130	90.80	95.34	100.11	105.11	110.37
202.5	189,805	199,295	209,260	219,723	230,709	15,817	16,608	17,438	18,310	19,226	91.25	95.82	100.61	105.64	110.92
203.0	190,749	200,287	210,301	220,816	231,857	15,896	16,691	17,525	18,401	19,321	91.71	96.29	101.11	106.16	111.47
203.5	191,703	201,288	211,353	221,920	233,016	15,975	16,774	17,613	18,493	19,418	92.16	96.77	101.61	106.69	112.03
204.0	192,657	202,290	212,404	223,024	234,176	16,055	16,857	17,700	18,585	19,515	92.62	97.25	102.12	107.22	112.58
204.5	193,620	203,301	213,466	224,140	235,347	16,135	16,942	17,789	18,678	19,612	93.09	97.74	102.63	107.76	113.15
205.0	194,583	204,313	214,528	225,255	236,517	16,215	17,026	17,877	18,771	19,710	93.55	98.23	103.14	108.30	113.71
205.5	195,556	205,334	215,601	226,381	237,700	16,296	17,111	17,967	18,865	19,808	94.02	98.72	103.65	108.84	114.28
206.0	196,529	206,356	216,674	227,507	238,883	16,377	17,196	18,056	18,959	19,907	94.49	99.21	104.17	109.38	114.85
206.5	197,512	207,388	217,757	228,645	240,077	16,459	17,282	18,146	19,054	20,006	94.96	99.71	104.69	109.93	115.42
207.0	198,495	208,419	218,840	229,782	241,271	16,541	17,368	18,237	19,149	20,106	95.43	100.20	105.21	110.47	116.00
207.5	199,487	209,461	219,935	230,931	242,478	16,624	17,455	18,328	19,244	20,206	95.91	100.70	105.74	111.02	116.58
208.0	200,480	210,504	221,029	232,080	243,684	16,707	17,542	18,419	19,340	20,307	96.38	101.20	106.26	111.58	117.16
208.5	201,482	211,556	222,134	233,241	244,903	16,790	17,630	18,511	19,437	20,409	96.87	101.71	106.80	112.13	117.74
209.0	202,484	212,609	223,239	234,401	246,121	16,874	17,717	18,603	19,533	20,510	97.35	102.22	107.33	112.69	118.33
209.5	203,497	213,672	224,355	235,573	247,352	16,958	17,806	18,696	19,631	20,613	97.83	102.73	107.86	113.26	118.92
210.0	204,509	214,735	225,471	236,745	248,582	17,042	17,895	18,789	19,729	20,715	98.32	103.24	108.40	113.82	119.51
210.5	205,532	215,808	226,599	237,929	249,825	17,128	17,984	18,883	19,827	20,819	98.81	103.75	108.94	114.39	120.11
211.0	206,554	216,882	227,726	239,112	251,068	17,213	18,074	18,977	19,926	20,922	99.30	104.27	109.48	114.96	120.71
211.5	207,587	217,966	228,865	240,308	252,323	17,299	18,164	19,072	20,026	21,027	99.80	104.79	110.03	115.53	121.31
212.0	208,620	219,051	230,003	241,504	253,579	17,385	18,254	19,167	20,125	21,132	100.30	105.31	110.58	116.11	121.91
212.5	209,663	220,146	231,153	242,711	254,847	17,472	18,346	19,263	20,226	21,237	100.80	105.84	111.13	116.69	122.52
213.0	210,706	221,241	232,303	243,919	256,114	17,559	18,437	19,359	20,327	21,343	101.30	106.37	111.68	117.27	123.13
213.5	211,760	222,348	233,465	245,138	257,395	17,647	18,529	19,455	20,428	21,450	101.81	106.90	112.24	117.85	123.75
214.0	212,813	223,454	234,626	246,358	258,676	17,734	18,621	19,552	20,530	21,556	102.31	107.43	112.80	118.44	124.36

214.5	213,877	224,571	235,800	247,590	259,969	17,823	18,714	19,650	20,632	21,664	102.83	107.97	113.37	119.03	124.99
215.0	214,941	225,688	236,973	248,821	261,262	17,912	18,807	19,748	20,735	21,772	103.34	108.50	113.93	119.63	125.61
215.5	216,016	226,817	238,158	250,065	262,569	18,001	18,901	19,846	20,839	21,881	103.85	109.05	114.50	120.22	126.23
216.0	217,091	227,945	239,342	251,310	263,875	18,091	18,995	19,945	20,942	21,990	104.37	109.59	115.07	120.82	126.86
216.5	218,176	229,085	240,539	252,566	265,194	18,181	19,090	20,045	21,047	22,100	104.89	110.14	115.64	121.43	127.50
217.0	219,262	230,225	241,736	253,823	266,514	18,272	19,185	20,145	21,152	22,209	105.41	110.68	116.22	122.03	128.13
217.5	220,358	231,376	242,945	255,092	267,846	18,363	19,281	20,245	21,258	22,321	105.94	111.24	116.80	122.64	128.77
218.0	221,454	232,527	244,153	256,361	269,179	18,455	19,377	20,346	21,363	22,432	106.47	111.79	117.38	123.25	129.41
218.5	222,561	233,689	245,374	257,643	270,525	18,547	19,474	20,448	21,470	22,544	107.00	112.35	117.97	123.87	130.06
219.0	223,669	234,852	246,595	258,924	271,871	18,639	19,571	20,550	21,577	22,656	107.53	112.91	118.56	124.48	130.71
219.5	224,787	236,026	247,828	260,219	273,230	18,732	19,669	20,652	21,685	22,769	108.07	113.47	119.15	125.11	131.36
220.0	225,905	237,201	249,061	261,514	274,589	18,825	19,767	20,755	21,793	22,882	108.61	114.04	119.74	125.73	132.01
220.5	227,035	238,387	250,306	262,821	275,962	18,920	19,866	20,859	21,902	22,997	109.15	114.61	120.34	126.36	132.67
221.0	228,164	239,573	251,551	264,129	277,335	19,014	19,964	20,963	22,011	23,111	109.69	115.18	120.94	126.99	133.33
221.5	229,305	240,771	252,809	265,450	278,722	19,109	20,064	21,067	22,121	23,227	110.24	115.76	121.54	127.62	134.00
222.0	230,446	241,968	254,067	266,770	280,109	19,204	20,164	21,172	22,231	23,342	110.79	116.33	122.15	128.25	134.67
222.5	231,598	243,178	255,337	268,104	281,509	19,300	20,265	21,278	22,342	23,459	111.35	116.91	122.76	128.90	135.34
223.0	232,751	244,388	256,607	269,438	282,910	19,396	20,366	21,384	22,453	23,576	111.90	117.49	123.37	129.54	136.01
223.5	233,914	245,610	257,891	270,785	284,324	19,493	20,468	21,491	22,565	23,694	112.46	118.08	123.99	130.19	136.69
224.0	235,078	246,832	259,174	272,132	285,739	19,590	20,569	21,598	22,678	23,812	113.02	118.67	124.60	130.83	137.37
224.5	236,253	248,066	260,469	273,493	287,168	19,688	20,672	21,706	22,791	23,931	113.58	119.26	125.23	131.49	138.06
225.0	237,429	249,300	261,765	274,854	288,596	19,786	20,775	21,814	22,904	24,050	114.15	119.86	125.85	132.14	138.75
225.5	238,616	250,547	263,074	276,228	290,039	19,885	20,879	21,923	23,019	24,170	114.72	120.46	126.48	132.80	139.44
226.0	239,803	251,793	264,383	277,602	291,482	19,984	20,983	22,032	23,134	24,290	115.29	121.05	127.11	133.46	140.14
226.5	241,002	253,052	265,705	278,990	292,940	20,084	21,088	22,142	23,249	24,412	115.87	121.66	127.74	134.13	140.84
227.0	242,201	254,311	267,027	280,378	294,397	20,183	21,193	22,252	23,365	24,533	116.44	122.27	128.38	134.80	141.54
227.5	243,412	255,583	268,362	281,780	295,869	20,284	21,299	22,363	23,482	24,656	117.03	122.88	129.02	135.47	142.24
228.0	244,623	256,854	269,697	283,182	297,341	20,385	21,405	22,475	23,598	24,778	117.61	123.49	129.66	136.15	142.95
228.5	245,846	258,139	271,046	284,598	298,828	20,487	21,512	22,587	23,716	24,902	118.20	124.11	130.31	136.83	143.67
229.0	247,069	259,423	272,394	286,014	300,314	20,589	21,619	22,700	23,834	25,026	118.78	124.72	130.96	137.51	144.38
229.5	248,305	260,720	273,756	287,444	301,816	20,692	21,727	22,813	23,954	25,151	119.38	125.35	131.61	138.19	145.10
230.0	249,540	262,017	275,118	288,874	303,318	20,795	21,835	22,926	24,073	25,276	119.97	125.97	132.27	138.88	145.83
230.5	250,788	263,327	276,494	290,318	304,834	20,899	21,944	23,041	24,193	25,403	120.57	126.60	132.93	139.58	146.55
231.0	252,035	264,637	277,869	291,763	306,351	21,003	22,053	23,156	24,314	25,529	121.17	127.23	133.59	140.27	147.28
231.5	253,296	265,960	279,258	293,221	307,882	21,108	22,163	23,272	24,435	25,657	121.78	127.87	134.26	140.97	148.02
232.0	254,556	267,284	280,648	294,680	309,414	21,213	22,274	23,387	24,557	25,785	122.38	128.50	134.93	141.67	148.76
232.5	255,829	268,620	282,051	296,154	310,961	21,319	22,385	23,504	24,679	25,913	122.99	129.14	135.60	142.38	149.50
233.0	257,101	269,956	283,454	297,627	312,508	21,425	22,496	23,621	24,802	26,042	123.61	129.79	136.28	143.09	150.24
233.5	258,387	271,306	284,872	299,115	314,071	21,532	22,609	23,739	24,926	26,173	124.22	130.44	136.96	143.81	151.00
234.0	259,672	272,656	286,289	300,603	315,633	21,639	22,721	23,857	25,050	26,303	124.84	131.08	137.64	144.52	151.75
234.5	260,971	274,019	287,720	302,106	317,212	21,748	22,835	23,977	25,176	26,434	125.47	131.74	138.33	145.24	152.51
235.0	262,269	275,383	289,152	303,609	318,790	21,856	22,949	24,096	25,301	26,566	126.09	132.40	139.02	145.97	153.26
235.5	263,580	276,760	290,597	305,127	320,384	21,965	23,063	24,216	25,427	26,699	126.72	133.06	139.71	146.70	154.03

236.0	264,892	278,136	292,043	306,645	321,978	22,074	23,178	24,337	25,554	26,831	127.35	133.72	140.41	147.43	154.80
236.5	266,216	279,527	293,503	308,179	323,588	22,185	23,294	24,459	25,682	26,966	127.99	134.39	141.11	148.16	155.57
237.0	267,541	280,918	294,964	309,712	325,197	22,295	23,410	24,580	25,809	27,100	128.63	135.06	141.81	148.90	156.34
237.5	268,878	282,322	296,438	311,260	326,823	22,407	23,527	24,703	25,938	27,235	129.27	135.73	142.52	149.64	157.13
238.0	270,216	283,727	297,913	312,809	328,449	22,518	23,644	24,826	26,067	27,371	129.91	136.41	143.23	150.39	157.91
238.5	271,567	285,146	299,403	314,373	330,092	22,631	23,762	24,950	26,198	27,508	130.56	137.09	143.94	151.14	158.70
239.0	272,918	286,564	300,892	315,937	331,734	22,743	23,880	25,074	26,328	27,644	131.21	137.77	144.66	151.89	159.49
239.5	274,283	287,997	302,397	317,517	333,393	22,857	24,000	25,200	26,460	27,783	131.87	138.46	145.38	152.65	160.28
240.0	275,647	289,430	303,901	319,096	335,051	22,971	24,119	25,325	26,591	27,921	132.52	139.15	146.11	153.41	161.08
240.5	277,026	290,877	305,421	320,692	336,727	23,085	24,240	25,452	26,724	28,061	133.19	139.84	146.84	154.18	161.89
241.0	278,404	292,324	306,940	322,287	338,402	23,200	24,360	25,578	26,857	28,200	133.85	140.54	147.57	154.95	162.69
241.5	279,796	293,786	308,475	323,899	340,094	23,316	24,482	25,706	26,992	28,341	134.52	141.24	148.31	155.72	163.51
242.0	281,188	295,247	310,010	325,510	341,786	23,432	24,604	25,834	27,126	28,482	135.19	141.95	149.04	156.50	164.32
242.5	282,594	296,724	311,560	327,138	343,495	23,549	24,727	25,963	27,261	28,625	135.86	142.66	149.79	157.28	165.14
243.0	284,000	298,200	313,110	328,765	345,204	23,667	24,850	26,092	27,397	28,767	136.54	143.37	150.53	158.06	165.96
243.5	285,420	299,691	314,675	330,409	346,930	23,785	24,974	26,223	27,534	28,911	137.22	144.08	151.29	158.85	166.79
244.0	286,840	301,182	316,241	332,053	348,656	23,903	25,098	26,353	27,671	29,055	137.90	144.80	152.04	159.64	167.62
244.5	288,274	302,688	317,822	333,713	350,399	24,023	25,224	26,485	27,809	29,200	138.59	145.52	152.80	160.44	168.46
245.0	289,708	304,194	319,403	335,374	352,142	24,142	25,349	26,617	27,948	29,345	139.28	146.25	153.56	161.24	169.30
245.5	291,157	305,715	321,000	337,050	353,903	24,263	25,476	26,750	28,088	29,492	139.98	146.98	154.33	162.04	170.15
246.0	292,605	307,236	322,597	338,727	355,664	24,384	25,603	26,883	28,227	29,639	140.68	147.71	155.09	162.85	170.99
246.5	294,068	308,772	324,210	340,421	357,442	24,506	25,731	27,018	28,368	29,787	141.38	148.45	155.87	163.66	171.85
247.0	295,531	310,308	325,823	342,115	359,220	24,628	25,859	27,152	28,510	29,935	142.08	149.19	156.65	164.48	172.70
247.5	297,009	311,860	327,453	343,825	361,016	24,751	25,988	27,288	28,652	30,085	142.79	149.93	157.43	165.30	173.57
248.0	298,487	313,411	329,082	345,536	362,813	24,874	26,118	27,423	28,795	30,234	143.50	150.68	158.21	166.12	174.43
248.5	299,979	314,978	330,727	347,263	364,627	24,998	26,248	27,561	28,939	30,386	144.22	151.43	159.00	166.95	175.30
249.0	301,472	316,545	332,372	348,991	366,441	25,123	26,379	27,698	29,083	30,537	144.94	152.19	159.79	167.78	176.17
249.5	302,979	318,128	334,034	350,736	368,273	25,248	26,511	27,836	29,228	30,689	145.66	152.95	160.59	168.62	177.05
250.0	304,486	319,711	335,696	352,481	370,105	25,374	26,643	27,975	29,373	30,842	146.39	153.71	161.39	169.46	177.94
250.5	306,009	321,309	337,375	354,243	371,956	25,501	26,776	28,115	29,520	30,996	147.12	154.48	162.20	170.31	178.82
251.0	307,531	322,908	339,053	356,006	373,806	25,628	26,909	28,254	29,667	31,151	147.85	155.24	163.01	171.16	179.71
251.5	309,069	324,522	340,748	357,786	375,675	25,756	27,044	28,396	29,815	31,306	148.59	156.02	163.82	172.01	180.61
252.0	310,607	326,137	342,444	359,566	377,544	25,884	27,178	28,537	29,964	31,462	149.33	156.80	164.64	172.87	181.51
252.5	312,160	327,768	344,156	361,364	379,432	26,013	27,314	28,680	30,114	31,619	150.08	157.58	165.46	173.73	182.42
253.0	313,713	329,398	345,868	363,162	381,320	26,143	27,450	28,822	30,263	31,777	150.82	158.36	166.28	174.60	183.33
253.5	315,281	331,045	347,597	364,977	383,226	26,273	27,587	28,966	30,415	31,936	151.58	159.16	167.11	175.47	184.24
254.0	316,850	332,692	349,327	366,793	385,133	26,404	27,724	29,111	30,566	32,094	152.33	159.95	167.95	176.34	185.16
254.5	318,434	334,356	351,073	368,627	387,058	26,536	27,863	29,256	30,719	32,255	153.09	160.75	168.79	177.22	186.09
255.0	320,018	336,019	352,820	370,461	388,984	26,668	28,002	29,402	30,872	32,415	153.85	161.55	169.63	178.11	187.01
255.5	321,618	337,699	354,584	372,313	390,929	26,802	28,142	29,549	31,026	32,577	154.62	162.36	170.47	179.00	187.95
256.0	323,218	339,379	356,348	374,166	392,874	26,935	28,282	29,696	31,180	32,739	155.39	163.16	171.32	179.89	188.88
256.5	324,834	341,076	358,130	376,036	394,838	27,070	28,423	29,844	31,336	32,903	156.17	163.98	172.18	180.79	189.83
257.0	326,451	342,773	359,912	377,907	396,803	27,204	28,564	29,993	31,492	33,067	156.95	164.79	173.03	181.69	190.77

257.5	328,083	344,487	361,711	379,797	398,787	27,340	28,707	30,143	31,650	33,232	157.73	165.62	173.90	182.59	191.72
258.0	329,715	346,201	363,511	381,686	400,771	27,476	28,850	30,293	31,807	33,398	158.52	166.44	174.76	183.50	192.68
258.5	331,364	347,932	365,328	383,595	402,775	27,614	28,994	30,444	31,966	33,565	159.31	167.27	175.64	184.42	193.64
259.0	333,012	349,663	367,146	385,503	404,778	27,751	29,139	30,595	32,125	33,732	160.10	168.11	176.51	185.34	194.61
259.5	334,677	351,411	368,982	387,431	406,802	27,890	29,284	30,748	32,286	33,900	160.90	168.95	177.40	186.26	195.58
260.0	336,342	353,159	370,817	389,358	408,826	28,029	29,430	30,901	32,447	34,069	161.70	169.79	178.28	187.19	196.55
260.5	338,024	354,925	372,672	391,305	410,870	28,169	29,577	31,056	32,609	34,239	162.51	170.64	179.17	188.13	197.53
261.0	339,706	356,691	374,526	393,252	412,914	28,309	29,724	31,210	32,771	34,410	163.32	171.49	180.06	189.06	198.52
261.5	341,404	358,474	376,398	395,218	414,979	28,450	29,873	31,367	32,935	34,582	164.14	172.34	180.96	190.01	199.51
262.0	343,103	360,258	378,271	397,184	417,044	28,592	30,021	31,523	33,099	34,754	164.95	173.20	181.86	190.95	200.50
262.5	344,818	362,059	380,162	399,170	419,129	28,735	30,172	31,680	33,264	34,927	165.78	174.07	182.77	191.91	201.50
263.0	346,534	363,861	382,054	401,156	421,214	28,878	30,322	31,838	33,430	35,101	166.60	174.93	183.68	192.86	202.51
263.5	348,267	365,680	383,964	403,162	423,320	29,022	30,473	31,997	33,597	35,277	167.44	175.81	184.60	193.83	203.52
264.0	349,999	367,499	385,874	405,168	425,426	29,167	30,625	32,156	33,764	35,452	168.27	176.68	185.52	194.79	204.53
264.5	351,749	369,337	387,803	407,194	427,553	29,312	30,778	32,317	33,933	35,629	169.11	177.57	186.44	195.77	205.55
265.0	353,499	371,174	389,733	409,219	429,680	29,458	30,931	32,478	34,102	35,807	169.95	178.45	187.37	196.74	206.58
265.5	355,267	373,030	391,682	411,266	431,829	29,606	31,086	32,640	34,272	35,986	170.80	179.34	188.31	197.72	207.61



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025	AGENDA SECTION: CONSENT CALENDAR
-------------------------------	---

SUBJECT:

Approval of mural No. 0005-25, a request by Ladies Room Beauty Parlor to paint a mural onto the existing west-facing exterior wall of the Ladies Room Beauty Parlor. The property is located at 109 1/2 W. Eighth St. (APN 012-053-004).

RECOMMENDATION:

RECOMMENDATION: That the City Council, by motion, adopt Resolution 25-45-R approving Mural No. 0005-25.

RECOMMENDED MOTION: I move to adopt Resolution 25-45-R approving Mural No. 0005-25.

BACKGROUND:

PROJECT DESCRIPTION

The project is a request by the Ladies Room Beauty Parlor to paint a mural onto the west-facing exterior wall of the Ladies Room Beauty Parlor at 109 ½ W. Eighth St., located behind Golden 1 Credit Union. A mural shall be defined as the following:

“Wall mural” or “mural” means an art form consisting of paint applied to a wall surface depicting a scene, personal experience or observation. A wall mural is to be public art, not for the purpose of identifying, advertising or drawing attention to a particular business, service or economic activity. For the purpose of regulation, hand painted signs on walls that contain commercial speech are considered signs and are not considered murals. Wall painting that has not been approved through a mural permit is considered graffiti.

As shown in **Attachment 1**, the mural depicts a girl wearing red sunglasses and a flower crown and will be painted directly onto the west-facing wall facing wall of the building adjacent to the public parking lot. The mural will be painted by Lauren Farrar of Brush of Wonders LLC.

In accordance with Hanford Municipal Code Section 17.56.230, no person shall paint a wall mural on the exterior of any structure or change any existing mural on the exterior of any structure prior to the issuance of a wall mural permit issued by the City Council. City Council had approved an amended mural ordinance per Ordinance No. 24-02 which directed the approval of mural applications at staff level. Due to a technicality, the amended mural ordinance was replaced with the previous version of the mural ordinance upon the adoption of Ordinance No. 24-11, which approved a comprehensive update of the Hanford Zoning Ordinance. Therefore, the previous provisions of the mural ordinance currently apply.

Mural Description

The proposed mural will be 11' in length 14' in height. It will depict a woman in a black and white striped shirt wearing red sunglasses and a multicolor flower crown with green leaves. A blue butterfly sits on top of the flower crown. The mural will not extend onto any neighboring building or property.

Wall murals shall satisfy the following design criteria of Section 17.56.230(I) of the Hanford Municipal Code.

1. Have a plan for painting the mural that ensures the safety of painters and the public, and that does not impede public access. In the event that the safety plan submitted is not being adhered to, and the City has identified a safety risk to either the artist and/or the public, the City has the right to stop work until such time that safety issues or concerns are addressed by the artist.

ANALYSIS: The applicant shall close the sidewalk with traffic control signage and complete an encroachment permit through the Public Works Department required for work within the right-of-way or public parking lot.

2. To the extent feasible, the mural shall be vandal and graffiti resistant by using an approved graffiti/UV coating.

ANALYSIS: A condition of approval shall be that, to the extent feasible, the mural shall be vandal and graffiti resistant by using an approved graffiti/UV coating. The applicant plans to use MuralGuard, an exterior paint which protects against graffiti, corrosion, UV exposure, and harsh weather conditions.

All enforceable design criteria for wall murals stated in Section 17.56.230(I) are satisfied.

FINDINGS FOR APPROVAL

In accordance with Section 17.56.230 of the Hanford Municipal Code, staff recommends approval of Mural No. 0005-25 and that the following findings are made:

1. That the proposal is consistent with the intent of development standards for wall murals.
2. That the proposal is consistent with the General Plan, specifically Policy E8 to support local arts and cultural activities that can contribute to the local economy, enrich residents' lives, and strengthen a sense of community.
3. That the mural preserves and enhances the visual attractiveness of the City for residents, businesses, and visitors.
4. That the request will not adversely affect the public health, safety, and general welfare of the citizens of Hanford.

RECOMMENDATION – CONDITIONS OF APPROVAL

The City Council shall identify conditions of approval for the issuance of a wall mural permit.

Staff recommends that the City Council adopt Resolution 25-45-R approve Mural No. 0005-25, subject to the following conditions:

1. That approval of this project does not exempt compliance with all applicable sections of the Zoning Ordinance, Public Works Improvement Standards, fees, or other City Ordinances.
2. That the alterations to the exterior be completed in accordance with the proposed design. Minor changes may be approved by the Community Development Director.
3. That to the extent feasible, the mural shall be vandal and graffiti resistant by using an approved graffiti/UV coating.
4. That the applicant, the owner of the structure, and the artist shall agree pursuant to language prepared by the City to indemnify, defend, and hold the City of Hanford its officials, officers, employees and agents harmless from and against any and all damages or liabilities of whatever nature arising out of or in connection with the wall mural.
5. That any use of the public right-of-way, including the public sidewalk, alley, or parking lot, will require approval of an encroachment permit issued by the Public Works Department.

Applicant:

Courtney Cantwell
109 1/2, W 8th St.
Hanford, CA 93230

FISCAL IMPACT:

None

ATTACHMENTS:

1. Notice of Exemption No. 2025-62
2. Resolution No. 25-45-R
3. Example

Notice of Exemption 2025-62

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

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

From: City of Hanford
317 North Douty Street
Hanford, CA 93230

Project Title: Mural 0005-25

Project Location – 109 ½ W. Eighth St. (APN 012-053-004)

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

Description of Nature, Purpose and Beneficiaries of Project: Mural No. 0005-25: a request by Ladies Room Beauty Parlor to paint a mural onto the existing west-facing exterior wall of the Ladies Room Beauty Parlor.

Name of Public Agency Approving Project: City of Hanford, Planning Division

Name of Person or Agency Carrying Out Project: Courtney Cantwell, Ladies Room Beauty Parlor

Exempt Status: (check one)

- ☐ Ministerial (Sec. 21080(b)(1); 152698);
☐ Declared Emergency (Sec. 21080(b)(3); 15269 (a));
☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
☒ Categorical Exemption: State type and section number: 15301 Existing Facilities
☐ Statutory Exemption. State code number:

Reasons why project is exempt:

The City of Hanford determined the project to be exempt from environmental review pursuant to Section 15301 of the California Environmental Quality Act (CEQA) Guidelines. Section 15301 states that Class 1 exemptions consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. This project involves the minor alteration of an existing public structure, involving negligible or no expansion of the existing or former use.

Lead Agency

Contact Person: Maddison Faria Area Code/ Telephone: (559) 585-2580

Signature: Maddison Faria Date: August 5, 2025 Title: Assistant Planner

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

RESOLUTION 25-45-R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HANFORD APPROVING MURAL NO. 0005-25, A REQUEST BY LADIES ROOM BEAUTY PARLOR TO PAINT A MURAL ONTO THE EXISTING WEST-FACING EXTERIOR WALL OF THE LADIES ROOM BEAUTY PARLOR. THE PROPERTY IS LOCATED AT 109 ½ W. EIGHTH ST. (APN 012-053-004).

At a regular meeting of the City Council of the City of Hanford duly called and held on August 5, 2025, at 7:00 p.m. in the Council Chambers of the Civic Auditorium, it was moved by Council Member _____, and seconded by Council Member _____, and duly carried, that the following resolution be adopted:

WHEREAS, an application, filed by Courtney Cantwell for Mural No. 0005-25, as shown in **Exhibit A**, was presented to the City Council; and

WHEREAS, the proposed project is located at 109 ½ W. Eighth St. (APN 012-053-004); and

WHEREAS, the City Council of the City of Hanford, at a regular meeting on August 5, 2025, reviewed the request for Mural No. 0005-25; and

WHEREAS, Section 15301 of the California Environmental Quality Act Guidelines categorically exempts “Existing Facilities” from Environmental Review; and

WHEREAS, the City Council of the City of Hanford reviewed the application for Mural No. 0005-25 and found that the application is consistent with Section 17.56.230 of the Hanford Municipal Code and that the following findings are made:

1. That the proposal is consistent with the intent of development standards for wall murals.
2. That the proposal is consistent with the General Plan, specifically Policy E8 to support local arts and cultural activities that can contribute to the local economy, enrich residents’ lives, and strengthen a sense of community.
3. That the mural preserves and enhances the visual attractiveness of the City for residents, businesses, and visitors.
4. That the request will not adversely affect the public health, safety, and general welfare of the citizens of Hanford.

THEREFORE, BE IT RESOLVED that the City Council of the City of Hanford hereby approves Mural No. 0005-25, subject to the following conditions:

1. That approval of this project does not exempt compliance with all applicable sections of the Zoning Ordinance, Public Works Improvement Standards, fees, or other City Ordinances.
2. That the alterations to the exterior be completed in accordance with the proposed design. Minor changes may be approved by the Community Development Director.
3. That to the extent feasible, the mural shall be vandal and graffiti resistant by using an approved graffiti/UV coating.
4. That the applicant, the owner of the structure, and the artist shall agree pursuant to language prepared by the City to indemnify, defend, and hold the City of Hanford its officials, officers, employees and agents harmless from and against any and all damages or liabilities of whatever nature arising out of or in connection with the wall mural.
5. That any use of the public right-of-way, including the public sidewalk, alley, or parking lot, will require approval of an encroachment permit issued by the Public Works Department.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council of the City of Hanford hereby approves Mural No. 0005-25. Passed and adopted at a regular meeting of the City Council of the City of Hanford duly called and held on August 5, 2025, by the following 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 Resolution was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the 5th day of August, 2025.

Date: _____

NATALIE CORRAL
CITY CLERK



*Ladies Room
Beauty Parlor
Hanford, Ca*





AGENDA STAFF REPORT

MEETING DATE: 8/5/2025	AGENDA SECTION: CONSENT CALENDAR
-------------------------------	---

SUBJECT:

Approval of the Second reading and Adoption of Ordinance 25-03, approving Prezone No. 0014-25 a request to prezone Annexation 166 as a combination of R-L-12 Low-Density Residential (12,000 sq. ft. minimum lot size) and R-L-5 Low-Density Residential (5,000 sq. ft. minimum lot size) consistent with the Low-Density Residential designation on the 2035 Hanford General Plan Land Use Map. The site is a substantially surrounded county island, totaling 93.56 acres, generally located south of Fargo Avenue, north of Leland Way, west of 9 ¼ Ave.

RECOMMENDATION:

Recommendation: I move to Approve the 2nd reading and Adoption of Ordinance 25-05, approving Prezone No. 0014-25

Recommended Motion: I move to waive and adopt the 2nd reading of Ordinance 25-05, approving Prezone No. 0014-25

BACKGROUND:

On July 1, 2025, the City Council held a public hearing for Annexation 166, Prezone 0014-25. During the meeting, the City Council introduced the ordinance and waived the first reading.

Prezone No. 0014-25

Prezone No. 0014-25 is a proposal to prezone the proposed territory to be annexed as R-L-12 Low-Density Residential (12,000 sq. ft. minimum lot size) and R-L-5 Low-Density Residential (5,000 sq. ft. minimum lot size) consistent with the Low-Density Residential designation on the 2035 Hanford General Plan Land Use Map. The specific proposed prezoning is illustrated on the Zoning Map attached to the resolution

In accordance with Kings County Zoning, the area is currently zoned RRE Rural Residential and AL 10 Limited Agricultural-10.

PROJECT EVALUATION

Prezone No. 0014-25 would be consistent with the land use designations shown on the 2035 General Plan Land Use Map. This will ensure that zoning after annexation is consistent with the General Plan. Most land use designations in the General Plan are only consistent with one corresponding zone in the Zoning Ordinance. The Low-Density Residential land use designation can be consistent with the R-L-5 and R-L-12 zones. In these cases, the specific prezoning is recommended based on the size

of the existing parcels in the particular annexation area and the adjacent surrounding zoning.

In accordance with the Hanford Municipal Code Section 17.86.030, before a zone change may be approved, all of the following findings shall be made by the reviewing authority:

1. That the amendment is internally consistent with the goals, objectives, and policies of the General Plan and the Municipal Code.

Analysis: Prezone No. 0014-25 is internally consistent with the goals, objectives, and policies of the General Plan, specifically consistent with Land Use Policies L15, L16, and L17. There is not a plan for development at this time. Most of the parcels proposed for annexation are already developed at the densities consistent with the proposed prezoning.

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

Analysis: There is no evidence that annexation of the county island into the city limits would negatively affect health, safety, or welfare. On the contrary, the coordination of services between the City and County will be improved by reducing inefficiencies through annexation.

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

Analysis: The proposed prezoning is consistent with the land use designations established in the General Plan.

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

Analysis: It is anticipated that the undeveloped sites in the substantially surrounded county island area will eventually develop in a manner consistent with the proposed prezoning.

STAFF RECOMMENDATION

Staff recommends that the City Council:

1. Waive the second reading and adopt Ordinance 25-05, approving Prezone 0014-25.

FISCAL IMPACT:

No fiscal impact.

ATTACHMENTS:

1. Ordinance 25-05

ORDINANCE NO. 25-05

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HANFORD PREZONING
ANNEXATION 166, CONSISTENT WITH THE 2035 HANFORD GENERAL PLAN LAND USE
MAP**

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

Section 1: The following described territory situated in the City of Hanford is hereby prezoned under the terms of Chapter 17.86 of the Hanford Municipal Code:

Annexation 166: filed by the City of Hanford

FROM: County zoning RRE Rural Residential and AL 10 Limited Agricultural-10

TO: City zoning R-L-12 Low-Density Residential and R-L-5 Low-Density Residential

On property described as follows:

93.56 acres, generally located south of Fargo Avenue, north of Leland Way, west of 9 ¼ Ave, as depicted in attached **Exhibit A**; and

Section 2: The Council does hereby find as a fact that this Ordinance has been recommended for passage by the Planning Commission of the City of Hanford after public hearing before the Planning Commission after notice required by Section 17.70.100 of the Hanford Municipal Code and Government Code Section 65854. The City Council that the Project is Categorically Exempt from the California Environmental Quality Act (CEQA), per Categorical Exemption Class 19 (Annexation of areas containing existing public or private structures developed to the density allowed by the current prezoning) and per Categorical Exemption Class 5 (Minor alterations in land use limitations). The City Council hereby finds that the prezoning is required to achieve the objectives of the zoning regulations as set forth in Section 17.06.010 of the Hanford Municipal Code, and that this Ordinance has been introduced by the City Council after public hearing held on the 1st day of July 2025 at 7:00 p.m. of said day after notice required under the provisions of Section 65856 of the Government Code.

Section 3: 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, and the zoning will apply to such property in the event of subsequent annexation to the City under the provisions of Section 65859 of the Government Code.

Passed and adopted at a regular meeting of the City Council of the City of Hanford duly called and held on the 1st day of July, by the following roll call vote:

APPROVED

ATTEST:

MAYOR of the City of Hanford

Natalie Corral
CITY CLERK

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

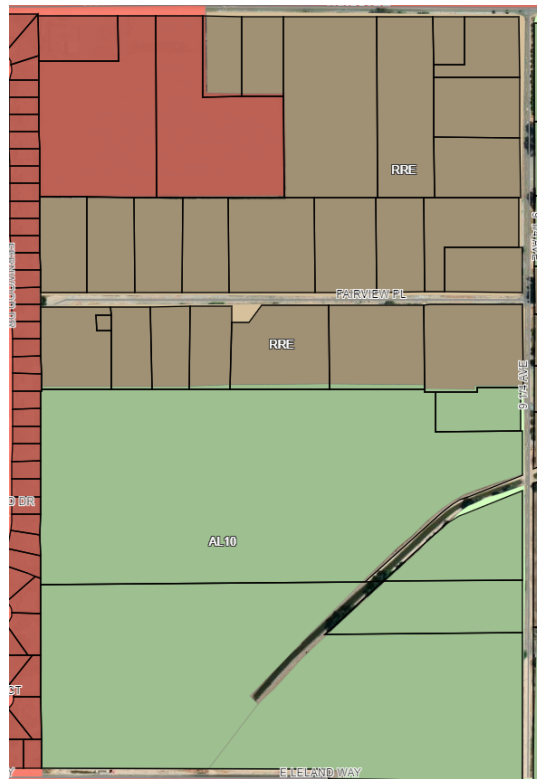
I, NATALIE CORRAL, City Clerk of the City of Hanford, do hereby certify the foregoing ordinance was duly introduced at a regular meeting of the City Council of the City of Hanford on the 1st day of July, 2025 and it was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the 5th day of August, 2025.

Dated: _____

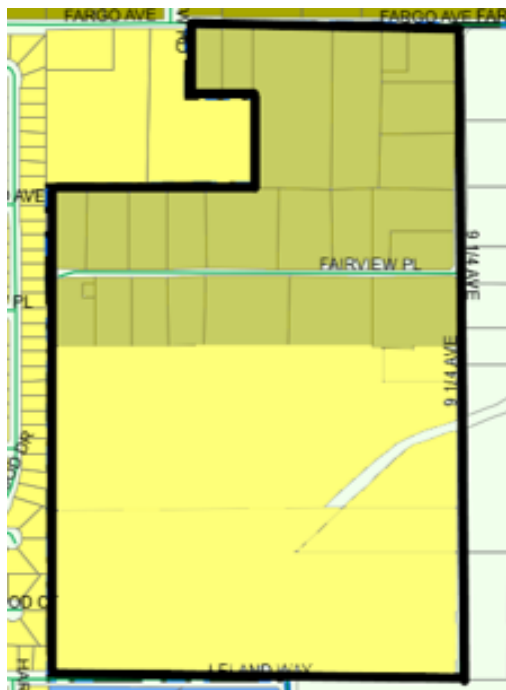
Natalie Corral
City Clerk

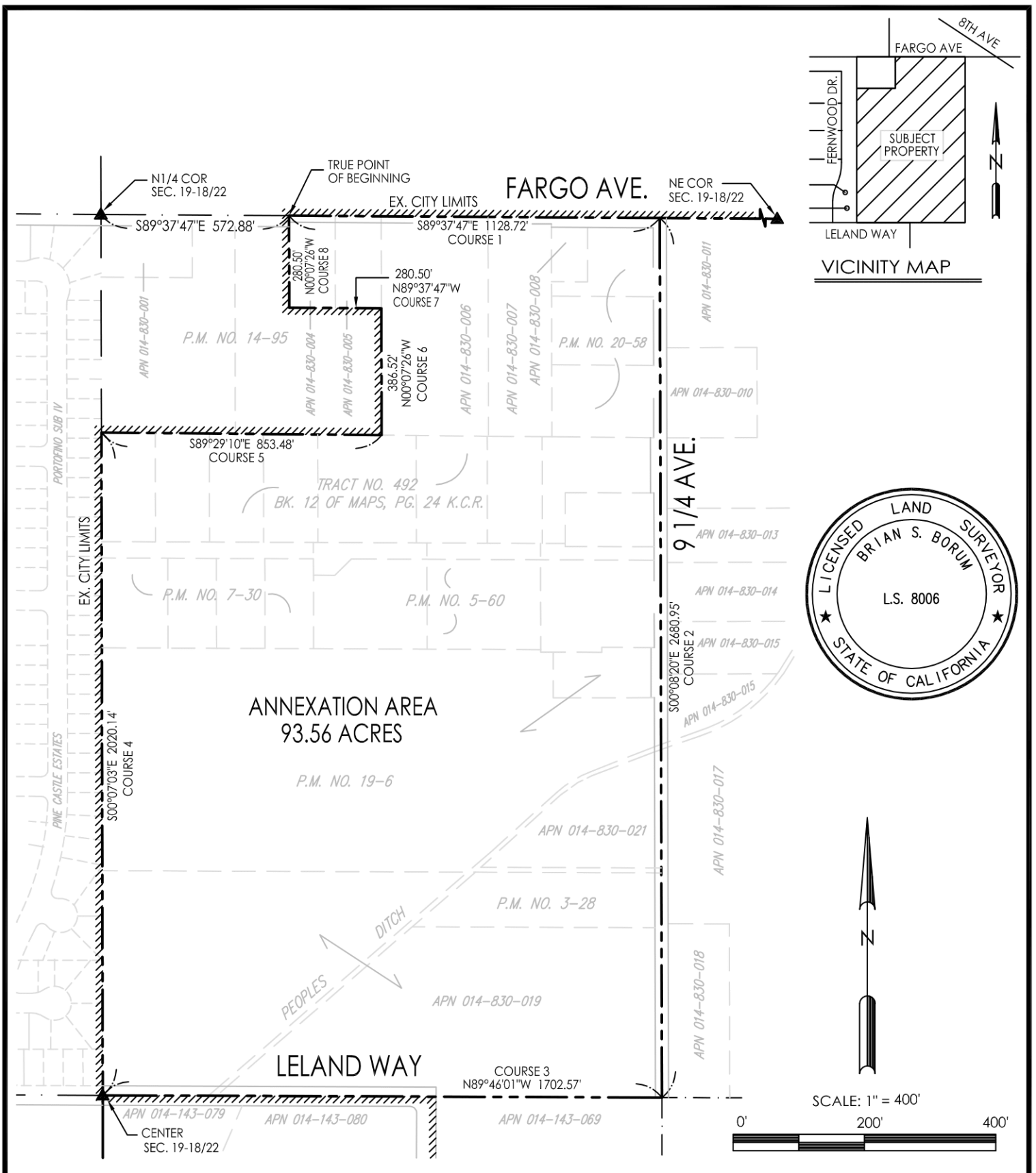
Exhibit A

From: County zoning RRE Rural Residential and AL 10 Limited Agricultural-10



To: City zoning R-L-12 Low-Density Residential and R-L-5 Low-Density Residential





DATE: 12-18-24
 DRAWN: BM
 CHECKED: BB
 PROJECT: 24186

EXHIBIT B
CITY OF HANFORD
ANNEXATION NO. 2025 -
ANNEXATION TO THE CITY OF HANFORD

BLS
Borum Land Surveying Inc.
 www.borumlandsurveying.com
 1445 W. Grand Ave. Ste. C
 Grover Beach, Ca 93433



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of a sole source purchase of 36 Carmanah R920-MX rapid flashing beacons (RFB), from JAM Services, for pedestrian safety improvements in the amount of \$274,738.50

RECOMMENDATION:

Recommendation: That the City Council, by motion, approve a sole source purchase of 36 Carmanah Rapid Flashing Beacons from JAM Services for the amount of \$274,738.50

Recommended Motion: I move to approve a sole source purchase of 36 Carmanah Rapid Flashing Beacons from JAM Services for the amount of \$274,738.50

BACKGROUND:

The City of Hanford currently operates Carmanah Rapid Flashing Beacons (RFBs) at three locations in Hanford. One Hanford-Armona Road and Bengston Ave, near Centennial Park and two locations near Hanford High School.

The City utilized a sole source procurement process for this project with JAM Services due to their exclusive qualifications. JAM Services is the only licensed representative of Carmanah Technologies in Central California. Given the project's reliance on Carmanah systems, it is critical to partner with a vendor who possesses in-depth knowledge, proper certification, and authorized access to proprietary technology and support.

Furthermore, City staff have prior training and operational experience with Carmanah systems through JAM Services. This existing familiarity ensures compatibility, reduces implementation risk, and minimizes the need for additional training or integration resources. Procuring through an alternative vendor would jeopardize project efficiency and could lead to technical issues due to the proprietary nature of the systems involved.

As a result, JAM Services is the only practical and feasible source for this procurement, meeting both the technical and logistical needs of the project.

RFBs have become a cost-effective means to support pedestrian safety, allowing for visual advance warning of a pedestrian crossing and visual warnings at the actual crosswalk.

Since the installation of the RFB crosswalks, City staff have received minimal calls or concerns over the installation of RFB crosswalks and the removal of costly and difficult-to-upkeep in ground pavement markers.

The approved City of Hanford budget for FY25/26 allocated \$352,481 for the purchase of Rapid

Flashing Beacons, to be installed at high pedestrian and high traffic locations, predominantly around local schools, in an effort to improve pedestrian safety in the City of Hanford. City staff have identified the following school locations for installation.

JFK/Lee Richmond School X6

MLK School X2

Pioneer School X2

Washington School X4

Hanford High X2

Monroe School X 4

Woodrow Wilson School X6

Jefferson School X6

St Bridges X2

Future Pedestrian Project on Centennial (Softball Complex) X2

FISCAL IMPACT:

FY25/26 budget allotted \$352,481 in the Transportation Development Act (TDA) fund for the purchase of Rapid Flashing Beacons and can fully support this purchase.

ATTACHMENTS:

1. Sole Source Letter
2. Quote
3. Spec Sheet



July 15, 2025

To: Finance Department

This form must be used as justification for a purchase from a single or sole source provider without open competition when the purchase is \$2,500 or above.

The following statements, in my professional judgment, are correct. I have researched my requirements to support these findings. I also certify that no personal advantage, gain or privilege has (or will) accrued to me through the purchase from this vendor. I have reviewed the vendor's proposed costs and find those costs fair and reasonable for the item proposed.

Explanation of Purchase:

The City of Hanford currently operates Carmanah Rapid Flashing Beacons at three locations, two by Hanford High and one on Hanford-Armona and Bengston. These signs will be installed at high pedestrian and high traffic areas, particularly in school zones, to enhance pedestrian and traffic safety. In order to maintain a standardized and efficient equipment inventory, City staff contacted the sole local Carmanah-authorized vendor in the Central Valley—JAM Services of Livermore, CA.

Standardizing with Carmanah offers the following operational advantages:

- **Staff Expertise:** City personnel have been previously trained in the installation, programming, and maintenance of Carmanah Rapid Flashing Beacons. Retaining the same manufacturer capitalizes on existing knowledge and avoids the learning curve associated with integrating a new system.
- **Reduced Downtime:** Familiarity with Carmanah systems ensures faster diagnostics and repairs, minimizing service interruptions, especially in sensitive areas such as school zones.
- **Inventory Uniformity:** Standardization across the RFB fleet allows for interchangeable parts, consistent software platforms, and streamlined data collection and reporting, contributing to long-term cost savings and operational efficiency.

JAM SERVICES, INC.

958 E Airway Blvd
LIVERMORE, CA 94550

Telephone (925) 455-5267
Fax (925) 455-5348

PRICE QUOTATION-JRM062425BB2REV2

City of Hanford
7/16/25

JAM Services is pleased to provide the following price quotation for the subject project.

Ped Crossing

QTY (36) Carmanah R920-MX Solar RRFB w/Dual Lightbars, 2" Top Mount, Bulldog PPB (Green), MX-100 Power Module, 2x7Ahr Batteries & 3 Year MX Lite Sub

UNIT PRICE: \$4,100.00

TOTAL PRICE: \$147,600.00

Advanced Warning

QTY (36) Carmanah R920-MX Solar RRFB w/Single Lightbar, 2" Top Mount, MX-100 Power Module, 2x7Ahr Batteries & 3 Year MX Lite Sub (No Pushbuttons)

UNIT PRICE: \$2,950.00

TOTAL PRICE: \$106,200.00

SUBTOTAL: \$253,800.00

TAX @ 8.25% : \$20,938.50

FREIGHT INCL

GRANDTOTAL: \$274,738.50

Freight allowed but Tax to be added as determined by the final BOM and the delivery address. If I can be of further assistance, please contact me at 925-455-5267.

Thank you – Cory Krisman

R920-MX

Connected Crosswalk Beacon or Sign

Boost safety at unsignalized crossings with proven technology, actionable alerts, and street-level data.

- ✓ Every system ships with **3 years of free remote connectivity**
- ✓ Actionable email and text alerts
- ✓ Remote system access via MX Cloud™
- ✓ Quick setup and local access with MX Field App™ (iOS®/Android™)
- ✓ 'Smart module' design for simple installation and richer data
- ✓ Solar Power Report (SPR) available for every location

Free out-of-the-box connectivity

R920-MX systems have connectivity embedded into their design, making installation easy. From the moment a system receives power, it connects both locally to the MX Field App and remotely to MX Cloud, providing easy remote access to system status, settings and data. R920-MX systems come with default settings that meet MUTCD Standards, including wig-wag plus simultaneous (WV+S) flash pattern.

Timely and actionable alerts

Cities can enable email and text alerts so they can know the minute there's an issue, be it a knockdown, dead battery or something else. Detailed location and module information reduce downtime and boost site visit efficiency while providing optimal citizen safety.

Comprehensive asset visibility and data collection

All MX systems come with MX Cloud, a web-based application that lets users remotely access system locations, alerts, settings and data like daily activation counts. The GPS map not only gives cities better visibility, but enables streamlined, proactive asset management and future planning.

Long-lasting, reliable operation

Every MX module is built to last with durable, weatherproof aluminum construction and vandal-resistant wireless antennas. Solar-powered models are solar-sized to project locations, backed by a Solar Power Report (SPR) to prove year-round sustainability.



Meets MUTCD Standards



Buy America/
BABA compliant



3-year limited
warranty



carmanah®
MX Series



Cabinet-based solar and
AC (100-240 VAC) available

Rectangular rapid flashing
beacon (RRFB) shown

MX Series

Connective Capabilities



MX CLOUD
(REMOTE)



MX FIELD APP
(LOCAL)

What's a Solar Power Report™ (SPR)?

No matter where you install your solar-powered system, your product should be carefully sized for its location to ensure it will be operational for the long-term.

Over the last 20+ years, our engineers have developed a field-proven software simulation that helps us replicate the real-life conditions of your project location—and determine the best solar-powered solution for your project.

Learn more about our process at carmanah.com/spr.

R920-MX

Connected Crosswalk Beacon or Sign



carmanah® MX Series

carmanah.com | 1-800-441-8395

MX FLASHER MODULES



MX RRFB Module



MX Beacon Module



MX LED Sign Module

MX RRFB Module	Meets 11th Ed. MUTCD (Chapter 4L) and MUTCD (Canada) Standards
	Purpose-built optics exceed SAE J595 class I intensity by 2.5-3x when used as recommended; meet SAE J578 chromaticity
MX Beacon Module	3" (76 mm) x 7" (178 mm) clear, UV-rated polycarbonate lens with yellow LEDs and side-emitting pedestrian confirmation LEDs
	Stainless steel mounting brackets make back-to-back installation simple and enable in-field aiming for maximum effectiveness
MX LED Sign Module	Yellow or black powder-coated light bar covers
	Light bar configuration: uni-directional or bi-directional
	RRFB backplate and mast arm mount available
	In-field aiming: rotate the light bar towards the incoming vehicle lane, independent of the wire hole location
	Configurable to MUTCD 11th Ed. (Chapter 4S) Standard
	12" (305 mm) or 8" (203 mm) diameter LED modules, yellow
	Yellow or black heads in UV-resistant polycarbonate or aluminum
	Side of pole arm and top of pole mount kits available
	Meets MUTCD 11th Ed. (Chapter 2A.12) Standards
	3M High Intensity Prismatic or Diamond Grade retroreflective sheeting and components
	UV-resistant polycarbonate channels and waterproof housings protect wiring; include fully integrated junction box
	Standard 30" and 36" W11-2 and S1-1 sign sizes (others available)
	Standard yellow and fluorescent yellow-green sign colors available
	Standard banding, through bolt and U-bolt mount kits available
Options	Audible Information Device (AID) push button
	Overhead lighting fixture (see data sheet)
	Passive pedestrian detection

WIRELESS COMMUNICATION AND DATA COLLECTION

Local	MX Field App (Bluetooth®)
System-To-System	Linked MX systems flash in sync up to 1,000 ft (305 m) away
Remote	MX Cloud (cellular)
Location & Time	GPS

INCLUDED WITH EVERY SYSTEM

MX Subscriptions	3 years out-of-the-box remote connectivity with MX Lite See all MX subscriptions
MX Cloud	MX Cloud for remote health status monitoring, email/SMS alerts, scheduling, asset management, programming and more
MX Field App	Bluetooth® mobile app for on-site setup, local access to default settings, system health status and more
Warranty	3-year limited warranty on MX system 1-year limited warranty on batteries
Support	Carmanah's North American product support technologists available for solution building, solar sizing and troubleshooting 24/7 access to Carmanah's online Product Support Center
Customize	Build an R920-MX online

MX POWER MODULES

Solar	12 VDC operation, solar sized to specific geographic location
	Includes 12-month Solar Power Report to ensure sustainability
AC (only MX 300/400)	System designed for 5+ year battery life
	Replaceable, recyclable, sealed, maintenance-free AGM batteries offer the widest temperature range and longest life
Construction	Weatherproof, gasketed enclosure with vents for ambient air transfer (NEMA 3R)
	Lockable door
	Cabinet systems include Type II lock option (standard for MX 400)
	Corrosion-resistant aluminum with stainless steel hardware
	Raw aluminum finish or black powder-coated



	MX 100	MX 200	MX 300	MX 400
Type	Integrated solar + battery	Integrated solar + battery	Separate solar + cabinet	Separate solar + cabinet
Housing Dimensions & Weight (w/o batteries)	12.6 x 13.6 x 5.3" 320 x 345 x 135 mm 5 lb (2.3 kg)	30 W version: 18.3 x 15.7 x 5.8" 465 x 399 x 147 mm 11 lb (5.0 kg) 50 W version: 18.3 x 26.3 x 5.8" 465 x 668 x 147 mm 14 lb (6.4 kg)	16.7 x 11.3 x 7.0" 424 x 287 x 178 mm 10 lb (4.5 kg)	21.9 x 16.1 x 8.3" 556 x 409 x 211 mm 19 lb (8.6 kg)
Mount Kits	Top of Pole Mount Side of Pole Mount	Top of Pole Mount Side of Pole Mount	Top of Pole Mount Side of Pole Mount	Top of Pole Mount Side of Pole Mount
Batteries	1-2x 7 Ah	1-2x 18 Ah	1x 18, 35 or 55 Ah	1x 35, 55 or 100 Ah
Solar	15 W	30 or 50 W	50, 80 or 170 W	50, 80 or 170 W
Solar Dimensions & Weights	See housing dimensions above	See housing dimensions above	50 W: 26.3 x 21.2" (668 x 538 mm) 10 lb (4.5 kg) 80 W: 30.7 x 26.5" (780 x 672 mm) 13 lb (5.9 kg) 170 W: 59.1 x 26.3" (1500 x 668 mm) 25 lb (11.3 kg)	

The Bluetooth® word mark and logos are registered trademarks owned by Bluetooth SIG, Inc. and any use of such marks by Carmanah Technologies is under license. Other trademarks and trade names are those of their respective owners. Android is a trademark of Google LLC.
Specifications subject to local environmental conditions, and may be subject to change.
All Carmanah products are manufactured in facilities that are certified to ISO quality standards.
"Carmanah" and Carmanah logo are trademarks of Carmanah Technologies Corp.
© 2024, Carmanah Technologies Corp. Document: Carmanah_DATA_R920-MX_RevF



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval a sole source purchase of sixteen (16) Carmanah solar-powered radar feedback signs from JAM Services of Livermore, CA in the amount of \$94,827.

RECOMMENDATION:

Recommendation: That the City Council, by motion, approve a sole source purchase of sixteen (16) Carmanah solar-powered radar feedback signs from JAM Services of Livermore, CA for the amount of \$94,827.

Recommended Motion:

I move to approve a sole source purchase of sixteen (16) Carmanah solar-powered radar feedback signs from JAM Services of Livermore, CA for the amount of \$94,827.

BACKGROUND:

The City of Hanford currently utilizes Carmanah SpeedCheck radar feedback signs at various school locations to enhance pedestrian and traffic safety. These signs display the speed of approaching vehicles and serve as a proactive measure to slow traffic in sensitive areas such as school zones, parks, and high-pedestrian corridors.

Radar feedback signs have been shown to be effective in reducing vehicle speeds by increasing driver awareness without the need for constant enforcement. As part of the City's ongoing traffic-calming and public safety initiatives, additional signs are needed at newly identified priority locations.

To ensure inventory consistency, efficient maintenance, and cost control, staff recommends continued use of the Carmanah brand, which has already been deployed and supported throughout the City. Carmanah radar signs are:

- Highly visible and effective, especially in school zones
- Solar-powered and energy-efficient, reducing operating costs
- Equipped with data collection capabilities to support traffic safety analysis
- City staff have received training in the installation, programming, and repair of Carmanah equipment.
- JAM Services of Livermore is the only local authorized Carmanah vendor in the Central Valley, which supports timely procurement and technical support.

Staff have identified the following locations for installation.

MLK School X2
Pioneer School X2
Washington School X2

Hamilton School X2
Hanford High X2
Washington School X2
Woodrow School X2
Jefferson School X2

FISCAL IMPACT:

The Council approved FY25/26 budget and appropriated \$99,000 in the Transportation Development Act Fund (0050), which can fully fund this purchase.

ATTACHMENTS:

1. Quote
2. Sole Source Letter

JAM SERVICES, INC.

958 E Airway Blvd
LIVERMORE, CA 94550

Telephone (925) 455-5267
Fax (925) 455-5348

PRICE QUOTATION-JRM062425BB1REV1

City of Hanford
6/30/25

JAM Services is pleased to provide the following price quotation for the subject project.

QTY (16) Carmanah Speedcheck-MX Solar Powered Radar Speed Sign to include:

- (92683) MX SpeedCheck Module, 15 in. yellow 88 + yellow slow down, solar
- (92661) MX SpeedCheck Module, 15 in., static sign 36 W x 48 H in., YOUR SPEED on two lines, FYG DG3
- (92750) MX SpeedCheck Module side of pole mount, band clamp to 2 - 2.5 in. square or 2.38 - 2.88 in. OD round
- (37912) Battery, 18 Ahr., 1 or 2 inside MX SpeedCheck Module
- (74387) Solar panel, MC4, 50 W
- (92749) Top of pole mount, 2.88 in. OD round, for 50w
- (90458) Solar panel harness, MC4, 16 ft.
- (91842) MX Lite subscription, first 3 yrs.

UNIT PRICE: \$5,475.00

TOTAL PRICE: \$87,600.00

TAX @ 8.25% : \$7,227.00

FREIGHT INCL

GRANDTOTAL: \$94,827.00

***Poles & Signage Not Included**

Freight allowed but Tax to be added as determined by the final BOM and the delivery address. If I can be of further assistance, please contact me at 925-455-5267.

Thank you – Cory Krisman



July 15, 2025

To: Finance Department

This form must be used as justification for a purchase from a single or sole source provider without open competition when the purchase is \$2,500 or above.

The following statements, in my professional judgment, are correct. I have researched my requirements to support these findings. I also certify that no personal advantage, gain or privilege has (or will) accrued to me through the purchase from this vendor. I have reviewed the vendor's proposed costs and find those costs fair and reasonable for the item proposed.

Explanation of Purchase:

The City of Hanford currently operates Carmanah SpeedCheck radar feedback signs at multiple locations, particularly in school zones, to enhance pedestrian and traffic safety. In order to maintain a standardized and efficient equipment inventory, City staff contacted the sole local Carmanah-authorized vendor in the Central Valley—JAM Services of Livermore, CA.

Standardizing with Carmanah offers the following operational advantages:

- **Staff Expertise:** City personnel have been previously trained in the installation, programming, and maintenance of Carmanah SpeedCheck systems. Retaining the same manufacturer capitalizes on existing knowledge and avoids the learning curve associated with integrating a new system.
- **Reduced Downtime:** Familiarity with Carmanah systems ensures faster diagnostics and repairs, minimizing service interruptions, especially in sensitive areas such as school zones.
- **Inventory Uniformity:** Standardization across the radar sign fleet allows for interchangeable parts, consistent software platforms, and streamlined data collection and reporting, contributing to long-term cost savings and operational efficiency.

For these reasons, and in the interest of continuity and effectiveness, staff recommends continuing the use of Carmanah products through JAM Services as the authorized regional vendor.

Russ Sterling
Public Works Director
City of Hanford, Public Works Department
900 S. 10th Ave., Hanford CA 93230



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the purchase of ten (10) drinking fountains from Ferguson Enterprises LLC of Fresno CA, in the amount of \$80,789.66, to be installed at various parks and a landscape assessment district located within the City of Hanford and utilize existing appropriation in Measure H and appropriate landscape assessment district funding of \$8,079 from LAD 0403 (Vineyard)

RECOMMENDATION:

Recommendation: That the City Council, by motion, approve the purchase of ten (10) drinking fountains from Ferguson Enterprises LLC of Fresno CA, in the amount of \$80,789.66, to be installed at various parks and a landscape assessment district located within the City of Hanford and utilize existing appropriation in Measure H and appropriate landscape assessment district 0403 for \$8,079.

Recommended Motion: I move to approve the purchase of ten (10) drinking fountains from Ferguson Enterprises LLC of Fresno CA, in the amount of \$80,789.66, to be installed at various parks and a landscape assessment district located within the City of Hanford and utilize existing appropriation in Measure H and appropriate landscape assessment district 0403 for \$8,079.

BACKGROUND:

The City of Hanford maintains 224 acres of park space for the citizens of Hanford. It has been determined that several parks and a landscape assessment district currently have un-repairable drinking fountains in need of dire repair.

City staff sourced quotes from Ferguson Enterprises, Winsupply and HAJOCA, with Ferguson Enterprises LLC of Fresno, CA returning the lowest bid of \$80,789.66.

The drinking fountains will be replaced at the following locations.

- Vineyard Park (LAD 0403)
- Hidden Valley Park
- Sherwood Park
- 3 at Centennial Park
- 4 at YAC

FISCAL IMPACT:

LAD district 0403(Vineyard) currently has a balance of \$99,871 and will fund the purchase of one (1) drinking fountain for \$8,079 with the remainder of the drinking fountains being funded by Measure H

parks funds.

ATTACHMENTS:

1. HAJOCA Quote
2. Winsupply Quote
3. Fergusson Quote



Acknowledgement (Reprint)

089 HAJOCA VISALIA
511 E SCHOOL AVE
VISALIA CA 93292-6422
559-733-1200 Fax 559-733-4139

ORDER DATE	ORDER NUMBER
07/07/25	S014507664
ORDERED FROM:	PAGE NO.
089 HAJOCA VISALIA 511 E SCHOOL AVE VISALIA CA 93292-6422 559-733-1200 Fax 559-733-4139	1

Printed on 07/07/25 at 02:38pm PDT

SOLD TO:
GENERAL CONTRACTOR ***COD***
VISALIA, CA 93292

SHIP TO:
GENERAL CONTRACTOR ***COD***
VISALIA, CA 93292

ORDERED BY	CUSTOMER PURCHASE ORDER NUMBER	CUSTOMER RELEASE NUMBER	SALESPERSON	
	HAWS DRINKING FTN 10			
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
Ambria Tidwell	PK PICK UP NOW	CASH	08/04/25	No
ORDER QTY	QTY PART NO	DESCRIPTION	NET UNIT PRICE	EXTENSION
10ea	1461121	HAWS 3612FR FREEZE RESISTANT OUTDOOR FOUNTIAN ***** Above not returnable *****	6378.261/ea	63782.61
10ea	1374166	HAWS 3670 DOG BOWL ODBF ***** Above not returnable *****	1928.375/ea	19283.75
** C A S H S A L E * C A S H S A L E **				
Return Rec'd On ___/___/___ By _____ AuthBy _____ Appr'd _____ No materials may be returned without authorization. Authorized returns subject to a restocking fee. Returns of "special order merchandise" are not permitted.			Subtotal	83066.36
			S&H CHGS	0.00
			Sales Tax	7060.66
			Amount Due	90127.02



OF FRESNO

PLUMBING • PVF • INDUSTRIAL

2836 N LARKIN AVE
FRESNO, CA 93727

PHONE (559) 291-6005
FAX (559) 291-6780

Quoted To Customer

CASH SALES
2836 N LARKIN AVE
FRESNO, CA 93727-1317

Phone (559) 291-6005
Fax (559) 291-6780

Job Name

haws fountains

Quote No.	Date	Page
-----------	------	------

0020365	7/08/25	1
---------	---------	---

Expiration Date	1/11/25
-----------------	---------

Revised Date	7/08/25
--------------	---------

Bid Due Date	12/12/24
--------------	----------

Quoted By

craig barnes
cmbarnes@winsupplyinc.com
(559) 291-6005

Customer	Payment Terms	Quoted To	Salesperson	FOB
000300	NET 30 DAYS	Mike Wells	MICHAEL WELLS	S

** ALL QUOTES ARE GOOD FOR 72 HOURS
STAINLESS AND CARBONSTEEL QUOTES ARE GOOD FOR 24 HOURS ***

Line	Qty.	Description	Unit Price	UOM	Extended Price
1.0	10	3612F-GRN HAWS FOUNTAIN	6570.3600		65703.60
2.0	10	3670-GRN DOG BOWL 4-6 WEEK LEAD TIME	1982.8300		19828.30

Tax Area Id	Net Sales	85,531.90
050191300	Freight	.00
	Tax	7,141.91
	Quotation Total	92,673.81



FEL FRESNO #690
704 N. LAVERNE AVE
FRESNO, CA 93727

Phone: 559-253-2900
Fax: 559-252-6865

Deliver To:
From: Clinton Rutherford
clinton.rutherford@ferguson.com
Comments:

14:34:00 JUL 08 2025

Page 1 of 2

FERGUSON ENTERPRISES LLC #686

Price Quotation
Phone: 559-253-2900
Fax: 559-252-6865

Bid No: B921273
Bid Date: 07/02/25
Quoted By: CWR

Cust Phone: 888-829-3219
Terms: CASH ON DEMAND

Customer: CASHSALE PREFERRED CUSTOM
CASHSALE PREFERRED CUSTOM
SACRAMENTO, CA 95828

Ship To: CUSTOMER PICK-UP

Cust PO#: DRINKING FTGS

Job Name: CITY OF HANFORD

Item	Description	Quantity	Net Price	UM	Total
	=====				
	COLOR TO BE GREEN				
	=====				
	IF PURCHASING EIGHT OR				
	ALL UNITS MUST SHIP				
	IN ONE SHIPMENT DIRECTLY				
	TO YOU:				
H3612F	*CVR* LFA ADA OUTDR FILTERED SS BTL	10	5770.960	EA	57709.60
H3670	*CVR* LFA DOG BOWL FOR THE HAWS 360	10	1685.400	EA	16854.00
	SUBTOTAL				74563.60
	LEAD TIME: 6-8 WEEKS				
	SPECIAL ORDER MATERIAL.				
	IF RETURNED, A RESTOCKING				
	FEE + FREIGHT CHARGES WILL				
	APPLY. RESTOCK FEE = 50%				

Net Total: \$74563.60
Tax: \$6226.06
Freight: \$0.00
Total: \$80789.66

Item Code	Description	Notice
H3612F	*CVR* LFA ADA OUTDR FILTERED SS BTL	⚠ WARNING: THIS PRODUCT CONTAINS CHEMICALS KNOWN TO THE STATE OF CALIFORNIA TO CAUSE CANCER, BIRTH DEFECTS OR OTHER REPRODUCTIVE HARM.



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to
complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=641&on=732180>

14:34:00 JUL 08 2025

Reference No: B921273

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

Due to the uncertain impact of potential tariffs, Ferguson's quotation/proposal has not included any provision or contingency for future tariffs or increase of existing tariffs. Ferguson reserves the right to adjust prices to reflect the impact of any new or increased tariffs that affect our costs at the time of shipment. Ferguson will provide notice of any such adjustments along with documentation supporting the changes.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE/VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENTATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with "NP" in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.

WATER FLOW RATE NOTICE: Lavatory Faucets with flow rates over 0.5 GPM are not allowed for 'public use' in California. Buyer shall accept delivery of products within 60 days of Seller receiving the products at Seller's warehouse. If Buyer causes or requests a delay in delivery of the products, Buyer may be subject to storage fees and additional costs caused by such delay. Seller reserves the right to requote the products and reschedule the delivery date, subject to manufacturer's lead times and price increases, if Buyer is unable to accept delivery within 60 days.

**HOW ARE WE DOING? WE WANT YOUR FEEDBACK!**

Scan the QR code or use the link below to
complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=641&on=732180>



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the purchase of thirty (30) video detection systems for \$721,465.95, purchase of thirty (30) Cobalt controllers for \$136,326.38 and the purchase of thirty-five (35) Zinc Blue battery backups for \$328,522.86 from Econolite of Anaheim, CA in an effort to upgrade signalized intersections in the City of Hanford, for a grand total of \$1,186,315.19

RECOMMENDATION:

Recommendation: That the City Council, by motion, approve the purchase of 30 video detection systems, 30 Cobalt Controller and 35 ZincBlue Battery Back-up systems from Econolite Services of Anaheim, CA for the amount of \$1,186,315.19

Recommended Motion: I move to approve the purchase of 30 video detection systems, 30 Cobalt Controller and 35 ZincBlue Battery Back-up systems from Econolite Services of Anaheim, CA for the amount of \$1,186,315.19

BACKGROUND:

The City of Hanford currently maintains 47 signalized intersections throughout the community. Each of these intersections is equipped with Econolite signal cabinets, which house key components required for intersection operation, including:

- Traffic signal controllers
- Video detection systems for real-time traffic monitoring
- Battery backup systems to ensure uninterrupted function during power outages

The City has utilized Econolite infrastructure for many years, establishing consistency across its signal network and supporting system-wide compatibility.

Controller Replacements

The majority of existing traffic signal controllers are outdated and have exceeded their useful service life. Many are no longer supported by the manufacturer and cannot be repaired. Replacing them with modern Econolite controllers will improve operational performance, reduce maintenance demands, and support future system enhancements such as adaptive signal timing and coordination.

Video Detection Upgrades

City staff have begun upgrading outdated video detection systems across key intersections. The current camera systems lack advanced detection capabilities and are especially limited in low-visibility conditions such as fog. Additionally, the California Manual on Uniform Traffic Control Devices (CAMUTCD) now recommends features such as bicycle detection, which older systems cannot support. New camera systems will meet state standards, improve detection accuracy, and enhance traffic flow and pedestrian safety.

Battery Backup System

The City utilizes ZincBlue battery backup systems as a sustainable alternative to traditional lead-acid batteries, which are expensive, hazardous, and difficult to manage. However, the current ZincBlue batteries have also exceeded their expected lifespan and are no longer reliable for prolonged operation during power outages. Replacing these batteries will extend intersection uptime during outages and improve emergency resilience, particularly for critical locations such as school zones and major corridors.

All components will be installed by City staff.

FISCAL IMPACT:

FY25/26 TDA account 0050 allotted a total of \$1,186,750 for the purchase of signal-related items and can fully fund this purchase.

ATTACHMENTS:

1. Econolite Sole Source Letter
2. BBS Quote
3. Video Detection Quote
4. Controller Quote



July 16, 2025

To: Finance Department

This form must be used as justification for a purchase from a single or sole source provider without open competition when the purchase is \$2,500 or above.

The following statements, in my professional judgment, are correct. I have researched my requirements to support these findings. I also certify that no personal advantage, gain or privilege has (or will) accrued to me through the purchase from this vendor. I have reviewed the vendor's proposed costs and find those costs fair and reasonable for the item proposed.

Explanation of Purchase:

To maintain uniformity, reduce maintenance complexity, and leverage staff expertise, Public Works staff recommend continued standardization of all signal cabinet components using Econolite-manufactured products.

Key justifications include:

- All 47 intersections are currently standardized with Econolite cabinets and systems, ensuring system-wide compatibility.
- Staff have been trained in the programming, troubleshooting, and repair of Econolite equipment, minimizing downtime and the need for external support.
- Maintaining consistency across signal components allows for shared replacement parts, simplified diagnostics, and lower training overhead.
- City staff worked directly with Econolite to negotiate the best available pricing for the required equipment.

Russ Sterling

Public Works Director

City of Hanford, Public Works Department

900 S. 10th Ave., Hanford CA 93230



Quotation

7/15/2025

To:	Russell Sterling Hanford, CA; City of 900 South 10th Avenue Hanford, CA 93230	Quote Name: ZincBlue2 BBS Quote Project Reference: Econolite Reference: Q-52194-4461
-----	--	--

Item #	Part	Qty	Description	Tariff	Price per	Extended
1	1089-201E	35	UPS, 1000W,120VAC IN, 120VAC OUT,ZINCBLUE2, ECONOLITE	\$0.21	\$2,613.80	\$91,483.00
2	1089-204E	70	BATTERY MODULE, 500W, NEMA, ZINCBLUE2, ECONOLITE	\$0.00	\$2,676.10	\$187,327.00
3	1089-221E	35	POWER INTERFACE MODULE, 8' NON LOCKING CABLES, ECONOLITE DESIGN	\$8.46	\$697.00	\$24,395.00

Subtotal	\$303,205.00
Shipping & Handling*	
Taxes**	\$25,014.41
Tariffs**	\$303.45
TOTAL	\$328,522.86

1250 N. Tustin Ave. Anaheim, Ca. 92807

econolite.com/feedback



Quotation

Any tariff amount shown is an estimate of the tariff fee based on information available as of today's date. Econolite will pass through all tariff fees in effect at the time of shipment, which may be different from the tariff amount set forth herein and on the order acknowledgment.

Unless specifically requested by the customer and noted on this quotation, the product(s) quoted herein may not comply with any BABA Act (Build America/Buy America) requirements.

Cabinet designs are considered final at time of order. Changes requested after date of order may result in additional fees and extended shipping lead times.

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or legally privileged material. Any review, retransmission, dissemination, or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited except as required by law.

Quote Valid For Days: 60

FOB: Econolite Factory

Terms: NET30

*Ship Terms: PPD

**Taxes and Tariffs Estimated (if included)

Corey Kelly

Corey Kelly, Senior Account Executive

Mobile: 714-273-4912

ckelly@econolite.com

Shipping Date: To be determined at time of receipt of order

1250 N. Tustin Ave. Anaheim, Ca. 92807

econolite.com/feedback



Quotation

7/15/2025

To:	Russell Sterling Hanford, CA; City of 900 South 10th Avenue Hanford, CA 93230	Quote Name: Autoscope Vision Quote Project Reference: Econolite Reference: Q-52192-2426
-----	--	---

Item #	Part	Qty	Description	Tariff	Price per	Extended
		30	AUTOSCOPE VISION 4-APPROACH INTERSECTION INCLUDES LINE ITEMS 1-5	\$831.48	\$21,447.90	\$643,437.00
1	AVISION	120	SENSOR, VIDEO, VISION			
2	205-1031-501 AMBKTM115	120	ASSY, EASY BRACKET, AUTOSCOPE			
3	1175-011	30	CABLE,ROUND,3 COND, 1000' 18 AWG,BLACK POLYETHYLENE JCKT			
4	A700-1166-01 AVCM	30	ASSY, ACP, PRIMARY MODEL AVCM			
5	33550G5	30	ASSY,CABLE, CNTRLR TO A/SCOPE TS2-RS485			

Subtotal	\$643,437.00
Shipping & Handling*	
Taxes**	\$53,083.55
Tariffs**	\$24,944.40
TOTAL	\$721,464.95

1250 N. Tustin Ave. Anaheim, Ca. 92807

econolite.com/feedback



Quotation

Any tariff amount shown is an estimate of the tariff fee based on information available as of today's date. Econolite will pass through all tariff fees in effect at the time of shipment, which may be different from the tariff amount set forth herein and on the order acknowledgment.

Unless specifically requested by the customer and noted on this quotation, the product(s) quoted herein may not comply with any BABA Act (Build America/Buy America) requirements.

Cabinet designs are considered final at time of order. Changes requested after date of order may result in additional fees and extended shipping lead times.

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or legally privileged material. Any review, retransmission, dissemination, or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited except as required by law.

Quote Valid For Days: 60

FOB: Econolite Factory

Terms: NET30

*Ship Terms: PPD

**Taxes and Tariffs Estimated (if included)

Corey Kelly

Corey Kelly, Senior Account Executive

Mobile: 714-273-4912

ckelly@econolite.com

Shipping Date: To be determined at time of receipt of order

1250 N. Tustin Ave. Anaheim, Ca. 92807

econolite.com/feedback



Quotation

7/24/2025

To:	Russell Sterling Hanford, CA; City of 900 South 10th Avenue Hanford, CA 93230	Quote Name: Cobalt Controller Quote Project Reference: Econolite Reference: Q-52352-F414
-----	--	--

Item #	Part	Qty	Description	Tariff	Price per	Extended
1	COBG2210000000 0000	30	COBALT G-SERIES TS1/TS2-2 SM EOS 8MB DATAKEY NO COMM	\$152.51	\$4,057.00	\$121,710.00

Subtotal	\$121,710.00
Shipping & Handling*	
Taxes**	\$10,041.08
Tariffs**	\$4,575.30
TOTAL	\$136,326.38

Any tariff amount shown is an estimate of the tariff fee based on information available as of today's date. Econolite will pass through all tariff fees in effect at the time of shipment, which may be different from the tariff amount set forth herein and on the order acknowledgment.

Unless specifically requested by the customer and noted on this quotation, the product(s) quoted herein may not comply with any BABA Act (Build America/Buy America) requirements.

Cabinet designs are considered final at time of order. Changes requested after date of order may result in additional fees and extended shipping lead times.

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or legally privileged material. Any review, retransmission, dissemination, or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited except as required by law.

Quote Valid For Days: 60

FOB: Econolite Factory

Terms: NET30

*Ship Terms: PPD

**Taxes and Tariffs Estimated (if included)

Corey Kelly

Corey Kelly, Senior Account Executive

Mobile: 714-273-4912

ckelly@econolite.com

Shipping Date: To be determined at time of receipt of order

1250 N. Tustin Ave. Anaheim, Ca. 92807

econolite.com/feedback



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the purchase of twenty-four (24) Internally Illuminated Street Signs (IISS) from JAM Services of Livermore, CA for the amount of \$58,666.09.

RECOMMENDATION:

Recommendation: That the City Council approve the purchase of twenty-four (24) Internally Illuminated Street Signs (IISS) from JAM Services of Livermore, CA for the amount of \$58,666.09.

Recommended Motion: I move to approve the purchase of twenty-four (24) Internally Illuminated Street Signs (IISS) from JAM Services of Livermore, CA for the amount of \$58,666.09.

BACKGROUND:

In 2014, the State of California revised its requirements for street name signage, covering both post-mounted and overhead-mounted signs. The updated standards—reflected in the 2014 California Manual on Uniform Traffic Control Devices (CA MUTCD)—mandated increased sign dimensions and larger lettering to enhance legibility and driver safety, particularly in high-traffic areas and for aging populations.

In response to these changes, City of Hanford staff successfully secured grant funding to cover the 2015 citywide upgrade of street name signs in compliance with the new standards. That initiative included the replacement and installation of modern, high-visibility signage across the city.

Since the original installation in 2015, several of the street name signs have experienced wear and damage due to:

- Material delamination and peeling
- Damage from unauthorized heavy vehicle loads
- Weather exposure and age-related degradation

These signs are now considered unrepairable, necessitating replacement to maintain traffic safety and compliance with visibility standards.

City staff have identified 24 locations requiring replacement signs. The work will be performed in-house by Public Works crews.

Replacement Locations

Location	Quantity
Douty Street	2
Fargo Avenue	4
12th & Mall intersection	2
12th Avenue (other locations)	8

Muscat Avenue	2
13th Avenue	1
Learning Center area	1
Greenfield Avenue	1
Mall Drive (separate from 12th/Mall)	1
Seventh Avenue	1
Kings County Drive / Liberty Street	1
Total: 24 sign installations	

FISCAL IMPACT:

FY25/26 budget allotted \$111,200 in the Transportation Development Act (TDA) fund for the purchase of Internally Illuminated Street Signs and can fully support this purchase.

ATTACHMENTS:

1. JAM Quote
2. Sole Source Letter
3. IISS Cut Sheet

JAM SERVICES, INC.

958 E Airway Blvd
LIVERMORE, CA 94550

Telephone (925) 455-5267
Fax (925) 455-5348

PRICE QUOTATION-JRM062425BB3REV3

City of Hanford
6/24/25

JAM Services is pleased to provide the following price quotation for the subject project.

QTY (2) 24x60 Temple Edge-Lit Razor "Douty", D/S w/Underhang Mounting

UNIT PRICE: \$2,190.00

TOTAL PRICE: \$4,380.00

QTY (4) 24x60 Temple Edge-Lit Razor "Fargo", D/S w/Underhang Mounting

UNIT PRICE: \$2,190.00

TOTAL PRICE: \$8,760.00

QTY (2) 24x84 Temple Edge-Lit Razor "12th Mall", D/S w/Underhang Mounting

UNIT PRICE: \$2,575.00

TOTAL PRICE: \$5,150.00

QTY (8) 24x48 Temple Edge-Lit Razor "12th", D/S w/Underhang Mounting

UNIT PRICE: \$1,995.00

TOTAL PRICE: \$15,960.00

QTY (2) 24x66 Temple Edge-Lit Razor "Muscat", D/S w/Underhang Mounting

UNIT PRICE: \$2,250.00

TOTAL PRICE: \$4,500.00

QTY (1) 24x48 Temple Edge-Lit Razor "13th", D/S w/Underhang Mounting

UNIT PRICE: \$1,995.00

TOTAL PRICE: \$1,995.00

QTY (1) 24x120 Temple Edge-Lit Razor "Learning Center", D/S w/Underhang Mounting

UNIT PRICE: \$2,925.00

TOTAL PRICE: \$2,925.00

QTY (1) 24x114 Temple Edge-Lit Razor "Greenfield Ave", D/S w/Underhang Mounting

UNIT PRICE: \$2,475.00

TOTAL PRICE: \$2,475.00

QTY (1) 24x72 Temple Edge-Lit Razor "Mall Dr", D/S w/Underhang Mounting

UNIT PRICE: \$2,375.00

TOTAL PRICE: \$2,375.00

QTY (1) 24x84 Temple Edge-Lit Razor “Seventh St”, D/S w/Underhang Mounting

UNIT PRICE: \$2,575.00

TOTAL PRICE: \$2,575.00

QTY (1) 30x102 Temple Edge-Lit Razor “←Kings County Dr/Liberty St→”, D/S w/Underhang Mounting

UNIT PRICE: \$3,100.00

TOTAL PRICE: \$3,100.00

SUBTOTAL: \$54,195.00

TAX (8.25%): \$ 4,471.09

FREIGHT: INCL

GRAND TOTAL: \$58,666.09

Freight allowed but Tax to be added as determined by the final BOM and the delivery address. If I can be of further assistance, please contact me at 925-455-5267.

Thank you – Cory Krisman



July 22, 2025

To: Finance Department

This form must be used as justification for a purchase from a single or sole source provider without open competition when the purchase is \$2,500 or above.

The following statements, in my professional judgment, are correct. I have researched my requirements to support these findings. I also certify that no personal advantage, gain or privilege has (or will) accrued to me through the purchase from this vendor. I have reviewed the vendor's proposed costs and find those costs fair and reasonable for the item proposed.

Explanation of Purchase:

To maintain uniformity in infrastructure, minimize maintenance complexity, and leverage existing staff expertise, Public Works staff recommend continued use of Temple-manufactured Internally Illuminated Street Signs (IISS) and related components for all replacement and new installations.

JAM Services is the sole authorized supplier of Temple products in the Central Valley, ensuring reliable access to approved materials and support. Standardizing with Temple products provides the following benefits:

1. Consistent appearance and performance across the City's sign inventory
2. Reduced training and maintenance costs, as staff are already familiar with Temple systems
3. Interchangeability of parts and components, facilitating quicker repairs and replacements
4. Streamlined procurement through a single-source vendor relationship with JAM Services

Based on these operational advantages and established performance history, staff recommend proceeding with Temple products supplied exclusively through JAM Services for the current and future street sign replacement efforts.

Russ Sterling

Public Works Director

City of Hanford, Public Works Department

900 S. 10th Ave., Hanford CA 93230



THE RAZOR'S EDGE

The Temple Edge-Lit RAZOR IISNS (actual width)

Only 1.6" wide, double or single-sided.



TEMPLE EDGE-LIT

Internally-Illuminated LED Signs



PROVEN DESIGN

Just 1.6" deep. Weighs 5 lbs./sq. ft.

Wind Load rated to 150 mph.

Designed to be the most durable illuminated street name sign on the market.

Slide-Lock mechanism gives the RAZOR adaptability for both single and double-sided applications while using the same sign frame.

UL Certified Class 2 Power Supplies and LEDs are fully accessible via the RAZOR's removeable end caps.

PROVEN QUALITY

Over 8 years in production, with over 15,000 units deployed (formerly called the R409A).

Only a 0.5% failure rate (only 1 sign for every 200 shipped).

Temple ensures that each RAZOR sign is built to very rigorous quality standards and tested for 24 hours prior to shipment.

5 Year Warranty

PROVEN PERFORMANCE

The RAZOR uses high-intensity LEDs rated for 60,000 hours-- over 14 years of maintenance-free illumination!

RAZOR's state-of-the-art LEDs are integrated into a rugged, thermally-designed circuit board that provides even illumination throughout the entire sign.

Meets or exceeds all industry standards for lux measurements.

www.TempleEdgeLit.com
800.633.3221



right.
here.





TEMPLE EDGE-LIT

Internally-Illuminated LED Signs

5 Year Warranty



RAZOR.

RAZOR. Priority Regulatory Signs

COMMON SPECIFICATIONS

Electrical

1400 mA Constant Current P/S,
100-240VAC, 1.2Amp-0.7Amp, via
IP67 Rated UL 1310 Class 2 Power Supply
Operating range: -22° to +140° F
Withstands Overvoltage to 300VAC for 5 seconds

4ft = 30 Watts
6ft = 48 Watts
8ft = 55 Watts

MECHANICAL

Dimensions: Length 24" to 120" at 6" increments
Height 15", 18", 20", 22", 24", 28", 30"
Thickness: 1.6", Single or Double-sided

MECHANICAL

Dimensions: Length MUTCD standard sizes from 18" to 36" (width)
Height 18H" to 36H" Max
Thickness: 1.6", Single or Double-sided

MATERIAL

Frame 6000 Series Aluminum housing

6000 Series Aluminum housing

OPTIONAL REFLECTIVE SHEETING

3M™ Diamond Grade Type IX Reflective Sheeting

ASTM Type IX Retroreflective Sheeting (sign legend and background)

ASTM Type IX Retroreflective Sheeting (sign legend and background)

VISIBILITY & MINIMUM VIEWING ANGLE

Over 600 feet / 20° degrees

Over 600 feet / 20° degrees

ILLUMINATION

LED Type / Lifespan
LED Brightness / Luminance
Contrast Ratio

60,000 hrs. to 70% of initial brightness
580 Lux, spread evenly across the sign face
Legend / Background contrast ratio 4:1 minimum

60,000 hrs. to 70% of initial brightness
580 Lux, spread evenly across the sign face
Legend / Background contrast ratio 4:1 minimum

FONTS

Default MUTCD Clearview Font, HWY E Series B, C, D, E Modified, Custom fonts available

MUTCD Clearview Font, HWY E Series B, C, D, E Modified, with Custom fonts available

ENVIRONMENTAL

Wind Load 150 mph (241 km/h) with 1.14 gust factor and ice loading as per AASHTO LTS-4 2001

150 mph (241 km/h) with 1.14 gust factor and ice loading as per AASHTO LTS-4 2001

Electrical Certification Listed to UL48

Listed to UL48

MOUNTING OPTIONS

Under-hang Mount Accepts Pelco SE-5015 or SE-5146
Single-sided Fixed Mount Accepts Pelco Astro-brac AS-3009 or equivalent

Accepts Pelco SE-5015 or SE-5146
Accepts Pelco Astro-brac AS-3009 or equivalent

SIGN SHEETING

3M™ Electrocut™ film Yellow, Orange, Green, Black (Opaque), Red, Blue, Brown, and Clear 3M ScotchCal

Yellow, Orange, Green, Black (Opaque), Red, Blue, Brown, and Clear 3M ScotchCal

WEIGHT

Maximum of 7 lbs. per sq. ft., single and double-sided (sign alone is 5 lbs. per sq. ft.)

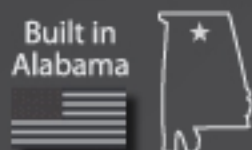
Maximum of 7 lbs. per sq. ft., single or double-sided (sign alone is 5 lbs. per sq. ft.)



©2015, Temple, Inc. All rights reserved.

Integrity
Service
Relationships

Built in
Alabama



Adrian Baker
Temple Edge-Lit Accounts Manager
adrian.baker@temple-inc.com
256.318.7549 (mobile voice & text)

800.633.3221 toll free
256.353.4578 (fax)
www.TempleEdgeLit.com



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval to purchase a replacement Battalion Chief Pick-up Truck from Keller Ford (Hanford, CA) and upfitting in the amount of \$110,210.37, and appropriation of an additional \$30,210.37 from the Fleet Replacement Reserve to cover the total cost.

RECOMMENDATION:

Recommendation: That the City Council, by motion, approve the purchase of a replacement Battalion Chief Pick-up Truck from Keller Ford (Hanford, CA) and upfitting in the amount of \$110,210.37, and appropriate an additional \$30,210.37 from the Fleet Replacement Reserve to cover the total cost.

Recommended Motion: I move to approve the purchase of a replacement Battalion Chief Pick-up Truck from Keller Ford (Hanford, CA) and upfitting in the amount of \$110,210.37, and appropriate an additional \$30,210.37 from the Fleet Replacement Reserve to cover the total cost.

BACKGROUND:

City staff solicited quotes from three qualified vendors for the purchase of the pickup vehicle. The vendors included:

- Keller Ford (Hanford, CA)
- Monarch Ford (Exeter, CA)
- Groppetti Automotive Group (Visalia, CA)

All three vendors submitted responsive quotes. Keller Ford submitted the lowest bid, applying local vendor preference (within 5%), with a total cost of \$55,089.96.

In addition, staff obtained quotes for the associated camper shell from the following suppliers:

Noble Brothers (Fresno, CA)
 MAP Auto (Visalia, CA)
 Pick' Em Up Truck Store (Visalia, CA)

Among these, MAP Auto provided the lowest responsive quote at \$4,108.31.

The City Council had previously appropriated \$80,000 within the Fleet Replacement Reserve Fund in fiscal year 2025 to be used by the Fire Department for the procurement of a replacement Battalion Chief Vehicle. Available capital project appropriations roll forward to the following fiscal year upon authorization by the City Manager.

The base vehicle and upfitting, which includes the installation of emergency lights, sirens, storage and command board items and a camper shell, costs \$55,089.96 and \$55,120.41 respectively, for a total of \$110,210.37.

Cost breakdown:

Base Vehicle

\$55,089.96

Lights and Siren Package with Basic Command Boards and Rear Compartment Storage

\$48,037.30

Graphics

\$2,974.80

Camper Shell

\$4,108.31

The base vehicle, purchased as a replacement Battalion Chief Pickup Truck must be upfitted to meet the requirements of a Mobile Command Vehicle. This ensures the on-scene Incident Commander has the critical tools necessary to effectively perform their duties as Incident Commander or Safety Officer during various types of emergencies. Additionally, acquiring a vehicle with similar type, style and capabilities—along with matching upfitting— maintains consistency across the Fire Department's fleet of staff vehicles that are similarly equipped for emergency response. Staff looked into Ford and Chevrolet brands due to the fleet having both brands, Ford was the lower costs brand.

FISCAL IMPACT:

The Fleet Replacement Reserve Fund allocation for Fire Department vehicles, can fully support this purchase for a total of \$110,210.37.

ATTACHMENTS:

1. Keller Quote (Selected)
2. Gropetti Quote
3. Monarch Quote
4. Cooks Quote (Selected)
5. MAP Quote (Selected)
6. Pick Em Up Quote
7. Noble Brothers Quote
8. SignWorks Quote (Selected)



1073 W. Cadillac Lane • Hanford, CA 93230

(559) 584-5531 • www.kellerdeal.com

7-16-25

SELLING PRICE..... \$50,851.00
SALES TAX..... 4,195.21
TIRE FEE..... 8.75
DMV FEES 35.00

TOTAL..... \$ 55,089.96 **

** THIS WILL BE AN ORDER UNIT AND WILL TAKE 90-150 DAYS FOR
DELIVERY FROM FORD. **

*** BUYER ***

CITY OF HANFORD FIRE DEPT.
315 N. DOUTY ST
HANFORD, CA.93230
(559) 585-2146

*** PURCHASE ***

STOCK# TBD
VIN# TBD
YEAR: 2026
MAKE: FORD
MODEL: F250 CREW 4X4
COLOR: RACE RED
TRIM: GRAY CLOTH
ODOMETER: TBD

CHRIS HILL

FLEET MANAGER



Vehicle: [Fleet] 2026 Ford Super Duty F-250 SRW (W2B) XL 4WD Crew Cab 6.75' Box (Complete)

Window Sticker

SUMMARY

[Fleet] 2026 Ford Super Duty F-250 SRW (W2B) XL 4WD Crew Cab 6.75' Box

MSRP:\$52,690.00

Interior:Medium Dark Slate, HD Vinyl 40/20/40 Split Bench Seat

Exterior 1:Race Red

Exterior 2:No color has been selected.

Engine: 6.8L 2V DEVCT NA PFI V8 Gas

Transmission: TorqShift-G 10-Speed Automatic

OPTIONS

CODE	MODEL	MSRP
W2B	[Fleet] 2026 Ford Super Duty F-250 SRW (W2B) XL 4WD Crew Cab 6.75' Box	\$52,690.00
OPTIONS		
153	Front License Plate Bracket	\$0.00
17X	FX4 Off-Road Package	\$550.00
18B	Platform Running Boards	\$445.00
435	Power-Sliding Rear-Window w/Defrost	\$405.00
43C	120V/400W Outlet	\$175.00
44F	Transmission: TorqShift-G 10-Speed Automatic	\$0.00
600A	Order Code 600A	\$0.00
64A	Wheels: 17" Argent Painted Steel	\$0.00
66S	Upfitter Switches (6)	\$230.00
67E	250 Amp Alternator (Gas)	\$85.00
76S	Remote Start System	\$250.00
924	Privacy Glass	\$100.00
99A	Engine: 6.8L 2V DEVCT NA PFI V8 Gas	\$0.00
AS	Medium Dark Slate, HD Vinyl 40/20/40 Split Bench Seat	\$0.00
PQ	Race Red	\$0.00
TBM	Tires: LT245/75Rx17E BSW A/T	\$165.00
X3E	Electronic-Locking w/3.73 Axle Ratio	\$430.00
—	Fleet Advertising Credit	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 25971. Data Updated: Jul 14, 2025 6:44:00 PM PDT.



Vehicle: [Fleet] 2026 Ford Super Duty F-250 SRW (W2B) XL 4WD Crew Cab 6.75' Box (Complete)

SUBTOTAL	\$55,525.00
Adjustments Total	\$0.00
Destination Charge	\$2,195.00
TOTAL PRICE	\$57,720.00

FUEL ECONOMY

Est City:N/A
Est Highway:N/A
Est Highway Cruising Range:N/A

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 25971. Data Updated: Jul 14, 2025 6:44:00 PM PDT.



GROPPETTI
AUTOMOTIVE FAMILY
Count on us!

P.O.Box 1431 Visalia, CA 93279-1431
groppettiauto.com

Nissan of Visalia
559.734.3333

Visalia Honda
559.627.4444

Visalia GMC
559.802.1700

Nissan of Gilroy
408.842.1777

Visalia Toyota
559.627.4777

Visalia Ford
559.625.1000

GA Motorsports
559.635.8544

Seaside Cadillac
831.718.2500

Seaside Chrysler
Dodge Jeep Ram
831.394.6666

5/1/2025

SELLING PRICE.....\$65,140

DOC FE..... \$85

SALES TAX..... \$5,381.06

TIRE FEE \$8.75

DMV..... \$842.75

TOTAL..... \$71,457.56

STOCK # TBD

VIN #TBD

YEAR: 2025

MODEL: F250 CREW 4X4

COLOR: RACE RED

TRIM: GRAY CLOTH

ODOMETER: TBD



Read this information carefully before you sign any contract for the vehicle. The information contained on this window sticker, and all other information, is provided for your reference only. It is not intended to be a contract. Please refer to your dealer for further information.

Vehicle Description

F-SERIES 2025 F250 4X4 CREW/C
SD 6.8L DEVCT NA PFI V8 ENGINE
 10-SPEED AUTO TORQSHIFT-G

VIN 1FT8W2BAXSE C78526

Exterior
 RACE RED
Interior
 MEDIUM DARK SLATE CLOTH
 40/20/40 SEAT

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR

DOOR HANDLES - BLACK
 HEADLAMPS - AUTOLAMP
 (ON/OFF)
 TOW HOOKS
 TRAILER SWAY CONTROL
 TRAILER TOW MIRRORS
 WIPERS- INTERMITTENT

INTERIOR

4.2" PRODUCTIVITY SCREEN
 AIR COND, MANUAL FRONT
 CLOTH SUN VISORS
 DRIVER SEAT-MANUAL

LUMBAR
 OUTSIDE TEMP DISPLAY
 PARTICULATE AIR FILTER
 POWER LOCKS AND
 WINDOWS

STEERING:TILT/TELESCOPE,
 CRUISE & AUDIO CONTROLS

FUNCTIONAL

4-WHEEL ANTILOCK BRAKE
 SYS

FORDPASS CONNECT 5GWI-
 FI

HOTSPOT TELEMATICS
 MODEM
 HILL START ASSIST

MANUAL LOCKING HUBS
 MONO BEAM COIL SPRING
 FRT

SUSPENSION W/STAB BAR
 REAR VIEW CAMERA
 REMOTE KEYLESS ENTRY
 SYNC4 W/8" SCREEN

SAFETY/SECURITY

ADVANCETRAC WITH RSC®
 AIRBAGS - SAFETY
 CANOPY®

BELT-MINDER CHIME
 DRIVER/PASSENGER AIR
 BAGS

SECURE PKG 1 YR
 INCLUDED

SECURILOCK® ANTI-THEFT
 SYS

SOS POST-CRASH ALERT
 SYS

WARRANTY
 3YR/36,000 BUMPER /
 BUMPER

5YR/60,000 POWERTRAIN
 5YR/60,000 ROADSIDE
 ASSIST

5YR/100,000 DIESEL ENGINE
 ASSIST

PRICE INFORMATION

BASE PRICE

\$

2025 MODEL YEAR

RACE RED
 MEDIUM DARK SLATE CLOTH
 PREFERRED EQUIPMENT
 PKG.600A

XL TRIM
 AIR CONDITIONING - CFC
 FREE

AM/FM STEREO MP3/CLK
 6.8L DEVCT NA PFI V8 ENGINE
 10-SPEED AUTO TORQSHIFT-G

3.73 ELECTRONIC-LOCKING 430.00
 AXLE

JOB #1 ORDER
 GOOSENECK HITCH KIT 250.00
 FRONT LICENSE PLATE

BRACKET
 STX APPEARANCE PACKAGE 5115.00
 LT275/70R18E BSW ALL

TERRAIN
 BLIS (BLIND SPOT INFO
 SYSTEM)

EBONY BLACK ALUM WHLS-18"
 LED BOX LIGHTING

PAYLOAD PACKAGE UPGRADE
 REAR PARKING SENSORS

360-DEGREE CAMERA
 PACKAGE
 CLOTH 40/20/40 SEAT 550.00

FX4 OFF-ROAD PACKAGE
 SKID PLATES 446.00

PLATFORM RUNNING BOARDS
 10500# GVWR PACKAGE
 60 STATE EMISSIONS

BACKGLASS DEFROST
 PRO POWER ONBOARD - 2KW 985.00
 POWER SLIDING REAR 405.00

WINDOW
 SPARE TIRE AND WHEEL
 TRAILER BRAKE CONTROLLER 300.00

5TH WHEEL HITCH PREP 650.00
 PACKAGE

JACK
 WHEEL WELL LINERS FRONT &
 REAR 325.00

REMOTE START SYSTEM 250.00
 TAILGATE STEP 375.00

TOUGH BED SPRAY IN 595.00
 BEDLINER 210.00

DUAL BATTERY 390.00
 RETRACTABLE REAR BED
 STEP 780.00

RETRACTABLE BED SIDE-STEP 100.00
 PRIVACY GLASS
 XL DRIVER ASSIST PACKAGE

TOTAL VEHICLE &

Cancel



**MONARCH
FORD**



City of Hanford

26 F 250

Stock# 1234

Salesperson: Chance Gernhardt

07/16/2025 10:49 AM

Incentive programs and rebates are estimates, subject to change and verification. Tax Profile: 8.75% Profile

Cash Deal Structure

Market Value	56,345.00
Discount Savings	-5,853.00
Vehicle Price	50,492.00
Document Prep Fee	85.00
License / Title	35.00
Tire/Battery/VTR Fee	8.75
Sales Tax	4,425.49

Due On Delivery	55,046.24
-----------------	-----------

Tax: 8.75% PROFILE	8.75 %
--------------------	--------



Preview Order H001 - W2B 4x4 Crew Cab SRW: Order Summary Time of Preview: 07/16/2025 10:33:19 Receipt: NA

Dealership Name: Monarch Ford

Sales Code : F72516

Dealer Rep.	Cory Lopez	Type	Fleet	Vehicle Line	Superduty	Order Code	H001
Customer Name	City hanford	Priority Code	H1	Model Year	2026	Price Level	620

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F250 4X4 CREW CAB PICKUP/160	\$52690	.SKID PLATES	\$0
160 INCH WHEELBASE	\$0	10000# GVWR PACKAGE	\$0
TOTAL BASE VEHICLE	\$52690	50 STATE EMISSIONS	\$0
RACE RED	\$0	SPARE TIRE AND WHEEL	\$0
CLOTH 40/20/40 SEAT	\$315	SIRIUSXM W/360L (3 MOS TRIAL)	\$0
MEDIUM DARK SLATE	\$0	JACK	\$0
PREFERRED EQUIPMENT PKG.600A	\$0	PRICE CONCESSION INDICATOR	\$0
.XL TRIM	\$0	REMARKS TRAILER	\$0
.AIR CONDITIONING -- CFC FREE	\$0	CONN PKG: 1 YR INCL W/FORD APP	\$0
.AM/FM STEREO MP3/CLK	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
.6.8L DEVCT NA PFI V8 ENGINE	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
10-SPEED AUTO TORQSHIFT-G	\$0	FUEL CHARGE	\$0
LT245/75R17E BSW ALL-TERRAIN	\$165	NET INVOICE FLEET OPTION (B4A)	\$0
3.73 ELECTRONIC-LOCKING AXLE	\$430	PRICED DORA	\$0
JOB #1 ORDER	\$0	ADVERTISING ASSESSMENT	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	DESTINATION & DELIVERY	\$2195
FX4 OFF-ROAD PACKAGE	\$550		
TOTAL BASE AND OPTIONS		MSRP	
DISCOUNTS			\$56345
TOTAL			NA
			\$56345

ORDERING FIN: QO088 END USER FIN: QO088

INCENTIVES

Acc. Code ID :10 Contract/Ref # :04-259T Bid Date :05/08/25State : CA

DISCOUNTS:
\$-2700.00

Customer Name:
Customer Address:

Customer Email:

Customer Phone:

7/16/25, 10:33 AM

Preview Order H001 - W2B 4x4 Crew Cab SRW- City hanford

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an invoice.



160 North Broadway
Fresno, CA 93701-1592

Phone: (559) 233-8818

Email: sales@cookscom.com

Estimate

Customer No.: HANFORD FIRE

Quote No.: 16667

Quote To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Accounts Payable
Hanford, CA 93230

Phone: (559) 859-4013

Email:

Ship To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Hanford, CA 93230

Phone: (559) 585-2545

Email: billing@cityofhandfordca.com

Date 07/16/25	Ship Via Up-Flt Shop	F.O.B. Origin	Terms Net 30
Purchase Order Number	Sales Person David Burchfield	Expiration Date 08/18/25	
Quantity Required	Item Number	Description	Unit Price Amount

Subtotal	44227.00
Freight charges	820.00
Sales tax @ 8.35000%	2990.30
Total	48037.30

We appreciate your continued patronage

Thank You



160 North Broadway
Fresno, CA 93701-1592

Estimate

Customer No.: HANFORD FIRE

Quote No.: 16667

Phone: (559) 233-8818

Email: sales@cookscom.com

Quote To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Accounts Payable
Hanford, CA 93230

Ship To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Hanford, CA 93230

Phone: (559) 859-4013

Email:

Phone: (559) 585-2545

Email: billing@cityofhandfordca.com

Date	Ship Via	F.O.B.	Terms	
07/16/25	Up-Fit Shop	Origin	Net 30	
Purchase Order Number		Sales Person	Expiration Date	
		David Burchfield	08/18/25	
Quantity Required	Item Number	Description	Unit Price	Amount
50	SJOWA14/3	Port Cord 14/3	3.00	150.00
2	ORBIT 1B753	WP Grey 1g 3h 3/4" Outlet Box	10.00	20.00
2	ARL 842	3/4" Srew Sec Conn	5.00	10.00
2	LEV 84003	1G SS Duplex RCPT Plate	8.00	16.00
2	LEV BR15W	White Duplex NEMA5-15R	8.00	16.00
TRUCK ACCESORIES				
1	EB-1575	Extended Steel Frame Assembly, 48" x 75" w/Short Side Rails 1500 lbs. capacity	1840.00	1840.00
1	MIDVALE-L	Extended Midvale Carrier Midvale Carrier Includes: - Safety screen w/ full height divider - Narrow tool rack w/ fold-down gates - Full-extension locking drawer - Radio compartment w/ file drawer & pencil tray - Full width dry-erase fold-down table - Dry-erase map board hinged at top; on shelf - Steel frame & platform deck will be coated with a protective sealer - Electrical Conduit (electrical conduit)	5124.00	5124.00
1	EC-W	Extended Energy Chain 2" Wide	350.00	350.00
1	NONSTOCK	Non-Stock Inventory	60.00	60.00
1	MATERIALSFEE3	GUIDE TRACK FOR ENERGY CHAIN	450.00	450.00
1		Installation Material Bundle	450.00	450.00
51.000	LAISREG	Shop Installation	165.00	8415.00

Thank You



160 North Broadway
Fresno, CA 93701-1592

Phone: (559) 233-8818

Email: sales@cookscom.com

Estimate

Customer No.: HANFORD FIRE

Quote No.: 16667

Quote To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Accounts Payable
Hanford, CA 93230

Phone: (559) 859-4013

Email:

Ship To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Hanford, CA 93230

Phone: (559) 585-2545

Email: billing@cityofhandfordca.com

Date		Ship Via		F.O.B.		Email: billing@cityofhandfordca.com	
07/16/25		Up-Fit Shop		Origin		Terms	
						Net 30	
Purchase Order Number				Sales Person		Expiration Date	
				David Burchfield		08/18/25	
Quantity Required		Item Number		Description		Unit Price	
						Amount	
1	5183B-BSS	Blue Sea MBRF Fuse 100amp Blue Sea p/n 5183		17.00	17.00		
2	5185B-BSS	Blue Sea MBRF Fuse 150amp Blue Sea p/n 5185		17.00	34.00		
1	5029B-BSS	12 Circuit Water Resistant Fuse Block w/Cover		42.00	42.00		
1	5028B-BSS	6 Circuit Water Resistant Fuse Block w/Cover		35.00	35.00		
1	5029 FPI MNT BRKT	Mounting Bracket for 5029 Fuse Block.		50.00	50.00		
9	5080	Relay		14.00	126.00		
1	7189B-BSS	Resettable Circuit Breaker Resettable Circuit Breaker Between front and rear batts		47.00	47.00		
1	US31AGM	Type 31 Sealed Battery		300.00	300.00		
1	BATTBOX	Battery Box		25.00	25.00		
1	5026B-BSS	12 Circuit Water Resistant Fuse Block w/Cover & Ground Bus		57.00	57.00		
3	7185B-BSS	70amp Manual Reset Circuit Breaker For 3 Charging Circuits		47.00	141.00		
1	7500090	Lighted Rocker Switch		15.00	15.00		
1	07200	Promariner Inverter w/Remote 2000w Pure Sinewave		760.00	760.00		
1	77107	250amp Circuit Breaker Manual Reset		75.00	75.00		
2	6A665	Angle Plug 5-15P 15A 125V		20.00	40.00		

Thank You



160 North Broadway
Fresno, CA 93701-1592

Estimate

Customer No.: HANFORD FIRE

Quote No.: 16667

Phone: (559) 233-8818

Email: sales@cookscom.com

Quote To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Accounts Payable
Hanford, CA 93230

Ship To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Hanford, CA 93230

Phone: (559) 859-4013

Email:

Phone: (559) 585-2545

Email: billing@cityofhandfordca.com

Date	Ship Via	F.O.B.	Terms	
07/16/25	Up-Flt Shop	Origin	Net 30	
Purchase Order Number		Sales Person	Expiration Date	
		David Burchfield	08/18/25	
Quantity Required	Item Number	Description	Unit Price	Amount
1	FP-TICK	Troy 3"Storage Tray 5" Deep	42.00	42.00
1	AC-FHDFB	Troy Filebox	343.00	343.00
1	AC-AP1	Power Plug WIRED TO CONSTANT POWER	10.00	10.00
1	12VDUSB	Marinco Dual USB Port WIRED TO CONSTANT POWER	45.00	45.00
1	B07C75L5V3	Batige Dual Port Flush Mout USB Extension	25.00	25.00
1	B086JKTYCR	USB-C - USB-A Adapter	7.00	7.00
2	FP-KENKCH20R	Troy 3" Faceplate fits Kenwood NX5700/5800 KCH20R Control Head BATTERIES AND ELECTRICAL COMPONENTS	40.00	80.00
1	7850-BSS	Blue Sea Sure Eject 15amp	333.00	333.00
1	7821-BSS	Blue Sea Red Sure Eject Cover.	27.00	27.00
1	7532-BSS	Blue Sea P12 Battery Charger 12vdc 40amp	767.00	767.00
1	7517-BSS	Blue Sea Battery Charger Display	191.00	191.00
1	7622B-BSS	Blue Sea Automatic Charging Relay w/Manual Control 12vdc 500 amp	224.00	224.00
1	7615B-BSS	Blue Seas Solenoid/Timer. 120amp 12vdc	123.00	123.00
1	5194B-BSS	Blue Sea MRBF Surface Mount Fuse Block ORDER MRBF FUSES SEPERATELY	58.00	58.00

Thank You



160 North Broadway
Fresno, CA 93701-1592

Phone: (559) 233-8818

Email: sales@cookscom.com

Estimate

Customer No.: HANFORD FIRE

Quote No.: 16667

Quote To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Accounts Payable
Hanford, CA 93230

Phone: (559) 859-4013

Email:

Ship To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Hanford, CA 93230

Phone: (559) 585-2545

Email: billing@cityofhandfordca.com

Date	Ship Via	F.O.B.	Email: billing@cityofhandfordca.com	
07/16/25	Up-Fit Shop	Origin	Terms	
			Net 30	
Purchase Order Number		Sales Person	Expiration Date	
		David Burchfield	08/18/25	
Quantity Required	Item Number	Description	Unit Price	Amount
1	VL-8001	EFJ Factory Activation of Radio Option Licenses	0.00	0.00
		3 YEAR WARRENTY		
1	NMO58U-NC	NMO Coax Kit w/ 17' of RG58	15.00	15.00
1	RFN10053C	N Connector RG58	15.00	15.00
1	NMO150/450/800	Larsen Tri Band Antenna	77.00	77.00
2	MMSU-1	Magnetic Mic Conversion Kit	42.00	84.00
		CONSOLE AND ACCESORIES		
1	CC-WBOS-25	Troy Wide Body Console 25". Includes face plates & floor plate	672.00	672.00
1	AC-F150-15-MNT	2015-21 Ford F150 floor plate for bucket seat trucks or factory console removed	0.00	0.00
1	FP-PLATINUM	Troy 4" Face Plate for FS Pathfinder 17 Button Control Head	0.00	0.00
2	FP-KENKCH20R	Troy 3" Faceplate fits Kenwood NX5700/5800 KCH20R Control Head	0.00	0.00
4	FP-BLNK1	1" Blank Troy Face Plate	0.00	0.00
1	AC-INBHG	Troy 4" Dual Beverage Holder	51.00	51.00
1	SP-WB-2MIC-8	Troy 2 Mic Holder fits Wide Body Consoles	30.00	30.00
2	AC-RAIL-8	Troy 8" rails	8.00	16.00
1	FP-SGTRAY	Troy Sloped Floor 4" Accessory Tray	40.00	40.00

Thank You



160 North Broadway
Fresno, CA 93701-1592

Estimate

Customer No.: HANFORD FIRE

Quote No.: 16667

Phone: (559) 233-8818

Email: sales@cookscom.com

Quote To: City of Hanford Fire Department

350 W Grangeville Blvd
Accounts Payable
Hanford, CA 93230

Ship To: City of Hanford Fire Department

350 W Grangeville Blvd
Hanford, CA 93230

Phone: (559) 859-4013

Email:

Phone: (559) 585-2545

Email: billing@cityofhandfordca.com

Date	Ship Via	F.O.B.	Terms	
07/16/25	Up-Flt Shop	Origin	Net 30	
Purchase Order Number		Sales Person	Expiration Date	
		David Burchfield	08/18/25	
Quantity Required	Item Number	Description	Unit Price	Amount
1	KMB-33M	Kenwood NX5000 Series Mounting Bracket for RF Deck Note: For mid power mobiles (NX-5700/5700B/5800/5800B/5900/5900B) only.	13.00	13.00
1	5018800103	EFJ Optio Bluetooth/WiFi Antenna Thru Hole Mount	86.00	86.00
1	5975390200	EFJ USB-C Programming Cable	23.00	23.00
1	KCT-18	Kenwood Ignition Sense Cable	17.00	17.00
2	KES-5A	Kenwood External Speaker External speaker, 40W max input Note: Requires KCT-72M to connect to Remote Control Head	55.00	110.00
		Analog FM P25 CAI AMBE+2 Analog Conventional		
1	8322000002	KW P25 Conventional Option	311.00	311.00
1	8326000009	EFJ 4000Ch Option for Viking Mobiles	533.00	533.00
1	8323000004	EFJ Multi Key AES	420.00	420.00
1	8326000039	EFJ Wifi Option	0.00	0.00
1	8326000025	EFJ Bluetooth Option	0.00	0.00
1	8326000033	EFJ Bluetooth Low Energy Option	0.00	0.00
1	8326000015	EFJ 25KHz Disabled Option	0.00	0.00
1	8326000002	KW MDC1200/GE Star Signaling Option	45.00	45.00
1	8326000040	Broadband data services/ VPN	90.00	90.00

Thank You



160 North Broadway
Fresno, CA 93701-1592

Phone: (559) 233-8818

Email: sales@cookscom.com

Estimate

Customer No.: HANFORD FIRE

Quote No.: 16667

Quote To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Accounts Payable
Hanford, CA 93230

Phone: (559) 859-4013

Email:

Ship To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Hanford, CA 93230

Phone: (559) 585-2545

Email: billing@cityofhandfordca.com

Date 07/16/25		Ship Via Up-Flt Shop		F.O.B. Origin		Email: billing@cityofhandfordca.com		Terms Net 30	
Purchase Order Number				Sales Person David Burchfield				Expiration Date 08/18/25	
Quantity Required		Item Number		Description			Unit Price		Amount

2	MMSU-1	Magnetic Mic Conversion Kit	42.00	84.00
		VM8000 MULTI BAND DUAL HEAD 7/800 UHF VHF NASPO CONTRACT PRICING 00318 CONSOLE AND ACCESORIES		
1	VM8000BF	EFJ Mobile Radio	2243.00	2243.00
1	832VM8000-V	EFJ License Key VHF 150-174	536.00	536.00
1	832VM8000-U	EFJ License Key UHF 380 - 520 MHz	536.00	536.00
1	832VM8000-78	EFJ License Key 7/800 MHz	536.00	536.00
2	KCH-20RV	Kenwood Viking Control Head	547.00	1094.00
2	KCT-72M	Kenwood External Accessory Connections Cable for KCH-19/20R	64.00	128.00
2	KCT-71M3	Kenwood Remote Control Cable (25')	73.00	146.00
2	KMC-66M	Kenwood MIL-SPEC Standard Mic w/12 Key/DTMF	86.00	172.00
1	KRK-15BM	Kenwood Control Head Remote Kit for RF Deck Note: For mid power mobiles (NX-5700/5700B/5800/5800B/5900/5900B) only	46.00	46.00
1	835VM6000PK001	EFJ VM8000 Packing Kit	0.00	0.00
1	KCT-23M3	DC Cable (10 - 50 watt remote mount) DC Cable (35-50W Remote mount; pos.23 ft.; neg. 3.3. ft. leads)	49.00	49.00

Thank You



160 North Broadway
Fresno, CA 93701-1592

Estimate

Customer No.: HANFORD FIRE

Quote No.: 16667

Phone: (559) 233-8818

Email: sales@cookscom.com

Quote To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Accounts Payable
Hanford, CA 93230

Ship To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Hanford, CA 93230

Phone: (559) 859-4013

Email:

Phone: (559) 585-2545

Email: billing@cityofhandfordca.com

Date	Ship Via	F.O.B.	Terms	
07/16/25	Up-Flt Shop	Origin	Net 30	
Purchase Order Number		Sales Person	Expiration Date	
		David Burchfield	08/18/25	
Quantity Required	Item Number	Description	Unit Price	Amount
1	FHL-TAIL	FLOOD LIGHTS	99.00	99.00
5	W-CXMF	STL Carbine-X Mini 3.5 Rectangular LED Floodlight (Under vehicle Ground Lts.)	33.00	165.00
2	W-CUCFF	STL Cube Carbine Flush Mount Off Road 5 LED Floodlight (Bumper lights activate with Reverse and a switch)	60.00	120.00
		RADIO EQUIPMENT		
		BK DUAL HEAD SINGLE BAND REMOTE MOUNT VHF RADIO		
1	KNG-M150LPR	BK 136-174Mhz, P25, 5000CH 50 watt, Remote Mount. KAA0630 Included Old P/N KNG-M150R	2221.00	2221.00
2	KAA0660	ReIm/BK Remote Control Head Plug & Play	1077.00	2154.00
2	KAA0290S	BK Handheld Programming Mic Straight Connector	282.00	564.00
1	KAA0636	Cable Assy Remote Mount 17'	108.00	108.00
1	KAA0637-2	BK Cable Assy Remote Mount 35'	307.00	307.00
2	BKR0261	BK External Speaker Old P/N KAA0261	88.00	176.00
2	ROOF-FT-NITI	Stico Flexi-Whip Antenna 136mhz-1ghz. Includes coax.	104.00	208.00

Thank You



160 North Broadway
Fresno, CA 93701-1592

Phone: (559) 233-8818

Email: sales@cookscom.com

Estimate

Customer No.: HANFORD FIRE

Quote No.: 16667

Quote To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Accounts Payable
Hanford, CA 93230

Phone: (559) 859-4013

Email:

Ship To: **City of Hanford Fire Department**

350 W Grangeville Blvd
Hanford, CA 93230

Phone: (559) 585-2545

Email: billing@cityofhandfordca.com

Date 07/16/25	Ship Via Up-Fit Shop	F.O.B. Origin	Email: billing@cityofhandfordca.com	
Purchase Order Number		Sales Person David Burchfield	Terms Net 30	
			Expiration Date 08/18/25	
Quantity Required	Item Number	Description	Unit Price	Amount
2	MPS122U-RW	Fed Sig Micropulse Ultra 1200 Red/White Old Part# MPS1200U-RW	166.00	332.00
2	MPSUMB12-1	Fed Sig Chrome Bezel fits MPS121U Lights	13.00	26.00
1	FHL-CHG	Federal Signal Headlight Flasher (wig-wag)	104.00	104.00
1	792H	Opticom Emitter SIDE WARNING LIGHTS PROGRAMMED TO TURN ON WITH ALLEY LIGHT ON EACH SIDE	1943.00	1943.00
4	MPS122U-RW	Fed Sig Micropulse Ultra 1200 Red/White Old Part# MPS1200U-RW	166.00	664.00
4	MPSUMB12-1	Fed Sig Chrome Bezel fits MPS121U Lights REAR FACING WARNING LIGHTS	13.00	52.00
1	CNSMJ8R	Federal Signal CN SIGNALMASTER MUST SPECIFY CONFIG 8) Red/Amber light heads	1001.00	1001.00
1	CNSM-UM	FedSig Multi-Vehicle Mount for installing CN SignalMaster Internal/External Use	43.00	43.00
2	MPS121U-R	FS Micropulse Ultra Perimeter Light Red Prev Pt# MPS1200U-RR	158.00	316.00
2	MPSUMB12-1	Fed Sig Chrome Bezel fits MPS121U Lights	13.00	26.00

Thank You



160 North Broadway
Fresno, CA 93701-1592

Estimate

Customer No.: HANFORD FIRE
Quote No.: 16667

Phone: (559) 233-8818 Email: sales@cookscom.com

Quote To: **City of Hanford Fire Department**
350 W Grangeville Blvd
Accounts Payable
Hanford, CA 93230

Ship To: **City of Hanford Fire Department**
350 W Grangeville Blvd
Hanford, CA 93230

Phone: (559) 859-4013
Email:

Phone: (559) 585-2545
Email: billing@cityofhandfordca.com

Date 07/16/25	Ship Via Up-Flt Shop	F.O.B. Origin	Terms Net 30
Purchase Order Number	Sales Person David Burchfield	Expiration Date 08/18/25	
Quantity Required	Item Number	Description	Unit Price Amount

2024 FORD F-250 6.75' BED
BC BUILD
UNIT# TBD

LIGHTBING AND SIREN
*****EQUIPMENT*****

FEDERAL SIGNAL
PROMO PACKAGE

1	INTG51J	Fed Sig 51" Integrity Lightbar w/ FS Join SPECIFY CONFIG	2389.00	2389.00
1	HKB-UNH5	FS Hook Kit Ford F150 Old p/n HKB-FRD15	0.00	0.00
1	PF200S17B	Federal Signal Pathfinder 200W Siren Amp with 17 Button Remote Controller	1340.00	1340.00
1	OBD-CABLE25-3	Fed Sig OBD Cable fits '20 Ford F250/350/550 Escape/Expedition/Transit	323.00	323.00
1	ES100C	Federal Signal 100 watt Siren Speaker	0.00	0.00
1	ESB-U	Universal Siren Bracket for ES100 Siren	0.00	0.00
2	EXPMOD24	Fed Sig Expansion Module 24 Channel	265.00	530.00
1	ES100C	Federal Signal 100 watt Siren Speaker	274.00	274.00
1	ESB-U	Universal Siren Bracket for ES100 Siren	34.00	34.00

FRONT WARNING LIGHTS
GRILLE LIGHTS

Thank You

MAP Auto Repair1131 E. Houston Ave
Visalia, Ca 93292
(559) 235-3535**Estimate #24568**

Page:1

City of Handford**Phone: 559-585-2554**

Fold Here

Vehicle : 2025 Ford F-250

VIN :

Fleet #/Driver :

Created : 7/16/2025 3:40:06 PM PDT

Qty	Code/Tech*	Reference	Description	Condition	Unit Price	Price
1 -		SnugRebel	SnugTop Rebel		\$2,799.95	\$2,799.95
1 -		FREIGHT	FREIGHT			
2 -		SnugWindows	Snug Top Windows		\$100.00	\$100.00
3		LABORRATE	SHOP Labor Rate		\$189.95	\$379.90
1 -		SnugFFS	Snug Top Fold Front Slider		\$130.00	\$390.00
					\$155.00	\$155.00

Labor		\$390.00
Parts		\$3,334.85
Charges		\$100.00
Sales Tax	Default Rule @ 8.5%	\$283.46

Estimate	\$4,108.31
PAYMENT	\$0.00
BALANCE DUE	\$4,108.31

Approvals

I hereby authorize the repair work herein set forth to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control. I hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express garagekeeper's lien is hereby acknowledged on above vehicle to secure the amount or repairs unpaid. All Vehicles left over 72 hrs. after repairs are completed WILL INCUR A \$145.00 PER DAY STORAGE FEE

Customer Signature _____

Estimates are valid for 30 days

PICK-EM UP TRUCK STORE-VISALIA
2211 E. MAIN ST.
VISALIA, CA 93291
559.738.8023
559.734.9381 FAX

Quote

Invoice No: 22046
Date: 07/15/25
Page: 1

3

Sold To: GLEND
CITY OF HANFORD

Customer No: 31414
Phone No: (559) 585-2554

Ship To:

Cust. Order #:

Salesperson: #409- SERGIO

Product Code	Item Description	Qty.	Unit Price	Amount
LEER	CAMPER SHELL	1	2890.00	2890.00*
	2005 FORD F250 S/B			
	100RCC			
LEE OPT/HEADLINER	HEADLINER	1	0.00	0.00
	COMES STANDARD			
ITEM	PLEASE SEE PART NUMBER BELO	1	288.00	288.00*
	REAR DOOR			
	SOLID REAR DOOR WITH COLOR MATCH FIBERGLASS			
	INSERT			
ITEM	PLEASE SEE PART NUMBER BELO	2	350.00	700.00*
	PAINTED SIDE ACCESS DOOR			
	D/P			
SHIPPING	SHIPPING	1	55.00	55.00
ITEM	PLEASE SEE PART NUMBER BELO	1	129.00	129.00*
	7WAY HARNESS			
LABOR	Installation Labor	1	200.00	200.00

Thank You For Your Business!!!!

**All parts are new unless specified
We Honor All Manufacturer's Warranties,
Excluding shipping and labor charges!

NO CASH REFUNDS (Regardless of payment)
Special Orders Are Non-Returnable.
Deposits On Special Orders are Non Refundable.
Returns Must Be Within 7 Working Days For
In Store Credit Only. (Must have original
receipt and original product packaging.)

We reserve the right to refuse service!
Hope to see you again and please tell a friend!

Signature _____

Sub-Total: 4262.00

2% Transaction Fee:

Shipping: 0.00

Tax [8.5]: 340.60*

Total: 4602.60

Amount Paid: 0.00

Amount Due: 0.00



2

NOBILE - SUNNYSIDE

2855 N. SUNNYSIDE AVE.
FRESNO, CALIFORNIA 93727

559-292-6374

559-292-6377 FAX

BAR# 279994

Bill To: CITY OF HANFORD
GLENN WEAVER CITY OF HANFORD
559-585-2554

INFO: 2025-2026 FORD 3/4 TON SW
REDPAINT COD

QUOTE GOOD FOR 60 DAYS MAY HAVE 2-5% INCREASE IF OU
COST GOES UI

Order Status: Open

Item Name	Item Description	Qty	Sold	Due	Price
LEER 100RCC	LEER COMMERCIAL 100RC SHELL	1	0	1	\$3,295.00
REAR FIBERGLASS DOOR	MISC. PARTS	1	0	1	\$279.00
HEADLINER MATERIAL	MISC. PARTS	1	0	1	\$150.00
I-5000	CUSTOM INSTALLATION	1	0	1	\$145.00

Total Qty Ordered: 4 0 4

Sales tax payable Subtotal: \$3,869.00
8.35 % Tax: + \$310.90
TOTAL: \$4,179.90
Deposit Balance: \$0.00
Balance Due: \$4,179.90

All prices quoted or invoiced reflect Cash or Check pricing. Credit or Debit card payments will have a convenience fee charge of up to 3.75%. We honor manufactures warranty policies. Refunds are for store credit
Thank you for your order!

SIGN X _____

Estimate



SignWorks

109 E. 5th Street
Hanford, CA 93230
ph. (559) 583-1175
fax (559) 583-1824
email: info@signworksworld.com

Prepared For: Frank Etulain
Hanford Fire Dept
350 W. Grangeville Blvd
Station 1
Hanford, Ca 93230
ph: (559) 362-0600
fax:

Estimate: No:	35834
Date:	6/13/2025 3:17:09PM
Terms:	
Due Date	0 day(s) from order
Salesperson:	Brianna Garcia

Description: Graphics for Chevy 2500 - Turnstyle Gold & Black

Dear Frank:

Thank you for considering SignWorks for your sign needs.
If you have any questions, please don't hesitate to call me at 583-1175

>>> PLEASE CONTACT US SO WE CAN PROCEED WITH THIS ORDER, THANK YOU. <<<

Sincerely,

Brianna Garcia
Sales Rep.

Qty	Product	Sides	Size	Unit Cost	Install	Item Total
1	Misc.	1	1 x 1	\$2,544.00	\$0.00	\$2,544.00
Description	Vinyl Graphics					
1	Digital Prt Reflective w/lam	1	6.5 x 60	\$348.00	\$0.00	\$348.00
Description	Full color Outdoor Digital Printed on Reflective Vinyl.					
Text:	Chevron Pattern					

Notes:

Line Item Total:	\$2,892.00
Tax Exempt Amt:	\$1,750.00
Subtotal:	\$2,892.00
Taxes:	\$82.80
Total:	\$2,974.80

Accepted By (signature required)

Date

Fax Confirmation to (559) 583-1824



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025	AGENDA SECTION: CONSENT CALENDAR
-------------------------------	---

SUBJECT:

Authorization to accept the Homeland Security Grant, which was awarded through the County of Kings, in the amount of \$39,500, amend the budget to recognize the grant, appropriate this amount in the General Fund for the Police Department, and authorize the City Manager to execute the grant agreement.

RECOMMENDATION:

Recommendation: Staff recommends that the City Council, by motion, authorize the acceptance of the Homeland Security Grant, which was awarded through the County of Kings, in the amount of \$39,500, amend the budget to recognize the grant, appropriate this amount in the General Fund for the Police Department, and authorize the City Manager to execute the grant agreement.

Recommended Motion: I move to authorize accepting the Homeland Security Grant in the amount of \$39,500, amend the budget to recognize the grant, appropriate this amount in the General Fund for the Police Department, and authorize the City Manager to execute the grant agreement.

BACKGROUND:

The Hanford Police Department sought a Homeland Security Grant through the County of Kings. The department submitted a project proposal for funds to be able to purchase a spectrometer and ballistic helmets. The award amount totals \$39,500, with \$35,000 allotted for the purchase of a spectrometer and \$4,500 for the purchase of ballistic helmets. The department requires a spectrometer to safely test suspected narcotics at the station. Officers in the field no longer conduct presumptive drug tests on suspected narcotics. Currently, narcotics must be sent to the Department of Justice for testing, which leads to long wait periods for results. The spectrometer will allow for faster results as the narcotics will be tested at the station and results are provided at the time of testing. The department issues ballistic helmets to all sworn officers. The grant award will allow the department to purchase additional helmets for officers to wear in tactical situations and where there is suspected gun violence.

The Hanford Police Department has not conducted any events or purchased any items in connection with this grant and is under no obligation to do so should the Council not wish to accept these funds. There are no matching funds associated with this grant and an appropriation for the amount of the grant (\$39,500) will have to be made to expend the funds as the reimbursement will occur after the fact. The Department may need to slightly exceed the grant allocation, as the grant administrator wants agencies to expend all grant funds, and it is not possible to expend the exact award amount. If additional expenditures are required, the Department will minimize the impact on the operating budget. Any amount in excess of the grant allocation can be absorbed within the existing police

budget.

FISCAL IMPACT:

The fiscal impact will total \$39,500 paid by the Homeland Security Grant program. Staff is requesting a budget amendment to recognize the grant funds and an appropriation in the amount of \$39,500 to the General Fund for the Police Department. The City will be reimbursed once the project is completed by the grant administrator.

ATTACHMENTS:

1. Award Letter
2. Agreement



KINGS COUNTY OFFICE OF EMERGENCY SERVICES

280 Campus Drive • Hanford, California 93230

Phone: 559-852-2883 • Fax: 559-582-8261

May 28, 2025

Stephanie Huddleston
Police Chief
Hanford Police Department
425 N. Irwin St.
Hanford, CA 93230

Subject: NOTIFICATION OF SUBRECIPIENT AWARD
FY 2023 State Homeland Security Grant Program (SHSGP)
Subaward #: 2023-0042, Cal OES ID: 031-00000

Dear Chief,

Please accept this letter as the official award notice for the Hanford Police Department from the FY 2023 State Homeland Security Grant Program, which allows for the expenditure of funds. A summary of your award status follows:

- **Project 004**—Hanford Police Department (HPD) Spectrometer: \$35,000 to procure Spectrometer.
- **Project 005**—Hanford Police Department (HPD) Ballistics Helmets: \$4,500 to procure Ballistics Helmets.

Please see the attached Grant Award Workbook page for the approved equipment and corresponding AEL number(s). Your agency/department is only allowed to purchase equipment listed on this Grant Award Workbook page.

Sub-recipients must agree to the FY 2023 SHSGP Grant Assurances and provide a copy of its governing body resolution prior to receiving reimbursement by Kings County OES. If the fulfillment of the project involves contracts or contractors, the Grant Assurances must be provided to the contractor as an attachment, and contractors must abide by the restrictions therein.

Any activities requiring additional review (e.g., Environmental Planning and Historic Preservation, Allowability Requests, procurement of Aviation or Controlled Equipment, etc.) shall not incur costs until you receive written approval from Cal OES for those activities.

This subaward is subject to all provisions of 2 CFR Part 200, Subpart F - Audit Requirements. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

All invoices must be dated between September 1, 2023, and May 31, 2026, for your purchases to be eligible for reimbursement by Kings County OES. Kings County OES requests that all required documentation be submitted by May 31, 2026, to ensure sufficient time to process your paperwork.

Requests for reimbursement should be submitted via email: Daisy.Guizar@co.kings.ca.us

Please contact Daisy Guizar with any questions.

Sincerely Yours,

Daisy Guizar

Accounting Technician

Kings County Fire

Office of Emergency Services

280 Campus Drive

Hanford, CA 93230

559-852-2847

Daisy.Guizar@co.kings.ca.us



www.KingsOES.com

Agreement No. _____

Agreement between the County of Kings and the City of Hanford to provide a sub-award from the FY 2023 State Homeland Security Grant Programs Funding for Equipment, Planning, Administration, Training and Exercises

THIS AGREEMENT is entered into by and between the County of Kings (“County”) and the City of Hanford (“Sub-recipient”), referred to individually herein as “Party” or collectively as “Parties,” on the following terms and conditions:

WHEREAS, the Fiscal Year 2023 (FY 2023) California State Homeland Security Grant Program (SHSGP) provides funding through Federal grants from the Department of Homeland Security (“DHS”) to enhance the capabilities of state and local first responders by allowing the purchase of advanced types of equipment, as well as addressing other critical homeland security needs, including administration, planning, training, and exercise-related costs; and

WHEREAS, County applied to the California Governor’s Office of Emergency Services (“CalOES”) for a FY 2023 SHSGP grant; and

WHEREAS, as part of its grant application, County requested sufficient funds to support certain activities or programs planned by Sub-recipient that may be eligible for SHSGP grant funds; and

WHEREAS, the County was awarded FY 2023 SHSGP grant funding; and

WHEREAS, the County, upon recommendation of the Local Approval Authority (“LAA”), as comprised of the Sheriff, the County Fire Chief, the County Public Health Director, a municipal law enforcement representative, and a municipal fire department representative, as described in the SHSGP Guidelines, allocated some of this funding to support Sub-recipient’s eligible programs or activities.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the County and Sub-recipient hereby agree as follows:

1. GRANT SUBAWARD. Subject to the terms, conditions, and other limitations specified herein, the County intends to award to Sub-recipient a portion of its FY 2023 SHSGP Grant for the following program and/or activity:

Department/Agency: Hanford Police Department

Program/Activity: Proj.004 Spectrometer and Proj. 005 Ballistics Helmets

Details about the specific program or activity authorized, the amounts allocated to the specified program or activity, and the anticipated performance and disbursement timelines shall be confirmed by subsequent award letter from the County (“Award Letter”) in accordance with this Agreement.

Sub-recipient agrees not to expend any anticipated FY 2023 SHSGP grant funds until it has received an Award Letter authorizing the specific activity or program, and confirmed the award amount.

Unless Sub-recipient notifies the County before it begins spending the funds authorized in the Award Letter that it declines some or all of the program, activity, and/or funds outlined therein, Sub-recipient will be deemed to have accepted all of the terms and conditions specified in the Award Letter, including any attachments or exhibits there to.

The County reserves the exclusive right to determine the method and timing of disbursement of SHSGP funds to Sub-recipient. The County further reserves the right to issue revised Award Letters to modify Sub-recipient's authorized program, activity, award amounts, and/or performance periods in accordance with the recommendations of the LAA, the changing needs of Sub-recipient, and/or the likelihood of Sub-recipient expending its award. Such modifications will only be made after consultation with Sub-recipient and in accordance with the recommendations of the LAA.

2. PERFORMANCE PERIOD. The Performance Period for all activities covered by the terms of this Agreement shall be from September 1, 2023, to May 31, 2026, unless otherwise terminated pursuant to the terms of this Agreement or set forth in the Performance Letter. Only activities performed during the Performance Period are eligible for funding and/or reimbursement under this Agreement.

3. GRANT REQUIREMENTS AND ASSURANCES. Sub-recipient understands and agrees that by accepting grant funds under this Agreement, it must comply with all requirements, assurances, standards, and certifications as required under the County's agreement with CalOES, attached hereto as Exhibit A, and incorporated herein by reference as if set forth in full. Sub-recipient further understands and agrees that it shall comply with any and all applicable statutes, regulations, guidelines, or restrictions as imposed by DHS or CalOES. Finally, Sub-recipient understands and agrees that by accepting funds under this Agreement, it shall be bound to the assurances, agreements, covenants, and requirements set forth in the County's agreement with CalOES to the same extent as the County.

4. DESIGNATED COUNTY AUTHORIZED AGENT. Only those individuals designated by resolution of the Kings County Board of Supervisors as Authorized Agents for FY 2023 SHSGP ("County Authorized Agents") are authorized to sign Award Letters on behalf of the County, or to suspend performance as set forth herein. All other notices from the County may come from other County personnel.

5. PROOF OF SUBRECIPIENT AUTHORITY. Sub-recipient must provide proof to the County of written authorization of this project, in the form of a resolution, or some other format specifically authorized by the County, from its city council, governing board, or other governing body. This written authorization must specify Sub-recipient:

- (a) Will provide all matching funds required for the grant project and appropriate any cash match as required;

- (b) Will assume any liability arising out of Sub-recipient's performance of this Agreement;
- (c) Will not use grant funds to supplant expenditures controlled by the city council, governing board, or authorized body; and
- (d) Has authorized the official executing this Agreement to do so.

6. DISALLOWANCE AND OFFSET; REDUCATION, MODIFICATION, OR ELIMINATION OF GRANT FUNDING. If Sub-recipient requests or receives payment from the County for programs, activities, or equipment under this Agreement and the reimbursement is later disallowed by the State of California or the United States Government, Sub-recipient understands and agrees that it shall promptly refund the disallowed amount to the County upon the County's request. The County may elect, at its sole option, and to the fullest extent permitted by law, to satisfy the disallowed amount owed from any payment due or to become due to Sub-recipient under this Agreement.

If the County's FY 2023 SHSGP grant funding is reduced, modified, or eliminated for any reason, the County reserves the right to reduce, modify, or eliminate any or all of this FY 2023 SHSGP grant sub-award to Sub-recipient. Sub-recipient agrees to promptly return any amounts requested by the County in accordance with this provision. At its sole option, the County may choose to satisfy the amount to be returned by reducing the amount due to Sub-recipient from any payment due or to become due under this Agreement.

7. MONITORING AND REPORTS. Sub-recipient is responsible for oversight of the operations of its FY 2023 SHSGP grant supported activities. Sub-recipient must monitor its activities to ensure compliance with applicable Federal requirements as set forth in Exhibit A.

Sub-recipient agrees to provide ongoing performance and financial reports regarding any and all of its programs and activities funded with FY 2023 SHSGP grant funding. At a minimum, these reports will be due on a semi-annual basis, but the County reserves the right to request more frequent reporting. Within 90 days of completion or termination of this Agreement, Sub-recipient is also expected to provide a final performance report and a final expenditure report in a format acceptable to the County, the State, and the Federal government. Sub-recipients will be notified of any additional required reports by separate Award Letter or notice from the County.

8. MANDATORY DISCLOSURES. Pursuant to 2 CFR section 200.113, Sub-recipient must disclose, in a timely manner, and in writing to the County and DHS, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting this sub-award. Pursuant to the terms and conditions outlined in Appendix XII to 2 CFR Part 200 ("Award Term and Condition for Recipient Integrity and Performance Matters"), Sub-recipient may also be also required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR section 200.338, "Remedies for noncompliance," including suspension or debarment.

9. INSURANCE. Sub-recipient certifies it is insured or self-insured for general liability exposures with limits of no less than \$1 million per occurrence. Sub-recipient certifies it is

insured or self-insured for workers' compensation and maintains statutory limits. Sub-recipient agrees that coverage limits specified within the Agreement will not be used to reduce limits of coverage from Sub-recipient's full policy limits. Insurance Policies will not be used to limit liability or to limit the indemnification provisions and requirements of this Agreement or act in any way to reduce available coverage and limits from the insurer. Failure to maintain or renew coverage may be a material breach of this Agreement.

10. LIABILITY OF COUNTY. The County's payment obligations to Sub-recipient for FY 2023 SHSGP funds are limited by all provisions and other requirements specified in this Agreement. Notwithstanding any other provision of this Agreement, in no event shall the County be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect, or incidental damages arising out of or in connection with this Agreement, including, but not limited to, lost profits, equipment purchased, or activities performed in connection with this Agreement.

11. HOLD HARMLESS, INDEMNIFICATION, AND DEFENSE. Each Party shall hold harmless, defend, and indemnify the other Party, its agents, officials, officers, and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including injury to any person and/or damage to property arising out of or relating the Party's acts or omissions under this Agreement. This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.

12. TERMINATION

(a) Without Cause (For Convenience): Either Party may terminate this Agreement for convenience by giving thirty (30) days prior written notice to the other Party of its intention to terminate pursuant to this provision, specifying the date of termination. After receiving a notice of termination for convenience from Sub-recipient, and prior to the effective date of termination, the County may, in its sole discretion, continue to disburse grant funding to Sub-recipient for the programs or activities permitted under this Agreement and specified in the effective Award Letter(s); however, the County specifically reserves the right to cancel or modify some of the programs or activities specified in the Award Letter if it seems unlikely Sub-recipient will complete its work before the termination of the contract. Any funding disbursed to Sub-recipient but not yet spent at the time the Agreement is terminated must be returned to the County. All such disbursements continue to be subject to the restrictions otherwise provided in this Agreement or by law.

The Parties will not impose sanctions on each other for a termination for convenience.

(b) With Cause: Either party may terminate this Agreement immediately by written notice to the other Party upon discovery of a material breach by the other Party. A material breach includes, but is not limited to: (i) failure to comply with the terms and conditions of this Agreement or of any Award Letter(s); (ii) a material misrepresentation in relation to this grant program; or (iii) failure to comply with all applicable laws or regulations. The Party seeking to terminate this Agreement will provide written notice of the material breach and its determination to either suspend or terminate this Agreement to the other Party with a specified date of termination. At a Party's discretion, it may provide the breaching Party with a reasonable period

of time to cure the breach. If the County terminates this Agreement for cause, the County reserves the right to reduce, modify, or eliminate any or all of this sub-award and any other outstanding SHSGP sub-awards to Sub-recipient. Upon demand by the County, Sub-recipient agrees to immediately return FY 2023 SHSGP funding that has been disbursed to Sub-recipient and which remains in Sub-recipient's possession at the time this Agreement is terminated. In addition, the payment of any grant funds that have yet to be disbursed for work already completed by Sub-recipient under this Agreement remains subject to the restrictions on payments otherwise provided in this Agreement and by law, and is further conditioned on the County's confirmation of Sub-recipient's satisfactory completion of the activities or programs specified in this Agreement and any related Award Letter(s).

The County will not pay lost anticipated profits or other economic loss, nor will the County pay compensation or make reimbursement to cure any breach arising out of or resulting from such termination for cause. If this Agreement is terminated for cause, the County may impose sanctions, including possible rejection of future proposals based on specific causes of non-performance. Furthermore, if this Agreement is terminated for Sub-recipient's failure to comply with applicable federal statutes or regulations, including, but not limited to, those specifically incorporated into this Agreement by reference, Sub-recipient is advised that the County's termination decision may be considered in evaluating future applications for federal grant awards.

(c) Effects of Completion or Termination: Expiration, completion, or termination of this Agreement shall not terminate the Parties' obligations to indemnify, defend, or hold harmless. Further, it shall not effect Sub-recipient's duty to maintain and make available any records pertaining to the Agreement; to cooperate with any audit; to be subject to offset; to make any reports of pre-termination contract activities; to honor its obligations related to the disposal or disposition of property purchased with SHSGP funding; to comply with the continuing obligations contained in Exhibit A; or to comply with any other continuing or closeout obligations required by this Agreement or by federal or state law or regulation, including those specified in 2 CFR Part 200. Where Sub-recipient's activities or programs have been terminated by the County for cause, said termination will not affect any rights of the County to recover damages from or against Sub-recipient.

(d) Suspension of Performance: Independent of any right to terminate this Agreement, the County's Authorized Agent may immediately suspend performance by Sub-recipient, in whole or in part, in response to health, safety, or financial emergency, a change in SHSGP grant funding to the County, or a failure or refusal by Sub-recipient to comply with the provisions of this Agreement, until such time as the cause for suspension is resolved or a notice of termination becomes effective.

13. RECORDS. Sub-recipient shall maintain complete and accurate records with respect to the activities, programs, and/or purchases funded by or related to FY 2023 SHSGP funding and/or this Agreement, including all records relating to procurement of goods and services. In addition, Sub-recipient shall maintain complete and accurate records with respect to any payments to employees, sub-sub-awardees, contractors, or subcontractors. All such records shall be prepared in accordance with generally accepted accounting procedures and any applicable procedures required by the County or the Federal or State government. All applicable records shall be clearly identified, maintained on site, and be kept readily accessible.

Sub-recipient further agrees to make all such records available to Federal, State, and County representatives, as further specified in Exhibit A. Sub-recipient shall ensure that members of the public also have access to such records upon request in accordance with the Freedom of Information Act and the California Public Records Act. Sub-recipient specifically agrees to require any sub-sub-recipients, contractors, successors, transferees, and assignees to acknowledge and agree to comply with all of these record keeping and access requirements.

Failure to comply with these requirements may result in suspension of payments under the grant, termination of the grant, or both. Sub-recipient may be ineligible for award of any future grants if the County or Cal OES determines that any of the following has occurred: (1) the recipient has made a false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

14. NOTICES. Except as may be otherwise required by law, any notice to be given must be in writing and be either personally delivered, sent by facsimile transmission, or sent by first class mail, postage prepaid and addressed as follows:

COUNTY:

County Fire Chief
Kings County Fire Department/
Office of Emergency Services

280 Campus Drive
Hanford, CA 93230
Phone No.: (559) 852-2883
Fax No.: (559) 582-8261

With a Copy To:

County Administrative Officer
1400 W. Lacey Blvd.
Hanford, CA 93230

Phone No.: (559) 852-2378
Fax No.: (559) 582- 8261

SUBRECIPIENT:

Hanford Police Department
Chief of Police
Stephanie Huddleston
425 North Irwin St.
Hanford CA 93230
Phone No.: (559) 585-2540

Notice personally delivered is effective when delivered. Notice sent by facsimile transmission is deemed to be received upon successful transmission. Notice sent by first class mail shall be deemed received on the fifth (5th) day after the date of mailing. Either party may change the above address by giving written notice pursuant to this paragraph.

15. CONFLICTS WITH LAWS OR REGULATIONS/SEVERABILITY. This Agreement is subject to all applicable laws and regulations. If any provision of this Agreement is found by any court or other legal authority, or is agreed by the parties, to be in conflict with any code or regulation governing its subject matter, the conflicting provision shall be considered null and void. If the effect of nullifying any conflicting provision is such that a material benefit of the Agreement to either party is lost, the Agreement may be terminated at the option of the affected

party, and some or all of the grant money may need to be returned to the County. Such a termination will be treated as a termination for cause, as set forth herein. In all other cases, the remainder of the Agreement shall remain in full force and effect.

16. MODIFICATION. No part of this Agreement may be modified without the written consent of both Parties.

17. EXHIBITS AND RECITALS. The Recitals and the Exhibit to this Agreement are fully incorporated into and are integral parts of this Agreement.

18. GOVERNING LAW. This Agreement shall be interpreted and governed under the laws of the State of California without reference to California conflicts of law principles. The Parties agree that this contract is made in and shall be performed in Kings County, California.

19. FURTHER ASSURANCES. Each Party will execute any additional documents and perform any further acts which may be reasonably required to effectuate the purposes of this Agreement.

20. NO THIRD PARTY BENEFICIARIES. Unless specifically set forth, the Parties to this Agreement do not intend to provide any other party with any benefit or enforceable legal or equitable right or remedy.

21. CONTINUING WAIVER. The failure of either Party to insist on strict compliance with any provision of this Agreement shall not be considered a waiver of any right to do so, whether for that breach or any subsequent breach. The acceptance by either Party of either performance or payment shall not be considered to be a waiver of any preceding breach of the Agreement by the other Party.

22. HEADINGS. Section headings are provided for organizational purposes only and do not in any manner affect the scope, meaning, or intent of the provisions under the headings.

23. ORDER OF PRECEDENCE. In the event of any conflict or inconsistency between the Agreement and any Award Letter or other communication between the County and Sub-recipient, the terms of this Agreement shall prevail.

24. ASSIGNMENT. This Agreement is entered into by the County in reliance on the identity and representations made by Sub-recipient, and no part of this Agreement or this sub-award (including any equipment purchased with the sub-award) may be assigned, transferred, or sold by Sub-recipient without the prior written consent of the County, which the County may provide, delay, deny, or condition in its absolute discretion. Any FY 2023 SHSGP funds provided to Sub-recipient and not yet expended at the time of any attempted unauthorized assignment or transfer will be forfeit to the County at the time of attempted assignment or transfer. Furthermore, the voluntary or involuntary assignment of this Agreement to a receiver or trustee in bankruptcy, will constitute a material breach and will automatically terminate this Agreement without advance notice or opportunity to cure.

25. COMPLIANCE WITH LAWS. Sub-recipient shall comply with all applicable laws,

ordinances, rules, and regulations and obtain and keep current all permits, licenses and/or approvals required by law to perform the activities or services, or to purchase any equipment, specified in this Agreement.

26. CONFLICT OF INTEREST. Sub-recipient agrees to comply with the law of the State of California regarding conflicts of interests and appearance of conflicts of interests, including, but not limited to Government Code Section 1090 et seq., and the Political Reform Act, Government Code Section 81000 et seq. and regulations promulgated pursuant thereto by the California Fair Political Practices Commission. Sub-recipient further agrees that if any facts come to its attention which raise any questions as to the applicability of conflicts of interest laws, it will immediately inform the County designated representative and provide all information needed for resolution of this question.

27. COUNTERPARTS. The Parties may sign this Agreement in counterparts, each of which is an original and all of which, taken together, form a single document.

28. CERTIFICATION AND ACKNOWLEDGEMENT: The undersigned represents that he/she is authorized to enter into this Agreement for and on behalf of the Sub-recipient. As the duly authorized representative of the Sub-recipient, the undersigned hereby certifies that the Sub-recipient has the legal authority to apply for County, State, and Federal assistance and the institutional, managerial and financial capability, including funds sufficient to pay any non-Federal share of project cost, to ensure proper planning, management and completion of the project described in the FY 2023 SHSGP application, within the prescribed timelines.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year signed by the last Party below.

SUBRECIPIENT

By: _____
Chris Tavaréz, Interim City Manager

Date: _____

ATTEST:

By: _____

Approved as to form:

By: _____

COUNTY OF Kings

By: _____
Doug Verboon, Chairman,
Board of Supervisors

Date: _____

ATTEST:

Clerk of the Board of Supervisors

By: _____
Catherine Venturella

Approved as to form:
Laurie Avedisian- Favini, County Counsel

By: _____
_____, Deputy

Attachment(s): Exhibit A, CalOES Standard Assurances for FY 2023

EXHIBIT A



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

As the duly authorized representative of the Applicant, I hereby certify that the Applicant has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application, within prescribed timelines.

The requirements outlined in these assurances apply to Applicant and any of its subrecipients.

I further acknowledge that the Applicant is responsible for reviewing and adhering to all requirements within the:

- (a) Applicable Federal Regulations (see below);
- (b) Federal Program Notice of Funding Opportunity (NOFO);
- (c) Federal Preparedness Grants Manual;
- (d) California Supplement to the NOFO; and
- (e) Federal and State Grant Program Guidelines.

Federal Regulations

Government cost principles, uniform administrative requirements, and audit requirements for federal grant programs are set forth in Title 2, Part 200 of the Code of Federal Regulations (C.F.R.). Updates are issued by the [Office of Management and Budget \(OMB\)](#) and can be found at <http://www.whitehouse.gov/omb/>.

In the event Cal OES determines that changes are necessary to the subaward after a subaward has been made, including changes to period of performance or terms and conditions, Applicants will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate Applicant acceptance of the changes to the subaward.

State and federal grant award requirements are set forth below. The Applicant hereby agrees to comply with the following:

1. Proof of Authority

The Applicant will obtain proof of authority from the city council, governing board, or authorized body in support of this project. This written authorization must specify that the Applicant and the city council, governing board, or authorized body agree:



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

- (a) To provide all matching funds required for the grant project and that any cash match will be appropriated as required;
- (b) Any liability arising out of the performance of this agreement shall be the responsibility of the Applicant and the city council, governing board, or authorized body;
- (c) Grant funds shall not be used to supplant expenditures controlled by the city council, governing board, or authorized body;
- (d) The Applicant is authorized by the city council, governing board, or authorized body to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project cost, if any) to ensure proper planning, management and completion of the project described in this application; and
- (e) The official executing this agreement is authorized by the Applicant.

This Proof of Authority must be maintained on file and readily available upon request.

2. Period of Performance

The period of performance is specified in the Award. The Applicant is only authorized to perform allowable activities approved under the award, within the period of performance.

3. Lobbying and Political Activities

As required by Section 1352, Title 31 of the United States Code (U.S.C.), for persons entering into a contract, grant, loan, or cooperative agreement from an agency or requests or receives from an agency a commitment providing for the United States to insure or guarantee a loan, the Applicant certifies that:

- (a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

- (b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The Applicant shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

The Applicant will also comply with provisions of the Hatch Act (5 U.S.C. §§ 1501- 1508 and §§ 7324-7328) which limit the political activities of employees whose principle employment activities are funded in whole or in part with federal funds.

Finally, the Applicant agrees that federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation or policy without the express written approval from the California Governor's Office of Emergency Services (Cal OES) or the federal awarding agency.

4. Debarment and Suspension

As required by Executive Orders 12549 and 12689, and 2 C.F.R. § 200.214 and codified in 2 C.F.R. Part 180, Debarment and Suspension, the Applicant will provide protection against waste, fraud, and abuse by debarring or suspending those persons deemed irresponsible in their dealings with the federal government. The Applicant certifies that it and its subrecipients:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (4)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (federal, state, or local) terminated for cause or default.

Where the Applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

5. **Non-Discrimination and Equal Employment Opportunity**

The Applicant will comply with all state and federal statutes relating to non-discrimination, including:

- (a) Title VI of the Civil Rights Act of 1964 (Public Law (P.L.) 88-352 and 42 U.S.C. § 2000d et. seq.) which prohibits discrimination on the basis of race, color, or national origin and requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services;
- (b) Title IX of the Education Amendments of 1972, (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex in any federally funded educational program or activity;
- (c) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794), which prohibits discrimination against those with disabilities or access and functional needs;
- (d) Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. § 12101 et seq.), which prohibits discrimination on the basis of disability and requires buildings and structures be accessible to those with disabilities and access and functional needs;
- (e) Age Discrimination Act of 1975, (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age;
- (f) Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd—2), relating to confidentiality of patient records regarding substance abuse treatment;
- (g) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), relating to nondiscrimination in the sale, rental or financing of housing as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

be designed and constructed with certain accessible features
(See 24 C.F.R. § 100.201);

- (h) Executive Order 11246, which prohibits federal contractors and federally assisted construction contractors and subcontractors, who do over \$10,000 in Government business in one year from discriminating in employment decisions on the basis of race, color, religion, sex, sexual orientation, gender identification or national origin;
- (i) Executive Order 11375, which bans discrimination on the basis of race, color, religion, sex, sexual orientation, gender identification, or national origin in hiring and employment in both the United States federal workforce and on the part of government contractors;
- (j) California Public Contract Code § 10295.3, which prohibits discrimination based on domestic partnerships and those in same sex marriages;
- (k) Department of Homeland Security (DHS) policy to ensure the equal treatment of faith-based organizations, under which the Applicant must comply with equal treatment policies and requirements contained in 6 C.F.R. Part 19;
- (l) The Applicant will comply with California's Fair Employment and Housing Act (FEHA) (California Government Code §§ 12940-12957), as applicable. FEHA prohibits harassment and discrimination in employment because of ancestry, familial status, race, color, religious creed (including religious dress and grooming practices), sex (which includes pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, genetic information, medical condition, age, pregnancy, denial of medical and family care leave, or pregnancy disability leave, military and veteran status, and/or retaliation for protesting illegal discrimination related to one of these categories, or for reporting patient abuse in tax supported institutions;
- (m) Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and
- (n) The requirements of any other nondiscrimination statute(s) that may apply to this application.

6. Drug-Free Workplace

As required by the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701 et seq.), the Applicant certifies that it will maintain a drug-free workplace and a drug-free awareness program as outlined in the Act.



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

7. Environmental Standards

The Applicant will comply with state and federal environmental standards, including:

- (a) California Environmental Quality Act (CEQA) (California Public Resources Code §§ 21000-21177), to include coordination with the city or county planning agency;
- (b) CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000-15387);
- (c) Federal Clean Water Act (CWA) (33 U.S.C. § 1251 et seq.), which establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters;
- (d) Federal Clean Air Act of 1955 (42 U.S.C. § 7401) which regulates air emissions from stationary and mobile sources;
- (e) Institution of environmental quality control measures under the National Environmental Policy Act (NEPA) of 1969 (P.L. 91-190); the Council on Environmental Quality Regulations for Implementing the Procedural Provisions of NEPA; and Executive Order 12898 which focuses on the environmental and human health effects of federal actions on minority and low-income populations with the goal of achieving environmental protection for all communities;
- (f) Evaluation of flood hazards in floodplains in accordance with Executive Order 11988;
- (g) Executive Order 11514 which sets forth national environmental standards;
- (h) Executive Order 11738 instituted to assure that each federal agency empowered to enter into contracts for the procurement of goods, materials, or services and each federal agency empowered to extend federal assistance by way of grant, loan, or contract shall undertake such procurement and assistance activities in a manner that will result in effective enforcement of the Clean Air Act and the Federal Water Pollution Control Act Executive Order 11990 which requires preservation of wetlands;
- (i) The Safe Drinking Water Act of 1974, (P.L. 93-523);
- (j) The Endangered Species Act of 1973, (P.L. 93-205);
- (k) Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.);
- (l) Conformity of Federal Actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); and



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

(m) Wild and Scenic Rivers Act of 1968 (16 U.S.C. § 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

The Applicant shall not be: (1) in violation of any order or resolution promulgated by the State Air Resources Board or an air pollution district; 2) subject to a cease-and-desist order pursuant to section 13301 of the California Water Code for violation of waste discharge requirements or discharge prohibitions; or 3) determined to be in violation of federal law relating to air or water pollution.

8. Audits

For subrecipients expending \$750,000 or more in federal grant funds annually, the Applicant will perform the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 C.F.R., Part 200, Subpart F Audit Requirements.

9. Cooperation and Access to Records

The Applicant must cooperate with any compliance reviews or investigations conducted by DHS. In accordance with 2 C.F.R. § 200.337, the Applicant will give the awarding agency, the Comptroller General of the United States and, if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award. The Applicant will require any subrecipients, contractors, successors, transferees and assignees to acknowledge and agree to comply with this provision.

10. Conflict of Interest

The Applicant will establish safeguards to prohibit the Applicant's employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

11. Financial Management

False Claims for Payment - The Applicant will comply with 31 U.S.C §§ 3729-3733 which provides that Applicant shall not submit a false claim for payment, reimbursement, or advance.

12. Reporting - Accountability

The Applicant agrees to comply with applicable provisions of the Federal Funding Accountability and Transparency Act (FFATA) (P.L. 109-282), including but not limited to (a) the reporting of subawards obligating \$30,000 or more in federal funds,



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

and (b) executive compensation data for first-tier subawards as set forth in 2 C.F.R. Part 170, Appendix A. The Applicant also agrees to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A.

13. Whistleblower Protections

The Applicant must comply with statutory requirements for whistleblower protections at 10 U.S.C. § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. § 4304 and § 4310.

14. Human Trafficking

The Applicant will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104) which prohibits the Applicant or its subrecipients from: (1) engaging in trafficking in persons during the period of time that the award is in effect; (2) procuring a commercial sex act during the period of time that the award is in effect; or (3) using forced labor in the performance of the award or subawards under the award.

15. Labor Standards

The Applicant will comply with the following federal labor standards:

- (a) The Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), as applicable, and the Copeland Act (40 U.S.C. § 3145 and 18 U.S.C. § 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally-assisted construction contracts or subcontracts, and
- (b) The Federal Fair Labor Standards Act (29 U.S.C. § 201 et seq.) as they apply to employees of institutes of higher learning (IHE), hospitals and other non-profit organizations.

16. Worker's Compensation

The Applicant must comply with provisions which require every employer to be insured to protect workers who may be injured on the job at all times during the performance of the work of this Agreement, as per the workers compensation laws set forth in California Labor Code §§ 3700 et seq.

17. Property-Related

If applicable to the type of project funded by this federal award, the Applicant will:

- (a) Comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646)



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchase;

- (b) Comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires federal award subrecipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more;
- (c) Assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), Executive Order 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. § 469a-1 et seq.); and
- (d) Comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § 4831 and 24 CFR Part 35) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

18. Certifications Applicable Only to Federally-Funded Construction Projects

For all construction projects, the Applicant will:

- (a) Not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project;
- (b) Comply with the requirements of the awarding agency with regard to the drafting, review and approval of construction plans and specifications; and
- (c) Provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

19. Use of Cellular Device While Driving is Prohibited

The Applicant is required to comply with California Vehicle Code sections 23123 and 23123.5. These laws prohibit driving motor vehicle while using an electronic wireless communications device to write, send, or read a text-based communication.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

Drivers are also prohibited from the use of a wireless telephone without hands-free listening and talking, unless to make an emergency call to 911, law enforcement, or similar services.

20. California Public Records Act and Freedom of Information Act

The Applicant acknowledges that all information submitted in the course of applying for funding under this program, or provided in the course of an entity's grant management activities that are under Federal control, is subject to the Freedom of Information Act (FOIA), 5 U.S.C. § 552, and the California Public Records Act, California Government Code §7920.000 et seq. The Applicant should consider these laws and consult its own State and local laws and regulations regarding the release of information when reporting sensitive matters in the grant application, needs assessment, and strategic planning process.

HOMELAND SECURITY GRANT PROGRAM (HSGP) – PROGRAM SPECIFIC ASSURANCES / CERTIFICATIONS

21. Acknowledgment of Federal Funding from DHS

The Applicant must acknowledge its use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

22. Activities Conducted Abroad

The Applicant must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

23. Best Practices for Collection and Use of Personally Identifiable Information (PII)

DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. If the Applicant collects PII, the Applicant is required to have a publicly-available privacy policy that describes standards on the usage and maintenance of PII they collect. The Applicant may refer to the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template as a useful resource.



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

24. Copyright

The Applicant must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of United States Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

25. Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies, to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions, or for other reasons. However, these prohibitions would not preclude the Applicant from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

26. Energy Policy and Conservation Act

The Applicant must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

27. Federal Debt Status

The Applicant is required to be non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

28. Fly America Act of 1974

The Applicant must comply with Preference for United States Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

29. Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, the Applicant must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, as amended, 15 U.S.C. § 2225a.



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

30. Non-supplanting Requirement

If the Applicant receives federal financial assistance awards made under programs that prohibit supplanting by law, the Applicant must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non- federal sources.

31. Patents and Intellectual Property Rights

Unless otherwise provided by law, the Applicant is subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. The Applicant is subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.

32. SAFECOM

If the Applicant receives federal financial assistance awards made under programs that provide emergency communication equipment and its related activities, the Applicant must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

33. Terrorist Financing

The Applicant must comply with Executive Order 13224 and United States law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. The Applicant is legally responsible for ensuring compliance with the Order and laws.

34. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the Applicant's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, the Applicant must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

35. USA Patriot Act of 2001

The Applicant must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175-175c.

36. Use of DHS Seal, Logo, and Flags

The Applicant must obtain permission from their DHS Financial Assistance Office, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

37. Performance Goals

In addition to the Biannual Strategy Implementation Report submission requirements outlined in the Preparedness Grants Manual, the Applicant must demonstrate how the grant-funded project addresses the core capability gap associated with each project and identified in the Threat and Hazard Identification and Risk Analysis or Stakeholder Preparedness Review or sustains existing capabilities, as applicable. The capability gap reduction or capability sustainment must be addressed in the Project Description of the BSIR for each project.

38. Applicability of DHS Standard Terms and Conditions to Tribes

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon the Applicant and flow down to any of its subrecipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

39. Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

The Applicant must comply with the "Build America, Buy America" Act (BABAA), enacted as part of the Infrastructure Investment and Jobs Act and Executive Order 14005. Applicants receiving a federal award subject to BABAA requirements may not use federal financial assistance funds for infrastructure projects unless:

- (a) All iron and steel used in the project are produced in the United States – this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

- (b) All manufactured products used in the project are produced in the United States – this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
- (c) All construction materials are manufactured in the United States – this means that all manufacturing processes for the construction material occurred in the United States.

The “Buy America” preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. It does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a “Buy America” preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Per section 70914(c) of BABAA, FEMA may waive the application of a “Buy America” preference under an infrastructure program in certain cases.

On July 1, 2022, OMB approved FEMA’s General Applicability Public Interest Waiver of the BABAA requirements to be effective for a period of six months, through January 1, 2023. Applicants will not be required to follow the BABAA requirements for FEMA awards made, and any other funding FEMA obligates, during this waiver period. For any new awards FEMA makes after January 1, 2023, as well as new funding FEMA obligates to existing awards or through renewal awards where the new funding is obligated after January 1, 2023, Applicants will be required to follow the BABAA requirements unless another waiver is requested and approved.

40. Advancing Effective, Accountable Policing and Criminal Justice Practice to Enhance Public Trust and Public Safety

The Applicant must comply with the requirements of section 12(c) of Executive Order 14074. The Applicant is also encouraged to adopt and enforce policies consistent with Executive Order 14074 to support safe and effective policing.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

IMPORTANT

The purpose of these assurances is to obtain federal and state financial assistance, including any and all federal and state grants, loans, reimbursement, contracts, etc. Applicant recognizes and agrees that state financial assistance will be extended based on the representations made in these assurances. These assurances are binding on Applicant, its successors, transferees, assignees, etc. as well as any of its subrecipients. Failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

All appropriate documentation, as outlined above, must be maintained on file by the Applicant and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Applicant may be ineligible for award of any future grants if Cal OES determines that the Applicant: (1) has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

All of the language contained within this document must be included in the award documents for all subawards at all tiers. Applicants are bound by DHS Standard Terms and Conditions 2023, Version 2, hereby incorporated by reference, which can be found at: <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>.

The undersigned represents that he/she is authorized to enter into this agreement for and on behalf of the Applicant.

Applicant: HANFORD POLICE DEPARTMENT

Signature of Authorized Agent: 

Printed Name of Authorized Agent: STEPHANIE HUDLESTON

Title: CHIEF OF POLICE Date: 7/2/25



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of a 47-month contract with Axon Enterprises, Inc. for \$148,568.32 to purchase (8) TASER 10s, (8) body-worn cameras, licensing for Axon software and Evidence.com and ongoing support and maintenance for new police officer positions funded through Measure H.

RECOMMENDATION:

Recommendation: Approval of a 47-month contract with Axon Enterprises, Inc. for \$148,568.32 to purchase (8) TASER 10s, (8) body-worn cameras, licensing for Axon software and Evidence.com and ongoing support and maintenance for new police officer positions funded through Measure H.

Recommended Motion: I move to approve a 47-month contract with Axon Enterprises, Inc. for \$148,568.32 to purchase (8) TASER 10s, (8) body-worn cameras, licensing for Axon software and Evidence.com and ongoing support and maintenance for new police officer positions funded through Measure H.

BACKGROUND: As part of the Measure H-funded expansion of police personnel, the Hanford Police Department requires additional equipment to ensure operational readiness and accountability. This includes modern less-lethal force options and digital evidence management tools.

Axon is the department's current sole-source provider for TASER's, body-worn cameras, and digital evidence storage through Evidence.com, ensuring consistency, compatibility, and integration with existing systems. The proposed contract with Axon includes the following equipment and services:

- (8) TASER 10 Conducted Energy Weapons
- (8) Axon Body-Worn Cameras
- Licensing and user access for Evidence.com and Axon cloud-based platforms
- Ongoing support and maintenance

The annual cost is \$37,142.12, with a total contract value of \$148,568.32 over the 47-month term. The equipment and software are vital for ensuring officer safety, promoting transparency, and upholding departmental policies and best practices. Approving this contract will provide newly hired officers with the tools they need to perform their duties safely and effectively while meeting the department's standards for accountability and public trust.

FISCAL IMPACT:

Total expenditure of \$148,568.32 over 47 months, funded entirely by Measure H Operations Fund

ATTACHMENTS:

1. Quote



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-726265-45853DG

Issued: 07/15/2025

Quote Expiration: 07/31/2025

Estimated Contract Start Date: 09/15/2025

Account Number: 157734

Payment Terms: N30

Mode of Delivery: UPS-GND

Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
Hanford Police Dept. - CA 425 N Irwin St Hanford, CA 93230-4425 USA	Hanford Police Dept. - CA 425 N Irwin St Hanford CA 93230-4425 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
David Gollobit Phone: +1 6023212774 Email: dgollobit@axon.com Fax:	Chris Barker Phone: 559-585-2540 Email: cbarker@cityofhanfordca.com Fax:

Quote Summary

Program Length	47 Months
TOTAL COST	\$142,260.77
ESTIMATED TOTAL W/ TAX	\$148,568.32

Discount Summary

Average Savings Per Year	\$12,380.62
TOTAL SAVINGS	\$48,490.76

Payment Summary

Date	Subtotal	Tax	Total
Aug 2025	\$35,565.20	\$1,576.94	\$37,142.14
Aug 2026	\$35,565.19	\$1,576.94	\$37,142.13
Aug 2027	\$35,565.19	\$1,576.94	\$37,142.13
Aug 2028	\$35,565.19	\$1,576.73	\$37,141.92
Total	\$142,260.77	\$6,307.55	\$148,568.32

Quote Unbundled Price: **\$190,758.67**
Quote List Price: **\$143,894.03**
Quote Subtotal: **\$142,260.77**

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
100841	TRUE UP - OFFICER SAFETY PLAN 10 PLUS	104	1		\$44.15	\$44.15	\$4,591.60	\$378.82	\$4,970.42
M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	8	47	\$453.74	\$329.10	\$329.10	\$123,741.60	\$5,335.39	\$129,076.99
A la Carte Hardware									
H00001	AB4 Camera Bundle	8			\$899.00	\$899.00	\$7,192.00	\$593.34	\$7,785.34
H00002	AB4 Multi Bay Dock Bundle	1			\$1,638.90	\$0.00	\$0.00	\$0.00	\$0.00
A la Carte Software									
ProLicense	Pro License Bundle	3	47		\$47.73	\$47.77	\$6,735.57	\$0.00	\$6,735.57
Total							\$142,260.77	\$6,307.55	\$148,568.32

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	8	1	08/15/2025
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	9	1	08/15/2025
AB4 Camera Bundle	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	9	1	08/15/2025
AB4 Camera Bundle	74028	AXON BODY - MOUNT - WING CLIP RAPIDLOCK	9	1	08/15/2025
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	1	1	08/15/2025
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	08/15/2025
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100126	AXON VR - TACTICAL BAG	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	8	2	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100396	AXON TASER 10 - MAGAZINE - INERT RED	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	160	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	80	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100401	AXON TASER 10 - CARTRIDGE - INERT	10	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100591	AXON TASER - CLEANING KIT	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	8	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100623	ENHANCED HOOK-AND-LOOP TRAINING (HALT) SUIT (V2)	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	8	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100748	AXON VR - CONTROLLER - TASER 10	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100832	AXON VR - CONTROLLER - HANDGUN VR19H	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101122	AXON VR - HOLSTER - T10 SAFARILAND GRAY - RH	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101294	AXON VR - TABLET	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101300	AXON VR - TABLET CASE	1	1	08/15/2025

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	8	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	3	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	2	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	8	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20378	AXON VR - HEADSET - HTC FOCUS 3	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	71044	AXON SIGNAL - BATTERY - CR2430 SINGLE PACK	16	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	08/15/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	70	1	08/15/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	20	1	08/15/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	60	1	08/15/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100210	AXON VR - TAP REFRESH 1 - TABLET	1	1	02/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101009	AXON VR - TAP REFRESH 1 - SIDEARM CONTROLLER	1	1	02/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101012	AXON VR - TAP REFRESH 1 - CONTROLLER	1	1	02/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20373	AXON VR - TAP REFRESH 1 - HEADSET	1	1	02/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73309	AXON BODY - TAP REFRESH 1 - CAMERA	8	1	02/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	1	1	02/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	30	1	08/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	70	1	08/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	20	1	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	60	1	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73310	AXON BODY - TAP REFRESH 2 - CAMERA	8	1	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	1	1	08/14/2029

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101180	AXON TASER - DATA SCIENCE PROGRAM	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101705	AXON FUSUS - LICENSE - PRO USER	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	1	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20370	AXON VR - USER ACCESS - FULL VR	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73618	AXON COMMUNITY REQUEST	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73638	AXON STANDARDS - LICENSE	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	80	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73739	AXON PERFORMANCE - LICENSE	8	09/15/2025	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73746	AXON EVIDENCE - ECOM LICENSE - PRO	8	09/15/2025	08/14/2029
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	9	09/15/2025	08/14/2029
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	09/15/2025	08/14/2029

Services

Bundle	Item	Description	QTY
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	8
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101184	AXON INVESTIGATE - TRAINING - OPERATOR AND EXAMINER	1
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101193	AXON TASER - ON DEMAND CERTIFICATION	1
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	8

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100197	AXON VR - EXT WARRANTY - HEADSET	1	08/15/2026	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100213	AXON VR - EXT WARRANTY - TABLET	1	08/15/2026	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	8	08/15/2026	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101007	AXON VR - EXT WARRANTY - CONTROLLER	1	08/15/2026	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101008	AXON VR - EXT WARRANTY - HANDGUN CONTROLLER	1	08/15/2026	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	2	08/15/2026	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	8	08/15/2026	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	1	08/15/2026	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	8	08/15/2026	08/14/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	1	08/15/2026	08/14/2029

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	425 N Irwin St	Hanford	CA	93230-4425	USA
2	425 N Irwin St	Hanford	CA	93230-4425	USA

Payment Details

Aug 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	100841	TRUE UP - OFFICER SAFETY PLAN 10 PLUS	104	\$1,147.90	\$94.70	\$1,242.60
Year 1	H00001	AB4 Camera Bundle	8	\$1,798.00	\$148.34	\$1,946.34
Year 1	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Year 1	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	8	\$30,935.41	\$1,333.90	\$32,269.31
Year 1	ProLicense	Pro License Bundle	3	\$1,683.89	\$0.00	\$1,683.89
Total				\$35,565.20	\$1,576.94	\$37,142.14

Sep 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Invoice Upon Fulfillment	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	8	\$0.00	\$0.00	\$0.00
Total				\$0.00	\$0.00	\$0.00

Aug 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	100841	TRUE UP - OFFICER SAFETY PLAN 10 PLUS	104	\$1,147.90	\$94.70	\$1,242.60
Year 2	H00001	AB4 Camera Bundle	8	\$1,798.00	\$148.34	\$1,946.34
Year 2	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Year 2	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	8	\$30,935.40	\$1,333.90	\$32,269.30
Year 2	ProLicense	Pro License Bundle	3	\$1,683.89	\$0.00	\$1,683.89
Total				\$35,565.19	\$1,576.94	\$37,142.13

Aug 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	100841	TRUE UP - OFFICER SAFETY PLAN 10 PLUS	104	\$1,147.90	\$94.70	\$1,242.60
Year 3	H00001	AB4 Camera Bundle	8	\$1,798.00	\$148.34	\$1,946.34
Year 3	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Year 3	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	8	\$30,935.40	\$1,333.90	\$32,269.30
Year 3	ProLicense	Pro License Bundle	3	\$1,683.89	\$0.00	\$1,683.89
Total				\$35,565.19	\$1,576.94	\$37,142.13

Aug 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	100841	TRUE UP - OFFICER SAFETY PLAN 10 PLUS	104	\$1,147.90	\$94.72	\$1,242.62
Year 4	H00001	AB4 Camera Bundle	8	\$1,798.00	\$148.32	\$1,946.32
Year 4	H00002	AB4 Multi Bay Dock Bundle	1	\$0.00	\$0.00	\$0.00
Year 4	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	8	\$30,935.40	\$1,333.69	\$32,269.09

Aug 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	ProLicense	Pro License Bundle	3	\$1,683.89	\$0.00	\$1,683.89
Total				\$35,565.19	\$1,576.73	\$37,141.92

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

7/15/2025





AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Adoption of Resolution Nos. 25-46-R and 25-47-R to update the authorized signatories on City bank checking accounts and investment accounts

RECOMMENDATION:

Recommendation: That the City Council, by motion, Adopt Resolution 25-46-R and 25-47-R, thereby authorizing signatories designated below as well as their successors in the listed positions to represent the City on its bank accounts and investment accounts

Recommended Motion: I move to Adopt Resolution 25-46-R and 25-47-R, thereby authorizing the signatories designated below as well as their successors in the listed positions to represent the City on its bank accounts and investment accounts

BACKGROUND:

The City of Hanford maintains multiple bank and investment accounts that require designated personnel to conduct official financial business on behalf of the City. To ensure proper authorization, the City Council must formally designate these individuals through the adoption of official resolutions. Financial institutions, including banks and investment firms, rely on these resolutions to verify who is empowered to execute transactions and manage City funds.

As staffing within the Finance Department has changed over time, it is necessary to update the list of individuals authorized to conduct transactions. This update does not alter the City's investment practices; rather, it ensures that current staff positions—and their successors—are properly authorized to manage financial activities on behalf of the City.

The attached resolution identifies the following staff positions and incumbents as eligible for authorization:

- **City Manager** – Mario Cifuentez II (soon to be vacant)
- **Deputy City Manager/Treasurer** – Chris Tavaréz
- **Deputy City Manager** – Jason Waters
- **Finance Director** – Vacant

- **Assistant Finance Director** – Destiny Borba
- **Finance Manager** – Vacant
- **Financial Analyst** – Aubrey Balbina
- **Accountant** – David Chang

It is the City's intent that the successor to each of these positions shall automatically be authorized to act on behalf of the City upon assuming the role. However, not all the above-listed positions will be included for every bank or investment account. For certain accounts or transactions, authorization may be restricted to a smaller group—typically three designated individuals—to meet specific institutional or policy requirements or at the City's discretion, to streamline financial oversight and control.

The Finance Director and Finance Manager positions are not open recruitments, and there is no foreseeable recruitment for these positions as the duties are covered by a Deputy City Manager and Assistant Finance Director position. Should change occur with incumbents in the future, these positions could all have need to act on behalf of the city.

Two resolutions are recommended for adoption:

1. A general resolution listing all individuals eligible for authorization (25-46-R).
2. A Local Agency Investment Fund (LAIF) resolution, prepared in accordance with LAIF's required format, specifying the appropriate subset of authorized signatories. (25-47-R).

FISCAL IMPACT:

None

ATTACHMENTS:

1. Resolution 25-46-R
2. Resolution 25-47-R

RESOLUTION NO. 25-46-R

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HANFORD AUTHORIZING
CHANGE IN SIGNATORIES ON CITY BANK CHECKING ACCOUNTS AND
INVESTMENT ACCOUNTS INCLUDING THE CALIFORNIA LOCAL AGENCY
INVESTMENT FUND (LAIF), TULARE COUNTY LOCAL GOVERNMENT
INVESTMENT POOL (TCLGIP) AND CALIFORNIA COOPERATIVE LIQUID ASSETS
SECURITIES SYSTEM (CLASS)**

WHEREAS, The City Council is responsible for authorizing personnel to endorse and sign City General, Payroll and other checking accounts, and to transfer funds to/from the City investment accounts including Local Agency Investment Fund (LAIF), Tulare County Local Government Investment Pool and California Cooperative Liquid Assets Securities System (CLASS), as well as any other investment accounts; and

WHEREAS, Due to staffing changes, maintaining the highest level of internal controls and to preserve the flexibility needed to assure prompt payment of claims and investment of idle cash, the City Council is requested to consider authorizing a change to the signatories on the City Bank Accounts and City investment accounts including Local Agency Investment Fund (LAIF), Tulare County Local Government Investment Pool and California Cooperative Liquid Assets Securities System (CLASS), as well as any other investment accounts; and

NOW THEREFORE, BE IT RESOLVED, The following City officers holding the title(s) specified hereinbelow **or their successors in office** shall be authorized signatories for the General, Payroll, Checking and other Accounts, and City Investment Accounts including Local Agency Investment Fund (LAIF), Tulare County Local Government Investment Pool and California Cooperative Liquid Assets Securities System (CLASS), as well as any other investment accounts:

City Manager – Mario Cifuentez II
Deputy City Manager/Treasurer – Christopher Tavaréz
Deputy City Manager – Jason Waters
Finance Director – Vacant
Assistant Finance Director – Destiny Borba
Finance Manager – Vacant
Financial Analyst – Aubrey Balbina
Accountant – David Chang

PASSED AND ADOPTED, by the City Council of the City of Hanford at a regular meeting duly held on this 5th day of August, 2025 by the following vote:

AYES: _____
NOES: _____

ABSENT: _____
ABSTAIN: _____

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 Resolution was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the 5th day of August, 2025.

Date: _____

City Clerk

RESOLUTION NO. 25-47-R

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HANFORD AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND

WHEREAS, The Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the City Council hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of the City;

NOW THEREFORE, BE IT RESOLVED, that the City Council hereby authorizes the deposit and withdrawal of City monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein.

BE IT FURTHER RESOLVED, as follows:

Section 1. The following City officers holding the title(s) specified hereinbelow **or their successors in office** are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

City Manager – Mario Cifuentez II
Deputy City Manager/Treasurer – Christopher Tavarez
Finance Director – Vacant
Assistant Finance Director – Destiny Borba
Finance Manager – Vacant
Financial Analyst – Aubrey Balbina
Accountant – David Chang

Section 2. This resolution shall remain in full force and effect until rescinded by City Council by resolution and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office.

PASSED AND ADOPTED, by the City Council of the City of Hanford at a regular meeting duly held on this 5th day of August, 2025 by the following vote:

AYES: _____
NOES: _____

ABSENT: _____
ABSTAIN: _____

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 Resolution was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the 5th day of August, 2025.

Date: _____

City Clerk



AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: GENERAL BUSINESS

SUBJECT:

Approval of a professional services agreement with Darden Architects Inc (Fresno, CA) for the full design of the City's new Public Safety Building in the amount of \$6,850,615, plus approval of a 10% contingency in the amount of \$685,062 using Measure H Funds, and approval of a purchase order in the amount of \$1,689,187 to begin Phase I for Planning and Project Assessment.

RECOMMENDATION:

Recommendation:

That the City Council, by motion, approve a professional services agreement with Darden Architects Inc for the full design of the City's new Public Safety Building in the amount of \$6,850,615, plus a 10% contingency in the amount of \$685,062 using Measure H Funds, and approval of a purchase order in the amount of \$1,689,187 to begin Phase I for Planning and Project Assessment.

Recommended Motion:

I move to authorize:

1. Approval of a professional services agreement with Darden Architects Inc for the full design of the City's new Public Safety Building in the amount of \$6,850,615 and a 10% contingency in the amount of \$685,062 to cover any unforeseen conditions or changes, and authorize the City Manager to execute the agreement and any necessary amendments;
2. Approve a purchase order in the amount of \$1,689,187 for Phase I Planning and Project Assessment; and
3. Authorize the City Manager to approve change orders as necessary within the project budget.

BACKGROUND:

In May of 2024, a professional services agreement for preliminary design was presented to City Council in the amount of \$3,858,723.09. Council elected to postpone the item pending the outcome of Measure H, which was intended to fund key public safety infrastructure. Following the successful passage of Measure H, City staff reviewed the project scope and negotiated project costs with the selected consultant. Upon completing these negotiations, staff finalized the full project scope and is now returning to Council to award the design contract and move forward with full project delivery.

Since the original scope was presented in 2024, City staff and public safety leadership has reevaluated long-term operational and planning needs. What was initially envisioned did not include all amenities a

full service facility should have, and now includes a comprehensive Public Safety facility that consolidates key functions and supports 24/7 operations. Information on the added scope is described further below in the report.

The proposed facility includes:

- A fully operational Police Station
- Fire and Police Department Administration and Emergency Operations Center (EOC)
- A Fueling Station
- Secure Evidence and Records Storage
- A specialized indoor Training Range (Firing Range)
- Site development, utilities, and communications infrastructure across a 4-acre site; and
- High-Level Master Plan Study for an overall 30-acre Site

This expanded program aims to improve long-term operational efficiency and reduce training and maintenance costs. Design and Construction of a comprehensive public safety campus upfront is more cost-effective than retrofitting or expanding later.

Selection Process:

The City's Consultant Selection Committee (Committee) is recommending Darden Architects, Inc. as a qualified proposer to provide A/E services for the Public Safety Building (PSB). Darden was unanimously recommended by the Committee, with consistent feedback of having submitted a strong proposal. The Committee's recommendation is based on a thorough evaluation of Darden's written proposal and the team's depth of directly related experience.

Darden previously served as the A/E consultant for the Visalia Emergency Communications Center (VECC) and the Visalia Public Safety Office Building, demonstrating their experience with similar large-scale projects within the region. They also provided extensive references and project examples for comparable public safety projects throughout California.

Contract Increase and Scope Expansion:

The original design proposal submitted by Darden Architects in May 2024 totaled \$3,858,723.09 that was based on a more limited/administrative scope and early project assumptions; the scope identified in the Request for Proposals. The updated proposal now totals \$6,850,615, reflecting both inflationary cost escalation and an expanded scope that better serves the City's long-term needs and meeting state building code requirements.

The scope of services still includes:

- Needs assessment & schematic design
- Design development and cost estimates
- Construction documents
- Bidding assistance
- Construction administration and project closeout
- Commissioning and coordination of specialized systems (e.g., communications, security, fueling,

evidence handling, and training infrastructure)

However, the Proposed and Recommended Additional Scope Items include:

- Critical Operations Power System COPS (911 and EOC)
- Fueling Station
- Communications Tower
- All Electric Building (to include photovoltaic systems)
- Paging, Public Broadcast, Radio Repeating System(s)
- Evidence and Storage Building
- Shooting Range
- Expanded Site Design - 4 Acres
- Overall Site: High-Level Master Plan

The COPS system will serve as an emergency backup, ensuring that the building—or critical portions of it—remain operational during power outages or other emergencies. This is essential to support public safety operations.

The fueling station is estimated to include five pumps to service City vehicles, including police cars and fire trucks. This will provide an additional fueling location within the city, as the only current site is at the City's Corporation Yard.

As part of the radio tower planning, a final location for the communications tower will need to be determined. Darden will assist with this process in close coordination with City IT staff. The design of the tower itself will be completed under a separate contract with a qualified tower designer.

In light of new insurance regulations encouraging all-electric buildings (no natural gas service), City staff recommends pursuing an all-electric design. This approach aligns with updated building codes requiring solar panels and battery backup systems for new facilities.

Due to the expanded building scope, effective internal communication is essential. Therefore, paging systems, public address capabilities, and radio repeaters will be incorporated to serve both Fire and Police personnel.

Added scope proposes to include a separate evidence storage building. It is recommended to house and keep secure hazardous and evidence materials separate from the main structure. It will reduce code requirements to house hazardous materials outside and separate them from the main facility.

The added scope also proposes to design a separate standing shooting range facility. It would likely feature a 50-yard range with 10 firing positions, which is typical for group training. This will allow the Police Department to conduct training onsite, reduce the need to travel and pay for the use of outside-the-city external facilities. It may also serve as a potential revenue source by allowing other jurisdictions to rent the space for their own training needs.

And the revised contract also includes other proposed services such as geotechnical investigation, technology integration, life cycle cost analysis, infrastructure design for a 4-acre site footprint, and high-level master planning of the overall site (assuming 30-acres) to plan for the layout and orientation of any future city facilities, i.e. City Hall, Council Chamber, Corp Yard Expansion, etc.. This is a key exercise in order to accurately determine the optimum location of the new public safety building in conjunction with

establishing public view sheds and to ensure a flexible and expansive design.

As mentioned above, the contract increase also reflects an annual 4% inflationary cost escalation due to the delay in starting design.

Additional Project Tasks/Considerations:

The project site is tentatively identified at the corner of West 3rd Street and South 11th Avenue. Please note that this location is still under purchasing negotiation and is not yet finalized. An Emergency Response Time Study will also need to be conducted to ensure operational efficiency at this location. Both the site selection and the response time study can proceed concurrently with Phase 1 of design.

In addition to the services listed above, the City will need to hire separate consultants to complete the following:

- Prepare an environmental document in compliance with CEQA
- Environmental Assessment of the project site
- Conduct an Emergency Response Location Study
- Develop an Emergency Operations Plan to support the COPS system
- Design the communications tower
- Construction Management Services (Value Engineering and independent cost estimating)

These are specialized services that fall outside of Darden's scope. City staff will coordinate the CEQA analysis through the City's on-call environmental consultants. Staff are currently developing a Request for Proposals (RFP) for the Emergency Response Location Study and will continue bringing on the remaining necessary consultants as the design process progresses.

Justification for Design Cost:

The proposed design fee of \$6,850,615 represents approximately 14% of the estimated \$48 million project cost. This fee falls well within standard industry ranges for a civic facility of this complexity, as outlined in the American Institute of Architects (AIA) Guidelines. According to the AIA's published fee structure, full-service architectural and engineering design fees for specialized public safety facilities—such as police stations and emergency operations centers—typically range from 9% to 15% of construction costs, and may exceed that range for projects with advanced technical, security, or training components.

It is important to note that a significant portion of the increased design cost is due to a change in the building classification. State building codes mandate different safety and infrastructure requirements based on occupancy type and use. A functioning police or emergency services facility falls under a higher-risk category than a standard administrative building. These facilities must remain operational during emergencies—such as floods or other disasters—necessitating more robust design standards.

While this classification results in additional design and advance planning work upfront, it is a prudent investment that avoids costly retrofits in the future. Designing to these higher standards now ensures long-term resilience and functionality when the facility is most needed.

The facilities, described earlier in this report, involve advanced planning, system coordination, and the integration of mission-critical and security-sensitive infrastructure. Specialized systems such as radio repeater networks, paging and broadcast systems, high-security access control, acoustic engineering,

and low-voltage technology require extensive design effort by experienced sub-consultants. For this project Darden has partnered with McClaren, Wilson and Lawrie Architects (MWL) based in Phoenix, Arizona. MWL is widely recognized as the planning and design leader of public safety facilities in Northern California. MWL has helped design police stations and essential services facilities at Merced, Salinas, and Visalia.

Considering the long-term functionality, security, and 24/7 operational demands of this facility, the design scope goes well beyond that of a typical office building. The building's expected functional service life should easily meet a 50-year lifespan, which requires a major amount of upfront work to carefully balance between the function, aesthetics, and having sufficient growth space incorporated into the new building as the City grows to the future. This upfront work prior to the start of design is done in Phase I (Needs Assessment/Schematic Design). The City's choice to address these needs in a single, integrated facility supports reduced lifecycle costs, improved efficiency, and fewer change orders during construction.

Estimated Project Timeline:

Phase	Estimated Cost Per Design Phase	Estimated Start Date:
Design Phase 1: Planning & Preliminary Project Assessment	\$1,689,187	Fall 2025
Design Phase 2: Design Development & Construction Documents	\$3,593,055	Winter 2026
Construction Bidding:	No additional cost	Spring 2027
Design Phase 3: Construction and Project Completion	\$1,178,933	Summer 2027 - Winter 2028

*This is a preliminary project timeline and will be updated during the various Design Phase milestones of the project.

FISCAL IMPACT:

The full design cost of \$6,850,615 will be funded using Measure H proceeds, as programmed in the City's Capital Improvement Program for Fiscal Years 2026–2030. There is currently \$6 million appropriated in the project budget, therefore the project is sufficiently funded at this time. Any budget updates or additional appropriations will be reviewed and addressed at the appropriate time of each the subsequent design phases (2 & 3). The current \$6 million budget will also be used to fund other directly related costs, i.e. Land Acquisition, Environmental Assessments and Studies, etc.

Staff will return at a later date to present these items to the Measure H Oversight Board for review and City Council for consideration.

ATTACHMENTS:

1. Project Approach
2. Fee Proposal
3. Darden Architects Proposal

ATTACHMENT A

PHASE 1 – Planning & Preliminary Project Assessment

This initial phase of planning is vitally important to gather information from the end-users and City leadership. We will be conducting several meetings, including those required in the RFP with the intention of developing a needs list for the project that will be used as guideposts for refining the program and layout in subsequent tasks

1. Kick-off Meeting: The first meeting will include the review of the work plan for the first 100 days of the project. This is to make sure everyone is aware of their responsibilities to help bring to fruition a process that exceeds everyone's expectations. This will result in a successful project that meets the goals and objectives.
2. We will ensure effective communication throughout the project development and adhere to proper protocols.
3. We will begin by meeting with the City's Planning Division and Engineering Division to understand the design standards and site constraints. We intend to address space needs, number and function of staff members, utilities needs entrances and exits, adjacencies, and all other important considerations related to the efficient operation of these important departments.
4. Our project team will conduct a walkthrough of the potential project site that is identified by the Core Project Committee. Project cost savings and optimal functionality can be affected significantly by eliminating redundancies and understanding the processes of work conducted at these facilities.
5. The culmination of Task 1 will be a detailed needs assessment statement and presentation to the Core Project Committee, covering all input from the Planning Division and engineering Division staff, and the results of our tours.

Task 1 - Site Assessment & Recommendation

The next step in the process is to gather information on the site including studies surveys and testing and synthesize with input from task one and apparent site restrictions to determine the optimal site layout for the new building.

1. Our team will work with City leadership to perform the necessary investigations into existing utilities, easements, right of way, and any other items relevant to the development of the property.
2. We will coordinate with our Civil Engineer to conduct any necessary surveys and studies into the location of utilities. If necessary, our team will conduct the topographical

survey. If this information is already complete or partially complete, we can provide update and add to the project site information package.

3. The design team will conduct meetings with core project leadership from the City as and Public Safety leadership to share what we've learned about the existing site conditions and develop a layout plan for the new building that will meet the needs of the end users.

4. The final deliverable of this Task is a site layout for the new building that responds to site constraints, including utilities locations, City Planning Department requirements, and most importantly the needs of the Public Safety Department. This will be presented to core project leadership for review and approval.

Task 2 Spatial Needs Assessment

It is our part of our methodology to design the building "from the inside out" while allowing the selected site to direct the orientation and massing of the project. As these two efforts come together, they arrive at the skin of the building when Schematic Design begins.

1. The program of the building will include actual square footage needs of each program inclusion. These allocations will be refined through discussion with project leadership.

2. Our team will consider the vast list of operational information including workload projections, staffing requirements, security, technology, etc . We will draw on what we learned from our interviews with the user groups, utilizing valuable information on departmental missions, staffing, space, and functional requirements.

3. Our team will review all the previously published documentation and will make provisions to future-proof the buildings for the next fifty years. As was requested in the RFP, the space planning will also include additional planning for future expansion of Public Safety departments.

4. Darden will provide at least two alternative conceptual floor plans that reflect the space needs analysis for review and approval by the City prior to proceeding to Schematic Design.

Task 3 - Schematic Design:

We recognize that active collaboration from the beginning stages of a project can contribute to optimal programming, attractive aesthetics, cost savings, thoughtful budgeting, reduced change orders, accelerated approvals, and a positive "team" mind-set. During the Schematic Design phase, we begin to give form to the goals, objectives,

information, direction and requirements that came out in the planning phases. The process of creating design concepts in schematic design is active and exciting. The style of communication of ideas during this phase is loose and changeable. We want to share ideas amongst team members and city leadership, and hear what works and should be developed further, and what needs to be improved.

The process of design entails balancing the aesthetic aspirations of the client with the financial constraints the team is presented with. It is human nature to want the best but it is our responsibility as stewards of the public funds to provide the most functional and beautiful building for the budget.

It must be designed with maintenance and energy efficiency in mind. We will meet with the maintenance staff from the city to incorporate similar products in the building to underscore the uniformity of product purchasing and servicing. We will explore cost saving measures that may cost pennies more today but save dollars down the road.

This is what Darden Architects does with school districts, cities, and public agencies all over the state of California.

We work with clients to be their visions to reality. As it relates to Hanford, we are collectively looking for the 'aesthetic echo' for the Public Safety Building. We are looking to design a new building, that reflects the scale, texture, history and personality of the town. These structures need to belong in Hanford and nowhere else. Again, the search for new buildings that look familiar.

Phase 2 - Design Development & Construction Documents

The design development & construction document phase will commence after successful completion of the Phase One efforts. These efforts are more clearly identified in the Scope of Services for they are greatly detailed. Suffice to say that the Design Development phase is really the threshold from the concept designs to the actual contract documents that are the legal documents.

Through this process, the entire A/E team will use traditional and technologically advanced systems to methodically research and begin the documentation process that will result in the final design. During this phase we will address and solve the most challenging aspects of the building design first by utilizing the most advanced construction technology. We will explore constructability, energy efficiency, maintenance concerns and life cycle cost analysis. All will be used to help us identify, select and include building materials and systems that can achieve the aesthetic goals for the project while also being a good steward of the City's current and future resources. Cost estimates will be updated with

input from local contractors and suppliers assuring the project scope and budget are aligned and the desired design outcomes are achieved.

All of our projects are developed using Building Information Modeling (BIM) Software, the most advanced contract documentation software. Revit is our BIM platform. BIM is a three-dimensional, real-time, dynamic building modeling software used to increase accuracy in building design and construction. The process produces the Building Information Model, which encompasses building geometry, spatial relationships, geographic information, quantities and properties of building components. This tool also allows key stakeholders to become more engaged in the design process, resulting in a more collaborative design effort. Our use of the most current Building Information Modeling software to produce construction documents results in remarkably low change order rate. With Darden Architects' BIM expertise, you can benefit through:

Quick design alternatives analysis, 3-D visualizations, Specification integration,

Improved discipline and document coordination, ("Clash Detection")

Accurate space and area analysis

Our 3D modeling software runs seamlessly with (BIM) and is used to show the client a clear vision of what their project may look like at completion. The advantages of our in-house capabilities minimize misconceptions that may occur when viewing the traditional 2D elevation or floor plan.

All the disciplines are woven together collectively in a multi-disciplined approach. In order to obtain the balance of function, form, and financial constraints, all the disciplines need to be involved to refine their own field of endeavor. This will keep any one discipline from being over-designed at the expense of another building feature.

Darden will continually address the cost estimation, schedule, and constructability issues. We will engage with the City in periodic meetings to address issues as they arise. We will communicate early as challenges become known. We will work with the highest ethical standards and at a level of services that we ourselves would expect.

Phase 3 - Construction and Project Completion

Bidding and Construction Administration:

"How is bidding and construction managed?"

Once Construction begins the Architect will be on site weekly observing the progress of the work. We prefer at least weekly job site meetings. The Architect will work with the Contractor and City to prepare and clarify the agenda, meeting minutes and reports as

outlined in the RFP. This high level of presents on site allows us to examine the work and make our expectations clear to the contractor and inspectors for the upcoming work. We know the best way to prevent change orders during construction is to prepare complete concise well coordinated contract documents and check them thoroughly. Clear and concise documents will provide financial savings through:

Shorter plan reviews

More accurate bids

Minimized problems in the field during construction

A lower number of change orders

During construction we prefer to maintain a high degree of presence on site thereby increasing communication and heading off potential issues. When an issue arises during construction we address them promptly and document the solution completely. It is essential to be thorough to prevent small issues from becoming larger problems.

The architectural/engineering team will promptly review and process the contractor's shop drawings, RFI's submittals, and samples to determine if they meet the design intent of the bid documents. The architect will be responsible for reviewing and approving the Certificate of Payments for completed work. We will work closely with the Construction Manager, City representatives and Commissioning agent to be sure the project is properly closed out.

ATTACHMENT B

City of Hanford
New Public Safety Building
7/30/2025

		Fee by Phase			
		Needs Assessment/ Schematic Design Phase 1	Design Development, Construction Documents and Bidding Phase 2	Construction Administration and Project Completion Phase 3	
Basic Services	Consultant				Fee Subtotal
Architectural Services	Darden	\$ 568,750	\$ 1,387,750	\$ 478,500	\$ 2,435,000
Rendering (3)	Darden	\$ 19,600	\$ -	\$ -	\$ 19,600
Cost Estimating	Darden	\$ 46,000	\$ 85,600	\$ 8,100	\$ 139,700
Fueling Station	Fuel Solutions Inc	\$ 17,619	\$ 30,079	\$ 21,500	\$ 69,198
Public Safety Consultant - Detailed Needs Study	MWL Architects	\$ 42,000	\$ -	\$ -	\$ 42,000
Public Safety Consultant	MWL Architects	\$ 214,706	\$ 154,310	\$ 12,826	\$ 381,842
Civil Engineer (Note C1)	BCF	\$ 33,530	\$ 46,250	\$ 29,970	\$ 109,750
Civil Survey	BCF	\$ 30,500	\$ -	\$ -	\$ 30,500
SWPPP / ISR (Note C2)	BCF	\$ -	\$ 12,250	\$ 4,500	\$ 16,750
Landscape and Irrigation	BCF	\$ 4,100	\$ 29,120	\$ 7,805	\$ 41,025
Structural Engineer	Buehler	\$ 45,000	\$ 250,000	\$ 75,000	\$ 370,000
Commissioning	LEG	\$ 17,350	\$ 7,700	\$ 18,900	\$ 43,950
Mechanical Engineer	WSP	\$ 69,360	\$ 208,080	\$ 69,360	\$ 346,800
Electrical Engineer	WSP	\$ 102,188	\$ 306,564	\$ 102,188	\$ 510,940
Plumbing	WSP	\$ 34,364	\$ 103,092	\$ 34,364	\$ 171,820
Technology-LV	WSP	\$ 43,148	\$ 129,444	\$ 43,148	\$ 215,740
Life Cycle Cost Analysis	WSP	\$ 19,740	\$ 59,220	\$ 19,740	\$ 98,700
Audio Visual Design - EOC and Conference Rooms	WSP	\$ 11,528	\$ 34,584	\$ 11,528	\$ 57,640
Acoustic Engineering	WSP	\$ 11,704	\$ 35,112	\$ 11,704	\$ 58,520
Code Consulting	WSP	\$ 9,300	\$ 27,900	\$ 9,300	\$ 46,500
Geotech/Geo Haz & Geotechnical Investigation	BSK	\$ 23,100	\$ -	\$ -	\$ 23,100
Added Scope - Additional Borings	BSK	\$ 7,100	\$ -	\$ -	\$ 7,100
Evidence Building	Project Team	\$ 318,500	\$ 686,000	\$ 220,500	\$ 1,225,000
Reimbursable Expenses: Including travel	Basic Services Fee 6%	\$ 1,689,187	\$ 3,593,055	\$ 1,178,933	\$ 6,461,175
	Total Fee				\$ 6,850,615

Added Scope

Critical Operations Power System COPS (911 and EOC) Expanded Site - 4 Acres
Shooting Range Fueling Station Tower
Evidence Building
All Electric No Natural Gas
Paging, Public Broadcast, Radio Repeating

Additional Services

Full Fire Sprinkler System Design
Full Fire Alarm Design
CEQA determination
Lot Line Adjustment if required
Relocate Drainage Basin if required
descriptions
C2 Doesn't include fees for filing applications or documents with the State Water Board or the San Joaquin Valley Air Pollution Control District .

Basic Services includes Performance Specifications - Design Build/Deferred Approval
Basic Services includes Performance Specifications - Design Build/Deferred Approval
Assumes that the City's Consultant handles all CEQA requirements
Additional Fee if requested to Include \$15,000
Additional Fee if requested to Include \$14,500 C1 Does not include services related to a Lot Line Adjustment, if needed. Also does not include preparation of legal



ATTACHMENT C

6790 N. West Avenue
Fresno, California 93711

Tel: 559.448.8051
Fax: 559.446.1765

www.dardenarchitects.com

City of Hanford
315-321 North Douty Street
Hanford, CA 93230
559-585-2500

October 12, 2023

Re: Request for Proposals 2024-03 - Architectural/Engineering Design Services for a New Public Safety Building

To Whom it May Concern:

It is our pleasure to respond to the City of Hanford's request for proposals to provide Architectural/Engineering Design Services for the new Public Safety Building. Darden Architects is a local firm and has been providing Architectural, Planning, and Interior Design services to public agency clients throughout the San Joaquin Valley for the last 64 years. Darden is a short drive away and can meet the City's needs with an immediate response.

A valuable cornerstone of Darden Architect's method of work is an in-house demand for excellence in budget allocation and time-management for our clients. Throughout each phase of work, Darden Architects has always strove to produce the most clear, complete, and technically accurate design/planning documents possible. This calculated attention to detail amounts to more accurate bids, minimal change orders, and accelerated state agency approvals.

Darden Architects is known locally and regionally for the quality of our design documents. Our close attention to detail and collaborative approach will result in a design that is responsive to the needs of a new Public Safety Building. We offer several in house resources that are not found with other firms including Interior Design, Construction Cost Estimating, Architectural Specifications Writing, and Graphic Design. These are added value services and enhance the quality of our design work.

Thank you for your time and consideration of these qualifications. We look forward to further discussion with you about these exciting projects.

Yours sincerely,
Darden Architects, Inc.

Robert L. Petithomme, AIA LEED AP^{BD+C}
Darden Architects
Managing Principal

ARCHITECTURE
PLANNING
INTERIORS

Robert L. Petithomme^{AIA LEED^{AP}}
Grant E. Dodson^{AIA}
William Brandle^{AIA}
Gerardo Padron

Antonio J. Avila^{AIA LEED^{AP} BD+C}
Matthew Heiss^{AIA}
Martin A. Ilić

Andrew Corral^{AIA LEED^{AP}}
Michael K. Fennacy^{AIA}
Sean P. Mendoza^{AIA}

DeDe Darnell^{ASID IIDA LE}
Leslie Rau^{IIDA LEED^{AP}}
Michael J. Nelson

General Information



Darden Architects, Inc.
6790 N. West Avenue
Fresno, CA 93711

Phone: (559) 448-8051
Fax: (559) 446-1765
www.dardenarchitects.com

Bus. Structure: S Corporation
DGS Certified Small Business
DIR: PW-LR-1000564039
Federal Tax I.D. Number:
FEIN/94-2618171

Bob Petithomme, Managing Principal
bobp@dardenarchitects.com

Matt Heiss, Principal
matth@dardenarchitects.com

Leslie Rau, Principal
leslier@dardenarchitects.com

Darden Architects has provided comprehensive Architectural, Planning and Interior Design services to public agencies throughout California since 1959. We are committed to serving our client's needs through open collaboration and quality design. This high standard of service includes well-crafted detailing, specification of superior building materials and responsiveness to our clients' needs. It is our goal to produce an attractive design that will best facilitate the client's most cost effective and efficient use of their facility.

The firm atmosphere is one of continuing professional development, and ongoing effort to stay current within our constantly changing industry. Additionally, Darden Architects recognizes its role to support the profession and give back through good works in the community.

Darden is among the largest Architectural firms in Central California offering a comprehensive staff of 51 practiced industry professionals. Our in-house resources offer added value not found with other firms. These include:

- 13 Licensed Architects
- 6 Interior Designers
- 11 LEED® Accredited Professionals
- 2 Architectural Specifiers
- 2 Cost Estimator/Schedulers
- Graphic Designer
- Sustainable Design Coordinator

From our local office in Fresno California we can provide professional services and support to the City of Hanford. Darden Architects and our consultants offer comprehensive industry experience and expertise. Below is a partial list of the many services we provide to clients throughout California:

- Architectural Design
- Engineering (Civil, Electrical, Mechanical, Structural)
- Facilities and Master Planning
- Landscape Architecture
- Site Evaluations
- Architectural Specifications
- Project Scheduling/Phasing
- Construction Cost Estimating
- Government Agency Reviews
- Code Compliance Research
- Interior Design (Finishes, Paint & Carpet Design/Spec.)
- Graphic Design

OUR COMMITMENT TO THE CITY OF HANFORD

Darden Architects has carefully evaluated our workload and our ability to provide the highest level of talent and experience to meet the needs of the City of Hanford as set forth in the Request for Qualifications. Darden Architects will commit our most senior and experienced staff to your projects.

The City of Hanford will receive the personal attention of the Project Manager throughout the project. The Project Manager will personally lead each project through all phases, and will carry overall responsibility for the projects. In addition, the Project Architects will follow the project from beginning to end. Because of this unique structure important design and planning concepts are carried through the construction process, and provides a single point of responsibility reducing potential mis-communications.

Moreover, the clients we serve have always had the personal attention of the Principals and Associates of the firm. We have responded whenever called upon, sometimes on very short notice, to provide professional services for whatever needs our clients have had. The City of Hanford can expect to receive this kind of personal attention from Darden Architects.

DIR REGISTRATION NUMBERS

Darden Architects, Inc.: PW-LR-1000564039
MWL Architects, Inc.: PW-LR-1000564278
TK1SC: 1000012182
BSK Associates: 1000003557
Buehler Engineering: 1000057784
Blair, Church & Flynn Consulting Engineers, Inc: 1000010165

INSURANCE

Darden Architects maintains the following insurance coverage:

Professional Liability Insurance

AXIS Insurance Company
Policy: DP002888-06-2022
Policy Effective: 10/1/22 to 10/1/23
\$2 million per claim
\$4 million annual aggregate

Worker's Compensation

Property & Casualty Insurance Company of Hartford
Policy: 57 WEG GB0064
Policy Effective: 10/1/22 to 10/1/23
\$1 million each accident
\$1 million each employee by disease
\$1 million policy limit by disease

Automobile Liability Insurance

Hartford Accident & Indemnity
Policy: 57 UEC FP3797
Policy Effective: 10/1/22 to 10/1/23
\$1 million any auto, hired, non-owned, combined single limit

General Liability Insurance

Sentinel Insurance Co. LTD
Policy: 57 SBW BM0222
Policy Effective: 10/1/22 to 10/1/23
\$2 million each occurrence
\$2 million personal and adv injury
\$4 million general aggregate
\$4 million products – comp-op aggregate
\$1 million damage to rented premises (ea oc
\$10,000 medical expense (any one person) c)

Umbrella/Excess Liability Insurance

Sentinel Insurance Co. LTD
Policy: 57 SBW BM0222
Policy Effective: 10/1/22 to 10/1/23
\$1 million each occurrence/aggregate

REFERENCES AND REFERRALS

Darden Architects is sustained by the positive professional relationships we have built throughout the valley. We are a local firm and we have deep roots in this community. We encourage you to call these references and ask them about the quality of our service, our responsiveness, the quality of our drawings, our presence on the jobsite, and their satisfaction with the final product.

Organization: **Visalia Police Department**
Contact Name: Mr. Jason Salazar
 Chief of Police
Telephone Number: (559) 713-4215
Projects: Emergency Communication Center
 Public Safety Operations Building
 Civic Center Master Plan



Organization: **Consolidated Mosquito Abatement District**
Contact Name: Mr. Steve Mulligan
 District Manager
Telephone Number: (559) 896-1085
Projects: Regional Headquarters



Organization: **Fresno Unified School District**
Contact Name: Mr. William "Alex" Belanger
 Chief Executive, Operations
Telephone Number: (559) 457-6126
Projects: Juan Felipe Herrera Elementary School
 Rutherford B. Gaston Sr. Middle School
 Phillip J. Patino School of Entrepreneurship



Organization: **Sanger Unified School District**
Contact Name: Mr. Ryan Kilby
 Chief Operations Officer
Telephone Number: (559) 524-7600
Projects: Sanger Educational Center Phases 1-3
 Fairmont/John Wash Elementary School Modernizations

Organization: **State Center Community College District**
Contact Name: Ms. Christine D. Miktarian ^{PE}
 Vice Chancellor, Operations
Telephone Number: (559) 442-8255
Projects: Clovis Community College Applied Technologies Complex
 Madera Community College Academic Village II
 Reedley College Center for Fine and Performing Arts



Organization: **Harris Construction**
Contact Name: Mr. Matt Davies
 Director of Pre-Construction
Telephone Number: (559) 251-0301
Projects: Matilda Torres High School
 Sanger Educational Center Phases 1-3
 Farmersville Fire Station (Design-Build)



DARDEN DESIGN PROCESS

LISTEN

Our design process is collaborative with the City and within the office. It is our desire with every project to listen to the goals and objectives of the City and enhance them with our knowledge and experience. We begin each process by hosting a series of meetings to learn from the City and City officials, understand the local and cultural context of the project, analyze existing documents, and begin to explore design trends and inspiration as well as moments within the project that can be emphasized with creative and novel design solutions.

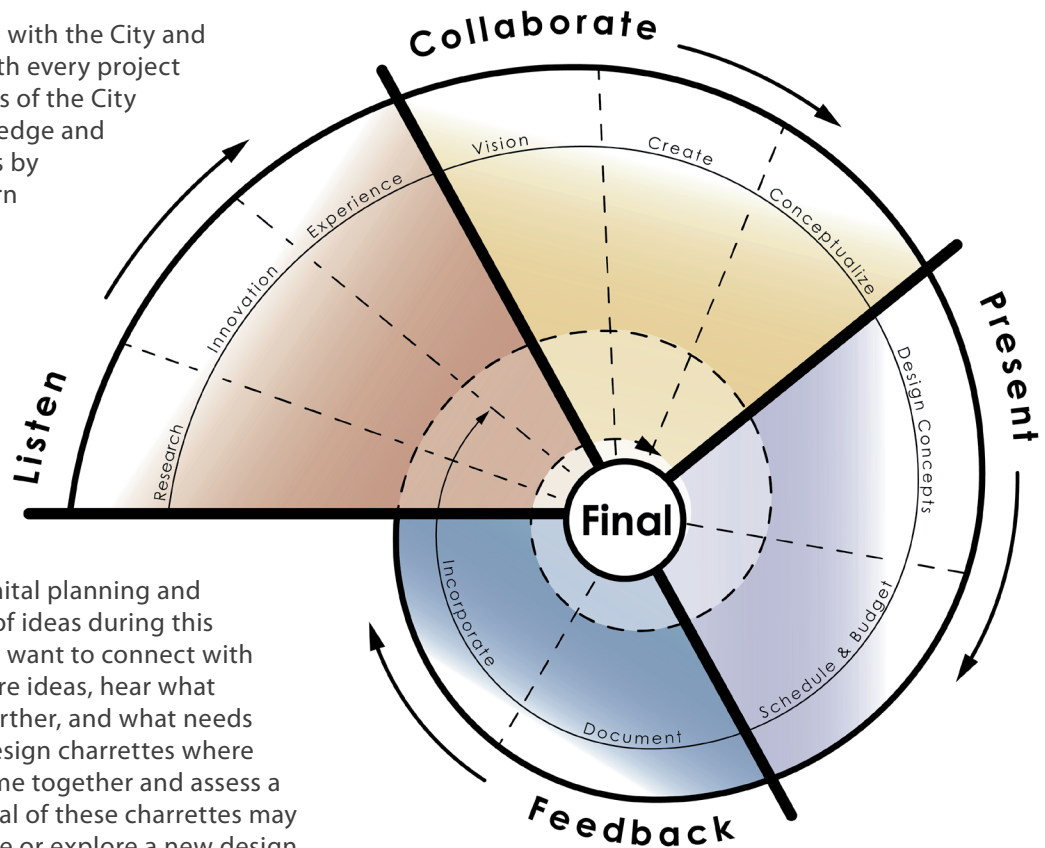
COLLABORATE

From there, we begin to develop initial planning and design concepts. Communication of ideas during this phase is loose and changeable. We want to connect with the City and City stakeholders, share ideas, hear what works and should be developed further, and what needs to be improved. This can include design charrettes where members of staff are invited to come together and assess a design or planning project. The goal of these charrettes may be to overcome a specific challenge or explore a new design concept. In addition to developing unique design solutions for the City, working in this way provides opportunity for professional growth and training in the creative design process and gives up-and-coming individuals the chance to exercise their design ethos. Often City officials will elect to attend these design charrettes, and we welcome this involvement and the chance to garner input and receive in-the-moment feedback.

PRESENT

Our process for producing documents begins with moving the concept from these collaboration sessions to a 3D visualization program. This allows our Architects and designers to quickly create multiple design options. Depending on the project, the options may be produced based on a number of themes. For instance, a modern design solution might be presented alongside a traditional or historically contextual design option.

We present the schematic design concepts as well as the associated schedules and budgets for each option to the City officials in clear, concise presentations accompanied by detailed renderings and 3D and 360-Degree visualizations.



FEEDBACK

We recognize that every project is unique, and that each individual in the firm has their own voice. It is our desire to share with the City an array of viable options and images for the project, and allow them to respond freely. This feedback from the City starts the process of learning over again, and the design direction is refined to carry through the elements that are working and eliminate those that are not.

There is also an aspect of active collaboration with our in-house estimating, interior design studio, and sustainability coordinator during design. Through each phase this dynamic design cycle is repeated. The design team understands the importance of communication with the City. We know how priorities can shift and change over the life of a project and we want to remain responsive to those changes.

This entire process results in a comprehensive project team that is up-to-date and can be brought together on incredibly short notice to meet even the most demanding challenges and project development deadlines.

PHASE 1 – PLANNING & PRELIMINARY PROJECT ASSESSMENT

This initial phase of planning is vitally important to gather information from the end-users and City leadership. We will be conducting several meetings, including those required in the RFP with the intention of developing a needs list for the project that will be used as guideposts for refining the program and layout in subsequent tasks. Over the next few pages, you will see images of the process that we took to design the new Reedley College McClarty Center for Fine and Performing Arts.

1. Kick-off Meeting: The first meeting will include the review of the work plan for the first 100 days of the project. This is to make sure everyone is aware of their responsibilities to help bring to fruition a process that exceeds everyone's expectations. This will result in a successful project that more than meets the goals and objectives.
2. We will ensure effective communication throughout the project development and adhere to proper protocols.
3. We will begin by meeting with the City's Planning Division and Engineering Division to understand the design standards and site constraints. We intend to address space needs, number and function of staff members, utilities needs, entrances and exits, adjacencies, and all other important considerations related to the efficient operation of these important departments.
4. Our project team will conduct a walk through of the various potential project sites that are identified by the Core Project Committee. Project cost savings and optimal functionality can be effected significantly by eliminating redundancies and understanding the processes of work conducted at these facilities.
5. Our team will review the previous space needs study that we prepared as a preliminary planning measure for the Civic Center plan and Emergency Communication center and work with the City project leadership to confirm and update this information as a useful tool in planning the project.
6. The culmination of Task 1 will be a detailed needs assessment statement and presentation to the Core Project Committee, covering all input from the Planning Division and Engineering Division staff, and the results of our tours.

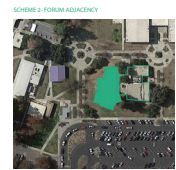
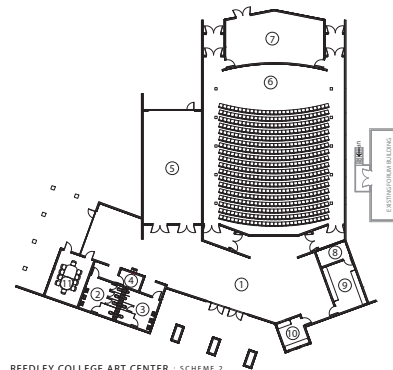
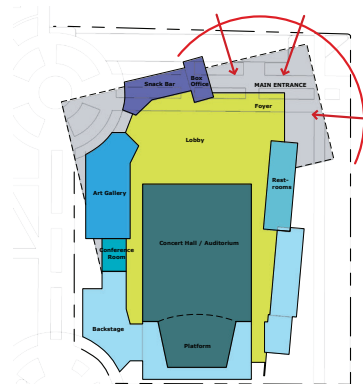
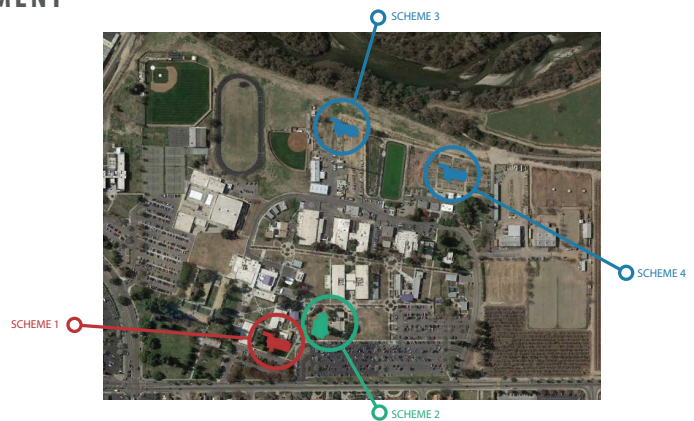


PHASE 1 – PLANNING & PRELIMINARY PROJECT ASSESSMENT

TASK 1 - SITE ASSESSMENT & RECOMMENDATION

The next step in the process is to gather information on the site including studies surveys and testing and synthesize with input from task one and apparent site restrictions to determine the optimal site layout for the new building.

1. Our team will work with City leadership to perform the necessary investigations into existing utilities, easements, right of way, and any other items relevant to the development of the property. This includes reviewing the entire remained of the site up to E. Goshen Ave.
2. We will coordinate with our Civil Engineer to conduct any necessary surveys and studies into the location of utilities. If necessary our team will conduct the topographical survey. If this information is already complete or partially complete, we can provide update and add to the project site information package.
3. The design team will conduct meetings with core project leadership from the City as well as Public Safety and Finance Department leadership to share what we've learned about the existing site conditions and develop a layout plan for the new building that will meet the needs of the end users.
4. It is vitally important that we are mindful of the existing Civic Center master plan in our site layout of this building. We understand this development is the future "heart" of the City of Hanford and we want to respect the validity and motivation behind decisions that were made as part of that plan.
5. The final deliverable of this Task is a site layout for the new building that responds to site constraints, including utilities locations, City Planning Department requirements, and most importantly the needs of the Public Safety and Finance Departments. This will be presented to core project leadership for review and approval.



SCHEME 2 - FORUM ADJACENCY	
1 - LOBBY	2,532 sf
2 - MEN'S RESTROOM	202 sf
3 - WOMEN'S RESTROOM	214 sf
4 - JANITOR	45 sf
5 - ART GALLERY	1,150 sf
6 - RECEPTION HALL (200-500)	4,134 sf
7 - PREPARATORY STORAGE	624 sf
8 - STORAGE	88 sf
9 - CONCESSIONS	283 sf
10 - BOB OFFICE	134 sf
11 - CONFERENCE ROOM	282 sf
TOTAL	9,709 sf

TASK 2 SPATIAL NEEDS ASSESSMENT

It is our part of our methodology to design the building "from the inside out" while allowing the selected site to direct the orientation and massing of the project. As these two efforts come together, they arrive at the skin of the building when Schematic Design begins.

1. The program of the building will include actual square footage needs of each program inclusion. These allocations will be refined through discussion with project leadership.
2. Our team will consider the vast list of operational information including workload projections, staffing requirements, security, technology, etc. We will draw on what we learned from our interviews with the user groups, utilizing valuable information on departmental missions, staffing, space, and functional requirements.
3. Our team will review all the previously published documentation and will make provisions to future-proof the buildings for the next fifty years. As was requested in the RFP, the space planning will also include additional planning for future expansion of Public Safety and Finance departments.
4. Darden will provide at least two alternative conceptual floor plans that reflect the space needs analysis for review and approval by the City prior to proceeding to Schematic Design.

PHASE 1 – PLANNING & PRELIMINARY PROJECT ASSESSMENT

TASK 3 - SCHEMATIC DESIGN:

We recognize that active collaboration from the beginning stages of a project can contribute to optimal programming, attractive aesthetics, cost savings, thoughtful budgeting, reduced change orders, accelerated approvals, and a positive “team” mind-set. During the Schematic Design phase we begin to give form to the goals, objectives, information, direction and requirements that came out in the planning phases. The process of creating design concepts in schematic design is active and exciting. The style of communication of ideas during this phase is loose and changeable. We want to share ideas amongst team members and city leadership, and hear what works and should be developed further, and what needs to be improved.

The process of design entails balancing the aesthetic aspirations of the client with the financial constraints the team is presented with. It is human nature to want the best but it is our responsibility as stewards of the public funds to provide the most functional and beautiful building for the budget.

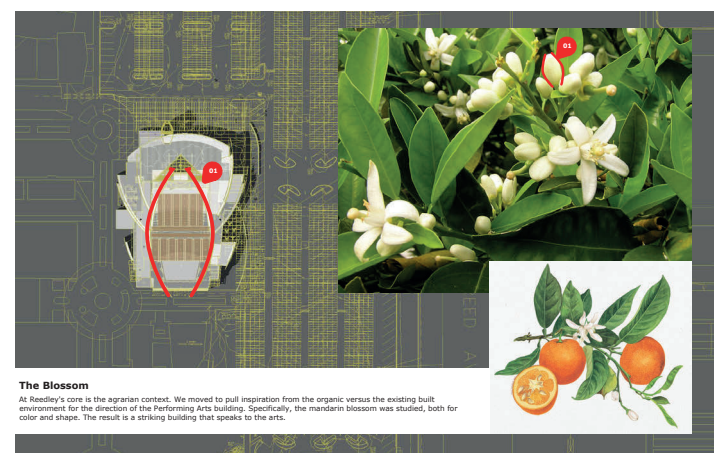
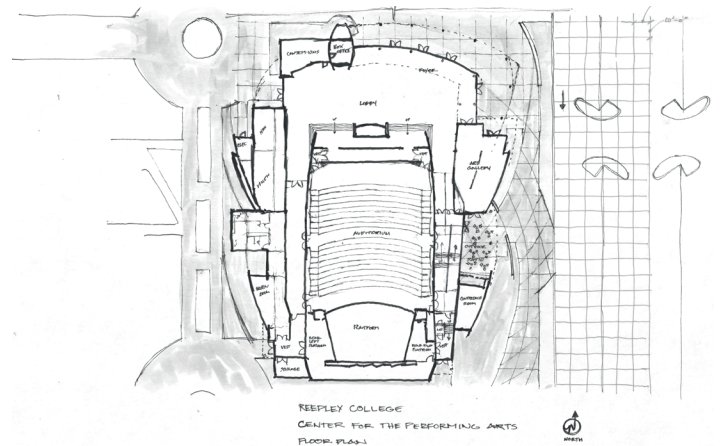
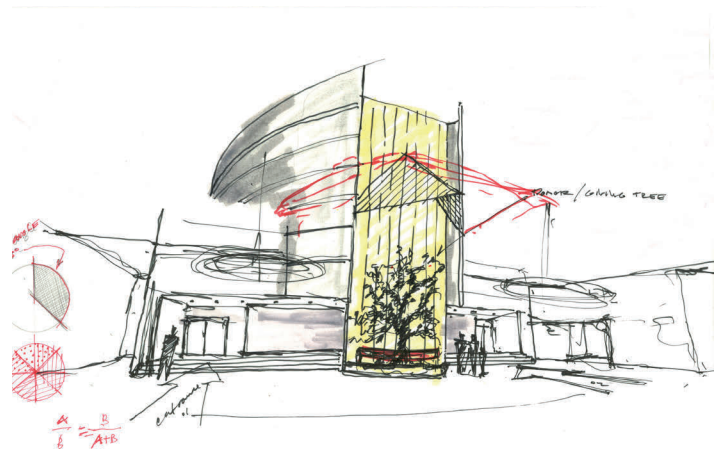
It must be designed with maintenance and energy efficiency in mind. We will meet with the maintenance staff from the city to incorporate similar products in the building to underscore uniformity of product purchasing and servicing. We will explore cost saving measures that may cost pennies more today but save dollars down the road.

How does Darden view design?

- Balancing today and tomorrow.
- Balancing art and engineering.
- Balancing budgets with civic heritage.
- Balancing the cutting edge with the familiar.

This is what Darden Architects does with school districts, cities, and public agencies all over the state of California.

We work with clients to be their visions to reality. As it relates to Hanford, we are collectively looking for the ‘aesthetic echo’ for the Public Safety Building. We are looking to design a new building, that reflects the scale, texture, history and personality of the town. These structures need to belong in Hanford and nowhere else. Again, the search for new buildings that look familiar.



PHASE 2 - DESIGN DEVELOPMENT & CONSTRUCTION DOCUMENTS

The design development & construction document phase will commence after successful completion of the Phase One efforts. These efforts are more clearly identified in the Scope of Services for they are greatly detailed. Suffice to say that the Design Development phase is really the threshold from the concept designs to the actual contract documents that are the legal documents.

Through this process, the entire A/E team will use traditional and technologically advanced systems to methodically research and begin the documentation process that will result in the final design. During this phase we will address and solve the most challenging aspects of the building design first by utilizing the most advanced construction technology. We will explore constructability, energy efficiency, maintenance concerns and life cycle cost analysis. All will be used to help us identify, select and include building materials and systems that can achieve the aesthetic goals for the project while also being a good steward of the City's current and future resources. Cost estimates will be updated with input from local contractors and suppliers assuring the project scope and budget are aligned and the desired design outcomes are achieved.

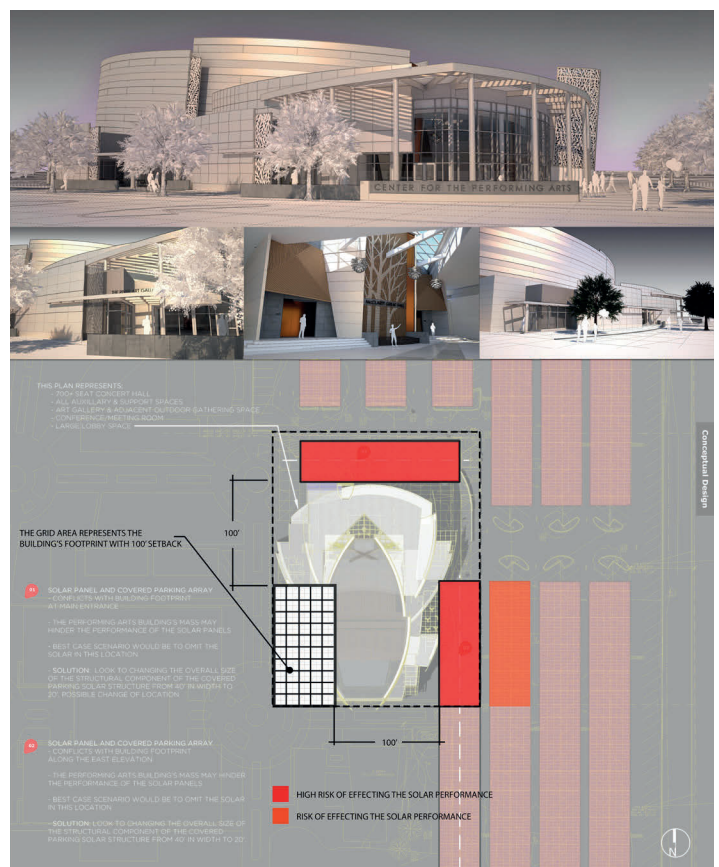
All of our projects are developed using Building Information Modeling (BIM) Software, the most advanced contract documentation software. Revit is our BIM platform. BIM is a three-dimensional, real-time, dynamic building modeling software used to increase accuracy in building design and construction. The process produces the Building Information Model, which encompasses building geometry, spatial relationships, geographic information, quantities and properties of building components. This tool also allows key stakeholders to become more engaged in the design process, resulting in a more collaborative design effort. Our use of the most current Building Information Modeling software to produce construction documents results in remarkably low change order rate. With Darden Architects' BIM expertise, you can benefit through:

- Quick design alternatives
- Improved discipline and document coordination ("Clash Detection")
- 3-D visualizations
- Accurate space and area analysis
- Specification integration

Our 3D modeling software runs seamlessly with (BIM) and is used to show the client a clear vision of what their project may look like at completion. The advantages of our in-house capabilities minimize misconceptions that may occur when viewing the traditional 2D elevation or floor plan.

All the disciplines are woven together collectively in a multi-disciplined approach. In order to obtain the balance of function, form, and financial constraints, all the disciplines need to be involved to refine their own field of endeavor. This will keep any one discipline from being over-designed at the expense of another building feature.

Darden will continually address the cost estimation, schedule, and constructability issues. We will engage with the City in periodic meetings to address issues as they arise. We will communicate early as challenges become known. We will work with the highest ethical standards and at a level of services that we ourselves would expect.



PHASE 3 - CONSTRUCTION AND PROJECT COMPLETION

BIDDING AND CONSTRUCTION ADMINISTRATION:

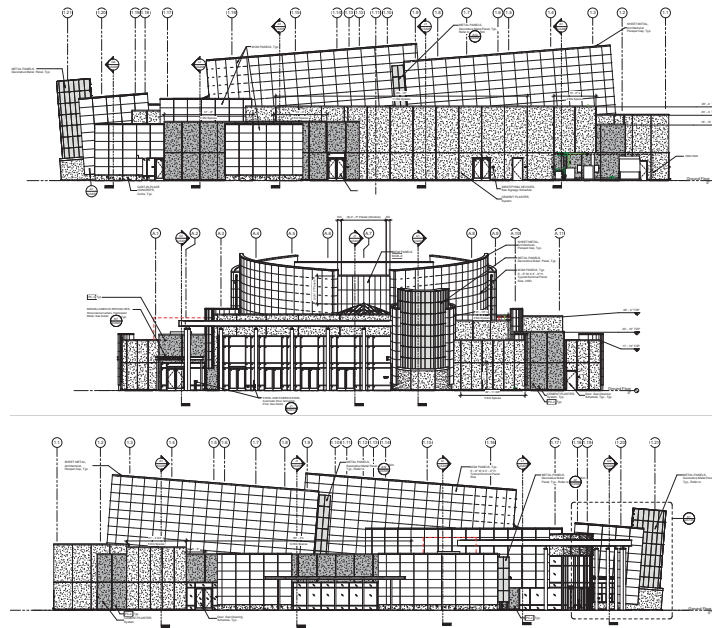
"How is bidding and construction managed?"

Once Construction begins the Architect will be on site weekly observing the progress of the work. We prefer at least weekly job site meetings. The Architect will work with the Contractor and City to prepare and clarify the agenda, meeting minutes and reports as outlined in the RFP. This high level of presents on site allows us to examine the work and make our expectations clear to the contractor and inspectors for the upcoming work. We know the best way to prevent change orders during construction is to prepare complete concise well coordinated contract documents and check them thoroughly. Clear and concise documents will provide financial savings through:

- Shorter plan reviews
- More accurate bids
- Minimized problems in the field during construction
- A lower number of change orders

During construction we prefer to maintain a high degree of presence on site thereby increasing communication and heading off potential issues. When an issue arises during construction we address them promptly and document the solution completely. It is essential to be thorough to prevent small issues from becoming larger problems.

The architectural/engineering team will promptly review and process the contractor's shop drawings, RFI's submittals, and samples to determine if they meet the design intent of the bid documents. The architect will be responsible for reviewing and approving the Certificate of Payments for completed work. We will work closely with the Construction Manager, City representatives and Commissioning agent to be sure the project is properly closed out.



PROJECT FOLLOW THROUGH

"The project is complete, now what?"

Darden Architects and our consultants are committed to delivering a functional building and providing service long after the project is complete. Our team will remain available to answer questions or address issues that may arise after occupancy. We can provide training if needed after the project is completed to assure the building is operating and being operated properly. We seek a long and trusted professional relationship built and based on competency and consistency.

CONSTRUCTION COST ESTIMATING

At the beginning of each project, a project estimate model is developed. This model lists and estimates the cost of each key component of the project. As the program is refined and design begins, we constantly refer to the model for changes. Monitoring the project budget throughout the course of the work keeps all parties to the contract apprised of how their work stands with the project budget. Cost estimates are prepared for the client's approval at the end of the Schematic Design, Design Development, and Construction Documents phases. Success with project cost control stems from our approach and from having accurate information on which to base our estimates of cost. Cost information comes from three primary sources:

- **EXPERIENCE**

Our 60 years of experience with educational facilities enables us to make empirical judgments regarding the cost of various designs, construction materials and methods.

- **INTERNAL COST DATA SYSTEM**

We maintain complete and accurate information concerning costs for materials, labor, and building systems, specifically for facilities of this type. We have access to a large database resulting from numerous bid results. Our information is updated with each project and adjusted periodically to changes in the marketplace. We also use the following cost estimating resource computer publications: Current Construction Costs published by Saylor Publications, Inc., and Means Cost Works published by RS Means.

- **IN-HOUSE COST ESTIMATORS**

With our in-house, full-time Construction Cost Estimators/Schedulers, Patrick Bares & Ron Ewy, we have the capability to develop or evaluate project estimates and schedules. Pat and Ron have a combined 61 years of Industry experience.

Darden Architects has maintained a track record of bringing complex projects under budget with a minimum of contract change orders, we expect the same to be true for the City of Hanford's projects.

CHANGE ORDERS

Darden Architects works hard to prevent change orders. We are proud of our strong record, completing projects on time and within budget with exceptionally low percentages of change orders. We achieve this through:

- Preparing complete, concise, well-coordinated documents, and checking them thoroughly
- The efforts of architectural staff experienced with the requirement for educational facilities
- Strong presence on-site and timely attention to Contractor requests
- Looking ahead during construction and making our expectations clear to the Contractor

This proactive approach is effective at recognizing issues before they can develop. When problems do arise, we act quickly and document thoroughly to minimize any financial or schedule impacts. Just as it has for our other school district clients, our exceptional results will reflect well on the efforts of the City's facilities committee.



Turlock High School Science Building
Turlock Unified School District

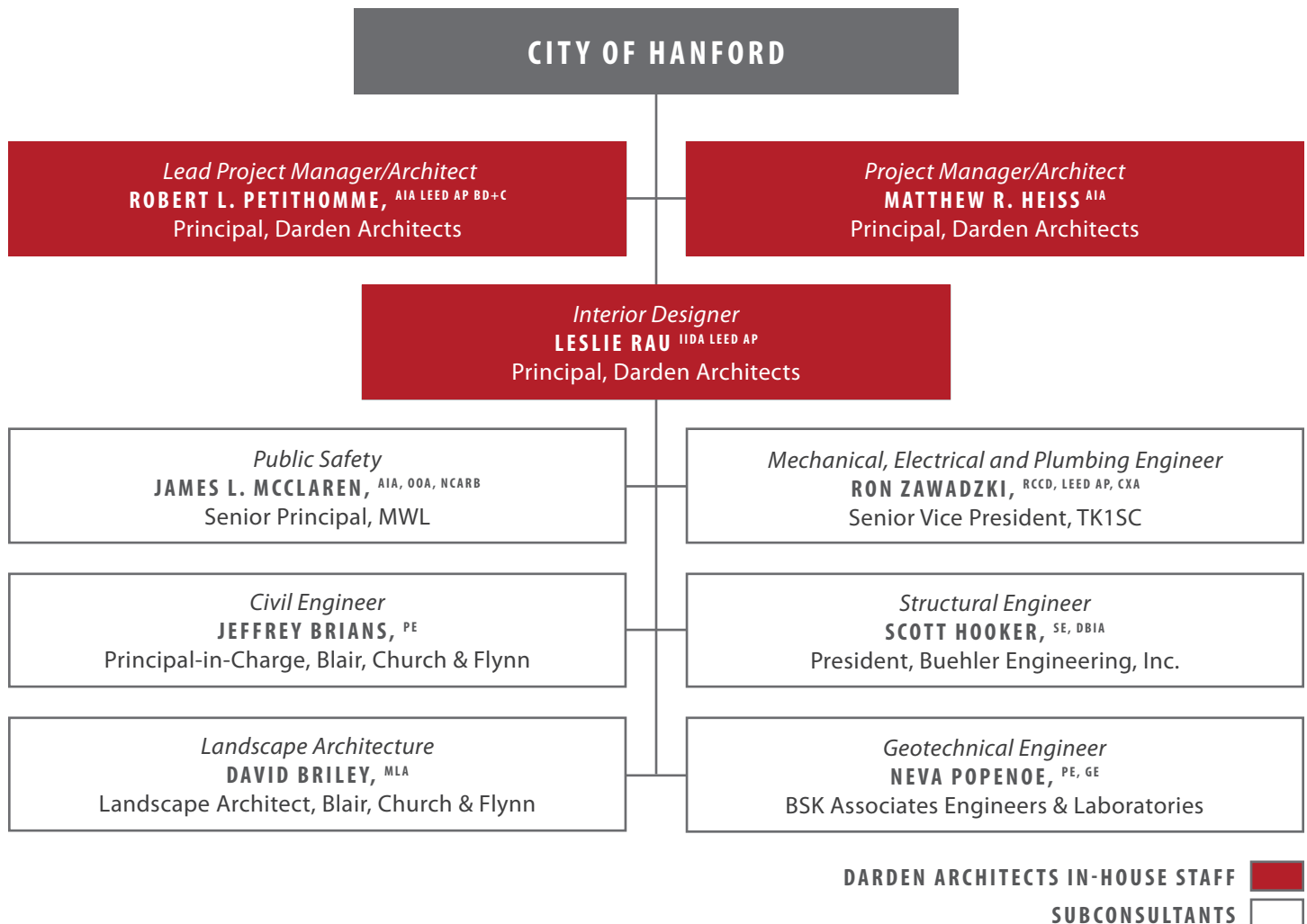


PROPOSED PROJECT TEAM

The Design Team's most valuable resources are its people. Our knowledgeable personnel bring to the City of Hanford hands-on experience providing services on educational projects throughout California. We are committed to fostering a close professional relationship with the City.

Consulting firms are selected for their expertise in performing the particular task at hand. Each firm that is considered is of proven ability, and has a proven track record of working together with Darden, forming an invaluable team to meet our clients' needs.

The Project Architect and their team will stay with the project from start to finish in order to maintain ease of communication and continuity in decision-making. The Project Architect for a given project will be determined from those listed below based on relevant experience and availability. The following project team will provide attention to detail from design stage through construction and post-occupancy:





LEAD PROJECT MANAGER/LEAD PROJECT ARCHITECT

ROBERT L. PETITHOMME

AIA, LEED AP BD+C



Darden Architects, Managing Principal

Bob holds a Bachelor of Science Degree in Architecture from California Polytechnic State University San Luis Obispo and has been with the firm for 26 years. As the Project Principal, Bob will coordinate the necessary staff resources in order to see that all scope, schedule, and budgetary goals are met. He has recent and ongoing experience with civic projects and will provide excellent leadership of the design team.

Bob has served on the Board of Directors for AIA San Joaquin, as President of the Fresno Chapter of the Construction Specifications Institute, and is a member of the Society for College and University Planning. He is active within the local and regional Architecture community and a visionary in the Central Valley, with multiple award-winning projects currently under construction.

EXPERIENCE

- 40 Years' Experience in the Industry
- 26 Years' Experience with Darden Architects

EDUCATION

- B.S. of Architecture, 1981
California Polytechnic State University, San Luis Obispo

REGISTRATIONS / CERTIFICATIONS

- CA Architect License #C15968
- LEED® Accredited Professional, 2008

PROFESSIONAL INVOLVEMENT

- Past President, Construction Specifications Institute, Fresno Chapter
- Past Board of Directors, American Institute of Architects, San Joaquin Chapter
- Member, Society for College and University Planning
- Member, Fresno Rotary Club
- Past Corporate Member, United States Green Building Council

PROJECT EXPERIENCE (PARTIAL LISTING)

City of Visalia

- Emergency Communication Center
- Civic Center Complex Master Plan

State Center CCD, Fresno

- District-wide Facilities Master Plan
- Madera Community College, Ph. 1B
- Madera Community College, Center for Advanced Manufacturing
- Clovis Community College Ph. 1 & 2
- Clovis Community College, Child Development Center
- Clovis Community College, Center for Applied Technology (Under Construction)
- Oakhurst Center, Relocatable Village
- Fresno City College, ADA Campus Upgrades
- Fresno City College, Historic Old Administration Building, State Funding and Consultation
- Reedley College, AG Mechanics Expansion
- Reedley College, Math Science Building
- Reedley College Center for Fine & Performing Arts (Under Construction)

Kern CCD, Bakersfield

- Language Arts FPP
- Bakersfield College, Aera STEM Success Center
- Bakersfield College, Ghandi Peace Memorial Garden (In Design)
- Porterville College, Athletics Complex

College of the Sequoias, Hanford

- Hanford Public Safety Building & Educational Center, Hanford,
- Live Oak Building, Modernization, Visalia
- Tulare Center, Phase II FPP, Tulare

Yosemite CCD, Modesto

- New District Office Building

California State University, Fresno

- Conley Arts ADA Improvements
- Leon S. Peters Business Annex
- Engineering East 2nd Floor Infill

California State University, Bakersfield

- Media Arts Modernization (Under Construction)

California Polytechnic State University, San Luis Obispo

- Cal Poly Sports Complex

Cypress Corporation, Visalia

- Sequoia Ambulatory Surgery Center Building [In Design]
- Sequoia Surgery Center Endoscopy Addition [In Design]

Sierra View Medical Center, Porterville

- 44 Bed Skilled Nursing Facility
- Hospital Addition
- Cardiac CATH Lab Suite
- Remodel of meditation and meeting room
- Laboratory Remodel

Granite Development, San Marcos

- Trellis Skilled Nursing Facility, Chino, CA

Clovis USD, Clovis

- Clovis North Educational Center
- Clovis West High School, Classroom Addition
- Clovis West High School, Modernization



EXPERIENCE

- 10 Years' Experience in the Industry
- 10 Years' Experience with Darden Architects

EDUCATION

- Bachelor of Architecture, 2012
California Polytechnic State University, San Luis Obispo
- CASH School Facilities Leadership Academy, Graduate 2014-2015 Cohort

REGISTRATIONS / CERTIFICATIONS

- CA Architect License #C35878

PROFESSIONAL INVOLVEMENT

- Mentor, ACE Mentorship Program
Fresno, CA

PROJECT MANAGER/PROJECT ARCHITECT

MATTHEW R. HEISS

AIA

Darden Architects, Principal

Matt Heiss holds a Bachelor of Architecture from California Polytechnic State University San Luis Obispo and has been with the firm for 10 years. He is also a graduate of the Coalition for Adequate School Housing's School Facility Leadership Academy.

Matt specializes in K-12 and higher education facility design that focuses on activating all aspects of the built environment for learning. His work incorporates the use of natural materials, bold colors, and natural lighting to help engage students and staff in the learning process and create school facilities that stakeholders and staff can be proud of. These design features can be seen in the recently completed Matilda Torres High School, a project that Matt oversaw from start to completion over six years.



PROJECT EXPERIENCE (PARTIAL LISTING)

City of Visalia

- *Public Safety Office Building and Council Chambers [In Design]*

Kern High SD, Bakersfield

- *New High School Educational Specifications*
- *West High School ESSER Modernization*
- *Liberty High School ESSER Modernization*

Kern CCD, Bakersfield

- *Bakersfield College, AERA STEM Success Center*
- *Bakersfield College, ABC Building [Unbuilt]*

Madera USD, Madera

- *District-wide Facilities Master Plan*
- *Matilda Torres High School*
- *Matilda Torres High School Stadium*
- *Thomas Jefferson MS Kitchen Remodel*
- *King Husein K-8 School [In Design]*

Sanger USD, Sanger

- *New High School Educational Specifications*
- *Sanger Educational Complex Phases 2/3*
- *Sanger West Aquatics Complex*

Yosemite CCD, Modesto

- *New District Office Building*

State Center CCD, Fresno

- *Clovis Community College, Applied Technology Building*
- *Reedley College, Stem 6 Lab Remodel*
- *Fresno City College, Gymnasium Upgrades*

Merced College, Merced

- *Entry Plaza Remodel*



EXPERIENCE

- 22 Years' Experience in the Industry
- 21 Years' Experience with Darden Architects

EDUCATION

- B.A. of Interior Design, 2002
California State University, Fresno

REGISTRATIONS / CERTIFICATIONS

- N.C.I.D.Q. Certified 2008
- LEED Accredited Professional 2006

PROFESSIONAL INVOLVEMENT

- Professional Member, IIDA - International Interior Design Association
- Fresno City Center IIDA - International Interior Design Association, Past Director
- Fig Garden Rotary, Member, Rotarian of the Year 2021

LEAD INTERIOR DESIGNER

LESLIE RAU

IIDA, LEED AP

Darden Architects, Principal



Leslie Rau holds a Bachelor of Arts Degree in Interior Design from California State University Fresno. She has been with the firm for 21 years, has 22 total years of experience, and is a past "Rotarian of the Year" and "40 Under 40" honoree.

Leslie has been a leader in Darden's Interior Design department for many years, and was recently elevated to Principal in the firm. She specializes and is incredibly influential in the layout of furniture plans, selection of hard and soft surface materials, and color coordination of many of Darden's award winning interiors.

Some of the most recent projects in which Leslie has led the interior design department include the Clovis Community College Applied Technologies Complex and Madera Community College's Academic Village 2.

PROJECT EXPERIENCE (PARTIAL LISTING)

Clovis USD, Clovis

- James S. Fugman Middle School
- Clovis North Educational Center

Modesto City Schools, Modesto

- James C. Enochs High School
- Joseph Gregori High School, Modesto, CA

Kings Canyon USD, Reedley

- Dunlap Elementary School Library
- Alta Elementary School Library

Madera USD, Madera

- Matilda Torres High School

Merced College, Merced

- Agricultural Sciences and Industrial Technology Complex
- Board Room Remodel
- Veterans Resource Center
- Student Health Center

State Center CCD, Fresno

- District Office Remodel
- Clovis Community College, Clovis, CA
- Madera Academic Village 2, Madera, CA

Tehachapi Valley Healthcare District

- Critical Access Hospital Replacement, Tehachapi, CA

Kaweah Delta Healthcare District, Visalia

- Kaweah Delta Hospital Expansion, Visalia, CA
- Kaweah Delta Dialysis Center, Visalia, CA

Kaiser Permanente

- Chemical Dependency, Manteca, CA
- Emergency Department Expansion, Fresno, CA
- Radiology Department Expansion, Fresno, CA

PUBLIC SAFETY ARCHITECT - MCCLAREN, WILSON & LAWRIE ARCHITECTS



James Lewis McClaren
AIA OAA NCARB
Senior Principal

EXPERTISE

Law Enforcement, Firearms Proficiency Ranges, Forensic Sciences, 911/Emergency Communications Centers, Municipal & Justice Facilities

SERVICES PROVIDED

Architecture, Technical Advisor, Planning

REGISTRATIONS

Alabama, Alaska, Arizona, California, Colorado, Florida, Illinois, Louisiana, Maryland, Montana, Nevada, North Carolina, Washington, Wisconsin, Ontario (CN), NCARB Certified

EDUCATION

Bachelor of Architecture
University of Idaho 1979

Selected Recognitions

American Audubon Society Alaska
Habitat Preservation Award

American Public Works Association
Project of the Year Central California Chapter
Visalia EOC

Associated General Contractors
California / Washington Honor Awards

AIA Academy in Architecture for Justice
Aspen Colorado, Police Station
Chula Vista California, Police HQ
Dallas Texas, Police HQ
Franklin Tennessee, Police HQ
Gastonia North Carolina, Police HQ
Monroe County New York, Crime Laboratory
Salt Lake City, Police & Fire HQ
Santa Monica California, Police & Fire HQ
University of Washington Campus Police

AIA State Honor Award
Honolulu Hawaii Police HQ

American Institute of Steel Construction
IDEAS2 Award: Salt Lake City PD, 911 / EOC

Chicago Food Bank Top Municipal Bldg.
Aurora Police HQ

Municipality of Anchorage
Urban Design Honor Award

IACP
Distinguished Faculty Award

A creative force, Jim McClaren co-founded McClaren Wilson and Lawrie, Inc. in 1995 to emphasize design excellence in architecture for law enforcement and the forensic sciences.

Jim has pioneered modern designs that mitigate bio-safety and promote humane environments for victims, while incorporating discrete hardening for security and natural disasters. His sustainability credits include the first police headquarters to achieve LEED certification. In 2014, the Salt Lake City police headquarters became the first police headquarters to achieve both net-zero and LEED Platinum®.

Jim has authored and contributed to articles in *The Police Chief* and *The Journal of Emergency Dispatch* magazines and *The Dallas Morning News*. The first joint session on Forensic Laboratory Facility Standards invited Jim to serve as the chair of the design committee. In 2013 he returned to update the most recent edition. Jim co-authored *The Chief's Desk Reference: Design of Law Enforcement Facilities* (NIJ/IACP) and the facilities chapter of *Local Government Police Management* (ICMA).

In 1986 Mr. McClaren was recruited by the IACP to revamp its Planning Design and Construction of Police Facilities Class. In that capacity, while serving as the only licensed architect on the adjunct faculty of the IACP for three decades, he shepherded the program presenting it to members of over 1,400 police organizations worldwide. He remains the only practicing North American architect to have received the IACP's Distinguished Faculty Award.

Since 2018 Jim and MWL have dramatically updated the course to reflect the new realities of law enforcement facility design. We offer classes independently from the IACP as a two-or-three day session in both online and on-site presentation formats. Our program is presented four times a year throughout North America at the request of State Chiefs of Police and various police departments who request to host it.

Jim's portfolio includes many of North America's largest police headquarters (Dallas, Seattle, Salt Lake City, Honolulu, Minneapolis) to the world's two largest crime labs (FBI and FSCC). His work also includes campus and village police stations in nearly every state. Jim promises creativity, security and practicality to first responder projects of every size.

A sampling of Jim's project experience follows.

Patrol Services Building – Peoria, Arizona
Public Safety Facility – Claremont, California
Public Safety Facility – Salinas, California
Police Department – Aspen, Colorado
Public Safety Facility – Avon, Colorado
Tactical Firearms Range, Traffic Operations - Denver, Colorado
911 Center – Denver, Colorado
Police Headquarters – Hollywood, Florida
Police Headquarters – Miramar, Florida
Police Headquarters, Village Hall - Montgomery, Illinois
Law & Justice Center, Gallatin County – Bozeman, Montana
City Hall – Myrtle Beach, South Carolina
Police Headquarters – Franklin, Tennessee
Police Headquarters - Murfreesboro, Tennessee
Police Station & City Hall - Spring Hill, Tennessee
Police Headquarters - Dallas, Texas
Public Safety Building, City Hall – Highland Park, Texas
Police & Fire Public Safety Building EOC – Salt Lake City, Utah
District Police Station, Government Center – Fairfax County, VA
District 1 Police Headquarters – Prince William County, Virginia
Police & Fire Headquarters, EOC City Hall – Bellevue, Washington
Police Headquarters, Municipal Courts - Kirkland, Washington
Campus Police Station, University of Washington - Seattle



PUBLIC SAFETY ARCHITECT - MCCLAREN, WILSON & LAWRIE ARCHITECTS



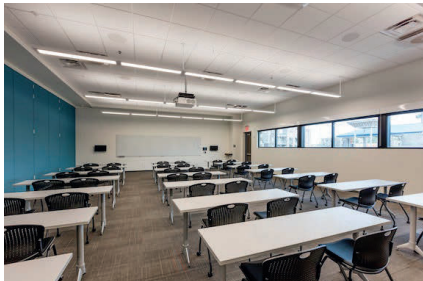
AREAS OF EXPERTISE

- Public Safety (Law Enforcement, Fire, EMS) Training Centers
- 911 Communications Centers, ECCs, EOCs
- Firearms Tactical and Proficiency Ranges
- Police, Fire, EMS Headquarters, Precincts, Substations
- Evidence Facilities
- City Halls, Municipal Courts
- Forensic Sciences/Pathology



SERVICES PROVIDED

- Master Plans
- Feasibility Studies
- Needs Assessments
- Design - Site/Building/Campus
- Technical Consultation



*Accommodating the constraints of today,
while encouraging a vision of tomorrow.*

SPECIALTY EXPERTISE

McClaren, Wilson & Lawrie, Inc. (MWL) was founded in 1995 with an exclusive commitment to the planning and design of public safety and civic facilities, forensic science laboratories and forensic pathology facilities. MWL has achieved international recognition with its extensive portfolio consisting of 300 public safety facilities (including 31 training facilities) and 138 forensic science laboratories and medical examiner facilities in 46 states and three Canadian provinces. MWL's training facility projects include a diverse range of government clients at city, county and state.

SUCCESS FACTORS

A cornerstone of MWL's success is its commitment to work with each client to effectively meet its current and future facility needs. MWL's proven process engages clients and seeks to understand and apply appropriate operational and functional criteria as the basis for planning and design efforts. MWL provides design leadership, creativity, and technical expertise from skilled and experienced design professionals. Our staff work diligently to respond to issues of image and function, cost effectiveness, and constructability, to maximize the training goals and objectives of our clients. MWL consistently delivers creative, practical, award-winning and cherished solutions.

A good reputation is built by consistently meeting and exceeding our clients' expectations over time, and MWL is proud to have the endorsement of previous clients for its commitment to excellent service and outstanding public safety buildings. Through its pursuit of practical, durable and timeless architecture, MWL has shown that there is no inconsistency between functional design and perennial legacy architecture.



STRUCTURAL ENGINEER - BUEHLER ENGINEERING, INC.

BUEHLER

Resume | **Scott Hooker, SE, DBIA** Structural Principal-in-Charge



Years of Experience

With Firm: 35 years
In Industry: 36 years

Education

Bachelor of Science, Architectural
Engineering, Cal Poly San Luis Obispo

Professional Registrations

Structural Engineer
California | No. 3937

Civil | Professional Engineer

California | No. 47411
North Carolina | No. 036633
Oregon | No. 40908
Texas | No. 102974
Washington | No. 43434
West Virginia | No. 19717

Associations

- Structural Engineers Association of Central California
- American Institute of Steel Construction
- American Institute of Architects
- Lean Construction Institute
- Design-Build Institute of America

Certifications

- Design-Build Institute of America Certified Professional
- Safety Assessment Program

Professional Background

As President of Buehler, Scott Hooker oversees the executive management and provides strategic leadership for the firm. Throughout his career, Scott has been the Principal Structural Engineer on numerous significant projects that include public buildings, commercial, seismic renovations, multi-family housing, peer reviews, aviation, and plan checks. He has been a technical presenter at multiple SEAOC seminars, and has been a guest speaker at ASCE, CSI, UC Davis, ASHRAE, and the University of the Pacific. In addition, he is a disaster service volunteer for the State of California, former member of the City of Sacramento Design Commission, a current member of the Board of Directors for Region Business, and an allied member of the AIACV Board of Directors.

Selected Relevant Experience

City of Visalia Public Safety Office Building and City Council Chambers | Visalia, CA
Project Cost: \$70M | Size: 48,000 SF

California Independent System Operator Headquarters | Folsom, CA
Project Cost: \$116M | Size: 278,000 SF

Sacramento International Airport Central Terminal B | Sacramento, CA
Project Cost: \$1.04B | Size: 740,000 SF

Clifford L. Allenby Building Peer Review (12th and O Street) | Sacramento, CA
Project Cost: \$236M | Size: 360,000 SF

DGS Resources Building Renovation | Sacramento, CA
Project Cost: \$452M | Size: 657,000 SF

Placer County New Health and Human Services Center | Auburn, CA
Project Cost: \$79.8M | Size: 142,000 SF

William J. Carroll Government Center | Vacaville, CA
Project Cost: \$19M | Size: 36,840 SF

Trane Master Agreement Multiple OSHPD Special Seismic Certification Pre-approval (OSP) | Various Locations
Project Cost: various | Size: various SF

MECHANICAL, ELECTRICAL & PLUMBING ENGINEER - TK1SC

resume - Ron Zawadzki

RON ZAWADZKI, RCCD, LEED AP, CxA

Senior Vice President - National Business Line



education.

Worcester Polytechnic Institute

- BS Electrical Engineering

Westcoast University

- MS Environmental Management

license / registration.

- ACG Certified Commissioning Authority
- BICSI Registered Communications Distribution Designer
- US Green Building Council LEED Accredited Professional

affiliations.

- Building Industry Consulting Services International
- US Green Building Council
- AABC Commissioning Group

profile.

Ron is responsible for all electrical engineering decisions. He is in charge of the day-to-day management of projects from the initial planning stages to the final construction support services. Ron is involved in all construction document preparation phases, including schematic and design development services, energy compliance documentation, comprehensive electrical specifications, and construction field support. Ron specializes in Telecommunication/Data Systems, Audio Visual Systems, Classroom Technology planning, Data Center design, University Facilities design, and high voltage power systems engineering.

project experience.

San Bernardino County Public Safety Operations Center (Fullerton, CA) Located in the city and County of San Bernardino this project is a new mission-critical facility that is operational 365/24/7, under extreme conditions as the primary Emergency Operations Center (EOC) in the San Bernardino Valley. The project is 80,000 square feet on a 6.85-acre site. Ron served as the technology project executive for this project.

High Desert Government Center – Public Safety Operations Center (Hesperia, CA) 66,100 SF, two-story county government building and emergency operations center (PSOC). Project is LEED Gold Certified. The building houses branches of the county clerk, recorder, assessor, code enforcement, environmental health, public works, planning, building and safety, fire and veterans affairs agencies. Ron served as the technology lead on this project.

City of Visalia Emergency 911 Center (Visalia, CA) This project is a new 911 Call Center in the City of Visalia, CA. This facility was constructed to the Essential Services Building Act, includes all required Emergency Operations Center (EOC) provisions. The scope includes an on-site energy PV system sized to achieve a maximum energy production of up to 5% of the facility's annual energy usage. Project construction budget was approximately \$10 Million. Ron served as the technology discipline lead for this project.

Los Angeles County Sheriff – Emergency Vehicle Operations Center (Los Angeles, CA) This project consists of the design and construction of a new Sheriff's Department Emergency Vehicle Operation Center (EVOC) which will be used to train Sheriff's personnel on safe operation of vehicles operated at high speed and on normal city streets. The project includes two new modular buildings totaling approximately 5400 square feet. The project also includes a high-speed track, with a pursuit track area, a skid pan for training personnel on how to operate vehicles in slippery road conditions and a collision avoidance track to practice avoiding other vehicle or objects in emergency situations. There is also a training vehicle parking lot, as well as a separate employee and class attendee parking lot. Ron served as the project executive for this project.

GEOTECHNICAL ENGINEER - BSK ASSOCIATES

Neva M. Popenoe, PE, GE – Geotechnical Manager

Professional Background:

Mrs. Popenoe has over fifteen years of geotechnical engineering and materials testing experience. She has worked on a variety of projects including highways, railroad and river bridges; flexible and rigid pavements; residential, commercial, and industrial developments; schools and hospitals; pipelines; power facilities; impoundments; landfills; and forensic studies. She is responsible for managing and conducting geotechnical investigations including developing the scope of work and budget, site reconnaissance, field classification of soils, sampling, design, and report preparation and review. She has performed geotechnical investigations for over 100 bridges in the State of California for Caltrans, local cities and counties. In addition to bridge foundations, her design experience on these projects includes retaining walls, sound walls, roadway embankments, and pavement structural sections. She also performs field inspection and testing, data analysis, laboratory testing, and construction special inspections.

Mrs. Popenoe has performed and managed geotechnical engineering projects in Butte, Kern, Kings, Madera, Mariposa, Monterey, San Luis Obispo, Stanislaus, San Joaquin, Santa Clara, Tulare, Yuba, and Fresno counties, as well as Owens Valley, Blythe, and the Mojave Desert regions of California.

Relevant Experience:

Plaza Drive Interchange, Visalia, CA - Conducted geotechnical investigation and prepared foundation reports for the interchange overcrossing structure at Plaza Drive and SR 198 widening. The interchange project was awarded the APWA 2014 project of the year. Structure replacement and three alternative widening configurations were considered, with a bridge widening option ultimately selected. Relatively high retaining walls were required at the bridge approaches, due to special constraints. Plaza Drive was widened from two lanes to six lanes for approximately one mile.

Reuse Pipeline System, Visalia, CA - Ms. Popenoe served as the geotechnical project engineer for design of a regulation basin, a 60-inch diameter gravity fed pipeline to convey water to a basin and Tulare Irrigation District (TID) facilities, and a 36-inch diameter pressure pipeline to convey water to Plaza Park and Plaza Golf Course. The project included approximately 7 miles of reuse pipeline. Recommendations for pipeline and basin construction and design included trench shoring, temporary excavation slopes, pipe bedding and pipe zone compaction backfill, trench compaction backfill, recommended E'_n for trench wall soil and E'_b , friction between the soil and pipe, passive soil lateral bearing values, pavement design, jack and bore operations discussion, as well as retention/regulation pond levee design.



Qualifications

Registrations:

Geotechnical Engineer,
California, 3024
Civil Engineer,
California, 73818

Education:

BS, Civil Engineering,
California Polytechnic
State University, San
Luis Obispo, 2005

Experience:

BSK Associates

Senior Engineer,
August 2017 to Current

Fresno State

University

Civil Engineering
Adjunct Instructor,
2019 – Current

Kleinfelder, Inc

Project Manager,
2005 to 2017

CIVIL ENGINEERING- BLAIR, CHURCH & FLYINN CONSULTING ENGINEERS

Blair,
Church
& Flynn



YEARS of EXPERIENCE
42

Jeffrey Brians, PE

Civil Engineer | Principal-in-Charge | Education Facilities

Professional Expertise:

- Master Planning
- Educational Facilities
- Parks & Athletic Venues
- Site Development
- Underground Utilities
- ADA Improvements
- Grading & Drainage
- Parking Lot
- Transportation & Roadways

Education & Affiliations:

Registration:

Civil Engineer,
State of California No. C36182

Education:

B.S. in Civil Engineering,
California State University, Fresno

Affiliations:

American Society of Civil Engineers,
Member

American Council of Engineering
Companies, Member

Jeff Brians' professional experience is rich with projects specifically associated with the design of school campuses, athletic facilities, and their related infrastructure.

As a Principal-In-Charge and Project Manager, Jeff most frequently provides services related to the on-site design of K-12, college and university campuses, athletic play fields, stadiums, and parking, as well as the supporting on- and off-site sewer, water, drainage and transportation infrastructure.

By being intimately familiar with the mandatory design criteria public facilities require, Jeff is able to help architects, school districts and public agencies smoothly plan for and design their projects. He is able to draw on his many years of experience to coordinate staff resources, communicate effectively with clients and deliver projects on time and under budget. He has planned school campuses and athletic facilities in a wide variety of locations with most every design and construction challenge imaginable to the local landscape.

A highlight of his educational project experience, Jeff assisted the Clovis Unified School District with the master planning and design of a 97.5-acre, \$129.6 million educational complex in Clovis, California. Acting as Principal Engineer and Project Manager, Jeff oversaw the development of complex, which included a site selection study, topographic and boundary land surveying, comprehensive site grading and drainage, parking facilities, municipal sewer and water services, as well as off-site roadway improvements. Roadway improvements included 1.5 miles along the campus frontage that were widened to four lanes.

Relevant Project Experience:

- Modesto City Schools, Enochs High School - Modesto, CA
- Modesto City Schools, Gregori High School - Modesto, CA
- Virginia Boris Elementary School - Clovis, CA
- Turlock High School Modernization - Turlock, CA
- Matilda Torres High School - Madera, CA
- Bullard High School Modernization - Fresno, CA
- Clovis Unified School District Annual District, Wide Pavement Maintenance - Clovis, CA
- Kern Community College Baseball, Softball Field Improvements - Kern County, CA
- St. Helena District-Wide Measure "C" Improvements - Athletics Facilities, Play Fields and Play Structures - St. Helena, CA

LANDSCAPE ARCHITECT- BLAIR, CHURCH & FLYINN CONSULTING ENGINEERS

Blair,
Church
& Flynn



David Briley, MLA

Landscape Architecture | Education Facilities

Professional Expertise:

- Green Space
- Hardscape Design
- Planting Design
- Irrigation Design
- Water Feature Design
- Drought Tolerant / Water Wise Design
- Sustainable Design
- Athletic Venues
- Synthetic and All-Weather Surfaces

Education & Affiliations:

Registration:

Landscape Architect,
State of California, No. C2787

Landscape Architect,
State of Nevada, No. 255

Education:

M.L.A. in Ecosystem Design &
Planning, Cal Poly Pomona,

B.A. in Mathematics,
UCLA, California

Affiliation:

American Society of Landscape
Architects, Member

As a Licensed Landscape Architect, David brings tremendous value to various projects in his understanding of parks, athletic play fields, and synthetic, all-weather play surfaces. Clients appreciate Dave's creativity and well rounded background. He brings with him a first-hand knowledge of athletic venues, community and municipal parks, and passive green spaces.

His portfolio of clients includes numerous municipalities, community colleges, school districts, universities, private developers, and other professionals - with projects that have taken Dave from the athletic fields of the PAC-10, to community pocket parks and coastal access facilities across the state.

Notably, Dave assisted Clovis Unified School District with modernizations and improvements to campuses utilizing Measure "A" school bond funding. Many campus improvements included landscaping projects that included the repair and improvement of irrigation systems as well as updating campus core plantings and sports fields.

Dave assisted the District with an assessment of each selected campus' existing irrigation system, documented deficiencies, and researched potential improvement options. In addition, he provided the District with recommendations for upgrades to each irrigation system's controls, pumps, and distribution infrastructure, always with an concern towards water conservation.

Relevant Project Experience:

- Matilda Torres High School - Madera, CA
- Bullard High School Modernization - Fresno, CA
- Mission Oak High School & Athletic Facilities - Tulare, CA
- St. Helena District-Wide Measure "C" Improvements, Athletics Facilities, Play Fields and Play Structures - St. Helena, CA
- Turlock High School Science Building - Turlock, CA
- Rio Calvares Elementary School - Stockton, CA
- Del Mar Elementary School New MPR - Fresno, CA
- Riverdale Elementary School Play Field Improvements - Riverdale, CA

VISALIA NEW CIVIC CENTER

CITY OF VISALIA / VISALIA, CA



Project Description

Darden Architects retained McClaren, Wilson and Lawrie, Inc. (MWL) as part of a team along with associated architect LPA Architects, to complete a detailed space needs and site feasibility assessment for the City of Visalia's Public Safety Office Buildings and City Council Chamber. Soon after completion, the City determined it would upgrade the macro study to a full space needs study of the public safety facility to discern what, if any, efficiencies could be derived by combining the two buildings. The City of Visalia ultimately elected to construct their new public safety/civic center complex in phases.

Location

N. Burke St., Visalia, CA 93292
Between E. Goshen Ave. and E. School Ave.

Project Dates

On-Going

OPC

\$123,821,250

Owner Contact

Captain Jason Salazar
Visalia Police Department
(559) 713-4102



EMERGENCY COMMUNICATIONS CENTER

CITY OF VISALIA / VISALIA, CA



Project Description

The City of Visalia completed the first phase of it's new Civic Center in 2017: the state-of-the-art Visalia Emergency Communications Center. Two stories and designed in a distinctly modern style, the Emergency Communications Center houses the City's 911 dispatch team. These hard-working individuals were formerly working in the basement of the police station. The new building is bathed in natural light and overlooks the site's adjacent natural spaces, resulting in a vastly improved working environment for the essential staff and functions housed within.

Location

420 N. Burke St, Visalia, CA 93292

Owner Contact

Captain Jason Salazar
Visalia Police Department
(559) 713-4102

Firm Role

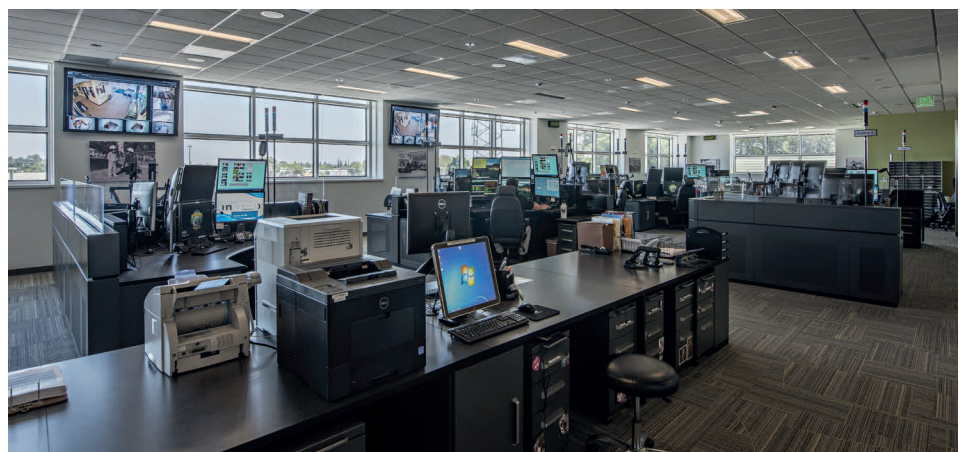
Architect of Record

OPC / Final Cost

\$11,316,000 / \$11,499,444.82

Project Dates

04/2016-06/2017



PUBLIC SAFETY BUILDING AND LEARNING CENTER

COLLEGE OF THE SEQUOIAS / HANFORD, CA



Project Description

The Hanford Public Safety Building and Learning Center was developed to serve the need within the community and Tulare/ Kings Counties at large, for a job-ready public safety workforce. Meetings with College of the Sequoias and the local Police and Fire Academies were critical to identify and address the special needs of their programs from the inception of the project.

Location

925 N. 13th Ave. Hanford, CA 93230

Owner Contact

Byron Woods
Dean of Facilities
(559) 730-3908

Firm Role

Architect of Record

OPC / Final Cost

\$16,592,640 / \$17,293,395

Project Dates

11/2008 - 04/2010



REGIONAL HEADQUARTERS

CONSOLIDATED MOSQUITO ABATEMENT DISTRICT / PARLIER, CA



Project Description

The new 15,200 SF Headquarters facility for the Consolidated Mosquito Abatement District in Parlier, CA allows this vital agency to combine the resources of two separate office complexes into one new location. The facility serves multiple uses including Administration, Research Lab, Board and Training Room and fleet vehicle Maintenance Shop. The space planning and site planning required flexibility to accommodate added seasonal staff from March-October, which more than doubles their regular staff.

Location

13151 E Industrial Dr, Parlier, CA 93648

Owner Contact

Jodi Holeman
District Manager
(559) 896-1085

Firm Role

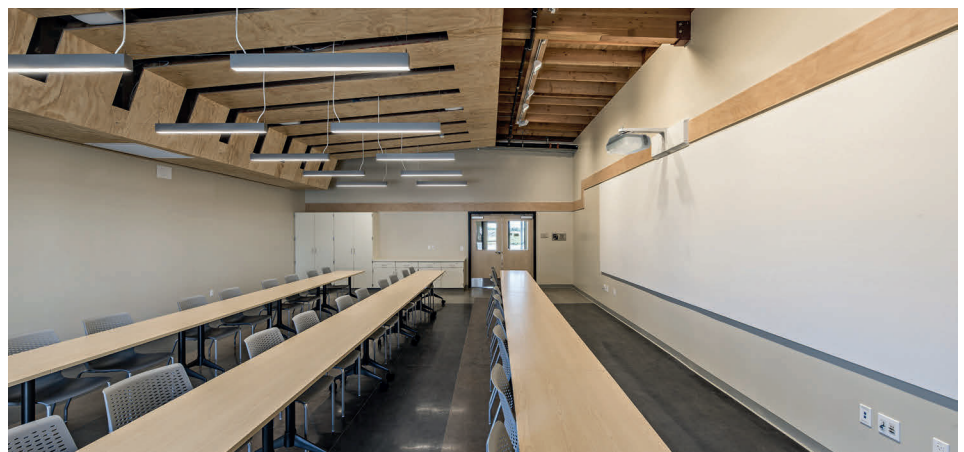
Architect of Record

OPC / Final Cost

\$6,413,481 / \$6,424,010

Project Dates

03/2017 - 06/2017



DISTRICT OFFICE BUILDING

YOSEMITE COMMUNITY COLLEGE DISTRICT / MODESTO, CA



Project Description

The Yosemite Community College District Office Building received LEED Platinum certification in addition to net-zero energy use. The modern, high performance design was influenced by our California National Parks, and provides suitable accommodation for District Chancellor and administrative staff.

Extensive collaboration between the District and design team has yielded a functional building housing current and future staff needs within a unique and thematically compelling facility.

Location

2201 Blue Gum Ave, Modesto, CA 95358

Owner Contact

Matt Kennedy
Project Manager, Kitchell
(209) 575-6984

Firm Role

Architect of Record

OPC / Final Cost

\$13,630,000 / \$15,207,188

Project Dates

04/2015 - 08/2016



PROPOSED FEE STRUCTURE AND CONSULTANT FEE SCHEDULES

The Proposed Fee Structure and Schedules are submitted under a separate file as per requested in the RFP.

CONFLICT OF INTEREST

-Disclose any financial, business or other relationship with the City or any member of the City staff that may have an impact on the outcome of the project.

Darden Architects does not have any financial, business, or other relationship with the City of Hanford or any member of the City of Hanford's staff that may have an impact on the outcome of the project.

-List current clients who may have a financial interest in the outcome of the project.

Darden Architects does not currently have any clients who may have a financial interest in the outcome of this project.



NON-COLLUSION AFFIDAVIT

Robert L. Petithomme, being first duly sworn, deposes and says that he or she is Managing Principal of Darden Architects, the party making the foregoing Bid; that the Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Bid is genuine and not collusive or sham; that the BIDDER has not directly or indirectly induced or solicited any other BIDDER to put in a false or sham Bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any BIDDER or anyone else to put in a sham Bid, or that anyone shall refrain from Bidding; that the BIDDER has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Bid price of the BIDDER or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid price, or of that of any other BIDDER, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the Bid are true; and, further, that the BIDDER has not, directly or indirectly, submitted his or her Bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham Bid.

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

On this Oct day of Aprth before me, Blanca Duarte, a Notary Public, personally appeared Robert L. DeThorne, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

 **BLANCA DUARTE**
Notary Public - California
Madera County
Commission # 2392590
My Comm. Expires Feb 2, 2026

A/E Design Services for
Public Safety Building
RFP No. 2024-03
Page 40 of 54

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Fresno)

On October 06, 2023 before me, Blanca Duarte, Notary Public
(insert name and title of the officer)

personally appeared Robert L. Petithomme,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
(his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)





AGENDA STAFF REPORT

MEETING DATE: 8/5/2025

AGENDA SECTION: GENERAL BUSINESS

SUBJECT:

Review and Discussion of Proposed Amendments to Feather Flag Provisions in the Sign Ordinance and Direction from Council as appropriate.

RECOMMENDATION:

Recommendation: Staff recommends that the City Council review the proposed regulatory framework for feather flag signage and provide direction on each of the outlined provisions and proposed ordinance language. Staff will incorporate the Council's preferred approach into a draft ordinance for future consideration.

BACKGROUND:

Under the current Municipal Code, the City of Hanford prohibits the use of feather flags citywide. In response to Council direction, staff has evaluated alternative approaches that would allow feather flags under specified restrictions to balance business visibility needs with community aesthetics and safety.

This agenda item outlines a set of possible key provisions, modeled in part on ordinances in other jurisdictions. These provisions are intended to guide the structure of a revised ordinance. Staff is requesting Council feedback and policy direction on each element to finalize the draft amendment.

Feather Flag Proposed Key Provisions

A. Permitted Zones

- Feather banners would be permitted in non-residential zones (e.g., commercial, office, industrial).
- Council may consider limiting use to specific zoning districts or excluding zones such as MX-D (Mixed Use – Downtown).
- No permit would be required if the signage complies with established standards.

B. Sign Area & Height Limits

- Maximum height: 10 feet from ground level.
- Maximum sign area: 16 square feet per banner.
- Maximum quantity: 1 feather flag per 60 feet of street frontage.

C. Display Restrictions

- Allowed only during business operating hours, including 30 minutes before opening and 30 minutes after closing.
- Feather flags must be removed when the business is closed.

D. Placement Standards

- Must be located on the same lot or development site as the associated business.

May not be placed in:

- The public right-of-way (except with encroachment permit).
- Parking drive aisles or stalls.
- Areas where they block pedestrian access or sight visibility.

Must maintain:

- A minimum 7-foot setback from curb or pavement edge.
- 4-foot pedestrian clear zone on sidewalks.

E. Construction & Materials

- Must be made of durable, weather-resistant materials (e.g., vinyl, polyester, durable fabric).
- Must be professionally constructed and maintained.
- Poles must be sturdy (e.g., wood, plastic, or metal).
- Must be secured to withstand wind or be removed during windy conditions.

F. Prohibited Locations

- Within 20 feet of a permanent freestanding sign.
- Within 20 feet of another portable sign or temporary freestanding sign, including another feather flag.
- Within 30 feet of street intersections or drive approach.

Proposed Draft Language

New Municipal Code Definitions:

"Temporary sign" means a sign or advertising display constructed of fabric, cardboard, plywood, or other light material, with or without a frame that is not designed for permanent display. Temporary signs do not include portable signs such as A-frame signs or feather flags that are required to be removed during non-business hours.

"Portable Sign" means a freestanding sign that is not permanently affixed, anchored or secured to either the ground or a structure on the property it occupies including A-frame signs and feather flags.

Municipal Code Changes:

17.56.150 Temporary sign standards.

A. Temporary freestanding signs in nonresidential zones shall not be located:

1. In any public right-of-way;
2. In parking lot driving lanes, aisles or spaces;
3. On multiuse trails or sidewalks if they would block a four-foot wide pedestrian path of travel;
4. At any location where they would block pedestrian access;
5. Within 100 feet on either side, or in front of a permanent freestanding sign;
6. Within 20 feet from any other temporary freestanding sign; or
7. Within 30 feet from a drive approach (driveway entrance) or intersection of two streets.

B. Temporary building signs shall be removed after a period of 30 days. After removal, no temporary building sign may be placed on the site for a period of 30 days.

C. Banners shall not be used as permanent signs.

D. Banners shall be constructed of durable, weather-resistant materials not subject to rapid deterioration or fading and shall be professional in appearance. Acceptable materials include but are not limited to vinyl, nylon reinforced vinyl, polyethylene or polyester-like materials, or durable fabric.

E. Temporary freestanding signs shall be affixed to supporting structures made of a durable, rigid material such as, without limitation, wood, plastic or metal. ~~Feather banners must be secured and stabilized so as to withstand wind gusts, or be removed during windy conditions. Freestanding signs placed on sidewalks in conformance with this chapter are exempt from this subsection if they have a weight and mass that makes them not inadvertently movable.~~

17.56.155 Portable signs

A. Portable signs are subject to the following standards:

1. Portable signs shall be placed on private property on the same lot or development site as the establishment that qualifies for such sign.
2. The total sign area for a portable sign may not exceed 16 square feet.
3. Portable signs must not exceed a height of ten feet above the ground level.
4. Portable signs shall conform to the location standards for temporary freestanding signs under 17.56.150(A).
5. Portable signs must be a minimum of seven feet from the back of the curb, or edge of pavement where no curb exists.
6. Portable signs cannot be within 20 feet of any other portable sign, temporary freestanding sign, or permanent freestanding sign.
7. Portable signs cannot interfere with either pedestrian or vehicular sight distance, any view corridor or obstruct views to any existing business or existing permanent sign.
8. Portable signs shall be constructed of acceptable materials such as vinyl, nylon reinforced vinyl, polyethylene or polyester-like materials, durable fabric or similar materials.
9. A minimum of one portable sign shall be allowed per parcel.
10. The number of portable signs allowed on a site shall not exceed one (1) for every sixty (60)

lineal feet of frontage along the adjacent public street.

11. Portable signs are permitted during the hours a business is open for business and one-half hour before opening and one-half hour after closing. They must be removed during hours when the establishment is not open to the public
12. Feather flags are prohibited in the Mixed Use – Downtown (MX-D) zone.
13. Portable signs shall be constructed of durable materials, not subject to rapid deterioration or fading, and shall be professional in appearance. Signs must be maintained in good condition, free from damage, fading, or wear that impairs legibility or aesthetic quality.

FISCAL IMPACT:

No impact at this time

ATTACHMENTS:

None

Council Future Agenda Items				
Originated Date	Item	Originator	Staff Lead	Date Estimate
1/21/2025	Further discussion of future changes to Council Compensation as allowed under SB329.	City Manager	Chris Tavarez	10/7/2025
4/15/2025	Council discussion of the future of balloting for Landscape Assessment Districts and a process for improvements in the LAD's with a positive fund balance.	Council Direction	Various Staff	8/19/2025
6/3/2025	Presentation and Council discussion regarding the appropriateness of tournament fees for the Softball Complex.	Council Direction	Brad Albert	9/16/2025
6/17/2025	Presentation and Council discussion of city resources and enforcement of illegal fireworks under the Municipal Code.	Council Direction	Chief Perkins	8/19/2025
7/1/2025	Presentation to the Council of the Fire Department's annual report	Council Direction	Chief Perkins	9/16/2025
7/1/2025	Presentation and Council discussion regarding the Plunge, including hours of operation, current state of the equipment and improvement, and fiscal challenges of community pools.	Council Direction	Brad Albert	8/19/2025
7/23/2025	Council Review of proposed HMC Amendments on Bank Locations and Murals	Deputy City Manager	Jason Waters	10/7/2025
7/23/2025	Presentation of the Mid-Year Police Department Activity and Performance Statistics	Council Direction	Chief Huddleston	9/16/2025