

**CORCORAN CITY COUNCIL,  
JOINT POWERS FINANCE AUTHORITY,  
SUCCESSOR AGENCY FOR CORCORAN RDA,  
& HOUSING AUTHORITY  
AGENDA**

City Council Chambers  
1015 Chittenden Avenue  
Corcoran, CA 93212

*Tuesday, July 12, 2022  
5:30 P.M*

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**Public Inspection:** A detailed City Council packet is available for review at the City Clerk's Office, located at Corcoran City Hall, 832 Whitley Avenue.

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**Notice of ADA Compliance:** In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk's Office at (559) 992-2151.

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**ROLL CALL**

Mayor:	Patricia Nolen
Vice Mayor:	Jeanette Zamora-Bragg
Council Member:	Greg Ojeda
Council Member:	Sidonio "Sid" Palmerin
Council Member:	Jerry Robertson

**INVOCATION**

**FLAG SALUTE**

**1. PUBLIC DISCUSSION**

Members of the audience may address the Council on non-agenda items; however, in accordance with government code section 54954.2, the Council may not (except in very specific instances) take action on an item not appearing on the posted agenda.

This is the time for members of the public to comment on any matter within the jurisdiction of the Corcoran City Council. This is also the public's opportunity to request that a Consent Calendar item be removed from that section and made a regular agenda item. The councilmembers ask that you keep your comments brief and positive. Creative criticism, presented with appropriate courtesy, is welcome.

After receiving recognition from the chair, speakers shall state their name and address and proceed with comments. Each speaker will be limited to five (5) minutes.

2. **CONSENT CALENDAR (VV)**

All items listed under the consent calendar are considered to be routine and will be enacted by one motion. If anyone desires discussion of any item on the consent calendar, the item can be removed at the request of any member of the City Council and made a part of the regular agenda.

2-A. Approval of minutes of the meeting of the City Council on June 14, 2022.

2-B. Authorization to read ordinances and resolutions by title only.

3. **APPROPRIATIONS** – None

4. **PRESENTATIONS**

4-A. Proclamation 2022-06 honoring our local first responders.

4-B. Presentation by Kendall Flint with Regional Government Services regarding the Regional Transportation Plan/Sustainable Communities Strategy.

4-C. Employee of the 2<sup>nd</sup> Quarter 2022.

5. **PUBLIC HEARINGS** – None

6. **WRITTEN COMMUNICATIONS** – None

7. **STAFF REPORTS**

7-A. Approve Resolution No. 3961 for Conditional Use Permit 22-01 to sell alcohol/liquor on property located at 1943 Dairy Avenue as recommended by the Planning Commission Resolution No. 2022-06. *(Tromborg) (VV)*

7-B. Approve Resolution No. 3960 to utilize the Community Development Block Grant (CDBG) CV-1 grant funds for rental, mortgage and utility assistance. *(Tromborg) (VV)*

7-C. Discussion regarding golf carts. *(Cramer)*

7-D. Update on Corcoran Homeless Challenges. *(Gatzka)*

7-E. Consider the purchase of a replacement sludge heater for the Wastewater Treatment Plant. *(Faulkner) (VV)*

7-F. Consider approval of Resolution No. 3064 authorizing the contract award of the Dairy Avenue Pedestrian Safety Improvement Project to Todd Companies. *(Faulkner) (VV)*

7-G. First reading of proposed Ordinance 643 amending Title 8 of the Corcoran Municipal Code, establishing and clarifying water service regulations pertaining

to water service billing, connections, reconnections, disconnections of service for delinquent accounts and Resolution 3963 City policy pertaining to discontinuation of residential water service. **(Tromborg)**

**7-H.** Approve Resolution 3962 regarding tax assessment roll for un- paid Code Enforcement contracted labor and cost recovery fees. **(Tromborg) (VV)**

**8. MATTERS FOR MAYOR AND COUNCIL**

**8-A.** Upcoming Events/Meetings

**8-B.** City Manager's Report

**8-C.** Council Comments/Staff Referral Items - *Items of Interest (Non-action items the Council may wish to discuss)*

**8-D.** Committee Reports

**9. CLOSED SESSION**

**9-A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR(S)**

With respect to every item of business to be discussed in closed session pursuant to Government Code [Section 54956.8](#):

Property: 1630 Brewer Ave.

Agency negotiator: City Manager

Negotiating parties: \_\_\_\_\_

Under negotiation: Price/Terms

**9-B. CONFERENCE WITH LABOR NEGOTIATOR(S)** (Government Code § 54957.6). It is the intention of this governing body to meet in closed-session to review its position and to instruct its designated representatives:

Designated representatives: City Manager

Name of employee organization: \_\_\_\_\_,

or

Position title(s) of unrepresented employee(s): \_\_\_\_\_

**10. ADJOURNMENT**

I certify that I caused this Agenda of the Corcoran City Council meeting to be posted at the City Council Chambers, 1015 Chittenden Avenue on July 8, 2022.

  
Marlene Spain, City Clerk

**MINUTES  
CORCORAN CITY COUNCIL,  
JOINT POWERS FINANCE AUTHORITY,  
SUCCESSOR AGENCY FOR CORCORAN RDA,  
& HOUSING AUTHORITY REGULAR MEETING**

**Tuesday, June 28, 2022**

The regular session of the Corcoran City Council was called to order by Mayor Nolen, in the City Council Chambers, 1015 Chittenden Avenue, Corcoran, CA at 5:31 P.M.

**ROLL CALL**

Councilmembers present: Patricia Nolen, Sidonio Palmerin, Greg Ojeda, Jerry Robertson

Councilmembers absent: Jeanette Zamora-Bragg

Staff present: Gary Cramer, Moses Diaz, Joseph Faulkner, Greg Gatzka, Tina Gomez, Reuben Shortnacy and Soledad Ruiz-Nuñez

Press present: None

**INVOCATION** - Invocation was led by Mayor Nolen

**FLAG SALUTE** – Flag salute was led by Councilmember Ojeda

**1. PUBLIC DISCUSSION**

Juana Villafan, 1313 Bell Ave. addressed the Council regarding a citation she received regarding owning chickens within City limits.

Pat Flaherty 1310 Whitley Ave. addressed the Council regarding the homeless issue near his home.

**2. CONSENT CALENDAR (VV)**

Greg Gatzka requested item 2-C be removed from consent calendar.

Following Council discussion, a motion was made by Robertson seconded by Ojeda to remove item 2-C from the consent calendar. Motion carried by the following vote:

**AYES:** Nolen, Palmerin, Ojeda and Robetson

**NOES:**

**ABSENT:** Zamora-Bragg

Following Council discussion, a motion was made by Palmerian and seconded by Ojeda to approve the consent calendar. Motion carried by the following vote:

**AYES:** Nolen, Palmerin and Ojeda  
**NOES:**  
**ABSENT:** Zamora-Bragg  
**ABSTAIN:** Nolen and Robertson abstained from the minutes.

- 2-A. Approval of minutes of the meeting of the City Council on June 14, 2022.
- 2-B. Authorization to read ordinances and resolutions by title only.
- 2-C. Approve Resolution No. 3146 approving the Compensation and Benefits fiscal year 2022-2023.
- 2-D. Approve Resolution No. 3149 authorizing the SB-170 Grant and Signatures Designees.

3. **APPROPRIATIONS (VV)**

Following Council discussion, a **motion** was made by Robertson and seconded by Ojeda to approve warrant register dated June 28, 2022. Motion carried by the following vote:

**AYES:** Nolen, Palmerin, Ojeda and Robetson  
**NOES:**  
**ABSENT:** Zamora-Bragg

4. **PRESENTATIONS**- None

5. **PUBLIC HEARINGS**

5-A. Public Hearing to obtain comments to intent to levy and collect assessments on the following Districts and approve Resolution No. 3950 – Resolution No. 3959.

- Assessment District 07-01, Subdivision Salyer Estates #3, Tract Map 853; intent to levy and collect assessments on Assessment District 07-02
- Subdivision the Pheasant Ridge (previously known as Sequoias Phase 1), Tract Map 857; intent to levy and collect assessments on Assessment District 07-02,
- Subdivision Sunrise Villas, Tract Map 856; and intent to levy and collect assessments on Assessment District 08-01,
- Subdivision Patterson Avenue, Tract Map 785; and intent to levy and collect assessments on Assessment District 08-02
- Sierra Estates Subdivision Tract 925; and intent to levy and collect assessments on Public Facility Maintenance District (PFMD) Assessment District 18-01

was declared open at 6:21 p.m. There being no written or oral testimony the Public Hearing was declared closed at 6:28 p.m.

Following Council discussion, a **motion** was made by Robertson and seconded by Palmerin to approve Resolution No. 3950 – Resolution No. 3959. Motion carried by the following vote:

**AYES:** Nolen, Palmerin, Ojeda and Robertson  
**NOES:**  
**ABSENT:** Zamora-Bragg

6. **WRITTEN COMMUNICATIONS** – None

7. **STAFF REPORTS**

7-A. Following Council discussion, a **motion** was made by Palmerin and seconded by Robertson to approve Resolution No. 3148 Budget Amendment for Fiscal Year 2021-2022. Motion carried by the following vote:

**AYES:** Nolen, Palmerin, Ojeda and Robertson  
**NOES:**  
**ABSENT:** Zamora-Bragg

7-B. Following Council discussion, a **motion** was made by Robertson and second by Ojeda to approve Resolution No. 3147 adopting the City of Corcoran 2022-2023 Fiscal Year budget appropriations for July 2022 to June 2023. Motion carried by the following vote:

**AYES:** Nolen, Palmerin, Ojeda and Robertson  
**NOES:**  
**ABSENT:** Zamora-Bragg

7-C. Following Council discussion, a **motion** was made Robertson and seconded by Ojeda to discontinue the agreement with Caves and Associates. Motion carried by the following vote:

**AYES:** Nolen, Palmerin, Ojeda and Robertson  
**NOES:**  
**ABSENT:** Zamora-Bragg

7-D. Discussion regarding illegal fireworks.

7-E. Following Council discussion, a **motion** was made Ojeda seconded by Palmerin to approve the jointly proposed bid by Ferguson Waterworks and Neptune Technology Group to purchase approximately 3,638 water meters and necessary infrastructure for an Advanced Metering Infrastructure (AMI) metering system. Motion carried by the following vote:

**AYES:** Nolen, Palmerin, Ojeda and Robertson  
**NOES:**  
**ABSENT:** Zamora-Bragg

7-F. Following Council discussion, a **motion** was made by Ojeda and seconded by Palmerin to approve the Downtown Corcoran Recovery Program and amendment to Corcoran Chamber of Commerce Agreement. Motion carried by the following vote: Motion carried by the following vote:

**AYES:** Nolen, Palmerin, Ojeda and Robertson  
**NOES:**  
**ABSENT:** Zamora-Bragg

8. **MATTERS FOR MAYOR AND COUNCIL**

- 8-A. Council received information items.
- 8-B. Staff received referral items.
- 8-C. Committee reports.

**CLOSED SESSION**

The City Council convened in closed session at 7:26 P.M.

9-A. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR(S)**

With respect to every item of business to be discussed in closed session pursuant to Government Code [Section 54956.8](#):

Property:	20 acres across from the North/East corner of Whitley and Pickerell Ave
Agency negotiator:	City Manager
Negotiating parties:	
Under negotiation:	Price/Terms

**9-B. CONFERENCE WITH LABOR NEGOTIATOR(S)** (Government Code § 54957.6). It is the intention of this governing body to meet in closed-session to review its position and to instruct its designated representatives:

Designated representatives: City Manager

Name of employee organization: \_\_\_\_\_, or

Position title(s) of \_\_\_\_\_

**ADJOURNMENT**

**8:35 P.M.**

\_\_\_\_\_  
Patricia Nolen, Mayor

\_\_\_\_\_  
Marlene Spain, City Clerk

**APPROVED DATE:** \_\_\_\_\_



City of

# CORCORAN

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A MUNICIPAL CORPORATION

**PRESENTATION  
ITEM #: 4-A**

**MEMORANDUM**

**TO:** City Council

**FROM:** Marlene Spain, City Clerk

**DATE:** July 8, 2022

**MEETING DATE:** July 12, 2022

**SUBJECT:** Proclamation 2022-06 honoring our local first responders.

**Discussion:**

Proclamation thanking our first responders for their efforts and dedication in protecting our community.

**Attachments:**

Proclamation 2022-06 honoring our local first responders.

**PROCLAMATION 2022 -06**

**of the City Council of the City of Corcoran  
Honoring**

**Corcoran's First Responders**

**WHEREAS,** this proclamation honors Kings County Fire Department, Corcoran State Prison Fire Department, Corcoran Police Department Officers and Dispatchers for their dedication in protecting our community; and

**WHEREAS,** during 4<sup>th</sup> of July our local first responders responded to a fire within the City; and

**WHEREAS,** Kings County Fire, Corcoran State Prison Fire, Corcoran Police Officers and Dispatchers responded quickly which prevented the fire from spreading; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Corcoran commends their efforts and dedication in protecting our community.

**PASSED AND ADOPTED** at a regular meeting of the Corcoran City Council held on the 12<sup>h</sup> day of July 2022.

\_\_\_\_\_  
Patricia Nolen, Mayor

\_\_\_\_\_  
Jeannette Zamora-Bragg, Vice-Mayor

\_\_\_\_\_  
Sidonio "Sid" Palmerin, Council Member

\_\_\_\_\_  
Jerry Robertson, Council Member

\_\_\_\_\_  
Greg Ojeda, Council Member

City of

# CORCORAN

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**PRESENTATION  
ITEM #: 4-B**

**MEMORANDUM**

**TO:** City Council

**FROM:** Marlene Spain, Assistant to the City Manager/City Clerk

**DATE:** July 8, 2022

**MEETING DATE:** July 12, 2022

**SUBJECT:** Presentation by Kendall Flint with DKS Associates and Terri King with KCAG regarding the Regional Transportation Plan/Sustainable Communities Strategy.

**Presentation:**

Every four years Kings County Association of Governments (KCAG) is required to develop a comprehensive long-range planning document or Regional Transportation Plan (RTP). The RTP establishes regional goals, identifies present and future needs regarding transportation and infrastructure. The RTP will cover major transportation issues in Kings County region including state highways, transportation system management and transportation control measures. The RTP represents an accumulation of all the plans by the local agencies, including Corcoran, Avenal, Hanford Lemoore and the unincorporated areas of the county.

**Attachments**

Presentation



# Kings

## Regional Vision

People. Choices. Community.



# Who is KCAG and what do we do?

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- Metropolitan Planning Organization for the Kings County Region.
- Association of local governments with all four Cities and the County of Kings are members.
- One of 18 in California and 381 nationwide
- Administer the flow of federal and state transportation funding to our member agencies.



# What is Kings Regional Vision?

This is an update to our Regional Transportation Plan including a Sustainable Communities Strategy.

Guides transportation investments, priorities, and plans.

Focus on regional issues and multiple modes

Link with land use, housing & employment.

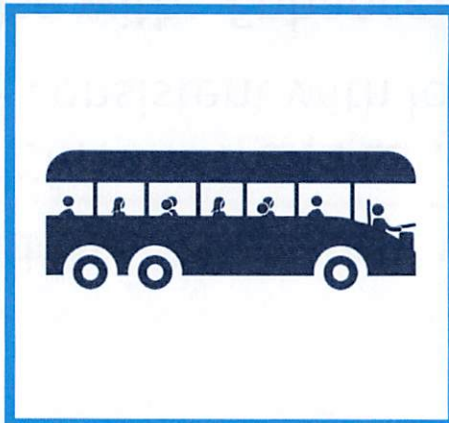
Covers 25 years thru 2046.



# What must the Plan do?

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- Have a shared vision of all of the Cities and the County.
- Be financially sound – what can we realistically pay for?
- Emphasize system preservation.
- Provide prioritized list of transportation projects.
- Meet state and federal requirements.



# Scenario Development

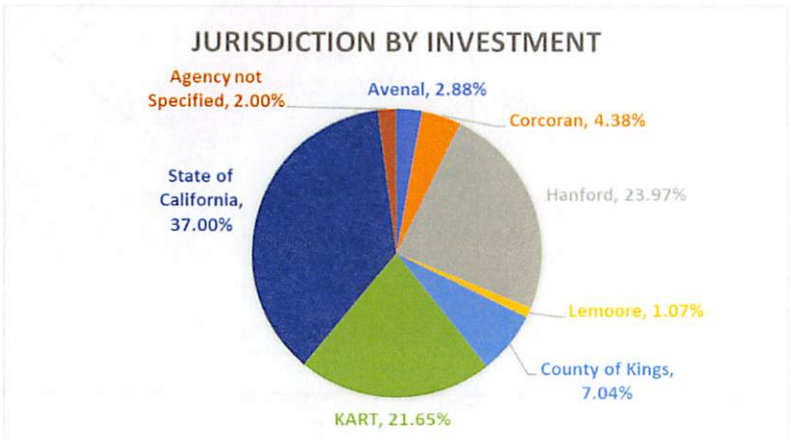
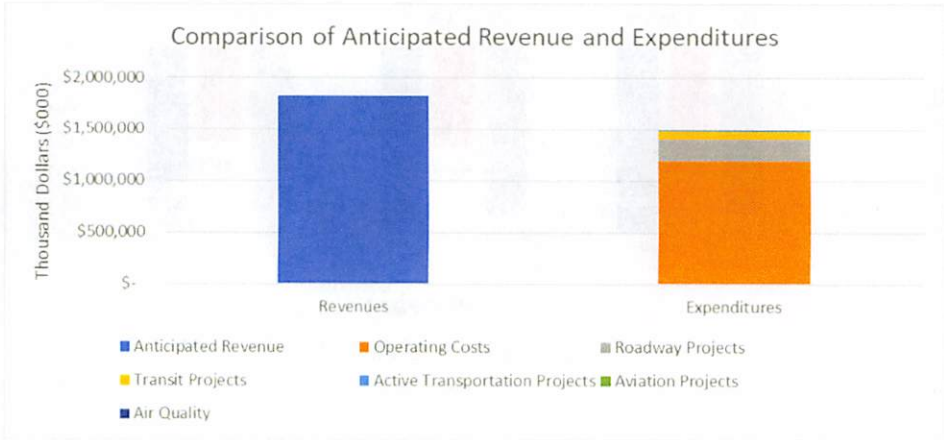


# Scenario Development

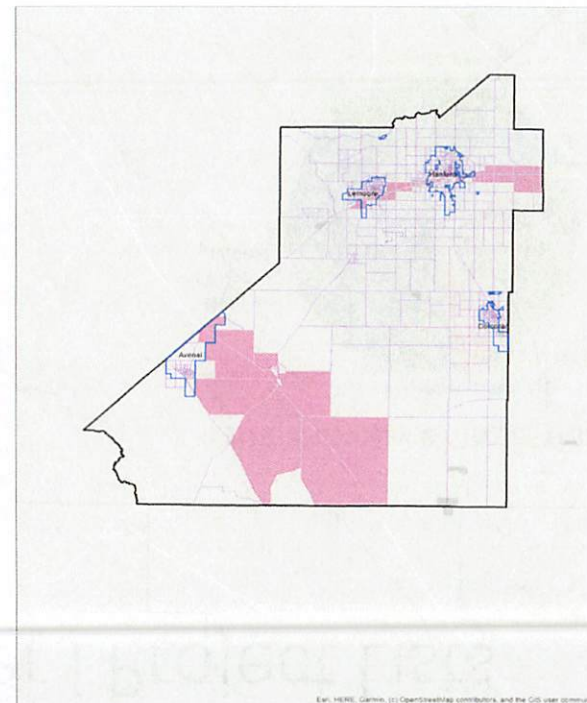
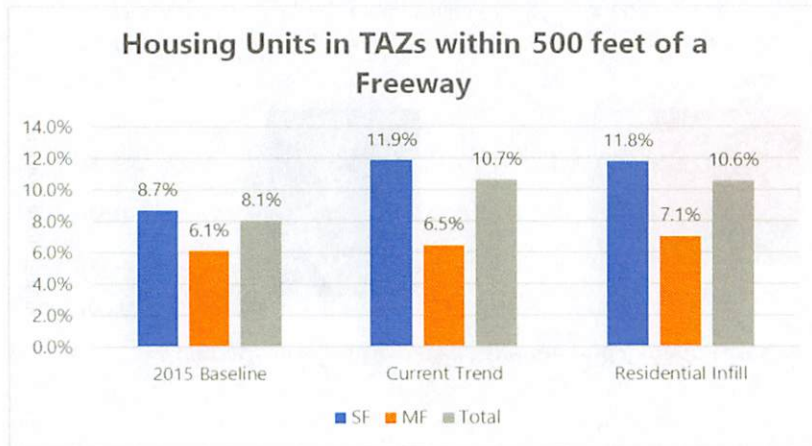


- A. Current Trend Land Use: Consistent with local agency General Plans
- B. Residential Infill – Current Trend Land Use Plus ADU and Lot Split Activity in residential areas – consistent with local agency zoning code updates and SB-9
- C. Scenario A Land Use with: Enhanced Electromobility; Broadband Expansion; Active Transportation
- D. Scenario B Land Use with: Enhanced Electromobility; Broadband Expansion; Active Transportation

# Financially Constrained Tier I Project Lists



# Scenario Testing





# Preview Plans for Regional Transportation Investments

**IN-PERSON WORKSHOP**

**Tuesday, July 19**  
**6:30 – 8:00pm**

*Avenal Theater*  
*233 E. Kings St.*  
*Avenal, CA*

**IN-PERSON WORKSHOP**

**Wednesday, July 20**  
**6:30 – 8:00pm**

*Training Room,*  
*Administrative Offices*  
*Hanford City Hall*  
*319 N. Douty St.*

**VIRTUAL WORKSHOP**

**Thursday, July 21**  
**6:30 – 8:00pm**

**SCAN HERE TO JOIN:**



# Questions?

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Terri King, Executive Director  
KCAG

Terri.King@co.kings.ca.us  
(559) 852-2678

Kendall Flint, Outreach Task Manager  
DKS Associates

Kendall.flint@dksassociates.com  
(650) 455-1201



City of

# CORCORAN

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**PRESENTATION  
ITEM #: 4-C**

**MEMORANDUM**

**TO:** City Council

**FROM:** Greg Gatzka, City Manager

**DATE:** July 8, 2022

**MEETING DATE:** July 12, 2022

**SUBJECT:** Certificate honoring Valerie Bega our Employee of the 2<sup>nd</sup> Quarter.

**Discussion:**

Present Valerie Bega a certificate honoring her as our Employee of the 2<sup>nd</sup> Quarter.

**Attachments:**

None

City of

# CORCORAN

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**MEMORANDUM**

**STAFF REPORT  
ITEM # 7-A**

**TO: Corcoran City Council**

**FROM: Kevin J. Tromborg, Community Development Director**

**DATE: July 7, 2022**

**MEETING DATE: July 12, 2022**

**SUBJECT: Resolution No. 3961 for Conditional Use Permit 22-01 to sell alcohol/liquor on property located at 1943 Dairy Avenue, Corcoran, CA 93212, APN: 034-210-234**

**Recommendation: (Voice Vote)**

Consider approval of Resolution No. 3961 for Conditional Use Permit 22-01 to sell alcohol/liquor on property located at 1943 Dairy Avenue, APN: 034-210-234, as recommended by the Planning Commission Resolution No. 2022-06 (Attached)

**Discussion:**

The applicant proposes to sell on-site alcoholic beverages in conjunction with a proposed Restaurant located at 1943 Dairy Avenue, Corcoran, CA. The applicant is in the process of applying to the Department of Alcoholic Beverages Control (ABC) for a type 41 on-site sale license. According to ABC, there are four (4) sale licenses in census tract 0014.02, adding a fifth license creates an over concentration of licenses. In an area of over concentration, a letter of convenience and necessity is required from the City Council before the office of Alcoholic Beverages Control will approve the license.

The Planning Commission on its regular meeting on June 20, 2022, reviewed and considered all the conditions presented by the staff and approved the Planning Commission Resolution No. 2022-06 regarding Conditional Use Permit 22-01.

**Budget Impact: None**

**Attachment:**

1. Attachment A

2. Planning Commission Resolution No. 2022-06

**RESOLUTION NO. 3961  
CORCORAN CITY COUNCIL  
PERTAINING TO  
CONDITIONAL USE PERMIT 22-01**

At a meeting of the City Council of the City of Corcoran duly called and held on July 12, 2022, the Council approved the following:

**Whereas**, Roberto Roque Velasquez, submitted an application requesting approval for a Conditional Use Permit to sell alcohol/liquor for a proposed business to be located at 1943 Dairy Avenue, APN: 034-210-234; and

**Whereas**, the Planning Commission considered the staff report on June 20, 2022; and

**Whereas**, the Alcohol Beverage Control Department (ABC) has determined that there is an over concentration of off-site and on-site licenses in the 0014-02 census tract area; and

**Whereas**, the Planning Commission has made the following findings pursuant to the City of Corcoran Zoning Ordinance;

(A) The proposed business is to be located in a proposed building that is zoned for this type of business and therefore is categorically exempt under CEQA 15301.

(B) There is an over concentration of alcohol beverage licenses in the area as identified by the Office of Alcohol Beverage Control.

(C) That the owner or developer has applied for Site Plan Review that was reviewed by all Department and outside agencies that may require oversight prior to the issuance of a Building Permit.

(D) A letter of convenience and necessity will be required from the City Council if the Planning Commission approves the CUP.

(E) That the site for the proposed use is adequate in size and shape to accommodate the said use and all yards, spaces, walls and fences, parking, loading, landscaping and other features required by this Title to adjust said use with land and use in the neighborhood;

(F) That the site for the proposed use relates to streets and highways adequate in width and pavement type to carry the quantity and kind of traffic generated by the proposed use;

(G) That the proposed use will have no adverse effect upon adjoining or other properties and that a Site Plan Review application be submitted for full review by Community Development Staff and other agencies as may be required.



(H) That the proposed use is consistent with the objectives and the policies of the Corcoran General Plan, or any specific plans, area plans, or planned development approved by the City;

**WHEREAS**, the City Council has carefully considered recommendations presented to the Planning Commission public hearing of June 20, 2022 and

**IT IS THEREFORE RESOLVED** that Resolution No. 3961, Conditional Use Permit 22-01 be approved with the Conditions stated in Exhibit A and General Conditions.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Corcoran by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**PASSED AND ADOPTED** on this 12<sup>th</sup> day of June 2022

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**Patricia Nolan**  
Mayor

Attested By:

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**Marlene Spain**  
City Clerk

**CERTIFICATE**

City of Corcoran        }  
County of Kings        } ss.  
State of California     }

I, Marlene Spain, City Clerk of the City of Corcoran, hereby certify that this is a full, true and correct copy of Resolution No. 3961 duly passed by the City Council of the City of Corcoran at a regular meeting thereof held on the 12<sup>th</sup> day of July 2022, by the vote as set forth therein.

DATED: July 12, 2022

\_\_\_\_\_  
Marlene Spain  
City Clerk

EXHIBIT A  
CONDITIONAL USE PERMIT

**General Conditions:**

1. That the applicant in consideration of the approval of said project hereby agrees to hold harmless the City of Corcoran and all of its departments, officers, agents, or employees free and harmless of, and from any claims or any kind of nature arising out of or by reason of said project, and the development of said project by any person, firm or corporation, public or private, and from the cost and expense of defending the same including attorney's fees.
2. That all proposals of the applicant be conditions of approval if not mentioned herein.
3. That the business complies with any and all local, state and federal laws and regulations governing the sale of alcohol.

**RESOLUTION NO. 2022-06  
CORCORAN CITY PLANNING COMMISSION  
PERTAINING TO  
CONDITIONAL USE PERMIT 22-01**

At a meeting of the Planning Commission of the City of Corcoran duly called and held on June 20, 2022 the Commission approved the following:

**Whereas**, Roberto Roque Velasquez, submitted an application requesting approval for a Conditional Use Permit to sell alcohol/liquor for a existing business located at 1943 Dairy Avenue, Corcoran, CA 93212; and

**Whereas**, this Commission considered the staff report on June 20, 2022; and

**Whereas**, the Alcohol Beverage Control Department (ABC) has determined that there is an over concentration of off-site and on-site licenses in the 0014-02 census tract area; and

**Whereas**, the Planning Commission has made the following findings pursuant to the City of Corcoran Zoning Ordinance.

(A) The proposed business is to be located in an existing building that is zoned for this type of business and therefore is categorically exempt under CEQA 15301 as an existing facility.

(B) There is an over concentration of alcohol beverage licenses in the area as identified by the Office of Alcohol Beverage Control.

(C) A letter of convenience and necessity will be required from the City Council if the Planning Commission approves the CUP.

(D) That the site for the proposed use is adequate in size and shape to accommodate the said use and all yards, spaces, walls and fences, parking, loading, landscaping, and other features required by this Title to adjust said use with land and use in the neighborhood.

(E) That the site for the proposed use relates to streets and highways adequate in width and pavement type to carry the quantity and kind of traffic generated by the proposed use;


(F) That the proposed use will have no adverse effect upon adjoining or other properties and that a Site Plan Review application be submitted for full review by Community Development Staff and other agencies as may be required.


(G) That the proposed use is consistent with the objectives and the policies of the Corcoran General Plan, or any specific plans, area plans, or planned development approved by the City;

**IT IS THEREFORE RESOLVED** that Resolution No. 2022-06 and Conditional Use Permit 22-01 be approved with the Conditions stated in Exhibit A, General Conditions, and that the Planning Commission recommends to the City Council approval of Resolution No. 2022-06 and Conditional Use Permit 22-01.

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

PASSED AND ADOPTED on this 20<sup>th</sup> day of June, 2022

  
\_\_\_\_\_  
**Karl Kassner**  
Planning Commission Chairman

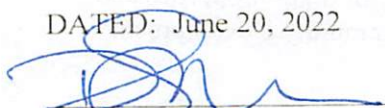
  
\_\_\_\_\_  
**Kevin J. Tromborg**  
Community Development Director

**CERTIFICATE**

City of Corcoran     }  
County of Kings     } ss.  
State of California   }

I, Delfina Lupian, Planning Commission Secretary of the City of Corcoran, hereby certify that this is a full, true and correct copy of Resolution No. 2022-06 duly passed by the Planning Commission of the City of Corcoran at a regular meeting thereof held on the 20th day of June, 2022, by the vote as set forth therein.

DATED: June 20, 2022

  
\_\_\_\_\_  
Delfina Lupian  
Planning Commission Secretary

ATTEST:

  
\_\_\_\_\_  
Marlene Spain, City Clerk

City of

# CORCORAN

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A MUNICIPAL CORPORATION

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**STAFF REPORT  
ITEM #: 7-B**

**MEMORANDUM**

**TO:** City Council

**FROM:** Kevin J. Tromborg: Community Development Director/Transit Director

**DATE:** July 7, 2022,

**MEETING DATE:** July 12, 2022

**SUBJECT:** Resolution 3960 regarding CDBG/CDBG-CV Rental Relief Program.

**Recommendation:** Staff recommends approval of Resolution 3960 to utilize CV-1 grant funds for rental and mortgage assistance as well as utility assistance.

**Discussion:** The Community Development Block Grant (CDBG) CV-1 grant program that the City Received during the covid crisis was originally used for those who were affected financially by covid for assistance with their water utilities. Soon after the CV-1 grant was available Housing and Community Development of California (HCD) in conjunction with (CDBG) issues a second and third grant, CV-2 and 3. These grants are available for rental and mortgage assistance. In April of 2022 HCD changed the guidelines to allow jurisdictions to use CV-1 for rental and mortgage assistance as well as utilities assistance.

A new agreement was signed by the City regarding the CV-1 grant. We have now been informed that a signed resolution from the City Council is now required before the funds can be used for this purpose.

Attachments.

1. Resolution 3960
2. CDBG CV Rental Relief Program F&A
3. Signed Agreement

**Budget Impact:** N/A

**RESOLUTION NO. 3960**

**RESOLUTION 3960 OF THE CITY COUNCIL OF THE CITY OF CORCORAN  
AUTHORIZING THE USE OF CV-1 GRANT FUNDS FOR RENTAL AND  
MORTGAGE ASSISTANCE IN CONJUNCTION WITH UTILITY ASSISTANCE.**

**WHEREAS,** The City of Corcoran receive a CDBG CV-1 grant for the use of utility assistance for qualified applicants affected by the Corona Virus pandemic; and

**WHEREAS,** The City contracted with Self Help Enterprise to partner with the City in administrating the grant; and

**WHEREAS,** In April of 2022, Housing and Community Development of California and CDBG revised the guidelines of the CV-1 grant allowing grant recipients to use the funds for rental and mortgage assistance and utility assistance; and

**WHEREAS,** qualified grant applications for utility assistance have been slow; and

**WHEREAS,** City staff and its partner, Self Help Enterprise determined that adding rental and mortgage assistance to the use of the CV-1 grant would benefit the community; and

**WHEREAS,** the City Manager signed the agreement on May 5, 2022, to allow the CV-1 grant funds to be used for utility and rental and mortgage assistance.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council by Resolution 3960 authorizes the use of the CV-1 grant funds to be used for utility assistance and rental and mortgage assistance; and

**BE IT FURTHER RESOLVED** that these authorizations are effective for the duration of the grant.

The foregoing Resolution 3960 was approved and adopted at a regular meeting of the City Council of the City of Corcoran held on the 12 day of July 2022, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**APPROVED:**

\_\_\_\_\_  
Patricia Nolen, Mayor

**ATTEST:**

\_\_\_\_\_  
Marlene Spain, City Clerk



## **CDBG/CDBG-CV Rental Relief Program Frequently Asked Questions (FAQs)**

### **1. Can you please be specific on the start date for CDBG/CDBG-CV Rental Relief Program?**

Grantees carrying out rental relief subsistence payment activities can provide rental relief assistance to households for rent incurred on or after April 1, 2022.

### **2. Who is eligible for the program?**

The program is generally targeted to low-income renters. To comply with U.S. Department of Housing and Urban Development National Objective requirements, at least 51% of households assisted must have incomes at or below 80% Area Median Income (AMI).

### **3. How long can assistance be provided for?**

Grantees implementing a rental relief program funded with CDBG-CV or with FY2019 or FY2020 CDBG funds used to prevent, prepare for, and respond to coronavirus may provide assistance for a period of up to six consecutive months. Other rental relief programs using formula CDBG allocations may only provide subsistence payments for a period of up to three consecutive months.

Assistance does not need to occur each month. For example, if a household applies to a CDBG-CV program and requires assistance for the first month, but then can cover the second and third month, the household can still receive CDBG-CV assistance for the fourth, fifth, and six months.

Also, this demonstrates that the assistance is based on need and covers necessary and reasonable costs. If a grantee chooses to implement subsistence payments using this method, the program guidelines should outline clear parameters.

### **4. If a beneficiary already received CDBG-CV subsistence payments, are they also eligible for CDBG-CV rental relief assistance?**

A beneficiary can only receive a total of six consecutive months of all subsistence payment assistance through the CDBG-CV program. If a beneficiary previously received CDBG-CV subsistence payments for another need (such as utility payments) and the six-month consecutive period has already expired, that beneficiary would not be eligible for rental relief assistance. However, if the beneficiary received utility assistance in March 2022 and applied for rental relief assistance in April 2022, assuming they meet all eligibility requirements, the





beneficiary could receive 5 months of rental relief assistance (until the six-month consecutive period ends in August 2022).

#### **5. Do tenants need to be behind on rent at the time of application?**

To receive assistance, a tenant does not have to be behind on rent. They have to demonstrate that they don't have the ability to pay rent. Households should ideally be assisted at the time they anticipate being late on their rent, not after they are already late on their payment and have already incurred late fees.

#### **6. Who must complete the application, the landlord or tenant?**

Applications must be completed by the tenant to verify eligibility. Once an applicant is deemed eligible, the grantee will reach out to the landlord to confirm payment processes.

#### **7. What is a COVID-19 tieback?**

Under statute of the CDBG-CV program, all activities must be used to prevent, prepare for, or respond to COVID-19. Grantees are able to establish their threshold and definition of how the activity will meet the COVID-19 tieback. Grantees should maintain this documentation in their program and applicant file. This requirement is only applicable to CDBG-CV funds and FY2019 and FY2020 CDBG funds used to prevent, prepare for, or respond to coronavirus.

#### **8. What is duplication of benefits?**

Duplication of benefits occurs when a person, household, business, government, or other entity receives financial assistance from multiple sources for the same purpose within the same time period, and the total assistance received for that purpose is more than the total need for assistance. As part of the application process, grantees are required to evaluate each application to ensure that a duplication of benefits has not or will not occur. If a beneficiary received ERAP assistance, it would not constitute as a duplication of benefits since the assistance was for a different period of time. This requirement is only applicable to CDBG-CV funds and FY2019 and FY2020 CDBG funds used to prevent, prepare for, or respond to coronavirus.

#### **9. Is there a habitability standard for units?**

Neither HUD nor HCD have established a minimum habitability standard for units assisted through the rental relief program. Grantees may elect, if they so choose, to include habitability standards as part of the program requirements.



## **10. When does the requirement for a lead-based paint visual inspection come in?**

The 100-day emergency grace period begins at the time of the first payment going forward. Once the assistance period reaches 100 days, a visual lead-based paint inspection is required. If assistance is being provided to an individual or family that covers three months of arrears within the first month of assistance, the 100 days begins at the time of payment going forward. As an emergency payments assistance period approaches the end of the 100-day grace period, the grantee must undertake visual inspection if it wishes to continue the CDBG-CV assistance. This only applies to CDBG-CV funds and FY2019 or FY2020 CDBG funds used to prevent, prepare for, or respond to coronavirus because CDBG is limited to three months of assistance and therefore does not exceed the 100-day grace period.

## **11. Is it acceptable to do a remote visual lead-based paint inspection?**

For assistance to continue past 100 days, a visual inspection is required. Because of the coronavirus it may not be possible for an onsite visual inspection to occur. If the situation does not allow for an onsite visual inspection, the owner(s) or a surrogate may perform a remote visual inspection. Grantees are encouraged to develop policies and procedures that allow this method and the necessary documentation required for it.

## **12. How will payments be made to the landlord?**

Following review of the application, the grantee will engage with the landlord to confirm payment processes and issue payments directly to the landlord on behalf of the tenant.

<input type="checkbox"/> CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED	PAGES	AGREEMENT NUMBER 20-CDBG-CV1-00081	AMENDMENT NUMBER 1	Purchasing Authority Number
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1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME  
 Department of Housing and Community Development (HCD)

CONTRACTOR NAME  
 City of Corcoran

2. The term of this Agreement is:

START DATE  
 05/07/2021

THROUGH END DATE  
 06/25/2023

3. The maximum amount of this Agreement after this Amendment is:  
 \$95,420.00

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

The term of this Agreement is extended and shall now expire on June 25, 2023.

The Expenditure Deadline referenced in Exhibit A, Section 5.B. is hereby extended to June 25, 2023. All references in this Agreement to the Expenditure Deadline shall mean such date.

All other terms and conditions shall remain the same.


IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)  
 City of Corcoran

CONTRACTOR BUSINESS ADDRESS 832 Whitley Avenue	CITY Corcoran	STATE CA	ZIP 93212
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PRINTED NAME OF PERSON SIGNING <b>GREG GATZKA</b>	TITLE <b>CITY MANAGER</b>
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CONTRACTOR AUTHORIZED SIGNATURE 	DATE SIGNED <b>5-5-22</b>
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**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME  
 Department of Housing and Community Development (HCD)

CONTRACTING AGENCY ADDRESS 2020 W. El Camino Avenue	CITY Sacramento	STATE CA	ZIP 95833
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PRINTED NAME OF PERSON SIGNING <b>Shaun Singh</b>	TITLE Contracts Manager
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CONTRACTING AGENCY AUTHORIZED SIGNATURE 	DATE SIGNED <b>5/5/2022</b>
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CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL	EXEMPTION (If Applicable) Exempt per SCM Vol. 1 4.04. A.3 (DGS memo dated 6/12/1981)
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City of

# CORCORAN

A MUNICIPAL CORPORATION

FOUNDED 1914

**STAFF REPORT**

**ITEM #: 7-C**

**MEMO**

**TO:** Corcoran City Council

**FROM:** Gary Cramer, Deputy Chief of Police

**DATE:** July 7, 2022

**SUBJECT:** Discussion regarding golf carts

**MEETING DATE:** July 12, 2022

**RECOMMENDATION:**

Council to provide direction to staff how to proceed.

**DISCUSSION:**

The Police Department was asked to investigate the possibility of creating an ordinance that would make it legal for golf carts (345 VC) to drive on city streets within the City of Corcoran. Upon researching this issue, we discovered that generally golf carts cannot be operated on streets with a speed limit greater than 25MPH (21716VC). The vehicle code does allow cities to adopt ordinances permitting the use of golf carts under certain circumstances, which are listed below.

-21114.5VC allows for a city to adopt an ordinance allowing certain individuals to operate golf carts on sidewalks. Among others, persons 50 years of age or older, handicap, postal service employees and government agencies may be allowed to operate golf carts on sidewalks under this type of ordinance. This ordinance also specifically requires a permitting process.

-21115VC allows a city, through resolution or ordinance, to allow golf carts to be driven on streets adjacent to, or providing access to, a golf course. This section of law specifically limits that distance of roadway to not more than 1 mile from the golf course, unless the roadway is within a development offering golf facilities.

Neighborhood Electric Vehicles (NEV's) offer more latitude in developing an ordinance for the use of small electric vehicles; however, they are distinctly different from golf carts and are defined under 385.5 VC. NEV's can be operated on roadways with speed limits up to 35MPH. They are also subject to registration, licensing, and insurance requirements. AB 2353 has allowed some cities to permit operation on roadways with speed limits over 35 MPH where NEV lanes exist. It appears in order to follow suit the City would have to seek legislation to permit the City to adopt such an ordinance and develop an NEV Transportation Plan.

City Offices:

**STAFF REPORT  
ITEM #: 7-D****MEMO****TO: Corcoran City Council****FROM: Greg Gatzka, City Manager****DATE: July 7, 2022****MEETING DATE: July 12, 2022****SUBJECT: Update on Corcoran Homelessness Challenges****Summary:**

Corcoran is experiencing homelessness challenges similar to other cities, and staff is presenting an update to keep the Council informed and provide the Council an opportunity to give additional direction to staff.

**Recommendation:**

Receive and update from staff, and consider providing direction on follow up actions.

**Budget impact:**

None with this action. Any future action will be evaluated to determine any potential budgetary costs.

**Background:**

The City of Corcoran, just like many other cities and communities throughout the San Joaquin Valley, is faced with a growing presence of homelessness and the associated challenges. City staff have been receiving citizen complaints related to homelessness issues, and taking steps to better understand these circumstances. The California Governor and State of California have directed funding to support housing for homeless, which has been directed through the County and primarily focused in Hanford. As City staff continue to explore various appropriate avenues to help address these challenges in Corcoran, staff is often hindered by the restrictions imposed by court decisions, and the lack of adequate Federal, State and Local funding and services to provide any meaningful impact. In order to keep the Council informed and updated on staff efforts and discoveries, the following update is being provided and routinely brought back as determined by the Council. The Council may also provide direction to staff for any follow up action or information.

City of

# CORCORAN

FOUNDED 1914

Public Works Department

**STAFF REPORT**  
**ITEM #: 7-E**

MEMO

**TO:** Corcoran City Council

**FROM:** Joseph Faulkner, Public Works Director

**DATE:** July 05, 2022      **MEETING DATE:** July 12, 2022

**SUBJECT:** Purchase of New Boiler for the Wastewater Treatment Plant

**Recommendation:**

Consider the purchase of a replacement sludge heater for the Wastewater Treatment Plant.

**Background:**

For the wastewater treatment process to be effective, the heating of the solids from the city's two clarifiers is a very important step. When wastewater enters a clarifier, the heavy solids settle out and are then scraped into a drain. From there, the solids – called sludge – are pumped into the digester. Inside the digester, bacteria break down the solids and create gas. These bacteria that live in the digester play a key role in the breakdown of wastewater, and their survival is vital. The temperature range the bacteria survive within is small – only 95 – 100°F. Because of this, keeping the sludge within that temperature range is of paramount importance. If the boiler were to ever go down for an extended period of time, the bacteria within the digester could become inactivated and make for a very expensive problem.

**Discussion:**

Staff is asking Council to consider the purchase of a new boiler/heat exchanger to replace the existing unit at the Wastewater Treatment Plant. The existing boiler is ancient and has been in operation since 1980. The boiler is out of service often and repairs are very expensive and occur frequently.

The new heating system that staff is requesting approval for is a sludge heater with boiler/heat exchanger combination. Many different options were researched and considered, but staff is recommending this one because it is a proven system that is commonly used in the wastewater industry. The proposal is from Bay City Boiler, which is a boiler servicing company located in Fresno. The proposal also includes the deconstruction, installation, start-up and warranty of the new unit.

**Budget Impact:**

The project total cost is \$186,335.00, excluding taxes. Funds were appropriated in the 2022-23 Wastewater American Rescue Plan Act budget.

City of

# CORCORAN

FOUNDED 1914

Public Works Department

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**STAFF REPORT**  
**ITEM #: 7-F**

MEMO

**TO:** Corcoran City Council

**FROM:** Joseph Faulkner, Public Works Director

**DATE:** July 05, 2022      **MEETING DATE:** July 12, 2022

**SUBJECT:** Adoption of Resolution No. 3064 authorizing the contract award of the Dairy Avenue Pedestrian Safety Improvement Project to Todd Companies.

**Recommendation:**

Consider adoption of Resolution No. 3064 designating and authorizing the City Manager to award construction contracts for the Dairy Avenue Pedestrian Safety Improvement Project, in the amount of \$76,250.00.

**Discussion:**

On June 30, 2022, staff opened a total of 4 bids and read aloud for the Dairy Avenue Pedestrian Safety Improvement Project. Based on the totality of the bid package and estimated project cost, Todd Companies has been selected to move forward in the process. The project includes the construction of new concrete sidewalks, curb and gutter, ADA accessible ramps, asphalt, striping, signage including installation of solar rectangular rapid flashing beacons (RRFB).

**Budget Impact:**

Based on the actual bids, the total estimated project cost is \$76,250.00. Total funding will come from the Highway Safety Improvement Program with no local funds used.

**Attachments:**

Resolution No. 3064

**RESOLUTION NO. 3064**

**A RESOLUTION OF THE CITY OF CORCORAN, CALIFORNIA,  
AWARDING CONTRACT TO TODD COMPANIES FOR THE DAIRY  
AVENUE PEDESTRAIN SAFETY IMPROVEMENTS PROJECT AND  
AUTHORIZING CITY MANAGER OR MAYOR TO EXECUTE THE  
AGREEMENT ON BEHALF OF THE CITY.**

**WHEREAS**, the Invitation to Bid for the Dairy Avenue Pedestrian Safety Improvements Project, was published in the Central California Builders Exchange starting on June 01, 2022; and

**WHEREAS**, the project will construct new concrete sidewalks, curb and gutter, ADA accessible ramps, asphalt, striping, signage including installation of solar rectangular rapid flashing beacons (RRFB); and

**WHEREAS**, the following bids for the project were publicly opened and read aloud at the Corcoran City Hall on June 30, 2022 at 2:00 p.m.:

<b><u>CONTRACTOR</u></b>	<b><u>BID AMOUNT</u></b>
1. Todd Companies	\$76,250.00
2. Mac General Engineering	\$113,839.57
3. Seal Rite Paving & Grading	\$122,888.00
4. Bush General Engineering, Inc.	\$133,986.13

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CORCORAN DOES  
HEREBY RESOLVE, DETERMINE, AND ORDER:**

1. Upon the recommendation of the Public Works Director that the Street Improvements on Dairy Avenue Pedestrian Safety Improvements Project, be awarded to Todd Companies, 1705 N. Clancy CT, Visalia, CA 93291 in the amount of seventy six thousand two hundred and fifty dollars and zero cents (\$76,250.00);
2. The City approves a contingency amount of \$11,437.50 (15% of contract); and
3. The City Manager or Mayor is authorized to sign the City's standard form of contract for construction projects, as contained in the bid package on behalf of the City of Corcoran.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Corcoran held on July 12, 2022, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**



\_\_\_\_\_  
Patricia Nolen, Mayor

ATTEST:

\_\_\_\_\_  
Marlene Spain, City Clerk

**STAFF REPORT  
ITEM #: 7-G**

**MEMORANDUM**

**TO:** City Council

**FROM:** Kevin J. Tromborg: Community Development Director/Transit Director

**DATE:** July 8, 2022

**MEETING DATE:** July 12, 2022

**SUBJECT:** First reading of proposed Ordinance 643 amending Title 8 of the Corcoran Municipal Code, establishing and clarifying water service regulations pertaining to water service billing, connections, reconnections, disconnections of service for delinquent accounts. And Resolution 3963 City policy pertaining to discontinuation of residential water service.

**Recommendation:** First Reading review of Ordinance 643 and Resolution 3963

**Discussion:** Senate Bill 988 (SB988) discontinuation of residential water service for non-payment was signed into law in September 2018. SB988 requires all public water systems to have written policy on water service disconnection for nonpayment. SB988 provides that a customer must be at least 60 days delinquent in payment of a utility bill before the City may terminate his or her service. The policy shall be applicable to all residential water customers which will result in expanded notification procedures prior to service disconnection for nonpayment. The bill prohibits discontinuation of water service if all the following conditions are met.

1. A primary care provider certifies that discontinuation will be life-threatening or poses a serious threat to the health and safety of a resident on the premises where service is provided; and
2. A customer demonstrates he or she is financially unable to pay; and
3. A customer is willing to enter an amortization agreement, alternate payment schedule, or plan for a deferred or reduced payment.

Attached is Ordinance 643 regarding SB-988 and resolution 3963 pertaining to Attachment A regarding the City shutoff policy. Also attached is Option (1) and Option (2) collection timelines that the Council can direct staff to use for notifications and timeline.

Attached:

1. Senate Bill 988
2. Ordinance 643
3. Resolution 3963
4. Option 1 table
5. Option 2 table
6. Attachment A Shutoff policy



Senate Bill No. 998

CHAPTER 891

An act to add Chapter 6 (commencing with Section 116900) to Part 12 of Division 104 of the Health and Safety Code, relating to water.

[Approved by Governor September 28, 2018. Filed with Secretary of State September 28, 2018.]

LEGISLATIVE COUNSEL'S DIGEST

SB 998, Dodd. Discontinuation of residential water service: urban and community water systems.

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health. Existing law declares it to be the established policy of the state that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes.

Under existing law, the Public Utilities Commission has regulatory authority over public utilities, including water corporations. Existing law requires certain notice to be given before a water corporation, public utility district, municipal utility district, or a municipally owned or operated public utility furnishing water may terminate residential service for nonpayment of a delinquent account, as prescribed.

This bill would require an urban and community water system, defined as a public water system that supplies water to more than 200 service connections, to have a written policy on discontinuation of water service to certain types of residences for nonpayment available in prescribed languages. The bill would require the policy to include certain components, be available on the system's Internet Web site, and be provided to customers in writing, upon request. The bill would provide for enforcement of these provisions, including making a violation of these provisions punishable by a civil penalty issued by the board in an amount not to exceed \$1,000 for each day in which the violation occurs, and would require the enforcement moneys collected by the board to be deposited in the Safe Drinking Water Account. The bill would prohibit an urban and community water system from discontinuing residential service for nonpayment until a payment by a customer has been delinquent for at least 60 days. The bill would require an urban and community water system to contact the customer named on the account and provide the customer with the urban and community water system's policy on discontinuation of residential service for nonpayment no less than 7 business days before discontinuation of residential service, as prescribed.

This bill would prohibit residential service from being discontinued under specified circumstances. The bill would require an urban and community

water system that discontinues residential service to provide the customer with information on how to restore service. The bill would require an urban and community water system to waive interest charges on delinquent bills for, and would limit the amount of a reconnection of service fee imposed on, a residential customer who demonstrates, as prescribed, to the urban and community water system household income below 200% of the federal poverty line. The bill would require an urban and community water system that furnishes individually metered residential service to residential occupants of a detached single-family dwelling, a multiunit structure, mobilehome park, or permanent residential structure in a labor camp, and that the owner, manager, or operator of the dwelling, structure, or park is the customer of record, to make every good faith effort to inform the residential occupants by written notice that service will be terminated and that the residential occupants have the right to become customers, as specified. The bill would require an urban and community water system to report the number of annual discontinuations of residential service for inability to pay on its Internet Web site and to the board, and the bill would require the board to post on its Internet Web site the information reported. The bill would require an urban water supplier, as defined, or an urban and community water system regulated by the commission, to comply with the bill's provisions on and after February 1, 2020, and any other urban and community water system to comply with the bill's provisions on and after April 1, 2020. The bill would provide that the provisions of the bill are in addition to the provisions in existing law duplicative of the bill and that where the provisions are inconsistent, the provisions described in the bill apply.

*The people of the State of California do enact as follows:*

**SECTION 1.** The Legislature finds and declares as follows:

(a) All Californians have the right to safe, accessible, and affordable water as declared by Section 106.3 of the Water Code.

(b) It is the intent of the Legislature to minimize the number of Californians who lose access to water service due to inability to pay.

(c) Water service discontinuations threaten human health and well-being, and have disproportionate impact on infants, children, the elderly, low-income families, communities of color, people for whom English is a second language, physically disabled persons, and persons with life-threatening medical conditions.

(d) When there is a delinquent bill, all Californians, regardless of whether they pay a water bill directly, should be treated fairly, and fair treatment includes the ability to contest a bill, seek alternative payment schedules, and demonstrate medical need and severe economic hardship.

(e) The loss of water service causes tremendous hardship and undue stress, including increased health risks to vulnerable populations.

(f) It is the intent of the Legislature that this act provide additional procedural protections and expand upon the procedural safeguards contained

in the Public Utilities Code and Government Code as of January 1, 2018, relating to utility service disconnections.

SEC. 2. Chapter 6 (commencing with Section 116900) is added to Part 12 of Division 104 of the Health and Safety Code, to read:

**CHAPTER 6. DISCONTINUATION OF RESIDENTIAL WATER SERVICE**

**116900.** This chapter shall be known, and may be cited, as the Water Shutoff Protection Act.

**116902.** For the purposes of this chapter, the following definitions apply:

(a) "Board" means the State Water Resources Control Board.

(b) "Public water system" has the same meaning as defined in Section 116275.

(c) "Residential service" means water service to a residential connection that includes single-family residences, multifamily residences, mobilehomes, including, but not limited to, mobilehomes in mobilehome parks, or farmworker housing.

(d) "Urban and community water system" means a public water system that supplies water to more than 200 service connections.

(e) "Urban water supplier" has the same meaning as defined in Section 10617 of the Water Code.

**116904.** (a) An urban water supplier not regulated by the Public Utilities Commission shall comply with this chapter on and after February 1, 2020.

(b) An urban and community water system regulated by the Public Utilities Commission shall comply with this chapter on and after February 1, 2020. The urban and community water system regulated by the Public Utilities Commission shall file advice letters with the commission to conform with this chapter.

(c) An urban and community water system not described in subdivision (a) or (b) shall comply with this chapter on and after April 1, 2020.

**116906.** (a) An urban and community water system shall have a written policy on discontinuation of residential service for nonpayment available in English, the languages listed in Section 1632 of the Civil Code, and any other language spoken by at least 10 percent of the people residing in its service area. The policy shall include all of the following:

(1) A plan for deferred or reduced payments.

(2) Alternative payment schedules.

(3) A formal mechanism for a customer to contest or appeal a bill.

(4) A telephone number for a customer to contact to discuss options for averting discontinuation of residential service for nonpayment.

(b) The policy shall be available on the urban and community water system's Internet Web site, if an Internet Web site exists. If an Internet Web site does not exist, the urban and community water system shall provide the policy to customers in writing, upon request.

(c) (1) The board may enforce the requirements of this section pursuant to Sections 116577, 116650, and 116655. The provisions of Section 116585

and Article 10 (commencing with Section 116700) of Chapter 4 apply to enforcement undertaken for a violation of this section.

(2) All moneys collected pursuant to this subdivision shall be deposited in the Safe Drinking Water Account established pursuant to Section 116590.

116908. (a) (1) (A) An urban and community water system shall not discontinue residential service for nonpayment until a payment by a customer has been delinquent for at least 60 days. No less than seven business days before discontinuation of residential service for nonpayment, an urban and community water system shall contact the customer named on the account by telephone or written notice.

(B) When the urban and community water system contacts the customer named on the account by telephone pursuant to subparagraph (A), it shall offer to provide in writing to the customer the urban and community water system's policy on discontinuation of residential service for nonpayment. An urban and community water system shall offer to discuss options to avert discontinuation of residential service for nonpayment, including, but not limited to, alternative payment schedules, deferred payments, minimum payments, procedures for requesting amortization of the unpaid balance, and petition for bill review and appeal.

(C) When the urban and community water system contacts the customer named on the account by written notice pursuant to subparagraph (A), the written notice of payment delinquency and impending discontinuation shall be mailed to the customer of the residence to which the residential service is provided. If the customer's address is not the address of the property to which residential service is provided, the notice also shall be sent to the address of the property to which residential service is provided, addressed to "Occupant." The notice shall include, but is not limited to, all of the following information in a clear and legible format:

- (i) The customer's name and address.
- (ii) The amount of the delinquency.
- (iii) The date by which payment or arrangement for payment is required in order to avoid discontinuation of residential service.
- (iv) A description of the process to apply for an extension of time to pay the delinquent charges.
- (v) A description of the procedure to petition for bill review and appeal.
- (vi) A description of the procedure by which the customer may request a deferred, reduced, or alternative payment schedule, including an amortization of the delinquent residential service charges, consistent with the written policies provided pursuant to subdivision (a) of Section 116906.

(2) If the urban and community water system is unable to make contact with the customer or an adult occupying the residence by telephone, and written notice is returned through the mail as undeliverable, the urban and community water system shall make a good faith effort to visit the residence and leave, or make other arrangements for placement in a conspicuous place of, a notice of imminent discontinuation of residential service for nonpayment and the urban and community water system's policy for discontinuation of residential service for nonpayment.

(b) If an adult at the residence appeals the water bill to the urban and community water system or any other administrative or legal body to which such an appeal may be lawfully taken, the urban and community water system shall not discontinue residential service while the appeal is pending.

116910. (a) An urban and community water system shall not discontinue residential service for nonpayment if all of the following conditions are met:

(1) The customer, or a tenant of the customer, submits to the urban and community water system the certification of a primary care provider, as that term is defined in subparagraph (A) of paragraph (1) of subdivision (b) of Section 14088 of the Welfare and Institutions Code, that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of, a resident of the premises where residential service is provided.

(2) The customer demonstrates that he or she is financially unable to pay for residential service within the urban and community water system's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within the urban and community water system's normal billing cycle if any member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

(3) The customer is willing to enter into an amortization agreement, alternative payment schedule, or a plan for deferred or reduced payment, consistent with the written policies provided pursuant to subdivision (a) of Section 116906, with respect to all delinquent charges.

(b) (1) If the conditions listed in subdivision (a) are met, the urban and community water system shall offer the customer one or more of the following options:

(A) Amortization of the unpaid balance.

(B) Participation in an alternative payment schedule.

(C) A partial or full reduction of the unpaid balance financed without additional charges to other ratepayers.

(D) Temporary deferral of payment.

(2) The urban and community water system may choose which of the payment options described in paragraph (1) the customer undertakes and may set the parameters of that payment option. Ordinarily, the repayment option offered should result in repayment of any remaining outstanding balance within 12 months. An urban and community water system may grant a longer repayment period if it finds the longer period is necessary to avoid undue hardship to the customer based on the circumstances of the individual case.

(3) Residential service may be discontinued no sooner than 5 business days after the urban and community water system posts a final notice of intent to disconnect service in a prominent and conspicuous location at the property under either of the following circumstances:



(A) The customer fails to comply with an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges for 60 days or more.

(B) While undertaking an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges, the customer does not pay his or her current residential service charges for 60 days or more.

116912. An urban and community water system that discontinues residential service for nonpayment shall provide the customer with information on how to restore residential service.

116914. (a) For a residential customer who demonstrates to an urban and community water system household income below 200 percent of the federal poverty line, the urban and community water system shall do both of the following:

(1) Set a reconnection of service fee for reconnection during normal operating hours at fifty dollars (\$50), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021. For the reconnection of residential service during nonoperational hours, an urban and community water system shall set a reconnection of service fee at one hundred fifty dollars (\$150), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021.

(2) Waive interest charges on delinquent bills once every 12 months.

(b) An urban and community water system shall deem a residential customer to have a household income below 200 percent of the federal poverty line if any member of the household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

116916. (a) This section applies if there is a landlord-tenant relationship between the residential occupants and the owner, manager, or operator of the dwelling.

(b) If an urban and community water system furnishes individually metered residential service to residential occupants of a detached single-family dwelling, a multiunit residential structure, mobilehome park, or permanent residential structure in a labor camp as defined in Section 17008, and the owner, manager, or operator of the dwelling, structure, or park is the customer of record, the urban and community water system shall make every good faith effort to inform the residential occupants, by means of written notice, when the account is in arrears that service will be terminated at least 10 days prior to the termination. The written notice shall further inform the residential occupants that they have the right to become

customers, to whom the service will then be billed, without being required to pay any amount which may be due on the delinquent account.

(c) The urban and community water system is not required to make service available to the residential occupants unless each residential occupant agrees to the terms and conditions of service and meets the requirements of law and the urban and community water system's rules and tariffs. However, if one or more of the residential occupants are willing and able to assume responsibility for the subsequent charges to the account to the satisfaction of the urban and community water system, or if there is a physical means legally available to the urban and community water system of selectively terminating service to those residential occupants who have not met the requirements of the urban and community water system's rules and tariffs, the urban and community water system shall make service available to those residential occupants who have met those requirements.

(d) If prior service for a period of time is a condition for establishing credit with the urban and community water system, residence and proof of prompt payment of rent or other credit obligation acceptable to the urban and community water system for that period of time is a satisfactory equivalent.

(e) Any residential occupant who becomes a customer of the urban and community water system pursuant to this section whose periodic payments, such as rental payments, include charges for residential water service, where those charges are not separately stated, may deduct from the periodic payment each payment period all reasonable charges paid to the urban and community water system for those services during the preceding payment period.

(f) In the case of a detached single-family dwelling, the urban and community water system may do any of the following:

(1) Give notice of termination at least seven days prior to the proposed termination.

(2) In order for the amount due on the delinquent account to be waived, require an occupant who becomes a customer to verify that the delinquent account customer of record is or was the landlord, manager, or agent of the dwelling. Verification may include, but is not limited to, a lease or rental agreement, rent receipts, a government document indicating that the occupant is renting the property, or information disclosed pursuant to Section 1962 of the Civil Code.

116918. An urban and community water system shall report the number of annual discontinuations of residential service for inability to pay on the urban and community water system's Internet Web site, if an Internet Web site exists, and to the board. The board shall post on its Internet Web site the information reported.

116920. (a) The Attorney General, at the request of the board or upon his or her own motion, may bring an action in state court to restrain by temporary or permanent injunction the use of any method, act, or practice declared in this chapter to be unlawful.

(b) For an urban and community water system regulated by the Public Utilities Commission, the commission may bring an action in state court to restrain by temporary or permanent injunction the use by an urban and community water system regulated by the commission of any method, act, or practice declared in this chapter to be unlawful.

116922. All written notices required under this chapter shall be provided in English, the languages listed in Section 1632 of the Civil Code, and any other language spoken by 10 percent or more of the customers in the urban and community water system's service area.

116924. Where provisions of existing law are duplicative of this chapter, compliance with one shall be deemed compliance with the other. Where those provisions are inconsistent, the provisions of this chapter shall apply. Nothing in this chapter shall be construed to limit or restrict the procedural safeguards against the disconnection of residential water service existing as of December 31, 2018.

116926. This chapter does not apply to the termination of a service connection by an urban and community water system due to an unauthorized action of a customer.

O

ORDINANCE NO. 643

AN ORDINANCE OF THE CITY OF CORCORAN ENACTING  
WATER SERVICE REGULATIONS FOR THE CITY OF  
CORCORAN.

THE CITY COUNCIL OF THE CITY OF CORCORAN DOES ORDAIN AS  
FOLLOWS:

**Section 1. PURPOSE.** In addition to the purposes specified hereafter, if any, the provisions of this ordinance are intended to enact and clarify water service regulations pertaining to water service billing, metering, service connections, re-connections, temporary service, facilities of the City of Corcoran (“**City**”) and other regulations affecting water customers of the City.

**Section 2. REPEAL.** The City hereby repeals each portion of any now existing City ordinance which is in actual conflict with the provisions of this ordinance, but only to the extent of the particular conflict which actually exists.

**Section 3. CODE ADOPTION.** Chapter      of Title 8 is hereby added into the Corcoran Municipal Code, and reads in its entirety as specified in **ATTACHMENT A** to this ordinance, which is fully incorporated into this ordinance as if set forth herein verbatim.

**Section 4. CEQA REVIEW.** The City Council hereby finds that this ordinance is not subject to review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15060(c)(2) [the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment] and 15061(b)(3) [there is no possibility the activity in question may have a significant effect on the environment]. The City Manager or same’s designee is hereby directed to ensure that a Notice of Exemption is filed pursuant to CEQA Guidelines section 15062 [14 C.C.R. § 15062].

**Section 5. NO LIABILITY.** The provisions of this ordinance shall not in any way be construed as imposing any duty of care, liability or responsibility for damage to person or property upon the City of Corcoran, or any official, employee or agent thereof.

**Section 6. PENDING ACTIONS.** Nothing in this ordinance or in the codes hereby adopted shall be construed to affect any suit or proceeding pending or impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance or code repealed by this ordinance, nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

**Section 7. SEVERABILITY.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this ordinance, or its application to any other person or circumstance. The City Council of the City of Corcoran hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

**Section 8. CONSTRUCTION.** The City Council intends this ordinance to supplement, not to duplicate or contradict, applicable state and federal law and this ordinance shall be construed in light of that intent. To the extent the provisions of the Corcoran Municipal Code as amended by this ordinance are substantially the same as provisions in the Corcoran Municipal Code existing prior to the effectiveness of this ordinance, then those amended provisions shall be construed as continuations of the earlier provisions and not as new enactments.

**Section 9. EFFECTIVE DATE; AND PUBLICATION.** The foregoing ordinance shall take effect thirty (30) days from the date of the passage hereof. Prior to

the expiration of fifteen (15) days from the passage hereof a certified copy of this ordinance shall be posted in the office of the City Clerk pursuant to Government Code section 36933(c)(1) and a summary shall be published once in the \_\_\_\_\_ The Corcoran Journal \_\_\_\_\_, a newspaper printed and published in the City of Corcoran, State of California, together with the names of the Council members voting for and against the same.

THE FOREGOING ORDINANCE was passed and adopted by the City Council of the City of Corcoran, State of California, on July \_\_\_\_\_, 2022 at a regular meeting of said Council duly and regularly convened on said day by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

---

PATRICIA NOLEN, Mayor  
CITY OF CORCORAN

ATTEST:

---

MARLENE SPAIN, City Clerk  
CITY OF CORCORAN

**RESOLUTION NO. 3963**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN ADOPTING  
POLICY PERTAINING TO DISCONTINUATION OF RESIDENTIAL WATER  
SERVICE**

**WHEREAS**, THE California legislature enacted Senate Bill 998 (SB-988) as the “Water Shutoff Protection Act” within the California Health and Safety Code; and

**WHEREAS**, among numerous other requirements, SB-988 requires public agencies who provide retail water service to residential customers to enact by April 1, 2020, a written policy, with specific features, governing the termination/disconnection of residential water service as a result of non-payment delinquency; and

**WHEREAS**, the California legislature also previously enacted separate regulations pertaining to termination of residential water service within the California Government Code and Public Utilities Code which apparently must also be complied with, in addition to SB-988, adding another layer of complexity to the difficult task of adopting and implementing a comprehensive policy and procedure for disconnection of residential water service due to non-payment delinquency ; and

**NOW, THEREFORE, BE IT RESOLVED** after consideration of all information and issues presented by staff and the public, the City Council of Corcoran now desires to enact a written policy governing termination, disconnection of water service of residential customers as a result of non-payment delinquency.; and

1. Found the foregoing recitals to be true and correct;
2. Adopted the entirety of ATTACHMENT A to this resolution, which is hereby incorporated into this resolution by this reference, as the policy of the CITY OF CORCORAN pertaining to the discontinuation of residential water service;
3. Authorized and ordered staff to take all necessary and convenient steps to transition to and implement the newly adopted policy, which shall become effective on            and thereupon supersede all prior policy provisions as to the same subject matter;
4. Authorize the preparation and submission to the City Council, for enactment, of an ordinance necessary to update, repeal, amend and/or otherwise reconcile those portions of each existing City ordinance(s) which do not fully conform with the policy adopted by this resolution, if any exist;
5. Authorize staff to proceed with a fee study to be brought to the City Council at a future meeting, for approval in connection with the review, updating and /or setting of all relevant fees, interest rates, charges and penalties as are applicable under the policy now adopted by this resolution;

6. Ordered that all existing fees, charges and penalties associated with delinquent accounts and residential water service disconnections shall continue and remain in effect under the new policy until such time as the City Council sets and approves new ones by future resolution.

The foregoing Resolution 3963 was approved and adopted at a regular meeting of the City Council of the City of Corcoran held on the XX day of \_\_\_\_\_ 2022, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**APPROVED:**

\_\_\_\_\_  
Patricia Nolen, Mayor

**ATTEST:**

\_\_\_\_\_  
Marlene Spain, City Clerk



**OPTION 1**  
**CITY OF CORCORAN**  
**COLLECTION TIMELINE**

	<b>Month 1</b>	<b>Month 2</b>	<b>Month 3</b>	<b>Month 4</b>
15 <sup>th</sup> (or next business day)		Utility Bill #1 Due	Utility Bill #2 Due	Utility Bill #3 Due
		<b>60 Days Delinquent</b>		
16 <sup>th</sup> (or following day)		Late Notice #1 (Delinquent Notice)	Late Notice #2 (Disconnection Notice)	Late Notice #3 (Door Hanger)
End of Month	Mail Utility Bill #1	Mail Utility Bill #2	Mail Utility Bill #3	Shutoff (over 90 days delinquent)

**OPTION 2**  
**CITY OF CORCORAN**  
**COLLECTION TIMELINE**

	<b>Month 1</b>	<b>Month 2</b>	<b>Month 3</b>	<b>Month 4</b>
15 <sup>th</sup> (or next business day)	Utility Bill #1 Due	Utility Bill #2 Due	Utility Bill #3 Due	
	<b>60 Days Delinquent</b>			
16 <sup>th</sup> (or following day)	Day 1 of Delinquency Late Notice (Delinquent Notice)	Late Notice #2 (Disconnection Notice)	Late Notice #3 (Door Hanger) Upon Default on Payment	
End of Month	Mail Utility Bill #1	Mail Utility Bill #2	Mail Utility Bill #3  Shutoff (over 60 days delinquent)	

Chapters:

Chapter \_\_\_\_\_ - WATER

Sections:

\_\_\_\_\_ - Title.

This chapter shall be known and may be cited as the "City of Corcoran Water Service Regulations."

\_\_\_\_\_ - Definitions.

For the purpose of this chapter, the words set out in this chapter shall have the following meanings:

A. "Billing department" is that section of the Finance department of the City that is responsible for the processing of accounts receivable for the City.

B. "City Manager" means the City Manager of the City or his/her designated representative.

C. "Comprehensive fee schedule" means the resolution of the City Council that is adopted from time to time to impose, revoke, adjust, or modify rates for city services.

D. "Cross-connection" means any physical connection between the piping system from the City service and that of any other water supply that is not, or cannot be, approved as safe and potable for human consumption, whereby water from the unapproved source may be forced or drawn into the city distribution mains.

E. "Customer/consumer" means any person, firm, or corporation, whether the owner or occupant, requiring or receiving service from the city's water mains to water pipes on any real property.

F. "Distribution main" or "main line" or "main water supply line" means a water pipeline used for general distribution of water to service connections throughout the City's water service area. Such main lines constitute the City's water distribution system.

G. "Dwelling Unit" refers to a building or portion of a building arranged, intended or designed to be occupied by not more than one single family and having facilities for sleeping, eating, cooking and sanitary purposes.

H. "Fire Chief" means the Kings County Board of Supervisors appointed Fire Chief of the Kings County Fire Department or designated Fire Department official for City contracted fire department service within the city limits or designee in charge at the scene of a fire.

I. "Premises" means a lot or parcel of real property under one ownership, except where there are well-defined boundaries or partitions such as fences, hedges or other restrictions preventing the common use of the property by the several tenants, in

which case each portion shall be deemed separate premises. Apartment houses and office buildings and structures of like nature may be classified as single premises.

J. "Private fire protection service" means water service and facilities for building sprinkler systems, hydrants, hose reels and other facilities installed on private property for fire protection and the water available therefor.

K. "Public fire protection service" means the service and facilities of the entire water supply, storage and distribution system of the City, including the fire hydrants affixed thereto, and the water available for fire protection, excepting house service connections and appurtenances thereto.

L. "Public Works Department" means the City Department with management and operation over the water Division for the City.

M. "Public Works Director" means the managing director over the Public Works Department.

N. "Water Shut-off Policy" means the policy established and fixed by City council resolution to enumerate the City of Corcoran's administrative actions for the collection of delinquent accounts, including notifications, fee assignments, and discontinuation of water service. The Water Shut-off Policy is directed by Ca. Health and Safety Code §§116900, et seq.

O. "Regular water service" means water service and facilities rendered for normal domestic, commercial and industrial purposes on a permanent basis, and the water available therefor.

P. "Service" and "service connection" means the pipeline and appurtenant facilities used to extend water service from a distribution main to premises. In the case of metered premises, a service connection consists of the installed components and materials which establish a connection from a water meter to the City's water distribution system.

Q. "Service lateral" or "lateral" refers to the pipeline which connects a customer's building or premises to a water meter which has a service connection to the City's main water supply line and distribution system.

R. "Temporary water service" means water service and facilities rendered for construction work and other uses of duration no longer than thirty days and the water available therefor.

                     - Written Notices.

Notices between the City and customers will be given in writing unless provided otherwise in this chapter or pursuant to the Water Shut-off Policy, and either delivered or mailed to the customer at the customer's last known address.

\_\_\_\_\_ - Payment for service.

All customers shall be responsible to pay for services provided at the rates in effect upon presentation of a City utility bill. The water billing period shall be monthly, and the payment date shall be the 15<sup>th</sup> of the month following the month of service delivery. The City deems water bills delinquent if not paid by the 15<sup>th</sup> of the month (or next business day) following the billing period. Delinquent accounts shall be subject to all penalties and disconnection of service as provided in the Water Shut-off Policy.

\_\_\_\_\_ - Applications for regular water service.

Where no main extension is required, application must be made during normal business hours, on a City application form and at least twenty-four (24) hours prior to service being turned on.

\_\_\_\_\_ - Undertaking of applicant.

The signing of such application will signify the customer's willingness and intention to comply with this and other ordinances or regulations relating to water service provided by the City and to make payment sufficient for all water service provided, as required in this chapter.

\_\_\_\_\_ - Payment for previous service.

An application will not be approved due to lack of creditworthiness unless payment in full, including penalties accrued, has been made for all water service previously rendered to the applicant by the city which remains unpaid.

\_\_\_\_\_ - Installation of service connections.

A. The customers, at their own expense, must cause to be installed that portion of the service connection from the city water main to the water meter. Said installation shall include a shut-off valve at or before the water meter at a location accessible in case of emergency.

B. The materials furnished by the customer in construction of such service extension, will at all times be and remain the sole property of the customer and when necessary shall be maintained and repaired by the customer at the customer's own expense.

\_\_\_\_\_ - Changes in customer's equipment.

Customers making any material change in the size, character or extent of the equipment or operations utilizing water service, or whose change in operations potentially results in an increase in the use of water, shall immediately give the City written notice of the nature of the change and, if necessary, amend their application or permit.

\_\_\_\_\_ - Informing of applicant in case of extension of distribution mains.

When an extension of the distribution mains is necessary or a substantial investment is required to furnish service, the applicant will be informed by the City as to whether or not the service can be extended under these regulations.

\_\_\_\_\_ - Terms and conditions.

Distribution mains will be extended to serve new customers under the following terms and conditions:

A. Prior to the time any portion of the main line is constructed, City requires that standard plans and specifications associated with the development be prepared by a professional engineer registered in the State of California, and the applicant or applicants must submit a copy of plans and specifications to the City for approval.

B. If the applicant(s) elects to install the water main facilities, they shall pay a fee as provided for in the City's comprehensive fee schedule as compensation for inspection, engineering, administrative and other regulatory services performed by the City for the applicant.

C. It has been determined by the City to be in the best interest of the City that all construction of water mains and appurtenances shall be performed by a contractor who is licensed in the State of California to do said work. Prior to commencing the installation work, the contractor must supply the City with a performance bond in favor of the City guaranteeing their work for a minimum of one (1) year. The contractor will also be required to furnish the City with a Certificate of Insurance which will hold harmless the City, including evidence of the binding of workers compensation coverage.

D. All costs and expenses incident to the construction of water mains and appurtenances must be borne by the landowner. Title to the installed facilities must be conveyed to the City following the acceptance of said facilities by the City. Preparation of the required title transfer documentation shall be the responsibility of the landowner and must be accomplished within one (1) year of the acceptance of the construction by the City. If the landowner fails to do so, the owner shall be estopped from claiming ownership of said facilities. No rent or charge will be owed or paid by the City when such facilities are located on the landowner's premises. The City may relocate said facilities as reasonably required by operating conditions, and may remove any and all of its facilities from the landowner's premises upon the termination of water service.

\_\_\_\_\_ - Specifications and construction.

A. The size, type and quality of materials and location of the lines shall be specified by the City in writing prior to installation and the actual construction will be done by the City or a licensed contractor. Notwithstanding any other provision in this or any other City ordinance, the water meter specified by the City and installed must be capable of wireless transmission of metering data, unless waived in writing by the City for good cause. In addition to new developments, the water meter model requirements of this subsection are triggered by and must be complied with prior to approval of each and all applications for an increase in capacity rights or restoration of capacity rights. Any application or permit approved or issued in violation of this section shall be null and void at the time of such approval or issuance.

B. Except as otherwise directed by the City, the City will install all service connections, making connections therefrom to main distribution lines and charging the landowner for the cost thereof. This installation will terminate at the water meter which must be installed near the edge of property line and within a public right-of-way (e.g. sidewalk) unless a different location for installation of a water meter is expressly authorized in writing by the City. The required line and grade to said termination will be determined by the City, as will be the required procedures for requesting such installations. Before, after and during installation, the City shall be entitled to inspect each connection to the City's water main line and each water meter where such connection terminates, for initial compliance and for ongoing maintenance and safety monitoring purposes or any other lawful purposes.

C. Where determined by the City to be in the best interest of the City and/or the landowner, and in all new subdivision installations, the landowner is required to have the service connection installed by a licensed contractor in lieu of City installation. Details of the required service connection construction shall be provided by the City in writing to the landowner.

D. In either case, City installation or landowner installation, all costs and expenses incident to the installation and connection of a service connection and water meter must be borne by the property owner, except where otherwise specified in this ordinance or a written resolution approved by the City Council.

\_\_\_\_\_ - Property of City.

After installation and approval thereof by the City, the water meter and service connection must be conveyed to the City and the City shall be responsible for subsequent maintenance of the service connection and water meter, and the landowner shall retain responsibility for maintenance of the service lateral connecting the landowner's building(s) or other facilities to the City's water meter. Preparation of any required title transfer documentation shall be the responsibility of the landowner and must be accomplished within one (1) year of the City's approval of the installed service connection and water meter. If the landowner fails to do so, the landowner shall be estopped from claiming ownership of said facilities.

\_\_\_\_\_ - Number of service connections per premises.

A. The applicant may apply for as many service connections as may be reasonably required for the premises; provided that the pipeline system from each service connection must be independent of the others, they must not be interconnected and that each service must have a separate meter, as provided herein after.

B. The cost of installation of all initial service connections shall be borne by the applicant.

C. From the effective date of this ordinance, every dwelling unit wholly detached from any other dwelling unit or other building must be separately connected to the City's water distribution system. Any detached auxiliary buildings associated with a

dwelling unit and not intended for use as a dwelling unit, commercial or other building, may utilize the dwelling unit's connection only if such building(s) does not contain facilities intended to be used communally by more than one nearby dwelling unit (e.g. detached laundry facilities). If there is more than one dwelling unit on a lot, each detached dwelling unit must be separately connected to the City's water distribution system, otherwise each residential occupancy building containing two or more dwelling units which are not legally approved for separate ownership must be connected through a single water meter and service connection to the City's water distribution system.

D. In each residential occupancy building containing two or more dwelling units which have been legally approved for separate ownership, each dwelling unit must be separately metered and separately connected to the City's water distribution system. However, all communally owned and detached auxiliary facilities and buildings (e.g. community swimming pools, irrigation sprinklers for commonly owned areas, common laundry room) must be connected to the City's water distribution system through a single water meter and service connection.

E. Each lot containing one or more non-residential occupancy buildings under common ownership must be connected to the City's water distribution system through a single water meter and service connection, unless one or more additional service connections are expressly authorized in writing by City. In each non-residential building containing two or more occupancy units which were legally approved for separate ownership, each unit must be separately metered and separately connected to the City's water distribution system. However, all communally owned or detached auxiliary facilities and buildings (e.g. irrigation sprinklers for commonly owned areas, common restrooms) must be connected to the City's water distribution system through a single water meter and service connection.

F. Adjacent buildings or dwelling units, on a single lot or on multiple lots, which are detached from one another and which are under separate ownership must not utilize the same service connection to the City's water distribution system.

G. A water service account or permit approved by the City, and which covers any existing residential, commercial or industrial building, shall automatically terminate when such building is subsequently legally divided into separate occupancy units which may be legally transferred, sold and owned separately. The termination shall be deemed to have occurred upon the legal approval and creation of such separate units and, thereafter, in order to obtain a water service permit, each unit is subject to and must be in full compliance with all City requirements, conditions and procedures for new service (e.g. installation of separate service connection and separate water meter).

H. For any mixed-use building containing two or more occupancy units, when at least one is used as a residential dwelling unit and at least one other unit is used for commercial or industrial purposes, separate service connections and metering are required for each unit if the occupancy units in such mixed-use building were lawfully divided into separate occupancy units which may be separately transferred, sold and



owned. Otherwise, in any such mixed-use building which is not lawfully divided into separate occupancy units which may be separately transferred, sold and owned, a single meter and service connection to the City's water distribution system is required.

I. Every connection of premises to the City's water distribution system must comply with all of the provisions of the City's cross-connection policies, rules and ordinances and must be disconnected if a cross-connection, as defined in Title 17 California Code of Regulations § 7583(e), thereupon exists.

\_\_\_\_\_ - Use of public water supply.

A. The consumer shall use reasonable care to prevent the wastage of water and shall not allow continuous streams or excessive amounts of water to run or waste from their property onto streets, alleys, highways, parkways, adjacent properties or ditches.

B. Whenever the City shall determine that any consumer or user is excessively wasting water or through general usage is using more water than the quantity to which such consumer or user is entitled on the basis of a flat rate, the City may require installation of a water meter at the owner's or consumer's expense if not already metered and thereupon such consumer or user shall pay for the water actually used at metered rates.

C. After due notice, the City Council may by resolution restrict the use and timing-of-use of water for irrigating lawns, sprinkling, wetting, construction, car washing, non-life-threatening usage, or industrial purposes, if, and when such consumer's water usage or general public usage is deemed contrary to the public safety and welfare, including any declared state of emergency and/or declared drought.

D. Properties with swimming pools must notify the City prior to filling or emptying water from the swimming pool.

E. The City reserves the right to shut off the water in its main lines at any time for the purpose of maintenance and making repairs to mains, services, extensions or for other appropriate reasons. It shall be the duty of the City to make reasonable effort to notify consumers in advance of such an emergency and when water service is to be suspended and restored.

F. In case of a fire in the City within reach of the water system, all standpipes, fire plugs, hose connections, faucets and other outlets of such system in the immediate area of the fire shall be subject to the direction of the Fire Chief and shall be promptly closed, except such as may be used in quenching the fire and preventing the spread of the same and shall be kept closed until such fire is extinguished.

\_\_\_\_\_ - Responsibility for equipment on customer premises.

A. All facilities installed by the City on private property for the purpose of rendering water service shall remain the property of the City and may be maintained,

repaired or replaced by the City without consent or interference of the owner or occupant of the property.

B. The property owner shall use reasonable care in the protection of the facilities.

C. No payment shall be made for placing or maintaining said facilities on private property.

\_\_\_\_\_ - Damage to water system facilities.

A. The customer shall be liable for any damage to the City's water service facilities when such damage is from causes originating on the premises of, and by an act of, the customer or the customer's tenants, agents, employees, contractors, licensees, invitees or permittees, including the breaking or destruction of locks by any such persons on or near a meter, and any damage to a meter that may result from hot water or steam from a boiler or heater on the customer's premises.

B. The City shall be reimbursed by the customer for any such damage promptly on presentation of a bill. Bills for such damage that are not paid in full within ten days shall be subject to service discontinuance after due notice has been provided for under this chapter.

\_\_\_\_\_ - Ground-wire attachments.

A. All persons are forbidden to attach any ground-wire or wires to any plumbing which is or may be connected to a service connection or main belonging to the City.

B. The City will hold the customer liable for any damage to City property caused by such ground-wire attachments.

\_\_\_\_\_ - Control valve on the customer property.

The customers shall provide a lockable valve (shut-off valve) on their service lateral, as close as is practicable to the meter serving the customer's premises is located, to control the flow of water to the piping on the premises. The customer must not use the service curb stop valve to turn water on and off. The City shall at all times be authorized to lock such valve, without any interference or hinderance from the customer, when water service is terminated for any reason whatsoever. The City shall be authorized at all times to remove any locks on such valve which to not belong to the City.

\_\_\_\_\_ - Ingress and egress.

Representatives of the City shall have the right of ingress or egress to the customer premises at reasonable hours for any purpose reasonably connected with the furnishing of water service and at any time in emergency situations where water is needed or is the cause of the emergency.

\_\_\_\_\_ - Meters—Installation.

A. All water services shall be metered at the sole discretion of the City.

B. A sum of money as set forth in the comprehensive fee schedule shall be paid to the City prior to installation of the service connections to pay all of the cost of said installation to that service.

C. The service connection, whether located on public or private property, is the property of the City unless specifically otherwise provided, and the City reserves the right to repair, replace and maintain it, as well as to remove it upon discontinuance of service at its sole discretion.

\_\_\_\_\_ - Meters—Meter installation.

A. Meters will be installed at the curb line or at the property line or as close as reasonably possible and shall be owned by the City and installed after payment of all required fees by the customer for said installation.

B. No rent or other charge will be paid by the City for a meter or other facilities, including housing and connections, located on a customer's premises regardless if said facilities were required by the City.

\_\_\_\_\_ - Meters—Change in location.

Meters moved for the convenience of the customer will be relocated at the customer's expense. Meters moved to protect the City property will be moved at the City's expense.

\_\_\_\_\_ - Meters—Reading.

A. Meters will be read as nearly as possible on the same day of each month. The date of reading of meters shall be at the sole discretion of the City.

B. Billing periods containing less than twenty-seven days or more than thirty-three days for bills rendered monthly or less than fifty-four days and more than sixty-six days for bills rendered bimonthly, will prorate the standby service charge.

\_\_\_\_\_ - Meters—Adjustment for meter errors—Fast meters.

If a meter tested by a qualified technician at the request of a customer is deemed to run fast the City will reimburse the customer for the cost of the test.

\_\_\_\_\_ - Meters—Non-registering meters.

A. If a meter is found not to be registering, the charges for service shall be at the minimum monthly rate or based upon the estimated consumption, whichever is greater, using the last billing cycle(s) when the meter was in actual use.

B. Such estimates shall be made from previous consumption for a comparable period or by such other method as is determined by the City and its decision shall be final.

\_\_\_\_\_ - Establishment and maintenance of credit.

Each applicant for service shall establish and maintain credit to the satisfaction of the City by a guaranteed deposit and the payment of all service charges, as provided for in this chapter, for each service.

\_\_\_\_\_ - Guarantee deposit.

A. A guarantee deposit shall be established as provided for in the City's comprehensive fee schedule. In the case of residential customers which are not in a master-metered apartment building, the City shall not demand or receive security in an amount which exceeds twice the estimated average periodic bill or three times the estimated average monthly bill. [GC 10009.6(c).]

B. Such guarantee deposit will be collected prior to opening of service(s).

C. No interest will be paid on guarantee deposits.

D. A guarantee deposit shall be paid by every new customer whether owner or renter, and regardless if prior service has been satisfactorily provided for each service under the customer's control or ownership, except that in the case of residential customers which are not in a master-metered apartment building, a mandatory deposit shall be based solely upon the creditworthiness of the applicant as determined by the City. [GC 10009.6(a).]

\_\_\_\_\_ - Return of guarantee deposit.

A. The guarantee deposit with the City made by a consumer will be returned upon the discontinuance of service to the depositing consumer and upon payment of all charges due the City for utility services.

B. The guarantee deposit will be refunded to all accounts after one (1) full year of service, with the City, provided the consumer has not incurred any delinquency charges during the preceding 12-month period. The guarantee deposit refund, for those consumers who have completed one full year without incurring any delinquency charges, will automatically be made by crediting it toward the amount due on the consumer's account during the next billing cycle. If a consumer incurs any delinquency charge, a new year starts with the date when the account is brought current. If a delinquent shutoff occurs to a consumer who had their deposit refunded then, then in addition to all other water service restoration charges, the consumer must submit a new guarantee deposit, unless otherwise waived in writing by the City.

\_\_\_\_\_ - Billing period.

The regular billing period shall be on a monthly or bimonthly basis as determined by the City.

\_\_\_\_\_ - Opening and closing bills.

A. Opening and closing bills for less than the normal billing period shall be prorated both as to minimum charges and quantity blocks.

B. Closing bills may be estimated and/or prorated by the City for the final period as an expedient to permit the customer to pay the closing bill at the time service is discontinued or processed in the normal final billing process as determined by the City. Any excess payment shall be refunded to the customer of record.

\_\_\_\_\_ - Payment of bills.

Water billing periods, delinquency dates, and the Water Shut-off Policy shall be established and fixed by City Council resolution.

\_\_\_\_\_ - Billing separate meters/service.

Separate bills will be rendered for each meter/service installation unless a combined billing is requested in writing by the customer and capable of being generated using the City's billing software.

\_\_\_\_\_ - Water billing-Delinquent Account-Penalty Charge.

All delinquent accounts shall be handled as provided in the Water Shut-off Policy.

\_\_\_\_\_ - Unlawful restoration of service.

It shall be unlawful for any customer to tap, open, or connect to, or cause, permit, or allow to be turned on, in any way, any water after the same had been turned off by the City.

\_\_\_\_\_ - Reconnection charge.

A reconnection charge as established in the City's comprehensive fee schedule will be levied and collected and said customer's guarantee deposit may be increased to the current guarantee deposit amount prior to renewing service following a discontinuance for any reason provided for in this chapter.

\_\_\_\_\_ - Appeal of Water billing.

Any customer who disputes a water bill as provided for in this chapter shall have the right to an administrative review by the Finance Director. Decisions made by the Finance Director may be appeal to the City Manager. Said customer shall file the appeal in writing. The customer will be notified in writing of the City Manager's decision. If the decision is in favor of the customer, the customer's water account shall be adjusted accordingly. If the decision is against the customer, the customer shall be afforded an appeal to the City Council within **fifteen (15) days** after the date of the adverse decision by the City Manager. Documents used by the City Manager shall be submitted to the City Council for its review. Any person aggrieved by the decision of the City Council following an appeal, may obtain review of the Administrative Decision of the City Council by filing a Petition for Review with the Kings County Superior Court, Limited Jurisdiction, in accordance with the timelines and provisions as set forth in California Government Code § 53069.4.

\_\_\_\_\_ - Noncompliance with regulations.

Customers shall comply with all city, county, state and federal law related to water service.

\_\_\_\_\_ - Discontinuance upon vacating premises.

A. Customers desiring to discontinue service shall so notify the billing department two days prior to vacating the premises.

B. Unless discontinuance of service is ordered by the customer or the customer's representative, the customer shall be liable for charges whether or not any water is used.

\_\_\_\_\_ - Use of fire hydrants.

A. Fire hydrants are for use by the City or by recognized fire protection agencies pursuant to contract with the City.

B. Other parties desiring to use fire hydrants for any purpose must first obtain written permission from the City prior to use and shall operate the hydrant in accordance with instructions issued by the City.

C. Unauthorized use of hydrants will be prosecuted according to law.

\_\_\_\_\_ - Moving of fire hydrants.

A. When a fire hydrant has been installed in the location specified by the proper authority, the City has fulfilled its obligation.

B. If property owners or other parties desire a change in the size, type or location of the hydrant, they shall bear all costs of such changes.

C. Any change in the location of a fire hydrant must be approved by the Public Works Department and Fire Department.

\_\_\_\_\_ - Payment of cost.

A. Any applicant for private fire protection service not now installed shall pay the total actual cost of installation of the service from the distribution main to the customer's premises including the cost of a detector check meter or other suitable and equivalent device, valve and meter box.

B. Said installation shall become the property of the City.

\_\_\_\_\_ - No connection to other systems.

There shall be no connections between the fire protection system and any other water distribution system on the premises.

\_\_\_\_\_ - Use through fire protection services restricted.

There shall be no water used through the fire protection service except to extinguish accidental fires, for testing purposes or by the City to flush water mains.

\_\_\_\_\_ - Monthly rates.

The monthly rates for private fire protection shall be established in the City's comprehensive fee schedule.

\_\_\_\_\_ - Water for fire storage tanks.

A. Occasionally, water may be obtained from a private fire service for filling a tank connected with the fire service, but only if written permission is secured from the City in advance and an approved means of measurement is available.

B. The regular water rates will be applied.

\_\_\_\_\_ - Violation of agreement.

If water is used from a private fire service in violation of the agreement or of these regulations, the City may, at its option, discontinue and remove the service.

\_\_\_\_\_ - Water pressure and supply.

A. The City assumes no responsibility for loss or damage due to lack of water or pressure and merely agrees to furnish such quantities and pressures as are available in its general distribution system at time of need.

B. The service is subject to shutdowns and variations required by the operation of the system.

\_\_\_\_\_ - Temporary service—Duration of service.

Temporary service connections shall be disconnected and terminated within thirty (30) days after installation unless an extension of time is granted in writing by the Public Works Department.

\_\_\_\_\_ - Temporary service—Deposit.

A. The applicant shall deposit, in advance, the estimated cost of installing and removing the facilities required to furnish said service exclusive of the cost of salvageable material.

B. Upon discontinuance of service the actual cost shall be determined and an adjustment made as an additional charge, refund or credit.

C. If service is supplied through a fire hydrant, the applicant will be charged in accordance with those rates provided for in the City's comprehensive fee schedule unless set by special written agreement.

\_\_\_\_\_ - Temporary service—Installation and operation.

All facilities for temporary service to the customer connection shall be made by the Public Works Department and shall be operated in accordance with its instructions.

\_\_\_\_\_ - Temporary service—Responsibility for meters and installation.

A. The customer shall use all possible care to prevent damage to the meter or to any other loaned facilities of the City which are involved in furnishing the temporary

service from the time they are installed until they are removed, or until forty-eight hours' notice in writing has been given to the City that the contractor or other person is through with the meter or meters and the installation.

\_\_\_\_\_ - Temporary service—From a fire hydrant.

A. If temporary service is supplied through a fire hydrant, a permit for the use of the hydrant shall be obtained from the City and a written agreement must be signed the user and the City Manager.

B. It is specifically prohibited to operate the valve of any fire hydrant other than by the use of a spanner wrench designed for this purpose.

\_\_\_\_\_ - Temporary service—Unauthorized use of hydrants.

Tampering with any fire hydrant for the unauthorized use of water therefrom, or for any other purpose, is a misdemeanor, punishable as provided in the Municipal Code and/or Resolution of the City.

\_\_\_\_\_ - Temporary service—Rates.

The rates for temporary service shall be those rates provided for in the City's comprehensive fee schedule unless set by special written agreement.

\_\_\_\_\_ - Temporary service—Credit.

The applicant shall pay the estimated cost of service in advance or shall place a deposit sufficient to cover the estimated cost of the temporary service.

\_\_\_\_\_ - Responsibility for equipment.

A. The customer shall, at the customer's own risk and expense, furnish, install and keep in good and safe condition all equipment that may be required for receiving, controlling, applying and utilizing water, and the City shall not be responsible for any loss or damage caused by the improper installation of such equipment, or the negligence or wrongful act of the customer or any of the customer's tenants, agents, employees, contractors, licensees or permittees in installing, maintaining, operating or interfering with such equipment.

B. The City shall not be responsible for damage to property caused by faucets, valves and other equipment that are open when water is turned on at the meter, either originally or when turned on after a temporary shutdown or discontinuance or by said facilities malfunction during regular service.

\_\_\_\_\_ - Water rate schedule.

Charges for water service shall be established, amended, modified, adjusted or revoked by resolution of the City Council and reflected in the City's comprehensive fee schedule.

\_\_\_\_\_ - Contracts.



The provisions of this chapter shall not prohibit the City Council from entering into contracts with a business, industry or governmental agency to supply water, water service and all things pertaining to the furnishing of water to such agencies at rates different than those provided for in this chapter, or established by resolution of the City Council.

\_\_\_\_\_ - Disputed charges.

The City Manager or designee may adjust bills, and in the event any dispute as to a charge to a consumer occurs, the City Manager or designee may determine the same, provided, however, that all persons affected shall have the right to appeal such determination to the City Council as provided for herein, and the decision in respect thereto shall be final and conclusive as to all parties.

\_\_\_\_\_ – Water billing-delinquent account – service resumption upon payment – fee

Water service will be resumed to a delinquent consumer only upon payment in full of the delinquent bill plus penalties accrued. A reasonable final notice penalty fee will be charged by the City as set by City Council resolution. This fee must be paid to the City prior to resumption of water service.

\_\_\_\_\_ - Right to contract separately.

The City Council reserves the right and power to contract separately with any person, firm or corporation for the sale and delivery of water within or outside the incorporated limits of the City, at wholesale, the times, places and prices to be fixed and agreed upon by resolution of the City Council.

\_\_\_\_\_ - Adjustment of fees.

All fees and charges provided for in this chapter or in the Water Shutoff Policy may be established, adjusted, modified, amended or revoked by resolution of the City Council.

\_\_\_\_\_ – Tampering with City Property Violation.

A. It is unlawful for any person, firm or corporation, whether as principal, agent, employee or otherwise, to open any street hydrant, stop cock or gate valve or to tamper with or interfere with any street service, water connection, reservoir, pumping plant or any water meter attached to any service pipe connected with the City mains or water pipes or hydrants of the City, or to turn on and off water mains or water pipes of the City, or to tap, break or injure any water main, water pipe, meter or other fittings of the City laid in any street, avenue, alley or other public place or to tamper with, deposit or cause to be deposited in any water main or pipe of the City any fluid or solid matter or substance of any kind or to do any act that might cause water to become polluted, or to take, pump or draw water from any water main, pipe or hydrant of the City without first arranging with the City and paying the established rate therefor.

B. No unauthorized person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is either a part of the City's water production, storage or distribution systems, or which used to disconnect water service to any premises.

C. No water meters connected to the City's water system may be altered or tampered with, whether physically or electronically, or removed by anyone other than City personnel. No water meter seal may be broken by anyone other than City personnel. Unauthorized alteration, tampering or removal of a water meter seal by any person, including a licensed plumber, will result in the landowner and/or customer being charged unauthorized meter alteration investigation fees and any other applicable charges, as previously set by resolution of the City Council during a public hearing.

City of

# CORCORAN

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**STAFF REPORT**  
**ITEM #: 7-H**

**MEMORANDUM**

**TO:** Corcoran City Council

**FROM:** Kevin J. Tromborg: Community Development Director  
Planner, Building Official, Transit Director

**SUBJECT:** **Resolution 3962 regarding tax assessment roll for un- paid Code Enforcement contracted labor and cost recovery fees.**

**DATE:** July 07, 2022

**MEETING DATE:** July 12, 2022

**RECOMMENDATION:** (Voice Vote)

Consider approval of Resolution No. 3962 submitting invoices for tax assessment roll pertaining to various action of Code Enforcement, Planning and Building fees that have remained unpaid.

**DISCUSSION:** This is a procedural item. During the past several years, invoices and statements have been sent regarding the collection of past due debts owed to the City of Corcoran regarding contract labor, materials, legal fees, and cost recovery fees. If a debt is unpaid, our Municipal code allows for a tax assessment roll (Municipal code section 1-11-11). Attached is resolution that is required by code and by the Kings County Tax Assessors office prior to tax roll assessment.

**BUDGET IMPACT:** Positive impact to the general fund with the collection of unpaid debt.

**ATTACHMENT:**

- Resolution 3962
- Summary of Tax Roll Assessment

ATTACHMENT C

CITY OF CORCORAN  
2022-2023  
TAX ASSESSMENT ROLL

TAX CODE	AP NUMBER	\$ AMOUNT
50506	032-033-016	150.00
50506	030-262-022	150.00
50506	030-161-008	350.00
50502	034-130-015	1,350.00
50506	032-033-016	265.00
50502	032-022-004	80.00
50506	034-142-016	400.00
50506	030-303-020	100.00
50506	030-113-011	220.00
50502	030-261-013	1,270.00
50502	034-060-025	2,373.00
50506	030-212-003	150.00
50506	034-135-005	7,060.00
50502	034-133-011	1,010.00
50502	034-143-035	1,212.00
50506	034-102-029	656.50

**RESOLUTION NO. 3962**

**A RESOLUTION OF THE CORCORAN CITY COUNCIL APPROVING  
CERTIFICATION AND LEVY OF ASSESSMENTS FOR CODE ENFORCEMENT  
ACTIONS AND COST RECOVERY FEES.**

**Whereas**, the City Council of the City of Corcoran mailed notices to property owners in the city of Corcoran to abate violations of the City municipal code, the California Title 24 Codes of Regulations, the California Health and Safety Code, and the Uniform Code for the abatement of Substandard housing; and

**Whereas**, the City of Corcoran, after several notices had worked completed to abate these violations and public nuisances on said properties hereinafter described in exhibit "C"; and

**Whereas**, upon completion of the work, invoices were sent to the property owners specifying the work which has been done, a description of the real property and the assessment against each property, lot or parcel of land to be levied to pay the cost thereof; and

**Whereas**, the City Council considered that the proposed assessment is fair and equitable as proposed.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Corcoran, that the work and proposed assessment for the cost of Code Enforcement actions in the City of Corcoran is hereby approved and confirmed. The City Council does hereby assess each of the parcels and lots with the amounts as set forth in exhibit "C" attached hereto and incorporated herein by reference.

**BE IT FURTHER RESOLVED**, that such cost, if not paid within ten (10) days after its confirmation shall constitute a special assessment against that parcel of property and shall be a lien on the property for the amount thereof from the time of recordation of the notice of lien, which lien shall continue until the assessment and all interest thereon is paid, or until it is discharged of record.

**PASSED, APPROVED, AND ADOPTED** by the Corcoran City Council at a regular meeting this 12<sup>th</sup> day of July 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**APPROVED:**

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Patricia Nolen, Mayor

**ATTEST:**

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Marlene Spain, City Clerk

**CLERK'S CERTIFICATION**

**STATE OF CALIFORNIA**

City/County of     Kings    

I, Marlene Spain, City Clerk of the City of Corcoran, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 12<sup>th</sup> day of July, 2022.

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Marlene Spain, City Clerk of the City of Corcoran,  
State of California

City of

# CORCORAN

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## MATTERS FOR MAYOR AND COUNCIL ITEM #: 8

### MEMORANDUM

**MEETING DATE:** July 12, 2022  
**TO:** Corcoran City Council  
**FROM:** Greg Gatzka, City Manager  
**SUBJECT:** Matters for Mayor and Council

#### 8-A. Upcoming Events/Meetings

- July 15, 2022 (Friday) Corcoran Farmers Market – 5:30-8:30 PM on Whitley Ave next to Christmas Tree Park
- July 26, 2022 (Tuesday) City Council Meeting – 5:30 PM
- August 9, 2022 (Tuesday) City Council Meeting – 5:30 PM
- August 23, 2022 (Tuesday) City Council Meeting – 5:30 PM

#### 8-B. City Manager's Report

**8-C. Council Comments/Staff Referral Items** – *This is the time for council members to comment on matters of interest.*

#### 8-D. Committee Reports

1. Kings Waste and Recycling Agency (KWRA)
2. Kings County Association of Governments (KCAG)
3. Kings Community Action Organization

City Offices



**COUNCIL REQUESTS OR REFERRAL ITEMS  
PENDING FURTHER ACTION or RESOLUTION BY STAFF**

<b>DATE</b> Sent to Council/ Request made	<b>REQUEST</b>	<b>STATUS</b>	<b>DEPARTMENT RESPONSIBLE</b> Dept/Division
01/25/22	Corcoran Cemetery District concerns. Council directed City Manager to make contact with District representatives and lend support.	In progress	City Manager
07/21/21	Homelessness Concerns. Council directed staff to explore and evaluate avenues to address homeless issues.	In progress	City Manager
07/21/21	Vacant and blighted commercial properties. Council directed staff to begin preparing an abatement ordinance.	In progress	Community Development
06/13/20	Council directed Staff to begin preparing a public nuisance ordinance.	In progress	Community Development/Police Department
03/12/19	Council requested that Staff prepare ordinance specifically prohibiting smoking in public parks. It was recommended that the City also consider an ordinance prohibiting dogs in public parks.	In progress	Community Development