



## **2023-2024 FINAL REPORT**

# **KINGS COUNTY CIVIL GRAND JURY**

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**County of Kings**  
**Grand Jury**  
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[grand.jury@co.kings.ca.us](mailto:grand.jury@co.kings.ca.us)  
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June 8, 2024

The Honorable Valerie Chrissakis  
1640 Kings County Drive  
Advising Judge Superior Court of the State of California  
Hanford, Ca 93230

Judge Chrissakis,

The 2023-2024 Kings County Civil Grand Jury hereby submits the final report to the Kings County Superior Court and the citizens of Kings County. Without the sound council of the advising judge, the Office of County Council, and the Office of the Jury Commissioner, this report would not have been possible. We also thank the court staff for the many instances where they aided in administrative matters.

Being given the opportunity to serve as a grand jury member is both rewarding and educational. Grand juries are given the responsibility to protect the interests of the county citizens. Countless hours go into interviews and research necessary to complete each project. I also extend my sincere thanks to the members of the 2023-2024 King County Civil Grand Jury. The many hours spent by these dedicated people are reflected in this final report book. The work done shows the commitment to serving the needs of the people of Kings County. It is a great responsibility, but also a great honor to serve as a member of the Kings County Civil Grand Jury.

All work done by the Civil Grand Jury is dependent on the individual members both in committee and in full body. It is important to work together for the good of all citizens of Kings County. My congratulations to the committee chairs who coordinated the work in each committee and to the general membership for supporting the work being done.

Sincerely,

Kathy Bare, Foreperson

It was truly my honor to serve as Foreperson of the 2023-2024 Civil Grand Jury.





Superior Court of the State of California  
County of Kings

Valerie Chrissakis  
Superior Court Judge

May 17, 2024

To: Kings County Grand Jury and Affected Governmental  
Agencies and Officers

The 2023-2024 Kings County Grand Jury has submitted the enclosed reports to the Presiding Judge and/or his designee of the Superior Court in accordance with Section 933 of the California Penal Code. The enclosed reports were submitted and are hereby accepted as the final reports of the Grand Jury concerning these areas of inquiry.

The agencies and elected officials who are affected by the enclosed reports are each hereby notified that they are required to comment to the Presiding Judge and/or his designee concerning these findings and recommendations as they pertain to the subject agency or elected official. Comments are due on behalf of each elected county officer or agency head that has responsibility for the agencies and functions described in these reports within 60 days from this date. The governing bodies of the public agencies affected by the reports have a 90-day time limit within which to submit comments pursuant to Penal Code Section 933 (c). In addition, a copy of each response shall be placed on file with the clerk of the public agency on whose behalf the response is made.

Those having questions concerning their responsibilities to respond to the Grand Jury's recommendations should contact County Counsel or their agency's general counsel.

The Judges of the Superior Court wish to express our sincere appreciation for the long hours of service given by members of the 2023-2024 Grand Jury, with special thanks to their Foreperson, Kathy Barre. Selfless dedication to public service such as that demonstrated by this Grand Jury is crucial to the survival of the institution of the Grand Jury, which is itself an important part of the checks and balances necessary for our democracy to function.

A handwritten signature in blue ink that reads "Valerie Chrissakis".

Valerie Chrissakis  
Judge of the Superior Court

1640 Kings County Drive  
Hanford, CA 93230  
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Joe Curry	Judge Kendra Weber	Judge Robert Burns	Judge Michael Reinhart	Judge Melissa D'Morias	Greg Martinez
Kevin Scott Pro Tem	Presiding Judge Jennifer Giuliani	Commissioner Mark Skinner	Commissioner Brian Chase	Judge Marianne Gilbert	Joe Koutny
Karen Ormsby	Committee Chair Dick Hoffmaster	Foreperson Committee Chair/Social Kathy Bare	Corresponding Secretary Jose Macias	Rebecca Bell	
Committee Chair Bill Watson	Snack Master/Social Sue Gavini	Treasurer/Committee Chair Ronney Wong	Recording Secretary/Social Maria Kelly	Nya Whitmore	
	Absent from photo Seargent at Arms, Armie Garza		Wayne Harvey		

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# Avenal High School 2023 Achievement Awards December 2023

## SUMMARY

Avenal High School of the Reef-Sunset Unified School District has been awarded two important recognition awards in 2023. The Exemplary Dual Enrollment & Distinguished California Partnership Academy Award is for participation in pre-college and career opportunities for students. Avenal High School also has three individual staff members who have been singled out for the San Diego County Office of Education (SDCOE) Lighthouse Award.

## BACKGROUND

Reef-Sunset Unified School District serves more than 2,660 students. There is one pre-school, three primary schools, one middle school, two high schools and an adult school.

Avenal High School received an award in 2023 from the California Department of Education for exemplary dual enrollment. This award recognizes the school for their quality, equity driven dual enrollment programming. The school will hold the title for two years.

Avenal High School received the title of Distinguished California Partnership Academy for their Wonderful Agriculture Career Preparatory Program.

Three staff at Avenal High School have been awarded a Lighthouse Award: Principal Silvia Maldonado, Assistant Principal Victoria Gornick and Teacher Antonio Silva. The SDCOE Lighthouse Award is given to people who are beacons in the educational community by channeling and leading others in diversity, equity, and inclusion.

## METHODOLOGY

Interviews by the Grand Jury were held with staff from Reef-Sunset Unified School District on November 13, 2023, at which time the two awards were explained in detail.

Awards were presented at the Reef-Sunset Unified School District Board of Trustees meeting on November 16, 2023, at which time each recipient was given credit for their exemplary work on this project.



Research from the internet included public statements, notices, and school publications from Avenal High School and the Reef-Sunset Unified School District. SDCOE information was obtained from their website.

## DISCUSSION

Avenal High School is ranked 1,150<sup>th</sup> of the 1,672 California public high schools according to the California State Department of Education. The Advanced Placement participation rate is 30%. The total minority enrollment is 97% (96.5% Hispanic, and .5% Asian) at Avenal High School. 95% of students are economically disadvantaged according to the Avenal High School webpage.

Avenal High School began its dual enrollment courses in the 2014-2015 academic year. 47% of Avenal High School students are enrolled in dual enrollment. This program provides students with the opportunity to earn college credit and high school A-G (A-G requirements are a sequence of high school courses that represent the basic level of academic preparation for post-secondary education. Each subject requires a certain number of years of study and a passing grade of C or better). Credit is given by taking University of California /California State University (UC/CSU) transferable college courses. The classes are taught by California Community College's West Hills Community College District, Coalinga Campus instructors. Instruction takes place face to face on the Avenal High School campus.

Currently there are 18 sections of dual enrollment courses available on the Avenal High campus. Included are Student Development, English 1A, Statistics, Communications, Political Science, Biology, Chemistry, Business, Economics, Health, Crop Science, U.S. History, World History, Soil Science and Art.

The Wonderful Agriculture Career Prep Program allows students to graduate from high school with up to two years of tuition-free college coursework. This allows students to earn an associate degree (65 college credits) and over 200 hours of employment experience. At graduation, students may choose to enter the skilled workforce with a guaranteed job, continue at a community college, or enroll at a four-year college or university as a junior. This program is accessible to all students. There are no selection criteria to take part. This award is bestowed based on strict adherence to the California Partnership Academy model, implementation of all model components, known best practices, and provides opportunities for students to go above and beyond those required by the State of California Education Department. Avenal High was selected as a California Partnership Academy out of 400 schools in the state.

At this time, 95% of students enrolled in the Wonderful Agriculture Career Prep Program are first generation college candidates and are 95% Latino or African American. Almost half of the 762-student body participates in the dual enrollment courses. 26% of those registered with the dual enrollment courses are also enrolled in the Wonderful Agriculture Career Prep Program.

The SDCOE Lighthouse Award is given annually to people who are beacons in the educational community by leading others in diversity, equity, and inclusion. The philosophy of the Lighthouse Awards are as follows:

*“A Lighthouse helps guide navigation and often provides a beacon of hope as we sail through potentially rough waters. Our challenges may be financial, personal, business, or spiritual in nature. The lighthouse metaphor speaks of safety and security in the face of adversity and challenge in a unique way.”*

*“Nominees should actively promote the concept of diversity, equity, and inclusion by positively enhancing or contribution to the overall environment and achievements of students.”*

The (SDCOE) Lighthouse Award has recently added a 7th category to recognize an equity champion outside of San Diego County.

The categories are as follows:

- 1) **Excellence in School Site Leadership** award goes to a school administrator who fosters and leads equitable outcomes for all learners and has been a beacon of light for an entire community.
  - a. Builds on student’s languages and cultures, celebrates the strengths, gifts, and talents.
  - b. Increases positive representation.
  - c. Shares power intentionally with parents and communities.
- 2) **Excellence in Teaching and Learning** award is for a classroom teacher who embraces diversity, equity, and inclusion and has helped achieve positive social and academic outcomes for all students.
  - a. Highlights and honors the contributions of all cultures.
  - b. Ensures positive representation in the classroom and curriculum.
  - c. Cultivates a restorative, student-centered classroom culture.
- 3) **Excellence in Student Support** award goes to a school counselor, social worker, nurse, school psychologist, paraprofessional, or others who actively supports all students, in pursuit of academic and/or social emotional excellence.
  - a. Serves, inspires, and empowers through their own examples.
  - b. Implements and sustains positive changes that benefit those they serve.
  - c. Creates equitable access with consistently strong outcomes for all students, paying special attention to the needs of historically marginalized populations.
- 4) **Equity Champion** award is presented to a district administrator who encompasses the light necessary for people to come together and create multiple opportunities for all students and families in pursuit of equitable outcomes.
  - a. Services, inspires, and empowers through their own examples.
  - b. Implements and sustains positive changes that benefit those they serve.
  - c. Creates equitable access with consistently strong outcomes for all students, paying special attention to the needs of historically marginalized populations.
- 5) **The No Place for Hate® Leader** award goes to an active staff member of their school’s No Place for Hate® committee and demonstrates leadership in their role on the committee and throughout the school community. This person embodies the values laid out in ADL’s No Place for Hate® pledge and has continued to put the commitment of No Place for Hate® at the forefront of their school community even in these challenging times.

- a. Builds a learning community of inclusivity, respect, and equity.
  - b. Uses the power of peer influence for good.
  - c. Challenges bias and bullying.
- 6) **Student Equity Leadership** award goes to an individual student or student group who advances diversity, equity, and inclusion, and has led meaningful and significant equity initiative in their school community.
- a. Creates intentional spaces for students to engage in and lead dialogue, solve problems, and learn together about issues of equity.
  - b. Participates in healthy feedback loops between students and adults.
  - c. Increase understanding and honor the identities and cultures of students.
- 7) **Equity Excellence (out of San Diego County)** award goes to a teacher, administrator, support staff whose work exemplifies excellence in creating access and opportunities for all students.
- a. Highlights and honors the contributions of all cultures.
  - b. Implements and sustains positive changes that benefit those they serve.
  - c. Creates equitable access with consistently strong outcomes for all students, paying special attention to the needs of historically marginalized populations.

Teaching has become a challenging field where teachers are coping with stress, burnout, limited resources, being at the center of political discourse, and feeling undervalued. According to the HMH-Education and Learning Technology Company.com, part of the solution is for teachers to engage in self-care and be reminded of their best qualities such as:

- Demonstrating selflessness
- Guiding others through uncertainty
- Being constant and consistent
- Turning doubts into destinations
- Seeing possibilities over circumstances
- Having the courage to encourage
- Embodying innovation
- Empowering and inspiring through example
- Exemplifying a spirit of resilience
- Seeing beyond the surface

Three of Avenal High School staff - Two administrative staff and one teacher were awarded the SDCOE Category #7 Lighthouse Award in November of 2023. This is quite an accomplishment according to district personnel.

## FINDINGS

F1. The Dual Enrollment Program is an important way to expand educational opportunities, improve the community, and improve economic mobility while helping to meet California's growing workforce needs.

F2. Wonderful Agriculture Career Prep Program allows first-generation students to receive a head start on their college education and create a culture of high expectations for the community.

F3. Two of Avenal High School administrators and one teacher were awarded the SDCOE (Category #7) Lighthouse Award in November of 2023.

## RECOMMENDATIONS

R1. Avenal High School administration and staff continue to support their students with programs and services which lead to academic excellence.

R2. Avenal High School administration and staff should continue to work with the Wonderful Agriculture Career Prep Program which provides educational opportunities for Avenal High School students.

R3. Reef-Sunset Unified School District should provide public recognition for these achievements both for students and staff. The Kings County Civil Grand Jury commends Avenal High School administrative staff and teachers for their outstanding achievements and hard work.

## REQUIRED RESPONSE

Pursuant to Penal Code Section §933 (c), provided in part: "No later than 90 days after the Grand Jury Submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the Presiding Judge of the Superior Court on the findings and recommendations pertaining to matters under the control of the governing body and every elected county officer or agency head for which the Grand Jury had responsibility pursuant to Section §914.1 shall comment within 60 days to the presiding judge of the superior court..."

Reef-Sunset Unified School District Board of Trustees  
Reef-Sunset Unified School District  
205 N. Park Avenue  
Avenal, CA 93204

## INVITED RESPONSES



Principal of Avenal High School  
Reef-Sunset Unified School District  
601 Mariposa Street  
Avenal, CA 93204

Original to:  
Judge Jennifer Giuliani, Presiding Judge  
Kings County Superior Court  
1640 Kings Court Drive  
Hanford, CA 93230

Copy to:  
Kings County Civil Grand Jury  
P O Box #1562  
Hanford, CA 93230

**Kings County Local Agency Formation Commission's  
Policies and Procedures Manual and  
Municipal Service Reviews for Cities and Community Districts**

# Need Updating January 2024

## Summary

The Kings County Civil Grand Jury (Grand Jury) learned that the Policies and Procedures Manual for the Kings County Local Agency Formation Commission (LAFCO) is outdated. The Grand Jury also found that the LAFCO's Municipal Service Reviews for Cities and Community Districts (MSR) is outdated as well.

## Background

The Grand Jury operates as an investigative agency performing a two-fold function.

- 1) The Grand Jury has powers and duties with respect to the oversight of public offices, officers, and transactions. Designated State and all County and special District agencies that serve Kings County are routinely reviewed and critiqued by the Grand Jury in its annual and interim reports.
- 2) The Grand Jury has powers and duties with respect to inquiry into possible public offenses or misconduct in office by public officers.

During its normal investigative duties, the Grand Jury looks at local and county websites. It was discovered that the last time the LAFCO's Policies and Procedures Manual was revised or updated was on March 22, 2006. Additionally, the last time the MSR for Kings County was revised or updated was on October 24, 2007.

The stated purpose of LAFCO is to encourage the orderly formation of local government agencies, preserve agricultural land resources, discourage urban sprawl, and provide a sphere of influence (SOI) for each city and special district in the County of Kings.

- 1) Periodic review and maintenance are necessary. The adequacy of each adopted SOI will be reviewed every five years or as necessary following the initial SOI determination. This preliminary evaluation is conducted by staff who will recommend that the executive officer either 1) proceed with a sphere update restudy or 2) affirm the existing sphere. Changes in land use, planning policy, demographics, demand for public services or service capabilities may also justify the need to restudy or amend spheres of influence.

The purpose of a MSR is to evaluate the structure and operation of the local municipalities, service areas, and special districts. Possible areas for improvement and coordination are discussed in each MSR.

It would be beneficial to citizens of Kings County and the LAFCO staff if the Policies and Procedures Manual of LAFCO and the MSR were reviewed and/or updated every five years. If there is no update, an addendum or other means could identify the date of review. Having an up-to-

date Policies and Procedures Manual aids in and assures that staff and citizens know what services are provided and that the services are consistent with any changes an organization has experienced.

When the Grand Jury interviewed staff, it was informed that staff members were aware as of February 6, 2024, that the LAFCO Policies and Procedures Manual and the MSR were outdated. It was reported that an update was in the works and expected to be completed by December 2023.

## Methodology

The Grand Jury interviewed members of several Kings County departments/commissions and reviewed various sources of information including:

- 1) The Kings County LAFCO website was reviewed.  
[www.countyofkings.com/departments/board-of-supervisors/boards-commissions/local-agency-formation-commission-lafco](http://www.countyofkings.com/departments/board-of-supervisors/boards-commissions/local-agency-formation-commission-lafco)
- 2) The Kings County Municipal Service Review for Cities and Community Districts was reviewed.  
[www.kingslafco.com/Documents/2007%20KC%20MSR%2010-24-07%20plus%20resolution.pdf](http://www.kingslafco.com/Documents/2007%20KC%20MSR%2010-24-07%20plus%20resolution.pdf)
- 3) The Cortese–Knox–Hertzberg Local Government Reorganization Act of 2000 was reviewed.  
[www.Calafco.org/sites/default/files/resources/CKH-Guides/CKH GUIDE-2003](http://www.Calafco.org/sites/default/files/resources/CKH-Guides/CKH GUIDE-2003)
- 4) A Citizens Guide to LAFCOs – Local Area Formation Commission’s  
[www.acgov.org/lafco/documents/CitizensGuideToLAFCO.pdf](http://www.acgov.org/lafco/documents/CitizensGuideToLAFCO.pdf)
- 5) San Joaquin Valley Regional Policy Council  
<https://sjvcogs.org/land-availability/annexations-spheres-of-influence-county-islands-and-municipal-service-reviews/>
- 6) County of Kings. Grand Jury <https://www.countyofkings.com/departments/grand-jury>
- 7) The following California Government Code sections were also reviewed:
  - 1) Assembly Bill (AB) 2838 (Local Agency Formation Commission)
  - 2) Government Code § 56301 (Local Agency Formation Commission)
  - 3) Government Code § 56375 (LAFCO Powers)
  - 4) Government Codes § 56425 and § 56426.5 (Sphere of Influence)
  - 5) Government Code § 56430 (Municipal Service Review-Spheres of Influence)

## Discussion

The California State Legislature has the constitutional power to control city and special district boundaries. Counties all have differing government institutions, geography, citizenry, and local needs so the Legislature authorizes a LAFCO in each county.

The objectives of LAFCO are as follows per the LAFCO website:

- 1) **Encourage the orderly formation of local governmental agencies.** LAFCOs review proposals for the formation of new local governmental agencies and changes of LAFCOs review proposals for the formation of new local governmental agencies and changes of organizations in existing agencies. In California, there are 58 LAFCOs working with nearly 4,000 governmental agencies in 58 counties, 500+ cities and 3,000+ special districts. Agency boundaries are often unrelated to one another and sometimes overlap, often leading to higher service costs to the taxpayer and general confusion regarding service area boundaries. LAFCO decisions strive to balance the competing needs in California for affordable housing, economic opportunity, and conservation of natural resources.
- 2) **Preserve Agricultural Land Resources.** LAFCO must consider the effects that any proposal will produce on existing agricultural lands. By guiding development toward vacant urban land and away from agricultural preserves, LAFCO assists with the preservation of our valuable agricultural resources. Section 56377 guides this objective by requiring that LAFCO must consider the following when reviewing and approving or disapproving proposals which could reasonably be expected to induce, facilitate, or lead to the conversion of existing open-space lands to uses other than open-space uses. The commission shall consider all of the following policies and priorities:
  - a. Development or use of land for other than open-space uses shall be guided away from existing prime agricultural lands in open-space use toward areas containing nonprime agricultural lands, unless that action would not promote the planned, orderly, efficient development of an area.
  - b. Development of existing vacant or nonprime agricultural lands for urban uses within the existing jurisdiction of a local agency or within the sphere of influence of a local agency should be encouraged before any proposal is approved which would allow for or lead to the development of existing open-space lands for non-open-space uses which are outside of the existing jurisdiction of the local agency or outside of the existing sphere of influence of the local agency.
- 3) **Discourage Urban Sprawl.** Urban sprawl can best be described as irregular and disorganized growth occurring without apparent design or plan. This pattern of development is characterized by the inefficient delivery of urban services (police, fire, water, and sanitation) and the unnecessary loss of agricultural land.
- 4) By discouraging sprawl, LAFCO limits the misuse of land resources and promotes a more efficient system of local governmental agencies.

LAFCOs were created in 1963 by the Knox-Nesbit Act and was amended by the District Reorganization Act of 1965, the Municipal Organization Act of 1977 and finally by the Cortese-Knox-Hertzberg (**Appendix A**) with the purpose of changing local government boundaries by annexing land in a logical and timely manner.

The Kings County LAFCO board consists of eleven members drawn from the following: two members of the Kings County Board of Supervisors, two City Council Members from the four incorporated cities (Avenal, Corcoran, Hanford, and Lemoore), and a public member who is chosen by the commissioners.



The commission is scheduled to meet on the fourth Wednesday of every month at 3:00 pm in the Board of Supervisors' Chambers located at 1400 West Lacey Boulevard in Hanford. However, the commission only meets when an application for reorganization is received. Property owners who wish to annex or be detached to a city or special district may apply by approaching the city or special district to have the council or board adopt a resolution of application or they may petition the commission directly. Commissioners cannot tell counties or cities what their planning goals should be. Rather, LAFCOs coordinate the orderly redevelopment of a community through reconciling differences between city and county plans, so the most efficient urban service arrangements are created for the benefit of area residents and property owners.

LAFCO has authority over the following:

- 1) **Boundary Changes.** LAFCO regulates boundary changes proposed by public agencies or individuals through approval or denial. LAFCO does not have the power to initiate boundary changes on their own, except for proposals involving small island annexation, the dissolution or consolidation of special districts, and the merging of subsidiary districts.
- 2) **Municipal Service Reviews (MSR) and Spheres of Influence Studies.** One of the most important charges given to LAFCO was the adoption of "Spheres of Influence" for local governments. (Appendix B) A "Sphere of Influence" is the physical boundary and service area that a governmental agency is expected to serve. Establishment of this boundary is based on the results of the Municipal Service Review Study (Appendix C) and is necessary to determine which governmental agencies can provide services in the most efficient way to the people and property in any given area. The "Sphere of Influence" requirement also works to discourage urban sprawl by preventing overlapping jurisdictions and duplication of services.
- 3) **Special Studies.** Through special studies, LAFCO encourages governments to evaluate their current operations and options for reorganization. Local agencies often overlap and have the potential of duplicating services. LAFCOs conduct service studies and consolidation feasibility studies. These studies provide general information about local governments and present alternatives for improving services and reducing operational costs.
- 4) **Initiation of Special District Consolidations.** As of July 1, 1994, LAFCOs have had the authority to initiate proposals that include the dissolution or consolidation of special districts, or the merging of an existing subsidiary district (Section 56375(a)).

A change in organization can mean any of the following:

- a. A city incorporation
  - b. A district formation
  - c. An annexation to, or detachment from, a city or district
  - d. A disincorporation of a city
  - e. A district dissolution
  - f. A consolidation of cities or special districts
  - g. A merger or establishment of a subsidiary district
  - h. An authorization of a special district to exercise one of its latent powers or to extend the area over which a latent power is exercised.
  - i. A reorganization involving two or more of the above-listed changes of organization.
- Prior to initiating such an action, LAFCO must determine that the district's customers would benefit from the proposal through adoption of a sphere of influence or other special study.

- 5) **Out of Agency Service Agreements.** Cities and districts are required to obtain LAFCOs approval prior to entering into contracts with private individuals to provide services outside of the agency's boundaries (Section 56133).

Specifically excluded from LAFCO's jurisdiction are the following local government agencies:

- a) A school district or community college district.
- b) A special assessment district.
- c) An improvement district.
- d) A community facilities district formed pursuant to the Mello-Roos Community facilities Act of 1982.
- e) A permanent road division formed pursuant to Section 1160 of the Street and Highways Code.
- f) An air pollution control district or an air quality maintenance district.
- g) A service zone of a fire protection district.

A Municipal Service Review (MSR) is a comprehensive study to determine the adequacy of governmental services being provided by the local agencies under LAFCO jurisdiction. This provides cities and special districts with an assessment on their provision of services, suggests recommendations regarding areas of improvement, and helps determine whether or not an agency is equipped to effectively provide services within its existing or expanded sphere of influence.

The Grand Jury compared information found on websites with the following LAFCO counties and found:

Tulare County last updated their LAFCO Policy and Procedures Manual on June 13, 2022. Fresno County made changes on June 8, 2022.

Humboldt County made changes on July 17, 2013, and May 16, 2018.

Kern County made changes in June of 2011.

Napa County made changes on December 5, 2022.

## Findings

F1. The Kings County LAFCO Policies and Procedures Manual was last updated on March 22, 2006 **(18 years ago)**.

F2. The Kings County LAFCO MSR for Cities and Community Districts was last updated on October 24, 2007 **(17 years ago)**.

## Recommendations

R1. The Kings County LAFCO Policies and Procedures Manual should be reviewed and/or updated every five years.

R2. The Kings County LAFCO MSR should be reviewed and/or updated every five years.

## REQUIRED RESPONSE

Pursuant to Penal Code Section § 933 (c), provided in part: “No later than 90 days after the Grand Jury Submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body and every elected county officer or agency head for which the Grand Jury had responsibility pursuant to Section § 914.1 shall comment within 60 days to the presiding judge of the superior court...”

Chuck Kinney, Executive Officer  
Kings County LAFCO  
1400 Lacey Boulevard  
Hanford, Ca 93230

## INVITED RESPONSE

Kings County Board of Supervisors  
1400 Lacey Boulevard  
Hanford, Ca 93230

**Mail Original to:**

Judge Jennifer Giuliani, Presiding Judge  
Kings County Superior Court  
1640 Kings Court Drive  
Hanford, CA 93230

**Mail Copy to:**

Kings County Civil Grand Jury  
P O Box #1562  
Hanford, CA 93230

## Appendix A

Calafco.org

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Act) requires LAFCo to review and update, as necessary, each local agency’s Sphere of Influence (SOI) before January 1, 2008, and every five years thereafter. As part of the SOI update, the Commission must consider and prepare a written statement of its determinations which are summarized as follows:

1. The present and planned land uses in the area, including agricultural and open-space lands.
2. The present and probable need for public facilities and services in the area.
3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.
4. The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.
5. For a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.

Prior to, or in conjunction with an agency's SOI update, LAFCo is required to conduct a Municipal Service Review (MSR) for each agency. A MSR is a comprehensive review of an agency's ability to provide service(s) to those persons and businesses within its current boundaries. Per the Act, the Commission prepares written statements of its determinations with respect to each of the following factors:

1. Growth and population projections for the affected area.
2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the SOI.
3. Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies.
4. Financial ability of agencies to provide services.
5. Status of, and opportunities for, shared facilities.
6. Accountability for community service needs, including governmental structure and operational efficiencies.
7. Any other matter related to effective or efficient service delivery, as required by commission policy.

The Commission's Municipal Service Review Policy establishes the MSR Program's goal: "...To provide cities and special districts with an assessment on their provision of services, make recommendations regarding areas of improvement, and determine whether or not an agency is equipped to effectively provide services within its existing or expanded SOI."

The Commission determines the SOI boundary for local agencies under LAFCo's jurisdiction. The SOI is a planning boundary outside an agency's service area that means, a plan for the probable physical boundaries and service area of a local agency. The Commission adopts, updates, and evaluates an SOI using a 20-year planning horizon. An SOI is the Commission's best estimate of the probable service area for an agency over time, depending upon information collected during the MSR update process. (For text of the law, see the Government Code, Sections 56425; 56430; and Fresno LAFCo Policies, Standards and Procedures Manual - Policy 107.)

## **Appendix B**

### **Sphere of Influence**



## California Code, Government Code - GOV § 56425

Current as of January 01, 2023 | Updated by [FindLaw Staff](#)

- (a) In order to carry out its purposes and responsibilities for planning and shaping the logical and orderly development and coordination of local governmental agencies subject to the jurisdiction of the commission to advantageously provide for the present and future needs of the county and its communities, the commission shall develop and determine the sphere of influence of each city and each special district, as defined by [Section 56036](#), within the county and enact policies designed to promote the logical and orderly development of areas within the sphere.
- (b) Prior to a city submitting an application to the commission to update its sphere of influence, representatives from the city and representatives from the county shall meet to discuss the proposed new boundaries of the sphere and explore methods to reach agreement on development standards and planning and zoning requirements within the sphere to ensure that development within the sphere occurs in a manner that reflects the concerns of the affected city and is accomplished in a manner that promotes the logical and orderly development of areas within the sphere. If an agreement is reached between the city and county, the city shall forward the agreement in writing to the commission, along with the application to update the sphere of influence. The commission shall consider and adopt a sphere of influence for the city consistent with the policies adopted by the commission pursuant to this section, and the commission shall give great weight to the agreement to the extent that it is consistent with commission policies in its final determination of the city sphere.
- (c) If the commission's final determination is consistent with the agreement reached between the city and county pursuant to subdivision (b), the agreement shall be adopted by both the city and county after a noticed public hearing. Once the agreement has been adopted by the affected local agencies and their respective general plans reflect that agreement, then any development approved by the county within the sphere shall be consistent with the terms of that agreement.
- (d) If no agreement is reached pursuant to subdivision (b), the application may be submitted to the commission and the commission shall consider a sphere of influence for the city consistent with the policies adopted by the commission pursuant to this section.
- (e) In determining the sphere of influence of each local agency, the commission shall consider and prepare a written statement of its determinations with respect to each of the following:
- (1) The present and planned land uses in the area, including agricultural and open-space lands.
  - (2) The present and probable need for public facilities and services in the area.
  - (3) The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.
  - (4) The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.
  - (5) For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, that occurs

pursuant to subdivision (g) on or after July 1, 2012, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.

(f) Upon determination of a sphere of influence, the commission shall adopt that sphere.

(g) On or before January 1, 2008, and every five years thereafter, the commission shall, as necessary, review and update each sphere of influence.

(h) In determining a sphere of influence, the commission may assess the feasibility of governmental reorganization of particular agencies and recommend reorganization of those agencies when reorganization is found to be feasible and if reorganization will further the goals of orderly development and efficient and affordable service delivery. The commission shall make all reasonable efforts to ensure wide public dissemination of the recommendations.

(i) When adopting, amending, or updating a sphere of influence for a special district, the commission shall establish the nature, location, and extent of any functions or classes of services provided by existing districts.

(j) When adopting, amending, or updating a sphere of influence for a special district, the commission may require existing districts to file written statements with the commission specifying the functions or classes of services provided by those districts.

## Appendix C

### Municipal Service Review

#### **Cal. Gov. Code § 56430**

Current through the 2023 Legislative Session.

Section 56430 - Review of municipal services provided in order to prepare and update spheres of influence:

(a) In order to prepare and to update spheres of influence in accordance with Section 56425, the commission shall conduct a service review of the municipal services provided in the county or other appropriate area designated by the commission. The commission shall include in the area designated for service review the county, the region, the subregion, or any other geographic area as is appropriate for an analysis of the service or services to be reviewed, and shall prepare a written statement of its determinations with respect to each of the following:

- (1) Growth and population projections for the affected area.
- (2) The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.
- (3) Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence.

- (4) Financial ability of agencies to provide services.
- (5) Status of, and opportunities for, shared facilities.
- (6) Accountability for community service needs, including governmental structure and operational efficiencies.
- (7) Any other matter related to effective or efficient service delivery, as required by commission policy.
- (b) In conducting a service review, the commission shall comprehensively review all of the agencies that provide the identified service or services within the designated geographic area. The commission may assess various alternatives for improving efficiency and affordability of infrastructure and service delivery within and contiguous to the sphere of influence, including, but not limited to, the consolidation of governmental agencies.
- (c) In conducting a service review, the commission may include a review of whether the agencies under review, including any public water system as defined in Section 116275, are in compliance with the California Safe Drinking Water Act (Chapter 4 (commencing with Section 116270) of Part 12 of Division 104 of the Health and Safety Code). A public water system may satisfy any request for information as to compliance with that act by submission of the consumer confidence or water quality report prepared by the public water system as provided by Section 116470 of the Health and Safety Code.
- (d) The commission may request information, as part of a service review under this section, from identified public or private entities that provide wholesale or retail supply of drinking water, including mutual water companies formed pursuant to Part 7 (commencing with Section 14300) of Division 3 of Title 1 of the Corporations Code, and private utilities, as defined in Section 1502 of the Public Utilities Code.
  
- (e) The commission shall conduct a service review before, or in conjunction with, but no later than the time it is considering an action to establish a sphere of influence in accordance with Section 56425 or 56426.5 or to update a sphere of influence pursuant to Section 56425.Ca. Gov. Code § 56430 Amended by Stats 2011 ch 513 (SB 244),s 6.5, eff. 1/1/2012.Amended by Stats 2011 ch 512 (AB 54),s 8, eff. 1/1/2012.Amended by Stats 2007 ch 244 (AB 1744),s 7, eff. 1/1/2008.Added by Stats 2000 ch 761 (AB 2838), s 81, eff. 1/1/2001.

## Corcoran Cemetery Once More March 2024

### Summary

Both the 2021-2022 and 2022-2023 Kings County Civil Grand Juries did reports regarding the Corcoran Cemetery (cemetery). For the most part, the Corcoran Cemetery District (district) has followed the suggestions given in the Grand Jury reports. One notable exception is that the district has failed to publish a brochure that would be of great help to the Corcoran community in understanding the policies and fees for services that are available and provided by the cemetery.

## Background

The 2021-2022 Grand Jury received complaints that the cemetery had dry grass, the grounds were unkempt with flags and flowers strewn about, and that headstones had sunk and were underwater.

The 2022-2023 Grand Jury found that the grounds were vastly improved by an organized effort on the part of the cemetery manager and staff. All of the recommendations made in the 2021-2022 Grand Jury report were being followed with the exception of a brochure being developed that would be made easily available to community members.

The price list of charges, fees, and rules (such as decorating gravesites) for the cemetery which is currently offered is not a professional publication but what appears to be a “last minute” effort at providing the costs of various burial services available (see Appendix).

If a professional brochure were available, it would help people better understand everything involved with respect to a burial service. This is important to those who are experiencing the death of a loved one. It would also provide a document that could be kept for future reference. The cemetery employees could also make the brochure available at all community church facilities and at places where community members frequent such as City Hall, Police Department, and community facilities thus reaching a wide audience. Including a clean-up schedule listing the date and what needs to be removed such as old flowers etc. would be an additional benefit so that all important information would be available in one publication.

## Methodology

The 2021-2022 and the 2022/2023 Grand Jury reports were reviewed. The Grand Jury visited the district website on multiple occasions. On February 13, 2024, the Grand Jury made an unannounced visit to the cemetery to see how the cemetery appeared. The cemetery grounds were well maintained. It was obvious that much effort had been made to improve the general appearance of the cemetery grounds. This included raising markers to ground level to avoid standing water covering them. During this visit members of the Grand Jury also spoke with one of the cemetery workers.

## Discussion

The cemetery is managed by an elected Board of Trustees which operates under a special district authorized by the California Health & Safety Code. Special Districts are formed as divisions of local government to provide specialized services to a community. They are subject to state regulations governing special districts and must conform to the requirements of the Brown Act and Public Records Act. Special districts must submit an annual financial report to the Office of the State Controller and are subject to audits of finances. The cemetery operates with revenue from local property taxes and the sale of grave sites and cremation niches.

The cemetery staff includes the manager, an assistant manager, and several laborers. Work is assigned by the manager as necessary to meet the needs of pending burial services and to ensure proper maintenance of the cemetery grounds.

The price list provided by the cemetery is a one-page typed document. There are no rules listed as to decorating gravesites, etc. It is not a professional quality publication.

To obtain a copy of services and fees provided by the cemetery a community member must drive to the cemetery or access the district website as those are the only locations the service/fee schedule is available. The cemetery also posts a separate “clean up” schedule on the office door, at the entrances to the cemetery and in the local newspaper.

## Findings:

F1. The Corcoran Cemetery District has improved the upkeep of the Corcoran Cemetery grounds.

F2. The Corcoran Cemetery District has not produced a publicly available professional type of brochure.

F3. The Corcoran Cemetery District currently offers a single page typed “clean up” schedule that is only posted at the office door, entrances to the cemetery and in the local newspaper.

## Recommendations:

R1. The Corcoran Cemetery District should continue to prioritize the upkeep and maintenance of the Corcoran Cemetery grounds.

R2. The Corcoran Cemetery District should immediately create a professional brochure in English and Spanish, that makes it clear to the community the burial service options, grave sites costs, and what all cemetery policies are.

R3. The Corcoran Cemetery District should add a “clean up” schedule to their professional brochure.

## REQUIRED RESPONSE

Pursuant to Penal Code Section § 933 (c), provided in part: “No later than 90 days after the Grand Jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body and every elected county officer or agency head for which the Grand Jury had responsibility pursuant to Section § 914.1 shall comment within 60 days to the presiding judge of the superior court...”

Board of Trustees  
Corcoran Cemetery District  
Post Office Box 805

Corcoran, CA 93212

## INVITED RESPONSES

Corcoran Cemetery District Manager  
Post Office Box 805  
Corcoran, CA 93212

## SEND FINAL REPORT RESPONSES TO:

**Original to:**

Judge Jennifer Giuliani, Presiding Judge  
Kings County Superior Court  
1640 Kings Court Drive  
Hanford, CA 93230

**Copy to:**

Kings County Civil Grand Jury  
P O Box #1562  
Hanford, CA 93230

Appendix  
Corcoran Cemetery  
Current Pricing Publication

D42-2

CORCORAN CEMETERY FEES  
992-3209

2020-2021

<b>Single Adult</b>	
<b>Non- protected</b>	<b>Over size</b>
Plot	\$1,080.00
Endowment Fee	\$280.00
Opening & Closing	\$800.00
Handing & Set- Up Fee	\$500.00
<b>Liner Box</b>	<b>\$1,400.00</b>
County Fee	\$60.00
Tax	\$105.00
<b>Total</b>	<b>\$4,245.00</b>

<b>Single Adult Funeral</b>	
<b>Non- protected</b>	<b>standard size</b>
Plot	\$1,100.00
Endowment Fee	\$280.00
Opening & Closing	\$700.00
Handing & Set- Up Fee	\$500.00
Liner Box	<b>\$600.00</b>
County Fee	\$60.00
Tax	\$45.00
<b>Total</b>	<b>\$3,285.00</b>

\$700.00
\$500.00
\$600.00
\$60.00
\$45.00
<b>\$1,905.00</b>

<b>COMPANION FUNERAL</b>	
<b>Funeral Standard Size</b>	
<b>Non protected liner</b>	
<b>First Funeral</b>	
Plot	\$1,100.00
Endowment Fee	\$280.00
Opening & Closing	\$1,000.00
Handing & Set- Up Fee	\$500.00
<b>Liner</b>	<b>\$1,000.00</b>
County Fee	\$60.00
Tax	\$75.00
<b>Total</b>	<b>\$4,015.00</b>

SATURDAY FEE	\$700.00
MARKER SIZE 10X20	\$200.00
MARKER SIZE	
SINGLE PLOT 12X24	\$280.00
SINGLE PLOT 12X30	\$280.00
DOUBLE PLOTS 12X36	\$300.00
ZINC VASE	\$75.00
TAX	\$ 4.87
NICHE	\$30.00
TAX	\$2.25
<b>ADD 2 VASES</b>	
BENCH	<del>\$1,800.00</del> \$2,200.00
TAX	<del>\$135.00</del> \$135.00
<b>TOTAL</b>	<del>\$1,935.00</del> <b>\$2,335.00</b>

<b>Second Funeral</b>	
<b>Endowment</b>	<b>\$280.00</b>
Opening & Closing	\$700.00
Handing & Set- Up Fee	\$500.00
County Fee	\$60.00
<b>Total</b>	<b>\$1,540.00</b>
<b>Total for first &amp; second</b>	<b>\$5,555.00</b>

Bench Foundation

1800.468-4743

Kings County Assessor/Clerk/Recorders Office  
Issues With The Recording of Documents  
February 2024

## Summary

It was brought to the attention of the Kings County Civil Grand Jury (Grand Jury) that legal documents submitted for recording with the Kings County Assessor/Clerk/Recorders office by employees of departments in the County of Kings and the cities of Avenal, Corcoran, Hanford, and Lemoore, as well as land developers are being rejected on a regular basis. It was also brought to the Grand Jury's attention that a document presented for recording one day is rejected but the same document presented (with no changes made to the document) on another day is accepted. This requires multiple trips to the Assessor/Clerk/Recorders Office to correct the problem and is a waste of money in terms of employees' time and travel. Departments in Kings County and in the cities of Avenal, Corcoran, Hanford, and Lemoore, do not have examples of the acceptable format of documents that pertain to their departments or the requirements in writing for the recording of legal documents that they submit on a regular basis.

## Background

"The Grand Jury shall investigate and report on the operations, accounts, and records of the officers, departments, or functions of the county including those operations, accounts, and records of any special legislative district or other district in the county" Cal. Pen. Code § 925.

"Every grand jury may investigate and report upon the needs of all county officers in the county, including the abolition or creation of offices and the equipment for, or the method or system of performing the duties of, the several offices" Cal. Pen. Code § 928.

County Assessor/Clerk/Recorder Departments deal with multiple legal documents, forms, and rules, etc. In Kings County, the following concerns have been noted and shared with the Grand Jury by persons associated with Kings County departments, and the cities of Avenal, Corcoran, Hanford, and Lemoore:

- 1) There seems to be no standardization of format requirements, what information is required, use and placement of staples, location of signatures, spacing for the assessor's stamp, name/titles, page numbers or other documents that must be attached.
- 2) Standard forms used for recording environmental documents, provided by the State of California, are often rejected with a request to modify those forms.
- 3) A document presented one day is rejected but taken a second time (with no changes being made to said document) is then accepted.
- 4) Costs associated with filing documents, requirements, recording and filing fees seem to change frequently.
- 5) Some information is difficult to obtain such as parcel ownership data, parcel mailing address for public notices, etc.
- 6) County departments and others are not able to find online examples of documents, what the documents should look like and what the requirements are to record them. Example: Notice of Completion or Notice of Exemption.



A more detailed explanation of requirements, examples of documents online, and a hardcopy manual with forms (specific to each department) would benefit both the entities that record documents and the Assessor's Office by saving time, effort, and money in repeated recording attempts.

Documents are usually rejected because they are in the wrong format (a stamp or signature is in the wrong place, etc.) or they need to be notarized or require an affidavit.

It was shared with the Grand Jury that the staff at the counter in the Kings County Assessor/Clerk/Recorders office are very courteous and try to be helpful but are not allowed by law to provide specific directions.

The Kings County Assessor/Clerk/Recorders office uses a manual entitled "Recorders' Document Reference and Indexing Manual" (DRIM) for reference and training of its staff. This manual is much too large for every county and city department to have a copy. Departments should use parts of the DRIM to develop their own in-house working manual. It should contain examples of documents that the department uses on a regular basis and the requirements associated with recording those documents.

## Methodology

Numerous people associated with Kings County and the cities of Avenal, Corcoran, Hanford, and Lemoore were interviewed.

Research was done on the internet.

Several examples of websites that include sample documents are as follows:

San Francisco Assessors Office

[www.sfassessor.org/recorder-information/recording-document](http://www.sfassessor.org/recorder-information/recording-document)

Sacramento Assessors Office

<https://ccr.sacramento.gov/documentrecording/pages/rulesforrecordedddocuments.aspx>

Government Code § 27320 Article 4 Recording 2007

<https://law.justia.com/codes/california/2007/gov/27320-27337.html>

Kings County Assessor/Clerk/Recorder <https://www.countyofkings.com/departments/general-services/assessor-clerk-recorder/clerk-recorder>

## Discussion

California Law establishes what documents may be filed with a County's Assessor/Clerk/Recorder. Government Code § 27320 Article 4 Recording 2007 (sections 27320-27337).

In Kings County the Assessor/Clerk/Recorder has the duty to record real property documents and is the custodian of all non-judicial public records. Their responsibilities also include the issuance and registration of the following:

- 1) Marriage Licenses.
- 2) Birth, death and marriage certificates.
- 3) Fictitious Business Names.
- 4) Photocopier and Unlawful Detainer Licenses.
- 5) Notary Bond Filings and Oaths.
- 6) Licensing of Process Servers.
- 7) Legal Document Assistants.

Once a document is recorded it becomes a public record. The public has the ability to search for Birth, Death, Marriage, Real Estate and Fictitious Business names for free in Kings County. The Assessor/Clerk/Recorder also provides applications for Fictitious Business names and marriage licenses online. The Assessor/Clerk/Recorder is also the local commissioner of Civil Marriages by appointment.

The following information and forms were found on the Kings County Assessor's website:

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## **Assessor Forms - Standard Forms for the Assessor's Office**

Welcome to the online forms section of the Kings County Assessor's website containing blank forms for printing. A brief description of each form may be found below. The forms are in an Adobe Acrobat format. If you do not have Adobe Acrobat, you may download the free application by clicking here: [Download Adobe Acrobat Reader](#).

All Forms submitted must be originals with original signatures. If you have questions, wish additional information, or need forms that are not listed below please call the office at (559) 852-2486.

**PROPOSITION 19 INFORMATION:** Forms impacted by the passage of Prop. 19, including those for Parent to Child, Grandparent to Grandchild, Base Year Transfers, and Base Year Transfers due to Natural Disasters, can be found on our [Proposition 19 Information page](#).

Note: Some forms are interactive, this allows you to either complete the form on the web then print the completed form, or just print the blank form and complete it later. Interactive forms are designated with an (I) for interactive, (PI) for partially Interactive. If not designated the form is not interactive.

- [Change of Address Request \(I\)](#)
- [BOE 571-L: Business Property Statement \(PI\)](#)
- [BOE 571-F: Agricultural Property Statement \(PI\)](#)
- [Supplemental Form for Moved, Sold, or Closed Businesses \(I\)](#)
- [Supplemental form for Moved or Sold Aircraft or Vessels](#)
- [BOE 571-LA: Alternate Schedule A for Banks, Insurance Co., or Financial Corporation Fixtures \(PI\)](#)
- [BOE 571-R: Apartment House Property Statement \(PI\)](#)

- [BOE 571-D: Supplemental Schedule for Reporting Monthly Acquisitions and Disposals of Property Reported on Schedule B of the Business Property Statement \(I\)](#)
- [BOE 100-B: Statement for Change in Control and Ownership of Legal Entities](#)
- [BOE 266: Claim For Homeowners Property Tax Exemption \(I\)](#)
- [Disaster Relief Claim Form \(I\)](#)
- [BOE 502-A: Preliminary Change of Ownership Form \(PI\)](#)
- [BOE 502-D: Change in Ownership Statement Death of Real Property Owner](#)
- [BOE 68: Claim for Base Year Value Transfer - Acquisition by Public Entity \(I\)](#)
- [Claim For New Construction Exclusion From Supplemental Assessment \(I\)](#)
- [BOE 64-SES: Initial Purchaser Claim for Solar Energy System New Construction Exclusion \(I\)](#)

**For any additional BOE forms (*over 110*) please follow the following**

**link:** <https://www.capropeforms.org/counties/kings> (These are all general public documents).

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All the documents listed above are geared toward residents and the general public. There are no forms or examples of documents online in Kings County that are used daily by county departments and cities. There are no printed examples or explanations to show what examiners look for. For instance, there is no example of Notice of Completion or Notice of Exemption.

There have been instances where a document is submitted and rejected but the same document when resubmitted another day (with no changes being made to said document) and it is accepted. This information was shared with the Grand Jury by multiple people associated with County and City departments.

During online research the Grand Jury found that two useful examples of an online presence are The Sacramento County Assessor's Office and the San Francisco Assessor's Office. The online presence of the Sacramento County Assessor's Office can be found at:

<https://ccr.sacramento.gov/documentrecording/pages/rulesforrecordedddocuments.aspx>.

The San Francisco Assessor's Office may be found at: [www.sfassessor.org/recorder-information/recording-document](http://www.sfassessor.org/recorder-information/recording-document) and is shown as follows.

Both websites are good examples of what other counties have available online.

The San Francisco Assessor's Office shows as follows:

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#### **Assessor's Parcel Number (APN) and Situs**

In accordance with [San Francisco Business & Tax Regulations Code, Article 12-C, Section 1102.1](#), **valid Assessor's Parcel Number(s) (APN) are required on the face of every document pertaining to real property that is submitted for recordation in San Francisco.** The current Assessor's parcel number, or numbers, and the commonly known situs (street name and number) of the real property described therein are required, *on the face of the 1<sup>st</sup> page of the document*. If these elements are missing, the document will not be recorded.

##### **1) Recording Jurisdiction**

Instruments entitled to be recorded must be recorded in the county in which the real property affected is located ([Civil Code 1169](#)).

**2) Form Standardization**

Document must contain black or blue ink on white paper. All pages must be 8 ½" by 11". There is a surcharge of \$3 *per page for every page* of a document in which any portion of the document is not 8 ½" by 11". Any page over 8 ½" by 14" will not be accepted for recording. ([Gov. Code 27361.5](#)).

**3) Requesting Party and Return Address**

The left-hand 3 ½" of the top 2 ½" of the first page shall be used for the name of person requesting recordation and the name and mailing address where the document should be mailed after recording ([Gov. Code 27361.6](#)).

**4) Reservation of Space**

Document must have at least a ½" margin on the two vertical sides; the right-hand 5" of the top 2 ½" shall be reserved for the recorder label. In the event the first page of the document does not contain sufficient space, a separate page shall be attached by the requesting party to the front of the document. This separate page is now considered the first page of the document ([Gov. Code 27361.6](#)).

**5) Legibility/Photographability**

Document must be legible and capable of producing a readable photographic record. Whenever a document, or portion of a document, is not sufficiently legible to produce a readable photographic record, a legible copy may be attached and shall be certified by the party creating the copy to be a true copy of the original. Legible copy also pertains to notary seals, certificates and other appendages thereto ([Gov. Code 27361.7](#)).

**6) Document Titles**

All document titles must be identified *on the first page*, immediately below the space reserved for the recorder label ([Gov. Code 27324](#)).

**7) Exhibits**

Exhibits must be clearly marked as such and submitted with the respective document ([Gov. Code 27361.1](#)).

**8) Signatures**

Document must contain original signatures OR be a certified copy of the original; certified copies must be unaltered ([Gov. Code 27201\(b\)](#)).

**9) Legible Names of Party(ies) to be Indexed**

Names of party(ies) to be indexed must be legibly printed or typed near all signatures and be consistent throughout the entire document ([Gov. Code 27280.5](#)).

**10) Modifying or Releasing Interest**

Any document which modifies or releases a previously recorded document shall state the names of all parties affected and being released, the county of recordation, the document number (or book and page), and the date of the recordation of the document being modified or released ([Gov. Code 27361.6](#)).

**11) Other**

Depending on the type of document, additional requirements apply.

**Reminder:** Although we would like to give you as much information as possible, under California law, our document examiners are PROHIBITED from providing legal advice or assisting in document preparation. ([Section 6125 of the Business and Professions Code](#)).

The Kings County Assessor/Clerk/Recorders Office only lists online the following minimum requirements for recordable documents:

- 8 ½” by 11” paper, 16-pound bond or heavier (there is a \$3.00 additional charge for every page that is larger than 8 ½” x 11” (8 ½” x 14” is the largest size document allowed)).
- The top right-hand side of the document must have a 2 ½” x 5” space reserved for Recorders Use Only.
- The top left-hand side of the document must have a 2 ½” x 3 ½” space reserved for a return address.
- The document must have ½” margins on all pages.
- Must have a tax statement mailing address at the bottom of the first page.
- The title of the document must appear on the first page immediately below the spaces reserved for the return address and the Recorder.

Documents that do not meet this minimum requirement may not be recordable or may require additional fees.

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The Kings County Assessor/Clerk/Recorders office uses a manual entitled “Recorders’ Document Reference and Indexing Manual” (DRIM) for reference and training of staff. This 356-page manual (16 pages are a glossary) is an official publication of the County Recorders’ Association of California - 2023. The manual is updated every December and is expensive to obtain. It contains:

- 1) Document requirements.
- 2) Uniform recording rules.
- 3) Documentary transfer tax (recording fees) requirements,
- 4) Senate Bills (SB2-Housing Fee) and Assembly Bill (AB110 amendments) that cover Housing Fees and recording fees. Government code § 27388.1 Section 11911 of the Revenue and Taxation Code.
- 5) Samples of Cover Page.
- 6) Refund Request.
- 7) Legal Opinions.
- 8) Rules of Indexing.
- 9) 340+ pages of sample documents.

## Findings

F1. The Kings County Assessor/Clerk/Recorders Office online presence lacks examples of documents used by County and City departments, and the requirements to record those legal documents are not available.

F2. County departments in Kings County and cities in Kings County do not have a physical in-house manual of examples and requirements showing how to record legal documents specific to their particular department.

F3. Communication between the Kings County Assessor/Clerk/Recorders Office, County departments, and the departments of the four incorporated cities in Kings County could be improved as to the recording of documents because the requirements seemingly change frequently.

F4. Documents presented for recording are treated inconsistently.

## Recommendations

R1. Include on the Kings County Assessor/Clerk/Recorders Office website, templates and examples of documents frequently used by City and County departments and the requirements that need to be met to record those legal documents.

R2. Each department should produce its own manual of commonly used documents, templates, examples of those documents, what information is required, and how it should be presented to be acceptable for recording in the Kings County Assessor/Clerk/Recorders Office.

R3. An emphasis should be placed on the importance of frequent communication by both County of Kings departments, City departments, and the Assessor/Clerk/Recorders Office.

R4. The Kings County Assessor/Clerk/Recorders Office should conduct more frequent training of personnel to provide consistent, uniform information and service to County and City departments in Kings County.

## REQUIRED RESPONSE

Pursuant to Penal Code Section § 914.1 provided in part: “No later than *60* days after the Grand Jury Submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body and every elected county officer or agency head for which the Grand Jury had responsibility...” pursuant to Section § 914.1 shall comment within 60 days to the presiding judge of the superior court...”

Kings County Assessor/Clerk/Recorder  
1400 W. Lacey Blvd.  
Hanford, CA 93230

Pursuant to Penal Code Section § 933 (c), provided in part: “No later than *90* days after the Grand Jury Submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body and every elected county officer or agency head for which the Grand Jury had responsibility pursuant to Section § 914.1 shall comment within 90 days to the presiding judge of the superior court...”

Kings County Board of Supervisors  
1400 West Lacey Boulevard  
Hanford, CA 93230

**Respond with Original to:**

Judge Jennifer Giuliani, Presiding Judge  
Kings County Superior Court  
1640 Kings Court Drive  
Hanford, CA 93230

**Respond with Copy to:**

Kings County Civil Grand Jury  
P O Box #1562  
Hanford, CA 93230

Corcoran High School  
Policy and Procedures Regarding Sexual Assault/Hazing  
March 2024

Summary

The Kings County Civil Grand Jury (Grand Jury) investigated a complaint regarding an incident of sexual assault/hazing that occurred during the 2022/2023 Corcoran High school year. A year later during the 2023/2024 school year the Corcoran High School Administration as well as the School Resource Officer (SRO) was made aware of the accusation. The victim wished to stay anonymous,

a police report was filed but not acted upon. The incident instead was handled by the Corcoran High School Administrative Staff, Interim Superintendent, Administrative Hearing Panel, and the Corcoran Joint Unified School Board of Trustees. After speaking with various witnesses, school and district staff and reviewing relevant portions of the Corcoran Joint Unified School District Policy and Procedures, as well as the California Education Code, the Grand Jury was not able to find any areas where district procedures and the California Education Code were not followed.

## Background

Our complainants received information about an incident at Corcoran High School regarding a child a year after it happened. The complainants felt that they had exhausted all avenues with the Corcoran Joint Unified School District. They then reached out to the Grand Jury. In Kings County the charge of the Grand Jury is civil in nature and not criminal. “The Grand Jury shall investigate and report on the operations, accounts, and records of the officers, departments, or functions of the county including those operations, accounts, and records of any special legislative district or other district in the county” Cal. Pen. Code § 925. “Every grand jury may investigate and report upon the needs of all county officers in the county, including the abolition or creation of offices and the equipment for, or the *method or system of performing the duties of*, the several offices” Cal. Pen. Code § 928. The Grand Jury investigated to make sure that all procedures were followed correctly according to the Corcoran Unified School District policy and the California Education Code.

At the beginning of each new term, students and parents receive a copy of a school handbook. (For Parent Handbook see Appendix A) Both the Parent and Student Handbook may be found respectively at <https://www.corcoranunified.com>. The handbooks lay out the expectations, responsibilities, and rules that apply to a student and the repercussions of their conduct. This gives adequate notification of what is expected of students.

It was brought to the 2023/2024 Grand Jury’s attention that an incident of sexual assault/hazing took place at Corcoran High School during the 2022/2023 school year. Due to fears of retaliation, the victim wanted to remain anonymous and refused to press charges. Policy states that when an incident of sexual assault, bullying, or hazing is reported it is to be investigated by administration at the school where the incident(s) took place. The Superintendent is also to be kept informed. After the school administration makes a recommendation for expulsion that recommendation goes to the Corcoran Joint Unified School District Administrative Hearing Panel (AHP). The panel then either recommends expulsion or recommends the suspension of expulsion to the School Board. In this case the AHP chose to recommend to the Corcoran School Board to suspend the expulsion. It was stated to the Grand Jury that the Corcoran School Board was swayed by public opinion. The alleged perpetrators were back in school almost immediately.

Persons close to the situation question the justification for the expulsion being suspended. They were shown one of the two cell phone videos and felt that the victim was irreparably harmed. In their mind justice was not served. They never met in person with any Corcoran High School staff administrators or AHP. The only contact they had with Corcoran High School was a phone call from one of the administrators. They spoke with the SRO of the Corcoran Joint Unified School District. They never went to any Board meetings because of the fear that the community would find out who the victim was.



The recommendation of expulsion might have been taken lightly by the AHP and the Corcoran School Board because this was the first offense of these students, several of the accused had graduated, and some are now seniors. An accusation of this severity could keep a student from “walking the line” at graduation. It was reported to the Grand Jury that the community itself was outraged that school administrators suspended coaches and students for an incident that had allegedly happened during the last school year which would result in several students not being allowed to “walk the line” and participate in graduation activities.

People close to the situation were told that they could appeal the decision to the Board. They felt that it would be pointless as it would be the same Board that decided to overturn the expulsion. The Grand Jury believes that the complainants did not clearly understand the appeals process and were not fully aware that they could appeal to the *Kings County Board of Education* which has oversight over the Corcoran Joint Unified School District Board.

The Grand Jury applauds the actions taken by the Corcoran High School administration. It appears that every effort was made to investigate, suspend, and expel the appropriate staff and students. There remains the question of whether staff and coaches should have known that this incident and possibly others had taken place. Was justice served? That is a question for the citizens of Corcoran to decide.

## Methodology

The Corcoran Unified School Student Handbook was studied and can be found at:  
[https://corcoranhs.corcoranunified.com/accent\\_277311/site\\_277316/Documents/Student-Handbook.pdf](https://corcoranhs.corcoranunified.com/accent_277311/site_277316/Documents/Student-Handbook.pdf)

The Corcoran Unified School Parent Handbook was studied and can be found at:  
[https://www.corcoranunified.com/accent\\_277311/site\\_292030/Documents/Parent-Handbook.pdf](https://www.corcoranunified.com/accent_277311/site_292030/Documents/Parent-Handbook.pdf)

A signed receipt letter regarding the parent handbook is required of Parents by the Corcoran Unified School District. A copy of this form letter may be found at:  
[https://www.corcoranunified.com/accent\\_277311/site\\_292030/HandbookReceiptCorcoran2017.pdf](https://www.corcoranunified.com/accent_277311/site_292030/HandbookReceiptCorcoran2017.pdf)

The Corcoran Joint Unified School Boards website was visited.  
<https://www.corcoranunified.com/Governing-Board>

Research was conducted online regarding the California Education Code.  
State of California Education Code - Corcoran School Board Policy and procedures  
<https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36031096&revid=RiSg8WkGsxkyw u8oyljmrA==&ptid=amIgTZiB9plushNj16WXhfiOQ==&secid=9slshUHzTHxaaYMVf6zKpJz3Q=&PG=6&IRP=0&isPndg=false>.

Multiple interviews were conducted with the complainants, persons close to the situation, staff of the school (present and past), administrators, staff of the police department and individuals with knowledge of the events.

## Discussion

The Grand Jury investigated the policy and procedures of the Corcoran Joint Unified School District and the California Education Code. The California Education Code states that at the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, including suspension and expulsion. (Education Code 35291, 48900.1, 48980) The Corcoran Joint Unified School District accomplishes this regulation by giving every student a Student Handbook and all parents a Parent Handbook at the beginning of each new school year.

The Student Handbook may be found at:

[https://corcoranhs.corcoranunified.com/acct\\_277311/site\\_277316/Documents/Student-Handbook.pdf](https://corcoranhs.corcoranunified.com/acct_277311/site_277316/Documents/Student-Handbook.pdf).

The Parent Handbook may be found at:

[https://www.corcoranunified.com/acct\\_277311/site\\_292030/Documents/Parent-Handbook.pdf](https://www.corcoranunified.com/acct_277311/site_292030/Documents/Parent-Handbook.pdf)

(Parents in the Corcoran Joint Unified School District are required to sign and return a form letter where they confirm that they have received the Parent Handbook).

A copy of this form letter may be found at:

[https://www.corcoranunified.com/acct\\_277311/site\\_292030/HandbookReceiptCorcoran2017.pdf](https://www.corcoranunified.com/acct_277311/site_292030/HandbookReceiptCorcoran2017.pdf).

The Corcoran Joint Unified School District Board policies and procedures may be found at:

<https://www.corcoranunified.com/Governing-Board>.

The State of California's Education Code requirements (that the Corcoran Unified School District follows) may be found at:

<https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36031096&revid=RiSg8WkGsxkyw u8oyljmrA==&ptid=amIgtZiB9plushNjl6WXhfiOQ==&secid=9slshUHzTHxaaYMVf6zKpJz3Q==&PG=6&IRP=0&isPndg=false>.

The 2023/2024 Grand Jury was made aware of an alleged incident of sexual assault/hazing that occurred on the Corcoran High School campus during the 2022/2023 school year.

Sexual assault is defined per the Education Code §48900 as “Sexual assault, defined as actual or attempted sexual contact with another person without that person's consent, regardless of the victim's affiliation with the community college, including, but not limited to, any of the following:

- (1) Intentional touching of another person's intimate parts without that person's consent or other intentional sexual contact with another person without that person's consent.
- (2) Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's consent.
- (3) Rape, which includes penetration, no matter how slight, without the person's consent, of either of the following:
  - (A) The vagina or anus of a person by any body part of another person or by an object.
  - (B) The mouth of a person by a sex organ of another person

The Corcoran High School administration and the SRO became aware of the alleged incident via students and cell phone videos, not by coaches. Policy states that certain steps be followed when an incident such as was reported takes place. School administration investigates, the superintendent is kept informed, any recommendations made by the school in question are heard by the AHP who then makes a recommendation to the School Board. The School Board does have the final decision.

The Corcoran High School administration and the Grand Jury were told that the victim wanted to stay anonymous because of the fear of retaliation and to have the school authorities handle the accusation. School administration investigated by interviewing staff and students in addition to watching the videos. The Corcoran High School administration recommended that the perpetrators be expelled from school. (Expulsion means removal of a student from the immediate supervision and control or the general supervision of school personnel). (Education Code 48925).

An evaluation of that decision was made by the AHP and their recommendation to the Corcoran School Board was that the expulsion be suspended.

*According to Board Policy, when deciding whether to suspend the enforcement of an expulsion order, the Board shall consider the following criteria:*

- a. The student's pattern of behavior*
- b. The seriousness of the misconduct*
- c. The student's attitude toward the misconduct and willingness to follow a rehabilitation program.*

*During the period when enforcement of the expulsion order is suspended, the student shall be on probationary status. (Education Code 48917).*

The Corcoran School Board took that recommendation and subsequently the expulsion was suspended. The accused were back in school almost immediately. The parents were told at a later date that they could appeal the decision.

Following are the sections of the California Education Code that apply to this incident. The California Education Code 5144.1: Suspension and Expulsion/Due Process is as follows:

In regard to sexual assault:

Education Code 48900(n) section 13. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committed a sexual battery as defined in Penal Code 243.4 (Education Code 48900(n)).

In Corcoran High School the discipline for sexual assault would be:

- a. First offense - Suspension following discipline code, based upon severity which may include recommendation to AHP for expulsion, parent contacted, police department notified.
- b. Second offense – Dependent upon severity, may include referral to AHP for possible recommendation for expulsion, parent contacted, police department notified.
- c. Third offense – Automatic expulsion recommendation.

In regard to hazing:

Education Code 48900(q) section 16. Engaged in, or attempted to engage in, hazing (Education Code 48900(q)). Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. Hazing does not include athletic events or school-sanctioned events (Education Code 48900(q)).

In Corcoran High School the discipline for hazing would be:

- a. First offense - Suspension following site discipline code, dependent upon severity, police department contacted dependent upon severity, parent contacted.
- b. Second offense - Suspension which may include referral to AHP for possible expulsion, police department contacted dependent upon severity, parent conference, discipline dependent upon severity.
- c. Third offense – Automatic expulsion recommendation.

In regard to bullying:

Education Code 48900(r) section 17. Engaged in an act of bullying.

Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to self or property; cause the student to experience a substantially detrimental effect on physical or mental health; or cause the student to experience substantial interferences with academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school (Education Code 48900(r)).

Bullying includes any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 and below in the section "Additional Grounds for Suspension and Expulsion: Grades 4-12," that has any of the effects described above on a reasonable student.

Bullying also includes an act of cyber sexual bullying by a student through the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording that depicts a nude, semi-nude, or sexually explicit photograph or other visual recording of an identifiable minor, when such dissemination is to another student or to school personnel by means of an electronic act and has or can be reasonably predicted to have one or more of the effects of bullying described above. Cyber sexual bullying does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

In Corcoran High School the discipline for bullying would be:

- a. First offense - Suspension following site discipline code, dependent upon severity, police department contacted dependent upon severity, parent contacted.
- b. Second offense – Suspension which may include referral to AHP for possible expulsion, police department contacted dependent upon severity, parent conference, discipline dependent upon severity.

c. Third offense – Automatic expulsion recommendation.

For a 12<sup>th</sup> grade student disciplinary actions have additional consequences. “When a 12<sup>th</sup> grade student is expelled, this student will lose the privilege of participating in the graduation ceremony. This includes any 12<sup>th</sup> grade student that is on “suspended expulsion” status for any offense. Corcoran Unified School District must grant a diploma to a student that completes diploma requirements: however, the graduation ceremony is a privilege not an entitlement.”

The Corcoran Unified School District Governing Board consists of a group of elected trustees who work together to create an environment consistent with the district’s mission. The board meets regularly to address school policies, evaluate staff, set educational goals, and ensure our district is managing its finances responsibly. <https://www.corcoranunified.com/Governing-Board>. The school board meets on the 2nd and 4th Wednesday of each month (subject to adjustments due to holidays or special circumstances) in the CUSD boardroom located at 1520 Patterson Corcoran California.

## Findings

F1. At the beginning of every school year parents and students are provided with handbooks that lay out the expectations, responsibilities, and rules that apply to a student and the repercussions of their conduct. This gives adequate notification of what is expected of students and parents.

F2. The Corcoran administrator in charge of the original investigation followed the Corcoran Joint Unified School Policy and Procedures.

F3. The Corcoran High School website does have a link/method for students to report incidents of bullying, sexual assault, etc. anonymously.

F4. The complainants were not made aware or did not clearly understand the appeals process. Decisions made by the Local School Board may be appealed to the County Board of Education.

F5. The Administrative Hearing Panel did not follow the school administrator’s recommendations regarding this incident.

F6. The School Board did not follow the school administrator’s recommendations regarding this incident.

## Recommendations

R1. Parents should read and take seriously the Parent Handbook that is provided at the beginning of each school year to know what is expected as well as what resources and recourses are available.

R2. School administrators should continue to be familiar with and follow the Corcoran Joint Unified School Policy and Procedures.

R3. Open communication should be continuous and made a priority between students, parents, and school staff/administration.

R4. Parents should be encouraged to read and understand the parent handbook. Parents should contact the school when questions arise.

R5. The Administrative Hearing Panel should follow the recommendations of the administrators and staff of their schools.

R6. The school board should follow the administrators and staff's recommendations of their schools and not be swayed by the rumblings of the general public.

## REQUIRED RESPONSE

Pursuant to Penal Code Section § 933 (c), provided in part: "No later than 90 days after the Grand Jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body and every elected county officer or agency head for which the Grand Jury had responsibility pursuant to Section § 914.1 shall comment within 60 days to the presiding judge of the superior court..."

Corcoran Joint Unified School District Board of Trustees  
1520 Patterson Avenue  
Corcoran, Ca 93212

Andre Pecina, Superintendent  
Corcoran Joint Unified School District  
1520 Patterson Avenue  
Corcoran, Ca 93212

## INVITED RESPONSES

Kings County Board of Education  
c/o Todd Barlow, Superintendent  
1144 West Lacey Boulevard  
Hanford, Ca 93230

## SEND FINAL REPORT RESPONSES TO:

### **Original to:**

Judge Jennifer Giuliani, Presiding Judge  
Kings County Superior Court  
1640 Kings Court Drive  
Hanford, CA 93230

**Copy to:**  
Kings County Civil Grand Jury  
P O Box #1562  
Hanford, CA 93230

## Appendix A

### Corcoran Unified School District Parent Handbook 2023/2024: Student Behavior and Conduct

The Board and staff of our school district believe that all pupils are accountable for their behavior and conduct while attending school and school sponsored activities. This accountability extends to any actions of pupils at any time, which are related to school activities or school attendance. Pupils are obligated to follow the directions of their teachers and other members of the school staff. Failure on the part of a pupil to follow school and district rules or the specific directions of a member of the school staff can result in disciplinary action.

#### Mandatory recommendation for expulsion:

A student who commits any of the following offenses while under the school's jurisdiction shall be recommended for expulsion: Possession of knife, gun, explosive devices, weapons, drugs or alcohol, committing sexual assault, causing serious injury, robbery/extortion, or assault or battery upon any school official.

#### Suspensions

If it becomes necessary to suspend your child, you have the following rights and obligations:

1. Parents are to respond to the principal's request to attend a conference concerning the suspension without delay.
2. Whenever a student is suspended from class the teacher of that class may require the student's parent/guardian to attend a portion of a school day in that class. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee.
3. Parents and pupils have the right to inspect the school's records concerning the suspension.
4. Parents and pupils have the right to request a meeting with the superintendent or his designee if they question the appropriateness of the suspension. This request may be made after first conferring with the principal.
5. Pupils are to be allowed to complete all assignments and tests missed during the suspension that can be reasonably provided, and that the suspended pupil receive full credit for satisfactory work.

The district's procedures and each school's rules concerning pupil conduct and disciplinary actions are available for your inspection in the office where your child attends.

GROUPS FOR SUSPENSION AND EXPULSION  
E.C. 48900 General

A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent of the school district or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of subdivisions (a) to (t), inclusive:

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant. 32
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of the pupil's own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph is inoperative on July 1, 2020.
- (3) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
- (4) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2025.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.



(n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

(o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.

(p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

(q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, “hazing” means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, “hazing” does not include athletic events or school-sanctioned events.

(r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:

(1) “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

(A) Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property.

(B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil’s physical or mental health.

(C) Causing a reasonable pupil to experience substantial interference with the pupil’s academic performance.

(D) Causing a reasonable pupil to experience substantial interference with the pupil’s ability to participate in or benefit from the services, activities, or privileges provided by a school.

(2) (A) “Electronic act” means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

(i) A message, text, sound, video, or image.

(ii) A post on a social network internet website, including, but not limited to:

(I) Posting to or creating a burn page. “Burn page” means an internet website created for the purpose of having one or more of the effects listed in paragraph (1). 33

(II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.

(III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(iii) (I) An act of cyber sexual bullying.

(II) For purposes of this clause, “cyber sexual bullying” means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably

predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this subclause, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act. (III) For purposes of this clause, “cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the internet or is currently posted on the internet.

(3) “Reasonable pupil” means a pupil, including, but not limited to, a pupil with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of that age, or for a person of that age with the pupil’s exceptional needs.

(s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to a school activity or school attendance that occur at any time, including, but not limited to, any of the following:

(1) While on school grounds.

(2) While going to or coming from school.

(3) During the lunch period whether on or off the campus.

(4) During, or while going to or coming from, a school-sponsored activity.

(t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

(u) As used in this section, “school property” includes, but is not limited to, electronic files and databases.

(v) For a pupil subject to discipline under this section, a superintendent of the school district or principal is encouraged to provide alternatives to suspension or expulsion, using a research-based framework with strategies that improve behavioral and academic outcomes, that are age appropriate and designed to address and correct the pupil’s specific misbehavior as specified in Section 48900.5.

(w) (1) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

(2) It is further the intent of the Legislature that the Multi-Tiered System of Supports, which includes restorative justice practices, trauma-informed practices, social and emotional learning, and schoolwide positive behavior interventions and support, may be used to help pupils gain critical social and emotional skills, receive support to help transform trauma-related responses, understand the impact of their actions, and develop meaningful methods for repairing harm to the school community.

## SEXUAL HARASSMENT

### Students

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against any person who files a complaint, testifies, or otherwise participates in the district complaint process.

The Superintendent or designee shall ensure that all district students receive age-appropriate instruction and information on sexual harassment. Such instruction and information shall include:

1. What act and behavior constitutes sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence's.
2. A clear message that the students do not have to endure sexual harassment.
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
4. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
5. Information about the rights of students and parents/guardians to file a criminal complaint, as Applicable Corcoran Joint Unified School District is committed to maintaining a learning and working environment that is free from sexual harassment. Any student who engages in sexual harassment of anyone in or from the district may be subject to disciplinary action up to and including expulsion. Any employee who permits, engages in, or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. For a copy of the district's sexual harassment policy or to report incidences of sexual harassment, please contact a school site, district administrator, or the Title IX Coordinator: Helen Copeland at (559) 992-8888 x1248 or by email at [helencopeland@corcoranunified.com](mailto:helencopeland@corcoranunified.com). Complaint forms are available in each school office and at the District Office. (EC §231.5)

30 Prohibited sexual harassment includes, but not limited to, unwelcome sexual advances, unwanted request for sexual favors, or other unwanted verbal, visual or physical conduct of a sexual nature made against another person of the same or opposite sex in the education setting, when made on the basis of sex and under any of the following conditions: (EC 212.5; 5 CCR 4916)

1. Submission to the conduct is explicitly or implicitly made a term or condition of an individual's employment, academic status or progress.
2. Submission to or rejection of the conduct by an individual is used as the basis for academic or employment decisions affecting the individual.
3. The conduct has the purpose or effect of having a negative impact on the individual's academic or work performance, or of creating an intimidating, hostile or offensive educational or work environment.
4. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the school.

Examples of types of conduct which are prohibited in the district and which may constitute sexual harassment include, but are not limited to:

1. Unwelcome leering, sexual flirtation, or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexual descriptions.
3. Graphic verbal comments about an individual's body or overly personal conversation.
4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature
5. Spreading sexual rumors
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class

7. Messaging, grabbing, fondling, stroking, or brushing the body
8. Touching an individual's body or clothes in a sexual way
9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex
10. Displaying sexually suggestive objects
11. Sexual assault, sexual battery, or sexual coercion

Restrictions on freedom of students' dress will be imposed whenever the mode of dress is in question.

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# The Need for a Kings County Assessor Appeals Board

## February 2024

### Summary

The Kings County Civil Grand Jury investigated what happens when there is a disagreement as to the property value assessment made by the Kings County Assessor's Office. Kings County is a small, rural county and is one of 10 counties in California where the Board of Supervisors sits as the county Board of Equalization. The Kings County Board of Supervisors is also, by default, the appeals board for the County of Kings regarding property assessment disputes.

At this date, there is no legal requirement from the State of California for a member of a county's board of supervisors to have any official training regarding assessment disputes. However, the board of supervisors of any county may, by ordinance, create the board of supervisors of any county may, by ordinance, create an assessment appeals board for the county to equalize the valuation of taxable property within the county for the purpose of taxation. An assessment appeals board created by ordinance does have requirements for training and experience per California state law.

Operationally there are various bodies that may act as an appeals board. This may be handled through one or more assessment appeals boards created by ordinance, one or more hearing officers, or by a county's board of supervisors (if the population is under 200,000).

Only ten of the 58 counties in California continue to have their board of supervisors acting as the appeals board. Even small counties are finding it beneficial to create an independent assessment appeals board. Mistakes in collecting all appropriate funds (a county's property tax roll) have a significant impact on the ability of a county to provide necessary services to its citizens and employees.

### Background

The California Legislature, in the Revenue Act of 1857, designated each county board of supervisors to serve as the county board of equalization. The current language of the California State Constitution, Article XIII, Section 16, states that the county board of supervisors, or one or more assessment appeals boards created by the county board of supervisors shall constitute the county board of equalization for that county.

California has 58 counties. Each county has a constitutionally elected assessor who sets the value of property. This includes all residential, business, and agricultural properties, boats, aircraft, and apartment houses. The assessment of a person's or entity's property value determines the amount of property taxes they are charged to pay. Property taxes, or the tax roll, is the county's income which is used to fund services for the citizens and payroll for the employees of Kings County.

If there is a disagreement between a property owner and the Assessor's Office as to value, a property owner may appeal that value to a local assessment appeals board.

The function of an appeals board is to determine matters of property tax assessment such as the full value of property when in dispute. An appeals board acts as a quasi-judicial body when discharging its duties, it makes decisions as to the value of property and to the fairness of the assessment. This constitutes an independent and conclusive judgment.

Operationally, the law allows various bodies to act as the appeals board in taxpayer disputes. This includes as follows:

- 1) The Kings County Board of Supervisors are able to create by ordinance one or more assessment appeals boards. Per the California Legislature, mandatory training of new members of a created assessment appeals board must include, an overview of the assessment process, elements in the conduct of assessment appeal hearings, and important developments in case and statutory law and administrative rules. The training is to be conducted by either the State Board of Equalization or by the county, at the county's option.
- 2) The Kings County Board of Supervisors could appoint an Assessment Appeals Hearing Officer or Officers. Those persons would be required to have the education, experience, and state mandated training to handle appeals cases. **A Hearing Officer Program** where all assessment appeals board commissioners act as hearing officers, would only be available for appeals on single-family dwellings, condominiums, cooperatives, or multiple family dwellings of 4 units or less. *Hearing fees would not apply to applications heard under the Hearing Officer Program. The proceedings are less formal than an appeals board hearing. One commissioner acting as a hearing officer would hear testimony and evaluate the evidence from both parties.*
- 3) The Kings County Board of Supervisors *can continue the current practice, maintaining their role as the Board of Equalization, and hearing assessment appeals as an appeals board. The Kings County Board of Supervisors could, by ordinance or other rule-making means, mandate the same training for themselves that is required of an assessment appeals board member under the law.*

Any of the above options would reassure the citizens of Kings County that people with expertise are making the important decisions having to do with assessments of property value that affect Kings County tax rolls. In choosing an option other than maintaining the status quo, the Kings County Board of Supervisors would lighten their workload, which would allow the supervisors to spend more time on other issues that are of great importance to Kings County and its citizens.

The Kings County Board of Supervisors has many administrative, legislative, quasi-judicial duties and responsibilities prescribed to it by the California State Constitution and Statutes. Each member of the Kings County Board of Supervisors also has different interests, so each member currently sits on a variety of boards and commissions; Supervisor Fagundes-5, Supervisor Neves-15, Supervisor Robinson-7, Supervisor Valle-3, and Supervisor Verboon-8 (as chair he has an extra 3 committees for a total of 11). (*See Appendix A*)

At this time, there is no state requirement for a board of supervisors acting as an appeals board to have any formal training. The Kings County Board of Supervisors rely on their years of experience and their service to Kings County when making decisions regarding valuations of property and

assessment appeals decisions. Given the growth of Kings County, and the complexity of the issues related to valuation, now is the time to consider other options for addressing assessment appeals.

Arguments can be made that because assessment values determine property taxes which generate local revenue, appeals boards run by a county's board of supervisors are inherently biased toward protecting the county's fiscal interests and cannot be truly independent in their decisions. On the flip side, it could be said that an appeals board which is comprised of the county's board of supervisors might be biased toward keeping their constituents happy and, therefore, biased toward giving taxpayers a favorable outcome.

Any mistakes that are made in assessments or collection of appropriate funds (a county's property tax roll equals income) have a significant impact on the ability of a county to provide necessary services to its citizens and payroll to its employees.

In Kings County, the Clerk of the Board of Supervisors is responsible for managing and operating the Board of Supervisors Office. The Clerk also serves as the clerk of the County Assessment Appeals Board, a position that has the responsibility (when dealing with Assessments/Appeals) to process appeals applications, provide legal noticing, prepare the agendas, attend meetings, prepare the minutes of the proceedings, process stipulations and withdrawals, determines the validity of applications, respond to inquiries, and ensure compliance with the Revenue and Taxation Code. More detailed information and rules for filing an appeal to an assessment may be found on the Kings County website: <https://www.countyofkings.com/departments/board-of-supervisors/board-of-equalization-assessment-appeals>.

## Methodology

Interviews were held with staff from the Kings County Board of Supervisors, and the Assessor/Clerk/Recorders Office.

Background information was obtained from:

- 1) The California State Board of Equalization, Assessment Appeals Manual (May 2003 and reprinted January 2015)
- 2) California State Board of Equalization Property Tax [www.cdtfa.ca.gov/proptax.htm](http://www.cdtfa.ca.gov/proptax.htm)
- 3) California Revenue and Taxation Code Division 1 Part 3 Chapter 1 Article 1.5 Section 1624
- 4) California State Board of Equalization Residential Property Assessment Appeals Publication 30 February 2020
- 5) Senate Bill 934, Senate Bill 1234
- 6) California Counties  
[https://www.google.com/search?q=en.wikipedia.org%2Fwiki%2Fcategory%3Acalifornia\\_counties&rlz=1C1GCEA](https://www.google.com/search?q=en.wikipedia.org%2Fwiki%2Fcategory%3Acalifornia_counties&rlz=1C1GCEA)
- 7) Board of Equalization  
[www.boe.ca.gov/dataportal/dataset.htm?url=ProptaxAppealsboardshearingOfficers,Grid](http://www.boe.ca.gov/dataportal/dataset.htm?url=ProptaxAppealsboardshearingOfficers,Grid)
- 8) Kings County Board of Supervisors [www.countyofkings.com/departments/board-of-supervisors/board-of-equalization-assessment-appeals](http://www.countyofkings.com/departments/board-of-supervisors/board-of-equalization-assessment-appeals) and board committee assignments

9) Difference between hearing officer and board hearing. <https://sfgov.org>

## Discussion

The California Constitution establishes a board of equalization in each county. The board of equalization equalizes the values of locally assessed property by adjusting individual assessments. The function and procedure of a local board of equalization is stated in the Revenue and Taxation Code sections 1601 through 1645.5 and Title 18 section 15606 of the Public Revenues, California Code of Regulations sections 301 through 326. (See *Appendix B*).

In 2002 there were 19 Counties where the board of supervisors also performed the duties of the county board of equalization. As of 2022, there are only 10 counties where the board of supervisors acts as the assessment appeals board. Kings County is one of them.

### CALIFORNIA COUNTY POPULATIONS UNDER 200,000

As of 2002			As of 2022		
County	Population	BOS	Population	BOS	
Alpine	1,220	Yes	14,958	Yes	
Amador	35,450	Yes	41,259	Yes	
Calaveras	41,000	Yes	46,221	No	
Colusa	19,150	Yes	21,917	No	
Del Norte	28,250	Yes	28,100	Yes	
Glenn	26,900	Yes	28,805	No	
Imperial	149,000	Yes	179,851	No	
Inyo	18,200	Yes	18,970	Yes	
<b>Kings</b>	134,500	Yes	153,443	Yes	
Lake	59,100	Yes	68,766	No	
Mendocino	87,400	Yes	91,305	No	
Modoc	9,550	Yes	8,661	Yes	
Napa	125,800	Yes	136,207	No	
Plumas	32,000	Yes	19,915	Yes	
San Benito	54,500	Yes	66,677	Yes	
Sierra	3,610	Yes	3,283	No	
Tehama	56,700	Yes	65,498	Yes	
Trinity	13,100	Yes	16,060	No	
Tuolumne	55,200	Yes	55,810	Yes	

In the remaining 48 counties the board of supervisors has chosen to create one or more assessment appeals boards. This shows a tendency for even small rural counties to find value in creating an



assessment appeals board. The members serve three-year terms and there is no limit to the number of terms that they may serve. In counties with a population of less than 200,000 residents, the board of supervisors can appoint anyone believed to possess “competent knowledge of property appraisal and taxation” per California Revenue and Tax Code section 1624 which may be found in *Appendix C*.

Any new members of an assessment appeals board must complete a course of training conducted by either the State Board of Equalization or by the county at the county option. Training must include, but not be limited to, an overview of the assessment process, elements in the conduct of assessment appeal hearings, and important developments in case and statutory law and administrative rules. The state required training for a member of an assessment appeals board is to be monitored and logged by the clerk of the board of supervisors of each county.

As stated above, the same requirement of training does not apply to an appeals board staffed by a county’s board of supervisors. Currently only one of the five members of the Kings County Board of Supervisors has completed any official training in assessment appeals. The other four members have stated that they have no training except for what knowledge they have gained over their tenure as members of the Board of Supervisors.

Kings County has a tax roll of over 14.9 billion dollars in general fund monies. Because there are a lot of tax dollars at stake, most assessment appeals cases involve highly valued commercial property. In Kings County, the filing period for assessment appeals is July 1st to September 15th of each year, with a hearing deposit of \$200.00 per application (exceptions apply).

The following is the tax roll of Kings County as provided to the Grand Jury by the Assessor/Clerk/Recorders Office.

CITY COUNTY RECAP				
ALL KINGS COUNTY				
2023-2024 Assessment Roll				
	2022-2023	2023-2024	Change	% Change
Land	3,772,904,178	4,084,385,591	311,481,413	8.26%
Improvements	9,014,582,740	9,747,016,885	732,434,145	8.13%
Personal Property	928,003,780	1,083,703,281	155,699,501	16.78%
Total Tangible	\$ 13,715,490,698	\$ 14,915,105,757	\$ 1,199,615,059	8.75%
Exemptions				
Church-Welfare-Other	621,533,905	648,161,754	26,627,849	4.28%
Sub Total (without Utility Roll)	\$ 13,093,956,793	\$ 14,266,944,003	\$ 1,172,987,210	8.96%
Exemptions-Reimbursable				
Homeowners	97,548,499	94,430,515	(3,117,984)	-3.20%
Net Total Tangible (without utility roll)	\$ 12,996,408,294	\$ 14,172,513,488	\$ 1,176,105,194	9.05%

The following table shows the number of appeals applications, hearings held and the escaped assessments (a correction to a property’s assessed value that was not added to the prior year’s

Annual Secured Property Tax Bill) in Kings County over the last five years. This information was provided to the Grand Jury by the Clerk of the Board.

	Total Applications	Number of Applications Residential	Number of Applications Commercial	Assessed Value	Number of Hearings Residential	Number of Hearings Commercial	Escaped Assessments Commercial
2019	27	2	25	524,210,659	1	1	5
2020	46	1	45	341,699,919	1	3	17
2021	38	0	38	535,835,506	0	2	1
2022	41	0	41	488,016,004	0	2	3
2023	35	0	35	603,903,240	***	***	2

\*\*\* When an application is filed, the Kings County Board of Equalization has two years to hold the hearing. Some applications have filed for a waiver so that it is possible to have additional time for all parties to research and submit information. This might lead to a hearing not being necessary.

In general, the appeals board is limited to the evidence presented by the assessor and the taxpayer. (See the Assessment Appeals Manual, May 2003-Reprinted January 2015.) An appeals board decision is final and may not be reheard by the appeals board even if requested by the assessor or taxpayer unless by order of the court. A reviewing court may only set aside an appeals board decision if it is determined to be fraudulent, arbitrary, involve an abuse of discretion, or unless the appeals board failed to follow standards prescribed by the Legislature. An appeals board’s findings on legal issues, such as the valuation method used, are subject to complete review by a court on appeal.

## Findings

F1. In Kings County, the five-member Kings County Board of Supervisors acts as the Board of Equalization and, by default, the assessment appeals board.

F2. The members of the Kings County Board of Supervisors are not required by the State of California to have any official training to serve as the county’s assessment appeals board.

F3. The Kings County Board of Supervisors members sit on many boards and commissions and have many duties and responsibilities that are of great importance to the citizens of Kings County.

F4. There may be a perceived conflict of interest and/or transparency issues in a board of supervisors hearing assessment appeals.

F5. There are operational options available for the County of Kings when it comes to addressing assessment appeals. These include maintaining the status quo, creating a professional assessment appeals board, creating a hearing officer program, or mandating the same training for the Kings County Board of Supervisors sitting as the Board of Equalization that is required of a professional assessment appeals board member.

## Recommendations

R1-5 The Kings County Board of Supervisors should consider their available operational choices for the County of Kings when it comes to handling assessment appeals. These include:

- A. Create a professional assessment appeals board.
- B. Create a hearing officer program.
- C. Mandate the same training for the Kings County Board of Supervisors sitting as the Board of Equalization that is required by law of an assessment appeals board member.

## REQUIRED RESPONSE

Pursuant to Penal Code Section §933 (c), provided in part: “No later than 90 days after the Grand Jury Submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body and every elected county officer or agency head for which the Grand Jury had responsibility pursuant to Section §914.1 shall comment within 60 days to the presiding judge of the superior court...”

Kings County Board of Supervisors  
Administration Bldg. 1  
1400 Lacey Boulevard  
Hanford, Ca 93230

## INVITED RESPONSES

Kristine Lee  
Kings County Assessor/Clerk/Recorder  
1400 W. Lacey Blvd.  
Hanford, Ca 93230

**SEND FINAL REPORT RESPONSES TO:**

**Respond with Original to:**

Judge Jennifer Giuliani, Presiding Judge  
Kings County Superior Court  
1640 Kings Court Drive  
Hanford, CA 93230

**Respond with Copy to:**

Kings County Civil Grand Jury  
P O Box 1562  
Hanford, CA 93232

## Appendix A

05 January 2024

### 2024 BOARD COMMITTEE ASSIGNMENTS

<i>Board of Supervisors Members automatically serve on the following Governing Boards or Committees: Board of Supervisors (BOS), Housing Authority of Kings County, Kings County Public Financing Authority, Kings County Board of Equalization (BOE), Kings County In-Home Supportive Services Public Authority Board of Directors (IHSS), California Public Finance Authority and California Community Housing Agency.</i>				
Organization	Primary Appointment		Alternate Appointment	
1. Agricultural Advisory Committee	J. Neves		D. Verboon	
2. Behavioral Health Advisory Board	J. Neves		R. Valle	
3. Cal-ID-California Identification Committee	J. Neves		R. Fagundes	
4. CalViva – Tri-County (Fresno/Kings/Madera) Health Authority	J. Neves		R. Robinson	
5. Central San Joaquin Valley Foreign Trade Zone Adv. Bd.	D. Verboon		R. Valle	
6. Child Abuse Prevention Coordinating Council			N/A	
7. Countywide Oversight Board	J. Neves		N/A	
8. CSAC - Board of Directors	R. Robinson		D. Verboon	
9. CSAC - Gov't Finance and Operation	R. Robinson		D. Verboon	
10. CSAC – Administration of Justice	R. Robinson		D. Verboon	
11. CSAC – Agricultural & Natural Resources	R. Robinson		D. Verboon	
12. CSAC – Health & Human Services	R. Robinson		D. Verboon	
13. CSAC – Housing, Land Use & Transportation	R. Robinson		D. Verboon	
14. Employee Activities Committee/BBQ	J. Neves-BBQ Only		R. Fagundes Employee Activities	
15. Exec Committee – Lake Success Reservoir Enlargement	R. Valle		Public Works Dept. Representative	
16. Exec Committee – Lake Kaweah/Terminus Enlargement	R. Valle		Public Works Dept. Representative	
17. First 5 Children & Families Commission	J. Neves		N/A	
18. Indian Gaming Local Community Benefit Comte (2)(1)	J. Neves	R. Valle	D. Verboon	
19. Independent Solid Waste Local Enforcement Hearing Panel	R. Fagundes		N/A	
20. Kings Co Abandoned Vehicle Service Authority (KCAVSA)	D. Verboon		R. Valle	
21. Kings County Assoc. of Governments (KCAG) (2)(2)	J. Neves	D. Verboon	R. Valle	R. Fagundes
22. Kings Commission on Aging Council	R. Fagundes		R. Robinson	
23. Kings Community Action Organization	R. Fagundes		D. Verboon	
24. Kings Co Community Corrections Partnership Committee AB109	D. Verboon		J. Neves	
25. Kings Co Homelessness Collaborative	J. Neves		N/A	
26. Kings Co Juvenile Reentry Taskforce	D. Verboon		N/A	
27. Kings County Public Transit Agency (KCAPTA) (2)(1)	J. Neves	D. Verboon	R. Fagundes	
28. Kings County Suggestion Program Committee	Chairman		Vice-Chairman	
29. Kings Economic Development Corporation	D. Verboon		J. Neves	
30. Kings Waste & Recycling Auth (KWRA) (2)(2)	J. Neves	R. Fagundes	D. Verboon	R. Robinson
31. Kings/Tulare Area Agency on Aging Council	R. Fagundes	R. Robinson	N/A per bylaws	
32. Local Agency Formation Commission (LAFCO) (2)(1)	J. Neves	D. Verboon	R. Valle	
33. Office of Emergency Services	J. Neves		D. Verboon	
34. Rural County Representatives of California (RCRC)	D. Verboon		R. Robinson	
35. San Joaquin Valley Unified Air Pollution Control District	R. Robinson		N/A-per SB 719	
36. San Joaquin Valley Supervisors Executive Committee	Chairman		Vice Chairman	
37. San Joaquin Valley Supervisors Legis. Liaison	R. Fagundes		D. Verboon	
38. San Joaquin Valley Joint Powers Authority	D. Verboon		City of Hanford representative	
39. San Joaquin Valley Water Coalition	D. Verboon		R. Fagundes	
40. South Fork Kings Groundwater Sustainability Agency	J. Neves		D. Verboon	
41. Workforce Development Board	R. Valle		N/A per bylaws	
42. United Way Emergency Food & Shelter Program Committee	Chairman		Vice-Chairman	

## Appendix B

Section 15606 of the Government Code, Title 18, Public Revenues, California Code of Regulations states that the functions of an appeals board are as follows:

- 1) To lower, sustain, or increase upon application, or to increase after giving notice when no application has been filed, individual assessments in order to equalize assessments on the local tax assessment roll,
- 2) To determine the full value and, where appealed, the base year value of the property that is the subject of the hearing,
- 3) To hear and decide penalty assessments, and to review, equalize, and adjust escaped assessments on that roll except escaped assessments made pursuant to Revenue and Taxations Code section 531.12,
- 4) To determine the classification of the property that is the subject of the hearing, including classifications within the general classifications of real property, improvements, and personal property. Such classifications may result in the property so classified being exempt from property taxation.
- 5) To determine the allocation of value to property that is the subject of the hearing, and
- 6) To exercise the powers specified in section 1605.5 of the Revenue and Taxation Code:
  - a. Except as provided in subsection (a)(4), the board has no jurisdiction to grant or deny exemptions or to consider allegations that claims for exemption from property taxes have been improperly denied.
  - b. The board acts in a quasi-judicial capacity and renders its decision only on the basis of proper evidence presented at the hearing.

## Appendix C

Per California Revenue and Tax Code 1624 (2022)

A person is not eligible for nomination for membership to an assessment appeals board unless he or she meets one of the following criteria:

- 1) Has a minimum of five years professional experience in this state as a certified public accountant or public accountant, a licensed real estate broker, an attorney, a property appraiser accredited by a nationally recognized professional organization, or a property appraiser certified by the Office of Real Estate Appraisers, or a property appraiser certified by the State Board of Equalization.
- 2) Is a person who the nominating member of the Board of Supervisors has reason to believe is possessed of competent knowledge of property appraisal and taxation.
  - a. Documentation of qualifying experience of appeals board members shall be filed with the clerk of the board.
  - b. This section shall apply only to an assessment appeals board in a county with a population of less than 200,000.
  - c. County population estimates conducted by the Department of Finance pursuant to Section 13073.5 of the Government Code shall be used in determining the population of a county for purposes of this section.

Per California Revenue and Tax Code 1624.01 (January 1, 2001)

- (a) On and after January 1, 2001, any person newly selected for membership on, or newly appointed to be a member of, an assessment appeals board shall complete the training

described in subdivision (a) of Section 1624.02 prior to the commencement of his or her term on the board or as soon as reasonably possible within one year thereafter.

- (b) A member of an assessment appeals board who does not complete the training required by this section in the time permitted shall complete that training within 60 days of the date of the notice by the clerk advising the member that his or her failure to complete the training constitutes resignation by operation of law. If the member fails to comply within 60 days of the notice by the clerk, the member shall be deemed to have resigned his or her position on the board. Notwithstanding the provisions of this section, a board member may continue to retain his or her position on the board in order to complete all appeal hearings to which the member is assigned, and which commenced prior to the date of resignation pursuant to this subdivision.

Per California Revenue and Tax Code 1624.02

- a) Every person newly selected for membership on, or newly appointed to be a member of an assessment appeals board shall successfully complete a course of training conducted by either the State Board of Equalization or by the county at county option. Training shall include, but not limited to, an overview of the important developments in the case and statutory law and administrative rules. The curriculum with County Boards of Supervisors, administrators of assessment appeals boards, assessors, and local property taxpayer representatives. The curriculum for the course of training provided by counties shall be developed in consultation with the State assessment process, elements in the conduct of assessment appeal hearings, and Board of Equalization, assessors, and local property taxpayer representatives and subject to final approval by the State Board of Equalization. Training by the State Board of Equalization shall be conducted regionally. For purposes of this section, the term “successfully complete” shall include full-time attendance at the course of training and a person’s receiving a certificate of completion given by the entity conducting the training at the conclusion of the course of training.
- b) There shall be no charge to counties for training conducted by the State Board of Equalization pursuant to this section.

# County Government Committee



Kathy Bare, Chairperson  
Sue Gavini, Co-Chair

Rebecca Bell  
Joe Curry  
Wayne Harvey  
Dick Hoffmaster  
Maria Kelley  
Joe Koutny

Jose Macias  
Greg Martinez  
Karen Ormsby  
Kevin Scott  
Bill Watson  
Nya Whitmore

County Government Committee, Letters Sent



## Kings County

Name	Position	Date
Chuck Kinney	LAFCO	8/11/2023
Jeff Garner	Executive Director KCAO	8/11/2023
Joe Neves	Kings County Board of Supervisors	8/31/2023
Michael Cavanagh	District Manager Kings Mosquito Abatement District	9/15/2023
Doug Verboon	Kings County Board of Supervisors	9/15/2023
Bill Lynch	Office of Emergency Services	9/15/2023
Abraham Valencia	Kings County Emergency Services Manager	9/15/2023
Wendy Osikafo	Director Kings County Human Services Agency	9/22/2023
Kristine Lee	Kings County Assessor, Clerk, Recorder	9/22/2023
Lupe Villa	Registrar of Voters	9/29/2023
Carolyn Leist	Director of Human Resources	9/29/2023
Nate Ferrier	Kings County Sheriffs Office	10/6/2023
Andrew Mazza	Sergeant Kings County Sheriffs Office	10/6/2023
Kyria Martinez	Kings County Administrative Officer	10/6/2023
Rusty Robinson	Kings County Board of Supervisors	10/6/2023
Richard Valle	Kings County Board of Supervisors	10/13/2023
Richard Fagundes	Kings County Board of Supervisors	10/20/2023
Erik Urena	Kings County Finance Director	10/27/2023
Greg Gatzka	Corcoran City Manager	11/10/2023
Scott Holwell	Kings County Public Guardian/Veterans Service Officer	11/17/2023
Doug Barnhart	California Fish and Wildlife	1/19/2024
Paula Murray	Grant Writer	1/26/2024
Megan Vega	Deputy County Administrative Officer	2/2/2024
Catherine Venturella	Kings County Clerk of the Board	2/9/2024
Samatha Yang	Kings County Animal Control Officer	2/9/2024
Abraham Valencia	Kings County Emergency Services Manager	3/7/2024
Jimmy Hook	Ag Commissioner Weights and Measures	4/5/2024
Lupe Villa	Kings County Registrar of Voters	4/5/2024
Dustin Fuller	Manager Cross Creek Flood Control District	4/12/2024

# Health and Education Committee



Bill Watson, Chairperson  
Arnie Garza, Co-Chair

Kathy Bare  
Rebecca Bell  
Sue Gavini  
Dick Hoffmaster  
Maria Kelley

Jose Macias  
Karen Ormsby  
Kevin Scott  
Nya Whitmore  
Ronney Wong

## Health and Education Committee, Letters Sent

Name	Position	Date
Lisa Lewis	Director Kings County Behavioral Health	8/25/2023
Rose Mary Rahn	Director Kings County Department of Public Health	9/15/2023
Todd Barlow	County Superintendent of Schools	9/29/2023
Joy Gabler	Superintendent Hanford Elementary School District	10/27/2023
	Superintendent Lemoore Union Elem School District	12/1/2023
Juan Ruiz	Superintendent Reef Sunset Unified School District	12/1/2023
Lisa Lewis	Director Kings County Behavioral Health	12/22/2023
Christie Lupkes	Deputy Director Kings County Behavioral Health	12/22/2023
Polo Ortiz	Clinical Program Manager Kings County Behavioral Health	12/22/2023
Lisa Rogers	Regional Director Kings View	2/2/2024
Logan Martin	Wellness Specialist Kettleman City Elem School	3/8/2024
Sharon Cronk	Principal Pioneer Elementary School	5/17/2024
Michelle King	Superintendent/Principal Kit Carson Union Elem School	5/17/2024
Loretta Black	Superintendent/Principal Island Union Elem School	5/24/2024

# Law and Public Safety Committee



Dick Hoffmaster, Chairperson  
Wayne Harvey, Co-Chair

Kathy Bare  
Rebecca Bell  
Joe Curry  
Arnie Garza  
Sue Gavini  
Maria Kelley

Jose Macias  
Karen Ormsby  
Bill Watson  
Nya Whitmore  
Ronney Wong



## Law & Public Safety Committee, Letters Sent

Name	Position	Date
Leonard Bakker	Probation Department	8/9/2023
Jeremiah Gilson	Sergeant Gang Task Force	8/9/2023
Tom Wilson	COS Police Academy Director	9/22/2023
Rick Smith	COS Fire Tech Coordinator Instruction Facility	9/22/2023
Nate Ferrier	Sergent Kings County Sheriff	10/6/2023
Andrew Mazza	Deputy Kings County Sheriff	10/6/2023
Crystal Thomas	Assistant Sheriff Kings County Sheriffs Office	10/13/2023
Brent Urban	PIO California Substance Abuse Treatment Facil	12/15/2023
Matthew Smith	Lieutenant, City of Lemoore Police Department	12/15/2023
Jaime Fahlsing-Tafolla	Dispatch Supervisor City of Lemoore Police	12/15/2023
Robert Clifton	PIO Corcoran State Prison	12/15/2023
Justin Davis	Deputy Kings County Sheriffs Office	3/8/2024
Kevin Menezes	Captain Kings County Fire Department	3/8/2024
Kevin Garcia	Captain Kings County fire Department	3/22/2024
Cecilio Velasco	Avenal Police Chief	3/22/2024
Josh Hunt	Senior Deputy K9 handler Kings County Sheriff	4/5/2024
Mark Carillo	HART Team	4/26/2024
Travis Nunes	Engineer	4/26/2024
Tom Allen	Captain	4/26/2024
Shawn Jansen	Captain	4/26/2024
Salvador Flores	Chief	4/26/2024
Richard Torres	Engineer	4/26/2024
Logan Baaz	Engineer	4/26/2024
Ed Rhyman	Captain	4/26/2024
Brandy Alvarez	Captain	4/26/2024

# Local Government Committee



Ronney Wong, Chairperson  
Nya Whitmore, Co-Chair

Kathy Bare  
Rebecca Bell  
Joe Curry  
Arnie Garza  
Sue Gavini  
Dick Hoffmaster

Maria Kelley  
Joe Koutny  
Jose Macias  
Greg Martinez  
Kevin Scott  
Bill Watson

## Local Government Committee, Letters Sent

Area	Name	Position	Date
	Greg Gatzka	Corcoran City Manager	8/11/2023
	Anthony Lopez	Avenal City Manager	8/18/2023
	Mario CiFuentez	Hanford City Manager	8/25/2023
	Jason Waters	Hanford Deputy City Manager	8/25/2023
	Nathan Olson	Lemoore City Manager	9/8/2023
	Marlene Spain	City Clerk Corcoran	10/13/2023
	Natalie Corral	City Clerk Hanford	10/20/2013
	Maria Ortiz	City Clerk Avenal	10/27/2023
	Maria Avalos	City Clerk Lemoore	11/3/2013
	Tim Huber	Lemoore City Golf Course	11/10/2023
	Brad Albert	Hanford Parks & Community Service Director	12/1/2023
	Jeanette Zamora-Brag	Corcoran City Mayor	12/15/2023
	Patricia Matthews	Lemoore City Mayor	12/15/2023
	Travis Paden	Hanford City Mayor	1/5/2024
	Rob Williams	Avenal Public Works Director	2/23/2024
	Joseph Faulkner	Corcoran Public Works Directo	3/1/2024
	Russel Sterling	Hanford Deputy Public Works Director	3/8/2024
	Michelle Brown	Executive Director Main Street Hanford	3/29/2024
	Christoffer Tavaréz	Hanford Finance Director	4/5/2024
	Ray Greenley	Lemoore Community Service Manager	4/26/2024

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**RESPONSES TO 2022-2023  
FINAL REPORT**

COPY

RECEIVED

June 22, 2023

The Honorable Shane Burns  
Presiding Judge  
Kings County Superior Court  
1640 Kings County Drive  
Hanford, CA 93230

JUN 28 2023  
KINGS COUNTY COURT  
AND CLERK

ED

2023

EXECUTIVE OFFICE  
OF THE COURTS



MAYOR  
TRAVIS PADEN  
VICEMAYOR  
MARK KAIRIS  
COUNCIL MEMBERS  
KALISH MORROW  
DIANE SHARP  
LOU MARTINEZ  
CITY MANAGER  
MARIO CIFUENTEZ

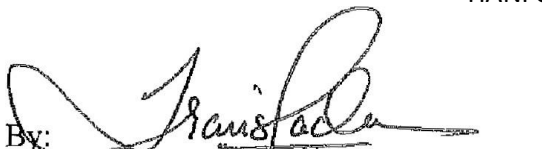
RE: City of Hanford Response to Grand Jury Report Regarding Hanford Parks

Dear Judge Burns:

The City of Hanford ("City") hereby responds to the Kings County Grand Jury's 20222023 Report regarding City of Hanford Parks. The enclosure represents the response of the Hanford City Council, Hanford's Mayor, Hanford's City Manager, and Hanford's Parks & Community Services Director.

The City appreciates the Grand Jury's diligence and trusts that the enclosure addresses the Grand Jury's findings and recommendations.


Sincerely,  
HANFORD CITY COUNCIL

By:   
TRAVIS PADEN  
Mayor

By:   
MARK KAIRIS  
Vice Mayor

By:   
LOU MARTINEZ  
Council Member

By:   
KALISH MORROW  
Council Member

By:   
DIANE SHARP  
Council Member

cc: Grand Jury

CITY OF HANFORD PARKS

The following is the response of the Hanford City Council, Hanford's Mayor, Hanford's City Manager, and Hanford's Parks & Community Services Director (collectively 'the City') to the Grand Jury Report for the 2022-2023 session ("the Report") that relates to City of Hanford parks.

Grand Jury Finding 1: "The Grand Jury has found a need for more basketball courts in Hanford, Three of Hanford's major parks, Freedom Park, Hidden Valley Park, and Earl F. Johnson Park do not contain basketball courts. The four major parks that do offer basketball courts are all on the south side of Grangeville Boulevard leaving the north side of Hanford in a deficit."

City's Response to Finding 1:

The City agrees with Finding 1 to the extent that Freedom Park, Hidden Valley Park, and Earl F. Johnson Park do not contain basketball courts and that four parks that offer basketball courts are located south of Grangeville Boulevard.

The City disagrees with the statement that it needs more basketball courts due to a deficiency, Whether a deficiency exists should be determined utilizing an objective standard.

A comparison to other jurisdictions of similar size results in an objective conclusion that Hanford does not suffer from a basketball court deficiency. According to the National Recreation and Parks Association's (NRPA) Agency Performance Review, which is available at: <https://www.nrpa.org/contentassets/f6bafle9c3354aeca52dc548251bc4f4/2023-annual-report-2023-a-enc> the median number of residents per basketball court in jurisdictions with populations between fifty thousand (50,000) and ninety-nine thousand (99,000) is eight thousand, seven hundred ninety (8,790). With a population of approximately sixty thousand (60,000) and eight (8) outdoor basketball courts, Hanford has a ratio of one (1) outdoor basketball court per seven thousand, five hundred (7,500) people, and, if Hanford's two (2) indoor courts are considered, the ratio is one basketball court per six thousand (6,000) people, which greatly exceeds the NRPA median. NRPA is an industry-recognized organization that holds itself out as "the leading not-for-profit organization dedicated to building strong, vibrant and resilient communities through the power of parks and recreation."

The City is not suffering from a basketball court deficiency because many residents prefer to play basketball at home regardless of the availability of public courts.

The City also takes exception to the Report's title because the City does not suffer from a deficiency in its parks. The City operates numerous high-quality parks that offer a multitude of amenities to approximately sixty thousand (60,000) residents.

Recommendation 1: "The Grand Jury believes that the City of Hanford should make it a priority to invest in the development of quality parks and sports facilities in each quarter section of the City of Hanford. The Grand Jury concludes that there is a need for more basketball courts in the north side of Hanford. A full court is needed in Freedom Park, and Hidden Valley Park. The Grand Jury recommends that in the future, plans be made to add a basketball court to other parks that do not currently have one, such as Earl F. Johnson Park."

## City's Response to Recommendation 1:

The City's Capital Improvement Plan budget for fiscal year 2024 includes the addition of an outdoor basketball court at Earl F. Johnson Park.

The City may also consider the addition of one (1) or more basketball courts at Hidden Valley Park, depending on the current engagement efforts to identify the features and amenities that the public desires for a potential Hidden Valley Park expansion,

The City has not planned for the addition of a basketball court at Freedom Park, but the City may consider changing the Earl F. Johnson Park basketball court project so that the court is constructed at Freedom Park since Earl F. Johnson Park is located south of Grangeville Boulevard.

Funding of construction of new basketball courts at existing parks is a challenge. Impact fees collected from residential developers are legally limited to the creation of new park acreage, and, as a result, impact fees may not be utilized to improve existing parks, including Freedom Park. As a result, the construction of new basketball courts at existing parks must be funded with General Fund monies. Since the City's General Fund monies are limited, the City is forced to prioritize parks projects that will be funded by that source. For example, priority is given to parks that require renovation, like Earl F. Johnson Park.

Grand Jury Finding 2: "While there are many basketball courts located in Hanford schools, they are unavailable for use to the public due to insurance and vandalism concerns. The lack of access to school basketball courts has contributed to the need for additional courts in the City of Hanford Parks."

## City's Response to Finding 2:

The City concurs with Finding 2 to the extent that basketball courts located at Hanford Elementary School District (HESD) and Pioneer Union Elementary School District (PUESD) sites are unavailable for public use.

With respect to Finding 2's statement as to why school-controlled basketball courts are closed to the public, HESD previously informed the City that it is unwilling to open its outdoor basketball courts to the public due to concern over vandalism, graffiti, and theft.

The City further concurs with Finding 2 to the extent that the lack of access to school-controlled basketball courts deprives the public of use of those facilities. If school-controlled outdoor basketball courts were open to the public during non-school hours, the public would have many more options to play basketball at locations closer to their homes and would allow the City to utilize public funds on other parks and recreation opportunities.

Recommendation 2: "The Grand Jury believes that a discussion should take place between the City of Hanford and its schools. An analysis should be done by the City of Hanford to see if it might be more cost effective to cover some of the insurance costs in lieu of adding basketball courts in multiple City parks, The City of Hanford should consider working with school districts to make the basketball courts that have been fenced off available to Hanford residents."

## City's Response to Recommendation 2:

The City concurs with the Grand Jury Report's observation that Education Code Section 38131 announces the State Legislature's intent that "there is a civic center at each and every public school facility and grounds. . . ."

The City has approached HESD on multiple occasions about allowing the public to utilize the district's outdoor recreational facilities in the spirit of Education Code Section 38131, but the district has not been receptive.

Elementary schools, including HESD and PUESD, should follow the lead of Hanford Joint Union High School District, which allows the public to utilize outdoor sports facilities during off hours,

HESD voiced concerns over costs associated with vandalism, graffiti, and theft, but they are costs that school districts should bear. Every public agency should pay its fair share of costs so residents may utilize publicly owned facilities. For such reasons, the City is not inclined to "cover" a portion of a school district's insurance costs as the City is already paying its fair share of costs associated with City facilities that are available to the public. It is time for elementary schools to step up and bear their share of costs to allow the public to utilize outdoor recreational facilities that the public owns.

Grand Jury Finding 3: "The Grand Jury found that there are many portable basketball hoops in residential neighborhoods of Hanford. The City of Hanford is currently issuing warnings and citations to homeowners that have the portable courts on the street and sidewalks in front of their homes."

### City's Response to Finding 3:

The City concurs with Finding 3 to the extent that there are basketball hoops in residential neighborhoods and that the City issues warnings and citations for right-of-way obstructions, including, but not limited to, basketball hoops.

Recommendation 3: "The Grand Jury recommends that the City of Hanford consider relaxing its enforcement of its encroachment code dealing with the City's Right of Way, specifically Title 12 of the City's Municipal Code, Chapter 12.04. The residents that have basketball hoops should move them on garbage days/street sweeping days but be allowed to keep them by their curb the rest of the week."

### City's Response to Recommendation 3:

The City is considering options, including a permit system, that would allow residents to erect portable basketball hoops within public rights-of-way.

There are three possibilities with respect to basketball hoops in rights-of-way: (i) within roadways; (ii) on parking strips (area between the curb and sidewalk) in neighborhoods where parking strips exist; and (iii) on sidewalks in neighborhoods that do not have parking strips.

When considering a permit program, the City will consider numerous factors, including, without limitation:

- Public safety and convenience.
- Children playing in a roadway give rise to a safety issue because it increases the risk that a child will be hit by a vehicle.
- Basketball hoops within rights-of-way and parties utilizing them will serve as additional obstacles that vehicles must avoid. The City will consider the safety of drivers of vehicles, including large delivery trucks, fire trucks, refuse collection trucks, and streetsweepers; pedestrians; bicyclists; and parties who will play basketball within roadways. A basketball hoop in the roadway may be difficult to see at night, resulting in a heightened collision risk.

- A basketball hoop located close to a street corner may create a hazard for drivers who turn onto a residential street and unexpectedly encounter basketball players in the road.
- A falling basketball hoop may create a hazard. A hoop could, during windy conditions, fall into a travel lane causing a vehicular collision, or it could fall on a passing vehicle or pedestrian.
- Portable basketball hoops are often found on cul-de-sacs. On-street parking in such areas is limited, and basketball hoops in the roadway will further reduce on-street parking opportunities.
- Accessibility.
  - The Americans with Disabilities Act (ADA) will serve as a limiting factor with respect to the placement of portable basketball hoops. Per page 8 of the March 2018 edition of the California Department of Transportation's Permanent Pedestrian Facilities ADA Compliance Handbook, a minimum clearance of forty-eight inches (48") is required for sidewalks; provided however, clearance may be reduced to thirty-two inches (32") for a length of twenty-four inches (24") as long as reduced access segments are separated by full-access segments that are forty-eight inches (48") long and forty-eight inches (48") wide. In many of the City's residential subdivisions, no parking strip exists and the distance between curb face and back of sidewalk is only sixty inches (60"). Unless a basketball hoop can be placed within a sixty inch (60") wide space that leaves sufficient clearance for pedestrian access, it cannot be placed on a sidewalk without violating the ADA.
- Impacts to City Services
  - Portable basketball hoops found on cul-de-sacs affect the placement of refuse cans due to the limited street frontage of each residence. Refuse containers are often placed very close to basketball hoops without adequately accommodating the width of the backboard. Refuse truck drivers attempt to account for such circumstances, but, occasionally during the refuse collection process, a refuse container contacts a basketball hoop's backboard causing damage to the backboard and/or the refuse truck's arm.
  - Portable basketball hoops in rights-of-way also impact the City's street sweeping efforts. Due to the height of the City's street sweepers and portable basketball hoops, a street sweeper operator must swing wide around a hoop within a roadway to avoid contact. This practice leaves a wide section of the street un-swept and results in complaints by residents.
  - If the City allows basketball hoops within rights-of-way, the City may require that hoops be temporarily moved on days that refuse is collected and streets are swept, but it is foreseeable that some residents will not observe the requirement, which may create a larger number of code violations than those existing today.

- Liability
  - Potential liability to the City will be another important factor for the City to consider. The City could be exposed to liability, or at least additional claims, if it sanctions the use of its roadways for basketball activities and injuries arise from such activities.
  - Defense of claims will result in the City's use of public funds that may otherwise be dedicated to the enhancement of the City's parks and recreational facilities.

In Opinion No. 92-1004, the California Attorney General (AG) rendered an opinion that:

"A city may authorize its residents to install basketball standards in the public right-of-way between the sidewalks and street curbs of residential neighborhoods so that the backboards face the streets and extend beyond the curbs, provided that the safety and convenience of the traveling public are protected."

The AG evaluated a matter in which a city adopted a permit system for portable basketball hoops under which the city considered the following factors and implemented the following limitations and requirements:

- Location restrictions — cul-de-sacs and short residential streets.
- Minimum specified distance from property lines.
- Adequate visibility for motorists.
- Adequate sidewalk and roadway clearances.
- Consent from residents of neighboring homes.
- Limitation on hours of use.
- Evidence that a permit recipient possesses public liability and property damage insurance.

The City will, per Penal Code Section 931.05(b)(3), further assess a basketball hoop permit program within six (6) months of the publication of the Report.



JOE NEVES - DISTRICT 1  
LEMCORE & STRATFORD

RICHARD VALLE - DISTRICT 2  
AVERAL, CORCORAN, HOME GARDEN  
& KETTLEMAN CITY

DOUG VERHOON - DISTRICT 3  
NORTH HANFORD, ISLAND DISTRICT  
& NORTH LEMOORE

RUSTY ROBINSON - DISTRICT 4  
ARMONA & HANFORD

RICHARD FAGUNDES - DISTRICT 5  
HANFORD & BURRIS PARK

## COUNTY OF KINGS BOARD OF SUPERVISORS

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MAILING ADDRESS: KINGS COUNTY GOVERNMENT CENTER, HANFORD, ca 93230 OFFICES AT: 1400 W, LACEY  
BLVD., ADMINISTRATION BUILDING N HANFORD  
(SO) 852-2360, FAX: (559) 585-8047

5 Web <http://www.countyofkings.com> Site:

July 25, 2023

The Honorable Michael J. Reinhart, Presiding Judge  
Kings County Superior Court  
1640 Kings County Drive  
Hanford, CA 932.30

RE: Grand Jury Report: "Finance Department"

Dear Judge Reinhart,

The Kings County Board of Supervisors appreciates the opportunity to respond to the Kings County Grand Jury's report dated April 28, 2023 "Finance Department" received on May 22, 2023. The Grand Jury had identified the Kings County Board of Supervisors as a "Required Response". As such, this response is being submitted as required by California Penal Code Section 933 & 933.5.

Finding #1: Just because "this type of fraud is a common occurrence, and the perpetrator was experienced and had stolen from seven other counties, three of which were other municipalities" it should not be acceptable or occurring in the Finance Department.

Recommendation #1: Ongoing training and auditing of processing payments and identifying scams should be made a priority in the Finance department,

Response #1: Agree.

This was not acceptable for us either, and it is a top priority for the Finance Department to ensure any type of fraud is prevented, Just because this has occurred in other counties does not excuse anything. The Finance Department has implemented new procedures to prevent this type of fraud. Since these procedures have been in place, the department has prevented several other similar fraud attempts, The department will continue to train staff on how to audit transactions and identify fraud.

Finding #2: Kings County Department Heads approve the expenditures of their departments without independent review from the Finance Department.

Recommendation #2: The Finance Department should have an employee or system in place to review expenditures which were previously approved by all Department Heads.

Response #2: Disagree.

The Grand Jury report states that there are no sufficient procedures in place to review payments, and that the Finance Department does not question a department's expenditure unless a complaint is filed. This is not accurate. The department has an extensive review process of all payments and journal entries processed in the County's finance's system. It is one of the department's primary functions and responsibility. Since the October 2019 implementation of the Finance Enterprise Accounting System, all approvals are processed through an electronic workflow process. Through this process, a department will enter their transaction into the system. It then goes to their Department Head or designee, who approves the transaction. After departmental approval, it is received by the Finance Department for final review and approval. When the



items are reviewed, the department compares it against an internet "Audit Checklist". Some examples on the list include making sure,

- The data entered in the system matches the invoice.
- The original invoice number is used and not duplicated.
- There are no illegal or out of policy charges.
- The invoice "Bill to" is a County Department or location,

This checklist was provided to the Grand Jury on February 16, 2023\*

Finding The Finance Department sent out incorrect 1099's that were received later than the January 31<sup>st</sup> postmark deadline required by the IRS Title 26 FR I .6041-6.

Recommendation #3: The Finance Department should continue training on the process of issuing Form 1099 in the proper timeframe as stated in IRS Title 26 FR 1.6041-6\*

Response #3: Agree.

Form 1099's created by the Finance Department were all prepared and postmarked on January 30, 2023. After they were sent out, it was discovered that some of the amounts and addresses for several Grand Jury members were incorrect, which resulted in corrected 1099 forms being mailed after the established deadline.

Over the past few years, the department has experienced turnover in the position that generates the 1099's. This has resulted in a few issues, like the Grand Jury have experienced, The Finance Department will continue to train staff on the process of issuing 1099's and ensure compliance with IRS regulations.

Respectfully submitted,



Richard Valle, Chairman  
Kings County Board of Supervisors



DE  
ER

## COUNTY OF KINGS DEPARTMENT OF FINANCE

ACCOUNTING DIVISION  
(559) 852-2455 • FAX: (559) 587-9935

ERIK GONZALEZ, CPA • DIRECTOR OF FINANCE  
1400 W, LACEY BLVD • HANFORD, CA 93230

TAX COLLECTOR TREASURER DIVISION  
TAX: (559) 952-2419 • TREASURER (559) 852-2477

FAX: (539) 582-1236

June 20, 2023

The Honorable Michael J. Reinhart, Presiding Judge  
Kings County Superior Court  
1640 Kings County Drive  
Hanford, CA 93230

RE: Grand Jury Report: "Finance Department')

Dear Judge Reinhart,

The Kings County Department of Finance appreciates the opportunity to respond to the Kings County Grand Jury's report dated April 28, 2023 "Finance Department" received on May 22, 2023. The Grand Jury had identified the Kings County Department of Finance as a "Required Response". As such, this response is being submitted as required by California Penal Code Section 933 & 933.5.

Finding #1: Just because "this type of fraud is a common occurrence, and the perpetrator was experienced and had stolen from seven other counties, three of which were other municipalities" it should not be acceptable or occurring in the Finance Department.

Recommendation Ongoing training and auditing of processing payments and identifying scams should be make a priority in the Finance department.

Response #1: Agree.

This was not acceptable for us either and it is a top priority for the Finance Department to ensure we prevent any type of fraud. Just because this has occurred in other counties does not excuse anything. We have implemented new procedures to prevent this type of fraud. Since these procedures have been in place, we have prevented several other similar fraud attempts. We will continue to train staff on how to audit transactions and identify fraud.

Finding #2: Kings County Department Heads approve the expenditures of their departments without independent review from the Finance Department,

Recommendation #2: The Finance Department should have an employee or system in place to review expenditures which were previously approved by all Department Heads.

Response #2: Disagree.



**COUNTY OF KINGS  
DEPARTMENT OF FINANCE**

ERIK GONZALEZ, CPA • DIRECTOR OF FINANCE  
1400 W. LACEY BLVD • HANFORD, CA 93230

ACCOUNTING DIVISION  
(559) 852-2455 • FAX: (559) 587-9935

TAX COLLECTOR • TREASURER DIVISION  
TAX: (559) 852-2479 • TREASURER (559) 852-2477  
FAX: (559) 582-1236

The Grand Jury report states that there are no sufficient procedures in place to review payments, and that we do not question a department's expenditure unless a complaint is filed. This is not accurate. The Department of Finance has an extensive review process of all payments and journal entries processed in our system. It is

one of our department's primary functions and responsibility. Since the October 2019 implementation of our Finance Enterprise Accounting System, all approvals are processed through an electronic workflow process. Through this process, a department will enter their transaction into the system. It then goes to their Department Head or designee, who approves the transaction. After department approval, it is received by the Finance Department for final review and approval. When we review the items, we compare it against an internal "Audit Checklist". Some examples on the list include making sure,

- The data entered in the system matches the invoice.
- The original invoice number is used and not duplicated.
- There are no illegal or out of policy charges.
- The invoice "Bill to" is a County Department or location.

This checklist was provided to the Grand jury on 2/16/2023.

Finding The Finance Department sent out incorrect 1099's that were received later than the January 31<sup>st</sup> postmark deadline required by the IRS Title 26 FR I .6041-6.

Recommendation #3: The Finance Department should continue training on the process of issuing Form 1099 in the proper timeframe as stated in IRS Title 26 FR 1,6041-6.

Response #3: Agree.

Form 1099<sup>s</sup> created by the Finance Department were all prepared and postmarked on January 30, 2023, After they were sent out it was discovered that some of amounts and addresses for several Grand Jury members were incorrect, which resulted in corrected 1099 forms being mailed after the established deadline.

Over the past few years our department has experienced turnover in the position that generates our 1099 's. This has resulted in a few issues like the Grand Jury experienced. We will continue to train staff on the process of issuing 1099's and ensure we comply with IRS regulations.

Respectfully submitted,



Erik Gonzalez, CPA  
Kings County Director of Finance



**COUNTY OF KINGS  
BOARD OF SUPERVISORS**

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362  
Catherine Venturella, Clerk of the Board of Supervisors

**AGENDA ITEM  
August 22, 2023**

**SUBMITTED BY:** Administration – Kyria Martinez/Matthew Boyett

**SUBJECT:** RESPONSE TO GRAND JURY REPORT ENTITLED “SPOTLIGHT ON OUR HOMELESS CRISIS”

**SUMMARY:**

**Overview:**

Pursuant to Section 933 of the California Penal Code, the Board is required to respond to the findings and recommendations outlined in the Grand Jury’s report titled, “Spotlight on Our Homeless Crisis.” The Board’s response has been prepared for review and approval.

**Recommendation:**

Approve the Board of Supervisors’ response to the Grand Jury report titled, “Spotlight on Our Homeless Crisis.”

**Fiscal Impact:**

There is no fiscal impact with this action.

**BACKGROUND:**

The 2022-2023 Grand Jury investigated the current state of the county’s homeless crisis, focusing on efforts from the City of Hanford Police Department, Kings Community Action Organization, Kings County Behavioral Health, and Kings County Human Services Agency. The findings in the report are: 1) there is a great need for a navigation center in Hanford, 2) the South Hanford Courtyard Community project is not complete or being occupied as of the date of the report, 3) Kings County Behavioral Health grants have been awarded but have not yet been implemented, and 4) there is a need in the community for a low-barrier shelter in Kings County.

(Cont’d)

**BOARD ACTION:**

APPROVED AS RECOMMENDED:  OTHER: \_\_\_\_\_

**ROLL CALL: VERBOON, ROBINSON, NEVES, VALLE – AYE  
FAGUNDES – ABSENT**

I hereby certify that the above order was passed  
and adopted on August 22, 2023.

CATHERINE VENTURELLA, Clerk to the Board

By Catherine Venturella, Deputy.

**Agenda Item**

**RESPONSE TO GRAND JURY REPORT ENTITLED "SPOTLIGHT ON OUR HOMELESS  
CRISIS"**

**August 22, 2023**

**Page 2 of 2**

The recommendations outlined in the report are: 1) use part of all of the soon-to-be vacated juvenile hall building as a temporary navigation center, 2) make the South Hanford Courtyard Community project an imminent priority, Kings County Behavioral Health should follow through as soon as possible with the implementation of their mobile crisis unit programs, and 4) continue to look for land that is appropriate for a low-barrier shelter (institute the Kings Community Action Organization plan for such a low-barrier shelter soon).

The report was received by the Clerk of the Board on June 1, 2023. The Board is responding in accordance with California Penal Code Sections 933 and 933.5 and must officially respond no later than August 30, 2023.



JOE NEVES – DISTRICT 1  
LEMOORE & STRATFORD

RICHARD VALLE – DISTRICT 2  
AVENAL, CORCORAN, HOME GARDEN  
& KETTLEMAN CITY

BOUG VERBOON – DISTRICT 3  
NORTH HANFORD, ISLAND DISTRICT  
& NORTH LEMOORE

RUSTY ROBINSON – DISTRICT 4  
ARMONA & HANFORD

RICHARD FAGUNDES – DISTRICT 5  
HANFORD & BURRIS PARK

## COUNTY OF KINGS BOARD OF SUPERVISORS

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August 22, 2023

The Honorable Michael Reinhart, Presiding Judge  
c/o Shane Burns, Advising Judge  
Kings County Superior Court  
1640 Kings County Dr.  
Hanford, CA 93230

**RE: Kings County Board of Supervisors' Response to Grand Jury Report "Spotlight on Our Homeless Crisis".**

Dear Hon. Reinhart and Hon. Burns,

**Finding F1:** There is a great need for a navigation center in Hanford.

- Response: Agree

**Recommendation R1:** Use part or all of the soon to be vacated juvenile hall building for a temporary navigation center (first step).

- Response: Partially agree

A navigation center would be helpful in relation to engaging the homeless population and linking individuals in need to available services. However, the juvenile hall will not be an option for the location of a navigation center as it will be repurposed for other state-mandated juvenile services once vacated. A proper location for the navigation center should be given special consideration as there could be significant trepidation by the homeless to come onto government property, especially property in close proximity to law enforcement facilities. The identification of a proper facility, the resources needed, and the entity that would manage the facility requires further assessment as to the feasibility and the cost. If Kings Community Action Organization (KCAO) is able to break ground on their service center that is intended to include a navigation center, it may be more effective to support the navigation center at a more proper location.

**Finding F2:** The South Hanford Courtyard Community project is not complete or being occupied as of the date of this report.

- Response: Agree

**Recommendation R2:** Make the South Hanford Courtyard Community project an imminent priority.

- Response: Agree

In December 2020, the Kings County Human Services Agency (HSA) was awarded and entered into agreements for two project Homekey grants (Sunrise Apartments & Triangle Courtyard) for the purpose of increasing the availability of low-income housing units in Kings County. Both projects have been and remain important priorities for HSA. Please see the attached project status updates for the Triangle Courtyard Project as well as the Sunrise Apartments, which provide an overview of the project history as well as the current project status as of July 24, 2023. Since July 24, 2023, the Triangle Courtyard project was awarded \$300,000 in funding from CalViva and Blue Cross, which will go towards closing the gap on the remaining funding shortfall.

**Finding F3:** The Behavioral Health grants have been awarded but have yet to be implemented.

- Response: Partially agree.

Not yet implemented: The California Health Facilities and Financing Authority (CHFFA) Grant for the Mobile Crisis Support Team to respond to children and youth experiencing psychiatric crisis at schools and at Child Welfare Services is not yet implemented, although the contract was approved on June 27, 2023, for which the implementation process has begun for an anticipated start date of September 2023.

Implemented: The Crisis Care Mobile Units (CCMU) grant awarded was to conduct planning activities related to the development of county-wide mobile psychiatric crisis services. Those planning activities were implemented and have concluded as of June 30, 2023. From the planning results, an action plan was submitted to the grantor (CCMU) with an application to draw down additional grant funding to cover infrastructure costs related to the development of a county-wide mobile crisis team. Kings County Behavioral Health (KCBH) is awaiting information from the grantor on infrastructure funding. In the meantime, KCBH is proceeding with the activities to implement a county-wide mobile crisis team. These activities include the development and release of a Request for Proposal (RFP) to identify and contract with an experienced organization to provide those 24/7 mobile crisis services.

**Recommendation R3:** Behavioral Health should follow through as soon as possible with the implementation of their mobile unit programs.

- Response: Agree

The contract with the entity for the implementation of the CHFFA Grant Mobile Crisis Support Team to respond to children and youth experiencing psychiatric crisis at schools and at Child Welfare Services was approved on June 27, 2023. The implementation process has begun such as, but not limited to recruiting, hiring, and training of staff; procuring a vehicle and mobile technology; and developing protocols for the referral and response between the entity and the schools and Child Welfare Services. It is anticipated mobile response will start in September 2023.

The CCMU grant awarded was to conduct planning activities related to the development of county-wide mobile psychiatric crisis services. Those planning activities were implemented and have concluded as of June 30, 2023. From the planning results, an action plan was submitted to the grantor (CCMU) with an application to draw down additional grant funding to cover infrastructure costs related to the development of a county-wide mobile crisis team. KCBH is awaiting information from the grantor on infrastructure funding. In the meantime, KCBH is proceeding with the activities to implement a county-wide mobile crisis team. However, because KCBH does not have an existing entity who provides 24/7 county-wide mobile crisis response, per County processes, KCBH must complete a Request for Proposal (RFP) process

to allow for entities with experience in conducting 24/7 mobile crisis services an opportunity to bid on this new program. From start of RFP to start of mobile crisis program, it takes approximately one year: It takes at best four months to complete an RFP process, four months to complete and execute a contract with the awarded bidder, and three months for the awarded bidder to perform start-up activities which include: find, lease, furnish, and certify a facility; recruit, hire, and train staff; purchase and receive vehicles and technology; and develop program protocols to appropriately administer the program in accordance with all applicable requirements and regulations around mobile psychiatric crisis services. It is anticipated the county-wide mobile crisis services will be available for the community as early as October 1, 2024, but no later than December 31, 2024.

**Finding F4:** There is a need in our community for a low barrier shelter in Kings County.

- Response: Agree

In 2019, the Board established the Kings County Homeless Collaborative to coordinate efforts around homelessness and housing. One of the Collaborative's top priorities is the development of a low barrier shelter. The Board has supported state and federal earmarks for funding related to the development of a low barrier shelter, and state earmarks for such a project are promising. The Board has continued to show compassion and support for the homeless and the development of a low barrier shelter.

**Recommendation R4:** Continue to look for land that is appropriate for a low barrier shelter. Institute the KCAO plan for such a low barrier shelter soon.

- Response: Partially agree

The Kings Community Action Organization (KCAO) should continue to identify feasible locations for land appropriate for low-barrier shelter, which the Board believes is in the city of Hanford due to proximity of needed services. The Board was not in favor of an initial piece of property proposed by KCAO due to the property not being located in the city of Hanford, which the Board feels is necessary to properly serve the homeless population due to proximity of needed services. Once feasible land is identified, KCAO should proceed with extensive canvassing of the area to gather input from the neighboring communities and stakeholders.

Sincerely,



Richard Valle, Chairman  
Kings County Board of Supervisors





Wendy Osikafo  
Director

## Human Services Agency

County of Kings - State of California

Child Welfare Services  
Adult Supportive Programs  
Benefit Services

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July 24, 2023

### TRIANGLE COURTYARD UPDATE

The first low-income permanent housing project is Triangle Courtyard. HSA submitted a joint application with Cornerstone Community Alcohol and Other Drug Recovery System Incorporated (Cornerstone) and was awarded Homekey grant #0047, authorized by Assembly Bill 83. The \$4.3 Million award allowed for the site development of undeveloped land donated by Cornerstone on 11360 10th Avenue. Acquisition and installation of 24 two-bedroom factory built manufactured homes. The housing units are to be owned and operated by Cornerstone as permanent affordable housing for Kings County. Future residents must have income under 30% of the Area's Median Income (1 person \$17,350 annually).

Kings County selected Green Galaxy Builders (GGB) as the successful bidder and entered into an agreement for complete design-build services on December 15, 2020, for a not-to-exceed price of \$4,838,251. This project required land development (bringing water, sewer and electricity to the site) as well as purchase and installation on permanent foundations of 24 manufactured homes. The underground site development portion of this project and the delivery of 20 of the 24 manufactured homes was completed by the original contractor.

However, GGB significantly delayed completion of the full project, refused to submit a performance bond, and indicated that it would not complete the remaining work due to cost increases. Despite several concessions that HSA was willing to make (which included, but were not limited to, time extensions, reduction of units from 24 to 20, and increasing the contract amount), ultimately GGB refused to sign a change order or complete its contractual obligations.

Initially, Cornerstone was willing to fund an increase in the price of the contract with GGB. However, given GGB's significant delays and refusal to agree to a change order, Cornerstone was no longer willing to contribute additional funding to the GGB contract. Cornerstone was, however, willing to takeover responsibility from the County to complete the remainder of the project as well as the financial responsibility to complete the remaining work needed to obtain occupancy permits by March 31, 2023. As a result, on October 11, 2022, the agreement with GGB was terminated and a takeover agreement with Cornerstone was approved by the Kings County Board of Supervisors.

Cornerstone selected PreFab Innovations (PreFab) as the contractor for the remaining work on the 20 homes on site, as well as the additional 4 ADA units that GGB had failed to provide. As PreFab began the work in November 2022, they identified a number of problems with the work completed by GGB. This required work to be redone, increased expenses and created some delays. They were able to complete most of the interior correction work, correct the improper installation of the foundational piers on all 20 units and dig the electrical trenches, however the winter storms caused significant damage to the trench work and the trenches required repair which was completed in April/May 2023.

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Cornerstone is indicating that there is currently a budget shortfall of approximately \$580,934 that is delaying completion of the 20 units that are on site and an additional \$580,000 for the completion of the 4 ADA units. This is primarily due to three factors: 1) increased expenses due to repairing work improperly done by GGB, 2) damage due to the winter storms and 3) the fact that GGB has refused to return approximately \$521,772 in funds advanced under their contract but not yet expended. Cornerstone intends to pursue recoupment of these funds from GGB once the project is complete.

This project has not received any additional funds beyond the original investment of the Project Homekey Grant and required match funds totaling approximately \$4.8 Million. HSA is working closely with Cornerstone on strategies to obtain additional funding so the project can be completed prior to the end of the 2023 calendar year. Once funding is obtained, PreFab estimates that they will need approximately 7-8 weeks to complete the remaining work on the project. HCD has worked with the county to extend the deadline to December 31, 2023, and for this project to remain in good standing despite the project delivery delays.



Wendy Osilkafo  
Director

## Human Services Agency

County of Kings - State of California

Child Welfare Services  
Adult Supportive Programs  
Benefit Services

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July 24, 2023

### SUNRISE APARTMENTS UPDATE

The second project is the conversion of the Stardust Hotel to the Sunrise Apartments. HSA submitted a joint application with Kings Tulare Homeless Alliance (KTHA) and was awarded Homekey grant #0031, authorized by Assembly Bill 83. The \$2.7 Million award allowed for the purchase and acquisition of Stardust Motel, 1100 sq ft. management office, and 2 vacant lots. The proposal included immediate use of the motel as a PRK site to provide shelter throughout the COVID pandemic. Followed by conversion of each room into 23 studio apartments (including one manager's unit) that will then operate as permanent affordable housing. Future residents must have income under 30% of the Area's Median Income (1 person \$17,350 annually).

The Homekey Standard Agreement allows for up to 10 years for this conversion to occur, however, in the application the Department's expectation was that this conversion could be accomplished within 5 years. The Standard Agreement was signed in December 2020. The Department separated the conversion into two phases. Phase I renovations included accessibility upgrades (ADA compliance), environmental abatement, remodeling the property management office and manager's unit, and began the conversion of six rooms, and some outdoor repairs and renovations. Phase I was completed in 2021.

Phase II includes the full electrical upgrade and the conversion of the balance of the rooms and kitchen installation. Phase II activities could not begin until the full funding for the remainder of the project was obtained. The additional funds were provided from a variety of sources including KTHA, City of Hanford, Housing and Community Development, Calviva, Anthem Blue Cross and Kings County. Kings County dedicated Permanent Local Housing Allocation (PLHA) funds in the amount of \$717,853 and Homeless Housing, Assistance and Prevention (HHAP) funds from round 1, 2 and 3 in the total amount of \$746,786 to this project. Full funding was obtained at the end of 2022. In December 2022/January 2023 the PRK residents were relocated off-site in preparation for the start of Phase II.

Currently all the units at Sunrise are entirely cleared out and abated. All of the rooms that were not previously renovated are exposed, getting joists replaced as needed and fire sprinkler systems are being installed. They are also working on the plumbing in the floor of each unit, replacing many of the old and damaged pipes. This project is in good standing and ahead of schedule with an anticipated completion date of April 2024.

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# Lemoore High School

Rodney Brumit, Principal

101 East Bush Street – Lemoore, CA 93245

(559) 924-6600 – FAX (559) 924-5086

<http://www.luhds.k12.ca.us>

**COPY**

July 5<sup>th</sup>, 2023

Dear Honorable Michael Reinhart, Presiding Judge  
c/o Shane Burns, Advising Judge

This correspondence is in response to a visit by the Kings County Grand Jury on January 30, 2023. I was given a summary of their findings from the visit and asked to write a written response. I want to thank the Grand Jury for their summary and taking time to visit Lemoore High School.

JUL 10 2023

Thank you, Judge Reinhart, for your attention to the matter of the inoperable rifle displayed as art in a classroom at Lemoore High School. It is important to note that Lemoore High School has one of the most successful NJROTC programs in the nation. We understand there are concerns regarding the presence of firearms, even if inoperable, within an educational environment. We appreciate the opportunity to address these concerns and shed light on the situation.

First and foremost, it is important to clarify that the presence of the inoperable rifle in the classroom was not intended to promote violence or pose any threat to the safety of the students. The NJROTC program at our school has a long-standing tradition of fostering discipline, teamwork, and leadership skills among its participants. The use of rifles during drill team competitions is a significant component of this program, as it promotes physical fitness, precision, and coordination.

The rifles in question, while visually similar to a functional firearm, was rendered permanently inoperable and incapable of discharging any ammunition. Its presence as an artistic display aimed to highlight the history, heritage, and technical aspects of these rifles as artifacts, rather than as functional weapons. The intention was to educate and foster a deeper appreciation for the NJROTC program and its historical context as well as the history of the relationship with Lemoore High School and The United States Navy.

We understand the concerns about firearms in schools and the need to maintain a safe environment for all students. Rest assured, our school has implemented strict safety protocols to ensure that these rifles are stored securely and handled only by qualified individuals under the supervision of trained instructors. These protocols adhere to local, state, and federal laws regarding the possession and use of firearms.

Additionally, it is worth noting that the NJROTC program has a proven track record of promoting discipline, responsibility, and respect among its participants. It has consistently demonstrated its ability to positively impact the lives of students by instilling valuable life skills and fostering a sense of patriotism and service. The program's emphasis on teamwork, leadership, and physical fitness has produced numerous success stories, with many former participants going on to excel in various fields.

We appreciate the concerns and take them seriously. We are committed to maintaining a safe and inclusive educational environment for all our students.

Thank you for your attention and understanding.

Sincerely,

Rodney Brumit

Sonia Gonzales  
Assistant Principal

Brady Holaday  
Assistant Principal

Nicole Mora  
Assistant Principal

Kellen Earls  
Athletic Director

# Memorandum

Date : June 11, 2024

To : Michael Reinhart  
Kings County Superior Court  
640 Kings County Drive  
Hanford, CA 93230

Subject: **2019-2020 KINGS COUNTY GRAND JURY REPORT**

On behalf of the California Substance Abuse Treatment Facility and State Prison (CSATF/SP) at Corcoran and Warden Bryan D. Phillips, we agree with findings and recommendations that were presented in the 2019-2020 King County Grand Jury report.

We would like to thank the Kings County Grand Jury for their visit/tour and bringing these issues to our attention. CSATF/SP staff have worked hard to rectify these findings. CSATF/SP looks forward to having the Kings County Grand Jury back.

Lastly, I would like to apologize on behalf of CSATF/SP for not responding to this within the due time and will ensure this does not occur in the future.

If you have any questions, please feel free to contact me directly.



**BRENT URBAN**  
Administrative Assistant & Public Information Officer AA/ PIO  
California Substance Abuse Treatment Facility and State Prison at Corcoran