



City of Kingsburg

1401 Draper Street, Kingsburg, CA 93631-1908
(559)897-5821 (559)897-5568

Bruce Blayney
Mayor

Michelle Roman
Mayor Pro Tem

COUNCIL MEMBERS
Ben Creighton
Staci Smith
Sherman Dix

Alexander J. Henderson
City Manager

**WEDNESDAY
December 7, 2016**

6:00 P. M.

**KINGSBURG CITY COUNCIL CHAMBER
1401 DRAPER STREET**

KINGSBURG CITY COUNCIL REGULAR MEETING AGENDA

5:00 P.M. CLOSED SESSION MEETING

- 1. “Conference with Legal Counsel- Existing Litigation –**
California Government Code Section 54956.9 (a)
Name of Case: City of Kingsburg v. Dow Chemical Company, et. Al., San Francisco
County Superior Court, Case/ No. CGC-13-534431”

Invocation to be given by Pastor Michael Rice of Orchard Bible Fellowship, followed by the Pledge of Allegiance led by Mayor Bruce Blayney.

6:00 P.M. REGULAR MEETING

- I. Call to Order and Roll Call -**
- II. Public Comments –** This is the time for any citizen to come forward and address the City Council on any issue within its jurisdiction. A maximum of five minutes is allowed for each speaker.
- III. Approve Agenda –** Action by the Council to approve the agenda or to make modifications.
Note: The type of items that can be added to the agenda is constrained by State law.
- IV a. Consent Calendar –** Items considered routine in nature are to be placed on the Consent Calendar. They will be considered as one item and voted upon in one vote unless individual consideration is requested. Each vote in favor of the Consent Calendar is considered and recorded as a separate affirmative vote in favor of each action listed, except where the item specifically notes a prior recorded opposition or abstention, in which case the present affirmative vote on the Consent Calendar is considered and recorded as reaffirming that prior opposition or abstention. Approval of Consent Calendar items includes recitals reading ordinance(s) by title(s) only and adoption of recommended action(s) contained in staff reports.
 - 1. Approval of City Council Minutes –** Approve the minutes from the November 16, 2016 City Council Meeting as prepared by City Clerk Abigail Palsgaard.

2. **Treasurer's Report**– Approve the Treasurer's Report as of September 30, 2016 as prepared by Finance Director Maggie Moreno
3. **Accept 19th Avenue Rehabilitation Project** - Accept the 19th Avenue Rehabilitation project constructed by Bush Engineering and authorize the City Engineer to file the Notice of Completion. Staff Report Prepared by City Engineer Dave Peters.

b. **Pulled Consent Calendar Items:**

V. REGULAR CALENDAR

1. **Animal Shelter Agreement (Second Chance Animal Shelter of Selma)**
 - a. Presentation by City Manager Alex Henderson
 - b. Council Discussion
 - c. Approve Animal Shelter Agreement with Second Chance Animal Shelter of Selma and authorize the Mayor to sign the Agreement on behalf of the City of Kingsburg
2. **Ordinance Amending Paragraphs A. and B. of Section 17.54.020 of Chapter 17.52 Of Title 17 of the Kingsburg Municipal Code Pertaining To Off-Street Parking**

Possible Action(s):

- a. Presentation by City Manager, Alex Henderson
- b. Council Discussion
- c. Waive the first reading and introduce Ordinance No. 2016-005 of The City of Kingsburg Amending Paragraphs A. and B. of Section 17.54.020 of Chapter 17.52 of Title 17 of The Kingsburg Municipal Code Pertaining To Off-Street Parking, and pass to a second reading with the following recital constituting the first reading of the title of the Ordinance:

“AN ORDINANCE OF THE CITY OF KINGSBURG AMENDING
PARAGRAPHS A. AND B. OF SECTION 17.54.020 OF CHAPTER 17.52 OF
TITLE 17 OF THE KINGSBURG MUNICIPAL CODE
PERTAINING TO OFF-STREET PARKING”

3. **Petition to create a Community Facilities District** - Staff Report prepared by City Manager Alex Henderson.

Possible Action(s):

- a. Presentation by City Manager Alex Henderson
- b. Council Discussion
- c. Action as deemed appropriate

4. Façade/Alley Improvement Update – Staff Report prepared by City Manager Alex Henderson.

Possible Action(s):

- a. Presentation by City Manager Alex Henderson
- b. Council Discussion
- c. Informational- No Action Necessary

VI. Council Reports and Staff Communications

- a. Community Services Commission –
- b. Public Safety Committee –
- c. Chamber of Commerce –
- d. Economic Development –
- e. Finance Committee –
- f. Planning Commission –
- g. City Manager’s Report –

VII. Other Business as May Properly Come Before the City Council

VIII. Adjourn Regular Kingsburg City Council Meeting

Any writings or documents provided to a majority of the Kingsburg City Council regarding any item on the agenda will be made available for public inspection in the City Clerks office located at 1401 Draper Street during normal business hours.

**Kingsburg City Council
Regular Meeting Minutes
November 16, 2016**

5:30 P.M. CLOSED SESSION MEETING

At 5:30 P. M. Mayor Bruce Blayney called the Closed Session of City Council to order.

Council Members present: Ben Creighton, Staci Smith, Sherman Dix, Michelle Roman, and Mayor Bruce Blayney.

Staff present: City Attorney Michael Noland, and City Clerk Abigail Palsgaard.

The City Council immediately went into closed session to discuss the following item:

1. **“Conference with Real Property Negotiator –**
California Government Code Section 54956.8
Property described as APN: 028-090-007; 028-090-011, 028-120-010;
028-210-012; 028-220-029
Agency Negotiator: Michael Noland
Negotiating Party: Kingsburg Gun Club
Under Negotiation: Title Issues”

Adjourn – At 5:51 P. M. Mayor Blayney adjourned the Closed Session Kingsburg City Council Meeting.

Invocation was given by Pastor Ed Ezaki of the Kingsburg Community Church, followed by the Pledge of Allegiance led by Mayor Bruce Blayney.

6:00 P.M. REGULAR MEETING

Call to Order and Roll Call – At 6:05 P. M. Mayor Bruce Blayney called the regular meeting of the Kingsburg City Council to order.

Council Members present: Ben Creighton, Staci Smith, Sherman Dix, Michelle Roman, and Mayor Bruce Blayney.

Staff present: City Attorney Michael Noland, Police Chief Neil Dadian, and City Clerk Abigail Palsgaard.

Staff absent: City Manager Alexander Henderson (out of town training).

Closed Session - No announcement

Public Comments – None.

Approve Agenda – A motion was made by Council Member Creighton, seconded by Council Member Smith, to approve the Agenda, as published. The motion carried by unanimous voice vote.

Consent Calendar – Council Member Roman asked that Item No. 3, Salary Chart Update, be pulled. A motion was made by Council Member Smith, seconded by Council Member Dix, to approve the Items appearing on the Consent Calendar with the exception of Item No. 3. The motion carried by unanimous voice vote.

1. **Approval of City Council Minutes** – Approve the minutes from the November 2, 2016 City Council Meeting as prepared by City Clerk Abigail Palsgaard.
2. **Check Register**– Ratify/approve payment of bills listed on the check register for the period October 13, 2016 through November 9, 2016 as prepared by Accounts Payable Clerk Grace Reyna.
3. **PULLED**
4. **Claim Rejection**- Reject Claim No. FR97029 submitted by Raul Cardosa on October 26, 2016. Staff Report prepared by City Clerk Abigail Palsgaard.
5. **Accept the California Street Improvements Project constructed by MAC General Engineering and authorize the City Engineer to file the Notice of Completion**- Staff Report Prepared by City Engineer Dave Peters.
6. **Waive the Second Reading and Adopt Ordinance No. 2016-006** - Waive the second reading and adopt Ordinance No. 2016-006 of the City of Kingsburg, an Ordinance Amending Chapter 17.97, of Title 17, of the Kingsburg Municipal Code Pertaining to Medical and Recreational Marijuana, with the following recital constituting reading of the title of said Ordinance:

“AN ORDINANCE OF THE CITY OF KINGSBURG
AMENDING CHAPTER 17.97, OF TITLE 17, OF THE
KINGSBURG
MUNICIPAL CODE PERTAINING TO MEDICAL
AND RECREATIONAL MARIJUANA

Pulled Consent Calendar Item: No. 3 – Continued - Salary Chart Update

Council Member Roman stated that she wanted to make sure that Council Member Dix’s questions Were answered by the Finance Committee. Council Member Dix said yes, with the additional duties and FSLA and compensation levels from the salary study.

A motion was made by Council Member Roman, seconded by Council Member Dix, to approve Consent Calendar Item No. 3, the proposed Salary Chart Update as prepared by Christina Windover, Management Assistant.

REGULAR CALENDAR

Crime Statistics Report for the Month of October 2016 – Prepared by Kingsburg Police Department Records Supervisor Corina Padilla and presented by Police Chief Neil Dadian.

Police Chief Neil Dadian passed out new pages from his report and explained how it reflects a month to month change. He reviewed the report and commented on Propositions 64 and 57 stating that we haven't received any advisory notices. He said that it will be sometime next year when we will see the effects of prisoners being released. He addressed questions concerning a 911 update and said that 911 by text is still a couple of years out.

Public Safety Fee in the Form of a Community Facilities District - Presentation by Nathan Perez, David Taussig & Associates, Inc.

Nathan Perez of David Taussig & Associates, Inc. explained the Preliminary and Administrative Proceedings to initiate a Community Facilities District to fund additional police and fire services. He stated that the first action is to adopt a resolution approving the Statement of Goals and Policies concerning use of the Mello-Roos Community Facilities Act of 1982. He explained that Cities need to pass it for any CFD process. Most of this document has to do with bond financing. He presented the timeline with important dates as requested. Tonight's meeting and December's are the beginning steps. After that are the more critical meetings. He said that tonight's action doesn't bind the City, it just initiates the process.

Following brief comments and discussion, a motion was made by Council Member Roman, seconded by Council Member Creighton, to adopt Resolution 2016-052 Approving a Statement of Local Goals and Policies Concerning the Use of the Mello-Roos Community Facilities Act of 1982. The motion carried by unanimous voice vote.

Council Reports and Staff Communications

- a. **Community Services Commission** – Council Member Roman reported that the next meeting is scheduled for November 28, 2016.
- b. **Public Safety Committee** – Council Member Creighton reported that they met last week. He commented on his leaving the Committee.
- c. **Chamber of Commerce** – Council Member Smith reported on upcoming events. Also, the Chamber has developed a Downtown Merchants Group which is working on planning the Ladies Night Out event in the spring.
- d. **Economic Development** – Council Member Roman spoke about the press release concerning the Small Business Revolution nomination. She said that no matter what, it is a great marketing tool. If we make top 4 we should really push it out.
- e. **Finance Committee** – Mayor Blayney reported that they met and went over the salary recommendations and budget amendments.

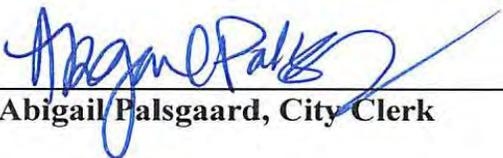
- f. **Planning Commission** – Mayor Blayney reported that it met at the same time as the Finance Committee. City Attorney Michael Noland said that they had a Cellular Communication Ordinance, being proactive so that 3rd parties can't put repeating towers in public rights-of-way.
- g. **City Manager's Report** – No Report.

Other Business as May Properly Come Before the City Council

1. November 30, 2016, 6:00 P. M. Public/City Council Workshop to Discuss Community Facilities District.
2. The Depot will have an Open House on Friday, November 25th from 5-9 and the next day they will be showing Polar Express in the freight house.

Adjourn – At 7:08 P. M. Mayor Blayney adjourned the Regular Kingsburg City Council Meeting.

Submitted by:



Abigail Palsgaard, City Clerk



Meeting Date: 12/07/2016
Agenda Item: IV a. 2

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Blayney & City Council

REPORT FROM: Maggie Moreno, Finance Director

REVIEWED BY:

AGENDA ITEM: Treasurer's Report

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

The monthly financial summaries provide a detailed report of cash and investments. The cash balances of the City of Kingsburg are invested in Local Area Investment Fund (LAIF) pooled investment and WestAmerica Bank. The current earnings rate of LAIF is .634%. The amount held at WestAmerica Bank receives .35% earnings credit to offset the majority of what the City incurs for banking charges.

RECOMMENDED ACTION BY CITY COUNCIL

1. City Council accept the Treasurer's Report as of September 30, 2016.

POLICY ALTERNATIVE(S)

1. N/A

REASON FOR RECOMMENDATION/KEY METRIC

1. A responsibility of the City Council is to monitor the financial transactions and cash management. Acceptance of the monthly summary indicates that the Council is aware of the financial status of the City.

FINANCIAL INFORMATION

FISCAL IMPACT:

| | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>N/A</u> |
| 3. If Budgeted, Which Line? | <u>N/A</u> |

ATTACHED INFORMATION

1. Treasurer's Report

**City of Kingsburg Treasurer's Report
Pooled Cash Investments and Cash
Period Ending September 30, 2016**

Pooled Investments

Petty Cash/Change Fund
WestAmerica Payroll A/C
WestAmerica Bank General Operating
WestAmerica Finance Authority A/C
Local Agency Investment Fund-City

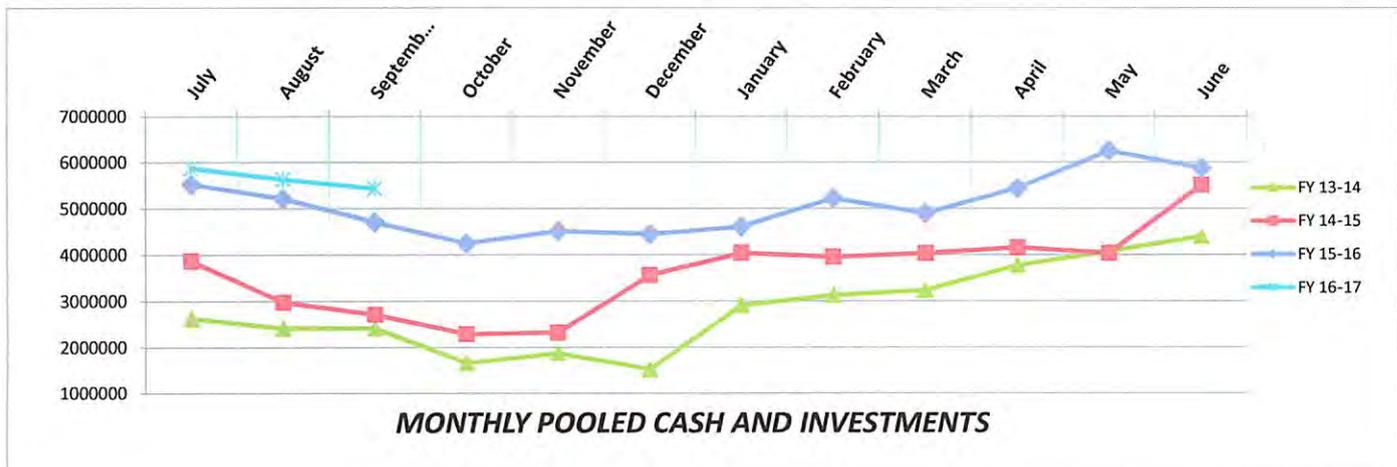
Interest Rate

| | |
|--------------|-----------------------|
| N/A | \$1,450.00 |
| N/A | \$9,544.90 |
| N/A | \$2,005,639.38 |
| N/A | \$573,721.70 |
| 0.634% | \$2,843,492.03 |
| Total | \$5,433,848.01 |

Funds

| | |
|-------------------------------|-----------------------|
| General Fund | \$2,086,674.08 |
| Pool | -\$74,404.84 |
| Senior Center | -\$19,362.45 |
| CDBG | -\$5,379.36 |
| COPS | \$0.00 |
| CML Grants*** | \$0.00 |
| Sierra St Signal Synchro*** | -\$180,082.82 |
| Sierra St Trnsit Stop*** | -\$31,515.04 |
| Sierra St Sidewalk 16-18*** | -\$70,598.30 |
| 6th St Reconstruct*** | \$0.00 |
| Historic Depot Project*** | -\$232,020.53 |
| 18th ave sidewalk | -\$8,211.95 |
| 10TH Ave Reconstruction*** | -\$123.07 |
| 18/Kern Lighted Crosswalk | -\$2,662.25 |
| Gas Tax | \$413,743.92 |
| LTF 3 | \$48,403.36 |
| LTF 8 | \$1,510,730.49 |
| Measure C | \$620,207.38 |
| Abandoned Vehicle | \$16,626.40 |
| Capital Facilites | \$839,106.86 |
| Sewer | \$987,915.37 |
| Storm Drain | \$26,891.06 |
| Par & Rec | \$202,947.50 |
| Traffic Impact | \$13,403.06 |
| Equipment Reserve | \$25,431.30 |
| Water | \$2,050,481.68 |
| Solid Waste | -\$183,022.07 |
| Ambulance | -\$1,969,867.04 |
| RDA Cap Proj Successor Agency | -\$50,058.16 |
| RDA Low/Mod Successor Agency | -\$81,134.39 |
| Finance Authority | -\$521,817.27 |
| Spec Assess 91-1 Agency | -\$129,016.11 |
| Spec Assess 91-1 Supp Agency | \$2,941.48 |
| Spec Assess 92-1 Agency | \$95,048.72 |
| Spec Assess 92-2 Agency | \$72,245.17 |
| Landscaping & Lighting | \$4,286.77 |
| | -\$23,960.94 |
| Total | \$5,433,848.01 |

\$0.00





Meeting Date: 12/07/2016
Agenda Item: IV a. 3

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Blayney & City Council

REPORT FROM: David Peters, City Engineer

REVIEWED BY: 

AGENDA ITEM: Accept 19th Avenue Rehabilitation Project

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

The City Council previously awarded a contract to Bush Engineering for construction of the 19th Avenue Rehabilitation project. The project was constructed to the satisfaction of the City Engineer and the Public Works Department staff. The one year warranty period will begin upon the filing of the Notice of Completion which will follow the Council's acceptance of the project.

RECOMMENDED ACTION BY CITY COUNCIL

Accept the 19th Avenue Rehabilitation project constructed by Bush Engineering and authorize the City Engineer to file the Notice of Completion.

POLICY ALTERNATIVE(S)

None

REASON FOR RECOMMENDATION/KEY METRIC

Bush Engineering completed the project to the satisfaction of the City Engineer.

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>No</u> |
| 2. Is it Currently Budgeted? | <u>N/A</u> |
| 3. If Budgeted, Which Line? | <u>N/A</u> |

FINANCIAL SUMMARY

None

PRIOR ACTION/REVIEW

None

BACKGROUND INFORMATION

None

ATTACHED INFORMATION

None



Meeting Date: 12/7/2016
Agenda Item: V 1

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Blayney & City Council
REPORT FROM: Alexander J. Henderson, City Manager; ICMA-CM
REVIEWED BY: MC
AGENDA ITEM: Animal Control Agreement (Second Chance Animal Shelter of Selma)

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

City Council has been examining animal control procedures over the past several months. In September, Council amended outdated code language to assist in the technical process for issues related to animal control. In addition, staff has met with third party agencies to help evaluate our existing protocols as it relates to abandoned animals. Included in your packet is a proposal to contract with a non-profit group, Second Chance Animal Shelter of Selma (SCAS), which would provide increased and improved services related to the care of these animals. In addition, it would provide an outlet for the public to drop off animals that are either unowned or in need of care. Currently, we are limited in kennel space, which can cause us to turn away animals, leaving residents with no other affable option.

SCAS has trained, full-time employees that can provide the care, treatment, and sheltering of the animals that are above and beyond what is currently available with City facilities. They currently provide similar services for both the City of Fowler and City of Selma. It's important to note they are a separate non-profit entity, not under the jurisdiction of any City.

SCAS shall be responsible for the following (list is not exhaustive):

- Maintain kennels and shelters twenty-four hours per day, seven days per week for feeding and care.
- Vaccinate impounded animals against common communicable diseases as needed.
- Quarantine and monitor animals in accordance with State and local regulations.
- Employ and enlist qualified SCAS officials, officers, employees, agents, and volunteers to perform work for SCAS.
- Provide monthly reporting related to the number of animals received and treatment care provided.

The proposed agreement includes a fee of \$1,250/mo. or \$15,000 annually, based upon the care of sixty (60) animals annually. This number was based upon an average of the last three years of animals we have provided care for at City facilities. The \$250 per dog/animal charge is used to cover:

- Intake day plus three (3) day required hold – four days of care
- Vaccination/microchipping costs
- Veterinarian examination

The charge of \$250 for this care is relatively in-line, or lower than the fee collected by other local shelters. Sarah Chambless, Executive Director of SCAS, will be present to answer questions and will also have additional supplementary information related to these comparative costs.

Any additional costs are incurred by SCAS (including for longer stays, additional vet care, etc.). Funding for the first six months (\$7,500) would be paid through general fund balance, and the remaining portion would be budgeted and funded as part of the 2016/17 annual budget. The Finance Committee would make a budget amendment recommendation for appropriations should the proposal move ahead.

The initial term of the agreement is proposed for eighteen months; January 1, 2017 – June 30, 2018. However, both Kingsburg and SCAS will meet twice within the first year (once after the first six months, and once after a year) to evaluate the performance of SCAS. At this time, either party may elect to terminate or request modifications to the agreement.

RECOMMENDED ACTION BY CITY COUNCIL

1. *Approve the proposed agreement for animal control services with Second Chance Animal Shelter of Selma, as reviewed and presented by City Council.*

POLICY ALTERNATIVE(S)

1. Council could choose to seek amendments to the proposal.
2. Council could choose to not enter into an agreement with Second Chance Animal Shelter of Selma.

REASON FOR RECOMMENDATION/KEY METRIC

1. Animal Control services have been identified by Council as an area to be addressed. This proposal continues on previous efforts and provides expertise.

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>No</u> |
| 3. If Budgeted, Which Line? | <u>NA</u> |

PRIOR ACTION/REVIEW

City Council approved new code language in September 2016 to update necessary language. Council and staff have heard from a concerned public the need for more care related to abandoned animals. Staff has worked closely with both Second Chance Animal Shelter and Valley Animal Center with regards to the development of new code language (including mandatory microchipping) as well as examining opportunities for partnerships. Any animals that are taken in by SCAS would be vaccinated and microchipped, which will assist with our newly implemented mandate.

Animals will still be accepted at the City facilities. City employees will then provide transportation directly to SCAS. This should ensure no animals are turned away due to space constraints.

The agreement also provides language that will allow the two parties to negotiate for Animal Control Officer Services. Currently, SCAS provides ACO services for the City of Selma.

The ultimate goal is to provide opportunities for the community and the animals that may require necessary care.

BACKGROUND INFORMATION

See Executive Summary.

ATTACHED INFORMATION

1. Proposed Animal Shelter Agreement

ANIMAL SHELTER AGREEMENT
CITY OF KINGSBURG AND
SECOND CHANCE ANIMAL SHELTER OF SELMA

This Animal Shelter Agreement (“**Agreement**”) is entered between Second Chance Animal Shelter of Selma (“**SCAS**”), a California non-profit corporation, and the City of Kingsburg, a California Charter city (“**Kingsburg**”), with respect to the following Recitals, which are a substantive part of this Agreement:

RECITALS

A. Kingsburg enforces animal regulations and is in need of a place to dispose of abandoned, unclaimed, owner release, or forced release (court or administrative order) animals (collectively “**Abandoned**”) that come into the custody of Kingsburg.

B. SCAS operates a shelter for animals in the Selma area. SCAS mission is to humanely care for unwanted animals and when possible adopt them out without the need for euthanasia. SCAS will either arrange for the adoption of animals held in its possession or transfer the animals to other humane no-kill shelters and organizations. SCAS determines a animal’s eligibility for adoption or transfer based upon recognized standards in the industry, including health and behavioral characteristics of the animal. If there are any health and behavioral issues with a animal, SCAS arranges for appropriate care or other disposition of the animal.

C. Kingsburg and SCAS desire to enter into an arrangement by which SCAS will accept Abandoned animals from Kingsburg and SCAS will provide for disposition of the animal in accordance with the Recitals, and for the compensation set forth herein.

D. SCAS represents that it has the necessary experience and qualifications to accept and dispose of Abandoned animals as set forth herein and that it is familiar with Federal, State, and Kingsburg laws and regulations related to Abandoned animals.

E. SCAS does not or will not accept private party owner released animals.

NOW, THEREFORE, for the consideration set forth herein, the parties agree as follows:

1. Acceptance of Abandoned Animals. SCAS shall accept all animals delivered by Kingsburg to SCAS. Once the Abandoned animals are delivered to SCAS, the Abandoned animals shall become the property of SCAS, subject to the requirements of this Agreement.

2. Responsibilities of SCAS. SCAS shall be responsible for the following:

- a. Shelter animals consistent with State and local laws and regulations.
- b. Maintain kennels and animal shelter facilities in a humane and sanitary condition at all times.
- c. Maintain shelter hours twenty-four (24) hours per day, seven (7) days per week for the feeding and care of Abandoned animals.
- d. Maintain voice-messaging services for public inquiries during non-operational hours.

- e. Vaccinate impounded animals against common communicable diseases as needed.
- f. Quarantine and monitor animals in accordance with State and local regulations.
- g. Provide or arrange for emergency medical care to sick and injured animals that are within its care.
- h. Dispose of deceased animals within its care in a lawful manner using an animal disposal company.
- i. Employ and enlist qualified SCAS officials, officers, employees, agents, and volunteers to perform work for SCAS.
- j. Adopt and practice personnel rules that conform to Federal, State and local laws and regulations.
- k. Ensure all SCAS officials, officers, employees, agents, and volunteers deliver exceptional customer service and perform work with courtesy, integrity and respect. All complaints shall be handled with diplomacy and addressed promptly.
- l. Submit activity reports to Kingsburg on a monthly basis, on or before the fifteenth (15th) day for the preceding month. Reports shall include the following information and be presented in a format acceptable to Kingsburg:
 - (i) Number of animals received from Kingsburg.
 - (ii) Number of Kingsburg animals adopted by individuals or transferred to other shelters or organizations.
 - (iii) Description of any other disposition of Kingsburg animals.
 - (iv) Number of Kingsburg animals requiring medical treatment, quarantine or vaccinations.
 - (v) Proof of insurance as required by this Agreement.
 - (vi) Other related information that Kingsburg may request, provided individual privacy rights are respected.

3. Term of Agreement, Breach, and Termination. The initial term of this Agreement shall be eighteen (18) months commencing January 01, 2017 and ending June 30, 2018. The Agreement shall automatically renew for successive one (1) year periods unless either party elects to not renew this Agreement by providing at least sixty (60) days written notice to the other party prior to the date of expiration of the one (1) year term. SCAS and Kingsburg agree to meet on or before June 30, 2017 and December 31, 2017 to evaluate the performance of SCAS under this Agreement. Based upon that evaluation either party may elect to terminate this Agreement by providing written notice of termination on or before July 31, 2017 or January 31, 2018.

In addition to the foregoing, either party may terminate this Agreement for a material breach if the breach is not cured within fifteen (15) days after the date of receipt of written notice of the breach. If Kingsburg terminates this Agreement for a material breach, no further compensation shall be due SCAS.

Kingsburg and SCAS may also pursue any available judicial remedy to enforce the terms of this Agreement.

4. Compensation. In consideration for SCAS accepting Abandoned animals from Kingsburg and performing its responsibilities under this Agreement, Kingsburg agrees to pay SCAS One Thousand Two Hundred Fifty Dollars (\$1,250.00) per month for each month of this agreement based on a total of sixty (60) animals per year. Kingsburg will pay to SCAS the sum of Two Hundred Fifty Dollars (\$250.00) for each Abandoned animal SCAS accepts from Kingsburg in excess of sixty (60) Abandoned animals per year. Kingsburg shall pay SCAS within five (5) business days of receipt of the required monthly activity report. Delayed reports will result in delayed payment. The compensation set forth in this section is the sole compensation due SCAS from Kingsburg.

5. Diligent Performance of Obligations. SCAS shall be responsible for the diligent performance of all of its obligations described in this Agreement. SCAS shall furnish and supply all personnel, labor, supervision, equipment and supplies necessary to meet it's obligations under this Agreement. Kingsburg shall have the right at any time during the term of this Agreement, to visit and inspect equipment, supplies, and facilities used by SCAS.

6. Compliance with Laws. SCAS shall, at its sole cost and expense, comply with all the requirements of municipal, state and federal laws and regulations now in effect or which may hereafter be in effect related to this Agreement.

7. Indemnification. SCAS, to the extent permitted by law, agrees to indemnify, defend and hold harmless Kingsburg, its officials, officers, agents and employees from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury (including attorney fees), in law or equity, in any manner arising out of, related to, or in connection with the following:

- a. Any personal injuries, property damage or death that SCAS, its officials, officers, employees, agents, and volunteers, may sustain while performing it's obligations under this Agreement.
- b. Any injury or death which results from any medical action taken by SCAS, its officials, officers, employees, agents, and volunteers.
- c. Any claim of liability arising out of the negligence or any acts or omissions of SCAS, its officials, officers, employees, agents, and volunteers, in the performance of this Agreement, except where such injury or damage arose from the sole negligence or willful misconduct attributable to Kingsburg.
- d. The death or destruction of any animal delivered to and accepted by SCAS, its officials, officers, employees, agents, and volunteers.
- e. The performance of any activities under this Agreement.

8. Independent Contractor; Non-Profit Status. SCAS is an independent contractor and no agency or employment relationship is created by the execution of this Agreement. During the term of this Agreement, SCAS agrees to maintain on file with Kingsburg a valid and current copy of its letter of determination verifying California non-profit corporation status.

9. Insurance. At all times during the term of this Agreement, SCAS shall maintain at its sole cost and expense liability insurance against claims for injuries to animals, persons and for damage to property which may arise from or in connection with acceptance of Abandoned animals and operation of SCAS

facilities, and the performance of SCAS under this Agreement and including, without limitation, sufficient amounts and such terms as necessary to meet SCAS indemnity obligations set forth in Section 7 of this Agreement. The minimum amount of liability insurance shall be One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) aggregate. SCAS shall provide proof of insurance upon execution of this Agreement and on the same day of each year during the Term of this Agreement. Kingsburg and its officials, officers, employees, representatives and agents shall be named as additional insureds under such liability insurance.

10. Confidentiality. All information received by SCAS from Kingsburg that relates to Kingsburg's non-public information shall be considered confidential, as will information clearly marked "confidential." SCAS shall refrain from disclosing or selling such confidential information to anyone. Kingsburg's animal-licensing database is information that shall be considered confidential.

11. Records and Auditing. SCAS agrees that Kingsburg's designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. SCAS agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated, and to allow the auditor(s) access to such records during normal business hours or upon forty-eight (48) hours notice and to allow interviews of any personnel who might reasonably have information related to such records.

12. Disputes. SCAS and Kingsburg agree to try and informally resolve any disputes arising out of this Agreement. If disputes cannot be informally resolved within thirty (30) days of arising, the parties agree to mediate the dispute before filing litigation. The parties shall share equally in the costs of such mediation. Venue for litigation will be the County of Fresno. The prevailing party in any dispute arising out of this Agreement shall be entitled to an award of attorney's fees.

13. Notices. Any notices to be served pursuant to this Agreement shall be considered delivered when deposited in the United States mail and addressed to:

Second Chance Animal Shelter
Attn: President
c/o 1948 High Street
Selma, CA 93662

City of Kingsburg
Attn: City Manager
1401 Draper St.
Kingsburg, CA 93631

Provisions of this section do not preclude any notices being delivered in person to the addresses or individuals shown above. Delivery in person shall constitute service hereunder, effective when such service is made.

14. Entire Agreement; Authority to Execute. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter thereof and supersedes any and all prior and contemporaneous oral and/or written agreements and understandings of the parties. No express or implied representations, warranties or inducements have been made by any party to any other party except as set forth in this Agreement. This Agreement may not be modified, amended or supplemented except in writing signed by both Kingsburg and SCAS.

The signatories to this Agreement represent that they have the authority to execute this Agreement and that their respective governing bodies have approved this Agreement. Minutes reflecting the approvals are attached as Exhibit "A". The Articles of Incorporation and Bylaws for SCAS are attached as Exhibit "B".

15. Animal Control Services Agreement. Should Kingsburg and SCAS elect to provide animal control services to Kingsburg, SCAS and Kingsburg agree to negotiate the terms and conditions under

which SCAS will provide “**Animal Control Services**” to the City. Such Animal Control Services may include, among others, provisions for SCAS to:

- a. Pick up Abandoned animals within the City of Kingsburg.
- b. Investigate, respond to, and maintain records of all instances of animal bites and scratches according to State and local regulations.
- c. Dispose of deceased animals in a lawful manner using an animal disposal company.
- d. Collect any and all applicable fees and maintain records for animal shelter services rendered in accordance with State and local regulations and the City’s fee schedule.
- e. Provide related reports.

Should SCAS elect to offer Animal Control Services to Kingsburg, it will offer terms comparable to the Animal Control Services it provides to the City of Selma, with adjustments made for population, geographic and other differences. The final terms of the Animal Control Services agreement shall be memorialized in a separate written agreement between the parties, or in an amendment to this Agreement.

IN WITNESS WHEREOF, Kingsburg and SCAS have executed this Agreement on the date(s) set forth below.

CITY OF KINGSBURG,
a California Charter City

SECOND CHANCE ANIMAL SHELTER,
a California Non-Profit Corporation

Bruce Blayney

Mayor

_____ [print name]
President

Dated: _____

Dated: _____

ATTEST

City Clerk, Abigail Palsgaard

APPROVED AS TO FORM

APPROVED AS TO FORM

Michael Noland, City Attorney

SCAS Legal Counsel

EXHIBIT "A"
MINUTES OF APPROVAL

EXHIBIT "B"
ARTICLES OF INCORPORATION



Meeting Date: 12/7/2016
Agenda Item: V 2

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Blayne and City Council Members

REPORT FROM: Abigail Palsgaard, City Clerk

REVIEWED BY: AW

AGENDA ITEM: Off Street Parking Ordinance

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

On September 21, 2016 Council discussed proposed Ordinance 2016-005. Although the item was pulled from the agenda there was a lengthy discussion from Council and the public.

Staff revised proposed Ordinance 2016-005 to allow RVs parking in front driveways that are 'paved', and to allow parking of RVs in side and backyards as long as they comply with setbacks and other regulations as set forth in the ordinance. During the November 2, 2016 meeting, Council again took comment from the public in an effort to clarify the RV parking ordinance. Given further guidance, staff has provided an updated ordinance that addresses the following:

- Gross vehicle weight rating
- Parking requirements as it relates to setbacks
- Additional days for guest parking of RVs (now 7 days)
- 72-hours for loading and unloading purposes
- Sets all fines at one hundred dollars (\$100) per violation.

A 'redline' and clean version of the ordinances are available for review to compare the changes that are being proposed.

RECOMMENDED ACTION BY CITY COUNCIL

1. Adopt ordinance 2016-005 as prepared by counsel.

POLICY ALTERNATIVE(S)

- 1.

REASON FOR RECOMMENDATION/KEY METRIC

1. Clarify parking restrictions for residents and Staff.
2. Standardize the bail/fine amount.

FINANCIAL INFORMATION

| | |
|------------------------------|----|
| <u>FISCAL IMPACT:</u> | |
| 1. Is There A Fiscal Impact? | No |
| 2. Is it Currently Budgeted? | No |
| 3. If Budgeted, Which Line? | NA |

PRIOR ACTION/REVIEW

1. Council reviewed and discussed Ordinance 2016-005 on September 21 and November 2 where they took public comments.

BACKGROUND INFORMATION

The current ordinance has some language that is unclear or subject to interpretation. The new language makes clear certain definitions and helps residents better understand the limitations on parking. The current language has different fines for different violations, either twenty-eight dollars (\$28) or one hundred dollars (\$100), for various sections. The new language standardizes the fine at one hundred dollars (\$100) for all violations and states it in the ordinance.

ATTACHED INFORMATION

1. Proposed Ordinance 2016-005
2. Redlined version of the proposed code.

ORDINANCE NO. 2016-____

AN ORDINANCE OF THE CITY OF KINGSBURG
AMENDING PARAGRAPHS A. AND B. OF SECTION 17.54.020 OF CHAPTER 17.52 OF TITLE 17
OF THE KINGSBURG MUNICIPAL CODE
PERTAINING TO OFF-STREET PARKING

The City Council of the City of Kingsburg does hereby ordain as follows:

Section 1. Paragraphs A. and B. of Section 17.52.020 of Chapter 17.52 of Title 17 of the Kingsburg Municipal Code are hereby amended in their entirety as follows:

17.52.020 Off-Street Parking Facilities Required.

Paragraph A. of Section 17.52.020 Chapter 17.52 of Title 17 of the Kingsburg Municipal Code is hereby amended in its entirety as follows:

A. Definition of Parking Space. A parking space is an area for the parking of a motor vehicle plus those additional areas and facilities required to provide for safe access to and from the motor vehicle parking area. The parking space must be useable and accessible for the type of motor vehicle allowed to use the parking space.

Paragraph B. of Section 17.52.020 of Chapter 17.52 of Title 17 of the Kingsburg Municipal Code is hereby amended in its entirety as follows:

B. Special Limitations and Requirements for Parking in Residential Areas. No semi-truck and trailer or truck-tractor, or truck-tractor and trailer, or other vehicle having a gross vehicle weight rating in excess of eight tons (16,000 pounds), excluding public utility vehicles shall be parked within any residential zone district except for the purpose of loading, unloading or delivery of merchandise, materials or packages. No recreational vehicles, including, without limitation, motor homes, camping trailers, above-cab campers, boat trailers, boats, pick-up campers, fifth wheel trailers or dune buggies (collectively "RV's"), shall be stored or parked in a residential zone except as follows:

- 1. RV's may be parked within paved or graveled front yard areas (including the front yard driveway):
 - (i) so long as the paved or graveled area is not within any required setback; or (ii) if the property is not subject to any required setbacks, the RV may be parked within paved or graveled front yard areas (including the front yard driveway) so long as the paved or graveled area is at least five (5) feet away from the side yard property line. An RV parked within the front yard of a property must be parked at least ten (10) feet behind the curb line of the street. If the RV is parked in the driveway, the front of the RV including, without limitation, trailer tongues, goosenecks and other trailering apparatus must be at least ten (10) feet from the curb line of the street.

1 2. RVs may be parked on a paved or graveled side yard area so long as the paved or graveled side
2 yard area is not within any required setbacks. If the property is not subject to any required setbacks,
3 the RV may be parked on a paved or graveled side yard area so long as the paved or graveled side
4 yard area is at least five (5) feet away from the side yard property line.

5 3. RV's may be parked in any portion of the backyard area of a property within the property lines of
6 the property.

7 4. Guest parking of RVs in the street in front of a residence is limited to not more than seven (7) days
8 in any thirty (30) day period, measured from the first day of parking, provided a permit for such RV
9 parking is first obtained from the city's police department. The permitted RV shall be used solely as
10 sleeping quarters and water and electricity may be provided by on-site hookups from the residence.
11 However, on-site hookups of an RV to on-site, gas or sewage disposal facilities are prohibited.

12 5. RV parking at the street curb line is permitted for the time period needed for actual loading or
13 unloading of the RV which time period shall not exceed seventy-two hours (72).

14 6. In any residential zone district, all motor vehicles incapable of movement under their own power,
15 other than in cases of emergency, accident or breakdown, shall be stored in an entirely enclosed
16 space, garage or carport. No more than one such vehicle shall be so stored at any time at a residence,
17 and no more than one such vehicle shall be under repair at any time at a residence. Parking on lawns
18 and, except as otherwise provided in this Section 17.52.020, other areas in front yards is prohibited.

19 A fine of one hundred dollars (\$100.00) will be imposed for each violation of the provisions of this
20 Paragraph B.

21 **Section 2.** This ordinance shall take effect thirty (30) days after its passage and shall be published in the
22 Kingsburg Recorder within fifteen (15) days after its passage.

23 Passed and adopted by a regular meeting of the City Council of the City of Kingsburg, duly called and held
24 on the __ day of December, 2016, by the following vote:

- 25 Ayes: Council Member(s):
26 Noes: Council Member(s):
27 Absent: Council Member(s):
Abstain: Council Member(s):

APPROVED:

Bruce Blayney, Mayor

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27

ATTEST: _____
Abigail Palsgaard, City Clerk

STATE OF CALIFORNIA)
COUNTY OF FRESNO) ss
CITY OF KINGSBURG)

I, Abigail Palsgaard, City Clerk of the City of Kingsburg do hereby certify that the foregoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Kingsburg on the ___ day of December, 2016, and it was duly passed and adopted at a regular meeting of said City Council held on the ___ day of December, 2016.

Dated: December ____, 2016 _____
Abigail Palsgaard, City Clerk

F:\WORD\11\11140.166\Final Documents\Offstreet Parking Ordinance Final Clean 120116.doc

ORDINANCE NO. 2016-____

**AN ORDINANCE OF THE CITY OF KINGSBURG
AMENDING PARAGRAPHS A. AND B. OF SECTION 17.54.020 OF CHAPTER 17.52 OF TITLE 17
OF THE KINGSBURG MUNICIPAL CODE
PERTAINING TO OFF-STREET PARKING**

The City Council of the City of Kingsburg does hereby ordain as follows:

Section 1. Paragraphs A. and B. of Section 17.52.020 of Chapter 17.52 of Title 17 of the Kingsburg Municipal Code are hereby amended in their entirety as follows:

“17.52.020 Off-Street Parking Facilities Required.

Paragraph A. of Section 17.52.020 Chapter 17.52 of Title 17 of the Kingsburg Municipal Code is hereby amended in its entirety as follows:

“A. Definition of Parking Space. A parking space is an area for the parking of a motor vehicle plus those additional areas and facilities required to provide for safe access to and from the motor vehicle parking area. The parking space must be useable and accessible for the type of motor vehicle allowed to use the parking space.

Paragraph B. of Section 17.52.020 of Chapter 17.52 of Title 17 of the Kingsburg Municipal Code is hereby amended in its entirety as follows:

“B. Special Limitations and Requirements for Parking in Residential Areas. No semi-truck and trailer or truck-tractor, or truck-tractor and trailer, or other vehicle having a gross ~~minimum-vehicle~~ weight rating in excess ~~of threeeight~~ tons (~~616,000~~ pounds), excluding public utility vehicles shall be parked within any residential zone district except for the purpose of loading, unloading or delivery of merchandise, materials or packages. No recreational vehicles, including, without limitation, motor homes, camping trailers, above-cab campers, boat trailers, boats, pick-up campers, fifth wheel trailers or dune buggies (collectively “RV’s”), shall be stored or parked in a residential zone except as follows:

1. RV’s may be parked within paved or graveled front yard areas (including the front yard driveway); (i) so long as the paved or graveled area is not within any required setback; or (ii) if the property is not subject to any required setbacks, the RV may be parked within paved or graveled front yard areas (including the front yard driveway) so long as the paved or graveled area is at least five (5) feet away from the side yard property line. An RV parked within the front yard of a property ~~line and~~ must be parked at least ten (10) feet ~~from~~ behind the curb line of the street. If the RV is parked in the driveway, the front of the RV including, without limitation, trailer tongues, goosenecks and other trailering apparatus must be at least ten (10) feet from the curb line of the street.

1 2. RVs may be parked on a paved or graveled side yard area so long as the paved or graveled side
2 yard area is not within ~~anythe minimum required side yard~~ setbacks. If the property is not subject to
3 any required setbacks, the RV may be parked on a paved or graveled side yard area so long as the
paved or graveled side yard area is at least five (5) feet away from the side yard property line.

4 3. RV's may be parked in any portion of the backyard area of a property within the property lines of
5 the property. ~~minimum backyard setback.~~

6 4. Guest parking of RVs in the street in front of a residence is limited to not more than ~~four~~seven (7)
7 days in any thirty (30) day period, measured from the first day of parking, provided a permit for such
8 RV parking is first obtained from the city's police department. The permitted RV shall be used solely
9 as sleeping quarters and water and electricity may be provided by on-site hookups from the
10 residence. However, on-site hookups of an RV to on-site, gas or sewage disposal facilities are
11 prohibited.

12 5. RV parking at the street curb line is permitted for the time period needed for actual loading or
13 unloading of the RV which time period shall not exceed seventy-two hours (72).

14 6. In any residential zone district, all motor vehicles incapable of movement under their own power,
15 other than in cases of emergency, accident or breakdown, shall be stored in an entirely enclosed
16 space, garage or carport. No more than one such vehicle shall be so stored at any time at a residence,
17 and no more than one such vehicle shall be under repair at any time at a residence. Parking on lawns
18 and, except as otherwise provided in this Section 17.52.020, other areas in front yards is prohibited.

19 A fine of one hundred dollars (\$100.00) will be imposed for each violation of the provisions of this
20 Paragraph B.

21 **Section 2.** This ordinance shall take effect thirty (30) days after its passage and shall be published in the
22 Kingsburg Recorder within fifteen (15) days after its passage.

23 Passed and adopted by a regular meeting of the City Council of the City of Kingsburg, duly called and held
24 on the __ day of December 2016, by the following vote:

- 25 Ayes: Council Member(s):
- 26 Noes: Council Member(s):
- 27 Absent: Council Member(s):
- Abstain: Council Member(s):

APPROVED:

Bruce Blayney, Mayor

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27

ATTEST: _____
Abigail Palsgaard, City Clerk

STATE OF CALIFORNIA)
COUNTY OF FRESNO) ss
CITY OF KINGSBURG)

I, Abigail Palsgaard, City Clerk of the City of Kingsburg do hereby certify that the foregoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Kingsburg on the ___ day of December, 2016, and it was duly passed and adopted at a regular meeting of said City Council held on the ___ day of December, 2016.

Dated: December ____, 2016 _____
Abigail Palsgaard, City Clerk



Meeting Date: 12/7/2016
Agenda Item: V. 3

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Blayney & City Council
REPORT FROM: Alexander J. Henderson, City Manager; ICMA-CM
AGENDA ITEM: Petition to Create a Community Facilities District

REVIEWED BY:

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

The Council has held discussion on formation of Community Facilities District over the past several months (Finance Committee and Public Safety Committee as well) related to public safety services. Pursuant to the Mello-Roos Community Facilities Act of 1982 (Sections 53318 and following of the California Government Code ("Act")) for the establishment of a community facilities district:

The CFD may be instituted by the legislative body through one of two ways:

- A. Legislative body. A written request signed by at least two (2) members of the legislative body (City Council).
- B. Petition. A petition signed by not less than 10% of the registered voters residing in the territory to be included in the district or by owners of not less than 10% of the land proposed to be included in the CFD.

Council is considering a process being instituted by the legislative body on its own initiative. Staff is recommending Council approve and execute (to be signed by all members of Council) the proposed petition (included as attachment #1).

Approval of the petition continues the process, but does not bind the Council to a vote timeframe.

RECOMMENDED ACTION BY CITY COUNCIL

1. *Approve and execute the proposed petition to begin proceedings related to the establishment of a community facilities district and related matters.*

POLICY ALTERNATIVE(S)

1. Council could choose to delay the petition, which would delay the CFD initialization.

REASON FOR RECOMMENDATION/KEY METRIC

1. Funding is required as part of an existing agreement.

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>No</u> |
| 3. If Budgeted, Which Line? | <u>NA</u> |

PRIOR ACTION/REVIEW

The City's Finance Committee discussed different funding models during meetings in March, May and August 2016. In addition, the City's Public Safety Committee also was presented information during their September 2016 meeting. Both Committees have recommended that the Council explore and pursue a fee associated with public safety services.

City Council has held discussions on the item during public meetings on October 19, November 2 and November 16, 2016. Public workshops have also been held on October 27 and November 30, 2016. Council and staff have also gathered input through a community survey (online) and feedback forms. The results of each are included in your packet.

BACKGROUND INFORMATION

See executive summary.

ATTACHED INFORMATION

1. Kingsburg CFD Petition To Create a Community Facilities District and Related Matters
2. Updated Survey Information
3. Community Feedback Form Analysis

PETITION

To Create a Community Facilities District and Related Matters

City Council
City of Kingsburg
1401 Draper Street
Kingsburg, CA 93631

To the City Clerk and City Manager:

This is a petition to create a community facilities district and with respect to related matters under the Mello-Roos Community Facilities Act of 1982 (Sections 53311 and following of the California Government Code ("Act")). The undersigned hereby states as follows:

- 1. Proceedings Requested. The City Council of the City of Kingsburg ("City"), requests Alex J. Henderson, City Manager an authorized agent of the City of Kingsburg ("Petitioner"), to undertake and complete proceedings under the Act to create a community facilities district to be designated "City of Kingsburg, Community Facilities District No. 2017-01 (Public Services)" ("CFD"), and to levy special taxes in the CFD.
2. Types of Public Services. The types of public services to be financed by the Community Facilities District are police protection services, fire suppression services, ambulance and paramedic services, animal control services and to pay the cost of other public services as shall be more fully identified during the legal proceedings to form the CFD.
3. Boundaries of CFD. The Petitioners ask that the territory to be included in the boundaries of the CFD consist of all parcels within the City's territorial boundary.
4. Purpose of CFD. The Petitioners ask that the CFD be created and the special taxes be levied to pay for police protection services, fire suppression services, ambulance and paramedic services, animal control services and to pay the cost of other public services as shall be more fully identified during the legal proceedings to form the CFD.
5. Requisites. Pursuant to Section 53318, this written request for the establishment of a CFD must be signed by a minimum of two (2) members of the City Council.

This petition does not bind the City to approve or form the CFD.

By executing this petition, the City Council agree(s) to all the above.

Executed on _____ 2016

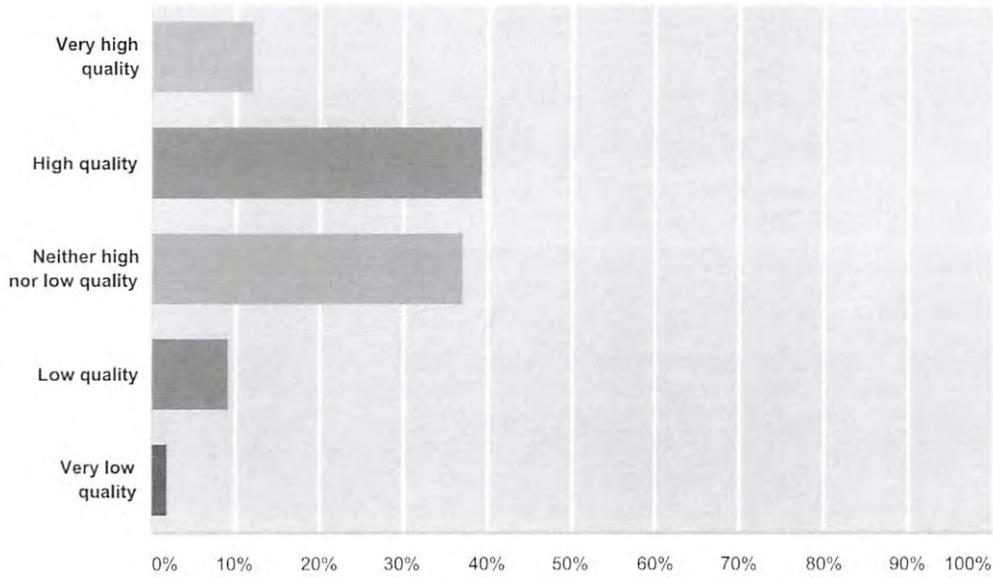
By: _____ Title: _____

The address to which ballots for the CFD election are to be sent:

City of Kingsburg
1401 Draper Street
Kingsburg, CA 93631

Q1 How would you rate the quality of public safety (Police, Fire/EMS) services in Kingsburg?

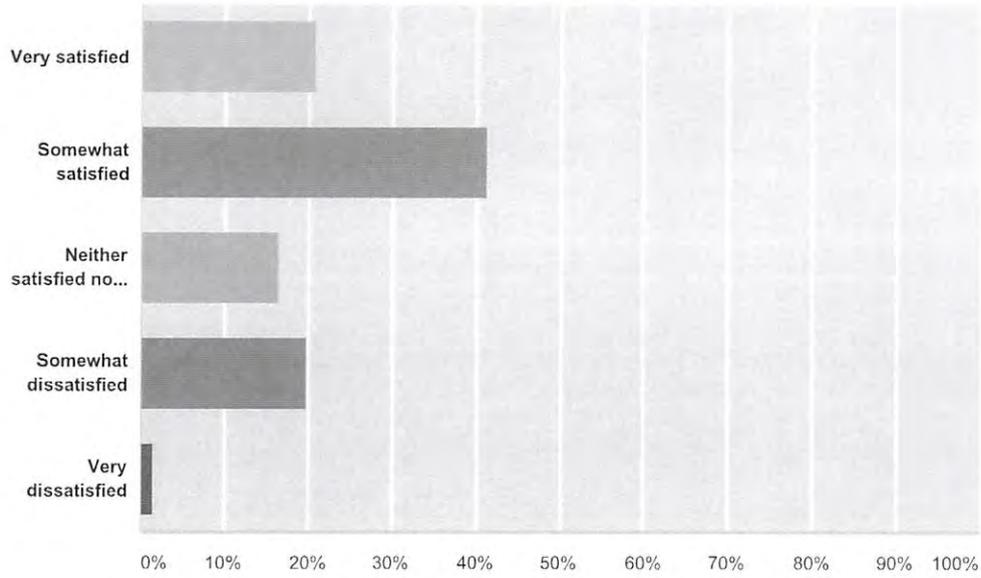
Answered: 205 Skipped: 1



| Answer Choices | Responses | |
|------------------------------|-----------|------------|
| Very high quality | 12.20% | 25 |
| High quality | 39.51% | 81 |
| Neither high nor low quality | 37.07% | 76 |
| Low quality | 9.27% | 19 |
| Very low quality | 1.95% | 4 |
| Total | | 205 |

Q2 Overall, how satisfied or dissatisfied are you with public safety services in Kingsburg?

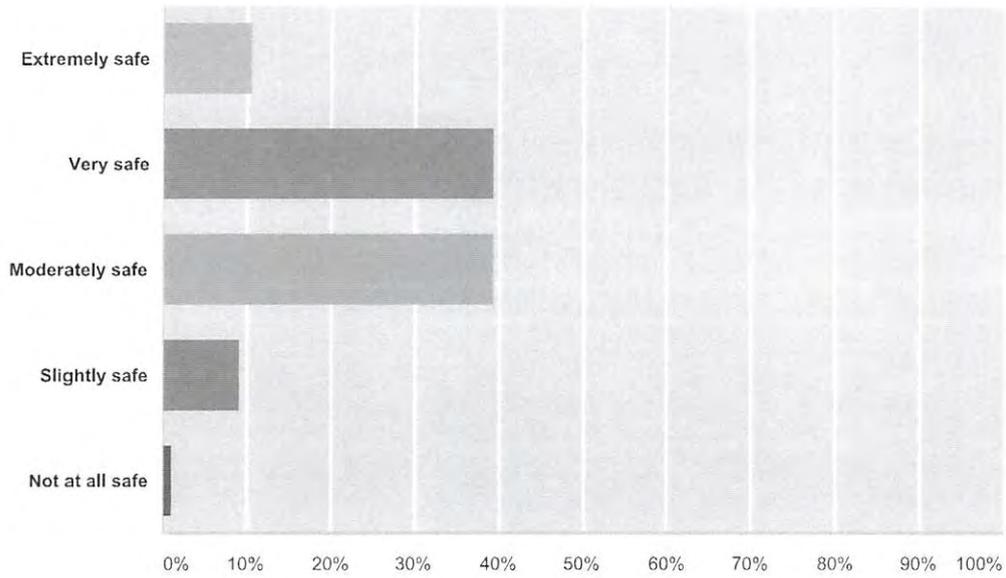
Answered: 206 Skipped: 0



| Answer Choices | Responses | Count |
|------------------------------------|-----------|------------|
| Very satisfied | 20.87% | 43 |
| Somewhat satisfied | 41.26% | 85 |
| Neither satisfied nor dissatisfied | 16.50% | 34 |
| Somewhat dissatisfied | 19.90% | 41 |
| Very dissatisfied | 1.46% | 3 |
| Total | | 206 |

Q3 How safe do you feel living in Kingsburg?

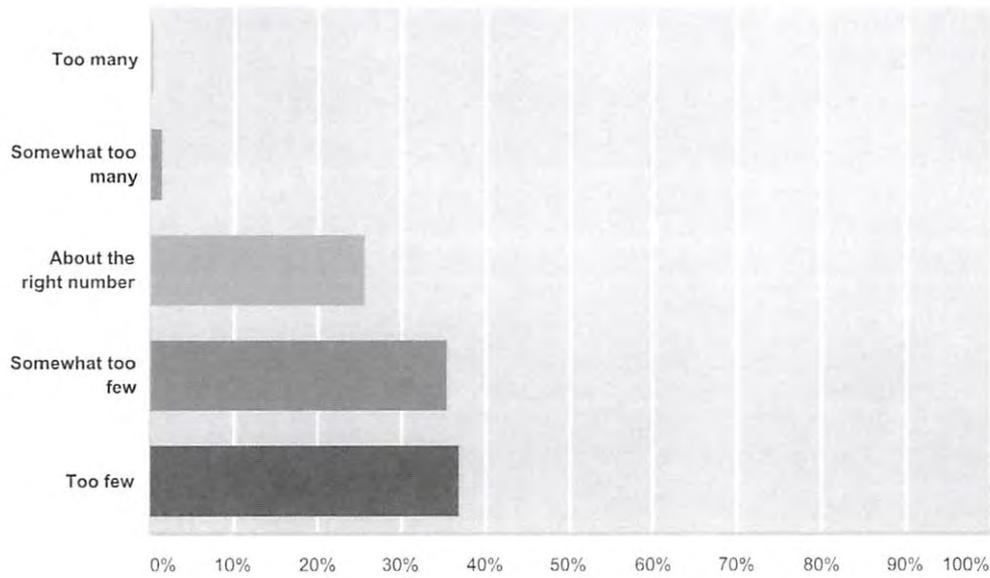
Answered: 205 Skipped: 1



| Answer Choices | Responses |
|-----------------|------------|
| Extremely safe | 10.73% 22 |
| Very safe | 39.51% 81 |
| Moderately safe | 39.51% 81 |
| Slightly safe | 9.27% 19 |
| Not at all safe | 0.98% 2 |
| Total | 205 |

Q4 Currently, the Police Department employs 14 sworn officers. Do you feel this number is...

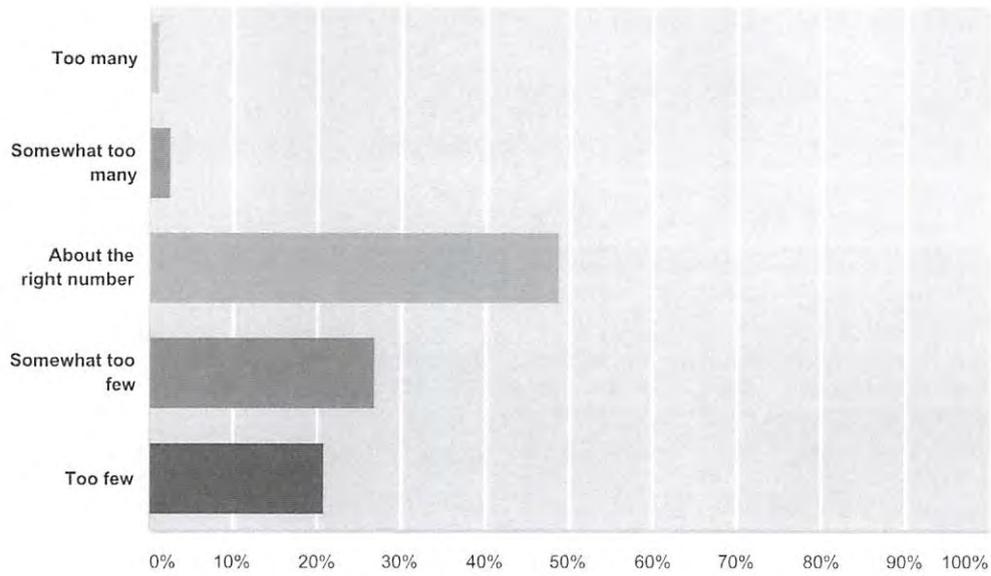
Answered: 206 Skipped: 0



| Answer Choices | Responses | Count |
|------------------------|-----------|------------|
| Too many | 0.49% | 1 |
| Somewhat too many | 1.46% | 3 |
| About the right number | 25.73% | 53 |
| Somewhat too few | 35.44% | 73 |
| Too few | 36.89% | 76 |
| Total | | 206 |

Q5 Currently, the Fire Department employs 9 full-time Firefighter/EMTs. Do you feel this number is...

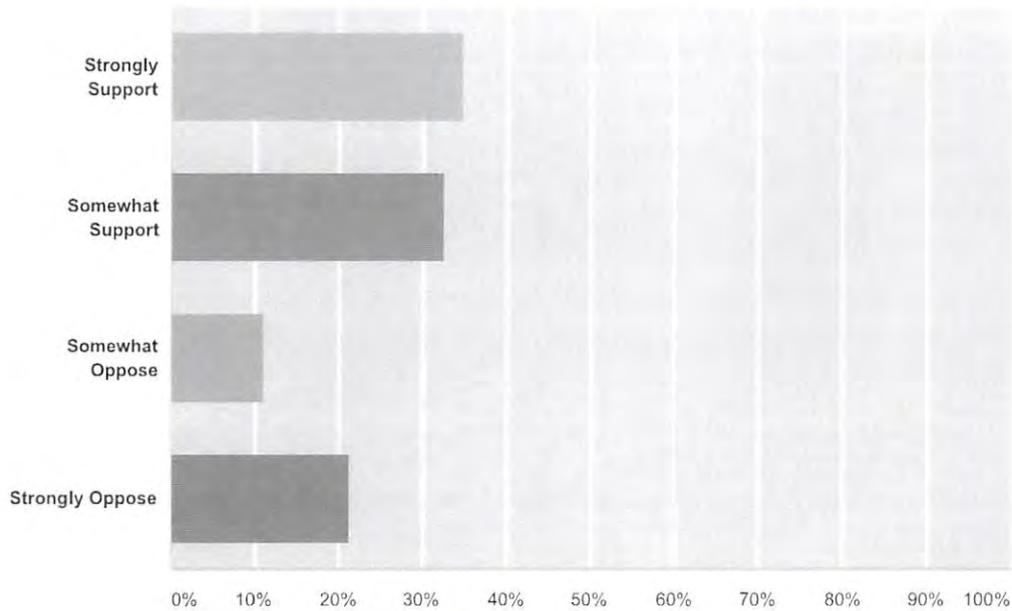
Answered: 205 Skipped: 1



| Answer Choices | Responses |
|------------------------|------------|
| Too many | 0.98% 2 |
| Somewhat too many | 2.44% 5 |
| About the right number | 48.78% 100 |
| Somewhat too few | 26.83% 55 |
| Too few | 20.98% 43 |
| Total | 205 |

Q6 Would you support a City-wide property tax based measure that would raise \$1.18 million annually to be used solely for the purposes of public safety in Kingsburg? Funding would be used for new police officers, firefighter/EMTs, capital equipment and training/supplies to support associated activities.

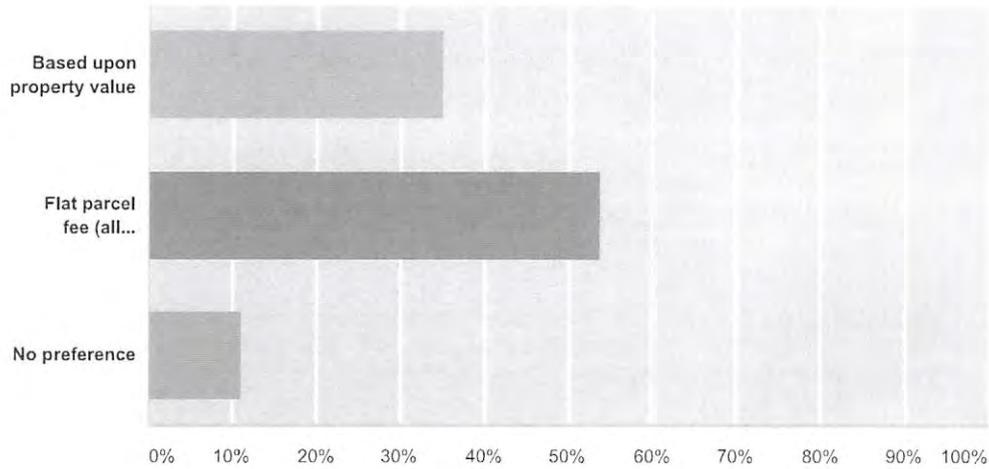
Answered: 206 Skipped: 0



| Answer Choices | Responses | |
|------------------|-----------|------------|
| Strongly Support | 34.95% | 72 |
| Somewhat Support | 32.52% | 67 |
| Somewhat Oppose | 11.17% | 23 |
| Strongly Oppose | 21.36% | 44 |
| Total | | 206 |

Q7 If you support a property tax based initiative, do you believe the annual amount should be based upon property value, or a flat parcel fee?

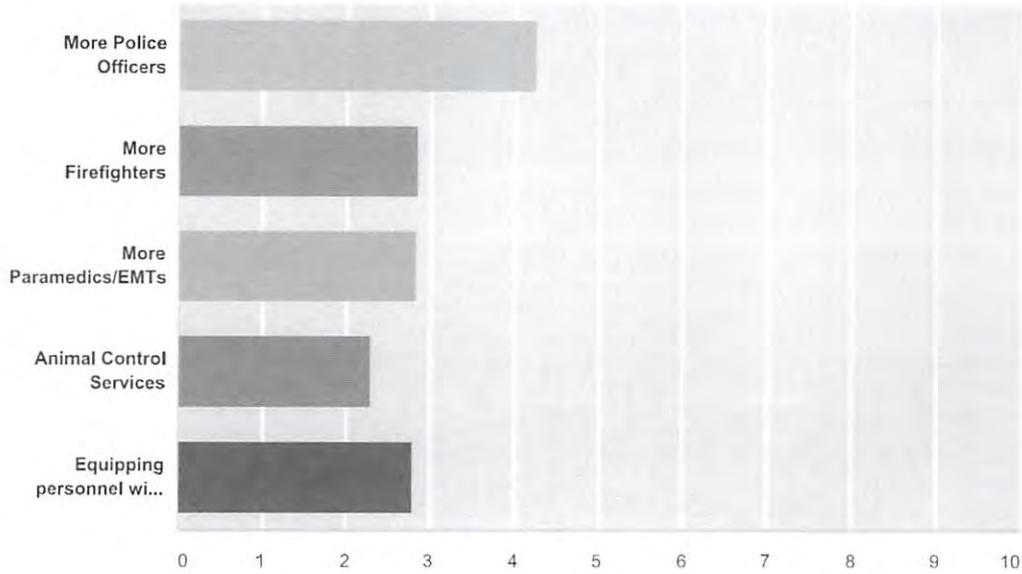
Answered: 191 Skipped: 15



| Answer Choices | Responses |
|---|------------|
| Based upon property value | 35.08% 67 |
| Flat parcel fee (all properties pay the same) | 53.93% 103 |
| No preference | 10.99% 21 |
| Total | 191 |

Q8 If a tax measure were to proceed, how would you want the funds spent? (rank 1-5 with 1 being the most important)

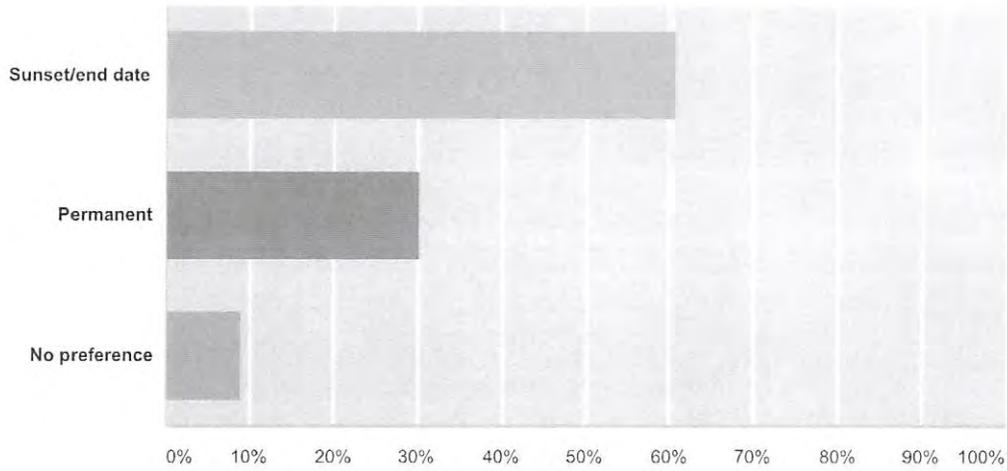
Answered: 193 Skipped: 13



| | 1 | 2 | 3 | 4 | 5 | Total | Score |
|--|---------------|--------------|--------------|--------------|--------------|-------|-------|
| More Police Officers | 65.90% 114 | 13.87% 24 | 8.09% 14 | 4.05% 7 | 8.09% 14 | 173 | 4.25 |
| More Firefighters | 5.63% 9 | 28.75% 46 | 23.13% 37 | 30.63% 49 | 11.88% 19 | 160 | 2.86 |
| More Paramedics/EMTs | 4.19% 7 | 20.36% 34 | 40.12% 67 | 25.75% 43 | 9.58% 16 | 167 | 2.84 |
| Animal Control Services | 14.94% 26 | 12.64% 22 | 9.77% 17 | 12.64% 22 | 50.00% 87 | 174 | 2.30 |
| Equipping personnel with necessary tools | 11.05% 20 | 22.65% 41 | 22.10% 40 | 22.65% 41 | 21.55% 39 | 181 | 2.79 |

Q9 Do you believe a voter approved tax for public safety should have a sunset clause (tax expiration), or should it be permanent?

Answered: 201 Skipped: 5



| Answer Choices | Responses |
|-----------------|------------|
| Sunset/end date | 60.70% 122 |
| Permanent | 30.35% 61 |
| No preference | 8.96% 18 |
| Total | 201 |



Community Feedback Form On Kingsburg's Public Safety Needs

Like many cities across California, Kingsburg is working to provide public safety services at a level residents need and deserve. As such, the City Council is examining options for funding these crucial services. Public input on the process is vital, and we'd like to hear from you.

Please let us know what your priorities are by filling out the Community Feedback Form TODAY.

Please check what public safety services are important to you.

- Maintaining/improving 9-1-1 emergency response times
- Increased Animal Control services
- Increasing the current number of police, firefighters and paramedics
- Recruiting and retaining qualified public safety officers
- Reducing gang and drug related crimes
- Purchasing protective clothing and breathing apparatus for firefighters
- Increasing patrols to protect our neighborhoods and around schools
- Equipping emergency rescue workers with necessary life-saving tools, such as the jaws of life

Other priorities important to me:

Comments or questions:

You can return this form by fax to (559) 897-5568 or mail to:

Office of the City Manager

1401 Draper St.

Kingsburg, CA 93631

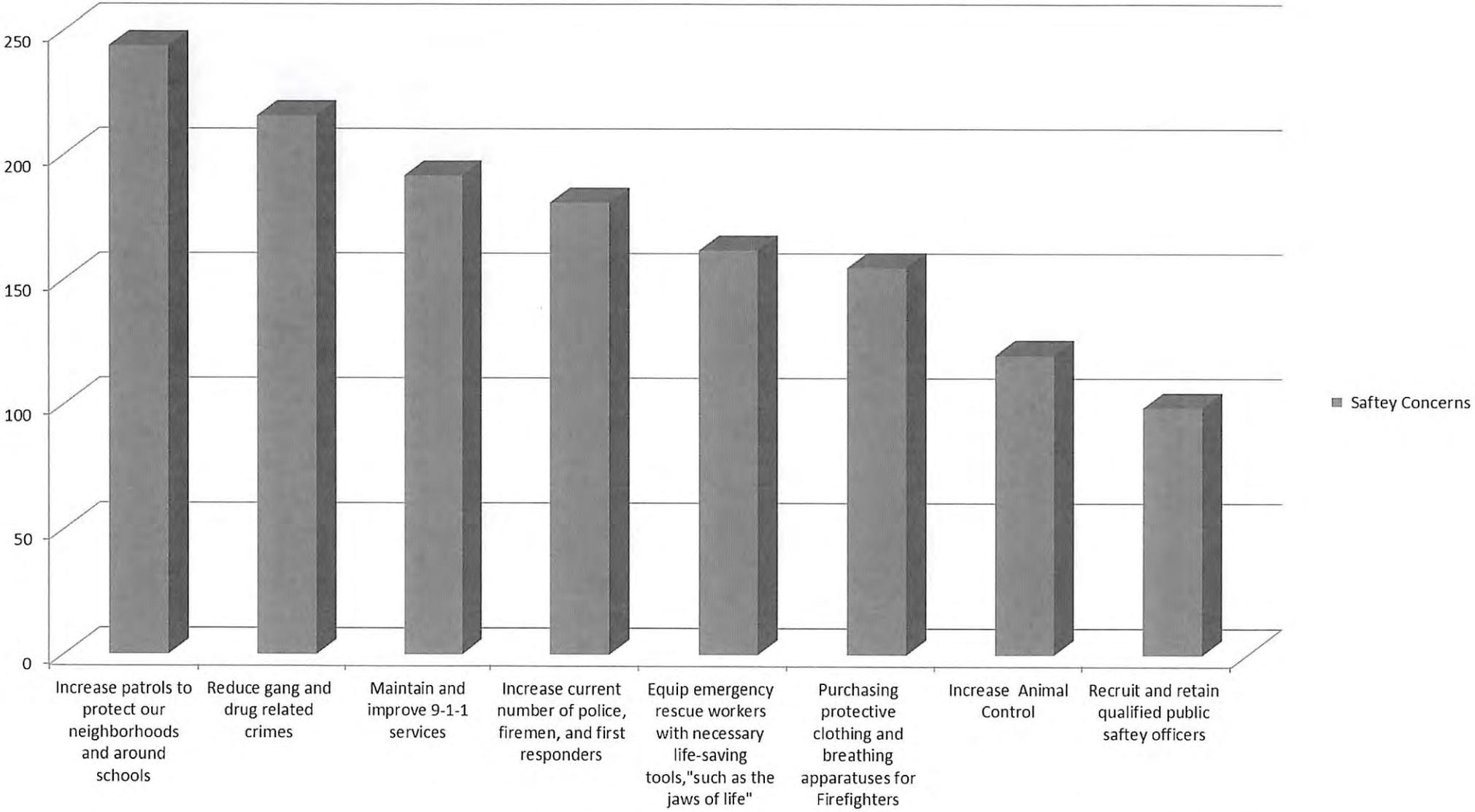
(You may also return directly with your City utility bill payment)

Email: ahenderson@cityofkingsburg-ca.gov

For updates related to public safety funding, please visit the Kingsburg website and sign-up for the *Kingsburg Carrier* – a weekly, free, e-newsletter.

www.cityofkingsburg-ca.gov

Saftey Concerns





Kingsburg's Public Safety Need – Potential Tax Information

Like many cities across California, Kingsburg is working to provide public safety services at a level residents need and deserve. As such, the City Council is examining options for funding these crucial services. Public input on the process is vital, and we'd like to hear from you. For those that filled out the first feedback form, we thank you. We are asking that you provide input on the level of funding you may be willing to provide.

Please indicate what level of funding you would support.

- I would support a public safety tax level of **\$150 annually** (\$75 each property tax assessment). At this level, total revenue of approximately **\$700,000 annually** would provide the following new public safety services within the first three (3) years:
 - Three (3) additional full-time police officers
 - Three (3) additional full-time firefighters
 - Three(3) new police patrol vehicles
 - Create equipment reserve fund to purchase new fire equipment as able
 - Animal control contractual services
 - Funding to hire/train new employees

- I would support a public safety tax level of **\$250 annually** (\$125 each property tax assessment). At this level, total revenue of approximately **\$1,180,000 annually** would provide the following new public safety services within the first three (3) years:
 - Six (6) additional full-time police officers; one (1) additional police technician position
 - Three (3) additional full-time firefighters; additional funding for paramedic/reserve positions
 - Six (6) new police patrol vehicles
 - Video policing technology
 - New engine for the Fire Department; additional equipment replacement
 - Animal control contractual services
 - Funding to hire/train new employees

- I do NOT support any property based tax for public safety services.

You can return this form by fax to (559) 897-5568 or mail to:

Office of the City Manager

1401 Draper St.

Kingsburg, CA 93631

(You may also return directly with your City utility bill payment)

Email: ahenderson@cityofkingsburg-ca.gov



Meeting Date: 12/7/2016
Agenda Item: V. 4

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Blayney & City Council
REPORT FROM: Alex Henderson, City Manager; ICMA-CM
AGENDA ITEM: Façade/Alley Improvement Update

REVIEWED BY: 

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

The City's Façade/Alley improvement program is in the midst of its second year of activity after launching in 2015/16. The program was adopted and designed to encourage economic investment and revitalization to buildings within the central commercial zone district. The appearance of individual buildings, storefronts, signs, window displays, parking lots, and sidewalks establishes the visual character of the District and plays a major role in the success of the District.

The Program is designed to encourage physical improvements to a building or business facades visible from the public right-of-way. It is the intent of the Program to strengthen the economic vitality of the District by improving the exterior and interior physical appearances of buildings. The appearance of the District has a significant influence on its economic success. By improving the physical appearance, the District will have a much greater potential for attracting and retaining businesses.

The Program is also designed to encourage design improvements that preserve and promote the historical character and integrity of the buildings within the District. Funding will reimburse project costs that meet specific design criteria. By coordinating improvements that preserve the historical elements within the District, the overall image of the District will remain consistent and preserve the unique character of the community.

The following projects have been approved and are either completed or underway since the formation of the program:

1. Cates CPA
 - Rehabilitation of the old Cannery Union Building located at the corner of Marion/Lewis.
 - Eligible work included stucco, windows, awning and paint.
 - Total grant of \$5,000. Total private investment of \$100,000
2. Kingsburg Laundromat (Village Wash & Dry)
 - Rehabilitation of existing laundromat building. Building located at 1461 Smith St.
 - Eligible work included windows, awning and paint.
 - Total grant of \$5,000. Total private investment of \$35,000
3. Kingsburg Feed Station, Golden State Farm Credit
 - Three separate storefronts comprised of two buildings. Addresses are 1530 & 1540 Marion St.
 - Eligible work included windows, awning removal & replacement with new, stucco removal and replacement.
 - Total grant of \$9,834.50. Total Private investment of \$80,000

4. Gary Olson Properties
 - Rehabilitation and repurpose of former daycare site (to be used for office suites). (1400, 1420, 1440 Ellis St.)
 - Eligible work includes stucco, window and roof dormers.
 - Total grant of \$5,000. Total Private investment of \$100,000

5. Alley Improvements – Alley between Malan’s & Lisa’s Mane Attraction
 - Alley beautification improvements made by private building owner.
 - Eligible work included plants/pots, decorative lighting, stucco repair, irrigation for landscaping and labor.
 - Total grant of \$1,540.06. Total private investment of approx. \$5,000 (includes security cameras and other non-eligible upgrades)

6. Sign Program – Stacked Bar & Grill, located at 1702 Draper St.
 - New signage for restaurant
 - Eligible work included new signage and installation.
 - Total grant of \$3,506.04. Total private investment of \$3,506.04 for signage

7. Sign Program – Deli Delicious, located in Marion Villas complex
 - New signage for restaurant
 - Eligible work includes new signage and installation.
 - Total grant of \$2,816.76 (monies have been approved but reimbursement will not occur until business is occupied for six months, per program requirements)

8. Sign Program – K-9 Solutions
 - New signage for business
 - Eligible work included new signage and installation.
 - Total grant of \$318.54. Total private investment of \$318.54 for signage

9. Alley Improvement – Dala Horse Way
 - Alley beautification, matching funds for downtown
 - Eligible work included reimbursement or one of three new Dala Horses purchased by private contributors.
 - Total grant of \$2,816.76. Total private investment of \$5,634 (two other new Dala horses)

In an eighteen month period, total private investment on the projects that have utilized the façade/grant program funding is over \$330,000, with approximately \$37,000 of total public investment. The program helps to provide additional working capital for new businesses by helping to offset capital costs (signage), spur aesthetic improvement, and create a public/private investment model to support downtown vitality.

Staff expects that additional applications will be received in the remaining fiscal year. Currently, \$4,457.64 of the budgeted \$30,000 remains available (uncommitted) for FY16/17. If several projects were to apply, staff would make a determination on the expected completion date for funds that have been encumbered by projects that may not be completed within the fiscal year.

RECOMMENDED ACTION BY CITY COUNCIL

1. NA – informational only.

POLICY ALTERNATIVE(S)

1. NA

REASON FOR RECOMMENDATION/KEY METRIC

1. The program was adopted and designed to encourage economic investment and revitalization to buildings within the central commercial zone district.

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|---------------------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>Yes</u> |
| 3. If Budgeted, Which Line? | <u>001-1400-519-57-01</u> |

PRIOR ACTION/REVIEW

The City Council approved the Façade/Alley program as part of the City's 2015/16 budget. To date, nine separate participants have taken advantage of the program. Several other business owners have expressed interest in the program, and staff has provided input and guidance on completing the application process. Individuals that have utilized the program have indicated the plan to utilize funding for future projects, should the program continue.

BACKGROUND INFORMATION

See executive summary.

ATTACHED INFORMATION

1. Façade/Alley Program Guidelines
2. Before/After photos of participating projects

2015

Kingsburg Public/Private Façade & Alley Improvement Program

PROGRAM GUIDELINES

PROGRAM APPLICATION

DOWNTOWN FAÇADE & BUILDING IMPROVEMENT PROGRAM

The City of Kingsburg (“**City**”) has adopted a Downtown Façade and Alley Improvement Program (“**Program**”) that is designed to encourage economic investment and revitalization to buildings within the central commercial zone district (“**District**”). The appearance of individual buildings, storefronts, signs, window displays, parking lots, and sidewalks establishes the visual character of the District and plays a major role in the success of the District.

The Program is designed to encourage physical improvements to a building or business facades visible from the public right-of-way. It is the intent of the Program to strengthen the economic vitality of District by improving the exterior and interior physical appearances of buildings. The appearance of the District has a significant influence on its economic success. By improving the physical appearance, the District will have a much greater potential for attracting and retaining businesses.

The Program is also designed to encourage design improvements that preserve and promote the historical character and integrity of the buildings within the District. Funding will be reimburse to project costs that meet specific design criteria. By coordinating improvements that preserve the historical elements within the District, the overall image of the District will remain consistent and preserve the unique character of the community.

The Program provides for reimbursement (“**Reimbursement**”) to an approved applicant of fifty percent (50%) of the costs actually paid by the approved applicant for certain façade improvements identified in the Program with a maximum Reimbursement of \$5,000.

ALL FAÇADE IMPROVEMENT REIMBURSEMENT MUST BE APPROVED PRIOR TO WORK COMMENCING.

PROGRAM ELIGIBILITY:

The building or business must be located within the boundaries of the District to be eligible. The building or business is identified by either an address or owner of the building or business because a large building often houses several businesses. If the building is not occupied and the building owner applies for the Reimbursement, the building is limited to Reimbursement one time within the specified time periods identified in the Program. A building owner with multiple buildings or a business owner with multiple locations may apply once for each building or business location, again within the specified time periods identified in the Program.

The following Program requirements must be satisfied:

1. Only retail, commercial or professional buildings are eligible for Reimbursement.
2. Buildings must satisfy all applicable federal, state and local building and safety codes, requirements and regulations.
3. Only facades abutting public right-of-ways are eligible projects. This includes side and rear facades facing public right of ways.
4. Building owners or tenant business owners are eligible. If a tenant business owner

applies for Reimbursement, it must provide a written agreement stating that the building owner has authorized and approved the proposed improvements. All City of Kingsburg employees, volunteers, committee, board or council members are eligible to apply for Reimbursement.

5. All required municipal/governmental permits required to construct and install the improvements must be must be obtained by the building owner or tenant business owner prior to the start of any construction.
6. Business licenses and other City accounts must be current.
7. All improvements are subject to review and approval as required by all applicable federal, state and local laws, rules, regulations and ordinances.
8. All elements of an application for Reimbursement must be consistent with all City ordinances, including without limitation, design, color, style and placement of the improvements.
9. Project construction must commence within thirty (30) days after City Council approval and issuance of all required permits and approvals for construction of the improvements (unless otherwise approved by the City). All construction and installation of the improvements must be completed within sixty (60) days thereafter. Reimbursement will be paid to the applicant within thirty (30) days after completion of construction, completion of all governmental inspections and satisfaction of all Post Construction Procedures as set forth below.
10. The City reserves the right to award Reimbursement it deems to be in the best interest of the Program. The City reserves the right to withhold Reimbursement until all conditions precedent to Reimbursement have been satisfied.
11. All Reimbursement is subject to available funding. Annual City funding will be limited. Application does not guarantee Reimbursement funding.

Ineligible Improvements:

1. The Reimbursement is not available for retroactive applications for previously completed improvements; design or permit fees, roof repair or replacement; or maintenance and repair to landscaping, signs, windows, doors, and awnings or other building or site costs.
2. Labor costs paid to the owner/applicant or to relatives or affiliates of the owner/applicant unless otherwise approved.
3. Site plan and building permit fees.
4. Financing or loan fees.
5. New construction.

6. Consultant fees including architectural, engineering, appraisal, attorney, design or decorator fees.
7. Items taxed as personal property.
8. Reusable or removable items such as furniture and fixtures.

APPLICATION REQUIREMENTS FOR REIMBURSEMENT:

1. The applicant must complete the Program application and submit a completed application and all required attachments to the City.
2. Two licensed contractor quotes or bids for the total project.
3. A property deed with the legal description of property.
4. Proof that all property taxes are paid and current.
5. Proof of property and liability insurance including Builders Insurance during construction.
6. If a tenant business owner is applying, a signed letter from the building owner approving the project must be submitted.

PROCESSING OF REIMBURSEMENT APPLICATION:

1. The Reimbursement application must be completed by the building owner(s) or tenant business owner(s) of the building with building owner's written approval and returned to City Hall where it will be reviewed for accuracy and compliance.
2. The applicant must submit a detailed site plan illustrating proposed improvements.
3. In addition to the site plan, a detailed project budget identifying all project costs, including signed estimates from two qualified and licensed contractors will be submitted by the applicant (project budget shall illustrate both private and public expenditures).
4. The application along with all items identified in paragraphs 2 and 3 of this section (collectively "**Construction Documents**") are reviewed by the City to verify the project meets all eligibility requirements and Program objectives.
5. If the application and all Construction Documents meet all eligibility requirements and program objectives, the applicant will be notified that its project has been accepted for consideration.
6. The approved application and Construction Documents will be reviewed by City staff.

7. If approved, the project construction may commence upon written notification from the City. If the application or Construction Documents do not satisfy eligibility requirements and Program objectives, they will be returned to the applicant with a request for modifications.

POST-APPROVAL PROCEDURES FOR FAÇADE RENOVATION REBURSEMENT:

The City Manager or his/her designee, prior to any construction or installation, must approve every change order in a form acceptable to the City. All approved change orders shall be attached to the original site plan in the form of a dated addendum.

1. City staff may conduct periodic inspections of the Project to ensure compliance with the Construction Documents.
2. Project completion must occur within sixty (60) days after the date of approval and issuance of all required permits and approvals for construction of the project. The City, in its discretion, may grant a single extension of time to complete the project upon written request of the applicant, which request will identify, with specificity, the reasons for the requested extension.
3. Reimbursement will be paid to the applicant upon completion of the close of the project upon receipt of proof of payment of all costs and expenses of the project and receipt of unconditional waivers and releases by the general contractor and all subcontractors and materialmen providing labor, work or materials to the Project. Reimbursements will not be made if any Program requirements remain unsatisfied.

RIGHTS RESERVED:

The City of Kingsburg reserves the right to reject any and all applications. The Program guidelines and requirements identified herein are subject to revision or amendment by the City at any time. The City may discontinue this Program at any time.

PROGRAM GUIDELINES

This section will provide the individual guidelines specific to each type of Project eligible for funding, including: paint, signs, awnings, windows/doors, landscaping, and alley improvement.

GRANT FUNDING PROJECTS:

Reimbursement funds are available on a first-come, first-served basis until budgeted funds are exhausted. Reimbursement amounts are calculated as 50% of the cost of eligible improvements to a maximum of \$5,000. Improvements with a total project cost under \$200 are not eligible for this program.

SIGNS:

A sign is an element that specifically identifies the business. All proposed signage must conform with current City ordinances.

Signage assistance is offered per building owner or tenant business owner (not per building). Signage assistance is limited to funding no earlier than two years following the completion of the last signage installation. Applications for signage assistance from new business owners can be requested and approved by the City, however reimbursement for these projects will be held until the applicant has remained in the new business location for a minimum of six months.

Ineligible signage projects include: Temporary signs, swing signs or movable signs, reusable or removable signs, Neon signs, or decorative building accents that do not specifically identify a business.

AWNINGS:

Awnings are defined for Reimbursement purposes as a single awning across the entire storefront at the street level, an awning over the door entrance, several street level awnings, or several awnings across second story windows. Awning assistance is awarded per building (not per building owner and/or tenant business owner) and will be available per building one time every five years after the completion of last awning installation. All awnings are to remain with the building and shall not be removed after a tenant business owner has vacated or the owner sells the building.

Ineligible awning projects include requests for awning repair or maintenance or for projects which include the placement of lettering and/or screen printing on current awnings.

WINDOWS/DOORS:

Eligible windows and doors include all windows and doors that are located on building sides that face a public right-of-way (this includes the second story and buildings sides adjacent to alleyways and public parking lots. Window/door assistance is awarded per building (not per building owner and/or tenant business owner) and will be available per building ten years after the completion of previous window/door installation. Additionally, all window/door projects receiving Reimbursement funds must improve the energy efficiency of the building and must comply with all applicable energy efficient requirements.

Ineligible window/door projects include requests for window/door repair or maintenance or for projects that do not improve the energy efficiency of the building.

LANDSCAPING:

Landscaping is defined as trees, turf, shrubbery, flowers, planters, or ground cover arranged in a fashion to enhance the building or business. Landscaping assistance is awarded per building (not per building owner and/or tenant business owner) and will be available per building one time every five years after the completion of the last landscaping project for the building.

Ineligible landscaping projects include requests for funds to assist in the purchase of annuals, movable containers, maintenance, or replacement of current materials.

ALLEY IMPROVEMENT:

Alley improvements are defined as those improving the overall usage, appearance and functionality of existing alleys on Draper Street. Eligible improvements may include pavement/sidewalk repair, landscaping (as defined above), permanent shade structures and structures related to pedestrian usage and/or safety.

Ineligible projects include requests related to seating for accessory business use (i.e. outdoor seating for a restaurant), minor repair or maintenance to an existing alley.



1. Old Cannery Workers Union Building



1. Old Cannery Workers Union Building (after photos – Cates & Company CPA)



2. laundromat
(Before)

Google Maps 1458 Smith St



Image capture: Jun 2016 © 2016 Google

Kingsburg, California

Street View - Jun 2016

2. After Remodel

Google Maps 1518 Marion St



Image capture: Oct 2015 © 2016 Google

Kingsburg, California

Street View - Oct 2015

#3. Kingsburg feed station (before)

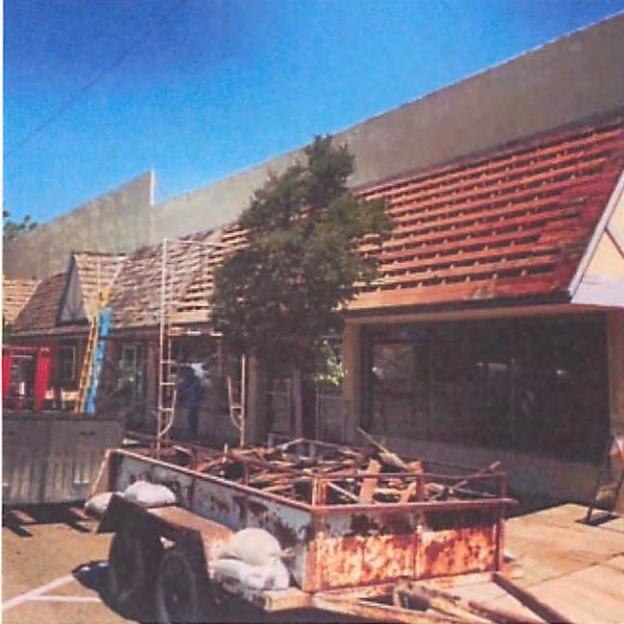
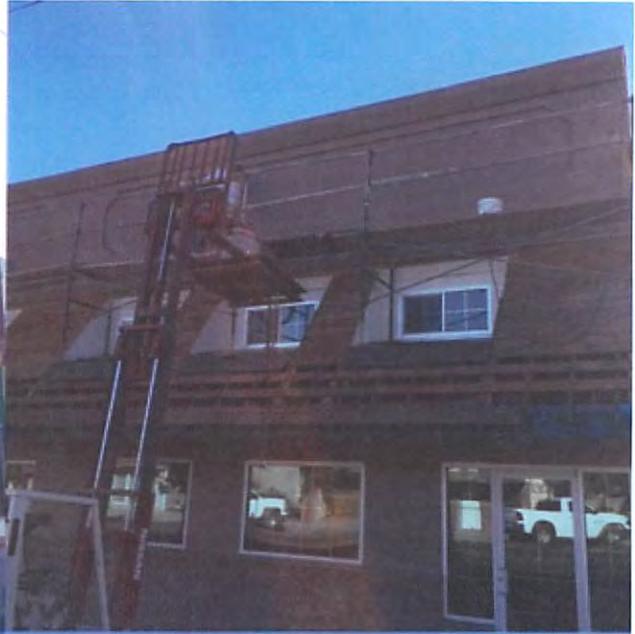
Google Maps 1514 Marion St



Image capture: Oct 2015 © 2016 Google

Kingsburg, California
Street View - Oct 2015

3. Betone



3. Doing Remodel



3. Kingsburg Feed Station and Golden State Farm Credit (after photos – façade remodel)

Google Maps 1424 Ellis St



Image capture: Aug 2015 © 2016 Google

Kingsburg, California

Street View - Aug 2015

4. Olson Properties (Before)

Google Maps 1598 Marion St



Image capture: Oct 2015 © 2016 Google

Kingsburg, California

Street View - Oct 2015



4. Gary Olsen Properties (Photo during remodel – in progress)

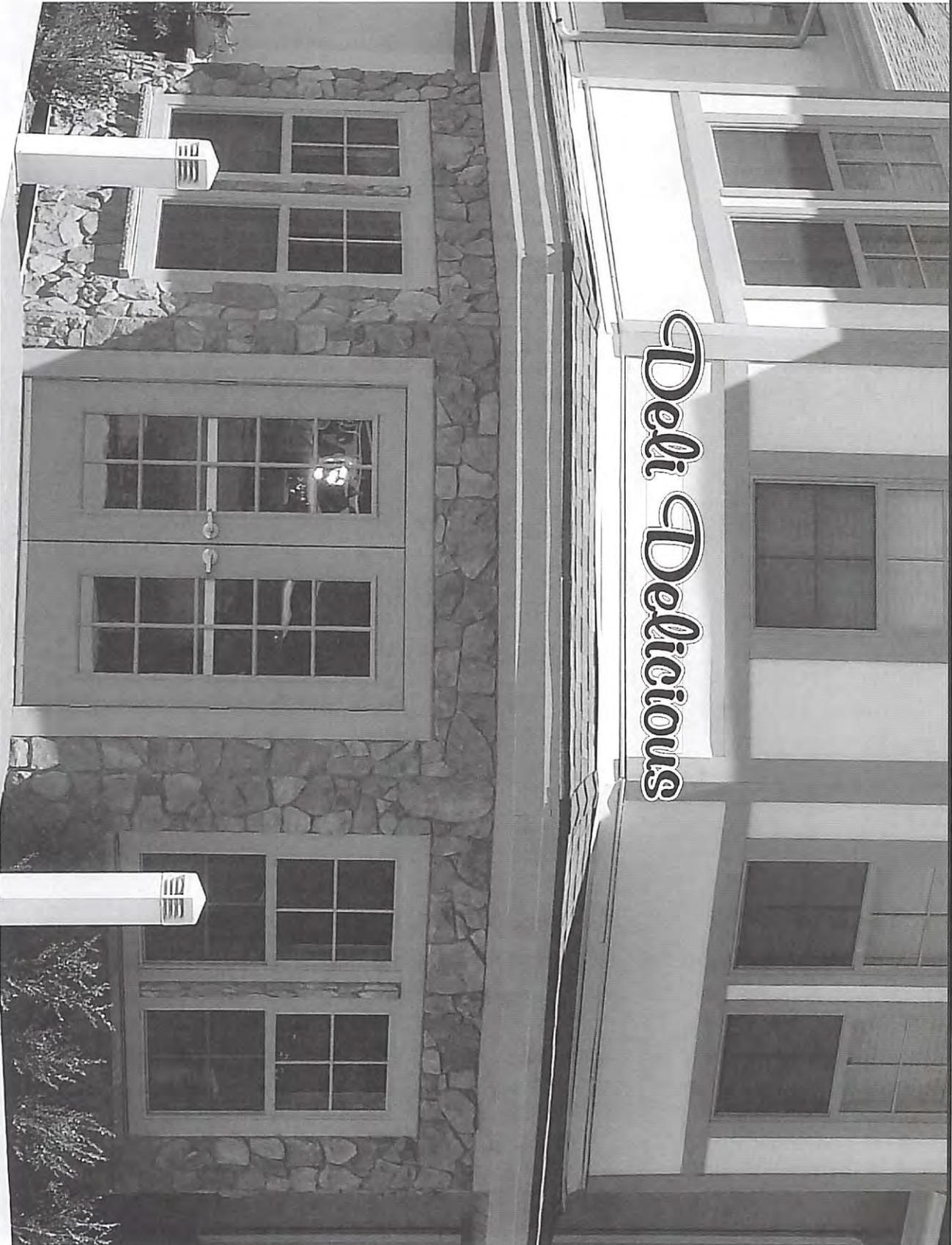


5. Alley Improvements – Alley between Malan's & Lisa's Mane Attraction



6. Stacked Bar & Grill (New Signage)

T
14" high
x 87" wide
L



CIOUS - KINGSBURG - One Set of 14" Contour Shape Channel Letters on External Raceway

- Black Sides
- 3/16" White
- Black 3M Op

5901 E. CLINTON AVE. FRESNO, CA. 93727
 TEL (559)292-2944 / FAX (559) 292-2980
 www.fresnoneon.com / sales@fresnoneon.com

Project: Deli Delicious - Kingsburg
 Contract: Todd Esqulin
 Sales Person: Jack Wilkinson
 Date: 8/12/2016

CUSTOMER APPROVAL:

 DATE: _____

PROPERTY OWNER APPROVAL:

 DATE: _____

THIS DESIGN IS SUBMITTED AS OUR PROPOSAL.
 AND IS TO REMAIN OUR PROPERTY EXCLUSIVELY
 UNTIL ACCEPTED AND APPROVED BY PURCHASER.
 ANY UNAUTHORIZED USE OR REPRODUCTION OF
 THIS DESIGN IS SUBJECT TO A \$1000.00 DESIGN FEE



8. K-9 Solutions (New Signage)



9. Alley / Robic improvements
New Dala horses



9. Dala Horses @ Draper / California