

IMPORTANT NOTICE REGARDING CITY OF KINGSBURG PUBLIC MEETINGS

Based upon recommendations from the CDC regarding social distancing relative to COVID-19 (coronavirus) and in accordance with the applicable provisions of Executive Orders N-25-20 and N-29-20 issued by Governor Newsom (“EO”), all public meetings will be held via teleconference. The City will have available a free call-in conference call number for those who wish to listen and/or provide public comment during the public comment period of the agenda or on a specific agenda item.

Those wishing to join via call-in conference should call (US): 1 (425) 436-6338 (Access code: 166391#). If you are intending to comment, we are asking you to please contact City Clerk Abigail Palsgaard in advance of the meeting at apalsgaard@cityofkingsburg-ca.gov, or by calling 559-897-6520. We are asking those to pre-register so that we can keep the meeting orderly, given everyone will be non-visible. There will still be time to provide public comment should you not pre-register. We will be asking all those interested to please call in 5 minutes prior to the regular meeting start time and keep their telephones on “mute” unless speaking during the public comment portion of the agenda or speaking on a specific agenda item after the Mayor requests public comment on the specific agenda item. If you would like to comment, please say your name clearly for the record.

If you need any special assistance or have questions please contact City Clerk Abigail Palsgaard at apalsgaard@cityofkingsburg-ca.gov, or by calling 559-897-6520.

The City will also be providing a video stream of the teleconference for those wishing to listen. The stream will be available via the [City’s official Facebook page](#). The live stream will not be monitored for comments/questions. The video will be made available after the meeting for those who do not have a Facebook account.

For continual updates regarding COVID-19, visit the city’s website at www.cityofkingsburg-ca.gov.



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

Michelle Roman
Mayor

Laura North
Mayor Pro Tem

COUNCIL MEMBERS
Sherman Dix
Vince Palomar
Jewel Hurtado

Alexander J. Henderson
City Manager

**CITY OF KINGSBURG
FINANCE COMMITTEE
REGULAR MEETING**

AGENDA

March 24, 2020

6:00 p.m.

**KINGSBURG CITY COUNCIL CHAMBER
1401 DRAPER STREET**

1. **Call to order** – Chairman Sherman Dix
2. **Public Comments** - Any person may directly address the Committee at this time on any item not on the agenda, or on any item that is within the subject matter jurisdiction of the Committee. A maximum of five minutes is allowed for each speaker.
3. **Approval of Minutes** –Approve minutes from the January 28, 2020 Finance Committee Meeting as prepared by City Clerk Abigail Palsgaard.
4. **2019/2020 Capital Improvement Plan Update**
Possible Action(s):
 - a. Presentation by Member Henderson
 - b. Committee Discussion
 - c. Action as deemed appropriate
5. **Other Business**
6. **Adjourn** - to the next regular meeting of the City of Kingsburg Finance Committee.

**Kingsburg Finance Committee
Regular Meeting
January 28, 2020**

Call to order: Chairman Sherman Dix called the meeting to order at 6:00pm.

Members present: Alexander Henderson, Michelle Roman and Chairman Sherman Dix.

Member absent: Alma Colado.

Staff present: City Clerk Abigail Palsgaard.

Public Comments: None.

Approval of Minutes: Member Roman motioned to approve minutes from the September 24, 2019 Finance Committee Meeting as prepared by City Clerk Abigail Palsgaard. Member Henderson seconded the motion. The motion passed with an unanimous voice vote of those members present.

Cost Allocation Discussion

Member Henderson presented information regarding a cost allocation study. As a part of our annual audit the auditors flagged that we need to update our plan to stay in compliance and justify our costs. Willdan Financial had the lowest bid of \$10,000. The only other bid from DTA was for \$28,000. Staff recommends a 3rd party evaluation. \$10,000 would get eaten up quickly in staff time. Member Roman motioned to recommend to Council the Agreement for Cost Allocation Plan Study to Willdan Financial Services. The motion was seconded by Member Dix. The motion passed with an unanimous voice vote of those members present.

2019-2020 Mid-year Budget Amendments

Member Henderson reviewed 16 proposed budget amendments, including different funds. All together there are 14 expenditures and 2 revenue budget amendments. The committee discussed different costs, grants, Kingsburg Fire Department donations, and Measure E revenues. Member Roman motioned to recommend to Council the adoption of the Budget Amendments. The motion was seconded by Member Dix. The motion passed with an unanimous voice vote of those members present.

Other Business: None.

Adjourn: The meeting was adjourned to the next regular meeting of the City of Kingsburg Finance Committee at 6:32pm.



Meeting Date: 3/24/2020
Agenda Item: 4

FINANCE COMMITTEE MEETING STAFF REPORT

REPORT TO: Chairman Dix and Committee Members
REPORT FROM: Alexander J. Henderson, City Manager; ICMA-CM **REVIEWED BY:** AP
AGENDA ITEM: 2019/2020 Capital Improvement Plan Update
ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

Attached is a status update for the 2019/2020 capital improvement plan as adopted by the City Council with the regular budget.

Staff will be available to answer questions and provide oral updates on individual projects.

Staff will also ask the Committee to begin thinking about any relevant projects for the upcoming budget year. Department Heads have submitted their requests.

RECOMMENDED ACTION BY CITY COUNCIL

1. *Informational only.*

POLICY ALTERNATIVE(S)

1. N/A

STRATEGIC INITIATIVE

1. Ensure Financial Stability

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>Varies</u> |

PRIOR ACTION/REVIEW

None.

BACKGROUND INFORMATION

See Executive Summary.

ATTACHED INFORMATION

1. 2019/2020 Capital Improvement Plan Status Update

Capital Improvement Fund 2019-2020

Department	Strategic Goal Met	Type of Request	Item Description	Purpose	Cost	Funding Source	Status Update
Council/Committee	Improve Community Communication	IT Equipment	Sound/Video	Council Chambers IT Upgrades; Live Stream Capability	\$4,000	General Fund	Not Yet Started
All	All	Equipment	Camera/Security	Installation of Security Cameras at City Hall	\$5,000	General Fund/Water Enterprise	In Progress
All	All	Equipment	Computer Replacement	Technology Upgrades (Computers/Monitors)	\$4,000	General Fund	Complete
Council/Committee	Improve Public Safety	Infrastructure	Funding Request For Improvements	Public Safety Committee Request	\$20,000	General Fund	In Progress
Economic Development	Promote Sustainable Development	Incentive	Upper Floor Residential Rehab Grant	Grant for providing market rate apartments on Draper St. (carry over)	\$100,000	General Fund	Complete
Economic Development	Promote Sustainable Development Increase Retail Opportunities	Incentive	Façade/Alley Program	Grant Program for Façade/Alley	\$50,000	Economic Development Fund	In Progress; 3 Apps
Economic Development	Promote Sustainable Development Increase Retail Opportunities	Incentive	Econ. Development - Property Tax	Funding for Economic Development Incentives (Council Approved)	\$125,000	Economic Development Fund	In Progress; New Incentive Program
Engineering/Planning	Promote Sustainable Development	Planning	Municipal Service Review	LAFCo MSR; Sphere of Influence Expansion	\$20,000	General Gov. Impact Fees	In Progress
Engineering/Planning	Promote Sustainable Development	Planning	TOD Parking Study	Downtown Parking Study	\$90,000	Transit Oriented Development Grant	In Progress; June Estimate
Engineering/PW	Improve Public Safety	Infrastructure	Alley Improvements	Downtown Improvements; Pedestrian Transition	\$80,000	Measure C	In Progress; Report Complete
Engineering/PW	Improve Public Safety	Infrastructure	Road Repair	Marion St. (Cape Seal; Sierra to Lewis)	\$210,000	SB1	Not Yet Started; Spring Construction
Engineering/PW	Improve Public Safety	Infrastructure	Road Repair	12th Ave (Sierra to Winter)	\$276,000	LTF 8	Complete
Engineering/PW	Improve Public Safety	Infrastructure	Road Repair	Union St. (10th to 18th)	\$375,000	LTF 8	Complete
Engineering/PW	Improve Public Safety	Infrastructure	Road Repair	Mehlert Reconstruction (12th Ave to FWY 99 Off Ramp)	\$182,205	RSTP Grant; LTF 8 Local Share	Not Yet Started; Spring Construction
Engineering/PW	Improve Public Safety	Infrastructure	Road Repair	Ave 396 Contribution	\$200,000	Traffic Impact Fees	Complete
Engineering/PW	Improve Public Safety	Infrastructure	Road Repair	Madsen Ave. (Sierra to Klepper)	\$445,000	STBG	Not Yet Started; Spring Construction
Engineering/PW	Improve Public Safety	Infrastructure	Sidewalk Installation	18th Ave Sidewalk (west side of street)	\$4,375	CMAQ Grant; LTF 3 Local Share	Not Yet Started; Spring Construction
Engineering/PW	Provide Recreation Opportunities for All Ages	Infrastructure	Madsen Ave Bike Path (Stroud to Kamm)	Extend recreational trail north of Stroud	\$408,971	CMAQ Grant; LTF 3 Local Share	In Progress, ROW Acquisition Phase
Fire	Improve Public Safety	Equipment	Portable Radios	Replace Line Staff Radios (9)	\$9,000	Measure E	Complete
Fire	Improve Public Safety	Equipment	SCBA Equipment	Purchase New SCBA Filling Station	\$15,000	Measure E	Not Yet Started
Fire	Improve Public Safety	Equipment	PPE	Replacement of Personal Protective Equipment; 5 Sets	\$10,000	Measure E	Complete
Fire	Ensure Financial Stability	Infrastructure	Painting - Station #2	Wood Repair & Painting	\$16,200	General Fund	Complete
Parks	Provide Recreation Opportunities for All Ages	Planning	Design for Recreational Space	Design funding For Park Improvements	\$50,000	Park Impact Fees	In Progress
Parks	Provide Recreation Opportunities for All Ages	Equipment	Parks Improvements	Land Acquisition for Recreation Space (carryover)	\$600,000	Park Impact Fees	Not Yet Started; Other Options
Parks	Provide Recreation Opportunities for All Ages	Programs	Athwal Park Improvements	Athwal Park Improvements	\$640,000	TCHCD Grant/General Fund	Complete
Police	Improve Public Safety	Equipment	IT Equipment	Server Replacement; Video Recorder	\$4,000	General Fund	Complete
Police	Improve Public Safety	Vehicle	Vehicle Replacement	Replace Two (2) Patrol Squads	\$120,000	General Fund	Complete
Police	Improve Public Safety	Vehicle	Vehicle Replacement	Replace Seven (7) Patrol Squads	\$420,000	Measure E	Complete
Police	Improve Public Safety	Equipment	Equipment	Tasers, Rifles, Tablets for Squads	\$69,000	Measure E	Complete
Pool	Provide Recreation Opportunities for All Ages	Infrastructure	Sand Filter Replacement	Continued - fourth year of six year replacement schedule	\$20,000	Pool	Complete
Public Works	Improve Public Safety	Infrastructure	Curb Ramp Installation	Installation of ADA curb ramps in older neighborhoods (ADA Transition Plan)	\$15,000	Measure C	Complete
Public Works	Ensure Financial Stability	Vehicle	Vehicle Replacement	Truck Replacement F-150 - Streets/Parks	\$32,000	General Fund	Complete
Public Works	Increase Retail Opportunities	Infrastructure	Downtown Banner Replacement	Downtown Banner Replacement (128)	\$32,000	Measure C	Not Yet Started
Public Works	Increase Retail Opportunities	Equipment	Flag Replacement	Swedish/US Flag Replacements	\$6,000	Measure C	In Progress
Public Works	Improve Public Safety	Infrastructure	Annual Street Striping	Refresh/replace of striping will enhance safety	\$10,000	LTF 8	Complete
Public Works	Improve Public Safety	Equipment	Sidewalk Repairs	Annual Repairs	\$20,000	Measure C	In Progress
Public Works - Parks Dept.	Ensure Financial Stability	Equipment	New Equipment	Mower Replacement	\$17,000	General Fund	Complete; Engine Rebuilt; Funds Redirected
Senior Center	Ensure Financial Stability	Infrastructure	Solar Installation	Installation of Solar on Senior Center Roof	\$237,500	CDBG Funds	In Progress; Spring Construction
Water Enterprise	Ensure Financial Stability	Vehicle	Vehicle Replacement	Truck Replacement F-150 - Water	\$32,000	Water Enterprise	Complete
Water Enterprise	Ensure Financial Stability	Infrastructure	Meter Replacement	Commercial Meter Purchases	\$60,000	Water Enterprise	Complete
Water Enterprise	Improve Public Safety	Infrastructure	Chlorination Equipment	Installation of chlorination equipment at all City wells.	\$650,000	Water Enterprise	In Progress; June Estimate
Water Enterprise	Improve Public Safety	Infrastructure	Well #12 Pipelines	New water lines to convey well water to treatment facility	\$450,000	Water Enterprise	Complete
Water Enterprise	Improve Public Safety	Infrastructure	Well #13 Treatment Facility	Treatment facility	\$2,500,000	Water Enterprise	In Progress; June Estimate
Water Enterprise	Improve Public Safety	Infrastructure	Well #12 Treatment Facility	Includes treatment and parking pad	\$2,500,000	Water Enterprise	In Progress; June Estimate

General Fund	\$379,700
Measure E	\$523,000
Other	\$1,864,705
Local Transportation Funds	\$2,172,346
Water Enterprise	\$6,194,500
Total Capital Improvement Plan	\$11,134,251