



## City of Kingsburg

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

Mayor Michelle Roman  
Mayor Pro Tem Bruce Blayney  
Council Member Staci Smith  
Council Member Sherman Dix  
Council Member Laura North

City Manager Alexander J. Henderson

# AGENDA FOR THE JOINT MEETING OF THE KINGSBURG CITY COUNCIL, BOARD OF DIRECTORS OF THE CITY OF KINGSBURG PUBLIC FINANCING AUTHORITY AND BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY OF THE KINGSBURG REDEVELOPMENT AGENCY

VIA TELECONFERENCE PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM. THE COUNCIL CHAMBER WILL BE CLOSED TO THE PUBLIC. PUBLIC WILL HAVE THE OPTION TO CALL 1 (559) 207-3003 PASSCODE 5821 TO PROVIDE COMMENTS ON AGENDA ITEMS. WRITTEN COMMENTS WILL CONTINUE TO BE SUBMITTED BY MAIL OR EMAIL TO [APALSGAARD@CITYOFKINGSBURG-CA.GOV](mailto:APALSGAARD@CITYOFKINGSBURG-CA.GOV). THE CUT OFF FOR WRITTEN COMMENTS IS 6/16/2020 at 4:30pm. THEY WILL NOT BE READ OUT LOUD.

**Wednesday, June 17, 2020 at 6pm**

Invocation to be given by Pastor Tim Boyton, Kingsburg Covenant Church

### 6 P.M. REGULAR SESSION MEETING:

- 1. Call to Order and Roll Call for each entity. This meeting is a joint meeting of the Kingsburg City Council, the Board of Directors of the City of Kingsburg Public Financing Authority and the Board of Directors of the Successor Agency of the Kingsburg Redevelopment Agency. During the joint meeting, the members of the Kingsburg City Council will be concurrently sitting as the members of the Board of Directors of the City of Kingsburg Public Financing Authority and the Board of Directors of the Successor Agency of the Kingsburg Redevelopment Agency.**
- 2. Public Comments:** This is the time for any citizen to come forward and address the City Council and the respective Boards of Directors on any issue within its jurisdiction that is not listed on the Agenda. A maximum of five (5) minutes is allowed for each speaker.

3. **Approve Joint Meeting Agenda:** Action by the Council and respective Boards of Directors to approve the Joint Meeting Agenda or to make modifications. Items that can be added to the Joint Meeting Agenda is constrained by State law.
4. **Joint Meeting 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. Approval of the Consent Calendar items include recitals reading ordinance(s) by titles(s) only and adoption of recommended action(s) contained in Staff Reports.

**(To be approved only by City Council)**

- 4.1 **Approval of City Council Minutes:** Approve the minutes from the June 3, 2020 Regular City Council Meeting as prepared by City Clerk Abigail Palsgaard.
- 4.2 **Check Register:** Ratify/approve payment of bills listed on the check register for the period May 28, 2020 through June 10, 2020 as prepared by Accounts Payable Clerk Grace Reyna.
- 4.3 **Award the Marion St Cape Seal & Williams Street Overlay project to VSS International Inc. in the amount of \$353,986.29.-** Staff Report prepared by City Engineer Dave Peters.
- 4.4 **Approve the Proposed Wage Schedule.** - Staff Report prepared by Director of Administrative Services Christina Windover.
- 4.5 **Adopt Resolution No. 2020-036- Resolution Of The City Council Of The City Of Kingsburg Requesting The Board Of Supervisors Of The County Of Fresno To Consolidate And Canvass The Election And Permit The County Clerk/Registrar Of Voters Of Fresno County To Render Specified Services To The City Of Kingsburg Relating To The Conduct Of The Municipal Election To Be Held In The City Of Kingsburg, November 3, 2020, And Appropriating Funds To Pay For Said Services-** Staff Report prepared by City Clerk Abigail Palsgaard.
- 4.6 **Amendment No. 1 CDBG Agreement No. 19-597- Authorize City Manager to execute Amendment No. 1 and transmit the document to the County of Fresno for consideration by the Board of Supervisors.-** Staff Report by City Engineer Dave Peters.
- 4.7 **Adopt Resolution 2020-041 Accepting the Funding Claim for Local Transportation Funds (TDA) and State Transit Assistance Funds (STAF) apportionment and authorize the Finance Director to sign and submit the Fiscal Year 2019-2020 Transportation Funding Claim.-** Staff Report prepared by Finance Director Alma Colado.
- 4.8 **Authorize City Manager to execute the Irrevocable Offer of Dedication and Transmit the Document to Caltrans for Recordation.-** Staff Report by City Engineer Dave Peters.

**(To be approved only by Board of Directors of the Successor Agency of the Kingsburg Redevelopment Agency)**

- 4.9 Approval of Kingsburg Redevelopment Successor Agency Minutes** - Approve the minutes from the regular meeting held on June 19, 2019 as prepared by City Clerk Abigail Palsgaard.

**(To be approved only by Board of Directors of the Kingsburg Public Financing Authority)**

- 4.10 Approval of Kingsburg Financing Authority Minutes** - Approve the minutes from the regular meeting held on June 19, 2019 as prepared by City Clerk Abigail Palsgaard.

**5. Regular Calendar**

- 5.1 PUBLIC HEARING-Landscaping and Lighting Assessment District No. 93-01- Consider Approval of Engineer's Report and Levy and Collection of Assessments within such District for Fiscal Year 2020/2021-** Staff Report Prepared by Finance Director Alma Colado  
**(Action only by the City Council)**

Possible Action(s):

- a. Open Public Hearing
- b. Presentation by Finance Director Alma Colado
- c. Council Discussion
- d. Open Public Comment
- e. Close Public Comment
- f. Continued Council Discussion
- g. Close Public Hearing
- h. Adopt Resolution No. 2020-037 Approving the Engineer's Report for Assessment District No. 93-01 and the Levy and Collection of Assessments within such District for Fiscal Year 2020/2021 and Confirming Diagrams and Assessments Pursuant to the Provisions of Part 2 of Division 15 of the California Streets and Highways Code and as Provided by Article XIII D of the California Constitution.

- 5.2 PUBLIC HEARING - Fiscal Year 2020/2021 Budget Review-Consider 2020/2021 Fiscal Year Recommended Executive Budget**

Possible Action(s):

- a. Open Public Hearing
- b. Presentation by City Manager Alexander Henderson
- c. Council Discussion
- d. Open Public Comment
- e. Close Public Comment
- f. Continued Council Discussion
- g. Close Public Hearing
- h. Adopt Resolution No. 2020-038 approving the City of Kingsburg 2020/2021 Fiscal Year Budget; including the Kingsburg Public Finance Authority and Successor Agency of the Kingsburg Redevelopment Agency budgets

- 5.3 Gann Limit Adoption for 2020-2021 Fiscal Year Budget Figures-Staff Report** Prepared by Finance Director Alma Colado

**(Action only by the City Council)**

Possible Action(s):

- a. Presentation by City Manager Alexander Henderson
- b. Council Discussion
- c. Adopt Resolution No. 2020-039 for the adoption of the 2020-21 Gann Limit

**5.4 Community Facilities District 2017-01 FY2020-21 Levy-** Staff Report prepared by City Manager Alexander Henderson

**(Action only by the City Council)**

Possible Action(s):

- a. Presentation by Nathan Perez, DTA
- b. Council Discussion
- c. Adopt Resolution No. 2020-040 – Resolution of the City Council of the City of Kingsburg, Acting in its Capacity as the Legislative Body of Community Facilities District No. 2017-1 (Public Services District) Authorizing the Levy of a Special Tax for Fiscal Year 2020-2021.

**5.5 Coronavirus Disease 2019 (COVID-19) Update-** Staff Report by City Manager Alexander Henderson

**(Action only by the City Council)**

Possible Action(s):

- a. Presentation by City Manager Alexander Henderson
- b. Council Discussion
- c. Action as Deemed Necessary

**5.6 Crime Statistics Report for the Month of May 2019 and General Police Department Update-** Crime Statistics Report prepared by Kingsburg Police Department Records Supervisor Corina Padilla.

**(Action only by the City Council)**

Possible Action(s):

- a. Presentation by Police Chief Neil Dadian
- b. Council Discussion
- c. Informational- No Action Necessary

**5.7 Bethel Avenue / Sierra Street Roundabout Update-** Staff Report prepared by City Engineer David Peters

**(Action only by the City Council)**

Possible Action(s):

- a. Presentation by City Engineer David Peters
- b. Council Discussion
- c. Informational- No Action Necessary

**5.8 Quarterly Code Enforcement Update-** Report prepared by Building Official Edward Jakubowski

**(Action only by the City Council)**

Possible Action(s):

- a. Presentation by Building Official Edward Jakubowski
- b. Council Discussion
- c. Action as Deemed Necessary

**6. Council Reports and Staff Communications**

- 6.1.** Community Services Commission
- 6.2.** Public Safety Committee
- 6.3.** Chamber of Commerce
- 6.4.** Economic Development
- 6.5.** Finance Committee
- 6.6.** Planning Commission
- 6.7.** South Kings Groundwater Sustainability Agency Joint Powers Authority
- 6.8.** City Manager's Report

**7. Other Business that may come properly before the City Council**

**7.1 Cancellation of the 7/1/2020 City Council Meeting**

**8. Future Agenda Items**

These items will be added to a future agenda with a motion from Council and majority voice vote.

**10. Adjourn Joint Meeting of The Kingsburg City Council, Board of Directors of The City of Kingsburg Public Financing Authority and the Board of Directors of The Kingsburg Redevelopment Successory Agency.**

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at City Hall, in the City Clerk's office, during normal business hours. In addition, such writings and documents may be posted on the City's website at [www.cityofkingsburg-ca.gov](http://www.cityofkingsburg-ca.gov).

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the office of the City Clerk (559) 897-6520. Notification 48 hours prior to a meeting will enable the City to make reasonable arrangements to ensure accessibility to that meeting [28 CFR 35 .102.35.104 ADA Title II].

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting. Dated this 12<sup>th</sup> day of June 2020.

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Abigail Palsgaard, City Clerk

**KINGSBURG CITY COUNCIL  
REGULAR MEETING MINUTES  
JUNE 3, 2020**

**VIA TELECONFERENCE PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM. THE COUNCIL CHAMBER WAS CLOSED TO THE PUBLIC. PUBLIC HAD THE OPTION TO CALL 1 (559) 207-3003 PASSCODE 5821 TO PROVIDE COMMENTS ON AGENDA ITEMS. WRITTEN COMMENTS WERE SUBMITTED BY MAIL OR EMAIL TO [APALSGAARD@CITYOFKINGSBURG-CA.GOV](mailto:APALSGAARD@CITYOFKINGSBURG-CA.GOV). THE CUT OFF FOR WRITTEN COMMENTS WAS 6/2/2020 at 4:30pm. THEY WERE NOT BE READ OUT LOUD.**

Invocation was given by Pastor Mark Thompson of Kingsburg First Baptist Church.

**CALL TO ORDER AND ROLL CALL:** Mayor Michelle Roman called the regular meeting of the Kingsburg City Council to order at 6:00 P. M.

**Council Members present by teleconference:** Jewel Hurtado, Vince Palomar, Sherman Dix, Laura North, and Mayor Michelle Roman.

**Staff present by teleconference:** City Attorney Michael Noland and City Engineer Dave Peters.

**Staff present in person:** City Manager Alexander Henderson, Finance Director Alma Colado, Police Chief Neil Dadian, and City Clerk Abigail Palsgaard.

**Public Comments:**

Adam Hughes stated that he would like access to the City pool for his swim team.

Sirena Resedenez, resident, spoke about holding a peaceful rally in support of people of color. Pastor Battle would be praying at the event.

Jenn Guerra, resident, stated that she supports a peaceful rally.

**Approve Agenda:** A motion was made by Council Member Hurtado, seconded by Council Member North, to approve the agenda, as published. The motion carried by unanimous roll call vote.

**Consent Calendar:** Council Member Dix moved to approve the Consent Calendar with Item No. 4.3 pulled. The motion was seconded by Council Member North and carried by unanimous voice vote.

- 4.1 Approval of City Council Minutes:** Approve the minutes from the May 20, 2020 Regular City Council Meeting as prepared by City Clerk Abigail Palsgaard.
- 4.2 Check Register:** Ratify/approve payment of bills listed on the check register for the period May 14, 2020 through May 27, 2020 as prepared by Accounts Payable Clerk Grace Reyna.
- 4.3 Pulled**
- 4.4 Adopt Resolution 2020-034-** A Resolution of The City Council of The City of Kingsburg Approving Summary Vacation of Alley Along the Howard Street Alignment Between 18th and 19th Avenues. – Staff Report prepared by City Engineer Dave Peters.

- 4.5 Approve the Fire Department Communications and Dispatching Agreement with Fresno County.** Staff Report by Fire Chief Daniel Perkins.
- 4.6 Adopt the recommended wage scale of a prorated hourly rate for the Part-Time Paramedic positions needed to adequately operate a second ambulance.** Staff Report by Fire Chief Daniel Perkins.

**Pulled Consent Calendar Item No. 4.3.** Council Member Dix stated that he pulled it because he was not sure if this is a routine document. City Clerk Abigail Palsgaard said that it is. Council Member Dix moved to adopt Resolution No. 2020-033 as presented. The motion was seconded by Council Member Palomar and carried by unanimous roll call vote.

- 4.3 Adopt Resolution 2020-033-** A Resolution of The City Council of The City of Kingsburg Ordering An Election, Requesting County Elections To Conduct The Election, Requesting Consolidation of Election And Determining Payment For Candidate's Statements, And For The Appointment To Office If No One Or Only One Person Is Nominated.

## **Regular Calendar**

**Coronavirus Disease 2019 (COVID-19) Update-** Staff Report by City Manager Alexander Henderson

Council discussed sink costs for downtown and the potential of litter. They spoke about the number of handwashing sinks. Council discussed high touch areas like ATMS. Council asked for confirmation from the Health Care District. Council directed staff to move forward with looking into the sinks.

Discussion ensued about allowing restaurants to use public spaces like parking spots and privately owned parking lots that could not be used in the past for outdoor dining. It was pointed out that we would need formal action from Council to relax the regulations. Council agreed that it is a great idea to assist the restaurants and wants to make sure that businesses are contacted.

**Public Comment:** Jenn Guerra, resident, said that she supports having hand washing (stations) at the parks and playgrounds. She thanked Council and staff for being pro-business.

**Approve Resolution 2020-035** – A motion was made by Council Member Hurtado, seconded by Council Member Dix, to approve Resolution No. 2020-035 which would allow temporary outdoor dining on public and private property. The motion carried by unanimous roll call vote.

**2020-2021 Fiscal Year Budget Introduction-** Staff Report prepared by City Manager Alexander Henderson

City Manager Alexander Henderson reviewed the budget, stating that Property Taxes are in line with projections; Sales Tax is low due to Covid-19; and Planning fees are high due to building. He reviewed various funds, including Measure E, Landscaping and Lighting Districts, and CalPERS.

Council asked about T-Mobile. Mr. Henderson said that we are not including any assumptions right now. It depends on where they go in. Timing is unknown but when it comes to fruition there will be a positive impact to revenues. Council also asked about Public Safety Committee funding. Mr. Henderson said that it is up to the Committee on how they would like to spend the funds.

**Madsen Avenue Bike / Ped Trail-** Staff Report prepared by City Engineer Dave Peters

City Engineer Dave Peters reviewed the background and updates. He said that Council discussed the timetable of when they were contacted by the 3<sup>rd</sup> party right-of-way consultant. Council thought the property owners should have been brought into the conversation in 2016. Staff spoke about the adopted master plans.

Mary and Tim Brandon spoke. They purchased the grapes 25 years ago. They put in redwood trees for privacy and safety. They would like to keep their farm the way it is.

Mayor Roman asked what would happen if we do not approve the project? City Engineer Dave Peters said that we would have to return the money for the right-of-way and design, and we may score lower in the future.

Council Member North asked if we could keep negotiating with the property owner. She said maybe we could have someone from the City work with them. Dave Peters said that he can ask Caltrans. The project is Federally funded, and one of the rules is that cities cannot speak to the property owners. Council said that it is important to have a bike/walk trail about communities, but we also want to respect the property owner.

Council gave direction to staff to work with the property owners to reach a solution.

**Council Reports and Staff Communications**

- 6.1 **Community Services Commission** - Council Member North reported that they have not met.
- 6.2 **Public Safety Committee** – Council Member Palomar reported that it has not met. The camera project is moving forward with the Kingsburg Media Foundation.
- 6.3 **Chamber of Commerce** – Council Member Hurtado reported that it is going to meet next week.
- 6.4 **Economic Development Committee** -Council Member Dix reported that it met last week and discussed the outdoor dining. Mayor Roman said that it also discussed E-Gift Cards, a universal gift card for Kingsburg businesses.
- 6.5 **Finance Committee**- City Manager Alexander Henderson reported that it has not met but the budget is what they have been working on.
- 6.6 **Planning Commission** – City Manager Alexander Henderson reported that it is set to meet next Thursday.
- 6.7 **South Kings Groundwater Sustainability Agency Joint Powers Authority (SKGSA)**- Council Member Dix reported that it met last week and discussed construction for storage projects.
- 6.8 **City Manager's Report**- City Manager Alexander Henderson reported that tomorrow night is the Kingsburg High School's drive thru graduation ceremony and a family is renting the trolley.

**Other Business that may come properly before the City Council**

Council Member Dix stated that the pool is moving into stage 3 and being opened to the public. He would like to open it to TNT.

Mayor Roman thanked FCRTA for delivering meals to seniors. It was noted that she was elected as the Vice Chair of FCTRA.

**Future Agenda Items**

These items will be added to a future agenda with direction from Council.

Council Member Hurtado stated that the Pub and Sub owner will be retiring soon. She would like to honor Margie for helping the community for so many years. Council Member Dix agreed, stating that he is sad to see her go. He said that he would like to do it in July when we can do it in person.

**Adjourn - At 8:34 P. M. Mayor Roman adjourned the Regular Kingsburg City Council Meeting.**

Submitted by:

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Abigail Palsgaard, City Clerk

# Accounts Payable

## Checks by Date - Summary by Check Date

User: gracer  
Printed: 6/11/2020 3:22 PM



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

Check No	Vendor No	Vendor Name	Check Date	Check Amount
77803	3006	AIRGAS NCN	05/29/2020	162.97
77804	3007	ALERT-O-LITE, INC.	05/29/2020	211.38
77805	3020	ANGELICA TEXTILES SERVICES COR	05/29/2020	155.80
77806	3029	AT&T CALNET 3	05/29/2020	728.92
77807	3030	AT&T MOBILITY	05/29/2020	860.65
77808	3549	BRAUN NW, INC.	05/29/2020	123.14
77809	3054	BSK ASSOCIATES	05/29/2020	1,000.00
77810	4207	CALIFORNIA COMMERCIAL POOLS	05/29/2020	5,044.17
77811	3059	CALIFORNIA FORENSIC INSTITUTE	05/29/2020	400.00
77812	3704	CANON FINANCIAL-EQUIPMENT SAL	05/29/2020	889.85
77813	3067	CARDMEMBER SERVICE	05/29/2020	9,510.81
77814	3068	BARBARA CARPENTER	05/29/2020	630.00
77815	3551	CENTRAL VALLEY TOXICOLOGY	05/29/2020	163.00
77816	3094	CITY OF KINGSBURG-CITY HALL	05/29/2020	640.60
77817	3101	CITY OF SANGER	05/29/2020	2,360.00
77818	3119	COOK'S COMMUNICATIONS CORP.	05/29/2020	541.78
77819	3130	CPRS AQUATICS	05/29/2020	185.00
77820	3487	CRANE'S WASTE OIL	05/29/2020	120.00
77821	4222	DEPT FORESTRY & FIRE PROTECTION	05/29/2020	513.40
77822	3149	DOOLEY ENTERPRISES, INC.	05/29/2020	1,563.30
77823	3158	ENER POWER	05/29/2020	3,756.00
77824	3633	FRESNO COUNTY FIRE PROTECTION	05/29/2020	136,763.68
77825	3188	FRESNO COUNTY SHERIFF	05/29/2020	719.30
77826	3205	GALL'S, LLC	05/29/2020	4,196.56
77827	3221	ALEX HENDERSON	05/29/2020	606.10
77828	3222	HENRY SCHEIN, INC.	05/29/2020	708.20
77829	4250	J.S. SIGNS	05/29/2020	65.00
77830	3244	JORGENSEN & CO.	05/29/2020	56.00
77831	3250	KELLER FORD LINCOLN	05/29/2020	98.67
77832	3625	KINGSBURG MEDIA FOUNDATION	05/29/2020	2,114.31
77833	3277	LINCOLN AQUATICS	05/29/2020	2,282.09
77834	4177	MATTOS UNDERGROUND CONSTRUC	05/29/2020	3,388.75
77835	4243	MIWALL CORPORATION	05/29/2020	455.90
77836	3297	MORGAN'S VILLAGE FLOORING	05/29/2020	18.78
77837	3307	NELSON'S ACE HARDWARE	05/29/2020	1,495.01
77838	3315	P G & E	05/29/2020	27,221.06
77839	4215	PARAGON PARTNERS	05/29/2020	4,255.00
77840	3335	PROFORCE LAW ENFORCEMENT	05/29/2020	10,988.70
77841	4251	RSJ CIVIL ENGINEERING	05/29/2020	37.50
77842	3356	RUSH ADVERTISING SPECIALTIES	05/29/2020	622.01
77843	4249	JULIAN SANDOVAL, JR	05/29/2020	268.68
77844	3757	SEQUOIA SAFETY COUNCIL	05/29/2020	150.00
77845	3369	SILVAS OIL COMPANY, INC.	05/29/2020	3,207.14
77846	3380	STATE OF CALIFORNIA-D O J	05/29/2020	35.00
77847	4129	STEVE DOVALI CONSTRUCTION	05/29/2020	20,851.16
77848	4028	SUPERIOR POOL CARE	05/29/2020	2,600.00
77849	3441	TCSO JAIL INDUSTRIES ENGRAVING I	05/29/2020	118.53

Check No	Vendor No	Vendor Name	Check Date	Check Amount
77850	3506	TOSHIBA FINANCIAL SERVICES	05/29/2020	703.98
77851	3416	VERIZONWIRELESS	05/29/2020	992.58
77852	3419	VIKING CLEANING SERVICE	05/29/2020	70.00
77853	3493	VILLAGE TIRE SALES	05/29/2020	25.00
77854	3429	WILLDAN FINANCIAL SERVICES	05/29/2020	2,021.00
77855	3430	WONG, ANDY & BETTY	05/29/2020	2,600.00
77856	4255	FRESNO COUNTY RECORDER	05/29/2020	34.00
Total for 5/29/2020:				259,330.46
ACH	3231	ICMA RETIREMENT CORPORATION - V	06/05/2020	661.63
ACH	3470	Internal Revenue Service - ACH	06/05/2020	42,060.97
ACH	3471	Employment Development Department - A	06/05/2020	6,642.25
ACH	3472	CalPERS - ACH	06/05/2020	31,935.90
ACH	3475	Empower	06/05/2020	2,915.00
ACH	3476	CHILD SUPPORT STATE DISBURSEME	06/05/2020	471.22
ACH	3470	Internal Revenue Service - ACH	06/05/2020	2,743.67
ACH	3471	Employment Development Department - A	06/05/2020	289.48
ACH	3472	CalPERS - ACH	06/05/2020	13.14
Total for 6/5/2020:				87,733.26
Report Total (63 checks):				347,063.72



Meeting Date: 06/17/2020  
Agenda Item: 4.3

**CITY COUNCIL MEETING STAFF REPORT**

**REPORT TO:** Mayor Roman & City Council  
**REPORT FROM:** David Peters, City Engineer **REVIEWED BY:** AP  
**AGENDA ITEM:** Award Marion St Cape Seal & Williams Street Overlay Project  
**ACTION REQUESTED:** \_\_\_Ordinance \_\_\_Resolution √ Motion \_\_\_Receive/File

**EXECUTIVE SUMMARY**

The City solicited bids from contractors for the Marion St Cape Seal & Williams Street Overlay project. On May 26, 2020, the City received two responsive bids for the project ranging from \$353,986.29 to \$ \$407,727.50. The low bid was submitted by VSS International Inc. from West Sacramento, California in the amount of \$353,989.29. The Engineer’s Estimate for the project was \$380,900.

A portion of Williams St. repaving will be paid for by the Kingsburg Elementary School District in conjunction with their frontage improvements along Williams St.

**RECOMMENDED ACTION BY CITY COUNCIL**

1. Award the Marion St Cape Seal & Williams Street Overlay project to VSS International Inc. in the amount of \$353,986.29.

**POLICY ALTERNATIVE(S)**

1. None

**REASON FOR RECOMMENDATION/KEY METRIC**

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?	SB1 Funds

**FINANCIAL SUMMARY**

Project is funded by SB1 and local funds.

**PRIOR ACTION/REVIEW**

None

**BACKGROUND INFORMATION**

See executive summary.

**ATTACHED INFORMATION**

1. Bid Summary

# CITY OF KINGSBURG - Marion Street Cape Seal & Williams Street Overlay

*BID SUMMARY 05/29/2020*

**#1**

**#2**

				VSS International, Inc.				Don Berry Construction
<b>BID SCHEUDLE "A"- Marion Street Cape Seal</b>								
Item No.	Quantity	Unit	Item Description	Unit Price	Total Amount	Unit Price	Total Amount	
1	1	LS	Mobilization	\$24,000.00	\$24,000.00	\$11,000.00	\$11,000.00	
2	1	LS	Traffic Control	\$34,500.00	\$34,500.00	\$6,000.00	\$6,000.00	
3	1	LS	Dust Control	\$2,520.00	\$2,520.00	\$1,000.00	\$1,000.00	
4	18,185	SY	Asphalt Rubber Chain Seal	\$6.50	\$118,202.50	\$7.30	\$132,750.50	
5	18,185	SY	Slurry Seal Type II	\$3.15	\$57,282.75	\$8.20	\$149,117.00	
6	1	LS	Crack Sealing	\$11,497.50	\$11,497.50	\$18,000.00	\$18,000.00	
7	1	LS	Surface Preparation	\$5,500.00	\$5,500.00	\$1,000.00	\$1,000.00	
8	1	LS	Pavement Striping, Markers, and Markings	\$21,044.10	\$21,044.10	\$18,000.00	\$18,000.00	
9	1	LS	Miscellaneous Facilities and Operations	\$3,150.00	\$3,150.00	\$2,000.00	\$2,000.00	
10	1	LS	Supplemental Work	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	
<b>TOTAL BID SCHEDULE "A":</b>					<b>\$282,696.85</b>			<b>\$343,867.50</b>
<b>BID SCHEUDLE "A"- Marion Street Cape Seal</b>								
Item No.	Quantity	Unit	Item Description	Unit Price	Total Amount	Unit Price	Total Amount	
1	1	LS	Mobilization	\$1,260.00	\$1,260.00	\$3,000.00	\$3,000.00	
2	1	LS	Traffic Control	\$3,675.00	\$3,675.00	\$750.00	\$750.00	
3	1	LS	Dust Control	\$525.00	\$525.00	\$500.00	\$500.00	
4	249	TN	Asphalt Concrete Pavement (3-inch)	\$145.95	\$36,341.55	\$133.00	\$33,117.00	
5	1,473	SY	Grind & Remove Existing Asphalt Pavement	\$12.18	\$17,941.14	\$11.00	\$16,203.00	
6	1	EA	Adjust Manhole Frame & Cover	\$2,084.25	\$2,084.25	\$1,800.00	\$1,800.00	
7	2	EA	Adjust Water Valve Frame & Cover to Grade	\$1,260.00	\$2,520.00	\$1,250.00	\$2,500.00	
8	1	LS	Pavement Striping, Markers, and Markings	\$682.50	\$682.50	\$715.00	\$715.00	
9	1	LS	Miscellaneous Facilities and Operations	\$1,260.00	\$1,260.00	\$275.00	\$275.00	
10	1	LS	Supplemental Work	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	
<b>TOTAL BID SCHEDULE "B":</b>					<b>\$71,289.44</b>			<b>\$63,860.00</b>
<b>TOTAL:</b>					<b>\$353,986.29</b>			<b>\$407,727.50</b>



Meeting Date: 06/17/2020  
Agenda Item: 4.4

**CITY COUNCIL MEETING STAFF REPORT**

**REPORT TO:** Mayor Roman & City Council  
**REPORT FROM:** Christina Windover, Administrative Services Director **REVIEWED BY:** AP  
**AGENDA ITEM:** Wage Schedule

**ACTION REQUESTED:**  Ordinance  Resolution  Motion  Receive/File

**EXECUTIVE SUMMARY**

As required by City Ordinance, the Council is required to approve employee wage schedules. Attached is an updated wage schedule effective July 1, 2020. The updated schedule is based on City Council approved wage increases via contracts between the Kingsburg Police Officers Association and the City of Kingsburg. Additionally, a line item has been created for a part-time Paramedic Non-safety position. This position is currently in the City's Classification Plan and Salary chart as a full-time position with benefits. Fire Chief Perkins will be utilizing the Paramedic (Mon-Fri) position as a part-time position without benefits. The hourly rate for the part-time Paramedic will be set to the equivalent of C step for the Paramedic (Mon-Fri) position. Similarly, Fire Chief Perkins is proposing to raise the part-time Firefighter/Paramedic Reserve position wage to the same wage as the part-time Paramedic position since the duties will overlap.

**RECOMMENDED ACTION BY CITY COUNCIL**

1. Approve the proposed wage schedule.

**POLICY ALTERNATIVE(S)**

1. Don't approve proposed wage schedule. Provide Direction.

**REASON FOR RECOMMENDATION/KEY METRIC**

1. The Council has oversight on all wages associated with City positions. This is part of our financial stability initiative.

**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**

Council approves wage schedules as amended.

**BACKGROUND INFORMATION**

See Executive Summary.

**ATTACHED INFORMATION**

1. Proposed Wage Schedule "City of Kingsburg Salary Chart."

CITY OF KINGSBURG SALARY CHART  
EFFECTIVE JULY 1, 2020

POSITION -----	SALARY STEPS-PAID MONTHLY UNLESS NOTED					
	A	B	C	D	E	
-----						
Building Department BUILDING OFFICIAL		5078	5332	5599	5879	6172
BUILDING INSPECTOR II/CODE ENFORCEMENT		4004	4205	4415	4636	4867
BUILDING INSPECTOR I/CODE ENFORCEMENT		3340	3507	3682	3866	4059
City Hall CITY MANAGER						13591
FINANCE DIRECTOR-TREASURER		7861	8254	8666	9100	9555
PLANNING DIRECTOR		7862	8255	8668	9101	9556
CITY CLERK		6529	6856	7198	7558	7936
DIRECTOR OF ADMINISTRATIVE SERVICES		6770	7109	7464	7837	8229
MANAGEMENT ASSISTANT		3694	3879	4073	4276	4490
COMMUNITY SERVICES DIRECTOR		5223	5485	5759	6047	6349
COUNCILMEMBER-MAYOR STIPEND						300
COUNCILMEMBER STIPEND						250
PART-TIME CITY HALL CLERK				13.19/HR		
Fire Department* FIRE CHIEF		7847	8240	8652	9084	9539
FIRE CAPTAIN/EMT                   REGULAR		4973	5221	5483	5757	6045
FIRE CAPTAIN/PARAMEDIC       REGULAR		5333	5600	5880	6174	6483
FIREFIGHTER/PARAMEDIC       REGULAR		4297	4512	4738	4974	5223
FIREFIGHTER/EMT               REGULAR		4015	4216	4426	4648	4880
FIREFIGHTER/PARAMEDIC       REGULAR MON-FRI		3219	3380	3549	3726	3912
PARAMEDIC                       REGULAR MON-FRI		3140	3297	3462	3635	3817
PARAMEDIC                       SHIFT SCHEDULE		4268	4482	4706	4941	5188
PARAMEDIC (NON-SAFETY)       PART-TIME				19.98		
PCF (Hired before 01/01/2015)				13.50/HR		
RESERVE FIREFIGHTER/EMT				13/HR	14/HR	
RESERVE FIREFIGHTER/PARAMEDIC				14/HR	19.98/HR	
RESERVE SPECIAL ASSIGNMENT				20/HR		
Police Department CHIEF OF POLICE		8319	8735	9171	9630	10111
POLICE LIEUTENANT		6743	7081	7435	7806	8197
POLICE SERGEANT		5968	6266	6579	6908	7254
POLICE SERGEANT (Hired 1/1/15 or after)		5850	6142	6449	6772	7110
POLICE OFFICER		4796	5036	5288	5552	5830
POLICE OFFICER (Hired 1/1/15 or after)		4703	4938	5185	5444	5716
RECORDS SUPERVISOR		4094	4299	4514	4740	4977
POLICE DEPT. ADMINISTRATIVE ASSISTANT		3968	4167	4375	4594	4824
POLICE SERVICES TECHNICIAN		3441	3614	3794	3984	4183
POLICE RESERVE-LEVEL 1				20.00/HR		
Public Works Department PUBLIC WORKS DIRECTOR		7538	7915	8310	8726	9162

ASSISTANT PUBLIC WORKS DIRECTOR	6282	6596	6926	7272	7636
PUBLIC WORKS SUPERINTENDENT	4950	5197	5457	5730	6016
MAINTENANCE WORKER I	3043	3195	3355	3523	3699
MAINTENANCE WORKER II/Mech/Pool	3181	3340	3507	3682	3866
MAINTENANCE WORKER III	3768	3956	4154	4362	4580
WATER OPERATOR I	3319	3485	3659	3842	4034
WATER OPERATOR II	3922	4118	4324	4540	4767
WATER OPERATOR III	4756	4994	5243	5507	5782
PART TIME PUBLIC WORKS CLERK	13/HR				
PART TIME METER READER	13.00/HR				
Senior Center SENIOR CITIZEN COORDINATOR	2568	2696	2831	2972	3121
NUTRITION COORDINATOR	14.00/HR				
Miscellaneous DEPARTMENT SECRETARY I	3132	3289	3453	3626	3807
DEPARTMENT SECRETARY I W/PLANNING COMMISSION MEETINGS	3289	3454	3626	3808	3998
DEPARTMENT SECRETARY II	3440	3612	3792	3982	4181
DEPARTMENT SECRETARY II W/PLANNING COMMISSION MEETINGS	3611	3792	3981	4180	4389
ADMINISTRATIVE ASSISTANT	2365	2483	2607	2737	2874
ACCOUNT CLERK I	2927	3074	3227	3389	3558
ACCOUNT CLERK II W/ACCOUNTS PAYABLE	3368	3537	3713	3899	4094
ACCOUNT CLERK II	3209	3370	3538	3715	3901
ACCOUNT CLERK III	3528	3704	3890	4084	4288
RECREATION SITE SUPERVISOR	14.25/HR				
RECREATION LEADER	13/HR				
RECREATION LEADER/RETURN LEADER	13.75/HR				
LIFEGUARD	13/HR				
LIFEGUARD/RETURN GUARD	13.75/HR				
LEAD GUARD	14/HR				
POOL CASHIER	13.00/HR				
POOL MANAGER	14.25/HR				
AQUA AEROBICS INSTRUCTOR	16.00/HR				
LEAD AQUA AEROBICS INSTRUCTOR	17.50/HR				



Meeting Date: 06/17/2020  
Agenda Item: 4.5

**CITY COUNCIL MEETING STAFF REPORT**

**REPORT TO:** Mayor Roman & City Council

**REPORT FROM:** Abigail Palsgaard, City Clerk, CMC      **REVIEWED BY:** AH

**AGENDA ITEM:** Resolution Of The City Council Of The City Of Kingsburg Requesting The Board Of Supervisors Of The County Of Fresno To Consolidate And Canvass The Election And Permit The County Clerk/Registrar Of Voters Of Fresno County To Render Specified Services To The City Of Kingsburg Relating To The Conduct Of The Municipal Election To Be Held In The City Of Kingsburg, November 3, 2020, And Appropriating Funds To Pay For Said Services

**ACTION REQUESTED:**  Ordinance     Resolution     Motion     Receive/File

**EXECUTIVE SUMMARY**

Each City Council election year City Council adopts a resolution to call an election and consolidate with the Fresno County Clerk. On June 3, 2020 City Council adopted Resolution 2020-033 consolidating the election. After June 3<sup>rd</sup> I received the attached resolution wording that specifies that Fresno County now uses the Voter Choice System. The previous resolution did not specify that Fresno County uses the Voter Choice Act, as required by law. The deadline to adopt a resolution calling an election and consolidation is July 1<sup>st</sup>.

**RECOMMENDED ACTION BY CITY COUNCIL**

1. Staff recommends adopting Resolution 2020-036

**POLICY ALTERNATIVE(S)**

None.

**STRATEGIC GOAL(S) MET:**

1. Improve Community Communication

**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>001-1800-519-5360</u> |

**ATTACHED INFORMATION**

1. Resolution 2020-036

**RESOLUTION NO. 2020-036**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KINGSBURG REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF FRESNO TO CONSOLIDATE AND CANVASS THE ELECTION AND PERMIT THE COUNTY CLERK/REGISTRAR OF VOTERS OF FRESNO COUNTY TO RENDER SPECIFIED SERVICES TO THE CITY OF KINGSBURG RELATING TO THE CONDUCT OF THE MUNICIPAL ELECTION TO BE HELD IN THE CITY OF KINGSBURG, NOVEMBER 3, 2020, AND APPROPRIATING FUNDS TO PAY FOR SAID SERVICES**

**WHEREAS**, the next Statewide General Election will take place on November 3, 2020; and

**WHEREAS**, the City of Kingsburg, will hold a Regular Municipal Election on Tuesday, November 3, 2020, for the election of District 2 and District 3; each for a four term; and

**WHEREAS**, it is the desire of the City Council of the City of Kingsburg to adopt a Resolution requesting the Board of Supervisors of the County of Fresno to consolidate said election with the Statewide General Election pursuant to Part 3 of Division 10 of the Elections Code of the State of California (commencing with Section 10400) to be held on the same date and that, within the City of Kingsburg, the precincts, vote center locations, ballot drop box locations, and election officers of the two (2) elections be the same; the County Clerk/Registrar of Voters canvass the returns of the Regular Municipal Election; and the election be held in all respects as if there were only one (1) election; and

**WHEREAS**, it is the desire of the City Council of the City of Kingsburg to adopt a Resolution requesting the Board of Supervisors of the County of Fresno to render specified services to the City of Kingsburg relating to the conduct of a Municipal Election pursuant to Section 10002 of the Elections Code of the State of California; and

**WHEREAS**, Section 10002 of the Elections Code of the State of California requires the City of Kingsburg to reimburse the County of Fresno in full for the services performed upon presentation of a bill to the City of Kingsburg.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KINGSBURG:**

**SECTION 1.** Pursuant to the requirements of Section 10403 of the Elections Code of the State of California, the Board of Supervisors of the County of Fresno is hereby requested to consent and agree to the consolidation of the Regular Municipal Election and the Statewide General Election on November 3, 2020, for the purpose of the election of members of the City Council to represent the 2<sup>nd</sup> & 3<sup>rd</sup> Districts, each for a four term.

**SECTION 2.** The County Clerk/Registrar of Voters of the County of Fresno is authorized to canvass the returns of the Regular Municipal Election. The election shall be held in all respects as if there were only

one (1) election, and only (1) form of ballot shall be used. In accordance with the provisions of Section 10403 of the Elections Code of the State of California, the City Council of the City of Kingsburg acknowledges that the consolidated election will be held and conducted in accordance with the provisions of law regulating the Statewide General Election pursuant to Section 10418 of the Elections Code of the State of California.

**SECTION 3.** The Board of Supervisors of the County of Fresno is requested to direct the County Clerk/Registrar of Voters to take any and all steps necessary for and related to the holding of the consolidated election in a manner consistent with law, including, without limitation: the provision of all election materials and equipment; publication of notices; the hiring, training and supervision of election officers and other election personnel; the printing and distribution of ballot materials; the translation of ballot materials; the collection of submitted ballots; the tallying and canvassing of votes; and the certification of election results.

**SECTION 4.** A sum be appropriated and set aside from the General Funds of the City of Kingsburg to reimburse the County of Fresno in full for the services to be performed as herein requested and that said sum be paid to the County of Fresno upon demand and presentation of a bill to the City of Kingsburg.

\*\*\*\*\*

I, Abigail Palsgaard, City Clerk of the City of Kingsburg, do hereby certify that the foregoing resolution was duly passed and adopted at a regular meeting of the Kingsburg City Council held on the \_\_\_ day of June 2020, by the following vote:

Ayes:	Councilmembers:
Noes:	Councilmembers:
Absent:	Councilmembers:
Abstain:	Councilmembers:

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Abigail Palsgaard, City Clerk  
City of Kingsburg



Meeting Date: 06/17/2020  
Agenda Item: 4.6

**CITY COUNCIL MEETING STAFF REPORT**

**REPORT TO:** Mayor Roman & City Council  
AP

**REPORT FROM:** David Peters, City Engineer

**REVIEWED BY:** AP

**AGENDA ITEM:** Amendment No. 1 CDBG Agreement No. 19-597

**ACTION REQUESTED:**  Ordinance  Resolution  Motion  Receive/File

**EXECUTIVE SUMMARY**

On November 19, 2019, the City of Kingsburg entered into an agreement with the County of Fresno to secure \$189,960 of CDBG funding for improvements to the Kingsburg Senior Center. The improvements include new flooring, photovoltaic (solar electric) and battery backup systems and are were initially estimated to cost \$237,500. The balance of the project costs were to be provided by the City through local funding. Due to an increase in estimated costs determined during the design phase, the City is requesting an additional \$89,372 of CDBG funding be added to the project to increase the funding level to the current estimate and eliminate the local funding contribution.

The County of Fresno staff intends to grant this request. As such, an amendment has been developed to document the increase in CDBG funding levels for this project.

**RECOMMENDED ACTION BY CITY COUNCIL**

1. Authorize City Manager to execute Amendment No. 1 and transmit the document to the County of Fresno for consideration by the Board of Supervisors.

**POLICY ALTERNATIVE(S)**

1. Reject the amendment and maintain current funding levels for the project.

**REASON FOR RECOMMENDATION/KEY METRIC**

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?	030-0000-423-0503

**FINANCIAL SUMMARY**

Approving the amendment will save approximately \$47,540 in local funds.

**PRIOR ACTION/REVIEW**

The Council previously approved Agreement 19-597 with the County of Fresno related to this project.

**BACKGROUND INFORMATION**

See executive summary.

**ATTACHED INFORMATION**

1. Amendment No. 1 to Agreement 19-597.

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AMENDMENT I TO AGREEMENT

THIS AMENDMENT I TO AGREEMENT, ("Amendment I"), is made this \_\_\_\_ day of \_\_\_\_\_, 2020 ("Effective Date"), by and between the COUNTY OF FRESNO, a political subdivision of the State of California, ("County"), and the CITY OF KINGSBURG, ("City").

WITNESSETH

WHEREAS, the County has been designated as the sponsoring agency to administer and implement the Community Development Block Grant (CDBG) Program activities of the County, and its participating cities, in accordance with the provisions of Title I of the Housing and Community Development Act of 1974, as amended, and the laws of the State of California; and

WHEREAS, on November 19, 2019, the County and the City entered into Agreement 19-597, ("Agreement"), whereby \$189,960 in CDBG funds were made available to the City for the Kingsburg Senior Center Improvements, Project No. 19391 ("Project"); and

WHEREAS, the City had previously committed local funds to the Project in the amount of \$47,540; and

WHEREAS, the City informed the County that the total estimated cost of the Project has increased from \$237,500 to \$279,332 due to increased construction costs; and

WHEREAS, the City would like to utilize an additional \$89,372 in CDBG funding to complete the Project instead of utilizing local funds; and

WHEREAS, the City now has an additional \$89,372 from its allocation of CDBG funds that may be made available to the Project to accommodate the increased construction costs under the Agreement; and

WHEREAS, the City has requested these additional CDBG funds in the amount of \$89,372 be made available to the Project for the purposes of this Agreement.

NOW THEREFORE, in consideration of their mutual promises as hereinafter set forth, the City and the County agree to amend the Agreement as follows:

1. Page 1 of the Agreement, Lines 14-19, is amended to read:

"WHEREAS, the City has estimated that total cost of the Project is \$279,332, and is in need of \$279,332 in CDBG funding to complete the Project; and

1 WHEREAS, the County can provide \$279,332 in CDBG funds needed for the Project from  
2 the City's 2019-2020 CDBG allocation (\$88,711), from the City's 2020-2021 CDBG allocation  
3 (\$86,204), and from the City's remaining balance of CDBG funds (\$104,417); and"

4 2. The proposed Project budget on Page 2, Lines 17 through 20, is amended to read:

5 "Construction	\$201,000
6 Design & Construction Engineering	30,000
Contingency, Permits & Misc.	<u>48,332</u>
7 Total	\$279,332"

8 3. The proposed funding summary for the Project on Page 2, Lines 26 and 27, is  
9 amended to read:

10 "CDBG	\$279,332
11 Local Financial Contribution	<u>0</u>
Total	\$279,332"

12 4. That the dollar figure set forth on Page 2, Line 23, Page 3, Line 13, and Page 4,  
13 Line 17, is amended in each such place to read "\$279,332".

14 County and City agree that this Amendment I is sufficient to amend the Agreement,  
15 and that upon execution of this Amendment I, the Agreement and this Amendment I together shall  
16 be considered the Agreement.

17 The Agreement, as hereby amended, is ratified and continued. All remaining provisions,  
18 terms, covenants, conditions, and promises contained in the Agreement shall remain in full force  
19 and effect.

20 ///

21 ///

22 ///

23 ///

24 ///

25 ///

26 ///

27 ///

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1 IN WITNESS WHEREOF, the parties have executed this Amendment I as of the day and  
2 year first hereinabove written.

3

4 CITY OF KINGSBURG

COUNTY OF FRESNO

5

6 By: \_\_\_\_\_  
City Manager

Ernest Buddy Mendes, Chairman of the  
Board of Supervisors of the  
County of Fresno

7

8

9 Date: \_\_\_\_\_

Date: \_\_\_\_\_

10 ATTEST:

ATTEST:  
Bernice E. Seidel  
Clerk of the Board of Supervisors  
County of Fresno, State of California

11

12

13 \_\_\_\_\_  
City Clerk, City of Kingsburg

By: \_\_\_\_\_

14

15

16 APPROVED AS TO LEGAL FORM:

17

18

19 \_\_\_\_\_  
City Attorney

20

21

22

FUND NO: 0001  
SUBCLASS NO: 10000  
ORG NO: 7205  
ACCOUNT NO: 7885  
PROJECT NO: N19391  
ACTIVITY CODE: 7219

REMIT TO:  
City of Kingsburg  
Attn: Alex Henderson, City Manager  
1401 Draper Street  
Kingsburg, CA 93631  
Telephone: (559) 897-5821

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June 4, 2020

Ms. Alma Colado, Finance Director  
City of Kingsburg  
1401 Draper Street  
Kingsburg, CA 93631

Dear Ms. Colado:

At its June 3, 2020 board meeting the Fresno County Transportation Authority adopted the attached Measure C Extension Local Transportation Purposes Pass-Through Projects and Program Funds apportionment for the fiscal year 2020-21 (Resolution 2020-01). As a result, local agency pass-through revenues from the Measure C Extension are available to claim for fiscal year 2020-21 using the numbers attached. These funds will be distributed monthly on a proportional basis as funds are received and based upon adopted percentages for each participating jurisdiction.

To begin distribution of the collected funds as soon as possible, it is required that each agency furnish the Transportation Authority with an executed FY2020-21 Certification and Claim form for each subprogram allocation along with an appropriate resolution from that agency. One resolution that specifically addresses each of the subprogram claim forms and the appropriate percentages allocated will be sufficient. ***These Certification and Claim forms are due to the Transportation Authority by August 10, 2020.*** In addition, each agency must also include language in their Claim Resolution of their **intent** to complete the prior year reporting requirements no later than November 15<sup>th</sup> when they submit their claim forms.

The Measure C Extension requires participating agencies receiving Measure C Extension funds to report their **prior** fiscal year expenditures no later than November 15<sup>th</sup>, as indicated on page 91 of the Measure C Extension Strategic Implementation Plan, Other Implementation Plan Provisions. *If the expenditure reports are not filed with the Authority by November 16, 2020, the current fiscal years allocation will be held until such time as a completed report is filed for each program and subprogram.*

A copy of the FY20-21 Resolution of Allocation has been included for reference. Each agency will receive one check that includes each subprogram where a completed claim form is filed and approved by the Authority Board along with a memo that details the subprogram breakdown. This should assist each agency with tracking and monitoring the various subprogram requirements on spending these funds. The monitoring of these funds will be done by the annual audit process.

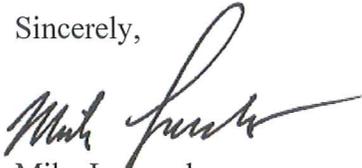
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Local Transportation Pass-Through  
June 4, 2020  
Page Two

The Certification and Claim Forms for each of the subprograms your agency is entitled to claim are attached. **We have partially completed the forms on your behalf according to your previous year forms. (An electronic Certification and Claim form will be emailed to staff to facilitate any changes you may have.) Please return your completed and signed Certification and Claim forms for each subprogram along with your resolution by August 10, 2020. Please be sure to include your agency's intent to meet the prior year expenditure reporting requirements (due no later than November 16, 2020) to the FCTA at 2220 Tulare, Suite 2101, Fresno, CA 93721 for processing.** One resolution that references all of the information listed above will be sufficient.

You will be provided with the FY19/20 Expenditure Reporting Requirement Forms no later than August 31, 2020 with a reminder of your November 15<sup>th</sup> due date. As always, feel free to contact our office at 600-FCTA at any time. If you have questions or need assistance with the forms please contact Denise DiBenedetto at [denise@thefcta.com](mailto:denise@thefcta.com).

Sincerely,



Mike Leonardo  
Executive Director

dd/Extension/claims/FY20-21

CC: Alexander Henderson, City Manager, 1401 Draper St., Kingsburg, CA 93631

**BEFORE THE  
FRESNO COUNTY TRANSPORTATION AUTHORITY BOARD  
RESOLUTION NO 2020-01**

In the Matter of:	)	
FRESNO COUNTY TRANSPORTATION	)	RETAIL TRANSACTIONS AND USE
IMPROVEMENT ACT	)	TAX FUNDS FOR EXTENSION
CALIFORNIA PUBLIC UTILITIES	)	LOCAL TRANSPORTATION
<u>CODE SECTION 142257</u>	)	PURPOSES PASS-THROUGH
	)	PROJECTS AND PROGRAMS FOR
	)	<u>FY 2020-21</u>

**WHEREAS**, the Fresno County Transportation Authority is the administrator of the Retail Transactions and Use Tax (½ percent) Funds collected pursuant to the Fresno County Transportation Improvement Act as provided by Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Public Utilities Code Sections 142000, et seq.,

**WHEREAS**, California Public Utilities Code Section 142257 provides that the 2006 Measure C Extension Expenditure Plan, which was approved prior to and provided the basis for the ballot measure considered by the voters at the November 7, 2006 election, shall specify the amount and the formula by which the retail transactions and use tax shall be allocated to each participating jurisdiction for Measure C Extension Program and Project Funds Local Transportation Purposes determined to be priority projects by local governments to which funds are allocated, and

**WHEREAS**, the 2006 Measure C Extension Expenditure Plan creates a number of transportation programs to be funded by participating jurisdictions with Measure C funds passed-through from the Authority to the jurisdiction submitting eligible project claims, and

**WHEREAS**, these various programs have differing requirements, exemptions, and formulas for calculating pass-through funding levels, and

**WHEREAS**, the programs and subprograms identified below are eligible for pass-through funding,

Regional Public Transit Program

- Public Transit Agencies
- Public Transportation Infrastructure Study (PTIS)
- ADA/Seniors/Paratransit
- Ag-worker/Car/Van Pools

Local Transportation Program

- Local Allocation
- Pedestrian/Trails
- Bicycle Facilities

Regional Transportation Program  
Fresno Airports

Administration/Planning Program  
Council of Fresno County Governments

and

**WHEREAS**, the program requirements and exemptions for these programs may change from time to time as local jurisdiction population changes or mandated programs are satisfied, and

**WHEREAS**, in an effort to fully explain the various program provisions, the Authority, together with the Fresno Council of Governments, created and will update as needed the Measure C Extension Strategic Implementation Plan which among other things discusses each pass-through program in detail and provides the basis for calculating pass-through funding levels for each program in the 2020-21 fiscal year, and

**WHEREAS**, the Authority procedures for administration of funds for local transportation purposes as identified in the Measure C Extension Administrative Code calls for an annual Resolution of Apportionment to determine the percentage and amount of funds to be available within the forthcoming fiscal year, and

**WHEREAS**, the attached schedule of apportionment for FY 2020-21 is based upon the Measure C Extension Strategic Implementation Plan.

**NOW THEREFORE, BE IT RESOLVED**, that the Fresno County Transportation Authority hereby approves the attached schedule of apportionment for FY 2020-21 as indicated in the Measure C Extension Strategic Implementation Plan, which schedule is hereby made a part of this resolution, and approves the allocations, to be distributed as they are received and in accordance with claims submitted by eligible claimants.

**BE IT FURTHER RESOLVED**, that the Fresno County Auditor-Controller/Treasurer-Tax Collector cause the revised Resolution of Apportionment to be paid in the manner and time directed by the Executive Director of the Fresno County Transportation Authority.

**THE FOREGOING RESOLUTION** was passed and adopted by the Fresno County Transportation Authority Board this 3rd day of June, 2020.

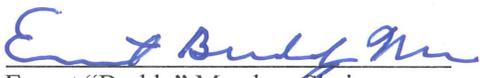
AYES: (8) Mendes, Ashbeck, Brand, Brandau, Caprioglio, Cardenas, Dhaliwal, Sihota

NOES: (0)

ABSTAIN: ( )

ABSENT: ( )

VACANT: (1)

SIGNED:   
Ernest "Buddy" Mendes, Chairman  
Fresno County Transportation Authority

**ATTEST:**

I hereby certify that the foregoing is a true copy of a resolution of the Fresno County Transportation Authority duly adopted at a regular meeting thereof held on June 3, 2020.

SIGNED:   
Mike Leonardo, Executive Director  
Fresno County Transportation Authority

/dd/reso/PassThru-Allocation-2020-01

**RESOLUTION OF ALLOCATION 2020-01  
 FY2020-21 MEASURE C EXTENSION ESTIMATED ALLOCATIONS**

**Table 1  
 Measure C Sales Tax Revenue  
 2020/21  
 Approved by the FCTA Board 6/3/20**

Sales Tax Estimate		\$72,711,059
Program Services and Supplies		\$768,262
Net Distributed Sales Tax Estimate		\$71,942,797
<b>Funding Allocation Programs</b>	<b>Percent</b>	<b>Allocation</b>
Regional Public Transit Program		
Public Transit Agencies		
Fresno Area Express (FAX)	13.70%	9,856,163
Clovis Transit	1.97%	1,417,273
Fresno County Rural Transit Agency (FCRTA)	3.99%	2,870,518
Public Transportation Infrastructure Study (PTIS)	0.29%	208,634
ADA / Seniors / Paratransit	0.79%	568,348
Farmworker / Car / Van Pools		
Farmworker Van Pools	0.58%	417,268
Car/Van Pools	0.58%	417,268
New Technology Reserve	2.10%	1,510,799
Local Transportation Program		
Local Allocation	30.60%	22,014,496
Pedestrian/Trails		
Urban (Fresno/Clovis)	2.15%	1,546,770
Rural	0.95%	683,457
Bicycle Facilities	0.90%	647,485
Regional Transportation Program		
Urban	14.70%	10,575,591
Rural	14.70%	10,575,591
Airports	1.00%	719,428
Alternative Transportation Program		
Grade Separation	6.00%	4,316,568
Environmental Enhancement		
School Bus Replacement	2.30%	1,654,684
Transit Oriented Infrastructure for In-Fill	1.20%	863,314
Administration/Planning Program		
Fresno County Transportation Authority (FCTA)	1.00%	719,428
Fresno Council of Governments (FCOG)	0.50%	359,714
<b>Total</b>	<b>100.00%</b>	<b>71,942,797</b>

**RESOLUTION OF ALLOCATION 2020-01  
LOCAL TRANSPORTATION SUB PROGRAM FY2020-21 ALLOCATIONS**

**Table 2  
FRESNO COUNTY TRANSPORTATION AUTHORITY  
MEASURE C FUND APPORTIONMENT  
Local Allocation Sub Program  
FY2020/21**

**6/3/2020 Presented to the FCTA Board**

	Street Maintenance	ADA Compliance	Flexible Funding	Ped/Trails Urban	Ped/Trails Rural	Bicycle Facilities	Total
Clovis	1,090,243	38,159	1,052,084	260,025	0	65,987	2,506,498
Coalinga	201,071	7,037	241,000	0	0	0	449,107
Firebaugh	118,035	4,131	135,567	0	0	0	257,732
Fowler	111,671	3,908	125,703	0	0	0	241,282
Fresno	4,761,442	166,650	4,594,792	1,190,798	0	298,865	11,012,547
Huron	109,581	3,835	125,390	0	0	0	238,805
Kerman	188,067	6,582	224,912	0	0	0	419,561
Kingsburg	173,782	6,082	203,554	0	0	0	383,417
Mendota	152,587	5,341	180,953	0	0	0	338,880
Orange Cove	133,998	4,690	155,189	0	0	0	293,876
Parlier	180,275	6,310	216,767	0	0	0	403,352
Reedley	277,956	9,728	268,228	56,333	0	14,460	626,704
San Joaquin	86,206	0	97,506	0	0	0	183,712
Sanger	290,855	10,180	280,675	59,089	0	15,278	656,077
Selma	264,747	9,266	322,216	0	0	0	596,228
County of Fresno	2,866,736	100,336	2,766,400	95,947	276,334	178,677	6,284,430
<b>TOTAL</b>	<b>11,007,248</b>	<b>382,235</b>	<b>10,990,932</b>	<b>1,546,770</b>	<b>391,756</b>	<b>573,267</b>	<b>24,892,208</b>

# RESOLUTION OF ALLOCATION 2020-01 LOCAL TRANSPORTATION PROGRAM SUB PROGRAM FY2020-21 CALCULATIONS

**Table 3**  
**FRESNO COUNTY TRANSPORTATION AUTHORITY**  
**MEASURE C FUND APPORTIONMENT CALCULATIONS**  
**Local Allocation Sub Program**  
**FY2020/21**  
6/3/2020 Presented to the FCTA Board

	2020		2018		Population	Road Miles	75%	25%	Percent	Percent	\$100,000 Min	Formula Above Minimum	Local Allocation Program	Street Maint. 50% of Local Allocation Program	Total Allocable to Program	Redistribute Ped/Trails	Redistribute Bic.Fac.	ADA Compliance	Flexible Funding	Ped/Trails Urban	Ped/Trails Rural	Bicycle Facilities	Total	
	Population	Road Miles	75%	25%																				
Clovis	119,175	366.9	0.087341136	0.014571042	100,000	2,080,486	2,180,486	1,090,243	1,090,243	10.19%	100,000	302,141	402,141	2,506,488	0	0	0	38,159	1,055,084	280,025	0	0	65,987	2,506,488
Coalinga	17,199	56.3	0.012604827	0.002195487	100,000	302,141	402,141	201,071	201,071	1.48%	100,000	136,069	236,069	449,107	37,383	9,583	7,037	241,000	0	0	0	0	0	449,107
Firebaugh	7,981	21.7	0.00549126	0.000816198	100,000	136,069	236,069	118,035	118,035	0.67%	100,000	123,342	223,342	257,732	17,347	4,316	4,131	135,567	0	0	0	0	0	257,732
Fowler	6,454	34.8	0.004730016	0.001311868	100,000	123,342	223,342	111,671	111,671	0.60%	100,000	9,422,884	9,522,884	241,282	14,028	3,912	3,908	125,703	0	0	0	0	0	241,282
Fresno	545,769	1,635.3	0.39983926	0.061594159	100,000	9,422,884	9,522,884	4,761,442	11,012,547	46.16%	100,000	119,161	219,161	238,805	0	0	166,650	4,594,792	1,190,798	0	0	298,865	11,012,547	
Huron	7,299	13.0	0.005349301	0.00048776	100,000	119,161	219,161	109,581	109,581	0.58%	100,000	276,134	376,134	419,561	15,865	3,779	6,582	125,390	0	0	0	0	0	238,805
Kerman	15,960	48.8	0.011889458	0.001838917	100,000	276,134	376,134	173,782	188,067	1.35%	100,000	247,963	347,963	383,417	34,669	8,768	7,852	224,912	0	0	0	0	0	419,561
Kingsburg	12,863	71.3	0.009441711	0.002685131	100,000	205,173	305,173	152,587	173,782	1.21%	100,000	167,995	267,995	338,880	28,002	7,852	6,082	203,554	0	0	0	0	0	383,417
Mendota	12,514	23.3	0.009171277	0.000879099	100,000	205,173	305,173	133,998	152,587	1.01%	100,000	167,995	267,995	293,876	27,200	6,507	5,341	180,953	0	0	0	0	0	338,880
Orange Cove	9,456	34.5	0.006930126	0.001290062	100,000	167,995	267,995	180,275	180,275	0.82%	100,000	455,911	555,911	403,352	20,553	5,328	4,690	155,189	0	0	0	0	0	293,876
Parlier	15,890	29.7	0.011654485	0.00117518	100,000	260,550	360,550	172,412	172,412	1.28%	100,000	429,493	529,493	626,704	34,538	8,264	6,310	216,767	0	0	0	0	0	403,352
Readley	25,917	86.6	0.018994096	0.003338617	100,000	455,911	555,911	277,956	277,956	2.23%	100,000	72,412	172,412	183,712	9,003	2,297	0	97,506	0	0	56,333	14,460	0	626,704
San Joaquin	4,142	13.6	0.003035595	0.000511489	100,000	72,412	172,412	86,206	86,206	0.35%	100,000	481,710	581,710	656,077	0	0	10,180	280,675	0	0	0	0	0	183,712
Sanger	27,185	97.5	0.01992338	0.003673081	100,000	429,493	529,493	290,855	290,855	2.36%	100,000	596,228	696,228	596,228	53,113	13,622	9,266	322,216	0	0	59,089	15,278	0	656,077
Selma	24,436	83.1	0.017908689	0.003129953	100,000	429,493	529,493	264,747	264,747	2.10%	100,000	5,633,472	5,733,472	6,284,430	0	0	100,336	2,766,400	95,947	276,334	178,677	0	0	596,228
County of Fresno	171,108	3,997.2	0.125401863	0.150552619	1,600,000	20,414,496	22,014,496	11,007,248	11,007,248	27.60%	1,600,000	20,414,496	22,014,496	24,892,208	291,701	74,218	382,235	10,990,932	1,546,770	391,756	573,267	0	0	6,284,430
TOTAL	1,023,358	6,637.5	0.750000	0.250000	100,000	20,414,496	22,014,496	11,007,248	11,007,248	100.00%	1,600,000	20,414,496	22,014,496	24,892,208	291,701	74,218	382,235	10,990,932	1,546,770	391,756	573,267	0	0	24,892,208

FY20 LTP Allocation

20,414,496

	Urban Population	Rural Population	Pedestrian/Trails		Bicycle Sub Program		Redistribute to Flexible Funding		Total
			Urban	Rural	Flexible Funding	Sub Program	Flexible Funding	Sub Program	
Clovis	119,175	17,199	260,025	0	0	65,987	0	65,987	0
Coalinga	7,981	6,454	37,383	17,347	4,316	9,583	4,316	9,583	9,583
Firebaugh	7,299	15,890	17,347	14,028	3,912	4,316	3,912	4,316	4,316
Fowler	545,769	7,299	14,028	298,865	0	3,912	3,912	3,912	3,912
Fresno	545,769	15,890	0	298,865	0	0	0	0	0
Huron	7,299	15,890	15,865	3,779	3,779	3,779	3,779	3,779	3,779
Kerman	15,960	12,863	34,669	8,768	8,768	8,768	8,768	8,768	8,768
Kingsburg	12,863	12,514	28,002	7,852	7,852	7,852	7,852	7,852	7,852
Mendota	9,456	15,890	27,200	6,507	6,507	6,507	6,507	6,507	6,507
Orange Cove	9,456	15,890	20,553	5,328	5,328	5,328	5,328	5,328	5,328
Parlier	15,890	25,917	34,538	8,264	8,264	8,264	8,264	8,264	8,264
Readley	25,917	4,142	56,333	0	14,460	14,460	14,460	14,460	14,460
San Joaquin	4,142	27,185	9,003	2,297	2,297	2,297	2,297	2,297	2,297
Sanger	27,185	24,436	59,089	0	15,278	15,278	15,278	15,278	15,278
Selma	24,436	127,133	53,113	13,622	13,622	13,622	13,622	13,622	13,622
County of Fresno	43,975	314,439	95,947	178,677	74,218	74,218	74,218	74,218	74,218
TOTAL	708,919	1,023,358	291,701	647,485	647,485	647,485	647,485	647,485	647,485

2,230,227

**RESOLUTION NO. 2020-041**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KINGSBURG  
CONCERNING LOCAL TRANSPORTATION PURPOSE FUNDS EXTENSION  
(MEASURE “C” EXTENSION)**

**WHEREAS**, the *City of Kingsburg* is an eligible claimant of funds for Measure C Extension Local Transportation Pass-Through Projects and Program Funds pursuant to California Public Utilities Code Section 142257; and

**WHEREAS**, the Fresno County Transportation Authority has adopted a Resolution of Apportionment for FY 2020-2021, Measure C Extension Local Transportation Pass-Through Projects and Program Funds setting the *City of Kingsburg's* percentage at the following:

- 1.58% of \$11,007,248 (or \$173,782) for the Local Transportation Program, Local Allocation – Street Maintenance Category sub program; which shall be the proportionate share of Measure C Extension Local Transportation Pass-Through Projects and Program Funds to the City shall be entitled within the fiscal year; and
- 1.59% of \$382,235 (or \$6,082) for the Local Transportation Program, Local Allocation – ADA Compliance Category sub program; which shall be the proportionate share of Measure C Extension Local Transportation Pass-Through Projects and Program Funds to the City shall be entitled within the fiscal year; and
- 1.85% of \$10,990,932 (or \$203,554) for the Local Transportation Program, Local Allocation – Flexible Funding Category sub program; which shall be the proportionate share of Measure C Extension Local Transportation Pass-Through Projects and Program Funds to the City shall be entitled within the fiscal year; and

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

- 1) The *City of Kingsburg* hereby submits its Local Transportation Purposes Certification and Claims for Fiscal Year 2020-2021 Measure C Extension Local Transportation Pass-Through Projects and Program Funds;
- 2) The *City of Kingsburg* hereby requests the release of funds to the City on a monthly payment basis consistent with the adopted percentages listed above, based on actual receipts;
- 3) The City Council of the *City of Kingsburg* further certifies:
  - a) That Local Transportation Purpose Funds will not be used to substitute for property tax funds which the *City of Kingsburg* had previously used for local transportation purposes; and

- b) That the **City of Kingsburg** has and will segregate property tax revenues used to support local transportation purposes so that verification of non-substitution can be proved through audit and:
- c) That the **City of Kingsburg** shall separately account for Local Transportation Purposes Funds received, pursuant to Public Utilities Code Section 142257. The City shall maintain records in accordance with generally accepted accounting principles, and shall separately record expenditures for each type of eligible purpose. The City shall make such records available to the Authority for inspection or audit at any time.
- 4) The **City of Kingsburg** understands that should a financial or compliance audit reveal that the **City of Kingsburg** violated any of the requirements set forth in paragraph 3 (a) (b) or ( c ), that the Fresno County Transportation Authority may seek to take immediate steps to resolve the violation in accordance with its adopted procedures.
- 5) The **City of Kingsburg** understands they must follow the Reporting Requirements as indicated in the Measure C Extension Local Agency Handbook and the Measure C Extension Local Agency Handbook, Other Revenue Funding and submit the appropriate Reporting Form for each Program/Project of expenditures for the 2020-2021 fiscal year no later than November 15, 2020. The **City of Kingsburg** understands if these Reporting Requirements are not met by the date listed above the Fresno County Transportation Authority will stop any and all Local Transportation Purposes Pass-Through funds until such Reporting Requirements have been met.

\*\*\*\*\*

I, Abigail Palsgaard, City Clerk of the **City of Kingsburg**, do hereby certify that the foregoing resolution was duly adopted and passed by the Kingsburg City Council at a regular meeting of said Council on the 17th day of June, 2020, by the following vote:

AYES: Councilmember(s):  
 NOES: Councilmember(s):  
 ABSENT: Councilmember(s):  
 ABSTAIN: Councilmember(s):

---

Abigail Palsgaard, City Clerk  
 City of Kingsburg

**MEASURE C EXTENSION  
LOCAL TRANSPORTATION PASS THROUGH REVENUES  
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Kingsburg  
*Local Agency Name*

Address: 1401 Draper Street, Kingsburg, CA 93631

Contact: Alma Colado

Telephone: (559) 897-5821 FAX: (559) 897-5568 Email Address: acolado@cityofkingsburg-ca.gov

**1. Applicable Funding Program: (Check One)**

- |   |  |  |
|---|--|--|
| <i>Regional Public Transit Program</i>              | <i>Local Transportation Program</i>                    | <i>Alternative Transportation Program</i>                            |
| <input type="checkbox"/> Fresno Area Express        | <input checked="" type="checkbox"/> Street Maintenance | <input type="checkbox"/> Rail Consolidation Subprogram               |
| <input type="checkbox"/> Clovis Transit             | <input type="checkbox"/> ADA Compliance                | <i>Environmental Enhancement Program</i>                             |
| <input type="checkbox"/> FCRTA                      | <input type="checkbox"/> Flexible Funding              | <input type="checkbox"/> School Bus Replacement                      |
| <input type="checkbox"/> PTIS/Transit Consolidation | <input type="checkbox"/> Pedestrian/Trails Urban       | <input type="checkbox"/> Transit Oriented Infrastructure for In-Fill |
| <input type="checkbox"/> ADA/Seniors/Paratransit    | <input type="checkbox"/> Pedestrian/Trails Rural       | <i>Administrative/Planning Program</i>                               |
| <input type="checkbox"/> Farmworker Van Pools       | <input type="checkbox"/> Bicycle Facilities            | <input type="checkbox"/> Fresno COG                                  |
| <input type="checkbox"/> Car/Van Pools              | <i>Regional Transportation Program</i>                 |  |
| <input type="checkbox"/> New Technology Reserve     | <input type="checkbox"/> Fresno Airports               |  |

2. The **City of Kingsburg** ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to *Local Agency Name* California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-2021 setting **1.58%** of \$11,007,248 (or **\$173,782**) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

- (a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
- (b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
- (c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: Alma Colado

Title: \_\_\_\_\_

Date: 6/12/2020  
Finance Director

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: \_\_\_\_\_

**MEASURE C EXTENSION  
LOCAL TRANSPORTATION PASS THROUGH REVENUES  
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Kingsburg  
*Local Agency Name*

Address: 1401 Draper Street, Kingsburg, CA 93631 Contact: Alma Colado

Telephone: (559) 897-5821 FAX: (559) 897-5568 Email Address: acolado@cityofkingsburg-ca.gov

**1. Applicable Funding Program: (Check One)**

- |   |  |  |
|---|--|--|
| <i>Regional Public Transit Program</i>              | <i>Local Transportation Program</i>                | <i>Alternative Transportation Program</i>                            |
| <input type="checkbox"/> Fresno Area Express        | <input type="checkbox"/> Street Maintenance        | <input type="checkbox"/> Rail Consolidation Subprogram               |
| <input type="checkbox"/> Clovis Transit             | <input checked="" type="checkbox"/> ADA Compliance | <i>Environmental Enhancement Program</i>                             |
| <input type="checkbox"/> FCRTA                      | <input type="checkbox"/> Flexible Funding          | <input type="checkbox"/> School Bus Replacement                      |
| <input type="checkbox"/> PTIS/Transit Consolidation | <input type="checkbox"/> Pedestrian/Trails Urban   | <input type="checkbox"/> Transit Oriented Infrastructure for In-Fill |
| <input type="checkbox"/> ADA/Seniors/Paratransit    | <input type="checkbox"/> Pedestrian/Trails Rural   | <i>Administrative/Planning Program</i>                               |
| <input type="checkbox"/> Farmworker Van Pools       | <input type="checkbox"/> Bicycle Facilities        | <input type="checkbox"/> Fresno COG                                  |
| <input type="checkbox"/> Car/Van Pools              | <i>Regional Transportation Program</i>             |  |
| <input type="checkbox"/> New Technology Reserve     | <input type="checkbox"/> Fresno Airports           |  |

2. The **City of Kingsburg** ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to *Local Agency Name* California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-2021 setting 1.59% of \$382,235 (or \$6,082) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

(a) Monthly payments consistent with adopted percentage, based on actual receipts

(b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

(a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.

(b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.

(c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: Alma Colado

Title: \_\_\_\_\_

Date: 6/12/2020  
Finance Director

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: \_\_\_\_\_

**MEASURE C EXTENSION  
LOCAL TRANSPORTATION PASS THROUGH REVENUES  
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Kingsburg  
*Local Agency Name*

Address: 1401 Draper Street, Kingsburg, CA 93631 Contact: Alma Colado

Telephone: (559) 897-5821 FAX: (559) 897-5568 Email Address: acolado@cityofkingsburg-ca.gov

**1. Applicable Funding Program: (Check One)**

- |   |  |  |
|---|--|--|
| <i>Regional Public Transit Program</i>              | <i>Local Transportation Program</i>                  | <i>Alternative Transportation Program</i>                            |
| <input type="checkbox"/> Fresno Area Express        | <input type="checkbox"/> Street Maintenance          | <input type="checkbox"/> Rail Consolidation Subprogram               |
| <input type="checkbox"/> Clovis Transit             | <input type="checkbox"/> ADA Compliance              | <input type="checkbox"/> Environmental Enhancement Program           |
| <input type="checkbox"/> FCRTA                      | <input checked="" type="checkbox"/> Flexible Funding | <input type="checkbox"/> School Bus Replacement                      |
| <input type="checkbox"/> PTIS/Transit Consolidation | <input type="checkbox"/> Pedestrian/Trails Urban     | <input type="checkbox"/> Transit Oriented Infrastructure for In-Fill |
| <input type="checkbox"/> ADA/Seniors/Paratransit    | <input type="checkbox"/> Pedestrian/Trails Rural     | <input type="checkbox"/> Administrative/Planning Program             |
| <input type="checkbox"/> Farmworker Van Pools       | <input type="checkbox"/> Bicycle Facilities          | <input type="checkbox"/> Fresno COG                                  |
| <input type="checkbox"/> Car/Van Pools              | <i>Regional Transportation Program</i>               |  |
| <input type="checkbox"/> New Technology Reserve     | <input type="checkbox"/> Fresno Airports             |  |

2. The City of Kingsburg ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to *Local Agency Name* California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-2021 setting 1.85% of \$10,990,932 (or \$203,554) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

- (a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
- (b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
- (c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: 

Title: \_\_\_\_\_

Date: 6/12/2020  
Finance Director

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: \_\_\_\_\_



Meeting Date: 06/17/2020  
Agenda Item: 4.8

**CITY COUNCIL MEETING STAFF REPORT**

**REPORT TO:** Mayor Roman & City Council  
**REPORT FROM:** David Peters, City Engineer **REVIEWED BY:** AP  
**AGENDA ITEM:** Irrevocable Offer of Dedication – Sierra Street  
**ACTION REQUESTED:** \_\_\_Ordinance \_\_\_Resolution √ Motion \_\_\_Receive/File

**EXECUTIVE SUMMARY**

In 2019, the City of Kingsburg transferred property to the Fresno Housing Authority related to the Linnaea Villas Senior Housing project located at the intersection of Madsen Avenue and Sierra Street. The City retained portions of that property surrounding the project which have been designated to be used for future road right-of-way. Sierra Street (State Route 201) requires to be widened along the project frontage as part of the project’s off-site improvements. As a condition of the encroachment permit issued by Caltrans, the City is required to provide an irrevocable offer of dedication on the property retained by the City to the State of California for future road widening along Sierra Street.

The City anticipates the portion of land to be offered for irrevocable dedication to the State of California to be used as future road right of way. It is appropriate to provide the State of California with the dedication due to the State Highway designation of Sierra Street

**RECOMMENDED ACTION BY CITY COUNCIL**

1. Authorize City Manager to execute the Irrevocable Offer of Dedication and transmit the document to Caltrans for recordation.

**POLICY ALTERNATIVE(S)**

None

**REASON FOR RECOMMENDATION/KEY METRIC**

1. Promote Sustainable Growth.

**FINANCIAL INFORMATION**

**FISCAL IMPACT:**

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

**ATTACHED INFORMATION**

1. Irrevocable Offer of Dedication

RECORDING REQUESTED BY AND WHEN  
RECORDED MAIL TO:

DEPARTMENT OF TRANSPORTATION  
CENTRAL REGION SOUTHEAST SURVEYS  
855 "M" STREET  
SUITE 200  
FRESNO, CA. 93721  
Attn: Brian Merrick

State Business – No Recording Fee  
(Gov. Code 6103)  
DEPT. OF TRANSPORTATION

Space above this line for Recorder's Use

**IRREVOCABLE  
OFFER OF  
DEDICATION**  
(Corporation)

District	County	Route	Post Mile	Number
06	FRE	201	1.23	88395-1

The City of Kingsburg, a Charter City and municipal corporation, does hereby GRANT to the STATE OF CALIFORNIA, an IRREVOCABLE OFFER OF DEDICATION for State highway purposes and appurtenances thereto upon, over and across that certain real property in the City of Kingsburg, County of Fresno, State of California, described as:

SEE ATTACHED EXHIBIT "A" FOR LEGAL DESCRIPTION

The State of California does not intend to accept this offer of dedication at this time, but wishes to have this conveyance recorded so that interested parties will have notice of the State's interest in the above-described real property offered for dedication. Said real property will remain with the grantor until the State accepts fee title to said real property and it shall be kept open, clear and free from buildings, structures and utilities of any kind. The grantor understands that any improvements, upon, over, and across said real property shall be removed at grantor's expense when the State accepts title.

This offer of dedication, in whole or in part, is irrevocable and shall be binding on the grantor, his heirs, executors, administrators, successors and assigns.

The term grantor, as used herein, shall include the plural as well as the singular number, and the word "he" shall include the feminine gender as the case may be.

Number
88395-1

IN WITNESS WHEREOF, said corporation has caused its corporate name to be hereunto subscribed and its corporate seal to be affixed hereto, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**City of Kingsburg**

By: \_\_\_\_\_

**[CORPORATE SEAL]**

---

This is to certify that the State of California, acting by and through the Department of Transportation (according to Section 27281 of the Government Code), hereby consents to the making of the foregoing Irrevocable Offer of Dedication and consents to the recordation thereof.

Dated \_\_\_\_\_

By \_\_\_\_\_  
Toks Omishakin  
Director of Transportation

By \_\_\_\_\_  
Attorney in Fact  
Glenn R. Medina

## EXHIBIT "A"

REAL PROPERTY IN THE CITY OF KINGSBURG, COUNTY OF FRESNO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS: THAT PORTION OF PARCEL B OF PARCEL MAP NUMBER 31, IN THE CITY OF KINGSBURG, COUNTY OF FRESNO, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 44 OF PARCEL MAPS, PAGE 60 OF FRESNO COUNTY RECORDS AND DESCRIBED AS FOLLOWS:

- 1) **BEGINNING** AT THE NORTHEAST CORNER OF SAID PARCEL B, SOUTH 00°00'38" WEST ALONG EAST LINE OF SAID PARCEL B, A DISTANCE OF 13.00 FEET;
- 2) THENCE, LEAVING THE SAID EAST LINE OF SAID PARCEL B, SOUTH 90°00'00" WEST, A DISTANCE OF 29.41 FEET;
- 3) THENCE, NORTH 00°00'00" WEST TO THE POINT ON THE NORTH LINE OF SAID PARCEL B, A DISTANCE OF 13.00 FEET;
- 4) THENCE, ALONG THE SAID NORTH LINE OF PARCEL B, NORTH 90°00'00" EAST, A DISTANCE OF 29.41 FEET TO THE POINT OF BEGINNING

CONTAINING AN AREA OF 382 SQUARE FEET MORE OR LESS.

THIS REAL PROPERTY DESCRIPTION WAS PREPARED BY ME, OR UNDER MY DIRECTION, IN CONFORMANCE WITH THE PROFESSIONAL LAND SURVEYORS ACT.

  
\_\_\_\_\_  
JOSEPH D. DAGGETT, LS 8861

  
\_\_\_\_\_  
DATE



**MINUTES FOR THE JOINT MEETING OF THE KINGSBURG CITY COUNCIL, BOARD OF DIRECTORS OF THE CITY OF KINGSBURG PUBLIC FINANCING AUTHORITY, AND BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY OF THE KINGSBURG REDEVELOPMENT AGENCY**

**WEDNESDAY, JUNE 19, 2019 – 6:00 P. M.**

Invocation was given by Pastor Coleman Diffenderfer of The Well Kingsburg, followed by the Pledge of Allegiance led by Mayor Michelle Roman.

**Call to Order and Roll Call for each entity-6:03 P. M. This meeting is a joint meeting of the Kingsburg City Council, the Board of Directors of the City of Kingsburg Public Financing Authority, and the Board of Directors of the Successor Agency of the Kingsburg Redevelopment Agency. During the joint meeting, the Members of the Kingsburg City Council will be concurrently sitting as the Members of the Board of Directors of the City of Kingsburg Public Financing Authority and the Board of Directors of the Successor Agency of the Kingsburg Redevelopment Agency.**

**Members present:** Jewel Hurtado, Vince Palomar, Sherman Dix, Laura North, and Mayor/Chairman Michelle Roman.

**Staff present:** City Clerk Abigail Palsgaard, City Attorney Michael Noland, City Manager Alexander Henderson, Finance Director Alma Colado, City Engineer Dave Peters, Fire Chief Dan Perkins, and Police Chief Neil Dadian.

**Public Comments:**

Shawn Woods, resident of W. Orange Street, expressed concern regarding a severe biohazard at his home with fleas everywhere.

Kevin Underwood, resident of W. Orange Street, stated that he is also concerned about the flea issue and sick cats. He hopes the Council will address it right away.

Kay Roberts, resident of W. Orange Street, stated that the boarding house renter's cats are making her cats sick and the residents on the street are getting bitten by fleas.

Lea Underwood, resident of W. Orange Street, stated that the diseased cats are coming into her garden where she feeds her family.

Jerry Avedikian stated that he is a property owner by W. Orange Street and wants to know if we are going to address the matter.

City Attorney Michael Noland said that, in addition to the actions of the Police Department, an Abatement Citation was issued to the owners of the house requiring them to take immediate action to clean up the outside including cleaning up and abating the pests. They started to abate the outside today and have contracted a pest company that will be on the property tomorrow to eliminate the fleas and to address the cat issue. The City may have to contract a company to trap the cats. The Code requires we give them some time to clean up the inside. They have until June 25<sup>th</sup>. If the owners do not, the City will have the right to abate the nuisance if necessary and lien the property to recover the cost.

Council Member Dix asked what rights we have under the Health Code. The City Attorney stated that this is what we are doing right now by taking on the responsibilities of the outside. We may have to file in the Fresno County Court to be able to take action. Council Member North asked what help we can give to the neighboring residents if their animals are sick. The City Attorney said that we can look into that. Council Member Dix asked for a report of communications given to the City. Council Member Palomar recommended that they come to the Council meeting if there is an issue not being addressed.

**Approve Joint Meeting Agenda:** A motion was made by Council Member North to approve the Joint Meeting Agenda, as published. The motion was seconded by Council Member Palomar and carried by unanimous voice vote.

**Joint Meeting Consent Calendar:** (to be approved by the City Council)

Council Member Dix asked that Items 4.5 and 4.6 be pulled for discussion. He then moved that the remaining items be approved. The motion was seconded by Council Member Palomar and carried by unanimous voice vote.

- 4.1 Approval of City Council Minutes:** Approve the minutes from the June 4, 2019 Regular City Council Meeting as prepared by City Clerk Abigail Palsgaard.

- 4.2 **Check Register:** Ratify/approve payment of bills listed on the check register for the period May 30, 2019 through June 12, 2019 as prepared by Accounts Payable Clerk Grace Reyna.
- 4.3 **Acceptance of Bethel Avenue Reconstruction STPL 5170 (055)-** Staff Report prepared by City Engineer Dave Peters.
- 4.4 **Approval of the 2019-2020 Memorandum of Understanding between the City of Kingsburg and the Kingsburg Professional Firefighters Association.**
- 4.5 **Pulled**
- 4.6 **Pulled**
- 4.7 **Approval of Kingsburg Financing Authority Minutes -** Approve the minutes from the regular meeting held on June 20, 2018 as prepared by Planning Secretary Mary Colby. **(To be approved only by Board of Directors of the Kingsburg Public Financing Authority)**

**Pulled Consent Calendar Items-**

- 4.5 **Adopt Resolution No. 2019-033- A Resolution of The City Council of The City of Kingsburg Adopting Fresno County’s Adopted Homelessness Priorities For 2019**

Sonia M. De La Rosa, Fresno County, reviewed the framework of action and said that we want it to be collaborative. Fresno County would like to provide services to homeless in the city they are in and use their funding in the rural area. Council Member Dix asked about allowing for “wet” use. Ms. De La Rosa said they can come in high or drunk. We do not want to turn anyone away if they can help them. It also allows them to bring in their dogs. Council Member Dix asked if there is a reason why Kingsburg needs to adopt this. Will we be forced to open a “wet” shelter? Ms. De La Rosa said no, we are asking for sharing of information.

A motion was made by Council Member Palomar, seconded by Council Member Hurtado, to Adopt Resolution No. 2019-033 as stated above. The motion carried by voice vote, four in favor, Council Member Dix voting no.

- 4.6 - **(To be approved only by Board of Directors of the Successor Agency of the Kingsburg Redevelopment Agency)**

**Approval of Kingsburg Redevelopment Successor Agency Minutes -** Approve the minutes from the regular meeting held on June 20, 2018 as prepared by Planning Secretary Mary Colby.

Council Member Dix asked if we will have a dissolution of the Successor Agency. City Manager Alexander Henderson said that once our payments are completed, then we will dissolve.

A motion was made by Council Member Dix, seconded by Council Member Palomar to approve Consent Calendar Item No. 4.6 as stated above. The motion carried by unanimous voice vote.

**REGULAR CALENDAR**

**Swearing in of Police Officer Jennifer Villanueva -** City Clerk Abigail Palsgaard administered the Oath of Office followed by the pinning of badges by family members.

**PUBLIC HEARING-Landscaping and Lighting Assessment District No. 93-01- Consider Approval of Engineer's Report and Levy and Collection of Assessments within such District for Fiscal Year 2019/2020-** Staff Report Prepared by Finance Director Alma Colado (Action only by the City Council)

**Open Public Hearing - 6:37 P. M.**

City Manager Alexander Henderson explained that taxes are collected on an annual basis for upkeep for the public area in certain subdivisions.

**Council Discussion- 6:41 P. M. – None**

**Open Public Comment** – 6:41 P. M.- None

**Close Public Comment** - 6:41 P. M.

**Continued Council Discussion** – None

**Close Public Hearing** – 6:41 P. M.

A motion was made by Council Member Dix, seconded by Council Member Hurtado, to Adopt Resolution No. 2019-034 Approving the Engineer's Report for Assessment District No. 93-01 and the Levy and Collection of Assessments within such District for Fiscal Year 2019/2020 and Confirming Diagrams and Assessments Pursuant to the Provisions of Part 2 of Division 15 of the California Streets and Highways Code and as Provided by Article XIII D of the California Constitution. The motion carried by unanimous voice vote.

**PUBLIC HEARING - Fiscal Year 2019/2020 Budget Review-Consider 2019/2020 Fiscal Year Recommended Executive Budget**

**Open Public Hearing-** 6:42 P. M.

**Presentation by City Manager Alexander Henderson-** Mr. Henderson stated that we discussed the budget at the last meeting in detail. The numbers have not changed.

**Council Discussion-** 6:43 P. M. - Council Member Dix stated that he would like to allocate \$50,000 to the Economic Development Committee to try to create more agritourism, bring in more businesses, more signage on the 99, more branding of the district, and bringing in more tourists - showcase our unique area. Council Member North asked where the \$50,000 would come from. City Manager Alexander Henderson stated that we have \$300,000 in the Economic Development Fund. It can come back if you do not want to use that account. Council Member Hurtado asked if \$50,000 is enough money to do what they would like. Council Member Dix said, yes, with the planning report we have estimated our cost. Council Member North said she would support it if she had more details. Council Member Dix said that the Economic Development Committee will come back with a detailed report.

**Open Public Comment** - 6:50 P. M. None

**Close Public Comment** - 6:50 P.M.

**Continued Council Discussion-** 6:50 P. M. – None

**Close Public Hearing** – 6:50 P. M.

A motion was made by Council Member North, seconded by Council Member Dix, to adopt Resolution No. 2019-035 approving the City of Kingsburg 2019/2020 Fiscal Year Budget; including the Kingsburg Public Finance Authority and Successor Agency of the Kingsburg Redevelopment Agency Budgets. The motion carried by unanimous voice vote.

**Gann Limit Adoption for 2019-2020 Fiscal Year Budget Figures-**Staff Report Prepared by Finance Director Alma Colado  
**(Action only by the City Council)**

A motion was made by Council Member Palomar, seconded by Council Member Hurtado, to adopt Resolution No. 2019-036 adopting the 2019-20 Gann Limit. The motion carried by unanimous voice vote.

**Short Term Rental Ordinance Discussion-** Staff Report prepared by City Attorney Michael Noland  
**(Action only by the City Council)**

City Manager Alexander Henderson stated that this continues our discussion from the May 15, 2019 Council meeting where residents voiced their concern. He went over proposed changes. City Attorney Michael Noland stated that all of this is for the Council's review.

**Public Comment:**

Renee Nuanes, resident on Stroud Avenue, said she appreciates the opportunity to speak about short term rentals. She said that the neighborhood has experienced negative effects from the rentals. The neighbors are feeling retaliated against when they report problems with the short-term rental.

Jeremy Kinney, short term rental owner on Stroud Avenue, said that he has lived here for 20 years. They have raised their kids here. He is very involved in the community. The intention on starting Air B&B's was not to impact his neighbors. He said he has only had one complaint from their neighbor. He has set up cameras to watch over renters and has ordered noise monitors.

Council Member North asked if they live there. Mr. Kinney yes, we do. Council Member North stated that people had contacted her personally with noise complaints. Council Member Dix stated that he has a problem with Mr. Kinney calling it a "business" when it is a residential district. Residents expect to have a residential area, not commercial. He asked if Mr. Kinney is opposed to any changes. Mr. Kinney said no but he doesn't like the parking regulations. Mayor Roman said the parking problem is an issue. Council Member Dix said that he likes the multiple night requirement. Monica Kinney said that they have had only one complaint through the Police Department regarding parking. We want a nice quiet Air B&B by allowing parking so that neighbors cannot harass them and try to shut down their Air B&B. Council Member North asked if they can get the names of all the people who stay there. Monica said that it is like any hotel reservation. Just the main person is registered.

Tim Nuanes, resident on Stroud, asked about the radius requirement listed in the proposed ordinance. City Attorney Michael Noland said that he believes that the existing Air B&Bs would be grandfathered in. Mayor Roman asked if the proposed ordinance would be beneficial. Tim said they go away for the weekend and leave this to us. Council Member Dix said that describing it as a business rubs him the wrong way. In other cities they are generally in mixed-use districts, not residential. Tim said that he wants higher fees for violations to pay for the Police Department's time. Mayor Roman said that she wants to allow cars to park in front. Council Member Dix said that is the point, to not impact the neighborhood. Council Member North said that she is concerned that neighbors do not know who is coming in and out. She said that she thinks the 180 rental days is too high. She said that she doesn't want people to buy houses just to be rentals. Mayor Roman said that as we develop tourism, people will want to stay in a home and make their own meals. She said that more and more people are going this route. We just want to make sure the ordinance is in place to protect the neighbors. Council Member North stated that she thinks 90 days is more reasonable for rentals. Council Member Palomar asked about the violations and wanted to make sure there is a right to revoke the license. Staff said that after 2 violations the home occupation will be revoked. Council Member Dix said that we had a hotel study that said there was not enough demand to build another hotel.

Mr. Kinney spoke about allowing parking in front of the house on the street. He said that the neighbors will use this to try to put them out businesses.

Council Member Hurtado said that she would like to add a minimum of nights stayed.

City Attorney Michael Noland stated that we need to address. Council decided on a minimum 2-night stay; 96 day maximum in a calendar year; 10 maximum permits. Council decided that short term rentals in the Central Commercial Zone is allowed for apartments of non-resident occupancy.

Rosalinda Cantu, short term rental owner, stated that most of her guests are here working. They stay the week and not the weekend. It makes it hard to comply with the 96 days. She said that she has had positive experiences.

Tim Nuanes said that he wants to make sure it is known that it is a residential zone for a reason.

Council discussed the maximum days in a calendar year. Council Member Dix said that he wouldn't want it in the residential zone, so this is a compromise. Mayor Roman said that if they violate the code, they will have their license revoked.

A motion was made by Council Member Dix to waive the first reading of the Short-Term Rental Ordinance and pass to the second reading at the meeting in July, with changes. The motion was seconded by Council Member Palomar and carried by unanimous voice vote.

**South Kings Groundwater Sustainability Agency (SKGSA) CID Water Procurement Agreement - Staff Report prepared by City Engineer Dave Peters  
(Action only by the City Council)**

City Engineer Dave Peters explained that the SKGSA has been negotiating with the Consolidated Irrigation District to enter into an agreement for procuring surface water to be used in groundwater recharge efforts. Following Mr. Peters' explanation and Council discussion, a motion was made by Council Member Palomar, seconded by Council Member North, to approve the Agreement and authorize SKGSA representative (Council Member Palomar) to vote in support of the proposed Water Procurement Agreement between the South Kings Groundwater Sustainability Agency and Consolidated Irrigation District. The motion carried by unanimous voice vote.

**Crime Statistics Report for the Month of May 2019 and General Police Department Update- Crime Statistics Report prepared by Kingsburg Police Department Records Supervisor Corina Padilla.**

Police Chief Neil Dadian presented a brief overview of the report. Council expressed appreciation for what the Police Department is doing and taking the guns off the street.

**City Council Social Media Policy- Staff Report prepared by City Attorney Michael Noland  
(Action only by the City Council)**

Council Member North stated that we would like a policy that clearly spells out what we can and can't do. Mayor Roman stated that maybe there should be disclaimers on our social media pages. City Manager Alexander Henderson said that we can develop that. City Attorney Michael Noland stated that the issue is keeping it separate. Council directed staff to start working on a policy.

**Utility Bill Base Rate Resolution- Staff Report prepared by City Manager Alexander Henderson  
(Action only by the City Council)**

City Manager Alexander Henderson reviewed the steps that were taken in 2012 to meet the requirements necessary under Proposition 218. The rate increases were enacted with a five-year phased approach. All Proposition 218 requirements have been satisfied. Staff recommends that the Council pass a resolution to begin collecting the final phase of proposed increases (\$1.75) which was originally intended to take effect April 1, 2017.

Following brief discussion, a motion was made by Council Member North, seconded by Council Member Hurtado, to adopt Resolution No. 2019-037 Initiating Collection of a Water Rate Increase of \$1.75 per month which was deferred from April 1, 2017. The motion carried by unanimous voice vote.

**Council Reports and Staff Communications**

**Community Services Commission** – Council Member Hurtado reported that they meet next week.

**Public Safety Committee** – Council Member Palomar reported that they meet in July.

**Chamber of Commerce** – Council Member North spoke about Farmers' Market in the Park, Summer Band Concerts and 4<sup>th</sup> of July Celebration.

**Economic Development Committee** – Council Member Dix reported that they will meet about an agritourism plan.

**Finance Committee** – City Manager Alexander Henderson reported that they will meet in July.

**Planning Commission** – City Manager Alexander Henderson reported that they did not meet in June.

**South Kings Groundwater Sustainability Agency Joint Powers Authority** – City Manager Alexander Henderson stated that we talked about it earlier tonight.

**City Manager's Report** – City Manager Alexander Henderson reported that we have purchased Athwal Park equipment. He introduced the City's new Fire Chief Dan Perkins. We will do the swearing in in July. Chief Perkins said that he is happy to be here. Chief Sendlebach has done a great job and he hopes to keep it going. Mr. Henderson thanked Interim Chief Sendlebach for all he has done.

**Other Business that may come properly before the City Council - None**

**Future Agenda Items**

Council Member North said that she would like Council to discuss moving the Senior Center to the new senior housing development and have recreation at the present Senior Center site.

Council Member Hurtado said that she wants to recognize the bus driver on a future agenda.

Council Member North reminded staff she wants to recognize the Hash family for their donation.

**At 9:24 P. M. the Joint Meeting of the Board of Directors of The City of Kingsburg Public Financing Authority and the Board of Directors of The Successor Agency of the Kingsburg Redevelopment Agency was adjourned.**

**At 9:24 P. M. the Kingsburg City Council adjourned into Closed Session to discuss the following item(s).**

- 9.1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR  
California Government Code Section 54956.8  
Fresno County Assessor's Parcel Number: APN: 394-030-33  
City Negotiator: Alexander J. Henderson  
Under Negotiation: Purchase Terms**

**The Closed Session was Adjourned into the Regular Meeting at 9:40pm.**

**City Attorney Michael Noland reported that there was nothing to report.**

**The Kingsburg City Council Meeting was adjourned at 9:40pm.**

**Submitted by:**

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**Abigail Palsgaard, City Clerk  
City of Kingsburg**



Meeting Date: 06/17/2020  
Agenda Item: 5.1

**CITY COUNCIL MEETING STAFF REPORT**

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**REPORT TO:** Mayor Roman & City Council  
**REPORT FROM:** Alma Colado, Finance Director                      **REVIEWED BY:** AP  
**AGENDA ITEM:** Consider Approval of Engineer’s Report and Levy and Collection of Assessments within District No. 93.01 for Fiscal Year 2020-2021  
**ACTION REQUESTED:**  Ordinance     Resolution     Motion     Receive/File

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**EXECUTIVE SUMMARY**

The Landscape and Lighting Act of 1972 authorizes cities to impose assessments on benefitted properties to finance construction of street landscaping, street lighting, traffic signals, parks, street trees, sidewalk repair, and recreational improvements as well as maintenance and servicing of any of these improvements within public places within the boundaries of the District.

The engineering firm of Willdan Financial Services has prepared and filed with the Clerk the “Engineer’s Report” that has reviewed all the maintenance costs and administration and overhead collections in maintaining the District. The expenses incurred included servicing turf, ground cover, shrubs, trees, irrigation lighting systems, entry monuments, walls, drainage systems, park facilities, and associated appurtenances located in public places within the boundaries of the District.

The total levy is \$102,445.83 for FY 2020/21, which is a \$2,113.76 increase from the current fiscal year.

**PUBLIC HEARING**

A public hearing notice was published in the Selma Kingsburg Enterprise Recorder on June 3, 2020.

**RECOMMENDED ACTION BY CITY COUNCIL**

1. Council to conduct a public hearing to receive public testimony in regard to the proposed Fiscal Year 2020/21 assessments and to, following the hearing, take action to adopt Resolution No. 2020-037 ordering the levy and collection of assessments within the City’s Landscaping and Lighting Assessments Districts.

**POLICY ALTERNATIVE(S)**

N/A

**FINANCIAL INFORMATION**

**FISCAL IMPACT:**

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

**ATTACHED INFORMATION**

- 1 Resolution 2020-037
- 2 Engineer’s Report from Willdan Financial Services

**RESOLUTION NO. 2020-037**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF KINGSBURG, COUNTY OF FRESNO, STATE OF CALIFORNIA  
APPROVING THE ENGINEER'S REPORT FOR THE CITY ASSESSMENT DISTRICT  
NO. 93-01 AND THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN SUCH  
DISTRICT FOR FISCAL YEAR 2020/2021 AND CONFIRMING DIAGRAMS AND  
ASSESSMENTS PURSUANT TO THE PROVISIONS OF PART 2 OF DIVISION 15 OF  
THE CALIFORNIA STREETS AND HIGHWAYS CODE AND AS PROVIDED BY  
ARTICLE XIII D OF THE CALIFORNIA CONSTITUTION**

WHEREAS, the City Council by its Resolution No. 2020-029 initiated proceedings, and by its Resolution No. 2020-031 declared its intention to levy annual assessments for the City Assessment District No. 93-01 (hereinafter referred to as the "District"), and to levy and collect assessments against lots and parcels of land within such District pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code, commencing with Section 22500 (hereinafter referred to as the "Act"), to pay for the costs and expenses of operating, maintaining and servicing ornamental structures, landscaping and appurtenant facilities located within public places within the boundaries of the District; and

WHEREAS, the Engineer selected by the City Council has prepared and filed with the City Clerk, and the City Clerk has presented to the City Council, a report in connection with the annual levy of assessments against lots and parcels of land within the District, and the City Council did by previous resolution approve such report (hereinafter referred to as the "Engineer's Report"); and

WHEREAS, the City Council desires to levy and collect assessments against lots and parcels of land within the District for the fiscal year commencing July 1, 2020 and ending June 30, 2021, to pay for the costs and expenses of operating, maintaining and servicing turf, ground cover, shrubs, trees, irrigation, lighting systems, entry monuments, walls, drainage systems, park facilities, and associated appurtenances, located in public places within the boundaries of the District; and

WHEREAS, a mailed ballot election in connection with the levy of assessments within the District was not required in accordance with Article XIII D of the California Constitution.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KINGSBURG DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

Section 1. Following notice duly given, the City Council has held a full and fair public hearing regarding its Resolution No. 2020-037, the Engineer's Report prepared in connection with the District and the levy and collection of assessments, and considered all oral and written statements, protests and communications made or filed by interested persons.

Section 2. The City Council hereby finds that a majority protest does not exist as defined in Section 4(e) of Article XIII D of the California Constitution with respect to the District. All oral and written protests and objections to the annual levy of assessments for the District and the proposed collection of assessments are hereby overruled by the City Council.

Section 3. Based upon its review of the Engineer's Report, a copy of which has been presented to the City Council and which has been filed with the City Clerk, and other reports and information, the City Council hereby finds and determines with respect to the District included in the Engineer's Report, that:

- (i) the land within the District will be specially benefited by the operation, maintenance and servicing of turf, ground cover, shrubs, trees, irrigation, lighting systems, entry monuments, walls, drainage systems, park facilities, and associated appurtenances, located in public places within the boundaries of the District; and
- (ii) the District include all lands so specially benefited; and
- (iii) the net amount to be assessed upon the lots and parcels within the District in accordance with the assessment for the fiscal year commencing July 1, 2020 and ending June 30, 2021 is apportioned by a formula and method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated special benefits to be received by each lot or parcel from the improvements; and
- (iv) only special benefits are assessed and no assessment is imposed on any parcel, which exceeds the reasonable cost of the proportional special benefit conferred on that parcel.

Section 4. The City Council hereby orders the proposed improvements to be made as set forth in the Engineer's Report, which improvements are briefly described as follows: the operation, maintenance and servicing of turf, ground cover, shrubs, trees, irrigation, lighting systems, entry monuments, walls, drainage systems, park facilities, and associated appurtenances, located in public places within the boundaries of the District. These improvements include all necessary service, operations, administration, and maintenance required to keep the above-mentioned improvements in a healthy, vigorous, and satisfactory condition.

Section 5. The City Council hereby confirms the diagrams and assessments set forth in the Engineer's Report. The maintenance, operation and servicing of the ornamental structures, landscaping and appurtenant facilities shall be performed pursuant to law. Commencing with fiscal year 2020/2021, the County Auditor of Fresno County shall enter on the County Assessment Roll opposite each lot or parcel of land the amount of the assessment, and such assessments shall then be collected at the same time and in the same manner as the County taxes are collected. After collection by the County, the net amount of the assessment after deduction of any compensation due the County for collection shall be paid to the City Treasurer. For fiscal year 2020/2021, the City's representative is hereby authorized and directed to collect such assessments.

Section 6. The assessments are in compliance with the provisions of the Act and Article XIII D of the California Constitution, and the City Council has complied with all laws pertaining to the levy of annual assessments pursuant to the Act and Article XIII D of the California Constitution.

Section 7. The assessments are levied for the purpose of paying the costs and expenses of the improvements described in Section 4, above, for fiscal year 2020/2021.

Section 8. The City Treasurer shall deposit all money representing assessments collected for the Districts to the credit of a special fund known as "Improvement Fund, City of Kingsburg Assessment Districts No. 93-01" and such money shall be expended only for the maintenance, operation and servicing of the ornamental structures, landscaping and appurtenant facilities as described in Section 4 above.

Section 9. The adoption of this resolution constitutes the levy of assessments for the fiscal year commencing July 1, 2020 and ending June 30, 2021.

Section 10. A certified copy of the diagrams and assessments shall be filed in the office of the City Clerk and shall be open for public inspection.

\*\*\*\*\*

I, Abigail Palsgaard, City Clerk of the City of Kingsburg, do hereby certify that the foregoing resolution was duly passed and adopted at a regular meeting of the Kingsburg City Council held on the 17<sup>th</sup> day of June 2020, by the following vote:

Ayes:	Councilmembers
Noes:	Councilmembers
Absent:	Councilmembers
Abstain:	Councilmembers

---

Abigail Palsgaard, City Clerk  
City of Kingsburg

**CLERK'S CERTIFICATION TO COUNTY AUDITOR  
ASSESSMENT DISTRICT NO. 93-01  
FOR FISCAL YEAR 2020/2021**

(Pursuant to Landscaping and Lighting Act of 1972)

Pheasant Grove, Phases 1 and 2, Tracts 4210 and 4635  
Goldcreek Estates, Tract 4659  
Pheasant Grove, Phases 3 and 4, Tracts 4751 and 4769  
Kingsburg Country Estates, Phases 1 and 2, Tracts 4900 and 5005  
Sierra Ranch West, Phase 1, Tract 4950  
Kingsburg Country Estates, Phase 3, Tract 5068  
Sierra Ranch West, Phase 2, Tract 5089  
Sierra Ranch, Unit No. 6, Tract 5151  
Sierra Annexation, No. 9, Tract 5177  
Annexation No. 10, Tract 5087  
Annexation No. 11, Tract 5610  
Annexation No. 12  
Annexation No. 13  
Annexation No. 14, Tract 6094

TO THE COUNTY AUDITOR OF THE COUNTY OF FRESNO:

I, Abigail Palsgaard, hereby certify that the attached document is a true copy of that certain Engineer's Report, including assessment and assessment diagram, for the City Assessment District No. 93-01, City of Kingsburg, confirmed by the City Council of the City of Kingsburg on the 17<sup>th</sup> day of June, 2020, by its Resolution No. 2020-037.

This document is certified, and is filed with you, pursuant to Section 22641 of the Streets and Highways Code.

Dated: June 17, 2020

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Abigail Palsgaard, City Clerk  
City of Kingsburg



Meeting Date: 06/17/2020  
Agenda Item: 5.3

**CITY COUNCIL MEETING STAFF REPORT**

**REPORT TO:** Mayor Roman and Council Members

**REPORT FROM:** Alma Colado, Finance Director

**REVIEWED BY:** AP

**AGENDA ITEM:** Gann Limit Adoption for 2020-21 Fiscal Year-Budget Figures.

**ACTION REQUESTED:**  Ordinance  Resolution  Motion  Receive/File

**EXECUTIVE SUMMARY**

Each year the City Council must approve a resolution to adopt Gann Limit for the City for the new fiscal year budget figures using the County or City Growth percentage for calculations.

**RECOMMENDED ACTION BY CITY COUNCIL**

Staff recommends that the City Council adopt Resolution No. 2020-039 approving the Gann Limit calculation for 2020-21 Fiscal Year using the City Growth percentage.

**POLICY ALTERNATIVE(S)**

None.

**REASON FOR RECOMMENDATION/KEY METRIC**

The statutes regarding the adoption of the Gann Appropriation Limit are contained in Government Code Section 7910. The adoption of the limit must be by resolution prior to the fiscal year in question and Prop 111 requires a recorded vote of the Council regarding which of the annual adjustment factors should be chosen (City Growth or County Growth). Once the Limit is adopted the public has 45 days from the effective date of the resolution to challenge the calculation. If there is no protest within the 45 days the resolution is automatically passed.

We have the choice of using the City Growth percentage or the County Growth percentage for the calculation. The City growth percentage is 2.65% and the County percentage is .81%. The larger percentage gives us a higher limit. For the figures below I have used the City Growth percentage.

**SPENDING LIMIT CALCULATION FY 2020-2021**

2020-21 Gann Limit based on budget figures	\$8,772,324
Appropriations subject to limitations	\$3,620,374
	-----
Under the limit for the 2020-21 fiscal year budget	\$5,151,950

**FINANCIAL INFORMATION**

**FISCAL IMPACT:**

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

**FINANCIAL SUMMARY**

The financial impact that results from this action is that the appropriations subject to limitations is below the established Gann limit resolve that we do not have excess funds and do not need to return any funds. If we do not take action the City would be out of compliance with State of California's statutes.

**ATTACHED INFORMATION**

1. 2020-039 Resolution for Adoption of 2020-21 Gann Limit

RESOLUTION NO. 2020-039

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KINGSBURG,  
CALIFORNIA ESTABLISHING THE APPROPRIATION LIMIT  
FOR FISCAL YEAR 2020-2021

WHEREAS, Section 7900 of the Government Code provides for the implementation of Article XIII B of the California Constitution; and

WHEREAS, Section 7901 through 7913 of the Government code provides that each year the governing body of each local jurisdiction shall, by resolution, establish its proceeds of taxes appropriation limit at a City Council meeting, and

WHEREAS, all documentation used in the determination of the proceeds of taxes appropriation limit for the 2020-2021 Fiscal Year is calculated by using the annual adjustment factors used in making such calculation based on the percentage changes in California per capita income and the annual population for the City of Kingsburg.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KINGSBURG AS FOLLOWS:

Appropriation Subject To Limit

FY 2020/2021 Revenues  
Total Appropriation Subject To Limit \$3,620,374

**Appropriation Limit**

FY 2019/2020 Appropriation Limit \$8,238,471

A. Population % 1.0265

(Based on change in City population)

B. Percent growth in per capita income 1.0373

**Total Annual Adjustment 1.0648**

(A multiplied by B)

Increase in Appropriation Limit \$ 533,853

**FY 2020/2021 Appropriation Limit \$8,772,324**

Remaining Appropriation Capacity \$5,151,950

The City Council of the City of the Kingsburg hereby adopts these factors and the limitation calculations set forth herein.

\*\*\*\*\*

I, Abigail Palsgaard, City Clerk of the City of Kingsburg, do hereby certify that the foregoing Resolution 2020-039 was duly passed and adopted at a regular meeting of the Kingsburg City Council held on the 17<sup>th</sup> day of June, 2020, by the following vote:

Ayes: Councilmember(s):  
Noes: Councilmember(s):  
Absent: Councilmember(s):  
Abstain: Councilmember(s):

\_\_\_\_\_  
Abigail Palsgaard, City Clerk  
City of Kingsburg



Meeting Date: 06/17/2020  
Agenda Item: 5.4

**CITY COUNCIL MEETING STAFF REPORT**

**REPORT TO:** Mayor Roman & City Council  
**REPORT FROM:** Alexander Henderson, City Manager **REVIEWED BY:** AP  
**AGENDA ITEM:** Community Facilities District 2017-01 FY2020-21 Levy  
**ACTION REQUESTED:**  Ordinance  Resolution  Motion  Receive/File

**EXECUTIVE SUMMARY**

On June 7, 2017, the City Council adopted Resolution No. 2017-023, entitled “Resolution of Formation of Kingsburg Community Facilities District No. 2017-01 (Public Services District),” (the “CFD”) ordering the formation of the CFD, authorizing the levy of a special tax on property within the CFD, and establishing an appropriations limit for the CFD, all pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, constituting California Government Code Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing with Section 53311 (the “Mello-Roos Act”).

The public services that will be financed by the CFD levy include, without limitation, police services, fire and ambulance and emergency response services, parks and open space maintenance, lighting and landscape maintenance, alley maintenance and repair, administrative fees of the City and reimbursement of costs related to the formation of CFD 2017-01 advanced by the City.

**RECOMMENDED ACTION**

1. The Kingsburg City Council, by motion, adopt Resolution No. 2020-040- Resolution of the City Council of the City of Kingsburg, Acting in its Capacity as the Legislative Body of Community Facilities District No. 2017-1 (Public Services District) Authorizing the Levy of a Special Tax for Fiscal Year 2020-2021.
- 2.

**POLICY ALTERNATIVE(S)**

1. Don't not set a rate for the CFD

**REASON FOR RECOMMENDATION/KEY METRIC**

1. Ensure Financial Stability

**FINANCIAL INFORMATION**

**FISCAL IMPACT:**  
1. Is There A Fiscal Impact? Yes  
2. Is it Currently Budgeted? Yes  
3. If Budgeted, Which Line?

**FISCAL IMPACT**

The proposed levy will provide resources that are needed to fund the services outlined above for residents of the CFD in Fiscal Year 2020-2021. The Rate and Method of Apportionment of the CFD has calculated those impacts as \$668.17 per year for a single family dwelling unit and \$445.44 for a multi-family dwelling unit in Tax Zone 1 and \$1,357.46 per year for a single family dwelling unit and \$814.47 for a multi-family dwelling unit in Tax Zone 2. Other land use types have a value related to the single family dwelling unit amount, based on square footage. There will be forty-seven (47) parcels assessed in Fiscal Year 2020-2021, with a total levy of \$31,403.94.

**ATTACHMENTS:**

1. Resolution No. 2020-040 – Resolution of the City Council of the City of Kingsburg, Acting in its Capacity as the Legislative Body of Community Facilities District No. 2017-1 (Public Services District) Authorizing the Levy of a Special Tax for Fiscal Year 2020-2021.

**RESOLUTION 2020-040**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KINGSBURG, ACTING IN ITS CAPACITY AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2017-1 (PUBLIC SERVICES DISTRICT), AUTHORIZING THE LEVY OF A SPECIAL TAX FOR FISCAL YEAR 2020-2021**

**WHEREAS**, on June 7, 2017, the City Council adopted Resolution No. 2017-023, entitled “Resolution of Formation of Kingsburg Community Facilities District No. 2017-01 (Public Services District)” (the “Resolution of Formation”), ordering the formation of the CFD and a "City of Kingsburg Community Facilities District No. 2017-1 (Public Services District)” authorizing the levy of a special tax on property within the CFD and establishing an appropriations limit for the CFD, all pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, constituting California Government Code Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing with Section 53311 (the “Mello-Roos Act”); and

**WHEREAS**, approval of the special tax prior to the County of Fresno’s deadline for inclusion of special taxes on consolidated property tax bills is required pursuant to Government Code Section 43340 of the Mello-Roos Community Facilities Act of 1982; and

**WHEREAS**, the City’s Ordinance 2017-003 authorized the levy of special taxes within the CFD pursuant to the Mello-Roos Act, at the rate and in accordance with the rate and method of apportionment of special tax (the "Rate and Method") set forth in the Resolution of Formation, and further ordered that the provisions of the Special Tax Ordinance shall apply not only to the initial territory included in the CFD but also to parcels included in the Future Annexation Area that are annexed to the CFD at the rate or rates as set forth by supplements to the Rate and Method to be approved unanimously by the owner or owners of each parcel or parcels to be annexed to the CFD; and,

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KINGSBURG, ACTING AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2017-01 (PUBLIC SERVICES DISTRICT), DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:**

Section 1. The Special Tax Roll for Fiscal Year 2020-2021 for Community Facilities District No. 2017-01 is approved.

Section 2. Without further action of the Council, the Finance Director is authorized to levy the Special Tax for Community Facilities District No. 2017-01 (Public Services District) of the City of Kingsburg and send the special tax roll to the County of Fresno to be included in the County’s tax roll for collection for Fiscal Year 2020-2021.

Section 3. The Finance Director or designee is hereby authorized to place the assessment, charge, or tax on the property tax roll with the following per unit, per square foot, or per acre amounts identified in the tables below:

**CFD No. 2017-01 (Public Services District) Tax Zone 1**

Land Use Class	Description	FY2020-2021 Maximum Special Tax
1	Single Family Residential Property	\$668.17 per Dwelling Unit
2	Multi-Family Residential Property	\$445.44 per Dwelling Unit
3	Retail and Office Property	\$0.23 per Sq. Ft. of Non-Residential Floor Area
4	Industrial and Institutional Property	\$0.07 per Sq. Ft. of Non-Residential Floor Area

**CFD No. 2017-01 (Public Services District) Tax Zone 2 (Anderson Village)**

Land Use Class	Description	FY2020-2021 Maximum Special Tax
1	Single Family Residential Property	\$1,357.45 per Dwelling Unit
2	Multi-Family Residential Property	\$814.47 per Dwelling Unit

Section 4. The Special Tax levy is authorized to be filed with the County of Fresno to meet its July 30, 2020 deadline for the Fiscal Year 2020-2021.

\*\*\*\*\*

I, Abigail Palsgaard, City Clerk for the City of Kingsburg, do hereby certify that the foregoing resolution was duly passed and adopted at a regular meeting of the Kingsburg City Council held on the \_\_\_ day of June 2020, by the following vote:

Ayes: Councilmember(s):  
 Noes: Councilmember(s):  
 Absent: Councilmember(s):  
 Abstain: Councilmember(s):

\_\_\_\_\_  
 Abigail Palsgaard, City Clerk  
 City of Kingsburg

**City of Kingsburg**  
**Community Facilities District No. 2017-01 (Public Services)**

**Fiscal Year 2020-2021 Special Tax Requirement**

<b>Fund Balances as of June 30, 2020</b>		<b>\$0.00</b>
Revenue Fund	\$0.00	
<b>Fiscal Year 2019-2020 Surplus / (Deficit)</b>		<b>\$0.00</b>
<b>Authorized Services</b>		<b>(\$26,587.94)</b>
<b>Administrative Expense Obligations</b>		<b>(\$4,816.00)</b>
Annual District Administration	(\$4,675.00)	
County Enrollment Charge	(\$141.00)	
<b>Fiscal Year 2020-2021 Levy Requirement</b>		<b>\$31,403.94</b>
<b>Fiscal Year 2020-2021 Actual Levy</b>		<b>\$31,403.52</b>
<b>Number of Parcels Assessed for Fiscal Year 2020-2021</b>		<b>47</b>



**City of Kingsburg**  
**Community Facilities District No. 2017-01 (Public Services)**

**Tax Zone 1**

Land Use Class	Description	FY2017-18 Maximum Special Tax	FY2018-19 Maximum Special Tax	FY2019-20 Maximum Special Tax	FY2020-21 Maximum Special Tax
1	Residential - Single Family	\$594.00	\$617.76	\$642.47	\$668.17
2	Residential - Multi-Family	\$396.00	\$411.84	\$428.31	\$445.44
3	Retail and Office Property	\$0.20	\$0.21	\$0.22	\$0.23
4	Industrial and Institutional Property	\$0.07	\$0.07	\$0.07	\$0.07

**Tax Zone 2 (Anderson Village)**

Land Use Class	Description		FY2019-20 Maximum Special Tax	FY2020-21 Maximum Special Tax
1	Residential - Single Family		\$1,305.24	\$1,357.46
2	Residential - Multi-Family		\$783.14	\$814.47

**City of Kingsburg**  
**Community Facilities District No. 2017-01 (Public Services)**

**Fiscal Year 2020-2021 Maximum Special Tax Rates - Tax Zone 1**

Land Use Class	Description	FY 2020-2021 Maximum Special Tax
1	Residential - Single Family	\$668.17
2	Residential - Multi-Family	\$445.44
3	Retail and Office Property	\$0.23
4	Industrial and Institutional Property	\$0.07

**Fiscal Year 2020-2021 Special Tax Levy - Tax Zone 1**

Land Use Class	Units / Sq. Ft. as of 5/1/2020	Maximum FY 2020-2021 Special Taxes	Rate and Method of Apportionment Tax Levy	FY 2020-2021 Special Tax Tax Levy	Percent Levy of Maximum
1	47	\$31,403.93	\$31,403.93	\$31,403.93	100.00%
2	0	\$0.00	\$0.00	\$0.00	NA
<b>TOTAL</b>	<b>NA</b>	<b>\$31,403.94</b>	<b>\$31,403.94</b>	<b>\$31,403.94</b>	<b>NA</b>

**Fiscal Year 2020-2021 Maximum Special Tax Rates - Tax Zone 2**

Land Use Class	Description	FY 2020-2021 Maximum Special Tax
1	Residential - Single Family	\$1,357.45
2	Residential - Multi-Family	\$814.47

**Fiscal Year 2020-2021 Special Tax Levy - Tax Zone 2**

Land Use Class	Units / Sq. Ft. as of 5/1/2020	Maximum FY 2020-2021 Special Taxes	Rate and Method of Apportionment Tax Levy	FY 2020-2021 Special Tax Tax Levy	Percent Levy of Maximum
1	0	\$0.00	\$0.00	\$0.00	NA
2	0	\$0.00	\$0.00	\$0.00	NA
<b>TOTAL</b>	<b>NA</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>NA</b>



Meeting Date: 06/17/2020  
Agenda Item: 5.5

**CITY COUNCIL MEETING STAFF REPORT**

REPORT TO: Mayor Roman & City Council  
REPORT FROM: Alexander J. Henderson, ICMA-CM REVIEWED BY: MN  
AGENDA ITEM: COVID-19 Update 06/17/2020  
ACTION REQUESTED:  Ordinance  Resolution  Motion  Receive/File

**EXECUTIVE SUMMARY**

**NOTE: This information is the best available as of posting on Friday, June 12. The rapidly changing nature of this pandemic means information may not be accurate with current events.**

On March 23, the city council declared a local state of emergency. Staff continues to monitor and follow public health experts' advice. Some updates since our last meeting from a local perspective include:

1. Fresno County was given permission to move into Stage 3 on Friday, June 12. This has allowed the opening of additional amenities including gyms, schools, playground, pools, etc.
  - Playgrounds – playgrounds and restrooms opened on Friday, June 12. We posted signage at the locations asking patrons to follow hygiene protocols – see attached. This includes all amenities at Athwal Park as well.
  - Pool – Pool opened for lap swimming and aqua aerobics Monday, June 15. At this time, we are awaiting additional information with regards to private lessons, public swim, etc.
  - Summer Rec. – the elementary district has given us permission to utilize their facilities for the summer rec program. Thank you to Mayor Roman and Pro-tem North for assisting staff to quickly develop protocol and programming to provide the amenity this summer. The program will begin June 22 (flyer attached).
  - City Hall – City Hall reopened to the public on Friday, June 12. We have installed partitions and will be limiting the number of guests inside the building. We will continue to promote services online/over the phone.
2. We received confirmation of hand washing stations being funded by Tri-County Health Care District. Due to supply limitations, we have placed 5 in the City (Athwal Park, Heritage Park and three on Draper St.).
3. The Fresno County Department of Public Health (FCDPH) continues to advance their reporting, while also giving additional demographic details.
  - As of this report, Kingsburg has 39 cumulative confirmed positive cases with 22 active cases (17 recovered).

- Mode of Transmission
- Close Contact/ Person to Person: 19
  - Community Spread/ Unknown: 18
  - Under Investigation: 2
  - Deaths: 0

**Expanded Uses**

Council provided direction to the Economic Development Committee to examine expanded use of outdoor space to assist local businesses. Council adopted a resolution during their June 3 regular meeting. Highlights include:

1. Expanded temporary use of parking lots, sidewalks and public/private spaces (with review and approval)
2. Waived Permit Fees
3. Streamlined permitting
4. Additional guidance regarding ADA compliance, hours of operation, etc.

We have mailed information to all restaurants in town (6/5). As of the printing of this report, one business has approached the city to utilize sidewalk space for additional seating/shade.

### **Testing Clinic**

Fire Chief Perkins coordinated with Kingsburg Tri-County Health Care District and Valley Health Team to host a COVID-19 testing clinic. The one-day event was held at Kingsburg City Fire Department Station 2, at 1880 S. Bethel on June 11th from 8AM to 5 PM. The event was FREE to all residents of Tulare, Kings and Fresno Co. All costs were paid for by the Kingsburg Tri-County Health Care District.

The event was very well attended, with 300 individuals being tested. The majority of residents were from Fresno Co./Kingsburg. Test results are expected within 72 hours.

### **RECOMMENDED ACTION BY CITY COUNCIL**

1. *Informational only.*

### **POLICY ALTERNATIVE(S)**

1. N/A

### **STRATEGIC GOAL(S) MET:**

1. Improve Community Communication
2. Ensure Financial Stability

### **FINANCIAL INFORMATION**

#### **FISCAL IMPACT:**

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

### **BACKGROUND INFORMATION**

#### **Community Preparedness**

- Our facilities are equipped with the necessary sanitizing supplies and we have been regularly cleaning public counters, as we always do. All of our public counters have CDC fact sheets providing educational information about the virus as well as information regarding proper prevention techniques.
- We have been in regular contact with local school administrators as well as Fresno County Public Health officials to coordinate any local notifications and to monitor the changing landscape. Both Kingsburg School Districts have essentially closed for the remainder of the 2019-2020 school year.
- Closed our public playgrounds to further promote social distancing recommendations.
- Created and continue to update an active businesses list.
- Working to ensure all seniors have at least one meal during the week. We are providing meals for 120+ seniors during the week.

- The City and Chamber of Commerce are working on contingency plans that may impact future events. The Car Show and Swedish Festival have been canceled.
- Council has approved policy related to the suspension of water shut offs for non-payment.

### **Organizational Preparedness**

- Development of updated leave policy to be compliant with newly enacted Federal legislation.
- Continued organizational continuity planning for employees working from home (technology, alternate work schedules).
- Examination of revenue projections and impacts on sales tax, transient occupancy tax and community development fees.
- The city's Economic Stabilization Fund was created for just this purpose. The fund currently has balance of \$630,509. These funds can be utilized to help stabilize short-term General Fund impacts due to the anticipated loss of revenue.
- Development of internal protocols should virus spread affect Kingsburg – including continuity of operations planning for all departments. Coordination with Fresno Co. Dept. of Public Health. This includes potential deployment of emergency operations center.
- Focused efforts on communicating during a crisis. Information provided by Bloomberg Harvard City Leadership Initiative.
- Taking care of employees is a vital concern. All our departments and employee areas have CDC fact sheets providing educational information about the virus as well as information regarding proper prevention techniques.
- City Hall is operating virtually, closed to the public since March 16. Continued organizational continuity planning for employees working from home (technology, alternate work schedules).
- The City utilizes an internal employee newsletter that is used frequently to provide updated information related to the virus and actions being taken to protect employees.
- First responders and their safety remain a big focal point, and we are utilizing expert fact sheets that provide guidance for EMS and Law enforcement providers as well.
- On March 11, the Kingsburg Tri-County Health Care District authorized up to \$75,000 in funding to help with the sanitizing of first responder vehicles and equipment, as well as emergency funding for a potential declared emergency that could impact the community. We have purchased four (4) commercial fogging/decontamination machines capable of large-scale dissemination of a viricidal agent.

### **Federal & State Action**

The President and State of California have declared emergencies regarding the COVID-19 pandemic. Each have provided several resources, including:

- [FEMA](#)
- [State of California](#)
- [CDC](#)

**ATTACHED INFORMATION**

1. Playground Flyer
2. Summer Recreation Flyer
3. Pool Flyer/Schedule
4. Letter to Restaurant Owners
5. FCDPH Chart from June 12

# ATTENTION

**The City of Kingsburg cautions park patrons when using park amenities, city staff is not sanitizing surfaces daily. Park patrons are encouraged to follow these guidelines:**

**PLEASE KEEP YOUR DISTANCE**



**PLEASE AVOID SHARING**



**BENCHES & TABLES**



**NO LARGE GATHERINGS  
PERMITTED**



**PLEASE BRING/USE HAND  
SANITIZER BEFORE & AFTER  
USING PARK AMENITIES**



**FOR MORE INFORMATION  
SCAN ME:**





# SUMMER REC.

GAMES, ACTIVITIES, OUTDOOR PLAY  
& ENRICHMENT PROGRAMS  
8AM TO 2PM

**GRADES TK- 6TH**

**SPOTS ARE LIMITED!**

**SOCIAL DISTANCING  
PRACTICED**

**JUNE 22 THRU AUGUST 14**  
**\$276.00 PER MONTH**  
**(\$10.00 DISCOUNT PER SIBLING)**  
**BREAKFAST AND LUNCH PROVIDED**  
**BY FRESNO EOC**

**HOSTED @ WASHINGTON ELEMENTARY SCHOOL**

1501 ELLIS STREET, KINGSBURG CA 93631

FOR INFO CALL CITY HALL 559-897-5328



## **City of Kingsburg Summer Recreation Daily Breakdown**

### **7:45 ALL STAFF ARRIVES TO OPEN UP THE SCHOOL SITE**

- Prepare Temperature Check Station and Hand Sanitizer Station

Note: One teacher will be assigned to each of the classrooms. This teacher will be given a list of 10 students that will make up a cohort for the entire summer program. Students will be grouped together based on age or grade. (Siblings will be assigned to the same rooms)

### **8:00 STUDENTS ARRIVE AT THE SCHOOL SITE**

- Students Will Be Dropped Off at The Cafeteria
- Staff Will Take Students Temperature
- Students Will Be Directed to Sanitize Hands

Note: Parents will drive up to the cafeteria but will not be asked to exit their vehicle. A staff member will walk up to the window and verbally sign your child in. When your child exits the vehicle, their temperature will be taken. If the child's temperature is at 100 degrees or higher, they will not be allowed to stay that day. Parents should not leave before temperatures are taken.

### **8:30 - 9:00 EOC BREAKFAST SERVED IN EACH CLASSROOM**

- Students May Bring Their Own Food or Eat Before They Arrive
- Breakfast Usually Consists of Cereal, Fruit and Milk

### **9:00 - 10:00 ART/CRAFT OR ENRICHMENT PROJECT OR ACTIVITY**

### **10:00- 10:45 OUTDOOR PLAYTIME**

- Each Class Will Rotate Between 5 Different Stations Throughout the Week
- Student Can Bring Their Own Toys and Games from Home

Note: Students can bring their own toys, books and games from home, including electronics. Students will not be allowed to share toys or sports equipment, so anything brought must be for individual play. Each student will be provided their own box to keep all their supplies, this box will be kept by the teacher.

### **10:45 - 11:45 CLASSROOM ACTIVITY, MOVIE, READING, OR FREE PLAY**

### **11:45 - 12:00 BATHROOM AND HANDWASHING FOR LUNCH**

- Each Class Will Be Assigned a Restroom and Hands Will Be Sanitized Before and After Use.

### **12:00 -1:00 LUNCH TIME**

- Lunch Will Be Served in Each Classroom (Lunch Can Be Eaten Inside or Outside)
- Students Can Bring Their Own Lunch
- EOC Lunch Usually Consist of a Half a Sandwich, Fruit, Milk, and String Cheese

### **1:00 - 2:00 FREE TIME OR FUN ACTIVITY**

- Possible Outdoor Water Activity, Cooking Class, Painting, or Downtown Field Trip

### **2:00 - 2:15 END OF DAY STUDENT PICK UP**

- Students Will Be Called by Walkie as Parents Begin to Arrive
- Students Will Sanitizer Their Hands Before Entering the Vehicle

### **2:15 - 2:30 SITE SANITATION & CLEANING**

- Staff Will Wipe Down All Toys, Games, Door Handles and Restrooms
- Staff Will Utilize a Medical Grade Chemical Fogging System to Sanitize All Rooms

# Welcome To The **Crandell Swim Complex**

**PLEASE KEEP YOUR DISTANCE**

**6 FT**



**PLEASE AVOID SHARING**



- \*BENCHES**
- \*TABLES**
- \*LAP LANES**



**PLEASE SANITIZE HANDS  
BEFORE ENTERING THE  
FACILITY**



**POOL ACCESS IS  
LIMITED TO  
INCREASE COMMUNITY  
HEALTH & SAFETY**

# June 2020

## Lap Swimming Schedule

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>
<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>	<i>11</i>	<i>12</i>	<i>13</i>
<i>14</i>	<i>15</i> 5:30 - 9:00AM 5:30 - 9:00PM	<i>16</i>	<i>17</i> 5:30 - 9:00AM 5:30 - 9:00PM	<i>18</i>	<i>19</i> 5:30 - 9:00AM 5:30 - 9:00PM	<i>20</i>
<i>21</i>	<i>22</i> 5:30 - 9:00AM 5:30 - 9:00PM	<i>23</i>	<i>24</i> 5:30 - 9:00AM 5:30 - 9:00PM	<i>25</i>	<i>26</i> 5:30 - 9:00AM 5:30 - 9:00PM	<i>27</i>
<i>28</i>	<i>29</i> 5:30 - 9:00AM 5:30 - 9:00PM	<i>30</i>				

**Sessions are: \$2.50/Class; \$30.00/Month**  
**For more information, please call 897-5328**

# July 2020

## Lap Swimming Schedule

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 5:30 - 9:00AM 5:30 - 9:00PM	2	3 5:30 - 9:00AM 5:30 - 9:00PM	4
5	6 5:30 - 9:00AM 5:30 - 9:00PM	7	8 5:30 - 9:00AM 5:30 - 9:00PM	9	10 5:30 - 9:00AM 5:30 - 9:00PM	11
12	13 5:30 - 9:00AM 5:30 - 9:00PM	14	15 5:30 - 9:00AM 5:30 - 9:00PM	16	17 5:30 - 9:00AM 5:30 - 9:00PM	18
19	20 5:30 - 9:00AM 5:30 - 9:00PM	21	22 5:30 - 9:00AM 5:30 - 9:00PM	23	24 5:30 - 9:00AM 5:30 - 9:00PM	25
26	27 5:30 - 9:00AM 5:30 - 9:00PM	28	29 5:30 - 9:00AM 5:30 - 9:00PM	30	31	1

**Sessions are: \$2.50/Class; \$30.00/Month**  
**For more information, please call 897-5328**

# August 2020

## Lap Swimming Schedule

Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3 5:30 - 9:00AM	4	5 5:30 - 9:00AM	6	7 5:30AM-9:00AM	8
9	10 5:30 - 9:00AM	11	12 5:30 - 9:00AM	13	14 5:30 - 9:00AM	15
16	17 7:00PM-9:00PM	18 5:30AM-7:00AM	19 7:00PM-9:00PM	20 5:30AM-7:00AM	21 7:00PM-9:00PM	22
23	24 7:00PM-9:00PM	25 5:30AM-7:00AM	26 7:00PM-9:00PM	27 5:30AM-7:00AM	28 7:00PM-9:00PM	29
30	31 7:00PM-9:00PM					31

**Sessions are: \$2.50/Class; \$30.00/Month**  
**For more information, please call 897-5328**

# September 2020

## Lap Swimming Schedule

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		<i>1</i> 5:30AM-7:00AM	<i>2</i> 7:00PM-9:00PM	<i>3</i> 5:30AM-7:00AM	<i>4</i> 7:00PM-9:00PM	<i>5</i>
<i>6</i>	<i>7</i> 7:00PM-9:00PM	<i>8</i> 5:30AM-7:00AM	<i>9</i> 7:00PM-9:00PM	<i>10</i> 5:30AM-7:00AM	<i>11</i> 7:00PM-9:00PM	<i>12</i>
<i>13</i>	<i>14</i> 7:00PM-9:00PM	<i>15</i> 5:30AM-7:00AM	<i>16</i> 7:00PM-9:00PM	<i>17</i> 5:30AM-7:00AM	<i>18</i> 7:00PM-9:00PM	<i>19</i>
<i>20</i>	<i>21</i> LS 7PM-9PM	<i>22</i> LS 5:30AM-7AM	<i>23</i> LS 7PM-9PM	<i>24</i> LS 5:30AM-7AM	<i>25</i> LS 7PM-9PM	<i>26</i>
<i>27</i>	<i>28</i> LS 7:00PM-9:00PM	<i>29</i>	<i>30</i>			

**Sessions are: \$2.50/Class; \$30.00/Month**  
**For more information, please call 897-5328**



# City of Kingsburg

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

Michelle Roman  
Mayor

Laura North  
Mayor Pro Tem

COUNCIL MEMBERS  
Sherman Dix  
Vince Palomar  
Jewel Hurtado

Alexander J. Henderson  
City Manager

June 12, 2020

City of Kingsburg Restaurant Business Owner:

Fresno County and the City of Kingsburg have moved into Stage 2.5 of the State's roadmap to recovery. While we know this includes the return to dine-in eating, we also know that following social distancing protocol requires the removal of some tables and consequently reduces your number of diners. As part of Kingsburg's local economy recovery program, businesses may expand dining areas to certain areas of property not typically permitted for business activity such as: private outdoor areas, parking lots, public rights-of-way, and parklets.

If you do decide to utilize outdoor space the following stipulations must occur:

- The space may be used during normal business operating hours.
- Tables must be separated by 6 feet.
- Maintain ADA and pedestrian access.
- The space must be well maintained and portable, if possible.

The City will ease permit requirements and waive processing fees so that businesses can quickly apply for these temporary spaces. The program eases the following requirements from May 21, 2020 to Dec. 31, 2020:

1. Permit fee waived
2. No parking space limit
3. Assistance with space development (if needed)
4. Assistance with coordination through ABC (if required)

If you have an ABC alcohol license, they have a process for expanding serviceable areas areas that would require the business to submit a new temporary design, fill out a temporary catering application (<https://www.abc.ca.gov/wp-content/uploads/forms/ABC218CV19.pdf>), and pay a \$100 fee. Multiple licensees can also share outdoor area but must also share responsibility for it.

If you are interested in expanding your services to outdoor dining, please consider design and layouts that would be feasible for your business. Contact Economic Development Coordinator Jolene Polyack at [jolene@polyack.com](mailto:jolene@polyack.com) or 559-284-2421 for more information.

Sincerely,

Alexander J. Henderson; ICMA-CM  
City Manager  
City of Kingsburg

# Fresno County COVID-19 Data and Surveillance Dashboard

Department of Public Health | Epidemiology Program



Data and Surveillance Dashboard | Additional Surveillance | Mortality Review | CDC COVID-19 Information

Total Cases

**2,478**  
of 29,532 Total Tests

8.4% Tested Positive

Active Cases

**1,668**  
of 2,478 Total Cases

67.3% Active

Recovered

**758**  
of 2,478 Cases

30.6% Recovered

Deceased

**52**  
of 2,478 Cases

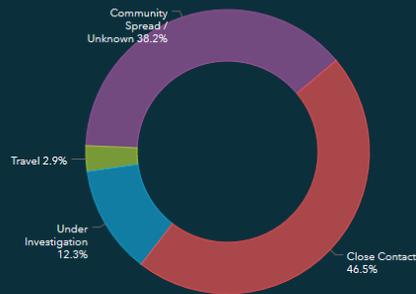
2.1% Deceased

Hospitalized

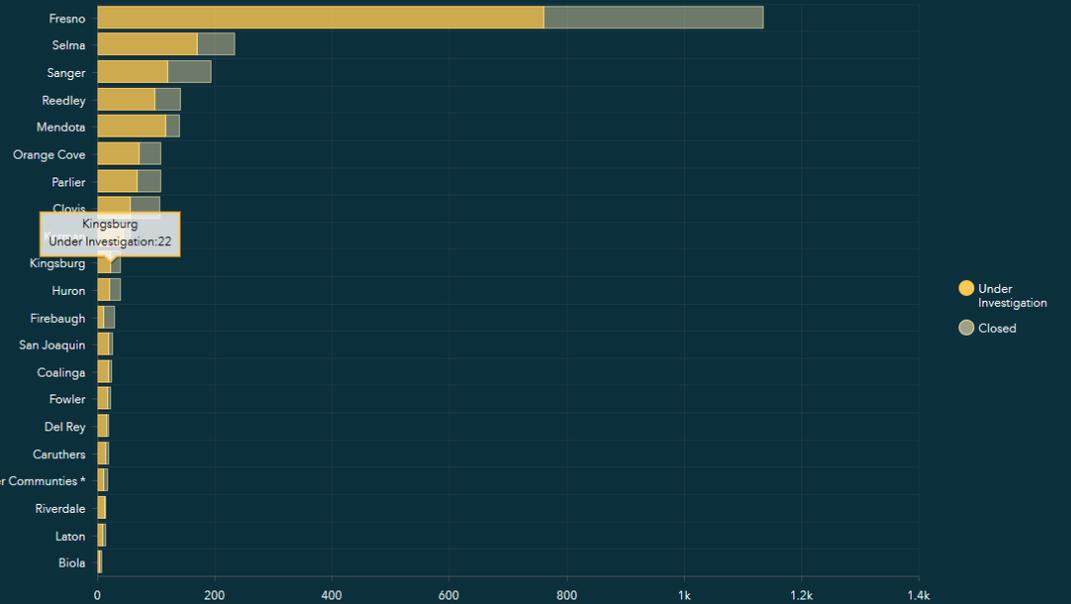
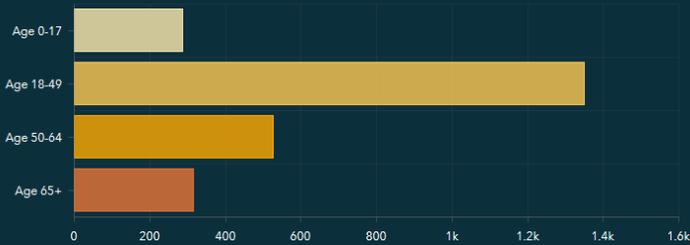
**258**  
of 2,478 Cases

10.4% Hospitalized

## Source of Exposure



## Cases by Age



\* Summarized communities under 5 cases

Cases by Age | Cases by Gender | Cases by Race/Ethnicity | Cases | Case Trends | Logarithmic | Map | Case Status by Community | Dashboard Details



# CITY OF KINGSBURG

## POLICE DEPARTMENT

1300 California Street, Kingsburg, CA 93631 (559) 897-4418

Neil Dadian  
Chief of Police

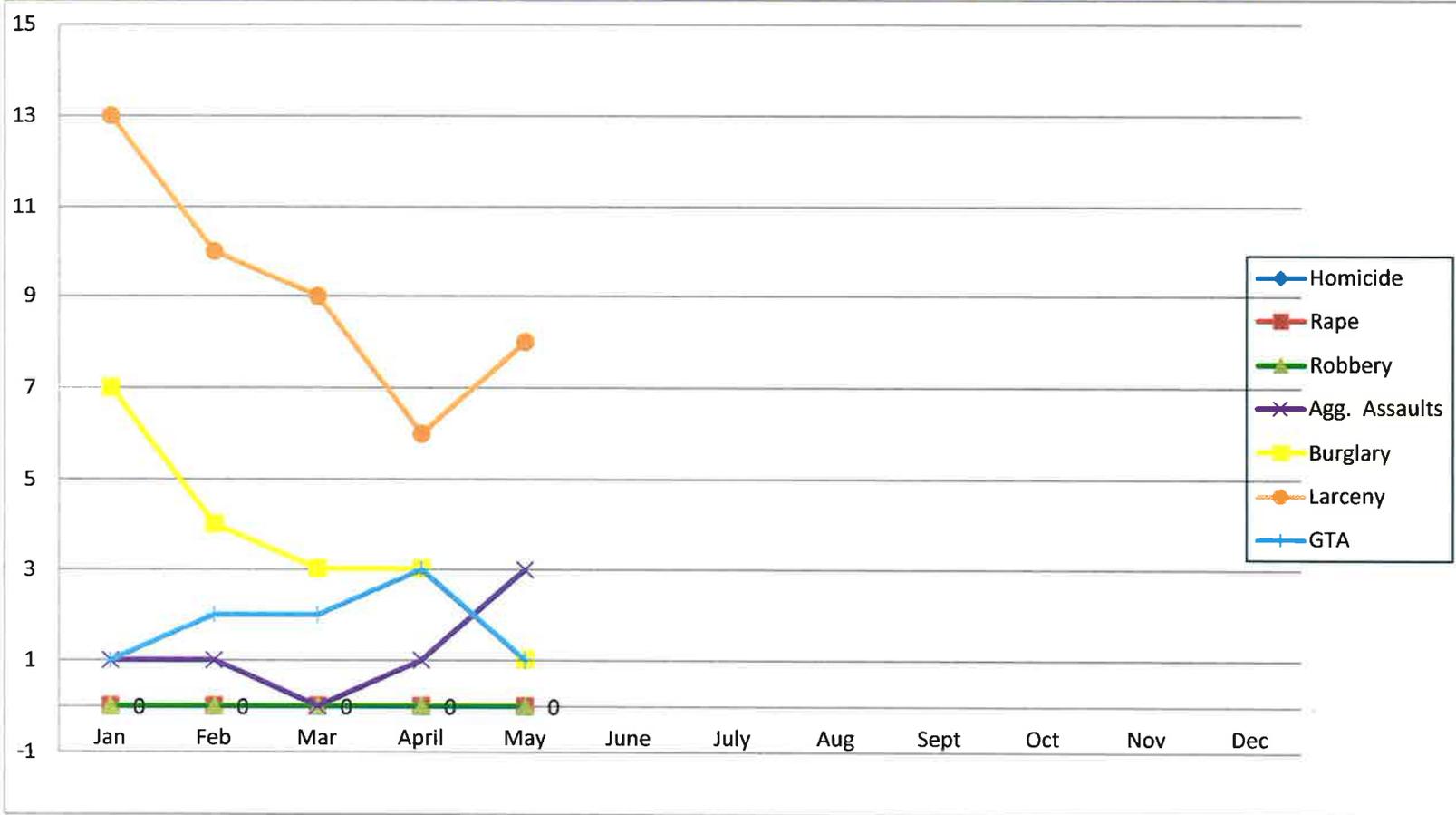
To: Mayor & City Council  
From: Corina Padilla  
Date: June 11, 2020  
Subject: May Crime Statistics & Prevention Update

- Part I Crimes equaled to April.
- Other Offenses increased by one.
- Traffic collisions increased by three.
- The number of arrests increased by five.
- Traffic citations increased by 12.

We continue to use Facebook, Kingsburg PD mobile application, Twitter, and NIXLE as situations warrant in order to keep our citizens informed.

**Kingsburg Police Department  
2020 Part I Crimes**

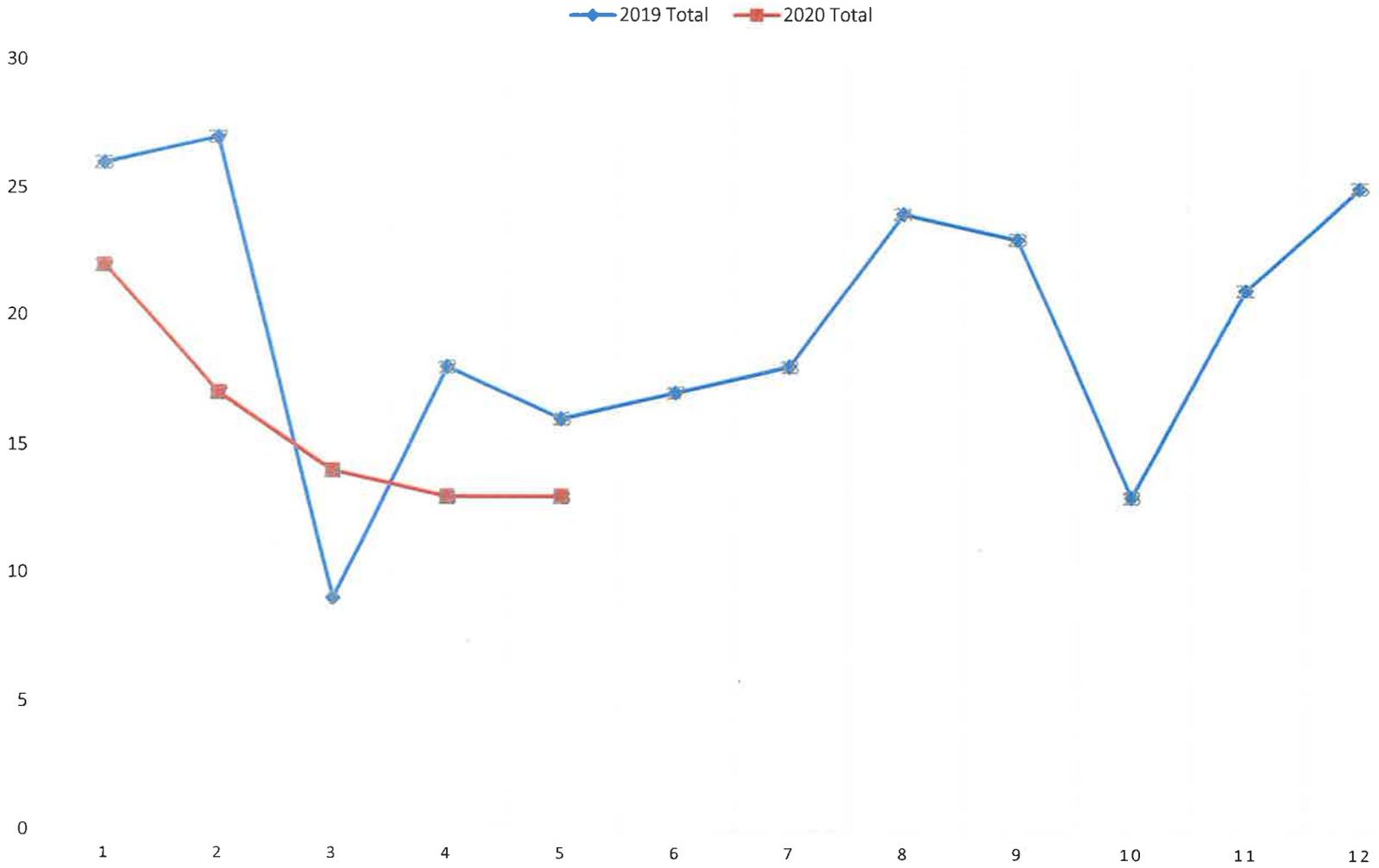
Part I Crimes	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Monthly % Change
Homicide	0	0	0	0	0								0	0%
Rape	0	0	0	0	0								0	0%
Robbery	0	0	0	0	0								0	0%
Agg. Assaults	1	1	0	1	3								6	200%
Burglary	7	4	3	3	1								18	-67%
Larceny	13	10	9	6	8								46	33%
GTA	1	2	2	3	1								9	-67%
<b>2020 Total</b>	<b>22</b>	<b>17</b>	<b>14</b>	<b>13</b>	<b>13</b>	<b>0</b>	<b>79</b>	<b>0%</b>						



**Kingsburg Police Department  
2020 Part I Crimes**

Year	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	2019-2020
2019 Total	26	27	9	18	16	17	18	24	23	13	21	25	96	%Change
2020 Total	22	17	14	13	13								79	-18.00%

**2019/2020 PART I COMPARISON**







**Meeting Date:** 06/17/2020  
**Agenda Item:** 5.7

**CITY COUNCIL MEETING STAFF REPORT**

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**REPORT TO:** Mayor Roman & City Council  
**REPORT FROM:** David Peters, City Engineer **REVIEWED BY:** AP  
**AGENDA ITEM:** Bethel Avenue / Sierra Street Roundabout  
**ACTION REQUESTED:** \_\_\_Ordinance \_\_\_Resolution \_\_\_Motion  Receive/File

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**EXECUTIVE SUMMARY**

The City of Kingsburg has been awarded a Highway Safety Improvement Program grant in the amount of \$1.3M to construct a roundabout at the intersection of Bethel Avenue / Sierra Street. The grant application was submitted with the support of the City Council and Kingsburg Police Department based on a need to improve the safety of the intersection.

The roundabout will provide both safety and operational/capacity improvements that are anticipated to reduce congestion and increase safety. The improvements will help to mitigate traffic impacts of future developments near this intersection such as the proposed T-Mobile call center. An exhibit depicting the proposed improvements is presented is attached.

The project is completing the preliminary design phase and beginning the right-of-way acquisition phase. Four parcels have been identified as necessary right-of-way acquisitions. One of the acquisitions is a portion of the City's Fire Station No. 2 parcel.

The project schedule includes acquiring the right-of-way and completing the design document by the end of 2020 with construction beginning in spring 2021.

**RECOMMENDED ACTION BY CITY COUNCIL**

No action required. Staff presentation intended to provide Council an update project progress.

**POLICY ALTERNATIVE(S)**

None

**REASON FOR RECOMMENDATION/KEY METRIC**

N/A

**FINANCIAL INFORMATION**

**FISCAL IMPACT:**

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

**FINANCIAL SUMMARY**

Project is fully funded through the Highway Safety Improvement Program

**PRIOR ACTION/REVIEW**

Council authorized submission of the grant application.

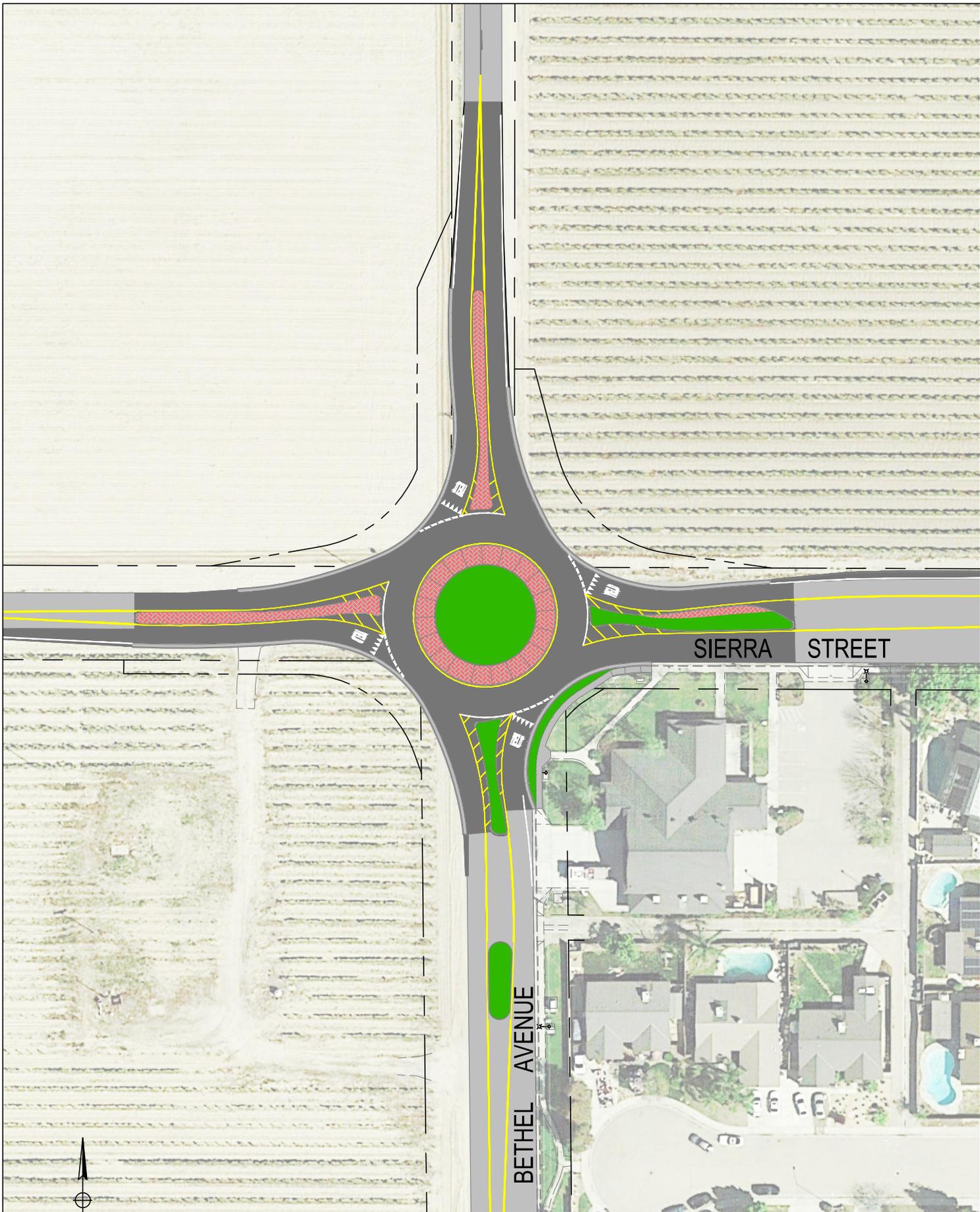
**BACKGROUND INFORMATION**

See executive summary.

**ATTACHED INFORMATION**

1. Preliminary Design Exhibit

DWG: S:\2017\17-026\Acad\Design\17-026 DSN CONCEPT.dwg USER: Phil Ginther DATE: Jun 12, 2020 9:56am



SCALE: 1" = 80'

CITY OF KINGSBURG  
BETHEL AVENUE & SIERRA STREET  
ROUNDAABOUT LAYOUT

# Code Enforcement Report for Council



City of Kingsburg  
June 17, 2020

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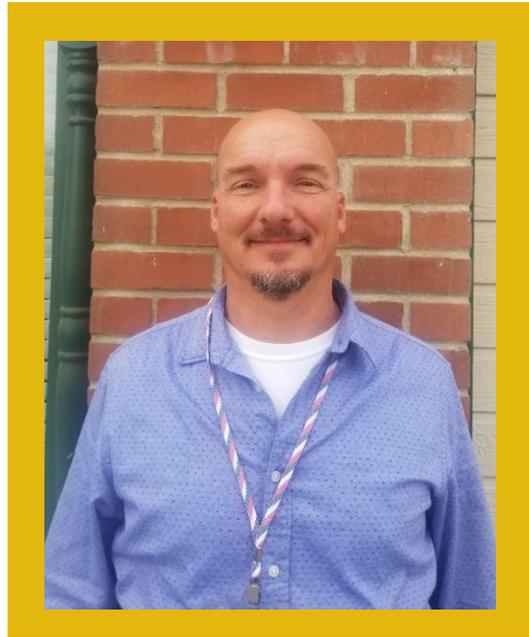
## Executive Summary

As we closed the 2019 calendar year, I reported to the City Council that as the new Code Enforcement Officer, I would take code enforcement in a forward and positive direction. I talked about being proactive, adhering to a steady due process timeline, and reducing the time obtain to compliance.

COVID-19 created a new set of challenges. On March 20, 2020, I took the management intern, Jose Verduzco with me to visit brick and mortar businesses in the City of Kingsburg. Our goal was to advise owners and employees of the California Governor’s Executive Order as it pertained to essential businesses. This was a difficult time for the businesses, and we were met with a variety of responses. Most business owners just wanted to have more information than they currently had and more information than we could provide based on what we knew. Over the course of the next few weeks, we only dealt with a handful of complaints about businesses which had not closed. I appreciate that businesses took the responsible action and from a code enforcement perspective, the overall incident went smoother than I had envisioned at the onset.

The City of Kingsburg Code Enforcement program has undergone some significant changes since I assumed the position six months ago. In two computer systems that were being used for managing cases, there were nearly 210 code enforcement cases which had been opened between 2015 and 2020 but were never resolved. We are still using two computer systems. The City of Kingsburg website provides access to the public for making web-based complaints. When website complaints are validated, they are moved to and managed in the database. We will maintain the website for use by citizens but it will no longer be used for case management. The database was created with better overall capabilities and I have been working with the system developer to make further improvements to the system such as revising enforcement letters and enhancing the reporting capabilities.

From the 210 open cases, myself and members of Kingsburg Fire Department revisited every location to determine if the violation still existed. Most were closed, numerous were addressed to the owner and then remedied, and now there are only six code enforcement cases that were initiated before my employment that still have an open status. Of the six that still exist; a couple of them will prove to be challenges. (i.e. the pallet yard, the abandoned substandard house at Quincy Avenue, and the two-story house in receivership). The two story on 21<sup>st</sup> Avenue, went out to bid and yard



**Edward Jakubowski**  
Building Official and  
Code Enforcement Officer

maintenance is being done. After the clean-up, a neighbor commended our efforts and the property is scheduled to be mowed again next week.

The abandoned house at 13325 Kamm Avenue is moving forward. The Asbestos removal was completed by a special contractor to the Air Boards satisfaction. The property owner is now able to obtain a demolition permit to completely remove the remaining structure.

In addition to removing the back log of old cases, the new and current code enforcement issues are being promptly addressed. Since the beginning of the calendar year, there have been 63 new cases initiated. 30 of those cases are still active and are being followed up on regularly. This is always a revolving number. Of the 63 new cases initiated, 25 cases were proactive. The City Manager and I are actively observing violations and initiating code enforcement action before citizen complaints are received. This is evident by the lack of activity on the City Website. This year, only seventeen actions have been made through the City Website. Three were for public works, one was a request for public information, one case was unfounded, eight were called in by one person canvassing the city for every fence violation possible. There were two requests for overgrown lots, an advertising flag, and one abandoned vehicle.

Since the County of Fresno no longer participates in the Abandoned Vehicle Trust Fund, we have had to change the process for dealing with abandoned vehicles. I am currently addressing the abandoned vehicles and obtaining voluntary compliance by connecting with property and vehicle owners. Seven of the nine cases have been resolved with the vehicle being removed through voluntarily compliance.

Due to computer system limitations and a desire to provide accurate information, a data sample was used to determine number of days to compliance. Eleven cases which had been initiated and closed in the reporting period were randomly selected. The average time of compliance for those cases was 33.2 days. This is exceptional, considering that the minimum time between inspections is fourteen days. The property owners in Kingsburg are also doing their part to take swift action when an issue is brought to their attention.

In the last six months, I have written eighteen “Stop Work” orders for work being done without a permit as required by law. Eleven of those have now been issued permits. Bringing in a total \$4,785 in permit fees. Of the seven Stop Work orders that are outstanding, four have turned into Code Enforcement cases and the remaining three were written in the last week and we are awaiting plan submittal. These seven Stop Work orders are also bigger projects which will result in greater permit revenue.

Edward Jakubowski  
Certified Code Enforcement Officer

## Code Enforcement Pictures



Property in receivership on 21<sup>st</sup> Avenue after pruning and mowing.

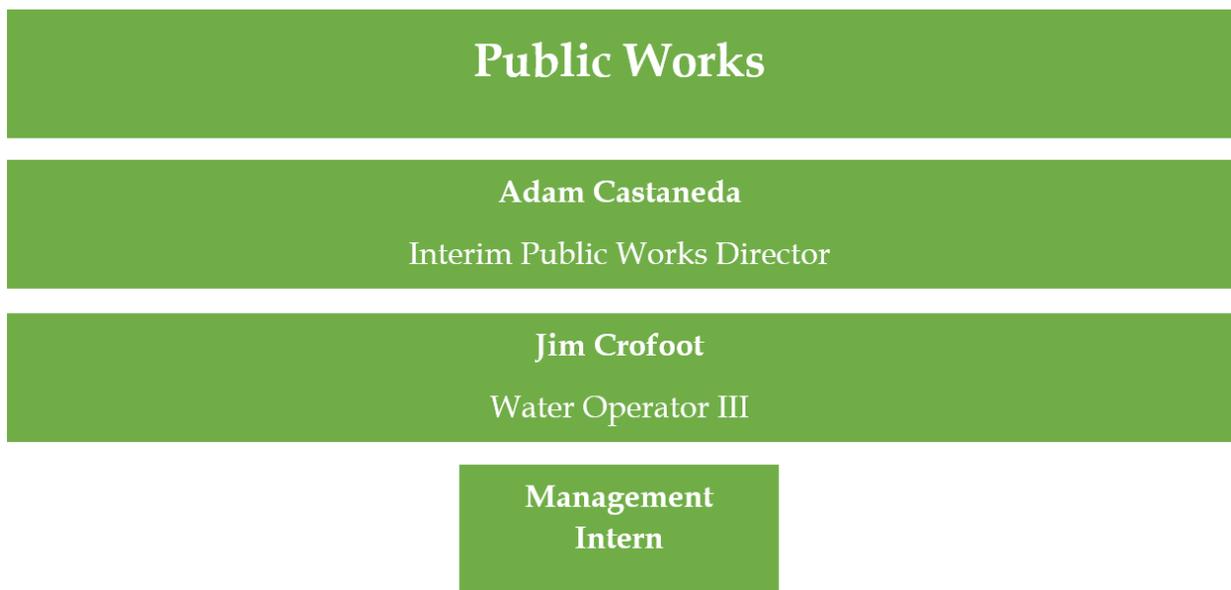


Solid waste and abandoned vehicle on this property.



Whole kitchen, bath, and laundry renovation.  
Reconfiguring structural walls without permit.

## Organizational Structures



## Fire Department

Daniel Perkins

Chief

Wayne Osborne

Captain

## Police Department

Neil Dadian

Chief

Alfredo Fuentes

Police Officer

---

# Responsibilities

## City Hall

City Hall is responsible for tracking and resolving the following Code Enforcement Violations:

- Abandoned Vehicles on Private Property<sup>1</sup>
- Overgrown Lawn/Weed Abatement
- Dangerous/Hazardous Building
- Water Usage Violation
- Marijuana Violation
- Uniform Business Code Violation
- Animal Violation
- Trash/Weeds in Alley
- Alley Tree/Bush Trimming
- Vehicle Parked on Lawn
- Yard Sales (more than 2 per year)
- Illegal Signage
- Other City Defined Violation

## Public Works

Public Works is responsible for tracking and resolving the following Code Enforcement Violations:

- Alley Maintenance
- City Trees – Landscaping
- Downtown Maintenance
- Park Maintenance
- Dead Animal Pickup
- Storm Drains
- Street Light Repair
- Street/Alley Maintenance and Repair
- Water Violations

---

<sup>1</sup> Program under review

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## Fire Department

The Fire Department is responsible for tracking and resolving the following Code Enforcement Violations:

- Dry Grass, Weeds, and/or Other Fire Hazards

## Police Department

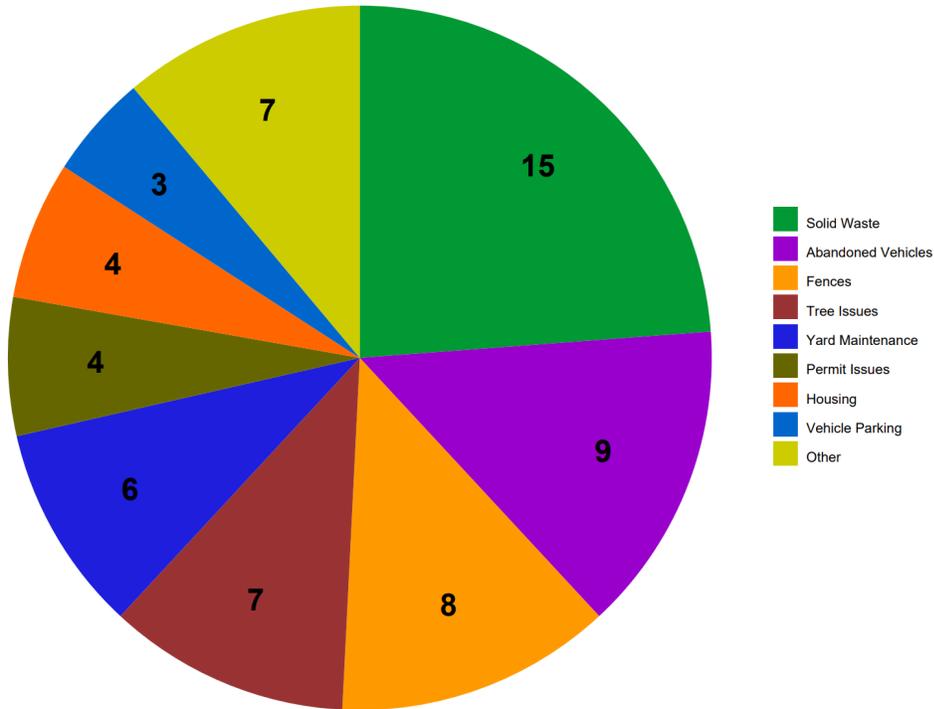
The Police Department is responsible for tracking and resolving the following Code Enforcement Violations:

- Abandoned Vehicles on Streets
- Parking Violations

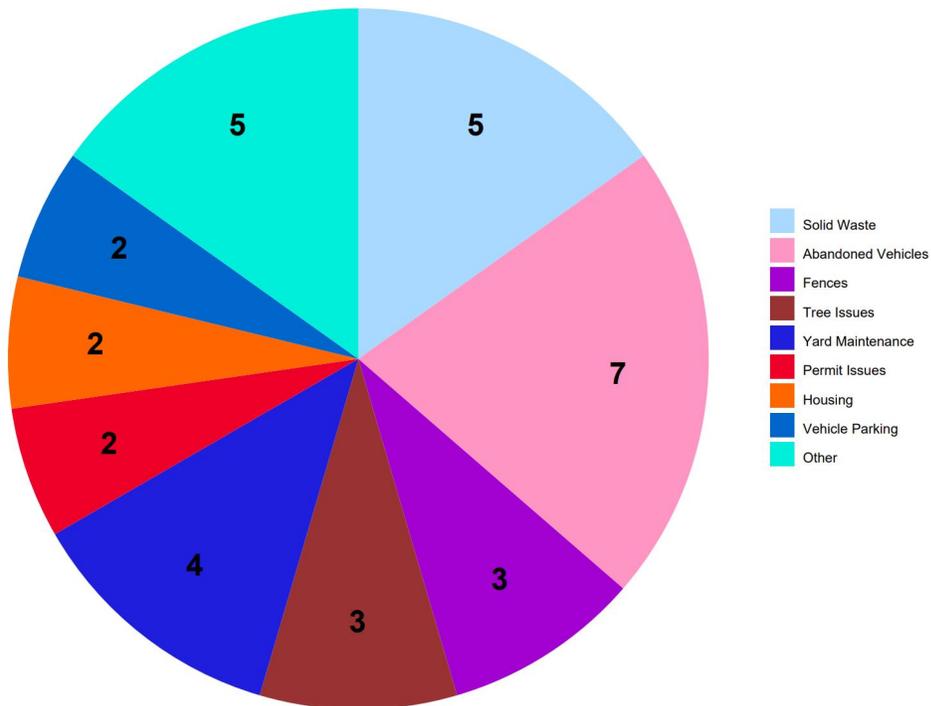
These are the violations that are available for citizens to request using the Request Tracker system on the website. Staff utilizes this system as well, in addition to software that integrates with departmental systems.

# Most Common Requests

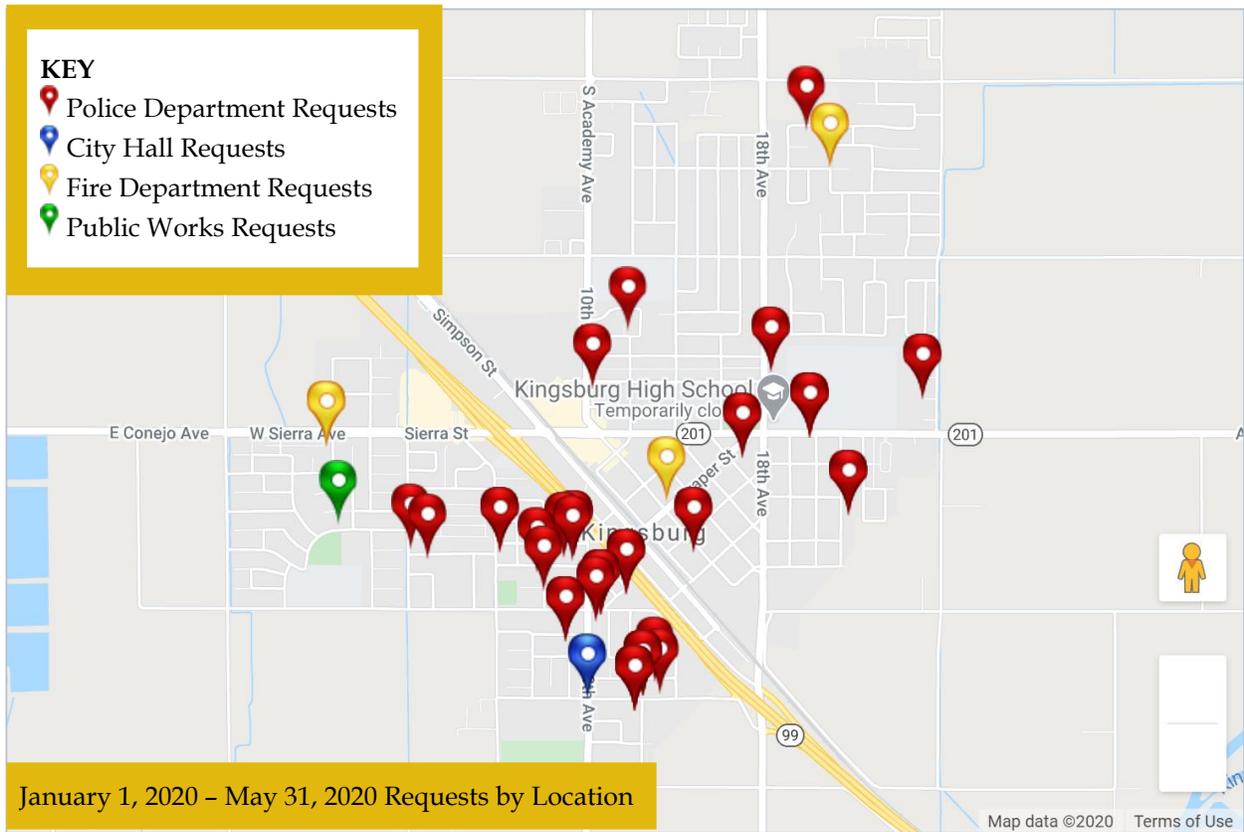
Most Common Requests 1-1-2020 - 5-31-2020



Cases Closed by Type 1-1-2020 - 5-31-2020



# Map



\*Locations that are entered the Request Tracker without full or specific addresses do not appear on the Map

## Sectors



For the purpose of code enforcement activity, the City of Kingsburg will be divided into three efficient and logical sectors. These sectors will enable the Code Enforcement Officer or their designee to provide prompt and equitable enforcement coverage. Follow up inspections will be scheduled at known intervals, which will ensure the prompt noticing of violations and departmental compliance with due process timelines. This will also enable office personnel to provide answers to citizens as to when they can expect a response from Code Enforcement personnel. Additionally, we will be able plot statistics such as case type, frequency of offense, and time of compliance by sector. The sectoring of the city and allotting time for code enforcement activities will also encourage Code Enforcement personnel to work in a proactive manner. The City of Kingsburg will be divided into sectors as follows:

**Sector 1:** All properties west of the center of 10<sup>th</sup> Avenue.

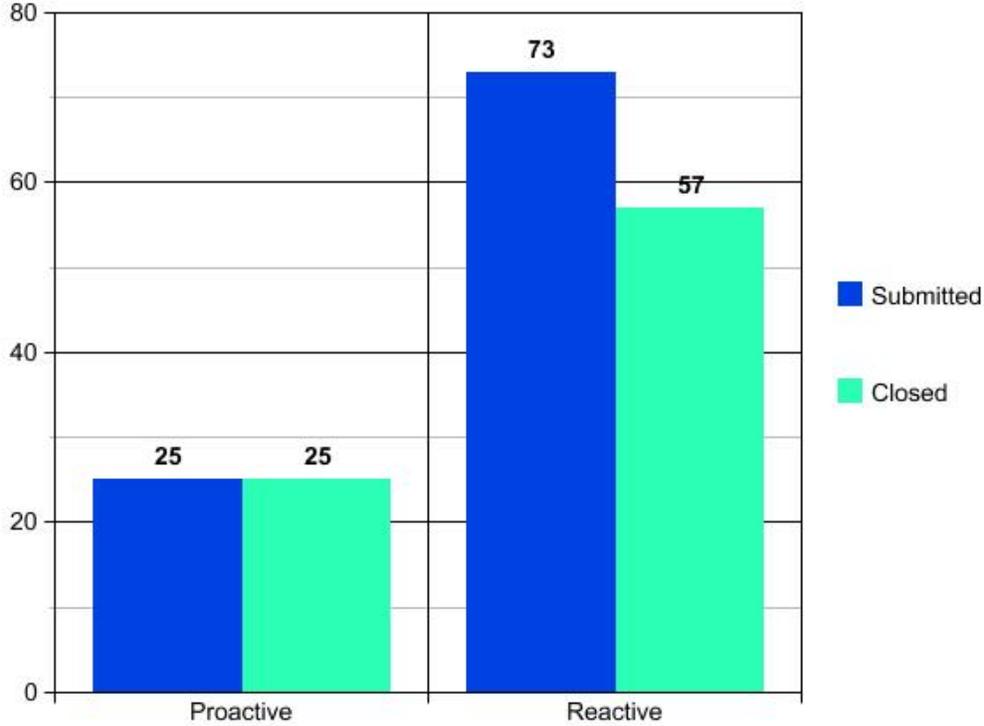
**Sector 2:** All properties east of the center of 10<sup>th</sup> Avenue and west of the center of 18<sup>th</sup> Avenue.

**Sector 3:** All properties east of the center of 18<sup>th</sup> Avenue.

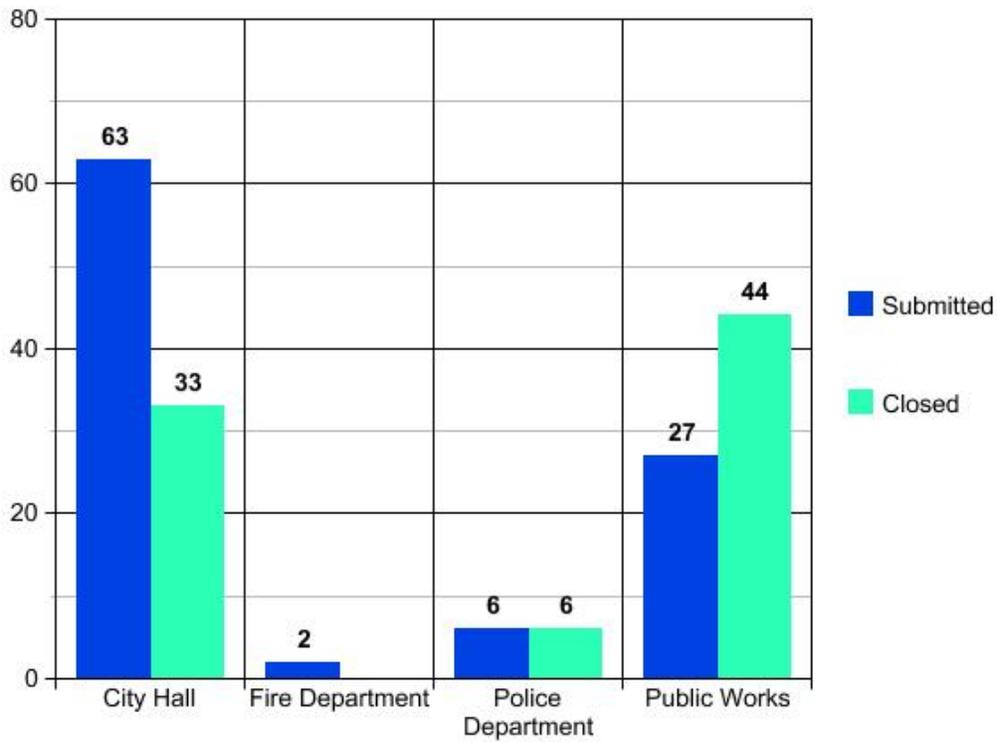
The code enforcement days for the sectors will be Tuesday, Wednesday, and Thursday, respectively, with Monday and Friday serving as overflow days.

## Performance Measures

Proactive vs. Reactive Requests January 1, 2020 - May 31, 2020



Code Enforcement Requests January 1, 2020 - May 31, 2020



## Trap, Neuter, and Release

The Trap, Neuter, and Release (TNR) program allows City employees and volunteers to trap stray cats and deliver them to a participating veterinary hospital where they can be spayed or neutered and vaccinated. After the animals are spayed or neutered and vaccinated, they have their ears docked and are released back into their habitat.

This program is funded by an anonymous donation and is run by Adam Castaneda, the Community Services Director. Jim Crofoot, Water Operator III, and Todd Walters,

Maintenance Worker I, also assist with the program. The City would also like to thank Brian & Sarah Chambless, Debbie Coons, and Kaitlyn Castaneda for volunteering their time to the program. The City partners with K-9 Solutions, the Fresno Humane Society, and the Kingsburg Feed Station to make the TNR program possible.



Due to COVID-19 the Trap, Neuter, and Release (TNR) program was not able to operate like it normally does. Operations will resume when it is safe to do so.