

**KINGSBURG CITY COUNCIL
REGULAR MEETING MINUTES
APRIL 1, 2020 – 6P.M.**

Invocation was given by Pastor Dean Youngblood, of The Potters House Church.

THIS MEETING WAS HELD VIA TELECONFERENCE PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM. THE COUNCIL CHAMBER WILL BE CLOSED TO THE PUBLIC. THE PUBLIC HAD THE OPTION TO CALL 1 (559) 207-3003 PASSCODE 5821 TO PROVIDE COMMENTS ON AGENDA ITEMS. WRITTEN COMMENTS WERE COLLECTED UNTIL 3/31/2020 at 4:30pm. THEY WERE NOT BE READ OUT LOUD.

6 P.M. REGULAR SESSION MEETING:

Call to Order and Roll Call: At 6:00pm Mayor Roman called the regular meeting of the Kingsburg City Council to order.

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

Staff present: City Manager Alexander Henderson, Director of Administrative Services Christina Windover and City Clerk Abigail Palsgaard.

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

Public Comments

Heather Dunn asked that Council reconsider having backyard chickens as an actionable action on the agenda.

A member of the public said they are in support of backyard chickens.

Gayle Averelo said she is against allowing chickens.

Approve Agenda:

City Attorney Michael Noland stated as the result of the Covid 19 pandemic and employment issues, City Manager Henderson, as Emergency Services Director, declared two orders in regards to personnel issues and employee screening. These orders must be confirmed by the next council at the earliest possible date. Staff is requesting Emergency Executive Order 2020-01 be added to item 5.2 and 2020-02 to the agenda as 5.5 for confirmation. Council has the ability to approve the agenda or to make modifications. Items that can be added to the agenda is constrained by State law.

Council Member North motioned that there is a need to make immediate action, and that need of action was made after the agenda was posted. Council Member Dix seconded the motion. The motion carried by unanimous roll call vote.

Council Member North motioned to place Emergency Executive Order 2020-01 for confirmation under Item 5.2 and add Item 5.5 for confirmation of Emergency Executive Order 2020-02. Council Member Hurtado seconded the motion. The motion carried by unanimous roll call vote.

A motion was made by Council Member Palomar, seconded by Council Member Hurtado, to approve the Agenda as amended. The motion carried by unanimous roll call vote.

Consent Calendar: A motion was made by Council Member Dix, seconded by Council Member Palomar to approve the consent calendar. The motion carried by unanimous roll call vote.

- 4.1 Approval of City Council Minutes:** Approve the minutes from the March 18, 2020 Regular City Council Meeting and March 23, 2020 Special 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 March 12, 2020 through March 25, 2020 as prepared by Accounts Payable Clerk Grace Reyna.
- 4.3 Accept the Athwal Park Improvements project completed by Steve Dovali Construction and authorize the City Engineer to file the Notice of Completion.-** Staff Report prepared by City Engineer Dave Peters
- 4.4 Adopt Resolution 2020-023-** Authorizing the destruction of City Records approved by the City Attorney.

Regular Calendar

Coronavirus Disease 2019 (COVID-19)

City Manager Alexander Henderson gave an update on what Staff has been doing internally and with the community. As mandated by Fresno County Department of Health all City employees' health will be screened at the beginning of the work day. First responders are already doing temperature checks. He is taking as many steps to limit exposure at City Hall as possible including entering into agreements with employees to work from home. He said Staff is going forward with the emergency plan including FEMA training.

City Manager Henderson stated that Staff is working with KCAPs to provide food for seniors who were not registered with FMAAA. EOC is doing deliveries with seniors that were in the FMAAA program. Governor Newsom will have a hotline to help seniors answer questions. He has been working with business owners and property owners with issues from shelter in place. Fresno Economic Development has put together a webpage to help with resources. The City website is updated, we are getting calls regarding code enforcement. A lot of people are home and cleaning, and we are trying to get the spring clean up rescheduled in the future. As for the sales projections- we're estimating a 9-12% decrease in sales tax. It is hard to make sound projections since we have been dealing with this for only a few weeks, even though it feels much longer. Staff is anticipating property sales tax will be close to budgeted numbers. We will be getting actual numbers from hotels in the next couple months. We will also see in the next couple months if we will have to update the budget regarding building permits.

City Manager Henderson explained that two years ago Council adopted a policy for a waterfall fund including the economic stabilization fund that has \$630,000. He said we may need to utilize this fund. Any reduction of revenue we take seriously. We are not as dependent on one type of revenue over another. Mayor Roman thanked the City Manager and staff for everything. Everything is changing so quickly.

COVID-19 Leave Policy Update

The Director of Emergency Services Alexander Henderson explained the new leave policy that expires on 12/2020 regarding COVID-19. Initially we thought we would be reimbursed for the leave, but that is not the case for a public agency. Staff added a cap on the negative sick bank leave at 80 hours.

Council Member Dix asked to clarify if the leave is additional 80 hours to what the employee has already. Director of Emergency Services Henderson said yes, the Act provides that employees get 80 additional hours if they qualify.

Council Member Dix asked if the policy of working from home provided they use their own equipment and internet without reimbursement. Director of Emergency Services Henderson said yes. The number of employees utilizing working from home was discussed.

A motion was made by Council Member Hurtado, seconded by Council Member Dix confirming Emergency Executive Order 2020-01 that includes the proposed policy from the Director of Emergency Services relating to employee leave/pay during emergency determination as necessary to safeguard life and property and continue essential services of the City of Kingsburg. The motion carried by unanimous roll call vote.

City Engineer Project Progress Report

City Engineer Dave Peters discussed current projects including the Crandall Swim Complex, pedestrian pathways, and TCP treatment plants. The Summerlyn (Hash) development phase one is mostly complete. Housing authority project at Sierra and Marion is moving along, the offsite infrastructure will be out to bid soon. City Engineer Peters spoke about upcoming projects. Staff is working with PG&E for an outage around 18th Avenue. He discussed other projects, including the Highway 99 road reconstruction that may take one year. The construction will have closures of lanes and on and off ramps.

Council Member North thanked City Manager Henderson and City Engineer Peters for working with PG&E on the service interruption issue. A lot of citizens were concerned and she appreciates their work.

Council Member Dix asked if you are getting feedback about potential delays regarding products or costs. City Engineer Peters said our industry has been relatively unaffected. A lot of our projects are federally funded, and it is business as usual right now.

Council and staff discussed the ‘people mover’ type of crosswalk, allows for diagonal crossing. City Engineer Peters stated when you have large groups of pedestrians it is pretty successful and it would be beneficial at Sierra and 18th. Mayor Roman said she is glad the Highway 99 improvement will not be delayed since there is lower traffic right now. Council Member Hurtado asked for clarification of the timeline for the lane closures on the 99 Sierra to second street. City Engineer Peters said one year.

Sandra Staats, West Star Construction, wanted to thank staff for working with West Star for the PG&E work that needs to be done. They have done all the prep work so that it would minimize the impact to individuals. Council Member Dix said the homes look great, how have sells been going. Sandra Staats said foot traffic has gone down, if they want to tour it is by appointment. There is still lots of interest. We have had no cancellations, Kingsburg is a high demand city.

Capital Improvement Plan 2019/2020 Update

City Manager Alexander Henderson said this discussion is essentially a continuation of the City Engineer’s report. During the budget process we review the adopted CIP plan. We are working on security cameras at City Hall, the Police Department and at parks. Council Member Palomar has been working on the project with the Public Safety Committee. City Manager Henderson reviewed the façade, alley and the upper floor residential rehab grants. As a part of the microgrant program there is now a walking tour. There are 22 pedestals in the downtown area. There has been Measure E purchases and progress on the TCP water treatment plants.

Council Member Hurtado asked about the possibility to have the public meetings livestream in 2019 and is hoping we can use the budgeted funds for livestreaming. City Manager Henderson said after the COVID-19 emergency is over we will look into a long-term solution for live streaming including equipment and file storage. With the Governor's emergency declarations, a lot of the brown act doesn't apply right now. Council Member Dix asked about web-based meetings. Staff will research.

Confirming Executive Order 2020-02- Added to The Agenda as 5.5

Council Member Palomar if the employees are checking their temperature every day. City Manager Henderson said the Fire Department & Police Department are doing proactive checks everyday, but to his knowledge it is not a requirement for employees.

Council Member Palomar motioned, seconded by Council Member Hurtado to confirm Emergency Executive Order 2020-02- An executive order that relates to employee screening as directed by Fresno County Department of Health.

Council Reports and Staff Communications

Community Services Commission- Council Member North said they have not met.

Public Safety Committee- Council Member Palomar said they not scheduled to meet, will meet once we get clarification from a member to approve funds for the Police Department cameras.

Chamber of Commerce- Council Member Hurtado said they have not met, not sure how they will met. Mayor Roman said they will be doing a zoom conference for Swedish queen.

Economic Development- Council Member Dix said they have not met.

Finance Committee- Council Member Dix said they met last Tuesday and went over the capital improvement projects that were discussed tonight.

Planning Commission- City Manager Henderson said they will meet in April with 2 items on the agenda.

South Kings Groundwater Sustainability Agency Joint Powers Authority (SKGSA)- Council Member Dix said they have not met.

City Manager's Report- No additional report.

Other Business that may come properly before the City Council

Mayor Roman said she got an email that Sprint T-Mobile merger has closed. Only one hurdle left from the CPUC with the approval set for 4/16/2020.

Council Member Hurtado thanked Mayor Roman for her video updates, it is a great way to get information out. Mayor Roman thanked her video production crew.

Future Agenda Items

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

Considered written request from removal of the 18th A.ve Kingsburg Joint Union Crosswalk

City Manager Henderson wanted to make sure Council saw the correspondence. The High School would like to remove the mid-block crosswalk that joins the park to the high school. With Council's direction it will go through the traffic safety committee, and then will come back to Council as a larger discussion. Council gave direction to move forward.

Consideration of residents asking for the legalizing Backyard Chickens

Written Public Comment:

Addison Jost is for backyard chickens.

Coleman Diffenderfer is for backyard chickens.

Paige Diffenderfer is for backyard chickens.

Tony & Bonnie Redfern is for backyard chickens.

Brad Deaver is for backyard chickens.

Amanda Gleason is for backyard chickens.

Larry Day is against backyard chickens.

Erin Michel is for backyard chickens.

Council Member Dix said he doesn't think it is the time to have this discussion in front of council with everyone's safety in jeopardy. He thinks it should be brought back after the shelter in place is over so there can be full public participation. Council Member North said she thinks it should be on a future agenda; one where we can all meet together so it is equitable for the public to comment. Council Member Hurtado said she knows backyard chickens have had a lot of support, but it is a difficult time. She also understands why residents do want chickens. She agrees with bringing it back at another date when shelter in place is over.

Adjourn- At 7:32pm Mayor Roman adjourned the Regular Kingsburg City Council Meeting.

Submitted by:

Abigail Palsgaard, City Clerk