AGENDA
KINGSBURG CITY COUNCIL
REGULAR MEETING

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. THE CUT OFF FOR WRITTEN COMMENTS IS 8/04/2020 at 4:30pm. THEY WILL NOT BE READ OUT LOUD.

Wednesday, August 5, 2020 at 6pm

Invocation to be given by Pastor Jeff Sibley, The Well- Kingsburg.

6 P.M. REGULAR SESSION MEETING:

1. Call to Order and Roll Call

2. Public Comments: This is the time for any citizen to come forward and address the City Council 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 Agenda: Action by the Council to approve the agenda or to make modifications. Items that can be added to the agenda is constrained by State law.

4. 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.

4.1 Approval of City Council Minutes: Approve the minutes from the July 15, 2020 Regular City Council Meeting and the June 29, 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 July 9, 2020 through July 29, 2020 as prepared by Accounts Payable Clerk Grace Reyna.

4.3 **Authorize City Manager to execute the Grant Deed for right-of-way dedication and transmit the document to Caltrans for recordation.** - Staff Report by City Engineer Dave Peters.

5. **Regular Calendar**

5.1 **Mid Valley Disposal Presentation**
   Possible Action(s):  
   a. Presentation by Marianna Fusich-Waller, Recycling Coordinator  
   b. Council Discussion  
   c. Informational, No Action Needed

5.2 **Business Improvement District Resolution of Intent**- Staff Report by City Manager Alexander Henderson  
   Possible Action(s):  
   a. Presentation by City Manager Alexander Henderson and Consultant Jan Minami  
   b. Council Discussion  
   c. Action as Deemed Necessary

5.3 **Coronavirus Disease 2019 (COVID-19) Update**- Staff Report by City Manager Alexander Henderson  
   Possible Action(s):  
   a. Presentation by City Manager Alexander Henderson  
   b. Council Discussion  
   c. Action as Deemed Necessary

5.4 **Public Health Order Enforcement Discussion**- Staff Report by City Manager Alexander Henderson  
   Possible Action(s):  
   a. Presentation by City Manager Alexander Henderson  
   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 (SKGSA)  
   6.8 City Manager’s Report
7. Other Business that may come properly before the City Council

8. Future Agenda Items
   These items will be added to a future agenda with direction from Council.

   8.1 Economic Development Projects Update (Staff)

9. Adjourn Regular Kingsburg City Council Meeting.

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.

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 31st day of July, 2020.

____________________________________
Abigail Palsgaard, City Clerk
Kingsburg City Council
Regular Meeting Minutes
July 15, 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. THE CUT OFF FOR WRITTEN COMMENTS WAS 07/14/2020 at 4:30pm. THEY WERE NOT READ OUT LOUD.

Invocation was given by Pastor Douglas Schoelles of Concordia Lutheran Church.

6 P.M. REGULAR SESSION MEETING:

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.

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

Teleconference Staff present: City Attorney Michael Noland, City Engineer Dave Peters, and Police Chief Neil Dadian.

Staff present: City Manager Alexander Henderson and City Clerk Abigail Palsgaard.

Public Comments: None

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

Consent Calendar: A motion was made by Council Member Dix, seconded by Council Member Palomar, to approve the items appearing on the Consent Calendar. The motion carried by unanimous voice vote.

4.1 Approval of City Council Minutes - Approve the minutes from the June 15, 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 June 11, 2020 through July 8, 2020 as prepared by Accounts Payable Clerk Grace Reyna.

4.3 Approve the Proposed Wage Schedule - Staff Report by Director of Administrative Services Christina Windover.

4.4 Approve the Agreement for Common Use of Easements and authorize the City Manager to execute the agreement on behalf of the City of Kingsburg - Staff Report by City Engineer Dave Peters.

4.5 Approve the Three Kingsburg Tri-County Health Care District Grant Agreements as presented - Staff Report by City Manager Alexander Henderson.

4.6 Authorize the City Manager to Enter into a Contract with Yiftee for eGift Card for Program Implementation with Yiftee- Staff Report by Economic Development Coordinator Jolene Polyack.
REGULAR CALENDAR

Recognition of Marjorie “Margie” Buller for her dedication to the Kingsburg Community.

Presentation by Mayor Michele Roman- Mayor Roman thanked Margie for her contribution to the community, schools, and the children. Council expressed that they are so thankful for all she has done and will miss her pizza. Margie thanked everyone.

A motion was made by Council Member Hurtado, seconded by Council Member Palomar to Adopt Resolution 2020-042 recognizing and honoring Marjorie Buller for her dedication and service to the community of Kingsburg. The motion carried by unanimous voice vote.

PUBLIC HEARING TO CONSIDER VACATION OF KAMM AVENUE BETWEEN BETHEL AVENUE AND GOLDEN STATE BOULEVARD BY THE KINGSBURG CITY COUNCIL

Open Public Hearing: Mayor Roman opened the public hearing at 6:17 P. M.

Presentation City Engineer Dave Peters – Mr. Peters explained that the City has received a request to vacant a portion of Kamm Avenue and Simpson Street by Bethel Avenue. He stated that it has not been used as a road for a long time. Generally, it is only used by the two abutting parcels. Vacating it does not cause a landlocked parcel. There is a cost savings for maintaining the road. One half would go to the south and one half goes to the north.

6:20 P. M. Open for City Council Discussion – Council Member North stated that she wanted to clarify that the same property owners that asked for it are now advocating against it. City Engineer Dave Peters said that is correct. Council Member North asked how much has been spent? Mr. Peters said $1,000-$1,500. Council Member Dix asked why they would change their mind. Mr. Peters said that he would like the applicants to speak for themselves, but it might have to do with the portion of the 20 feet that they are going to get. City Attorney Michael Noland stated that giving the land over will help relieve City liability. Council Member Dix asked what about the other property? Mr. Peters said that he believes they are aware. The ongoing communication was discussed.

Open for Public Comment – At 6:30 P. M. Mayor Roman opened for public comment.

Laurie Dixon, property owner, stated that she called to clarify regarding their inquiry into vacating the property and their letter of public comment against it. They inquired to see what it would look like. It took a couple of years. The 20’ access that they would receive isn’t all paved so it would not be beneficial. It is surrounded by steep grade and will not be able to drive a truck on it. It is the main entrance to the property.

Amy Corgiant, the other property owner affected by the vacation, stated that they are for this. She said that people pull into there to dump junk. They would extend their oleanders to deter vehicles from driving there and dumping.

Council Member Dix discussed having a compromise before he can vote to vacate. He would be open to negotiating with the other property owner.

Close Public Comment – At 6:43 P. M. Mayor Roman closed the Public Comment period.
**Continued City Council Discussion** – At 6:43 P. M. Mayor Roman opened for continued Council discussion. Council Member Dix stated that before we vacate, he would want something in place that would work for both property owners. Council Member Hurtado agreed. City Attorney Michael Noland stated that the City cannot force landowners into an agreement. Council can continue to a further date to see if the property owners can come to an agreement. He said that property owners not agreeing is not a valid reason to not vacate a property that is no longer needed and is a liability to the City.

A motion was made by Council Member North to Adopt Resolution 2020-043 vacating portions of Kamm Avenue and Simpson Street (Golden State Boulevard) as shown in Exhibit “A” and Exhibit “B”. The motion died for lack of a second.

A motion was made by Council Member Dix to continue this matter to the 8/19/2020 City Council Meeting. The motion was seconded by Council Member Palomar and passed, four in favor, Council Member North voting “no”.

**Caltrans Presentation on SR99**
Presentation by Caltrans Project Manager Gilberto Baca, and Sgt. Matt Renke, California Highway Patrol.

Mr. Baca discussed the measure they have taken to slow traffic and grant easier access to the freeway during the construction and lane split. Sgt. Renke stated that we are stepping up patrols due to the crash levels. We will be meeting with Kingsburg Police and Fire Departments to provide information regarding access points.

Council thanked them for calling in and showing concern. They discussed a speed trailer for people getting on the 99 north from Sierra and the terrible road conditions and the confusing lines. CHP Sgt. said to please call. There have been over 35 documented crashes in that area.

Informational- No Action Necessary

**Coronavirus Disease (COVID-19) Update**
City Manager Alexander Henderson stated that local churches are working on outdoor services and restaurants are doing outdoor dining. He reviewed mask requirements stating that anyone who works with the public will have to wear a mask. He said that there was 18% unemployment numbers for June.

Council discussed local businesses receiving the $5,000 grants, businesses not complying with orders and maybe having to enforce in the future. They also discussed yard sales.

Informational – No Action Necessary


Chief Dadian briefly updated Council on crime numbers staying low. Two residents were arrested for child abuse, a strong case that they have been working on for months. He stated that he would like to do a 10-year report, but he is waiting for FBI stats to come out.

Council asked about the school resource officer and thanked the Police Department.
Informational- No Action Necessary

Council Reports and Staff Communications

Community Services Commission – Council Member North reported that it has not met.

Public Safety Committee – Council Member Palomar reported that it has not met.

Chamber of Commerce – Council Member Hurtado reported that it has not met.

Economic Development Committee – City Manager Alexander Henderson reported that it has not met, but on the Consent Calendar Council approved an agreement with a gift card program for Kingsburg businesses.

Finance Committee – Council Member Dix reported that it has not met.

Planning Commission – City Manager Alexander Henderson reported that it did not meet in July.

South Kings Groundwater Sustainability Agency Joint Powers Authority (SKGSA) – Council Member Dix reported that it has not met.

City Manager’s Report – City Manager Alexander Henderson reported that the Linnaea Villa Project is moving forward

Other Business that may come properly before the City Council

Council Member Hurtado stated that she wanted to recognize that July 26, 2020 will be the 30th anniversary of the Americans With Disabilities Act.

Future Agenda Items – None

Adjourn Regular Kingsburg City Council Meeting – Mayor Michelle Roman adjourned the Regular Meeting of the Kingsburg City Council at 8:09 P. M.

Submitted by:

____________________________________
Abigail Palsgaard, City Clerk
Kingsburg City Council  
Special Meeting Minutes  
June 29, 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. THE CUT OFF FOR WRITTEN COMMENTS WAS 06/29/2020 at 4:30pm. THEY WERE NOT READ OUT LOUD.

Call to order and roll call: Mayor Roman called the Special City Council meeting to order at 5:00 P. M.

Council Members present by Teleconference: Jewel Hurtado, Vince Palomar, Laura North, and Mayor Michelle Roman.

Council Member not present: Sherman Dix.

Staff present by Teleconference: City Attorney Michael Noland, and City Engineer Dave Peters.

Staff present: City Manager Alexander Henderson and City Clerk Abigail Palsgaard

Public Comments - None

Regular Calendar

Award the Linnaea Villas Public Improvements Project to Dawson-Mauldin, LLC in the amount of $1,487,706.50.

City Engineer David Peters Presented the bid information.

Council Member Palomar asked if the improvements are for the roads connecting. Dave Peters said yes, the realigning of Madsen, widening the road on Sierra Street, and constructing 24th Avenue. There is also work on the CID canal.

A motion was made by Council Member North, seconded by Council Member Hurtado, to Award the Linnaea Villas Public Improvements Project to Dawson-Mauldin, LLC in the amount of $1,487,706.50. The motion carried by unanimous roll call vote of those members present.

City Manager’s Report

City Manager Alexander Henderson advised Council that City Hall will be closed on July 3, 2020.

Other Business that may come properly before the City Council

Mayor Roman stated that the Covid numbers rising. She would like to continue to meet via Zoom meetings. Council Member Hurtado stated that with a high-risk child, she would prefer to meet in a bigger space if we do meet. Council Member North stated that she would like to go along with the Zoom meetings. Council Member Palomar said that either way is fine with him.

Council Member North asked if we could have the City Manager address our concerns with Caltrans concerning the accidents on Highway 99.
Mr. Henderson gave a brief update, stating the City has reached out with concern regarding the rate of accidents and our ability to reach the accident for public safety. Last week there was a regional meeting with CHP and local jurisdictions.

**Adjourn Special Kingsburg City Council Meeting:** Mayor Roman adjourned the meeting at 5:20 P. M.

Submitted by:

______________________________
Abigail Palsgaard, City Clerk
### AP Checks by Date - Summary by Check Date

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

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90,062.47

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| ACH     | 3475 | Empower                               | 07/17/2020   | 2,915.00     |
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**Total for 7/24/2020:** 1,070,674.24

**Total for 7/28/2020:** 8,447.75

**Report Total (137 checks):** 1,269,466.77
CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Roman & City Council

REPORT FROM: David Peters, City Engineer

REVIEWED BY: AP

AGENDA ITEM: Right-of-Way Dedication – Sierra Street / Madsen Avenue

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. The project conditions of approval require Madsen Avenue to be realigned and a new intersection constructed with Sierra Street (SR 201) as part of the project’s off-site improvements. As a condition of the encroachment permit issued by Caltrans for these improvements, the City is required to dedicate street right-of-way on the property retained by the City to the State of California for the new Madsen Avenue / Sierra Street intersection.

RECOMMENDED ACTION BY CITY COUNCIL
1. Authorize City Manager to execute the Grant Deed for right-of-way dedication and transmit the document to Caltrans for recordation.

POLICY ALTERNATIVE(S)
The Council could choose to not dedicate the right-of-way.

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. Grant Deed
City of Kingsburg, a Charter City and municipal corporation, does hereby GRANT to the State of California all that real property in the City of Kingsburg, County of Fresno, State of California, described as:

SEE ATTACHED EXHIBIT “A” FOR LEGAL DESCRIPTION

The grantor further understands that the present intention of the grantee is to construct and maintain a public highway on the lands hereby conveyed in fee and the grantor, for itself, its successors and assigns, hereby waives any claims for any and all damages to grantor's remaining property contiguous to the property hereby conveyed by reason of the location, construction, landscaping or maintenance of said highway.
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 (pursuant to Government Code Section 27281), hereby accepts for public purposes the real property described in the within deed and consents to the recordation thereof.

IN WITNESS WHEREOF, I have hereunto set my hand

Dated ____________________  

By _______________ Toks Omishakin  
Director of Transportation

By _______________ Attorney in Fact  
Tom Overstreet
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, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID PARCEL B, THENCE ALONG THE NORTH LINE OF SAID
PARCEL B, SOUTH 90°00'00" WEST, A DISTANCE OF 29.41, TO A POINT ON NORTHERLY LINE OF PARCEL B,
AS SHOWN ON SAID PARCEL MAP NUMBER 31; SAID POINT IS ALSO BEING TRUE POINT OF BEGINNING:

1) THENCE, LEAVING SAID NORTHERLY LINE OF SAID PARCEL B, SOUTH 00°00'00" EAST, A DISTANCE
OF 13.00 FEET;

2) TO THE BEGINNING OF NON-TANGENT CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF
38.00 FEET, A RADIAL TO SAID POINT BEARS NORTH 44°40'04" WEST, THENCE SOUTHWESTERLY
AND SOUTHERLY, ALONG SAID CURVE THRU A CENTRAL ANGLE (DELTA) OF 45°19'18", AN ARC
LENGTH OF 30.06 FEET, TO A POINT ON EASTERLY RIGHT OF WAY LINE OF MADSEN AVENUE AS
DESCRIBED IN THE GRANT DEED RECORDED IN DOCUMENT NUMBER 2019-0149245 AND DATED
DECEMBER 11, 2019 OF OFFICIAL RECORDS OF FRESNO COUNTY;

3) THENCE, LEAVING SAID EASTERLY RIGHT OF WAY LINE, NORTH 89°59'22" WEST, A DISTANCE
OF 60.00 FEET TO A POINT ON WESTERLY RIGHT-OF-WAY LINE OF MADSEN AVENUE, AS DESCRIBED
IN SAID DOCUMENT NUMBER 2019-0149245;

4) THENCE, LEAVING SAID WESTERLY RIGHT-OF-WAY LINE OF MADSEN AVENUE, TO THE BEGINNING
OF A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 38.00 FEET, A
RADIAL TO SAID POINT BEARS SOUTH 89°59'22" EAST, THENCE NORTHERLY AND
NORTHWESTERLY, ALONG SAID CURVE THRU A CENTRAL ANGLE (DELTA) OF 45°17'21" AN ARC
LENGTH OF 30.04 FEET;

5) THENCE, NORTH 00°00'00" WEST TO SAID NORTHERLY LINE OF SAID PARCEL B, A DISTANCE
OF 13.00 FEET TO A POINT ON THE SAID NORTHERLY LINE OF PARCEL B;

6) THENCE, ALONG SAID NORTHERLY LINE OF SAID PARCEL B, NORTH 90°00'00" EAST, A DISTANCE
OF 82.55 FEET THE TRUE POINT OF BEGINNING

CONTAINING AN AREA OF 2,883 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
City of Kingsburg
Q1 & Q2
2020 Update
Overview

- Site Assessments
- Recycling Audits
- Work Orders/Service Requests
- Education
- Mattress Program
- Recycler of the Year
- Organic Recycling Contest
- Kingsburg Cleanup
- Cal Recycle Updates
Site Assessments

- Implementation
- Waste Assessments
- CMAT
- Education
- Illegal Dumping
- Bulky Items

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Outstanding Commercial Organic Recycling Programs

Kingsburg Super Market
Mid Valley Disposal
Berman’s Flowers
Recycling Audits

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Mid Valley Disposal
Recycling Audits

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Estimate Diversion Rate (%): 73.0% 5329
# 2020 Work Orders/ Service Requests

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<td><strong>Grand Total</strong></td>
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Educational Materials

**SAFE FIREWORKS DISPOSAL**

What do you do when the fun is over?

¿Qué hacer con los fuegos artificiales cuando se termina la diversión?

- Allow cooling of fireworks
- Permita el enfriamiento de los fuegos artificiales
- Douse fireworks in a large metal bucket of water and soak until thoroughly saturated
- Apague los fuegos artificiales en un gran cubo de metal con agua y remójelos hasta que estén completamente saturados
- Place doused fireworks in garbage cart/bin NOT in recycling or green waste
- Coloque los fuegos artificiales en el bote/bandeja de basura NO en el contenedor de reciclaje o desechos verdes

**ALWAYS SAFELY DISPOSE OF USED FIREWORKS!**

**ENVIRONMENTAL RESPONSIBILITY BUILDS A STRONG COMMUNITY**

**REGRESANDO A LO BÁSICO**

**BACK TO THE BASICS**

**Hazardous Waste Disposal**

Educational materials are designed to be engaging and informative.
Mattress Program

Ribbon Cutting Ceremony
Mid Valley Disposal

Mattress Program

Assembly

Certificate of Recognition

Presented to
Mid Valley Disposal

Thank you for providing an additional opportunity for the residents of Kingsburg to exercise proper recycling practices with the implementation of the Mid Valley Disposal Mattress Recycling Drop-Off Site. Congratulations!

February 25, 2020

mid valley disposal

Kingsburg Transfer Station

Mattress Drop Off Center

Keep your neighborhood clean and drop off your mattress for free during hours of operation! Limit 3 units per customer.

Monday-Friday
8 AM - 2:30 PM
1535 Avenue 392
*Closed 12 PM - 12:30 PM for Lunch

February 25, 2020

Mid Valley Disposal

Certificate of Special Congressional Recognition

Presented to
Mid Valley Disposal
In honor of your Grand Opening in the City of Kingsburg

February 25, 2020
2020 Recycler of the Year

Ramos Torres Winery
Organic Recycling Contest

1st place: Mayor Michelle Roman

2nd place: Linda Hinojosa

Mid Valley Disposal
Kingsburg Cleanup

Kingsburg Community Clean Up
Three Day Event
Mid Valley Disposal Yard
1331 Avenue 380
July 9 through July 11, 2020
Thursday, Friday and Saturday
7AM to 2:30PM
Clean Up Event for Kingsburg Residents Only

You must provide proof of City Limit Residence and an e-mail address for receiving raffle tickets.
(Renter License or City Utility Bill)

For More Information: Mid Valley 559-897-5217 City of Kingsburg 559-897-5821

Accepted Items:
- Green Waste
  - Tree limbs cut into 4-foot lengths
  - Leaves and Lawn Clippings
  - Clean Wood (No oil, paint & nails)
- Metal
  - Clean Auto Parts
  - Scrap Metal
- Miscellaneous
  - Mattresses and Furniture
  - Household Trash
- Appliances
  - Refrigerators
  - Washers/Dryers/Stoves
  - Dishwashers
- E-Waste (There may be an additional charge)
  - Computers
  - Screens
  - Televisions
- Accepted with Extra Charge
  - Car Tires $5.00 each
  - Truck Tires $15.00 each
  - Other Electronic Waste $5.00

Items Not Accepted:
- Oil
- Cement or Concrete
- Chemicals
- Paints
- Solvents
- Herbicides
- Pesticides
- Batteries (Car and Home batteries)
- Fluorescent Bulbs and Tubes

Prescription drugs and used sharps may be disposed of any time at the Kingsburg Fire Department. Call 559-897-5921 for more information.

Household hazardous waste is banned from landfills and is not allowed in the trash. Fresno County now has a permanent facility for HRW call 559-400-4259 for more information or e-mail at hazardwaste@fresnounties.ca.us

Mid Valley Disposal
Cal Recycle Updates

SB 1383

- New effective date: January 1st, 2022
- Requires California to recover 20% of currently disposed edible food by 2025
- Jurisdictions are required to:
  - Provide organics collection service to all residents
  - Establish an Edible Food Recovery Program
  - Conduct education & outreach to the community
  - Monitor compliance & conduct enforcement
Cal Recycle – 2019 Reporting

- 2019 Annual Conference Call
- Meeting was successful
- Current C&D numbers – 82% recycling rate
THANK YOU

Any questions?
EXECUTIVE SUMMARY

In April 2017, a Community Planning Assistant Team (CPAT), a chapter of the American Planning Association (APA), made up of planning and economic development professionals from throughout the state came to Kingsburg for 3 days to provide pro bono expertise to Downtown Kingsburg. The group met with downtown merchants, city staff, and the City Council to determine issues affecting the downtown. In June 2017, the group submitted a Revitalization Strategy for Downtown Kingsburg. One of the recommendations from that strategy was to consider establishing a Business Improvement District (BID) and Downtown Business Association (DBA).

After receiving the finalized report and recommendations, the city helped organize visits to neighboring communities (Visalia and Clovis). The tours included Kingsburg business owners and meetings with business improvement district representatives in those communities. They included tours and information on how the districts operated and the pros and cons. They also discussed their coexistence with their respective Chambers of Commerce.

In September 2019, local business owners presented Council with a petition to explore the legal development of an improvement district. In November 2019, the Council authorized a contract with BID consultant, Jan Minami, to prepare a management district plan to describe the BID programs, address issues related to operation of the BID, identify the services and improvements to be provided by the BID, the benefits each business receives from the services and improvements, and identify the method for calculating the assessments to be collected through the business license process.

Since the execution of that contract with Ms. Minami, a steering committee was formed in order to help craft the management district plan, as well as hold workshops and provide educational materials. The steering committee has been meeting over the past eight months and has also held community workshops to provide updates on their development of the draft management plan. A full timeline of their activities is included in your packet.

Tonight, the council is considering a request from the BID steering committee to adopt a resolution of intention. This action does not form the district, but legally starts the clock on the formation process. An outline of the proposed timeline includes:

1. The city council adopts a “resolution of intention” setting forth the details of the BID program, a date and time for a public hearing, and other information required by statute. (Aug 5)
2. Within seven days of adopting the resolution of intention, the city will mail a complete copy of that resolution, the draft management district plan, the city’s baselines services, and the notice of public hearing to each business owner in the territory of the proposed BID. (Week of August 10)
3. No earlier than 45 days after adopting the resolution of intention to levy the new assessment (Government Code Section 54954.6), the city council must hold a public hearing. (First available date is October 7 City Council meeting).

4. At the public hearing, the city council must consider oral and written protests to the creation of the BID. If written protests meeting the requirements of Section 36524 of the Streets & Highways Code are received (and not withdrawn) from “the owners of businesses in the proposed area which will pay 50 percent or more of the assessments proposed to be levied”, then proceedings must be abandoned for no less than one year. Otherwise, the city council may (but is not required to) adopt an ordinance establishing the BID. (October 7 Council meeting).

RECOMMENDED ACTION BY CITY COUNCIL

1. Staff recommends approving the proposed Resolution of Intention (Resolution 2020-044) and set a public hearing for the October 7, 2020 regular council meeting to consider oral and written protests related to the establishment of the Kingsburg Downtown Business Improvement District pursuant to the Parking and Business Improvement Area law of 1989.

POLICY ALTERNATIVE(S)

1. Council could choose not to approve the proposed resolution.

STRATEGIC GOAL(S) MET:

1. Sustainable Economic Development
2. Increase Retail Opportunities

FINANCIAL INFORMATION

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<tr>
<td>Is it Currently Budgeted?</td>
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<tr>
<td>If Budgeted, Which Line?</td>
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PRIOR ACTION/REVIEW

The council has continued to support recommendations related to the original CPAT report and has heard from local business owners as well.

BACKGROUND INFORMATION

In April 2017, a Community Planning Assistant Team (CPAT), a chapter of the American Planning Association (APA), made up of planning and economic development professionals from throughout the state came to Kingsburg for 3 days to provide pro bono expertise to Downtown Kingsburg. The group met with downtown merchants, city staff, and the City Council to determine issues affecting the downtown. In June 2017, the group submitted a Revitalization Strategy for Downtown Kingsburg. One of the recommendations from that strategy was to consider establishing a Business Improvement District (BID) and Downtown Business Association (DBA).

The City subsequently hired Mike Dozier (member of the CPAT team) to provide consulting services to meet with property owners and business to educate and hear concerns about forming a new association and improvement area. A group of property owners/businesses visited Visalia and Clovis to hear about how those groups organized and benefited from a DBA and BID. After numerous meetings, staff received a request to have the issue placed on the agenda for presentation by a merchant’s group. The merchant’s group presented to the council in 2018 regarding the creation of a downtown improvement area. The council indicated support for the proposal.

In early 2019, the council and chamber of commerce agreed to amend their ongoing contract. One of the provisions of the contract is to support the development of a downtown improvement area and subsequent association.
As the downtown has continued its revitalization, the city often receives requests related to services and improvements that would benefit downtown businesses. The creation of a BID will allow the city to collect assessments from businesses within the BID to provide revenue to be used to pay the costs of services and improvements which will benefit the businesses in the BID.

ATTACHED INFORMATION

1. Proposed Resolution 2020-044 Resolution of Intention
2. DRAFT Management District Plan
3. Timeline of Activities/Formation
4. BID FAQ
5. BID Advisory Committee Application (blank)
6. BID Advisory Committee Applicants
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KINGSBURG DECLARING ITS INTENTION TO ESTABLISH THE KINGSBURG DOWNTOWN BUSINESS IMPROVEMENT DISTRICT PURSUANT TO THE PARKING AND BUSINESS IMPROVEMENT AREA LAW OF 1989

At a regular meeting of the City Council of the City of Kingsburg, duly called and held on August 5, 2020, it was moved by Council Member _____________, seconded by Council Member _______________, and duly carried, that the following resolution be adopted.

WHEREAS, in response to requests from the many businesses in downtown Kingsburg, the City Council of the City of Kingsburg (“City Council”), pursuant to the Parking and Business Improvement Area Law of 1989 (California Streets and Highways Code Section 36500 et seq.), intends to form a parking and business improvement area to be known as the "Kingsburg Downtown Business Improvement District"

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Kingsburg, as follows:

1. Pursuant to the Parking and Business Improvement Area Law of 1989 (California Streets and Highways Code section 36500 et seq.), the City Council hereby declares its intention to form a parking and business improvement area in the City of Kingsburg known as the "Kingsburg Downtown Business Improvement District" ("District").

2. The boundaries of the area to be included in the District shall be that portion of the Central Commercial Zone District area in the City of Kingsburg within the streets and address ranges and as depicted on Exhibit “A” which is attached hereto and made a part hereof.

3. The purpose of forming the District as a parking and business improvement area under the Parking and Business and Improvement Area Law of 1989 is to provide revenue to pay the costs of marketing and branding services which will benefit businesses in the District including, without limitation:
(a) Marketing and branding services to attract residents and visitors while stabilizing and improving the downtown environment and experience.

(b) Marketing strategies and programing to freshen the existing Swedish Village image will be developed as part of the overall District program. Strategies will build off existing strength of current business and developing amenities in the dining sector. Image and marketing efforts will aim to support business retention as well as encouraging both residents and visitors to explore downtown Kingsburg. Business recruitment efforts that support the Swedish Village concept will be developed in conjunction with the City’s Economic Development Committee.

(c) Traditional and non-traditional marketing activities and products will be explored including an interactive website and electronic communications tools, strong public and media relations efforts to communicate ongoing positive changes in the downtown marketplace, and printed products including periodic market reports and updates, maps and brochures that provide users with information about the amenities downtown Kingsburg has to offer. In addition, programming and promotional events to activate downtown will be developed as part of an overall image and marketing campaign.

4. All businesses operating in the District will pay an annual assessment based upon an allocation of services costs and a percentage of City business license fees. The maximum annual assessment for the first year of the District will be 100% of the City business license fee paid by each business in the District. Businesses within the District that do not pay a City business license fee will pay an flat assessment of $100.00 per year.

5. The above described assessment is an annual charge and shall be levied, collected, and enforced in the same manner, at the same time, and with the same penalties and interest as a City business license.

6. The total assessment collected from any business under the provisions of the ordinance creating the District shall not exceed one hundred percent (100%) of the annual business license fee paid by the business.

8. Pursuant to Section 54954.5 of the California Government Code, notice is hereby given, that October 7, 2020 at the hour of 6:00 p.m., in the City Council Chambers, 1401 Draper Street, Kingsburg, California, is fixed as the time and place when the City Council shall conduct a public hearing where any and all persons having any desire to be heard may appear and state their views for or against the formation
of the District, the extent of the area of the District, the type of services to be conducted in the District, the
levy of assessments and the amount thereof and any other issues related to the District.

9. The City Clerk is hereby directed to give notice of the above-mentioned public hearing by
both publication and mailing pursuant to Section 54954.5 of the California Government Code.

10. At the public hearing, the City Council shall hear and consider all protests against the
establishment of the District, the extent of the District area or the furnishing of specified types of services
within the District. A protest may be made orally or in writing by any interested person. Any protest
pertaining to the regularity or sufficiency of the proceedings shall be in writing and shall clearly set forth
the irregularity of defect to which the objection is made.

11. Every written protest shall be filed with the City clerk at or before the time fixed for the
public hearing. The City Council may waive any irregularity in the form or content of any written protest
and at the public hearing may correct minor defects in the proceedings. A written protest may be withdrawn
in writing at any time before the conclusion of the public hearing.

12. Each written protest shall contain a description of the business in which the person signing
the protest is interested sufficient to identify the business and, if a person signing the protest is not shown
on the official records of the City as the owner of the business, the protest shall contain or be accompanied
by written evidence that the person signing the protest is the owner of the business. A written protest which
does not comply with the provisions of this Resolution shall not be counted in determining a majority
protest.

13. If written protests are received from the owners of businesses in the proposed District which
will pay 50 percent or more of the assessments proposed to be levied and protests are not withdrawn so as
to reduce the protests to less than that 50 percent, no further proceedings to create the District or to levy the
proposed assessment, as contained in this Resolution, shall be taken for a period of one year after the date
of the finding of a majority protest by the City Council.

14. If the majority protest is only against the furnishing of a specified type or types of services
within the District, those types of services shall be eliminated.
This resolution shall become effective immediately upon its passage and adoption.

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 5th day of August 2020, by the following vote:

Ayes: Council Member(s):
Noes: Council Member(s):
Absent: Council Member(s):
Abstain: Council Member(s):

Attest:

_________________________________
Abigail Palsgaard, City Clerk
EXHIBIT "A"
DISTRICT AREA

[Map showing district area with street names and numbers]
Management District Plan
for the creation of the
Downtown Kingsburg
Business Improvement District

Contents

I. Summary of the Management District Plan .................. 1
II. Why Create the Downtown Kingsburg BID? ............... 2
III. Improvement and Activity Plan ............................. 3
   A. Process to Establish the Plan
   B. BID Boundaries
   C. Work Program
   D. Plan Budgets
IV. Assessments ........................................... 4
   A. Assessment Methodology
   B. Calculation of Assessments
   C. Assessment Adjustments
V. Governance ............................................. 5

Exhibits
• List of businesses to be benefited
• Map with business detail
• Base level of services letter of intention from City of Kingsburg
• Roster of the Downtown Kingsburg BID Steering Committee

Exhibits are available upon request from the City of Kingsburg City Clerk

Prepared for the
City of Kingsburg and the Downtown Kingsburg BID Steering Committee
by AMI Concepts
Downtown Kingsburg
Business Improvement District (BID)

I. Summary
DRAFT (7.23.2020)

The proposed Downtown Kingsburg Business Improvement District (BID) will be an assessment district that conveys special benefits to the businesses located within the district boundaries. As described in this plan, it is proposed that the BID will provide marketing services and branding experience above and beyond those provided by the City of Kingsburg. This approach has been used successfully in downtowns throughout California and the nation, helping to increase customers on the street and improve sales.

Location
The district will encompass the core of the downtown area centered around Draper Street running from Sierra Street to California Street. A map is included.

Services and Activities
The goal of the BID is to create an economically vital Downtown. The district will finance marketing and branding services to attract residents and visitors while stabilizing and improving the downtown environment and experience.

Method of Financing
The district will be funded by a levy of assessments upon businesses that benefit from services and activities within the district.

Budget
The total district assessment budget for its first year of operations is $25,000 (estimate).

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<tr>
<th>ACTIVITY</th>
<th>BUDGET</th>
<th>% OF TOTAL</th>
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<tr>
<td>Delinquency &amp; Contingency</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$25,000</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Cost
Annual assessments are based upon an allocation of program costs and a percentage of business license fees. All businesses within the district will receive benefits. Annual maximum assessment for the first year of the district is 100% of business license fee. Businesses within the district that don’t require a business license will pay a flat $100 fee.

City Services
The City of Kingsburg has established and documented the base level of preexisting City services and has evidenced its intention to continue to deliver and/or pay for these services if a BID is formed. The BID will not replace any preexisting general City services.

District Governance
The BID Advisory Board will be appointed by the Kingsburg City Council. The Board shall consist of five (5) members approved annually by a majority vote of the Kingsburg City Council. Prospective Board members will complete applications prior to the Downtown BID annual review. The BID Advisory Board will make recommendations, and monitor service delivery.

District Creation
The Downtown Kingsburg BID district will be formed by the Kingsburg City Council upon request by the Downtown Kingsburg BID Steering committee. Included in this first ordinance will be the Management District Plan with a budget and assessment rates.

Duration
The BID remains in place once approved, unless it is disestablished. However, annual Council actions are required to keep it operable. Those include accepting the annual report, appointing the BID Advisory Board, approving the annual budget and approving assessments.
II. WHY CREATE THE DOWNTOWN KINGSBURG BID?

What is a BID?

A Business Improvement District (BID) is created to energize a business district through a public-private partnership that is a catalyst for revitalization. The district can provide activities, such as marketing, maintenance and image enhancement, that are in addition to those provided by local government. BIDs provide services that improve the overall viability of business districts resulting in increased sales.

Why Create a BID for Downtown Kingsburg?

• Proactively Improving Downtown  Downtown Kingsburg faces similar challenges to other small downtowns in the Central Valley. The BID is viewed as a proactive step to create immediate impact through marketing and image creation

• Create a Consistently Appealing Image of Downtown  The Downtown area has many interesting shops and restaurants, but would benefit from attracting more customers, both Kingsburg residents and visitors. Working in concert with the City of Kingsburg, the BID will provide supplemental resources to improve Downtown’s image to these markets.

• Attract New Businesses and Customers to Downtown  In keeping with priorities established by downtown business owners, the BID will devote resources to a variety of marketing services that are intended to improve the customer experience.

• Enhance Sales and Occupancies  BIDs are acknowledged as a critical ingredient in downtown revitalization and are proven to work by funding services that enhance the economic viability of a business district. Success is measured by higher sales and occupancy rates.

• Private Sector Control  An Advisory Board consisting of downtown business owners will govern the BID. Annual BID work plans and budgets will be developed by the Advisory Board, ensuring that the BID will be directly accountable to those who pay an assessment.

III. IMPROVEMENT AND ACTIVITY PLAN

A. Process to Establish the Management District Plan

The idea to create a Downtown Kingsburg BID first came up in the document titled Revitalization Strategy for Downtown Kingsburg prepared by the Community Planning Assistance Team of the California Chapter of the American Planning Association. The consulting firm of AMI Concepts was retained by the City of Kingsburg to guide the process for creating the BID. Key steps of the process included:

1. BID Steering Committee  To guide the consultant team and test BID concepts, a group of business owners and other interested parties was formed. A roster of the BID Steering Committee is provided in the Appendix.

2. Business Owner Engagement  Working with business owners, the consultant held an Open House and conducted a survey in December 2019 and held a series meetings in the spring and summer of 2020. Priorities that emerged:
   • Advance downtown revitalization
   • Combat a slow decline identified by community leaders and merchants in 2016
   • Confirm BID services as supplemental to, and not in replacement of, City services
   • Focus on marketing and image

3. City Base Level of Services  A letter was provided by the city manager identifying current relevant city services and an intention to continue these services throughout the life of the BID.

4. Plan Review & Final Plan  The draft BID Management District Plan and budget were reviewed by the BID Steering Committee and individual business owners. Business owners were invited to a workshop in June, 2020 to review the plan. Input from this meeting, plus individual conversations with Steering Committee members led to the completion of the final plan.
B. BID Boundaries

The proposed BID district will encompass the core of the Downtown area along Draper Street with a block in either direction, from Sierra to Marion, and two blocks from Marion to California. A detailed map of the proposed district boundary is provided below.

C. Work Program

An Inviting, Attractive and Economically Vital Downtown

To respond to stakeholder priorities and guiding principles for a Downtown Kingsburg BID, the BID Steering Committee reviewed several scenarios for providing district-wide services. Objectives in developing the scenarios included:

• Deploy a program that will make a visible, tangible and lasting impact.
• Ensure that BID-funded services are supplemental to, and do not replace, existing City services.
• Provide flexibility in the modeling of the program so that the BID can make adjustments as market conditions change.

Marketing Services and Branding Experience

Marketing strategies and programming to freshen the existing Swedish Village image will be developed as part of the overall program. Strategies will build off existing strength of current shops and the developing amenities in the dining sector. Image and marketing efforts will aim to support business retention as well as encouraging both locals and visitors to explore Downtown Kingsburg. Business recruitment efforts that support the Swedish Village concept will be developed in conjunction with the Economic Development Committee.
Traditional and non-traditional marketing activities and products will be explored including an interactive website and electronic communications tools, stronger public and media relations efforts to communicate ongoing positive changes in the Downtown marketplace, and printed products including periodic market reports and updates, maps and brochures that provide users with information about the amenities Downtown Kingsburg has to offer. In addition, programming and promotional events to activate Downtown will be developed as part of an overall image and marketing campaign.

Management and Reserve

Fund management will be performed by the City of Kingsburg in accordance with the budgets and activities approved by the BID Advisory Board. Monthly reports will be provided by the City. There will be no charge for this service.

A reserve fund of 5% is budgeted to provide a contingency for unforeseen program needs and to provide a cushion for assessment delinquencies.

D. Plan Budgets

The total improvement and activity plan budget is projected at $25,000. The initial budget allocation is summarized below.

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<td>Special Promotional Events</td>
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</tr>
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Final budget allocation decisions will be subject to the annual budget process of the BID Advisory Board.

IV. ASSESSMENTS

A. Assessment Methodology

The primary BID assessment methodology adopted is a common BID structure assessing businesses whereby business license fees are used as the basis. In addition, businesses not subject to business license fees will be assessed a $100 flat fee. A factor of 0%-100% of each fee is assessed annually, as determined by the BID Advisory Board. All businesses within the district are subject to assessment, with the exception of government businesses which are exempt.

B. Calculation of Assessments

The preceding methodology is applied to a database that has been constructed by the City of Kingsburg working with the BID Steering Committee. It consists of all businesses within the BID district.

C. Assessment Adjustments

Annual Assessment Factor An annual assessment factor will be determined by the BID Advisory Board. This factor will not exceed the initial assessment factor of 100% of both types of fees. Fees include business license fees and those assessed of businesses within the district that are not subject to business licenses.

Budget Process A balanced budget approach is utilized to develop each annual budget within the constraints of the assessment rates. Any annual budget surplus or deficit is tracked. Prior year surpluses may be used as necessary based on the allocations described in the Management District Plan.

Time and Manner for Collecting Assessments As provided by state law, the City of Kingsburg will bill the assessments in conjunction with the annual business license statement, or separately in the case of businesses that are not required to have City business licenses. Existing laws for enforcement and appeal of business license fees will apply to BID assessments.

Disestablishment State law provides for the disestablishment of a BID pursuant to an annual review process. Each year that the BID is in existence, there will be a 30-day period during which the property owners will have the opportunity to request disestablishment of the District. This 30-day period begins each year on the anniversary day that the district was first established by City Council. Within that 30-day period, if a written petition is submitted by the business owners who pay more than 50 percent (50%) of the assessments levied, the BID may be disestablished. The City Council will hold a public hearing on disestablishing the PBID prior to actually doing so.

Issuance of Bonds No bonds or other bonded debt are to be issued to finance activities and services envisioned in the Management District Plan.
V. GOVERNANCE

Kingsburg City Council will appoint the BID Advisory Board as part of the district formation process, and annually thereafter during the review process. The BID Advisory Board shall consist of five (5) members who represent a business within the BID district. They are selected from available applicants and represent a broad mix of business types.

The BID Advisory Board meets monthly. Meetings are open to the public. It will hold district-wide meetings as needed for input on services and operations, including an annual nomination meeting for the BID Advisory Board.

BID Advisory Board will recommend budgets, services, and Advisory Board members. It will monitor service delivery and provide oversight of the district. The Advisory Board oversight will:

• Review monthly reports from the City of Kingsburg
• Leverage BID funds with resources, programs and capabilities provided by other agencies and organizations in Kingsburg
• Eliminate the potential for duplication of enhanced services and activities
• Ensure that Downtown Kingsburg is represented by a unified voice, thereby maximizing Downtown’s influence in policies and civic affairs.

Pursuant to State of California law, the BID Advisory Board will be subject to disclosure and notification guidelines set by the Ralph M. Brown Act and California Public Records Act.
Downtown Kingsburg Business Improvement District (BID) Steering Committee

Timeline for Formation (Nov 2019 – Jan 2021)

Nov 6 ............ BID expert hired by City Council
Nov 12-15 ...... Flyers describing BIDs distributed throughout Downtown Kingsburg
Nov 20 .......... Article in the Kingsburg Recorder
Nov 25 .......... Postcard mailed to all businesses inviting them to the Dec 4 Open House
Dec 4 .......... Open House in Village Mall to explain BIDs, provide examples of improved Downtowns, complete a survey and gather people for the steering committee
Jan 8 .......... Postcard mailed to all businesses inviting them to join the first Steering Committee meeting on January 15
Jan-July .......... Meetings of the Steering Committee
May, June ...... Individual business outreach
June 16 ........ Postcards mailed to all businesses inviting them to the June 25 BID workshop
June 18 ........ Business outreach
June 25 ........ BID workshop
July ............. Additional outreach
Aug 5 .......... First Council action – approval of Resolution Of Intent to form district
Oct 7 .......... Second Council action – public hearing and ordinance
Nov ............. District goes into effect by end of month
Jan ............. Funding becomes available

City actions for formation

1. RESOLUTION OF INTENT (ROI) by Council (August 5)
   a. BID Advisory Board
   b. Management District Plan
   c. Baseline Services
   d. Date and time for public hearing (schedule more than 10 days after ROI)

2. CITY MAILINGS to each business owner by City Clerk (week of August 10)
   a. Mail ROI, MDP, Baseline Services (within 10 days after ROI approval)
   b. Mail notice of Public Hearing (more than 7 days before Public Hearing)

3. PUBLIC HEARING by Council (October 7)
   a. Protests
      i. Consider oral and written protests
      ii. Written protests from business owners paying more than 50% of proposed assessments, proceedings abandoned for at least year
   b. Without 50+% written protests, Council MAY (is not required to) adopt an ordinance establishing the BID
Frequently Asked Questions

1. What is a BID? Why Downtown Kingsburg?
   A business improvement district (BID) is a public/private partnership created to revitalize a business area like the Downtown Kingsburg. Together, the Kingsburg business owners will
   - Take the lead role
   - Maintain a recognizable identity
   - Improve the customer experience
   - Assure economic sustainability

2. Speaking of assessments, what will our assessments be?
   The assessment is based on your business license. It is the amount of your business license or $100 for businesses that are not required to have Kingsburg business licenses. Keep in mind that the amount you pay on your business license includes a $29 fee. You will only pay double the amount of your actual business license, not the total invoice amount.

3. What about City services that are currently being provided? Is the BID assessment used to replace these services?
   No! At no time will normal City services be reduced in Downtown Kingsburg in response to this funding.

4. What about the Chamber of Commerce? Will this replace the Chamber?
   No! The Downtown Kingsburg BID and the Kingsburg Chamber of Commerce provide services that complement each other, but do not overlap. While the Chamber serves the entire community, the BID focuses marketing services only on the Downtown core.

5. Who decides how the assessments are used?
   The BID Advisory Board. This group consists of five Downtown businesses who apply and are appointed by the Kingsburg City Council. The Advisory Board will recommend budgets, monitor service delivery, and provide oversight of the district.

6. Duration? What does that mean?
   The BID formation process only needs to happen once, but it needs to be reviewed annually by the City Council. Each year, they accept the annual report and approve the operations for the next year, as proposed by the BID Advisory Board. Changes can be made to assessments, benefits, and BID Advisory Board members.

7. How does all this happen?
   The Downtown Kingsburg BID Steering Committee has been meeting over the last six months discussing the options in the Management District Plan. This document will govern the decisions made by the City Council and the BID Advisory Board regarding the BID district.

   During this review phase, Downtown businesses provide feedback on the Management District Plan. Updates are made and the document will be available for final review in July.

   Once there is consensus approval, the Kingsburg City Council takes the next steps.
   - Resolution of Intent to establish the district
   - Mail complete district information to all businesses within the district
   - Public Hearing
     - Without a majority of businesses protesting, the district can then be formed by ordinance.

8. Why support a BID?
   Supporting the BID will spur revitalization through programs and services that supplement, not replace, work of the Kingsburg Chamber of Commerce or the City of Kingsburg. In addition, BID budget decisions will be made by a Board of business owners, which ensures direct accountability for these enhanced services.

Downtown Kingsburg BID Steering Committee

Leslie Carpenter, Berman’s Flowers, bermansflowers@gmail.com
Reggie Gierke, Kingsburg Chamber of Commerce, reggie@kbmf.org
Jolene Polyack, City of Kingsburg Economic Development, jolene@polyack.com
Steve Safarjian, RPS Real Estate, saf@rpsre.com
Briana Valdez, Bluebird Home and Lifestyle Market, bri@bluebirdmarket.com

Technical questions   Jan Minami, AMI Concepts, jan.amiconcepts@gmail.com
City Baseline Services to the Downtown Based Improvement (BID) Area

Baseline Services

- Downtown baseline services are provided by Community Services Department, the Police Department, and Public Works Department.

Community Services

- Provides availability of the City Manager, Community Services Director, Public Works Director and subsequent staff to help coordinate and assist with individual requests.

Police Department

- Provides officers and reserves during festivals as coordinated by the Chamber of Commerce, or as needed through private contract.
- Currently there are no designated officers set to patrol Draper. This is done during regular patrol shifts every day.

Public Utilities/Community Sanitation

- Provides street sweeping for the Downtown core area three (3) times a week in the early morning hours.
- Provides water to the landscaped corners.
- Provides electricity to the lighted trees.
- Provides weekly trash removal (currently set for Fridays) from the downtown containers. Completed as part of the city’s existing contract with Mid Valley Disposal.
- Provides restroom and hand washing services for Chamber of Commerce festivals. Completed as part of the city’s existing contract with Mid Valley Disposal.

Public Works

- Provides corner island landscape maintenance. These corners have been “adopted,” but often city crews respond to requests for service.
- Provides irrigation repairs on an as needed basis.
- Provides landscape maintenance on an as needed basis, including public parking and parks.
- Provides litter and debris removal on an as needed basis.
- Provides street tree trimming and light maintenance on the “market lights.”
- Provides pavement and curb marking maintenance.
- Maintains public signage, including wayfinding.
- Maintains and installs downtown banners and the infrastructure they are placed on. (NOTE: Funding for new banners is contingent on city allocation).
- Provides seasonal decorations that are installed on public infrastructure.
- Assists with placing other seasonal items provided by volunteer groups (trees and lights funded through private donations).
  - Ability to assist with setup/removal is dependent upon other availability and other city-related tasks.
- Maintains and clears drainage inlets for stormwater removal.
APPLICATION
For BID Advisory Board
Due Wednesday July 29 by 5:00 pm

Name__________________________________________________________

Address________________________________________________________

Phone________________________ (mobile) ________________________ (home/work)

Business owned________________________________________________

Business address_________________________________________________

Years operated a business in Downtown Kingsburg_______

Community involvement ____________________________________________

______________________________________________________________

What knowledge and experience do you have in the following areas:

Marketing and Branding_________________________________________

______________________________________________________________

Downtown Revitalization________________________________________

______________________________________________________________

Finance________________________________________________________

______________________________________________________________
Community Services: Public Works, Public Utilities, Police Department

Explain your reasons for wanting to be on this board

Are you aware that this board meets once a month and you are required to attend these meetings? Yes No

List three references giving name and phone number:

_________________________ __________________________

_________________________ __________________________

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_________________________ __________________________

_________________________ __________________________

_________________________ __________________________

_________________________ __________________________

Applicant’s Signature Date

Submit completed application to City of Kingsburg City Clerk Abigail Palsgaard by dropping it off at City Hall or emailing her. <apalsgaard@cityofkingsburg-ca.gov>

Thank you.
APPLICATION
For BID Advisory Board
Due Wednesday July 29 by 5:00 pm

Name

Address
Kingston, CA 93051

Phone
(mobile)

(home/work)

Business owned
Blubird Home & Lifestyle Market

Business address
1549 Dusier Street, Kingston, CA 93051

Years operated a business in Downtown Kingsburg
almost 2 years

Community involvement
As a member of the BID Advisory Board, I have been active in all Chamber of Commerce and City events within the shopping district. As a business owner, I contribute to the community by volunteering at events and participating in community initiatives. I am an active member of the local community, and I believe in supporting local businesses and initiatives.

What knowledge and experience do you have in the following areas:

Marketing and Branding
As a marketing and branding manager, I have experience in developing and implementing effective marketing strategies. I have a strong understanding of target audience analysis, market trends, and competitive analysis.

Downtown Revitalization
As a member of the BID Advisory Board, I have been actively involved in downtown revitalization efforts. I believe in the importance of maintaining a vibrant and lively downtown area, which is essential for the economic health of the community.

Finance
As a financial professional, I have experience in budgeting, forecasting, and financial analysis. I have helped businesses create and implement effective financial strategies, which have contributed to their growth and success.

RECD JUL 28 2020
Community Services: Public Works, Public Utilities, Police Department

Appointed Commissioner to City of Kingsburg Planning Commission in March 2020. Have had interactions and dealings with community services and departments for permitting and city services as a business owner in the Cities of Fresno, Madera and Kingsburg (city, county and state).

Explain your reasons for wanting to be on this board

As an active (volunteer) member of the Downtown Kingsburg Business Improvement District Steering Committee, I have been a major supporter and contributor to the formation of BID from the very beginning and would very much like to continue this work on the BID Advisory Board. This includes being a voice in the drafting of the Management District Plan, reaching out to fellow business owners, and most recently, managing the social media pages for the BID group. In just this past week, since I took over the pages, @Kingsburgdowntown is already gaining attention of business owners and residents, followers have significantly increased, the community is engaged and posts are being shared multiple times. Social media is absolutely necessary for the success of a modern business or organization and will be an essential part of the services BID will offer to Downtown businesses. I believe my experience and creative eye make me an ideal candidate to fulfill this very necessary role within the BID Advisory Board.

In addition to the design and marketing skills I bring to the table, I believe that I have the intelligence and experience necessary to make informed decisions. As a "newer" business owner in town, I also believe that I can offer a unique perspective to the success of BID in Downtown Kingsburg, especially when it comes to bringing in new customers and new businesses. I have fresh ideas based on my knowledge of what has worked elsewhere. I work well in teams, and display leadership qualities and integrity necessary to ensure I can be a true representative for all businesses within the BID district. I value the input of my fellow business owners and take notice of both resident and visitors' comments and suggestions; I will continue to value this information and will always try to look at the bigger picture when making important decisions.

Preserving the Swedish heritage of the town is of utmost importance to me because that is one of the many charms Kingsburg offers its patrons. I believe this can be done successfully in a way that both celebrates history and the true diversity of this City making all feel welcome to this beautiful town. A consistent and engaging district image can be built upon the City's traditional efforts and branding to create a more modern, accessible and universally appealing experience for Downtown Kingsburg business owners, residents and visitors. I believe that I have a great deal to offer this Board. I am ready and willing to engage fellow business owners in positive conversations about how BID can benefit their business, and would greatly appreciate the opportunity as a retail shop owner on Draper Street. I have seen Business Improvement Districts work in other communities, and very much look forward to being a part of this effort in Downtown Kingsburg.

Are you aware that this board meets once a month and you are required to attend these meetings? Yes No

List three references giving name and phone number:

Mario Carion

Lance Rodgers

Date Kooser

[Signature]

Applicant's Signature

07/26/20

Date

Submit completed application to City of Kingsburg City Clerk Abigail Palsgaard by dropping it off at City Hall or emailing her. <apalsgaard@cityofkingsburg-ca.gov>

Thank you.
Date: 28 July 2020
To: City of Kingsburg
From: Steve Safarjian
Re: BID Advisory Board Application

Attached please find my BID Advisory Board Application. For over 40 years I have know the need of a Business Improvement District. In the past we have call it a Downtown Merchants Association. It has resurfaced a few years ago when professionals from around the state, advised Kingsburg, ‘a BID would be a good thing for Kingsburg’.

Thanks to the City of Kingsburg and a steering committee for working to bring the idea this far. As you can read from my application, I have been involved in the community, invested in downtown revitalization, and serve on the steering committee for BID. I am committed to downtown Kingsburg. If not chosen to serve on the BID Advisory Board I will still support the BID process and help whenever I can.

I feel the BID Advisory Board needs to be represented by a wide range of people/businesses within the BID District. If I do not fit into the mix of people for the Board – I am okay with that decision. My application is more of a show of support for BID and my comment to continue to help make Kingsburg a better place.

Once again, my thanks to the Council and the Staff of the City of Kingsburg. Your dedication, history, and prescience will keep Kingsburg the place we want to be........Thanks.
APPLICATION
For BID Advisory Board
Due Wednesday July 29 by 5:00 pm

Name: STEVE SAFARIJIAN
Address: 1515 DRAPER STREET, KINGSBURG, CA 93631
Phone: _________________________ (mobile) _________________________ (home/work)
Business owned: RPS REAL ESTATE
Business address: 1515 DRAPER STREET
Years operated a business in Downtown Kingsburg: 30 YEARS
Community involvement: PLEASE SEE ATTACHED

What knowledge and experience do you have in the following areas:

Marketing and Branding: CREATED & BRANDED RPS REAL ESTATE. CURRENTLY WORKING ON CO-OP OF RPS & SAFARIJIAN FARMS INTO A JOINT FOUNDATION.

Downtown Revitalization: OWN TWO PROPERTIES WITHIN THE BID DISTRICT & ONE BUSINESS. BOTH PROPERTIES ARE IN PROCESS OF REVITALIZATION, RENOVATIONS & REMODEL.

Finance: FOR 40 PLUS YEARS HAVE OPERATED TWO BUSINESSES, CREATED BUDGETS, DONE MASTER PLANS, AS WELL AS BUSINESS PLANS FOR BOTH OPERATIONS WITH BUDGETS & ASSETS OVER $1,000,000.

REC'D JUL 28 2020
Community Involvement –

Kingsburg Lions Club – Board of Directors – 1976 to present
Kingsburg Swedish Festival Committee – 1995 – present
Kingsburg Swedish Festival Pancake Chairperson – 1978 – present
Kingsburg Chamber of Commerce Board of Directors – 14 years
President of Kingsburg Chamber of Commerce – 6 years
Kingsburg Chamber of Commerce Jr Citizen of the Year – 1972
Kingsburg Chamber of Commerce Citizen of the Year – (forgot the year)
Kingsburg Historical Society Board of Directors – 12 years
Kingsburg Historical Society Member – Life Member
City Council Economic Development Committee Chairperson – 1998 – present
Kingsburg Beautification Committee - 1984 – 2010
Kings River Golf and Country Club Board of Directors – 12 years until 2019
Kingsburg Friends of the Depot

Have served on several more committees and boards for the City of Kingsburg, County of Tulare, and the State of California – above is what I remember off the top of my head and plus don’t want to bore the reader.
Through my involvement in community service I have worked with community services listed above with great success.

Explain your reasons for wanting to be on this board

__________________________________________

Please see attached

__________________________________________

Are you aware that this board meets once a month and you are required to attend these meetings?  

☐ Yes  ☐ No

List three references giving name and phone number:

Scott Carlson  - Kingsburg NY

June Hess  - Svensk Butik

Leslie Carpenter  - Bermans Flowers

__________________________________________

Applicant’s Signature

STEVE SAFARYAN

28 June 2020

Date

Submit completed application to City of Kingsburg City Clerk Abigail Palsgaard by dropping it off at City Hall or emailing her.  <apalsgaard@cityofkingsburg-ca.gov>

Thank you.
Explain your reasons for wanting to be on this board:

During the 40 plus years I have been a member of the Kingsburg Chamber – I have tried several times to create a downtown merchants association. Everyone always believes in the concept, but it could never get created.

Now due to the understanding, help from the City of Kingsburg and the current downtown businesses – a association can become a reality. I have watch other communities over the entire state do this co-op marketing and it has worked.

That is all this organization is, co-op marketing for the betterment of all downtown. Downtown businesses helping each other succeed by pooling a small amount of money into a larger pot of money – a pot large enough to do some good.

Agriculture Co-ops have been around for over 100 years right here in the valley. For many of them the focus was marketing, distribution, and acquisition. They seemed to have worked. I am a member of one right here in Kingsburg – it is called Sun Maid Growers. It is farmers helping farmers market their products and for each they are more profitable.

I understand the Kingsburg BID is not the answer to every business downtown. It might directly help some more than others however, if downtown Kingsburg wins, then we all win. It is not about politics, it is not about religion, it is about the spirit of cooperation. I have seen that spirit of cooperation between the businesses downtown, the Chamber of Commerce and the City of Kingsburg. It is a good thing, I would like to be part of it and take it to the next step.
APPLICATION
For BID Advisory Board

Name: Paula Coelho

Address: [Redacted]

Phone: [Redacted]  (mobile)  [Redacted] (home/work)

Business owned: Bella Rose, Bella Creamery, Bella Bakery

Business address: 1537 Lincoln, 1512 Smith, 15 ?? Draper

Years operated a business in Downtown Kingsburg: 9

Community involvement: working w/ youth, planning events, part of festivals/parades, sponsoring events

What knowledge and experience do you have in the following areas:

Marketing and Branding: running 3 businesses w/ consistent themes & branding in Kingsburg, making them cohesive, bringing in outside people through social

Downtown Revitalization: bringing people downtown through 3 businesses, working w/ other businesses downtown (Berron, Mercantile, Magosh, etc)

Finance: Been in business about 10 years, opened more business, won several awards within community for the last decade

REC'D JUL 28 2020
Community Services: Public Works, Public Utilities, Police Department

We give back to them as much as possible.

Explain your reasons for wanting to be on this board

We have been working on bringing people to Kingston, supporting our local farmers and other businesses & want to see our community flourish.

Are you aware that this board meets once a month and you are required to attend these meetings? ☐ Yes ☐ No

List three references giving name and phone number:

Leslie Carpenter [Redacted]

Bret Safarji [Redacted]

Michelle Roman [Redacted]

[Signature]

Applicant's Signature

01/24/2020

Date
APPLICATION
For BID Advisory Board

Name Reggie Gierke

Address 1440 California St # A.

Phone: [ ] [ ] (mobile) [ ] [ ] (home/work)

Business owned Kingsburg Media Foundation / Chamber of Commerce

Business address 1440 California St # A

Years operated a business in Downtown Kingsburg 3

Community involvement: Community Support, Non-Profit, Chamber of Commerce, Vary Lute

What knowledge and experience do you have in the following areas:

Marketing and Branding: Built a business from the ground up

Chamber of Commerce

Downtown Revitalization: Helping Businesses grow with technology

Serves

Finance: Running a business, financially responsible for

Three companies

REC'D JUL 28 2020
Community Services: Public Works, Public Utilities, Police Department

I run an internet/phone company
prior to another in Hungary for 8 years

Explain your reasons for wanting to be on this board

I believe in downtown and want to see it succeed
on the speeding envelope
position of the Chamber - we want this to succeed
and to be part of it.

Are you aware that this board meets once a month and you are required to attend these meetings? ☑️ No

List three references giving name and phone number:

* Steve Salkin
  * Tim Linkharts
  * Alex Henderson

[Signatures]

Applicant’s Signature

Date 6/25/20
APPLICATION
For BID Advisory Board

Name: June Hess

Address: 1465 Draper St

Phone: [Blacked out] (mobile) [Blacked out] (home/work)

Business owned: Svensk Butik

Business address: 1465 Draper St

Years operated a business in Downtown Kingsburg: 35

Community involvement: Please see attached page

What knowledge and experience do you have in the following areas:

Marketing and Branding: Please see attached page

Downtown Revitalization: Have attended several revitalization workshops

Finance: I have been in business for 35 years - experiencing the ups & downs of the economy and negative events that impact business. I'm always looking for creative ways to adjust. Thankfully, the last 3 years have seen an upswing.
Community Services: Public Works, Public Utilities, Police Department

Community Services - 

I am city properties & after-school programs. Public Works - Amazed at how a few can keep our town so beautiful and functional. Public Utilities - 

Water dept. check on safety of our water. 

Police Dept: I have a healthy respect for our police officers. I applaud them for their work.

Explain your reasons for wanting to be on this board

I have many years of experience promoting Kingsburg. I'm still a work in progress. I feel it is important to give tourists and locals a serendipity experience in our downtown.

Are you aware that this board meets once a month and you are required to attend these meetings? Yes  No

List three references giving name and phone number:

Tammy Dooley
Carla Dignan
Marcy Carter

June Hess
Applicant's Signature
July 27, 2020

Date
Community Involvement

- Started and Coordinated Julgransfest for many years. For last 5 years served coffee and hot chocolate.
- Started Swedish Crayfish Festival. Serving Swedish style crayfish. Started crayfish races & crayfish eating contest (later CoC took it over & made it Cajun style & jazz)
- In charge of entertainment for Swedish Festival.
- Created Swedish Cultural Village for Swedish Festival. I continue to coordinate it at my own expense.
- Host Swedish Midsummer every year in Coffee Pot Park.
- Santa Lucia pageantry in local restaurants - morning of Santa Lucia Day.
- In charge of Lucia procession leading Santa Lucia Parade - recruit & provide gowns, candles, tinsel for participants.
- Served on CoC board for several years - one year as president.
- Served 3's years on City Council (finishing someone's term)
Marketing & Branding

- The writer & the voice for radio ads (for about 10 yrs) for Santa Lucia, Swedish Festival and Bond Concerts
- Participate in 7 out-of-town events as a vendor. Promote Kingsburg w/ flyers and brochures
- Featured in Central Valley section of the official California magazine - 2 yrs
- Featured in "Roadside Attractions" in VIA the AAA magazine
- Featured in "ÅretRunt" a Magazine in Sweden.
- Coordinated the Kingsburg Travelogue CD in 2013
- Represented Kingsburg/Sweden at Passport Fresno and International Exposition and the International Village at Clovis Fest.
- Promoted Kingsburg at a STRAC Convention in San Bernardino (Senior Tourism)
- Greeted tour buses (step-on 3 min. history of Kingsburg) - often with Swedish music & dancing
- Worked with tour directors in planning tour bus itinerary.
- IV promotions for Kingsburg event
APPLICATION
For BID Advisory Board

Name: Lauren Cooper
Address: [Redacted], Kingsburg, CA
Phone: [Redacted] (mobile), [Redacted] (home/work)

Business owned: The Mane Salon
Business address: 1305 Draper St.
Years operated a business in Downtown Kingsburg: 4

Community involvement: I am a Kingsburg High School graduate as well as a salon owner downtown. I have been involved in FPA events + The Dance Company events as a teachers assistant. What knowledge and experience do you have in the following areas:

Marketing and Branding: As a small business owner in Kingsburg, I have bought and re-branded Kings Mane Attraction to The Mane Salon. I have put many hours + hard work into re-branding and revitalizing an outdated/old salon into a new upbeat and updated salon.
Finance: I have knowledge in running a successful salon.

RECD JUL 24 2020
I have not been involved in much community service since FFA, but I am hoping to get more involved by being on the BID board.

Explain your reasons for wanting to be on this board:

I feel as one of the youngest business owners in town, I would add great value to this board. I would like to be involved in deciding where my money and other business owners' money is spent when it comes to revitalizing our downtown. I hope by being on this board, I can add a young vibe to help our Kingsburg businesses thrive.

Are you aware that this board meets once a month and you are required to attend these meetings? [ ] Yes [ ] No

List three references giving name and phone number:

Roberta Woods [Redacted] The Dance Company
Lisa Roller [Redacted] Lisa's Mane Attraction (prev. owner)
CT Breck [Redacted] Apotek

Clinton

[Signature] 7/24/20

Applicant's Signature Date
APPLICATION
For BID Advisory Board

Name_ Jill O'Bannon

Address_ 

Phone_ (mobile) 

(home/work) 

Business owned_ the Mercantile

Business address_ 1513 Draper Street

Years operated a business in Downtown Kingsburg_ 3.5 years

Community involvement_ Member of Chamber of Commerce

What knowledge and experience do you have in the following areas:

Marketing and Branding_ I currently do all marketing for my store. I run a website for the Mercantile.

I have built my brand from the ground up.

Downtown Revitalization_ I have overseen multiple remodel and restoration projects in the downtown corridor. With research I have been able to bring back the

"Professional Building" on the corner of Smith and Draper to its original architecture.

Finance_ While revitalizing multiple buildings on Draper Street I was able to stay within a strict budget while getting the job done. I also manage my store as well as our

construction companies' financials, also located in downtown Kingsburg.

REC'D JUL 24 2020
Explain your reasons for wanting to be on this board. Being a building owner as well as running multiple businesses downtown, I care deeply for the City of Kingsburg. I am the 4th generation of my family to call Kingsburg home.

I believe in the saying "many hands make light work". In regards to the downtown I believe if we come together we can make a huge impact in our community, in return making our businesses more successful. I also want to do my part to keep the downtown area quaint, with the Swedish feeling it always has. Downtown Kingsburg is home to many stores and those stores support families, and those families are what make Kingsburg what it is today... Amazing!

Are you aware that this board meets once a month and you are required to attend these meetings? Yes  No

List three references giving name and phone number:

Leslie Carpenter

Paula Coelho

Summer Vasquez

Applicant’s Signature

7/24/20

Date
APPLICATION
For BID Advisory Board

Name: Kingsburg Feed Station

Address: 1546 Marion St.

Phone: [redacted] (mobile) [redacted] (home/work)

Business owned: Regina Prime

Business address: 1546 Marion St.

Years operated a business in Downtown Kingsburg: 24 years.

Community involvement:
my business is always open during events, donations.

What knowledge and experience do you have in the following areas:

Marketing and Branding: my own ADS, FB, Instagram, email

Downtown Revitalization: front of building

Finance:

ENT'D JUL 27 2020
Community Services: Public Works, Public Utilities, Police Department

Kaunit

Explain your reasons for wanting to be on this board

To continue to promote Kingsburg and all small business.

Are you aware that this board meets once a month and you are required to attend these meetings?  Yes  No

List three references giving name and phone number:

Gene Villines
Debbie Delong
Trammy Boly

Applicant's Signature

7/24/20

Date
APPLICATION
For BID Advisory Board

Name: Shannon Stout

Address: 1409 Smith St, Kingsburg, CA 93631

Business owned: Nails by Shannon @ Eclipse Salon

Business address: 1409 Smith St, Kingsburg, CA 93631

Years operated a business in Downtown Kingsburg: 4

Community involvement: Cub Scout Committee Member, Chair,
KHS Football Boosters, Boy Scouts.

What knowledge and experience do you have in the following areas:

Marketing and Branding: I am proficient in social
media marketing and have built up
my business using the resources.

Downtown Revitalization: I am willing to research
and find ways to build my presence
in this.

Finance: I have an AG business certificate
and have worked for 2 payroll companies
and book work for a pool construction company.

RECD JUL 29 2020
I am available to offer assistance in any way I can.

Explain your reasons for wanting to be on this board

To help build and promote Downtown businesses. I want to see Kogolong succeed and see all our business grow and flourish.

Are you aware that this board meets once a month and you are required to attend these meetings? (Yes) No

List three references giving name and phone number:

Steve Safarian
Lori Queine
Alicia Kerk

Applicant’s Signature

7/22/2020

Date
APPLICATION
For BID Advisory Board

Name_ Leslie A. Carpenter
Address_ [Redacted]_ Kingsburg
Phone_ [Redacted]_ [Redacted]

Business represented (operated or employed by) _Berman's Flowers_

Business address_ 1448 Lewis St., Kingsburg, Ca.

Years operated or employed by a business in Downtown Kingsburg_ 27 years

Community involvement_ Tri-County Football Cheer Board member
KHS Career Day, RJFH Portfolio Day, Kingsburg Con Club Properties Board Member
Kingsburg High Football Booster, Kingsburg AG Advisory Board
Kingsburg Youth Cheer Board, Girl Scout leader, help Kings Lions Club
Kingsburg Chamber member, Past Board member of youth football

What knowledge and experience do you have in the following areas:

Marketing and Branding_ Most of my marketing and branding experience comes from promoting my own business, Social media, mailings, and open houses and offering education about the floral business.

Downtown Revitalization_ First hand, taking over a business in which the owners were ready for retirement, I came in brought a new energy and grew the business back to a thriving state.

Finance_ It is all about community engagement, hustle and a love to see something grow for the next generation of community member to carry on.

Finance_ I have worked on many boards, prepared fundraisers, developed the budgets for those. Saw them through and then prepare profit/loss reports for those projects.
Myself, my family, and my business has always supported the different City Services, in any way we could.

Explain your reasons for wanting to be on this board

I have been working on this project for over 20 years now. I have seen the good a group like this can do. I believe that as merchants, it is our responsibility to make our businesses successful. Not the City, not the Chamber, but us.

I also believe that so much good comes from banding together, with a common goal to be successful in our own rights, will then translate into success for all of our City. Working together, having events that promote...

Are you aware that this board meets once a month and you are required to attend these meetings? Yes No

List three references giving name and phone number:

Steve Safarjian
Bruce Blayney
Ryan Phelan

[Signature]
Applicant's Signature 7/25/2020 Date
Our business in unique ways, fun ways would bring a new excitement for our community and surrounding communities to come and be apart of. Also, there is a movement in this country for our young people to be their own bosses and bring new ideas to the marketplace. We need this in Kingsburg, keeping people local is such a great thing. I believe we were off to a great start, now with Covid, we may have hit a roadblock. But what a better way is there to get passed this than shoulder to shoulder, working together, collaborating and learning from each other. Ultimately whether I am chosen for this board or not. I will support this group and their efforts.

Thank you for your consideration.

Leslie Chepito
CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Roman & City Council
REPORT FROM: Alexander J. Henderson, ICMA-CM
AGENDA ITEM: COVID-19 Update 08/05/2020
REVIEWED BY: MN

ACTION REQUESTED: _Ordinance __Resolution ___Motion ✓Receive/File

EXECUTIVE SUMMARY
NOTE: This information is the best available as of posting on Friday, July 10. 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. Due to rising cases, Fresno County has been ordered by the State to roll back portions of reopening. While certain sectors are required to close completely, others were required to modify their operations (outdoor dining only). Staff continues to work with the local business owners on options for temporary outdoor dining and outdoor operations in other sectors (hair salons and barbershops).

1. City offices remain closed to the public for precautionary reasons. We continue to take both employee and resident safety very serious. All normal operations remain virtually accessible.
2. Sales Tax Revenues: We are still awaiting final true-up numbers from the State to help calculate total actual revenues versus budgeted. Some notes from information currently received.
   - March receipts were down 34% from the same month in FY19
   - April receipts were down 11.3% from the same month in FY19
   - May receipts were up 3.6% from the same month in FY19
   - Currently, total FY20 collections are down 22% from the previous year and approximately 6.5% from revised budget projections.
3. The city is eligible for a direct allocation of CARES Act funding of approximately $159,000. Our first allocation of ~$26,500 is expected imminently. We have included information regarding the eligible uses. It cannot be used to backfill lost revenues.
4. We have been having ongoing discussions with the FDPH and Elementary School District regarding the possibility of the city partnering to provide a program for essential workers (teachers) and their children so that they can return to work. The County has asked for clarification from the State and we are awaiting further guidance.
5. As of 7/31, Kingsburg has the following case figures:

   City of Kingsburg has 242 total cases and 137 cleared/closed cases.

   Mode of Transmission
   Close Contact/ Person-to-Person: 89
   Community Spread/ Unknown: 75
   Total Open Active/Open Cases: 105
   Travel Related: 3
   Under Investigation: 75
Deaths: 2

We've also received questions about what needs to happen for Fresno Co. to come off the watch list. The metrics the State is monitoring for Counties include (Data is from State website, updated 7/29/2020):

1. Average number of tests per day must be greater than 150 per 100,000 population. **Fresno Co. is compliant (217.2)**
2. Elevated Disease Transmission: Total case transmission must be less than 100 per 100,000 (over a 14-day period) – **Fresno Co. is NOT compliant (169.1); OR**
3. Total average number of positive tests per day must be less than 8% over a 7-day average - **Fresno Co. is NOT compliant (11.7%)**
4. Increasing Hospitalizations: Total hospitalization rates (must be less than 10% increase in the average number of confirmed COVID-19 patients hospitalized) – **Fresno Co. is NOT compliant (14.1%)**
5. Total percentage of ICU beds available: must remain above 20% - **Fresno Co. is NOT compliant (7.1%)**
6. Total percentage of ventilators available must remain above 25% – **Fresno Co. is compliant.**

**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**

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**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 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 closed for the remainder of the 2019-2020 school year.

- Closed our public playgrounds to further promote social distancing recommendations. These reopened with the county moving to Stage 3. New information shows lower risk of contraction via surfaces.

- Created and continue to update an active businesses list.

- Working to ensure all seniors have at least one meal every day during the week. We are providing meals for 150+ seniors during the week.

- The City and Chamber of Commerce are working on contingency plans that may impact future events.
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.
- 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. FCDPH Chart from July 31
2. CARES Act Webinar Slides
Objectives

- Overview of Federal CARES Act Requirements for Coronavirus Relief Funds (CRF)
- Certification and Allocation Timelines
- Eligible Expenditures - US Treasury Guidance
- Compliance with State Public Health Requirements
- Reporting and Records Retention
- Questions and Answers
CARES Act Requirements

- Necessary expenditures incurred due to the COVID-19 public health emergency.
  - Direct response
  - Second order effects such as economic support
- Not accounted for in the most recently approved budget, except COVID-related supplemental appropriations or budget adjustments
- Expenses incurred between March 1, 2020 and December 30, 2020.
CARES Act Limitations

- Funds **cannot** be used to backfill lost revenue
- Cannot be used as non-federal share of Medicaid
- Payroll or benefits for employee duties not “substantially dedicated”
- Workforce bonuses
- Damages covered by insurance
- Assistance to owners to pay property taxes
- Items disallowed in US Treasury FAQs
  - Continue to receive updates (Last one 7/8/20)
State Responsibilities for CRF

- As the direct recipient of CRF, any disallowances will initially be recouped from the State
- Required to gather information and report to the federal government on use of funds
- Required to perform subrecipient monitoring, including audits
- Certification, reporting, and Control Section 11.90 established to share that risk with local government and other recipients of CRF and comply with these federal requirements
Six Expenditure Categories

1 - Medical Expenses

- Treatment of COVID-19 and related expenses in public hospitals or clinics
- Temporary medical facilities
- Testing, including serological/anti-body testing
- Emergency medical response, including emergency medical transportation
- Establishing and operating public telemedicine capabilities
Six Expenditure Categories

2 – Public Health Expenses

- Communication/enforcement-public health orders
- Acquisition and distribution of medical and protective supplies (PPE/cleaning supplies) for various public health and safety staff
- Disinfection of public areas and other facilities
- Technical assistance on mitigation
- Public safety measures in response to COVID-19
- Quarantining individuals
Six Expenditure Categories

3 – Substantially Dedicated Payroll Expenses

- Includes: public safety, public health, health care, human services, and similar employees
- Public health and public safety are presumed to be “substantially dedicated”
  - Provide ready funding to address unforeseen financial needs and risks created by COVID-19
  - For employees in these area “administrative convenience” that underlying assumption that they are all deemed “substantially dedicated”
Substantially Dedicated

Let’s explore this a bit more:

- Less documentation of the work being performed if public health and public safety staff
- CARES Act does not allow backfill of lost revenue – the “administrative convenience” provides a tool to assume that these staff could be paid for by the CRF, potentially freeing up general purpose funds (or offsetting lower receipts)
- Full payroll and benefits can be paid by CRF
Substantially Dedicated

Let’s explore this a bit more – other staff:

- This can also include staff that were “repurposed” to previously “unbudgeted” function instead of laid off
- Could include overtime if those additional hours are outside normal/historical duties
- There is no percent threshold – some discretion, with appropriate documentation, like time keeping system or rationale for change in duties/functions
- Can use the CRF to other funds that may have incurred the initial expense
Substantially Dedicated

Examples at the state level:

- Staff stopped our program reviews to track federal funds related to COVID-19.
- Staff who could not telework were redeployed to help with UI program and set up for medical surge.
- Staff at all state agencies being trained and redirected to support contact tracing.
- IT staff that were directed to support COVID-19 tracking, reporting, and new online services previously requiring in person visits.
Six Expenditure Categories

4 – Comply with Public Health Measures and Mitigate the Effects of COVID-19:

- Food delivery to seniors and vulnerable populations
- Telework capabilities for public employees
- Providing paid sick, paid family and medical leave to public employees
- Maintaining local jails such as sanitation and improvement of social distancing measures
- Caring for homeless
Six Expenditure Categories

5 – Economic Support

- Grants to small businesses for costs of business interruption
- Grant or financial assistance – payment of overdue rent/mortgage to avoid eviction or funeral expense
- Payroll support program
- Unemployment insurance (UI) costs if those costs are not reimbursed by federal government – generally applies to local governments using “reimbursement method” to finance UI
Six Expenditure Categories

6 – Other

- Any other COVID-19 expenses “reasonably necessary” to the function of government that satisfies the broader eligibility criteria:
  - Hazard pay and overtime if substantially dedicated
  - Increased workers compensation costs due to COVID
  - Leases renewed solely to respond to COVID-19
  - Public health emergency recovery planning
  - Support for private hospitals (grant/short-term loan)
  - Enrollment in government benefit programs
Costs Incurred (3/1 – 12/30/20)

- Initial guidance required funds to be “spent” by December 30, 2020 (not just obligated)
- Recent revision (6/30/2020) allows for a liquidation period (generally 90 days)
  - Performance/delivery **must** be during the covered period
  - Bulk purchases can be used beyond December if portion is used during the covered period
  - Recognizes supply chain disruptions may result in delays beyond recipient’s control
- Grants and loans must be during this window
Unspent Funds

- Unspent funds must be returned to the US Treasury.
- Subrecipients are also bound by this requirement – that means all expenses must be incurred during the covered period.
- An obligation or award is not considered spent.
- The direct recipient of the funds (state) is ultimately responsible for compliance with this limitation on the use of the funds.
- Unspent funds may be reallocated by the state – based on September 1 expenditure reports.
Stafford Act – Match for FEMA

- Most recent Treasury guidance notes that CRF may be used to meet the non-federal Stafford Act match.
- Applicants for FEMA Public Assistance (PA) have flexibility to determine the federal fund source that best meets response needs.
- FEMA may decide to not pay for certain costs and may direct entities to another agency/fund source.
- FEMA has determined that contract tracing is more appropriately paid from either CRF or CDC funding.
- Coordinate closely with CalOES to use CRF as a PA match – **both** CRF and FEMA eligibility must be met.
Process and Timeline (CS11.90)

- All cities completed certification by 7/10/20
  - Use funds consistent with federal CARES Act
  - Adhere to state EOs and California Department of Public Health orders, directives, and guidance
  - Report on expenditures and summarize regional collaboration and non-duplication of efforts by September 1, 2020
  - Return unspent funds by October 30, 2020 unless extended by Finance based on reported expenditures
  - Repay any costs disallowed after federal review
  - Retain records (5 years) to support reported expenditures and participate in state and federal audits
Process and Timeline

Adherence to Public Health Orders

- Finance will coordinate with CDPH and CalOES to verify compliance before each allocation process.
- State may withhold (and redirect) funds if not in compliance.
- State officials will collaborate with local leaders to encourage compliance.
- No city ordinances or resolutions inconsistent with state’s stay-at-home orders.
Process and Timeline

Public Health Conditions – Counties Must Meet

- Meeting current requirements for county variance:
  - At least 15 staff per 100,000 people trained and available for contract tracing
  - Ability to isolate positive cases (quarantine contacts)
  - Ability to shelter at least 15 percent of residents who are experiencing homelessness
  - Ability to test 1.5 per 1,000 residents daily
  - Testing sites close to where most residents live
  - Evidence of a plan to contain the virus
Process and Timeline

Public Health Conditions – Counties Must Meet

- Actively participate in County Data Monitoring Program:
  - Currently required commitment to participate
  - Undertaking efforts advised by the state if on the County Data Monitoring List
    - Source of disease transmission
    - Action plan and timelines
  - Ready to reinstitute non-pharmaceutical interventions [NPIs] (e.g. closure of indoor spaces) as needed
Process and Timeline

- Initial Payment – 1/6 of overall amount ($80M)
  - Prepare schedule and notification this week
  - Given size of payment both the Controller and Treasurer have been notified to speed up processing
  - Controller should allocate in 10-14 days
- Additional 1/6 of overall amount to cities that remain in compliance on August 1 and September 1
- Balance of Funds ($250M) will be paid after report and summary from cities in compliance with health orders and federal laws – likely before October 1
Reporting Process

- Report to the State by September 1, 2020 per CS11.90
- Will cover expenditures from March 1, 2020 through June 30, 2020 – assuming CRF will reimburse
  - Will need this for detailed federal report due 9/21
- Also report expended or obligated since July 1
- Project expenditures through December 30, 2020
  - Demonstrate a realistic plan for spending by the end of the year to avoid reallocation
- Majority of funds expected to be spent early on
- Summary: regional collaboration/unduplicated costs
Reporting Process

- State (other direct recipients) must report on CRF expenditures between March 1 and June 30, 2020
- For the interim report (due July 17) the state would report on amount identified for local governments

<table>
<thead>
<tr>
<th>Category of spending</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transferred to other governments</td>
<td>$0.00</td>
</tr>
<tr>
<td>Payroll for public health and safety employees</td>
<td>$0.00</td>
</tr>
<tr>
<td>Budgeted personnel and services diverted to a substantially different use</td>
<td>$0.00</td>
</tr>
<tr>
<td>Improvements to telework capabilities of public employees</td>
<td>$0.00</td>
</tr>
<tr>
<td>Medical expenses</td>
<td>$0.00</td>
</tr>
<tr>
<td>Public health expenses</td>
<td>$0.00</td>
</tr>
<tr>
<td>Distance learning</td>
<td>$0.00</td>
</tr>
<tr>
<td>Economic support</td>
<td>$0.00</td>
</tr>
<tr>
<td>Expenses associated with the issuance of tax anticipation notes</td>
<td>$0.00</td>
</tr>
<tr>
<td>All items not listed above</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$0.00</strong></td>
</tr>
</tbody>
</table>
Quarterly Reporting Process

- By September 21, 2020 state must submit detailed quarterly report (3/1/20 – 6/30/20)
- Next quarterly report (7/1/20 – 9/30/20) due to federal government by October 13, 2020
- Current guidance requires reporting on funds expended or obligated for each project or activity
- Detailed list (Name/Description) projects/activities
- Detailed list of loans issued; contracts and grants awarded; transfers to other government entities; and direct payments made by recipient over $50K
Records Retention

- Retain records 5 years after final payment is made; make available on request for audits
- All documents and financial records sufficient to establish compliance: (1) Necessary, (2) Not in recent budget, (3) Incurred 3/1/20 – 12/30/20
  - General ledger, subsidiary ledger
  - Budget records 2019 and 2020
  - Payroll and time keeping records
  - Receipts of purchases
  - Contracts and subcontracts, including any performance outcomes
  - Documentation of reports, audits, monitoring of recipients
  - All CRF internal and external e-mail/electronic communications
Other CRF Information

- CFDA Number: 21.019
- Funds can be in interest bearing accounts; interest proceeds must be used for same purposes
- Assets purchased may be retained (e.g. homeless)
- Funds are subject to the Single Audit Act
- Must follow Uniform Guidance regarding subrecipient monitoring
- Funds may be used to cover expense related to audit conducted under the Single Audit Act
- Competitive bidding is not required
Questions/Follow-Up

Local Government Unit:
CRFAApplications@dof.ca.gov

Federal Reporting/Research Unit:
COVIDFederalTracking@dof.ca.gov

US Treasury/OIG CRF Information:
https://home.treasury.gov/policy-issues/cares/state-and-local-governments
REPORT TO: Mayor Roman & City Council

REPORT FROM: Alexander J. Henderson, ICMA-CM

REVIEWED BY: MN

AGENDA ITEM: Public Health Order Enforcement Discussion

ACTION REQUESTED: ___Ordinance    __    Resolution    ____Motion    ✓.Receive/File

EXECUTIVE SUMMARY
During the City Council’s regular meeting on July 15, Council directed staff to provide options related to the enforcement of public health orders that are being disregarded by the public, and more specifically, business owners. Overall, most complaints that have been received have been related to businesses that are viewed as non-compliant with the California Dept. of Public Health Order providing guidance on the wearing of masks. In all cases of complaints received, staff has followed up with the business/entity directly (via email or phone). Nearly all contacts are positive and result in the business/entity coming into compliance. On limited occasions, staff has collaborated with the Fresno County Dept. of Public Health in situations where we are unable to gain voluntary compliance.

Council will recall that in May 2020, they adopted Resolution 2020-032, clarifying the city's roles and responsibilities under the Governor's stay at home order and clarifying the city's enforcement responsibilities related thereto. In that Resolution (attached), Council identified the responsible enforcement parties as those who issued the order(s), but maintained the ability to enforce administrative citations in egregious situations.

For those cases where the business/entity refuses to follow guidance and require additional enforcement, staff believes the following options are available:

1. Staff will continue to seek voluntary compliance with all public health orders via open communication. If non-compliance continues and local remedies are exhausted, staff will escalate the matter to one of ten (10) recently created State “strike teams” to follow up with the offending business/entity. The teams include representatives from the California Highway Patrol; the Division of Occupational Safety and Health, as well as people from Alcohol Beverage Control; Barbering & Cosmetology; Business Oversight; Consumer Affairs; Food and Agriculture; Labor Commissioner's Office; and the Governor's Office of Business and Economic Development.

   Staff proposes a tiered escalation:
   a. Informal communication based upon received complaint or staff witnessed violation(s) (email, phone call, personal visit). Staff will provide necessary education and seek voluntary compliance.
   b. Additional follow-up due to non-compliance to include a written notice of violation. Written notice will cite known violations and identify that ongoing non-compliance will lead to staff contacting respective enforcement agencies
   c. Final non-compliance: Staff to contact respective “strike team” agency.

2. Council could choose to adopt a local mask mandate that mimics the general order provided by the Dept. of Public Health.
There have been questions raised about the legal standing to require face coverings, and if the State Dept. of Public Health Order is considered guidance or law. To avoid any controversy locally, Council could choose to adopt their own face covering order. To carry this out:

- The Emergency Services Director would issue a new Emergency Order requiring face coverings consistent with the Governor's orders. The new Emergency Order will identify the enforcement procedures to be implemented by the City and the fines that will be levied for violation. The Executive Order can incorporate provisions of Chapter 17.92 of the Municipal Code to use code enforcement to enforce the face covering requirements and fines set forth in the Executive Order. The City Council, by resolution, would subsequently confirm the new Executive Order.

Staff is recommending that at this time, Council pursue action related to option #1 identified above. Our recommendation is based upon the following:

1. The State has created specific enforcement agencies for this purpose. From a practical perspective, we are not in a position from a workforce/resource standpoint to redirect code enforcement and/or police department personnel without diminishing their work elsewhere.

2. Our local relationships are critically important, especially with our business community. City officials support health orders and wish to see 100% compliance. We do not wish, however, to damage our long-term relationships with residents and businesses who disagree with the State’s guidance. Recent code enforcement activity related to public health orders in the City of Fresno has led to city employees being put in difficult positions, including one CE officer being hit by a motor vehicle driven by an enraged salon owner.

3. We have had significant success making informal contacts, providing educational materials and asking for voluntary compliance. We believe this is the most prudent course of action to continue.

4. Kingsburg's total COVID-19 positive case rate is currently 1.8%, and our active case rate is .8%. Our residents have done a commendable job of flattening the curve locally.

5. We retain the ability to adopt a stricter position should the Council determine it necessary (spike in cases, significant non-compliance, etc.).

RECOMMENDED ACTION BY CITY COUNCIL

1. Staff recommends that council provide direction consistent with option #1 identified above.

POLICY ALTERNATIVE(S)

1. Council could pursue option #2.
2. Council could provide direction to seek an additional alternative.

STRATEGIC GOAL(S) MET:

1. Improve Community Communication
2. Ensure Financial Stability

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BACKGROUND INFORMATION
During the City Council’s regular meeting on July 15, Council directed staff to provide options related to the enforcement of public health orders that are being disregarded by the public, and more specifically, business owners.

**ATTACHED INFORMATION**

1. Resolution 2020-032
Written Public Comment for Consideration for the 08/05/2020 Regular City Council Meeting. These comments are added to the record and will not be read out loud.
Good Morning,

Yesterday I reached out to Laura North regarding the face mask issue in our community. I’ve noticed during Back the Blue hardly anyone was wearing a mask. I’m asking that the mask issue be addressed in the next meeting. I see that kingsburg is allowing people to walk through the towns without being socially distant in large groups and without mask. Our salons Are closed and cosmetologist are licensed and required to pass sanitation before their license is issued to them. It’s apparent to me that our businesses are not spreading the virus, (well not all) the people who are not required to wear mask, socially distance and follow the CDC guidelines are. I am asking Kingsburg to enforce mask especially during organized events. I can’t believe this wasn’t put into place or enforced this weekend. (I back the blue entirely and feel it was a great cause by the way).

I feel not enough is being done to protect those of us who are doing everything in our power to keep this virus under control. Our top infectious disease Dr. Dr. Anthony Fauci is now saying people should be wearing goggles and mask. The majority of Kingsburg can’t even get the mask part down. It’s so disheartening and extremely disturbing. I have expressed to Mrs. Laura North that I do not feel safe even taking my children into town because the community is walking around as if we aren’t in the middle of a PANDEMIC a fast spreading and highly infectious one at that. I would love to put my money back into the community and help these small business stay afloat. But we do not feel safe in the city of kingsburg to do so. People who are doing everything right, businesses who are doing everything right shouldn’t have to suffer because the majority is doing everything wrong.

Please take this into consideration and I hope to see a solution to this very prevalent problem. Thank you for your time.

Feel free to email me or contact me on my cellphone if you have any questions.

Michele Mendoza

Sent from my iPhone
To Whom It May Concern:

I am writing regarding the enforcement of wearing masks in the city of Kingsburg. I am a grandmother who has not seen her grandchildren due to the risk of spreading Covid 19 to them. I do believe this virus could have been diminished by now if mask wearing was strictly enforced. As I said, I am a grandmother and I used to be able to see my granddaughters play sports every weekend. I used to go to their school functions. I used to babysit them. All this has been taken away because of this virus and people who have not taken it seriously.

When I go to the grocery store in Kingsburg I’ve noticed for every 5 people who wear masks there are 10 or more who don’t.

The studies have proven the benefit of mask wearing as opposed to not. I realize some have worn masks and still contracted the virus but there has to be another reason, such as touching their face with unclean hands. Or maybe even droplets reach their eyes which are unprotected.

This pandemic has gone on way too long. I’ve looked forward to my last years of life spoiling my grandkids and being able to go places with them.
Someone has to get serious. This is why we elect officials to take care of the business at hand. The corona virus is the impending business at hand. If we don’t address this matter by enforcing wearing masks there may not be much of a world for my grandchildren and yours to not wear masks, and that’s not a good world to look forward to.

It makes no sense to not make it a law punished by a fine. We are too soft on such things especially that are a matter of life or death; LIFE OR DEATH!

Please in the name of my grandchildren and all the grandchildren in the world, enforce mask wearing in our beautiful town of Kingsburg! It’s a great town that we are all so proud to live in. Let’s be the example setter not the regretted ones.

Could you please share this at the Wednesday meeting? Thank you so very much for your time.

Sincerely,

Debra Guzman
From: Lisa Swartz  
Date: August 3, 2020 at 12:11:08 PM PDT  
To: Laura North <lnorth@cityofkingsburg-ca.gov> 
Subject: Reopen Kingsburg

I am a Kingsburg resident. I grew up in Kingsburg and my kids are enrolled in Kingsburg High School. I love our town and I am really concerned that the longer we are shut down, the less likely our town will be able to recover. I think everybody was on board back in March when we had to shut down to "flatten the curve", but that 15 day shut down to get a handle on the outbreak has just stretched out for months. We didn't sign up for that. It feels like we are living by the whims of government officials that are making policies without considering the livelihoods of the people they are supposed to represent. I know of three businesses that are closing down due to the shut down. I know Kingsburg isn't issuing citations, but we need to take it a step further and allow businesses to open. Regardless of what Fresno County or the governor have to say. Whatever Covid relief money Sacramento is holding over towns to get compliance isn't worth the economic devastation this prolonged shut down is creating. We have to look out for our town because people losing their jobs and businesses are being treated like collateral damage. There are no guarantees in life. We really can't know for sure that these shut downs will slow or lessen the Covid cases in our town. It may just drag out the inevitable. But we do know that being shut down for months will devastate our towns economic viability.

When Kingsburg went ahead and figured out a way to make the Independence Day Fireworks happen when every other place cancelled theirs, I was so proud of our town. We need to continue thsy independent way of thinking when it comes to opening up. We are looking to our City Council to make the hard decisions that will save our city!

Thank you,

Lisa Swartz
Hello,

I am writing as a concerned citizen. Every one of us has a role to play in stopping COVID-19. This virus does not spread on its own. It’s spread around our town by infected people who carry it wherever they go – their work, the supermarket, the post office, a friend’s house. By not following public health precautions, many are putting all at risk.

It is essential that each of us, every day, wear a mask in public and stay physically distanced from others.

I understand that what you would be asking of everyone is not easy and that many are tired of hearing the same warnings and of taking the same daily precautions, but this virus does not take a day off. Every day that we don’t all do our part, we are extending the duration of illnesses, missed work, hospitalizations and deaths in our County and possibly our beloved Swedish Village.

As our elected officials I am asking that you do all you can to enforce a mask mandate. I appreciate your time in this matter.

Thank You,
Eric Mendoza
Dear Kingsburg City Council Members,

As a local physician serving patients in your community at the Kingsburg Community Health Center I just wanted to reach out in support of public health safety measures. On your agenda for today’s City Council meeting is a discussion of COVID19 as well as public health items.

Without a doubt we have seen more cases of COVID19 here in the Central Valley. We are also seeing increasing rates of hospitalization. On July 3rd Fresno County had 77 ICU beds available, as of August 3rd we have 19. That is approximately 11% of ICU beds available, which is very concerning for our community.

Most of my patients who have been exposed to COVID19 have been exposed at social gatherings with friends and family or at work. Almost all of these situations involve people not wearing masks. So I would just like to encourage the City of Kingsburg, and its leaders, to continue to promote safe activities within the community. Encourage business to enforce mask wearing, provide hand sanitizer and to send staff home when they are ill. Discourage community members from social gatherings of more than 10 people. And for outdoor protests or community events please encourage the participants to wear masks and socially distance when possible for the safety of all who are there.

I hope together we can continue to care for the wonderful people of this town and provider a safe environment for all to flourish. Thank you for your time.

Sincerely,

Dr. Rachel Goerzen
Kingsburg Community Health Center
RESOLUTION NO. 2020-032

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KINGSBURG CLARIFYING THE CITY'S ROLES AND RESPONSIBILITIES UNDER THE GOVERNOR'S STAY AT HOME ORDER AND CLARIFYING THE CITY'S ENFORCEMENT RESPONSIBILITIES RELATED THERETO

WHEREAS, on March 19, 2020, with the adoption of Executive Order N-33-20, the Governor ordered a Statewide stay at home/stay in place order as amended and supplemented from time to time (collectively "Stay at Home Order") to address the spread of COVID-19 in the State of California, which the City is operating under, and will continue to operate under; and

WHEREAS, there exists a local emergency in the City of Kingsburg pursuant to Resolution 2020-022, approved by the City Council on March 23, 2020, where the City declared a local emergency as a result of the threatened spread of COVID-19 in the City, surrounding areas, and the State; and

WHEREAS, the Governor has begun the process for allowing non-essential businesses to reopen in the State; and

WHEREAS, the City has determined that there is a need to clarify the City's roles and responsibilities in interpreting and enforcing the Governor's Stay at Home Order; and

WHEREAS, on March 16, 2020, the California Department of Public Health established guidelines for social distancing, elimination of non-essential gatherings, and isolation for specific individuals, in order to prevent the transmission of COVID-19 ("DPH Guidance").

NOW, THEREFORE, the City Council of the City of Kingsburg resolves as follows:

IT IS HEREBY ORDERED, effective immediately upon adoption of this Resolution, that:

1. In interpreting the Governor's Stay at Home Order, the City shall rely upon the DPH Guidance. If there is an ambiguity, the City shall make its own interpretation in consultation with the Fresno County Health Officer.

2. With regards to enforcing the DPH Guidance and the Governor's Stay at Home Order, the Fresno County Health Officer, California Department of Public Health, or California Office of Emergency Services shall have primary enforcement responsibility,
with the City reserving its right to enforce all local emergency orders, the DPH Guidance and the Governor's Stay at Home Order.

3. Nothing herein shall be deemed to preclude the City from issuing verbal or written warnings for violations of all local emergency orders, the DPH Guidance and the Governor's Stay at Home Order, or from providing a reasonable time to correct violations before issuing a citation.

4. Administrative citations shall be reserved for egregious situations, as determined by the City, where the State or County refuse, decline, or ignore a request for enforcement.

**BE IT FURTHER ORDERED**, that this order shall remain in effect until such time as it is terminated, repealed, amended, or modified by the City Council of the City of Kingsburg.

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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 Kingsburg City Council held on the 20th day of May 2020, by the following vote:

**AYES:**
Council Member(s): Hurtado, Palomar, Dix, North and Mayor Roman.

**NOES:**
Council Member(s): None.

**ABSTAIN:**
Council Member(s): None.

**ABSENT:**
Council Member(s): None.

[Signature]
Abigail Palsgaard, City Clerk
City of Kingsburg