City of Kingsburg

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

Mayor Michelle Roman
Mayor Pro Tem Laura North
Council Member Sherman Dix
Council Member Vince Palomar
Council Member Jewel Hurtado

City Manager Alexander J. Henderson

AGENDA
KINGSBURG CITY COUNCIL
SPECIAL 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 5/08/2020 at 3:00pm. THEY WILL NOT BE READ OUT LOUD.

Friday, May 8, 2020 at 4pm

1. **Call to order and roll call** –

2. **Public Comments -** Any person may directly address the Council at this time on any item not on the agenda and that is within the subject matter jurisdiction of the Council. A maximum of five minutes is allowed for each speaker.

3. **Regular Calendar**

   3.1 **Update on State Stay-at-Home Order and State Stage 2 Re-opening/Kingsburg Businesses**- Staff Report prepared by City Manager Alexander Henderson
   Possible Action(s):
   a. Presentation by City Manager Alexander Henderson
   b. Council Discussion
   c. Action as Deemed Necessary

4. **City Manager's Report**

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

6. **Adjourn Special 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.

Meeting Date:	05/08/2020
Agenda Item:	3.1

CITY COUNCIL MEETING STAFF REPORT

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

REPORT FROM: **Alexander J. Henderson, ICMA-CM** **REVIEWED BY: MN**

AGENDA ITEM: **Update on State Stay-at-Home order & State Stage 2 reopening/Kingsburg businesses**

ACTION REQUESTED: ___Ordinance ___Resolution ____Motion __✓__Receive/File

EXECUTIVE SUMMARY

Council held a regular meeting on May 6 and held discussion regarding reopening Kingsburg businesses. During the meeting, it was noted the Governor Newsom was to provide additional information related to transition to Stage 2 or his plan on Thursday, May 7. We are providing that information as provided by the Governor so that council can hold discussion on options locally.

Below is a summary of the Governor's 5/7 Press Conference:

1. The State is now moving into **Stage 2** of the Roadmap to Recovery, and as such the State Stay at Home Order has been modified:
    a. Curbside retail, including but not limited to: Bookstores, jewelry stores, toy stores, clothing stores, shoe stores, home and furnishing stores, sporting goods stores, antique stores, music stores, florists, can open with modification. Note: this will be phased-in, starting first with curbside pickup and delivery only until further notice.
    b. Supply chains supporting the above businesses, in manufacturing and logistical sectors can open with modifications.
    c. Modifications include social distancing guidelines, additional hand sanitizer, closing of breakrooms and developing outside breakrooms that can have seating with social distancing
        i. Guidance for each sector can be found here: https://covid19.ca.gov/roadmap/
    d. Not opening now, but will open later in Stage 2 include:
        i. Destination retail, including shopping malls and swap meets.
        ii. Personal services, limited to: car washes, pet grooming, tanning facilities, and landscape gardening.
        iii. Office-based businesses (telework remains strongly encouraged)
        iv. Dine-in restaurants (other facility amenities, like bars or gaming areas, are not permitted)
        v. Schools and childcare facilities
        vi. Outdoor museums and open gallery spaces
    e. Not part of Stage 2:
        i. Personal services such as nail salons, tattoo parlors, gyms and fitness studios
        ii. Hospitality services, such as bars and lounges
        iii. Entertainment venues, such as movie theaters, gaming facilities, and pro sports
        iv. Indoor museums, kids museums and gallery spaces, zoos, and libraries
        v. Community centers, including public pools, playgrounds, and picnic areas
        vi. Religious services and cultural ceremonies
        vii. Nightclubs

viii. Concert venues
ix. Festivals
x. Theme parks
xi. Hotels/lodging for leisure and tourism

2. Counties can go further into Stage 2 when they attest they meet CA Department of State Guidance: https://covid19.ca.gov/roadmap-counties/
    a. Criteria:
        i. Epidemiology stability
            1. No more than 1 case per 10,000 people in the last 14 days
            2. No death in past 14 days
        ii. Testing capacity
            1. Minimum daily testing of 1.5 per 1,000 residence
        iii. Protection of Stage 1 essential workers
            1. This may require isolation housing
        iv. Containment capacity
        v. Hospital capacity
        vi. Vulnerable population protection
            1. Skilled nursing facilities must have more than 14 day supply of PPE on hand for staff with ongoing procurement from non-state supply chains
        vii. Triggers for adjusting modifications
            1. Specific metrics and triggers for pulling back variance if an outbreak occurs or more cases are found

3. Dine in restaurant guidance will be released next Tuesday (5/12), so counties could move to dine in restaurants then.

4. State-wide guidance is being developed for salons and places of worship.

We have also provided the letter that was sent to the Governor's office. The letter was also shared with local elected representative in an effort to gain their support in furthering the Council's position.

RECOMMENDED ACTION BY CITY COUNCIL

1. *Council can provide direction to staff with regards to opening of businesses.*

POLICY ALTERNATIVE(S)

None

STRATEGIC GOAL(S) MET:

1. Improve Community Communication
2. Ensure Financial Stability

FINANCIAL INFORMATION

FISCAL IMPACT:

1. Is There A Fiscal Impact?	N/A
2. Is it Currently Budgeted?	N/A
3. If Budgeted, Which Line?	N/A

BACKGROUND INFORMATION

Community Preparedness

- Our facilities are equipped with the necessary sanitizing supplies and we have been regularly cleaning public counters, as we always do. All of our public counters have CDC fact sheets providing educational information about the virus as well as information regarding proper prevention techniques.

- We have been in regular contact with local school administrators as well as Fresno County Public Health officials to coordinate any local notifications and to monitor the changing landscape. Both Kingsburg School Districts have essentially closed for the remainder of the 2019-2020 school year.

- Closed our public playgrounds to further promote social distancing recommendations.

- Created and continue to update an active businesses list.

- Working to ensure all seniors have at least one meal during the week. We are providing meals for 120+ seniors during the week.

- The City and Chamber of Commerce are working on contingency plans that may impact future events. The Car Show and Swedish Festival have been canceled.

- Council has approved policy related to the suspension of water shut offs for non-payment.

Organizational Preparedness

- Development of updated leave policy to be compliant with newly enacted Federal legislation.

- Continued organizational continuity planning for employees working from home (technology, alternate work schedules).

- Examination of revenue projections and impacts on sales tax, transient occupancy tax and community development fees.

- The city's Economic Stabilization Fund was created for just this purpose. The fund currently has balance of $630,509. These funds can be utilized to help stabilize short-term General Fund impacts due to the anticipated loss of revenue.

- Development of internal protocols should virus spread affect Kingsburg – including continuity of operations planning for all departments. Coordination with Fresno Co. Dept. of Public Health. This includes potential deployment of emergency operations center.

- Focused efforts on communicating during a crisis. Information provided by Bloomberg Harvard City Leadership Initiative.

- Taking care of employees is a vital concern. All our departments and employee areas have CDC fact sheets providing educational information about the virus as well as information regarding proper prevention techniques.

- City Hall is operating virtually, closed to the public since March 16. Continued organizational continuity planning for employees working from home (technology, alternate work schedules).

- The City utilizes an internal employee newsletter that is used frequently to provide updated information related to the virus and actions being taken to protect employees.

- First responders and their safety remain a big focal point, and we are utilizing expert fact sheets that provide guidance for EMS and Law enforcement providers as well.

- On March 11, the Kingsburg Tri-County Health Care District authorized up to $75,000 in funding to help with the sanitizing of first responder vehicles and equipment, as well as emergency funding for a potential declared emergency that could impact the community. We have purchased four (4) commercial fogging/decontamination machines capable of large-scale dissemination of a viricidal agent.

Federal & State Action

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

- FEMA
- State of California
- CDC

ATTACHED INFORMATION

1. Council Letter to Governor Newsom
2. State Road to Recover

City of Kingsburg

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(559) 897-5821 Fax: (559) 897-5568

Michelle Roman
Mayor

Laura North
Mayor Pro Tem

COUNCIL MEMBERS
Sherman Dix
Vince Palomar
Jewel Hurtado

Alexander J. Henderson
City Manager

May 7, 2020

The Honorable Gavin Newsom, Governor
State of California State Capitol
Sacramento, CA 95814
VIA E-mail: ExternalAffairs@gov.ca.gov

Dear Governor Newsom:

As we are all aware, over the past few weeks the residents of California have done an admirable job in slowing the spread of COVID-19. We believe the actions taken by our residents have put the City of Kingsburg in a position to begin reopening our economy safely and we are requesting your permission to do so. Different areas require different approaches. As an elected body, we are asking you to expand the flexibility you recently granted to local counties.

Since the beginning of this crisis, the City has adhered to the stay at home orders and emphasized the need to prevent the spread of COVID-19. Working in partnership with Fresno County, we have continued to monitor the situation locally and provided guidance to residents and businesses.

To date, the City been successful in preventing the spread of the virus as evidenced by having a total of 17 confirmed cases, with only seven active cases at this time. Kingsburg's total cases account for just 2.1% of all positive cases in Fresno County, with active cases less than 1.5% of current County totals.

A recent League of California Cities study is projecting a $7 billion general revenue shortfall over the next two fiscal years. This number will continue to grow the longer the stay-at-home orders are extended. Unfortunately, most cities, including Kingsburg (population 12,400) were ineligible for most of the funding under the CARES Act. On May 7, you provided a bleak outlook of the State of California's finances, with a 2-year revenue decline of $41.2mm from your January 2020 projection.

Just as the State is facing fiscal challenges, we must also recognize the significant financial impact this is now placing on our local community, especially our small business owners. Due to the efforts taken by the City and our county, we have clearly demonstrated the ability to protect our residents from COVID-19 and we are requesting your approval to allow for the phased reopening of our economy that allows for the eventual return to normal operations and activities in a safe manner.

Our business owners are ready to return to work. For example, our salon owners have collaborated to help establish guidelines in accordance with the CDC recommendations that would provide protections for both customers and employees. An example set of guidelines is enclosed for

your review. Any approach we take to reopening would continue to follow CDC reformations including proper social distancing, frequent hand washing, use of personal protective equipment, increased sanitizing and the continued limiting of group gatherings.

We urge you to consider the economic ramifications and allow cities the flexibility to open their economies based upon local data and collaboration with local Public Health Officials. As elected officials, it is our duty to speak out for those we represent. We are requesting an immediate reopening of businesses in our city and appreciate your consideration of our approach.

Sincerely,

Michelle Roman

Mayor Michelle Roman
Mayor
City of Kingsburg

Enclosures

KINGSBURG SALON REOPENING PLAN

This checklist is our plan in addition to guidelines already set in place by the CA State Board of Cosmetology.

1. Appointment only, no walk ins
2. All Salon Professionals and Clients will wear a mask during appointment, with the exception of Estheticians giving facials or waxing the professional will wear a mask and gloves.
3. Salon Professionals will wear gloves for every service and change them between clients
4. Prior to entering establishment Client will get temperature checked with touches thermometer and answer the following health questions.
    1. Have you had a cough?
    2. Have you had a fever
    3. Have you been around anyone exhibiting these symptoms in the last 14 days?
    4. Are you living with anyone sick or quarantined?
5. Salon Professional will check their temperature with touchless thermometer daily
6. Spread out salon seating, stations, dryer chairs etc. 6ft apart.
7. Each professional will have only one client in salon at a time NO additional guests.
8. Remove magazines, candy dishes and kids toys from salon.
9. Clean every chair before and after any use with appropriate disinfectant.
10. No reusing Client drapes, launder towels and drapes in hot water and dry as hot as possible.
11. Phone/credit card machine wiped down after each use with appropriate disinfectant
12. Bathroom wiped down/disinfected after each use
13. Door handles light switches hard services wiped down throughout the day.

This is our recommendations as Kingsburg Salon Professionals. Since California State Board of Cosmetology will not release their reopening checklist. We are certain we can abide by these added regulations and safely service our clientele.

Summer Vasquez
Kingsburg Cosmetologist

Resilience Roadmap Stages

STAGE 1: Safety and Preparedness

Making essential workforce environment as safe as possible.

STAGE 2: Lower Risk Workplaces

Creating opportunities for lower risk sectors to adapt and re-open.

Modified school programs and childcare re-open.

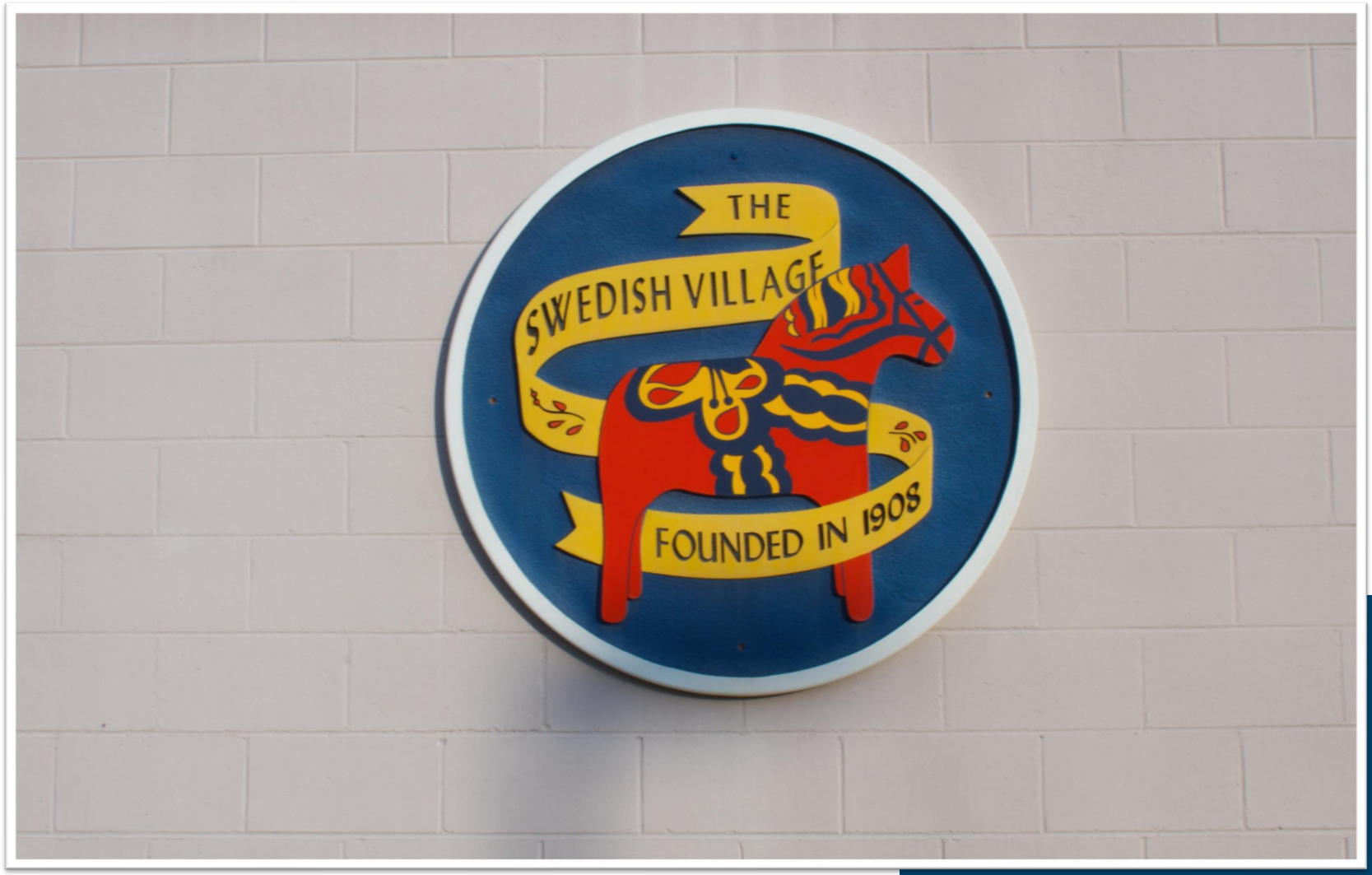
STAGE 3: Higher Risk Workplaces

Creating opportunities for higher risk sectors to adapt and re-open.

STAGE 4: End of Stay-At-Home Order

Return to expanded workforce in highest risk workplaces.

Requires Therapeutics.



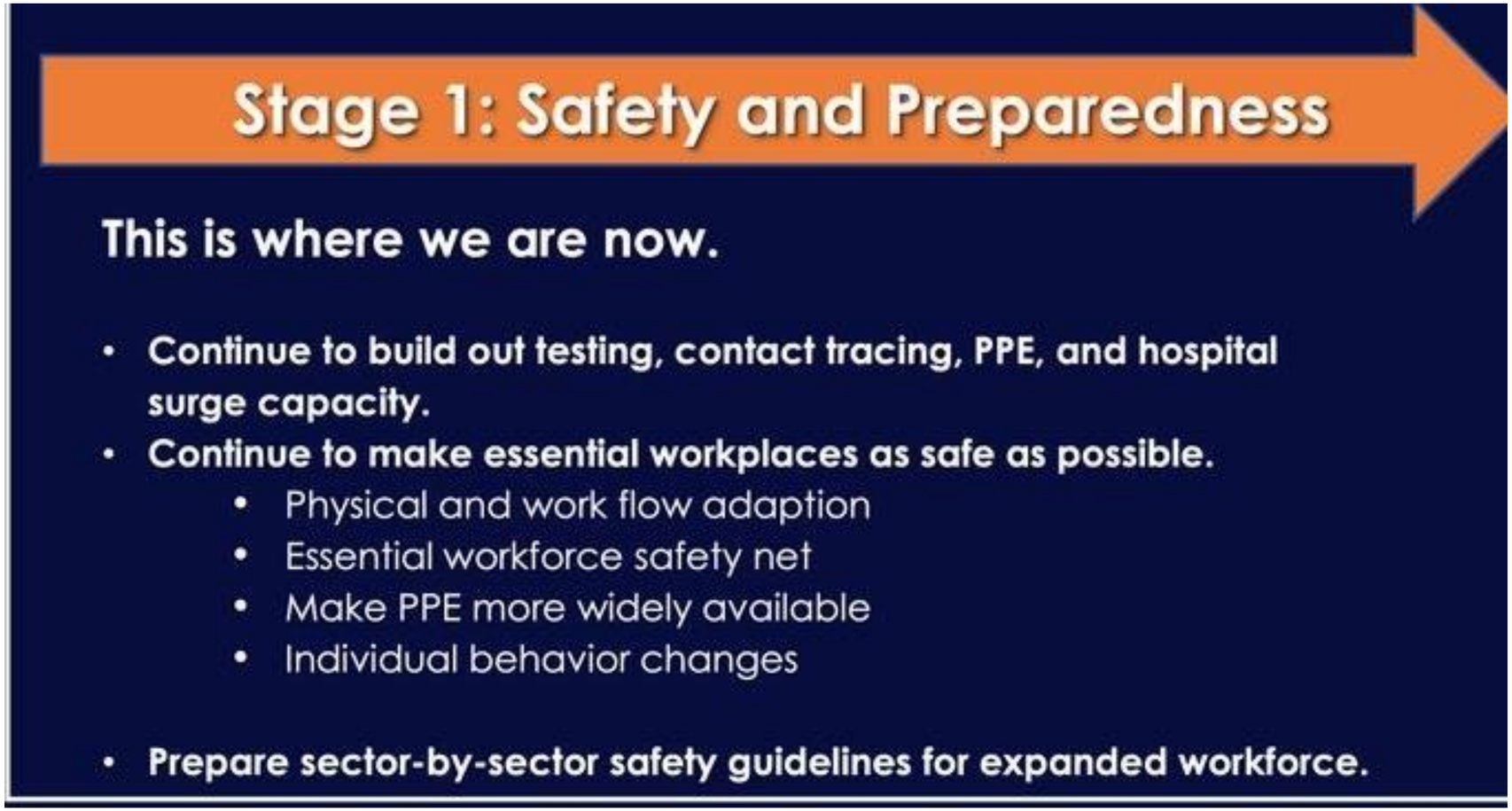
Return to Service

DRAFT PLAN

5/6/2020

California Resilience Roadmaps Stages

CALIFORNIA Guidelines



Phased Approach

5/4/2020: Gov. Newsom gives updates approach with regards to businesses. Additional jurisdictional discretion given to Counties.

Stage 2

Early parts set to open 5/8/2020 if meet certain criteria; next phase of Stage 2 based upon County certification.

California Resilience Roadmap Stages
STAGE 3
Higher Risk Workplaces
• Open higher risk environments with adaptations and limits on size of gatherings
• Personal care (hair and nail salons, gyms)
• Entertainment venues (movie theaters, sports without live audiences)
• In-person religious services (churches, weddings)
covid19.ca.gov
ALL
CDPH

Stage 3

California Resilience Roadmap Stages
STAGE 4
End of Stay-At-Home Order
• Re-open highest risk environments and venues once therapeutics have been developed
• Concerts
• Convention centers
• Live audience sports
covid19.ca.gov
ALL
CDPH

Stage 4

Kingsburg Organization Proposed Return to Service Plan

Kingsburg Fire/EMS

Community Outreach and Inspections

Stage One

- Community programs/ride-alongs/station tours suspended
- Sprinkler inspections on residential units continue with modified person-to-person interaction.
- Commercial inspections limited to those required – staff wearing PPE.

Stage Two

- Working on options for community testing through partnerships (Counties, KTCHCD, VHT)
- No operational changes from stage one

Stage Three

- Resume commercial in-person inspection programs with social distancing guidelines remaining.

Kingsburg Police

Community Programs

Stage One

- Lobby remains open – facility allows for social distancing without modifications.
- Community programs/ride-alongs suspended.

Stage Two

- Same as Stage one

Stage Three/Four

- Resume community outreach programs but practice social distancing
- Resume outside training partnerships
- Ride-alongs to resume in Stage 4

Management Services

Utility Services and Tax/License Walk-in Service (City Hall)

Stage One

- Continue to keep counter closed to walk-in services
  Implement safety measures: ie. plexiglass partitions, floor markings, proper PPE and cleaning products

Stage Two

- Continue to promote conducting business online, by email & phone

Stage Three

- Open counters for walk-in services with safety measures implemented.
- Continue to offer by appointment consultations
- Continue to promote conducting business online, by email & phone

Planning/Development Services

Customer Service: Plan Reviews Walk-in Consultations

Stage One

- Continue to keep counter closed to walk-in services Implement safety measures: ie. plexiglass partitions, floor markings, proper PPE and cleaning products
- Move to virtual services of permits/applications.

Stage Two

- Continue to promote conducting business on-line and by email and phone

Planning/Development Services

Customer Service: Plan Reviews Walk-in Consultations

Stage Three

- Open counters for walk-in services with safety measures implemented
- Continue to offer by-appointment consultations
- Encourage conducting business on-line and by email and phone

Inspections/Code Enforcement

Stage One

- Modified inspections with limited person to person interaction.
- Plan check being completed via electronic communication/payments.
- Code enforcement: Door hangers issued with staff wearing PPE.

Stage Two

- Same as Stage one.

Stage Three

- Continue with modified inspection services as needed; follow social distancing measures.
- Code Enforcement: More proactive enforcement.

Community Services

Recreation Centers and Programs

Stage One

- After School Rec cancelled for the remainder of the 19/20 year.
- Senior Center closed – used for meal prep.

Stage Two

- Begin taking applications for Summer Rec (status of the program still unknown due to space availability.)
- Senior Center remains closed – used for meal service.

Stage Three/Four

- Senior Center potentially reopened - Depends upon FMAAA
- All normal programming returns in consultation with schools for space use.
- Provide additional protective gear for staff (gloves & masks)
- Additional disinfecting of facilities

Community Services

Park Amenities

Stage One

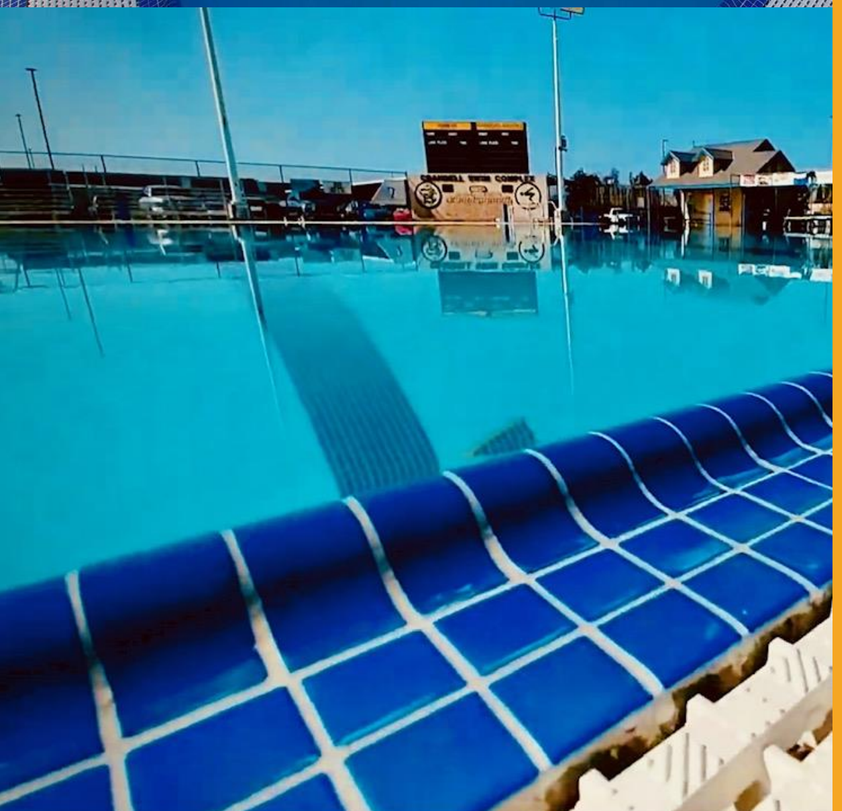
- Playgrounds and restrooms closed; green space remains open.

Stage Two

- Provide restroom availability based on City Council direction
- If opened – provide weekly decontamination along with regular cleaning service.

Stage Three

- Open playground and restrooms with Council direction
- Resume reservations for park amenities
- All restrooms/parks fully operational in Phase 4



Community Services

Crandell Swim Complex

Stage One

- Swim facility is closed – no programming.

Stage Two

- Resume lap swimming with lane restrictions. Aqua Aerobic classes with max. participants. Rehire lifeguards (plan for June programming)
- Staff issued PPE and enforces social distancing/participant limits.

Stage Three/Four

- Resume limited swimming lessons, club swim times, staff training, & public swimming (all staffing based)
- Work towards full reopening and programming, as staffing allows.

VALLEY HEALTH TEAM

IS HERE FOR YOU DURING THIS DIFFICULT TIME

Due to the rapid spread of the coronavirus (COVID-19), Valley Health Team is now conducting telehealth appointments for medical, behavioral health and dental services, along with in-vehicle appointments. In addition, our health centers continue to be open for traditional in-office visits. For information or to schedule an appointment, please contact a Valley Health Team location near you.

San Joaquin Health Center
(559) 693-2462

Kerman Health Center
(559) 364-2970

Kingsburg Community Health Center
(559) 326-5320
Urgent Care Now Open

Kerman Unified School District Community Health Center
(559) 364-2975

Sablan Health Center
(559) 659-3037

Clovis Community Health Center
(559) 203-6600
Urgent Care Now Open

Kerman Dental Center/ Valley Optometric Center
(559) 364-2980

Central Fresno Community Health Center
(559) 203-6660

Dinuba Community Health Center
(559) 595-1000
Urgent Care Now Open

Valley Health Team is offering COVID-19 Testing

If you are experiencing any of the following symptoms or had contact with a positive COVID-19 patient, please contact your nearest Valley Health Team location to determine if a COVID-19 test is needed. If you have additional questions, contact the COVID-19 Hotline listed below:

- temperature of 100.4° (38°C) or higher
- shortness of breath
- difficulty breathing
- repeated shaking with chills
- cough
- chills
- headache/muscle aches
- sore throat
- new loss of taste or smell

VALLEY HEALTH TEAM
LIVE BETTER. VIVE MEJOR.

VHT.ORG

COVID-19 HOTLINE
(559) 705-6050