

**Kingsburg City Council
Regular Meeting Minutes
February 5, 2020**

6 P.M. REGULAR SESSION MEETING:

Invocation was given by Pastor Tim Boynton, Kingsburg Covenant Church, followed by the Pledge of Allegiance led by Mayor Pro Temp Laura North.

Call to Order and Roll Call – At 6:00 P.M. Mayor Pro Temp Laura North called the regular meeting of the Kingsburg City Council to order.

Council Members Present: Jewel Hurtado, Vince Palomar, Sherman Dix, and Mayor Pro Temp Laura North.

Council Members Absent: Mayor Michelle Roman.

Staff Present: City Manager Alexander Henderson, City Attorney Michael Noland, Finance Director Alma Colado, City Engineer Dave Peters, Consulting Planner Greg Collins, Building Official Edward Jakubowski, and City Clerk Abigail Palsgaard.

Public Comments: None.

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

Consent Calendar: A motion was made by Council Member Dix, seconded by Council Member Hurtado, to approve Consent Calendar Items 4.2 – 4.7. The motion carried by unanimous voice vote of those Council Members present.

- 4.2 **Check Register:** Ratify/approve payment of bills listed on the check register for the period January 8, 2020 through January 29, 2020 as prepared by Accounts Payable Clerk Grace Reyna.
- 4.3 **Adopt Resolution 2020-009-** A Resolution of The City Council of The City of Kingsburg Declaring A Police Vehicle Surplus.
- 4.4 **Waive the first reading and introduce Ordinance No. 2020-001, An Ordinance Of The City Of Kingsburg Adding Chapter 16.42 To Title 16 Of The Kingsburg Municipal Code Pertaining To The Construction Of Model Homes And Production Homes and pass to a second reading on February 19, 2020 with the following recital constituting reading the title of the Ordinance:**

“AN ORDINANCE OF THE CITY OF KINGSBURG ADDING CHAPTER 16.42 TO TITLE 16 OF THE KINGSBURG MUNICIPAL CODE PERTAINING TO THE CONSTRUCTION OF MODEL HOMES AND PRODUCTION HOMES”

- Staff Report by City Manager Alexander Henderson.
- 4.5 **Approve The 2020-2021 City of Kingsburg Budget Schedule.**

- 4.6 Adopt Lactation Accommodation Policy-** Staff Report prepared by Director of Administrative Services Christina Windover
- 4.7 Adopt Resolution 2020-010- A Resolution of The City Council of The City of Kingsburg Adopting the Water Shut Off Policy for Non-Payment of Residential Water Service-** Staff Report prepared by City Manager Alexander Henderson

PULLED ITEM:

- 4.1 Approval of City Council Minutes:** Approve the minutes from the January 15, 2020 Regular City Council Meeting, as prepared by City Clerk Abigail Palsgaard.

Council Member Dix asked that item No. 1 be pulled since he was not present. A motion was made by Council Member Palomar, seconded by Council Member Hurtado to approve Consent Calendar Agenda Item 4.1. The motion carried with Council Members Palomar, Hurtado, and North voting aye; Council Member Roman absent; and Council Member Dix abstaining.

REGULAR CALENDAR

Presentation of Draft ADA Transition Plan - Staff Report prepared by City Engineer Dave Peters
Mr. Peters explained that to get Federal Transportation Funding, we need to update and adopt an ADA Transition Plan. He presented a draft identifying and prioritizing deficiencies in pedestrian facilities within the City's public roadway rights-of-way. The Plan sets forth strategies to address the identified deficiencies and improve paths of travel. Mr. Peters said that staff members reviewed pedestrian facilities by performing a physical field review and deemed them compliant or non-compliant based on the data that was collected.

Council asked if there is a deadline and if crosswalks would qualify. Mr. Peters said that there is no deadline and the program doesn't really focus on crosswalks. The intent of the plan was discussed.

Public Comment: Matt Hagen, Kingsburg resident, asked if it would be the whole city. Mr. Peters said that it would, but we prioritized schools, bus stops, and other transportation.

Mr. Peters said that we will bring the Plan back for adoption.

Alley Rendering Presentation- Power Point Presentation prepared by Planning Consultant Greg Collins

Council Member Dix recused himself due to conflict as he owns property in the area to be discussed.

Mr. Collins explained that the Council of Fresno County Governments (COG) did a blueprint program to promote walkable downtowns. It includes, among others, strengthening and directing development, and alley improvements. He presented the current alley landscaping for Draper and Marion Streets. He then presented how other cities around the world utilize alleys with potential landscaping, pedestrian walkways, and with business fronts in the alleys. He reviewed different hardscapes, plants, and murals. He reviewed the process of the draft design and meeting with property owners.

Council asked what businesses would do with garbage containers. Mr. Collins said that it will come up with the business owners and it is solvable. It was noted that since Marion Street is a major road into the downtown, it would be great to improve it.

Ben Carlson, business owner, stated that he is asking for support. He said that he spends lots of time downtown and speaking to business owners. He said that he thinks this will greatly support the downtown businesses. There are already two examples of alley improvements.

Council talked about liking the design and it being good for Kingsburg. Staff was given direction to move forward.

Development Incentive – Forgivable Loan Program- Staff Report prepared by City Manager Alexander Henderson.

Council Member Dix recused himself due to conflict as he owns property in the Forgivable Loan Program area to be discussed.

Mr. Henderson stated that this was first presented in January. Some changes to the policy have now been made. This program will help with rehabbing old buildings that need lots of improvement including ADA bathrooms. It is a 10-year forgivable loan, up to \$75,000. Buildings must be used as retail for the 10 years. Possible projects are: ADA improvements, including path of travel and bathrooms, life safety improvements, and utility improvements. Eligible area is the Central Commercial Zone. It is a reimbursement loan. Staff is recommending that Council adopt the loan program as presented.

Council Discussion – Council asked, if someone put in an entrance to an improved alley, would it qualify? Mr. Henderson said that potentially a new business coming in to a vacant one will score higher. Council said it is a good program and it will help the older buildings. Council liked that the improved building must remain commercial for 10 years.

Council Member Palomar moved to approve the Forgivable Loan Program. The motion was seconded by Council Member Hurtado and carried, three in favor, Council Member Dix abstaining, and Mayor Roman absent.

Quarterly Code Enforcement Update- Report prepared by Management Intern Elizabeth Kleinkramer Cazares

Building Official Edward Jakubowski stated that we had excellent 2019 numbers in code enforcement. We have strong and proactive code enforcement which will promote positive community images. City Hall, Police Department and Fire Department all assist in code enforcement.

Council brought up garage conversions and the proper process to ensure the residents are safe. The garage fire last year was discussed. The number of animals going to Second Chance Shelter was questioned. City Manager Alexander Henderson said there is no limit. Council asked about the City holding dogs. Mr. Henderson stated that California has specific regulations and that is why the City Council entered into an agreement. The 14-day abatement policy was questioned. Mr. Jakubowski said that way we can specifically give a date of reinspection. He also said that we have the 3 sectors to ensure that all parts of the City are being proactive with code enforcement.

No action necessary - Informational

Measure E Update- Staff Report prepared by City Manager Alexander Henderson

Mr. Henderson explained that we have a full 4 quarters of reports from Measure E funds. Our estimate was \$940,000 and we received \$1,144,000. He spoke about the tax forecast and reviewed the top 25 sales tax generators, both local and online. He reviewed the expenditures. The Council was glad that Measure E has been so successful.

No action necessary - Informational

Council Reports and Staff Communications

Community Services Commission – Council Member North reported that the Commission discussed BBQs that were made by the high school and installed in the park, and the Prop 68 grants.

Public Safety Committee- Council Member Palomar reported that they will be meeting at the end of this month or early March.

Chamber of Commerce – Council Member Hurtado reported that they will meet next month.

Economic Development Committee – City Manager Alexander Henderson reported that they will meet February 20th.

Finance Committee – Council Member Dix reported that they met last Tuesday and discussed budget adjustments.

Planning Commission – City Manager Alexander Henderson reported that they will meet on February 13th and then a workshop.

South Kings Groundwater Sustainability Agency Joint Powers Authority (SKGSA) City Engineer Dave Peters reported that January 30th he uploaded the Groundwater Sustainability Plan after three years of effort. He will meet with CID on the transitional plan.

City Manager's Report- City Manager Alexander Henderson reported that the Linnea Villas project is moving forward.

Other Business that may come properly before the City Council

Kingsburg Joint Union High School Bond Measure - Discussion of Support- City Manager Alexander Henderson stated that Council Members can support as citizens, but if they would like to as a Council, it is appropriate to do it together as a Council. Council would like to continue this to the 2/19/2020 meeting.

Future Agenda Items

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

Council Member North stated that she was approached by citizens about changing the day of the City Council meetings due to church participation on Wednesday. Council approved add it to a future agenda.

Adjourn- Mayor Pro Temp Laura North adjourned the Kingsburg City Council Regular Meeting at 7:34 P. M.

Submitted by:

Abigail Palsgaard, City Clerk