



Kingsburg Downtown Business Improvement District Advisory Board REGULAR MEETING AGENDA

TUESDAY, January 6, 2026 at 8:00am

**Meeting held in the Council Chamber, 1401 Draper Street, Kingsburg, CA
93631 (559)897-5821
www.cityofkingsburg-ca.gov**

The Council Chamber is accessible to the physically disabled. Requests for additional accommodations for the disabled should be made 48 hours prior to the meeting by contacting the City Clerk at 559-897-6520.

Any document that is a public record and provided to a majority of the Board regarding an open session item on the agenda will be made available for public inspection at City Hall, in the City Clerk's office, during normal business hours. In addition, such documents may be posted on the City's website.

Unless otherwise required by law to be accepted by the City at or prior to a Board meeting or hearing, no documents shall be accepted for Board review unless they are first submitted to the City Clerk by the close of business one day prior to said Board meeting/hearing at which the Board will consider the item to which the documents relate.

The meeting will be held in person. Public comment may be made in person or submitted in writing. Members of the public who wish to provide written comments are encouraged to submit their comments to the City Clerk at apalsgaard@cityofkingsburg-ca.gov by the close of business one day prior to the start of the meeting to ensure that the comments will be available to the Board. Please indicate the agenda item number to which the comment pertains. Written comments that do not specify a particular agenda item will be marked for the general public comment portion of the meeting. A copy of any written comment will be provided to the Board at the meeting. Please note that written comments received will not be read aloud during the meeting but will be included with the meeting minutes.

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Leslie Carpenter, Chairman

Michelle Buckner, Member
Teresa Nino, Member
Steve Safarjian, Member

Amanda Carrasco, Member
Penny Kyle, Member
Julianne Williams, Member

CALL TO ORDER

APPROVE AGENDA - To better accommodate members of the public or inconvenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed. Additions to Agenda may be added only pursuant to California Government Code Section 54954.2 (b).

PUBLIC COMMENT - Provides an opportunity for members of the public to address the Board on items of interest to the public within the Board's jurisdiction and which are not already on the agenda this evening. It is the policy of the Board not to answer questions impromptu. Speakers should limit their comments to not more than THREE (3) minutes. For items which are on the agenda this evening, members of the public will be provided an opportunity to address the Board as each item is brought up for discussion.

REGULAR CALENDAR

1. Approve the Minutes from the 11/4/2025; 11/7/2025 and 12/2/2025 Meetings as presented by City Clerk Abigail Palsgaard
Sponsor: City Clerk's Office
Recommendation: Approve
2. Swedish Phone Booth
Sponsor: Member Kyle
Recommendation: Possible Action
3. Website Update
Sponsor: Member Carrasco
Recommendation: Possible Action

FUTURE AGENDA ITEMS

BOARD MEMBER REPORTS

ADJOURN REGULAR BID MEETING

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 2nd day of January 2026.

Abigail Palsgaard, City Clerk

**Kingsburg Downtown Business Improvement District Advisory Board
Regular Meeting Minutes
November 4, 2025**

1401 Draper Street, Kingsburg, CA 93631

Call to Order: Chairman Carpenter called the meeting to order at 8:00am.

Members Present: Julianne Williams (arrived at 8:02) Amanda Carrasco, Steve Safarjian, Teresa Nino, Penny Kyle, Michelle Buckner and Chairman Leslie Carpenter.

Members Absent: None.

APPROVE AGENDA

Member Safarjian motioned, seconded by Member Buckner, to approve the agenda as presented. The motion passed by a unanimous voice vote.

PRESENTATIONS AND INFORMATIONAL REPORTS

None.

PUBLIC COMMENT

None.

REGULAR CALENDAR

Member Carrasco motioned, seconded by Member Kyle, to approve the minutes from the 10/7/2025 Meeting (9/2/2025 was canceled due to a lack of business) as presented by City Clerk Abigail Palsgaard. The motion passed by a unanimous voice vote.

Swedish Phone Booth

Sponsor: Member Kyle

Member Kyle introduced Cindy Reiger, who is spearheading the Swedish Telephone Booth project. Ms. Reiger explained that the booth would be a decorative feature in which visitors pick up a phone to hear a message in Swedish. The project is intended to promote cultural identity, encourage tourism, and create a memorable destination for photos, discovery, and local pride.

Chairman Carpenter asked whether electrical service would be required, and Ms. Reiger responded that it likely would. The Board discussed potential locations for the booth and noted that the approximate size would be 4 feet by 4 feet. The Board also discussed next steps, including identifying a location, determining electrical needs, and contacting S&S for pricing and a project timeline. The Board expressed support for the concept but noted that additional information is needed. The idea of installing two locations was also discussed favorably.

District Improvements

Sponsor: Chairman Carpenter

Chairman Carpenter discussed fixing up the shields on the building walls downtown, but there is already a group doing it. The Board will step back and support them.

Dala Dollars Discussion

Sponsor: Economic Development Director Jolene Polyack

The Board is pushing it out to the BID to support it.

Website Update

Sponsor: Member Carrasco

The Board discussed website analytics, including the number of clicks per month, and ways to improve user engagement time on the website. Member Williams suggested adding Dala Dollars information to the website. Member Carrasco requested a volunteer to assist with website beautification efforts. The Board also discussed creating a “brag page” to highlight successes. Member Williams asked whether a local high school class could assist with website design, and Cindy Reiger noted that the continuation school has a strong graphic design team.

Member Carrasco requested assistance from a Board member, and Member Williams agreed to help.

FUTURE AGENDA ITEMS

- **Trolley on Fridays.**
- **Budget**
- **Swedish phone booth**

BOARD MEMBER REPORTS

Chairman Carpenter provided an update on the downtown Christmas trees. She walked potential locations with Public Works and reported that the trees will be installed on November 13–14. She proposed decorating the trees on November 15 and/or 16.

The Board agreed to decorate the trees on November 16 at 10:00 a.m., meeting at City Hall. Members Carrasco, Williams, and Kyle volunteered to assist with decorating.

Member Carrasco noted that last year Council Member North coordinated assistance from the afterschool program to help fluff the trees.

The Board discussed the Holiday Kickoff event, noting that most participants felt it was a successful day. Discussion included the trolley route, advertising efforts, and the possible addition of a printed map for the event. The Board also discussed trolley signage and coordinated giveaways.

The Board discussed late holiday shopping hours on Thursdays until 8:00 p.m., noting that the extended hours were not effective for retailers last year. Discussion also included having Santa and the trolley available on Saturdays.

Quinn Hurt of Oat & Oak provided an update on upcoming media coverage scheduled for November 20 at 12:30 p.m. He reported that the news station will assist with promoting the Santa Lucia Festival. Mr. Hurt also shared information about the Swedish coffee offerings, including a new holiday roast.

Lauren Nikkel introduced herself as the new Executive Director of the Kingsburg Chamber of Commerce.

Adjourn: The meeting was adjourned to next meeting at 9:17am.

Submitted by:

Abigail Palsgaard, City Clerk

**Kingsburg Downtown Business Improvement District Advisory Board
Special Meeting Minutes
November 7, 2025**

1401 Draper Street, Kingsburg, CA 93631

Call to Order: Member Carrasco called the meeting to order at 8:04am.

Members Present: Teresa Nino, Penny Kyle, Michelle Buckner and Amanda Carrasco.

Members Absent: Steve Safarjian, Julianne Williams and Chairman Leslie Carpenter.

APPROVE AGENDA

Member Nino motioned, seconded by Member Kyle, to approve the agenda as presented. The motion passed by a unanimous voice vote of those members present.

PUBLIC COMMENT: None.

REGULAR CALENDAR

Renting the Dala Trolley on Saturdays for the Holidays

Sponsor: City Clerk's Office

Member Kyle motioned, seconded by Member Buckner, to rent the Dala Trolley 10am-2pm on 11/29; 12/6; 12/13 and 12/20 for the holiday season. The motion passed by a unanimous voice vote of those members present.

Adjourn: The meeting was adjourned to next meeting at 8:08am.

Submitted by:

Abigail Palsgaard, City Clerk

**Kingsburg Downtown Business Improvement District Advisory Board
Regular Meeting Minutes
December 2, 2025**

1401 Draper Street, Kingsburg, CA 93631

Call to Order: Chairman Carpenter called the meeting to order at 8:02am.

Members Present: Amanda Carrasco, Steve Safarjian, Teresa Nino, Penny Kyle, Michelle Buckner and Chairman Leslie Carpenter.

Members Absent: Julianne Williams.

APPROVE AGENDA

Member Buckner motioned, seconded by Member Kyle, to approve the agenda as presented. The motion passed by a unanimous voice vote of those members present.

PUBLIC COMMENT: None.

REGULAR CALENDAR

Downtown Santa Expense

Sponsor: Chairman Carpenter

Member Carpenter motioned, seconded by Member Nino to split the cost of Santa Downtown with the Chamber of Commerce for the amount of \$300. The motion passed by a unanimous voice vote of those members present.

The Board discussed social media coverage and having Santa potentially riding the trolley.

Swedish Phone Booth

Sponsor: Member Kyle

Recommendation: Possible Action

Cindy Rieger presented an updated budget and possible locations. BID Board supports the project. The Board would like to get more information. They discussed microgrants.

Current Revenue/Expenditure Information

Sponsor: City Clerk's Office

City Clerk Palsgaard shared an informational report on the BID Budget.

Requested upcoming Agenda Items:

- Trolley Signs- Chairman Carpenter
- Website Update- Member Carrasco
- Swedish Phone Booth Update- Member Kyle

Adjourn: The meeting was adjourned to next meeting at 8:31am.

Submitted by:

Abigail Palsgaard, City Clerk