



AGENDA KINGSBURG CITY COUNCIL REGULAR MEETING

WEDNESDAY, February 18, 2026 at 6:00pm

**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 City Council 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 Council meeting or hearing, no documents shall be accepted for Council review unless they are first submitted to the City Clerk by the close of business one day prior to said Council meeting/hearing at which the Council 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 City Council. 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 City Council 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.

Staci Smith, Mayor

Brandon Pursell, Mayor Pro Tem
Laura North, Council Member

Vince Palomar, Council Member
David M. Silva, Council Member

Invocation to be given by Pastor Mark Thompson, First Baptist Church, followed by the Pledge of Allegiance led by Mayor Staci Smith.

CALL TO ORDER AND ROLL CALL

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).

PRESENTATIONS AND INFORMATIONAL REPORTS

None.

PUBLIC COMMENT - Provides an opportunity for members of the public to address the City Council on items of interest to the public within the Council's jurisdiction and which are not already on the agenda this evening. It is the policy of the Council 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 Council as each item is brought up for discussion.

CONSENT CALENDAR - Items on the Consent Calendar are considered routine and include a recommended action from Staff and shall be acted on by one motion of the Council. If a Council member requests additional information or would like to pull an item for discussion, that item shall be pulled from the Consent Calendar and acted upon separately. A motion to approve the Consent Calendar is deemed to include a motion to waive the full reading of any ordinance or resolution on the Consent Calendar.

1. Approval of City Council Minutes: Approve the minutes from the February 4, 2026 Regular Council Meeting as prepared by City Clerk Abigail Palsgaard.
Sponsor: City Clerk's Office
2. Ratify/approve payment of bills listed on the check register for the period January 27, 2026, through February 9, 2026, as prepared by Accounts Payable Clerk Rachelle Resendez.
Sponsor: Finance Department
3. Authorize the purchase and install a CJIS-compliant door access control system for the Police Department facility; utilize General Fund expenditure account 001-3400-539-5701 for the purchase; process a budget amendment to reflect the expenditure and offset using HSGP reimbursement revenue funds; approve KBMF as a sole-source vendor for system installation, integration, and ongoing support. – Staff Report by Police Chief Shaun Stephens
Sponsor: Police Department

REGULAR CALENDAR

4. Kingsburg TNR Program - Staff Report by Community Services Director Adam Castenada
Sponsor: Community Services Department
Recommendation: Informational: No action needed.
5. Micro-Grant Application Consideration – Kingsburg Athletic Foundation - Staff Report by City Manager Alexander Henderson

Sponsor: City Manager's Office

Recommendation: Action as deemed necessary

6. Q3 & Q4 Calendar Year 2025 Code Enforcement Update - Presentation by Building Official AJ O'Connell

Sponsor: Community Development Department

Recommendation: Informational: No action needed.

FUTURE AGENDA ITEMS

Council requests for future agenda items. Items require a consensus.

CITY MANAGER'S REPORT

COUNCIL REPORTS/COUNCIL COMMITTEE REPORTS

Brief report by Council members on City related functions as authorized by the Brown Act.

ADJOURN REGULAR KINGSBURG CITY COUNCIL MEETING

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.

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 13th day of February 2026.

Abigail Palsgaard, City Clerk

**Kingsburg City Council
Regular Meeting Minutes
February 4, 2026**

Invocation was given by Police Chaplain Cathleen Lawler, followed by the Pledge of Allegiance led by Mayor Staci Smith.

CALL TO ORDER AND ROLL CALL: Mayor Smith called the regular meeting of the Kingsburg City Council to order at 6:02pm.

COUNCIL MEMBERS PRESENT: David Silva, Vince Palomar, Laura North, Brandon Pursell and Mayor Staci Smith.

COUNCIL MEMBERS ABSENT: None.

APPROVE AGENDA:

A motion was made by Council Member North, seconded by Council Member Silva, to approve the agenda, as published. The motion carried by a unanimous voice vote.

PRESENTATIONS AND INFORMATIONAL REPORTS

Police Chief Shaun Stephens Swearing In and Badge Pinning

Sponsor: City Manager

PUBLIC COMMENT: None.

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

1. Approval of City Council Minutes: Approve the minutes from the January 21, 2026 Regular Council Meeting as prepared by City Clerk Abigail Palsgaard.
Sponsor: City Clerk's Office
2. Ratify/approve payment of bills listed on the check register for the period January 13, 2026, through January 26, 2026, as prepared by Accounts Payable Clerk Rachelle Resendez.
Sponsor: Finance Department
3. Approve The 2026-2027 City of Kingsburg Budget Schedule – Staff Report by City Manager Alexander Henderson
Sponsor: City Manager's Office
4. Approve entering into a three-year engagement letter with Bryant L. Jolley for auditing services, authorize the City Manager and City Attorney to finalize the terms and conditions of the attached engagement letter and any related agreements and authorize the City Manager to execute the final engagement letter and related agreements. - Staff Report by Finance Director Alma Colado
Sponsor: Finance Department

5. Approval to extend the contract between The Sustainable Park and Recreation Community Initiative (SPARCI) and the City of Kingsburg to complete the Kingsburg Park & Recreation Master Plan until May 2026.- Staff Report by Community Services Director Adam Castenda
Sponsor: Community Services Department

REGULAR CALENDAR

PUBLIC HEARING: CONSIDERATION OF THE CITY OF KINGSBURG GENERAL PLAN UPDATE AND GENERAL PLAN AMENDMENT 2025-02 – Staff Report by Community Development Director Holly Owen
Sponsor: Community Development Department

Mayor Smith opened the Public Hearing at 6:21pm.

Community Development Director Holly Owen presented the General Plan update, explaining that the General Plan serves as the City’s long-range policy framework for land use and development. State law mandates periodic updates; while the typical lifecycle is approximately 10 years, the City’s current General Plan is approximately 30 years old. The update process began in 2023.

Mayor Smith opened the Council Discussion at 6:38pm.

Mayor Smith opened the Public Comment at 6:38pm. No public comments were received.

Mayor Smith closed the Public Comment at 6:38pm.

Mayor Smith opened the Continued Council Discussion at 6:38pm

Council Member Palomar asked whether the General Plan needed to be submitted to the State. The submittal to the State is not required and that, upon adoption, the City will be in compliance with State law.

City Manager Henderson thanked Ms. Owen, Provost, and Pritchard for their two years of work on the General Plan update and for their extensive community outreach efforts. Mayor Smith expressed appreciation for the inclusion of clear goals and vision and commented that the final product turned out very well.

Mayor Smith closed the Public Hearing at 6:42pm.

Council Member Pursell motioned, seconded by Council Member North, to adopt Resolution No. 2026-004 finding that the Kingsburg General Plan Update and General Plan Amendment No. 2025-02 is consistent with the City’s General Plan Environmental Impact Report dated July of 1992 and its subsequent addendum dated April of 2024 pursuant to CEQA Guidelines Section 15183 and adopt the City of Kingsburg General Plan (General Plan Amendment 2025-02) attached hereto as Exhibit “A”. The motion passed by a unanimous voice vote.

Growth Management Allocation – Consideration of 2nd Round of Allocations- Staff Report by Community Development Director Holly Owen
Sponsor: Community Development Department

Community Development Director Holly Owen presented the Growth Management Ordinance, explaining that it requires the City Council to provide an opportunity to reopen a second round of housing allocations if allocations are not awarded during the first round.

Shanna McDonald, resident, does not want the allocations to be opened for the 2nd round.

Nick Peters, San Joaquin Valley Homes, is requesting the allocations to be opened.

Larry King, developer, is requesting the allocations to be opened.

Jacob Huebert, non-resident, is requesting the allocations to be opened.

Lance Morton, resident, does not want the allocations to be opened for the 2nd round.

Chris Peterson, resident, does not want the allocations to be opened for the 2nd round.

Council Member Silva asked for clarification that the first round of allocations is not discretionary and opens regardless of Council action. City Manager Henderson confirmed this was correct. Council Member Silva then asked whether the second round of allocations had been approved by the voters. City Manager Henderson responded that it had not and that the process was drafted by a committee in 2005.

Council Member North stated that allocations were not awarded during the previous cycle and asked what would happen to the allocations if the second round is not opened. City Manager Henderson explained that if the second round is not opened, the allocations would expire for 2026. Council Member North asked whether unused allocations carry over. City Manager Henderson stated that during the recession, language was added in 2008 or 2009 allowing the City Council to use up to three years of unused allocations, at the Council's discretion. He also noted that the ordinance includes provisions related to phased allocations for upcoming years.

Council Member Pursell expressed his preference not to open the second round of allocations and asked whether formal action was required. Council Member North expressed concern about larger projects potentially combining multiple years of allocations.

Council Member Pursell stated that while he supports property owner rights, the City has the opportunity to pause the process based on community feedback. Council Member North stated that while she supports growth, the City has safeguards in place for new development and that there is a duty to follow what was approved by the voters. She expressed concern about potential liability in the future. Council Member Pursell commented that the Growth Management Plan was intended to limit growth by establishing a ceiling, not a floor, and that he believes it is within the City Council's authority to decide whether to open allocations.

Council Member Palomar stated that rolling over allocations is discretionary. While acknowledging that communities need growth, he expressed support for pausing allocations. Council Member Silva stated that he does not want an excessive number of allocations to accumulate through rollover and would prefer to consider allocations once per year. He noted that he remains undecided, emphasizing the need to support young families through housing availability while also acknowledging concerns related to traffic and the impacts of growth.

Mayor Smith stated that the community has voiced its concerns and that this is within the City Council's discretion. She expressed that this is a good opportunity to pause the process and thanked staff for their efforts in educating the public.

Council Member Pursell motioned, seconded by Council Member Palomar, to not open the second round of housing allocations. The motion passed with 4 yeses, and Council Member North voting no.

Kingsburg Health Care District Grant Cycle Announcement - Staff Report by Community Services Director Adam Castenada

Sponsor: Community Services Department

Community Services Director Adam Castenada presented past grants and what staff would like to apply for.

Council Member Pursell asked about mental health check-in- why are we specifically naming a provider. He would like a competitive process. City Manager Henderson said the Kingsburg Health Care District asked that they list a provider, and they used her last year. Council Member Pursell said if that is what KHD wants, then that is fine.

Council discussed the changes in the grant funding. Council Member Pursell motioned, seconded by Council Member Palomar, to approve staff applying for the 3 listed grants from the Kingsburg Health Care District. The motion passed by a unanimous voice vote.

Solar Project Update- Presentation by Public Works Director Daniel Galvez

Sponsor: Public Works Department

Public Works Director Daniel Galvez presented an update on the City's solar project. The Council discussed system performance, contractual guarantees, tax credits, and the number of sites that are currently operational. Challenges with PG&E at the Public Works location were also discussed.

Staff reported that production was lower during the first year; however, the production guarantee begins this year and output is expected to increase. The Council expressed appreciation for the project and how they worked well with public input.

FUTURE AGENDA ITEMS: None.

CITY MANAGER'S REPORT

The Measure E renewal paperwork has been filed with the county.

COUNCIL REPORTS/COUNCIL COMMITTEE REPORTS

Council Member Silva reported that the Economic Development Committee will meet later this month to discuss design standards. He also reported that the Kingsburg Hospital District will meet on February 11, 2026. Council Member Silva attended the Blossom Trail ceremony in Selma and noted that it was a nice event. He added that the Car Show Committee will be meeting as well.

Council Member North reported that the Chamber of Commerce will meet next week. She also toured SKF.

Council Member Palomar reported that the Public Safety Committee and the Planning Commission will meet next week. He reported that the Community Services Commission met and received updates on the Parks Master Plan, the dog park, and the inclusive playground.

Council Member Pursell provided an update on Measure C, stating that there continues to be significant disagreement surrounding the measure. He reported that COG has withdrawn from Measure C and that a citizens' initiative is underway; however, the current language identifies COG as the overseeing agency. He stated that the matter may proceed to litigation.

Mayor Smith reported that the Finance Committee met and received a new City Hall mockup, which was approved. She also reported that the BID will move forward with the Swedish phone booth and the Spring Soirée and received an update from Oat & Oak.

Mayor Smith adjourned the Regular Kingsburg City Council Meeting at 7:50pm.

Submitted by:

Abigail Palsgaard, City Clerk

Accounts Payable

Checks by Date - Detail by Check Date

User: rresendez@cityofkingsburg-ca.gov
 Printed: 2/13/2026 10:25 AM



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

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	4789	US BANKCORP SERVICE CENTER	01/30/2026	
	Brrolla 1/16/26	Police & Sheriff's Press - Retire ID card (Dadian)		25.00
	Brrolla 1/16/26	Urbandi- Chief - displayof hats shelf		569.57
	Brrolla 1/16/26	Thomson Reuters 12/1-25-12/31-25		262.50
	Colado 1-16-26	CSMFO Inv 300020472		155.00
	Cstnda 1/16/26	Sam's Club meal program supplies/food		58.92
	Cstnda 1/16/26	Comm Services vehicle fuel 3J's Mart		50.00
	Cstnda 1/16/26	Senior Meal Program Sams Club		85.22
	Cstnda 1/16/26	Senior Center Lunch Program Supplies/food		262.62
	Cstnda 1/16/26	Amazon- Senoir Center Office Supplies (paper)		67.55
	Cstnda 1/16/26	Sam's Club Senior Center Meal Program		111.10
	Cstnda 1/16/26	Amazon Senior Center Office Supplies (door sig		62.86
	Cstnda 1/16/26	Sam's Club Senior Center Program		134.64
	Cstnda 1/16/26	Senior Meal Program Sams Club		225.96
	Galvez 1-16-26	Amazon- Bungies- Banners		141.30
	Galvez 1-16-26	Dinner 18th Ave/Water line repair 1/2		67.42
	Galvez 1-16-26	Amazon- flag- downtown		142.23
	Galvez 1-16-26	Amazon- Heater cones- generators		148.98
	HrndeZ 1/16/26	Platinum education-planner/testing site- Anthony		200.00
	HrndeZ 1/16/26	UPS Store- shipping cost for return		34.65
	HrndeZ 1/16/26	Platinum education-planner/testing site- Andrew		200.00
	HrndeZ 1/16/26	College of the Sequoias- Company Officer Class		749.00
	HrndeZ 1/16/26	Paypal- sub for CPR payments online 1/2		25.10
	Owen 1/16/26	Council Chamber Drinks		53.18
	Plsgrd 1/16/26	CMCA Annual Confrence Hotel Deposit		420.03
	Plsgrd 1/16/26	BID- Downtown Santa cost- Split with the Charr		300.00
	Roberts 1/16/26	Pilot: Drinks,snaks- per die/ Cal Chiefs Seminar		27.70
	Roberts 1/16/26	Chipotle- Dinner per diem/ Cal Chief EMS Semi		33.78
	Roberts 1/16/26	Pilot Fuel- Cal Chiefs EMS Seminar		136.97
	Salinas 1/16/26	Tom's Donut- KIPD Case #25-1801		58.00
	Stephns 1/16/26	Safariland- Concealment Holster/ IWB Holster		251.73
	Stephns 1/16/26	IACP #10144932 membership/Chief		220.00
	Wndvr 1/16/26	Best Best and Krieger- Special Election Counsel		848.75
	Wndvr 1/16/26	SaveMart Supermarket- Retirement Gift		71.94
	Wndvr 1/16/26	ID Creator- Ronald Flynn- New Employee		13.99
	Wndvr 1/16/26	Best Best and Krieger- Special Election Counsel		848.75
	Wndvr 1/16/26	Elbow Room- Retirement Gift		100.00
Total for this ACH Check for Vendor 4789:				7,164.44
89005	3012 63005	A-MARK T-SHIRTS, INC. Uniform duty shirts- 20 Medic/ EMT, 10 sweats	01/30/2026	476.74
Total for Check Number 89005:				476.74
89006	3565 11JQ-H4L3-GKCL 11LT-KXHN-1JCQ 1479-1FNW-DQND	AMAZON CAPITAL SERVICES ANATOMY & PHYSIOLOGY- MEDIC CLASS RAM DOUBLE BALL NOUNT- AMB FLEET SUPPLIES-EXTERNAL DRIVE, CARRYCASE	01/30/2026	373.82 195.63 507.45

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	14YF-YRCH-G1CR	MINI COMPUTERS/AMD PROCESSOR		421.75
	1777-HTYV-6RDF	DEWALDT BATTERIES- FIRE FLEET		334.04
	1CLY-9Y3H-3R3W-	MCI KIT EQUIP/ADMIN		210.19
	1CQV-KTTG-NHCH	KLIEN TOOLS/CUTTING PLIERS		99.00
	1DR9-RWC3-J99J	CREDIT FOR RAM MOUNT A501		-30.53
	1HJ9-1RCT-4WRV	MAGNETIC MIC'S X4 -FLEET		195.92
	1JKG-CQ3H-FVTD	SPEAKERS,WEB CAM STN 2 COMPUTERS		111.26
	1KYJ-D4L1-WGQP	DEPT SUPPLIES,TRASH BAGS ,PENS		255.68
	1L9N-R11W-KLXL	RTF SUPPLIES PELVIC SUPPORT		80.40
	1MQP-XWVT-CW3M	FLASHLIGHTS X4 AMB/FLEET		649.32
	1Q11-14M7-NX7D	DEWALDT LITHIUM BATTERIES X2 E141		376.18
	1TPF-XMQK-LRPV	OFFICE SUPPLIES,SPEAKERS WEB CAM		142.73
	1V6X-HCXW-HTYM	MCI KIT EQUIPMENT		127.47
	1V9H-4DWX-HF7P	DEPT SUPPLIES/BBQ SAUCE		25.26
	1VYC-GRYR-CW1G	DEPT SUPPLIES/CLOROX WIPES		39.55
	1WFM-LKR4-LQD9	ZAGG GLASS PROTECTORS/ IPADS		310.50
			Total for Check Number 89006:	4,425.62
89007	3891	AMERICAN BUSINESS MACHINES	01/30/2026	
	845256	Inv#845256 Jan Contract- Finance Copier		129.44
	845256	Inv#845256 Jan Contract- Finance Copier		129.43
	846454	Copier Contract- Building Dept.		116.77
			Total for Check Number 89007:	375.64
89008	4875	BOUND TREE MEDICAL LLC	01/30/2026	
	86072945	Medical Supplies		108.54
			Total for Check Number 89008:	108.54
89009	3054	BSK ASSOCIATES	01/30/2026	
	AJ00097	INV AJ00097- Bacti 1/5		124.44
	AJ00099	INV AJ00099- Bacti Special King V 1/5		93.33
	AJ00830	INV AJ00830 TCP 1/12		287.14
	AJ00831	INV AJ00831 Bacti 1/12		124.44
	AJ01669	INV AJ01669 Bacti 1/21		124.44
			Total for Check Number 89009:	753.79
89010	3059	CALIFORNIA FORENSIC INSTITUTE	01/30/2026	
	1709	Health & Wellness (Ramirez,Chavez,Underwoo		300.00
			Total for Check Number 89010:	300.00
89011	4429	CANON FINANCIAL SERVICES, INC	01/30/2026	
	42465072	CL Maintenance Overage 12/1/25-12/30/25		65.55
	42465072	Contract charge 1/01/26-1/31/26		252.08
	42486047	Pw Copier 10/1 - 12/31		148.89
	42486048	Contract Charge 1/1/26-1/31/26		376.85
	42486048	Maintenance & Service 1/1/26-1/31/26		76.28
	42486050	Senior Center Front Printer Inv 42486050		337.93
			Total for Check Number 89011:	1,257.58
89012	4861	CCLS, INC	01/30/2026	
	28916	Landscape Kings Estates I- Jan 2026		490.00
	28916	Landscape Kings Estates IV- Jan 2026		870.00
	28916	Landscape Kings Estates III- Jan 2026		870.00
	28916	Landscape Century/Vets- Jan 2026		920.00
	28916	Landscape Kings Estates II- Jan 2026		490.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 89012:	3,640.00
89013	4556 25-12-008	CENTURION COIN & EMBLEM Shoulder Patches x 200 (Tax & shipping fees)	01/30/2026	50.90
			Total for Check Number 89013:	50.90
89014	4574 1506	CHARLES TESTERMAN GENERAL EN 23rd and Winter Leak	01/30/2026	1,160.00
			Total for Check Number 89014:	1,160.00
89015	4448 Y313408	CORE & MAIN Poly-waer Lateral repair supplies	01/30/2026	78.46
			Total for Check Number 89015:	78.46
89016	3750 2026-484	EAGLE ENGRAVING, INC. badges x6 plus postage	01/30/2026	872.40
			Total for Check Number 89016:	872.40
89017	4615 EFRE-00324506 EFRE-00326570	EMERALD TEXTILES SERVICES linens,mats 01/01/26-01/10/26 linens,mats 1/11/26-1/17/26	01/30/2026	620.92 434.76
			Total for Check Number 89017:	1,055.68
89018	5005 2026-381 2026-409	FIRESTATS, LLC. Maintenance & Operations of data analysis tools Maintenance & Operations of data analysis tools	01/30/2026	600.00 600.00
			Total for Check Number 89018:	1,200.00
89019	4609 35940	FIVE CREATIVE GROUP BID- Quarterly Website Maintenance	01/30/2026	300.00
			Total for Check Number 89019:	300.00
89020	4932 63684136 63702560	FRESNO OXYGEN/BARNES WELDING Hazmat Compliance & HDLG. D Medical Alum Oxygen	01/30/2026	6,416.07 345.48
			Total for Check Number 89020:	6,761.55
89021	4433 reimbursement	SERGIO GONZALES Paramedic License renewal	01/30/2026	250.00
			Total for Check Number 89021:	250.00
89022	3222 51654459 51976358 52227932 52486135 52487230	HENRY SCHEIN, INC. Ambulance Medical Supplies Ambulance Medical Supplies Ambulance Medical Supplies Ambulance Medical Supplies Ambulance Medical Supplies	01/30/2026	151.91 353.53 234.93 913.36 338.23
			Total for Check Number 89022:	1,991.96
89023	3860 PC7893	JAS PACIFIC Plan Check 12/1/25 to 12/31/25	01/30/2026	1,872.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 89023:	1,872.50
89024	3249 Feb 2026	KAISER FOUNDATION HEALTH PLAN Med. Ins. Premium- Feb 2026	01/30/2026	5,621.07
			Total for Check Number 89024:	5,621.07
89025	3259 593208	KINGSBURG SUPERMARKET, INC. Prisoner meals- water	01/30/2026	5.78
			Total for Check Number 89025:	5.78
89026	3276 2055012	LIFE ASSIST INC needle,sodium chloride,cuffs	01/30/2026	143.45
			Total for Check Number 89026:	143.45
89027	3293 Dec 2025 Dec 2025 Dec 2025 Dec 2025 Dec 2025	MID VALLEY DISPOSAL Dec 2025 Comm- less FF's (9,441.84) Dec 2025 Multi 2-4 & Multi 5+ - less (3,147.28) Franchise Fees- Dec 2025 Franchise Fees- Dec 2025 Dec 2025 Residential	01/30/2026	53,756.08 17,582.24 12,589.12 -12,589.12 108,346.79
			Total for Check Number 89027:	179,685.11
89028	3307 168887	NELSON'S ACE HARDWARE-SELMA Duracell Batt Lithm 2450 1pk (Meza)	01/30/2026	44.46
			Total for Check Number 89028:	44.46
89029	4876 722164	OAT & OAK LLC BID Social Media Manager- Jan 2026	01/30/2026	2,500.00
			Total for Check Number 89029:	2,500.00
89030	3315 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 11/24-12/25/25 12/15-12/31/25 12/16-12/31/25 12/16-12/31/25	P G & E Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 11/24-12/25/25 Acct# 7543447781-8 Electricity 12/15-12/31/25 Acct# 5421414331-2 Electricity 12/16-12/31/25 Acct# 2493668675-7 Electricity 12/16-12/31/25 Acct# 2493668675-7	01/30/2026	212.57 390.94 12,460.05 1,584.85 1,133.39 1,283.01 353.57 1,227.11 31.12 2,860.24 10.51 511.33 108.67 29.45 29.45
			Total for Check Number 89030:	22,226.26
89031	4885 5294502 5294502	PACIFIC SHREDDING City Hall paper shredding services Dec 2025 City Hall paper shredding services Dec 2025	01/30/2026	56.00 56.00
			Total for Check Number 89031:	112.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
89032	3321	PETERS ENGINEERING GROUP	01/30/2026	
	11763	Golden State Corridor		87.50
	11764	Tract 6151 Construction		87.50
	11766	Khalsa Trucking Dispatch Center		4,952.50
	11767	Sierra/Simpson Gas Station		350.00
	11768	SPR 22-07 Swedish Mill		997.50
	11769	SPR 22-07 Westar		1,750.00
	11770	SPR 23-05 El Portillo		280.00
	11771	Kings Estates Phase V		3,062.50
	11772	Kwick Korner		1,680.00
	11773	Irrigoyan Office		700.00
	11774	Duarte TPM		2,800.00
	11775	Misc. Engineering Services		3,447.50
	11776	Encroachment Permits		700.00
	11777	SPR 25-02 KCAPS		175.00
	11778	SR2S Funding Application		3,535.00
	11779	SPR 25-06 Marson's Trailer Rep.		700.00
	11780	Sierra/RDJ Gas Station		1,645.00
	11781	City Engineer Services		500.00
	11782	20th/21st Alley- Sierra to Mariposa		16,740.00
	11783	Mehlert/Warkentin Alley Paving		13,252.00
			Total for Check Number 89032:	57,442.00
89033	3327	PITNEY BOWES GLOBAL FINANCIAL	01/30/2026	
	0011752278	Postage Meter- Oct 30,2025 to Jan 29,2026		92.11
	0011752278	Postage Meter- Oct 30,2025 to Jan 29,2026		92.11
			Total for Check Number 89033:	184.22
89034	3333	PRICE PAIGE&COMPANY, CERTIFIED	01/30/2026	
	37598	Work in progress on the June 30, 2025 audited fi		1,512.56
	37598	Work in progress- preparation of bank rec. endin		633.60
	37598	Work in progress- preparation of bank rec. endin		1,440.00
	37598	Work in progress on the June 30, 2025 audited fi		1,188.44
	37598	Work in progress- preparation of bank rec. endin		806.40
	37598	Work in progress on the June 30, 2025 audited fi		2,701.00
			Total for Check Number 89034:	8,282.00
89035	3334	PROFESSIONAL PRINT & MAIL, INC	01/30/2026	
	128202	Statements- Monthly Utility Bills- January 2026:		653.51
	128202	Statements- Monthly Utility Bills- January 2026:		653.52
			Total for Check Number 89035:	1,307.03
89036	3357	S & S METAL FABRICATION, INC.	01/30/2026	
	16366	Christmass tree/ skirt repair and frame		4,310.00
			Total for Check Number 89036:	4,310.00
89037	4723	GLENN SAY	01/30/2026	
	100976711	Say- Boot Reimb- Safety- 2026		330.41
			Total for Check Number 89037:	330.41
89038	3570	SEQUOIA COUNCIL	01/30/2026	
	1538	Explorer- Scouting America membership renewa		575.00
			Total for Check Number 89038:	575.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
89039	3543 103671	SIERRA PACKAGING SOLUTIONS Cleaning Supplies (vinegar, roll towels)	01/30/2026	199.34
Total for Check Number 89039:				199.34
89040	3369	SILVAS OIL COMPANY, INC.	01/30/2026	
	202730CT	PW & CH Gas Card Chrgs 1/1/26 - 1/15/26		96.99
	202730CT	PW & CH Gas Card Chrgs 1/1/26 - 1/15/26		312.23
	202730CT	PW & CH Gas Card Chrgs 1/1/26 - 1/15/26		255.71
	202730CT	PW & CH Gas Card Chrgs 1/1/26 - 1/15/26		34.96
	202730CT	PW & CH Gas Card Chrgs 1/1/26 - 1/15/26		272.67
	202730CT	PW & CH Gas Card Chrgs 1/1/26 - 1/15/26		56.53
	202730CT	PW & CH Gas Card Chrgs 1/1/26 - 1/15/26		34.96
	202731CT	ACT Fuel (Guzman)		328.05
	202731CT	GF Fuels		1,621.42
	202731CT	KHS Fuel (Arevalo)		109.99
	202731CT	ME Fuels		1,031.09
	202731CT	KES Fuel (Jimenez)		144.69
	202732CT	Fuel: Ambulance 1/1/26 - 1/15/26		649.80
	202732CT	Fuel: Measure E 1/1/26 - 1/15/26		649.79
	202732CT	Fuel: Fire 1/1/26 - 1/15/26		649.79
Total for Check Number 89040:				6,248.67
89041	4500	STATE FIRE TRAINIING	01/30/2026	
	Certifications	Instructor II Certicication- Dariuss Rodriguez		100.00
	Certifications	Company Officer Certification- Kenny Crabb		100.00
	Certifications	Instructor 1 Certification - Devin Young		100.00
	Certifications	Firefighter II Certification - Joseph Hayes		100.00
	Certifications	Company Officer Certification - Dariuss Rodrigu		100.00
Total for Check Number 89041:				500.00
89042	3380	STATE OF CALIFORNIA-D O J	01/30/2026	
	014456	Blood Alcohol Analysis (Nov 2025) x1		35.00
	020698	Blood Alcohol Analysis (Dec 2025) x2		70.00
Total for Check Number 89042:				105.00
89043	4028	SUPERIOR POOL CARE	01/30/2026	
	5196	Chlorine- Well #12 1/8 200gal		838.65
	5197	Chlorine- Well #16 1/8 175gal		733.81
	5202	Monthly Pool Service January 2026		2,825.00
Total for Check Number 89043:				4,397.46
89044	5119	SYSCO CENTRAL CALIFORNIA INC	01/30/2026	
	184A2241M	Senior Meal Program order		96.46
	484786026	Senior Meal Program order		202.84
	484817590	Senior Meal Program order		96.84
Total for Check Number 89044:				396.14
89045	4974	THE ADVANCE GROUP INC	01/30/2026	
	85601	Parking Permit Stickers		115.80
	85614	Jr.Officer Dept Stickers		816.95
Total for Check Number 89045:				932.75
89046	3397	THE GAS COMPANY	01/30/2026	
	1/12/26	Gas Services for City dates: 12/09/25 - 01/09/26		223.78

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1/12/26	Gas Services for City dates: 12/09/25 - 01/09/26		459.44
	1/12/26	Gas Services for City dates: 12/09/25 - 01/09/26		286.90
	1/12/26	Gas Services for City dates: 12/09/25 - 01/09/26		106.90
	1/12/26	Gas Services for City dates: 12/09/25 - 01/09/26		5,316.77
	1/12/26	Gas Services for City dates: 12/09/25 - 01/09/26		326.20
	1/12/26	Gas Services for City dates: 12/09/25 - 01/09/26		834.13
	1/12/26	Gas Services for City dates: 12/09/25 - 01/09/26		574.00
	1/12/26	Gas Services for City dates: 12/09/25 - 01/09/26		475.81
			Total for Check Number 89046:	8,603.93
89047	4636 222744	THE MOWERS EDGE INC T145- spark plugs, oil, air cleaner	01/30/2026	141.21
			Total for Check Number 89047:	141.21
89048	3402 23276376	THOMSON REUTERS - WEST CLEARS Proflex - 1/1/26 - 12/31/26	01/30/2026	3,163.13
			Total for Check Number 89048:	3,163.13
89049	4016 202045883 202878396	ULINE Shipping Supplies Specialist Mats- PD Boxes- PW	01/30/2026	345.87 120.73
			Total for Check Number 89049:	466.60
89050	3416 6133600883 6133600883 6133600883 6133600883 6133600883 6133600883 6133600883 6133600883 6133600883 6133600883 6133600884	VERIZONWIRELESS Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Cellular Svc 12/16/25-1/15/26 Acct. 518035707- Wireless bill for Fire/ambulance Dec 16- Jan 15,	01/30/2026	28.20 95.57 37.45 20.62 27.26 90.03 14.57 79.08 72.31 637.26
			Total for Check Number 89050:	1,102.35
89051	3419 011726 011726	VIKING CLEANING SERVICE Carpet cleaning- station 1 admin side Tile and Grout cleaning- station 1 admin side	01/30/2026	250.00 400.00
			Total for Check Number 89051:	650.00
89052	3421 91336 91337	VINCENT COMMUNICATIONS, INC. Leather Case x 10 Brick antenna A504	01/30/2026	704.28 366.04
			Total for Check Number 89052:	1,070.32
89053	4468 reimbursement	FER YANG EMT recertification	01/30/2026	115.00
			Total for Check Number 89053:	115.00
			Total for 1/30/2026:	344,956.49

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	3231	ICMA RETIREMENT CORP - WIRE 457	02/06/2026	
		PR Batch 00001.02.2026 457 Percent - Mission :	PR Batch 00001.02.2026 457	323.47
		PR Batch 00001.02.2026 Roth %	PR Batch 00001.02.2026 Roth	271.59
		PR Batch 00001.02.2026 457 Mission Square	PR Batch 00001.02.2026 457	7,633.66
Total for this ACH Check for Vendor 3231:				8,228.72
ACH	3470	Internal Revenue Service - ACH	02/06/2026	
		PR Batch 00001.02.2026 FICA Employee Portio	PR Batch 00001.02.2026 FIC.	22,818.11
		PR Batch 00001.02.2026 FICA Employer Portio	PR Batch 00001.02.2026 FIC.	22,818.11
		PR Batch 00001.02.2026 Federal Income Tax	PR Batch 00001.02.2026 Fede	31,088.60
		PR Batch 00001.02.2026 Medicare Employee Pc	PR Batch 00001.02.2026 Med	5,336.49
		PR Batch 00001.02.2026 Medicare Employer Po	PR Batch 00001.02.2026 Med	5,336.49
Total for this ACH Check for Vendor 3470:				87,397.80
ACH	3471	Employment Development Department - A	02/06/2026	
		PR Batch 00001.02.2026 State Income Tax	PR Batch 00001.02.2026 Stat	11,793.00
		PR Batch 00001.02.2026 CA SDI	PR Batch 00001.02.2026 CA :	4,302.26
Total for this ACH Check for Vendor 3471:				16,095.26
ACH	3472	CalPERS - ACH	02/06/2026	
		PR Batch 00001.02.2026 PERS Safety Fire- Clas	PR Batch 00001.02.2026 PER	180.00
		PR Batch 00001.02.2026 PERS Misc. Classic	PR Batch 00001.02.2026 PER	2,663.89
		PR Batch 00001.02.2026 PERS Misc. PEPRA El	PR Batch 00001.02.2026 PER	5,646.25
		PR Batch 00001.02.2026 PERS Safety Police EF	PR Batch 00001.02.2026 PER	5,197.43
		PR Batch 00001.02.2026 PERS Misc. Classic Ex	PR Batch 00001.02.2026 PER	56.00
		PR Batch 00001.02.2026 PERS Safety Police PE	PR Batch 00001.02.2026 PER	10,423.97
		PR Batch 00001.02.2026 PERS Safety Fire ER	PR Batch 00001.02.2026 PER	4,932.21
		PR Batch 00001.02.2026 PERS Safety Police	PR Batch 00001.02.2026 PER	1,601.33
		PR Batch 00001.02.2026 PERS Misc. Classic EF	PR Batch 00001.02.2026 PER	4,712.79
		PR Batch 00001.02.2026 PERS Safety Police PE	PR Batch 00001.02.2026 PER	9,578.39
		PR Batch 00001.02.2026 PERS Safety Fire PEP	PR Batch 00001.02.2026 PER	6,352.15
		PR Batch 00001.02.2026 PERS Safety Police Ex	PR Batch 00001.02.2026 PER	405.00
		PR Batch 00001.02.2026 PERS Misc. PEPRA	PR Batch 00001.02.2026 PER	5,497.30
		PR Batch 00001.02.2026 PERS Safety Fire PEP	PR Batch 00001.02.2026 PER	6,243.18
		PR Batch 00001.02.2026 PERS Safety Fire -Clas	PR Batch 00001.02.2026 PER	1,717.27
		PR Batch 00001.02.2026 PERS Safety Police PE	PR Batch 00001.02.2026 PER	666.74
Total for this ACH Check for Vendor 3472:				65,873.90
ACH	3476	CHILD SUPPORT STATE DISBURSEME	02/06/2026	
		PR Batch 00001.02.2026 Child Support	PR Batch 00001.02.2026 Chil	294.56
Total for this ACH Check for Vendor 3476:				294.56
ACH	4707	ICMA-WIRE 401(A)	02/06/2026	
		PR Batch 00001.02.2026 Def Comp 401(a) ICM	PR Batch 00001.02.2026 Def	250.00
Total for this ACH Check for Vendor 4707:				250.00
89054	3660	KPFA	02/06/2026	
		PR Batch 00001.02.2026 KPFA - Union Dues	PR Batch 00001.02.2026 KPF	680.00
Total for Check Number 89054:				680.00
89055	3525	Kingsburg Police KPOA	02/06/2026	
		PR Batch 00001.02.2026 KPOA Union Dues	PR Batch 00001.02.2026 KPC	1,160.00
Total for Check Number 89055:				1,160.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for 2/6/2026:	179,980.24
			Report Total (58 checks):	524,936.73



Meeting Date: 02/18/2026
Agenda Item: 3

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Staci Smith & City Council

REPORT FROM: Shaun Stephens, Chief of Police **REVIEWED BY:** AJH

AGENDA ITEM: Authorization to Purchase and Install CJIS-Compliant Door Access Control System

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

The Kingsburg Police Department is requesting authorization to purchase and install a new CJIS-compliant door access control system for the Police Department. The current system is aging, nearing end-of-life, and replacement parts are becoming increasingly difficult to obtain.

Currently, the Police Department does not have access control in several interior areas of the building that require controlled access under CJIS Security Policy requirements. In order to meet CJIS physical security standards, additional access control devices must be installed in multiple locations throughout the facility.

The estimated cost to add additional devices to the existing system is approximately \$5,000. However, the current system is at the end of its operational lifecycle. Investing additional funds into an outdated system would provide only short-term compliance and would likely require full system replacement in the near future.

Upgrading to a new, modern access control system that covers all required CJIS-controlled areas within the Police Department will provide long-term compliance, improve facility security, and reduce the likelihood of higher replacement and maintenance costs in future fiscal years.

Funding for this project is available through Homeland Security Grant Program (HSGP) reimbursement funds previously deposited into City revenue accounts. The Police Department is requesting authorization to utilize General Fund expenditure account and process a budget amendment to properly reflect the expenditure.

The Police Department is requesting approval to utilize KBMF as a sole source vendor for the purchase and installation of the upgraded door access control system. This request is based primarily on the standardization of an existing system and vendor familiarity, which will result in a more efficient and economical operation over the lifecycle of the system. Sole Source purchasing guidelines are outlined in the city's adopted financial policies. The specific sole source language is included as part of this report in the Background Information section.

RECOMMENDED ACTION BY CITY COUNCIL

Staff recommends the City Council authorize:

1. Purchase and install a CJIS-compliant door access control system for the Police Department facility.
2. Utilize General Fund expenditure account 001-3400-539-5701 for the purchase.
3. Process a budget amendment to reflect the expenditure and offset using HSGP reimbursement revenue funds.
4. Approve KBMF as a sole-source vendor for system installation, integration, and ongoing support.

POLICY ALTERNATIVE(S)

1. Delay replacement and continue maintaining the existing system.
 - Risk of system failure due to aging and obsolete components.
 - Increased likelihood of CJIS audit findings if access control reliability is compromised.
 - Potential emergency replacement costs may exceed planned upgrade costs.
2. Seek competitive bids from alternate vendors.
 - May increase project timeline.
 - Could create compatibility issues with existing infrastructure.
 - May increase total project cost and installation downtime.

STRATEGIC GOAL(S) MET:

1. Financial Stability

Upgrading to a modern, CJIS-compliant door access control system represents a fiscally responsible long-term investment. Replacing the current end-of-life system avoids continued spending on obsolete equipment, reduces the likelihood of emergency replacement costs, and ensures efficient use of available Homeland Security Grant Program reimbursement funds. Standardizing the system through a single vendor also supports predictable maintenance costs and long-term operational efficiency.

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|--|
| 1. Is There a Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>No; Will require a Budget Amendment</u> |
| 3. If Budgeted, Which Line? | <u>001-3400-539-5701</u> |

PRIOR ACTION/REVIEW

- CJIS Compliance Audit Completed – Department Passed
- Vendor assessment completed identifying current system nearing end-of-life
- Funding source reviewed with Finance staff.

BACKGROUND INFORMATION

The Police Department maintains multiple secure interior areas where Department of Justice confidential information systems are accessed, including the front counter, investigations, and records areas. CJIS Security Policy requires strict physical access control measures to protect Criminal Justice Information (CJI).

The current access control system was installed when the Police Department facility was originally constructed and is now nearing the end of its operational lifecycle. Vendor feedback indicates replacement components are becoming obsolete and difficult to source, creating operational and compliance risks if system failure occurs.

A facility review identified several interior locations within the Police Department that currently do not have access control but require it under CJIS physical security requirements. These include interior workspaces and access points where Criminal Justice Information (CJI) may be accessed, stored, or transmitted.

Vendor estimates indicate it would cost approximately \$5,000 to add the required access control devices to the existing system. However, because the current system is at end-of-life and parts are becoming obsolete, investing in upgrades to the existing system is not considered a cost-effective long-term solution. Upgrading to a new system

that provides complete coverage of required CJIS-controlled areas will provide long-term compliance, improved reliability, and reduce the likelihood of higher replacement or emergency repair costs in future fiscal years.

The Police Department is requesting approval to utilize KBMF as a sole source vendor for the purchase and installation of the upgraded door access control system. This request is based primarily on the standardization of an existing system and vendor familiarity, which will result in a more efficient and economical operation over the lifecycle of the system.

KBMF is the current service provider and installer familiar with the Police Department's existing access control infrastructure. Utilizing the same vendor ensures system standardization, reduces training requirements, minimizes integration risks, and supports efficient long-term maintenance and serviceability.

Additionally, KBMF personnel have been vetted and have clearance to work inside the Police Department facility and currently maintain the department's existing door access control system. Utilizing a vendor already authorized for secure facility access reduces administrative processing time, maintains operational security, and limits disruption to police operations.

Transitioning to another vendor could require additional system redesign, hardware replacement, programming conversion, and potential facility downtime, resulting in increased cost and operational disruption. Maintaining CJIS-compliant access control is critical to protecting Criminal Justice Information and maintaining regulatory compliance. Delays in upgrading the system could increase the risk of system failure, compliance findings during audit, or compromised facility security.

Sole Source Purchasing Policy

Sole source purchasing should be avoided unless it is clearly necessary and justifiable. The justification must withstand the scrutiny of the City Council and the public. The Department Head is responsible for providing written documentation justifying the valid reason to purchase from one source or that only one source is available.

Sole source purchasing criteria include:

1. Urgency due to public safety, serious injury, financial or other unusual and compelling reasons.
2. Goods or service is available from only one source and no other good or service will satisfy the City's requirements
3. Legal services provided by an attorney
4. Lack of acceptable bids or quotes
5. An alternate product or manufacturer would not be compatible with current products resulting in additional operating or maintenance costs
6. Standardization of a specific product or manufacturer will result in a more efficient or economical operation
7. Aesthetic purposes or compatibility is an overriding consideration
8. Purchase is from another governmental body
9. Continuity achieved in a phased project
10. Supplier or service demonstrates a unique compatibility not found elsewhere Sole source purchases follow the same necessary approval process as described above under the purchasing of goods.

ATTACHED INFORMATION

1. Attachment 1 – KBMF Quote – Door Access Control System Replacement / Upgrade
2. Attachment 2 – KBMF Quote – Addition of Access Control Devices to Existing System (Approx. \$5,000 Option)
3. Attachment 3 – CJIS Physical Security Requirements Summary
4. Attachment 4 – HSGP Funding Revenue Summary



QUOTE

1440 California St STE A
 Kingsburg, CA 93631
 +1 (559) 419-9046

QUOTE#: 202601010001
 Date: 2/1/2026

To:

Expiration Date: 2/31/2026

City of Kingsburg
 1300 California St
 Kingsburg, CA 93631
 +1 (559) 897-4418
 Customer ID No. 0549

Salesperson	Job	Payment terms	Due date
Reggie Gierke	CJIS Access Controlls	Due on receipt	TBD

Qty	Description	Unit price	Line total
3	UniFi Access DoorHub	200.00	6,000.00
2	UniFi Access GateHub	299.99	599.98
13	Sentry Safety Surface Mounted Electric Strike - Door frame mount	99.99	1,299.87
28	UniFi Door Reader G3	189.99	5,319.72
1	UniFi CloudKey+	499.99	499.99
1	Cat5e/Security Cabling	2,000.00	2,000.00
10	10Pk Access Cards	39.99	399.90
60	Labor Hours	100.00	6,000.00
Subtotal			19,279.37
Sales Tax			1,192.49
Total			20,471.86

Quotation prepared by: Reggie Gierke

This is a quotation on the goods named, subject to the conditions noted below: Subject to change and cancellation due to price and product availability.

To accept this quotation, sign here and return: _____

Thank you for your business!



QUOTE

1440 California St STE A
 Kingsburg, CA 93631
 +1 (559) 419-9046

QUOTE#: 20251218001a
 Date: 12/18/2025

To:

Expiration Date: 1/31/2026

City of Kingsburg
 1300 California St
 Kingsburg, CA 93631
 +1 (559) 897-4418
 Customer ID No. 0549

Salesperson	Job	Payment terms	Due date
Reggie Gierke	CJIS Access Controlls	Due on receipt	TBD

Qty	Description	Unit price	Line total
8	Retekess T-AC03 Security Access Control Keypad	39.99	319.92
2	UHPPOTE Power Supply Box Input AC110V Output 12VDC Including Wiegand 26-40 bit Access Control Board	199.99	319.92
8	Sentry Safety Surface Mounted Electric Strike - Door frame mount	99.99	799.92
5	22-6 1000 Ft 22 AWG 6 Conductors Alarm Security Wire 22/6 22-6 Security Cable Alarm Audio Power Bulk Cable White	159.99	799.95
24	Labor Hours	100.00	2,400.00
		Subtotal	4,639.71
		Sales Tax	201.01
		Total	4,840.72

Quotation prepared by: Reggie Gierke

This is a quotation on the goods named, subject to the conditions noted below: Subject to change and cancellation due to price and product availability.

To accept this quotation, sign here and return: _____

Thank you for your business!

5.9 PHYSICAL AND ENVIRONMENTAL PROTECTION (PE)

PE-1 POLICY AND PROCEDURES³

Control:

- a. *Develop, document, and disseminate to organizational personnel with physical and environmental protection responsibilities:*
 1. *Agency-level physical and environmental protection policy that:*
 - (a) *Addresses purpose, scope, roles, responsibilities, management commitment, coordination among organizational entities, and compliance; and*
 - (b) *Is consistent with applicable laws, executive orders, directives, regulations, policies, standards, and guidelines; and*
 2. *Procedures to facilitate the implementation of the physical and environmental protection policy and the associated physical and environmental protection controls;*
- b. *Designate organizational personnel with information security responsibilities to manage the development, documentation, and dissemination of the physical and environmental protection policy and procedures; and*
- c. *Review and update the current physical and environmental protection:*
 1. *Policy annually and following any physical, environmental, or security related incidents involving CJI or systems used to process, store, or transmit CJI; and*
 2. *Procedures annually and following any physical, environmental, or security related incidents involving CJI or systems used to process, store, or transmit CJI.*

Discussion: Physical and environmental protection policy and procedures address the controls in the PE family that are implemented within systems and organizations. The risk management strategy is an important factor in establishing such policies and procedures. Policies and procedures contribute to security and privacy assurance. Therefore, it is important that security and privacy programs collaborate on the development of physical and environmental protection policy and procedures. Security and privacy program policies and procedures at the organization level are preferable, in general, and may obviate the need for mission- or system-specific policies and procedures. The policy can be included as part of the general security and privacy policy or be represented by multiple policies that reflect the complex nature of organizations. Procedures can be established for security and privacy programs, for mission or business processes, and for systems, if needed. Procedures describe how the policies or controls are implemented and can be directed at the individual or role that is the object of the procedure. Procedures can be documented in system security and privacy plans or in one or more separate documents. Events that may precipitate an update to physical and environmental protection policy and procedures include assessment or audit findings, security incidents or breaches, or changes in applicable laws, executive orders, directives, regulations, policies, standards, and guidelines. Simply restating controls does not constitute an organizational policy or procedure.

³ This requirement is sanctionable for audit beginning October 1, 2024.

Related Controls: AT-3, PS-8, SI-12.

PE-2 PHYSICAL ACCESS AUTHORIZATIONS

Control:

- a. Develop, approve, and maintain a list of individuals with authorized access to the facility where the system resides;*
- b. Issue authorization credentials for facility access;*
- c. Review the access list detailing authorized facility access by individuals annually and when personnel changes occur; and*
- d. Remove individuals from the facility access list when access is no longer required.*

Discussion: Physical access authorizations apply to employees and visitors. Individuals with permanent physical access authorization credentials are not considered visitors. Authorization credentials include ID badges, identification cards, and smart cards. Organizations determine the strength of authorization credentials needed consistent with applicable laws, executive orders, directives, regulations, policies, standards, and guidelines. Physical access authorizations may not be necessary to access certain areas within facilities that are designated as publicly accessible.

Related Controls: AT-3, AU-9, IA-4, MA-5, MP-2, PE-3, PE-4, PE-5, PE-8, PS-3, PS-4, PS-5, PS-6.

PE-3 PHYSICAL ACCESS CONTROL

Control:

- a. Enforce physical access authorizations by:
 - 1. Verifying individual access authorizations before granting access to the facility; and*
 - 2. Controlling ingress and egress to the facility using agency-implemented procedures and controls;**
- b. Maintain physical access audit logs for the physically secure location and agency-defined sensitive areas;*
- c. Control access to areas within the facility designated as non-publicly accessible by implementing physical access devices including, but not limited to keys, locks, combinations, biometric readers, placards, and/or card readers;*
- d. Escort visitors and control visitor activity in all physically secure locations;*
- e. Secure keys, combinations, and other physical access devices;*
- f. Inventory all agency-issued physical access devices annually; and*
- g. Change combinations and keys when keys are lost, combinations are compromised, or when individuals possessing the keys or combinations are transferred or terminated.*
- h. If the above conditions cannot be met refer to the requirements listed in PE-17.*

Discussion: Physical access control applies to employees and visitors. Individuals with permanent physical access authorizations are not considered visitors. Physical access controls for publicly accessible areas may include physical access control logs/records, guards, or physical access devices and barriers to prevent movement from publicly accessible areas to non-public areas.

Organizations determine the types of guards needed, including professional security staff, system users, or administrative staff. Physical access devices include keys, locks, combinations, biometric readers, and card readers. Physical access control systems comply with applicable laws, executive orders, directives, policies, regulations, standards, and guidelines. Organizations have flexibility in the types of audit logs employed. Audit logs can be procedural, automated, or some combination thereof. Physical access points can include facility access points, interior access points to systems that require supplemental access controls, or both. Components of systems may be in areas designated as publicly accessible with organizations controlling access to the components.

Related Controls: AT-3, AU-2, AU-6, AU-9, CP-10, IA-3, IA-8, MA-5, MP-2, MP-4, PE-2, PE-4, PE-5, PE-8, PS-2, PS-3, PS-6, PS-7, RA-3, SC-28, SI-4, SR-3.

PE-4 ACCESS CONTROL FOR TRANSMISSION

Control:

Control physical access to information system distribution and transmission lines and devices within organizational facilities using agency-implemented procedures and controls.

Discussion: Security controls applied to system distribution and transmission lines prevent accidental damage, disruption, and physical tampering. Such controls may also be necessary to prevent eavesdropping or modification of unencrypted transmissions. Security controls used to control physical access to system distribution and transmission lines include disconnected or locked spare jacks, locked wiring closets, protection of cabling by conduit or cable trays, and wiretapping sensors.

Related Controls: AT-3, IA-4, MP-2, MP-4, PE-2, PE-3, PE-5, PE-9, SC-7, SC-8.

PE-5 ACCESS CONTROL FOR OUTPUT DEVICES

Control:

Control physical access to output from monitors, printers, scanners, audio devices, facsimile machines, and copiers to prevent unauthorized individuals from obtaining the output.

Discussion: Controlling physical access to output devices includes placing output devices in locked rooms or other secured areas with keypad or card reader access controls and allowing access to authorized individuals only, placing output devices in locations that can be monitored by personnel, installing monitor or screen filters, and using headphones. Examples of output devices include monitors, printers, scanners, audio devices, facsimile machines, and copiers.

Related Controls: PE-2, PE-3, PE-4.

General Ledger

Detailed Trial Balance

User: jennifera
 Printed: 01/27/2026 - 4:09PM
 Period: 01 to 12, 2024
 Include: (ALL)
 Account From: 001-0000-421-0202
 Account To: 001-0000-421-0202
 Include Expense Liability Detail: True



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

Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
001	GENERAL FUND					
REVENUE						
001-0000-421-0202	HOMELAND SECURITY-POLICE	38,624.00				
9/29/2023 GL 3 124	Moving Homeland Security Grant Revenue to FY 23			0.00	28,610.00	
6/30/2024 GL 12 163	Police Homeland Security Grant FY23-24			0.00	10,014.00	
001-0000-421-0202 Totals:	Var: 0.00	38,624.00	0.00	0.00	38,624.00	-38,624.00
001-0000 REVENUE Totals:		38,624.00	0.00	0.00	38,624.00	-38,624.00
REVENUE Totals:		38,624.00	0.00	0.00	38,624.00	-38,624.00
001 Totals:		38,624.00	0.00	0.00	38,624.00	-38,624.00
Report Totals:		38,624.00	0.00	0.00	38,624.00	-38,624.00



Meeting Date: 02/18/2026
Agenda Item: 4

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Smith & City Council

REPORT FROM: Community Services Director Adam Castaneda **REVIEWED BY:** CW
AGENDA ITEM: Kingsburg TNR Program

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

Tonight, staff wishes to recognize and commend the Kingsburg Trap Neuter Release (TNR) volunteer group for their impact on improving community health and quality of life in Kingsburg. Because the City of Kingsburg does not have a designated animal control department, the Trap, Neuter, and Release (TNR) Program operates as a community partnership between dedicated volunteers and the City's Community Services Department. City staff no longer participates in physical trapping operations; however, staff provides administrative guidance, coordination, and financial support to ensure program success.

The City has established agreements with two Fresno-based veterinary clinics to fund low-cost spay and neuter surgeries for cats trapped by Kingsburg TNR volunteers. Additionally, the city dedicates annual funding to support program operations. Currently, the city has budgeted \$20,000.00 for the TNR program, split between General Fund and Economic Stabilization Fund dollars.

In 2024, the program was revitalized by April Johnson, Kim Eskew and Dovey Plain, three Kingsburg residents passionate about animal welfare and community service. Under their leadership, the newly formed Kingsburg TNR volunteer group has reestablished a structured, proactive approach to addressing feral and community cat colonies throughout the city.

Current efforts focus on colonies located in public and high-visibility areas, including business parking lots, vacant lots, apartment complexes, and, in some severe cases, residential neighborhoods experiencing severe overpopulation. Within the past year alone, Kingsburg TNR volunteers have successfully trapped more than 185 cats, significantly reducing uncontrolled breeding and improving overall community conditions.

While substantial progress has been made, feral cat population management is an ongoing process. Kingsburg TNR continues to work collaboratively with the city to identify new colonies. Residents who are aware of feral or community cat colonies, or who are interested in volunteering, are encouraged to contact the Community Services Department.

RECOMMENDED ACTION BY CITY COUNCIL

1. *Staff recommend that the City Council receive this report, recognizing the importance of the Kingsburg Trap, Neuter, and Release (TNR) Program and the significant contributions of the Kingsburg TNR volunteer group.*

POLICY ALTERNATIVE(S)

1. None

STRATEGIC INITIATIVE

1. Preserve the Kingsburg Experience

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|--------------------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>Yes</u> |
| 3. If Budgeted, Which Line? | <u>001-2800-529-5371</u> |

PRIOR ACTION/REVIEW

The Kingsburg TNR program was established in 2018 with support from the Kingsburg Community Services Commission, city staff, and a small group of volunteers. Between 2018 and 2020, more than 200 cats were captured, sterilized, and returned to their colonies. Operations slowed during the COVID-19 pandemic as volunteer capacity declined.

ATTACHED INFORMATION

1. TNR Letters of Support

Hello Adam,

My name is Yvette Mendoza, I've grown up in Kingsburg my entire life. I wanted to let you know the incredible impact that TNR does for a community like Kingsburg. I am a cat lover, I have many of my own. While my cats stay inside and are lucky to be inside; many other cats do not share the same fortune. There are irresponsible owners who are uneducated or simply neglectful, and do not spay or neuter their cats. Female cats are induced ovulators. Meaning any time there are intact male cats, they can go into heat, and quickly reproduce kittens. One female can make up to 24 kittens per year! This sadly leaves those unhomed kittens to quickly multiply from 24, to hundreds!

I work in veterinary medicine at Banfield Pet Hospital, and see many good hearted people like TNR groups who do this out of the kindness of their heart and their love of cats! When I retire, I plan to do the same! I have one black cat named Spooky who showed up as a stray kitten at my front door, who I quickly fixed because even though she isn't my cat, I know the consequences of not having a cat spayed or neutered!

I simply wanted to let you know that as a Kingsburg resident, this group is amazing and has a heart of gold! They make an incredible impact to the community by reducing the number of stray cats in our neighborhood! This helps lower the number of stray pets, and helps lower shelter numbers when they are overcrowded. Thank you for your time and please feel free to reach me at [REDACTED] if you have any questions.

Address:

[REDACTED]

Kingsburg CA 93631

Work:

[REDACTED]

Good Morning Adam,

My name is Sally Alonso, and I'm the community manager at Park Kingsburg Apartments.

The Kingsburg TNR program has been such a blessing to our community.

Park Kingsburg Apartments is a senior/disabled apartment community, and time and time again, we have found kittens on our property in boxes in our trash enclosure areas, 5-6 kittens in a box at a time, where people come and dump them off, and it became such a huge problem here, as they multiplied over and over.

We did our part and found homes for a lot of them, however the others continued to multiply.

We currently still have a few that have made their home on the roof of the building that TNR has not been able to catch.

The TNR program is valuable to our community, and our property itself has seen what a difference TNR program is set up to do.

Please keep this program available to the city of Kingsburg; we truly need TNR.

Thank you for your time and consideration, and feel free to reach out to me.

Best Regards,

Sally Alonso

Community Manager

Park Kingsburg Management

A Michaels Community

Hi there,

My name is Patty Licon and I live at Park Kingsburg.

When I moved here 8 years ago there were, oh, so, way, many cats... I counted...36, 37, 38 just in the back! Um... I stopped counting.

There were front cats and back cats. I don't really know the front cats as i tend to stay in the back.

In that first year there was a sitewide tnr effort. I was able to help a little, but I remember the massive effort other people put into trapping. Then bringing them back way early the next morning.

Some cats ran off after being spayed or neutered and then returned, but a core group stayed. That core remains here in the back today...8 years later.

The one I call Mama's, she's the mama to several of the ones who stayed, is pretty good at keeping the core group in line. Being it's such a strong core group, very few strays that wander through stick around. We do have a problem with people dumping their teen cats here, but either they wander on or they have been tnr'd and fit into the core group.

TNR definitely helps neighborhoods by cutting down on the rampant breeding.

Here at Park Kingsburg, in the back... we have a TNR success story.

We have such loving feral cats. I've seen neighbors walking with them, talking to them, loving on them... taking comfort by their presence. Even though they ARE outside feral cats. They are a healing and uplifting part of our environment here.

Please support TNR efforts around here and other areas. It truly works. The cats are healthier and more contented.

And I'd like to give a shout out to all the women, and men, who take part in TNR. They do it with love, for the cats... and for the neighborhoods. You guys are amazing!

Anyway, please support Trap and Release efforts. It's not wasted money.

Thank you for your time,

Patricia (patty) Licon

Dear Adam Castaneda,

I'm writing to share my strong support and appreciation for the Kingsburg TNR program and the positive impact it is having in our community.

In my area especially, the number of stray and community cats has felt overwhelming at times. The TNR services have made a meaningful difference not only for me personally as someone trying to help, but for the neighborhood as a whole. Having access to spay and neuter support has allowed us to take real, responsible action instead of feeling helpless.

This program is improving the overall health and safety of our local cat population by reducing the spread of disease, preventing injuries from fighting and mating behaviors, and most importantly, preventing countless unwanted litters of kittens. That benefits the animals, the residents, and local resources alike.

The effectiveness of this program is clear and we truly could not have made this kind of progress without the support and services provided through Kingsburg TNR.

Please pass along our sincere thanks to Kingsburg TNR for their continued hard work and dedication to helping our community and its cats.

Sincerely,

Jamie Goerzen



Kingsburg, Ca 93631

Good Morning Adam,

I am writing to express my strong support for the continued funding and renewal of the Trap-Neuter-Return (TNR) program serving the City of Park Kingsburg.

This program provides an essential service to our community by humanely trapping stray and feral cats, having them spayed or neutered, vaccinated, and then safely returned to their outdoor habitats when appropriate. In many cases, the program also works to place socialized cats and kittens into loving homes. These efforts play a critical role in reducing the stray cat population over time while also limiting the spread of diseases that can affect both feral and domesticated animals.

At Park Kingsburg Apartments, we have seen firsthand the positive impact of this program. Before their involvement, stray cat populations were steadily increasing, creating concerns related to animal welfare, sanitation, and potential health risks. Since partnering with the TNR program, the number of stray cats in our community has noticeably declined. The cats that remain are healthier, and nuisance behaviors associated with unaltered populations have significantly decreased.

Beyond the immediate benefits to our property, the TNR program contributes to the overall health, safety, and quality of life throughout Park Kingsburg. By addressing the issue in a humane and effective way, the program reduces the burden on animal control services and shelters, while promoting responsible, community-focused solutions.

We respectfully urge the City of Park Kingsburg to continue funding this invaluable program. Their work has been a tremendous asset to our community, and ongoing support will ensure these positive outcomes continue for years to come.

Thank you for your time and consideration.

Good morning Mr. Castaneda,

I am the assistant manager of Park Kingsburg Senior Apartments, in Kingsburg. I've been working with this community for a little over two years. During this time the volunteers with the trap, neuter and release program have become a valuable resource for our property. We house 100 seniors and disabled individuals, a lot of which are animals lovers, like ourselves.

Our stray population was once out of control. Numbering in dozens of breeding cats that live mainly on the roofs of our first story building. These poor animals are suffering with disease, starvation and injuries due to the high volume of traffic on Kern street and the local wildlife (coyotes and wild dog packs in the almond orchards across the street). On too many occasions we would witness a female cat become pregnant, have the litter on the roof and ultimately the kittens falling and dying from not only the fall but from the wild predators. I personally have rescued one such kitten and am happy to report is a happy and healthy one year old cat that was rehomed to a great family.

Quite a few cats have been caught by the ladies in the TNR program, and then returned. They also have rehomed a few of the friendlier felines. As such the population has reduced by at least half! If the program continues I expect TNR to reduce the population of sick and breeding animals even further. Not only is TNR a valuable resource to helping us, but also the citizens of Kingsburg in reducing the population of stray animals the HUMANE way. Without these volunteers and program funding I'm afraid that our stray problem will only return to the overpopulation of cats on our property and the fine streets of Kingsburg.

I appreciate your attention on the matter and wish you a wonderful Monday and subsequent week ahead.

-Kailee Vacha (Assistant Manager of Park Kingsburg Apts.)

Hello Adam,

I'm writing to you today regarding my personal experience with Kingsbrg TnR. I've been trying to catch a female cat since 2023, i was tired of seeing her pregnant multiple times a year and male cats chasing her all day long.

This cat had a litter at my house under some bushes, when her kittens were venturing out I would try to pet them and gain their confidence, so then I could trap mama cat by using them. As soon as I tried that, she took her kittens down the street and hasn't been back since.

We also have many people who do not like cats and will get "rid" of them. I have a neighbor in particular who was doing that, he claimed he was taking them to Cat House on the Kings, but I know that is not true. Since 2022 I was slowly trying spay/neuter as many cats that ended up in my front yard with my own money. Unfortunately ,if they ended up in the backyard of my neighbor they were good as gone.

In mid March of 2025 I reached out to Bella Smith, asking for help, she immediately replied back. i gave her pertinent information about where the cat stayed and provided photos. She made contact with the homeowners and provided Kingsburg TnR information. By early April she had caught a male cat, not the female, but still a win because he was one of the males chasing her.

This is why it is very important that we keep Kingsburg TnR and provide funding. There are many unaltered cats in our city, producing possibly two times a year at 4-5 kittens each time. It's a never ending cycle.

Thank you for your time

Mr. Castaneda,

I am writing in support of our local Kingsburg TNR group. I just recently received help from Bella with a stray kitten in our neighborhood. If it wasn't for her and the group this little guy would never have made it. I actually live on a street that has a cat overpopulation and know that this group totally helps this city. Bella showed up for this kitten, bringing a plastic insulated container to keep him warm in while we worked to get him better and she helped finding a rescue to take him. He is actually heading to a rescue in San Diego this weekend and this would have never happened if it wasn't for the help of Bella and this TNR group. This little guy and many others have been helped by this group. I hope the city can continue to support this group and everything they are doing for all the cats in our community.

Sincerely,

Jennifer Stellpflug

EXTERNAL SENDER – Verify identity before opening any attachments or following any links!

Dear Mr. Castaneda,

I am writing to express my strong support for the Kingsburg TnR group and the important work they do for our community. Over the last year and a half or so, these volunteers (Bella, Kim and Dovey) have helped me numerous times with trapping feral cats near my home, often at all hours of the day and night without hesitation. Their dedication goes far beyond what most people realize, and they frequently use their own time and personal funds to help cats in need.

Because of their efforts, feral cat populations are being humanely managed, suffering is reduced, and our community benefits from fewer unwanted litters and healthier colonies. Their compassion, responsiveness, and commitment have made a real difference not only for the cats, but for residents like myself who want humane solutions.

Kingsburg is fortunate to have such a dedicated, volunteer-run group, and I truly hope the city continues to support and recognize the value of their work.

Thank you for your time.

Sincerely,

Lyndi Souza



Hello,

I wanted to speak on behalf of Bella and her group. I've owned my home for over 20 years and we've always had stray cats in the neighborhood. Over the years I would spay or neuter and get shots for cats that showed up. It wasn't too expensive and by doing so, had less problems. Unfortunately, the cost now is too much for me to do alone and the problem has gotten worse.

Thanks to Kingsburg and Bella and friends I have been able to have 5 cats in the area fixed, one in active heat, that no one claims are their cats. I know of a couple of places that are exploding with cats and kittens and have discussed with TNR. The other night one cat was found hit by a car outside my home because he was too busy looking for his lady.

Please continue to support TNR in Kingsburg for the community and the animals that don't ask to be thrown out or dumped and are just looking to live a peaceful life.

Thank you

Carol Dwyer



Meeting Date: 02/18/2026
Agenda Item: 5

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Smith & City Council

REPORT FROM: Alexander J. Henderson, City Manager, ICMA-CM **REVIEWED BY:** CW

AGENDA ITEM: Micro-Grant Application Consideration – Kingsburg Athletic Foundation

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

In 2017, Council created a program (guidelines attached) that would partner the City with private residents, groups or service clubs (public/private partnership) to help finance projects that may otherwise go unfunded. The main purpose(s) of the grant program is to support the following strategic priorities:

- Beautifying a public space/park
- Support community programs/group activities
- Provide a safety benefit
- Improve overall quality of life in our community
- Promote sustainable economic development

Staff has received an application for matching funds that would be used to help purchase and replace the scoreboard at the Crandell Swim Complex. The applicant is seeking \$25,000 in matching funds; however, grant guidelines limit the funding to \$15,000.

Included in your packet is information and application documents regarding the proposal. Staff has completed the rubric and determined the project is eligible for funding. The project, as described by the applicant, is to purchase and install a LED video scoreboard, and to move the location of the scoreboard from the west side of the pool to the north side of the pool. While the Athletic Foundation is requesting the change on behalf of High School aquatics, the new scoring system will benefit all aquatics programs including Seawolves, Tule Nation Tritons (TNT), and the Kingsburg Water Polo Club. As required of the program, the applicant has also provided signatures signaling community support for the project.

Project Costs & Funding

The cost estimate provided by A-Plus Signs includes the labor to remove and dispose of the existing scoreboard and install the new scoreboard. It does not include any costs for necessary electrical costs to be installed at the new location. For this, the Athletic Foundation has received an additional quote from Silverfox Electric up to \$11,637.50.

The applicant has also received funding support from the Kingsburg Healthcare District. The KHCD has indicated to the Athletic Foundation that they will support the project in full but made a request to the applicants that they also seek financial support from the City.

Pool JPA

The ownership and responsibility for the pool is somewhat unique, as the land the pool sits on is city-owned. The responsibilities for ongoing maintenance are shared between the City and the Kingsburg Joint Union High School District, as outlined in a Joint Powers Agreement (attached).

City Use & Contribution

The applicants, at the behest of the KHCD, sought city funding for the project. Because the city does not use the existing scoreboard, and does not anticipate using the new scoreboard, we could not find a nexus for a capital expenditure contribution and directed the applicants to apply for the micro-grant program.

Because this project is being installed on City property, there will be both hard and soft costs for consideration. Staff has created an estimate that identifies anticipated staff oversight as well as expected hard costs for consultant services. Staff is recommending that any in-house staff time not be charged to the applicants, but that any consultant costs that will require payment (engineering, plan check) be included as part of the micro-grant award, should council approve. Furthermore, staff is recommending any miscellaneous costs related to the removal, relocation, installation, and maintenance of the scoreboard be borne by the applicants or included in the micro-grant award. Such expenses could include, but are not limited to, the sprinkler system, landscaping, and IT-related costs.

RECOMMENDED ACTION BY CITY COUNCIL

1. *Staff recommends approval of the micro-grant up to \$15,000 to support the purchase and installation of a new LED scoreboard, inclusive of miscellaneous costs, and any engineering and plan check fees required to complete the project and to approve a corresponding budget amendment authorizing the expenditure.*

POLICY ALTERNATIVE(S)

1. Council could choose to not approve the application request.
2. Council could choose to modify the grant request amount.

REASON FOR RECOMMENDATION/KEY METRIC

1. Financial Stability
2. Support Businesses
3. Preserve the Kingsburg Experience

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|--------------------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>No</u> |
| 3. If Budgeted, Which Line? | <u>001-1400-519-5779</u> |

PRIOR ACTION/REVIEW

City Council has funded four other projects as part of the micro-grant program:

- High School Marquee sign (2018)
- Historic walking tour project (2019)
- Smith St. Viking Ship Mural Refurbishment (2021)
- BID Downtown Waste Receptacle Replacement (2024)

BACKGROUND INFORMATION

See Executive Summary

ATTACHED INFORMATION

1. Scoring Rubric (completed by staff)
2. Application & Supporting Documents
3. City In-kind Contribution Estimates
4. Micro-Grant Program Guidelines
5. Pool Joint Powers Agreement

Scoring Rubric for Projects:

Category	Scoring Criteria	Total Points	Score
Project Eligibility and Ranking Criteria	The type of project meets eligibility requirements.	5	5
	Overall impact on the community – number of community members impacted.	15	12
	Ability of person(s), group to complete the project (previous experience or proof of contract with licensed professional).	5	4
	Timeframe for project completion. (i.e. projects that can be completed in less than 3 months will receive highest possible score).	10	10
	Overall economic impact. Promotes sustainable economic development.	5	0
	Overall impact on quality of life.	15	10
	Provides a safety benefit.	5	0
	Supports existing community program or group activity.	5	5
	Ratio of matching dollars requested compared to the overall cost of the project. 1. Private dollars match is 1:1 = 10 points 2. Private dollars match is 2:1 = 20 points 3. Private dollars match is 3:1 = 25 points	25	25
Score	Total Points	90	71

1. In order to be eligible for funding above \$15,000, project must meet more than one of the strategic initiatives and receive above 85% of the potential points (76.5). Council may choose to authorize up to a total of \$25,000 in matching funds (subject to funding availability).
2. If application is an accessory project to an already approved Kingsburg micro-grant (or pending application), project will be rated accordingly as part of the matching dollars possible points.



Kingsburg City Hall
 1401 Draper Street
 Kingsburg, CA 93631
 Phone 559-897-5821
 Fax 559-897-5568

Micro-Grant Application

Applicant Information

For Office Use Only

Permit # _____

New/Renewal _____

Name of Applicant: Scott Hodges (Board Member of KAF)

Business Name: Kingsburg Athletic Foundation (Aquatics)

Project Address: Crandell Swim Complex, 1900 18th Ave, Kingsburg, CA 93631

Phone: (559) 743-4212

Fax: NA

Applicant Signature: *Scott Hodges*

Property Owner Name (if different):

Address: 1900 18th Ave Kingsburg

Prop. Owner Approval:

Phone: (559) 743-4212

Email: shodges@kingsburghigher.com

TO BE COMPLETED BY APPLICANT		TO BE COMPLETED BY CITY STAFF		
The following items are required to process an Application.		YES	NO	N/A
<input type="checkbox"/>	City of Kingsburg Business License			
<input type="checkbox"/>	Valid Insurance Policy (naming City as additional insured)			
<input type="checkbox"/>	Improvement in City right-of-way			
<input type="checkbox"/>	Two qualified construction estimates submitted			
<input type="checkbox"/>	Project meets eligibility requirements			
<input type="checkbox"/>	Permit Fee (\$25.00 processing fee)			
<input type="checkbox"/>	Detailed Project Description Submitted (budget, construction timeline, etc.)			
<input type="checkbox"/>	Drawings and color samples provided			
<input type="checkbox"/>	Amount of reimbursement requested			\$

I will defend, indemnify and save harmless the City of Kingsburg and its officers and employees from any and all loss, liability, damages, or judgments resulting from any claims made against any of them for injury to person(s) or property by reason of, or in connection with the micro-grant program.

Applicant Signature: *Scott Baker*

Date: 5/29/25

Approved: Yes No

Staff Review: _____

Date: _____

City of Kingsburg Micro-Grant Application
Request from Kingsburg Athletic Foundation – Aquatics Boosters

Project Overview

The Kingsburg Athletic Foundation/Kingsburg Aquatics Boosters is requesting up to \$25,000 to purchase an LED video scoreboard for the Crandell Swim Complex and change the location of the scoreboard from the west side of the pool to the north side of the pool.

Why the scoreboard needs to be replaced and moved:

- The current scoreboard was purchased in 2009 and, due to the age of the device, regularly has technical problems which delay competitions. Parts of the board can be repaired, but it is getting too old to find replacement parts.
- The current scoreboard is located on the west side of the pool and the view of the board is blocked by the diving boards. Spectators sit in the bleachers on the south side of the pool for water polo games and swim meets and cannot easily view the scoreboard. Moving the scoreboard to the north side of the pool solves this problem.

While the Kingsburg Athletic Foundation is requesting this change as a representative of Kingsburg High School Aquatics, this new scoring system will benefit all aquatics programs that use the pool including Seawolves, Tule Nation Tritons (TNT), and Kingsburg Water Polo Club.

Eligibility Requirements

This scoreboard project will beautify the Crandell Swim Complex and support the local competitive swimmers and water polo players in the community.

Overall impact on the community: The new scoreboard will have a positive effect on all swimming and water polo groups that use the pool for the next 10-15 years. These groups include Kingsburg High School Swimming and Water Polo, Tule Nation Tritons (TNT) Swim Club, Kingsburg Water Polo Club, and Kingsburg Seawolves Swim Team.

Moving the scoreboard to the north side of the pool is a vital part of the project to improve the view for spectators and athletes alike.

Ability to complete the project: We will use outside contractors to install the scoreboard. We also have volunteers who are technically skilled at operating the equipment.

Timeframe for project completion: We estimate it may take as long as 15 weeks for all the equipment to arrive after we place the order. Once the equipment is in, it should take approximately one week to complete the electrical work and one week to install the scoreboard.

Overall economic impact/promotes sustainable economic development: Our competitive swim and water polo groups often host swim meets and water polo tournaments. These

City of Kingsburg Micro-Grant Application
Request from Kingsburg Athletic Foundation – Aquatics Boosters

events can bring hundreds of visitors to Kingsburg who spend money on our local products and services.

Overall impact on quality of life: Having a modern scoreboard will allow swim meets and water polo games to be run efficiently and that has a positive impact on the spectators and athletes.

Supports existing community program or group activity: There is a large swimming community in Kingsburg. The Crandell Swim Complex is one of the hardest working pools in the Central Valley. It is rare that you drive by the pool and find it empty. The TNT Swim Club uses the pool year round. Kingsburg Seawolves Swim Team uses the pool during the summer. During the school year, the Kingsburg High School aquatics teams use the pool daily and host several swim meets and water polo games.

Ratio of matching dollars requested compared to the overall cost of the project: We hope to secure the majority of funds from the Kingsburg Healthcare District. We have submitted a grant request and are awaiting their decision.

City of Kingsburg Micro-Grant Application
Request from Kingsburg Athletic Foundation – Aquatics Boosters


Detailed Project Description (budget, construction timeline, etc.)

Project Goal: Install new video scoreboard on north side of pool

1. Trench electrical and fiberoptic connections from north side of pool to lifeguard pool office and also to south side of pool where scoring table is set up at each swim meet.
2. Install scoreboard frame/posts
3. Install scoreboard
4. Install server rack and computer in lifeguard pool office
5. Remove old scoreboard and posts and bury footings underground

Budget: We have requested funding from Kingsburg Healthcare District.

Construction Timeline: Once funding is approved, equipment will be ordered and electrical work will begin. When equipment is received the demolition, construction, and installation would take approximately one week to complete.

EQUIPMENT/INSTALLATION WORK	COST	TAX	TOTAL COST
Labor to remove and dispose of existing scoreboard. Cut old posts below grade and leave footing in place. Manufacture and install new Colorado Timing System 8mm RGB full color video board with steel i-beams and concrete footing. Overall 16.62' W x 9.91' H. Includes cost of sponsor sign 	\$196,155.00	\$5,787.41	\$201,192.41
Computer system connected to scoreboard to record data. Includes a storage rack to be placed in the Lifeguard Pool Office.	\$1,500.00	\$150.00	\$1,650.00
Electrical installation	\$11,525.68	\$112.04	\$11,637.72
Engineering by City of Kingsburg	\$750.00		\$750.00
Total Expenses:			\$215,230.13
Contribution from KHS Aquatics Boosters			\$2,000.00
Contribution from City of Kingsburg			\$750.00
OPTION A - Total Grant Request Amount for Scoreboard			\$212,480.13

Project Construction Plan:

1. Trench electrical and fiberoptic connections from the north side of pool to lifeguard pool office and to south side of pool where scoring table is set up at each swim meet.
2. Install scoreboard frame/posts
3. Install scoreboard
4. Install server rack and computer in lifeguard pool office
5. Remove old scoreboard and posts and bury footings underground

Construction Timeline: Once funding is approved, equipment will be ordered and electrical work will begin. When equipment is received the demolition, construction, and installation would take approximately one week to complete. We estimate the entire project from ordering to installation will be approximately 5 months.

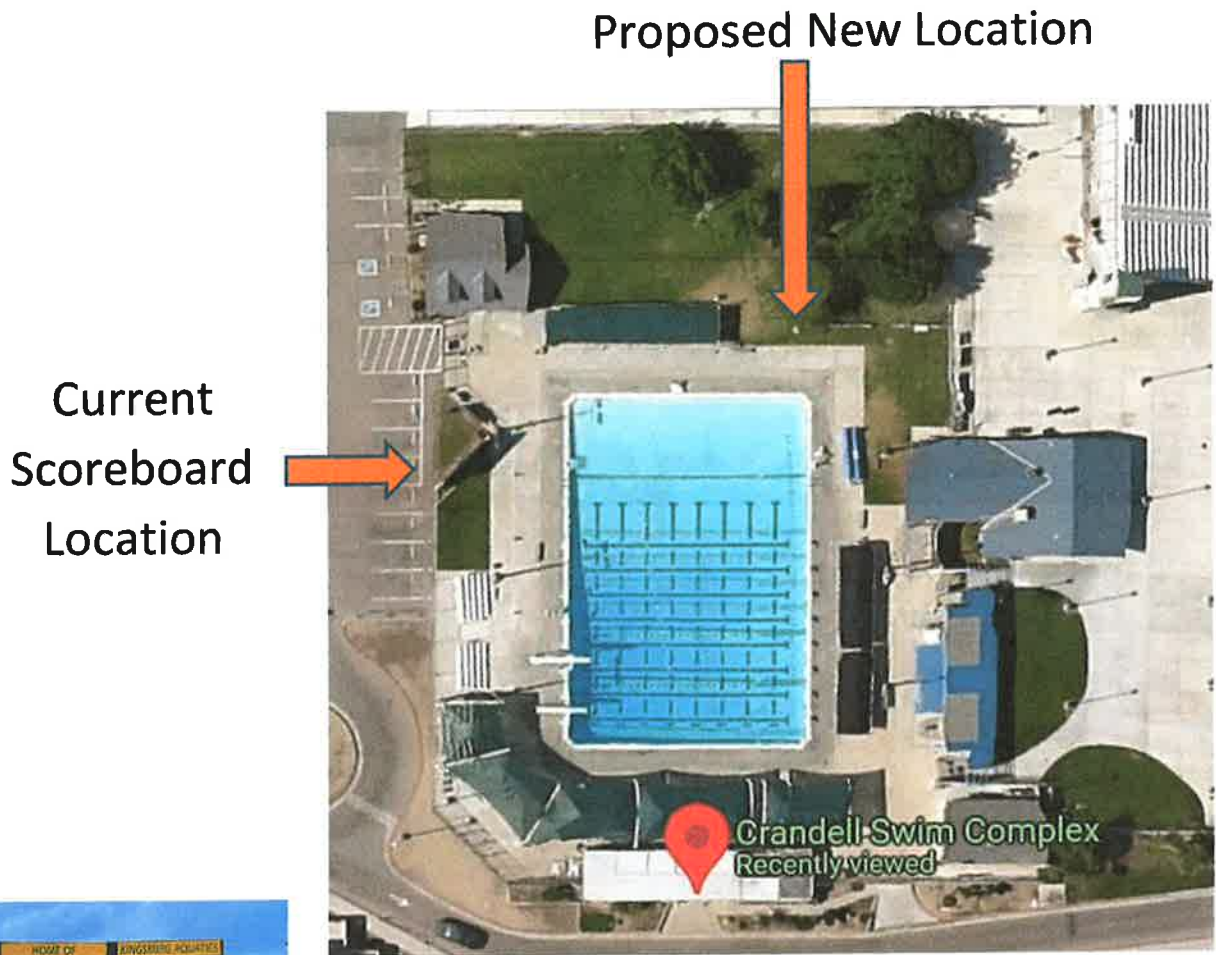
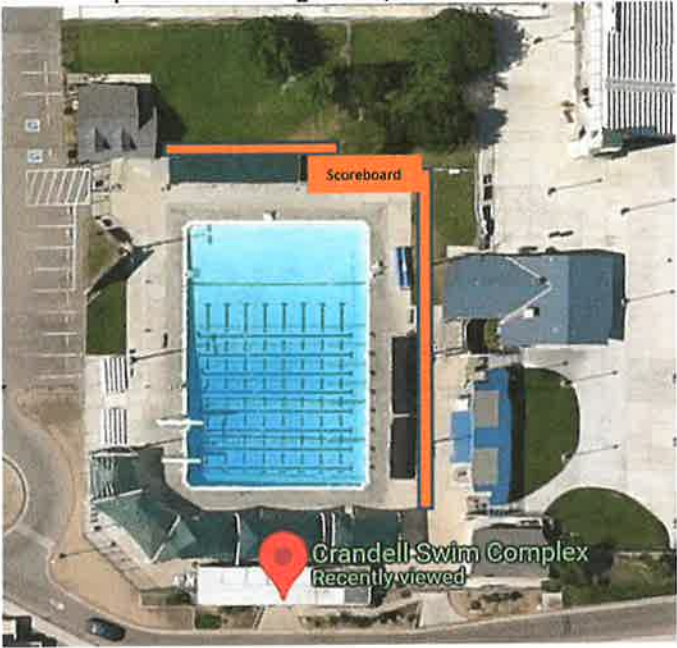


Photo of existing scoreboard installed in 2009.

Trenching/Electrical Work: Estimate from Silverfox Electric
(orange lines show trenching work from scoreboard to lifeguard office and from scoreboard to audio and competition scoring table)



A-Plus Sign company rendering of video scoreboard.



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The current view of the scoreboard is obstructed by the diving board.

View of the current scoreboard from the south bleachers:



City of Kingsburg Micro-Grant Application
Request from Kingsburg Athletic Foundation – Aquatics Boosters

Location of proposed scoreboard in red square:



77-0554955

A-Plus Signs
 4270 N Brawley Ave
 Fresno, CA, 93722- USA
 Phone: (559)-275-0700 Fax: (559)-275-7482



A-PLUS SIGNS

Quote Submitted To:

KINGSBU010
 Catherine Hambleton
 Kingsburg High School Aquatics Boosters
 1900 18th Ave
 Kingsburg, CA USA

Phone: (559) 909-5173 Ext.
 Fax:
 Email

Job Name and Location

Kingsburg High School Aquatics Boosters
 1900 18th Ave
 Kingsburg, CA USA

Quotation Number	Quote Date	Payment Terms	Contact	Page
035344	4/25/2025	C.O.D.	JF	Page 1 of 2

Quantity	Description	Unit Price	Extended Price
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1	Labor to remove and dispose of existing scoreboard. Cut post below grade and leave footing in place. Manufacture and install new CTS 8mm RGB full color video board with steel i-beams and concrete footing and non-illuminated sponsor panel. Overall size of digital board to be 16.62' W x 9.91' H. Sponsor panel to be 16.62' W x 2' H. Overall height to be 20' 6". ***Sign to connect to existing customer supplied 120v power at sign location.	\$195,405.00	\$195,405.00
1	City Required Engineering to be billed at cost. To be added to invoice upon completion of engineering.	\$750.00	\$750.00
1	It is the responsibility of the client to make sure electrical power matching specific needs of the signage is brought to sign location before installation. A-Plus Signs can attempt to connect to an existing power source if it is at install site of sign location. If the existing power source is not adequate or accessible, client will be responsible for contracting with a licensed electrician and any associated costs.	\$0.00	\$0.00
1	Exclusions: Prevailing wage rates. DSA submittal. Providing electrical connection or data communication lines. Repairs for damaged underground obstructions. Repairs for damaged landscaping or irrigation.	\$0.00	\$0.00
1	City of Kingsburg sign permit fee to be billed at cost (if needed).	\$0.00	\$0.00
1	Staff time for permit procurement to be billed at rate of \$95.00 per hour.	\$0.00	\$0.00

Quotation Number
035344

Quote Date
4/25/2025

Payment Terms
C.O.D.

Contact
JF

Page
Page 2 of 2

Quantity	Description	Unit Price	Extended Price
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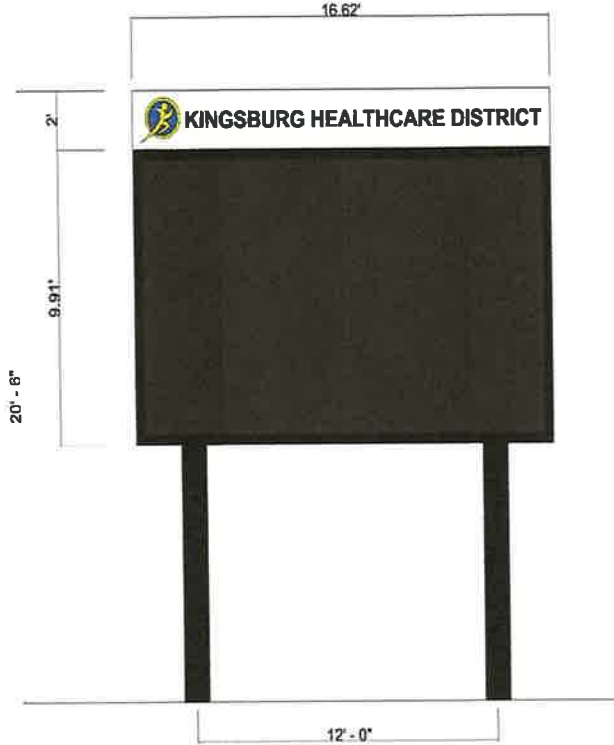
Prices valid for 30 days, BASED ON REASONABLE ACCESS. Street Closure and traffic control are not included. Price is subject to a complete survey.
Standard installation during normal working hours of 8:00 am to 5:00 pm, Monday through Friday.
Does not include additional costs incurred due to unforeseen obstructions or soil conditions, or permits and engineering.
50% deposit required. 40% due upon completion of fabrication. 10% balance at time of install. A-Plus Signs retains the right of ownership of said signage until balance is paid in full. 1 year warranty. (See warranty for full warranty details).
Price does not include any special inspections that may be required, including any required engineering.
Production lead time begins when final art is approved, and city permit has been procured. Please allow 10-12 weeks depending upon product availability.
It is the responsibility of client to make sure electrical power matching specific needs of the signage be brought to sign location.
Prices stated are the cash discount price which is offered for all customers who opt to pay with cash, check or money order. Credit card sales for purchases over \$5,000.00 are billed at a standard rate which is 3.5% above the stated price for payments made via Visa card, MasterCard or Discover card. Customers choosing to pay with an American Express will be subject to a 4% increase.

Taxable:	\$195,405.00
NonTaxable:	\$750.00
SalesTax:	\$5,787.41
Freight:	\$0.00
Misc:	\$0.00
Total:	\$201,942.41

Thank You

For: Kingsburg High School Aquatics Boosters

Signature _____ **Date:** _____



Proposed



Existing Scoreboard to be removed

Client Information

Contact
 Company Kingsburg High School
 Address

Phone
 Fax
 email

Site Address
 Crandell Swim Complex
 1900 18th Ave
 Kingsburg, CA 93631

Description

Remove and dispose of existing scoreboard. Cut posts below grade and leave footings in place. Manufacture and install new Full color video board with steel I-beams and concrete footings Sign to connect to existing customer supplied 120V power at sign location.

Materials

Steel I-Beams
 Colorado Timing System LED display
 Concrete footings



★  Matthews Satin Black

★ If specific colors have not been provided, colors will be matched to the closest equivalents. By signing you confirm that you have reviewed and agree to the color calcs.

Each sign must have:
 - A dedicated branch circuit
 - Three wires: Line, Ground and Neutral
 - Wire Size: Min 12 GA THHN Copper Wire
 Note: This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.
 The location of the disconnect switch after installation shall comply with Article 600.4(A)(1) of the National Electrical Code.
 - Power to the sign must be done by a licensed contractor or licensed electrician

ATTENTION: Before signing please review in detail all notes on this drawing, including but not limited to spelling, colors, and placement. By signing you confirm that you have reviewed and agree to all specifications shown in this drawing.

X PLEASE SIGN HERE
 approved _____ date _____

As Is Without Change  
 With Changes Noted

 **A-PLUS SIGNS**
 4270 N. Brawley Ave.
 Fresno, CA 93722
 Ph: (559) 275-0700
 Fax: (559) 275-7482
 design@a-plus signs.com

Aquatics Scoreboard
 Kingsburg High School

Drawn by JTA Date 4/4/25
 Scale NTS


This drawing is issued for contract only. Due to construction conditions, sizes and/or layout are subject to change. This signed drawing is the exclusive property of A-Plus Signs, and may not be reproduced, displayed or distributed without express written consent.

File name: Aquatics Scoreboard 3B
 Location: \\KINGSBURG HIGH SCHOOL\AQUATICS

Rep
 JF

Equipment for server rack and computer in lifeguard pool office

BEST BUY Menu What can we help you find today? SHOP 1 monitor Cart



HP - OmniDesk Desktop - AMD Ryzen 7 - 16GB DDR5 Memory - 1TB SSD - Gray Wood

Model: 8010002 - 16GB Memory

~~\$799.99~~ **\$400.00**

\$959.99 **\$53.34/mo.**

Special Offers On related products

Trade In and save


Check your trade-in value

Got a tricky question? Connect with us on social.

Brand: AMD Ryzen 7000

Mount-It! Monitor and Keyboard Wall Mount with CPU Holder, Height Adjustable Standing VESA Keyboard Tray, 25 Inch Wide Platform with Mouse Pad (MI-7919)

Includes: MOUNT BOARD WALL MOUNT KEYBOARD WALL MOUNT MOUSE PAD



\$84.99

FREE Returns

With Amazon Business, you would have saved \$120.25 in the last year. Create a free account and save up to 15% today. Apply now and get a \$10 Amazon Gift Card upon approval of the Prime Store Card, or see if you pre-qualify with no impact to your credit history here. May be available at a lower price from other sellers, potentially without free Prime shipping.

Brand: Mount-It!

Buy new: **\$84.99**

FREE delivery Tomorrow, April 11. Order within 1 hr 54 mins.

Quantity: 1

Add to Cart

Amazon Basics 24-Inch IPS Monitor 75 Hz Powered with AOC Technology FHD 1080P HDMI, Display Port and VGA Input VESA Compatible Built-in Speakers for Office and Home, Black

View the Amazon Basics Store



\$104.99

FREE Returns

With Amazon Business, you would have saved \$120.25 in the last year. Create a free account and save up to 15% today. Apply now and get a \$10 Amazon Gift Card upon approval of the Prime Store Card, or see if you pre-qualify with no impact to your credit history here. May be available at a lower price from other sellers, potentially without free Prime shipping.

Brand: Amazon Basics

Buy new: **\$104.99**

FREE delivery Tomorrow, April 20. Order within 1 hr 11 mins.

Quantity: 1

Add to Cart

StarTech.com 4-Post 9U Wall Mount Network Cabinet w/ 1U Shelf, 19" Wall-Mounted Server Rack for IT / Data Computer Equipment

View the StarTech.com Store



\$289.99

FREE Returns

With Amazon Business, you would have saved \$120.25 in the last year. Create a free account and save up to 15% today. Apply now and get a \$10 Amazon Gift Card upon approval of the Prime Store Card, or see if you pre-qualify with no impact to your credit history here.

Brand: StarTech.com

Buy new: **\$289.99**

FREE delivery May 7 - 21 for Prime members. Deliver to Catherine | Longhemp 91631.

Quantity: 1

Add to Cart

Silverfox Electric, Inc.

PO Box 644
 Kingsburg, CA 93631
 •15599031000
 office@silverfoxelectric.com



Estimate

ADDRESS
 Kingsburg Athletic foundation-Aquatics
 1900 18th Ave
 Kingsburg, Ca 93631
 United States

ESTIMATE 1891
 DATE 04/24/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		* Estimate to Saw cut concrete and remove concrete. Haul off and dispose of concrete. Trench from Control box location to new Score board location. Also trench from Score board location to building at the entrance. Run conduit through out trench. Re pour concrete to local standards with re bar and 6" thick minimum.			
	1 1/4" PVC CONDUIT SCH 40	1 1/4" PVC CONDUIT SCH 40	30	13.15	394.50T
	2" PVC CONDUIT SCH 40	2" SCHEDULE 40 PVC 10' STICK	18	29.32	527.76T
	1" PVC CONDUIT SCH 40	1" PVC CONDUIT SCH 40 PER 10'	12	10.04	120.48T
	1 1/4" PVC 90 DEGREE ELBOW	1 1/4" PVC 90 DEGREE ELBOW BELLED END	6	3.51	21.06T
	1" PVC 90 DEGREE ELBOW	1" PVC 90 DEGREE ELBOW BELL END	4	2.36	9.44T
	PVC GLUE 1QT	PVC GLUE 1 QT	1	15.07	15.07T
	N9 CONC LID	N9 CONCRETE LID	1	46.86	46.86T
	N9 CHRISTY BOX	N9 CHRISTY BOX CONCRETE	1	60.51	60.51T
	#12 THHN WIRE	#12 THHN PER FT	500	0.50	250.00T
	LABOR	Concrete Work	1	5,480.00	5,480.00
	LABOR	LABOR	1	4,600.00	4,600.00

Thank you for your Business! Checks can be mailed to PO Box 644, Kingsburg, CA 93631. If you would like to pay by credit card there will be a 4% processing fee added to the invoice. call (559)903-1000.
 * Estimate valid for 48 hours

SUBTOTAL 11,525.68
 TAX 112.04

Note: This estimate is to complete the work stated above, based upon our initial inspection. If prices change or additional parts and labor are required, we will inform you as we begin our work on the job.

TOTAL \$11,637.72



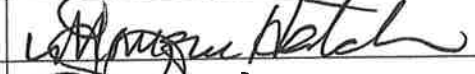


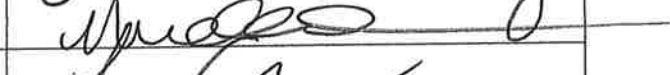

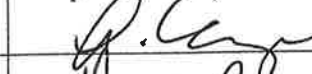




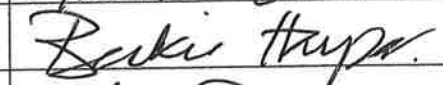
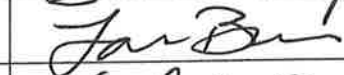

Accepted By

Accepted Date

City of Kingsburg Micro-Grant Application
Request from Kingsburg Athletic Foundation – Aquatics Boosters

Community Support




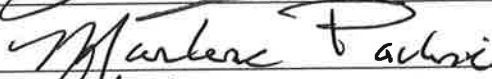

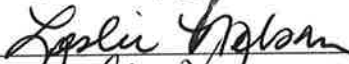


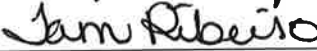
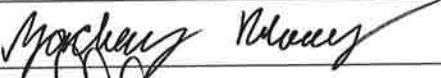



We support the project to install a new scoreboard at Crandell Swim Complex:

	Print Name	Signature
1.	JULIE HUCKABAY	
2.	Jamie Visser	
3.	Monique Hatcher	
4.	Erin Pasillas	
5.	Annie Abernathy	
6.	Melissa Olsen	
7.	Loni Laursco	
8.	Amanda Erao	
9.	Amy Peterson	
10.	Yvonne Bueckel	
11.	Celia Garza	
12.	Hector Garza	
13.	Beckie Harper	
14.	Lany Buerdie	
15.	Calib Buerdie	

City of Kingsburg Micro-Grant Application
Request from Kingsburg Athletic Foundation – Aquatics Boosters

Community Support

We support the project to install a new scoreboard at Crandell Swim Complex:

	Print Name	Signature
1.	PAUL CARRASCO	
2.	Linda Simmons	
3.	Brian Simmons	
4.	Marlene Parolina	
5.	Amanda Hofer	
6.	Leslie Nelson	
7.	Janelle Perez Hughes	
8.	Morgan Coddington	
9.	Tami Ribeiro	
10.	Zackery Ribeiro	
11.	Kristal Alvarez	
12.	Catherine Hambleton	
13.	TRAVIS HAMBLETIN	
14.		
15.		

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
KINGSBURG ATHLETIC FOUNDATION

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Other (see Instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
3796 AVENUE 408

6 City, state, and ZIP code
KINGSBURG, CA 93631

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

			-			-				
--	--	--	---	--	--	---	--	--	--	--

OR

Employer identification number

6	1	-	1	7	8	1	8	0	5
---	---	---	---	---	---	---	---	---	---

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶ *Polly Brand, Treasurer*

Date ▶ *4-26-2023*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 26 2016

KINGSBURG ATHLETIC FOUNDATION
3796 AVENUE 408
KINGSBURG, CA 93631-9620

Employer Identification Number:
61-1781805
DLN:
26053604002946
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
February 4, 2016
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

KINGSBURG ATHLETIC FOUNDATION

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Cooper', with a stylized flourish at the end.

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

City of Kingsburg



1900 18th Avenue
 Kingsburg CA 93631
 P: 559-897-0305

In-Kind

Project: Crandell Scoreboard
Date: 2/13/2026

Bill to: Kingsburg Aquatics
Address: 1900 18th Avenue
 Kingsburg CA 93631

Column1	Department	InKind Hours	Unit price	Discount	Price
Preparation Phase	Public Works (x2)	4	\$100.00		\$400.00
	Community Services	4	\$77.15		\$308.60
	Building/Planning	2	\$100.00		\$200.00
Installation Phase	Public Works (x2)	4	\$100.00		\$400.00
	Community Services	4	\$77.15		\$308.60
	Building/Planning	2	\$100.00		\$200.00
Fees	Building Permit/Plan Check		\$2,500.00		\$2,500.00
					\$0.00
				Invoice Subtotal	\$4,317.20
				Tax Rate	0.00%
				Sales Tax	\$0.00
				Deposit Received	\$0.00
				TOTAL	\$4,317.20

2017-18

Kingsburg Micro-Grant Program

VISIT
ONE OF
THE **5** U.S.
TOP FINALISTS
FOR SEASON TWO
OF THE SMALL
BUSINESS
REVOLUTION
**COME
SEE WHY**



City of
KINGSBURG

Kingsburg Micro-Grant Program

The City of Kingsburg (“**City**”) has adopted a micro-grant program intended to provide funding for the support of a myriad of improvement activities in our community. While all projects will be considered, the main purpose of the grant is to support the following strategic priorities:

- Beautifying a public space/park
- Support community programs/group activities
- Provide a safety benefit
- Improve overall quality of life in our community
- Promote sustainable economic development

The Program provides for reimbursement (“**Reimbursement**”) to an approved applicant of the costs actually paid with a Reimbursement range up to \$15,000.

ALL PROJECT ACTIVITIES MUST BE APPROVED PRIOR TO WORK COMMENCING.

PROGRAM ELIGIBILITY:

The following Program requirements must be satisfied:

1. Individual grant awards are up to \$15,000. Based upon applications that are deemed exemplary, meet more than one of the strategic initiatives and receive above 85% of the potential points, Council may choose to authorize up to a total of \$25,000 in matching funds (subject to funding availability).
2. Applications will only be accepted from a private Kingsburg resident(s), group, or established Kingsburg service club.
3. All requests must be submitted prior to any work taking place. Any work taking place prior to approval will not be eligible for reimbursement.
4. Applicants must provide matching funds and must show proof of ability to provide funding.
5. While not ineligible, applications filed by different parties relating to the same overall “project” (accessory project(s) to an existing grant application or recipient) will be commensurately considered during the rating and ranking process.
6. Applicant may be required to provide additional information in the form of a presentation.
7. Depending upon the project, applicants may be required to provide additional budget quotes.
8. Grant funds cannot pay for personal property, charitable donations, alcohol, faith-based

activities (faith groups can apply if the project meets a community need), operational costs, items that will be donated/raffled/auctioned, or political campaigning.

9. All improvements are subject to review and approval as required by all applicable federal, state and local laws, rules, regulations and ordinances.
10. It is the responsibility of the applicant to ensure that any activity or program that is funded is in compliance with all applicable zoning, health, building or other codes and regulations.
11. The City reserves the right to award Reimbursement it deems to be in the best interest of the Program. The City reserves the right to withhold Reimbursement until all conditions precedent to Reimbursement have been satisfied.
12. All Reimbursement is subject to available funding. Annual City funding will be limited. Application does not guarantee Reimbursement funding.

Ineligible Improvements:

1. The Reimbursement is not available for retroactive applications for previously completed improvements.
2. Labor costs paid to the owner/applicant or to relatives or affiliates of the owner/applicant unless otherwise approved.
3. Site plan and building permit fees.
4. Financing or loan fees.
5. Consultant fees including architectural, engineering, appraisal, attorney, design or decorator fees (unless otherwise approved).
6. Items taxed as personal property.

REQUIREMENTS OF APPLICATIONS:

1. Applications for the project can be picked up at City Hall or found online. Applicants are encouraged schedule a time to meet with City staff to discuss their proposal and verify their application meets all necessary requirements.
2. Community support. Please provide at least 15 signatures from Kingsburg residents that show support for the proposed project.
3. Quotes or bids for the total project. Staff may request a project activity timeline as well as samples/visual examples of the proposed project.

PROCESSING OF APPLICATIONS:

1. Applications must be filed with the City clerk on or before four o'clock p.m. on November 1 of each calendar year. If November 1 falls on a Saturday, Sunday or holiday when the city offices are closed, the time for filing applications shall be extended to four o'clock p.m. on the next business day.

The applications shall be rated and ranked in accordance with the rating and ranking criteria identified in the attached scoring rubric. The applicant must complete the Program application and submit a completed application and all required attachments to the City.

The proposals identified in the applications shall be rated and ranked in accordance with the rating and ranking criteria identified in the attached scoring rubric by staff during the month of November and staff shall make its recommendations for projects to the full City Council at a meeting in December.

2. If not all available funds are exhausted during the first round, then the city council may authorize staff to open up a second round of application acceptance. If authorized, the application process shall be the same as for the first round, except that all applications must be received by the City Clerk by four o'clock p.m. on February 1st. If February 1st falls on a Saturday, Sunday or holiday when the city offices are closed, the time for filing applications shall be extended to four o'clock p.m. on the next business day. All other processes and timelines shall follow concurrently as stated above.

PROCESSING OF REIMBURSEMENT APPLICATION:

1. The Reimbursement application must be completed by a sponsor applicant who will serve as the project lead. Applications and reimbursement requests should be submitted to City Hall where it will be reviewed for accuracy and compliance.
2. The applicant must submit a detailed site plan illustrating proposed improvements.
3. In addition to the site plan, a detailed project budget identifying all project costs, including estimates from qualified and licensed contractors will be submitted by the applicant.
4. The application along with all items identified in paragraphs 2 and 3 of this section (collectively "**Documents**") are reviewed by the City to verify the project meets all eligibility requirements and Program objectives.
5. If the application and all Documents meet all eligibility requirements and program objectives, the applicant will be notified that its project has been accepted for consideration. The project will then be considered by the City Council for final approval.
6. If approved, the project may commence upon written notification from the City. If the application or Documents do not satisfy eligibility requirements and Program objectives, they will be returned to the applicant with a request for modifications.

POST-APPROVAL PROCEDURES FOR REIMBURSEMENT:

The City Manager or his/her designee, prior to any construction or installation, must approve every change order in a form acceptable to the City. All approved change orders shall be attached to the original site plan in the form of a dated addendum.

1. City staff may conduct periodic inspections of the Project to ensure compliance with the Documents.
2. Project completion must occur within sixty (60) days after the date of approval and issuance of all required permits and approvals for construction of the project. The City, in its discretion, may grant a single extension of time to complete the project upon written request of the applicant, which request will identify, with specificity, the reasons for the requested extension.
3. Reimbursement will be paid to the applicant upon completion of the close of the project upon receipt of proof of payment of all costs and expenses of the project and receipt of unconditional waivers and releases by the general contractor and all subcontractors and materialmen providing labor, work or materials to the Project. Reimbursements will not be made if any Program requirements remain unsatisfied.

RIGHTS RESERVED:

The City of Kingsburg reserves the right to reject any and all applications. The Program guidelines and requirements identified herein are subject to revision or amendment by the City at any time. The City may discontinue this Program at any time.

Scoring Rubric for Projects:

Category	Scoring Criteria	Total Points	Score
Project Eligibility and Ranking Criteria	The type of project meets eligibility requirements.	5	
	Overall impact on the community – number of community members impacted.	15	
	Ability of person(s), group to complete the project (previous experience or proof of contract with licensed professional).	5	
	Timeframe for project completion. (i.e. projects that can be completed in less than 3 months will receive highest possible score).	10	
	Overall economic impact. Promotes sustainable economic development.	5	
	Overall impact on quality of life.	15	
	Provides a safety benefit.	5	
	Supports existing community program or group activity.	5	
	Ratio of matching dollars requested compared to the overall cost of the project. 1. Private dollars match is 1:1 = 10 points 2. Private dollars match is 2:1 = 20 points 3. Private dollars match is 3:1 = 25 points	25	
Score	Total Points	90	

1. In order to be eligible for funding above \$15,000, project must meet more than one of the strategic initiatives and receive above 85% of the potential points (76.5). Council may choose to authorize up to a total of \$25,000 in matching funds (subject to funding availability).
2. If application is an accessory project to an already approved Kingsburg micro-grant (or pending application), project will be rated accordingly as part of the matching dollars possible points.



Kingsburg City Hall
 1401 Draper Street
 Kingsburg, CA 93631
 Phone 559-897-5821
 Fax 559-897-5568

Micro-Grant Application

Applicant Information	For Office Use Only Permit # _____ New/Renewal _____
------------------------------	---

Name of Applicant:	
Business Name:	
Project Address:	
Phone:	Fax:
Applicant Signature:	
Property Owner Name (if different):	
Address:	Prop. Owner Approval:
Phone:	Email:

TO BE COMPLETED BY APPLICANT The following items are required to process an Application.	TO BE COMPLETED BY CITY STAFF		
	YES	NO	N/A
<input type="checkbox"/> City of Kingsburg Business License			
<input type="checkbox"/> Valid Insurance Policy (naming City as additional insured)			
<input type="checkbox"/> Improvement in City right-of-way			
<input type="checkbox"/> Two qualified construction estimates submitted			
<input type="checkbox"/> Project meets eligibility requirements			
<input type="checkbox"/> Permit Fee (\$25.00 processing fee)			
<input type="checkbox"/> Detailed Project Description Submitted (budget, construction timeline, etc.)			
<input type="checkbox"/> Drawings and color samples provided			
<input type="checkbox"/> Amount of reimbursement requested	\$		

I will defend, indemnify and save harmless the City of Kingsburg and its officers and employees from any and all loss, liability, damages, or judgments resulting from any claims made against any of them for injury to person(s) or property by reason of, or in connection with the micro-grant program.

Applicant Signature: _____

Date: _____

Approved: Yes No

Staff Review: _____

Date: _____

**FIRST AMENDMENT TO AMENDED AND RESTATED JOINT POWERS AGREEMENT
BETWEEN KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT AND THE CITY OF
KINGSBURG RELATED TO THE JOINT USE OF THE CRANDELL SWIM COMPLEX**

THIS FIRST AMENDMENT TO AMENDED AND RESTATED JOINT POWERS AGREEMENT BETWEEN KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT AND THE CITY OF KINGSBURG RELATED TO THE JOINT USE OF THE CRANDELL SWIM COMPLEX ("**First Amendment**") is made and entered into this 19th day of February, 2013, by and between the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT ("**High School District**") and the CITY OF KINGSBURG, a Charter City and municipal corporation ("**City**").

RECITALS

A. In accordance with the provisions of California Education Code Sections 10900-10916 and California Government Code Sections 6500-6515, on or about May 19, 2008, the High School District and the City entered into that certain Amended and Restated Joint Powers Agreement Between Kingsburg Joint Union High School District and the City of Kingsburg Related To The Joint Use of the Crandell Swim Complex ("**Amended and Restated Agreement**")

B. The High School District and the City desire to amend the Amended and Restated Agreement in accordance with the provisions of this First Amendment.

NOW, THEREFORE, in consideration of the mutual covenants set forth in this First Amendment and set forth in the Amended and Restated Agreement and for other good and valuable consideration, the Amended and Restated Agreement is hereby amended as follows:

1. Amendment to Amended and Restated Agreement. The Amended and Restated Agreement is hereby amended as follows:

(a) Section 7 of the Amended and Restated Agreement is amended in its entirety to read as follows:

"7. Maintenance Employee.

Because the Pool Maintenance Employee will maintain the Pool on a continuous basis each year during the term of this Agreement, the High School District shall reimburse the City fifty percent (50%) of the cost of the Pool Maintenance Employee's salary, employee benefits and training. Such reimbursement shall be paid by the High School District to the City within thirty (30) days after the date of the City's invoice to the High School District.

(b) Section 8 of the Amended and Restated Agreement ("Operational Costs") is hereby amended as follows:

(1) The first full sentence of Section 8 is hereby amended in its entirety to read as follows:

"During the time period June 1 through July 31 of each year during the term of this Agreement, all operational costs of the Pool will be the sole responsibility of the City."

(2) The third full sentence of Section 8 of is amended in its entirety as follows:

"During the time period from August 1 to May 31 of each year, operational costs shall be shared equally by the City and the High School District."

(c) Section 10 of the Amended and Restated Agreement is amended in its entirety to read as follows:

"10. Income.

All income generated by fees or other charges imposed on Pool users shall be received and owned by the City and shall be used to pay the City's share of operation costs of the Pool as identified in Section 8 of this Agreement."

2. Other Terms and Conditions of the Amended and Restated Agreement. Except as otherwise amended as set forth in this First Amendment, the other terms and conditions of the Amended and Restated Agreement shall remain in full force and effect without amendment.

3. Governing Law. This First Amendment shall be construed and enforced in accordance with the laws of the State of California.

4. Sole and Only Agreement. This First Amendment supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the matters set forth herein and contains all of the covenants and agreements between the parties regarding said matters. Each party to this First Amendment acknowledges that no representations, inducements, promises or agreements, orally or in writing, have been made by any party or anyone acting on behalf of any party which are not embodied in this First Amendment and no other agreement, statement or promises shall be valid or binding.

5. Attorney Fees. If an action at law or in equity is necessary to enforce or interpret the terms of this First Amendment, the prevailing party shall be entitled to reasonable attorneys' fees, costs and necessary disbursements in addition to any other reasonable relief to which it may be entitled. With respect to any suit, action or proceeding arising out of or related to this First Amendment, or the documentation related hereto, the

parties hereby submit to the jurisdiction and venue of the Superior Court in the County of Fresno, State of California for any proceeding arising hereunder.

IN WITNESS WHEREOF, the parties have executed this First Amendment on the date first set forth above.

City of Kingsburg
a Charter City and municipal corporation

Kingsburg Joint Union High School District

By: 

Donald F. Pauley
City Manager

By: 

Randy R. Morris
District Superintendent

**AMENDED AND RESTATED JOINT POWERS AGREEMENT
BETWEEN KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
AND THE CITY OF KINGSBURG RELATED TO THE JOINT
USE OF THE CRANDELL SWIM COMPLEX**

THIS AMENDED AND RESTATED JOINT POWERS AGREEMENT ("Agreement") made and entered into this 19~~th~~ day of May, 2008, by and between the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT ("High School District") and the CITY OF KINGSBURG, a Charter City and municipal corporation ("City").

RECITALS

A. WHEREAS, the parties have heretofore entered into a Joint Powers Agreement on the 7th day of June, 1990 and an Amended Joint Powers Agreement on the ____ day of _____, 1993 (collectively "Original JPA"), under Education Code sections 10900-10916 which authorizes cities, counties and public school districts to organize, promote and conduct such programs of community recreation as will contribute to the attainment of general educational and recreational objectives for children and adults of the State.

B. City has constructed and owns a swimming pool on the campus of the High School District which is operational under the ownership of the City (the Crandell Swim Complex, or the Pool).

C. It is the mutual desire of the City and the High School District to promote community recreation and education through the use of the Crandell Swim Complex.

D. The City and the High School District desire to cooperate with each other to carry out the purposes of community recreation, and to that end, entered into the Original JPA and desire to do any and all things necessary to carry out their joint purposes.

E. Sections 6500-6515 of the Government Code of the State of California authorizes public agencies, through their governing bodies, to exercise any power common to the respective agencies.

F. WHEREAS, the parties now desire to amend, restate, terminate and supersede the Original JPA.

NOW, THEREFORE, in consideration of the mutual covenants set forth in this Agreement, the Original JPA is amended, restated, terminated and superseded as follows:

1. Pool Management Committee.

The governing body of each party shall appoint their Chief Administrative Officer or his/her designee as its representative and they shall constitute the Pool Management Committee ("Committee"). The Committee shall have general responsibility for all aspects of the operation

of the pool subject to the limitations contained in this Agreement. All decisions of the Committee shall be made by consensus. However, in the absence of consensus, the decision of the representative of the City shall control. The Committee shall, prior to June 1 of each year during the term of this Agreement, report to the City Council of the City and the Board of the High School District, regarding the following functions:

1.01. Coordination of Pool Use. The Committee shall establish procedures for the scheduling and coordination of pool use based upon the recommendations from the City Community Services Coordinator.

1.02. Fees. The Committee shall establish fees which will be charged to individuals, groups and other organizations using the pool based upon recommendations from the City Finance Director and Community Services Coordinator.

1.03. Budget. The Committee shall establish an annual budget for each fiscal year (July 1 - June 30) based upon recommendations from the City Finance Director and Community Services Coordinator.

1.04. Meetings. The Committee shall have regular quarterly meetings on the last Thursday of the quarter with the City Community Services Coordinator giving notice of the meetings. Meetings shall be noticed and held in accordance with the provisions of the Ralph M. Brown Act as amended from time to time. The City Community Services Coordinator may schedule additional meetings of the Committee as determined needed by the City Community Services Coordinator.

2. No Creation of Separate Authority.

This Agreement shall neither create nor shall it be construed as creating a public entity separate and apart from the parties.

3. City Authority.

The City shall have the ultimate authority, power and responsibility to lawfully administer, operate and maintain the pool. All decisions of the Committee shall be advisory only and shall be subject to review and approval by the City Council for the City, whose decision shall be final.

4. Records, Funds and Accounts.

All records, funds and other accounts necessary for the performance of this Agreement shall be owned and maintained by the City. Each member of the Committee shall be entitled to access to all such records.

5. Employees.

The Committee shall be entitled to serve on any interview panel established by the City for the hiring of a maintenance employee ("Pool Maintenance Employee") and any other employees deemed necessary by the City for the operation and maintenance of the Pool. Any persons hired by the City shall be employees of the City and not employees of the High School District. Except as specifically set forth in this Agreement, all salary, fringe benefits and other incidents of the employment related to any persons hired by the City, shall be the responsibility of the City.

6. General Powers and Obligations.

Neither individual members of the Committee nor the Committee as a whole shall be authorized to make representations on behalf of any party or enter into binding obligations regarding the use, operation or maintenance of the Pool. All contracts must be approved by the City and the City shall perform its obligations under any contracts approved by the City except as specifically set forth in this Agreement.

7. Maintenance Employee.

Because the Pool Maintenance Employee will maintain the Pool on a continuous basis during the term of this Agreement, the High School District shall reimburse the City one-half of the cost of the Pool Maintenance Employee's salary, fringe benefits and training. The High School District shall have the ability to share equally in the services of said the Pool Maintenance Employee during the months of October through April.

8. Operational Costs.

During the time period June 1 through August 31 of each year during the term of this Agreement, all operational costs of the Pool will be the sole responsibility of the City. Operational costs shall include, but shall not be limited to, the costs of utilities, chemicals and other supplies as deemed necessary by the City. During the time period from September 1 to May 31 of each year, operational costs shall be shared equally by the City and the High School District. On an annual basis, each agency shall receive an invoice of operational costs and expenses. All such invoices shall identify, in reasonable detail, the basis for the determination and allocation of such operational costs. Each party agrees to pay the amount owed as set forth in said invoices within 30 days of receipt of such invoices.

9. Term.

This Agreement shall become effective on the date set forth above and shall continue in full force and effect for the life of the Pool. However, either party may terminate this Agreement at any time and for any reason or no reason upon giving the other party ninety (90) days prior written notice of its election to terminate this Agreement. This Agreement shall terminate on the ninetieth (90th) day.

10. Income.

During the time period June 1 through August 31 of each year during the term of this Agreement, all income generated by fees or other charges imposed on Pool users shall be received and owned by the City and shall be used to pay expenses of operation during that period. During the period from September 1 through May 31 all such income will be shared equally by the parties and will be used to pay expenses of operation during that time period.

11. Indemnity.

The City shall indemnify, hold harmless and defend the High School District and its board of trustees, officers, agents and employees from and against all claims, damages, losses and expenses, including reasonable costs and attorneys fees, arising out of or resulting from: (i) the maintenance, use and operation of the Pool during the period of June 1 through August 31 of each year during the term of this Agreement; and (ii) the fulfillment of City's obligations under this Agreement.

The High School District shall indemnify, hold harmless and defend the City and its officials, officers, agents and employees from and against all claims, damages, losses and expenses, including reasonable costs and attorneys fees, arising out of or resulting from: (i) the maintenance, use and operation of the Pool during the period of September 1 through May 31 of each year during the term of this Agreement; and (ii) the fulfillment of High School District's obligations under this Agreement.

The provisions of this paragraph 11 shall survive the termination of this Agreement.

12. Insurance.

Without limiting City's indemnification obligations as set forth in paragraph 11 of this Agreement, City agrees to maintain in force at all times during the term of this Agreement, a comprehensive general liability policy utilizing an occurrence policy form, or maintain through the San Joaquin Risk Management Authority ("RMA") with combined single limits of one million dollars per occurrence with no annual aggregate limit. The High School District shall be named as an additional insured on the policy or RMA coverage by endorsements or other RMA document that shall be attached to the insurance policy or RMA document as proof of insurance. The insurance policy or RMA document shall contain an endorsement requiring ten (10) days written notice from the City or its insurance carrier to the High School District before cancellation, failure to renew, or changes in coverage, scope or amount of this policy or RMA coverage.

Without limiting High School District's indemnification obligations as set forth in paragraph 11 of this Agreement, High School Districts agrees to maintain in force at all times during the term of this Agreement, a comprehensive general liability policy utilizing an occurrence policy form, with combined single limits of one million dollars per occurrence with no annual aggregate limit. The High School District shall name the City and its officials, officers, agents and employees as an additional insured on the policy by endorsements that shall be

attached to the policy as proof of insurance. The policy shall contain an endorsement requiring ten (10) days written notice from the High School District or its insurance carrier to the City before cancellation, failure to renew, or changes in the coverage, scope or amount of this policy of coverage.

Each policy, certificate of insurance or RMA coverage document, together with evidence of payment of premiums or other requirement amounts, shall be deposited with the other party on the date of this Agreement and on renewal of the policy not less than ten (10) days before expiration of the policy's or RMA coverage term. The insurance provided by each party shall be primary and any insurance or coverage maintained by the other party shall apply, only if required by law, in excess of, and not contributory with, insurance required by this paragraph 12.

13. Amendments.

This Agreement cannot be changed or supplemented orally and may be amended, modified or superseded only by written instrument executed by both parties.

14. Severability.

If any provision of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, that determination shall not invalidate or render unenforceable any other provision of this Agreement.

15. Binding Effect.

This Agreement shall be for the benefit of and shall be binding upon the parties and their respective successors, heirs and assigns. However, neither party may assign its rights or obligations under this Agreement with the prior written consent of the other party, which consent may be withheld in the sole and absolute discretion of the other party.

16. Execution of Other Documents.

The parties to this Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of this Agreement.

17. Governing Law.

This Agreement shall be construed and enforced in accordance with laws of the State of California.

18. Notices.

Any notice, consent, authorization or other communication to be given hereunder shall be in writing and shall be deemed duly given and received when delivered personally, when transmitted by facsimile or e-mail if receipt is acknowledged by the addressee, one business day after being

deposited for next-day delivery with a recognized overnight delivery service, or three business days after being mailed by first class mail, charges and postage prepaid, properly addressed to the party to receive such notice at the address set forth below:

City Manager
City of Kingsburg
1401 Draper Street
Kingsburg, CA 93631

District Superintendent
Kingsburg Joint Union High School District
1900 18th Avenue
Kingsburg, CA 93631

19. Sole and Only Agreement.

This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the matters set forth herein and contains all of the covenants and agreements between the parties regarding said matters. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or in writing, have been made by any party or anyone acting on behalf of any party which are not embodied in this Agreement and no other agreement, statement or promise shall be valid or binding.

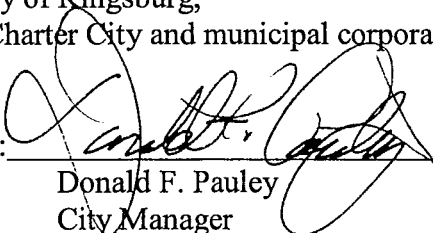
20. Attorneys' Fees.

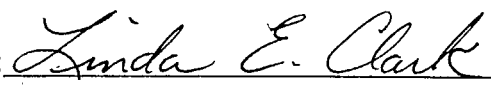
If an action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, costs and necessary disbursements in addition to any other reasonable relief to which he may be entitled. With respect to any suit, action or proceeding arising out of or related to this Agreement, or the documentation related hereto, the parties hereby submit to the jurisdiction and venue of the Superior Court in the County of Fresno, State of California for any proceeding arising hereunder.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first set forth above.

City of Kingsburg,
a Charter City and municipal corporation

Kingsburg Joint Union High School District

By: 
Donald F. Pauley
City Manager

By: 
Linda Clark
District Superintendent



Meeting Date: 2/18/2026
Agenda Item: 6

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Smith & City Council

REPORT FROM: AJ O’Connell, MCP, CBO, CCEA – Building Official **REVIEWED BY:** CW

AGENDA ITEM: Q3 & Q4 Calendar Year 2025 Code Enforcement Update

ACTION REQUESTED: ___Ordinance ___Resolution ___Motion Receive/File

EXECUTIVE SUMMARY

In Q3 and Q4 of the 2025 Calendar Year, the Code Enforcement division engaged in robust and extensive enforcement actions throughout the community. Attached are detailed analytics and analysis of Code Enforcement efforts during this time period.

A summary of the key data points is as follows:

- 375 separate cases were generated in Q3/Q4-25, which is a 10% decrease in cases generated compared to Q3/Q4-24. July and August saw the highest numbers of cases generated in Q3/Q4-25.
- Cases generated proactively by Code Enforcement staff represented 70% of the cases generated in Q3/Q4-25. In Q3/Q4-24, this number was 79%. Proactively generated cases decreased by 20% year-over-year while Reactive cases saw a increase of more than 25%. Utilization of the Report a Concern portal on the city website accounted for 47% of the cases generated Reactively, with total usage of the portal decreasing by 7% from Q3/Q4-24.
- Water Usage Violations represented more than 1/4 of the cases generated in Q3/Q4-25, followed by General Property Maintenance issues and Abandoned Vehicles. In Q3/Q4-24, Water Usage Violations represented the highest ratio of cases generated. The largest percentage increases in violations from Q3/Q4-24 to Q3/Q4-25 were Graffiti and Building Condition Complaints.
- Of the 375 cases generated in Q3/Q4-25, nearly 83% have already been resolved. Of the Q3/Q4-25 cases generated, Code Enforcement staff has conducted 778 inspections.
- Code Enforcement staff conducted a total of 960 inspections in Q3/Q4-25. This represents a 9% increase compared to Q3/Q4-24. July was the busiest month for inspections with 194 performed.
- Of the 960 inspections performed in Q3/Q4-25, the Fail rate was 62%. The Fail rate in Q3/Q4-24 was 59%.
- 265 Courtesy Notices were issued for code violations in Q3/Q4-25. A total of 362 were issued in Q3/Q4-24.
- 28 Administrative Citations were issued in Q3/Q4-25 with a total assessed value of \$4,650. The Code Enforcement division collected \$0 of assessments, which represented a recovery rate of 0%.
- In November 2025, the Mayor and City Council approved the updated, 2024 edition of the *International Property Maintenance Code*, which took effect January 1, 2026.

RECOMMENDED ACTION BY CITY COUNCIL

1. *Staff recommends the Mayor and City Council receive and file the Q3 and Q4 Calendar Year 2025 Code Enforcement Update.*

POLICY ALTERNATIVE(S)

1. None.

STRATEGIC GOAL(S) MET:

1. Community Safety
2. Community Engagement

FINANCIAL INFORMATION

FISCAL IMPACT:

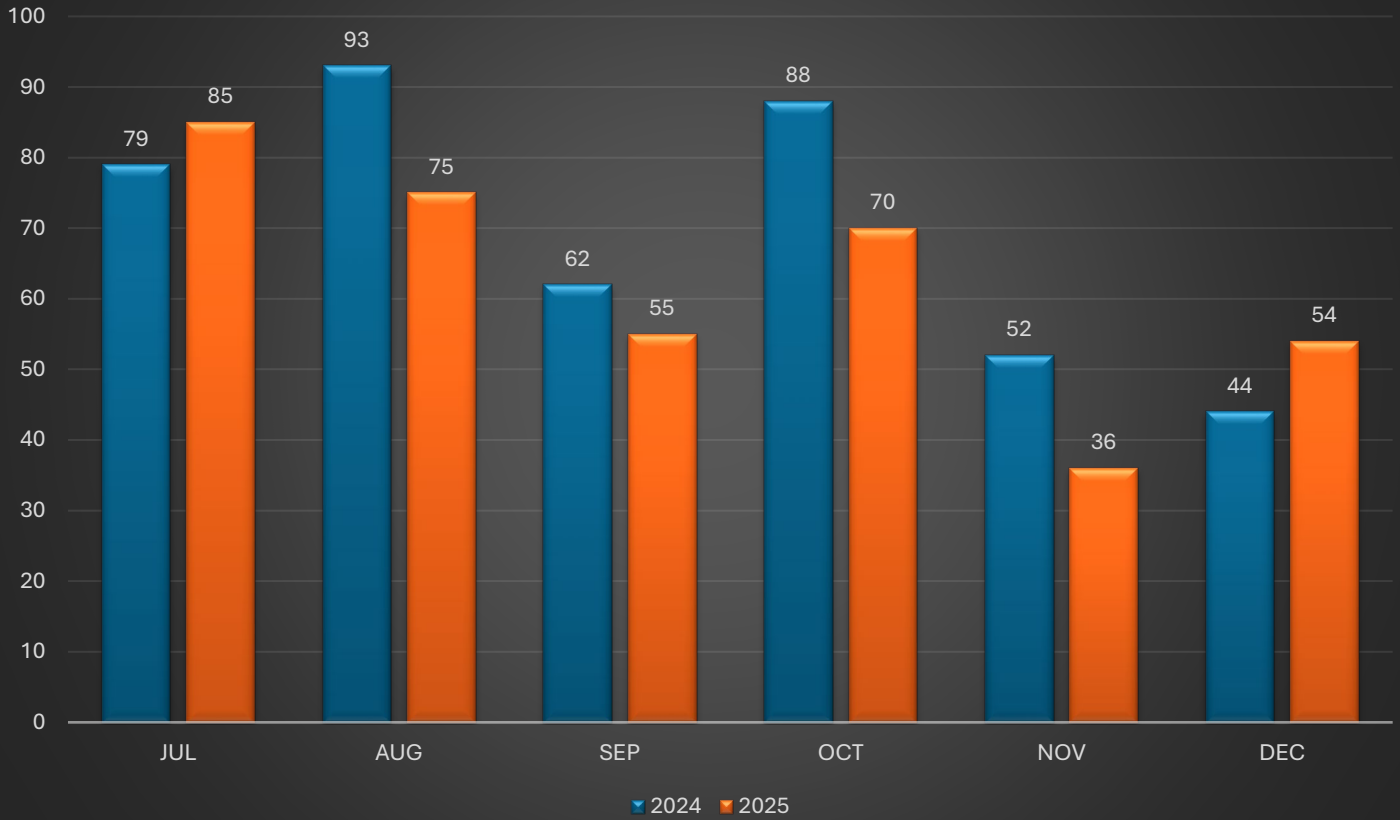
- | | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>No</u> |
| 2. Is it Currently Budgeted? | <u>No</u> |
| 3. If Budgeted, Which Line? | <u>N/A</u> |

There is no immediate financial impact or budget action necessary as a result of the recommended action.

ATTACHED INFORMATION

1. Property Compliance Elements
2. Code Enforcement Visual Data and Examples

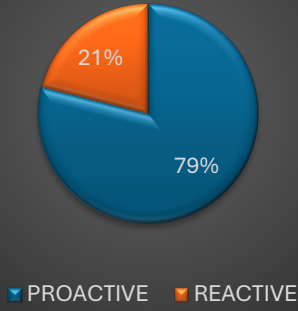
Cases Generated Overall



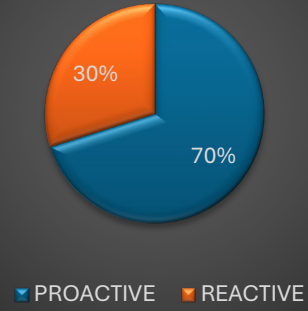
CASES OPENED BY SOURCE

	2024	2025	%Δ YR
PROACTIVE	322	257	-20%
GOVALERT	8	6	-25%
WEB FORM	48	53	10%
WALK IN	6	8	33%
ADMIN/COUNCIL	7	28	300%
PHONE CALL	20	18	-10%
EMAIL	7	5	-29%
MAIL	0	0	NULL
TOTAL	418	375	-10%

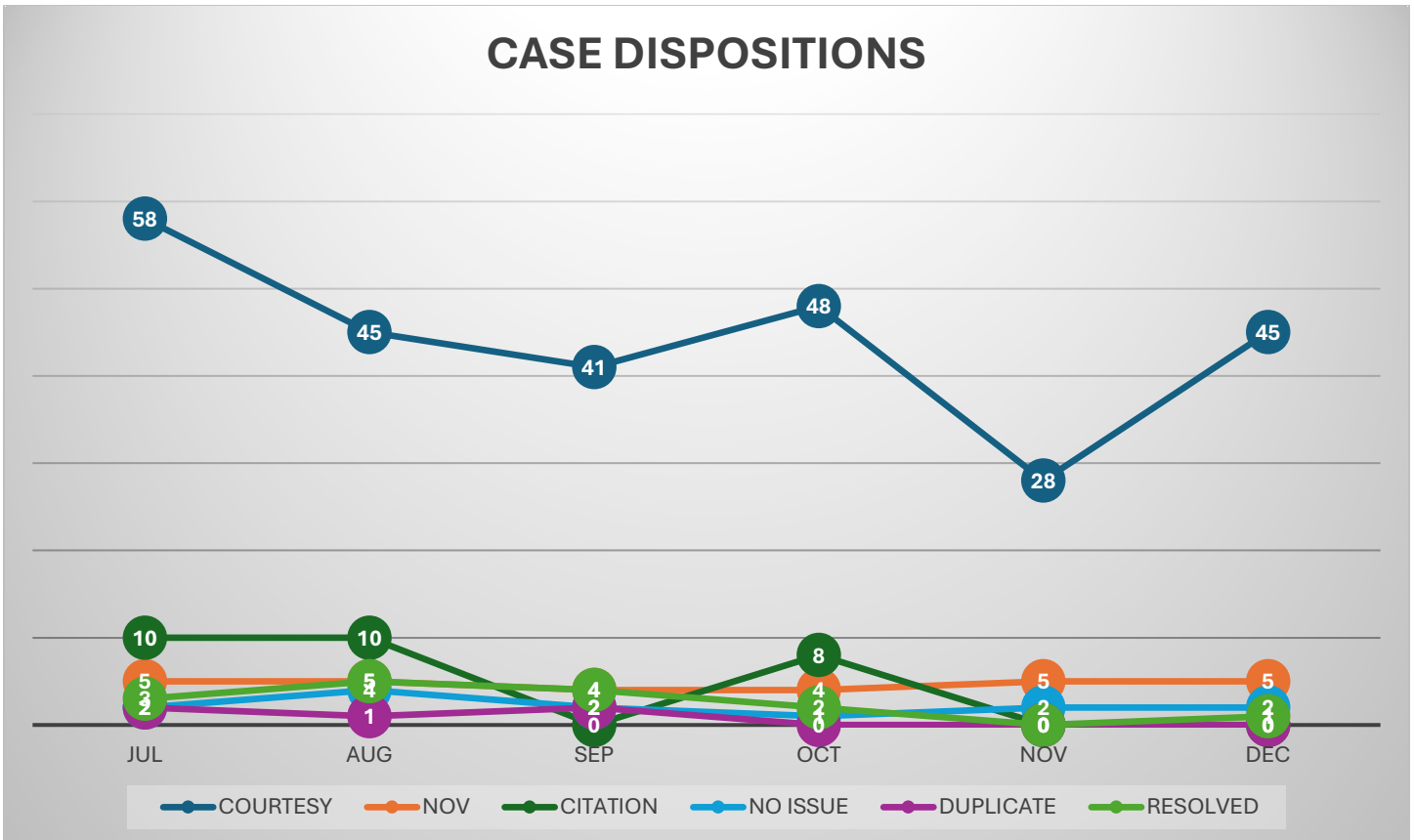
Q3/Q4-24 SOURCES



Q3/Q4-25 SOURCES



CASE DISPOSITIONS														
	2024							2025						
	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
COURTESY	66	82	56	77	47	34	362	58	45	41	48	28	45	265
NOV	3	4	2	2	1	1	13	5	5	4	4	5	5	28
CITATION	3	0	2	5	3	7	20	10	10	0	8	0	0	28
NO ISSUE	4	4	0	3	1	1	13	2	4	2	1	2	2	13
DUPLICATE	3	1	0	0	0	0	4	2	1	2	0	0	0	5
RESOLVED	0	2	2	1	0	1	6	3	5	4	2	0	1	15



CASES BY TYPE					
	<u>2024</u>	<u>2025</u>	<u>%Δ YR</u>	<u>% TOTAL 24</u>	<u>% TOTAL 25</u>
VACANT	0	0	NULL	0%	0%
AVA/INOP VEHICLE	30	32	7%	7%	9%
ADA COMPLIANCE	12	6	-50%	3%	2%
ALLEY MAIN	68	26	-62%	16%	7%
ANIMALS	4	6	50%	1%	2%
BLDG CONDITION	6	24	300%	1%	6%
STOP WORK NOTICE	4	10	150%	1%	3%
DEBRIS ON PROP	25	31	24%	6%	8%
DWTN MAIN	0	0	NULL	0%	0%
EXTERIOR VIO	1	1	0%	0%	0%
FLOOD CONCERNS	1	0	-100%	0%	0%
TREES	0	10	NULL	0%	3%
FOOD	1	0	-100%	0%	0%
GRAFFITI	2	16	700%	0%	4%
SIGNS	6	9	50%	1%	2%
INSECT INFESTATION	0	2	NULL	0%	1%
HOUSING	0	0	NULL	0%	0%
MOSQ ABATEMENT	0	0	NULL	0%	0%
NOISE CONCERNS	0	0	NULL	0%	0%
ILLEGAL OCC	0	2	NULL	0%	1%
OTHER	18	9	-50%	4%	2%
PARKING VIOL	26	28	8%	6%	7%
PROP MAIN	74	63	-15%	18%	17%
SEWAGE	0	0	NULL	0%	0%
SIDEWALK MAIN	0	0	NULL	0%	0%
CARPORT	16	8	-50%	4%	2%
TENANT	0	0	NULL	0%	0%
RV	1	4	300%	0%	1%
TRASH	1	2	100%	0%	1%
UNSAFE CONDITIONS	5	6	20%	1%	2%
WATER USE VIOL	114	75	-34%	27%	20%
WEEDS ON CITY PROP	0	0	NULL	0%	0%
ZONING	2	5	150%	0%	1%



Working collaboratively with the Kingsburg Police Department and the property owner, Code Enforcement successfully coordinated the removal of the graffiti from the alley-facing fence on this residential property.



Collaborative effort to remove excessive weed growth in the alley for residential property.



The removal of the inoperable recreational vehicle on this property required Code Enforcement staff to work with the property owner to find suitable long-term storage solutions for the vehicle. Code Enforcement staff referred several storage businesses in and around Kingsburg as options for the property owner to utilize.

