

**Kingsburg Finance Committee  
Regular Meeting Minutes  
February 9, 2023**

**Council Chamber, 1401 Draper Street, Kingsburg, CA 93631 (559) 897-5821 [www.cityofkingsburg-ca.gov](http://www.cityofkingsburg-ca.gov)**

**Call to order:** Chairman Brandon Pursell, Jr. called the meeting to order at 5:03pm.

**Members present:** Alma Colado, Alexander Henderson, Staci Smith and Chairman Brandon Pursell, Jr.

**Member absent:** None.

**Public Comments:** None.

**Approval of Minutes:** Member Henderson motioned, seconded by Member Smith, to approve the minutes from the October 25, 2022 Finance Committee Meeting as prepared by City Clerk Abigail Palsgaard. The motion passed with an unanimous voice vote.

**Forgivable Loan Program Discussion**

Alexander Henderson presented that Council has encouraged new development and has sought new ways to help provide incentives that will create new investment, additional jobs and promote the vibrancy of the businesses and community. In early 2019, the council approved the creation of a new Forgivable Loan Program (FLP) incentive program, which utilized the residual property taxes that once went to the Kingsburg Redevelopment Agency (a full synopsis is available in the background section of this report). The Council designated these residual payments for the specific purpose of partnering with eligible businesses/property owners on projects that have a long-term benefit to the community. The program is intended to provide flexibility based upon the individual needs of new/expanding business. read staff report.

Currently, if we don't use funds they are put in the waterfall account and no longer are available for the forgivable loan program. The Committee discussed if the funds should roll over due to the fact some the projects that have been approved may take longer than expected and the fiscal year may end. We have now more applications than we have funds for since there have been hold over applications. How do we prioritize? The Committee discussed needing some type of time frame added to the guidelines. They also discussed if some of the projects would fall under the façade program. Discussed funding the projects at \$90,000 for the two new ones and then having the project that is requesting more to come back.

Member Henderson asked preference on how we use funds year to year. Committee discussed having the funds stay for the program as it is the original intent, to improve the downtown. AC- we are going to stick to what we have in the budget? Yes. Incentive plans take some time to take off.

**Kingsburg Police Department Remodel Budget Discussion**

The City Council approved the remodel of Police Station #1 as part of the FY2023 capital improvement budget. The remodel is necessary to modernize current operations, as well as to accommodate the growing number of new staff positions made possible by Measure E. The initial funding was \$350,000, based upon estimates provided by the architect retained to design the project. To date, we have expended \$36,940 in architectural and engineering fees to design the plans, bid the project, and respond to inquiries from contractors.

On January 24, 2023, bids were opened, with the low bid of \$341,950. Included in this bid is a \$50,000 contingency for unanticipated additional work that could arise during construction. If additional work is not necessary, the amount will not be paid to the contractor. The project has not been awarded but will be considered by City Council during their February 15, 2023.

Member Colado motioned, seconded by Member Smith, to recommend Council to authorize the use of an additional \$50,000 in fund balance for the Police Department Remodel, only if necessary. The motion passed with an unanimous voice vote.

**Other Business**

The Committee decided on the 4<sup>th</sup> Monday at 5pm.

**Adjourn:** The meeting was adjourned to the next regular meeting at 5:40pm.

Submitted by:

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Abigail Palsgaard, City Clerk