

**THE KINGSBURG CITY COUNCIL, BOARD OF DIRECTORS OF THE CITY OF  
KINGSBURG PUBLIC FINANCING AUTHORITY AND BOARD OF DIRECTORS OF THE  
SUCCESSOR AGENCY OF THE KINGSBURG REDEVELOPMENT AGENCY  
JOINT MEETING MINUTES  
June, 21, 2023**

Invocation and the Pledge of Allegiance was given by Kingsburg Boy Scout Troop 392.

**6 P.M. REGULAR SESSION MEETING:**

**Call to Order and Roll Call for each entity. This meeting is a joint meeting of the Kingsburg City Council, the Board of Directors of the City of Kingsburg Public Financing Authority and the Board of Directors of the Successor Agency of the Kingsburg Redevelopment Agency. During the joint meeting, the members of the Kingsburg City Council will be concurrently sitting as the members of the Board of Directors of the City of Kingsburg Public Financing Authority and the Board of Directors of the Successor Agency of the Kingsburg Redevelopment Agency:**  
Mayor Vince Palomar called the joint meeting to order at 6:01pm.

**Council Members Present:** David M. Silva, Staci Smith, Laura North, Brandon Pursell, Jr., and Mayor Vince Palomar.

**Council Members Absent:** None.

**Public Comments:** None.

**Approve Joint Meeting Agenda:** A motion was made by Council Member Pursell, Jr., seconded by Council Member Smith, to approve the agenda, as published. The motion carried by an unanimous voice vote.

**Presentations:** None.

**Joint Meeting Consent Calendar:** A motion was made by Council Member North, seconded by Council Member Silva, to approve the items appearing on the Consent Calendar. The motion carried by an unanimous voice vote.

**(To be approved only by City Council)**

- 5.1 Approval of City Council Minutes:** Approve the minutes from the June 7, 2023 Regular City Council Meeting as prepared by City Clerk Abigail Palsgaard.  
*Sponsor: City Clerk's Office*
- 5.2 Check Register:** Ratify/approve payment of bills listed on the check register for the period May 30, 2023 through June 12, 2023 as prepared by Accounts Payable Clerk Marsha Alves.  
*Sponsor: Finance Department*
- 5.3 Approve the City of Kingsburg Heat Illness Prevention Plan - Staff Report** prepared Assistant City Manager/Administrative Services Director Christina Windover  
*Sponsor: Administrative Services Department*
- 5.4 Approve the Agreement with The Kingsburg Elementary Charter School District**

**For School Resource Officer Services and authorize the City Manager to execute the Agreement.** - Staff Report prepared by Police Chief Neil Dadian  
*Sponsor: Police Department*

**5.5 Adopt Resolution 2023-033 authorizing the Mayor to execute the Easement Purchase Agreements and accept the Grant of Easements for the portions of real property described in Exhibit A.** - Staff Report prepared by City Engineer Dave Peters  
*Sponsor: City Engineer's Office*

**5.6 Approve the revised proposed Wage Schedules for 01/01/2023 and 07/01/2023-** Staff Report prepared by Assistant City Manager/Administrative Services Director Christina Windover  
*Sponsor: Administrative Services*

**(To be approved only by Board of Directors of the Successor Agency of the Kingsburg Redevelopment Agency)**

**5.7 Approval of Kingsburg Redevelopment Successor Agency Minutes** - Approve the minutes from the regular meeting held on June 15, 2022 as prepared by City Clerk Abigail Palsgaard.  
*Sponsor: City Clerk's Office*

**(To be approved only by Board of Directors of the Kingsburg Public Financing Authority)**

**5.8 Approval of Kingsburg Financing Authority Minutes** - Approve the minutes from the regular meeting held on June 15, 2022 as prepared by City Clerk Abigail Palsgaard.  
*Sponsor: City Clerk's Office*

## **Regular Calendar**

### **PUBLIC HEARING - Fiscal Year 2023/2024 Budget Review-Consider 2023/2024 Fiscal Year Recommended Executive Budget**

*Sponsor: City Manager's Office*

**Open Public Hearing:** Mayor Palomar opened the public hearing at 6:06 p.m.

City Manager Alexander Henderson presented the City Manager's proposed FY2023/2024 Operating and Capital Improvement Budget. This is the major policy document for the City for the coming year. It is based on the Strategic Planning principles as adopted by Council:

1. Ensure Financial Stability
2. Improve Public Safety
3. Provide Recreation Opportunities for All Ages
4. Improve Community Communication
5. Increase Retail Opportunities
6. Promote Sustainable Development

Staff is pleased to present the financials which include the Finance Authority (borrowing agency) and Redevelopment Successor Agency budgets. The FY24 All-Funds budget is \$32,617,056, a .53% decrease from FY23. The budget also includes nearly \$6.3M for fifty-three (53) capital improvement projects.

An adopted Budget marks an end of the annual process of evaluating the City's fiscal health, community priorities, infrastructure needs, and daily operations. The City remains fiscally sound thanks to prudent and conservative planning by the City Council. As such, the FY24 budget is structurally balanced, as there are no expected uses of reserve funds to cover projected deficits. The budget maintains city staffing levels, includes funding for our successful public/private partnership programs, and continues to address infrastructure needs and quality of life improvements for all residents.

**Council Discussion: 6:08pm.**

Council Member Silva said the City is on the right path. Mayor Palomar thanked staff.

**Open Public Comment: 6:10pm.**

**Close Public Comment: 6:10pm.**

**Continued Council Discussion: 6:10pm.**

**Close Public Hearing: 6:10pm.**

A motion was made by Council Member Pursell Jr., seconded by Council Member Smith, to adopt Resolution Adopt Resolution No. 2023-029- approving the City of Kingsburg 2023/2024 Fiscal Year Budget; including the Kingsburg Public Finance Authority and Successor Agency of the Kingsburg Redevelopment Agency budgets. The motion carried by unanimous voice vote.

**PUBLIC HEARING-Landscaping and Lighting Assessment District No. 93-01- Consider Approval of Engineer's Report and Levy and Collection of Assessments within such District for Fiscal Year 2023/2024- Staff Report Prepared by Finance Director Alma Colado (Action only by the City Council)**

*Sponsor: Finance Department*

**Open Public Hearing:** Mayor Palomar opened the public hearing at 6:11pm.

Finance Director Alma Colado said The Landscape and Lighting Act of 1972 authorizes cities to impose assessments on benefitted properties to finance construction of street landscaping, street lighting, traffic signals, parks, street trees, sidewalk repair, and recreational improvements as well as maintenance and servicing of any of these improvements within public places within the boundaries of the District. The expenses incurred included servicing turf, ground cover, shrubs, trees, irrigation lighting systems, entry monuments, walls, drainage systems, park facilities, and associated appurtenances located in public places within the boundaries of the District. The total levy is \$112,247.06 for FY 2023/24, which is a \$4,443.93 increase from the current fiscal year.

**Council Discussion: 6:13pm.**

**Open Public Comment: 6:13pm.**

**Close Public Comment: 6:13pm.**

**Continued Council Discussion: 6:13pm.**

**Close Public Hearing: 6:13pm.**

A motion was made by Council Member North, seconded by Council Member Silva, to adopt Resolution No. 2023-030- Approving the Engineer's Report for Assessment District No. 93-01 and the Levy and Collection of Assessments within such District for Fiscal Year 2023/2024 and Confirming Diagrams and Assessments Pursuant to the Provisions of Part 2 of Division 15 of the California Streets and Highways Code and as Provided by Article XIII D of the California Constitution. The motion carried by unanimous voice vote.

**Community Facilities District 2017-01 FY 2023-2024 Levy-** Staff Report prepared by City Manager Alexander Henderson

**(Action only by the City Council)**

*Sponsor: City Manager's Office*

Jian Wu, Senior Associate at DTA, presented City Council adopted Resolution No. 2017-023, entitled Resolution of Formation of Kingsburg Community Facilities District (CFD) No. 2017-01. The public services that will be financed by the CFD levy include, without limitation, police services, fire and ambulance and emergency response services, parks and open space maintenance, lighting and landscape maintenance, alley maintenance and repair, administrative fees of the City and reimbursement of costs related to the formation of CFD 2017-01 advanced by the City.

City Manager Henderson explained that in this budget, there are separate budget lines showing how the funds are used per development. Council Member Pursell, Jr. said we take these increases seriously.

A motion was made by Council Member Pursell, Jr., seconded by Council Member Smith, to adopt Resolution No. 2023-031– Resolution of the City Council of the City of Kingsburg, Acting in its Capacity as the Legislative Body of Community Facilities District No. 2017-1 (Public Services District) Authorizing the Levy of a Special Tax for Fiscal Year 2023-2024. The motion carried by unanimous voice vote.

**Gann Limit Adoption for 2023-2024 Fiscal Year Budget Figures-**Staff Report Prepared by Finance Director Alma Colado

**(Action only by the City Council)**

*Sponsor: Finance Department*

Finance Director Alma Colado said each year the City Council must approve a resolution to adopt Gann Limit for the City for the new fiscal year budget figures using the County or City Growth percentage for calculations. The 2023-24 Gann Limit based on budget figures are \$21,124,942 and appropriations subject to limitations are \$4,927,518 under the limit for the 2023-24 fiscal year budget \$16,197,424. The City growth percentage is 3.48% and the County percentage is .15%. The larger percentage gives us a higher limit.

A motion was made by Council Member North, seconded by Council Member Silva, to adopt Resolution No. 2023-032 for the adoption of the 2023-2024 Gann Limit. The motion carried by unanimous voice vote.

**Unmanned Aircraft System (UAS) Inspection Program - Staff Report by Building Official AJ O'Connell**

**(Action only by the City Council)**

*Sponsor: Community Development Department*

Building Official AJ O'Connell presented the proposed Unmanned Aircraft System (UAS) Inspection Program. This Program will help the City's Building Division continue to meet the needs of the City of Kingsburg and keep our Building Inspectors safely on the ground.

The Program is largely based on the *Voluntary Best Practices for UAS Privacy, Transparency, and Accountability* document commissioned by President Barack Obama on February 15, 2015 and published May 18, 2016. In addition, staff have coordinated and modeled the specific development of this policy with other jurisdictions and industries using Drone technology for Building and Construction Inspections.

The City of Kingsburg is sensitive to the public's right to privacy and the use of Drone technology by governments. It is for this reason the Building Division has developed this Program with the residents' safety and privacy in mind, and limiting liability by the City's operation of the Program. Drones will only be used by the Building Division for the purposes identified in the Program.

Initially, the Drones will be used only for the following inspections:

- Roof-mounted photovoltaic (PV) systems,
- Reroofs,
- Structural roof assemblies,
- Structural Exterior Brace Walls at or above two stories above grade,
- Exterior wall façade and covering assemblies at or above two stories above grade,
- Unoccupied "U" occupancy structures at or above two stories above grade,
- Wall-mounted and pylon signage,
- Disaster assessment and mitigation,
- Mutual aid support of another agency when the underlying mission meets the uses outlined in this Program, and,
- Emergency responses.

Drones will also be used for training City employees. Any training flights will be conducted above City/public property and in accordance with all FAA regulations.

Drones will not be used for any surveillance or Code Enforcement purposes.

**Public Comment:**

David Stout, resident, works for a large utility company and he thanks the City for looking in to this for the safety of their employees.

Council Member North said if it keeps our staff safer, I think it is a good idea. Council Member Silva said we use drones in agriculture, and it is efficient and safe. It makes total sense. Council Member Pursell, Jr. said when it was first brought up, he wasn't for it because of the privacy concerns. Staff wrote this well. It is not going to be used for code enforcement, so citizens do not need to worry about their privacy. Building Official AJ O'Connell said code enforcement is what you can see from the public right away, not the public airspace. Mayor Palomar likes that there will be no videos and asked about pictures. Building Official AJ O'Connell said there will only be pictures if there is a code

deficiency. Council Member Smith said she went on a ride a long, and she can definitely see the value in this.

Council Member Silva motioned, seconded by Council Member North to approve the Unmanned Aerial System (UAS) Inspection Program as presented. The motion carried by unanimous voice vote.

**Crime Statistics Report for the Month of May 2023 and General Police Department Update-**  
Crime Statistics Report prepared by Kingsburg Police Department Records Supervisor Corina Padilla.  
*Sponsor: Police Department*

Police Chief Neil Dadian gave an update on the SRO tobacco grants and that they are working on a grant for retail theft. Police sergeant recruitment is now open. There has been no word on body cam grants. Chief Dadian gave an update on training and staffing. Mayor Palomar asked about the uptick in graffiti. Lt. Pendley stated that is it gang graffiti, 2 different gangs. Chief Dadian said thank you to Public Works for cleaning it up.

Informational- No Action Needed

### **Council Reports and Staff Communications**

**Community Services Commission:** Have not met.

**Public Safety Committee:** Have not met.

**Chamber of Commerce:** There have been successful ribbon cuttings and a new website for chamber members. The Chamber was successful in serving meals at the Swedish Festival. The Chamber is looking for a sponsor for the 4<sup>th</sup> of July firework show.

**Economic Development:** Have not met.

**Finance Committee:** Will meet Monday.

**Planning Commission:** Have not met.

**South Kings Groundwater Sustainability Agency Joint Powers Authority (SKGSA):** They are closing on a property for a recharge basin by Sanger.

**Downtown Business Improvement District:** Have not met.

**Council of Governments:** Have not met.

**Council Member Reports:** Council Member Smith attended the Trinkets & Treasures Chamber Mixer yesterday, they have been open for 17 years, lots of great things. He reported that the Kingsburg Junior Team won the high team at the local state competition at the Kingsburg Gun Club. Mayor Palomar reported that he spoke at the opening ceremonies at the Kingsburg Gun Club.

**City Manager's Report:** Reminder of the cancelation of the 7/5/2023 City Council Meeting. The Kwik Korner structure that was destroyed by a fire has to be demolished within 30 days. The fiber construction should be done by the end of July.

**Future Agenda Items:** None.

**The Board of Directors of The City of Kingsburg Public Financing Authority and the Board of Directors of The Successor Agency of the Kingsburg Redevelopment Agency adjourned their joint meeting at 6:52pm. The Kingsburg City Council adjourned into Closed Session at 6:52pm.**

**9.1 CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION  
Initiation of litigation pursuant to subdivision (c) of Section 54956.9 of the  
California Government Code (one potential case)**

**City Council Adjourned out of Close Session into Regular Kingsburg City Council Meeting and reported out of Closed Session at 7:14pm.**

City Attorney Rissa Stuart said there was no report.

**Adjourn Regular Kingsburg City Council Meeting.** At 7:14 P. M. Mayor Vince Palomar adjourned the meeting.

Submitted by:

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Abigail Palsgaard, City Clerk