

*Agri-Center of the World*

# City of Tulare

## City Council

### Agenda

#### Mayor

Terry A. Sayre, District 2

#### Vice Mayor

Patrick Isherwood, District 5

#### Councilmembers

Jose Sigala, District 1

Stephen C. Harrell, District 3

Dennis A. Mederos, District 4

**Tulare Public Library & Council Chamber**  
**491 North M Street, Tulare**  
[www.tulare.ca.gov](http://www.tulare.ca.gov)

**Tuesday, May 2, 2023**  
**7:00 p.m. – Regular Meeting**

#### Mission Statement

To promote a quality of life making Tulare the most desirable community in which to live, learn, play, work, worship and prosper.

#### Attending and Participating in Meetings

Regular Council meetings are held on the first and third Tuesdays of the month in the Council Chamber located in the Tulare Public Library at 491 North M Street, Tulare, subject to cancellation. Additional meetings of the City Council may be called as needed.

Attend meetings in person or access the meeting live via YouTube. For those that wish to provide public comment while not physically in attendance, call **(559) 366-1849** during Public Comments and/or Public Hearing and General Business items. Please note that there will be approximately a 20-second delay in broadcast for viewers. When calling in, mute device used for viewing the meeting.

City of Tulare YouTube Channel:

[https://www.youtube.com/channel/UCdWZiv2o7do1JY0OvGe1\\_aw/videos](https://www.youtube.com/channel/UCdWZiv2o7do1JY0OvGe1_aw/videos)



Documents related to items on the agenda are accessible on the City's website at [www.tulare.ca.gov](http://www.tulare.ca.gov) and available for viewing at the entrance of the Council Chamber.

#### Rules for Addressing Council

- Members of the public may address the City Council on matters within the jurisdiction of the City of Tulare.
- If you wish to address Council, please complete one of the yellow speaker cards located at the entrance to the Council Chamber and provide to the Clerk.
- Persons wishing to address Council concerning an **agendized** item will be invited to address the Council during the time that Council is considering that particular agenda item. Persons wishing to address Council concerning a **non-agendized** issue will be invited to address Council during the Public Comments portion of the meeting.
- When invited by the mayor to speak, please step up to the podium, state your name and city of residence, and make your comments. Comments are limited to three minutes per speaker.

#### Americans with Disabilities Act

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification from the City Clerk's Office at (559) 684-4200. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE AND INVOCATION** - Susan Henard, Pastor of River Valley Church to deliver invocation.
3. **COUNCIL ACTIONS RELATED TO THE 2022 GENERAL MUNICIPAL ELECTION**
  - 3.1 Adopt a resolution declaring the results of the City of Tulare November 8, 2022 General Municipal Election.
  - 3.2 Administer the Oath of Office to Terry A. Sayre and Dennis A. Mederos.
4. **PRESENTATIONS**
  - 4.1 Proclamation for National Mental Health Awareness Month, May 2023.
  - 4.2 Proclamation for Professional Municipal Clerks Week, April 30-May 6, 2023.
  - 4.3 Proclamation for National Police Week, May 14-20, 2023.
  - 4.4 Spotlight on Excellence – Employee Recognition.
  - 4.5 Presentation by Aaron Fukuda of the Tulare Irrigation District.
5. **PUBLIC COMMENTS** - This is the time for the public to comment on matters within the jurisdiction of the Tulare City Council that are not on the agenda. The Council asks that comments are kept brief and positive. The Council cannot legally discuss or take official action on request items that are introduced tonight. This is also the time for the public to comment on items listed under the Consent Calendar or to request an item from the Consent Calendar be pulled for discussion purposes. Comments related to Public Hearing or General Business items will be heard at the time those items are discussed. In fairness to all who wish to speak, each speaker will be allowed three minutes with a maximum time of 15 minutes per item unless otherwise extended by Council. Please begin your comments by stating your name and providing your city of residence.
6. **COMMUNICATIONS** - Communications are to be submitted to the City Manager's Office 10 days prior to a Council Meeting to be considered for this section of the agenda. No action will be taken on matters listed under communications; however, the Council may direct staff to schedule issues raised during communications for a future agenda. Public comments will be limited to three minutes per topic unless otherwise extended by Council.
7. **COUNCIL REPORTS AND ITEMS OF INTEREST**
8. **CONSENT CALENDAR** - All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.
  - 8.1 Waive the reading of ordinances and approve reading by title only.  
**Recommended Action:** Approve the reading by title only of all ordinances and that further reading of such ordinances be waived.

- 8.2 Special and/or Regular Meeting Minutes of April 18, 2023 and April 25, 2023.  
**Recommended Action:** Approve as submitted. [M. Hermann]
- 8.3 Mid-Kaweah Groundwater Sustainability Agency Board Member Appointment.  
**Recommended Action:** Confirm the appointment of Board of Public Utilities Commissioner Blake Wilbur as the Board’s selection to serve on the Mid-Kaweah GSA Board of Directors and City Manager Marc Mondell, or his designee, as the alternate, and direct the City Clerk’s Office to notify the Mid-Kaweah GSA of the appointment. [M. Hermann]
9. **PUBLIC HEARINGS** - Comments related to Public Hearing items are limited to three minutes per speaker, for a maximum of 30 minutes per item, unless otherwise extended by the Council.
- 9.1 Proposed Annual Action Plan for Fiscal Year 2023.  
**Recommended Action:** Adopt resolution as presented approving Community Development Block Grant (CDBG) Annual Action Plan (APP) to allocate approximately \$427,000 to public infrastructure and facility improvements, \$110,300 to services for people experiencing homelessness, \$112,400 to affordable housing preservation, and \$120,000 to CDBG program administration and fair housing activities; and authorize the City Manager or their designee to submit the same to HUD on behalf of the City of Tulare. [G. Avitia]
10. **GENERAL BUSINESS** - Comments related to General Business items are limited to three minutes per speaker, for a maximum of 30 minutes per item, unless otherwise extended by the Council.
- 10.1 City Council Challenge Coins.  
**Recommended Action:** Approve the design for Council challenge coins and payment of \$4,387.94 to Point Emblems for 500 coins, distributing the cost equally among each councilmember’s Community Improvement Fund. [F. Ynclan]
- 10.2 Temporary Encampment Meal Delivery Contract.  
**Recommended Action:** Authorize the City Manager to execute a contact with Salt + Light for meal delivery service to the temporary encampment for \$400 a week, subject only to minor conforming and clarifying changes acceptable to the City Attorney and City Manager. [M. Mondell]
11. **FUTURE AGENDA ITEMS - NONE SUBMITTED**
12. **STAFF UPDATES**
13. **ADJOURNMENT**

The next regularly scheduled meeting of the Tulare City Council is Tuesday, May 16, 2023, at 7:00 p.m. in the Council Chamber at the Tulare Public Library, 491 North M Street, Tulare.

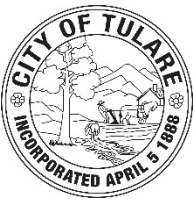
**AFFIDAVIT OF POSTING AGENDA**

I hereby certify, in conformance with Government Code Sections 54954.2 and 54956, this agenda was posted in the kiosk at the front of City Hall, 411 E. Kern Avenue, as well as on the City of Tulare’s website ([www.tulare.ca.gov](http://www.tulare.ca.gov)).

DATE & TIME POSTED: Thursday, April 27, 2023 at 3:30 p.m.



Melissa Hermann, Chief Deputy City Clerk



**To: Mayor and City Council Members**  
**From: Marc Mondell, City Manager**  
**Subject: May 2, 2023 Agenda Memo**  
**Date: April 27, 2023**

**Time Estimates** - Time estimates are provided as part of the Council's effort to manage its time at Council meetings. Listed times are estimates only and are subject to change at any time, including while the meeting is in progress. The Council, by consensus, reserves the right to use more or less time on any item, to change the order of items and/or to continue items to another meeting. Particular items may be heard before or after the time estimated on the agenda. This may occur in order to best manage the time at a meeting or to adapt to the participation of the public.

**7:00 p.m. - REGULAR MEETING**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE AND INVOCATION** - Susan Henard, Pastor of River Valley Church to deliver invocation.
- 3. COUNCIL ACTIONS RELATED TO THE 2022 GENERAL MUNICIPAL ELECTION**
  - 3.1** Adopt a resolution declaring the results of the City of Tulare November 8, 2022 General Municipal Election.

**Summary:** On June 7, 2022, the Council adopted Resolution 2022-19 calling the municipal election for the City Council District 2 and 4 to be held on November 8, 2022. The City has historically requested and received specific election-related services from the Tulare County Registrar of Voters. Resolution 2022-19 requested those such services which the Registrar of Voters agreed to conduct.

The Nomination Period for the Election closed on Friday, August 12, 2022. At that time, Terry A. Sayre was the only qualified candidate for City Council District 2, and Dennis A. Mederos was the only qualified candidate for City Council District 4.

Pursuant to California Elections Code Section 10229(a), the City Council may take the following actions if no one or only one person is nominated to be elected from or by a legislative district by the close of the Nomination Period:

- (1) Appoint to the office the person who has been nominated.
- (2) Appoint to the office an eligible elector if no one has been nominated.
- (3) Hold the election, if either no one or only one person has been nominated.

Although EC § 10229(a) allows for the appointment if running unopposed, § 10229(b) states that subdivision (a) shall not apply if a city measure has qualified. The City

submitted a qualified measure (Measure Y – Cannabis Business Tax); therefore, the City did not elect to appoint the qualified candidates knowing that a measure would be on the ballot. However, the Registrar of Voters office removed both Ms. Sayre and Mr. Mederos from the ballot inadvertently.

The City of Tulare and the County of Tulare both desired a resolution to the issue of the candidates not showing up on the ballot, thus not being included in the Certified Statement of Vote for the November 8, 2022 Election. On April 11, 2023, the Tulare County Board of Supervisors adopted Resolution 2023-0305 approving findings related to the Election deeming Terry A. Sayre elected to City Council District 2 with a term ending on or about December 2026, and Dennis A. Mederos elected to City Council District 4 with a term ending on or about December 2026.

Staff is recommending that Council adopt the attached resolution declaring the results of the November 8, 2022 Election following the Board of Supervisors findings.

**3.2** Administer the Oath of Office to Terry A. Sayre and Dennis A. Mederos.

**4. PRESENTATIONS** [Time Estimate: 7:20-7:45 p.m.]

**4.1** Proclamation for National Mental Health Awareness Month, May 2023.

**4.2** Proclamation for Professional Municipal Clerks Week, April 30-May 6, 2023.

**4.3** Proclamation for National Police Week, May 14-20, 2023.

**4.4** Spotlight on Excellence – Employee Recognition.

**4.5** Presentation by Aaron Fukuda of the Tulare Irrigation District.

**5. PUBLIC COMMENTS** - This is the time for the public to comment on matters within the jurisdiction of the Tulare City Council that are not on the agenda. The Council asks that comments are kept brief and positive. The Council cannot legally discuss or take official action on request items that are introduced tonight. This is also the time for the public to comment on items listed under the Consent Calendar or to request an item from the Consent Calendar be pulled for discussion purposes. Comments related to Public Hearing or General Business items will be heard at the time those items are discussed. In fairness to all who wish to speak, each speaker will be allowed three minutes with a maximum time of 15 minutes per item unless otherwise extended by Council. Please begin your comments by stating your name and providing your city of residence. [Time Estimate: 7:45-7:55 p.m.]

**6. COMMUNICATIONS** - Communications are to be submitted to the City Manager's Office 10 days prior to a Council Meeting to be considered for this section of the Agenda. No action will be taken on matters listed under communications; however, the Council may direct staff to schedule issues raised during communications for a future agenda. Public comments will be limited to three minutes per topic unless otherwise extended by Council. [Time Estimate: 7:55-7:55 p.m.]

**7. COUNCIL REPORTS AND ITEMS OF INTEREST** [Time Estimate: 7:55-8:00 p.m.]

8. **CONSENT CALENDAR** - All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion. [Time Estimate: 8:00-8:05 p.m.]

8.1 Waive the reading of ordinances and approve reading by title only.  
**Recommended Action:** Approve the reading by title only of all ordinances and that further reading of such ordinances be waived.

8.2 Special and/or Regular Meeting Minutes of April 18, 2023 and April 25, 2023  
**Recommended Action:** Approve as submitted. [M. Hermann]

8.3 Mid-Kaweah Groundwater Sustainability Agency Board Member Appointment.  
**Recommended Action:** Confirm the appointment of Board of Public Utilities Commissioner Blake Wilbur as the Board's selection to serve on the Mid-Kaweah GSA Board of Directors and City Manager Marc Mondell, or his designee, as the alternate, and direct the City Clerk's Office to notify the Mid-Kaweah GSA of the appointment. [M. Hermann]

**Summary:** In 2015, the City of Visalia, City of Tulare, and Tulare Irrigation District ("TID") executed the Mid-Kaweah Groundwater Subbasin Joint Powers Authority ("JPA") to form the Mid-Kaweah Groundwater Sustainability Agency ("Mid-Kaweah GSA") in response to the Groundwater Management Act of 2014. The Mid-Kaweah GSA is governed by a Board of Directors composed of two City of Visalia councilmembers, a total of two members from either or both of the Tulare City Council or Tulare Board of Public Utilities Commissioners ("BPU"), and two members of the TID. Each member may designate an alternate to participate in the event the Director is absent. The alternate may but need not be a member of the legislative body that he or she represents.

The City of Tulare's representatives on the Mid-Kaweah GSA Board of Directors are Councilmember Dennis A. Mederos (alternate is Councilmember Jose Sigala) and BPU Commissioner Howard Stroman (no alternate selected). Mr. Stroman resigned from the BPU in March 2023 leaving a vacancy on the Mid-Kaweah GSA Board of Directors.

On April 20, 2023, the BPU appointed Commissioner Blake Wilbur to serve on the Mid-Kaweah GSA Board of Directors. The BPU also appointed City Manager Marc Mondell, or his designee, to serve as the alternate. Staff recommends that Council accept and confirm these appointments.

9. **PUBLIC HEARINGS** - Comments related to Public Hearing items are limited to three minutes per speaker, for a maximum of 30 minutes per item, unless otherwise extended by the Council.

9.1 Proposed Annual Action Plan for Fiscal Year 2023. [Time Estimate: 8:05-8:15 p.m.]  
**Recommended Action:** Adopt resolution as presented approving Community Development Block Grant (CDBG) Annual Action Plan (APP) to allocate approximately \$427,000 to public infrastructure and facility improvements, \$110,300 to services for

people experiencing homelessness, \$112,400 to affordable housing preservation, and \$120,000 to CDBG program administration and fair housing activities; and authorize the City Manager or their designee to submit the same to HUD on behalf of the City of Tulare. [G. Avitia]

**Summary:** The Community Development Block Grant (CDBG) Program is authorized under Title I of the Housing and Community Development Act of 1974. Its primary objective is the development of viable urban communities through distinct national objective and eligible activities. Local administration of the CDBG Program is overseen by the City’s Community Development Department in cooperation with other City departments. Through the Annual Action Plan (AAP) process, the City Council and Department staff forward activities that meet the goals identified under the City’s 2020-2024 CDBG Consolidated Plan (ConPlan) and the national objectives and requirements of the CDBG Program as determined by the U.S. Department of Housing and Urban Development (HUD). On May 5, 2020, the City Council adopted the ConPlan for use of CDBG funds following comprehensive public outreach, meetings, and consultation with other organizations and agencies. For reference, the prioritized goals of the current five-year ConPlan period include those listed below.

Table 1 – 2020-2024 Consolidated Plan Strategic / Priority Needs

1) Provide public infrastructure and facility improvements for moderate- and low-income households.
2) Provide direct assistance and/or housing for people experiencing homelessness and those at-risk.
3) Improve access to affordable housing for moderate- and low-income households and for people with special needs.
4) Provide public services for moderate- and low-income households and for people with special needs.
5) Improve access to employment and training opportunities for moderate- and low-income households, people with special needs, and people experiencing homelessness.
6) Provide professional and high-quality grant administration and fair housing services.

Between February 15<sup>th</sup> and March 17<sup>th</sup>, Department staff held a Request for Proposals (RFP) period, sought public comment, held two public meetings, and consulted with local organizations and other City staff in order to gather information and proposals for the Fiscal Year 2023 CDBG Action Plan (See pg. 6-8 of the Draft 2023 Action Plan for a summary of public outreach and participation). An array of local agencies and organizations were notified of the CDBG funding opportunity and encouraged to propose activities. The City received seven (7) applications from seven (7) different entities prior to the close of the RFP period on Friday, March 17, 2023. Table 2 provides a brief overview of the applications and associated funding requests. Department staff reviewed applications according to criteria including, but not limited to, how a proposed activity and/or its sponsor: a) benefits low- and moderate-income households b) demonstrates cost reasonableness and effectiveness; c) experience and past performance; and, d) management and implementation approach.



Table 2 – Applications for 2023 CDBG Funds

Category	Activity Name	Budget
Public Infrastructure and Facilities	Planning Project – Academy & Apricot Improvements	<ul style="list-style-type: none"> <li>• \$390,000</li> </ul>
Public Services	<ul style="list-style-type: none"> <li>• Kingsview: Clinic / Care Manager on ERF Project (LMFT, LCSW)</li> <li>• Salt + Light: Outreach, relationship management, and food truck coordinator for unhoused people</li> <li>• Self-Help Enterprises: Support services for tenants at Santa Fe Commons</li> <li>• Family Services of Tulare County: Case management for housed Tulare clients on federal Tulare Housing First project</li> <li>• Kings Tulare Homeless Alliance: Housing Navigator and Transportation Coordinator on ERF project</li> </ul>	<ul style="list-style-type: none"> <li>• \$211,981</li> <li>• \$47,960</li> <li>• \$30,000</li> <li>• \$25,000</li> <li>• 149,442</li> </ul>
Affordable Housing	Minor Home Rehabilitation Program	<ul style="list-style-type: none"> <li>• \$112,400</li> </ul>
*Program Administration and Planning	<ul style="list-style-type: none"> <li>• Housing and Grants Division responsible for Management and Oversight and Public Information, Advertising, Supplies, and Training</li> </ul>	<ul style="list-style-type: none"> <li>• \$120,014</li> </ul>
<b>Total Anticipated CDBG funds available in Fiscal Year 2023</b>		<b>\$770,501</b>

Proposed Activities and Budgets for FY 2023 Annual Action Plan total expected funding for Fiscal Year 2023 involves an estimated annual allocation of \$725,421, an estimated \$10,000 in available CDBG program income, and approximately \$35,080 in CDBG funds remaining from the current Fiscal Year 2022. Together, about \$770,501 is available for the City Council, with public comment, to award to organizations and

City Departments to implement an eligible activity. Since the CDBG Program places a cap of 15 percent on the amount of CDBG funds a jurisdiction may commit to public service activities in a given program year, only one or several proposed public service activities may receive an award of the approximately \$110,300 available for a public service. Department staff requests City Council’s review and comments at this time. City Council may formally approve activities and their respective budgets at the end of a 30-day public comment period and upon closure of a public hearing during the May 2, 2023 City Council meeting.

The City of Tulare is awaiting notification from the California Interagency Council on Homelessness on the status of an application for grant funds under the Encampment Resolution Funding (ERF) Program. If awarded, a second ERF grant award will impact the level of CDBG funds allocated to the proposed activities in the public services category. Notification is expected in early May, and as a contingency, Housing and Grants Division staff developed two proposals. Table 3 lists proposed activities and a distribution of CDBG funds as reflected in the Annual Action Plan report. While, Table 4 identifies a secondary plan with options on how to commit CDBG funds as outlined in the City’s ERF application for an enhancement of the City’s existing ERF project.

Table 3 – Proposed 2023 Annual Action Plan – Activities and Estimated Budgets (without a ERF Round 2 Grant)

Public Services – <ul style="list-style-type: none"> <li>• Kingsview: \$90,313</li> <li>• Self-Help Enterprises: \$20,000</li> </ul>
Public Infrastructure & Facilities – <ul style="list-style-type: none"> <li>• Academy &amp; Apricot Improvements – \$427,000</li> </ul>
Affordable Housing – <ul style="list-style-type: none"> <li>• Habitat for Humanity: \$112,400</li> </ul>
Program Administration & Planning – <ul style="list-style-type: none"> <li>• Management, Oversight, and Coordination - \$120,014</li> </ul>

Table 4 – Alternative 2023 Annual Action Plan – Activities and Estimated Budgets (with a ERF Round 2 Grant)

<b>Option A</b>	<b>Option B</b>
Public Services – <ul style="list-style-type: none"> <li>• Kings Tulare Homeless Alliance: \$110,313</li> </ul>	Public Services – <ul style="list-style-type: none"> <li>• Kings Tulare Homeless Alliance: \$90,313</li> <li>• Self-Help Enterprises: \$20,000</li> </ul>
Public Infrastructure & Facilities – <ul style="list-style-type: none"> <li>• City of Tulare: Engineering – \$427,000</li> </ul>	Public Infrastructure & Facilities – <ul style="list-style-type: none"> <li>• City of Tulare: Engineering – \$427,000</li> </ul>
Affordable Housing – <ul style="list-style-type: none"> <li>• Habitat for Humanity: \$112,400</li> </ul>	Affordable Housing – <ul style="list-style-type: none"> <li>• Habitat for Humanity: \$112,400</li> </ul>
Program Administration & Planning – <ul style="list-style-type: none"> <li>• Management, Oversight, and Coordination - \$120,014</li> </ul>	Program Administration & Planning – <ul style="list-style-type: none"> <li>• Management, Oversight, and Coordination - \$120,014</li> </ul>

Notes

- The City's application to Cal ICH's recent ERF Round 2 Notice of Funding Availability identified CDBG funds in FY 2023 as a source matching funds for the cost of one additional case manager and a transportation coordinator. These two positions are part of a larger proposal to enhance the existing ERF-1 project;

A focus on services for people experiencing homelessness and public infrastructure improvements in the proposed Action Plan aligns with goals as identified in the 2020-2024 Consolidated Plan. Information on the proposed activities and funding was available for public review and comment from March 29 to May 2, 2023.

**10. GENERAL BUSINESS** - Comments related to General Business items are limited to three minutes per speaker, for a maximum of 30 minutes per item, unless otherwise extended by the Council.

**10.1** City Council Challenge Coins. [Time Estimate: 8:15-8:35 p.m.]

**Recommended Action:** Approve the design for Council challenge coins and payment of \$4,387.94 to Point Emblems for 500 coins, distributing the cost equally among each councilmember's Community Improvement Fund. [F. Ynclan]

**Summary:** On March 7, 2023, Council has asked for Challenge Coin designs and costs for the Tulare City Council to distribute to constituents and other persons with significant accomplishments or at City events. Working with Point Emblem who specializes in custom coins, a design was completed and is attached for Council consideration. The pricing has also been provided.

**10.2** Temporary Encampment Meal Delivery Contract. [Time Estimate: 8:35-8:55 p.m.]

**Recommended Action:** Authorize the City Manager to execute a contact with Salt + Light for meal delivery service to the temporary encampment for \$400 a week, subject only to minor conforming and clarifying changes acceptable to the City Attorney and City Manager. [M. Mondell]

**Summary:** Earlier this year, the City opened the temporary homeless encampment to provide a safe and humane area for the homeless community to live until the permanent shelter is complete. Currently, non-profits and other community members and organizations provide food for the residents of the temporary encampment. In order to provide a more consistent meal service, Mayor Sayre proposed contracting with Salt + Light.

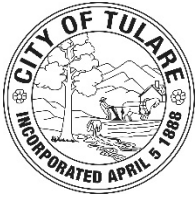
Salt + Light created the Everyone Eats Today program to provide food for the homeless community. The attached proposal includes providing meals and palliative care items to the Encampment Resolution Program area (temporary homeless encampment) seven days a week. They will create and maintain a schedule in order to ensure consistent meal service. They will also be working with local restaurants, churches, and other organizations to provide this service.

**11. FUTURE AGENDA ITEMS - NONE SUBMITTED**

**12. STAFF UPDATES** [Time Estimate: 8:55-9:00 p.m.]

### 13. ADJOURNMENT

The next regular meeting of the Tulare City Council is Tuesday, May 16, 2023, at 7 p.m.



# Staff Report

**Meeting:** City Council  
**Date:** May 2, 2023

Item #: 3.1

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**Department:** City Manager  
**Submitted by:** Marc Mondell, City Manager  
**Agenda Title:** Declare Results of the 2022 General Municipal Election

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## RECOMMENDED ACTION

Adopt a resolution declaring the results of the November 8, 2022 General Municipal Election.

## SUMMARY

On June 7, 2022, the Council adopted Resolution 2022-19 calling the municipal election for the City Council District 2 and 4 to be held on November 8, 2022. The City has historically requested and received specific election-related services from the Tulare County Registrar of Voters. Resolution 2022-19 requested those such services which the Registrar of Voters agreed to conduct.

The Nomination Period for the Election closed on Friday, August 12, 2022. At that time, Terry A. Sayre was the only qualified candidate for City Council District 2, and Dennis A. Mederos was the only qualified candidate for City Council District 4.

Pursuant to California Elections Code Section 10229(a), the City Council may take the following actions if no one or only one person is nominated to be elected from or by a legislative district by the close of the Nomination Period:

- (1) Appoint to the office the person who has been nominated.
- (2) Appoint to the office an eligible elector if no one has been nominated.
- (3) Hold the election, if either no one or only one person has been nominated.

Although EC § 10229(a) allows for the appointment if running unopposed, § 10229(b) states that subdivision (a) shall not apply if a city measure has qualified. The City submitted a qualified measure (Measure Y – Cannabis Business Tax); therefore, the City did not elect to appoint the qualified candidates knowing that a measure would be on the ballot. However, the Registrar of Voters office removed both Ms. Sayre and Mr. Mederos from the ballot inadvertently.

The City of Tulare and the County of Tulare both desired a resolution to the issue of the candidates not showing up on the ballot, thus not being included in the Certified Statement of Vote for the November 8, 2022 Election. On April 11, 2023, the Tulare County Board of Supervisors adopted Resolution 2023-0305 approving findings related to the Election deeming Terry A. Sayre elected to City Council District 2 with a term ending on or about December 2026, and Dennis A. Mederos elected to City Council District 4 with a term ending on or about December 2026.

Staff is recommending that Council adopt the attached resolution declaring the results of the November 8, 2022 Election following the Board of Supervisors findings.

**FISCAL IMPACT & FUNDING SOURCE(S)**

There is no fiscal impact associated with this item.

**LEGAL REVIEW**

The City Attorney’s Office reviewed the attached resolution.

**ALTERNATIVE ACTION**

- 1. Approve with changes
- 2. Deny
- 3. Table

**ATTACHMENTS**

- 1. Resolution

Reviewed/Approved: 

## RESOLUTION 2023-

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULARE DECLARING THE RESULTS OF THE NOVEMBER 8, 2022 GENERAL MUNICIPAL ELECTION

**WHEREAS**, the Tulare County Registrar of Voters is the duly appointed and acting elections official of the County of Tulare and is responsible for the conduct of statewide elections and certain local and municipal elections within the County; and

**WHEREAS**, on June 7, 2022, the City Council of the City of Tulare adopted Resolution 2022-19 calling the municipal election for the City Council District 2 and 4 to be held on November 8, 2022, requesting and consenting to consolidate elections, and requesting the County Registrar of Voters render specified services to the City relating to the conduct of the election at which the Registrar of Voters agreed to conduct the municipal election for the City; and

**WHEREAS**, upon the close of the Nomination Period, Terry A. Sayre was the only qualified candidate for Tulare City Council District 2, and Dennis A. Mederos was the only qualified candidate for Tulare City Council District 4. There were also no qualified write-in candidates for either district. As a result, Ms. Sayre and Mr. Mederos were running unopposed; and

**WHEREAS**, by proceedings heretofore duly had and taken, the General Municipal Election was to be held in the City of Tulare (hereinafter called the "City") on November 8, 2022; and

**WHEREAS**, pursuant to Resolution No. 2023-0305 of the Tulare County Board of Supervisors, adopted on April 11, 2023, said Board made certain findings; and

**WHEREAS**, a copy of said Resolution is attached hereto and made a part thereof; and

**WHEREAS**, as set forth therein, the incumbent councilmember for City Council District 2, Terry A. Sayre, has been deemed elected to a term of four years ending on or about December 2026; and

**WHEREAS**, as set forth therein, the incumbent councilmember for City Council District 4, Dennis A. Mederos, has been deemed elected to a term of four years ending on or about December 2026; and

**WHEREAS**, the City Council of the City of Tulare herein declares the results of the November 8, 2022 election.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Tulare, as follows, to wit:

**Section 1.** The foregoing recitals are true and correct.

**Section 2.** The attached resolution adopted by the Tulare County Board of Supervisors on April 11, 2023 (Exhibit "A") deeming Terry A. Sayre elected to Tulare City Council District 2 and Dennis A. Mederos elected to Tulare City Council District 4 for a term of four years each ending on or about December 2026 shall be incorporated by reference herein.

**Section 3.** The City Clerk is hereby authorized to sign and deliver a Certificate of Election and administer the Oath prescribed in the Constitution of the State of California to Terry A. Sayre and Dennis A. Mederos.

**Section 4.** The City Clerk shall certify the passage and adoption of this resolution and enter it into the book of original resolutions.

**PASSED, APPROVED, AND ADOPTED** on this 2<sup>nd</sup> day of May 2023.

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TERRY A. SAYRE, MAYOR

ATTEST:

MARC MONDELL, CITY CLERK

---

By Melissa Hermann, Chief Deputy City Clerk



**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF Approve Findings )  
related to the November 8, 2022 Election ) Resolution No. 2023-0304  
)

UPON MOTION OF SUPERVISOR VALERO, SECONDED BY SUPERVISOR VANDER POEL, THE FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD APRIL 11, 2023, BY THE FOLLOWING VOTE:

AYES: SUPERVISORS MICARI, VANDER POEL, SHUKLIAN, VALERO AND TOWNSEND  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE



ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: Jason T. Britt  
Deputy Clerk

\*\*\*\*\*

Approved the Findings related to the November 8, 2022 Election for the Tulare City Council Members District 2 and 4.

ROV  
4/11/2023  
JJB

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

**RESOLUTION NO. 2023-0305**

**IN THE MATTER OF APPROVAL OF FINDINGS RELATED TO THE  
NOVEMBER 8, 2022 ELECTION**

**WHEREAS**, the Tulare County Registrar of Voters is the duly appointed and acting elections official of the County and is responsible for the conduct of statewide elections and certain local and municipal elections within the County.

**WHEREAS**, the Registrar of Voters agreed to conduct the municipal election for the City of Tulare.

**WHEREAS**, the Registrar of Voters office opened the Nomination Period from July 18, 2022 to August 12, 2022 for the November 8, 2022 Election.

**WHEREAS**, at the close of the Nomination Period, Terry A. Sayre, Tulare City Council Member – District 2 and Dennis A. Mederos, Tulare City Council Member – District 4 were the only qualified candidates for each of their respective districts.

**WHEREAS**, there were no qualified write-in candidates for each district. As a result, Sayre and Mederos were running unopposed.

**WHEREAS**, California Elections Codes section 10229(a) allows the City Council to appoint a council member who is running unopposed rather than placing their names on the ballot.

**WHEREAS**, the City of Tulare submitted a qualified measure regarding a municipal tax related to taxation of retail cannabis that was included on the ballot.

**WHEREAS**, California Elections Code section 10229(b) requires that when a measure is placed on a ballot during a General Election and even if there is only one candidate for one council seat, their names must be placed on the ballot.

**WHEREAS**, the City of Tulare did not elect to appoint the qualified Council Members to their respective seats knowing that a measure would be on the ballot.

**WHEREAS**, the Registrar of Voters office removed both Council Members from the ballot inadvertently.

**WHEREAS**, the Election was certified by the Registrar of Voters on November 30, 2022. The Certified Statement of Vote for the November 8, 2022 Election was approved by the Board of Supervisors on December 6, 2022 and did not contain the contests for the Tulare City Council Members Districts 2 and 4.

**WHEREAS**, a single vote in their favor is the only requirement to win Tulare City Council Members District 2 and 4.

**NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF TULARE, STATE OF CALIFORNIA, FINDS AND RESOLVES AS FOLLOWS:**

1. The recitals herein above set forth are by virtue of this reference incorporated herein as though the same were set forth fully at this point;
2. Incumbent Councilmembers, Terry A. Sayre (District 2) and Dennis A. Mederos (District 4) would have been elected to their respective seats if their names had appeared on the November 8, 2022 ballot, and are deemed elected to their respective seats for a term of four (4) years each ending on or about December, 2026 notwithstanding the fact that their names did not appear on the November 8, 2022 ballot.

\* \* \* \* \*

UPON MOTION OF SUPERVISOR VALERO, SECONDED BY SUPERVISOR VANDER POEL, THE FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD APRIL 11, 2023, BY THE FOLLOWING VOTE:

AYES: SUPERVISORS MICARI, VANDER POEL, SHUKLIAN, VALERO AND TOWNSEND  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE



ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: Jason T. Britt  
Deputy Clerk

ROV  
4/11/2023  
JJB



# Proclamation

**WHEREAS** mental health is essential to everyone's overall health and wellbeing; and

**WHEREAS** mental illness can affect anyone and can develop at any time. Debilitating illnesses such as depression, anxiety, post-traumatic stress disorder, and bi-polar disorder can strain every part of a person's life; and

**WHEREAS** mental health challenges are one of the most common health conditions in California, affecting one out of six adults and impacting both the person experiencing mental health challenges and those persons who care and love the person facing the challenge; and

**WHEREAS** one out of every twenty-four Californians with a serious mental illness have difficulty functioning in everyday life and if left untreated, have life expectancies 25 years shorter than the general population; and

**WHEREAS** recovery can and does happen, and all Californians should know that support and help is available regardless of any individual's situation; and

**WHEREAS** creating a community where everyone feels comfortable reaching out for the support they deserve is crucial to ending the stigma around mental health; and

**WHEREAS** the City of Tulare wishes to enhance public awareness of mental health.

**NOW, THEREFORE** we, the City Council of the City of Tulare, do hereby proclaim the month of May 2023 as

## Mental Health Awareness Month

in the City of Tulare and encourage all citizens, government agencies, public and private institutions, businesses, and schools to recommit our community to increasing awareness and understanding of mental illnesses, reducing stigma and discrimination, and promoting appropriate and accessible services for all people with mental illnesses.

Dated this 2<sup>nd</sup> day of May 2023.



*Terry A. Sayre*  
Terry A. Sayre, Mayor

*Patrick Isherwood*  
Patrick Isherwood, Vice Mayor

*Jose Sigala*  
Jose Sigala, Councilmember

*Stephen C. Harrell*  
Stephen C. Harrell, Councilmember

*Dennis A. Mederos*  
Dennis A. Mederos, Councilmember





# Proclamation

**WHEREAS**, Professional Municipal Clerks are a time-honored and vital part of local government, existing throughout the world; and

**WHEREAS**, the Office of the Professional Municipal Clerk is the oldest among public servants; and

**WHEREAS**, Professional Municipal Clerks provide the professional link between citizens, the local governing bodies, and agencies of government at all levels; and

**WHEREAS**, Professional Municipal Clerks have pledged to be mindful of their neutrality and impartiality, rendering equal service to all; and

**WHEREAS**, Professional Municipal Clerks serve as information centers on functions of local government and community; and

**WHEREAS**, Professional Municipal Clerks strive to improve the administration of their offices through participation in education programs, seminars, workshops, and the annual meetings of their state, provincial, county, and international professional organizations; and

**WHEREAS**, it is most appropriate that we recognize the accomplishments of Professional Municipal Clerks everywhere.

**NOW, THEREFORE**, we, the City Council of the City of Tulare, do hereby proclaim the April 30-May 6, 2023, as

## Professional Municipal Clerks Week

in the City of Tulare and further extend appreciation to our Chief Deputy City Clerk Melissa Hermann and Deputy City Clerk Maegan Peton, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 2<sup>nd</sup> day of May 2023.



*Terry A. Sayre*

**Terry A. Sayre, Mayor**

*Patrick Isherwood*

**Patrick Isherwood, Vice Mayor**

*Jose Sigala*

**Jose Sigala, Councilmember**

*Stephen C. Harrell*

**Stephen C. Harrell, Councilmember**

*Dennis A. Mederos*

**Dennis A. Mederos, Councilmember**



# Proclamation

**WHEREAS**, in 1962, President John F. Kennedy designated May 15 as Peace Officers Memorial Day, and the week in which that date falls as National Police Week; and

**WHEREAS**, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others; and

**WHEREAS**, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

**WHEREAS**, since the first recorded death in 1786, more than 23,000 law enforcement officers in the United States have made the ultimate sacrifice and have been killed in the line of duty, including Tulare Police Officer Richard Wellington Smith and K9 Bane; and

**WHEREAS**, the members of the Tulare Police Department play an essential role in safeguarding the rights and freedoms of the citizens of the City of Tulare; and

**WHEREAS**, the Tulare Police Department is a skilled, professional law enforcement agency which believes in maintaining public peace and promoting order through fair and impartial decisions and respectful enforcement of the law.

**NOW THEREFORE**, we, the City Council of the City of Tulare, do hereby proclaim the week of May 14-20, 2023, as

## National Police Week

in the City of Tulare and encourage the community to join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities of preserving the rights and security of all citizens, have rendered a dedicated service to their communities.

Dated this 2<sup>nd</sup> day of May 2023.



*Terry A. Sayre*  
Terry A. Sayre, Mayor

*Patrick Isherwood*  
Patrick Isherwood, Vice Mayor

*Jose Sigala*  
Jose Sigala, Councilmember

*Stephen C. Harrell*  
Stephen C. Harrell, Councilmember

*Dennis A. Mederos*  
Dennis A. Mederos, Councilmember

**CITY OF TULARE  
CITY COUNCIL MEETING MINUTES**

**Council Chamber  
491 North M Street, Tulare**

**Tuesday, April 18, 2023  
7:00 p.m. - Regular Meeting**

**COUNCIL PRESENT:** Mayor Terry A. Sayre  
Vice Mayor Patrick Isherwood  
Councilmember Jose Sigala  
Councilmember Stephen C. Harrell  
Councilmember Dennis A. Mederos

**STAFF PRESENT:** City Manager Marc Mondell; City Attorney Mario Zamora; Chief Deputy City Clerk Melissa Hermann; Assistant City Manager Josh McDonnell; Chief Financial Officer Diego Ibanez; City Engineer Michael Miller; Public Works Director Trisha Whitfield; Community Services Director Jason Glick; Police Chief Fred Ynclan; Fire Chief Michael Ott; Human Resources Director Janice Avila; Interim Community Development Director/City Planner Mario Anaya; Executive Director of Economic Development and Redevelopment Traci Myers; Chief Technology Officer Jason Bowling

*The special meeting originally scheduled to precede the regular meeting was canceled; therefore, the following minutes will only reflect the regular meeting.*

**4. CALL TO ORDER REGULAR MEETING**

Mayor Sayre called the regular meeting of the City Council to order at 7:00 p.m. in the Council Chamber located at 491 North M Street.

**5. PLEDGE OF ALLEGIANCE AND INVOCATION**

Councilmember Mederos led the pledge of allegiance, and an invocation was given by Samuel Gray, Senior Pastor of Prosperity Avenue Baptist Church.

**6. PUBLIC COMMENTS**

The following provided public comment: Rosalinda Avitia, Jan Smith, Nathan Laird, Michael Patchin, Steve Celentano, and Donnette Silva-Carter.

**7. PRESENTATIONS**

**7.1 Proclamation for National Child Abuse Prevention Month April 2023.** Mayor Sayre read the proclamation and presented it to Amanda Guajardo of the Tulare County Child Abuse Prevention Council.

**7.2 Proclamation for National Library Week April 23-29, 2023.** Councilmember Mederos read the proclamation and presented it to Library Manager Heidi Clark.

- 7.3 **Proclamation for Arbor Day April 28, 2023.** Vice Mayor Isherwood read the proclamation for Arbor Day. *\*Correction: Arbor Day is April 21, 2023.*
- 7.4 **Resolution of Commendation for Maria Elena Grijalva.** Councilmember Sigala read and provided a resolution of commendation to Maria Elena Grijalva.
- 7.5 **South Tulare Interchange Update by Ted Smalley, Executive Director of the Tulare County Association of Governments.** Ted Smalley provided an update on the South Tulare Interchange project as well as other projects in the city.

## 8. COMMUNICATIONS

City Manager Marc Mondell advised there were no communications.

## 9. COUNCIL REPORTS AND ITEMS OF INTEREST

Council reported out on recent events and discussed items of interest.

## 10. CONSENT CALENDAR

It was moved by Councilmember Harrell, seconded by Vice Mayor Isherwood, and unanimously carried to approve the items on the Consent Calendar with the correction to item 10.4 correcting the location of the property in question from the southeast corner of Bardsley and N Street to the southeast corner of Bardsley and O Street.

### 10.1 **Waive the reading of ordinances and approve reading by title only.**

**Recommended Action:** Approve the reading by title only of all ordinances and that further reading of such ordinances be waived.

### 10.2 **Special and/or Regular Meeting Minutes of April 4, 2023.**

**Recommended Action:** Approve as submitted. [M. Hermann]

### 10.3 **Parcel Map Acceptance – TPM 2021-01.**

**Recommended Action:** Approve the Parcel Map filed by Leandro J. Campos, a married man as his sole and separate property, for the division of land located on the northeast corner of Alpine Avenue and Dayton Street for recordation, and accept all easements offered to the City. [M. Miller]

### 10.4 **Parcel Map Acceptance – TPM 2021-06.**

**Recommended Action:** Approve the Parcel Map filed by Big Bidness LLC, for the division of land located on the southeast corner of Bardsley Avenue and N Street for recordation, and accept all dedications and easements offered to the City. [M. Miller]

### 10.5 **Parcel Map Acceptance – TPM 2022-05.**

**Recommended Action:** Approve the Parcel Map filed by D.R. Horton CA3, Inc., for the division of land located on the south side of Madalyn Avenue, north side of Tulare Avenue, east of Cromley Street, and accept landscape Lot A, block wall easements, public utility easements, and right-of-way dedications offered to the City. [M. Miller]



**10.6 Jack-In-The-Box Oversize Construction Reimbursement Agreement.**

**Recommended Action:** Authorize the City Manager to execute an oversize construction reimbursement agreement with MFT – Bardsley, LLC for construction costs associated with development of Jack-In-The-Box that are eligible for reimbursement in accordance with Chapter 8.64 of the Municipal Code, subject only to minor conforming and clarifying changes acceptable to the City Attorney and City Manager. [M. Miller]

**10.7 KCOK Ranch, No. 2B Subdivision Notice of Completion.**

**Recommended Action:** Accept the required public works improvements for KCOK Ranch, No. 2B subdivision located east of Mooney Boulevard and north of Seminole Avenue as complete, authorize the City Engineer to sign a Notice of Completion (NOC), and direct the City Clerk to file the NOC with the Tulare County Recorder's Office. [M. Miller]

**10.8 Property Acquisition for Public Right-of-Way for Prosperity/West Traffic Signal Project.**

**Recommended Action:** Authorize the City Manager to complete and execute the documents necessary to purchase a portion of property (APN: 164-130-006) in the amount of \$32,700 for use as public right-of-way associated with Project EN0088 – Prosperity Avenue/West Street Traffic Signal Project, subject only to minor conforming and clarifying changes acceptable to the City Attorney and City Manager. [M. Miller]

**10.9 Appointment of Member to the Board of Public Utilities Commissioners.**

**Recommended Action:** Confirm Mayor Sayre's appointment of Blake Wilbur to the Board of Public Utilities Commissioners with a term ending December 31, 2025. [M. Hermann]

**10.10 March 2023 Investments Report.**

**Recommended Action:** Accept the monthly investments report for March 2023. [D. Ibanez]

**11. PUBLIC HEARINGS****11.1 Housing Element and General Plan Annual Progress Reports; Finding of No Net Loss.**

**Recommended Action:** Receive and accept the City of Tulare Housing Element and General Plan Annual Progress Reports for the 2022 calendar year; authorize staff to submit reports to the Governor's Office of Planning and Research and Department of Housing and Community Development; and adopt a resolution supporting a Finding of No Net Loss on Sites Identified to Accommodate the City of Tulare's Fifth Cycle Regional Housing Needs Allocation pursuant to Government Code Section 65863.

**Presented By:** Principal Planner Steven Sopp

**Public Comment:** The public hearing was opened at 8:31 p.m. Receiving no public comment, the public hearing was closed at 8:31 p.m.

**Council Action:** It was moved by Councilmember Mederos, seconded by Councilmember Harrell, and unanimously carried to approve the item as presented.

## 12. GENERAL BUSINESS

### 12.1 Commercial Truck Parking.

**Recommended Action:** Receive a report regarding the issue of commercial truck parking on City streets.

**Presented By:** City Engineer Michael Miller

**Public Comment:** None

**Council Action:** It was the consensus of Council to direct staff to seek input from the trucking industry.

### 12.2 Mid-Year Budget Review and Amendment.

**Recommended Action:** Adopt a resolution to amend the Fiscal Year 2022-2023 Annual Operating Budget and review the FY 2023-2024 Budget Calendar.

**Presented By:** Chief Financial Officer Diego Ibanez

**Public Comment:** None

**Council Action:** It was moved by Councilmember Mederos, seconded by Councilmember Harrell, and unanimously carried to approve the item as presented.

## 13. FUTURE AGENDA ITEMS

### 13.1 Tulare Cares Meal Delivery.

**Recommended Action:** Review and provide direction to either add to a future agenda or not. [Mayor Sayre]

**Council Action:** It was the consensus of Council to add this item to the May 2 agenda.

## 14. STAFF UPDATES

Staff provided updates on department activities.

## 15. ADJOURNMENT

The regular meeting was adjourned at 9:38 p.m.

Approved by Council: May 2, 2023

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TERRY A. SAYRE, MAYOR

ATTEST:

MARC MONDELL, CITY CLERK

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By Melissa Hermann, Chief Deputy City Clerk

**CITY OF TULARE  
CITY COUNCIL MEETING MINUTES**

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**Council Chamber  
491 North M Street, Tulare**

**Tuesday, April 25, 2023  
6:00 p.m. - Special Meeting**

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**COUNCIL PRESENT:** Mayor Terry A. Sayre  
Councilmember Jose Sigala  
Councilmember Stephen C. Harrell  
Councilmember Dennis A. Mederos

**COUNCIL ABSENT:** Vice Mayor Patrick Isherwood

**STAFF PRESENT:** City Manager Marc Mondell; City Attorney Mario Zamora;  
Assistant City Manager Josh McDonnell; Chief Deputy City  
Clerk Melissa Hermann; Chief Financial Officer Diego Ibanez;  
City Engineer Michael Miller; Public Works Director Trisha  
Whitfield; Community Services Director Jason Glick; Safety,  
Compliance & Facilities Officer Manny Correa

**1. CALL TO ORDER**

Mayor Sayre called the special meeting of the City Council to order at 6:00 p.m. in the Council Chamber located at 491 North M Street.

**2. STUDY SESSION**

**2.1 Fiscal Year 2021/2022 Audit.**

**Recommended Action:** Review the results of the Fiscal Year 2021/2022 audit.

**Presented By:** Not applicable.

**Public Comment:** Not applicable.

**Council Action:** City Manager Marc Mondell advised this item will be rescheduled to May 16, 2023.

**2.2 Engie Project Presentation.**

**Recommended Action:** Receive a presentation on the Engie project proposal and direct staff regarding same.

**Presented By:** City Manager Marc Mondell and Ashu Jain, ENGIE Services U.S.

**Public Comment:** None

**Council Action:** It was the consensus of Council to move forward with the project as presented as well as have staff work with ENGIE to consider the following items: adding an HVAC unit in the gym at the Youth Center, consider adding a solar parking canopy at the Youth Center, ensure EV chargers at City Hall will be compatible with Tesla vehicles as well as all other EV models (universal), look at increasing solar at the Senior Community Center to with the possibility of including the Historical Museum as the City owns the property where the museum is located, and consider adding solar to the permanent homeless shelter as well as LED lighting inside.

**3. ADJOURNMENT**

Mayor Sayre adjourned the special meeting at 7:20 p.m.

Approved by Council: May 2, 2023

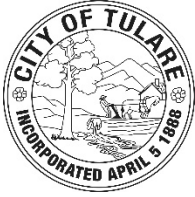
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TERRY A. SAYRE, MAYOR

ATTEST:

MARC MONDELL, CITY CLERK

\_\_\_\_\_  
By Melissa Hermann, Chief Deputy City Clerk

DRAFT



# Staff Report

**Meeting:** City Council  
**Date:** May 2, 2023

**Item #: 8.3**  
**Consent**

**Department:** City Manager  
**Submitted by:** Chief Deputy City Clerk Melissa Hermann  
**Agenda Title:** Mid-Kaweah Groundwater Sustainability Agency Board Member Appointment

## RECOMMENDED ACTION

Confirm the appointment of Board of Public Utilities Commissioner Blake Wilbur as the Board's selection to serve on the Mid-Kaweah GSA Board of Directors and City Manager Marc Mondell, or his designee, as the alternate, and direct the City Clerk's Office to notify the Mid-Kaweah GSA of the appointment.

## SUMMARY

In 2015, the City of Visalia, City of Tulare, and Tulare Irrigation District ("TID") executed the Mid-Kaweah Groundwater Subbasin Joint Powers Authority ("JPA") to form the Mid-Kaweah Groundwater Sustainability Agency ("Mid-Kaweah GSA") in response to the Groundwater Management Act of 2014. The Mid-Kaweah GSA is governed by a Board of Directors composed of two City of Visalia councilmembers, a total of two members from either or both of the Tulare City Council or Tulare Board of Public Utilities Commissioners ("BPU"), and two members of the TID. Each member may designate an alternate to participate in the event the Director is absent. The alternat may but need not be a member of the legislative body that he or she represents.

The City of Tulare's representatives on the Mid-Kaweah GSA Board of Directors are Councilmember Dennis A. Mederos (alternate is Councilmember Jose Sigala) and BPU Commissioner Howard Stroman (no alternate selected). Mr. Stroman resigned from the BPU in March 2023 leaving a vacancy on the Mid-Kaweah GSA Board of Directors.

On April 20, 2023, the BPU appointed Commissioner Blake Wilbur to serve on the Mid-Kaweah GSA Board of Directors. The BPU also appointed City Manager Marc Mondell, or his designee, to serve as the alternate. Staff recommends that Council accept and confirm these appointments.

## FISCAL IMPACT & FUNDING SOURCE(S)

There is no fiscal impact associated with this action.

## LEGAL REVIEW

This item does not require legal review.

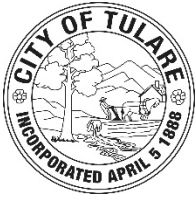
## ALTERNATIVE ACTION

1. Approve with changes
2. Deny
3. Table

**ATTACHMENTS**

None

Reviewed/Approved: 



# Staff Report

Meeting: City Council  
Date: May 2, 2023

Item #: 9.1  
Public Hearing

**Department:** Community Development - Housing  
**Submitted by:** Gladys Avitia, Housing and Grants Specialist  
**Agenda Title:** Proposed Annual Action Plan for Fiscal Year 2023

## RECOMMENDED ACTION

Adopt resolution as presented approving Community Development Block Grant (CDBG) Annual Action Plan (AAP) to allocate approximately \$427,000 to public infrastructure and facility improvements, \$110,300 to services for people experiencing homelessness, \$112,400 to affordable housing preservation, and \$120,000 to CDBG program administration and fair housing activities; and authorize the City Manager or their designee to submit the same to HUD on behalf of the City of Tulare.

## SUMMARY

The Community Development Block Grant (CDBG) Program is authorized under Title I of the Housing and Community Development Act of 1974. Its primary objective is the development of viable urban communities through distinct national objective and eligible activities. Local administration of the CDBG Program is overseen by the City’s Community Development Department in cooperation with other City departments. Through the Annual Action Plan (AAP) process, the City Council and Department staff forward activities that meet the goals identified under the City’s 2020-2024 CDBG Consolidated Plan (ConPlan) and the national objectives and requirements of the CDBG Program as determined by the U.S. Department of Housing and Urban Development (HUD). On May 5, 2020, the City Council adopted the ConPlan for use of CDBG funds following comprehensive public outreach, meetings, and consultation with other organizations and agencies. For reference, the prioritized goals of the current five-year ConPlan period include those listed below.

Table 1 – 2020-2024 Consolidated Plan Strategic / Priority Needs

1) Provide public infrastructure and facility improvements for moderate- and low-income households.
2) Provide direct assistance and/or housing for people experiencing homelessness and those at-risk.
3) Improve access to affordable housing for moderate- and low-income households and for people with special needs.
4) Provide public services for moderate- and low-income households and for people with special needs.
5) Improve access to employment and training opportunities for moderate- and low-income households, people with special needs, and people experiencing homelessness.
6) Provide professional and high-quality grant administration and fair housing services.

Between February 15<sup>th</sup> and March 17<sup>th</sup>, Department staff held a Request for Proposals (RFP) period, sought public comment, held two public meetings, and consulted with local organizations and other City staff in order to gather information and proposals for the Fiscal Year 2023 CDBG Action Plan (See pg. 6-8 of the Draft 2023 Action Plan for a summary of

public outreach and participation). An array of local agencies and organizations were notified of the CDBG funding opportunity and encouraged to propose activities. The City received seven (7) applications from seven (7) different entities prior to the close of the RFP period on Friday, March 17, 2023. Table 2 provides a brief overview of the applications and associated funding requests. Department staff reviewed applications according to criteria including, but not limited to, how a proposed activity and/or its sponsor: a) benefits low- and moderate-income households b) demonstrates cost reasonableness and effectiveness; c) experience and past performance; and, d) management and implementation approach.

Table 2 – Applications for 2023 CDBG Funds

Category	Activity Name	Budget
Public Infrastructure and Facilities	Planning Project – Academy & Apricot Improvements	<ul style="list-style-type: none"> <li>• \$390,000</li> </ul>
Public Services	<ul style="list-style-type: none"> <li>• Kingsview: Clinic / Care Manager on ERF Project (LMFT, LCSW)</li> <li>• Salt + Light: Outreach, relationship management, and food truck coordinator for unhoused people</li> <li>• Self-Help Enterprises: Support services for tenants at Santa Fe Commons</li> <li>• Family Services of Tulare County: Case management for housed Tulare clients on federal Tulare Housing First project</li> <li>• Kings Tulare Homeless Alliance: Housing Navigator and Transportation Coordinator on ERF project</li> </ul>	<ul style="list-style-type: none"> <li>• \$211,981</li> <li>• \$47,960</li> <li>• \$30,000</li> <li>• \$25,000</li> <li>• 149,442</li> </ul>
Affordable Housing	Minor Home Rehabilitation Program	<ul style="list-style-type: none"> <li>• \$112,400</li> </ul>
*Program Administration and Planning	<ul style="list-style-type: none"> <li>• Housing and Grants Division responsible for Management and Oversight and Public Information, Advertising, Supplies, and Training</li> </ul>	<ul style="list-style-type: none"> <li>• \$120,014</li> </ul>
<b>Total Anticipated CDBG funds available in Fiscal Year 2023</b>		<b>\$770,501</b>



Proposed Activities and Budgets for FY 2023 Annual Action Plan total expected funding for Fiscal Year 2023 involves an estimated annual allocation of \$725,421, an estimated \$10,000 in available CDBG program income, and approximately \$35,080 in CDBG funds remaining from the current Fiscal Year 2022. Together, about \$770,501 is available for the City Council, with public comment, to award to organizations and City Departments to implement an eligible activity. Since the CDBG Program places a cap of 15 percent on the amount of CDBG funds a jurisdiction may commit to public service activities in a given program year, only one or several proposed public service activities may receive an award of the approximately \$110,300 available for a public service. Department staff requests City Council's review and comments at this time. City Council may formally approve activities and their respective budgets at the end of a 30-day public comment period and upon closure of a public hearing during the May 2, 2023 City Council meeting.

The City of Tulare is awaiting notification from the California Interagency Council on Homelessness on the status of an application for grant funds under the Encampment Resolution Funding (ERF) Program. If awarded, a second ERF grant award will impact the level of CDBG funds allocated to the proposed activities in the public services category. Notification is expected in early May, and as a contingency, Housing and Grants Division staff developed two proposals. Table 3 lists proposed activities and a distribution of CDBG funds as reflected in the Annual Action Plan report. While, Table 4 identifies a secondary plan with options on how to commit CDBG funds as outlined in the City's ERF application for an enhancement of the City's existing ERF project.

Table 3 – Proposed 2023 Annual Action Plan – Activities and Estimated Budgets (without a ERF Round 2 Grant)

Public Services – <ul style="list-style-type: none"> <li>• Kingsview: \$90,313</li> <li>• Self-Help Enterprises: \$20,000</li> </ul>
Public Infrastructure & Facilities – <ul style="list-style-type: none"> <li>• Academy &amp; Apricot Improvements – \$427,000</li> </ul>
Affordable Housing – <ul style="list-style-type: none"> <li>• Habitat for Humanity: \$112,400</li> </ul>
Program Administration & Planning – <ul style="list-style-type: none"> <li>• Management, Oversight, and Coordination - \$120,014</li> </ul>

Table 4 – Alternative 2023 Annual Action Plan – Activities and Estimated Budgets (with a ERF Round 2 Grant)

<b>Option A</b>	<b>Option B</b>
Public Services – <ul style="list-style-type: none"> <li>• Kings Tulare Homeless Alliance: \$110,313</li> </ul>	Public Services – <ul style="list-style-type: none"> <li>• Kings Tulare Homeless Alliance: \$90,313</li> <li>• Self-Help Enterprises: \$20,000</li> </ul>
Public Infrastructure & Facilities – <ul style="list-style-type: none"> <li>• City of Tulare: Engineering – \$427,000</li> </ul>	Public Infrastructure & Facilities – <ul style="list-style-type: none"> <li>• City of Tulare: Engineering – \$427,000</li> </ul>
Affordable Housing – <ul style="list-style-type: none"> <li>• Habitat for Humanity: \$112,400</li> </ul>	Affordable Housing – <ul style="list-style-type: none"> <li>• Habitat for Humanity: \$112,400</li> </ul>
Program Administration & Planning –	Program Administration & Planning –

<ul style="list-style-type: none"> <li>• Management, Oversight, and Coordination - \$120,014</li> </ul>	<ul style="list-style-type: none"> <li>• Management, Oversight, and Coordination - \$120,014</li> </ul>
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**Notes**

- The City’s application to Cal ICH’s recent ERF Round 2 Notice of Funding Availability identified CDBG funds in FY 2023 as a source matching funds for the cost of one additional case manager and a transportation coordinator. These two positions are part of a larger proposal to enhance the existing ERF-1 project;

A focus on services for people experiencing homelessness and public infrastructure improvements in the proposed Action Plan aligns with goals as identified in the 2020-2024 Consolidated Plan. Information on the proposed activities and funding was available for public review and comment from March 29 to May 2, 2023.

**FISCAL IMPACT & FUNDING SOURCE(S)**

Community Development Block Grant Funding for Fiscal Year 2023 (Fund 077)

**LEGAL REVIEW**

This item does not require legal review

**ALTERNATIVE ACTION**

1. Approve with changes: Adopt a specific iteration of activities and funding allocations from those presented
2. Deny: Reject the proposed AAP and alternative plans and propose a different iteration activities and use of CDBG funds in FY2023 for City staff to present at a future City Council meeting
3. Table: Reschedule consideration of this item to a future City Council meeting.

If neither of the proposed options for the 2023 Annual Action Plan are adopted at this or a subsequent meeting, City Council may table consideration and provide direction to City staff on alternative CDBG allocations.

**ATTACHMENTS**

1. Resolution
2. Proposed Annual Action Plan for Fiscal Year 2023

Reviewed/Approved: 

# ATTACHMENT 1

## RESOLUTION 2023-XX

### **A RESOLUTION OF THE COUNCIL OF THE CITY OF TULARE APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2023 ANNUAL ACTION PLAN (AAP) TO COMMIT AN ESTIMATED \$770,501 IN CDBG FUNDING TO ELIGIBLE PUBLIC SERVICE, PUBLIC INFRASTRUCTURE, AFFORDABLE HOUSING, PUBLIC SERVICES, AND PROGRAM ADMINISTRATION ACTIVITIES**

**WHEREAS**, the City of Tulare is designated an entitlement jurisdiction by the U.S. Department of Housing and Urban Development (HUD) to receive an annual allocation of Community Development Block Grant (CDBG) funds for implementing projects and programs within the City; and

**WHEREAS**, the CDBG Program was established under Title 1 of the Housing and Community Development Act of 1974, as amended, to assist in developing viable, urban communities by providing decent housing, a sustainable living environment, and promoting economic development that benefit primarily low- and moderate-income persons; and

**WHEREAS**, total anticipated resources for FY 2023 in the amount of \$770,501 includes an approximate FY 2023 allocation of \$725,421, estimated \$10,000 in program income, and about \$35,080 in CDBG funds remaining from FY 2022; and

**WHEREAS**, the funding levels identified for FY 2023 projects are estimated amounts, and once the actual FY 2023 allocation is known, one or more of the proposed activities' budgets will be proportionally increased or decreased from the estimated funding levels to correspond with actual available resources; and

**WHEREAS**, between February 15 and March 17, 2023, Community Development Department staff held a Request for Proposal (RFP) period, sought public comment, held two public meetings, and consulted with local organizations and other City staff to gather information and proposals for the FY 2023 AAP; and

**WHEREAS**, the City received seven (7) applications from seven (7) different entities prior to the close of the RFP period on Friday, March 17, 2022. Department staff reviewed applications according to criteria including, but not limited to, how a proposed activity and/or its sponsor: a) benefits low- and moderate-income households b) demonstrates cost reasonableness and effectiveness; c) experience and past performance; and d) management and implementation approach; and

**WHEREAS**, Department staff notified the general public and over several hundred nonprofit, private, and public entities of the RFP and corresponding public meeting through the publication of notices in two local newspapers and through the e-mail list-serves of local community-based organizations; and

**WHEREAS**, from March 29 through May 2, 2023, staff held a 30-day period for review and comment on the proposed FY 2023 AAP and its commitment of approximately \$770,501 in available CDBG funds to eligible activities for the Program Year that begins on July 1, 2023, and runs through June 30, 2024; and

**WHEREAS**, the public comment period beginning on April 12, a second public meeting on April 19, and public hearing on the proposed FY 2023 Annual Action Plan was duly noticed in a newspaper of general circulation; and

**WHEREAS**, the proposed FY 2023 Annual Action Plan commits CDBG funds in the approximate amounts of \$427,000 to public infrastructure and facility improvements, \$110,300 to services for people experiencing homelessness, \$112,400 to affordable housing preservation, and \$120,000 to CDBG program administration, oversight, and training.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Tulare, as follows, to wit:

**Section 1.** Following a public hearing held on May 2, 2023, the FY 2023-2024 CDBG Annual Action Plan is hereby adopted as presented.

**PASSED, APPROVED, AND ADOPTED** on this 2<sup>nd</sup> day of May 2023.

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TERRY A. SAYRE, MAYOR

ATTEST:

MARC MONDELL, CITY CLERK

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By Melissa Hermann, Chief Deputy City Clerk

# City of Tulare

## Proposed PY 2023 Annual Action Plan



City of Tulare  
Community & Economic Development Department  
411 East Kern Avenue  
Tulare, CA 93274

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The Fiscal Year (FY) 2023-2024 Annual Action Plan directs the use of the City's annual allocation of \$725,421 CDBG funds, approximately \$10,000 in available CDBG program income, and an estimated \$35,080 in CDBG funds remaining from the previous program year to projects that meet CDBG national objectives and needs established in the City's Consolidated Plan for 2020-2024. Proposed projects and their approximate funding levels include the following: \$427,000 for public infrastructure and facility improvements; \$110,300 for homeless services; \$112,400 for affordable housing preservation; and, \$120,000 for CDBG program administration, planning, and fair housing efforts. Collectively, the City anticipates \$770,501 in total resources for the implementation of eligible activities in the coming program year.

Per Notice CPD-23-01, issued by the Office of Community Planning and Development of the U.S. Department of Housing and Urban Development (HUD) on February 9<sup>th</sup>, 2023<sup>1</sup>, CDBG formula grantees, including the City of Tulare, must adhere to guidance on submitting an Annual Action Plan for FY 2023. Grantees should not submit their Annual Action Plan until the actual 2023 grant amounts have been determined and announced by HUD. The City of Tulare is electing to conduct citizen participation on its draft Annual Action Plan (with estimated funding amounts) according to a normal timetable and citizen participation procedures. The funding levels shown for FY 2023 proposed projects are estimated amounts, and once the actual 2023 grant amount is known, one or more of the proposed activities' budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts. Any increase or decrease in funding to match actual allocation amounts will be applied to the Public Infrastructure Improvements, Minor Home Rehabilitation, and/or Homeless Outreach and Case Management activities.

<sup>1</sup> Notice CPD-22-05: Guidance on Submitting Consolidated Plans and Annual Action Plans for FY 2023 – available at <https://www.hudexchange.info/resource/6823/notice-cpd-23-01-guidance-on-submitting-consolidated-plans-and-annual-action-plans-fy-2023-pre-award-waiver/>



## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The CDBG Program is administered by the U.S. Department of Housing and Urban Development (HUD), and is authorized under Title 1 of the Housing and Community Development Act of 1974 (HCDA), as amended. HUD provides technical assistance and monitors participating jurisdictions to facilitate compliance with CDBG program requirements. The regulations implementing the CDBG Program are in the Code of Federal Regulation: 24 CFR Part 570. Each year, HUD allocates CDBG funds directly to local jurisdictions with a population greater than 50,000. A five-part formula determines a jurisdiction's overall award. The formula accounts for a jurisdiction's population, extent of housing overcrowding, poverty level, age of housing stock, and growth lag. Allocations do vary on an annual basis. On average, the City of Tulare receives \$690,000 per year. The entitlement award to local jurisdictions requires planning and public input. Local jurisdictions retain control over the use of CDBG funds and determine, through citizen participation practices (e.g., meetings, hearings, and comment periods), the activities and projects to receive available CDBG funding.

Jurisdictions must use CDBG program funds to develop viable urban communities through activities and projects that provide decent housing, a suitable living environment, and/or expand economic opportunities. The projects, programs, and/or public services implemented by local jurisdictions must meet one of the following three National Objectives: 1) benefit low/moderate-income (LMI) persons; 2) prevent or eliminate slums and blight; or 3) meets an urgent need. The City requires all CDBG-funded projects and programs meet the primary National Objective of benefiting low- and moderate-income households. Projects that serve special populations such as seniors, people experiencing homelessness, and people with a disability, are also prioritized.

To receive its entitlement funding from HUD, the City is required to approve an Annual Action Plan for each fiscal year. The Annual Action Plan (AAP) describes how the City intends to invest its CDBG funds to meet the needs and goals identified in their existing Consolidated Plan (2020-2024). The City will commit its 2023 allocation in the amount of \$725,421, about \$10,000 in available program income, and approximately \$35,080 of its allocation remaining from the previous Program Year (PY), to PY 2023 projects and activities that will begin on or after July 1, 2023, and end on or before June 30, 2024. A total of about \$770,501 is available for the City Council, with public comment and review, to apply to individual projects and activities proposed by local nonprofit organizations, other government agencies, and/or City Departments.



## 2. Summarize the objectives and outcomes identified in the Plan

**Provide Homeless & Public Services:** Use CDBG funds to establish agreements with local organizations to provide outreach, case management, connections to transitional and permanent supportive housing, and financial relief and other services to people experiencing homelessness or at-risk of becoming homeless. And commit CDBG funds to support the preservation and restoration of particular low- and moderate-income areas and neighborhoods in the City.

**Preserve and Develop Affordable Housing:** Use CDBG funds to preserve the City's existing stock of affordable housing units through largely minor and substantial rehabilitation programs and individual projects, and, where feasible, invest in site improvements to facilitate the development of new affordable housing units.

**Accomplish Public Infrastructure & Facility Improvements:** Use of CDBG funds to accomplish physical infrastructure (e.g., roadways, sidewalk, lighting) and facilities (e.g., parks) improvements in low- and moderate-income residential neighborhoods within the City of Tulare. Projects may address safety, environmental, and/or regulatory needs.

**Foster Economic Development:** Use CDBG funds to support initiatives that offer job training and foster employment opportunities for low- and moderate-income households and people experiencing or at-risk of homelessness.

**Provide CDBG Program Administration & Planning:** Use CDBG funds to account for City staff's planning, implementation, and oversight of the local CDBG program and the associated subrecipient agreement / relationships with local nonprofit, public agency, and City Department partners. Moreover, support standard operating and planning costs related to fair housing and implementation (e.g., postage, public noticing, training).

## 3. Evaluation of past performance

In the spring of 2020, the City compiled comprehensive input from the public, provider organizations and agencies, and other stakeholders in the preparation of the 2020-2024 Consolidated Plan, which included an evaluation of outcomes of previous Program Years and the identification of priority needs. In the summer of 2020, the City evaluated the outcomes of Program Year 2019 projects and activities in the most recent Consolidated Annual Performance and Evaluation Report (CAPER). The report compared the objectives and outcomes identified in the Annual Action Plan to previous years and included an overall assessment of ongoing performance on measurable indicators within the ConPlan. CDBG reports on the last five-years of projects and activities are available for public review on the City's website at:

<https://www.tulare.ca.gov/government/departments/community-economic-development/housing-cdbg-services/reports>.

Additionally, the City incorporated an assessment of activities and projects from the current 2022 Program Year and information from the Annual Housing Element Progress Report. The successes and challenges with the implementation of CDBG and CARES CDBG funded activities from July 1, 2020, to-date, offers guidance on how to meet ConPlan goals, while improving upon the implementation of forthcoming CDBG activities.

#### **4. Summary of Citizen Participation Process and consultation process**

**Consultation / Notice of Funding Availability:** Department of Housing & Community Development Department staff held a Request for Proposal (RFP) period to receive comments and/or proposals for projects in Fiscal Year (FY) 2023. A public notice was published on Wednesday, February 15, 2023, in the Visalia Times Delta and Tulare Advance Register to announce the RFP, public meeting, and resources to support an application for funding. The Department called for qualifying organizations and individuals to review the informational RFP handbook and other resources, schedule a meeting with Department staff, and apply for FY 2023 funds on or before Friday, March 17, at 12:00 PM PST (See Appendix A for copies of RFA Public Notice, Handbook, and Application). In total, the City received seven (7) complete applications proposing activities to address homelessness, affordable housing, and public infrastructure and facility improvements. Department staff evaluated applications according to CDBG Program national objectives and standards, the City's ConPlan, and other criteria, including, but not limited to, activity need and justification, cost reasonableness and effectiveness, and experience and past performance of the sponsor.

**Public Meetings:** Community Development Department staff held two public meetings on **Wednesday, March 1, 2023, and Wednesday, March 8, 2023**, to discuss the RFP for CDBG Program Year 2023, the CDBG Program, and goals within the City's ConPlan. The meeting offered both in-person and virtual participation options. A total of one individual attended these public meetings, stating an interest in fair housing. The City notified the general public and local organizations of this meeting through published notices, social media posts, and email listserv communications with an audience of several hundred agency staff. Department staff published the particular notice and distributed through partner listservs' beginning February 15, 2023, more than 10 days before the meeting. The Department held two additional public meetings on **Wednesday, April 12 and Wednesday, April 19, at 5:15 PM** to review the proposed 2023 Annual Action Plan and to receive comments. This meeting was open to the general public, local nonprofit organizations, public agencies, City Departments, and other stakeholders. Department staff provided both in-person and virtual participation options. Department staff issued a second public notice on March 29, 2023, to announce a 30-day public review and comment period, exclusively for proposed FY 2023 projects with estimated funding levels. The May 2<sup>nd</sup> public meeting was identified in this particular notice and announced via email listserv outreach. Staff published and distributed a copy of this public notice beginning March 29, 2023, more than 12 days before the public meeting.

**Public Hearings:** Department staff scheduled a public hearing on **Tuesday, May 2, 2023**. This public hearing provided an opportunity for the City Council members to receive comments on

the proposed FY 2023 Annual Action Plan prior to formal adoption. Public hearings operated with both in-person attendance and virtual participation via YouTube at [www.youtube.com/channel/UCdWZiv2o7do1JY0OvGe1aw/videos](https://www.youtube.com/channel/UCdWZiv2o7do1JY0OvGe1aw/videos). For those at-home and wishing to provide comments during a council meeting, instructions were given to call (559) 366-1849. A copy of the locally distributed public notice, a draft of the proposed 2023 Annual Action Plan, and instructions on how to review said documents and participate in the public hearings, was posted at the entrance of the Tulare Public Library Council Chambers, on the City website, and on the Agenda for the City Council Meetings on May 2, 2023.

**Public Review and Comment:** The City requested input from the public on the proposed projects and their respective budgets under the 2023 Annual Action Plan. A 30-day public review and comment period began on Wednesday, March 29, 2023, and concluded on Tuesday, May 2, 2023. The proposed 2023 Annual Action Plan was available at Tulare City Hall and on the Community Economic and Development Department webpage at - <https://www.tulare.ca.gov/government/departments/community-economic-development/housing-cdbg-services/public-notice>

Department staff published all public notices in English and Spanish in two widely circulated local newspapers and through the extensive listserv and eblast networks of local organizations. Department staff instructed individuals requesting a special accommodation to contact Gladys Avitia, Housing and Grants Specialist, at 559-684-4222 or [gavitia@tulare.ca.gov](mailto:gavitia@tulare.ca.gov).

## 5. Summary of public comments

According to the results of the ConPlan Survey, public meetings, and outcomes of the 2023 RFP, priority needs identified by residents and service providers included:

- **Public Infrastructure and Facility Improvements:** Street, sewer, water system repairs and/or reconstruction, together with the installment of accessible sidewalks, curbs, and ramps. As well as, the restoration of public park amenities and landscaping.
- **Provision of Homeless Services:** Offering of behavioral, primary, and mental health care services, together with homeless prevention, direct outreach, case management, and housing placement services to emergency shelter, transitional, and/or permanent supportive housing.
- **Preservation and Development of Affordable Housing:** Rehabilitation of single- and multi-family units occupied by seniors, persons with special needs, and low- and moderate-income households, including specific repairs and/or the installation of new building features.

**Public Hearings.** The City held four public hearings prior to the adoption of the 2020-2024 ConPlan and two public hearings for the adoption of the 2023 Annual Action Plan. City Council and Department Staff received no comments during the public hearings on the ConPlan and the 2023 Action Plan.

**6. Summary of comments or views not accepted and the reasons for not accepting them**

The City of Tulare and Department staff reviewed and considered all comments and proposals for activities / projects when developing the FY 2023 Annual Action Plan.

**7. Summary (See Appendix A for a full summary of citizen participation)**

DRAFT

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following agency/entity is responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

**Table 1 – Responsible Agencies**

Agency Role	Name	Department/Agency
CDBG Administrator	TULARE	Community Development Department

#### Narrative

The City of Tulare (City) is the Lead Agency for the United States Department of Housing and Urban Development (HUD) entitlement programs. The City's Community Development Department is responsible for administering the funds it receives under the Community Development Block Grant (CDBG).

#### Consolidated Plan Public Contact Information

Gladys Avitia  
Housing and Grants Specialist  
City of Tulare  
411 East Kern Avenue  
Tulare, CA 93274  
(559) 684-4222  
[gavitia@tulare.ca.gov](mailto:gavitia@tulare.ca.gov)

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City composed the FY 2023 Annual Action Plan based on the needs within the City's 2020-2024 Consolidated Plan (Con Plan), an evaluation of FY 2022 project outcomes, and ongoing consultations with the public and a variety of community-based organizations (CBO) and other stakeholders. Comprehensive engagement and opportunities for input across City departments and with public officials, local residents, CBOs, and business entities within the City of Tulare informed the establishment of the ConPlan goals and those within Annual Action Plans.

#### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

In addition to annual entitlement CDBG funds, the City of Tulare received two (2) awards, totaling \$764,948, under the Coronavirus Aid, Relief, and Economic Security (CARES) Act in Program Year 2019-2020. All recipient jurisdictions are required to commit CARES Act CDBG (CDBG-CV) funds to activities that prevent, prepare for, and respond to the coronavirus (COVID-19) pandemic. The City established activities to address small business, food, medical care, and shelter needs. With marketing and technical assistance from the Tulare Chamber of Commerce, the City implemented a microenterprise business assistance (MBA) program for low to moderate-income owners and employees in the form of a fixed \$5,000 grant. A total of 35 business with five or fewer employees received a grant to offset their operating costs and/or to purchase personal protective equipment (PPE) and other items to promote safe operations during the COVID-19 pandemic. MBA grants and program administration costs totaled \$190,374.

The City collaborated with the Tulare Emergency Aid Council to support food pantry services for income eligible residents adversely affected by the COVID-19 pandemic. Overall, 809 Tulare households received food assistance with total program expenses in the amount of \$48,156. The City provided Altura Centers for Health with a grant in the amount of \$50,000 to purchase PPE and other supplies. This allotment helped Altura Centers for Health staff provide 3,609 COVID-19 tests and standard medical services to 20,265 low-to-moderate income residents at their Tulare clinics. And to offer emergency shelter and quarantine space for people experiencing homelessness, the City provided the Lighthouse Rescue Mission with a \$79,611 grant to purchase four (4) two-bedroom manufactured housing units. The Lighthouse Rescue Mission reports providing 20 individuals with a respite stay in these new dwelling rooms, and altogether 3223 people with at least an overnight stay from August 2021 through May 2022.

Staff consulted service providers and gathered data from nonprofit and public sector organizations in December 2020 to estimate local needs. Staff presented key findings on local needs and City Council determined activity service areas and directed the available CDBG-CV funds in the amount of \$273,963 to rental, mortgage, and utility assistance, \$100,000 to food assistance, and \$25,000 for services to homeless persons. Department staff contacted an array of local agencies and organizations in order to request proposals for activities with the available CDBG-CV funds. The City received eight (8) letters of interest / applications from seven (7) different agencies and organizations prior to the close of the notice of availability of funds period. City Council committed \$223,963 to the Housing Authority of Tulare County for the provision of emergency rental assistance for low-income individuals and families adversely affected by the COVID-19 pandemic, \$50,000 to the United Way of Tulare County for the provision of emergency rental, mortgage, and utility assistance for low- to moderate-income individuals and families adversely affected by the COVID-19 pandemic, \$72,843 to the Salt+Light Works nonprofit organization for the provision of food, PPE, and other services to people experiencing homelessness, and, \$50,000 to the Salvation Army for food pantry and delivery services to income eligible households, particularly seniors, adversely affected by the COVID-19 pandemic. To-date, a total of 116 households received grant payments to fully or partly pay-off existing rent, mortgage, and utility costs and 175 households received food and palliative items.

The City continues to collaborate with the Housing Authority of Tulare County (HATC) on the Housing Choice Voucher Program. Information on State, County and local programs is promoted on the City's website to interested property owners, realtors and lenders. In 2021, HATC issued 431 Section 8 Housing Choice Vouchers, 30 Section 8 Project Based Vouchers, 3 VA Supportive Housing (VASH) program vouchers, and 3 Section 811 Mainstream Vouchers in the City of Tulare. Additionally, the City remains in contract with the Self-Help Enterprises to administer a first-time homebuyer and an owner-occupied rehabilitation program for income eligible individuals and households. Using principally HOME Program grant funds and program income from both HOME and Calhome loan portfolios, the City and Self-Help Enterprises provided three (3) homebuyer assistance loans to Tulare households in calendar year 2021.

City Council members and City Staff participate in the monthly meetings of the Tulare County Taskforce on Homelessness. Representation on this taskforce includes a County Supervisor, County Health and Human Services Agency staff, elected officials and staff from each jurisdiction in the county, various service providers (e.g., health, mental health, and behavioral health), the Continuum of Care lead agency, the HATC, affordable housing management and development organizations, and other stakeholders in the region. Over the last program year, task force members identified ongoing efforts to meet service needs amidst the Covid-19 pandemic, progress at Project Roomkey and Homekey sites, and initiatives within each jurisdiction to serve unsheltered residents.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Kings/Tulare Homeless Alliance (Alliance) serves as the local Continuum of Care for Kings and Tulare counties. The Alliance is comprised of a group of service providers, advocates, public agencies, and currently / formerly homeless individuals to address the needs of the people experiencing homelessness in the Kings and Tulare Bi-County regions. The City of Tulare collaborates with the Alliance, by actively participating in monthly Alliance meetings, consulting on new and existing programs within the City, and sharing information on best practices in order to enhance existing services. And across multiple fiscal years, the City committed CDBG funds to support direct outreach and housing placement services, as well as, to facilitate a local initiatives navigation center event for people experiencing homelessness. Most recently, the City of Tulare and five partner organizations, including the Alliance, applied to a state of California Encampment Resolution Funding (ERF) Program in December 2021. The ERF Program called for project proposals with goals to achieve improvements to health and safety conditions within target homeless encampments and the creation of meaningful paths to stable housing for the unsheltered residents. The City's project plan and funding request of \$1,566,604 was selected for award by the California Interagency Council on Homelessness (Cal ICH) on Friday, February 25<sup>th</sup>, 2022. With this ERF award, the City and its partner organizations will enhance outreach, engagement, and service offerings for upwards of 57 people experiencing homelessness within a prioritized encampment area.

Additional partner agencies and commitments regarding services and housing options for people experiencing homelessness include:

- Tulare County Homeless Taskforce on Homelessness – membership in this planning and information sharing entity.
- Eden House – financial investment in the staffing and operating costs at this bridge housing facility with beds and wrap around services for up to 22 chronically homeless individuals with a disability, of which, 5 beds are reserved for unsheltered residents from the City of Tulare.
- Kings View – financial investment in their outreach, case management, and housing placement services for people experiencing homelessness.



- Family Services of Tulare County – financial investment in their outreach, case management, and resource provisions for people experiencing homelessness and to 12 formerly homeless individuals housed with vouchers under the Tulare Housing First Program.
- Self-Help Enterprises – financial investment in the administration of affordable housing programs (e.g., down payment assistance, owner occupied rehabilitation), as well as, the development of new units for low- and moderate-income individuals and households.
  - Commitment of Housing Successor Agency funds, \$1,000,000, to the development of the Santa Fe Commons project, when complete, will offer approximately 137 units, a mix of one-, two-, and three-bedroom, units for LMI households.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Not applicable. The City of Tulare is not a direct recipient of ESG funds.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities**

Table 2 identifies the consultations that informed the 2020-2024 Consolidated Plan and proposed FY 2023 Annual Action Plan.

**Table 1 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	<b>Fair Housing Council of Central California</b>
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Impediments to Fair Housing Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency provided information on the needs of households requiring fair housing services and on the region's strategy to address impediments.
2	<b>Agency/Group/Organization</b>	<b>Kings/Tulare Homeless Alliance (CoC # 513)</b>
	Agency/Group/Organization Type	Continuum of Care

		Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs – (Chronically homeless/ Families with children/ Veterans/ Unaccompanied youth)
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Regional CoC Executive Director, Coordinated Entry Manager, and other staff provided information on the status and needs of the homeless population, as well as input on the current initiatives to provide relief and minimize the occurrence of homelessness.
3	<b>Agency/Group/Organization</b>	<b>State of California</b>
	Agency/Group/Organization Type	Other government – State
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis Demographics Lead-based Paint Strategy
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	State Departments provided technical assistance on grant programs, management best practices, and data on employment and market trends, affordable housing development, population demographics, and lead poisoning.
4	<b>Agency/Group/Organization</b>	<b>Housing Authority of the County of Tulare</b>
	Agency/Group/Organization Type	Public Housing Authority
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided information on the status of Housing Choice Voucher programs, their subsidized properties within the City, and other initiatives to address housing insecurity and homelessness.
5	<b>Agency/Group/Organization</b>	<b>County of Tulare</b>
	Agency/Group/Organization Type	Other government – County
	What section of the Plan was addressed by Consultation?	Economic Development Demographics

		Lead-based Paint Strategy Needs Assessment Strategic Plan Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Staff in various County Departments provided information on social welfare programs (e.g., CalWorks, CalFresh), small business and job-training programs, and data on recent market, demographic, and homelessness trends.
6	<b>Agency/Group/Organization</b>	<b>City of Tulare</b>
	Agency/Group/Organization Type	Other government – Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	City staff and City Council Members conducted a comprehensive campaign to garner input from the public and other stakeholders in order to develop the 2020-2024 ConPlan and implement individual projects and activities under the Action Plans in 2020 and 2021.
7	<b>Agency/Group/Organization</b>	<b>Tulare Chamber of Commerce</b>
	Agency/Group/Organization Type	Economic development
	What section of the Plan was addressed by Consultation?	Market needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Received information on the current local job and business market and input from the CEO on needs and interventions for the business community.
8	<b>Agency/Group/Organization</b>	<b>The Lighthouse Rescue Mission</b>
	Agency/Group/Organization Type	Housing Services – Homeless

		Services – Housing Services - Children
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan Homelessness Needs (chronically homeless/ families with children/unaccompanied youth) Homelessness Strategy
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Staff provided an update on the status of the organization’s services and existing housing offerings and input on the type of investments the City should pursue under Action Plans concerning emergency, transitional, and permanent supportive housing.
9	<b>Agency/Group/Organization</b>	<b>Family Service of Tulare County</b>
	Agency/Group/Organization Type	Services – Homeless Services – Housing Services - Victims of Domestic Violence Services - Children
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan Homelessness Needs (Chronically homeless) Homelessness Strategy
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Representative(s) completed the community needs survey and informed the development of the 2020-2024 ConPlan. Staff also shared progress reports on their existing program within the City and information on ongoing needs.
10	<b>Agency/Group/Organization</b>	<b>Kings View Corporation</b>
	Agency/Group/Organization Type	Services – Homeless Services Services – Mental Health Services – Drug and Alcohol Treatment

		Services – Behavioral Health Regional organization
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan Homelessness Needs (Chronically homeless/ families with children/unaccompanied youth) Homelessness Strategy
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Representative(s) completed the community needs survey and informed the development of the 2020-2024 ConPlan. Staff also shared progress reports on their existing program within the City and input on ongoing needs.
11	<b>Agency/Group/Organization</b>	<b>United Way of Tulare County</b>
	Agency/Group/Organization Type	Housing Services - Education Services – Homeless Services – Housing
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan Homelessness Needs (Chronically homeless/ families with children/Unaccompanied youth) Homelessness Strategy
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Representative(s) completed the community needs survey and informed the development of the 2020-2024 ConPlan. Staff also shared progress reports on their existing program within the City and input on ongoing needs.
12	<b>Agency/Group/Organization</b>	<b>Tulare Unified City School District</b>
	Agency/Group/Organization Type	Services - Education Publicly Funded Institution/System of Care
		Needs Assessment

	What section of the Plan was addressed by Consultation?	Strategic Plan Homelessness Needs (chronically homeless/ families with children/unaccompanied youth) Homelessness Strategy
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization was contacted via email and asked to complete community needs survey for input in the development of the Con Plan.
13	<b>Agency/Group/Organization</b>	<b>Self-Help Enterprises</b>
	Agency/Group/Organization Type	Housing Services - Education Services – Housing Regional organization
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan Economic Development Regional organization
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization was contacted via email and asked to complete community needs survey for input in the development of the Con Plan. Representative(s) shared progress reports on their existing program within the City and input on ongoing needs.
14	<b>Agency/Group/Organization</b>	<b>Habitat for Humanity of Tulare/ Kings Counties</b>
	Agency/Group/Organization Type	Housing Regional organization
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan Non-homeless special needs

	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Representatives completed community needs survey and participated in community workshops to inform the 2020-2024 ConPlan. Representative(s) shared progress reports on their existing program within the City and input on ongoing needs.
15	<b>Agency/Group/Organization</b>	<b>Altura Centers of Health</b>
	Agency/Group/Organization Type	Services - Health
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Representative(s) attended a community meeting and completed community needs survey to provide input to in the development of the 2020-2024 ConPlan.
16	<b>Agency/Group/Organization</b>	<b>Tulare Senior Center</b>
	Agency/Group/Organization Type	Services - Elderly Persons
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan Non-homeless special needs
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Representative(s) attended a community meeting and provided input to help develop the 2020-2024 ConPlan.
17	<b>Agency/Group/Organization</b>	<b>Grandma's House - A Vision of Hope</b>
	Agency/Group/Organization Type	Services - After School Tutoring
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	CEO and founder attended a community meeting held at the Tulare Chamber of Commerce and provided input in the development of the 2020-2024 ConPlan.

18	<b>Agency/Group/Organization</b>	<b>Tulare Emergency Aid</b>
	Agency/Group/Organization Type	Services - Food Distribution Services - Rental/Mortgage and Utility Assistance
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization was contacted via email to complete the community needs survey and inform the development of the ConPlan. Representative(s) shared progress reports on their existing program within the City and input on ongoing needs.
19	<b>Agency/Group/Organization</b>	<b>AMVETS California Charities</b>
	Agency/Group/Organization Type	Veteran Service Organization
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization was contacted via email to complete the community needs survey and inform the development of the ConPlan
20	<b>Agency/Group/Organization</b>	<b>Workforce Investment Board of Tulare County</b>
	Agency/Group/Organization Type	Services - Job Training and Placement
		Regional organization
	What section of the Plan was addressed by Consultation?	Needs Assessment Strategic Plan
How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Representatives attended a community meeting and provided input in regard to the needs of job training and placement. Representative(s) shared progress reports on their existing program within the City and input on ongoing needs.	



21	<b>Agency/Group/Organization</b>	<b>Environmental Protection Agency</b>
	Agency/Group/Organization Type	Other government – Federal
	What section of the Plan was addressed by Consultation?	HazMat Planning
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	City Planning and Housing & Grants staff reviewed HUD environmental databases to identify and mitigate the effects of any superfund sites and other dangerous / hazardous waste in the City. There are no superfund sites in the City.
22	<b>Agency/Group/Organization</b>	<b>AT &amp; T</b>
	Agency/Group/Organization Type	Telephone Company
	What section of the Plan was addressed by Consultation?	Digital Divide
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided information on the available broadband services and special programs to income eligible households.
23	<b>Agency/Group/Organization</b>	<b>Frontier</b>
	Agency/Group/Organization Type	Non-profit
	What section of the Plan was addressed by Consultation?	Digital Divide
	How was the Agency/Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided information on the available broadband services and special programs to income eligible households.

**Identify any Agency Types not consulted and provide rationale for not consulting**

The City did not intentionally exclude any groups from their outreach and data collection efforts. The City encouraged participation in the preparation of the FY 2023 Annual Action Plan. Department staff conducted two public meetings and public hearings over a three-month period to gather input from the general public and a variety of local entities. City staff leveraged the email list serv of other community-based organizations to expand outreach and published formal notices and links to a draft of the FY 2023 AAP in the Tulare Advanced Register and Visalia Times Delta and on their website.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

**Table 3 – Other local / regional / federal planning efforts**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Kings/Tulare Homeless Alliance	As the designated Continuum of Care, the Alliance is responsible for the planning process for the bi-county region which includes the City of Tulare. The City is an active partner with the Kings/Tulare Homeless Alliance (Alliance). The City also provide funding and works closely with the Alliance in an effort to support, create and sustain solutions that address homelessness in the City. The mission of the Alliance is to coordinate and leverage policy and resources that empower community partners to address homelessness in Kings and Tulare County. Through its mission, the Alliance sets forth priorities and local policies, facilitates initiatives and tracks performance of homeless programs a part of the region’s system.
Housing Element – City of Tulare (2015-2023)	City of Tulare	Identifies existing housing stock condition, needs, and goals. Staff across multiple departments solicit CDBG eligible projects and programs to address preservation and development of housing for low and moderate-income households and special populations.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Capital Improvement Plan	City of Tulare	Identifies physical infrastructure and facility improvement needs, goals, and proposed projects for the City. Staff across multiple departments coordinate the use of CDBG funds in support of projects in low and moderate-income areas within the City.

**Narrative (optional)**

None.

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## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

**Public Meetings:** Community Development Department staff held two public meetings on **Wednesday, March 1, 2023 and Wednesday March 8, 2023**, to discuss the RFP for CDBG Program Year 2023, the CDBG Program, and the goals within the City's ConPlan. The meetings offered both in-person and virtual participation options. A total of one individual attended this public meeting, stating an interest in fair housing investment. The City notified the general public and local organizations of this meeting through published public notices, social media posts, and email listserv communications with an audience of several hundred agency staff. Department staff published the particular notice and distributed through partner listservs' beginning February 15, 2023, more than 10 days before the meeting. The Department held two additional public meetings on **Wednesday, April 12 and Wednesday, April 19, at 5:15 PM** to review the proposed 2023 Annual Action Plan and to receive comments. This meeting was open to the general public, local nonprofit organizations, public agencies, City Departments, and other stakeholders. Department staff provided both in-person and virtual participation options. Department staff issued a second public notice on March 29, 2023, to announce a final 30-day review and comment period, exclusively for proposed FY 2023 projects with their estimated funding levels. The April 12<sup>th</sup> and 19<sup>th</sup> public meetings were announced in this final published notice and via social media posts and email listservs. Staff published and distributed this notice beginning March 29, 2023, more than 12 days before the meeting.

**Notices/Website:** Department staff issued a public notice on February 15 and March 29 ahead of each public meeting, including the required public hearings, in a local newspaper of general circulation (*Tulare Advance Register and Visalia Times Delta*). The first public notice introduced the Request for Proposals (RFP) period, which gave interested organizations 30-days to apply and identify their funding request. Staff also distributed the public notices with information on how to participate through the listservs of the Kings Tulare Homeless Alliance and the Tulare Chamber of Commerce, reaching an audience of several hundred. For the final 30-day public comment period, staff posted a copy of the public notice and a draft of the 2023 CDBG Action Plan at City Hall and on the Department's webpage at - <https://www.tulare.ca.gov/government/departments/community-economic-development/housing-cdbg-services/public-notices>.

**Public Hearings:** Department staff held a public hearing on **Tuesday, May 2, 2023**. These public hearings provided an opportunity for the City Council members to receive comments on the proposed FY 2023 Annual Action Plan prior to formal adoption. In-person attendance and virtual participation via YouTube at [www.youtube.com/channel/UCdWZiv2o7do1JY0OvGe1\\_aw/videos](https://www.youtube.com/channel/UCdWZiv2o7do1JY0OvGe1_aw/videos) was available. For those at-home and wishing to provide comments during a council meeting, instructions were given to call (559) 366-1849. A copy of the locally distributed public notice, a draft of the proposed 2023 Annual Action Plan, and instructions on how to review said documents and participate in the public hearings, was posted at the entrance of the Tulare Public Library Council Chambers, on the City website, and on the Agenda for the City Council Meeting on May 2, 2023.

**Table 2 – Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted & reasons	URL (if applicable)
1	Newspaper Ad	Non-targeted/ broad community	Published a public notice in English & Spanish on February 15, 2023, requesting comments and proposals from residents and/or organizations interested in applying for or guiding the use 2023 CDBG funding.	See summary – <b>Appendix A</b>	All comments and/or applications were accepted.	N/A
2	Other	Non-targeted/ broad community	Distributed the February 15 <sup>th</sup> Public Notice, RFP Handbook, and Application to several hundred organizations via social media posts	Residents and representatives of community-based organizations called for homeless	All comments were accepted.	N/A

			and through multiple email listservs.	services, improvements to the supply of affordable housing, and fair housing education services.		
3	Public Meeting	Non-targeted/ broad community	Meetings March 1 <sup>st</sup> and 8 <sup>th</sup> – 5:15 PM - Requested public participation from residents and/or representatives of organizations interested in applying for or instructing the use 2023 CDBG funds	See summary – <b>Appendix A</b>	All comments were accepted.	N/A
4	Newspaper Ad	Non-targeted/ broad community	Published a public notice in English & Spanish on March 29, 2023, requesting comments from residents, organizations, and other stakeholders on the proposed projects and activities budgets under a 2023 Annual Action Plan.	See summary – <b>Appendix A</b>	All comments and/or applications were accepted.	N/A
5	Other	Non-targeted/ broad community	Distributed the March 29 <sup>th</sup> Public Notice and a draft of the 2023 Action Plan to several hundred organizations via social media posts and through multiple email listservs.	No comments received.	All comments were accepted.	N/A

6	Public Meeting	Non-targeted/ broad community	Meetings on April 12 <sup>th</sup> and 19 <sup>th</sup> – 5:15 PM - Requested public participation and comments from residents, representatives of organizations, and other stakeholders on the proposed projects and activities budgets under a draft 2023 Annual Action Plan.	See summary – <b>Appendix A</b>	All comments were accepted.	N/A
7	Public Posting	Non-targeted / broad community	All public notices, NOFA materials, and a draft of the 2023 Action Plan was available at City Hall and on the Department’s webpage.	No comments received.	All comments were accepted.	N/A
8	Public Hearing	Non-targeted / broad community	Held a hearing for public comment and/or adoption on the proposed 2023 Action Plan on May 2, 2023.	See summary – Appendix A	All comments were accepted.	N/A

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The City will commit its FY2023 allocation of \$725,421, about \$10,000 in anticipated program income, and approximately \$35,080 in funds remaining from the FY2022 allocation, to Program Year 2023 activities that will begin on or after July 1, 2023, and end on or before June 30, 2024. A total of about \$770,501 is available for the City Council, with public comment and review, to apply to individual activities proposed by local nonprofit organizations, other government agencies, and/or City Departments.



**Anticipated Resources – Table 5 – Expected Resources – Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Federal Allocations and Program Income	Public & Homeless Services, Affordable Housing, Public Infrastructure & Facility Improvements, and Program Administration	\$724,421	\$10,000	\$35,080	\$770,501	\$1,057,581	Commit available CDBG resources to projects that provide public and homeless services, affordable housing preservation, public infrastructure and facility improvements, economic development, and program administration.

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City consults with and/or creates agreements with nonprofit organizations and other governmental agencies to gather and utilize additional federal and state grants. City Management and City staff, received approval to commit about \$110,100 in CDBG funds to an Encampment Resolution Funding (ERF) Program project within the City Tulare. This represents less than 10 percent of

the ERF Project's cost, and may offset case management and housing placement services for upwards of 57 people experiencing homelessness within a prioritized encampment area.

Other resources available to support projects and activities that meet the goals of the ConPlan include, but are not limited to, the following:

- Housing Authority of Tulare County – issued 431 eligible Tulare households with Section 8 Housing Choice Vouchers, 30 Section 8 Project Based Vouchers, 3 Veterans Affairs Supportive Housing (VASH) rental vouchers, and 3 Section 811 Mainstream Vouchers in the City of Tulare. It is anticipated that they will continue to assist City households over the five-year period of the ConPlan.
- Federal Home Investment Partnerships (HOME) Program funds administered through the Housing and Community Development Department of California – City applied for and received a grant award for 2018 and 2019, totaling \$1,000,000, for first-time homebuyer assistance and owner-occupied rehabilitation programs. The City reprogrammed \$90,000 of its 2018 HOME grant to implement a tenant-based rental assistance program to respond to the COVID-19 pandemic and provided housing assistance payments for past-due rent to 17 households.

CDBG does not require matching funds.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

A current CDBG owned public facility functions as emergency and transitional shelter for women and children. The facility is maintained by the Tulare Lighthouse Rescue Mission, nonprofit organization.

**Discussion**

The City will use a combination of the CDBG and HOME funds to meet goals within the City's ConPlan and 2023 Annual Action Plan. Since the City of Tulare does not receive HOME or ESG funds directly from HUD, third party organizations are able to partner with the City on proposals / applications for funding under these and other sources at the federal, state, and regional level.

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## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Table 6 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	*Estimated Funding	Goal Indicator	Outcome
1	Public Infrastructure and Facilities Improvements	2022	2023	Non-Housing Community Development	LMA	Meet safety, accessibility, and regulatory standards within public right of ways and parks.	CDBG: \$427,000	Public Infrastructure or Facility Project(s) other than Low/Moderate Income Housing Benefit: 8,200 Persons Assisted	
2	Homeless Services	2022	2023	Public Services	Citywide	Provide outreach, case management, housing placement services for people experiencing homelessness.	CDBG: \$110,300	90 LMI Persons Assisted	
3	Affordable Housing	2022	2023	Affordable Housing	Citywide	Foster access to affordable housing for low- and moderate-income households and special populations.	CDBG: \$112,400	Minor Home Rehab: 10 LMI Households	
4	Public Services	2022	2023	Public Services	LMA	Foster human capital and quality of life improvements for low- and moderate-income persons through job-training and placement services.	CDBG: \$0.00	N/A	

5	Program Administration	2022	2023	Administration	Citywide	Improve transparency, public involvement, and compliance with federal, state, and local regulations; Advance fair housing education and resources.	CDBG: \$120,000	N/A
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### Goal Descriptions

1	<b>Goal Name</b>	Public Infrastructure and Facilities Improvements
	<b>Goal Description</b>	<p>Promote quality of life and neighborhood revitalization through improvements to current public infrastructure (e.g., roadways, sewer and water systems, sidewalks) and facilities (e.g., parks, libraries), and by remedying aging, lower quality, or nonexistent public infrastructure and facility features.</p> <p>-City staff received a proposal to complete the Academy and Apricot Project with the City of Tulare’s Engineering Division in a designated low- and moderate-income area within the City. And a proposal from the Planning Division to conduct public outreach and produce technical plans for a restoration project at Centennial Park, a public facility within a low- and moderate-income area within the City.</p>
2	<b>Goal Name</b>	Homeless Services
	<b>Goal Description</b>	<p>Provide assistance to people experiencing homelessness and to those at risk of becoming homeless through outreach, support services, and aid via subsidies and establishment of new emergency, transitional, and permanent housing options.</p> <p>-City staff received proposals from five (5) organizations to provide a variety of services for unsheltered residents and formerly homeless individuals in FY 2023.</p>

3	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	<p>Improve access to affordable housing for low-income and households with special needs by collaborating with interested organizations to promote the preservation and rehabilitation of existing single family and multi-family units.</p> <p>-City staff received one proposal from a nonprofit organization to implement a minor home rehabilitation program for low- and moderate-income homeowners.</p>
4	<b>Goal Name</b>	Public Services / Economic Development
	<b>Goal Description</b>	<p>Improve access to employment and associated training opportunities to low-income and special needs households.</p> <p>-City staff did not receive a proposal from an organization implement a job training and placement program for low- and moderate-income individuals and/or those experiencing homelessness.</p>
5	<b>Goal Name</b>	CDBG Program Administration and Planning
	<b>Goal Description</b>	-City staff propose using the allowable amount of CDBG funds to compensate for oversight of community development, housing, and homelessness activities, including activity setup, environmental review, oversight, monitoring, and, the provision of fair housing outreach and education services for the community through a third-party subrecipient.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

Four projects will receive CDBG allocation and program income funds in the Fiscal Year 2023, which spans July 1, 2023, through June 30, 2024.

### Projects

**Table 7- Project Information**

#	Project Name
1	Public Infrastructure and Facilities Improvements
2	Homeless Services
3	Affordable Housing
4	CDBG Program Administration

### **Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

These projects match the priority needs identified during the Consolidated Plan development process. Priority needs focused on serving low-moderate income persons and people experiencing or at risk of becoming homeless. The corresponding projects aim to improve the quality of life, condition of public infrastructure and facilities, and condition of existing housing stock for the aforementioned people. The City addressed priority needs and allocated funding to projects according to estimates of actuals costs and the caps to public service and administration activities.

### AP-38 Project Summary

The City of Tulare elected to conduct citizen participation on its draft 2023 Annual Action Plan (with estimated funding amounts) according to a normal timetable and citizen participation procedures. The funding levels shown for FY 2023 projects are estimates, and once the actual 2023 grant amount is known, one or more of the proposed activities’ budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts. The City is currently awaiting a response on whether or not the City will be awarded Encampment Resolution Funding (ERF). If awarded, City Staff propose to utilize the funds to help supplement CDBG’s homeless services. City Staff have prepared two plans which will be contingent on whether or not the City receives the ERF award.

#### Project Summary Information

<b>1</b>	<b>Project Name</b>	Public Infrastructure and Facilities Improvements
	<b>Target Area</b>	Low/Moderate-Income Areas (LMA)
	<b>Goals Supported</b>	Public Infrastructure and Facilities Improvements
	<b>Needs Addressed</b>	Public Infrastructure and Facilities Improvements
	<b>Funding</b>	CDBG: \$427,000
	<b>Description</b>	Use of CDBG funds to accomplish physical infrastructure (e.g., roadways, sidewalk, lighting) and facilities (e.g., parks) improvements in low-moderate income residential neighborhoods within the City. Address safety, environmental, and/or regulatory needs.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Academy & Apricot Avenue Improvements – estimated 905 total households, with about 545 low- and moderate-income households.
	<b>Location Description</b>	Low/Moderate-Income Areas



	<b>Activities and Budgets</b>	<ul style="list-style-type: none"> <li>• Academy &amp; Apricot Avenue Improvements – activity addressing water, sewer, and storm drain main lines and laterals / services, as well as, costs of street repairs, including street drains, curbs, and gutters. <ul style="list-style-type: none"> <li>○ Estimated Budget- \$427,000</li> </ul> </li> </ul>
<b>2</b>	<b>Project Name</b>	Homeless Services
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Homeless Services
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$110,300
	<b>Description</b>	Use of CDBG funds to establish agreements with local organizations to provide street outreach, case management, and housing navigation services for people experiencing homelessness.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	90-100 people experiencing homelessness
	<b>Location Description</b>	Citywide

	<b>Activities and Budgets</b>	<p>Staff recommendation -</p> <ul style="list-style-type: none"> <li>• Kings View – Provide a licensed clinical social worker to guide assessments, services coordination, work of three (3) full time case managers, for 90 or more unhoused people. <ul style="list-style-type: none"> <li>○ Budget - \$90,313</li> </ul> </li> </ul> <p>Other option if the City commits CDBG funds as a match on an Encampment Resolution Funding (ERF) project -</p> <ul style="list-style-type: none"> <li>• Option A – <ul style="list-style-type: none"> <li>○ Kings Tulare Homeless Alliance – provide a full-time case manager for outreach, services coordination, and housing navigation with 30 or more unhoused people and commission a transportation coordinator to support case managers and transport 90 or more unhoused people to appointments, work, and other commitments on a Monday-Friday schedule. <ul style="list-style-type: none"> <li>▪ Budget - \$110,313</li> </ul> </li> </ul> </li> <li>• Option B – <ul style="list-style-type: none"> <li>○ Kings Tulare Homeless Alliance – provide a part-time case manager for outreach, services coordination, and housing navigation with 20 or more unhoused people and commission a transportation coordinator to support case managers and transport 45 or more unhoused people to appointments, work, and other commitments on a Monday-Friday schedule. <ul style="list-style-type: none"> <li>▪ Budget - \$90,313</li> </ul> </li> <li>○ Self-Help Enterprises – Provide contracted staff member to provide supportive services to 39 formerly homeless, Permanent Supportive Housing residents at Santa Fe Commons. <ul style="list-style-type: none"> <li>▪ Budget - \$20,000</li> </ul> </li> </ul> </li> </ul>
<b>3</b>	<b>Project Name</b>	Affordable Housing
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$112,400

	<b>Description</b>	Use CDBG funds to preserve the City's existing stock of affordable housing units through principally minor rehabilitation and repairs to primary building features (e.g., roofing, siding, flooring).
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 low- and moderate-income individuals / families.
	<b>Location Description</b>	Citywide
	<b>Activities and Budgets</b>	<ul style="list-style-type: none"> <li>• Habitat for Humanity of Tulare / Kings Counties – administer a minor home rehabilitation program for low- and moderate-income households. Principally physical improvements to key building features and ADA enhancements for at least 10 LMI households. <ul style="list-style-type: none"> <li>○ Budget - \$112,400</li> </ul> </li> </ul>
4	<b>Project Name</b>	CDBG Program Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Program Administration
	<b>Needs Addressed</b>	Grant Administration and Planning
	<b>Funding</b>	CDBG: \$120,000
	<b>Description</b>	Use CDBG funds to account for City staff oversight and strategy for the CDBG program and associated agreements with multiple organizations, as well as cover standard operating and planning costs related to grant management (e.g., postage, public noticing, training, studies) and the delivery of fair housing services.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable.
	<b>Location Description</b>	Citywide

<b>Activities and Budget(s)</b>	<ul style="list-style-type: none"><li>• General management, oversight, and coordination<ul style="list-style-type: none"><li>○ Budget - \$97,000</li></ul></li><li>• Public Information and Advertising<ul style="list-style-type: none"><li>○ Budget - \$20,000</li></ul></li><li>• Training and travel costs for City and subrecipient staff<ul style="list-style-type: none"><li>○ Budget - \$3,000</li></ul></li></ul>
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DRAFT

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

CDBG funds will be available citywide for eligible projects that serve LMI individuals or households. Citywide eligible projects include homeless services, affordable housing, and program administration. The Sycamore and San Joaquin Ave and Centennial Park Restoration projects will involve a low- and moderate-income area benefit.

**Low-Mod Census Tracts (CDBG Eligible Target Areas):** Low-Mod Income Area Benefit (LMA) concentration is defined as census tracts where at least 51% of the median household income is 80% or less the jurisdiction as a whole. LMA projects may include public service and public infrastructure and facility improvement projects. Nine (9) census tracks with 19 blocks groups are recognized as low-mod areas. The City's current CDBG eligible LMA boundaries are:

1. **Census Track No. 0022.02/Block No. 1, 2 and 3 (Low/Mod: 79.46%):** bound by east of Enterprise Street, south of W. Cross Avenue, west of N. J Street, and north of W. Inyo Avenue.
2. **Census Track No. 0022.04/Block No. 1, 2 and 3 (Low/Mod: 74.55%):** bound by east of N. West Street, north of W. Cross Avenue, west of N. J Street, and south of W. Prosperity Avenue.
3. **Census Track No. 0023.04/Block No. 1 (Low/Mod: 62.98%):** bound by east of N. J Street, south of E. Cross Avenue, west of Cherry Street and north of E. Tulare Avenue.
4. **Census Track No. 0024.00/Block No. 3 (Low/Mod: 56.20%):** bound by east of Highway 99 to Southwest city limits and south of E. Paige Avenue to Avenue 184 city limits.
5. **Census Track No. 0029.01/Block No. 1, 2 and 3 (Low/Mod: 75.91%):** bound by east of S. I Street, south of Highway 137, west of Highway 99, and north of E. Paige Avenue.
6. **Census Track No. 0029.03/Block No. 2 and 3 (Low/Mod: 66.16%):** bound by east of Highway 99, south of Highway 137, west of S. Laspina Street, and north of E. Bardsley Avenue.
7. **Census Track No. 0030.01/Block No. 1, 2 and 3 (Low/Mod: 72.99%):** bound by east of S. West Street, north of W. Bardsley Avenue, south of W. Inyo Avenue and east of S. I Street.
8. **Census Track No. 0030.02/Block No. 2 (Low/Mod: 61.745%):** bound by east of Pratt Street, south of W. Bardsley Avenue, west of S. I Street, and north of W. Paige Avenue.
9. **Census Track No. 0031.00/Block No. 1 and 2 (Low/Mod: 67.11%):** bound by East Road 80, north to W. Paige Avenue, east to Highway 99, south to City limits which include Ave

208 to West Street, Pratt Street south to Wade Street, Wade Street east to I Street, south to Avenue 184.

A map of the City’s CDBG Eligible LMA Target Areas is provided in the ConPlan **Appendix F**.

**Geographic Distribution – Table 8**

<b>Target Area</b>	<b>Percentage of Funds</b>
Citywide	44
Low/Moderate-Income Areas (LMA)	56

**Rationale for the priorities for allocating investments geographically**

For FY 2022-2023, the funding distribution is about 56 percent in CDBG eligible LMA target areas and 44 percent for Citywide benefit. The amount of CDBG funds available to the City each year and the cost of capital improvement projects tend to affect the geographic distribution of funds the most. A majority of the year’s CDBG funds are committed to the public infrastructure and facility improvement projects.

**Discussion**

The distribution of funding to projects and the geographic outcomes are determined through public comment and review, Department staff consultation with stakeholders, and directions from City Council.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

During FY 2023-2024 the City will assist at least 10 low and moderate-income owner-occupied families with needed minor rehabilitation; such as, roof installation, ADA accessibility improvements, mold abatement, and other necessary work via a partnership with Habitat for Humanity of Tulare / Kings Counties.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	10
Special-Needs	0
Total	10

**Table 3 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	10

**Table 4 - One Year Goals for Affordable Housing by Support Type**

### Discussion

The City will also utilize HOME and CalHome program funds to provide additional affordable housing income-eligible Tulare households through the First-time Homebuyer and Homeowner Rehabilitation programs via a partnership with Self-Help Enterprises.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City does not own or manage public housing.

### **Actions planned during the next year to address the needs to public housing**

HATC will continue to own and manage 205 Public Housing units in the City of Tulare. There is no plan to purchase additional public-housing units, removing any units from its inventory. During FY 2022-2023, HATC plans to continue Capital Fund improvements on units in the City. Expenditures will cover maintenance and rehabilitation in public-housing units within the City. Capital Fund expenditures covered a large range of projects: including roofing replacement, landscaping improvements, carpet replacement, Air Conditioning and Heating unit improvements.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

HATC is proactive in the inclusion of public-housing residents in the policy making process. An equitable and transparent policy making process that includes the opinions of public housing residents is achieved through the participation of two tenant commissioners on our HATC Board. Furthermore, HATC has installed a Resident Counsel which is made up of five residents from all of HUD funded programs (Multifamily Housing, LIHTC, HOME, Section 8 Housing Choice Vouchers and public-housing). The Resident Counsel works with HATC staff on evaluating the effectiveness and efficiency of HATC rental assistance programs. This provides members the opportunity to provide input on program modifications.

A vital driving factor in the implementation of HATC programs is the promotion of tenant self-sufficiency. HATC views the goal of homeownership for program participants as one of the long-term goals for all of its clients. HATC staff works with tenants to effectively provide them with the necessary resources to achieve homeownership. HATC Annual Re-Examination Notice provides public-housing participants with an extensive referral list that provides assistance with homeownership. This list includes programs managed by: CSET, Habitat for Humanity and Self Help Enterprises. HATC's program coordinator works with any interested public housing tenant in order to effectively inform them of all the different programs that are available to them. Effective collaboration between HATC and other public and nonprofit agencies is imperative to help promote homeownership among all of its tenants.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be**



**provided or other assistance**

Not applicable.

**Discussion**

The City of Tulare does not own or manage public housing units.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

During FY 2022-2023, the City will commit CDBG and other funds to provide street outreach and engagement, case management, housing placement, and supportive services to unsheltered residents and formerly homeless individuals.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

City will commit \$110,100 to an Encampment Resolution Funding (ERF) Program project. The City's project plan and funding request of \$1,566,604 was selected for award by the California Interagency Council on Homelessness (Cal ICH) on Friday, February 25<sup>th</sup>, 2022.

With this ERF award, the City and its partner organizations will enhance outreach, engagement, and service offerings for upwards of 57 people experiencing homelessness within a prioritized encampment area. The City's prioritized area involves a collection of sites at Centennial and Rotary Skate Parks and on vacant land between the Union Pacific Railroad and I Street.

Tulare's ERF project will be led by case managers from the Kings Tulare Homeless Alliance, Kings View, and Salt+Light Works organizations respectively. These case managers will conduct daily outreach and engagement to foster trust and relationship building and to facilitate the usage of field-based integrative services and housing placement plans. With buy-in, case managers will implement a housing plan with their clients according to Housing First standards to secure housing at available emergency, transitional, and/or permanent housing units. And to foster sustainability, each client will receive funds to cover 12-months of rent, utility, and other household costs.

Specialty services under the ERF Project include the delivery of behavioral and medical health care from the Homeless Multi-Disciplinary Team with the Tulare County Health and Human Services Agency and the Adventist Health Mobile Care Unit. Unsheltered residents in the prioritized encampment area will have access to first aid, wound care, health screenings, and medicine, as well as access to substance use assessment and counseling and a connection to social service programs.

The ERF Project also addresses critical basic needs. The target group of people will receive access to food, palliative relief items, a third-party operated two-stall bathroom and shower

facility, and a waste removal service. In addition to the efforts aimed at improving health and safety conditions in the prioritized encampment area, the ERF project provides funds for park restoration planning and construction costs. With public input and collaboration, \$280,000 in grant funds are available to accomplish physical improvements to amenities at Centennial Park.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City provided the Tulare Lighthouse Rescue Mission with \$79,611 in CARES Act CDBG funds to purchase four manufactured units for service as emergency shelter. The units will be operational in Program Year 2021. The Lighthouse Rescue Mission will continue to operate a 16-bed women and children up to 12 years of age shelter and a 12-bed shelter for males age 13 and up. Both shelters provide up to 90 days of respite; however, clients are able to stay longer if they have no other options. Additional services for clients include warm meals, showers, laundry, temporary employment, and peer support.

The City will continue to utilize five beds within the Eden House project located in the City of Visalia, which provides wrap around services, including mental health care, for individuals / families transitioning from emergency shelter to permanent housing. The Eden Housing project involved the use of Homeless Emergency Aid Program (HEAP) and California Emergency Solutions and Housing (CESH) funds. Individuals are expected to stay an average of 90 days while awaiting a permanent housing unit.

The City regularly commits CDBG and/or other funds to Family Services of Tulare County to continue their case management and wrap around services for clients housed under the Tulare Housing First Program. Under this federal program, Family Services is typically able to provide twelve chronically homeless individuals from Tulare with permanent supportive housing each year via a rental voucher.

Lastly, the City continues to engage and coordinate with the local continuum of care and the Tulare County Homeless Task Force. Regular meetings allow the City to stay aware of funding and partnership opportunities that meet their own and regional emergency shelter and transitional housing needs.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were**

### **recently homeless from becoming homeless again**

The City of Tulare will commit funds over the five-year ConPlan period (2020-2024) to the regional CoC. The regional CoC seeks to provide housing and services to people experiencing homelessness. In utilizing coordinated assessment, the CoC aims to match households within the shortest amount of time, and connect clients with services that can help them to transition to self-sufficiency. Over first program year of the ConPlan and likely into subsequent years, the City commits CDBG resources and other funds to the Tulare Lighthouse Rescue Mission, Kings/Tulare Homeless Alliance, Family Services of Tulare County, Salt+Light Works, and the Kings View Corporation to help chronically homeless individuals, unsheltered families and unaccompanied youth transition to permanent housing and independent living.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

According to HUD's *Strategies for Preventing Homelessness*, "Homelessness prevention is an essential element of any effort to end homelessness either locally or nationwide." This HUD report indicates it is less expensive and disruptive to keep a household housed in place. To this end, the City will explore the use of CDBG funds to support programs that provide direct assistance to households at risk of becoming homeless. The City will also participate in regional homeless planning efforts, including the Tulare Kings Alliance-CoC's Discharge Plan, which aims to prevent individuals leaving institutions, hospitals, etc., from becoming homeless.

The CoC's prevention strategies focus on effective discharge planning, with an emphasis on requiring foster care programs, in-patient mental health hospitals, hospitals and correctional facilities to provide discharge planning services to clients to ensure that they have access to housing and other needed support services, including respite care, upon discharge. Action steps include convening a working group with stakeholders to examine the discharge planning policies and systems within corrections facilities and each County's human service agencies and identifying initiatives to improve those policies and systems; identifying "cross-cutting" initiatives to improve policies and practices across multiple County agencies. In addition, due to the number of probation and prison sites located within the region, the CoC has adopted a plan

to develop a Continuum-wide, multi-system community re-entry plan that includes housing.

### **Discussion**

The City's homeless strategy focuses on the prevention of homelessness where feasible and the provision of CDBG and other resources to support local service providers that offer effective engagement, services, and housing options for people experiencing homelessness. The City also seeks opportunities to facilitate the development of new housing (emergency, bridge, and permanent supportive units) and the associated wrap around services necessary to address homelessness and housing insecurity and to facilitate self-sufficiency.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

Local policies and regulations affect both the quantity and type of residential development, while trends within the national and regional economies, along with federal monetary policies, often play a larger role in shaping residential and commercial development within the City of Tulare. Ongoing assessment of the conditions and regulations that affect the local housing market is critical. The City of Tulare must prepare for future growth through actions that protect the public's health, safety, and prosperity, without impeding access to new and existing housing to members of the community.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City will evaluate its land use, zoning, building codes and associated permitting fees in order to maintain critical services and facilitate the production and preservation of affordable.

### **Discussion:**

City staff is aware of the need for additional affordable housing, per input from community at housing workshops, findings from housing surveys, and through recent assessments of housing market trends from local and state sources. CDBG funds are the only regular funding source available to the City and staff will review how to leverage the resource to support development and rehabilitation efforts within the City. The urgency of the affordable housing shortfall within the City also necessitates the identification and use of new public, philanthropic, and private funding sources to drive new development and rehabilitation projects and/or programs.

Recent Housing Element Updates that address barriers to and facilitate progress towards the City's affordable and inclusive housing goals include, but are not limited to, the following:

- Completion of the rezone of a sufficient amount of land for the City's low-income Regional Housing Needs Allocation requirement.
- Ongoing promotion of residential infill development on vacant and underutilized land that is properly zoned and planned for residential uses within the City limits.
- Ongoing promotion with Homebuilders to develop multifamily designated land at the highest allowable density.
- For new annexations, require that 8 to 12% of the land in all Master Planned

Communities be designated for higher density residential.

- Ensure adequate infrastructure and public services for existing and planned residential development.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City will take the actions identified below in order to fulfill the goals of the Strategic Plan within the 2020-2024 Consolidated Plan.

### **Actions planned to address obstacles to meeting underserved needs**

During FY 2022, the City will encourage and support HATC's efforts to obtain additional rental assistance funding, especially for senior, disabled, and low-income households. Public infrastructure improvements will provide access to individuals with disabilities and mobility limitations. Finally, the City will form a subrecipient relationship with Community Services & Employment Training, Inc. (CSET) to deliver outreach and education services on Fair Housing issues to promote the safe, secure, and decent housing for all individuals without regard to their race, color, religion, gender, national origin, familial status, disability, age, source of income or other characteristics protected by laws.

### **Actions planned to foster and maintain affordable housing**

During the 2023 program year, the City of Tulare will commit CDBG funding principally to low and moderate-income households. This includes multiple public infrastructure and improvement projects and a minor home rehabilitation activity.

### **Actions planned to reduce lead-based paint hazards**

The City will continue to provide information to contractors on training and lead-based paint requirements. In addition, the City will ensure their housing rehabilitation programs maintain compliance with HUD regulations regarding lead-based paint hazards and other policies.

### **Actions planned to reduce the number of poverty-level families**

The City will support several activities that aim to reduce the number of households living in poverty:

Case management, referral to housing and vouchers, and provision of job training and placement offer relief and foster employment opportunities and social, health, and mental well-being.

### **Actions planned to develop institutional structure**

The City has no additional actions planned to develop its institutional structure. The City will continue to work closely with the County of Tulare Housing Authority, as well as with



counterparts at the local and county level.

**Actions planned to enhance coordination between public and private housing and social service agencies**

The City of Tulare does not operate public housing. HATC provides rental assistance in the community. Federal legislation requires that the Housing Authority prepare five-year and one-year plans that highlight its mission, goals, and objectives as it relates to public and assisted housing programs. The City will review the Authority's plans and will provide HATC the opportunity to review and consult with the City regarding its ConPlan and Annual Action Plans. The goal of this cross-consultation is to provide consistent and coordinated housing services for City residents.

The City maintains and seeks new relationships with local nonprofit organizations and other entities. As the City continues to implement its CDBG program, it will incorporate information and other resources from local partner organizations to accomplish ConPlan needs and goals.

**Discussion:**

The City's 2023 Annual Action Plan was considered and adopted as presented during a City Council on May 2, 2023.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

Each HUD program that is covered by the ConPlan regulations must address certain program-specific requirements. Below are the requirements for the CDBG program as prescribed by the ConPlan template.

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Not applicable.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Not applicable.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Not applicable.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Not applicable.

**Housing Trust Fund (HTF)  
Reference 24 CFR 91.220(l)(5)**

1. Distribution of Funds

- a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2).

Not applicable.

- b. Describe the jurisdiction's application requirements for eligible recipients to apply for HTF funds.

- c. Describe the selection criteria that the jurisdiction will use to select applications submitted by eligible recipients.

- d. Describe the jurisdiction's required priority for funding based on geographic distribution, which is a description of the geographic areas of the State (including areas of low-income and minority

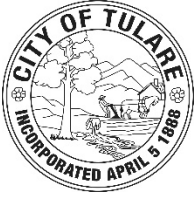
concentration) in which it will direct assistance during the ensuing program year.

e. Describe the jurisdiction's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner.

f. Describe the jurisdiction's required priority for funding based on the extent to which rents for units in the rental project are affordable to extremely low-income families.

g. Describe the jurisdiction's required priority for funding based on the financial feasibility of the project beyond the required 30-year period.

h. Describe the jurisdiction's required priority for funding based on the merits of the application in meeting the priority housing needs of the jurisdiction (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations).



# Staff Report

Meeting: City Council  
Date: May 2, 2023

Item #: 10.1  
General Business

**Department:** Police  
**Submitted by:** Chief Fred Ynclan  
**Agenda Title:** City Council Challenge Coins

### RECOMMENDED ACTION

Approve the design for Council challenge coins and payment of \$4,387.94 to Point Emblems for 500 coins, distributing the cost equally among each councilmember's Community Improvement fund.

### SUMMARY

On March 7, 2023, Council has asked for Challenge Coin designs and costs for the Tulare City Council to distribute to constituents and other persons with significant accomplishments or at City events. Working with Point Emblem who specializes in custom coins, a design was completed and is attached for Council consideration. The pricing has also been provided.

### FISCAL IMPACT & FUNDING SOURCE(S)

The challenge coins will be purchased using the Council Community Improvement funds.

Funding Sources	Current Balance	Challenge Coins Purchase
001-4010-2117 District 1	\$5,000.00	\$877.60
001-4010-2217 District 2	\$5,000.00	\$877.60
001-4010-2317 District 3	\$5,000.00	\$877.60
001-4010-2417 District 4	\$5,000.00	\$877.60
001-4010-2517 District 5	\$5,000.00	\$877.60

Please note that on February 7, 2023, Council approved \$1,100 from each Community Benefit Fund to assist with the purchase of sleeping bags for the temporary homeless encampment. This debit has not yet been applied to these funds, so the current balances may be up to \$1,100 less than what is listed above.

### LEGAL REVIEW

This item does not require legal review.

### ALTERNATIVE ACTION

1. Approve with changes
2. Deny
3. Table

### ATTACHMENTS

1. Quote from Point Emblems
2. Artwork of proposed coin

Reviewed/Approved: 







SIDE A



SIDE B

METAL FINISH & ENAMEL COLORS

-  SHINY GOLD METAL
-  PMS BLACK

OPTIONS\*

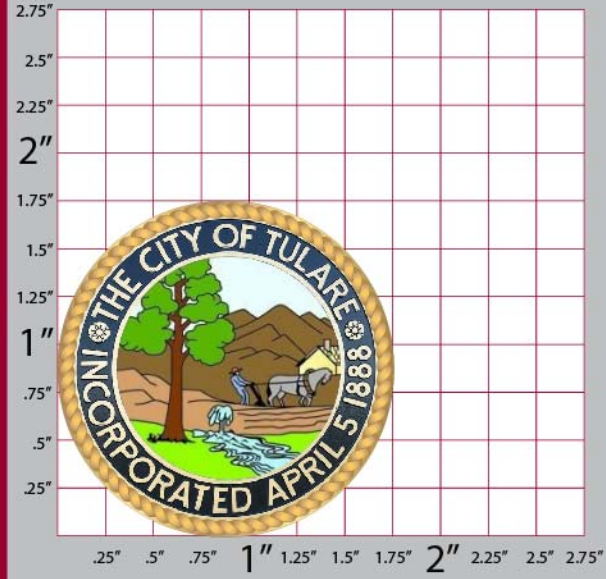
- 3D RAISED
- 3D RECESSED
- 2-TONE METAL
- ENGRAVING
- CUTOUTS
- NUMBERING
- PRINTING
- EPOXY

\*ADDITIONAL COST MAY APPLY

EDGES\*

- |   |   |   |
|---|---|---|
|  |  |  |
| STANDARD <input checked="" type="checkbox"/>  | ROPE <input type="checkbox"/>   | PETAL <input type="checkbox"/>  |
|  |  |  |
| CROSS CUT <input type="checkbox"/>  | OBLIQUE <input type="checkbox"/>  | FLAT WAVE <input type="checkbox"/>  |

ACTUAL SIZE



PLEASE ALWAYS CHECK SPELLING AND GRAPHICS CAREFULLY.

MOLDS WILL BE MADE ON FINAL APPROVAL OF ARTWORK. CUSTOMER ASSUMES ALL LICENSING RESPONSIBILITIES ANY CORRECTIONS MADE AFTER THE MOLDS ARE MADE WILL MAKE IT NECESSARY TO CHARGE AN ADDITIONAL NEW DIE FEE. COLORS ON THIS PROOF MAY NOT APPEAR TRUE TO THE SPECIFIED PANTONE OR TUNG LI COLORS. FOR A TRUE REPRESENTATION OF SPECIFIED COLORS, PLEASE REFER TO A PANTONE COLOR SPECIFIER OR TUNG LI COLOR CARD. PLEASE NOTE: THE FIRST THREE REVISIONS ARE FREE.

EACH ADDITIONAL REVISION IS \$25.00

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DESIGN A CUSTOM BADGE FOR YOUR ORGANIZATION



# ATTACHMENT 2

*[Your Company Slogan]*

## Point Emblems

1885 W. 5075 S.  
 Roy, Utah 84067  
 385-206-3115  
[dixi@pointemblems.com](mailto:dixi@pointemblems.com)

INVOICE NO.  
 DATE April 24, 2023  
 CUSTOMER ID

TO

SHIP TO Tulare PD  
 Chief Ynclan  
 260 M St  
 Tulare, CA 93274  
 559-648-4245

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
Dixi	PTE-10342	FEDEX	2-3 business days			5-7 Weeks

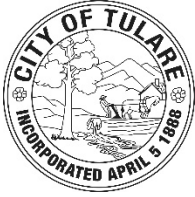
QTY	ITEM #	DESCRIPTION	UNIT PRICE		LINE TOTAL
500.00		1.75" Hard Enamel, Roped Border	\$7.95		\$3,975.00
1.00		Shipping and Handling	\$85.00		\$85.00
					-
		8.25%			

**Payment Due Upfront - Check, Direct Deposit or Credit Card**

<b>TOTAL DISCOUNT</b>	
<b>SUBTOTAL</b>	\$4,060.00
<b>SALES TAX</b>	\$327.94
<b>TOTAL</b>	<b>\$4,387.94</b>

Payment is due within 30 days of receiving product on all PO's.  
 After 60 days there will be a 5% penalty, after 90 days there will be a 10% penalty.

Make all checks payable to Point Emblems  
 THANK YOU FOR YOUR BUSINESS!



# Staff Report

Meeting: City Council  
Date: May 2, 2023

Item #: 10.2  
General Business

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**Department:** City Manager  
**Submitted by:** Marc Mondell, City Manager  
**Agenda Title:** Temporary Encampment Meal Delivery Contract

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## RECOMMENDED ACTION

Authorize the City Manager to execute a contract with Salt + Light for meal delivery service to the temporary encampment for \$400 a week, subject only to minor conforming and clarifying changes acceptable to the City Attorney and City Manager.

## SUMMARY

Earlier this year, the City opened the temporary homeless encampment to provide a safe and humane area for the homeless community to live until the permanent shelter is complete. Currently, non-profits and other community members and organizations provide food for the residents of the temporary encampment. In order to provide a more consistent meal service, Mayor Sayre proposed contracting with Salt + Light.

Salt + Light created the Everyone Eats Today program to provide food for the homeless community. The attached proposal includes providing meals and palliative care items to the Encampment Resolution Program area (temporary homeless encampment) seven days a week. They will create and maintain a schedule in order to ensure consistent meal service. They will also be working with local restaurants, churches, and other organizations to provide this service.

## FISCAL IMPACT & FUNDING SOURCE(S)

If approved, the meal delivery service will be paid through the 601-4601-7301 fund.

## LEGAL REVIEW

This item has not been reviewed by the City Attorney.

## ALTERNATIVE ACTION

1. Approve with changes
2. Deny
3. Table

## ATTACHMENTS

1. Salt + Light Proposal

Reviewed/Approved: 





# Everyone Eats Today Project Proposal

Salt + Light Works

—

**April 2023**

## Overview

The purpose of this proposal is to request funding for Salt + Light to increase our capacity to serve our neighbors experiencing homelessness in the City of Tulare. With the inception of the Encampment Resolution Program area, Salt + Light's Everyone Eats Today program expanded to include services at the encampment three days a week. Our food truck takes meals and provides palliative care items, and our staff and volunteers have been able to cultivate relationships with our neighbors in the encampment.

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Our proposal is to partner with community organizations such as restaurants, churches, and other community organizations to provide our neighbors in the Encampment Resolution Program area with meals seven days a week.

## **Organization**

Salt and Light Works (Salt + Light), headquartered in Tulare County, was established in 2019 to address the single most significant municipal and humanitarian crisis of our time—homelessness—through dedicated services, programs, advocacy, and opportunities while steadily moving toward the goal of constructing a permanent supportive housing community for people experiencing chronic homelessness. The mission of Salt + Light is to cultivate community by providing dignified homes, jobs, and healing for our neighbors experiencing homelessness in the Central Valley of California.

## **Everyone Eats Today**

We created “Everyone Eats Today” to provide food and essential items to our neighbors experiencing homelessness. Our efforts evolved quickly, from offering socks and sandwiches out of the back of our founder’s van in 2019 to having a fully stocked food truck sent into the communities of Tulare County four times per week, serving 200+ meals daily.

Our truck and staff are a recognized beacon of hope in encampments by our neighbors experiencing homelessness. Our vital program provides meals and support. In many instances, the food truck is the only means for our neighbors to receive nutritious meals during the week.

We deliver hot and cold meals as well as essential items. In addition to food, supplies can include palliative care, hygiene products, socks and shoes, winter gear, tents, undergarments, etc. Through this program and the continued support of our dedicated volunteers, donors, and staff, over 21,000 meals were provided in the first year and over 36,000 meals in the second year. In 2022, 1800 unique neighbors, 36,404 meals, and provided 53,571 palliative care items in encampments across two cities. Beyond the food and supplies, our outreach has given our staff and volunteers the opportunity to meet with unhoused individuals, hear their stories and needs, and become a conduit between them and other service providers.

The program is managed by our Outreach Manager and Outreach Coordinator. They are supported by community engagement and volunteer cultivation staff, as well as hundreds of volunteers who faithfully prepare meals and participate in outreach efforts to encampments to provide this service.

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## Current Program Objectives

1. Outreach to 200 people experiencing homelessness in the City of Tulare 2-3 days per week to provide food assistance (up to 1200 meals/week) and personal palliative relief items. Provide meals specifically to the Encampment Resolution Program area three days a week.
2. Partner with agencies and our case manager using Coordinated Entry to create touch points with people experiencing homelessness in the City of Tulare in an effort to connect them to services and ensure that their information is recorded in the Homeless Management Information System (HMIS).

## Proposed Project:

We propose expanding services to the Encampment Resolution Program area by partnering with local restaurants, churches, and other organizations as well as private individuals and entities to create a consistent schedule of providing our neighbors in the Encampment Resolution Program area meals, palliative care items, and connection with their community seven days a week.


Salt + Light currently provides meals three days a week to the Encampment Resolution Program area, and we commit to continuing to do so. Salt + Light will coordinate with local partners to set up the schedule, and our staff will maintain a calendar of this schedule that will be made available to the mayor's office.

## Budget and Timeline

We propose a budget of \$400 a week to cover up to 16 hours of staff time to coordinate meals 7 days a week to the Tulare Cares Encampment.

Staff will be responsible for:

1. Recruiting partners to make and serve meals.
2. Facilitating collaboration amongst partners when individual entities are unable to provide food, preparation, and delivery.
3. Promoting the efforts of the Tulare Cares Encampment to help people experiencing homelessness.
4. Coordinate and maintain a monthly schedule that is shared between the City of Tulare and Salt + Light. The calendar will detail the date, time, and partners that are making & delivering the meals as well as the type of meal to be provided.
5. Instructing partners on the meal expectations related to quality and quantity.

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6. Educating partners on ways to cultivate community with neighbors as well as how to maintain healthy boundaries.

May 2023

Sustain Everyone Eats Today Program

Increase Neighbor Services

- Scale to providing meals to our neighbors for seven days a week