

**CITY OF TULARE
CITY COUNCIL MEETING MINUTES**

**Tulare Public Library & Council Chamber
491 North M Street, Tulare**

**Tuesday, May 7, 2024
7:00 p.m. Regular Meeting**

Proper notice of this meeting was given pursuant to Government Code Section 54954.2.

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 U. Zamora; Chief Deputy City Clerk Melissa Hermann; Assistant City Manager Josh McDonnell; Chief Financial Officer Mark Roberts; Assistant Finance Director Melanie Gaboardi; 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 Shonna Oneal; Community Development Director Mario Anaya; Executive Director of Economic Development and Redevelopment Traci Myers; Chief Technology Officer Jason Bowling

1. CALL TO ORDER

Mayor Sayre called to order the regular meeting of the City Council at 7:02 p.m. in the Council Chamber located at 491 North M Street.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Councilmember Mederos led the Pledge of Allegiance, and an invocation was given by Michael Grogan, Pastor of Abundant Life Center.

3. PROCLAMATIONS & RECOGNITIONS

3.1 Proclamation for National Police Week & Peace Officers Memorial Day. Councilmember Harrell read and presented a proclamation to Chief Fred Ynclan and Captain Matt Machado proclaiming May 12-18, 2024, as National Police Week and May 15, 2024, as Peace Officers Memorial Day.

3.2 Proclamation for National Public Works Week. Councilmember Mederos read and presented a proclamation to Public Works Director Trisha Whitfield proclaiming May 19-25, 2024, as National Public Works Week.

3.3 Recognition for Social Vocational Services Tulare. Councilmember Sigala presented certificates of recognition to Social Vocational Services Tulare and their clients who assist at the Tulare Animal Shelter.

- 3.4 Recognition for the Tulare Police Explorer Program Graduates.**
Councilmember Harrell presented certificates of recognition to the recent graduates of the Tulare Police Explorer Program. Program Coordinator Josh Avalos spoke about the program and recognized the graduates.

Mayor Sayre recognized Chief Deputy City Clerk Melissa Hermann for Professional Municipal Clerks Week and proclaimed May 5-11, 2024, as Professional Municipal Clerks Week in the city of Tulare.

4. PUBLIC COMMENT

Steven Morton requesting an Amtrack station at the old Walgreens building on Tulare Avenue and J Street; Grace Harvey regarding the street deterioration in Del Lago and other areas; Alberto Aguilar regarding the hazardous sidewalks around the cemetery; Clarence Ogans, Hugo Trujillo, and Ashley Vega regarding the heavy truck traffic in and around Matheny Tract; and Elizabeth Zayas and Moses Guardiola regarding issues their development has encountered.

5. COMMUNICATIONS

City Manager Marc Mondell advised of the recent communication received from Leadership Counsel regarding item 9.4 discussing City truck routes.

6. COUNCIL REPORTS AND ITEMS OF INTEREST

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

7. CONSENT CALENDAR

Items 7.3, 7.6, 7.7, and 7.10 was removed from the Consent Calendar by Council.

It was moved by Councilmember Sigala, seconded by Councilmember Harrell, and unanimously carried to approve the items on the Consent Calendar as presented except for items 7.3, 7.6, 7.7, and 7.10.

7.1 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.

7.2 Special and/or Regular Meeting Minutes of April 16, 2024.

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

7.4 Adding Annexed Territory to Council District.

Recommended Action: Adopt a resolution adopting the revised City Council Election District Boundaries to include the recently annexed territory through the Chandler Grove Annexation to Council District 5. [M. Hermann]

7.5 2024/25 Road Maintenance Recovery Act (SB1) Funding and Projects.

Recommended Action: Receive a list of proposed projects to be funded through Senate Bill No. 1 (SB 1) revenues and adopt a resolution which includes the 2024/25 Road Maintenance and Rehabilitation Account (RMRA) funds in the City's 2024/25 Capital Improvements Projects program budget and identifies a list of proposed projects that will utilize those funds. [M. Miller]

- 7.8 Summary Vacation of Public Utility Easement for Cartmill Commons.**
Recommended Action: Adopt a resolution summarily vacating a Public Utility Easement shown on Parcel Map No. 5414, recorded in Book 55 of Maps, at Page 22 of Official County Records, in the City of Tulare, County of Tulare, State of California to Cartmill Commons LLC, a California Limited Liability Company; and authorize the City Manager to sign the respective Certificate of Conveyance. [M. Miller]
- 7.9 Rejection of Claim.**
Recommended Action: Reject the liability claim for damages filed on April 1, 2024, and amended April 22, 2024, by Attorney Daisy Perez on behalf of claimant Jessica Lopez-Suarez, FR 102012-22723. [S. Oneal]

ITEM(S) PULLED FROM CONSENT CALENDAR

- 7.3 Second Reading and Adoption of Ordinance 2024-03.**
Recommended Action: Adopt Ordinance 2024-03 approving Zone Amendment No. 753 changing the zoning designation from C-3 (Retail Commercial) to R-1-4 (Small-lot Residential) on approximately 14.06 acres. [S. Sopp]
Council Action: Councilmember Mederos pulled this item to recuse himself stating a conflict of interest due to owning property in the vicinity of the project. With no discussion, it was moved by Councilmember Sigala, seconded by Vice Mayor Isherwood, and carried 4 to 0 (Councilmember Mederos recused) to approve the item as presented.
- 7.6 PK0033 Zumwalt Park Renovation Design Consultant Contract Amendment.**
Recommended Action: Authorize the City Manager or designee to sign a contract amendment for \$150,000 with RRM Design Group of San Luis Obispo, CA for additional construction support services related to City Project PK0033 – Zumwalt Park Renovation. [M. Miller]
Council Action: Councilmember Sigala pulled this item for clarification. It was moved by Councilmember Sigala, seconded by Councilmember Harrell, and unanimously carried to approve the item as presented.
- 7.7 Manufactured Housing Opportunity and Revitalization Program Award.**
Recommended Action: Adopt a resolution to authorize the acceptance to incur an obligation for the Program Award, execute and deliver a Standard Agreement, and all other documents required or deemed necessary or appropriate to secure the Program Award from the California Department of Housing and Community Development and to participate in the Manufactured Housing Opportunity and Revitalization Program, and all amendments thereto. [G. Avitia]
Council Action: Vice Mayor Isherwood pulled this item to recuse himself stating a conflict of interest due to being employed by Self-Help Enterprises, the proposed administrator of the program. With no discussion, it was moved by Councilmember Sigala, seconded by Councilmember Mederos, and carried 4 to 0 (Vice Mayor Isherwood recused) to approve the item as presented.
- 7.10 Zumwalt Park Security Cameras and Wi-fi Contract.**
Recommended Action: Authorize the City Manager to sign a contract for \$120,575.22 for the purchase and mounting of security cameras, wi-fi access

points, and required cabling and equipment for Zumwalt Park with AMS.net of Livermore California, utilizing the cooperative purchasing agreements Omnia Partners contract #R200803 and Merced County FOCUS contract #2021092; and authorize the City Manager or designee to approve contract change orders up to 10%, or \$12,057.52, of the original contract amount. [J. Bowling]

Council Action: Councilmember Sigala pulled this item for clarification. It was moved by Councilmember Mederos, seconded by Councilmember Sigala, and unanimously carried to approve the item as presented.

8. PUBLIC HEARINGS

8.1 Proposed Annual Action Plan for Fiscal Year 2024.

Recommended Action: Adopt a resolution approving Community Development Block Grant Annual Action Plan to allocate approximately \$600,000 to public infrastructure and facility improvements, \$109,000 to services for people experiencing homelessness, \$185,000 to affordable housing preservation, and \$130,000 to CDBG program administration; and authorize the City Manager or their designee to submit the same to US Department of Housing and Urban Development on behalf of the City of Tulare.

Presented By: Housing & Grants Specialist Gladys Avitia

Public Comment: The public hearing was opened at 8:32 p.m. Receiving no public comment, the public hearing was closed at 8:32 p.m.

Council Action: Vice Mayor Isherwood recused himself from this item stating a conflict of interest due to being employed by Self-Help Enterprises, a potential recipient of funds, and left the dais prior to the presentation and opening of the public hearing. It was moved by Councilmember Mederos, seconded by Councilmember Sigala, and carried 4 to 0 (Vice Mayor Isherwood recused) to approve the item as presented. Vice Mayor Isherwood returned to the dais.

9. GENERAL BUSINESS

9.1 Prosperity Avenue and West Street Intersection Improvements Project Resolution of Necessity for Property Acquisition.

Recommended Action: Adopt a Resolution of Necessity for APN 164-130-004 authorizing the City Attorney to take the steps necessary to finalize the acquisition of the property for the construction of the Prosperity Avenue and West Street Intersection Improvements Project.

Presented By: City Attorney Mario U. Zamora

Public Comment: There were no public comments.

Council Action: It was moved by Councilmember Sigala, seconded by Mayor Sayre, and unanimously carried to approve the item as presented.

9.2 Amendment to Ground Lease Agreement with Tulare County.

Recommended Action: Approve and authorize the mayor to sign the First Amendment to Ground Lease Agreement No. 30974 for the Hillman Center Emergency Homeless Shelter.

Presented By: City Manager Marc Mondell

Public Comment: There were no public comments.

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

9.3 FM0048 Tulare Homeless Shelter Contract for Modular Living Quarters.

Recommended Action: Award and authorize the City Manager to sign a contract for \$1,112,582.58 with Pacific Mobile Structures Inc. of Ceres, CA, for construction of modular living quarters associated with City Project FM0048 - Tulare Homeless Shelter; and authorize the City Manager or designee to approve contract change orders in an amount not to exceed 10% of the contract.

Presented By: City Engineer Michael Miller

Public Comment: There were no public comments.

Council Action: It was moved by Vice Mayor Isherwood, seconded by Mayor Sayre, and unanimously carried to approve the item as presented.

9.4 Discussion of Truck Routes.

Recommended Action: Review and discuss the designation of truck routes within the City of Tulare.

Presented By: City Engineer Michael Miller

Public Comment: Public comments on this item were received during the Public Comment portion of the agenda. Tom Linder expressed support for staff speaking with the industry as part of the analysis.

Council Action: It was the consensus of Council to direct staff to continue research on this item.

9.5 Fiscal Year 2024 Budget Reconciliation.

Recommended Action: Adopt a resolution to amend the City of Tulare's Fiscal Year 2024 Adopted Budget to reconcile adopted expenditures, revenues, and interfund transfers.

Presented By: Chief Financial Officer Mark Roberts

Public Comment: There were no public comments.

Council Action: It was moved by Councilmember Sigala, seconded by Vice Mayor Isherwood, and unanimously carried to approve the item as presented.

9.6 Mid-Year Budget Review, Revenue and Expenditure Projections, and Approval of Supplemental Appropriation Requests.

Recommended Action: Review the City of Tulare fiscal-year-to-date revenues and expenditures as of December 31, 2023; receive the estimated revenues and expenditures for the remainder of the current fiscal year and for the ensuing fiscal year; and adopt a resolution amending the City's Fiscal Year 2024 Adopted Budget to include the supplemental appropriation requests as presented.

Presented By: Chief Financial Officer Mark Roberts

Public Comment: There were no public comments.

Council Action: It was moved by Councilmember Sigala, seconded by Councilmember Mederos, and unanimously carried to adopt the resolution amending the City's Fiscal Year 2024 Adopted Budget to include the supplemental appropriation requests as presented with the use of fund balances as necessary.

10. FUTURE AGENDA ITEMS - NONE SUBMITTED**11. STAFF UPDATES**

Staff provided updates on department activities.

12. RECESS TO CLOSED SESSION TO DISCUSS THE FOLLOWING ITEMS

12.1 Conference with Labor Negotiators (Govt. Code § 54957.6)

Agency Designated Representatives: Marc Mondell, Mario Zamora, Josh McDonnell, Shonna Oneal

Employee Organization: CLOCEA, Middle Managers, and Department Heads

Council recessed to closed session at 10:03 p.m.

13. RECONVENE FROM CLOSED SESSION

Council reconvened from closed session at 11:02 p.m.

14. CLOSED SESSION REPORT

Mayor Sayre advised there was no reportable action.

15. ADJOURNMENT

Mayor Sayre adjourned the regular meeting at 11:02 p.m.

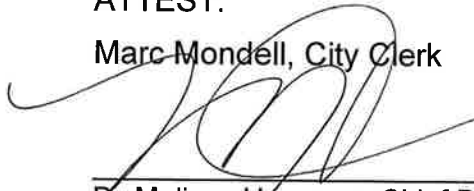
These meeting minutes were approved by the Council on May 21, 2024.

Terry A. Sayre

Terry A. Sayre, President of the Council
and Ex-Officio Mayor

ATTEST:

Marc Mondell, City Clerk



By Melissa Hermann, Chief Deputy City Clerk

