

**CITY OF TULARE  
CITY COUNCIL MEETING MINUTES**

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

**Tuesday, May 21, 2024  
7:00 p.m. Regular Meeting**

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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; Assistant Finance Director Melanie Gaboardi; City Engineer Michael Miller; Public Works Director Trisha Whitfield; 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

**1. CALL TO ORDER**

Mayor Sayre called to order the regular meeting of the City Council at 7:01 p.m. in the Council Chamber located at 491 North M Street.

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

City Attorney Mario U. Zamora led the Pledge of Allegiance, and an invocation was given by Micah Thiesen, Senior Pastor of Evangelical Free Church.

**3. PROCLAMATIONS & RECOGNITIONS**

**3.1 Proclamation for International Firefighter's Day, May 4, 2024.** Councilmember Mederos read and presented a proclamation to Fire Chief Michael Ott to retroactively proclaim May 4, 2024, as International Firefighter's Day in Tulare.

**3.2 Proclamation for Emergency Medical Services Week, May 19-25, 2024.** Councilmember Harrell read and presented a proclamation to members of LifeStar Ambulance proclaiming May 19-25, 2024, as Emergency Medical Services Week May in Tulare.

**3.3 Recognition to Momentum Dance Academy Dance Team.** Mayor Sayre presented certificates of recognition to the dance team for their accomplishments and a video of their dance was shared.

**4. PUBLIC COMMENT**

Dan Swassing addressed the Council regarding issues with dogs at the temporary homeless encampment, specifically regarding vaccination and spay/neuter needs; Ken

Espinosa addressed the Council regarding the deteriorated appearance of the main hangar at the Mefford Airport, specifically the need for new paint; and Rosalinda Avitia addressed the Council regarding the need for assistance with mobile home repairs.

## 5. COMMUNICATIONS

City Manager Marc Mondell advised there were no communications.

## 6. COUNCIL REPORTS AND ITEMS OF INTEREST

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

## 7. CONSENT CALENDAR

Items 7.4, 7.5, 7.6, and 7.8 were removed from the Consent Calendar by Council and staff.

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 7.4, 7.5, 7.6, and 7.8.

### 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 May 7, 2024.

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

### 7.3 Notice of Completion for Project PK0038.

**Recommended Action:** Accept as complete the contract with JT2 Inc. DBA Todd Companies of Visalia, CA for work on Project PK0038 - Prosperity Sport Basketball Courts; authorize the City Engineer to sign the Notice of Completion; and direct the City Clerk to file the Notice of Completion with the Tulare County Recorder's Office. [M. Powers]

### 7.7 Accept Grant from the U.S. Economic Development Administration.

**Recommended Action:** Adopt a resolution authorizing the City Manager or designee to accept a grant award in the amount of \$600,000 from the U.S. Economic Development Administration; authorizing the City Manager or designee to execute all necessary grant documents; and authorizing the appropriation of funding necessary to the corresponding revenue budget for the purchase of equipment and supplies for the City of Tulare's Business Accelerator's Maker Space. [T. Myers]

## ITEM(S) PULLED FROM CONSENT CALENDAR

### 7.4 Rejection of Claim - Estate of Nelva Beltran Sanchez.

**Recommended Action:** Reject the liability claim for damages filed on May 6, 2024, by Attorney Justin Farahi on behalf of claimant Estate of Nelva Beltran Sanchez, FR102099/22815. [S. Oneal]

**Council Action:** Councilmember Mederos pulled items 7.4 and 7.5 for clarification. It was moved by Councilmember Mederos, seconded by

Councilmember Harrell, and unanimously carried to approve the item as presented.

**7.5 Rejection of Claim - Rosa Isela Sanchez.**

**Recommended Action:** Reject the liability claim for damages filed on May 6, 2024, by Attorney Justin Farahi on behalf of claimant Rosa Isela Sanchez, FR102099/22816. [S. Oneal]

**Council Action:** Councilmember Mederos pulled items 7.4 and 7.5 for clarification. It was moved by Councilmember Mederos, seconded by Councilmember Harrell, and unanimously carried to approve the item as presented.

**7.6 Amendment to Contract with RSG.**

**Recommended Action:** Approve amendment to contract with RSG for consulting services associated with administration of American Rescue Plan Act ("ARPA") funding; and adopt a resolution to reallocate \$25,000 from the ARPA Marketing and Social Media category to the ARPA Consultant category. [M. Gaboardi]

**Council Action:** Councilmember Sigala pulled this item to receive an update on the Social Media and Marketing efforts that Council appropriated ARPA funds to. Councilmember Sigala also inquired about marketing efforts for the west side of Tulare. It was moved by Councilmember Sigala, seconded by Councilmember Harrell, and unanimously carried to approve the item as presented.

**7.8 Consolidated Rail Infrastructure and Safety Improvements Program Grant.**

**Recommended Action:** Adopt a resolution authorizing the City of Tulare to apply for a Federal Railroad Administration's 2025 Consolidated Rail Infrastructure and Safety Improvements Program grant for proposed improvements to the Union Pacific Railroad at-grade crossings of Prosperity Avenue, San Joaquin Avenue, and Cross Avenue; and designate the City Manager or designee as the individual authorized to execute all grant documents on behalf of the City. [M. Miller]

**Council Action:** This item was pulled at the request of staff to provide a correction. It was moved by Councilmember Mederos, seconded by Mayor Sayre, and unanimously carried to approve the item as amended, correcting San Joaquin Avenue to Kern Avenue.

**8. GENERAL BUSINESS**

**8.1 Tulare Downtown Master Plan Update.**

**Recommended Action:** Adopt the Tulare Downtown Master Plan Update dated April 16, 2024; and authorize staff to move forward with implementation of the final Master Plan Update considering City Council and public input received during the public review of the Draft Plan.

**Presented By:** Executive Director of Economic Development and Redevelopment Traci Myers

**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 revised to include suggestions discussed by Council including removing the downtown investments dashboard from the Downtown Master Plan as this will be something staff works on outside of the Downtown Master Plan, and revise the comment regarding

moratoriums on secondhand stores as to continue to work towards developing other policies and legislative agendas to further the Downtown Master Plan (ex. exploration of dealing with downtown second hand stores).

**8.2 Construction Contracts for Project PK0037.**

**Recommended Action:** Award and authorize the City Manager to sign contracts related to the construction of Project PK0037 K9 Bane Dog Park; authorize the City Manager or designee to approve contract change orders in the amount not to exceed 10% of each contract amount; and approve the revised project sheet.

	Task Description	Contractor	Amount
1.	Construction Contractor	Caliber Contracting Services Inc. of Fresno, CA	\$1,287,000
2.	Material Testing	Smith-Emery of Fresno, CA	\$23,116
3.	Construction Survey	Provost & Prichard of Visalia, CA	\$17,000
4.	Labor Compliance	Labor Consultants of California of Hanford, CA	\$8,925

**Presented By:** City Engineer Michael Miller

**Public Comment:** Dan Swassing addressed the Council regarding spending money on this project and not being able to vaccinate or spay/neuter dogs.

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

**8.3 Transit Representative Nomination to TCAG Board.**

**Recommended Action:** Select a councilmember to be considered for nomination for the Transit Representative position on the Tulare County Association of Governments Board of Directors.

**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 select Councilmember Sigala to be considered for nomination for the Transit Representative position on the Tulare County Association of Governments Board of Directors.

**9. FUTURE AGENDA ITEMS**

**9.1 Designation of City Intersection as “Dolores Huerta Square.”**

**Submitted by:** Councilmember Sigala

**Recommended Action:** Review and either direct staff to add to a future agenda or take no action.

**Council Action:** It was moved by Councilmember Sigala to add this item to a future agenda. The motion failed for lack of a second.

**9.2 Completion, Striping, and Painting of Bicycle Lanes in District 1.**

**Submitted by:** Councilmember Sigala

**Recommended Action:** Review and either direct staff to add to a future agenda or take no action.

**Council Action:** It was moved by Vice Mayor Isherwood, seconded by Councilmember Mederos, and unanimously carried to direct staff to add an item to a future agenda to provide information for educational purposes regarding bike lanes citywide.

**10. STAFF UPDATES**

Staff provided updates on department activities.

**11. ADJOURNMENT**

Mayor Sayre adjourned the regular meeting at 9:07 p.m.

These meeting minutes were approved by the Council on June 4, 2024.

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

ATTEST:

Marc Mondell, City Clerk

*Melissa Hermann*

By Melissa Hermann, Chief Deputy City Clerk

