

**CITY OF TULARE  
CITY COUNCIL MEETING MINUTES**

---

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

**Tuesday, October 21, 2025  
5:00 p.m. Special Meeting  
7:00 p.m. Regular Meeting**

---

Proper notice of this meeting was given pursuant to Government Code Section 54954.2 and 54956.

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

**STAFF PRESENT:** City Manager Marc Mondell; Assistant City Attorney Megan Crouch; Chief Deputy City Clerk Melissa Wilcox; Assistant City Manager Thomas W. Gaffery IV; Chief Financial Officer Mark Roberts; City Engineer Michael Miller; Public Works Director Trisha Whitfield; Community Services Director Chris Orr; Police Chief Fred Ynclan; Fire Chief Michael Ott; Community Development Director Mario Anaya; Executive Director of Economic Development & Redevelopment Jennifer Gomez; Human Resources Director Janie Venegas; Housing & Grants Manager Alexis Costales

**1. CALL TO ORDER**

Mayor Isherwood called to order the special meeting of the Tulare City Council at 5:02 p.m. in the Council Chamber located at 491 North M Street.

**2. STUDY SESSION**

- 2.1 Lobbyist Workshop with Spencer Street of Townsend Public Affairs.** Spencer Street, the City's lobbyist, provided an update on the property where the Topham Skate Park and Women's Clubhouse are located as well as an overview of the legislative process.
- 2.2 Inyo Corridor Workshop.** Assistant City Manager Gaffery provided an overview of the Inyo Corridor project including project area, prior works, current conditions, and staff recommendations.
- 2.3 Entertainment District Workshop.** City Manager Mondell provided an overview of the potential entertainment district. Brian Connolly of Victus Advisors presented a financial and economic feasibility study for a potential indoor sports complex, developer interview findings for the proposed entertainment district, and recommended next steps for the project. It was the consensus of Council for staff to move forward with the RFQ and focus on the southern corridor (Councilmember Sigala was not in agreement with southern location).

**3. ADJOURNMENT**

Mayor Isherwood adjourned the special meeting at 7:21 p.m.

#### 4. CALL TO ORDER

Mayor Isherwood called to order the regular meeting of the Tulare City Council at 7:29 p.m. in the Council Chamber located at 491 North M Street.

#### 5. PLEDGE OF ALLEGIANCE AND INVOCATION

Councilmember Sigala led the Pledge of Allegiance, and an invocation was given by Debra Epps, Assistant Pastor of Living Christ Church.

#### 6. PUBLIC COMMENT

Donnette Silva-Carter, Tulare Chamber of Commerce CEO, provided various Chamber updates.

#### 7. PRESENTATIONS

**7.1 Downtown PBID Update.** Executive Director of Economic Development & Redevelopment Gomez provided an update on the recent Downtown PBID efforts. Questions posed by Council were answered by staff.

#### 8. COMMUNICATIONS

City Manager Marc Mondell advised there were no communications.

#### 9. COUNCIL REPORTS AND ITEMS OF INTEREST

**9.1 NOTICE OF CHANGE IN REGULAR CITY COUNCIL MEETING TIME:** Regular City Council meetings will start at 5:30 p.m. beginning November 4, 2025. Special meetings may be scheduled prior to the regular meeting start time.

Council reported on recent events and discussed items of interest.

#### 10. CONSENT CALENDAR

Items 10.7 and 10.10 were removed from the Consent Calendar.

It was moved by Councilmember Mederos, seconded by Vice Mayor Harrell, and unanimously carried to approve the items on the Consent Calendar as presented except for item 10.7 and 10.10.

**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 Approval of City Council Meeting Minutes.**

**Recommended Action:** Approve the minutes of the special and/or regular meeting of October 7, 2025. [M. Wilcox]

**10.3 Monthly Investments Report.**

**Recommended Action:** Accept the monthly investments report for July and August 2025. [M. Roberts]

**10.4 Contract Approval for Economic Development Strategic Plan.**

**Recommended Action:** Approve and authorize the city manager to sign an agreement with Kosmont & Associates, Inc. to develop an Economic Development Strategic Plan and related services for a total amount not to exceed \$100,000. [J. Gomez]

**10.5 Conditional Final Map Acceptance – Liberty Hill Phase 2.**

**Recommended Action:** Conditionally approve the final map and subdivision improvement agreement for Liberty Hill Phase 2 for recordation; and accept all easements and dedications offered to the City, subject to receipt of the signed final map, all fees, and other required items prior to December 20, 2025. [M. Miller]

**10.6 Parcel Map Acceptance – TPM 2025-02 Lekkerkerker.**

**Recommended Action:** Approve Parcel Map 2025-02 associated with the Lekkerkerker Subdivision, filed by BF Central Valley Holdings, LLC, a Washington Limited Liability Company, for the division of land located at the northeast corner of Pratt Street and Paige Avenue for recordation, and accept all dedications and easements offered to the City. [M. Miller]

**10.8 Caltrans Property Acquisition for SR99 and Paige Avenue Interchange Project.**

**Recommended Action:** [M. Miller] To facilitate construction of the State Route 99 6-lane Widening and Paige Avenue Interchange Reconstruction Project, authorize the city manager to sign all documents required for:

- 1) the sale of 4.7 acres of city-owned APN 191-070-025 to Caltrans,
- 2) a property exchange of city-owned APN 182-230-047 with a portion of Caltrans owned APN's 182-230-053 and 182-230-053, and
- 3) a grant of a temporary construction easement on city-owned APN 171-090-034.

**10.9 Willow Glen Phase 2 and 3 final Oversize Agreement.**

**Recommended Action:** Authorize the city manager to execute an oversize construction reimbursement agreement with Presidio JJR Brighton 115, LLC, a Delaware Limited Liability Company for construction costs associated with Phase 2 and 3 of the Willow Glen (aka Brighton) subdivision 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]

**10.11 Cartmill Commons Notice of Completion.**

**Recommended Action:** Accept the required public works improvements for the Cartmill Commons commercial project 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]

**ITEM(S) PULLED FROM CONSENT CALENDAR****10.7 HOME Investment Partnerships (HOME) Program and CalHome Program Funds.**

**Recommended Action:** Adopt a resolution authorizing an appropriation of HOME Investment Partnerships Program (HOME) and CalHome Program grant and program income funds to Self-Help Enterprises for the implementation of first-time homebuyer/mortgage assistance and owner occupied rehabilitation activities from October 1, 2025, through September 30, 2028; and the execution of a subrecipient agreement, any amendments thereto, and of any related documents necessary to establish annual budgets and implement activities in accordance with regulations of the HOME and CalHome Programs. [A. Costales]

**Council Action:** Mayor Isherwood pulled this item to recuse himself due to a conflict of interest as he is employed by Self-Help Enterprises. It was moved by Councilmember Sigala, seconded by Councilmember Mederos, and carried 4 to 0 (Mayor Isherwood recused) to approve the item as presented.

**10.10 Conditional Final Map Acceptance for the Cottonwood 3 Subdivision.**

**Recommended Action:** Conditionally approve the final map and subdivision improvement agreement for the Cottonwood 3 subdivision for recordation and accept all easements and dedications offered to the City, subject to receipt of the signed final map, all fees, and other required items prior to December 20, 2025. [M. Miller]

**Council Action:** Councilmember Mederos pulled this item to recuse himself due to a conflict of interest as he owns property within 500 feet of the project boundaries. It was moved by Councilmember Sigala, seconded by Mayor Isherwood, and carried 4 to 0 (Councilmember Mederos recused) to approve the item as presented.

**11. PUBLIC HEARING**

**11.1 Intent to Substantially Amend 2025-2029 Consolidated Plan and 2025 Action Plan.**

**Recommended Action:** Receive a staff presentation and provide comment on the substantial amendment process and/or potential changes to the City of Tulare’s 2025-2029 Consolidated Plan and 2025-2026 Annual Action Plan regarding the use of incoming HOME Investment Partnerships Program (HOME) and available Community Development Block Grant (CDBG) federal funds.

**Presented By:** Housing & Grants Manager Costales

**Public Comment:** Following staff presentation, the public hearing was opened at 8:09 p.m. Receiving no public comment, the hearing was closed at 8:09 p.m.

**Council Action:** There was no action taken on this matter.

**12. GENERAL BUSINESS**

**12.1 Contract Awards for Project EN0102 – K Street Improvements.**

**Recommended Action:** Award and authorize the city manager to sign contracts related to the construction phase of CIP Project EN0102 – K Street Improvement Project; authorize the city manager or designee to approve contract change orders in an amount not to exceed 10% of each contract amount; and approve the revised project sheet.

	<b>Task Description</b>	<b>Contractor</b>	<b>Amount</b>
1.	Construction Contractor	Archer Civil Construction, Tulare, CA	\$4,508,582.10
2.	Construction Inspection	NV5, Fresno, CA.	\$463,953.44
3.	Materials Testing	NV5, Fresno, CA.	\$118,312.24
4.	Construction Surveying	Lane Engineers, Tulare, CA.	\$45,000.00
5.	Labor Compliance	Quad Knoff, Visalia, CA.	\$47,700.00

**Presented By:** City Engineer Miller

**Public Comment:** There were no public comments.

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

**12.2 Contract Amendments for Project FM0048 – Homeless Shelter.**

**Recommended Action:** Authorize the city manager to sign contract amendments related to City Project FM0048 - Emergency Homeless Shelter as follows:

- 1) 4Creeks, Inc. in the amount of \$41,500 for additional design and construction support services; and
- 2) Krazan & Associates in the amount of \$25,000 for additional materials testing services.

**Presented By:** City Engineer Miller

**Public Comment:** There were no public comments.

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

**12.3 Contracts with SCE for Project FM0048 – Homeless Shelter.**

**Recommended Action:** Authorize the city manager to sign contracts with Southern California Edison to install electrical service and street lights for CIP Project FM0048 - Homeless Shelter, with associated costs totaling \$153,998.95.

**Presented By:** City Engineer Miller

**Public Comment:** There were no public comments.

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

**12.4 Infrastructure Improvement Agreement with Faria Family II Limited Partnership and the International Agri-Center, Inc.**

**Recommended Action:** Approve the proposed Infrastructure Improvement Agreement between the City of Tulare, the Faria Family II Limited Partnership and the International Agri-Center, Inc. and authorize the City Manager to execute all necessary documents.

**Presented By:** City Manager Mondell; City Attorney Zamora

**Public Comment:** There were no public comments.

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

**12.5 Economic Development Quarterly & September Updates.**

**Recommended Action:** Receive an update on economic development activity.

**Presented By:** Executive Director of Economic Development & Redevelopment Gomez

**Public Comment:** There were no public comments.

**Council Action:** This item was informational only; therefore, no action was taken.

**13. FUTURE AGENDA ITEMS - NONE SUBMITTED****14. STAFF UPDATES**

Staff provided updates on department activities.

**15. ADJOURNMENT**

Seeing no further business to discuss, Mayor Isherwood adjourned the regular meeting at 8:57 p.m.

This is to certify that the foregoing is a true and correct copy of the meeting minutes of the special and regular meetings held on October 21, 2025, as approved by the Tulare City Council.

Marc Mondell, City Clerk



By Melissa Wilcox, Chief Deputy City Clerk

# Minutes 10212025

Final Audit Report

2025-11-06

Created:	2025-11-06
By:	Melissa Wilcox (mwilcox@tulare.ca.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAooZ-v4WEH_8p2LDc0RL0n-k1rptVhjT

## "Minutes 10212025" History

-  Document created by Melissa Wilcox (mwilcox@tulare.ca.gov)  
2025-11-06 - 5:36:09 PM GMT
-  Document emailed to Melissa Wilcox (mwilcox@tulare.ca.gov) for signature  
2025-11-06 - 5:36:13 PM GMT
-  Email viewed by Melissa Wilcox (mwilcox@tulare.ca.gov)  
2025-11-06 - 5:37:00 PM GMT
-  Document e-signed by Melissa Wilcox (mwilcox@tulare.ca.gov)  
Signature Date: 2025-11-06 - 5:37:08 PM GMT - Time Source: server
-  Agreement completed.  
2025-11-06 - 5:37:08 PM GMT