

**FIRST AMENDMENT TO  
TULARE COUNTY AGREEMENT NO. 31553**

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**THIS FIRST AMENDMENT** ("Amendment") to Tulare County Agreement No. 31553 (the "Agreement") is entered into by and between the **COUNTY OF TULARE** ("COUNTY") and **Sequoia Community Center** ("CONTRACTOR") as of October 22, 2024, with reference to the following:

- A. The COUNTY and CONTRACTOR entered into Agreement No. 31553 on January 23, 2024, to reimburse the cost of rehabilitating the Sequoia Community Center.
- B. COUNTY and CONTRACTOR now wish to amend the agreement in order to add Exhibit A-1, ARPA Proposal for Round 2 Funding Narrative, to add to the scope of work and replace and supersede Exhibit B, Reimbursement Agreement, to increase the funding amount; and Exhibit E, Amount of Grant and Uses, to reflect the changes in Exhibits A-1 and B and to extend the agreement's term end date of December 31, 2025 to December 31, 2026.

**ACCORDINGLY, COUNTY and CONTRACTOR** agree as follows:

1. Section 1. "Term" of Agreement No. 31533 is amended to read:

"This Agreement becomes effective January 23, 2024, and expires at 11:59 PM on December 31, 2026, unless its term is extended by written amendment."

2. Exhibit A-1, ARPA Proposal for Round 2 Funding Narrative is hereby added; Exhibit B, Reimbursement Agreement; and Exhibit E, Amount of Grant and Uses to the agreement are hereby replaced and superseded by the attached Exhibits B, and E.

3. This First Amendment becomes effective upon Board signature.

4. Except as provided above, all other terms and conditions of the Agreement shall remain in full force and effect.

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FIRST AMENDMENT TO  
TULARE COUNTY AGREEMENT NO. 31553

THE PARTIES, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

Date 9/21/2022

Sequoia Community Center

By [Signature]

Print Name Joni Jordan

Title President, Board of Directors

Date 9/30/2024

By [Signature]

Print Name Lynn Knudson

Title Treasurer, Board of Directors

[Pursuant to Corporations Code section 313, County policy requires that contracts with a Corporation be signed by both (1) the chairman of the Board of Directors, the president or any vice-president (or another officer having general, operational responsibilities), and (2) the secretary, any assistant secretary, the chief financial officer, or any assistant treasurer (or another officer having recordkeeping or financial responsibilities), unless the contract is accompanied by a certified copy of a resolution of the corporation's Board of Directors authorizing the execution of the contract. Similarly, pursuant to California Corporations Code section 17703.01, County policy requires that contracts with a Limited Liability Company be signed by at least two managers, unless the contract is accompanied by a certified copy of the articles of organization stating that the LLC is managed by only one manager.]

COUNTY OF TULARE

Date 10/22/2024

By [Signature]

Chair, Board of Supervisors

ATTEST: JASON T. BRITT  
County Administrative Officer/Clerk of the Board  
of Supervisors of the County of Tulare



By [Signature]  
Deputy Clerk

Approved as to Form:  
County Counsel

By David J. Ganez  
Deputy

Matter # 20241377

Date 10/2/24

**Sequoia Community Center  
ARPA Proposal for Round 2 Funding  
Narrative**

Upon receiving a second round of ARPA funds, the Sequoia Community Center plans to pull the following projects back into active mode. Most of these were addressed in the initial proposal, although some are new ideas to fit emerging needs and funds available.

**SCC Area of Need #2 (from original proposal): To upgrade the grounds in support efficient use and safety of an older community demographic and to help support the health and wellness of residents.**

The funding requests in this section focus around the maintenance and rehabilitation of buildings and areas that have fallen into disrepair. ARPA funding would address the need for grounds rehabilitation, helping the Center come into ADA compliance and making the outdoor spaces safer and of more useful for food services and other opportunities. Additionally, as the SCC grows its role as an emergency operations center, there is a need for developing infrastructure support emergency personnel and agencies that may have to move equipment and personnel to the area in the face of disaster.

**1. Library of Things/Community Kitchen:**

**Need:**

The SCC Safety Team currently oversees community work in the areas of health, safety and wildfire prevention. After recent close calls with wildfire, much of the community attention has been turned to home-hardening; residents doing all they can to prepare their properties to be fire-safe. That work has revealed a desperate need for yard tools of all kinds for many of the lower-income residents. Many of us noted that we had some tools in various states of repair, but not others and we needed a program for community tool-sharing. SCC has created and begun collecting a Library of Things to allow residents to check out tools for a project and

then return it, thus enabling all residents to have access to a wider selection of functional tools/devices without the expense for what might be used only on occasion or the storage concerns. The Library of Things tools has grown from yard tools to medical devices and kitchen/home tools as well. However, this new library will clearly need a larger space for storage and display. Recently, the residence on the grounds of the SCC (also owned by Cutler-Orosi Joint Unified School District) became available for the SCC to use IF it obtains grant money to bring the house up to code (the previous renters left it in some disrepair). SCC would like to rehabilitate the residence into a Library of Things (one room for yard/home tools, one room for medical devices, the kitchen for food preparation tools and the living room to serve as a book library/conference room).

**Proposal:**

Bring the residence up to code (fixing the electrical/plumbing, some roof repair, flooring, heating, etc.), as well as provide tool racks and storage bins, a start on some harder-to-get tools and the appropriate appliances for a community kitchen. The Community Kitchen is part of an ongoing plan to expand our food services in the area so that when there is an abundance of fresh produce, the master canners and preservers who live here can process the excess for needy families. Additionally, we will be able to have classes in food preparation and preservation, as well as allowing the kitchen to be used by those who either do not have access to a kitchen or have limited space in their own kitchens for larger food projects. The residence will also be able to provide emergency shelter for community members in need. The rooms could easily be converted to bedrooms and there is a functioning bathroom. Finally, the Library of Things will support those in the community who cannot afford or lack the space to store the types of tools, medical devices and equipment to keep them healthy and safe.

**Enumerated Eligible Use (ARPA):**

**ARPA includes as an enumerated eligible use “Improvements to vacant and**

**abandoned properties, including rehabilitation or maintenance, renovation, removal and remediation of environmental contaminants, demolition or deconstruction, greening/vacant lot cleanup & conversion to affordable housing.”** This proposal will take an abandoned residence and re-purpose it for community use, with special focus on the disproportionately affected population who do not possess either safety or medical equipment or kitchen facilities to help with health, fire safety and food resources.

## **2. Improving Parking Area and Handicap Parking**

### **Need:**

Access to the Sequoia Community Center is right off of Whitaker Forest Road in Badger. It is unknown when the parking area was paved, but likely when the Sierra School was rebuilt more than 50 years ago. Currently, what asphalt that remains is broken, unstable, prone to lifting in storms, making the ground uneven and a hazard for everyone, but particularly for older residents and those with mobility issues. The northeast side of the building has a dirt drive that leads to the single ADA-compliant handicap parking space. In working with PG&E on a generator grant three years ago, they noted that the handicap parking and access were not up to current standards and helped identify ways to bring them up to standard. Of course, at that point, the funding was prohibitive, so we have stumbled along with what is there, sending the more able-bodied participants in SCC events out to the parking lot to help the less able.

### **Proposal:**

Repave the area from Whitaker Forest Road into the Center and also pave one lane of parking along the west side of the building from the fence/gate to the handicap parking area and handicap ramp entry. Improve the dirt driveway on the northwest side of the building with a layer crushed gravel, evening out the surface for

improved driving and walking.

**Enumerated Eligible Use (ARPA):**

**According to ARPA guidelines, an eligible enumerated use is “Improvement(s) to vacant and abandoned properties, including rehabilitation or maintenance, renovation, removal and remediation of environmental contaminants, demolition or deconstruction, greening/vacant lot cleanup...” This project also meets the approved capital expenditure category "Improvements to or construction of emergency operations centers and acquisition of emergency response equipment."** As noted previously, the building and grounds that house the SCC has been vacant for more than a decade. While a PGE grant helped to create and rehabilitate one handicap parking space, most of the driving and walking grounds are in poor condition and pose a danger for those with limited ability and a special danger during times of emergency.

**3. Repairing and Expanding Outdoor Patio Area:**

**Need:**

The current outdoor patio is used for a wide range of activities and events. SCC hosts auctions and community breakfasts, distributes food boxes and conducts art projects at the patio. The patio area is half-covered with a shade structure, while the other half is uncovered. The patio itself is concrete, but has deep cracks and is thus uneven in a number of areas, in spite of local efforts to improve it by grinding the concrete and filling cracks. The non-covered part of the patio has old metal basketball poles on either side, which pose a hazard. Two years ago, a group of residents undertook the project of turning that area into a pickleball court, as there was interest in the community in providing outside fitness opportunities. The pickleball group purchased the net and equipment, then taped the outlines for the court. It was painted a year ago and serves as an OK court, though a part of it is under the shade structure and so balls are lobbed into the rafters on occasion.

Finally, the space also includes a brick BBQ structure with an inoperable sink. Its main use has been as a sort of table, albeit an uneven one.

**Proposal:**

Repair and rehabilitation of the patio. Primarily, it needs resurfacing to remove cracks and uplifts to reduce the tripping hazards. The BBQ area needs to be replaced with a poured concrete top creating a durable serving and sorting area for food distribution and other events. Additionally, the area needs updated and safer electrical outlets, as well as improved plumbing for use during events as well as cleaning the area. Once the resurfacing is complete, the space will also be used again for fitness activities requested by community members, such as pickleball and ping pong. Finally, while the roof structure covers some of the patio, the seasonal use of shade sails will keep much more of the patio usable in the summer months.

**Enumerated Eligible Use (ARPA):**

**According to ARPA guidelines, eligible enumerated uses include**

**“Improvement(s) to vacant and abandoned properties, including rehabilitation or maintenance, renovation, removal and remediation of environmental contaminants, demolition or deconstruction, greening/vacant lot cleanup...” and “Investments in neighborhoods to promote improved health outcomes.”**

**Additionally, “Mitigation measures in small businesses, nonprofits, and impacted industries (e.g., developing outdoor spaces)” is an approved capital expenditure.** The rehabilitation to the patio will be especially important for outdoor events, particularly for monthly FoodLink distributions. Currently, it is a challenge to get all of the food boxes organized under the cover with room for people to work. Having access to the full patio area would improve service to the many disproportionately impacted members of the community who are the recipients of the food and health programs.

#### **4. Installation of laminate or vinyl flooring in the main room at SCC**

**Need:**

Currently, the SCC's Main Room has a thin, industrial layer of carpet. The carpet is more than 20 years old and is showing its age. Additionally, it is much more labor intensive to maintain and especially difficult in a room that is used for multiple (and sometimes messy!) purposes, during the various seasons of the year (snow in the winter, mud in the spring, puncture vine stickers in the summer—all get tracked in to the carpet) by many people. Flooring products such as laminate or vinyl would make the space easier to maintain and much more efficient for allowing a variety of activities without worrying about the carpet.

**Proposal:**

Purchase of a flooring product that will better suit the multiple uses of the SCC, improving its ability to efficiently maintain the space.

**Enumerated Eligible Use (ARPA):**

**According to ARPA guidelines, eligible enumerated uses include**

**“Improvement(s) to vacant and abandoned properties, including rehabilitation or maintenance, renovation, removal and remediation of environmental contaminants, demolition or deconstruction, greening/vacant lot cleanup...”**

**and "Investments in neighborhoods to promote improved health outcomes.”**

**Additionally, "Mitigation measures in small businesses, nonprofits, and impacted industries (e.g., developing outdoor spaces)" is an approved capital expenditure.**

SCC will improve the main room with this project so that all the uses planned for the future, and particularly emergency use will be easily accommodated in the main room with more appropriate flooring for the space.

#### **5. Funding for survey and data gathering project**



**Need:**

Sequoia Community Center currently operates as a non-profit funded by donations and, recently, grants. Part of the ARPA grant proposal is to gather data about the community. As noted in the initial grant proposal, data collection in the area has been virtually non-existent, so it limits what county resources and planning are made available to residents. As the SCC becomes an increasing presence in the community, it will be in a better position to gather data through surveys than is the county. One important way of distributing surveys, in addition to the more commonly used social media, email and in-person methods, is to mail the surveys to a wide audience. However, the cost for doing this is currently prohibitively expensive for SCC.

**Proposal:**

Purchase of software tools help facilitate survey-taking and recording, in addition to funds for creating and mailing surveys and other measurement tools and notices to the community.

**Enumerated Eligible Use (ARPA):**

**As noted in the Final Rule (4387)** "...recipients may use funds for direct and indirect administrative costs for administering the SLFRF program and projects funded by the SLFRF program."

**Summary:**

As the first round of ARPA funding has already brought noted improvements to Sequoia Community Center and will continue to improve its ability to serve the community, this second round of funding will have a deeper and on-going level of impact, inspiring new programs, improving safety and access and securing its position as a valuable resource in the community.

Sequoia Community Center- Exhibit B							
ARPA BUDGET PROPOSAL - 1 and 2							
As of 6-27-24							
Text in Red are part of ARPA Budget for first \$107k and final quotes obtained, text in blue are part of first ARPA Budget not yet final quotes, text in green for second \$100k ARPA budget.							
Note the cottage has both blue and green coloring							
Assets to Sustain and Improve Facility to Serve as Emergency Shelter and Continue Core Programming							
Priority	ITEM	Item Cost	Total Cost	Vendor	Detail	Installation	Status
1	Mini Splits / Heating & Cooling	\$9,750	\$24,950.00	MidValley	2 units each 3 ton	VENDOR	Completed, Contractors paid
2	Internet	\$699.30	\$5,019.30	Starlink	< TOTAL Equipment	Self-install	Completed
		\$4,320.00	>	>	3 yrs. service @ \$120/mo.		
3	Smart Board		\$6,330.00	Amazon		Self-install	Completed
4	Energy Efficient Sash Windows				13 Safety Windows - 72" tall X 44" wide, (lower 30" sash, above is picture window". 6 sash windows - 36" tall X 31" wide (4 are glazed). 4 sash windows - 54" tall X 31" wide. The Glass Co.		In Process-getting bids.
5	Security - smart dead bolt locks	\$130 plus tax	\$ 1,000	SMONTE or best deal	7 locks	Self-install	In Process-research
6	Security Cameras	\$120.00	\$ 1,000	Eufy	10 cameras	Self-install	Completed
7	LED Sign Board 4x6, 10P		\$13,230	Genoptics	Obtained 3 estimates.	self-install	In Process-ordered, waiting for delivery and installation
8	Letters To Build Name Sign on Building		\$3,000.00	American Sign Letters or best deal		Self-install	
9	Stacking Chairs		\$1,083.00	Costco	40 White folding chairs @ \$25	N/A	Completed
10	Chairs with Arms		\$1,150		10 Guest arm chairs @ \$115		In Process--will order in August.
11	Fix Cottage for use as Library of Things/Community Kitchen and emergency shelter		\$56,271.70	Contractors to be determined	Bring facility to code and appropriate renovations for multiple use		ARPA 2
12	Surveys to determine need		\$ 2,000.00				ARPA 2
13	Flooring for SCC Main Room		\$2,000.00				ARPA 2
Subtotal Needs For Emergency Shelter and Sustain Programming							
			\$147,034.00				
Upgrade Grounds to Support Programming							
13	Asphalt on south side of building (handicap parking) & replace front		\$13,000	\$10/sq ft. 20ft wide X 65ft long		Denny McGowan	ARPA 2
14	Impervious driveway in north side of building and to 424 area		\$2,000	Denny McGowan	\$500/load delivered	self-install	ARPA 2
15	Patio Area				Electrical outlet, sink, plumbing, french drain to back yard, cement top on BBQ		ARPA 2
	Resurface cement patio		\$25,000		2640 SF X \$7/sq ft	COUSD	
	Redo BBQ into Banquet Table					Self-installed	
	Electricity and plumbing					Williams Electric	
	Shade Sails					Self-installed	
Subtotal			\$60,000				
Grant Total			\$207,034.00				

## **EXHIBIT B: REIMBURSEMENT AGREEMENT**

### **Tulare County Health and Human Services ARPA SLFRF Funds**

#### **Proposal: Sequoia Community Center**

**Total \$207,034**

County will Reimburse Grantee under the following terms pursuant to Grantee's ARPA Budget Proposal.

It is hereby agreed that:

1. Upon delivery to the County of invoices for the rehabilitation of the Sequoia Community Center as described in Exhibit A, COUNTY will pay to GRANTEE an amount not to exceed Two Hundred and Seven Thousand and Thirty Four Dollars. (\$207,034).
  - a. Costs will only be reimbursed as incurred.
  - b. Invoices may be submitted on a monthly basis.
  - c. Invoices should be submitted in pdf format via email to Yolanda Vann at [YVannl@tularecounty.ca.gov](mailto:YVannl@tularecounty.ca.gov).
2. GRANTEE will provide COUNTY a copy of all bids solicited and received pursuant to Exhibit E.
3. Method of payment:
  - a. Funds will be disbursed to GRANTEE or applicable vendor within 30 days of receipt of invoice and all required backup documentation by COUNTY.
  - b. Invoice must be accompanied by sufficient backup documentation to substantiate the eligible use of grant funds in order to receive payment.
  - c. COUNTY will not be responsible for any late fees, or interest accrued resulting from late payments of any costs and/or invoices incurred by GRANTEE.
4. COUNTY will not reimburse any costs incurred that do not comply with State and Federal Law, and all Terms and Exhibits of this agreement.
5. COUNTY will only reimburse for the costs of the rehabilitation of the community center.

## EXHIBIT E

### AMOUNT OF GRANT AND USES

1. COUNTY hereby grants up to \$207,034 to GRANTEE. GRANTEE confirms eligibility for this funding according to the ARPA CBO Project Eligibility Criteria, **Exhibit C**, and agrees to use said funds for activities consistent with the requirements of ARPA, the Final Rule, the Compliance and Reporting Guidance, the County Final Recovery Plan, and the American Rescue Plan Act (ARPA) Addendum, **Exhibit D**, specifically for expenses related to the renovation of the Sequoia Community Center in **Exhibits A and B**. Project must be completed within the Term listed in the Grant Agreement and Amount of Grant and Uses to receive requested funding.
2. GRANTEE is considered a subrecipient of funds from COUNTY. All funds remain subject to statutory requirements that they must be used for eligible costs incurred during the period that begins upon signature and ends on December 31, 2026. By accepting the funds, GRANTEE acknowledges that the funds granted will be used for costs incurred for the time period that begins upon signature up to and including December 31, 2026, and for the purposes described in **Exhibits A and B**. Grantee further attests to the accuracy of the representations made in **Exhibits A and B** and any other documentation it has submitted or will submit regarding the expenses incurred for the renovation of the Sequoia Community Center.
3. GRANTEE must comply with the following record-keeping and compliance requirements:
  - a. Document all use of the grant funds. Funds will be disbursed to GRANTEE or applicable vendor within 30 days of receipt of invoice and all required backup documentation by COUNTY. Documentation must be received timely and in accordance with ARPA requirements, including the Final Rule, the Compliance and Reporting Guidance, the County Final Recovery Plan, and the Office of Management and Budget Uniform Guidance (2 CFR 200). The invoice must be accompanied by sufficient backup documentation to substantiate the eligible use of grant funds in order to receive payment.
  - b. GRANTEE will be required to solicit at least three competitive bids or a formal request for proposals to maintain compliance with Title 2 CFR 200 "Uniform Administrative, Requirements, Cost Principles, and Audit Requirements for Federal Awards." The competitive bids or request for proposals will be evaluated by the COUNTY.
  - c. Provide written feedback on the impact achieved as a result of the grant upon request by the COUNTY for up to one year after the completion of the project outlined in **Exhibits A and B**.
  - d. Keep all receipts and other documentation of the use of funds for at least five years and provide the receipts and documents to the COUNTY upon request at any time from five years of the effective date of this Grant Agreement.
  - e. Documentation must be complete and in accordance with all ARPA requirements including the SLFRF Final Rule, Compliance and Reporting Guidance, and Title 2 CFR 200 "Uniform Administrative, Requirements, Cost Principles, and Audit Requirements for Federal Awards." Documentation must be provided when requested by the COUNTY by the date specified in order to remain in compliance with ARPA guidelines. Documents may be audited and funding is subject to recoupment if the compliance guidelines specified in **Exhibits D and E** are not fully followed.