



**RESOURCE
MANAGEMENT AGENCY
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

PETE VANDER POEL
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: December 13, 2011 - **REVISED**

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Celeste Perez PHONE: (559) 624-7000

SUBJECT: Microenterprise Subrecipient Agreement

REQUEST(S):

That the Board of Supervisors:

1. Approve a Subrecipient Agreement in an amount not to exceed \$180,000 with Valley Small Business Development Corporation to provide services for the Tulare County Microenterprise & Façade Improvement Programs funded by Community Development Block Grant Nos. 08-EDEF-5894 & 09-EDEF-6541.
2. Authorize the Chairman of the Board to execute the Subrecipient Agreement, pending approval by County Counsel.

SUMMARY:

The County has received two grants from the State of California Department of Housing and Community Development (HCD) Community Development Block Grant (CDBG) Program, Economic Development Allocation to fund various activities of the Tulare County Microenterprise & Façade Improvement Program (Program). The goal of the Program is to provide business counseling, financial training, support services, and access to capital for qualifying businesses in the unincorporated areas of the County.

With these CDBG funds, the County and its partners will seek qualified microentrepreneurs, provide training and technical assistance, and provide loan funds for various business activities, including: purchase of equipment, purchase of inventory, and construction of storefront improvements. To qualify for Program services: 1) the client must own the business; 2) the business must be located in the unincorporated area of the County; 3) the business must have five (5) or fewer

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employees; and 4) the client must be part of the Targeted Income Group (TIG) designated by HCD.

The County has partnered with Valley Small Business Development Corporation (VSBDC) and Community Services & Employment Training, Inc. (CSET) to provide services for the Program since 2004. The Board approved a Subrecipient Agreement with CSET on November 8, 2011 for client intake, verification of client eligibility, business counseling, technical assistance, and loan packaging services. CSET's Agreement was in an amount not to exceed \$125,000.

VSBDC will provide loan closing services for qualified entrepreneurs and approved loans. The Agreement with VSBDC is in an amount not to exceed \$180,000. County Counsel has reviewed and approved this Subrecipient Agreement with VSBDC. However, staff is awaiting approval of VSBDC's Insurance from Risk Management. Upon approval by Risk Management, County Counsel will sign the Subrecipient Agreement.

The County has chosen to use Subrecipient Agreements in order to provide for VSBDC's and CSET's commitment of in-kind services to support the Program. VSBDC will provide \$5,000 and CSET will provide \$15,240 of in-kind services.

FISCAL IMPACT/FINANCING:

Funding for these services will be provided by funds from CDBG and the Tulare County Redevelopment Agency (TCRA). VSBDC's Agreement will be fully funded by CDBG Grant Nos. 08-EDEF-5894 & 09-EDEF-6541, and will not require any matching funds. VSBDC will contribute \$5,000 of in-kind services as leverage for this grant.

CSET's Agreement was approved by the Board on November 8, 2011 and will be funded by \$105,000 from CDBG Grant Nos. 08-EDEF-5894 and 09-EDEF-6541, and \$20,000 from TCRA. Resolution No. RA 2008-26 authorized the expenditure of \$5,000 from each of the following Redevelopment Project Areas for CSET's Agreement: Cutler-Orosi RO3-RO3-2300, Goshen RM3-RM3-2300, Ivanhoe RI3-RI3-2300, and Pixley RP3-RP3-2300. CSET will contribute \$15,240 of in-kind services as leverage for this grant.


There are no net County costs to the General Fund.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes the Economic Well Being Initiative to promote effective growth management and quality standard of living and the Quality of Life Initiative to promote public health and welfare. This proposed Agreement will allow the County to provide its residents with the tool necessary to expand or start a business, which can provide much needed employment opportunities in the unincorporated areas. These increased employment opportunities will stimulate economic growth, which will increase the quality of life for low-income residents of the County.

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ADMINISTRATIVE SIGN-OFF:



Roger Hunt
Assistant Director – Administration & Community Development

Cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment(s) Agreement with CSET

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

IN THE MATTER OF MICROENTERPRISE)
SUBRECIPIENT AGREEMENTS) Resolution No. _____
) Agreement No. _____
)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD DECEMBER 13,
2011, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JEAN M. ROUSSEAU
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

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