

City of Visalia- Citizen Advisory Committee
Meeting Minutes

Wednesday, May 2nd, 2018

Members Present: Norbert Duarte, Mary Beatie, Joel Rosales, Suzanne Monroe, Mike Lane, Don Wright, David Winters, Brian Poochigian, Joe Eiben, Roger Ovalle, Jim Burr, Carla Calhoun, Timothy Jackson, Phil Mirwald, Frank Ruiz.

Members Absent: Carla Calhoun, Phil Mirwald, Suzanne Monroe.

City Staff: Mario Cifuentez, Deputy City Manager, Leslie Caviglia, Deputy City Manager, Kari Williams, Financial Analyst, Katherine Bales, Airport superintendent.

Members of Public: No members of Public Present at meeting.

Next meeting: Wednesday June 6th, 2018

1. Welcome and public comment.

- a. Meeting called to order at 5:30 pm By chairman Norbert Duarte.
- b. No members of public present at meeting.

2. Approval of March 7th and April 4th, 2018 Minutes.

- a. After review and corrections made, Motion was made by Mike Lane to approve minutes from March 7th as amended. Second by Joe Eiben, Motion carried Unanimously.
- b. After review and corrections made, Motion by Joe Eiben to approve minutes from April 4th as amended. Second by Bryan Poochigian, motion carried Unanimously.

3. Discussion of 2018/19 Proposed Rates and Fees

- a. Carrie Williams gave a presentation to CAC on Rates and Fees.
- b. The rates and fees purpose of the policy is to set forth the procedures for the review, revision and approval of the City's rates and fees.
- c. Presentation given to this Committee is the final review of Rates and fees before it goes to City Council.

- d. Rates and fees presentation was broken into the following categories
 - New Fees
 - Fee increase exceeding CPI
 - Adjusted Fees
 - Adjusted Fees for hourly rates based on historical salary and benefit increases and budget assumptions.
 - Current fees- But Not Listed in Document.
 - Deleted Fees
 - Annual Adjusted Fees
- e. After presentation and answering of questions from CAC members a motion was made by, Joel Rosales making a recommendation to City Council for approval of proposed rates and fees of 2018-19, second By Joe Eiben, motion carried unanimously.

4. Discussion of Brown Act as it relates to CAC.

- a. Leslie Caviglia, Deputy city Manager came to give us an update on Brown Act and the CAC.
- b. The brown act is relevant to the committee if the committee or sub committee carries on consistently on a single subject.
- c. She emphasized that an AD Hock committee is no different than a sub committee.

5. Discussion of CAC Annual Report to Council.

- a. Public Opinion Survey, review the good, bad and ugly. Get council direction on future of Public Opinion Survey release and distribution.
- b. Non Profit, presentation by sub committee submitted by Chairman.
- c. Measure N, appointment of new member after original member resigned from CAC.
- d. Measure T, review and actions taken by committee.
- e. CDBG funding and actions taken by committee.
- f. Rates and Fees review and action taken by committee.

6. Public Opinion Survey Presentation

- a. After review of public opinion survey it was determined that there were too many mistakes to be submitted as complete.
- b. Mistakes and suggestions we're given to city staff for review and for completion.
- c. Upon review and corrections made city staff will bring back Public opinion survey for review by committee.
- d. Committee will review completed Survey at later yet to be determined date.

7. CDBG Funding

- a. No discussion had on CDBG at this time.

8. Items for Future Agenda Items.

- a. Public opinion Survey completion.
- b. Measure N committee presentation.

9. Adjourned at 7:57 moved to Adjourn by Roger Ovalle second By Joe Eiben motion carried unanimously.