

**City of Visalia- Citizen Advisory Committee**  
Meeting Minutes

Wednesday, March 7<sup>th</sup> , 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 Milwald, Frank Ruiz.

Members Absent:

City Staff: Mario Cifuentez, Deputy City Manager

Members of Public:

Next meeting: April 7<sup>th</sup> , 2018

---

**1. Welcome and Public Comment**

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

**2. Approval of February 7<sup>th</sup> 2018 minutes**

- a. After Review with no corrections added, Motion to approve minutes made by Mary Beatie, 2<sup>nd</sup> by Joe Eiben. Motion carried unanimously.

**3. Appointment of CAC member to Measure N committee.**

- a. With resignation of Chris Telfer from the CAC we need someone to fill the spot that he filled.
- b. Two people expressed interest in being a member of the committee, Suzanne Monroe and Bryan Poochigian.
- c. With one vacancy and two people interested the committee would have to vote on the new member, instead of voting Bryan Poochigian took himself out of the vote. Therefore, leaving Susanne M. The only member with interest in serving on committee.
- d. Motion to appoint Susanne Monroe to Measure N committee made by Joel Rosales, 2<sup>nd</sup> by Jim Burr. Motion carried unanimously.

**4. CAC annual Report.**

- a. Staff brought to the attention of the committee the CAC annual report which would be made at a City Council meeting, date to be determined later.
- b. After discussion on what was needed in annual report it was decided that two individuals usually the Chairman and secretary would prefer the annual report
- c. Motion made by Don Wright to appoint Norbert and Joel lay out the initial report to present to committee at April meeting, 2<sup>nd</sup> by Bryan Poochigian Motion approved by all members.

#### **5. Non-Profit: Sub-committee.**

- a. All semi-annual reports from grant appointees have been turned in but two, once those reports get turned in Suzanne will put together a report and present to CAC.
- b. Motion made by Don Wright to bring Non-Profit agenda item to council, Motion carried unanimously.
- c. Roger expressed interest in being Vice Chair of committee, motion made by Mary Beatie 2<sup>nd</sup> by Mike Lane. Motion carried unanimously.
- d. Joel Rosales and Phil Milwald expressed interest in being a sub committee member. Motion made by Jim Burr, 2<sup>nd</sup> by Mary Beatie. Motion carried unanimously.
- e. The question was raised by Suzanne Monroe about the standing of the Non-Profit committee, with Measure N funding, some going to Non-Profits. The committee was wanting clarification from council as to the future of the CAC's involvement in the selection process.

#### **6. Public opinion survey**

- a. Presentation was Made by Amanda Dahlstrom on the status of the Public Opinion Survey and the amount of Surveys at time of meeting.
- b. Committee members wanted details on Race, Gender and Age.
- c. Those details were given and determined that the committee still needed more surveys from 18-35 year olds and 55 and older.
- d. It was also determined that the Hispanic population was not well represented in the surveys according to the demographics of the city.

- e. When looking at the area percentages the CAC needed to determine which areas we would hit I our face to face survey day. The areas that were determined were the NE and SW. A motion was made by Joe Eiben, 2<sup>nd</sup> by Bryan Poochigian. Motion carried unanimously.
- f. Motion was made by Joel Rosales to do the Face to Face in person surveys on April 7<sup>th</sup>, 2018. 2<sup>nd</sup> by Carla Calhoun. Motion carried unanimously. Sign up sheet was sent around to committee members.

**7. CDBG Sub committee.**

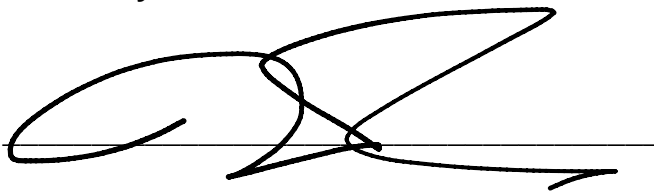
- a. Some concerns have been made about the CDBG committee. The past fiscal year the committee has done very little in the realm in which it was created. Many members have brought up concerns of the committee standings.
- b. A motion was made by Jimm Burr to direct Mario to clarify status of CDBG sub committee when it comes to a range of financial planning to city council. 2<sup>nd</sup> by Joel Rosales. Motion carried with one member abstaining.

**8. Items for future meetings**

- a. CAC annual report
- b. Public Opinion survey

**9. Adjourned at 7:02 pm, Joe Eiben moved to adjourn. Roger Ovalle 2<sup>nd</sup> the motion carried unanimously.**

Respectfully submitted by,  
Joel Rosales; Secretary

A handwritten signature in black ink, appearing to be 'Joel Rosales', written over a horizontal line. The signature is stylized with loops and a long horizontal stroke extending to the right.