

City of Visalia- Citizen Advisory Committee
Meeting Minutes

Wednesday, September 5, 2018

Members Present: Mary Beatie, Joel Rosales, Brian Poochigian, Joe Eiben,
Frank Ruiz, Suzanne Monroe, Phil Mirwald, Lois Sheffield

Members Absent: Mike Lane, Carla Calhoun

City Staff: Leslie Caviglia, Assistant City Manager.

Members of Public: Rhonda Haynes

Next meeting: Wednesday October 3, 2018

1. Meeting called to order 5:30 by vice chair Mary Beatie

2. Public Comment

3. Approval of minutes from August 1, 2018 meeting

- a. After review and corrections made motion to accept minutes moved by member Rosales, second by member Poochigian, Motion carried unanimously.

4. Interview of Potential New Candidate for CAC

- a. Joel Reed
 - a. Opening remarks made by Chair.
 - b. CAC members begin with interview questions to candidate.
 - c. Member questions conclude and the committee begins to discuss the approval of candidate Reed. Member Eiben makes motion to approve candidate as a full member. Member Mirwald seconds that motion. Motion carried unanimously.

5. CAC Review of the following items under the Community Development Block Grant (CDBG) Program:

- a. - **Review of the Consolidated Annual Performance and Evaluation Report (CAPER)**
 - i. City representative Haynes presents the CAPER, and how the CDBG funds were used throughout the year.
 - ii. Counsel approved the purchase of 5 lots on NW 5th Ave. Single Family Homes
 - iii. CDBG funds had expenditures a little under 1.1 million.
 - iv. Committee has questions for City representative regarding some of the numbers on the report. All questions answered and no additional questions regarding the CDBG report noted.
 - v. Member Ruiz addresses the need for the CAPER as a function of the CDBG, and

the role that this committee plays in how CDBG works.

- b. - **NSP1 Amendment to add Public Facility** (Eligible Use "E" – Redevelopment Activity; Non-Profit- Self Help utilizing remaining NSP1 funds (up to \$225,000 remaining to close out NSP1 grant) toward acq/rehab of a transitional/bridge housing public facility.
 - i. City representative discusses the efforts to locate houses and families that could use the rehabilitation funds.
 - ii. Would like to use funds for self-help enterprises. Old senior facility that would be converted and updated so that the city could use the facility to help with homeless issue.
 - iii. Member Ruiz has concerns with non-profit running this facility with city funds. City representative indicates that there is a history with this company who has shown a strong relationship with the city and experience. They are open to allowing the city access to financials and contract records.
 - iv. Member Rosales makes motion to approve the NSP1 recommendation, member Eiben seconds. Motion carries unanimously.

6. CAC Committee Items

- a. - **Public Opinion Survey** (Discussion of planning points for next year's survey.)
 - i. Committee interested in seeing if the Aquatic Center would be a good question for the next POS. Members discuss what are the cons of developing an Aquatic Center, specifically, funding for the build.
 - ii. For the parks, money is coming from more than just the city. AYSO and the baseball/softball leagues add to the funds to care for the fields. The cost to maintain this Aquatic Center would be a great question to have presented for council.
 - iii. Member Poochigian suggests a question regarding growth.
- b. - **Non-Profit Grant Program** (Update on the 2018 Program.)
 - i. Assistance League Visalia has begun giving away books, great initiative.
 - ii. Girl Scouts has been increasing program numbers.
 - iii. YoungLife/YoungLives of Tulare County – did not submit documents in time, and did not receive funding.
 - iv. Two trainings were done this year for grant preparation.
 - v. Committee discusses whether or not there is a way to have the funds go specifically to Visalia residents, rather than some of these organizations that are available to the entire central valley.
 - vi. There is an issue where all of the groups requesting measure N funding are also requesting CAC Non-profit grant committee funds.
- c. - **Measure N Update** (Discussion of Maintenance Needs and updates on Measure N.)
 - i. no update on measure N at this meeting, will be brought up at the next committee meeting.

7. Items for future agenda consideration.

- a. Measure N Update
- b. Public Opinion Survey- possible questions and calendar
- c. Recommendations that need to be approved for Non-Profit Grants

8. Meeting adjourned at 7:02 pm moved to Adjourn by chair Beatie, member Mirwald seconds, motion carried unanimously.

Citizen's Advisory Committee

Attendance Roster for Prior 12 month period

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	August	Sept
	2017	2017	2017	2018	2018	2018	2018	2018	2018	2018	2018	2018
Beatie, Mary	P	P	C a n c e l l e d	A	P	P	P	P	P	P	P	P
Calhoun, Carla				A	P	P	P	A	A	P	P	A
Eiben, Joe	P	P		P	P	P	P	P	P	P	P	P
Mirwald, Phil				P	P	P	P	P	P	A	P	P
Monroe, Suzanne	P	P				P	A	A	P	P	P	P
Poochigian, Brian	P	P		P	P	P	P	A	P	P	P	P
Reed, Joel												
Rosales, Joel	P	P		A	A	P	P	P	P	P	P	P
Ruiz, Frank				P	P	P	P	P	P	A	P	P
Sheffield, Lois												P

A - Absent

P - Present

Attendance

Advisory body members are expected to attend meetings regularly. Conscientious attendance is a fundamental responsibility, as irregular attendance lessens one's ability to study all aspects of items under consideration. It is important to notify staff of any absences for the purposes of determining a quorum. Members are required to notify the staff liaison no later than 24 hours prior to any regular meeting of his/her intent not to attend said meeting.

Excessive absenteeism, which is defined to mean missing three (3) consecutive regular meetings or four (4) regular meetings in a 12 month period, shall constitute resignation of the member and the member shall be considered removed from the advisory body. In the event a meeting is cancelled because of a lack of quorum, the member(s) whose lack of attendance caused the cancellation will be counted, even though no meeting occurred.

Tardiness and early departure of more than 30 minutes in a meeting is considered an absence.