

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

Wednesday, May 6, 2020

Members Present: Frank Ruiz, Carla Calhoun, Mary Beatie, Jon Bueno, Steve Garcia,  
Darin McCall, Lois Sheffield, Joel Rosales, David Winters

Members Absent: Phil Mirwald

City Staff: Jason Serpa, Michelle Nicholson, Leslie Caviglia

Members of Public: None

Next meeting: Wednesday June 3, 2020

1. **Meeting called to order at 5:30 pm by Chair Beatie**
2. **Welcome and Public Comment:** No public comment
3. **Approval of minutes from April 1, 2020 meeting**
  - a. Member (insert name) makes a motion to approve the March minutes with changes. Member (insert name) seconds. All members vote in favor.
4. **Discussion of 2020 proposed Rates and Fees** (The CAC will receive a report from the Rates & Fees subcommittee regarding Rates & Fees. The CAC will be asked to receive the report, discuss the matter and make a recommendation to Council or continue the item to a Special CAC meeting to be held prior to the May 18<sup>th</sup> City Council Meeting.)
  - a. Subcommittee discusses how the Rates & Fees are calculated and how the information was presented to them.
  - b. Member Rosales indicates that all of the other committees have reviewed and approved their rates and fee's proposed changes.
  - c. Member Calhoun has questions as to whether any of the public had concerns regarding potential dramatic rate increases.
  - d. Member Calhoun makes a motion to adopt the Rates & Fee's with changes as proposed by the City. Member Sheffield seconds. All vote in favor.
5. **Continued Public Opinion Survey Discussion** (Review preliminary numbers from online survey)
  - a. City staff Jason Serpa to present to CAC.
  - b. City staff reaches out to the committee to inquire about the drop in numbers for this year's survey.

- c. City staff used the previous year's PowerPoint to update and work from for this year's presentation.
  - d. Committee would like to see the new question 1 cross tabulated with results sorted by Age and Income.
  - e. Member McCall indicates that Survey Monkey website contains information as to how they calculate their margin of error.
  - f. Members discuss having the PowerPoint tentatively presented to council for August. For the next few meetings, the committee can continue to work on the presentation.
- 6. Non-Profit Grant Subcommittee Update.**
- a. Subcommittee has indicated that all of the contracts were put in place. The first checks were sent out to the recipients.
- 7. Items for future agenda consideration.**
- a. Public Opinion Survey Update
  - b. Non-Profit Grant Update
  - c. Hope Officers Presentation
- 8. Meeting adjourned at 6:25pm moved by Chair Beatie**