

**ACTION MINUTES OF TULARE  
CITY COUNCIL, CITY OF TULARE**

**March 13, 2018**

**A special meeting of the Tulare City Council was held on Tuesday, March 13, 2018, at 6:00 p.m., in the Tulare Public Library & Council Chambers, 491 North "M" Street.**

**COUNCIL PRESENT:** Carlton Jones, David Macedo, Greg Nunley, Jose Sigala

**COUNCIL ABSENT:** Maritsa Castellanoz

**STAFF PRESENT:** Joe Carlini, Heather Phillips, Sarah Tobias, Rodnie Roberts, Barry Jones, Steve Bonville, Rob Hunt, Josh McDonnell, Michael Miller, Darlene Thompson, Trisha Whitfield, Matt Machado, Greg Merrill, Cameron Long, Traci Myers, Nick Bartsch, JD Johns, Brian Beck, Heidi Clark, Roxanne Yoder

**1. CALL TO ORDER SPECIAL SESSION**

Mayor Jones called the special meeting to order at 6:03 p.m.

**2. PLEDGE OF ALLEGIANCE**

Mayor Jones led the Pledge of Allegiance. An invocation was also provided.

**3. CITIZEN COMMENTS**

Mayor Jones advised that comments from the public are limited to items listed on the agenda (GC 54954.3a). Speakers will be allowed three minutes. Please begin your comments by stating and spelling your name and providing your city of residence.

There were no public comments presented.

**4. Mid-Year Budget Review Presentation**

- a. Mid-Year Review**
- b. End of Year Projections**
- c. CalPERS Outlook**
- d. 2017/18 Balanced Budget**
- e. 2018/19 Budget Overview**
- f. General Fund Balance**

Finance Director Darlene Thompson provided a PowerPoint slide presentation for the Council's review and consideration.

**g. Ideas to Increase Revenue & Decrease Expenses**

City Manager Joe Carlini reviewed considerations to increase revenue and decrease expenses.

**h. Special Items:**

**i. Master Fee Update**

Finance Director Darlene Thompson provided a status and reviewed the timeline concerning the City's Master Fee Update.

**ii. Development Impact Fee (DIF) Update**

Council Member Nunley recused himself from discussion on this item. Community and Economic Development Director Josh McDonnell provided a status and reviewed the timeline concerning the City's Development Impact Fee Update. Questions and comments posed by Council were addressed by Ms. Thompson, Mr. McDonnell and City Engineer Michael Miller

**iii. Transient Occupancy Tax (TOT) Update**

Finance Director Darlene Thompson provided an update on the TOT report that was commissioned for the period of January 2014 - December 2016.

**5. General Discussion with Questions & Answers**

Mr. Carlini and Ms. Thompson discussed the possibility of creating a Section 115 Trust to save money toward the CalPERS obligation.

Council Member Macedo noted that Cities would need to look at point of purchase rather than point of sale for Internet sales; otherwise, it will buckle all the cities.

Mr. Carlini advised that he and the City Attorney are looking at the ability to tax solar.

Mr. McDonnell and Ms. Thompson commented that although the Community Development Fund has been self-supporting due to a surplus of revenue, the General Fund would offset department costs in the amount of \$500,000 beginning FY 18/19.

Council Member Sigala suggested, as the budget is being put together, that staff calculate a 30 percent reserve.

Mayor Jones requested, with no objection by the Council, that General Services Director Steve Bonville an inventory update at a future City Council meeting on City owned property and possibility of liquidating same, to help shore up budget shortfalls.

**6. ADJOURNMENT**

Mayor Jones adjourned the special meeting at 7:25 p.m.

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President of the Council and Ex-Officio  
Mayor of the City of Tulare

**ATTEST:**

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Chief Deputy City Clerk and Clerk of the  
Council of the City of Tulare