



POA BOARD MINUTES

Tuesday, February 24 – 4:00 PM

City Administration Building - 220 N Santa Fe Ave. Visalia, CA 93292

MISSION STATEMENT: TO MAKE DOWNTOWN A PREFERRED LOCATION FOR BUSINESSES BY MAINTAINING SECURITY, MAKING AND MAINTAINING INFRASTRUCTURE IMPROVEMENTS, MAINTAINING LANDSCAPING AND REMOVAL OF GRAFFITI.

Property Owner's
Association, INC.
120 S. Church
Visalia, California 93291
(559) 732-7737

Members and Guests Present:

Members Attending: Bill Kitchen, Myron Sheklian, Tom Gaebe, Anil Chagan, John Bianco, Kevin Fistolera, Collin Franey, Janeen Robbins, Duane Rodriguez

Support Staff Attending: Visalia City Manager Leslie Caviglia, DTV Valarie Felix, DTV Gabrielle Jones

Guests: Bill Whitlach, Mary Jo Estes

Call to Order: Board Meeting called to order by Chairman Bill Kitchen at 4:05 PM. Chairman Kitchen shared that Steve Nelson would not be present at today's meeting.

Public Comments: Bill Whitlach thanked the board for making downtown nice and also safe. He encouraged members to continue their good work.

Mary Jo Estes stated as a paying member of the downtown district she felt a lack of openness to those outside of the board. She stated that she had not received information in years about the works of the POA and requested that minutes be made available and more transparency be shown.

Reports:

Visalia Police Department: Chairman Kitchen shared a handout that was prepared showing calls for services in February and depicted a graph comparing Transient Calls for service for 2024, 2025 and 2026.

OnSite Security: Duane Rodriguez shared a handout that included data categories by years starting in 2021. He highlighted some of the recent activity at Mulligan's, Garden Plaza, Brewbakers and Tea Garden. Collin Franey asked how incidents were placed in categories. Duane explained that the supervisor makes that decision.

Action Items:

Approval of Minutes: Motion to approve by Anil Chagan, second by Collin Franey. Motion Passed.

Approval of Financial Report: Treasurer Tom Gaebe shared three reports. The first report was a revised report of receipts and disbursements to include additional disbursements of \$58,000 from 2023 for speaker systems and Christmas lighting. The invoice to reimburse Downtown Visalia Merchants had not been paid and was recently brought to the attention of the Executive Board of the POA by Executive Director of DTV Steve Nelson. After reviewing the situation, the POA Exec Board authorized Treasurer Gaebe to pay the invoice. Treasurer Gaebe then reviewed the January receipts and disbursements and presented the budget vs. actuals. He stated that at the end of 2025 we were ahead of 2024 by \$5000. We have a bank balance of \$112,000. Expenses were \$40,000 for this month which Gaebe described as "typical". On a motion by Kevin Fistolera and a second by Anil Chagan the Financial Report was approved.

DTV Fees: Chairman Kitchen stated he wasn't sure of what Steve Nelson was going to present regarding this topic. He entertained a motion to table. Motion to table by Anil Chagan and seconded by Kevin Fistolera. Motion to table was passed.

Executive Board

Bill Kitchen
Chair

Myron Sheklian
V. Chair

Tom Gaebe
Treasurer

Anil Chagan
Past Chair

Board of Directors

John Bianco

MaryAnn Cusenza

Kevin Fistolera

Collin Franey

William Martin

Josh Miller

Justin Mosley

Janeen Robbins

Duane Rodriguez
(Appointment DTV)

Kevin Morrison
(Appointment KH)

Brett Taylor
(Appointment City)

Amy Shuklian
(Appointment County)

Lt. Mona Wiley
(VPD)

Chief Dan Griswold
(VFD)

Authorization to Form a Committee for Future POA Governance: Chairman Kitchen shared that a motion needed to be made to formalize a committee that will be charged with reviewing the POA Bylaws and “bringing us into the 21st century”. Collin Franey has agreed to chair the committee with members including Kevin Fistolera, Josh Miller and Justin Mosley. Motion to authorize was made by Janeen Robbins and seconded by Anil Chagan. Motion passed.

Discussion Items:

Projects: This was an item placed on the agenda by Steve Nelson. Chairman Kitchen was unsure of exactly what was to be discussed but said it was possibly an update and a possible request for additional cameras and lighting. Kevin Fistolera shared his knowledge of additional LED lighting behind two locations – Ramon Kuu and Bank of Sierra and Visalia Brewing. MaryAnn Cusenza covered the cost at Ramon Kuu and Kevin Fistolera covered the cost at Bank of Sierra. A discussion then began at other locations needing additional lighting and/or cameras. Myron Sheklian reminded the group that at one time POA had an Operations Committee to look at such items. It was suggested that a motion be made to form such a committee. Myron Sheklian made a motion to form a committee with a second by Janeen Robbins. Motion passed. Kevin Fistolera agreed to chair the committee with Anil Chagan, Bill Kitchen, Bill Whitlach and Myron Sheklian serving as members.

Downtown Events/Media: Valarie Felix presented a slide show sharing some of the events and social media promotions to showcase Downtown Visalia. She reported that the first ever “Dessert Walk” prior to Valentine’s Day was a huge success with all 500 tickets sold. Plans are to do it again next year. Valarie also shared that a social media post “What’s Coming to Downtown Visalia” received 135,000 views! A news article was written as a result of the post further promoting our downtown. Chairman Kitchen announced that Valarie would be taking a leave of absence soon with the pending birth of her child due at the end of March. Gabrielle Jones will be helping out with coverage during her leave. Chairman Kitchen asked those in need of reaching someone call him or DTV Chairman Duane Rodriguez if they are unable to reach someone at the office.

Contractual Review: A further item listed on the agenda listed as “Contractual Review” will be discussed at a further time.

Good of the Order: Nothing was presented.

Adjournment: Chairman Kitchen adjourned the meeting at 4:34 PM.

Next Meeting: Tuesday, March 24 at 4:00 PM.