



MINUTES

Subcommittee: Joint City/Cloverdale Citrus Fair Association

Meeting Date: Monday, June 3, 2013

Meeting Time: 9:00 a.m.

Meeting Location: City Hall Conference Room

Subcommittee Members and City Staff:

Vice Mayor Carol Russell, Chair
Councilmember Mary Ann Brigham
Citrus Fair CEO Bonnie Wlodarczyk

Interim City Manager Paul Cayler
Asst. City Mgr./Comm. Dev. Dir. Karen Massey

1. **Call to Order:**
2. **Communications:** Committee may discuss at this time written communications sent to Committee members since the last Subcommittee meeting.
3. **Public Comments:** Members of the public may comment on any item on this agenda at the time the subcommittee considers that item. Members of the public are also free to comment on items not on this agenda. Such comments should occur at this time. Please limit comments to three minutes.
4. **Approval of Minutes:** N/A
5. **Current Items for Discussion:**
 - a. **Goals & Objectives of Subcommittee:** Councilmember Brigham feels a line of communication is important, and this is an opportunity to have discussions that are open and workable. Assistant City Manager/CDD Massey stated she is excited about the opportunity to have a more collaborative and proactive relationship and work together in a tighter partnership. Citrus Fair CEO Wlodarczyk summarized the plans to upgrade the Citrus Fair building and the grounds. She feels parking is a major problem. She asked if the lot across the street which is owned by the City, could be leveled and used for parking for the fair events.
 - b. **Meeting Schedule & Attendees:** Vice Mayor Russell stated the subcommittee would meet every 3 months on Mondays, with the exception of September which will be Wednesday, September 4 at 9:00 a.m.
 - c. **Annual Citrus Fair Planning**
 - i. **CF Banners & Signs** – Citrus Fair CEO Wlodarczyk suggested that Public Works take down Christmas decorations and put up Citrus Fair banners at the same time.
 - d. **CF/City Agreement:** Assistant City Manager/CDD Massey suggested they take the email that has been circulating which outlines the roles of the City and the Citrus Fair and put it in the form of an agreement. Ms. Massey and Ms. Wlodarczyk will work together on a draft agreement. The subject of non-profit banners was brought up and Councilmember Brigham spoke about banners on the Citrus Fair fence and asked if they could be placed behind the fence on the existing structure. Ms. Brigham and Ms. Wlodarczyk will work on this item together.
6. **Information Only Memos:** None.
7. **Future Agenda Items:** None.
8. **Pending Agenda Items:** None.
9. **Good of the Order:** None.
10. **Adjournment:** Adjourned to September 4, 2013 at 9:00 a.m. at City Hall.

CERTIFICATION – Pursuant to Government Code § 54954.2, the agenda for this meeting was properly posted on 5/30/13