

**Stanislaus County
Public Facilities Fees Committee
Meeting Minutes**

March 20, 2025
1010 10th Street, Room 2005 (2nd floor conference room)

- ☒ County Counsel Advisor: Lori Sicard
- ☒ Executive Assistant (Recorder): Mila Romo

Voting Members or Alternate Present Marked with an X:

Voting Member

- ☒ Andy Johnson (GSA-Capital Facilities)
- ☐ Chris Barnes (Auditor-Controller)
- ☐ David Leamon (Public Works)
- ☐ Denny Ferreira (Building)
- ☒ Erica Inacio (Chief Executive Office)
- ☒ Kristin Doud (Planning)

Alternate Member

- ☐ Al Valencia (GSA-Capital Facilities)
- ☐ Vacant (Auditor/Controller)
- ☒ Janelle Kostlivy (Public Works)
- ☒ Angela Freitas (Planning)
- ☐ Patrick Cavanah (Chief Executive Office)

Present Member / Alternate, But Not Voting:

Guests Present:

Mobin Bhatti, Kou Moua, Patricia Ortega-Ruiz, and Eric McLoughlin.

A. Meeting called to order at 2:03 p.m. by Chair Kristin Doud.

B. Public Comment

- None

C. Roll call: A quorum of membership was established.

D. Action Items:

1. Approval of Minutes from the PFF Committee Meeting from January 16, 2025.
Minutes may be voted on by those Members in attendance.

A Motion was made to approve the PFF Committee Meeting Minutes from January 16, 2025.
Motion: Johnson | Second: Kostlivy | Unanimous (5) | Abstain: (0)

2. Approval of Minutes from the PFF Committee Meeting from February 20, 2025.
Minutes may be voted on by those Members in attendance.

A Motion was made to approve the PFF Committee Meeting Minutes from February 20, 2025.
Motion: Inacio | Second: Kostlivy | Unanimous (5) | Abstain: (0)

3. Consider the request from Information Technology Central (ITC) office for the use \$209,955.20 in PFF funds for Aerial Photography of Stanislaus County's 1500+ square mile area for the enterprise Geographic Information System (GIS).

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Kou Moua, Senior IT Manager, presented a request for PFF funds for aerial photography, marking the third time the ITC has sought funding for this purpose. The high-resolution images, which will be used by County GIS, assist in various public services such as urban planning, disaster preparedness, transportation logistics, and environmental monitoring. The request is for a four-year subscription service, totaling \$209,955.20, which translates to an annual cost of \$52,488.80, set to begin in Fiscal Year 2026.

Several questions were brought forward by committee members. Committee member Johnson asked why the funds were requested out of the 2408 - Other County Facilities category and not out of 2415 – Info. Technology category. PFF projects are funded based on growth of the county. Although overall County population has decreased, it is of note that Commercial growth has increased. Member Johnson asked why the PFF calculator was not used to justify the request.

Committee Member Inacio asked whether Google Maps could be an alternative, but it was noted that Google Maps could be more expensive in licensing fees and offers lower resolution.

It was also noted that this conversation about funding sources had been discussed by the Committee in previous years (2017 and 2021), and it was agreed that future proposals should address these concerns

In the event the PFF request is denied, ITC members stated they may seek support from the GIS Management Committee, ask the cities to contribute, or explore other options.

A Motion was made to deny the request at this time with a recommendation to present to the GIS Committee or comeback with amended calculation and to consider requesting funds from the 2415 account.

Motion: Johnson | Second: Kostlivy | Unanimous (5 | 0) | Abstain: (0)

4. Consider & Approve Public Facility Fee Committee Rules and Regulations (Bylaws)

Committee Member Inacio shared that she was unable to find documentation indicating that the Board of Supervisors had formally approved the most recent version of Rules & Regulation. It was confirmed by Deputy County Counsel Sicard that the committee's bylaws do not need to be approved by the Board of Supervisors since the Board had approved the PFF Guidelines that speak to the Committee's purpose and which departments should be represented. The Bylaws can be approved by the Committee.

A Motion was made to approve Amended Rules and Regulations (Bylaws).

Motion: Johnson | Second: Kostlivy | Unanimous (5 | 0) | Abstain: (0)

E. Discussion Items

1. Public Facility Fee Guidelines:

Committee Member Inacio shared concerns regarding the handling of requests that fall under the "Exemptions" category in the PFF guidelines. She noted that the decision-making responsibility has been falling on the CEO's office but expressed discomfort with making such decisions herself. Inacio also mentioned her review of the City of Modesto's protocols, which

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were similarly unclear. She suggested that requests be placed on the PFF Agenda, with all supporting documentation provided, so the matter could be reviewed by the committee and the approval could be made on the record.

Committee Member Freitas proposed that the CEO's office implement a tracking form to streamline the process. She emphasized that agencies should not have to attend meetings but should submit their requests for review; the committee can then consider or request additional information. This will ensure requests are documented and tracked.

Deputy County Counsel Sicard agreed, recommending that all requests be placed on the agenda for better tracking, particularly in case of appeals. Chairwoman Doud further requested that an amount be included on all requests for tracking purposes.

To help set up the Request form, it's requested that a few members come together to formalize that form.

2. Auditor's Report:

The committee took notice of the submitted Auditor's report.

F. Next Regular Meeting:

- Thursday, April 17, 2025 @ 2-3:30 p.m. Meetings will be held in-person at Tenth Street Place, Room 2005 (2nd floor) or TBD.

Meeting adjourned at 3:10 p.m.

Submitted by: Mila Romo, Confidential Assistant IV