



# CITY OF MERCED

Merced Civic Center  
678 W. 18th Street  
Merced, CA 95340

## Meeting Agenda

### Measure C Citizens' Oversight Committee

---

Tuesday, November 13, 2018

6:00 PM

City Council Chamber, 2nd Floor, Merced Civic  
Center, 678 W. 18th Street, Merced, CA 95340

---

#### 1. PLEDGE OF ALLEGIANCE

#### 2. CALL TO ORDER

#### 3. ROLL CALL

#### 4. COMMUNICATIONS

#### 5. CONSENT CALENDAR

- 5.1. [18-589](#)      **SUBJECT:** Citizens Oversight Committee Measure C Minutes of August 14, 2018

##### REPORT IN BRIEF

Measure C Minutes from the meeting of August 14, 2018.

##### RECOMMENDATION

Adopt a motion approving and filing Citizens Oversight Committee Measure C Minutes of August 14, 2018.

#### 6. REPORTS

- 6.1. [18-591](#)      **SUBJECT:** Brown Act Training for Committee Members

##### REPORT IN BRIEF

Training will include an overview of the Brown Act.

##### RECOMMENDATION

Information - Only

- 6.2. [18-590](#)      **SUBJECT:** Revenue and Expense Reports - June 30, 2018 Final Unaudited and September 30, 2018

##### RECOMMENDATION

Adopt a motion accepting as information only.

## 7. BUSINESS

7.1. [18-588](#)      **SUBJECT:** Selection of a New Chair and Vice Chair

### REPORT IN BRIEF

Yearly selection of a Chair and Vice Chair.

### RECOMMENDATION

Nominate and appoint a Committee Member as Chair and Vice Chair.

## 8. ADJOURNMENT



# CITY OF MERCED

Merced Civic Center  
678 W. 18th Street  
Merced, CA 95340

## ADMINISTRATIVE REPORT

---

**File #:** 18-589

**Meeting Date:** 11/13/2018

---

**SUBJECT:** Citizens Oversight Committee Measure C Minutes of August 14, 2018

### REPORT IN BRIEF

Measure C Minutes from the meeting of August 14, 2018.

### RECOMMENDATION

Adopt a motion approving and filing Citizens Oversight Committee Measure C Minutes of August 14, 2018.

### ATTACHMENTS

1. Measure C Minutes 8-14-2018



# CITY OF MERCED

Merced Civic Center  
678 W. 18th Street  
Merced, CA 95340

## Minutes Measure C Citizens' Oversight Committee

---

Tuesday, August 14, 2018

6:00 PM

---

### 1. PLEDGE OF ALLEGIANCE

### 2. CALL TO ORDER

Chairperson HARRIS called the Regular Measure C Committee meeting to order at 6:00 PM.

### 3. ROLL CALL

**Present:** 5 - Michael Harris, Spencer Davies, Gregory Wright, Glenn Davis and Michelle Lee

**Absent:** 0

### 4. COMMUNICATIONS

There were none.

### 5. CONSENT CALENDAR

#### 5.1. **SUBJECT:** Citizens Oversight Committee Measure C Minutes of May 23, 2017

#### **REPORT IN BRIEF**

Measure C Minutes from the meeting of May 23, 2017.

#### **RECOMMENDATION**

Adopt a motion approving and filing the Citizens Oversight Committee Measure C Minutes of May 23, 2017.

**A motion was made by Member Wright, seconded by Member Davis, that this agenda item be approved. The motion carried by the following vote:**

**Aye:** 5 - Chairperson Harris  
Member Davies  
Member Wright  
Member Davis  
Member Lee

**No:** 0

**Absent:** 0

**5.2.**                    **SUBJECT: Measure C - 2018-2019 Council Approved Budget**

**RECOMMENDATION**

Adopt a motion accepting as information only.

Finance Officer Venus RODRIGUEZ gave a slide show presentation on the 2018-2019 Council Approved Budget.

Committee Members and staff discussed the the 2018-2019 Council Approved Budget.

**A motion was made by Member Wright, seconded by Member Davis, that this agenda item be approved. The motion carried by the following vote:**

**Aye:** 3 - Chairperson Harris  
Member Wright  
Member Davis

**No:** 1 - Member Davies

**Absent:** 0

**Abstain:** 1 - Member Lee

**6. REPORTS**

**6.1.**                    **SUBJECT: Revenue and Expense Reports - June 30, 2018 Preliminary**

**RECOMMENDATION**

Adopt a motion accepting as information only.

Finance Officer Venus RODRIGUEZ gave a slide show presentation on revenue and expense reports - June 30, 2018 preliminary.

**A motion was made by Member Wright, seconded by Member Davis, that this agenda item be approved. The motion carried by the following vote:**

**Aye:** 5 - Chairperson Harris  
Member Davies  
Member Wright  
Member Davis  
Member Lee

**No:** 0

**Absent:** 0

**6.2.**                    **SUBJECT: Update on Street Projects**

**REPORT IN BRIEF**

Updates on the City's current street projects.

**RECOMMENDATION**

For Information Only

Assistant City Manager Stephanie DIETZ gave an update on street projects.

**Clerk's Note:** No formal action was taken on this item.

6.3.

**SUBJECT:** Discussion on a Tax Transparency Committee

**REPORT IN BRIEF**

Discussion on potentially combining Measure C and Measure Y into a Tax Transparency Committee.

**RECOMMENDATION**

For Information Only

Assistant City Manager Stephanie DIETZ briefly discussed a possible Tax Transparency Committee.

Committee Members and staff discussed potentially combining Measure C and Measure Y into one Oversight Committee.

**Clerk's Note:** No formal action was taken on this item.

**7. BUSINESS**

7.1. Committee Comments/Agenda Requests

There were none.

**8. ADJOURNMENT**

**Clerk's Note:** The Regular Measure C Meeting was adjourned at 6:31 PM.

**A motion was made by Member Wright, seconded by Member Davis, to adjourn the Regular Measure C Meeting. The motion carried by the following vote:**

**Aye:** 5 - Chairperson Harris  
Member Davies  
Member Wright  
Member Davis  
Member Lee

**No:** 0

**Absent:** 0

By:

Approved:

Jennifer Levesque  
Deputy City Clerk

Chair



# CITY OF MERCED

Merced Civic Center  
678 W. 18th Street  
Merced, CA 95340

## ADMINISTRATIVE REPORT

---

**File #:** 18-591

**Meeting Date:** 11/13/2018

---

**SUBJECT:** Brown Act Training for Committee Members

### REPORT IN BRIEF

Training will include an overview of the Brown Act.

### RECOMMENDATION

Information - Only





# CITY OF MERCED

Merced Civic Center  
678 W. 18th Street  
Merced, CA 95340

## ADMINISTRATIVE REPORT

---

**File #:** 18-590

**Meeting Date:** 11/13/2018

---

**SUBJECT:** Revenue and Expense Reports - June 30, 2018 Final Unaudited and September 30, 2018

### RECOMMENDATION

Adopt a motion accepting as information only.

### ATTACHMENTS

1. Revenue and Expense Reports - June 30, 2018 Final Unaudited
2. Revenue and Expense Reports - September 30, 2018

**STATEMENT I**

**Measure C  
Revenue and Expense Report Summary  
6/30/2018 Final Unaudited**

	2017-2018 Adjusted Budget	Actual	Variance Over / (Under)
Beginning Balance 7/1/17	\$ 1,316,132	\$ 1,316,132	\$ -
<b>Revenue</b>			
General Sales and Use Tax	6,290,000	6,062,912	(227,088)
Investment Earnings	1,900	3,482	1,582
Transfer In - AB 109	6,608	6,608	-
Pers-EE Share	-	-	-
Intergovernmental	243,117	205,348	(37,769)
Special Fire Dept Service	109,937	109,937	-
Reimb Special Dept Expense	55,570	1,410	(54,160)
Administration Reimbursement	97,520	97,520	-
Total Revenue	<u>6,804,652</u>	<u>6,487,217</u>	<u>(317,435)</u>
<b>Expenditures</b>			
Salaries & Benefits	5,337,809	4,846,917	(490,892)
Materials, Supplies and Services	846,915	643,323	(203,592)
Acquisitions	162,003	108,713	(53,290)
Administration Reimbursement	460,755	460,755	-
Transfer Out-Street Maint/Light Fund	62,000	82,942	20,942
Transfer Out-Facilities Maint Fund	50,568	50,568	-
Total Expenditures	<u>6,920,050</u>	<u>6,193,218</u>	<u>(726,832)</u>
Ending Balance	<u>\$ 1,200,734</u>	<u>\$ 1,610,131</u>	<u>\$ 409,397</u>
Reconcilement to Cash Balance			
Receivable/Other Assets		(1,037,639)	
Liabilities		138,859	
Cash In Bank (Credit)		<u>711,352</u>	
Less Outstanding Encumbrances		(87,930)	
Balance		<u>\$ 623,422</u>	

**Measure C Funded Positions**

Position	Positions Authorized Adjusted Budget	Positions Filled	Positions Unfilled
Police Lieutenant	2.00	2.00	-
Police Officer/Senior/Trainee	15.99	11.99	4.00
Police Clerk I/II	2.00	2.00	-
Police Sergeant	2.00	2.00	-
Total Police	<u>21.99</u>	<u>17.99</u>	<u>4.00</u>
Fire Captain	2.80	2.80	-
Fire Fighter/Engineer	10.00	10.00	-
Total Fire	<u>12.80</u>	<u>12.80</u>	<u>-</u>
Grand Total	<u>34.79</u>	<u>30.79</u>	<u>4.00</u>

**STATEMENT II**

**Measure C**

**Revenue and Expense Report Detail by Department  
6/30/2018 Final Unaudited**

	2017-2018				
	Original Budget	Budget Adjustments	Adjusted Budget	Actual	Variance Over / (Under)
Beginning Balance 7/1/17	\$ 1,051,250	\$ 264,882 <sup>(1)</sup>	\$ 1,316,132	\$ 1,316,132	\$ -
<b>Revenue</b>					
General Sales and Use Tax	6,290,000	-	6,290,000	6,062,912	(227,088)
Investment Earnings	1,900	-	1,900	3,482	1,582
Transfer In - AB 109	15,000	(8,392)	6,608	6,608	-
Pers-EE Share	266,557	(266,557)	-	-	-
Intergovernmental	220,695	22,422	243,117	205,348	(37,769)
Special Fire Dept Service	-	109,937	109,937	109,937	-
Reimb Special Dept Expense	55,570	-	55,570	1,410	(54,160)
Administration Reimbursement	97,520	-	97,520	97,520	-
<b>Total Revenue</b>	<b>6,947,242</b>	<b>(142,590) <sup>(2)</sup></b>	<b>6,804,652</b>	<b>6,487,217</b>	<b>(317,435)</b>
<b>Expenditures</b>					
<b>Fire</b>					
Salaries & Benefits	1,871,751	57,651	1,929,402	1,916,048	(13,354)
Materials, Supplies and Services	396,771	41,942	438,713	299,123	(139,590)
Acquisitions	-	50,003	50,003	50,003	-
Administration Reimbursement	318,491	-	318,491	318,491	-
Transfer Out-Facilities Maint Fund	568	-	568	568	-
<b>Total Fire</b>	<b>2,587,581</b>	<b>149,596</b>	<b>2,737,177</b>	<b>2,584,233</b>	<b>(152,944)</b>
<b>Police</b>					
Salaries & Benefits	3,583,602	(175,195)	3,408,407	2,930,869	(477,538)
Materials, Supplies and Services	411,254	(5,851)	405,403	344,114	(61,289)
Acquisitions	62,000	50,000	112,000	58,710	(53,290)
Administration Reimbursement	135,066	-	135,066	135,066	-
Trsf-Support Service	-	50,000	50,000	50,000	-
<b>Total Police</b>	<b>4,191,922</b>	<b>(81,046) <sup>(2)</sup></b>	<b>4,110,876</b>	<b>3,518,759</b>	<b>(592,117)</b>
<b>Public Works</b>					
Materials, Supplies and Services	48	2,751	2,799	86	(2,713)
Administration Reimbursement	7,198	-	7,198	7,198	-
Transfer Out-Street Maint/Light Fund	62,000	-	62,000	82,942	20,942
<b>Total Public Works</b>	<b>69,246</b>	<b>2,751</b>	<b>71,997</b>	<b>90,226</b>	<b>18,229</b>
<b>Total Expenditures</b>	<b>6,848,749</b>	<b>71,301 <sup>(2)</sup></b>	<b>6,920,050</b>	<b>6,193,218</b>	<b>(726,832)</b>
<b>Ending Balance</b>	<b>\$ 1,149,743</b>	<b>\$ 50,991</b>	<b>\$ 1,200,734</b>	<b>1,610,131</b>	<b>\$ 409,397</b>
<b>Reconciliation to Cash Balance</b>					
Receivable/Other Assets				(1,037,639)	
Liabilities				138,859	
Cash In Bank (Credit)				711,352	
Less Outstanding Encumbrances				(87,930)	
Balance				<u>\$ 623,422</u>	

(1) Adjustments to arrive at Final Budget for 2017-18 fiscal year

(2) Carryover encumbrances, capital projects, transfers between account lines and City Council actions

**STATEMENT III**

**Measure C**

**Comparative Quarters Ending 6/30/18 and 6/30/17 Summary**

	2017-2018				2016-2017			
	Adjusted Budget	Actual	Encumbrance	Variance Over / (Under)	Adjusted Budget	Actual	Encumbrance	Variance Over / (Under)
Beginning Balance 7/1/17	\$ 1,316,132	\$ 1,316,132	\$ -	\$ -	\$ 1,229,201	\$ 1,229,201	\$ -	\$ -
Revenue								
General Sales and Use Tax	6,290,000	6,062,912	-	(227,088)	6,100,000	4,885,692	-	(1,214,308)
Investment Earnings	1,900	3,482	-	1,582	660	1,743	-	1,083
Transfer In - AB 109	6,608	6,608	-	-	-	16,130	-	16,130
Transfer In - Unemployment	-	-	-	-	26,816	26,816	-	-
Pers-EE Share	-	-	-	-	271,666	243,461	-	(28,205)
Intergovernmental	243,117	205,348	-	(37,769)	277,489	108,155	-	(169,334)
Special Fire Dept Service	109,937	109,937	-	-	74,007	82,593	-	8,586
Reimb Special Dept Expense	55,570	1,410	-	(54,160)	-	-	-	-
Administration Reimbursement	97,520	97,520	-	-	56,047	56,047	-	-
Total Revenue	6,804,652	6,487,217	-	(317,435)	6,806,685	5,420,637	-	(1,386,048)
Expenditure								
Salaries	5,337,809	4,846,917	2,611	(488,281)	5,443,000	4,948,919	3,269	(490,812)
Materials, Supplies, and Services	846,915	643,323	53,594	(149,998)	673,853	432,496	139,421	(101,936)
Acquisitions	162,003	108,713	31,724	(21,566)	-	-	-	-
Administration Reimbursement	460,755	460,755	-	-	456,999	456,999	-	-
Capital Projects	-	-	-	-	-	-	-	-
Transfer Out - Street Maint/Light Fund	62,000	82,942	-	20,942	446,346	446,346	-	-
Transfer Out - Facilities Maint Fund	50,568	50,568	-	-	548	548	-	-
Total Expenditures	6,920,050	6,193,218	87,930	(638,902)	7,020,746	6,285,308	142,690	(592,748)
Ending Balance	\$ 1,200,734	1,610,131	\$ 87,930	\$ 321,467	\$ 1,015,140	364,530	\$ 142,690	\$ (793,300)
Reconcilement to Cash Balance								
Receivable/Other Assets		(1,037,639)				(24,621)		
Liabilities		138,859				155		
Cash In Bank (Credit)		711,352				340,064		
Less Outstanding Encumbrances		(87,930)				(142,690)		
Balance		\$ 623,422				\$ 197,374		

**STATEMENT I**

**Measure C  
Revenue and Expense Report Summary  
9/30/18**

	2018-2019 Adjusted Budget	Actual	Variance Over / (Under)
Beginning Balance 7/1/18	\$ 1,610,131	\$ 1,610,131	\$ -
Revenue			
General Sales and Use Tax	6,415,000	513,864	(5,901,136)
Investment Earnings	2,500	1,815	(685)
Transfer In - AB 109	-	-	-
Pers-EE Share	-	-	-
Intergovernmental	199,469	-	(199,469)
Special Fire Dept Service	-	-	-
Reimb Special Dept Expense	-	-	-
Administration Reimbursement	110,194	27,549	(82,645)
Total Revenue	<u>6,727,163</u>	<u>543,228</u>	<u>(6,183,935)</u>
Expenditures			
Salaries & Benefits	5,408,463	1,512,087	(3,896,376)
Materials, Supplies and Services	852,923	81,205	(771,718)
Acquisitions	99,358	-	(99,358)
Administration Reimbursement	527,287	131,826	(395,461)
Transfer Out-Street Maint/Light Fund	100,000	100,000	-
Transfer Out-Facilities Maint Fund	70,173	294	(69,879)
Total Expenditures	<u>7,058,204</u>	<u>1,825,412</u>	<u>(5,232,792)</u>
Ending Balance	<u>\$ 1,279,090</u>	<u>\$ 327,947</u>	<u>\$ (951,143)</u>
Reconciliation to Cash Balance			
Receivable/Other Assets		(8,606)	
Liabilities		44	
Cash In Bank (Credit)		<u>319,385</u>	
Less Outstanding Encumbrances		(88,412)	
Balance		<u>\$ 230,973</u>	

**Measure C Funded Positions**

Position	Positions Authorized Adjusted Budget	Positions Filled	Positions Unfilled
Police Lieutenant	2.00	2.00	-
Police Officer/Senior/Trainee	14.99	11.26	3.73
Police Clerk I/II	1.00	1.00	-
Police Sergeant	3.00	2.00	1.00
Total Police	<u>20.99</u>	<u>16.26</u>	<u>4.73</u>
Fire Captain	3.80	3.80	-
Fire Fighter/Engineer	9.00	9.00	-
Total Fire	<u>12.80</u>	<u>12.80</u>	<u>-</u>
Grand Total	<u>33.79</u>	<u>29.06</u>	<u>4.73</u>

**STATEMENT II**

**Measure C**

**Revenue and Expense Report Detail by Department  
9/30/18**

	2018-2019				
	Original Budget	Budget Adjustments	Adjusted Budget	Actual	Variance Over / (Under)
Beginning Balance 7/1/18	\$ 1,610,131		<sup>(1)</sup> \$ 1,610,131	\$ 1,610,131	\$ -
Adjustment to Beginning Balance	-	-	-	-	-
Adjusted Beginning Balance	1,610,131	-	1,610,131	1,610,131	-
<b>Revenue</b>					
General Sales and Use Tax	6,415,000	-	6,415,000	513,864	(5,901,136)
Investment Earnings	2,500	-	2,500	1,815	(685)
Pers-EE Share	284,182	(284,182)	-	-	-
Intergovernmental	199,469	-	199,469	-	(199,469)
Reimb Special Dept Expense	-	-	-	-	-
Administration Reimbursement	110,194	-	110,194	27,549	(82,645)
<b>Total Revenue</b>	<b>7,011,345</b>	<b>(284,182)</b>	<b>6,727,163</b>	<b>543,228</b>	<b>(6,183,935)</b>
<b>Expenditures</b>					
<b>Fire</b>					
Salaries & Benefits	2,022,319	(93,073)	1,929,246	609,919	(1,319,327)
Materials, Supplies and Services	428,813	23,704	452,517	21,520	(430,997)
Administration Reimbursement	385,755	-	385,755	96,441	(289,314)
Transfer Out-Facilities Maint Fund	588	-	588	294	(294)
<b>Total Fire</b>	<b>2,837,475</b>	<b>(69,369)</b>	<b>2,768,106</b>	<b>728,174</b>	<b>(2,039,932)</b>
<b>Police</b>					
Salaries & Benefits	3,787,350	(308,133)	3,479,217	902,168	(2,577,049)
Materials, Supplies and Services	216,750	180,918	397,668	59,679	(337,989)
Acquisitions	120,300	(20,942)	99,358	-	(99,358)
Administration Reimbursement	141,531	-	141,531	35,385	(106,146)
Trsf-Support Service	69,585	-	69,585	-	(69,585)
<b>Total Police</b>	<b>4,335,516</b>	<b>(148,157)</b>	<b>4,187,359</b>	<b>997,232</b>	<b>(3,190,127)</b>
<b>Public Works</b>					
Materials, Supplies and Services	26	2,712	2,738	6	(2,732)
Administration Reimbursement	1	-	1	-	(1)
Transfer Out-Street Maint/Light Fund	100,000	-	100,000	100,000	-
<b>Total Public Works</b>	<b>100,027</b>	<b>2,712</b>	<b>102,739</b>	<b>100,006</b>	<b>(2,733)</b>
<b>Total Expenditures</b>	<b>7,273,018</b>	<b>(214,814)</b>	<b>7,058,204</b>	<b>1,825,412</b>	<b>(5,232,792)</b>
Ending Balance	\$ 1,348,458	\$ (69,368)	\$ 1,279,090	327,947.25	\$ (951,143)
<b>Reconciliation to Cash Balance</b>					
Receivable/Other Assets				(8,606)	
Liabilities				44	
Cash In Bank (Credit)				319,385	
Less Outstanding Encumbrances				(88,412)	
<b>Balance</b>				<b>\$ 230,973</b>	

(1) Adjustments to arrive at Final Budget for 2017-18 fiscal year

(2) Carryover encumbrances, capital projects, transfers between account lines and City Council actions

**STATEMENT III**

**Measure C**

**Comparative Quarters Ending 9/30/18 and 9/30/17 Summary**

	2018-2019				2017-2018			
	Adjusted Budget	Actual	Encumbrance	Variance Over / (Under)	Adjusted Budget	Actual	Encumbrance	Variance Over / (Under)
Beginning Balance 7/1/18	\$ 1,610,131	\$ 1,610,131	\$ -	\$ -	\$ 1,162,474	\$ 1,162,474	\$ -	\$ -
Revenue								
General Sales and Use Tax	6,415,000	513,864	-	(5,901,136)	6,290,000	414,800	-	(5,875,200)
Investment Earnings	2,500	1,815	-	(685)	1,900	41	-	(1,859)
Transfer In - AB 109	-	-	-	-	15,000	-	-	(15,000)
Transfer In - Unemployment	-	-	-	-	-	-	-	-
Pers-EE Share	-	-	-	-	266,557	58,152	-	(208,405)
Intergovernmental	199,469	-	-	(199,469)	220,695	-	-	(220,695)
Special Fire Dept Service	-	-	-	-	55,570	-	-	(55,570)
Reimb Special Dept Expense	-	-	-	-	-	-	-	-
Administration Reimbursement	110,194	27,549	-	(82,645)	97,520	24,381	-	(73,139)
Total Revenue	<u>6,727,163</u>	<u>543,228</u>	<u>-</u>	<u>(6,183,935)</u>	<u>6,947,242</u>	<u>497,374</u>	<u>-</u>	<u>(6,449,868)</u>
Expenditure								
Salaries	5,408,463	1,512,087	1,268	(3,895,108)	5,455,253	1,508,779	7,500	(3,938,974)
Materials, Supplies, and Services	852,923	81,205	87,145	(684,573)	931,403	129,168	125,616	(676,619)
Acquisitions	99,358	-	-	(99,358)	62,000	-	59,625	(2,375)
Administration Reimbursement	527,287	131,826	-	(395,461)	460,755	115,185	-	(345,570)
Capital Projects	-	-	-	-	-	-	-	-
Transfer Out - Street Maint/Light Fund	100,000	100,000	-	-	62,000	51,641	-	(10,359)
Transfer Out - Facilities Maint Fund	70,173	294	-	(69,879)	568	426	-	(142)
Total Expenditures	<u>7,058,204</u>	<u>1,825,412</u>	<u>88,413</u>	<u>(5,144,379)</u>	<u>6,971,979</u>	<u>1,805,199</u>	<u>192,741</u>	<u>(4,974,039)</u>
Ending Balance	<u>\$ 1,279,090</u>	<u>327,947</u>	<u>\$ 88,413</u>	<u>\$ (1,039,556)</u>	<u>\$ 1,137,737</u>	<u>(145,351)</u>	<u>\$ 192,741</u>	<u>\$ (1,475,829)</u>
Reconcilement to Cash Balance								
Receivable/Other Assets		(8,606)				139,787		
Liabilities		44				29		
Cash In Bank (Credit)		<u>319,385</u>				<u>(5,535)</u>		
Less Outstanding Encumbrances		(88,412)				(192,741)		
Balance		<u>\$ 230,973</u>				<u>\$ (198,276)</u>		



# CITY OF MERCED

Merced Civic Center  
678 W. 18th Street  
Merced, CA 95340

## ADMINISTRATIVE REPORT

---

**File #:** 18-588

**Meeting Date:** 11/13/2018

---

**SUBJECT:** Selection of a New Chair and Vice Chair

### **REPORT IN BRIEF**

Yearly selection of a Chair and Vice Chair.

### **RECOMMENDATION**

Nominate and appoint a Committee Member as Chair and Vice Chair.

### **AUTHORITY**

City of Merced Charter Section 704.

### **DISCUSSION**

Committee Members will need to select a new Chair and Vice Chair for the New Year.