



CITY OF MERCED

Amended

Meeting Agenda

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

Measure C Citizens' Oversight Committee

Tuesday, November 12, 2019

6:00 PM

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

NOTICE TO PUBLIC

WELCOME

At least 72 hours prior to each regular Board/Commission meeting, a complete agenda packet is available for review on the City's website at www.cityofmerced.org or at the City Clerk's Office, 678 W. 18th Street, Merced, CA 95340. All public records relation to an open session item that are distributed to a majority of the Commission will be available for public inspection at the City Clerk's Office during regular business hours.

PUBLIC COMMENT: OBTAIN SPEAKER CARD FROM THE BOARD/COMMISSION CLERK

Members of the audience who wish to address the Commission are requested to complete a speaker card available at the podium against the right-hand side of the Council Chamber. Please submit the completed card to the Board/Commission Clerk before the item is called, preferably before the meeting begins.

INDIVIDUALS WITH DISABILITIES

Accommodation for individuals with disabilities may be arranged by contacting the City Clerk at (209) 388-8650. Assisted hearing devices are available for meetings held in the Council Chamber.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. PUBLIC COMMENT

Members of the public who wish to speak on any matter not listed on the agenda may speak during this portion of the meeting and will be allotted 3 minutes. State law prohibits the Board/Commission from acting at this meeting on any matter raised during the public comment period. Members of the public who wish to speak on a matter that is listed on the agenda will be called upon to speak during discussion of that item.

E. CONSENT CALENDAR

Adoption of the Consent Calendar may be made by one motion of the Board/Commission, provided that any Member, individual, or organization may request removal of an item from the Consent Calendar for separate consideration. If a request for removal of an item from the Consent Calendar has been received, the item will be discussed and voted on separately.

- E.1. [19-531](#) **SUBJECT:** Citizens Oversight Committee Measure C Minutes of August 13, 2019

REPORT IN BRIEF

Measure C Minutes from the meeting of August 13, 2019.

RECOMMENDATION

Adopt a motion approving and filing Citizens Oversight Committee Measure C Minutes of August 13, 2019.

F. REPORTS

- F.1. [19-679](#) **SUBJECT:** Revenue and Expense Reports - June 30, 2019 Final Unaudited and September 30, 2019

RECOMMENDATION

Adopt a motion accepting as information only.

- F.2. [19-698](#) **SUBJECT:** Presentation - Measure C Outreach

**This item was
added late**

REPORT IN BRIEF

Presentation on the Measure C outreach.

RECOMMENDATION

For Information-only.

G. BUSINESS

- G.1. [19-684](#) **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.

H. ADJOURNMENT



CITY OF MERCED

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

ADMINISTRATIVE REPORT

File #: 19-531

Meeting Date: 11/12/2019

SUBJECT: Citizens Oversight Committee Measure C Minutes of August 13, 2019

REPORT IN BRIEF

Measure C Minutes from the meeting of August 13, 2019.

RECOMMENDATION

Adopt a motion approving and filing Citizens Oversight Committee Measure C Minutes of August 13, 2019.

ATTACHMENTS

1. Measure C Minutes 8-13-2019



CITY OF MERCED

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

Minutes Measure C Citizens' Oversight Committee

Tuesday, August 13, 2019

6:00 PM

A. CALL TO ORDER

Chair HARRIS called the Measure C Meeting to order at 6:00 PM.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Present: 6 - Glenn Davis, Michelle Lee, Michael Harris, Cody Bijou, Dorothea White and Yesenia Curiel

Absent: 2 - Spencer Davies and Cristina Garcia

D. PUBLIC COMMENT

There was none.

E. CONSENT CALENDAR

E.1. **SUBJECT:** Citizens Oversight Committee Measure C Minutes of May 14, 2019

REPORT IN BRIEF

Measure C Minutes from the meeting of May 14, 2019.

RECOMMENDATION

Adopt a motion approving and filing Citizens Oversight Committee Measure C Minutes of May 14, 2019.

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

Aye: 5 - Member Davis
Member Lee
Chairperson Harris
Member Bijou
Member White

No: 0

Absent: 2 - Member Davies
Member Garcia

Abstain: 1 - Member Curiel

F. REPORTS

F.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 the Preliminary Revenue and Expense Reports - June 30, 2019.

Chair HARRIS and Ms. RODRIGUEZ discussed the mall renovation revenue.

F.2. **SUBJECT:** Discussion on Next Steps for Measure C Extension

REPORT IN BRIEF

Discussion on next steps for Measure C extension.

RECOMMENDATION

Information-Only

Assistant City Manager Stephanie DIETZ gave a presentation on the next steps for the Measure C extension.

Committee Members and Ms. DIETZ discussed Measure C extension outreach, increasing the half-cent sales tax, a Tax Transparency Committee, the impact of Measure C, and establishing a subcommittee.

Clerk's Note: Committee Members CURIEL, BIJOU, DAVIS, and WHITE volunteered to be a part of a Measure C outreach subcommittee with the point person being Member BIJOU.

G. BUSINESS

G.1. Committee Comments/ Request to Add Item to Future Agenda

Chair HARRIS requested to add an item to appoint a Vice-Chair and a Brown Act training.

Member CURIEL asked about nametags.

H. ADJOURNMENT

Clerk's Note: The Measure C Meeting was adjourned at 6:26 PM.

A motion was made by Member Davis, seconded by Member Bijou, to adjourn the Measure C meeting. The motion carried by the following vote:

Aye: 6 - Member Davis
Member Lee
Chairperson Harris
Member Bijou
Member White
Member Curiel

No: 0

Absent: 2 - Member Davies
Member Garcia



CITY OF MERCED

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

ADMINISTRATIVE REPORT

File #: 19-679

Meeting Date: 11/12/2019

SUBJECT: Revenue and Expense Reports - June 30, 2019 Final Unaudited and September 30, 2019

RECOMMENDATION

Adopt a motion accepting as information only.

ATTACHMENTS

1. Revenue and Expense Reports - June 30, 2019 Final Unaudited
2. Revenue and Expense Reports - September 30, 2019

STATEMENT I

Measure C Revenue and Expense Report Summary 6/30/2019 - Final Period 13

	2018-2019 Adjusted Budget	Actual	Variance Over / (Under)
Beginning Fund Balance 7/1/18	\$ 1,610,131	\$ 1,610,131	\$ -
Revenue			
General Sales and Use Tax	6,415,000	6,853,092	438,092
Investment Earnings	2,500	60,837	58,337
Transfer-Vehicle Abate (080)	-	540	540
Other Grants	-	215	215
Intergovernmental	207,393	211,853	4,460
Cost Recover	-	3,869	3,869
Special Fire Dept Service	88,455	88,455	(0)
Administration Reimbursement	110,194	110,194	-
Total Revenue	6,823,542	7,329,054	505,512
Expenditures			
Salaries & Benefits	5,383,650	5,031,422	(352,228)
Materials, Supplies and Services	816,398	592,478	(223,920)
Acquisitions	267,736	192,817	(74,919)
Administration Reimbursement	527,287	527,287	-
Transfer Out-Street Maint/Light Fund	100,000	100,000	-
Transfer Out-Facilities Maint Fund	588	588	-
Trsf-Support Service	69,585	69,585	-
Total Expenditures	7,165,244	6,514,177	(651,067)
Ending Fund Balance	\$ 1,268,429	\$ 2,425,008	\$ 1,156,579
Reconcilement to Cash Balance			
Receivable/Other Assets		(1,215,172)	
Liabilities		274,502	
Cash In Bank (Credit)		1,484,338	
Less Outstanding Encumbrances		(192,853)	
Cash Available		\$ 1,291,486	

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	14.99	-
Police Clerk I/II	1.00	1.00	-
Police Sergeant	3.00	3.00	-
Total Police	20.99	20.99	-
Fire Captain	3.80	3.80	-
Fire Fighter/Engineer	9.00	9.00	-
Total Fire	12.80	12.80	-
Grand Total	33.79	33.79	-

STATEMENT II

**Measure C
Revenue and Expense Report Detail by Department
6/30/2019 - Final Period 13**

	2018-2019				
	<u>Original Budget</u>	<u>Budget Adjustments</u>	<u>Adjusted Budget</u>	<u>Actual</u>	<u>Variance Over / (Under)</u>
Beginning Fund Balance 7/1/18	\$1,610,131	\$ - ⁽¹⁾	\$1,610,131	\$ 1,610,131	\$ -
Adjustment to Beginning Balance	-	-	-	-	-
Adjusted Beginning Balance	1,610,131	-	1,610,131	1,610,131	-
Revenue					
General Sales and Use Tax	6,415,000	-	6,415,000	6,853,092	438,092
Investment Earnings	2,500	-	2,500	60,837	58,337
Transfer-Vehicle Abate (080)	-	-	-	540	540
Other Grants	-	-	-	215	215
Pers-EE Share	284,182	(284,182)	-	-	-
Intergovernmental	199,469	7,924	207,393	211,853	4,460
Cost Recovery	-	-	-	3,869	3,869
Special Fire Dept Service	-	88,455	88,455	88,455	(0)
Administration Reimbursement	110,194	-	110,194	110,194	-
Total Revenue	7,011,345	(187,803) ⁽²⁾	6,823,542	7,329,054	505,512
Expenditures					
Fire					
Salaries & Benefits	2,022,319	(14,575)	2,007,744	1,973,637	(34,107)
Materials, Supplies and Services	428,813	25,365	454,178	260,321	(193,857)
Administration Reimbursement	385,755	-	385,755	385,755	-
Trsf-Support Service	26,849	-	26,849	26,849	-
Transfer Out-Facilities Maint Fund	588	-	588	588	-
Total Fire	2,864,324	10,790	2,875,114	2,647,151	(227,963)
Police					
Salaries & Benefits	3,787,350	(411,444)	3,375,906	3,057,785	(318,121)
Materials, Supplies and Services	216,750	142,732	359,482	332,104	(27,378)
Acquisitions	120,300	147,436	267,736	192,817	(74,919)
Administration Reimbursement	141,531	-	141,531	141,531	-
Trsf-Support Service	42,664	-	42,664	42,664	-
Total Police	4,308,595	(121,276)	4,187,319	3,766,901	(420,418)
Public Works					
Materials, Supplies and Services	26	2,712	2,738	52	(2,686)
Administration Reimbursement	1	-	1	1	-
Trsf-Support Service	72	-	72	72	-
Transfer Out-Street Maint/Light Fun	100,000	-	100,000	100,000	-
Total Public Works	100,099	2,712	102,811	100,125	(2,686)
Total Expenditures	7,273,018	(107,774) ⁽²⁾	7,165,244	6,514,177	(651,067)
Ending Fund Balance	\$1,348,458	\$ (80,029)	\$1,268,429	2,425,008	\$ 1,156,579
Reconcilement to Cash Balance					
Receivable/Other Assets				(1,215,172)	
Liabilities				274,502	
Cash In Bank (Credit)				1,484,338	
Less Outstanding Encumbrances				(192,853)	
Cash Available				\$ 1,291,486	

(1) Adjustments to arrive at Final Budget for 2018-19 fiscal year

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

STATEMENT III

Measure C

Comparative Quarters Ending 6/30/19 and 6/30/18 Summary - Final

	2018-2019				2017-2018			
	Adjusted Budget	Actual	Encumbrance	Variance Over / (Under)	Adjusted Budget	Actual	Encumbrance	Variance Over / (Under)
Beginning Fund Balance 7/1/18	\$ 1,610,131	\$ 1,610,131	\$ -	\$ -	\$ 1,316,132	\$ 1,316,132		\$ -
Revenue								
General Sales and Use Tax	6,415,000	6,853,092	-	438,092	6,290,000	6,062,912	-	(227,088)
Investment Earnings	2,500	60,837	-	58,337	1,900	3,482	-	1,582
Transfer In - AB 109	-	-	-	-	6,608	6,608	-	-
Transfer-Vehicle Abate (080)	-	540	-	540	-	-	-	-
Other Grants	-	215	-	215	-	-	-	-
Intergovernmental	207,393	211,853	-	4,460	243,117	205,348	-	(37,769)
Cost Recovery	-	3,869	-	3,869	-	-	-	-
Special Fire Dept Service	88,455	88,455	-	(0)	109,937	109,937	-	-
Reimb Special Dept Expense	-	-	-	-	55,570	1,410	-	(54,160)
Administration Reimbursement	110,194	110,194	-	-	97,520	97,520	-	-
Total Revenue	6,823,542	7,329,054		505,512	6,804,652	6,487,217		(317,435)
Expenditure								
Salaries	5,383,650	5,031,422	3,161	(349,067)	5,337,809	4,846,917	2,611	(488,281)
Materials, Supplies, and Services	816,398	592,478	116,638	(107,282)	846,915	643,323	53,594	(149,998)
Acquisitions	267,736	192,817	73,054	(1,865)	162,003	108,713	31,724	(21,566)
Administration Reimbursement	527,287	527,287	-	-	460,755	460,755	-	-
Transfer Out - Street Maint/Light Fun	100,000	100,000	-	-	62,000	82,942	-	20,942
Trsf-Support Service	69,585	69,585	-	-	-	-	-	-
Transfer Out - Facilities Maint Fund	588	588	-	-	50,568	50,568	-	-
Total Expenditures	7,165,244	6,514,177	192,853	(458,214)	6,920,050	6,193,218	87,930	(638,902)
Ending Fund Balance	<u>\$ 1,268,429</u>	<u>2,425,008</u>	<u>\$ 192,853</u>	<u>\$ 963,726</u>	<u>\$ 1,200,734</u>	<u>1,610,131</u>	<u>\$ 87,930</u>	<u>\$ 321,467</u>
Reconcilement to Cash Balance								
Receivable/Other Assets		(1,215,172)				(1,037,639)		
Liabilities		274,502				138,859		
Cash In Bank (Credit)		<u>1,484,338</u>				<u>711,352</u>		
Less Outstanding Encumbrances		<u>(192,853)</u>				<u>(87,930)</u>		
Cash Available		<u>\$ 1,291,486</u>				<u>\$ 623,422</u>		

STATEMENT I

Measure C Revenue and Expense Report Summary 9/30/19

	2019-2020 Adjusted Budget	Actual	Variance Over / (Under)
Beginning Fund Balance 7/1/19	\$ 2,425,008	\$ 2,425,008	\$ -
Revenue			
General Sales and Use Tax	6,607,000	589,664	(6,017,336)
Investment Earnings	14,470	9,596	(4,874)
Transfer-Vehicle Abate (080)	1,440	-	(1,440)
Other Grants	110,484	33,985	(76,499)
Administration Reimbursement	106,633	26,658	(79,975)
Total Revenue	6,840,027	659,903	(6,180,124)
Expenditures			
Salaries & Benefits	5,537,767	1,604,209	(3,933,558)
Materials, Supplies and Services	823,952	163,263	(660,689)
Acquisitions	95,011	635	(94,376)
Administration Reimbursement	565,477	140,937	(424,540)
Transfer Out-Street Maint/Light Fund	100,000	-	(100,000)
Transfer Out-Facilities Maint Fund	609	305	(304)
Trsf-Support Service	82,236	72	(82,164)
Total Expenditures	7,205,052	1,909,421	(5,295,631)
Ending Fund Balance	<u>\$ 2,059,983</u>	<u>\$ 1,175,490</u>	<u>\$ (884,493)</u>
Reconcilement to Cash Balance			
Receivable/Other Assets		(74,011)	
Liabilities		635	
Cash In Bank (Credit)		<u>1,102,114</u>	
Less Outstanding Encumbrances		<u>(287,395)</u>	
Cash Available		<u>\$ 814,719</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	13.99	1.00
Police Clerk I/II	1.00	1.00	-
Police Sergeant	3.00	3.00	-
Total Police	<u>20.99</u>	<u>19.99</u>	<u>1.00</u>
Fire Division Chief	-	-	-
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>32.79</u>	<u>1.00</u>

STATEMENT II

**Measure C
Revenue and Expense Report Detail by Department
9/30/19**

	2019-2020				
	Original Budget	Budget Adjustments	Adjusted Budget	Actual	Variance Over / (Under)
Beginning Fund Balance 7/1/19	\$2,425,008	\$ - ⁽¹⁾	\$2,425,008	\$ 2,425,008	\$ -
Adjustment to Beginning Balance	-	-	-	-	-
Adjusted Beginning Balance	2,425,008	-	2,425,008	2,425,008	-
Revenue					
General Sales and Use Tax	6,607,000	-	6,607,000	589,664	(6,017,336)
Investment Earnings	14,470	-	14,470	9,596	(4,874)
Transfer-Vehicle Abate (080)	1,440	-	1,440	-	(1,440)
Other Grants	110,484	-	110,484	33,985	(76,499)
Administration Reimbursement	106,633	-	106,633	26,658	(79,975)
Total Revenue	6,840,027	- ⁽²⁾	6,840,027	659,903	(6,180,124)
Expenditures					
Fire					
Salaries & Benefits	2,056,302	1,039	2,057,341	593,965	(1,463,376)
Materials, Supplies and Services	276,537	91,985	368,522	53,273	(315,249)
Acquisitions	11,943	-	11,943	-	(11,943)
Administration Reimbursement	417,081	-	417,081	104,271	(312,810)
Trsf-Support Service	31,730	-	31,730	-	(31,730)
Transfer Out-Facilities Maint Fund	609	-	609	305	(304)
Total Fire	2,794,202	93,024	2,887,226	751,814	(2,135,412)
Police					
Salaries & Benefits	3,480,426	-	3,480,426	1,010,244	(2,470,182)
Materials, Supplies and Services	427,778	24,683	452,461	109,990	(342,471)
Acquisitions	8,264	74,804	83,068	635	(82,433)
Administration Reimbursement	146,651	-	146,651	36,666	(109,985)
Trsf-Support Service	50,421	-	50,421	-	(50,421)
Total Police	4,113,540	99,487	4,213,027	1,157,535	(3,055,492)
Public Works					
Materials, Supplies and Services	283	2,686	2,969	-	(2,969)
Administration Reimbursement	1,745	-	1,745	-	(1,745)
Trsf-Support Service	85	-	85	72	(13)
Transfer Out-Street Maint/Light Fun	100,000	-	100,000	-	(100,000)
Total Public Works	102,113	2,686	104,799	72	(104,727)
Total Expenditures	7,009,855	195,197 ⁽²⁾	7,205,052	1,909,421	(5,295,631)
Ending Fund Balance	<u>\$2,255,180</u>	<u>\$ (195,197)</u>	<u>\$2,059,983</u>	<u>1,175,490</u>	<u>\$ (884,493)</u>
Reconcilement to Cash Balance					
Receivable/Other Assets				(74,011)	
Liabilities				635	
Cash In Bank (Credit)				1,102,114	
Less Outstanding Encumbrances				(287,395)	
Cash Available				<u>\$ 814,719</u>	

(1) Adjustments to arrive at Final Budget for 2018-19 fiscal year

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

STATEMENT III

Measure C Comparative Quarters Ending 9/30/19 and 9/30/18 Summary

	2019-2020				2018-2019			
	Adjusted Budget	Actual	Encumbrance	Variance Over / (Under)	Adjusted Budget	Actual	Encumbrance	Variance Over / (Under)
Beginning Fund Balance 7/1/19	\$ 2,425,008	\$ 2,425,008	\$ -	\$ -	\$ 1,610,131	\$ 1,610,131		\$ -
Revenue								
General Sales and Use Tax	6,607,000	589,664	-	(6,017,336)	6,415,000	513,864	-	(5,901,136)
Investment Earnings	14,470	9,596	-	(4,874)	2,500	1,815	-	(685)
Transfer-Vehicle Abate (080)	1,440	-	-	(1,440)	-	-	-	-
Other Grants	110,484	33,985	-	(76,499)	-	-	-	-
Intergovernmental	-	-	-	-	199,469	-	-	(199,469)
Administration Reimbursement	106,633	26,658	-	(79,975)	110,194	27,549	-	(82,645)
Total Revenue	6,840,027	659,903		(6,180,124)	6,727,163	543,228		(6,183,935)
Expenditure								
Salaries	5,537,767	1,604,209	1,485	(3,932,073)	5,408,463	1,512,087	1,268	(3,895,108)
Materials, Supplies, and Services	823,952	163,263	277,646	(383,043)	852,923	81,205	87,145	(684,573)
Acquisitions	95,011	635	8,264	(86,112)	99,358	-	-	(99,358)
Administration Reimbursement	565,477	140,937	-	(424,540)	527,287	131,826	-	(395,461)
Transfer Out - Street Maint/Light Fun	100,000	-	-	(100,000)	100,000	100,000	-	-
Trsf-Support Service	82,236	72	-	(82,164)	69,585	-	-	(69,585)
Transfer Out - Facilities Maint Fund	609	305	-	(304)	588	294	-	(294)
Total Expenditures	7,205,052	1,909,421	287,395	(5,008,236)	7,058,204	1,825,412	88,413	(5,144,379)
Ending Fund Balance	\$ 2,059,983	1,175,490	\$ 287,395	\$ (1,171,888)	\$ 1,279,090	327,947	\$ 88,413	\$ (1,039,556)
Reconcilement to Cash Balance								
Receivable/Other Assets		(74,011)				(8,606)		
Liabilities		635				44		
Cash In Bank (Credit)		1,102,114				319,385		
Less Outstanding Encumbrances		(287,395)				(88,412)		
Cash Available		\$ 814,719				\$ 230,973		



CITY OF MERCED

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

ADMINISTRATIVE REPORT

File #: 19-698

Meeting Date: 11/12/2019

SUBJECT: Presentation - Measure C Outreach

REPORT IN BRIEF

Presentation on the Measure C outreach.

RECOMMENDATION

For Information-only.



CITY OF MERCED

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

ADMINISTRATIVE REPORT

File #: 19-684

Meeting Date: 11/12/2019

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.