



CITY OF MERCED

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

Meeting Agenda

Measure C Citizens' Oversight Committee

Tuesday, February 11, 2020

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. [20-094](#) **SUBJECT:** Citizens Oversight Committee Measure C Minutes of November 12, 2019

REPORT IN BRIEF

Measure C Minutes from the meeting of November 12, 2019.

RECOMMENDATION

Adopt a motion approving and filing Citizens Oversight Committee Measure C Minutes of November 12, 2019.

F. REPORTS

- F.1. [20-095](#) **SUBJECT:** Revenue and Expense Reports - December 31, 2019 Final Unaudited

RECOMMENDATION

Adopt a motion accepting as information only.

- F.2. [20-097](#) **SUBJECT:** Update on Recently Adopted Tax Transparency Ordinance

REPORT IN BRIEF

Updating Committee Members on the recently adopted Tax Transparency Ordinance.

RECOMMENDATION

For Information-Only.

G. BUSINESS

- G.1. [20-096](#) **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

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ADMINISTRATIVE REPORT

File #: 20-094

Meeting Date: 2/11/2020

SUBJECT: Citizens Oversight Committee Measure C Minutes of November 12, 2019

REPORT IN BRIEF

Measure C Minutes from the meeting of November 12, 2019.

RECOMMENDATION

Adopt a motion approving and filing Citizens Oversight Committee Measure C Minutes of November 12, 2019.

ATTACHMENTS

1. Measure C Minutes 11-12-2019



CITY OF MERCED

Merced Civic Center
678 W. 18th Street
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Minutes Measure C Citizens' Oversight Committee

Tuesday, November 12, 2019

6:00 PM

A. CALL TO ORDER

Chair HARRIS called the Measure C Oversight Committee meeting to order at 6:02 PM.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Present: 5 - Glenn Davis, Chairperson Michael Harris, Cristina Garcia, Dorothea White and Yesenia Curiel

Absent: 3 - Spencer Davies, Michelle Lee and Cody Bijou

D. PUBLIC COMMENT

There were none.

E. CONSENT CALENDAR

E.1. **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.

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

Aye: 5 - Member Davis
Harris
Member Garcia
Member White
Member Curiel

No: 0

Absent: 3 - Member Davies
Member Lee
Member Bijou

F. REPORTS

F.1. **SUBJECT:** Revenue and Expense Reports - June 30, 2019 Final
Unaudited and September 30, 2019

RECOMMENDATION

Adopt a motion accepting as information only.

Finance Office Venus RODRIGUEZ gave a slide show presentation on the Revenue and Expense Reports from June 30, 2019 and September 30, 2019.

Chair HARRIS and Ms. RODRIGUEZ discussed cannabis tax revenue.

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

Aye: 5 - Member Davis
Harris
Member Garcia
Member White
Member Curiel

No: 0

Absent: 3 - Member Davies
Member Lee
Member Bijou

F.2. **SUBJECT:** Presentation - Measure C Outreach

REPORT IN BRIEF

Presentation on the Measure C outreach.

RECOMMENDATION

For Information-only.

Clerk's Note: This item was moved to the February Measure C Oversight Committee Meeting.

G. BUSINESS

G.1. **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.

A motion was made by Member Davis, seconded by Member White, to appoint Mike Harris as the Chairperson. The motion carried by the following vote:

Aye: 5 - Member Davis
Harris
Member Garcia
Member White
Member Curiel

No: 0

Absent: 3 - Member Davies
Member Lee
Member Bijou

A motion was made by Member Davis, seconded by Member Garcia, to appoint Cody Bijou as Vice-Chair. The motion carried by the following vote:

Aye: 5 - Member Davis
Harris
Member Garcia
Member White
Member Curiel

No: 0

Absent: 3 - Member Davies
Member Lee
Member Bijou

H. ADJOURNMENT

Clerk's Note: The Measure C Oversight Committee meeting was adjourned at 6:12 PM.

A motion was made by Member Garcia, seconded by Member White, to adjourn the Measure C Oversight Committee Meeting. The motion carried by the following vote:

Aye: 5 - Member Davis
Harris
Member Garcia
Member White
Member Curiel

No: 0

Absent: 3 - Member Davies
Member Lee
Member Bijou



CITY OF MERCED

Merced Civic Center
678 W. 18th Street
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ADMINISTRATIVE REPORT

File #: 20-095

Meeting Date: 2/11/2020

SUBJECT: Revenue and Expense Reports - December 31, 2019 Final Unaudited

RECOMMENDATION

Adopt a motion accepting as information only.

ATTACHMENTS

1. Revenue and Expense Reports - December 31, 2019

STATEMENT I

Measure C Revenue and Expense Report Summary 12/31/19

	2019-2020 Adjusted Budget	Actual	Variance Over / (Under)
Beginning Fund Balance 7/1/19	\$ 2,427,525	\$ 2,427,525	\$ -
Revenue			
General Sales and Use Tax	6,607,000	2,306,117	(4,300,883)
Investment Earnings	14,470	11,009	(3,461)
Transfer-Vehicle Abate (080)	1,440	63	(1,377)
Other Grants	139,228	(11,140)	(150,368)
Administration Reimbursement	106,633	53,317	(53,316)
Total Revenue	6,868,771	2,362,670	(4,506,101)
Expenditures			
Salaries & Benefits	5,537,767	2,749,497	(2,788,270)
Materials, Supplies and Services	1,001,988	353,153	(648,835)
Acquisitions	20,843	635	(20,208)
Administration Reimbursement	565,477	282,722	(282,755)
Transfer Out-Street Maint/Light Fund	100,000	-	(100,000)
Transfer Out-Facilities Maint Fund	609	305	(304)
Trsf-Support Service	82,236	-	(82,236)
Total Expenditures	7,308,920	3,386,312	(3,922,608)
Ending Fund Balance	\$ 1,987,376	\$ 1,403,883	\$ (583,493)
Reconcilement to Cash Balance			
Receivable/Other Assets		(38,499)	
Liabilities		-	
Cash In Bank (Credit)		1,365,384	
Less Outstanding Encumbrances		(311,709)	
Cash Available		\$ 1,053,675	

Measure C Funded Positions

Position	Positions Authorized Adjusted Budget	Positions Filled	Positions Unfilled
Police Lieutenant	2.00	1.00	1.00
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	20.99	18.99	2.00
Fire Division Chief	-	-	-
Fire Captain	3.80	3.80	-
Fire Fighter/Engineer	9.00	9.00	-
Total Fire	12.80	12.80	-
Grand Total	33.79	31.79	2.00

STATEMENT II

Measure C Revenue and Expense Report Detail by Department 12/31/19

	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	-	2,517	2,517	2,517	-
Adjusted Beginning Balance	2,425,008	2,517	2,427,525	2,427,525	-
Revenue					
General Sales and Use Tax	6,607,000	-	6,607,000	2,306,117	(4,300,883)
Investment Earnings	14,470	-	14,470	11,009	(3,461)
Transfer-Vehicle Abate (080)	1,440	-	1,440	63	(1,377)
Other Grants	110,484	28,744	139,228	(11,140)	(150,368)
Special Fire Dept Service	-	-	-	3,240	3,240
Reimb Special Dept Expense	-	-	-	64	64
Administration Reimbursement	106,633	-	106,633	53,317	(53,316)
Total Revenue	6,840,027	28,744 ⁽²⁾	6,868,771	2,362,670	(4,506,101)
Expenditures					
Fire					
Salaries & Benefits	2,056,302	1,039	2,057,341	1,025,791	(1,031,550)
Materials, Supplies and Services	276,537	174,735	451,272	134,572	(316,700)
Acquisitions	11,943	-	11,943	-	(11,943)
Administration Reimbursement	417,081	-	417,081	208,539	(208,542)
Trsf-Support Service	31,730	-	31,730	-	(31,730)
Transfer Out-Facilities Maint Fund	609	-	609	305	(304)
Total Fire	2,794,202	175,774	2,969,976	1,369,207	(1,600,769)
Police					
Salaries & Benefits	3,480,426	-	3,480,426	1,723,706	(1,756,720)
Materials, Supplies and Services	427,778	119,969	547,747	218,442	(329,305)
Acquisitions	8,264	636	8,900	635	(8,265)
Administration Reimbursement	146,651	-	146,651	73,319	(73,332)
Trsf-Support Service	50,421	-	50,421	-	(50,421)
Total Police	4,113,540	120,605	4,234,145	2,016,102	(2,218,043)
Public Works					
Materials, Supplies and Services	283	2,686	2,969	139	(2,830)
Administration Reimbursement	1,745	-	1,745	864	(881)
Trsf-Support Service	85	-	85	-	(85)
Transfer Out-Street Maint/Light Fund	100,000	-	100,000	-	(100,000)
Total Public Works	102,113	2,686	104,799	1,003	(103,796)
Total Expenditures	7,009,855	299,065 ⁽²⁾	7,308,920	3,386,312	(3,922,608)
Ending Fund Balance	\$ 2,255,180	\$ (267,804)	\$ 1,987,376	1,403,883	\$ (583,493)
Reconcilement to Cash Balance					
Receivable/Other Assets				(38,499)	
Liabilities				-	
Cash In Bank (Credit)				1,365,384	
Less Outstanding Encumbrances				(311,709)	
Cash Available				\$ 1,053,675	

(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 12/31/19 and 12/31/18 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	\$ 2,427,525	\$ 2,427,525	\$ -	\$ -	\$ 1,610,131	\$ 1,610,131		\$ -
Revenue								
General Sales and Use Tax	6,607,000	2,306,117	-	(4,300,883)	6,415,000	2,434,737	-	(3,980,263)
Investment Earnings	14,470	11,009	-	(3,461)	2,500	4,730	-	2,230
Transfer-Vehicle Abate (080)	1,440	63	-	(1,377)	-	240	-	240
Other Grants	139,228	(11,140)	-	(150,368)	-	120	-	120
Intergovernmental	-	-	-	-	207,393	61,302	-	(146,091)
Special Fire Dept Service	-	3,240	-	3,240	-	59,656	-	59,656
Reimb Special Dept Expense	-	64	-	64	-	-	-	-
Administration Reimbursement	106,633	53,317	-	(53,316)	110,194	55,098	-	(55,096)
Total Revenue	6,868,771	2,362,670		(4,506,101)	6,735,087	2,615,883		(4,119,204)
Expenditure								
Salaries	5,537,767	2,749,497	1,038	(2,787,232)	5,401,754	2,551,044	1,038	(2,849,672)
Materials, Supplies, and Services	1,001,988	353,153	302,407	(346,428)	855,525	218,425	90,675	(546,425)
Acquisitions	20,843	635	8,264	(11,944)	120,300	1,366		(118,934)
Administration Reimbursement	565,477	282,722	-	(282,755)	527,287	263,652	-	(263,635)
Transfer Out - Street Maint/Light Fund	100,000	-	-	(100,000)	100,000	100,000	-	-
Trsf-Support Service	82,236	-	-	(82,236)	69,585	-	-	(69,585)
Transfer Out - Facilities Maint Fund	609	305	-	(304)	588	294	-	(294)
Total Expenditures	7,308,920	3,386,312	311,709	(3,610,899)	7,075,039	3,134,781	91,713	(3,848,545)
Ending Fund Balance	<u>\$ 1,987,376</u>	<u>1,403,883</u>	<u>\$ 311,709</u>	<u>\$ (895,202)</u>	<u>\$ 1,270,179</u>	<u>1,091,233</u>	<u>\$ 91,713</u>	<u>\$ (270,659)</u>
Reconcilement to Cash Balance								
Receivable/Other Assets		(38,499)				(52,325)		
Liabilities		-				1		
Cash In Bank (Credit)		<u>1,365,384</u>				<u>1,038,909</u>		
Less Outstanding Encumbrances		(311,709)				(91,713)		
Cash Available		<u>\$ 1,053,675</u>				<u>\$ 947,196</u>		



CITY OF MERCED

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

ADMINISTRATIVE REPORT

File #: 20-097

Meeting Date: 2/11/2020

SUBJECT: Update on Recently Adopted Tax Transparency Ordinance

REPORT IN BRIEF

Updating Committee Members on the recently adopted Tax Transparency Ordinance.

RECOMMENDATION

For Information-Only.

ATTACHMENTS

1. Draft Ordinance
2. Transition Considerations
3. Measure C Map

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF MERCED, CALIFORNIA, ADDING
CHAPTER 2.56, "TAX TRANSPARENCY
COMMISSION," TO THE MERCED MUNICIPAL
CODE**

**THE CITY COUNCIL OF THE CITY OF MERCED DOES ORDAIN
AS FOLLOWS:**

SECTION 1. AMENDMENT TO CODE. Chapter 2.56 "Tax
Transparency Commission," is hereby added to the Merced Municipal Code to
read as follows:

**"Chapter 2.56
TAX TRANSPARENCY COMMISSION**

Sections:

- 2.56.010 Authority**
- 2.56.020 Appointment and Meetings.**
- 2.56.030 Powers and Duties.**

2.56.010 Authority.

Pursuant to Section 700 of the Charter of the City there is
hereby established a Tax Transparency Commission
consisting of seven members.

2.56.020 Appointment and Meetings.

A. Member are to be appointed by the City Council
from the qualified electors of the City and no member of
said commission shall hold any paid office or
employment in the city government.

B. Six (6) members will be appointed from each of
the six (6) districts and one (1) member will be appointed
at large. Should a district appointment remain vacant for

more than ninety (90) days, the City Council has the authority and may elect to appoint an otherwise-qualified at large member to fill the vacancy.

C. The number of members to comprise the commission may be changed by ordinance of the City Council to not less than seven nor more than nine members.

D. The Tax Transparency Commission shall meet quarterly.

2.56.030 Powers and Duties.

The Tax Transparency Commission shall have authority to:

A. Review the projected revenue and expenditures for the funds generated by each general or special tax measure.

B. Make budget recommendations to the City Council in accordance with and to maintain compliance with each general or special tax measure.

C. Review annual audits of each general or special tax measure and report any findings to the City Council.”

SECTION 2. EFFECTIVE DATE. This Ordinance shall be in full force and effect thirty (30) days after its adoption.

SECTION 3. SEVERABILITY. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 4. PUBLICATION. The City Clerk is directed to cause a summary of this Ordinance to be published in the official newspaper at least once within fifteen (15) days after its adoption showing the vote thereon.

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Merced on the ____ day of _____, 2019, and was passed and adopted at a regular meeting of said City Council held on the ____ day of _____, 2019, by the following called vote:

AYES: Council Members:

NOES: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

APPROVED:

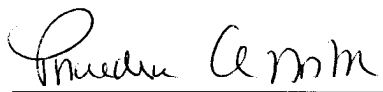
Mayor

ATTEST:
STEVE CARRIGAN, CITY CLERK

BY: _____
Assistant/Deputy City Clerk

(SEAL)

APPROVED AS TO FORM:



City Attorney **Date** 10-14-19

Considerations for Appointing Current Measure C Members to the Tax Transparency Commission

1. Current District of Residence (see map)

Appoint one individual to a district seat in which they reside

Appoint any additional members from districts with more than one representative as liaisons to neighboring districts with no representation (closest geographically or by term length?)

Appoint one individual from any district with more than one representative to the available at large seat

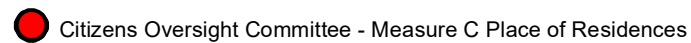
Consider which district will remain vacant and direct Clerk to recruit for the vacancy

As liaison terms expire, recruit for the open seats by district

2. Recruit for applicants from all districts and require current Measure C Members apply

Council appoints from the overall qualified pool of applicants by district

Other Considerations – Adjust current Measure C Members terms to a July 1 expiration date to align with all other boards and commissions





CITY OF MERCED

Merced Civic Center
678 W. 18th Street
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ADMINISTRATIVE REPORT

File #: 20-096

Meeting Date: 2/11/2020

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.