



# CITY OF MERCED

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

## Minutes Citizens Advisory Charter Review Committee

---

Tuesday, June 18, 2019

6:00 PM

---

### 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](http://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**

Mayor MURPHY called the meeting to order at 6:02 PM.

#### **B. PLEDGE OF ALLEGIANCE**

Mayor MURPHY led the Pledge of Allegiance.

#### **C. ROLL CALL**

**Present:** 6 - Shane Smith, Robert Haden, Sara Hill, Liliana Prado Nava, Loretta Spence and Sarah Boyle

**Absent:** 3 - Tim O'Neill, Ryan Heller and Bernadette Soares

#### **D. BUSINESS**

**SUBJECT:** Selection of Committee Chair and Vice Chair

**REPORT IN BRIEF**

Considers selection of a Chair and Vice Chair to facilitate running committee meetings.

**RECOMMENDATION**

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

**A motion was made by Member Haden, seconded by Member Hill, to select Member Smith as Chair. The motion carried by the following vote:**

**Aye:** 6 - Member Smith  
Member Haden  
Member Hill  
Member Prado Nava  
Member Spence  
Member Boyle

**No:** 0

**Absent:** 3 - Member O'Neill  
Member Heller  
Member Soares

**A motion was made by Member Hill, seconded by Member Smith, to appoint Member Hill as Vice Chair. The motion carried by the following vote:**

**Aye:** 6 - Member Smith  
Member Haden  
Member Hill  
Member Prado Nava  
Member Spence  
Member Boyle

**No:** 0

**Absent:** 3 - Member O'Neill  
Member Heller  
Member Soares

**SUBJECT:** Selection of Dates for Remaining Citizens Advisory Charter  
Review Committee Meetings

**REPORT IN BRIEF**

Considers dates for the remaining meetings to allow members to plan accordingly.

**RECOMMENDATION**

**Citizens Advisory Charter Review Committee** - adopt a motion selecting dates for the next 5 committee meetings.

A motion was made by Member Haden, seconded by Member Nava, selecting July 9, July 25, August 15, August 22, and August 29 to hold the remaining meetings of the committee. The motion carried by the following vote:

**Aye:** 6 - Member Smith  
Member Haden  
Member Hill  
Member Prado Nava  
Member Spence  
Member Boyle

**No:** 0

**Absent:** 3 - Member O'Neill  
Member Heller  
Member Soares

**E. 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.

**Clerk's Note:** There were no public speakers.

**F. REPORTS**

**SUBJECT:** Brown Act Training and Committee Meeting Guidelines

**REPORT IN BRIEF**

The City Attorney will provide Brown Act training and meeting guidelines to the committee.

**RECOMMENDATION**

For information only.

City Attorney Phaedra NORTON gave a slideshow presentation on the Brown Act and answered clarifying questions for the committee regarding email communications between members.

**SUBJECT:** Discussion on Council Priorities for Charter Review and Selection of Initial Sections for Committee Review

### REPORT IN BRIEF

Mayor Murphy will provide insight into City Council's desire to have the City of Merced Charter reviewed for possible updates to various sections.

### RECOMMENDATION

**Charter Review Committee** - Adopt a motion selecting Charter sections for initial review based on City Council priorities to return to the next meeting with suggested changes for discussion.

Mayor MURPHY provided background to the committee on the various sections the City Council has asked the committee to review. He spoke on considering removal of Section 1112 regarding the Cash Basis Fund, reviewing Section 400 to possibly change the Mayoral term from 2 to 4 years and reviewing Section 402 regarding compensation given to City Council Members. He also suggested the possibility of adding a section on financial oversight and giving the Citizens Advisory Charter Review Committee some flexibility to review other sections as time permits.

The committee asked staff for additional information to be on the next agenda in order to help the discussions and to see the Mayoral terms and compensation information from comparable cities.

City Manager Steve CARRIGAN discussed a poll that was done to gauge the viability of a ballot measure to change the Charter and stated he would provide the results of the poll at the committee's next meeting.

**A motion was made by Member Smith, seconded by Member Haden, that the committee review Charter Sections 1112, 400, 402, consider the addition of a section regarding financial auditors, and possible additional items to be brought forward by the committee. The motion carried by the following vote:**

**Aye:** 6 - Member Smith  
Member Haden  
Member Hill  
Member Prado Nava  
Member Spence  
Member Boyle

**No:** 0

**Absent:** 3 - Member O'Neill  
Member Heller  
Member Soares

### G. ADJOURNMENT

**Clerk's Note:** The meeting adjourned at 6:55 PM.

**A motion was made by Member Haden, seconded by Member Smith, to adjourn the meeting. The motion carried by the following vote:**

**Aye:** 6 - Member Smith  
Member Haden  
Member Hill  
Member Prado Nava  
Member Spence  
Member Boyle

**No:** 0

**Absent:** 3 - Member O'Neill  
Member Heller  
Member Soares