

**REGULAR MEETING MINUTES**  
**MEASURE V RESIDENTS' OVERSIGHT COMMITTEE**  
July 17, 2017, 5:30 p.m.  
City Hall Conference Room 109, 333 Civic Center Plaza  
City Website: <http://www.ci.tracy.ca.us>

1. CALL TO ORDER: Karin Schnaider, Finance Director, called the meeting to order at 5:31 p.m.

2. ROLL CALL:

Present: Michel Bazinet, Eleassia Davis, Amer Hammudi, Kent Augustus, Bruce Hotchkiss

Absent: None

Staff Present: Karin Schnaider, Finance Director, Martha Garcia, Finance Manager, Thomas Hedegard, Budget Officer, Carol Zandona, Executive Assistant

Citizens Present: None

Recorded By: Carol Zandona

3. ITEMS FROM THE AUDIENCE

None

4. BROWN ACT TRAINING

Leticia Ramirez, Assistant City Attorney and Bianca Rodriguez, Deputy City Attorney, provided an overview training of the Ralph M. Brown Act to the committee members.

Deputy City Attorney Rodriguez stated that committee members will need AB123, Ethics training, in the near future.

5. REVIEW BYLAWS

Bylaws were provided to each member for review. Finance Director Schnaider discussed the Committee's role and responsibilities.

6. SELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

Duties of the Chairperson and Vice-Chairperson were discussed.

Motion: Eleassia Davis made a motion to appoint Michel Bazinet as Chairperson

Second: Bruce Hotchkiss

All in Favor: Michel Bazinet, Eleassia Davis, Amer Hammudi, Kent Augustus, Bruce Hotchkiss

Motion: Michel Bazinet made a motion to appoint Eleassia Davis as Vice-Chairperson  
Second: Kent Augustus  
All in Favor: Michel Bazinet, Eleassia Davis, Amer Hammudi, Kent Augustus, Bruce Hotchkiss

7. OVERVIEW OF MUNICIPAL ACCOUNTING PRINCIPLES

Finance Director Schnaider provided an overview of government accounting principles to the committee. Measure V tax is a General Fund tax. Finance will note and track the revenue and expenditures separately and will report this information to the Committee at each meeting. The first financial report will be presented at the next committee meeting.

Discussion on how Finance forecasts future revenue and what are the sources the revenue is received from. Chairperson Bazinet requested an item to be put on the next agenda that provides sales tax information received by industry. Committee Member Hammudi supported the request.

8. CONFIRM NEXT MEETING DATE:

Next meeting will be held on October 16, 2017.

Motion: Michel Bazinet made a motion to confirm meeting date.  
Second: Amer Hammudi  
All in Favor: Michel Bazinet, Eleassia Davis, Amer Hammudi, Kent Augustus, Bruce Hotchkiss

9. ITEMS FROM THE AUDIENCE

None

10. ADJOURNMENT

Motion to Adjourn: Michel Bazinet  
Second: Eleassia Davis  
All in Favor: Michel Bazinet, Eleassia Davis, Amer Hammudi, Kent Augustus, Bruce Hotchkiss  
Adjournment: 7:28 p.m.

The above agenda was posted at the Tracy City Hall in accordance with Procedures for Preparation, Posting, and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2015-052. These are the summary and action minutes.

Attest:

  
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Thomas Hedegard, Staff Liaison