

# MADERA COUNTY TRANSPORTATION AUTHORITY

## EXECUTIVE MINUTES

**Date:** Wednesday, January 23, 2002

**Time:** 2:30 P.M.

**Place:** Madera County Government Center,  
Board of Supervisor Chambers

**Members Present:** Chairman Vern D. Moss, Supervisor - Madera County  
Vice Chair Gordon Skeels, Councilman - City of Madera  
Alfred Ginsburg, Councilman - City of Chowchilla  
Darwin Shebelut, Incorporated Area  
Gary Gilbert, Supervisor - Madera County

**Members Absent:** M.J. Nabors, Councilman – City of Madera  
Frank Bigelow, Supervisor – Madera County  
Jon Norby, Eastern Madera County

**MCTA Staff Present:** Patricia S. Taylor-Maley, Executive Director  
Elizabeth Levine, Project Coordinator  
Sheila Kingsley, Administrative Assistant  
Derek Winning, Planner I  
Tricia Stone, Receptionist

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### I. Public Comment

This portion of the meeting is reserved for person(s) wishing to address the MCTA on items within their jurisdiction but not on this agenda.

There were no public comments.

### II. Meeting Minutes of November 19, 2001

Upon motion by Director Skeels, seconded by Director Shebelut, to approve the November 19, 2001 Executive Minutes as written. A vote was called and the motion carried.

### III. Transportation Items

#### A. Appoint two Directors

One general public positions to be filled is as follows:

1. Director (Member of the General Public): Must reside in the City of Madera

The current position is held by Director Dale Evans. Director Evans contacted staff to inform the Board that he will be resigning due to his business obligations and workload. The Madera County Transportation Authority makes these appointments. The vacancy has been advertised in the Madera Tribune. The ad requested that a letter of intent be received by January 16, 2002 to the office of the Authority located at 1816 Howard Road, Suite 8 – Madera, California 93637.

There were no letters of interest sent to the Authority for the position of Director residing in the City of Madera.

**Action:** Staff was directed to readvertise the position and contact Director Bigelow concerning the open position.

**B. *Presentation – Measure “A” Video and Brochure***

Staff was prepared to present the Measure “A” Video produced by A/Dolphin Associates. The Directors have viewed the video at previous meetings and expressed their satisfaction. Included in the package was a copy of the Winter 2002 Measure “A” Brochure.

*Action:* Directors requested staff to develop a plan for Measure “A” signage.

**C. *Measure “A” Extension – November 2002***

The Authority Board at its last meeting directed staff to add as an action item on the January 2002 agenda to take a position on moving forward with the ballot measure for November 2002 – Measure “A” Extension.

Since the Authority’s last meeting, MCTA received a letter from John N. Peters, President, Madera Unified School District Board of Education, requesting the MCTC/MCTA consider postponing the Measure “A” reauthorization efforts for the November 2002 ballot (included in package).

*Action:* The Board of Directors requested staff to prepare a letter for the Chair’s signature notifying MUSD of the Authority’s intent to move forward with the November 2002 election.

**D. *November 2002 Proposed Ballot Measures/Bonds***

The Authority Board at its last meeting directed staff to develop a list of proposed Ballot Measures / Bond Measures for the November 2002 ballot. Included in the package was a draft list of measures currently being proposed for the November 2002 ballot.

*Action:* Information and Discussion Only.

**E. *2001-02 Annual Work Program – Amendment #01/02-4***

The County of Madera requested to amend the 2001-02 Annual Work Program. The County’s request was included in the package and was as follows:

- CO-R415-01– increase PE from \$169,000 to \$187,000

The unprogrammed balance will decrease \$18,000, leaving an unprogrammed balance of \$1,580,726.

*Action:* Upon motion by Director Ginsburg, seconded by Director Skeels to approve the 2001-02 Annual Work Program – Amendment #01/02-4. A vote was called and the motion carried.

**F. *2001-02 Annual Work Program – Amendment #01/02-5***

The Board of Director’s at its November 19, 2001 authorized and directed the Executive Director to process an amendment to the 2001-02 Annual Work Program in December 2001 to program funds to retain AIS Market Research to conduct a Market Research Survey.

The purpose of the Market Research Survey is to measure the attitudes and opinions of the diminished universe voters (voters who have voted in the last 3 general or primary elections). The information gathered will provide the local agencies with pertinent information concerning the transportation funding needs of the County.

**Action:** Upon motion by Director Skeels, seconded by Director Gilbert to approve the 2001-02 Annual Work Program – Amendment #01/02-5. A vote was called and the motion passed.

**G. 2001-02 Annual Work Program – Amendment #01/02-6**

The County of Madera requested to amend the 2001-02 Annual Work Program to reflect the following:

- Reduce the cost of Preliminary Engineering for the Avenue 17 (CO-A17-01) project from \$175,000 to \$165,000;
- Increase the cost of Preliminary Engineering for the Road 26 (CO-R26-02) project from \$110,000 to \$120,000 and increase ROW from \$500,000 to \$614,000.

The City of Madera requested to amend the following projects:

- Increase ROW for the Sunset (west of Granada) project (MA-SUS-01) from \$200,000 to \$240,000 and
- Decrease Construction Costs for the Lake Street project (MA-LAK-02) from \$300,000 to \$260,000.

**Action:** Upon motion by Director Shebelut, seconded by Director Gilbert to approve the 2001-02 Annual Work Program – Amendment #01/02-6. A vote was called and the motion passed.

**H. Fiscal Year 2000-01 Fiscal Audit**

The firm Quady, Brash & Leal has completed the audit of the Madera County Transportation Authority fiscal records for 2000/01. Staff informed the Board that there were no exceptions or adverse findings noted in the audit.

**Action:** Upon motion by Director Skeels, seconded by Director Shebelut to accept MCTA Fiscal Audit for FY 2000/01. A vote was called and the motion passed.

**I. DRAFT FY 2002 Measure "A" Expenditure Plan**

The draft of the 2002 Measure "A" Expenditure Plan was included in the package. Per Authority policy this document is prepared in every even numbered calendar year and presents a review of available funding, forecasts of future funding, project delivery progress and the planned projects through the next seven years or in this case through the end of Measure "A" in 2005/06. Projects must be included in the Expenditure Plan prior to advancement to the Annual Work Program which is the project funding document. Plan is scheduled for adoption in March 2002.

Related to the 2002 Expenditure Plan, Measure "A" sunsets in 2005 with its taxing authority terminating in October of that year.

**Action:** Initiate review of 2002 Measure "A" Expenditure Plan.

**J. FY 2002/03 DRAFT Annual Work Program**

The draft FY 2002/03 Annual Work Program was included in the package. Per Authority policy the AWP is prepared annually and serves as the funding authority for projects advanced by the agencies. The program recognizes funds available for projects to include carryover of prior year balances, surplus revenues and interest. It also provides a line item, not to exceed budget for each project being advanced by one of the agencies.

**Action:** Initiate review of FY 2002/03 Annual Work Program.

**IV. Miscellaneous**

**A. Election of MCTC Officers**

Chairman Moss opened the floor for nominations for Chairman.

Upon motion by Director Ginsburg, seconded by Director Gilbert to appoint Chairman Moss.

Being no further nominations for Chairman. Chairman Moss closed the floor for nominations.

**Action:** A vote was called and the motion carried to appoint Chairman Moss.

Chairman Moss opened the floor for nominations for Vice-Chair.

Upon motion by Director Ginsburg to nominate Director Bigelow for Vice-Chair, seconded by Commissioner Gilbert.

Being no further nominations for Vice-Chair. A vote was called and the motion carried to appoint Director Bigelow as Vice-Chair.

**B. Items From Staff**

No items from Staff.

**C. Items From Directors**

No items from the Directors.

**VII. Adjournment**

Meeting adjourned at 3:21 p.m.

Next meeting set for Wednesday, February 20, 2002

Respectfully Submitted,

Patricia S. Taylor-Maley, Executive Director  
Madera County Transportation Commission