

MADERA COUNTY TRANSPORTATION AUTHORITY

EXECUTIVE MINUTES

Date: Wednesday September 18, 2002
Time: 2:36 p.m.
Place: Madera County Government Center,
Board of Supervisor Chambers

Members Present: Vice Chair Frank Bigelow, Supervisor – Madera County
Gordon Skeels, Councilman - City of Madera
Alfred Ginsburg, Councilman - City of Chowchilla
Darwin Shebelut, Incorporated Area
Harlen Rippetoe, Unincorporated Valley
M.J. Nabors, Councilmember – City of Madera
Jon Norby, Eastern Madera County
Alt. John Silva, Supervisor – Madera County
Alt. Ron Dominici – Supervisor – Madera County

Members Absent: Chairman Vern D. Moss, Supervisor - Madera County
Gary Gilbert, Supervisor - Madera County

MCTA Staff: Patricia S. Taylor-Maley, Executive Director
Sheila Kingsley, Administrative Assistant
Derek Winning, Planner I
Tricia Stone, Receptionist

I. Pledge of Allegiance

II. Public Comment

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

There was no Public Comment.

III. Meeting Minutes of July 17, 2002

Upon motion by Director Skeels, and seconded by Director Dominici, to approve the July 17, 2002 Executive Minutes as written and amended. A vote was called and the motion carried.

IV. Administration

A. Proposal For MCTA Fiscal Audit for FY 2001/2002

The Authority is responsible to ensure that an annual financial and compliance audit is made for all claimants who receive an allocation of funds pursuant to the Madera County Board of Supervisors - Resolution 90-04, Sections 10 and 11.

In accordance with generally accepted accounting principles, it is the Authority's desire that claimants of funds from a local sales tax source shall be audited annually.

Audits will be completed for fiscal year 2001/02 and submitted to MCTA and the State of California Controller's Office by December 31, 2002.

Two Certified Public Accounting Agencies responded to the "MCTA Fiscal Audit for FY 2001-02" Request for Proposal. The two agencies are:

1. Quady, Brash & Leal, LLP, CPA's – Madera, CA
2. John L. Barnhart, CPA – Merced, CA

Quady, Brash & Leal, is a local Accounting Firm. Quady, Brash & Leal have audited local governments and special districts in the San Joaquin Valley for the last 20 years. Quady, Brash & Leal bid is \$1,575.

John L. Barnhart Accounting Firm is based out of Merced, Ca. Mr. Barnhart is a member of the California Society of Certified Public Accounts for the past 28 years. The Accounting firm has performed both Fiscal and Compliance Audits and Triennial performance audits for various Commissions. John L. Barnhart's bid is \$2,000.

MCTA Operation Budget for Audits are \$2,000.

Staff recommended to retain Quady, Brash & Leal to conduct the Authority Fiscal Audit for FY 2001/02 for the following reasons:

- Lowest bid;
- Performed Commission Audits for the last 15 years;
- Familiar with operations of the MCTA; and
- Locally located (Madera).

Action: Upon motion by Director Norby, seconded by Director Dominici to accept Quady Brash & Leal proposal and direct staff to issue notice to proceed. A vote was called and the motion carried.

B. Plans & Specifications: CO-A17-01

The County of Madera requested Authority approval for plans and specification on the Avenue 17 – Highway 99 to Hill Drive project. The Plans and Specs are for the canal crossing on Avenue 17 (widen canal). County staff was available to address any questions from the Authority. Plans & Specifications are available for review at the MCTC.

Action: Upon motion by Director Skeels, seconded by Director Dominici to approve Plans & Specifications: CO-A17-01. A vote was called and the motion carried.

C. 2002-03 Annual Work Program – Amendment #02/03-2

The City of Madera requested to amend the 2002-03 Annual Work Program. The amendment is as follows:

- Cleveland Avenue – MA-CLE-05: increase construction \$1,000,000 (from \$2,200,000 to \$3,200,000);
- Almond Avenue – MA-ALM-02: decrease construction \$450,000 (from \$450,000 to \$0); and
- SR 99/SR 145 & Gateway – MA-MGA-01: decrease construction \$550,000 (from \$600,000 to \$50,000).

The allocation of funds to the Cleveland Avenue project is necessary to have funds available to award the construction contract scheduled for October 2, 2002 as STIP funds will not be available until approved by the California Transportation Commission on November 6, 2002.

Action: Upon motion by Director Silva, seconded by Director Skeels to approve 2002-03 Annual Work Program – Amendment #02/03-2 contingent upon the City Council’s approval at their meeting on September 18, 2002 at 6:30 p.m. A vote was called and the motion carried.

D. Self-Help Counties – “Focus on the Future 2002” Conference

The Self-Help Counties – “Focus on the Future 2002” Conference will be held this year in Santa Barbara at the Fess Parker’s Doubletree Resort from November 17, 2002 (evening) through the afternoon of November 19, 2002. There will be a reception on Sunday, November 17, 2002 to kick-off the conference. A copy of the draft conference agenda was included in the package. Staff will provide additional information as it becomes available.

Action: Information and Discussion Only.

IV. Miscellaneous

A. Items from Staff

Patricia Taylor- Maley welcomed Harlen Rippetoe to the Authority Board.

B. Directors Reports

Director Skeels updated the Board on Measure “A” Extension campaign efforts.

V. Adjournment

There being no further business, the meeting was adjourned at 3:12 p.m.

Next meeting set for October 23, 2002.

Respectfully Submitted,

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