

## **Measure T Citizens' Oversight Committee Executive Minutes**

**Date:** Wednesday, September 25, 2013  
**Time:** 5:00 p.m.  
**Place:** Madera County Transportation Commission Conference Room  
2001 Howard Road, Suite 201, Madera, CA 93637

**Members Present:** Chairman Jon Basila, District 1  
Dennis Holschlag, District 2  
Sue Saunders, District 3  
Cathie Bustos, District 4  
Tom Swire, At-large

**Members Absent:** Cathie Bustos

**Vacant Seats:** District 5  
At-large

**Local Agency Staff:** Ellen Bitter, City of Madera  
Jared Carter, County of Madera

**MCTA Staff:** Troy McNeil, Fiscal Supervisor  
Kasia Thompson, Associate Regional Planner

### **Agenda**

#### **Welcome and Introductions**

Jon Basila called the meeting to order at 5:00 p.m. Committee Members and Agencies Staff introduced themselves.

#### **I. Public Comment**

This portion of the meeting is reserved for persons wishing to address the Committee on items within its jurisdiction but not on the agenda. Note: Prior to action by the Committee on any item on this agenda, the public may comment on that item.

There were no public comments.

**II. Minutes of June 20, 2012 Citizens' Oversight Committee Meeting**

Upon motion by Mr. Basila, seconded by Mr. Swire, the June 20, 2012 Executive Minutes were approved as written. A vote was called and the motion carried.

**III. Review Measure T Citizens' Oversight Committee Roles and Responsibilities**

Staff presented the Measure T Citizens' Oversight Committee Roles and Responsibilities .

**IV. FY 2010/11 Measure T Compliance Audits**

MCTC's financial statements and the compliance audits for fiscal year 2010/11 were audited by independent auditor who presented and explained the audits to the Committee. No adverse findings were reported in the FY 2010/11 Measure T compliance audits.

The Committee raised concerns about timeliness of compliance reports. Troy McNeil indicated that the audits rely on the findings of the local agency audits, which can cause a delay if local agencies do not complete their audits in a timely manner.

**V. FY 2008/09 Annual Report to the Public**

Kasia Thompson presented Committee members the Citizens' Oversight Committee Annual Report to the Public in a form of annual news letter that summarizes the Committee's review of MCTA's financial reports and audits and provides a brief description of funded by Measure T projects.

**VI. FY 2012/13 Draft Annual Work Program**

*County of Madera*

Jared Carter from Madera County Road Department outlined its Rehab, Reconstruct and Maintenance Program for FY 2012/13. He provided an update on regional projects. He also explained how Measure T funds are being used to leverage other funding for projects.

Jared also explained the County Maintenance District funds program. He explained the profits of partnering with Maintenance District to use Measure T funds in order to leverage a other funds for completion of Maintenance District projects.

*City of Madera*

Ellen Bitter from the City of Madera summarized a City Street Maintenance Program (Flexible Program) for FY 2012/13. Ellen noted that 30% of this budget is reserved for street maintenance activities - (chip seals ,sidewalk, curbs, ramps). Another 30% is reserved to match Tier 1 projects - Ellis Street Project, which completion is estimated for September of 2012 and 4th Street Project, which construction is scheduled to begin in September of 2012.

The last 34% of Street and Maintenance Program goes to Street Overlay and Reconstruction Program

*Regional Program*

Staff provided an update on regional projects documenting recession impacts on Measure T funding.

**VII. Other Items**

The next meeting of the Oversight Committee will be scheduled in fall of 2014 to meet the Auditor the FY 2011/12 Measure T compliance audits are completed.

**VIII. Adjournment**

The meeting was adjourned at 6:00 p.m.