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## **CITIZENS' OVERSIGHT COMMITTEE APPLICATION**

The Madera County Transportation Authority (Authority) maintains a standing Citizen Oversight Committee to provide citizen perspective, participation and involvement in the Authority's \$213 million voter-approved Measure T Investment Plan. The Committee is comprised of seven (7) members: five (5) represent each of the Madera County supervisorial districts in addition to two (2) "at-large" members.

COC members are appointed to serve for a four-year term without compensation. No member may serve for more than eight years. Meetings will be held at the MCTA office at 2001 Howard Road, Suite 201, Madera, CA.

There is currently a vacancy on the committee to fill a 4 year term:

- One member-at-large residing within Madera County

**Please submit completed applications to the following staff:**

Measure T Oversight Committee  
c/o Sandy Ebersole  
Madera County Transportation Commission  
2001 Howard Road, Suite 201  
Madera, CA 93637  
Email: [sandy@maderactc.org](mailto:sandy@maderactc.org)  
FAX: (559) 675-9328

Should applicants have any questions, please call Sandy Ebersole at (559) 675-0721 ext. 14.

You may also view the Measure T webpage at: <http://www.maderactc.org/measure-t/>

Which supervisorial district do you live in?    1  2  3  4  5

(If uncertain, please see link below for a map of Districts)

<https://www.maderacounty.com/government/board-of-supervisors/current-supervisorial-district-map>



Name \_\_\_\_\_

Address \_\_\_\_\_  
Street City Zip Code

Phone \_\_\_\_\_

E-mail \_\_\_\_\_ Fax \_\_\_\_\_

How many years have you lived in Madera County? \_\_\_\_\_

Briefly describe your interest in serving on the Measure "T" Citizens' Oversight Committee.

List and briefly describe any participation in volunteer, community or professional organizations that are relevant to your candidacy for the Citizens' Oversight Committee.



Other comments:

By signing this application form I hereby certify that:

- 1) I am a U.S. citizen 18 years of age or older who resides in Madera County
- 2) I am not an elected official at any level of government
- 3) I am not a public employee at any State, County or local city agencies
- 4) I will submit an annual statement of financial disclosure consistent with Fair Political Practices Commission (FPPC) rules and regulations and filed with the Authority

I declare under penalty of perjury the above information is true and correct.

Applicant's  
Signature

\_\_\_\_\_

Date

\_\_\_\_\_

**APPLICATIONS WILL BE KEPT ON FILE FOR TWO YEARS**

## **Citizens' Oversight Committee**

### **Committee Purpose**

To inform the public and ensure that the Transportation Measure (Measure) funding program revenues and expenditures are spent as promised to the public.

### **Administrative Issues**

#### **Committee Formation**

- The Committee will be formed within six (6) months upon approval of the Measure by the voters of Madera County in November 2006
- The Citizens' Oversight Committee (Committee) shall not be amended out of the Investment Plan
- Meetings will commence when Measure revenues are recommended for expenditure, including Investment Plan updates

#### **Selection and Duties of Committee Chair and Vice Chair**

- The Committee shall select a Chair and Vice Chair from the members, each of whom shall serve a one (1) year term
- The duties of the Chair shall be to call meetings, set agendas, and preside over meetings
- The duties of the Vice Chair will be to perform the same duties described above in the absence of the Chair

#### **Committee Meetings**

- The Committee will hold one (1) formal meeting annually, with additional meetings scheduled as needed by the Committee
- All Committee meetings must be held in compliance with the Brown Act
- All meetings will be conducted per "Roberts Rules of Order"

#### **Subcommittee Requirements**

- Subcommittees: the Committee may elect to form subcommittees to perform specific parts of its purpose
- All subcommittees shall have an odd number of members

## **Committee Membership and Quorum**

### **Membership**

The Committee shall be composed of seven (7) members including:

- Two (2) at-large public members
- Five (5) representatives ; one (1) from each of the Madera County Supervisorial Districts

### **Quorum**

- A Quorum will be no less than four (4) members of the Committee

- An action item of the Committee may be approved by a simple majority of those present, if the number exceeds the quorum requirement of four(4)

## **Membership Selection**

### **Selection Committee**

- Committee members will be selected by the Madera County Transportation Authority

### **Recruitment Process**

- Each year as terms of various members expire or as vacancies occur, annual postings of membership openings will be noticed sixty (60) days in advance of the application process pursuant to Public Utilities Code Section 99238
- Potential members must submit an application to the Selection Committee
- The Selection Committee will screen all applications and approve candidates for membership on the Committee

### **Term of Membership**

- Terms of membership will be for four (4) years. No member may serve more than eight (8) years
- Members will not be compensated for their service on the Committee
- In an effort to maintain Committee member consistency, during the first four (4) years of the Committee, terms will be staggered with three (3) of the members to serve a four-year term, four (4) of the members to serve a two (2) year term
- Members who are not in attendance for two (2) consecutive meetings or are not present at 50% of the Committee meetings for over a 12 month period shall be replaced with a new member selected by the Selection Committee
- If a member position on the Committee becomes vacant, the Selection Committee will fill the vacant position within 90 days of the date when the position became vacant
- Proxy voting will not be permitted

### **Eligibility**

- U.S. Citizen 18 years of age or older who resides in Madera County
- Not an elected official at any level of government
- Not a public employee of any State, County or local city agencies
- Must submit an annual statement of financial disclosure consistent with Fair Political Practices Committee (FPPC) rules and regulations and filed with the Authority

### **Staffing**

- Authority will staff the Committee and provide technical and administrative assistance to support and publicize the Committee's activities, with the staff assignment subject to approval of the Committee
- Authority services and any necessary outside services will be paid using the Madera County



Transportation Authority's Measure Administrative Program revenues

- Expert staff will be requested to provide information and make presentations to the Committee, as needed
- The cities and County of Madera shall each provide to the Citizens' Oversight Committee, a specific report on the local jurisdiction's budget for Measure funds and financial report on those funds
- The precise format of the report may be based on report formats for other jurisdictional monitoring, but must be separate from the comprehensive agency budgets and general and enterprise fund financial reports of the cities and the County of Madera

## **Responsibilities**

The Committee may receive, review and recommend any action or revision to plans, programs, audits or projects that is within the scope of its purpose stated above. Specific responsibilities include:

- Review, receive, inspect and recommend action on independent financial and performance audits related to the Measure
- Receive, review, and recommend action on other periodic reports, studies and plans from responsible agencies. Such reports, studies and plans must be directly related to Measure programs, revenues or expenditures
- Review and comment upon Measure expenditures to ensure that they are consistent with the Investment Plan
- Annually review how sales tax receipts are being spent and publicize the results
- Present Committee recommendations, findings, and requests to the public and the Authority in a formal annual report