



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: John Jansons, City Manager *[Signature]*

DATE: May 23, 2016

SUBJECT: Tulare County Association of Governments: "Measure R", Citizens Oversight Committee.

RECOMMENDED ACTION:

It is respectfully recommended that the City Council initiate the nomination and appointment process for a representative from Farmersville to the Tulare Council Association of Government's, Measure R, Citizen's Oversight Committee.

BACKGROUND and DISCUSSION:

Measure R was approved by the voters of Tulare County in 2006 to dedicate a portion of local sales tax proceeds (1/2 cent) to priority transportation projects, countywide. The Measure R program is managed by the Tulare County Association of Governments, (TCAG).

As the Council is aware, the City of Farmersville has an excellent working relationship with TCAG, and has received funding for several significant transportation improvement projects in the City including:

- Double Round-About project at SR 198/ Noble and Farmersville Blvd.
- Visalia Road widening and improvement,
- North Farmersville Blvd Widening and improvement, and
- West Walnut Safe Routes to Schools enhancement project.

As part of the management of the Measure R program, a Citizen Oversight Committee (COC) was established to guide and monitor the Measure R program. The COC has 16 members representing the County, the eight cities of Tulare County and several community stakeholder groups and citizens at-large.

For the past several years, Mr. Doug Terry has been Farmersville's representative to the TCAG COC for Measure R and served with distinction advocating for many of the projects awarded to Farmersville by TCAG.

On May 11, 2015, Mr. Terry resigned as Farmersville's representative on the COC. Mr. Terry's term subsequently expired on June 30, 2015.

A new representative, when appointed, will serve from the time of appointment through June 30, 2017. Terms are two years long with a limit of four consecutive terms for a total of eight years as a representative.

As a result of the vacancy and the importance of having a representative from Farmersville on the COC, staff intends to initiate a recruitment to replace Mr. Terry.

At this time, the Council may wish to discuss and provide direction to staff regarding a recruitment, nomination, and appointment process.

COORDINATION & REVIEW:

The recommended action has been coordinated with TCAG staff and the City Engineer.

ALTERNATIVES:

None Proposed.

FISCAL IMPACT:

None

CONCLUSION:

It is respectfully recommended that the City Council initiate the nomination and appointment process for a representative from Farmersville to the Tulare Council Association of Government's, Measure R, Citizen's Oversight Committee.

Attachment(s):

- 1) COC Representative eligibility criteria
- 2) Draft Farmersville recruitment flyer.

Respectfully Recommended:



John Jansons, City Manager

Appendix C – Citizens' Oversight Committee

Committee Purpose

To provide input on implementation of the plan, and to advise the TCAG Board if and when the plan needs to be augmented and to ensure that the funds are being spent in accordance with the plan.

To inform the public and to 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 Tulare County in November 2006
- The Citizens' Oversight Committee (Committee) shall not be amended out of the Expenditure Plan
- Meetings will commence when Measure revenues are recommended for expenditure; including Strategic/Work 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 will 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 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 "Robert's 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, Selection, and Quorum

Membership & Selection

The Committee will be designed to reflect the diversity of the County. The Committee will consist of 16 members. Each organization represented on the Citizens' Oversight Committee will nominate its representative; with final appointments approved by the governing board of the TCAG. The membership shall be as follows:

*One member will be appointed by each City and the County. (Total of 9)

*One representative from a major private sector Tulare County employer, nominated by the Tulare County Economic Development Corporation

*One representative from the building industry, nominated by the Tulare County Building Industry Association.

*One representative from the agriculture industry, nominated by the Tulare County Farm Bureau

*One representative from the Hispanic community, nominated by the Tulare Kings Hispanic Chamber of Commerce

*One representative from an advocacy group representing bicyclists and pedestrians, and/or transit.

*One member who is a professional in the field of audit, finance and/or budgeting with a minimum of five years in a relevant and senior decision-making position in the public or private sector.

*One representative from an environmental advocacy group

• In the case of the final three representatives, applications from citizens from Tulare County who are over the age of 18 will be solicited and accepted and the representatives will be selected by the other 13 seated Board members, subject to final approval by TCAG.

Quorum

- A Quorum will be no less than nine (9) members of the Committee
- An action item of the Committee may be approved by a simple majority of those present, as long as the quorum requirement is met.

Term of Membership

- Terms of membership will be for two (2) years. No member may serve more than 8 years
- Members may be reimbursed for authorized expenses, but not be compensated for their service on the Committee
- In an effort to maintain Committee member consistency, during the first two (2) years of the Committee, terms will be staggered with 8 of the members to serve a one-year term, 8 of the members to serve a two-year term. The length of the first terms will be determined via random selection.
- Proxy voting will not be permitted

Eligibility

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

Staffing

- TCAG will staff the Committee and provide technical and administrative assistance to support and publicize the Committee's activities.
- TCAG services and any necessary outside services will be paid using the TCAG's Measure Administration Program revenues
- Expert staff will be requested to provide information and make presentations to the Committee, as needed

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:

- Receive, review, 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 Expenditure Plan
- Annually review how sales tax receipts are being spent and publicize the results
- Present Committee recommendations, findings, and requests to the public and TCAG in a formal annual report to inform Tulare County residents how funds are being spent.
- The Committee will have full access to the TCAG independent auditor and will have the authority to request and review specific information, with the understanding that the Committee will rely upon data, processes and studies available from TCAG, and other relevant data generated by reputable sources. It is understood; that TCAG will be continuously striving to improve the reliability of data and to update analytical and modeling processes and that the Committee will be kept abreast of any such efforts, and is invited to participate in development of such updates in a review capacity.

The Committee will assist TCAG in taking advantage of changing situations with technical and transportation developments in the future. Therefore, the provisions regarding the Committee make up, processes and protocols are viewed through 2037 based upon a 2007 perspective, and are not meant to be unduly restrictive on the TCAG and the Committee's roles and responsibilities.