



CITIZEN OVERSIGHT COMMITTEE

Measure C Citizen Oversight Committee Meeting

Action Summary

Date: Thursday, March 5, 2026

Time: 5:00 PM

Place: COG Ash Conference Room

2035 Tulare St., Suite 201, Fresno, CA

Members Present:

Donna Silva, Public-at-Large

David Martin, Public-at-Large

Gail Miller, WTS

Jenn Guerra, Cultural Arts Rotary Club

Luisa Medina, League of Women Voters

Shannon Avilla, First Steps Recovery

Members Absent:

Ali Nekumanesh, Public-at-Large

Eddie Hunsaker, Public-at-Large

Louis Herrera, Public-at-Large

Others Attending:

Denise DiBenedetto, FCTA

Brenda Thomas, Fresno COG

Jake Martinez, Fresno COG

Julie Pisano-Saldivar, Fresno COG

Shannon Avilla called the meeting to order at 5:07 p.m.

I. Presentations

About Presentations:

This portion of the meeting was reserved for persons wishing to address the Committee on items within its jurisdiction but not on this agenda.

Note: Prior to action by the Committee on any item on this agenda, the public may comment on that item. Unscheduled comments may be limited to 3 minutes.

II. Introduction to Jenn Guerra, newest Measure C COC member

Jenn Guerra joined the Measure C Citizens Oversight Committee as the newest representative for community organizations, representing the Cultural Arts Rotary Club of Fresno. During the meeting, the committee welcomed Guerra as she introduced herself and shared her background as a lifelong Fresno County resident. She previously served eight years as vice chair of the Kingsburg Community Service Commission and three years as programs chair for Cultural Arts Rotary. Ms. Guerra is also a small business owner in the wellness and tech sectors with more than 23 years of experience. She has served on the Measure C steering committee and is currently a full-time political science student.

Action: This is an information item. No action is needed from the Oversight Committee.

III. Minutes for January 8, 2026 Measure C Citizen Oversight Committee Meeting

A motion was made by Donna Silva and seconded by David Martin to approve with edits, to accept the January 8, 2026, Measure C Citizen Oversight Committee minutes. A vote was called for and the motion carried.

IV. Measure C COC Local Agency Budget Form review for FY25-26 [Jake Martinez]

Jake Martinez reported on this item. Each fiscal year the Citizen Oversight Committee (COC) asks all local agencies receiving Measure C Local Transportation Pass-Through Funds to complete a report of how they expect to spend the current year's Measure C Local Program allocations. The request goes out to local agencies via a form that staff updates and emails out each year.

A motion was made by David Martin and seconded by Shannon Avilla to approve the LABFs as presented. A vote was called for and the motion carried.

V. Local Transportation Pass-Through Projects and Programs and Short-Term Regional Transportation Program Annual Reporting Requirements and Submittals for Measure C Extension FY 2024-25 Funds (Denise DiBenedetto)

Denise DiBenedetto reported on this item. Pursuant to the adopted Fresno County Transportation Authority procedures for administration of Measure C Extension Funds for Local Transportation Pass-Through Projects and Programs, and Short-Term Regional Transportation Program projects, local agencies are required to submit their Measure C Extension Expenditure Report(s) for the fiscal year 2024-25:

The agency expenditure reports for the year have all been received, though many arrived earlier but were not placed on the agenda due to the timing of recent meetings. A tracking matrix was prepared to note items needing clarification or correction. For Fowler, the ending balance did not match existing records and no expenditures were listed, so those issues were flagged for the auditors, especially since the prior audit is not yet available for cross-reference. A small revenue

discrepancy was also flagged for the airports. No issues were noted until the City of Sanger, which reported no interest earnings; this was identified as an error because interest should always accrue, even in small amounts. Instead of contacting the agencies directly, these discrepancies will be left for the auditors to review, as prior audit adjustments if available, typically explain such issues more accurately.

A motion was made by David Martin and seconded by Donna Silva to approve the expenditure reports as presented. A vote was called for and the motion carried.

VI. Measure C Extension Local Agency Audits

Denise DiBenedetto reported on this item. The committee received audit reports for the City of Huron (FY 2022) and City of Coalinga (FY 2024), with auditors confirming that agencies continued to follow required record-keeping, reporting, and appropriate use of Measure C funds. Remaining FY 2022 and 2023 audits are still in progress, with Price Page expecting to deliver them by March 30, which should largely bring reporting up to date. No significant issues were noted in the completed audits.

The committee discussed ongoing efforts to track changing city contacts, improve communication with agencies, and implement the administrative code update enforcing the 18-month audit deadline and its consequences. Agencies are given time to justify delays, but if audits remain incomplete, their Measure C funds are withheld until compliance is achieved. The committee also emphasized the need to formally notify agencies, particularly smaller cities, about the recently adopted penalty process and the potential withholding of funds if audits remain overdue.

A motion was made by Donna Silva and seconded by Gail Miller to approve the audit reports as presented. A vote was called for and the motion carried.

VII. Measure C COC Meeting Date and Time

The committee discussed its current meeting schedule, which is typically held on the first Thursday of the month at 5:30 p.m. on an as-needed basis, but noted that scheduling conflicts have made attendance difficult for some members. Ms. Thomas emphasized that the committee has flexibility to choose its own meeting day and time. After some discussion, members agreed to try moving meetings to the first Wednesday of the month at 5:00 p.m. on a temporary basis to improve attendance and minimize scheduling conflicts.

The committee also discussed whether monthly meetings are necessary. Members noted that there may be months with little business to address, such as periods without audits or agenda items requiring review. However, it was agreed that maintaining a regular monthly schedule is helpful, with the option to cancel when no items are pending. Ms. DiBenedetto noted that May is typically the most important meeting due to the annual budget review. The committee agreed to proceed with the adjusted schedule and revisit it if needed, with the next meeting anticipated for April 1.

A motion was made by Donna Silva and seconded by David Martin to approve the new meeting date and time for the Measure C Citizens' Oversight Committee. A vote was called for and the motion carried.

VIII. Review of Measure C COC rules and guidelines per the " Measure C Extension Expenditure Plan"

The discussion focused on reviewing the roles and expectations of members of the Measure C Citizens Oversight Committee as outlined in Appendix G of the Measure C Extension Expenditure Plan, which details the committee's purpose, structure, and governance procedures. Members raised concerns about compliance with committee policies, specifically noting that while a vice chair position exists, no one is currently serving in that role and the proper election process had not been followed. This led to clarification about term limits, distinguishing between four-year committee member terms and one-year terms for chair and vice chair positions, which are governed by policy rather than statute. The group agreed to formalize the process by agendaizing elections for both chair and vice chair at the next meeting to ensure adherence to established procedures.

Ms. Media questioned whether committee members are required to submit an annual FPPC form, as referenced in the eligibility section of the guidelines. Ms. DiBenedetto clarified that this requirement changed many years ago and no longer applies because committee members do not make decisions regarding funding or contracts. As a result, the reference to annual FPPC submissions is outdated and should be removed from the guidelines.

Action: This is an information item. No action is needed from the Oversight Committee.

IX. Items for Members

The committee revisited the status of the annual report following revisions submitted in November that incorporated committee feedback. Members asked whether the report had been finalized or if additional changes were needed. It was noted that the submitted revisions were initially understood to complete the process; however, Ms. Avilla agreed to re-review the document to ensure no further edits or adjustments were required before finalizing and returning it. Members also suggested printing and bringing the report to the next meeting so it could be reviewed and approved by the full committee, particularly given the addition of new members.

Action: This is an information item. No action is needed from the Oversight Committee.

X. Items from Staff

A. Revised Upcoming 2026 COC meeting dates – please reserve these dates from 5-7:00 pm

- April 1
- May 6
- June 3
- July 1
- August 5
- September 2
- October 7
- November 4
- December 2

B. Items for the next agenda

Mr. Martinez informs the committee that the next meeting agenda will include elections for chair and vice chair, presentation of the 2025–26 annual report, and updates on upcoming meetings and events of related boards and committees such as TTC, PAC, FCTA, and the Policy Board.

C. Upcoming Meetings/Events of other related Boards/Committees

March

- **Fresno COG Transportation Technical Committee** - Friday, March 13, at 8:30 AM in-person at Fresno Council of Governments Sequoia Conference Room
- **Fresno COG Policy Advisory Committee** - Friday, March 13, at 10:00 AM in-person at Fresno Council of Governments Sequoia Conference Room
- **Fresno COG Policy Board** - Thursday, March 26, at 5:30 PM in-person at Fresno Council of Governments Sequoia Conference Room

April

- **Fresno COG Transportation Technical Committee** - Friday, April 10, at 8:30 AM in-person at Fresno Council of Governments Sequoia Conference Room
- **Fresno COG Policy Advisory Committee** - Friday, April 10, at 10:00 AM in-person at Fresno Council of Governments Sequoia Conference Room
- **Fresno COG Policy Board** - Thursday, April 30, at 5:30 PM in-person at Fresno Council of Governments Sequoia Conference Room

Adjourned

Meeting was adjourned at 5:50 p.m.