

MADERA COUNTY TRANSPORTATION COMMISSION

EXECUTIVE MINUTES

Date: Wednesday, July 21, 2004
Time: 3:05 P.M.
Place: Madera County Government Center,
Board of Supervisor Chambers

Members Present: Vice-Chair Gordon Skeels - Councilman, City of Madera
Ronn Dominici – Supervisor, Madera County
Alfred Ginsburg - Councilman, City of Chowchilla
Alt. John Silva – Supervisor, Madera County

Members Absent: Chairman Frank Bigelow - Supervisor, Madera County
Gary Gilbert – Supervisor, Madera County
Gary Svanda - Councilman, City of Madera

Policy Advisory Committee: Above Members present and Caltrans Representatives:
Alan McCuen

MCTC Staff Present: Patricia S. Taylor-Maley, Executive Director
Derek Winning, Planner II
Lester Koga, Planner I
Sheila Kingsley, Administrative Assistant

MCTC sitting as the Transportation Policy Committee.

I. PLEDGE OF ALLEGIANCE

II. PUBLIC COMMENT

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

There were no public comments.

III. TRANSPORTATION CONSENT ITEMS

A. State Highway Operation & Protection Program (SHOPP) – Status Report

Per MCTC’s agreement with Caltrans, Caltrans on a quarterly basis submits to MCTC a status report on Caltrans’ State Highway Operation and Protection Program. Included in your package is copy of the July 2004 status report.

Action: Information and discussion only.

B. Disadvantaged Business Enterprise (DBE) Program for the Madera County Transportation Commission Policy and Program – Resolution 04-12

Summary: The MCTC is required to establish a Disadvantaged Business Enterprise (DBE) Program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. MCTC will be eligible to receive federal financial assistance from the DOT and as a condition of receiving this assistance, MCTC is required to sign an assurance that it will comply with 49 CFR Part 26.

Disadvantaged Business Enterprise (DBE) – A for-profit “small business concern” that is at least 51 percent owned and controlled by one or more socially and economically disadvantaged individuals. The management and daily business operations must also be controlled by one or more such individuals. These individuals must be citizens of the United States and (1) Any individual who a recipient finds to be a socially and economically disadvantaged individual on a case by case basis, or (2) who are either Black Americans, Hispanic Americans, Native Americans, Asian Pacific Americans, Subcontinent Asian Americans, women, or any other group found to be socially and economically disadvantaged by the Small Business Administration.

The proposed policy of MCTC to ensure that DBEs, as defined in part 26, have an equal opportunity to receive and participate in DOT-assisted contracts is as follows:

- To ensure nondiscrimination in the award and administration of DOT-assisted contracts;
- To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
- To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
- To help remove barriers to the participation of DBEs in DOT-assisted contracts; and
- To assist the development of firms that can compete successfully in the market place outside the DBE Program.

DBE Liaison Officer is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by MCTC in its financial assistance agreements with the California Department of Transportation (Caltrans).

MCTC staff has disseminated this policy statement to all the components of our organization. Staff will distribute this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts by publishing this statement in general circulation, minority-focused and trade association publications.

MCTC is required to adopt an annual overall goal for DBE participation in DOT-assisted contracts. Staff proposes an annual overall DBE goal of 6.59% for the Federal Fiscal Year 2004-05, beginning on October 1, 2004 and ending September 30, 2005.

A. Methodology

To establish MCTC’s Base Figure of the relative availability of DBE firms in relation to all comparable firms available for the MCTC FFY 2003-04 U.S. DOT funded programs, MCTC has elected to use the Caltrans DBE Directory of certified firms for calculating the numerator and the Census Bureau’s Business Pattern Database within these same counties to calculate the denominator.

To arrive at the relative availability of DBEs, the number of DBEs available in Caltrans’ DBE Directory was divided by the number of all comparable Census Bureau Patter (CBP) firms available for the same work elements. That figure was then multiplied by its corresponding percent of the anticipated work share of the overall annual program.

The Base Figure is then evaluated and adjusted to determine the current capacity of DBE’s to perform the work. To do this MCTC will maintain a bidders list to determine the number of DBE’s as a percentage that have bid or quoted on U.S. DOT funded programs. The evaluation of the base figure may take into consideration, including but not limited to, the volume of work DBE’s have performed in recent years. The adjusted figure becomes to overall goal.

The MCTC Overall Goal Methodology is attached as Appendix B of the Disadvantaged Business Enterprise (DBE) Program for the Madera County Transportation Commission.

Breakout of Estimated Race-Neutral and Race-Conscious Participation

MCTC anticipates that the overall goal will be met using race-neutral measures exclusively. Race-neutral measures include:

- Awarding a contract to a prime DBE contractor;
- Awarding a contract that has no DBE goal to a contractor with DBE subcontractors;
- Arranging solicitations and firm selection in ways that facilitate DBE participation;
- Negotiating bonding and insurance requirements in ways that facilitate DBE participation;
- Disseminating the DBE directory to prime bidders upon request.

Although MCTC has a history of awarding contracts to prime DBE bidders, general interest in MCTC contracts is somewhat limited by the disparity of economic resources available to Madera County. Race-conscious measures in the form of contract goals will be used to meet the overall goal if MCTC determines it is unlikely to achieve its overall goal.

Action: Approve the MCTC Disadvantaged Business Enterprise Program. And FY2004-05 MCTC Overall Goal by Resolution 04-12.

Transportation Consent Calendar Action: Upon motion by Commissioner Dominici, seconded by Commissioner Ginsburg to approve the Transportation Consent Calendar (Item III A-B). A vote was called and the motion carried.

IV. TRANSPORTATION ACTION/DISCUSSION ITEMS

A. FY 2004/05 Unmet Transit Needs – Staff Report and SSTAC Recommendations, Resolution 04-09

Included in Commissioner's packet was a copy of the Staff Report, SSTAC Recommendation, Chairman Letter to those who testified, and the Public Hearing Comment Summary.

On May 19, 2004, the Commission held the annual "Unmet Transit Needs" public hearing as required under the California Transportation Development Act. This legally noticed hearing was held to receive testimony from the public to determine if public transportation needs within Madera County will be reasonably met in FY2004-05 prior to approving claims of Local Transportation Funds for streets and roads.

Transportation Development Act - Local Transportation Funds are derived from the State Sales Tax. Of the six-cent tax per dollar on all sales, ¼ of a cent goes to the Local Transportation fund and may be used for transportation projects. In FY2004-05 the estimated Local Transportation Fund for Madera County is \$2,685,221 of which \$70,000 is programmed for administration and audits, \$85,811 for planning, \$52,304 for Article 3 bicycle and pedestrian and \$2,477,106 is available for Article 8 transportation projects.

Of the Article 8 Local Transportation Funds available for public transportation and streets and roads, priority must first be given to public transportation, the net difference is then available for street and road projects.

Pursuant to Section 99401.5 of the California Public Utilities Code, MCTC, as the Regional Transportation Planning Agency, must make a finding after holding a Public Hearing that there are no unmet public transportation needs within the jurisdiction of claimants which can be reasonably met before it may approve Local Transportation Fund claims for streets and roads.

The MCTC has determined that its definition of the term "unmet transit needs" includes all essential trip requests by transit-dependent persons for which there is no other convenient means of transportation, and the Commission has determined that its definition of the term "reasonable to meet" shall apply to all related public or specialized transportation services that:

- (1) are feasible;

- (2) have community acceptance;
- (3) serve a significant number of the population;
- (4) are economical; and
- (5) can demonstrate cost effectiveness

by having a ratio of fare revenues to operating cost at least equal to 10 percent, and the Commission has determined that its definition of the term “reasonable to meet” shall also apply to all service requests which do not abuse or obscure the intent of such transportation services once they are established.

The Social Service Transportation Advisory Council’s (SSTAC) role is to aid the MCTC Policy Board in its review of transit issues with emphasis on the annual identification of transit needs within Madera County. The MCTC’s establishment of this Advisory Council is consistent with State Law (SB 498, Chapter 673, 1987) which mandates both the purpose and minimum membership of this body. The purpose of the SSTAC is to:

- A. Annually participate in identification of transit needs (Unmet Transit Needs Public Hearing Process).
- B. Review and recommend appropriate action by the MCTC for a jurisdiction which finds, by resolution, that:
 - (1) there are no unmet transit needs;
 - (2) there are no unmet transit needs that are reasonable to meet;
 - (3) there are unmet transit needs that are reasonable to meet.
- C. Advise the MCTC on any other major transit issues, including the coordination and consolidation of specialized transportation services.

At the “Unmet Transit Needs” Public Hearing on Wednesday, May 19, 2004, the MCTC Policy Board opened the hearing to receive public testimony. The following staff evaluation is prepared in a cooperative effort with the SSTAC. The Chairman of the SSTAC will submit that body’s findings to the Commission under separate correspondence.

Discussion:

NARRATIVE OF EVALUATION

City of Madera

- 1. There are no unmet transit needs that are reasonable to meet at this time.***

MCTC staff has reviewed and discussed testimony regarding the City of Madera’s transit services with the Social Service Transportation Advisory Council (SSTAC). The recommendation from staff and the SSTAC is that there are no unmet need transit needs within the City of Madera that is reasonable to meet at this time.

The recommendation is based upon the definition of an unmet transit need, which includes any essential trip requests by transit-dependent persons for which there is no other convenient means of transportation. Testimony was received regarding frequency and on-time performance of the Madera Area Express (MAX) and the Madera Dial-A-Ride system; however, the comments reflect operational issues and not unmet needs. The MAX and Madera Dial-A-Ride provide transportation services that cover the entire jurisdiction of the city. The City of Madera will continue to monitor both services, particularly the on-time performance of the Madera Dial-A-Ride.

City of Chowchilla

- 1. No public testimony was received regarding the Chowchilla Area Transit Express (CATX) or the***

City of Chowchilla.

The recommendation from staff and the SSTAC is that there are no unmet transit needs that are reasonable to meet within the jurisdiction of the City of Chowchilla. The Chowchilla Area Transit Express (CATX) provides transportation services that cover the entire jurisdiction of the city. Additionally, the Madera County Connection (MCC) also provides service to the City of Madera and the Children's Hospital of Central California where a connection can be made with the Fresno Area Express (FAX) for trips into Fresno.

County of Madera

1. ***Requests that the Oakhurst and North Fork Areas need a demand response service.*** (Mia Brown – Oakhurst resident; Jim Flanagan – North Fork Chamber of Commerce)

Testimony was received that the Oakhurst and North Fork areas would benefit from a demand response service similar to the Dial-A-Ride service currently operating in the City of Madera. Many residents of the area are transit dependent and need a demand response service that can take them to work, school or shopping.

1. ***Requests that the Senior Bus expand its boundaries and allow the general public to use the service.*** (Jerry Oman – Oakhurst resident; Joanne Foster – Oakhurst resident; Mia Brown – Oakhurst resident)

Testimony was received that the Senior Bus needs to expand its boundaries since some residents are located beyond the designated boundary limit, therefore unable to use the service. Another resident requests that the service be open to the general public since the existing service is being under-utilized by its target demographic.

2. ***Requests that the Escort service expand its boundaries and use a wheelchair accessible van.*** (Jerry Oman – Oakhurst resident; Joanne Foster – Oakhurst resident)

Testimony was received that the Escort service needs to expand its boundaries since some residents are located beyond the designated boundary limit, therefore unable to use the service. An additional request is the need to use a wheelchair accessible van to accommodate disabled and senior residents. A former driver for the Escort service had to lift wheelchair residents by hand into the van.

MCTC staff has reviewed and discussed this testimony with the SSTAC. The recommendation from staff and the SSTAC is that there are no unmet transit needs that are reasonable to meet within the jurisdiction of the County of Madera.

The requests for demand response services for the Eastern Madera County areas of Oakhurst and North Fork are considered unmet transit needs, but are not reasonable to meet at this time. The County has applied for a Federal Transit Administration (FTA) 5313 Grant for a comprehensive study of its transit services within Madera County (Dial-A-Ride; CATX; MCC; Senior Bus; Escort Service) to identify ways to operate more efficiently and effectively and to better coordinate its services with the Cities of Madera and Chowchilla. The reasonableness to meet this need in the future will be determined by this study. Both the North Fork and Oakhurst areas are currently served by the Madera County Connection and the Escort Service, with Oakhurst also served by the Senior Bus.

The request to expand the boundaries of the Senior Bus and also allow the general public access to the service are considered unmet transit needs, but are not reasonable to meet that this time. Currently, the boundary of the Senior Bus is as large as one bus can serve. The Senior Bus will also evaluate the possibility of opening the system to the general public. The County has applied for a FTA 5313 Grant to fund a comprehensive study of its transit operations within Madera County, which will determine the reasonableness to meet in the future.

The requests to expand the boundaries of the Escort Service and to use wheelchair accessible vans are

considered unmet needs, but are not reasonable to meet at this time. Currently, the boundary of the Escort service is as large as one van can serve. The reasonableness in the future however, will be determined by the County's proposed comprehensive transit study. The request to make the Escort Service wheelchair accessible is not reasonable to meet at this time since there is insufficient wheelchair ridership demand and cost. The Escort service is a voluntary driver program with a donated county van. The potential for a vehicle retrofit or alternative method to accommodate wheelchair passengers will be evaluated. The County will also evaluate its ADA obligations.

Maintain existing transit systems in Madera County.

Staff and SSTAC recommend that the current public transit systems continue to operate in Madera County. The existing transit systems meet an existing need for public transit services in the county. The existing systems are:

- Madera Transit System - City of Madera (Dial-A-Ride and MAX);
- Chowchilla Area Transit Express - City of Chowchilla;
- Eastern Madera County Escort Service; and
- Eastern Madera County Senior Bus.

RECOMMENDATION

The MCTC staff and SSTAC considered the hearing testimony and recommend the Commission find the following:

- 1. That the Madera County Transportation Commission finds that there are no unmet transit needs reasonable to meet at this time in FY 2004/05 within the jurisdictions of the City of Chowchilla, City of Madera and County of Madera.**

The Madera Area Express (MAX) and the Madera Dial-A-Ride provide transportation services that cover the entire City of Madera.

The Chowchilla Area Transit Express (CATX) provides transportation services that cover the entire City of Chowchilla.

The Madera County Connection (MCC) provides inter-city transportation from Chowchilla, Fairmead, Madera, La Vina, Madera Ranchos and Eastern Madera County to Children's Hospital Central California where a connection can be made to Fresno via the Fresno Area Express (FAX).

The Senior Bus Program and the Escort Service provides transportation to the Eastern Madera County communities, with the Escort Service also serving the Madera Ranchos area.

The County of Madera has applied for a Federal Transit Administration (FTA) 5313 Grant for a comprehensive "Strategic Implementation Plan for Madera County Public Transit Services" to provide the County with a fiscally sound and effective plan for delivery of transit services over the next five to ten years. The County desires to develop a cost-effective, well-designed, proactive phased transit implementation plan which, at a minimum, will identify future County public transit needs, including operating, capital, maintenance, and financial requirements. Another important element of the study will be evaluating the potential for regional and inter-regional cooperation and collaboration and the feasibility of integrating services for greater economies of scale in delivering transit services throughout the County.

In the event the FTA 5313 Grant is not approved, the County shall either fund the study in FY2005/06 or provide an alternative evaluation focusing on the Unmet Transits Needs comments prior to the 2005/06 Unmet Transit Needs Public Hearing.

2. Maintain existing transit systems in Madera County: Madera Transit System (MAX and Dial-A-Ride) in the City of Madera; Chowchilla Area Transit Express; Eastern Madera County Escort Service; and Eastern Madera County Senior Bus.

Action: Upon motion by Commissioner Silva, seconded by Commissioner Dominici to approve the 2004/05 Unmet Transit Needs – Staff report and SSTAC recommendations by Resolution 04-09. A vote was called and the motion carried. Caltrans abstained from the vote.

B. *Public Hearing: Final 2004 Federal Transportation Improvement Program and Air Quality Conformity Finding*

Vice Chairman Skeels opened the floor for Public Hearing at 3:15 p.m. Being no comments from the public Vice Chairman Skeels closed the floor for public comment at 3:16 p.m.

Staff reported that the Madera County Federal Transportation Improvement Program (FTIP) is developed to satisfy Federal requirements. The FTIP is a three-year list of projects (Fiscal Years 04/05 through 06/07) that are programmed for Federal funding under the most recent Federal Surface Transportation Authorization (Transportation Equity Act for the 21st Century (TEA-21), or that are locally funded projects on a Federal route. Prior to adopting the FTIP, the MCTC Policy Board must make a finding that the FTIP projects cumulatively do not result in an increase of vehicle emissions (non-attainment pollutants or their precursors).

To meet the Federal air quality regulations, the United States Department of Transportation must approve a new conformity analysis on the FTIP. The MCTC Policy Board will need to make a new conformity finding for the FTIP based on the final transportation conformity regulation. Without an approved finding of conformity on the FTIP, the existing program will expire on October 4, 2004. Failure to meet air quality requirements could result in a lapse of federal funding.

MCTC is required to submit the FTIP to Caltrans by August 1, 2004. FTIP management is performed through the Caltrans – CTIPS computerized database.

The 2004 FTIP was included in the Commissioner’s packet. The FTIP includes projects programmed regionally for funding under the following programs:

- State Seismic Retrofit Projects
- State Transportation Improvement Program (Rail and Highway)
- Minor Programs (Lump Sums)
- State Highway Operation and Protection Program (SHOPP)
- Rail Protection Program and Rail Hazard Elimination Program
- Regionally Significant Projects
- Transportation Enhancement Activities (TEA) Program
- Transportation Demand Management (TDM)/New Technology Program
- Congestion Mitigation/Air Quality (CMAQ)
- Aeronautics Program
- Federal Transit Administration (FTA) Program
- Hazard Elimination Safety (HES) Program
- Highway Bridge Rehabilitation and Replacement (HBRR) Program
- Regional Surface Transportation Program (RSTP)

The FTIP must provide a priority list of projects to be carried out in the first three years and many include additional years for information purposes. The FTIP shall include a financial plan and be financially constrained by year, including capital, operating, and maintenance costs. “Financially constrained” is defined as including in the plan only those projects and services for which there are funds. For each project, the FTIP shall include:

- Sufficient descriptive material to identify project phase
- Estimated total cost
- Amount of Federal funds, by category, to be obligated per year
- Responsible agency
- Identification of Transportation Control Measures (TCM's)

Action: Upon motion by Commissioner Dominici, seconded by Commissioner Silva to approve the 2004 Federal Transportation Improvement Program and Air Quality Conformity Finding by Resolution 04-13. A vote was called and the motion carried.

C. 2004 Regional Transportation Plan and Air Quality Conformity Finding – Resolution 04-14

Vice Chairman Skeels opened the floor for Public Hearing at 3:21 p.m. Being no comments from the public Vice Chairman Skeels closed the floor at 3:22 p.m.

The Environmental Impact Report covering the 2004 Regional Transportation Plan Update was included in the Commissioner's packet. The report approaches the environmental impact assessment of the 2004 RTP Update from an overall programmatic perspective. Impacts resulting from specific projects will be addressed individually as each project advances.

2004 Regional Transportation Plan

Summary: The 2004 Regional Transportation Plan Update was included in the Commissioners packet. The RTP Steering Committee with assistance from our consultant, VRPA Technologies, conducted an RTP Project Prioritization Study for the 2004 RTP Update through a comprehensive planning process including participation from federal, state, and local agencies, various interest groups and the public. Public workshops were held in Madera (2), Chowchilla, Oakhurst, North Fork, and Ranchos communities. A 30-day public review and comment period is required prior to the MCTC Policy Board scheduled adoption of the 2004 RTP/EIR, FTIP, and Conformity Determination on July 21, 2004.

FHWA, Caltrans, and the Valley RTPA's have agreed to an RTP/FTIP/Conformity schedule that requires these documents to be submitted to Caltrans by August 1, 2004. Regional Transportation Improvement Projects (RTIP) are compared to the RTP for consistency prior to being incorporated into the State Transportation Improvement Program (STIP).

The Regional Transportation Plan addresses Madera County's transportation needs through the year 2030. The Plan is updated every three years. Any changes to the Plan that are required in the interim may be made by amendment.

2004 Air Quality Conformity Determination

Summary: An Air Quality Conformity Determination is required in non-attainment areas to ensure that transportation plans and programs are consistent with the state and local air quality plans and do not interfere with the timely implementation of transportation control measures. Results of the air quality emissions analysis show that the 2004 RTP and 2004 FTIP are consistent and conform with provisions of the State Implementation Plan (SIP).

Action: Upon motion by Commissioner Dominici, seconded by Commissioner Silva to approve the 2004 Regional Transportation Plan and Air Quality Conformity Finding by Resolution 04-14. A vote was called and the motion carried.

V. REAFFIRM ALL ACTIONS TAKEN WHILE SITTING AS THE TRANSPORTATION POLICY COMMITTEE

Action: Upon motion by Commissioner Dominici, seconded by Commissioner Ginsburg to reaffirm all actions taken while sitting as the Transportation Policy Committee. A vote was called and the motion carried.

VI. ADMINISTRATIVE CONSENT ITEMS

A. Executive Minutes of June 23, 2004

Included in the Commissioner's packet was a copy of the June 23, 2004 Executive Minutes for review.

Action: Upon motion by Commissioner Dominici, seconded by Commissioner Silva to approve the June 23, 2004 Executive Minutes. A vote was called and the motion carried.

B. FY 2003/04 Regional Surface Transportation Program Fund

Included in the Commissioners packet was a copy of Caltrans' apportionments of the Regional Surface Transportation Program (RSTP) funds for Federal Fiscal Year 2003-04. These apportionments are made in accordance with Sections 182.6(b) and 182.7(b) of the California Streets and Highways Code. The FFY 03-04 apportionment for Madera County is **\$1,258,607 (an increase of \$ 166,294 from FFY 02/03)**

Also attached was a letter to Caltrans to notify them of the Commissions intent to exchange the RSTP apportionments for state funds. The letter recognizes the following:

- The "RTPA Optional Exchange Amount" of \$1,258,607;
- The "Base County Operational Exchange Amount" of \$363,374 is exchanged directly by Madera County; and
- The remaining balance of the "RTPA Optional Exchange Amount", \$895,233 exchanged by MCTC.

The FY 2003/04 RSTP allocation for each agency is as follows:

- City of Chowchilla - \$69,748
- City of Madera - \$376,145
- County of Madera - \$449,340

The Executive Director entered into an agreement and once the agreement is fully executed the Director will submit an invoice with Caltrans regarding the exchange of Regional Surface Transportation Program funds.

Action: Information and Discussion only.

VII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS

A. Final Transportation Development Act (LTF & STA) – Fund Allocations, LTF Resolution 04-10 and STA 04-11

Included in the Commissioner's packet was a copy of the 2004/05 Transportation Development Act (TDA) Fund estimates and apportionment's for each agency.

MCTC releases preliminary TDA apportionment estimates in February of each year to provide timely budget information for the City of Madera, City of Chowchilla, and County of Madera. The State has released the population and housing estimates for California cities and counties. Included in your package is the final TDA apportionment and reflects the population changes.

Local Transportation Fund (LTF): On February 1, 2004, the county auditor provided MCTC an estimate of moneys to be available for apportionment and allocation during the ensuing fiscal year. The estimate for

FY2004-05 is \$2,685,221. The estimate includes moneys anticipated to be deposited in the fund during the ensuing fiscal year and the unrestricted balance anticipated to be available in the fund at the end of the current fiscal year. The unrestricted balance is the balance that is neither allocated, reserved, nor retained in the fund as an unallocated apportionment pursuant to Section 6655.1. The county auditor makes an estimate from such data including those which may be furnished by the State Board of Equalization. The county auditor will furnish a revised or updated estimate of funds available when requested by MCTC staff.

State Transit Assistance (STA): Pursuant to Public Utilities Code Section 99312.7, the State Controller is directed to send a preliminary estimate of STA Funds to each transportation planning agency. For fiscal year 2004/05, there is a \$101,280,432 budgeted according to the most currently information from the Department of Finance. STA allocation estimate for the Madera County area is \$186,678

Action: Upon motion by Commissioner Silva, seconded by Commissioner Ginsburg to approve the Final Transportation Development Act (LTF & STA) – Fund Allocations, LTF Resolution 04-10 and STA Resolution 04-11. A vote was called and the motion carried.

B. Report of TDA Audit for Fiscal Year ended June 30, 2003 through June 30, 2002 – City of Chowchilla

MCTC was anticipating on receiving the Report of Examination of the Revenues and Expenses of the Transportation Development Act (TDA) allocations for the Fiscal Years ended June 30, 2003 and June 30, 2002 for the City of Chowchilla prior to the July 21, 2004 meeting. This report is done in accordance with Section 99245 of the Public Utilities Code by Dedekian, George & Small Accountancy Corporation.

Staff will provide a verbal report on the findings if the Audit is completed in time for the meeting. It is recommended that the local jurisdictions submit their claims in a timelier manner.

Staff reported that the Audit has not been completed. Staff will bring this item back to the Board at its September Policy Board meeting for review and consideration.

VIII. Miscellaneous

A. Items from Caltrans

Alan McCuen, Caltrans District 6 Deputy Director, briefed the Board members on the current status of Caltrans' department's top three management positions.

B. Items from Staff

No items from staff.

C. Items from Commissioners

No Items from the Commissioners.

IX. Closed Session

Public employee performance evaluation, Pursuant to Government Code Section 54957 – Executive Director.

Board went into closed session at 3:30 p.m.

Board reconvened at 3:45 p.m.

Report of Closed Session Actions. Pursuant to Government Code Section 54957.1 and 54957.7, any required reports of closed session actions will be made at this time.

Action: Approval of merit increase per Employee Contract effected July 1, 2004.

X. Adjournment

Meeting adjourned at 3:50 p.m.

Next meeting set for Wednesday, September 22, 2004.

Respectfully Submitted,

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