

MADERA COUNTY TRANSPORTATION COMMISSION

EXECUTIVE MINUTES

Date: Wednesday, December 5, 2007
Time: 3:05 P.M.
Place: City of Madera Council Chambers

Members Present: Vice Chairman Sam Armentrout – Councilman, City of Madera
Robert Poythress – Councilman, City of Madera
Max Rodriguez – Supervisor, Madera County
Vern Moss – Supervisor, Madera County
Justin White – Councilman, City of Chowchilla
Ronn Dominici – Alt. Supervisor, Madera County

Members Absent: Chairman Frank Bigelow – Supervisor, Madera County

Policy Advisory Committee: Above Members present and Caltrans Representatives:
Sharri Bender Ehlert, Deputy District Director

MCTC Staff Present: Patricia S. Taylor, Executive Director
Derek Winning, Deputy Director
Troy McNeil, Planner I
Richard Poythress, 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.

Commissioner White took this time to introduce Chowchilla's newest City Councilmember Jim Kopshever.

III. TRANSPORTATION CONSENT ITEMS

A. *Congestion Mitigation and Air Quality Program – Call for Projects*

The TEA-4 (SAFETEA-LU Reauthorization) federal transportation act will authorize six years of funding for transportation-related projects and programs throughout Madera County. These funds are administered locally through three separate programs that include: 1.) The **Regional Surface Transportation Program (RSTP)** provides funds for major road and bridge improvements located on the federal-aid system, capital costs for transit projects, carpool projects, bicycle projects, pedestrian walkways, and other similar projects; 2.) The **Congestion Mitigation and Air Quality (CMAQ) Program** provides funds that will contribute to attainment of national ambient air quality standards through the funding of eligible transportation control measures, transit projects, bicycle and pedestrian facilities, emission inspection/maintenance programs, public-private initiatives to reduce air emissions, etc.; and 3.) The **Regional Transportation Enhancement Activities (R-TEA) Program** is designed to fund environmental and alternative transportation projects (such as landscaping) which enhance the transportation system.

MCTC is conducting a Call for Projects for the CMAQ program in order to program CMAQ funds in the Transportation Improvement Program for FY 09-10 through FY 11-12. The deadline for grant projects is December 21, 2007 and the deadline for the lifeline projects is February 1, 2008.

Action: Information and Discussion Only.

B. Legislative Platform – San Joaquin Valley Regional Planning Agencies

Included in the Commissioner's packet was a copy of the San Joaquin Valley Policy Council legislative platform for 2008. The San Joaquin Valley Policy Council recently adopted this legislative platform to reflect the current priorities of the Regional Policy Council in state and federal legislative matters.

The legislative platform provides guidance to the eight Valley Regional Planning Agencies when taking action on specific legislative proposals. The goal of the legislative platform is to represent a unified voice when communicating legislative issues of regional importance to our state and federal legislative members as well as to relevant state and federal agencies.

Action: Information and Discussion Only.

C. Letter of Support – Madera County Community-Based Transportation Planning Grant Application

The County of Madera requested for the Commission to support its Community-Based Transportation Planning Grant Application. The project is identified as the Madera Ranchos Commercial Corridor Restructure and Streetscape Program. Included in the Commissioner's packet was a summary of the grant request. Staff requested for the Commission to authorize the Chair to write a letter of support contingent upon the Board of Supervisor's approval to submit the grant application to the State.

Action: Authorize the Chair to write a letter of support to the County of Madera to include as a part of the County's Community-Based Transportation Planning Grant Application – contingent upon the Madera County Board of Supervisor's approval to submit the grant application.

D. Trade Corridor Improvement Fund (TCIF) Program

Several developments have occurred related to the Trade Corridor Improvement Program (TCIF) program. As you are aware, The San Joaquin Valley (SJV) Goods Movement Action Plan identifies projects that may be eligible for the State Bond's \$2 billion Trade Corridors Improvement Fund (TCIF) monies.

Included in the Commissioner's packet was the following letters:

1. November 13, 2007 – letter written to Andy Chesley, Chair of the San Joaquin Valley COG Directors, inviting Mr. Chesley to attend a meeting hosted by Secretary Dale Bonner, Business, Transportation and Housing Agency, to discuss Governor Schwarzenegger's interest in the early implementation of the programs authorized by Proposition 1B. Implementation of the TCIF Program is one of the Administrations top priorities.
2. November 14, 2007 – letter written to Frank Bigelow, Chair, Madera County Transportation Commission from John Barna the Executive Director of the California Transportation Commission (CTC). The letter states that the CTC directed Mr. Barna and Director Will Kempton to work with the regional transportation planning agencies on developing geographic targets for the TCIF program.
3. November 16, 2007 – letter written to James Ghielmetti, Chair, California Transportation Commission from Valley Legislatures. Recognizing that the first round of TCIF funding now under consideration at the CTC, the COGs in all eight San Joaquin Valley counties have, together, chosen to join their funding requests with those of the San Francisco Bay Area's Metropolitan Transportation Commission (MTC). However, in future funding rounds and in any legislation that may advance to guide distribution of TCIF funds – the Valley will be watching closely to ensure the

Central Valley is considered an independent equal among the state's four principal goods movement corridors. Also included as an attachment to the letter is a list of the San Joaquin Valley Trade Corridor Projects.

Action: Information Only.

Transportation Consent Calendar Action: Upon motion by Commissioner Moss, seconded by Commissioner Poythress to approved the Transportation Consent Calendar (Item III A-D). A vote was called and the motion carried.

IV. TRANSPORTATION ACTION/DISCUSSION ITEMS

A. **PUBLIC HEARING: 2007 Federal Transportation Improvement Program – Resolution 06-12 Amendment No. 6**

The Federal Transportation Improvement Program is a listing of capital improvements, and operational expenditures utilizing federal and state monies anticipated to be used in Madera County during the next four years.

The required 14-day public review and comment period commenced on November 20, 2007 and concludes the day of the public hearing on this matter. The draft documents are available for review at the MCTC office, located at 1816 Howard Road, Ste 8, Madera, CA 93637 or on the MCTC Website at <http://www.maderactc.org>.

Public comments are welcomed at the hearing, or may be submitted in writing by 3:00 PM, December 5, 2007 to the address below.

After considering the comments, the documents will be considered for adoption, by resolution, by the MCTC Policy Board on December 5, 2007. The documents will then be submitted to state and federal agencies for approval.

FTIP Amendment No. 6 changes the following projects:

Caltrans

1. MAD420001 – SRTS Safe Routes to School Program – Lump Sum Program: Delete City of Madera project MAD219002 and replace with Caltrans Lump Sum project MAD420001. Back up lump sum listing is attached.

Madera County

1. MAD102052 – CMAQ Program; Road 417 – Shoulder Paving: \$188,000 FED – Delete Project
2. MAD102039 – CMAQ Program; Traffic Signal – SR41/Yosemite Springs: add \$39,000 FED to CON in FY2006-07.
3. MAD102040 – CMAQ Program; Traffic Signal – SR41/Road 415: add \$30,000 FED to PE in FY2007/08 and add \$140,000 FED to CON in FY2008/09.
4. MAD102044 – CMAQ Program; Valley View Road – Pave Dirt Road – Ave 21 to Ave 22: shift \$87,000 FED from FY2008/09 to FY2009/10 to maintain CMAQ Program Financial Constraint.
5. MAD102042 – CMAQ Program; Glen Oaks & Rancho Ave – Pave Dirt Roads: shift \$87,000 FED from FY2008/09 to FY2009/10 to maintain CMAQ Program Financial Constraint.

City of Chowchilla

1. MAD302040 – CMAQ Program; Purchase 1 Clean Diesel Transit Bus: shift \$58,000 FED from FY2006/07 to FY2009/10 to maintain CMAQ Program Financial Constraint.

Vice Chairman Armentrout opened the floor at 3:10 p.m. for public comments. Being no public comments, Vice Chairman Armentrout closed the floor at 3:11 p.m.

Action: Upon motion by Commissioner Moss, seconded by Commissioner White to approve the 2007 Federal Transportation Improvement Program – Resolution 06-12 Amendment No. 6. A vote was called and the motion carried.

B. Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA)

Proposition 1B places \$3.6 billion in the Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA). The state legislature has discretion to appropriate this funding to transit operators. For FY 2007/08, the legislature has appropriated \$600 million via SB88. The allocation and guidelines established by SB88 apply only the 2007/08 funding year, and there is no guarantee of future funding levels.

SB88 calls for the \$600 million to be allocated to agencies and transit operators who are eligible to receive State Transit Assistance funding pursuant to Sections 99313 and 99314 under new sections 8879.55 (a2) and 8879.55 (a3) respectively. The final guidelines have yet to be released by Caltrans, however it appears that the following criteria will apply. Included in your packet is a copy of the most recent DRAFT guidelines and spreadsheets from the state controller's office listing the eligible allocations for the PTMISEA.

Allocations will be proportional to the share of State Transit Assistance allocated to each agency in FY 2004/05, 2005/06, and 2006/07. Eligible projects must be submitted to Caltrans to determine eligibility with SB88.

The State controllers office calculates and distributes the Section 8879.55(a3) funding based on the Section 99314 revenue formula. The Section 8879.55(a2) funding is distributed by the MPOs per Section 99313 by population. For FY 2007/08, the MCTC has received an eligible allocation of \$1.16 million.

Eligible Projects are capital projects (or a minimum operable segment of a project) for the purpose of the following:

1. Rehabilitation, safety, or modernization improvements;
2. Capital service enhancement or expansion;
3. New Capital projects;
4. Bus rapid transit improvement; or
5. Rolling stock procurement, rehabilitation or replacement.

Projects must be consistent with the project sponsor's most recently adopted short-range transit plan, or other publicly adopted plan that programs or prioritizes funds for transit capital improvements.

MCTC staff is consulting with local agency transit staff in the development of a list of projects to take advantage of the funding provided in this fiscal year and anticipated funding in future years.

Action: Information and Discussion Only.

C. 2008 State Transportation Improvement Program (STIP) Fund Estimate and Schedule

Based upon the 2008 State Transportation Improvement Program (STIP) Fund Estimate, adopted by the Commission on October 24, 2007, Caltrans has lowered the 2007-08 STIP allocation capacity. This reduction is the result of the diversion of resources from Public Transportation Account by the 2007-08 budget and associated trailer bills (Chapters 171, 172, 173, and 313, Statutes of 2007), and Senate Bill 717 (Chapter 733, Statutes of 2007). Based on this reduced allocation capacity, Commission staff estimates that \$113 million in STIP projects programmed for 2007-08 cannot be Allocated this fiscal year.

Staff recommends that the Commission adopt a mode neutral allocation plan to address this 2007-08 STIP Funding shortfall.

Recommendation:

Commission staff recommends that the Commission adopt a mode neutral approach to allocating 2007-08 STIP projects. More specifically, staff recommends the Commission:

- Allocate projects on a first come, first served basis.
- Not allocate projects advanced from future years.
- Reevaluate allocation capacity and the allocation plan after the January 10 release of the Governor's 2008-09 Budget.

2008 STIP Schedule

The following are important dates concerning the Draft 2008 State Transportation Improvement Program (STIP) Schedule:

- a. *October 18, 2008* – the California Transportation Commission (CTC) adopts the 2008 STIP Fund Estimate;
- b. *February 19, 2008* – Regions – Regional Transportation Improvement Program (RTIP) and Caltrans – Interregional Transportation Improvement Program (ITIP) submit Final RTIP and ITIP to the CTC and HQ Transportation Programming, including final Project Programming Requests with PPNOs;
- c. *March 12, 2008* – CTC – South STIP Hearings in Los Angeles;
- d. *March 18, 2008* – CTC – North STIP Hearings in Sacramento;
- e. *May 9, 2008* – CTC staff releases CTC Staff Recommendations; and
- f. *May 29, 2008* – CTC adopts the 2008 STIP.

Action: Information and Discussion Only.

D. *City of Madera Request to Lower Transit Farebox Ratio Requirements – Resolution 07-14*

The City of Madera requested a modification in its farebox ratio requirements for the Madera Area Express (MAX) and Dial-a-Ride (DAR) systems based on an analysis that shows revenues falling below the current 20% requirement. According to Transportation Development Act (TDA) guidelines, the MCTC may lower the farebox ratio requirement for this system to no less than 15% based on a finding specifying the reasons for its action. Included in the Commissioner's packet was a copy of two letters sent to MCTC from the City of Madera requesting action on the farebox revenue ratio.

According to TDA guidelines, an urbanized area with a population of 100,000 or more must reach a revenue ratio of 20% and a non-urbanized area must stay above 10%. Madera County was designated as an urbanized area in 2002, giving the City of Madera five years to meet the new farebox requirements. The revenue ratio for City of Madera transit in FY 06-07 was 16%, a decrease of 3% from FY 05/06. The City has identified declining ridership for both systems as the primary cause of decreased farebox returns.

TDA regulations allow MCTC, as the regional transportation planning agency, to take formal action to reduce the required minimum farebox recovery ratio from 20% to as low as 15% in a county where the population is less than 500,000 (PUC 99268.12). The City of Madera has requested that MCTC take this action.

MAX and Dial-a-Ride provide daily service to transit dependant elderly and disabled customers as well as the general public. MAX has slowly but steadily expanded its services to meet the needs of a growing city and provide greater mobility around Madera and its environs. Additionally, the City of Madera has identified several steps it has taken and intends to take in order to improve farebox revenue ratios, including a campaign to increase public awareness of City transit and the acquisition of newer buses to decrease maintenance costs.

Action: Upon motion by Commissioner White, seconded by Commissioner Moss to approve setting the Urbanized Farebox Ratio for the City of Madera at Fifteen Percent - Resolution 07-14. A vote was called and the motion carried.

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

Action: The Commission unanimously approved to reaffirm all actions taken while sitting as the Transportation Policy Committee.

VI. ADMINISTRATIVE CONSENT ITEMS

A. Executive Minutes of October 3, 2007

Included in the Commissioner's packet was a copy of the October 3, 2007 Executive Minutes for review.

Action: Approve Executive Minutes of October 3, 2007.

Administrative Consent Calendar Action

The Commission unanimously approved the Administrative Consent Calendar. A vote was called and the motion carried.

VII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS

A. FY 2007/08 Revised State Transit Assistance (STA) Estimate – STA Apportionment Resolution 07-07 Amendment No. 1 and STA Allocation Resolution 07-11 Amendment No. 1

The STA estimate for 2007/08 decreased when the State adopted the final budget. The amount of STA funds approved by the Governor in the State Budget for the 2007/08 fiscal year is 315,744,131. The revised estimate for Madera County decreased \$900,329. Total STA available for the Madera County area is \$623,402. The allocations are based on the latest annual population estimates from the Department of Finance's May 2007 Population Estimates of the California Cities and Counties.

Action: Upon motion by Commissioner White, seconded by Commissioner Poythress to approve FY 2007/08 Revised State Transit Assistance (STA) Estimate – STA Apportionment Resolution 07-07 Amendment No. 1 and STA Allocation Resolution 07-11 Amendment No. 1. A vote was called and the motion carried.

B. FY 2007/08 Local Transportation Fund Allocation Resolution 07-10 Amendment No. 2

The County of Madera requested to amend their 2007/08 LTF Fund Allocations. The City of Madera also requested to amend their 2007/08 LTF Fund Allocation along with carry-over funds from FY 06/07 in the amount of \$1,407,776

Action: Upon motion by Commissioner Poythress, seconded by Commissioner Moss to approve FY 2007/08 Local Transportation Fund Allocation Resolution 07-10 Amendment No. 2. A vote was called and the motion carried.

MCTC Sitting as the Madera County 2006 Transportation Authority

VIII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS

A. Measure "T" Supporting Documents and Summaries

Included in the Commissioner's packet was a summary sheet that explains all the Measure "T" documents that are being used by the Madera County Transportation Authority. Several agencies have requested that a summary sheet of all the Measure "T" documents be prepared to help explain the purpose of and use of each document. The summary sheet and all the documents have been included in the packet.

Action: Information and Discussion only.

B. Final Measure “T” - ½ Cent Transportation Sales Tax Program – 2007 Strategic Plan

Included in the Commissioner’s packet was a copy of the Final Measure “T” – ½ Cent Transportation Sales Tax Program - 2007 Strategic Plan. The Measure “T” 2007 Strategic Plan was developed in consultation with the local agencies staffs. The Strategic Plan provides a 5-year review of how Measure “T” tax revenues will be spent (2007-April 1 through June 20, 2007 and 2007/08 through 2011/12). The plan does cover slightly more than 5 years since Measure “T” proceeds will be collected beginning in the 4th quarter of FY 2006/07. The plan is particularly important because it identifies how the funds will be allocated to each of the local agencies or jurisdictions and how or if the Authority intends to issue debt in order to meet the accelerated needs of the Regional Streets and Highways Program. The Strategic Plan is intended to present to the financial community and the Authority’s stakeholders at large a clear sense of the agency’s strategy in managing its revenues and expenditures responsibly and cost effectively. It provides the best available understanding of when revenue will be available and how that revenue will be spent. The resulting assignment of dollars to programs and projects is a commitment to sponsors that the funds will be available. The Strategic Plan itself does not constitute a final funding commitment. Commitments to individual projects and programs are secured through actual allocation actions by the Authority Board of Directors in the Measure “T” Annual Work Program.

The Strategic Plan makes provisions for the expenses associated with Board of Equalization sales tax collection fees as well as for project management oversight, administration, and overhead necessary to oversee the program. The Plan also accounts for the necessary reserves that take into account the fluctuations in sales tax revenue seen over the last several years of shifting economic trends. It may program funds for debt capacity within the Measure “T” regional Streets and Highway Program so that those projects can be delivered earlier and take advantage of leveraged funding that may be available over time. This Plan in essence, programs funds according to realistic project and program schedules and provides the overall structure for the management of the sales tax revenues. Finally, guidance is provided for the local agencies on requesting, utilizing, and reporting on sales tax allocated for Local Transportation Revenue Programs.

In short, the Strategic Plan, which will be updated every two years, provides the overall roadmap for the programming of Measure “T” funds consistent with voter’s expectations.

MCTC retained KNN Financial Services as Finance Advisor (FA) to provide services needed to formulate financial policies associated with the funding of capital projects with various transportation funding programs, including Measure “T”.

Primarily, KNN developed a MCTC Sales Tax Cash Flow Model and provided staff with preliminary analysis regarding the amount of bonds and associated size of capital projects that can be supported by Measure “T” under various scenarios. KNN also has provided guidance regarding the general bond offering process (i.e., pros and cons) as well as general financial and strategic planning support.

Commissioner White moved to approve the Final Measure “T” ½ Cent Transportation Sales Tax Program – 2007 Strategic Plan stipulating that the City of Chowchilla be excluded from the Inter-program Loan provisions of the Innovative Finance Policy section of the plan. And for staff to come back to the Commission with a Bonding Policy for discussion and approval.

Action: Upon motion by Commissioner Moss, seconded by Commissioner Poythress to approve the amended Final Measure “T” – ½ Cent Transportation Sales Tax Program – 2007 Strategic Plan with Commissioner White’s requested changes. A vote was called and the motion carried.

C. Citizens’ Oversight Committee – District 2 Vacant Position

On October 3, 2007, the MCTA board appointed seven members to the Measure T Citizens’ Oversight Committee (COC). Subsequently, the member appointed to represent Supervisorial District 2, Mr. Jim Kopshever, was selected to fill a vacancy on the Chowchilla City Council, disqualifying him from service on the COC.

Pursuant to the requirements of the Measure T Investment Plan, MCTC staff has reopened applications for the Citizens' Oversight Committee to residents of District 2. Advertisements have been placed in the Chowchilla News and Madera Tribune. Local politicians have been notified and provided copies of the COC application, and copies of the application are available on the MCTC website and in the MCTC office. A copy of the application has also been included in your package.

The application deadline has been set for January 11, 2008. The MCTA board will appoint a new member to the District 2 seat at its January meeting.

Action: Information and Discussion Only.

IX. Miscellaneous

A. Items From Caltrans

Caltrans gave a status report on the following projects:

- Highway 99 and Avenue 12 Interchange
- Highway 99 and Fairmead Interchange

B. Items from Staff

Staff gave a report on the upcoming Fall/Winter Policy Conference that will be held in Stockton on January 31-February 1, 2008.

Staff also informed the Board that a request for a proposal to retain a firm to conduct a Salary Fringe Benefit Study will be released soon.

C. Items from Commissioners

No Items from Commissioners.

X. Adjournment

Meeting adjourned at 4:40 p.m.

Next meeting set for Wednesday, January 23, 2008

Respectfully Submitted,

Patricia S. Taylor, Executive Director
Madera County Transportation Commission