

# MADERA COUNTY TRANSPORTATION COMMISSION

## EXECUTIVE MINUTES

**Date:** Monday, December 4, 2002  
**Time:** 3:04 P.M.  
**Place:** Madera County Government Center,  
Board of Supervisor Chambers

**Members Present:** Chairman Vern D. Moss - Supervisor, Madera County  
Vice-Chair Frank Bigelow - Supervisor, Madera County  
Gordon Skeels - Councilman, City of Madera  
M.J. Nabors - Councilman, City of Madera  
Alfred Ginsburg - Councilman, City of Chowchilla  
Alt. Ronn Dominici – Supervisor, Madera County

**Members Absent:** Gary Gilbert - Supervisor, Madera County

**Policy Advisory Committee:** Above Members present and Caltrans Representatives:  
Paul Marquez

**MCTC Staff Present:** Patricia S. Taylor-Maley, Executive Director  
Elizabeth Levine, Project Coordinator  
Derek Winning, Planner I  
Sheila Kingsley, Administrative Assistant  
Tricia Stone, Receptionist

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### 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.

**Action:** There were no public comments.

### III. Meeting Minutes of October 23, 2002

Upon motion by Commissioner Nabors, seconded by Commissioner Ginsburg, to approve the October 23, 2002 Executive Minutes as written. A vote was called and the motion carried.

### IV. Transportation Items

#### A. MCTC (Metropolitan Planning Organization) Transit Operator Agreements – DRAFT MOU between MCTC and City of Madera

The Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) have recently reviewed and approved the 2002-03 thru 2004-05 Federal Statewide Transportation Improvement Program (FSTIP) for the State of California. However, both FTA and FHWA indicated some concerns that MPOs throughout the state were failing to comply with several planning requirements, specifically with regard to agreements between MPOs and local transit operators.

Currently the MCTC is not a MPO; however, the MCTC is in the process of designating itself as the MPO for Madera County. Therefore, transit operator agreements will be a requirement of the

MCTC. All MPOs in California are required to submit formal documentation of these agreements as required by 23 CFR 450.310 to FTA by January 1, 2003. Staff is working with MAX, CATX and MCC to complete these documents and submit them by the required deadline. The Draft MOU was included in the agenda package for review by the respective agencies and may have minor modifications prior to adoption by each agency. These documents simply reinforce the existing relationship between the organizations, and do not implement any significant policy changes.

**Action:** Circulate and Review.

**B. Caltrans Awards Partnership Planning Grant for Freeway System and Interchange Deficiency Study**

MCTC staff has received notification that the joint application submitted by Fresno COG, Fresno County, the City of Fresno, the City of Clovis, the MCTC, Madera County, and the City of Madera to the FHWA Partnership Planning program has been approved.

The purpose of the planning grant was to hire a consultant to conduct a deficiency study to evaluate the current freeway systems (Freeway 99, Freeway 41, Freeway 168, and Freeway 180) located in Fresno and Madera Counties. The study proposes to accomplish the following:

- Evaluate the operation of the current and proposed regional freeway and interchange systems as they relate to land uses of adopted general plans and those general plans in the adoption process including population and economic growth projections through the year 2025; and
- Determine operational and capacity deficiencies, and needed improvements, on this system expected as a result of build-out of planned and approved land uses in the adopted and draft General Plans and any pending planning amendments within this multi-jurisdictional region, and
- Quantify costs associated with identified improvements.

The guidelines for the Partnership Planning Grant stipulated that a Regional Transportation Planning Agency or a Metropolitan Planning Organization must be the primary applicant and that the projects awarded grants are to be performed jointly with Caltrans staff.

The total project costs is \$300,000, and the federal funding is \$240,000, leaving a local match of \$60,000. Half of the local match may be in the form of "in-kind" services, which leaves \$30,000 to be contributed by the involved local agencies. The financial contribution of each agency toward the local match has not yet been determined.

**Action:** Information and Discussion Only.

**C. 511 in Rural California**

Caltrans is leading an effort to establish a 511 phone number for traveler information in rural areas of California. The project is titled: Rural and Inter-regional Traveler Information Systems in California. In June of 2000, the Federal Communications Commission assigned 511 to the transportation community. Several states have already made significant progress towards implementing this service. The FCC set a goal that the majority of Americans will have access to 511 by 2005. The vision is that a traveler in a particular area will be familiar with the number 511 and will be able to easily access transportation information.

The following benefits are said to result from providing traveler information:

- Improved homeland security;
- Nationwide, easy access to highway and transit information;
- Tourism and economic development support; and
- Improvements in mobility and safety.

Large metropolitan areas in California which have the resources available for 511 will be responsible for implementing the service. The Metropolitan Transportation Commission is planning to begin a marketing campaign for their new Bay Area 511 system on December 6, 2002. The system is currently active and can be accessed from Madera by calling (510) 893-8726. Other examples of traveler information service can be accessed at the following numbers:

- Cincinnati/Kentucky: (513) 333-3333
- Washington State: (360) 570-2301
- Utah: (866) 511-UTAH
- South Florida (Miami-Dade): (866) 914-3838

The rural California 511 system that will be implemented by Caltrans is expected to include at least state highway traffic conditions and major transit provider information. The extent to which the system will include local information for each particular county will be determined through working with Caltrans. The cost of including local information in the 511 system is not well defined at this time but is not expected to be substantial for smaller counties. At a workshop held in Merced on November 7, 2002, it was noted that a priority for Caltrans is quality of service.

Staff will provide updates on the progress of this project as it moves forward.

**Action:** Information and Discussion Only.

#### **D. Draft California Transportation Plan**

Included in the package was a copy of the Draft California Transportation Plan (CTP) Executive Summary. The release of this draft is the beginning of the public review and comment period of the draft CTP. Workshops will be held in January and February for public comment. The Final CTP will be presented in June 2003.

The CTP is a statewide, long-range transportation plan that will guide transportation decisions and investments in the 21<sup>st</sup> Century. The draft CTP explores the social, economic, and technological trends and demographic changes anticipated over the next 20 years and their potential influence on travel behavior. The plan also presents goals, policies, and strategies to address the projected demand for transportation services.

**Action:** Information and Discussion Only.

#### **E. CMAQ Update**

Included in the packet was a spreadsheet showing the current standing with regard to CMAQ obligations for local agencies in Madera County. It will be important to monitor progress of all projects expected to receive federal obligation by the next deadline of September 30, 2003. By the next deadline, MCTC is expected to be designated a Metropolitan Planning Organization. One of the implications of this designation will be that MCTC will not fall under the "umbrella" of Fresno County for CMAQ funding distribution. Therefore, if CMAQ "use it or lose it" requirements are not met by September 30, 2003, unobligated CMAQ funding will be lost to Madera County. It is recommended that each local agency evaluate the progress of each project no later than January,

2003 and, if necessary, consider making adjustments to the CMAQ program to ensure that “use it or lose it” requirements are met.

*Action:* Information and Discussion Only.

**V. Administrative/Fiscal Items**

**A. FY 2002/03 Local Transportation Funds – Resolution 02-12 Amendment No. 3**

The County of Madera requested to allocate the \$35,000 in unallocated reserve funds to Fiscal Year 2002-03 Madera County Connection transit services. The amendment is as follows:

- Madera County Connection (MCC) - \$35,000 (Service for La Vina, Ripperdan & Eastin Arcola)

The County of Madera requested to carryover prior Fiscal Years unexpended Dial-A-Ride funds into Fiscal Year 2002-03 for Dial-A-Ride and Senior/Escort Transit services. The funds to be carried over total \$196,864 (FY 1999/00 \$25,402; FY 2000/01 \$116,450; and FY 2001/02 \$55,012). The amendment is as follows:

- FY 2002/03 increase Dial-A-Ride by \$177,753.00
- FY 2002/03 increase Senior/Escort Transit (MCCAA) by \$19,111.00

The County of Madera requested to carryover prior Fiscal Years Pedestrian and Bicycle funds into Fiscal Year FY 2002-03 for Pedestrian and Bicycle projects. The funds to be carried over total \$264,807 (FY 1988/95 \$111,656; FY 1995/96 \$21,231; FY 1996/97 \$22,116; FY 1997/98 \$22,055; FY 1998/99 \$23,815; FY 1999/00 \$ 25,048; FY 2000/01 \$13,601; FY 2001/02 \$25,285). The amendment is as follows:

- FY 2002/03 increase Pedestrian and Bicycle funds by \$264,807.00

*Action:* Upon motion by Commissioner Nabors, seconded by Commissioner Dominici to approve the 2002/03 Local Transportation Fund – Resolution 02-12 Amendment No. 3. A vote was called and the motion carried.

**B. FY 2002/03 Overall Work Program – Budget Amendment No. 1**

A memorandum was included in the package. Staff recommended the Policy Board to amend the 2002/03 Overall Work Program & Budget. The revised total Budget remains at \$527,000.

The amendment is recognized in the following:

Salaries and Benefits – (Increase \$10,283)

- Salaries – increase \$3,493
- ICMA 401(a) – increase \$524
- Worker’s Compensation – increase \$39
- Health – increase \$5,960
- FICA, Employer – increase \$216
- Medicare – increase \$51

Other Direct Costs – (Decrease \$10,283):

- Office Furniture Equipment – decrease \$3,000

- Computer Equipment – decrease \$3,000
- Public Awareness Program – decrease \$2,283
- MCTC Audits – decrease \$2,000

The amendment is reflected in the following OWP Work Elements: Work Element 900 – MCTC Administration; Work Element 902 – Overall Work Program & Budget; and Work Element 903 – Public Awareness Program.

The amended budget, amended OWP spreadsheet and amended Work Elements were attached for information.

**Action:** Upon motion by Commissioner Nabors, seconded by Commissioner Bigelow to approve FY 02/03 OWP - Budget Amendment No. 1. A vote was called and the motion carried.

**C. Triennial Performance Audit of the Madera County Transportation Commission from July 1, 1999 to June 30, 2002**

Included in the package was a copy MCTC's Performance Audit report. The performance audit covered the period from July 1, 1999 to June 30, 2002. This report presents findings and recommendations, and is structured to comply with the California Administrative Code Section 6662.5 and Public Utilities Code Section 99246 by Quady & Brash Certified Public Accountants.

The report recommends the following to the Commission: The MCTC has operated in an economical and efficient manner for the period reviewed. The MCTC has been active in developing the updated Regional Transportation Plan (RTP). Since September 1, 2001 the MCTC is allowed to simply re-adopt the current RTP if it feels it is still adequate. With comments from CalTrans and the Federal Highway Commission an updated RTP is recommended to remain in compliance.

**Action:** Upon motion by Commissioner Skeels, seconded by Commissioner Bigelow to accept the Triennial Performance Audit of the Madera County Transportation Commission from July 1, 1999 to June 30, 2002. A vote was called and the motion carried.

**VI. Miscellaneous**

**A. Items From Caltrans**

No items from Caltrans.

**B. Items From Staff**

No items from staff.

**C. Items From Commissioners**

No items from the Commissioners.

**VII. Adjournment**

Meeting adjourned at 3:24 p.m.

Next meeting set for January 22, 2003.

Respectfully Submitted,

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