

# MADERA COUNTY TRANSPORTATION COMMISSION

## EXECUTIVE MINUTES

**Date:** Wednesday, June 20, 2007  
**Time:** 3:00 P.M.  
**Place:** City of Madera Council Chambers

**Members Present:** Chairman Frank Bigelow – Supervisor, Madera County  
Vice Chairman Sam Armentrout – Councilman, City of Madera  
Robert Poythress – Councilman, City of Madera  
Max Rodriguez – Supervisor, Madera County  
Alfred Ginsburg – Councilman, City of Chowchilla  
Alt. Ronn Dominici – Supervisor, Madera County

**Members Absent:** Vern Moss – Supervisor, Madera County

**Policy Advisory Committee:** Above Members present and Caltrans Representatives:  
Steve Curti, Chief, Office of Advance Planning

**MCTC Staff Present:** Patricia S. Taylor, Executive Director  
Derek Winning, Planner II  
Troy McNeil, Planner I  
Richard Poythress, Planner I  
Sheila Kingsley, Administrative Assistant

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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. *California High-Speed Rail Status*

The California High-Speed Train (HST) system will be a 700+-mile system that will eventually serve Sacramento, the San Francisco Bay Area, the Central Valley, Los Angeles, the Inland Empire, Orange County and San Diego. By 2030, High-Speed Rail (HSR) will potentially be carrying over 100 million passengers on trains that are capable of speeds of 200+ miles per hour. At such high speeds, the expected trip time from San Francisco to Los Angeles will be just over 2 hours and 30 minutes.

In 1996, the California High-Speed Rail Authority (CHSRA) was created to plan for the development, financing, construction and operation of the HST system. The CHSRA is made up of a nine-member policy board and a small core staff.

In 2000, the CHSRA adopted the Final Business Plan, which described the economic viability of the HST system. This Final Business Plan included investment-grade forecasts of ridership, revenue, cost and benefits

of the HST system.

In 2005, the CHSRA, in cooperation with the Federal Railroad Administration, certified the Statewide Final program-level EIR/EIS.

**Status:** Since 2005, the CHSRA has been working on the following:

- Updated Ridership and Revenue Forecasting Study
- Program-level EIR/EIS for “the Bay Area to the Central Valley” segment – to address the choice of corridor/general alignment and station locations
- Project-level EIR/EIS from Los Angeles to Anaheim
- Project-level EIR/EIS from Los Angeles to Palmdale
- Implementation Plan
- Phasing Plan
- Financial Plan

#### ***B. Legislative Items***

The Valley Legislative Affairs Committee has compiled a list of legislative bills that directly or indirectly affect RTPAs. Included in the Commissioner’s Packet was the compiled list with the action taken by the respective agencies.

The Valley Legislative Affairs Committee is an informal committee consisting of members from the eight San Joaquin Valley MPOs. The committee monitors legislative activities from the California Senate and Assembly and then reports the information to the Executive Directors’ Policy Group.

*Action:* Informational Only.

**C. Federal Transportation Improvement Program – Administrative Amendments and Local Adjustments – Resolution 06-12 Amendment No. 3**

The County of Madera has requested additional Section 5311 funds for FY2006/07 Operating Assistance and a reduction in Section 5311 funds for FY2007/08 Capital Assistance. Also, several CMAQ Program transit vehicle project descriptions were changed to reflect gasoline operated buses instead of diesel. Small passenger diesel transit buses are currently on back order until the year 2009.

**County of Madera:**

**MAD113029** – Madera County; Section 5311 Operating Assistance FY 2006/07 (Amendment adds \$36,091 Section 5311 funds for a total of \$186,000 federal share.)

**MAD113034** – Madera County; Section 5311 Capital – Purchase (1) Replacement Bus (Amendment reduces \$36,091 Section 5311 funds for a total of \$16,000 federal share.)

**MAD102043** – Madera County; Purchase (1) Clean Diesel Transit Bus (Amendment changes project description to “Purchase (1) Transit Bus”.)

**City of Madera**

**MAD202061** – City of Madera; MAX/DAR; Purchase (2) Clean Diesel Transit Buses (Amendment changes project description to “Purchase (2) Transit Buses”.)

**City of Chowchilla**

**MAD302040** – City of Chowchilla; Purchase (1) Clean Diesel Transit Bus (Amendment changes project description to “Purchase (1) Transit Bus”.)

*Action:* Ratify Administrative Amendment - 2007 Federal Transportation Improvement Program (FTIP) Amendment No. 3 – Resolution 06-12 Amendment No. 3.

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

**IV. TRANSPORTATION ACTION/DISCUSSION ITEMS**

**A. 2006 State Transportation Improvement Program Augmentation – Madera County**

The California Transportation Commission at its June 7, 2007 meeting adopted the State Transportation Improvement Program (STIP). Included in the Commissioner’s packet was a copy of the adopted State Transportation Improvement Program for Madera County.

*Action:* Information and Discussion Only.

**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 May 23, 2007***

Included in the Commissioner's packet was a copy of the May 23, 2007 Executive Minutes for review.

**Action:** Approve Executive Minutes of May 23, 2007.

**B. *Final Transportation Development Act (LTF & STA) – Fund Estimates and Allocations, LTF Resolution 07-10 and STA Resolution 07-11***

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 that reflects the population changes.

**Local Transportation Fund (LTF):** Prior to February 1, of each year, the county auditor provides MCTC an estimate of monies to be available for apportionment and allocation during the ensuing fiscal year. The estimate for FY 2007-08 is **\$4,093,092** (decrease \$204,797 from FY 2006/07). The estimate includes monies 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 2007-08, there is \$784,510,744 budgeted according to the most current information from the Department of Finance. STA allocation estimate for Madera County is \$1,523,731 (increased \$300,657 from FY 2006/07). However, the Governor released the May Revise Budget and included in the recommendation is a substantial reduction in STA; therefore, the enclosed STA Resolution 07-11 reflects the reduced amount \$394,259 (decreased \$828,815 from FY 2006/07). Staff will provide a revised estimate as soon as the estimate becomes available.

**Action:** Approve Final Transportation Development Act (LTF & STA) – Fund Estimates and Allocation, LTF Resolution 07-10 and STA Resolution 07-11

**C. *2006-2007 Regional Surface Transportation Exchange Program – Resolution 07-12***

Included in the Commissioner's packet was a copy of Caltrans' apportionments of the Regional Surface Transportation Program (RSTP) funds for Madera County - Federal Fiscal Year 2006-07. These apportionments are made in accordance with Sections 182.6(b) and 182.7(b) of the California Streets and Highways Code. The FFY 06-07 apportionment for Madera County is \$1,066,582 (an increase of \$ 95,326 from FFY 05/06).

The FY 2006/07 RSTP allocation for each agency is as follows:

- City of Chowchilla - \$85,503
- City of Madera - \$443,032
- County of Madera - \$538,047

Included the Commissioner's packet was a copy of Resolution 07-12 authorizing the Executive Director to enter 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:** Approve Resolution 06-12 authorizing the Executive Director to sign Agreement No. X06-6138(023) for the Federal Apportionment Exchange Program and State Match Program.

***Administrative Consent Calendar Action***

Upon motion made by Commissioner Poythress, seconded by Commissioner Rodriguez to approve the Administrative Consent Calendar. A vote was called and the motion carried.

**VII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS**

**A. *Commission Relocation - Update***

Staff provided a verbal update.

**Action:** Information and Discussion only.

***MCTC Sitting as the Madera County 2006 Transportation Authority***

**VIII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS**

**A. *Final Administrative Code of the Madera County Transportation Authority***

Included in the Commissioner's packet was a copy of the Final Administrative Code of the Madera County Transportation Authority. The purpose of this document is to outline the purposes and duties of the Authority Board and its staff. The Administration Code includes the following:

- Definitions
- Powers, Authority, and duties of the Governing Board
- Administration
- Contracts
- Budgets, Reports, Investments and Disbursements
- Conflict of Interest
- Allocation of released funds; allocation of excess funds; termination and disposition of assets
- Miscellaneous

**Action:** Upon motion by Commissioner Poythress, seconded by Commissioner Dominici to approve Final Administrative Code of the Madera County Transportation Authority. A vote was called and the motion carried.

**B. *Final Draft: Measure "T" – ½ Cent Transportation Sales Tax Program – 2007 Strategic Plan***

Included in Commissioner's packet was a copy of the Final Draft: Measure "T" – ½ Cent Transportation Sales Tax Program - 2007 Strategic Plan. The Final Draft 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 4<sup>th</sup> 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.

**Action:** Information and Discussion Only.

**C. FY 2007/08 Annual Work Program Budget**

The 2007-08 Annual Work Program was included in the Commissioner’s packet. Per Authority policy the AWP is prepared annually and serves as the funding authority for projects advanced by the agencies. The program recognizes funds available for projects according to the Measure “T” Investment Plan programs. It also provides a line item, not to exceed budget for each program commitment being advanced by one of the agencies. The estimated annual revenue project is furnished by the County Auditor.

Staff has requested that each agency prepare a report identifying how each jurisdiction anticipates spending the funds in FY 2007-2008 for each category, including the subcategories

**Action:** Upon motion by Commissioner Poythress, seconded by Commissioner Dominici to approve the 2007-08 Annual Work Program Budget as presented. A vote was called and the motion carried.

**D. Citizens’ Oversight Committee – Measure “T”**

The Measure “T” Investment Plan includes a requirement for the formation of a Citizens’ Oversight Committee (COC) to inform the public and to ensure that the Measure “T” funding program revenues and expenditures are spent as promised to the public. With the passage of Measure “T” in November 2006, MCTA staff has initiated the formation process through extensive public outreach and the solicitation of applications from interested parties.

An application package for the Measure “T” Citizens Oversight Committee was released on February 21, 2007. The application was made available for download on the Madera County and Madera County Transportation Commission web sites and advertised in newspapers countywide including the Madera Tribune, Ranchos Independent, Chowchilla News, Yosemite Sun, Sierra Star and Madera Business Beat newsletter. The Sierra Star, in a front-page article published on May 18, 2007, provided additional coverage.

There are to be 7 members of the Citizens’ Oversight Committee representing the geographically diverse population of Madera County. In addition to the eligibility and residency requirements established in Appendix C of the Measure “T” Investment Plan, the 7 members of the COC must include the following:

- Two (2) at-large public members
- Five (5) representatives; one (1) from each of the Madera County Supervisorial Districts

A Quorum shall consist of no less than four (4) members of the Committee. Although the standard term of membership for will be for four (4) years, the initial terms will be staggered during the first four years of the Committee. Three (3) of the members shall serve a four-year term and four (4) of the members shall serve a two (2) year term. The MCTC Policy Board has discretion over which members will be appointed to full terms and which will initially serve half terms.

Included in the Commissioner's packet were copies of all 19 applications submitted to the Madera County Transportation Authority, a matrix listing applicants according to their geographic eligibility and Appendix C of the Measure "T" Investment Plan.

**Action:** Staff recommends that the Board appoint a three-member Selection Committee consisting of one MCTC Board member representing each of the three MCTC member agencies. The Selection Committee will review each Citizens' Oversight Committee application, select candidates for the COC who meet the criteria specified in the Investment Plan, and make a final recommendation to the Board at the July 25, 2007 meeting.

Upon motion by Commissioner Rodriguez, seconded by Commissioner Armentrout to appoint Commissioner's Ginsburg, Poythress and Bigelow to the Selection Committee. A vote was called and the motion carried.

## **IX. Miscellaneous**

### **A. Items From Caltrans**

Steve Curti reported that the applications for the Safe Route to School have been selected and the City of Madera has received \$700,900 which will encompass curb, gutters, sidewalks and street lights along Lake street from Clark to Ellis-Clark to Kennedy –Tulare to Adell and from Lake to Merced.

Mr. Curti also provided a status report on projects within Madera County.

- Fairmead and 99 is still moving along
- Gateway is still on track

### **B. Items from Staff**

Staff reported on the upcoming Focus on the Future Conference in October, 2007. The Conference will be held in San Francisco this year. More information will be provided as soon as it becomes available.

### **C. Items from Commissioners**

No Items from Commissioners.

## **X. Closed Session**

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

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.

The Commission went into closed session at 4:35 p.m.

The Commission reopened the meeting at 4:50 p.m.

**Action:** Action taken in closed session.

## **XI. Adjournment**

Meeting adjourned at 4:40 p.m.

Next meeting set for Wednesday, July 25, 2007

Respectfully Submitted,

Patricia S. Taylor, Executive Director  
Madera County Transportation Commission