

# MADERA COUNTY TRANSPORTATION COMMISSION

## EXECUTIVE MINUTES

**Date:** Wednesday, March 19, 2008

**Time:** 3:00 P.M.

**Place:** MCTC Board Chambers

**Members Present:** Chairman Sam Armentrout – Councilman, City of Madera  
Vice Chairman Max Rodriguez – Supervisor, Madera County  
Robert Poythress – Councilman, City of Madera  
Jim Kopshever – Councilman, City of Chowchilla  
Frank Bigelow – Supervisor, Madera County  
Alt. Tom Wheeler – Supervisor, Madera County

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

**Policy Advisory Committee:** Above Members present and Caltrans Representatives:  
Steve Curti

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

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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.

### III. TRANSPORTATION CONSENT ITEMS

#### A. *2007 Federal Transportation Improvement Program – Resolution 06-12 Amendment No. 10 – Administrative Amendment*

This amendment is per the request of the City of Madera to update the CMAQ Program to reflect a cost increase for PE for the CNG Fueling Facility; add CMAQ funding to the Fresno River Trail project to comply with new 80% CMAQ funding requirement; and to correct an error from Amendment No. 4. The City of Chowchilla project is amended to maintain financial constraint; the delivery of which is not affected by this action in any way. The administrative changes are as follows:

#### **City of Madera**

**MAD202056** – City of Madera; CMAQ; Install Traffic Signals (City of Madera; Raymond @ Cleveland; Traffic Signals) (Amendment corrects an error from Amendment No. 4 and shifts \$27,000 FED from RW back to PE.)

**MAD202054** – City of Madera; CMAQ; Construct CNG Fueling System (City of Madera; Construct Time-Fill CNG Fueling System) (Amendment shifts \$81,000 FED from CON to PE.)

**MAD202055** – City of Madera; CMAQ; Construct Bike/Ped Facility (City of Madera; Class I Bike/Ped; Construct Fresno River Trail, Westberry to Road 24) (Amendment increases CON FED share \$21,000.)

**MAD202058** – City of Madera; CMAQ; Shoulder Paving (City of Madera; Tozier, Clinton to MID canal; shoulder paving, curb/gutter) (Amendment decreases CON FED share \$21,000.)

**City of Chowchilla**

**MAD302049** – City of Chowchilla; CMAQ; Pave Dirt Road (City of Chowchilla; pave alleys, Robertson Blvd commercial district) (Amendment shifts \$99,000 FED from FY 2006/07 to FY 2007/08 to maintain CMAQ Program Financial Constraint.)

**Action:** Ratify – 2007 FTIP Administrative Amendment No. 10.

**B. Prop 1B – California Transit Assistance Fund (CTAF) – Resolution 08-03**

Proposition 1B places \$1 billion in the Transit System Safety, Security and Disaster Response Account (TSSSDRA). The state legislature has discretion to appropriate this funding to transit operators. For FY 2007/08, the legislature has appropriated \$60 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 \$60 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 8879.58 (a2) and 8879.58 (a3) respectively. Included in the Commissioner’s packet was a copy of the final California Transit Assistance Fund (CTAF) guidelines and spreadsheets from the state controller’s office listing the eligible allocations for each agency.

Allocations will be proportional to the share of State Transit Assistance allocated to each agency in FY 2004/05, 2005/06, and 2006/07. Projects must be submitted to the Office of Homeland Security (OHS) to determine eligibility under the terms of SB88.

The State controller’s office calculates and distributes the Section 8879.58(a3) funding based on the Section 99314 revenue formula. The Section 8879.58(a2) funding is distributed to the MPOs per Section 99313 by population. For FY 2007/08, the MCTC has received an eligible allocation of \$115,664.

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

1. Increased protection against a security or safety threat, including, but not limited to the following:
  - 1) Construction or renovation projects that are designed to enhance the security of public transit stations, tunnels, guide-ways, elevated structures or other transit facilities and equipment.
  - 2) Explosive device mitigation and remediation equipment.
  - 3) Chemical, biological, radiological and nuclear explosives search, rescue or response equipment.
  - 4) Interoperable communications equipment.
  - 5) Physical security enhancement equipment.
  - 6) The installation of fencing, barriers, gates or related security enhancements that are designed to improve the physical security of transit stations, tunnels, guideways, elevated structures or other transit facilities and equipment.
  - 7) Other security related projects approved by the OHS.
2. A capital expenditure that increases the capacity of transit operators to develop disaster response transportation systems that can move people, goods, emergency personnel and equipment in the

aftermath of a disaster impairing the mobility of goods, people, and equipment.

OHS requires all applicants to include with their grant submittals a Governing Body Resolution appointing agents authorized to execute any actions necessary to obtain TSSSDRA funding. Resolution 08-03 appoints the MCTC Executive Director and Deputy Director as authorized agents for the Madera County Transportation Commission.

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:** Approve California Transit Assistance Fund Authorized Agent Designation - Resolution 08-03.

**C. Draft – San Joaquin Valley Goods Movement Action Plane 2008 Update**

Enclosed in the Commissioner's packet was the Draft 2008 Update of the San Joaquin Valley Goods Movement Action Plan. The Goods Movement Action Plan (GMAP) is a collaborative effort between the Regional Transportation Planning Agencies of the San Joaquin Valley and its working partners. The GMAP helps address one of the valley's most critical issues, the movement of goods within and throughout the world's foremost agricultural region. The Action Plan will help in securing funds for the Valley's goods movement infrastructure projects. Comments are now being taken for the 2008 Update of the GMAP.

**Action:** Information and Discussion Only.

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

**IV. TRANSPORTATION ACTION/DISCUSSION ITEMS**

**A. San Joaquin Valley Blueprint – Draft Alternative Scenarios – Public Workshop Schedule**

**Madera County Draft Alternative Scenarios**

**Low Change Scenario**

The *Low Change* scenario is similar to the status quo with a minor shift in the housing share and the gross lot sizes of the *Medium* and *High Density* Residential categories. The change is attributed to an improved transit network that would encourage higher density residential in the urban areas along the transit lines. Extensions of highways 65 and 152 would also be factored in. This scenario however, assumes the same employment share and infill considerations as the *Status Quo* scenario. The employment densities have been increased to reflect the change in the higher residential density share and enhanced transit. The *General Plan* input would include amendments recommended by the cities and the county.

**Moderate Change Scenario**

The *Moderate Change* scenario shifts the housing share from *Low Density* to *Medium Density* residential. The gross area for *Medium Density* and *High Density* residential is further reduced to reflect an increase in mid rise multi-storied residential buildings. The employment also shifts from *Commercial Low* to *Commercial High* reflecting more urban retail and mixed use employment developments. The *Moderate Change* scenario also increases the area that would be considered for redevelopment. For existing non-residential uses, potential redevelopment sites would be identified as those properties that are utilizing up to 70% of the FAR as specified by the General Plan use; with buildings older than 10 years and; their improvement value is less than or equal to the land value. For existing residential uses, properties with improvement values less than 70% of the land value on properties larger than 0.75 acres would be identified as developable. The transit in this scenario would have BRT on highways 99 and 41. Extension of highways 65 and 152 will also be included in the scenario.

### **Major Change Scenario**

The *Major Change* scenario represents a shift in the type of jobs and housing demands that are typically projected for Madera County. This option shows a significant increase in service-oriented jobs, as well as a demographic shift towards a more urban lifestyle. The *Very Low Residential* would see a shift from farming families to recreational farmers and ranchers, reducing their share of housing in the County. The gross size of 50 acres, and reduction in housing share, reflects the shift from traditional farming households to recreational farming. Similarly the demand for *Low Density Residential* units has been modified to reflect larger lots and smaller share of the housing demand. The bulk of the housing share would be split between *High Density* and *Medium Density* residential primarily in urban areas. The shift in employment reflects a greater share of service-oriented jobs with *Commercial High* jobs representing 20% of the employment in the County.

Staff noted that there is an added workshop to take place in Oakhurst at the Yosemite Gateway Visitor's Bureau on April 2, 2008 at 5:30 p.m.

### **Public Workshop Schedule**

#### **Oakhurst/Coarsegold Workshop**

*Date: March 13, 2008*

**Time: 5:30 PM**

*Location: Oakhurst Community Center*

#### **Madera Workshop**

*Date: March 24, 2008*

*Time: 5:30 PM*

*Location: Madera Municipal Golf Course*

#### **Chowchilla Workshop**

*Date: March 26, 2008*

*Time: 5:30 PM*

*Location: Farnesi's Steakhouse*

#### **Madera Wrap-up Workshop**

*Date: April 8, 2007*

*Time: 5:30 PM*

*Location: Madera Municipal Golf Course*

**Action:** Information and Discussion Only.

## **B. 2008 Regional Transportation Improvement Program (RTIP) Update**

### **2008 STIP Schedule**

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

- a. *October 18, 2007* – 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 13, 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.

The 2008 STIP provides a Madera Regional Programming Total Target of \$5,937,000 and a Maximum Target of \$16,640,000. The 2008 RTIP proposes a total of \$20,046,000 in new programming which exceeds the Regional Target for which an advance on future shares would be required. The SR41 Fwy Extension & Ave 12 IC project

is proposed in an attempt to prioritize and position it as a State and Local Partnership candidate in order to leverage additional Prop 1b funding for the Madera Region. Projects are programmed in the STIP consistent with the Measure T Investment Plan based on priority, deliverability, and leveraging. The 2008 STIP also coordinates with other funding mechanisms including: Measure T; SR 99 Bond; State/Local Partnership Bond; Impact Fees; and other local funds.

The 2006 RTIP (STIP Augmentation) proposes to program the following new projects (STIP Funds Only):

- 4th Street – Widen K Street to Lake Street & Widen SR 99 OC - \$4,502,000 CON
- SR 41 Fwy Extension & Ave 12 IC - \$15,544,000 CON

**Action:** Information and Discussion Only.

**C. 2008 San Joaquin Valley Regional Policy Council's "Valley Voices" Advocacy Effort**

In December, the Policy Board received a staff report on The Legislative Platform of the San Joaquin Valley Regional Planning Agencies, which outlines the common issues amongst the Valley COG's for State and Federal legislative advocacy.

The Commission at its February 20<sup>th</sup> meeting was informed that the San Joaquin Valley Regional Policy Council, made up of two elected officials from each of the eight Valley counties and the Directors from each of the eight Valley Regional Transportation Planning Agencies, will be going to Sacramento on Wednesday, March 12<sup>th</sup> to meet with our State legislative representatives, the Governor's office, the California Transportation Commission, and key staff from State agencies. Madera's representatives are: Supervisor Max Rodriguez; City of Madera Councilmember Steve Mindt; and MCTC Executive Director, Patricia Taylor.

The purpose of the trip is to introduce the Regional Policy Council as a unified political body representing the Valley and to highlight key issues from the Valley Legislative Platform for State legislative advocacy. This delegation will call themselves, "Valley Voices", during the trip to distinguish themselves from other similar advocacy efforts.

Included in your package are the following items:

1. List of confirmed trip participants;
2. List of advocacy issues from the Valley Legislative Platform that will be the focus of discussion during the scheduled meetings in Sacramento; and
3. Trip schedule.

Staff provided the Policy Board with the March 19th meeting outcome.

**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 February 20, 2008**

Included in the Commissioner's packet was a copy of the February 20, 2008 Executive Minutes for review.

**Action:** Approve Executive Minutes of February 20, 2008.

**B. City of Chowchilla – 2006-07 Local Transportation Fund (LTF) – Resolution 06-10 Amendment No. 4**

The City of Chowchilla requested to carryover Fiscal Years 2004/05 (\$11,014) and 2005/06 (\$3,697) Pedestrian & Bicycle Projects in the total amount of \$14,711 into Fiscal Year 2006/07 Pedestrian & Bicycle Projects account.

The City of Chowchilla is also requesting to reallocate their FY 2006/07 LTF Funds as follows:

- Amend Local Agency Planning Services from \$39,000 to \$55,558
- Amend Roads & Streets Maintenance from \$189,588 to \$59,866
- Add Roads & Streets Project in the amount of \$113,164

**Action:** Approve 2006-07 Local Transportation Fund (LTF) – Resolution 06-10 Amendment No. 4

***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. Draft 2008-09 Overall Work Program**

Included in the Commissioner's packet was a copy of the DRAFT 2008-09 MCTC Overall Work Program. This document is prepared annually pursuant to Caltrans guidelines and was required to be submitted to Caltrans, FHWA and FTA by March 1, 2008. The OWP discusses the MCTC, its organizational structure, regional planning issues, and presents work element descriptions and budgets. Following review, the OWP will be brought before the Commission for adoption at its May 2008 meeting.

The Intermodal Planning Group, the federal and state agency review group, is scheduled to meet with MCTC staff on April 24, 2008 to review the OWP.

**Action:** Upon motion by Commissioner Wheeler, seconded by Commissioner Kopshever to authorize circulation of Draft 2008-09 MCTC Overall Work Program for agency review. A vote was called and the motion carried.

**B. City of Chowchilla 2003-04; 2004-05 and 2005-06 Fiscal and Compliance Audit Reports for LTF and STA**

The Madera County Transportation Commission, as the regional transportation planning agency, is responsible for administering the Local Transportation Fund (LTF) and the State Transit Assistance Fund (STA). These funds, derived from the state sales tax, are available to local agencies for transportation planning, bicycle and pedestrian facilities, public transportation services, social services transportation, and streets and roads projects. The Commission's responsibility is to ensure the funds are apportioned, allocated and expended in accordance with current statutory and administrative code requirements.

The Commission is required to ensure that each claimant (City of Chowchilla) receiving an allocation submits to it an annual certified fiscal audit. In 2006 the City of Chowchilla was unable to furnish the required general audits (FY 2003-04 and FY 2004-05) to the Commission's auditors – Dedekian George & Small Accountancy Corporation in order to complete the LTF/STA compliance audit for the City of Chowchilla. Therefore, The Commission at its February 22, 2006 meeting put a freeze on the City of Chowchilla's LTF and STA allocations in accordance with Public Utilities Code Section 99245 until the City of Chowchilla can furnish the required audits to Dedekian, George & Small Accountancy Corporation in order to complete the LTF/STA compliance audit for the City of Chowchilla.

The Commission has received the required audits from the City of Chowchilla and the Dedikian Goerge & Small Accountancy Corporation has completed the following audits for the City of Chowchilla:

- 2003-04 Fiscal and Compliance Audit Report for LTF and STA;
- 2004-05 Fiscal and Compliance Audit Report for LTF and STA; and
- 2005-06 Fiscal and Compliance Audit Report for LTF and STA.

Therefore, the Commission has lifted the freeze on the City of Chowchilla's LTF and STA allocations and request authorization to execute the City of Chowchilla's LTF and STA claims.

**Action:** Upon motion by Commissioner Wheeler, seconded by Commissioner Rodriquez to accept the City of Chowchilla 2003-04; 2004-05; and 2005-06 Fiscal and Compliance Audit Reports for LTF and STA and authorize staff to execute the City of Chowchilla's LTF and STA claims. A vote was called and the motion carried.

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

## **VIII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS**

### **A. Madera County Transportation Authority Debt Policy**

The purpose of the Madera County Transportation Authority (MCTA) Debt Policy is to establish policies pertaining to the issuance and management of debt. This Debt Policy confirms the commitment of the Board, staff, advisors and other decision makers to adhere to sound financial management practices.

MCTA debt policy objectives are as follows:

- Establish a systematic approach to debt issuance and debt management.
- Maintain good standing among market participants to ensure access to debt capital markets through prudent yet flexible policies.
- Set debt service payments through effective planning and project cash management.

MCTA's Strategic Plan, which programs the Measure T Sales Tax Investment Plan, will be used in combination with the MCTA Debt Policy to ensure proper allocation and financing of Measure T eligible projects. The Strategic Plan sets priorities and strategies for allocating Measure T funds under its guiding principals, while the Debt Policy provides direction and limitations for proposed financings. Debt issuance will not be recommended for Board approval unless such issuance consistent with the Strategic Plan and is approved as part of the Annual Work Program.

**Action:** Upon motion by Commissioner Kopshever, seconded by Commissioner Rodriquez to approve Madera County Transportation Authority Debt Policy. A vote was called and the motion carried.

### **B. Final Measure "T" – ½ Cent Transportation Sales Tax Program – 2007 Strategic Plan – Amendment No. 1**

The City of Chowchilla in its letter dated March 11, 2008, requested the MCTA to amend its 2007 Strategic Plan. Specifically, the City of Chowchilla requests a "modification to the language as necessary in Section 2. Guiding Principles and Implementing Policies under "Innovative Financing" such that Chowchilla may receive Inter-program-Loans."

The 2007 Strategic Plan page 10 will be amended a follows:

~~STRIKE: "The City of Chowchilla Local Program is exempt from the inter-program loan provisions of the Innovative Financing Policy."~~

**Action:** Upon motion by Commissioner Wheeler, seconded by Commissioner Kopshever to approve Amendment to the Final Measure “T” – ½ Cent Transportation Sales Tax Program – 2007 Strategic Plan – Amendment No. 1. A vote was called and the motion carried.

**C. Measure “T” Regional Program Issuance of Bonds and City of Chowchilla Inter-program Loan**

The City of Chowchilla in its memorandum dated January 31, 2008 requested that the MCTA provide a Cash Flow Analysis of the Chowchilla Measure T – Local Program to determine the estimated bond proceeds; debt service; and the costs and timing of debt issuance in order to accommodate the advanced delivery of it’s Streets Capital Improvement Program(CIP).

MCTA Staff directed KNN Financial Services to provide a Cash Flow Analysis for the City of Chowchilla’s Measure T Local Program. Included in your package are the following:

Cash Flow Analysis No. 1 – No Financing  
CIP delayed until 2017.

Cash Flow Analysis No. 3 – Bonding General Fund (Taxable)  
Bond Proceeds = \$2,942,154; Trans Costs = \$206,918; Interest = \$2,027,500

Cash Flow Analysis No. 4 – MCTA Bonding 1.25x Coverage (Taxable)  
Bond Proceeds = \$2,618,280; Trans Costs = \$243,951; Interest = \$1,621,250

Cash Flow Analysis No. 5 – MCTA Bonding 1.00x Coverage (Taxable)  
Bond Proceeds = \$3,321,328; Trans Costs = \$261,278; Interest = \$2,027,500

**Regional Program Bonding – Inter-program Loan**

The Measure T Regional Program – Phase I has committed expenditures through 2012 of approximately \$24,000,000 and projected revenues of approximately \$16,000,000 through 2012 resulting in an \$8,000,000 deficit. In order to advance the delivery of the Regional Program Phase I Projects and keep the commitments made to the California Transportation Commission (CTC), the MCTA needs to issue a Bond offering to close the deficit. If structured properly, an MCTA Bond offering can provide the necessary revenues to deliver the Regional Program – Phase I and free up cash on hand that could be used to make an Inter-program Loan to the City of Chowchilla to advance the delivery of it’s CIP. MCTA Staff and KNN Financial Services recommends the following:

Cash Flow Analysis No. 2 – MCTA Regional Program Bond  
Bond Proceeds = \$12,965,807; Trans Costs = \$566,734; Interest = \$7,241,250

Cash Flow Analysis No. 2 – Chowchilla Inter-program Loan  
Loan Proceeds = \$2,571,317; Trans Costs = \$0; Interest = \$550,204

The MCTA Regional Program Bond could be structured so that excess cash on hand could be used to retire the bond early to save on finance charges. However, the debt service structured over the life of the measure allows for the flexibility to issue another bond offering for Phase II and/or maximizes cash on hand after 2012 to get Phase II projects shelf ready.

**Action:** The Board directed staff to pursue bonding Measure “T” and providing an Inter-program Loan to Chowchilla.

**D. 2008-09 Measure “T” Allocation Estimate**

The 2008-09 Measure “T” Allocation Estimate was included in the Commissioners packet. The estimate provides a not to exceed budget allocation for each Measure “T” program for each agency. The estimated annual revenue projection is furnished by the County Auditor.

Staff requested that each agency prepare their Annual Expenditure Plan identifying how each agency anticipates spending the funds in FY 2008-2009 for each category, including the subcategories. All this is done in preparation of the Annual Work Program which will be presented at a future meeting.

*Action:* Information and Discussion Only.

**E. SR 41 Passing Lanes – Cooperative Agreement**

Caltrans District 06 has recently completed the Project Study Report (PSR) for the Measure T Regional Project SR 41 Passing Lanes – Between SR 145 and Road 200. The optimal project location has been identified as between the 22 Mile House and Rocky Cut. The project would provide approximately 1.5 miles of 4-lane capacity with retained shoulder and pull-out areas. The identified SR 41 Passing Lanes project delivery schedule and cost structure is as follows:

PA & ED = \$1,552,000 – 3/01/2011  
PS & E = \$740,000 – 3/01/2001  
RW = \$1,041,000 – 1/02/2013  
RTL – 3/01/2013  
CON = \$23,835,000- 7/01/2015

Total Cost = \$27,168,000

MCTA Staff recommends that SR 41 Passing Lanes project be prioritized for delivery and a Cooperative Agreement be finalized between MCTA and Caltrans for the Environmental and Design phases of the project beginning in FY 2008/09

*Action:* Upon motion by Commissioner Bigelow, seconded by Commission Wheeler to direct Staff to pursue a Cooperative Agreement with Caltrans for SR 41 Passing Lanes Project. A vote was called and the motion carried.

**IX. Miscellaneous**

**A. Items From Caltrans**

Steve Curti provided an update on the Avenue 12 and SR 99 Interchange Project (Prop 1B project). Environmental is moving forward and is anticipated to be completed by September 2009. Project is scheduled to be completed in 2016.

Mr. Curti also reported that Caltrans District 06 is beginning a PSR on Route 65.

**B. Items from Staff**

MCTC's Executive Director, Patricia Taylor, welcomed the Board to MCTC's new office building.

Ms. Taylor gave a brief report on the Salary Fringe Benefit Survey and indicated that Bryce Consulting has been retained in the amount not to exceed \$6,000.

**C. Items from Commissioners**

No Items from Commissioners.

**X. *Adjournment***

Meeting adjourned at 4:30 p.m.

Next meeting set for Wednesday, April 23, 2008

Respectfully Submitted,

Patricia S. Taylor, Executive Director  
Madera County Transportation Commission