

MADERA COUNTY TRANSPORTATION COMMISSION

EXECUTIVE MINUTES

Date: Friday, May 16, 2008
Time: 9:30 a.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. Ronn Dominici – 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

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. *Safe Routes to School – Call for Projects*

Authorized in Section 1404 in SAFETEA-LU, the Safe Routes to School Program (SRTS) is a federal funding program that provides \$612 million nationwide to : (1) enable and encourage children, including those with disabilities, to walk and bicycle to school; (2) make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and (3) facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools.

The first call for SRTS projects was conducted in October 2006. Caltrans has now announced the next call for projects under SRTS Cycle 2. It is anticipated that \$46 million in funding for FY 2008/09 and FY 2009/10 will be available. There are two types of applications available for SRTS Cycle 2: stand-alone infrastructure projects (sidewalks, pathways, bike lanes, traffic calming, etc.) or non-infrastructure activities (education, encouragement and enforcement). All project awards are 100% federally reimbursable. Applications for infrastructure must not exceed \$1 million, and applications for non-infrastructure must not exceed \$500,000 (and can be spent on activities over a four year period).

State, local or regional government agencies are encouraged to apply. Non-traditional applicants such as school districts, nonprofit organizations, health/education departments, federally recognized Native American Tribes and hospitals are required to partner with a city /county/Metropolitan Planning Organization/Regional Transportation Planning Agency who will serve as the responsible agency for that non-traditional applicant.

The deadline for applications is **Friday, July 18, 2008.**

For questions on the program, please contact Joyce Parks, SRTS Coordinator at (916) 653-6920 or joyce_parks@dot.ca.gov or go to <http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/srts.htm>.

Action: Information and Discussion Only.

B. *Videoconference Participation*

The San Joaquin Valley RTPAs are participating in a valley-wide videoconferencing system. The system is intended to reduce the number of face-to-face meetings and therefore, vehicle miles traveled (VMT) necessary to conduct valley-wide business on an ongoing basis.

Full participation is required in order to secure the air quality improvement funding through the Air District necessary to make the system reasonably affordable. The Commission's participation will be to purchase a small video conference solution in the amount of \$ 5,743.75.

Fresno COG has coordinated and paid to have a fiber optic cable (FOC) line—including trenching, coring and pulling the FOC line into the COG server room—so that the system will have more than sufficient bandwidth to function properly. Fresno COG is also funding over 50% of the cost for the Multipoint Control Unit (MCU)—the shortfall from the Valley CAN and Air District grants—necessary to run the system. All that is required from the eight San Joaquin Valley RTPAs is to purchase, install and maintain your system as necessary. Included in the Commissioner's packet was a copy of the final quote from KerTel communications, Inc.

Action: Approve purchase of small video conference solution.

C. *2007 Federal Transportation Improvement Program – Resolution 06-12 Amendment No. 12 – Administrative Amendment*

This amendment is per the request of the City of Madera. The amendment adjusts the DAR operating assistance program to be consistent with revised budget expenditures for FY 2007/08. The administrative changes are as follows:

City of Madera

MAD213054 – City of Madera; FTA Section 5307; DAR Operating Assistance; FY 2007/08 (Amendment adds \$30,000 FED to CON for a total of \$270,000 FED share.)

Action: Ratify – 2007 FTIP Administrative Amendment No. 12

D. *Agreement for Sharing Access to Sacramento Region 511 System*

The Sacramento Area Council of Governments (SACOG) has extended an offer to the San Joaquin Valley Councils of Governments to allow access to its 511 traveler information service. This Memorandum of Understanding (MOU) allows the MCTC to participate in a “baseline” 511 system, which is being made available to all of the San Joaquin Valley COGs at no cost.

Key points of the SACOG “baseline” 511 system are as follows:

- The offer is only for cell phone access to 511 from within the San Joaquin Valley

- Offer is for phone access to 511 only. Internet access is not provided by SACOG, and
- Access is limited to only Caltrans Highway Information, or CHIN.

San Joaquin Valley COGs can add additional services but they will be responsible for the costs of those services. Examples of additional services not included in the “baseline” 511 system include wire-line access or access by land-based phone lines, transit services, a website and more. These services can be added to the MOU with SACOG at any time independently of what the other San Joaquin Valley COGs decide to do.

Action: Approve and authorize the signing of the MOU between the Madera County Transportation Commission and the Sacramento Area Council of Governments to allow access to SACOG’s 511 service

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

IV. TRANSPORTATION ACTION/DISCUSSION ITEMS

A. Draft 2009 Federal Transportation Improvement Program (FTIP) and Air Quality Conformity Determination and Draft 2009 Interim Federal Transportation Improvement Program

NOTICE OF PUBLIC HEARING ON THE DRAFT 2009 FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM AND CORRESPONDING AIR QUALITY CONFORMITY ANALYSIS AND

THE DRAFT 2009 FEDERAL INTERIM TRANSPORTATION IMPROVEMENT PROGRAM

NOTICE IS HEREBY GIVEN that the Madera County Transportation Commission (MCTC) will hold a public hearing on June 18, 2008 at 3:00PM at the MCTC Board Room at 2001 Howard Road, Suite 201, Madera , CA 93637 regarding the Draft 2009 Federal Transportation Improvement Program (FTIP) and Corresponding Air Quality Conformity Analysis and the Federal Draft 2009 Interim Transportation Improvement Program (Interim TIP). The purpose of the hearing is to receive public comments.

- The FTIP is a listing of capital improvement and operational expenditures utilizing federal and state monies for transportation projects in Madera County during the next four years.
- The Air Quality Conformity Analysis contains the documentation to support a finding that the 2009 FTIP and 2007 RTP meets the air quality conformity requirements for ozone and particulate matter.
- The Interim FTIP has been prepared concurrently with the FTIP and contains only the transportation projects that may proceed if the conformity analysis cannot be adopted.

A concurrent 30-day public review and comment period will commence on May 16, 2008 and conclude the day of the public hearing on these matters. The draft documents are available for review at the MCTC office, located at 2001 Howard Road, Suite 201, Madera, CA 93637 and on our website at <http://www.maderactc.org/>.

Public comments are welcomed at the hearing, or may be submitted in writing by June 18, 2008 at 3:00PM to Derek Winning at the address below.

After considering the comments, the documents will be considered for adoption, by resolution, by the Madera County Transportation Commission at a regularly scheduled meeting to be held on July 23, 2008 at 3:00PM. The documents will then be submitted to state and federal agencies for approval.

Contact Person: Derek Winning, Deputy Director
Madera County Transportation Commission
2001 Howard Road, Suite 201
Madera, CA 93637
559-675-0721
derek@maderactc.org

Action: The Commission unanimously voted for staff to commence a 30-Day Public Review and Comment Period.

B. 2008-09 Unmet Transit Needs Findings – Resolution 08-05

Madera County Draft Alternative Scenarios

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

On April 23, 2008, 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 FY 2008/09 prior to approving claims of Local Transportation Funds for street and road purposes.

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.

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 role of the Social Service Transportation Advisory Council (SSTAC) 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 establishment of the Madera County SSTAC 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, April 23, 2008, the MCTC Policy Board opened the hearing to receive public testimony. The following staff evaluation was prepared in cooperation with the SSTAC. The Chairman of the SSTAC will submit that body's findings to the Commission under separate correspondence.

NARRATIVE OF EVALUATION

City of Madera

- 1. There are no unmet transit needs that are reasonable to meet at this time within the City of Madera.**

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 transit needs within the City of Madera that are 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 reliability, on-time performance and staff professionalism of the Madera Dial-A-Ride system; however, the comments reflect operational issues and not unmet needs.

Additional testimony was received regarding the expansion of MAX to serve regions outside the city such as the Madera Center community college and the extension of DAR operating hours on weekends and evenings. These requests constitute unmet needs, however, they were not determined as reasonable to meet at this time.

As the City of Madera grows, the MAX service will expand to serve new areas that currently lie at the periphery of the city's sphere of influence. City transit staff are preparing to launch a test program in early 2009 that will provide additional service to the Madera Center and other employment and education centers and determine the reasonability of a permanent MAX connection to the college.

City of Chowchilla

- 1. There are no unmet transit needs that are reasonable to meet at this time in the City of Chowchilla.**

No comments were received regarding service in the City of Chowchilla.

County of Madera

- 1. There are no unmet transit needs that are reasonable to meet at this time in the County of Madera.**

No comments were received regarding Madera County transit service; however, County staff is encouraged to work with Madera Center to improve MCC service to the community college.

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 2008/09 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.

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

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;*
- *Madera County Connection*

Action: Upon motion by Commissioner Poythress seconded by Commissioner Rodriguez to approve 2008/09 Unmet Transit Needs – Staff report and SSTAC recommendation by Resolution 08-05. 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 April 23, 2008

Included in the Commissioner's packet was a copy of the April 23, 2008 Executive Minutes for review.

Action: Approve Executive Minutes of April 23, 2008.

B. Final Transportation Development Act (LTF & STA) – Fund Estimates and Apportionment, LTF Resolution 08-06 and STA Resolution 08-07

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 2008-09 is **\$4,092,069** (decrease \$1,023 from FY 2007/08). 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 2008-09, there is \$742,788,744 budgeted according to the most current information from the Department of Finance. STA allocation estimate for Madera County is \$1,466,555 (increase \$843,153) from FY 2007/08).

Action: Approve Final Transportation Development Act (LTF & STA) – Fund Estimates and Apportionment, LTF Resolution 08-06 and STA Resolution 08-07.

Administrative Consent Calendar Action

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

VII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS

A. 2008-09 Overall Work Program and Line Item Budget – Resolution 08-08

Included in Commissioner's package was a copy of the 2008-09 MCTC Overall Work Program and Line Item Budget – Final. This document is prepared annually pursuant to Caltrans. The OWP discusses the MCTC, its organizational structure, regional planning issues, and presents work element descriptions and budgets. The draft document was circulated for local agency and Caltrans review beginning in February. Comments received are reflected in the final document.

Action: Upon motion by Commissioner Kopshever seconded by Commissioner Dominici to approve the FY 2008-09 MCTC Overall Work Program and Line Item Budget – Resolution 08-08. 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" Administrative Code – Amendment No. 1 and Final Measure "T" – ½ Cent Transportation Sales Tax Program – 2007 Strategic Plan – Amendment No. 2

Measure T Administrative Code Amendment No. 1

The proposed Measure T Administrative Code Amendment No. 1 revises Section 104.3 which established the Madera County Transportation Authority Technical Advisory Committee (TAC) to become consistent with the current organization of the Madera County Transportation Commission TAC. The revised language is fully compliant with the Measure T Investment Plan approved by Madera County voters in November 2007. The revision to the Administrative Code is as follows:

- c) *Technical Advisory Committee.* The Madera County Transportation Commission Technical Advisory Committee will also assume the role as the Technical Advisory Committee to the Authority. The purpose of the Technical Advisory Committee is to prioritize infrastructure investments in the Investment Plan and to undertake other technical reviews as requested by the Commission. ~~Each committee member also shall have a designated alternate appointed, subject to eligibility provisions contained in Section 104.3, who shall attend committee meetings in the event that the appointed committee member is unable to attend.~~ Notwithstanding the provisions of Section 104.3 (a) the Technical Advisory Committee shall continue with the same organization as the MCTC Technical Advisory Committee. The Technical Advisory Committee shall consist of:

- 1) County of Madera Road Commissioner
- 2) County of Madera Planning Director
- 3) City of Madera Engineer
- 4) City of Madera Planning Director
- 5) City of Chowchilla Administrator
- 6) City of Chowchilla Engineer
- 7) Caltrans District 06
- 8) Tribal Representative
- 9) MCTA Staff

Final Measure “T” – ½ Cent Transportation Sales Tax Program – 2007 Strategic Plan – Amendment No. 2

The proposed Final Measure “T” – ½ Cent Transportation Sales Tax Program – 2007 Strategic Plan – Amendment No. 2 revises a reference in Appendix A to the Measure T Administrative Code regarding the organization of the Madera County Transportation Authority Technical Advisory Committee (TAC) to become consistent with the current organization of the Madera County Transportation Commission TAC. The revised language is fully compliant with the Measure T Investment Plan approved by Madera County voters in November 2007. The revision to the Strategic Plan is as follows:

B. MCTA Technical Advisory Committee (TAC)

A standing technical committee that meets monthly, one week prior to the Authority, to review and discuss information submitted to the Board of Directors. The (TAC) shall review and comment on staff recommendations that pertain to the Measure T Strategic Plan, Annual Work Program, Authority Procedures, and other related documents, policies, and programs. The purpose of the Technical Advisory Committee is to prioritize infrastructure investments in the Investment Plan and to undertake other technical reviews as requested by the Commission. ~~Each committee member also shall have a designated alternate appointed, subject to eligibility provisions contained in Section 104.3 of the Measure T Administrative Code, who shall attend committee meetings in the event that the appointed committee member is unable to attend. Members of The~~ Technical Advisory Committee shall consist of:

- 1) County of Madera Road Commissioner
- 2) County of Madera Planning Director
- 3) City of Madera Engineer
- 4) City of Madera Planning Director
- 5) City of Chowchilla Administrator
- 6) City of Chowchilla Engineer
- 7) Caltrans District 06
- 8) Tribal Representative
- 9) MCTA Staff

~~MCTA officers will provide administrative support to the TAC and will not vote on TAC review of submitted expenditure items.~~

Action: Upon motion by Commissioner Poythress seconded by Commissioner Dominici to approve Measure “T” Administrative Code – Amendment No. 1 and Final Measure “T” – ½ Cent Transportation Sales Tax Program – 2007 Strategic Plan – Amendment No. 2. A vote was called and the motion carried.

IX. Miscellaneous

A. Items From Caltrans

Steve Curti informed the Board that Caltrans District 06 has just received \$12 million in maintenance monies that will be put towards the Highway 99- FOG project between Fresno and Madera.

Mr. Curti also updated the Commission on the Highway 99 bridge to Avenue 7 – Prop 1B Bond Project.

B. Items from Staff

No Items from Staff.

C. Items from Commissioners

No Items from Commissioners.

X. Adjournment

Meeting adjourned at 10:20 a.m.

Next meeting set for Friday, June 18, 2008

Respectfully Submitted,

Patricia S. Taylor, Executive Director
Madera County Transportation Commission