



# CITIZEN OVERSIGHT COMMITTEE

## Measure C Citizen Oversight Committee Meeting

### Executive Minutes

**Date: Thursday, October 11, 2018**

**Time: 5:00 PM**

**Place: COG Ash Conference Room  
2035 Tulare St., Suite 201, Fresno, CA**

### **Members Present:**

Lee Delap, Unincorporated Rural Area East of 99, District 5  
Sal Petrucelli, FCMA District 2  
Bill Jordan, League of Women Voters - Via-Phone In  
Bob Allen, Selma District Chamber of Commerce  
Mike Schwan, Central CA Builders Exchange  
Kevin Hamilton, Central California Asthma Collaborative  
Joe Denham, Greater Fresno Area Chamber of Commerce

### **Absent:**

Destiny Rodriguez, Public at Large  
Sam Molina, FCMA District 1  
LeAnn Nowlin, Public-at-Large

### **Others Attending:**

Denise DiBenedetto, Fresno County Transportation Authority  
Brenda Veenendaal, Fresno COG  
Stephanie Maxwell, Fresno COG

**Lee Delap called the meeting to order at 5:02 p.m.**

### **I. Presentations - About Presentations:**

This portion of the meeting is reserved for persons wishing to address the Committee on items within its jurisdiction but not on this agenda.

There were no public presentations.

### **II. Minutes of July 12, 2018 Meeting of the Measure C Citizen Oversight Committee**

A motion was made by Bob Allen and seconded by Sal Petrucelli to approve the February 8, 2018 Oversight Committee minutes with changes. A vote was called for and the motion carried.

The changes were:

Item II - Sam Molina had nominated the chairperson  
Item III - the motion was seconded by Sal Petrucelli

### **III. Measure C New Technology Reserve Grant Program - Fiscal Year 2018-2019 Grant Application**

Brenda Veenendaal reported on this item. Fresno COG released the Measure C 2018 Application for New Technology Funding on April 16, 2018. Six applications were received requesting a total of \$7,291,415, with \$6.4 million in funding available. On August 22, the scoring committee met to interview the applicants and discuss the applications.

The following is a list of the applications and the funding recommendations: following is a list of the applications and the funding recommendations:

<b>Agency</b>	<b>Project Description</b>	<b>Ask</b>	<b>Recommended Funding</b>
<b>FCRTA</b>	This project will fund the purchase of 15 Chevy Bolts (electric vehicles), 40 electric vehicle charging units and the smartphone app. The vehicles will be used to expand the existing FCRTA routes.	\$748,000	\$748,000
<b>Clovis Transit</b>	This project will fund the purchase of 2 electric shuttles and chargers for a 3 year pilot program to collect data to determine feasibility and operational requirements of these electric vehicles on paratransit and fixed-routes.	\$407,283	\$407,283
<b>City of Fresno - Public Works</b>	This project will fund the installation of a state-of-the-art Adaptive Signal Control Technology (ASCT) system in Downtown Fresno along Fresno Street, Van Ness Avenue and the Downtown Bus Rapid Transit corridors. The ASCT adaptive system will employ wireless vehicle detection technology for real-time monitoring and continuous synchronization of 21 traffic signals.	\$1,813,000	\$1,813,000
<b>Fresno City College</b>	This project will create an advanced propulsion systems training program on the new Fresno City College West Satellite Campus located at Church and West. This new program will provide students with workforce training and educational pathways leading to high-demand, high-quality jobs.	\$1,995,500	\$1,995,500
<b>City of Fresno Transit</b>	FAX will conduct a micro-transit demonstration project in two areas of the City of Fresno that currently do not have public transit services. The micro-transit proposed is a technology-enabled transit service that offers flexible routing and scheduling of minibus vehicles. This grant would fund the operating costs of the project.	\$500,948	\$500,948
<b>Reedley Rides</b>	The project will create and operate a micro-transit service in the City of Reedley with flexibility to include other communities upon successful operation of the initial phase.	\$1,826,684	0
<b>TOTAL FUNDING AVAILABLE</b>			<b>\$6,400,000</b>
<b>TOTAL RECOMMENED FUNDING</b>			<b>\$5,464,731</b>
<b>FUNDING TO ROLLOVER TO 2020</b>			<b>\$935,269</b>

The Fresno COG Policy Board approved the funding recommendation at their meeting on September 27, 2016. The item now goes to the FCTA Board for final approval.

FCTA staff provided a brief update on the current New Technology projects.

Lee Delap thanked Mike Schwan representing the COC on the New Scoring Committee. Mr. Schwan thanked everyone for nominating him.

This was an information item.

#### **IV. Fresno County Transportation Authority Fiscal Year 2018-2019 Budgets:**

##### **A. Measure C Original Operating Budget for FY18/19**

Denise DiBenedetto reported on this item. Reviewing the Original Measure Operating Budget is not included in the responsibilities of the Citizen's Oversight Committee but it was provided as a courtesy, for reference to those services that were funded by both the Original and the Extension Measures.

Ms. DiBenedetto apologized for not having the budgets form included on the agenda at the last meeting. Ms. DiBenedetto provided the committee with the budget forms at this meeting and explained them to the committee.

##### **B. Measure C Extension Operating Budget for FY18/19**

Denise DiBenedetto reported on this item. **The FY18/19 Measure C Extension budget was approved at the May 30, 2018 FCTA Board Meeting.**

This is the twelfth line-item budget of the Measure C Extension Program. The FY2018/19 Measure C Extension budget's total estimated tax revenue is \$76,795,304. The estimated interest income is \$2,600,000 for a total estimated budget of \$79,395,304. The revenue estimate reflects a conservative 3.5% increase from the 2017-18 actual revenues to date.

The Measure C Extension revenue projection is the result of a collaborative effort between the Fresno County Auditor-Controller/Treasurer Tax Collector's office and the Authority's financial advisor, Montague DeRose Associates.

Salaries and Benefits and administrative expenses total \$462,843 and are less than 1% of the entire Measure C budget. The Salaries and benefits portion of the Administrative budget reflects 100% of two employees (Executive Director and Contract Administrator), and 25% of one employee (Program Manager). This category also includes office expenses such as rent, leases, telephone, small office equipment, office supplies, etc. for a total of \$65,489. A contingency reserve of \$5,000 and an unallocated Administrative Reserve of \$293,077 are also included.

The Extension Budget also accounts for services and supplies expenditures in the amount of \$703,262. This budget category provides the services needed to deliver the overall Measure C Program and reflects actions previously approved by the board. Where appropriate, services and supplies expenses are prorated between the Original and Extension Measures to reflect actual service to each and has a decrease of \$20,000.

The remainder of the budget is similar to previous budgets and consists of pass-through funding to participation jurisdictions.

The budget also identifies the undistributed reserve allocations for programs or projects that are not ready to proceed at this time. These funds will continue to be retained by the Authority in separate accounts until claim and certification procedures are finalized and projects are identified.

### **C. Regional Transportation Mitigation Fee (RTMF) Budget for Fiscal Year 2018/19**

Denise DiBenedetto reported on this item. The Fiscal Year 2018/19 Measure C RTMF Budget was approved at the May 30, 2018 FCTA Board Meeting.

This is the fourth line-item budget of the Regional Transportation Mitigation Fee.

The RTMF fee was approved by voters when they passed the Extension Measure. The FY18/19 budget identifies an uncommitted RTMF fund balance of \$5,031,354, an estimated \$4.7 million in fee collection revenue based on recent development activity in Fresno County and \$75,200 in interest earnings. The final category of resources available to deliver the RTMF construction program in 2018-19 is the \$11,306,354 in Measure C Loans that are estimated to be needed to service ongoing construction contracts in the coming year. These funds were available, if needed, to pay costs as they come due for on-going contracts and will be added to the outstanding \$72,403,459 million Measure C loan (which includes the total prior year's payback of \$15,513,796 to be amortized over the remaining life of the fee program. Combining all of the above listed resources, results in a total of \$11,306,354 available to deliver the FY18/19 RTMF Program.

The expenditure side of the proposed 2017-18 RTMF Budget identifies \$6,275,000 for construction projects, \$15,000 for Services and Supplies which is made up of an estimated \$5,000 for legal services and \$10,000 for Consultant Services to update the Strategic Implementation Plan as needed to reflect the changes resulting from the anticipated 2018 Measure C Expenditure Plan update and \$1,499,800 in Measure C RTMF Loan payback program.

Kevin Hamilton asked about the wording on page 4 of the attachment budget section 9613. Ms. DiBenedetto said that she will come back with an answer for the committee at the next meeting.

### **V. FRESNO COUNTY TRANSPORTATION AUTHORITY BOARD RESOLUTION NO. 2018-02**

**Summary: Resolution of Allocation No 2018-02 was approved at the May 30, 2018 FCTA Board Meeting**

Using the revenue estimate provided by the Fresno County Auditor-Controller/Treasurer –Tax Collector, the Fresno County Transportation Authority shall annually prepare each year a Resolution of Allocation/Appportionment. The Resolution includes a table which identifies each city and county, the total street mileage and estimated population within each jurisdiction. Following the adoption of the Resolution, the Fresno County Transportation Authority shall notify each city and the county in writing.

This is done through the Certification and Claims process. Once each agency provides a signed Certification and Claims form, along with their council resolution, the Fresno County Auditor-Controller/Treasurer –Tax Collector's office then start the allocation of the pass-through funds to the agencies. The Resolutions and Cert & Claims are due by November 15<sup>th</sup>.

**This Item was mistakenly placed on this agenda and had been addressed at the previous meeting.**

### **VI. Transit Oriented Development (TOD) Sub-program Cycle VI funding approved at the May 30, 2018 FCTA Boarding meeting**

**Summary:** The Measure C Transit Oriented Development (TOD) Sub Program was created to help facilitate land use changes to accommodate high-density and compact housing units, and mixed-use developments that increase the demand for transit services. This subprogram receives approximately 1.2% of total Measure C revenue or an average of approximately \$875,000 per year over the life of the Extension. The TOD Program Policies and Guidelines were revised in 2017 to allow all 16 jurisdictions to compete for funding. Different criteria were included in the revised TOD Guidelines for the Fresno-Clovis Metropolitan Area and the rest of the county in recognition of their differing abilities to provide higher density housing options within their jurisdictions. The revised guidelines were intended to encourage competition for these funds while still

maintaining high-quality TOD projects. Proposed projects were required to receive a minimum of 70 points in order to qualify for funding.

The Cycle VI “call for projects” was released on January 12, 2018 and resulted in eight applications from five jurisdictions totaling more than \$1.9 million with \$1.5 million available in Measure C funds. The TOD scoring committee met and scored the applications on March 29 and recommended funding the following three projects for a total amount of \$885,000. All unallocated funding will be held in reserve for the next project cycle.

### **1. City of Fresno, Blackstone and McKinley Transit Oriented Development – \$478,000**

This project is to fund off-site improvements that support the Blackstone and McKinley transit-oriented, affordable housing development to be located near Fresno City College. The Blackstone & McKinley TOD will be a mixed-use facility constructed at 1501 N. Blackstone Avenue with 88 units of affordable housing at 30 units/acre. It is located within a quarter mile of the City of Fresno Bus Rapid Transit "Q" line.

### **2. City of Clovis, Clovis Landmark Commons – \$250,000**

Landmark Commons will build a new Clovis senior center, a new Fresno County Library Branch and Clovis Transit Hub in Old Town Clovis. The TOD project will improve the adjacent bike and pedestrian trail, provide on-site improvements and infrastructure for a Transit Hub, and provide a public plaza adjacent to the trail and the Transit Hub.

### **3. City of Kingsburg, Downtown Kingsburg Strategic Plan – \$157,000**

The City of Kingsburg will produce a strategic plan to identify development strategies that promote multi-modal transportation, including: walking, biking, transit and sustainable parking opportunities within the downtown area.

These three projects all received the minimum required 70 points or more. Given that some of the applications lacked information and did not provide a strong nexus to transit-oriented development, the Scoring Committee recommended that City of Fresno and City of Clovis applications be shared with potential future applicants as exemplary TOD applications. The two applications can be found at <https://www.fresnocog.org/measure-c-transit-oriented-development>.

Attached with this agenda item is a summary of the projects funded by the TOD program and expenses paid as of April 10, 2018 along with a copy of the 2017 TOD Program Policies and Guidelines.

**This Item was mistakenly placed on this agenda and had been addressed at the previous meeting.**

## **VII. FCTA Expenditure Reports for Fiscal Year 2017-2018**

Denise DiBenedetto reported on this item. Pursuant to the adopted Fresno County Transportation Authority procedures for administration of Measure C Extension Funds for Local Transportation Pass-Through Projects and Programs, and for Short-Term Regional Transportation Program projects, local agencies are required to submit their Measure C Extension Expenditure Report(s) for the fiscal year no later than November 15th of each year. An Expenditure Report Tracking Spreadsheet was attached. To date the following local agencies have submitted the Fiscal Year 2017-2018 Expenditure Reports.

- Fresno Council of Governments
- City of Kerman
- City of Mendota

Ms. DiBenedetto asked the committee to be her second pair of eye's to look over the reports so that they are checked thoroughly. Ms. DiBenedetto also explained to the committee that if they wanted more information in

regards to projects or if there is anything else that they felt was needed to be brought to the committee's attention in knowing the their neighborhoods better when it comes to whether or not they see any Measure C signs going up and if there's projects going on.

Ms. DiBenedetto felt that the City of Mendota should provide more detailed information on their street maintenance because the form is the same every year.

The deadline for submittal of completed reports is November 15, 2018.

A motion was made by Joe Denham and seconded by Sal Petrucelli to accept Fresno COG, City of Kerman and the City of Mendota. A vote was called for and the motion passed.

#### **VIII. 2017-2018 COC Annual Report to the Public**

Lee Delap reported on this item. The Measure C Citizen Oversight Committee is charged with annually developing an annual report to the public. A subcommittee should be formed to develop the report, with the COC chair accepting volunteers to sit on the subcommittee.

Mr. Delap thanked Kevin Hamilton and Mike Schwan for helping with last year's development of the COC 2016-2017 Annual Report to the Public.

Mr. Delap asked the committee for volunteers to help with developing of the COC's 2017-2018 Annual Report. Bob Allen and Mike Schwan volunteered and will sit on the subcommittee with Lee Delap.

#### **IX. Items from Staff**

##### **A. 2018 COC tentative meeting dates:**

- November 8
- December 13

Brenda Veenendaal informed the committee that there will be November and December meetings that will need to have quorums. She asked the members to please try to attend.

Ms. DiBenedetto informed the committee of two events that will be coming up. There will be a dedication ceremony for the Mendota passing lane on October 19, 2018 and everyone is invited.

In the City of Huron on November 1, 2018 there will be a ground breaking ceremony for the State Route 269 Bridge.

##### **B. Items for next agenda**

- RTMF Budget number update on page four of the document that was handed out.
- LABs
- Expenditure reports
- Pavement Condition Index

##### **C. Upcoming Meetings of other related Boards/Committee**

- Fresno County Transportation Authority Board - Wednesday, October 10, 2018, 9:00 am
- Fresno COG's Transportation Technical Committee - Friday, October 12th, 8:30 am
- Fresno COG's Policy Advisory Committee - Friday, October 12th, 10:00 am
- Fresno COG Policy Board Meeting - Thursday, October 25, 2018 at 5:30 pm in the Fresno COG

**X. Items from Members**

Kevin Hamilton informed the committee that on October 13, 2018 in the City of Huron there will be the ribbon cutting for the Green Raiteros Rideshare program. The City of Huron received three million dollars in program funding for it.

Lee Delap asked if there was an update on the positions that need to be filled with the Committee. Brenda Veenendaal said that the positions for West of 99 and two community organizations still need to be filled. Bob Allen said that maybe Ms. Veenendaal should look into the By-Law's.