

MADERA COUNTY TRANSPORTATION COMMISSION

EXECUTIVE MINUTES

Date: November 22, 2017
Time: 3:00 p.m.
Place: MCTC Board Chambers

Members Present: Chairman - Andrew Medellin – Mayor, City of Madera
Vice Chairman - Brett Frazier - Supervisor, Madera County
Tom Wheeler - Supervisor, Madera County
William Oliver – Councilmember, City of Madera
Waseem Ahmed – Councilmember, City of Chowchilla
Max Rodriguez - Supervisor, Madera County

Members Absent: None

Policy Advisory Committee: Above Members present and Caltrans Representatives:
Michael Navarro, Caltrans Dist. 06 Senior Planner

MCTC Staff Present: Patricia Taylor, Executive Director
Troy McNeil, Fiscal Supervisor
Dylan Stone, Regional Planning Supervisor
Jeff Findley, Senior Regional Planner
Amelia Davies, Regional Planner
Evelyn Espinoza, Regional Planner
Sandy Ebersole, Grants Analyst
Sheila Kingsley, Office Asst.

MCTC sitting as the Transportation Policy Committee

I. PLEDGE OF ALLEGIANCE

II. PUBLIC COMMENT

None.

III. TRANSPORTATION CONSENT ITEMS

A. 2017 Annual Listing of Projects

Federal legislation requires that Metropolitan Planning Organizations (MPOs) either publish or make available an annual listing of projects for which federal funds have been obligated in the preceding year. This listing is required to be consistent with the categories identified within the Federal Transportation Improvement Program (FTIP). Commission staff recently published the 2017 Annual Listing of Projects on the MCTC Website at <http://www.maderactc.org>.

Included in the Commissioner's packet was a copy of the listing of federally funded projects that were obligated during federal FY 2016-17, and are shown by specific program.

Action: Information and Discussion only.

B. 2018 Meeting Schedule

Included in the Commissioner's packet was the schedule for the 2018 Technical Advisory Meetings and the Madera County Transportation Policy Board meetings.

Action: Information and Discussion Only.

Transportation Consent Calendar Action: Upon motion by Commissioner Wheeler, seconded by Commissioner Oliver to approve the Transportation Consent Calendar (Items A & B). A vote was called and the motion carried.

IV. TRANSPORTATION ACTION/DISCUSSION ITEM

A. DRAFT 2017 Federal Transportation Improvement Program Amendment No. 8, 2014 Regional Transportation Plan Amendment No. 2, and corresponding Conformity Analysis for 2014 RTP/2017

The Madera County Transportation Commission is proposing a Draft 2017 Federal Transportation Improvement Program Amendment 8 (2017 FTIP Amendment 8) and 2014 Regional Transportation Plan Amendment 2 (2014 RTP Amendment 2) and corresponding Conformity Analysis for the 2014 RTP/2017 FTIP. Associated documentation is attached as indicated below.

- **Project List:** Attachment 1 includes a summary of programming changes that result from Amendment 8 to the 2017 FTIP. The attachment also includes the CTIPs printout for the project changes to the 2017 FTIP via Amendment 9. Amendment 9 is necessary due to changes in project costs and scope.
- **Updated Financial Plan:** Attachment 2 includes the updated Financial Plan from the 2017 FTIP Amendment 8 to include the project list as provided in Attachment 1.
- **2014 RTP Amendment 2:** Attachment 3 includes a summary of changes to the 2014 RTP. Draft Amendment 2 is necessary due to changes in project schedules. The amendment does not change the time frame of the transportation plan.
- **Conformity Requirements:** Attachment 4 includes the conformity analysis to support a finding that the 2017 FTIP Amendment 8 and 2014 RTP Amendment 2 meet the air quality conformity requirements for carbon monoxide, ozone, and particulate matter. In addition, the projects and/or project phases contained in the amendment do not interfere with the timely implementation of any approved TCMs.
- **Public Involvement:** Attachment 4 also includes the Draft Public Notice and Adoption Resolution.

A 30-day public review and comment period commenced on October 11, 2017 and concluded on November 10, 2017. The draft documents are available for review at the MCTC office, located at 2001 Howard Road, Suite 201, Madera, CA 93637 and on the MCTC website at www.maderactc.org.

A Public Hearing was conducted on October 11, 2017, and no comments were received at the hearing. Additionally, no written comments were received.

Upon adoption, at a regularly scheduled meeting held on November 22, 2017, the documents will then be submitted to state and federal agencies for approval.

Action: Upon motion by Commissioner Frazier, seconded by Commissioner Wheeler to approve the 2017 Federal Transportation Improvement Program Amendment 8, 2014 Regional Transportation Plan Amendment 2 and corresponding Conformity Analysis for the 2014 RTP/2017 FTIP Resolution 17-11. A vote was called and the motion carried.

B. PUBLIC HEARING: 2017 Federal Transportation Improvement Program – Resolution 2016-12 Amendment No. 9

**NOTICE OF PUBLIC HEARING ON THE
DRAFT AMENDMENT #9 TO THE 2017 FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM**

NOTICE IS HEREBY GIVEN that the Madera County Transportation Commission (MCTC) will hold a public hearing on September 20, 2017, at 3:00 p.m. at the MCTC Board Room at 2001 Howard Road, Suite 201, Madera, CA 93637 regarding the Draft Amendment #9 to the 2017 Federal Transportation Improvement Program. The purpose of the hearing is to receive public comments.

The 2017 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 that are eligible to proceed without a conformity determination.

The Draft Amendment #9 to the 2017 FTIP is a Type 3 amendment that contains project phases and/or projects that have been determined to be exempt from the requirement that a conformity determination and/or regional emissions analysis be performed per 40 CFR 93.126, 93.127, or 93.128. Because the projects are exempt, no further conformity determination is required.

A concurrent 7-day public review and comment period will commence on November 2, 2017 and conclude November 9, 2017 at 3:00 p.m. The draft documents are available for review at the MCTC office, located at 2001 Howard Road, Suite 201, Madera, CA 93637 and on the MCTC website at www.maderactc.org.

Public comments were welcomed at the hearing, or by submitted in writing by 3:00 p.m. on November 9, 2017 to Jeff Findley at the address below.

This public notice of public involvement activities and time established for public review and comments on the FTIP development process will satisfy the FTA's Program of Projects requirements.

After considering the comments, the documents will be considered for adoption, by resolution, by the Madera County Transportation Commission at a regularly scheduled meeting held on November 22, 2017. The documents will then be submitted to state and federal agencies for approval.

Contact Person: Jeff Findley, Senior Regional Planner
Madera County Transportation Commission
2001 Howard Road, Suite 201
Madera, CA 93637
(559) 675-0721
jeff@maderactc.org

Chairman Medellin opened the floor for public comment at 3:06 p.m. Hearing no comments, Chairman Medellin closed the floor at 3:07 pm.

Action: Upon motion by Commissioner Oliver, seconded by Commissioner Frazier to approve the Madera County 2017 FTIP Resolution 16-12 Amendment No. 9. A vote was called and the motion carried.

C. 2018 Madera County Regional Transportation Improvement Program (RTIP) – Resolution 17-10

Enclosed in the Commissioner's packet was a copy of the 2018 Regional Transportation Improvement Plan (RTIP) for the Madera Region for submission to the California Transportation Commission. The RTIP must be submitted by December 15, 2017.

There was a reduction in STIP capacity in 2016, resulting in the removal of MCTC's SR 99 Avenue 7-12 widening project from the STIP and ITIP. Due to the passage of SB 1, the project is being restored in the 2018 ITIP and 2018 STIP as an Advanced Project Development Element. MCTC is requesting that the existing SR 99 Avenue 12-17 widening project be carried over to the 2018 STIP.

Action: Upon motion by Commissioner Wheeler, second by Commissioner Ahmed to approve the 2018 Madera County Regional Transportation Improvement Program (RTIP) by Resolution 17-10. A vote was called and the motion carried.

D. Madera Region Programs and Projects Update

Staff provided a verbal presentation and update of the transportation funding programs available to local agencies.

Action: Informational and Discussion Only

E. Sacramento Valley Voice Trip – March 7, 2018

The San Joaquin Valley Legislative Affairs Committee has scheduled a one day Sacramento Valley Voice Trip for March 7, 2018. The areas that have been identified as priorities will focus on issues related to funding in the San Joaquin Valley for transportation projects; Cap and Trade funding; Cal Enviro Screen definition; Affordable Housing Sustainable Communities, Goods/Freight Movement, and Senate Bill 1.

Commissioner Frazier and Supervisor Poythress will be attending. Commissioner Medellin is the alternate if Commissioner Frazier or Supervisor Poythress are not able to attend.

Action: Information and Discussion. Direction may be provided.

F. Letter of Support – San Joaquin Joint Powers Authority (SJJPAA) and the San Joaquin Rail Commission (SJRC) 2018 Grant Application – Support for Improved Passenger Rail Service to Sacramento

SJJPAA and SJRC are seeking a letter of support for the grant application submission by the San Joaquin Joint Powers Authority and the San Joaquin Regional Rail Commission that seeks funding under the Transit and Intercity Rail Capital Program. The proposed project will use existing rail infrastructure to better connect travelers to and from the Sacramento region with the San Joaquin Valley.

Copies of the letter of support were provided to the Commissioners at the Board meeting for review.

Action: Upon motion by Commissioner Ahmed, seconded by Commissioner Oliver to authorize the chair to sign a letter of support to include as part of the Transit and Intercity Rail Capital Program Grant Application submission by the San Joaquin Joint Powers Authority and the San Joaquin Regional Rail Commission. A vote was called and the motion carried.

V. REAFFIRM ALL ACTIONS TAKEN WHILE SITTING AS THE TRANSPORTATION POLICY COMMITTEE

Action: Upon motion by Commissioner Frazier seconded by Commissioner Oliver to reaffirm all actions taken while sitting as the Transportation Policy Committee. A vote was called and the motion carried.

VI. ADMINISTRATIVE CONSENT ITEMS

A. Executive Minutes – October 18, 2017

Included in the Commissioner's packet was a copy of the October 18, 2017 Executive Minutes of the Policy Board.

Action: Approve Executive Minutes of October 18, 2017.

B. Transportation Development Act (LTF) – Allocations, LTF Resolution 17-08 Amendment No.2

A clerical error from Resolution 17-08 Amendment No. 1 has been corrected.

Action: Approve LTF Resolution 17-08 Amendment No.2

C. Transportation Development Act (STA) – Apportionment, STA Resolution 17-05 Amendment No. 1

The State Controller's Office has revised the amount of STA allocations for FY 2017/18. The amount allocated to Madera is \$940,194, an increase of \$358,876. The increase is due to the passage of SB 1.

Action: Approve STA Resolution 17-05 Amendment No. 1

D. State of Good Repair (SGR) Program Apportionment

The State Controller's Office has issued the amount of State of Good Repair (SGR) allocations for FY 2017/18. The amount allocated to Madera is \$210,559. This program is a new program under SB 1 and is for transit capital expenditures.

Action: Approve SGR 2017/18 Apportionment.

E. State of Good Repair (SGR) Authorized Agent, Certifications and Assurances – Resolution 17-12

The Authorized Agent identifies the staff authorized to sign on behalf of MCTC. The Certifications and Assurances is a self-certification stating MCTC will meet all of the SGR guidelines, including reporting. These forms must be approved by Board resolution.

Action: Approve SGR Authorized Agent, Certifications and Assurances – Resolution 17-12

Administrative Consent Calendar Action: Upon motion by Commissioner Frazier, seconded by Commissioner Wheeler to approve the Administrative Consent Calendar (Items A-E). A vote was called and the motion carried.

VII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS

A. Award Contract – Triennial Performance Audit

At the September 20, 2017 meeting, the MCTC Policy Board approved the release of the Triennial Performance Audit Request for Proposals (RFP). MCTC is statutorily required by Section 99246 of the California Public Utilities Code to designate entities other than itself, a county transportation commission, a transit development board, or an operator to make a performance audit of its activities and the activities of each operator to whom it allocates funds. The audit will cover fiscal years 2014-15 through 2016-17 and will audit the following functions:

- RTPA Administration and Management;
- Transportation Planning and Regional Coordination;
- Claimant Relationships and Oversight;
- Follow up of prior Performance Audit Recommendations;
- Marketing and Transportation Alternatives; and
- Grant Applications and Management.

The final report is scheduled to be presented to the MCTC Policy Board in March 2018. MCTC staff expects that the performance audit will be conducted consistent with the "Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities", issued by the California Department of Transportation (Caltrans).

Staff received two proposals, scored the proposals according to the established criteria, and the results of the scoring are:

1. Moore & Associates – 94/100 (Total cost proposal of \$29,914)
2. Michael Baker International – 92.5/100 (Total cost proposal of \$29,975)

After conducting the RFP process and scoring and evaluating the submitted proposals, MCTC staff recommends retaining the firm of Moore & Associates to conduct the triennial performance audit.

Action: Upon motion by Commissioner Wheeler, seconded by Commissioner Rodriguez to approve the Triennial Performance Audit contract award to Moore & Associates in the amount of \$29,914. A vote was called and the motion carried.

MCTC Sitting as the Madera County 2006 Transportation Authority

VIII. AUTHORITY – CONSENT ITEMS

None

IX. AUTHORITY – ACTION/DISCUSSION ITEMS

A. Citizens' Oversight Committee – Member Appointments

The Citizens' Oversight Committee currently has one vacancy. The vacant position is Supervisorial District 2. Staff has received an application from Mr. Emil Stagnaro.

Action: Upon motion by Commissioner Ahmed, seconded by Commissioner Frazier to appoint Mr. Emil Stagnaro to the Citizens' Oversight Committee, District 2. A vote was called and the motion carried.

B. SB 1 Local Partnership Program

The Road Repair and Accountability Act of 2017 (Senate Bill [SB] 1,) created the Local Partnership Program and continuously appropriates two hundred million dollars (\$200,000,000) annually to be allocated by the California Transportation Commission (Commission) to local or regional transportation agencies that have sought and received voter approval of taxes or that have imposed fees, which taxes or fees are dedicated solely for transportation improvements.

The objective of the Local Partnership Program is to reward counties, cities, districts, and regional transportation agencies in which voters have approved fees or taxes solely dedicated to transportation improvements or that have enacted fees solely dedicated to transportation [based on Government Code Section 8879.66(b)(1)]. Consistent with the intent behind SB 1, the Commission intends this program to balance the need to direct increased revenue to the state's highest transportation needs while fairly distributing the economic impact of increased funding [SB 1 section 1(l)].

Jurisdictions with voter approved taxes, tolls, and fees will be eligible for a formulaic distribution of funds if the taxes, tolls, or fees are dedicated solely to transportation. The initial cycle of the formulaic program will cover 2017-18 and 2018-19, with annual programming cycles thereafter.

MCTC staff met with staff from the City of Madera, City of Chowchilla, and the County of Madera to discuss how the formula funds should be distributed in our region. As a result of these discussions, MCTC staff is proposing the following policies for the formula shares of the Local Partnership Program:

- *Program formula allocations for construction phase only
- *Certify that match required is available and on hand
- *Certify that the implementing agency will receive allocation from CTC and begin delivery in the year the funds are programmed
- *Implementing agency will be responsible for all reporting requirements
- *MCTC staff will monitor future allocations and ensure fair-share allocations to each agency over a 5 year period
- *Implementing agency will advertise project as a SB 1 and Measure T project
- *Implementing agency will add project to the SB 1 map and include picture
- *County of Madera will receive priority for the Competitive grant submittals for this initial cycle

A project list will need to be submitted by December 15th to the Commission. MCTC staff will work with local agencies staffs to determine the project list.

Action: Upon motion by Commissioner Wheeler, seconded by Commissioner Oliver to approve proposed policies for the formula shares of the Local Partnership Program and direct staff to work with local agencies staffs to determine the project list that is to be submitted to the Commission. A vote was called and the motion carried.

X. Miscellaneous

A. Items from Caltrans

Michael Navarro, Caltrans District 06 Senior Planner, provided a brief update on the local projects in Madera County.

B. Items from Staff

None

C. *Items from Commissioners*

None

XI. **Adjournment**

Meeting adjourned at 4:05 p.m.

Next meeting set for Wednesday, January 17, 2018

Respectfully Submitted,



Patricia S. Taylor
Executive Director
Madera County Transportation Commission