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# MEETING NOTICE

**Date:** Wednesday, May 17, 2017  
**Time:** 3:00 P.M.  
**Place:** Madera County Transportation Commission  
 Conference Room  
 2001 Howard Road, Suite 201  
 Second Floor – Citizens Business Bank Bldg.

## Agenda

Item	Description	Enclosure	Action
<b>MCTC sitting as the Transportation Policy Committee</b>			
<b>I.</b>	<b>PLEDGE OF ALLEGIANCE</b>		
<b>II.</b>	<b>PUBLIC COMMENT</b> This time is made available for comments from the public on matters within the Board’s jurisdiction that are not on the agenda. Each speaker will be limited to three (3) minutes. Attention is called to the fact that the Board is prohibited by law from taking any substantive action on matters discussed that are not on the agenda, and no adverse conclusions should be drawn if the Board does not respond to the public comment at this time. It is requested that no comments be made during this period on items that are on today’s agenda. Members of the public may comment on any item that is on today’s agenda when the item is called and should notify the Chairman of their desire to address the Board when that agenda item is called.		
<b>III.</b>	<b>TRANSPORTATION CONSENT ITEMS</b> All items on the consent agenda are considered to be routine and non-controversial by MCTC staff and will be approved by one motion if no member of the Committee or public wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in the listed sequence with an opportunity for any member of the public to address the Committee concerning the item before action is taken.		
A.	Annual DBE Submittal – FY 2017-18	Yes	Info/Disc
B.	2017 Federal Transportation Improvement Program – Administrative Amendment No. 3	Yes	Ratify
C.	Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Residual Allocation – Resolution 17-02	Yes	Approve
D.	2018 Regional Transportation Plan/Sustainable Community Strategy and Environmental Impact Report	No	Info/Disc
E.	California Air Resources Board’s Car Sharing and Mobility Options Pilot Project	Yes	Info/Disc
<b>IV.</b>	<b>TRANSPORTATION ACTION/DISCUSSION ITEMS</b>		
A.	2017-18 Unmet Transit Needs – Resolution 17-03	Yes	Approve/Disc

B.	<b>PUBLIC HEARING:</b> 2017 Federal Transportation Improvement Program – Resolution 2016-12 Amendment No. 4	Yes	Approve
C.	2014 Regional Transportation Plan, Sustainable Communities Strategy & Environmental Impact Report – Amendment No.1	No	Approve
D.	Valley Voice Trip – Washington DC – September 5-8, 2017	No	Info/Disc
E.	Active Transportation Plan – Amend Contract	No	Approve

**MCTC Sitting as the Madera County Transportation Commission**

V.	<b>REAFFIRM ALL ACTIONS TAKEN WHILE SITTING AS THE TRANSPORTATION POLICY COMMITTEE</b>	No	Reaffirm
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**VI. ADMINISTRATIVE CONSENT ITEMS**

A.	Executive Minutes of April 19, 2017	Yes	Approve
B.	Transportation Development Act (LTF & STA) – Fund Estimates and Apportionment, LTF Resolution 17-04 and STA Resolution 17-05	Yes	Approve

**VII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS**

A.	2017-18 Overall Work Program and Budget – Resolution 17-06	Yes	Approve
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**MCTC Sitting as the Madera County 2006 Transportation Authority**

**VIII. AUTHORITY – ADMINISTRATIVE CONSENT ITEMS**

All items on the consent agenda are considered to be routine and non-controversial by MCTC staff and will be approved by one motion if no member of the Committee or public wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in the listed sequence with an opportunity for any member of the public to address the Committee concerning the item before action is taken.

A.	2017-18 Measure “T” Final Allocation	Yes	Approve
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**IX. AUTHORITY – ACTION/DISCUSSION ITEMS**

None

**X. Miscellaneous**

A.	Items from Caltrans	No	Info/Disc
B.	Items from Staff	No	Info/Disc
C.	Items from Commissioners	No	Info/Disc

**XI. 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.

<b>XII. Adjournment</b>	No
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**\*Items listed above as information still leave the option for guidance/direction actions by the Board.**

# Annotated Agenda

## Madera County Transportation Commission May 17, 2017 Meeting

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### I. Pledge of Allegiance

### II. PUBLIC COMMENT

### III. TRANSPORTATION CONSENT ITEMS

#### A. Annual DBE Submittal FY 2017-18

**Summary:** The MCTC is required to establish a Disadvantaged Business Enterprise (DBE) Program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. MCTC is eligible to receive federal financial assistance from the DOT and as a condition of receiving this assistance, MCTC is required to sign an assurance that it will comply with 49 CFR Part 26.

The proposed policy of MCTC to ensure that DBEs, as defined in part 26, have an equal opportunity to receive and participate in DOT-assisted contracts is as follows:

- To ensure nondiscrimination in the award and administration of DOT-assisted contracts;
- To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
- To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
- To help remove barriers to the participation of DBEs in DOT-assisted contracts; and
- To assist the development of firms that can compete successfully in the market place outside the DBE Program. (*Ebersole*)

**Action:** Information and Discussion Only

#### B. 2017 Federal Transportation Improvement Program – Administrative Amendment No. 3

**Summary:** Enclosed is Amendment No. 3 (Type 1 Administrative Modification) to the 2017 Federal Transportation Improvement Program, per a City of Madera request.

Amendment No. 3 meets all applicable transportation planning requirements per 23 CFR Part 450 and 40 CFR Part 93. These projects and/or project phases are consistent with the 2014 Regional Transportation Plan (RTP), which was adopted by the Madera County Transportation Commission on July 23, 2014. The MCTC Public Participation Plan does not require a public review and comment period for Type 1 Administrative Amendments. The MCTC Policy Board has delegated MPO approval of Type 1 Administrative Amendments to its Executive Director. State approval has also been delegated to the MCTC Executive Director. (*Findley*)

**Action:** Ratify

#### C. Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Residual Allocation – Resolution 17-02

**Summary:** Proposition 1B places \$3.6 billion in the Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA). In FY 2010/11, the State legislature appropriated \$1.5 billion in PTMISEA funding for agencies and transit operators. Disbursements from the PTMISEA remain contingent upon the ability of the State to sell bonds. A copy of the latest PTMISEA guidelines and other relevant documents can be found on the Caltrans website at <http://www.dot.ca.gov/dgmt/spptmisea.html>.

The State Controller's office calculates and distributes the Section 8879.55(a2) funding to MPOs per Section 9913 by population. MCTC has received an eligible residual allocation of \$33,543 to be suballocated to local agencies by population:

City of Chowchilla: \$ 2,599  
City of Madera: \$13,763  
County of Madera: \$17,181

Projects must be consistent with the project sponsor's most recently adopted short-range transit plan (or board resolution) and a Caltrans-approved PTMISEA Program Expenditure Plan.

MCTC will submit residual allocation requests for the following projects, for the remaining \$33,543:

1. City of Chowchilla – CATX Facility Improvements \$2,599
2. City of Madera – New Transit Facility \$13,763
3. County of Madera – County Park and Ride Lots \$17,181

(Ebersole)

**Action:** Approve Public Transportation Modernization, Improvement, and Service Enhancement Account Project Listing – Resolution 17-02

#### **D. 2018 Regional Transportation Plan/Sustainable Communities Strategy and Environmental Impact Report**

**Summary:** MCTC has begun work on the 2018 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and Environmental Impact Report (EIR). VRPA Technologies has been retained as a lead consultant for the plan development in association with Moy & Associates (transit planning and Financial Element), Community Design and Architecture (land use modeling and allocation), Sierra Research (air quality and climate change), Quad Knopf (EIR – biotic and cultural), NV5 (project cost estimate and prioritization) and Best Best & Krieger LLP (legal support and oversight). A Notice of Preparation (NOP) will be issued by the 19th of May.

Stakeholder committee groups will begin meeting in June of 2017. Public workshops and meetings will take place in the Summer and Fall of 2017. A Draft of the RTP/SCS and EIR plans will be prepared for public review in the Spring of 2018 with final adoption anticipated for Summer 2018.

Current activities include data collection of various forms including: population forecasts, traffic model network review and socio-economic conditions and forecasts. (Stone)

**Action:** Information and Discussion Only.

#### **E. California Air Resources Board's Car Sharing and Mobility Options Pilot Project**

**Summary:** MCTC provided a letter of support on behalf of the Commission to the Air Resources Board Mobile Source Control Division in support of the San Joaquin Valley's application for Car Sharing and Mobility Options Pilot Project funding opportunity.

Partnered with UC Davis, Valley MPOs, and Michael Sigala of Sigala Inc., MCTC staff is involved in a study regarding alternatives for meeting transit needs in rural San Joaquin Valley. The project goal is to develop a pilot program in all eight counties in the Valley for new, technology-driven mobility service that meet transit needs of rural and disadvantaged residents, is cost-effective and financially sustainable, and helps achieve VMT and GHG targets.

**Action:** Information and Discussion Only.

### **IV. TRANSPORTATION ACTION/DISCUSSION ITEMS**

#### **A. 2017-18 Unmet Transit Needs – Resolution 17-03**

**Summary:** Included in your package is the SSTAC Recommendation Letter, Chairman Letter to those who testified, and the Public Hearing Comment Summary.

On April 19, 2017, 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 2017/18 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 19, 2017, 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**

**There is one unmet transit need that is reasonable to meet within the City of Madera. All other unmet transit needs within the jurisdiction are not reasonable to meet at this time.**

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 is one unmet transit need that is reasonable to meet within the City of Madera. All other unmet

transit needs within the jurisdiction are not 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.

The one unmet transit need that the SSTAC and staff deemed reasonable to meet is the need for more routes to the Madera Community College. This need is already being satisfied by the City of Madera. They recently secured a Congestion Mitigation and Air Quality (CMAQ) grant to add more service to the college. This is anticipated to begin Fall 2017 and will bring increased interconnectivity and higher levels of service.

Testimony was received regarding the expansion of service hours of the Madera Area Express (MAX) and Dial-A-Ride (DAR) systems to include new or expanded service on weekends. It was also requested that rider discounts be given for both systems. Due to existing availability and subsequent levels of ridership on existing systems, the SSTAC has deemed the current operation of these services does not constitute an unmet need that is reasonable to meet. Local operators will continue to monitor ridership and make expansions or alterations to service as warranted.

Testimony was also received regarding bus driver communication and behavior, bus stop location, signage, frequency, and on-time performance of the MAX and the Madera Dial-A-Ride system; however, the comments reflect operational issues and not unmet transit needs. MAX and Dial-A-Ride staff does have their performance monitored including communications on the bus and over the telephone. Customers are encouraged to report any problems to MAX and Dial-A-Ride management so review and proper action can be taken to alleviate the issue.

It was suggested stops be placed near the Shunammite Place, at the Hope House on Pine Street, and at the Courthouse on G Street. MAX currently has stops near the Hope House on Cypress Street behind the Walgreens and near the Courthouse on Yosemite Avenue. Both of these stops are within a quarter mile of requested locations. Considering the amount of ridership from the Shunammite Place, First Transit management has looked at the possibility of adding a stop at this location. It will take time before this can happen but it is being reviewed in further detail.

### **City of Chowchilla**

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

MCTC staff has reviewed and discussed testimony regarding the City of Chowchilla'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 Chowchilla 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 requesting evening and weekend service on Chowchilla Area Transit Express (CATX). By the definition of an unmet transit need that is reasonable to meet, this comment does not meet the criteria. An evening and weekend service on CATX would not currently be economical or demonstrate cost effectiveness.

There were no other comments or testimony regarding transit services in Chowchilla.

### **County of Madera**

**There is one unmet transit need that is reasonable to meet within the County of Madera. All other unmet transit needs within the jurisdiction are not reasonable to meet at this time.**

MCTC staff has reviewed and discussed testimony regarding the County of Madera's transit services with the Social Service Transportation Advisory Council (SSTAC). The recommendation from staff and the SSTAC is that there is one unmet transit need that is reasonable to meet within the County of Madera. All other unmet transit needs within the jurisdiction are not 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.

The one unmet transit need that the SSTAC and staff deemed reasonable to meet is the need for more routes to Chowchilla and connections to Fresno. This need has recently been satisfied by the County of Madera and Madera County Connection (MCC). They added more routes to Chowchilla and to Valley Children's Hospital beginning in March 2016. The route to Valley Children's Hospital will connect riders to Fresno Area Express (FAX) which will then take them into Fresno.

Testimony was received to possibly add a monthly or bi-weekly stop in Raymond. There is currently no transit service through Raymond but this request won't serve a significant number of the population and may not have community acceptance. However, County staff is working with community leaders in Raymond to evaluate the need of a transit service in this location.

Testimony was also received regarding inadequate transit between migrant farmworker housing and basic amenities such as grocery stores and healthcare providers. Depending on location of housing, this could be a major route extension for MCC. It would not currently be feasible, economical, or cost effective.

Requests were also made regarding lack of bus shelters, accessibility improvements, and lack of infrastructure surrounding bus stops, including sidewalks and stop signs. These comments do not meet the defined criteria of an unmet transit need. However, MCTC, along with Fehr and Peers and VRPA Technologies, is currently in the process of developing an Active Transportation Plan and addressing lack of sidewalks is an important piece of this effort.

Free bus passes for low-income students and senior citizens was also requested. Bus fares in the Madera Region are the most affordable in the Valley. Lowering the cost would not allow for services to meet the Farebox Recovery ratio.

### **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 in FY 2017/18 within the jurisdiction of the City of Chowchilla. There is one unmet transit need within the jurisdictions of the County of Madera and the City of Madera. The unmet transit need is reasonable to meet and is already being met by these agencies.**

*The Madera Area Express (MAX) and the Madera Dial-A-Ride provide transportation services that cover the entire city of Madera. MAX will be expanding services to the college beginning in Fall 2017.*

*The Chowchilla Area Transit Express (CATX) provides transportation services that cover the entire city of Chowchilla as well as Fairmead and Valley State Prison.*

*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.*

- 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*

There will be a brief presentation by staff on the findings of FY2017/18 Unmet Transit Needs. *(Davies)*

**Action:** Approve 2017/18 Unmet Transit Needs – Staff report and SSTAC recommendation by Resolution 17-03

**B. PUBLIC HEARING: 2017 Federal Transportation Improvement Program – Resolution 2016-12 Amendment No. 4**

**Summary:**

**NOTICE OF PUBLIC HEARING ON THE  
DRAFT AMENDMENT #4 TO THE 2017 FEDERAL TRANSPORTATION IMPROVEMENT  
PROGRAM**

NOTICE IS HEREBY GIVEN that the Madera County Transportation Commission (MCTC) will hold a public hearing on May 17, 2017, at 3:00 p.m. at the MCTC Board Room at 2001 Howard Road, Suite 201, Madera, CA 93637 regarding the Draft Amendment #4 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 #4 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 May 6, 2017 and conclude May 12, 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](http://www.maderactc.org).

Public comments are welcomed at the hearing, or may be submitted in writing by 3:00 p.m. on May 12, 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 to be held on May 17, 2017. The documents will then be submitted to state and federal agencies for approval.

Contact Person: Jeff Findley, Senior Regional Planner  
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*(Findley)*

**Action:** Approve the Madera County 2017 FTIP Resolution 16-12 Amendment No. 4

**C. 2014 Regional Transportation Plan, Sustainable Communities Strategy & Environmental Impact Report – Amendment No. 1**

**Summary:** The Madera County Transportation Commission (MCTC) has prepared an Amendment to the 2014 Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS). The Amended RTP/SCS is accompanied by an addendum update to the Environmental Impact Report. The amended plan utilizes the same project list and Federal air quality conformity findings as documented in the 2016 Federal Transportation Improving Program and Corresponding Conformity Analysis.



MCTC held a public hearing on April 19, 2017 at 3:00pm at the MCTC office building at 2001 Howard Road, Madera, CA 93637.

The purpose of the public hearing was to receive public comments on these documents:

- The Amended 2014 RTP/SCS is a long-term coordinated transportation/land use strategy to meet Madera County transportation needs out to the year 2040.

A 55-day public review and comment period for the Amended 2014 RTP/SCS took place between March 17, 2017 and May 16, 2017. The Amendment documents are available for review at the MCTC office building at 2001 Howard Road, Madera, CA 93637 and on the MCTC RTP/SCS webpage at [www.maderactc.org/rtpscs/](http://www.maderactc.org/rtpscs/). Public comments were open until 5:00 pm on May 16, 2017.

After considering comments received, the documents will be considered for adoption, by resolution, by the MCTC Policy Board at a regularly scheduled meeting to be held on May 17, 2017. The documents will then be submitted to state and federal agencies for approval. *(Stone)*

**Action:** Approve 2014 Regional Transportation Plan, Sustainable Communities Strategy & Environmental Impact Report Amendment No. 1

#### **D. Valley Voice Trip – Washington DC – September 5-8, 2017**

**Summary:** Recognizing the value of the Valley Voice program, the San Joaquin Valley COGs Policy Council requested the Valley Legislative Affairs Committee to organize a legislative visit to Washington D.C.

The 2017 Valley Voice trip dates is as follows:

- Washington DC: Tuesday, September 5<sup>th</sup> and returning Friday, September 8<sup>th</sup>.

A valley MPO still needs to be identified to take the lead for logistics on the Washington, DC trip.

The Valley Voice delegates will discuss issues of Valley wide interest. The Commission is able to fund two delegates and one staff member for hotel and meal expenses. Supervisor Poythress and Supervisor Frazier are the current members representing the Madera region. Member representatives of the SJV Policy Council attend on behalf of the agency. If one of the members is unable to attend, the Commission may appoint another member to attend. *(Taylor)*

**Action:** Information and Discussion Only

#### **E. Active Transportation Plan – Amend Contract**

**Summary:** Fehr & Peers is currently under contract to prepare the Active Transportation Plan (ATP). A proposed amendment will provide additional needed services for public engagement and outreach, the creation of a Complete Streets Policy Implementation Guide, and additional GIS file creation. MCTC staff is requesting an additional \$45,000 to complete these additional needed tasks.

The amendment will provide additional Spanish translation services for the remaining ATP community involvement events.

The Complete Streets Policy Implementation Guide will address a comment from Caltrans to establish a policy for addressing complete streets. The policy will be in accordance with the update to the Regional Transportation Plan and build upon efforts that will come out of the ATP process. This Complete Streets Policy project will provide the opportunity to establish a regional consensus about the value of complete streets as a means to creating healthy and vibrant communities. The policy will include a framework to assist each local jurisdiction in adopting their own context sensitive complete streets policy. The project will develop a policy paper that documents the needs, benefits, and costs of a complete streets policy, a draft policy, and a recommended process for complete streets implementation in Madera County.

The consultant will also create the regional bikeway network in GIS as part of the MCTC ATP and provide the files for use by MCTC and the local agencies at the end of the project. *(McNeil)*

*Action:* Approve Active Transportation Plan amended contract with Fehr & Peers

## **VI. ADMINISTRATIVE CONSENT ITEMS**

### **A. Executive Minutes of April 19, 2017**

*Summary:* Included in your package is a copy of the April 19, 2017 Executive Minutes of the Policy Board.

*Action:* Approve Executive Minutes of April 19, 2017

### **B. Transportation Development Act (LTF & STA) – Fund Estimates and Apportionment, LTF Resolution 17-04 and STA Resolution 17-05**

*Summary:* 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 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 2017/18 is **\$3,935,153**. The estimate includes monies anticipated to be deposited in the fund during the ensuing fiscal year. 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 2017/18, there is \$293,792,000 budgeted according to the most current information from the State Controller's Office. STA allocation estimate for Madera County is **\$581,318**. (*McNeil*)

*Action:* Approve Final Transportation Development Act (LTF & STA) – Fund Estimates and Apportionment, LTF Resolution 17-04 and STA Resolution 17-05

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

### **A. 2017-18 Overall Work Program & Budget – Resolution 17-06**

*Summary:* Included in your package are the 2017-18 MCTC Overall Work Program Table of Contents and Line Item Budget. The document is available to review in its entirety at <http://www.maderactc.org/wp-content/uploads/2017/05/17-18-Final-OWP.pdf>.

This document is prepared annually as requested by 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.

The Madera County Transportation Commission (MCTC) and the Madera County Transportation Authority (MCTA) are independent agencies – separate from that of the Cities and County. Therefore, all budgets, work products, and administration/operation are comparable of other Metropolitan Planning Organizations and Transportation Authorities and funding to operate the two agencies can only be utilized for transportation planning and administrative purposes.

The MCTC budget is derived from the following funding resources:

- FHWA-PL – federal planning funds
- FTA 5303 – federal planning funds
- PPM – STIP – State Planning, Programming and Monitoring funds
- TDA – Transportation Development Act administration and planning funds
- SGC Planning Grant
- Measure “T” administration funds
- Member Assessment Fees

(Taylor)

**Action:** Approve FY 2017-18 Overall Work Program and Line Item Budget – Resolution 17-06

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

**VIII. AUTHORITY – CONSENT ITEMS**

**A. FY 2017-18 Measure “T” Final Allocation**

**Summary:** The 2017-18 Measure “T” Final Allocation is included in your package. The allocation provides a not to exceed budget allocation for each Measure “T” program for each agency. The annual revenue projection is allocated based on population estimates from the Department of Finance. Staff has requested that each agency prepare their Annual Expenditure Plan (AEP) identifying how each agency anticipates spending the funds in FY 2017-18 for each category, including the subcategories. The AEPs will then be incorporated into the Annual Work Program which will be presented as a draft document at the June Board meeting.

(McNeil)

**Action:** Approve Final 2017-18 Measure “T” Allocation

**IX. AUTHORITY – ACTION/DISCUSSION ITEMS**

**None**

**X. Miscellaneous**

- A.** Items from Caltrans
- B.** Items from Staff
- C.** Items from Commissioners

**XI. 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.

**XII. Adjournment**