

**MADERA COUNTY TRANSPORTATION COMMISSION**

**EXECUTIVE MINUTES**

**Date:** March 18, 2020

**Time:** 3:19 pm

**Place:** MCTC Conference Room

**Members Present:** Chairman, Max Rodriguez, Supervisor, County of Madera  
Vice Chairman, Jose Rodriguez, Councilmember, City of Madera – call in  
Tom Wheeler, Supervisor, County of Madera – call in  
Waseem Ahmed, Councilmember, City of Chowchilla – call in  
Brett Frazier, Supervisor, County of Madera – call in  
Andrew Medellin, Mayor, City of Madera

**Members Absent:** None

**Policy Advisory Committee:** Above Members, Laura Gordon, Caltrans District 06, Office Chief - call in

**MCTC Staff:** Patricia Taylor, Executive Director  
Troy McNeil, Deputy Director/Fiscal Supervisor  
Dylan Stone, Principal Regional Planner – call in  
Jeff Findley, Principal Regional Planner – call in  
Amelia Davies, Associate Regional Planner – call in  
Evelyn Espinosa, Associate Regional Planner  
Sandy Ebersole, Administrative Analyst – call in  
Sheila Kingsley, Office Assistant

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MCTC sitting as the Transportation Policy Committee

**Call to Order**

**1. Pledge of Allegiance**

**2. Public Comment**

None

**3. Transportation Consent Items**

**A. *Active Transportation Program Cycle 5***

On September 26, 2013, Governor Brown signed legislation creating the Active Transportation Program (ATP) in the Department of Transportation (Senate Bill 99, Chapter 359 and Assembly Bill 101, Chapter 354). The ATP consolidates existing federal and state transportation programs, including the Transportation Alternatives Program (TAP), Bicycle Transportation Account (BTA), and State Safe Routes to School (SRTS), into a single program with a focus to make California a national leader in active transportation. The ATP is administered by the Division of Local Assistance, Office of State Programs.

The purpose of ATP is to encourage increased use of active modes of transportation by achieving the following goals:

- Increase the proportion of trips accomplished by biking and walking
- Increase safety and mobility for non-motorized users
- Advance the active transportation efforts of regional agencies to achieve Greenhouse Gas (GHG) reduction goals, pursuant to SB 375 (of 2008) and SB 341 (of 2009)
- Enhance public health
- Ensure that disadvantaged communities fully share in the benefits of the program
- Provide a broad spectrum of projects to benefit many types of active transportation users

Cycle 5 is expected to include about \$440M in ATP funding made up of Federal funding, State SB1, and State Highway Account (SHA) funding. The funding/programming years are expected to include 21/22, 22/23, 23/24 and 24/25 fiscal years.

The Call for Projects is scheduled for March 25, 2020. The application postmark date is June 15, 2020.

Potential applicants are encouraged to check the [Caltrans](#) website for future updates.

**Action:** Information and Discussion.

#### **B. FY 2020-21 Unmet Transit Needs Public Hearing Update**

The Transportation Development Act (TDA) requires that the MCTC Policy Board determine that public transportation needs within Madera County will be reasonably met in FY 2020-21 prior to approving claims of Local Transportation Funds (LTF) for streets and roads. The MCTC's Social Service Transportation Advisory Council (SSTAC) is responsible for evaluating unmet transit needs. Each year the SSTAC begins the process of soliciting comments from the public by sending letters to agencies and individuals interested in providing feedback on their public transportation needs within Madera County. The request for comments letters was mailed late February 2020.

MCTC's Unmet Transit Needs public hearing is scheduled as follows:

PUBLIC HEARING –Wednesday, April 22, 2020 at 3:00 p.m.

Location: Madera County Transportation Commission Board Room  
2001 Howard Road, Suite 201, Madera, CA

MCTC's Unmet Transit Needs workshops are scheduled as follows:

WORKSHOP – Thursday, March 26, 2020 at 3:00 p.m.

Location: Chowchilla Library  
300 W Kings Ave, Chowchilla, CA 93610

WORKSHOP – Tuesday, April 7, 2020 at 9:00 a.m.

Location: Frank Bergon Senior Center  
238 S D St, Madera, CA 93638

WORKSHOP – Tuesday, April 7, 2020 at 2:00 p.m.

Location: Sierra Senior Center  
49111 Cinder Ln, Oakhurst, CA 93644

The Madera Area Express will provide fixed-route rides, at no cost, to the stop on Howard near Schnoor (Route 2) for the Unmet Transit Needs hearing. If passengers are unable to ride the fixed route because of disability, free Dial-A-Ride (DAR) service to the hearing will be provided. It is highly encouraged that passenger schedule a minimum of 48 hours in advance and understand that space/availability may be limited for DAR service.

A Spanish language interpreter will also be available for those who wish to testify in Spanish. A public notice will be printed in the local newspapers and fliers will be distributed throughout the community publicizing the hearing.

Item 3-B was pulled by staff for discuss further on how the Shelter in Place order by Governor Newsome will affect the Unmet Transit Needs meetings. Unmet Transit Needs Public Hearing will be postponed to Wednesday, May 20, 2020. Staff will prepare all necessary documents to notify the public concerning the postponement. Staff will continue to monitor the recent pandemic and its orders that are in place.

**Action:** Information and Discussion.

### **C. Congestion Mitigation and Air Quality Program Award of Projects**

The primary purpose of the CMAQ Program is to fund transportation programs and projects in air quality non-attainment and maintenance areas which reduce transportation related emissions. Apportionment estimates for the MCTC 2019-20 CMAQ Cycle (FY 19/20 – FY 21/22) for the Madera Region is approximately \$5.9 million.

MCTC received applications in the amount of \$10,549,678 in eligible CMAQ funds for the MCTC 2019-20 CMAQ Lifeline/Grant Program. MCTC is requesting all applications submitted receive approval and may be programmed for funding when/if additional CMAQ funding becomes available. Upon acceptance of the MCTC 2019-20 CMAQ Lifeline/Grant Award List, the awarded projects will be

prioritized with the other current CMAQ projects in the 2019 (and 2021, if applicable) Federal Transportation Improvement Program (FTIP).

**Action:** Approve MCTC 2019-20 CMAQ Lifeline/Grant Award List

**D. Low Carbon Transit Operation Program (LCTOP) List of Projects – Resolution 20-01**

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created as a statewide program to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. This program is funded by Bill 32 with proceeds deposited into the Greenhouse Gas Reduction Fund.

The Madera County Transportation Commission is a designated recipient of Low Carbon Transit Operations Program funds for the Madera region. Funds allocated for the FY 2019/20 Low Carbon Transit Operations Program total \$298,667. Allocation of these funds is based on the State Controller's distribution formula for State Transit Assistance (STA) funds, per Sections 99313 and 99314 of the California Public Utilities Code. Matching funds are not required for this program. The following projects will be submitted:

City of Chowchilla

- City of Chowchilla Transit Bus Stop - \$26,922

City of Madera

- Transit Enhancements Farebox Modernizations - \$124,327

County of Madera

- MCC Bus Stop Shelters and Amenities - \$147,418

**Action:** Approve LCTOP List of Projects – Resolution 20-01

**E. Regional Surface Transportation Program Exchange Agreement – Resolution 20-02**

The Madera County Transportation Commission receives an annual federal apportionment of (RSTP/RSTBGP) funds to allocate to local agencies for the implementation of road projects. MCTC can exchange this federal apportionment for nonfederal State Highway Account funds paid directly from the State to MCTC. A resolution authorizing the Executive Director to sign the exchange agreement is required to be submitted to Caltrans.

**Action:** Approve Resolution 20-02 authorizing Executive Director to sign the RSTP/RSTBGP Exchange Agreement

**Transportation Consent Calendar Action on Items A, C, D, E:** Upon motion by Commissioner Andy Medellin, seconded by Commissioner Tom Wheeler to approve the Transportation Consent Calendar items (A, C, D E). A vote was called, and the motion carried.

**Action on Item 3-B:** Upon motion by Commissioner Tom Wheeler, seconded by Commissioner Andy Medellin to approve Item 3-B. A vote was called, and the motion carried.

#### **4. TRANSPORTATION ACTION/DISCUSSION ITEM**

##### **A. Valley Voice – Sacramento Report**

The annual San Joaquin Valley Regional Planning Agencies Valley Voice trip to Sacramento was held on March 11, 2020. Executive Director Patricia Taylor and Supervisor Robert Poythress attended the trip on behalf of the Commission. Elected officials and MPO staff from the eight San Joaquin Valley counties met with representatives from the Assembly, Senate, and statewide agencies to advocate for the priority issues identified in the Valley Legislative Platform.

Supervisor Robert Poythress and MCTC Executive Director Patricia Taylor both provided a brief summary of the Valley Voice trip.

**Action:** Information and Discussion

#### **5. REAFFIRM ALL ACTIONS TAKEN WHILE SITTING AS THE TRANSPORTATION POLICY COMMITTEE**

**Action:** Upon motion by Commissioner Andy Medellin, seconded by Commissioner Waseem Ahmed to reaffirm all actions taken while sitting as the Transportation Policy Committee. A vote was called, and the motion carried.

#### **6. ADMINISTRATIVE CONSENT ITEMS**

##### **A. Executive Minutes – February 19, 2020**

Included in the Commissioner's packet was a copy of the February 19, 2020 Executive Minutes of the Policy Board.

**Action:** Approve Executive Minutes of February 19, 2020.

##### **B. Transportation Development Act MCTC Guidebook, 2020 Update**

The written Transportation Development Act (TDA) Guidebook was developed to provide clarity as to the linkage between MCTC policies directing TDA, the TDA administrative activities that are conducted by MCTC, and the funding allocations to the local jurisdictions for eligible programs such as bike and pedestrian projects, public transit, and street and road projects and was first adopted in March 2017. This 2020 update to that version includes language regarding new statutes and

regulations for 2020 and Social Service Transportation Advisory Council (SSTAC) rules that govern the actions of the SSTAC.

The Guidebook was submitted to the local jurisdictions for review and no comments were received.

**Action:** Approve Transportation Development Act MCTC Guidebook, 2020 Update

**C. Transportation Development Act (LTF, STA) – Allocation, LTF Resolution 19-10 Amendment No. 2, STA Resolution 19-11 Amendment No. 2**

The County of Madera has requested to carryover funds from FY 2017-18 and revise its allocations.

**Action:** Approve LTF Resolution 19-10 Amendment No. 2, STA Resolution 19-11 Amendment No. 2

**D. Appointments to the MCTC Social Service Transportation Advisory Council (SSTAC)**

The SSTAC was formed by the Madera County Transportation Commission (MCTC) Policy Board to: identifying transit needs throughout the Madera Region; review and recommend action for the MCTC to address at its unmet transit needs hearing; and advise the MCTC on any other major transit issues. The MCTC Board appoints SSTAC members for a term of three years.

SSTAC member appointments to the Council are as follows:

Pamela Mashack – Potential Transit User 60 Years or Older

Rosalind Esqueda – Representative of the Local Social Service Provider for Seniors

Ellen Moy – Representative of the Local Social Service Provider for Seniors

Annie Self – Representative of the Local Social Service Provider for Disabled

Sophia Aguilar – Representative for Persons of Limited Means

Article III, Section 99238 of the Transportation Development Act requires a minimum number of SSTAC members in specific categories. There is no maximum number of members specified in the TDA and in the interest of diversity, staff is seeking additional nominations. Specifically, staff is seeking members who represent minority groups, social service provider for seniors, and potential transit users. A complete list of SSTAC members were included in the agenda package.

**Action:** Approve the appointments of five members to SSTAC

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

**7. ADMINISTRATIVE ACTION/DISCUSSION ITEMS**

None

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

**8. AUTHORITY – CONSENT ITEMS**

**A. FY 2020-21 Measure T Estimate**

The FY 2020-21 Measure “T” Allocation Estimate was included in the agenda package. The estimate provides a not to exceed budget allocation for each Measure “T” program for each agency.

Staff requested that each agency prepare their Annual Expenditure Plan (AEP) identifying how each agency anticipates spending the funds in FY 2020-21 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.

**Action:** Information and discussion

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

**A. Discussion of Measure T**

Staff presented a verbal report on the status of Measure T and will discuss potential next steps. Two flyers have been attached highlighting some of the projects that have been or will be completed soon.

**Action:** Information and discussion. Direction may be provided

**10. Miscellaneous**

**A. Items from Caltrans**

Laura Gordon, Caltrans District 06, Office Chief provided a brief update on the local projects in Madera County.

**B. Items from Staff**

Executive Director, Patricia Taylor, informed the Board that the San Joaquin Valley Policy Conference 2020 will be postponed until next year due to the recent pandemic (COVID-19) and shelter in place orders. It was noted that it is difficult to market in this environment. It is also unknown how long the social distancing and shelter in place orders will be in effect.

It was also noted that staff will continue to monitor the orders related to the COVID-19 pandemic and react and respond accordingly.

**C. Items from Commissioners**

This time was reserved for Commissioner's to inquire about specific projects.

**11. Adjournment**

Meeting adjourned at 3:54 pm

Next meeting scheduled for Wednesday April 22, 2020.

Respectfully Submitted,



Patricia S. Taylor  
Executive Director  
Madera County Transportation Commission