

MEETING NOTICE

Date: Wednesday, April 18, 2012
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
MCTC sitting as the Transportation Policy Committee			
I.	PLEDGE OF ALLEGIANCE		
II.	PUBLIC COMMENT 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.		
III.	TRANSPORTATION 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.	California High Speed Rail - Revised 2012 Business Plan	Yes	Info/Disc
B.	Exploring Regional Governance of the San Joaquin’s Intercity Rail Service	Yes	Info/Disc
C.	2011 Federal Transportation Improvement Program (FTIP) – Amendment No. 10 (Administrative Modification)	Handout	Ratify
IV.	TRANSPORTATION ACTION/DISCUSSION ITEMS		
A.	PUBLIC HEARING: 2012-13 Unmet Transit Needs	No	Info/Disc
B.	PUBLIC HEARING: MCTC Public Participation Plan Update	Yes	Approve
C.	SR152 Trade Corridor Mobility Partnership	No	Direction

MCTC Sitting as the Madera County Transportation Commission

V.	REAFFIRM ALL ACTIONS TAKEN WHILE SITTING AS THE TRANSPORTATION POLICY COMMITTEE	No	Reaffirm
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VI. 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.	Executive Minutes of March 21, 2012	Yes	Approve
B.	Triennial Performance Audit: Fiscal Years 08/09, 09/10, 10/11	Yes	Accept
C.	Transportation Development Act (LTF) – Allocations, LTF Resolution 11-08 Amendment No. 4	Yes	Approve

VII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS

A.	2011-12 Overall Work Program – Amendment No. 3	Yes	Approve
B.	Proposed 2012-13 Member Assessment Fees	Yes	Approve
C.	2012-13 Overall Work Program and Line Item Budget – Resolution 12-02	Yes	Approve

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.	Post Issuance Compliance Policy and Procedures	Yes	Approve
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IX. AUTHORITY – ACTION/DISCUSSION ITEMS

A.	None	Yes	Approve
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X. Miscellaneous

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

XI. Adjournment

No

***Items listed above as information still leave the option for guidance/direction actions by the Board.**

Annotated Agenda

Madera County Transportation Commission April 18, 2012 Meeting

I. Pledge of Allegiance

II. PUBLIC COMMENT

III. TRANSPORTATION CONSENT ITEMS

A. California High Speed Rail - Revised 2012 Business Plan

Summary: The California High Speed Rail Authority released a revised 2012 Business Plan that projects a better, faster, and cheaper approach to connecting Northern and Southern California by 2029, according to the attached Press Release. Also attached is a Summary of the major changes between the Draft 2012 Business Plan that was released in November 2011 and the Revised 2012 Business Plan that was released on April 2, 2012.

The report in its entirety can be accessed on the California High Speed Rail Authority website:

<http://www.cahighspeedrail.ca.gov> (Taylor)

Action: Information and Discussion Only

B. Exploring Regional Governance of the San Joaquin's Intercity Rail Service

Summary: Included in your package is an estimated timeline for the AB 1779 – Intercity Passenger Rail Act of 2012 for San Joaquin Corridor.

The next meeting for the full Regional Governance Initiative Working Group is scheduled for **Friday, May 18, 2012.** (Taylor)

Action: Information and Discussion Only

C. 2011 Federal Transportation Improvement Program (FTIP) – Amendment No. 10 (Administrative Modification)

Summary: Enclosed for your review is Amendment No. 10 (Type 1 Administrative Modification) to the 2011 Federal Transportation Improvement Program (FTIP). Amendment No. 10 updates the STIP Program to reflect 100% federal funds and updates the HBP Program consistent with the latest Caltrans project listing.

Amendment No. 10 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 2011 Regional Transportation Plan (RTP), which was adopted by the Madera County Transportation Commission on July 21, 2010.

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. (Winning)

Action: Information and Discussion Only

IV. TRANSPORTATION ACTION/DISCUSSION ITEMS

A. PUBLIC HEARING: 2012-13 Unmet Transit Needs

Summary: This time is reserved for public comments related to “Unmet Transit Needs” within Madera County.

Under the California Transportation Development Act, this hearing is held annually to take testimony on potential unmet transit needs within the region. Subsequent to the hearing, the Commission must determine which transit requests are unmet needs and if so, whether or not they are reasonable to meet. After all “reasonable” needs have been met through the expansion of existing services, or the creation of new transit systems, the Commission may release remaining TDA funds for street and road purposes (repair, reconstruction, etc)

The public, interested agencies and civic groups are encouraged to appear and indicate any transportation needs that they feel are not being met by existing transit services. Testimony should be as specific as possible with regard to those citizens not currently served by transit, the requested type and amount of transit service, the geographic area in which service is needed, and any other supporting evidence of information that will help in the evaluation of the “reasonableness” of the requested service.

The Social Service Transportation Advisory Council (SSTAC) will meet on April 25, 2012 to review the testimony from this hearing and will make their recommendation along with MCTC staff at the Commission’s next Board meeting on May 23, 2012. At that time the MCTC Policy Board must determine that public transportation needs within Madera County will be reasonably met in FY 2012/13 prior to approving claims of Local Transportation Funds for streets and roads purposes. *(Stone)*

Action: Receive Public Testimony – Direction May Be Provided

B. MCTC Public Participation Plan Update

Summary: The Public Participation Plan is a document that demonstrates and guides MCTC’s commitment to public involvement in the transportation planning process. The plan outlines how the public is engaged with timely public notice; accurate and complete information; access to key decisions; and opportunities for early and continuous involvement in the transportation planning process.

A 45-day public review and comment period will commence on March 5, 2012 and conclude the day of the public hearing on these matters. The draft documents will become available for review at the MCTC office, located at 2001 Howard Road, Suite 201, Madera, CA 93637 or on the MCTC Website at <http://www.maderactc.org>.

Public comments are welcomed at the hearing, or may be submitted in writing by 3:00 PM, April 18, 2012 to the address below.

After considering the comments, the documents will be considered for adoption, by resolution, by the MCTC Policy Board at a regularly scheduled meeting to be held on May 23, 2012. The documents will then be submitted to state and federal agencies for approval.

Contact Person: Dylan Stone, Transportation Planner
Madera County Transportation Commission
2001 Howard Road, Suite 201
Madera, CA 93637
(559) 975-9465
dylan@maderactc.org

(Stone)

Action: Approve MCTC Public Participation Plan.

C. SR152 Trade Corridor Mobility Partnership Service

Summary: The Mobility Partnership for SR 152 Trade Corridor Project will be meeting on Friday, April 13, 2012 in Los Banos at the Los Banos Community Center at 11:00am. The purpose of the meeting is to provide a briefing on the Status of the Project; discuss a Funding Plan for Project Approval and Environmental Document; and Report on Organization Agreements. Staff and Madera policy representatives (Mayor Hebert and Supervisor Wheeler) will provide a verbal report.

A copy of the Agenda Packet can be found on the following link:

http://www.vta.org/inside/boards/committee_pab/route152/agendas_minutes/2012/04_apr/mp_041312_packet

[.pdf](#) (Taylor)

Action: Direction may be provided

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

VI. ADMINISTRATIVE CONSENT ITEMS

A. Executive Minutes of March 21, 2012

Summary: Included in your package is a copy of the March 21, 2012 Executive Minutes of the Policy Board.

Action: Approve Executive Minutes of March 21, 2012

B. Triennial Performance Audit: Fiscal Years 08/09, 09/10, 10/11

Summary: : 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. (All allocations by Madera County come under Article 8, therefore, operator performance audits are not required). In November 2011, the Board authorized staff to contract with PMC to conduct the Triennial Performance Audit. Included on MCTC's website is a copy of the performance audit report. The audit concluded that MCTC adheres to Transportation Development Act regulations in an efficient and effective manner with one exception:

- The annual fiscal and compliance audits are not submitted on time;

As part of this performance audit, PMC made six recommendations to MCTC:

1. Conduct assessment of transit dependent and current transit services pursuant to Public Utilities Code (PUC) 99401.5(b).
2. Enhance TDA application form to include a Standard Assurances list for transit fund claims.
3. Provide estimation of MCTC employee time allocation for Overall Work Program elements.
4. Ensure annual TDA fiscal and compliance audits are submitted on time.
5. Develop resource document for TDA application and claim procedures, and fund allocation.
6. Certify in triennial audit letter to Caltrans that transit operator TDA performance audits are not conducted in Madera County.

(McNeil)

Action: Accept Triennial Performance Audit for FY 2008/09 through 2010/11

C. Transportation Development Act (LTF) – Allocations, LTF Resolution 11-08 Amend No. 4

Summary: At the January 18, 2012 Board Meeting, the MCTC Board approved LTF Resolution 11-08 Amendment No. 3. Some clerical errors were found on the resolution that was presented and approved by the Board. Staff is requesting the Board to approve Amendment No. 4 to correct the errors on the line items for the City of Madera of Pedestrian & Bicycle Projects and Fresno River Trail.

(McNeil)

Action: Approve Transportation Development Act (LTF) – Fund Allocations, LTF Resolution 11-08 Amendment No. 4

VII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS

A. 2011-12 Overall Work Program – Amendment No. 3

Summary: Included in your package is a request to Caltrans requesting an administrative amendment, copy of the amended budget, amended OWP spreadsheet, and amended work element. The amount of the amended Budget is not changing. The amendment reflects moving funds from one line item to another line item within the same work element or cost center.

The amendment is recognized in the following:

Other Direct Costs – (No change)

- Traffic Model & GIS Support – increase \$10,000
- Software Acquisition – decrease \$10,000

Indirect Costs – (No change)

- Postage – decrease \$500
- Computer Software – decrease \$500
- Insurance & Bonds – decrease \$1,000
- Office Furniture – increase \$1,000
- Technology Related Equipment – increase \$3,000
- Legal Services – decrease \$1,500
- Miscellaneous – decrease \$500

(McNeil)

Action: Approve FY 2011/12 Overall Work Program and Budget – Amendment No. 3

B. Proposed 2012-13 Member Assessment Fees

Summary: Madera County’s participation in the Valley Voice program is crucial to the Valley effort as it not only allows Madera a seat at the table but also allows Madera to be seen and heard; especially recognizing that Madera is a self-help county allowing leveraging opportunities. The Valley Voice effort has been successful and Madera County has benefited from its establishment. If the Policy Board wishes not to participate, the disadvantage would be that Madera would not be visible and perhaps lose a seat at the table with the other Valley Counties. Unfortunately, there are no MCTC Federal or State funding sources that can be utilized for lobbying activities.

In order to actively participate in the Valley Voice programs, staff recommends continuing Member Assessment Fees in the 2012-13 Budget process on a per capita basis in the amount of \$7,758.

Included in your package is a copy of the proposed 2012-13 Member Assessment Fees Schedule that identifies the proportional amount that each member agency would be requested to pay should there be MCTC Policy Board Support for the Valley Voice effort.

Proposed Member Assessment Fee Schedule

2012-13 Member Assessment Fee (Valley Voice)			\$ 7,758
Member	DOF (E-1) Population 05/01/11	Percent	Proportional Amount
Chowchilla	11,731	7.72%	\$ 599
Madera	61,879	40.72%	\$ 3,159
County	78,339	51.56%	\$ 4,000
	151,949	100.00%	\$ 7,758

(McNeil)

Action: Approve Proposed 2012-13 Member Assessment Fees Schedule and direct staff to contact the local jurisdictions to incorporate the fee in its respective jurisdiction budget process.

C. 2012-13 Overall Work Program and Line Item Budget – Resolution 12-02

Summary: Included in your package are the 2012/13 MCTC Overall Work Program Table of Contents and Line Item Budget. The document is available to review in its entirety at www.maderactc.org by April 18th.

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
- PPM – STIP – Planning, Programming and Monitoring
- TDA – Transportation Development Act
- Measure “T” administration
- Membership Dues

(Taylor)

Action: Approve FY 2012/13 Overall Work Program and Line Item Budget – Resolution 12-02

MCTC Sitting as the Madera County 2006 Transportation Authority

VIII. AUTHORITY – CONSENT ITEMS

A. Post Issuance Compliance Policy and Procedures

Summary: Included in your package is a copy of the Post Issuance Compliance Policy and Procedures. The purpose of the post-issuance compliance policies and procedures is to adopt policies and procedures to guide MCTA in meeting the requirements of the Internal Revenue Code of 1986, as amended, and Treasury Regulations (the “Tax Code”) concerning tax-exempt and tax-advantaged debt (“debt issuances”). Non-compliance with the Tax Code may result in fines and/or loss of the preferential status of the debt issuances.
(McNeil)

Action: Approve Post Issuance Compliance Policy and Procedures

IX. AUTHORITY – ACTION/DISCUSSION ITEMS

A. None

X. Miscellaneous

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

XI. Adjournment
