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# MEETING NOTICE

**Date:** Wednesday, March 20, 2013  
**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			
<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.	2013-14 Unmet Transit Needs Public Hearing Process	Yes	Info/Disc
B.	Elderly and Disabled Specialized Transit Program (FTA 5310), Jobs Access Reverse Commute (JARC) (FTA 5316), New Freedom (FTA 5317) and Rural Transit & Intercity Bus (FTA 5311(f)) – Call for Projects	No	Info/Disc
C.	Board Meeting of the San Joaquin Joint Powers Authority	No	Info/Disc
D.	Caltrans Quarterly Newsletter – April-May-June 2013	Yes	Info/Disc
<b>IV.</b>	<b>TRANSPORTATION ACTION/DISCUSSION ITEMS</b>		
A.	<b>PUBLIC HEARING:</b> 2013 Federal Transportation Improvement Program – Amendment No. 3 and 2011 Regional Transportation Plan – Amendment No. 1 Resolution 2012-07	Yes	Receive Comments

B. Valley Voice – Sacramento 2013 Trip – March 13-14, 2013	No	Info/Disc
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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**

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 November 14, 2012, January 23, 2013 and February 20, 2013	Yes	Approve
B. MCTC Financial and Transportation Development Act Fund Audit for Fiscal Year ended June 30, 2012	Yes	Accept

**VII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS**

A. 2012-13 Overall Work Program – Amendment No. 3	Yes	Approve
B. Extension Request for Employee Leave of Absence	No	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. 2013/14 Measure “T” Allocation Estimate	Yes	Info/Disc
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**IX. AUTHORITY – ACTION/DISCUSSION ITEMS**

A. 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. Adjournment**

No

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

# Annotated Agenda

## Madera County Transportation Commission March 20, 2013 Meeting

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- I. Pledge of Allegiance
- II. PUBLIC COMMENT
- III. TRANSPORTATION CONSENT ITEMS

- A. 2013-14 Unmet Transit Needs Public Hearing Process

**Summary:** The State Transportation Development Act (TDA) requires that the MCTC Policy Board determine that public transportation needs within Madera County will be reasonably met in FY 2013/14 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, included in your package, was mailed out in February 2013.

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

- PUBLIC HEARING – Wednesday, April 17, 2013 at 3:00 p.m.  
Location: Madera County Transportation Commission Board Room  
2001 Howard Road, Suite 201, Madera, CA
- Service Transportation Advisory Council (SSTAC) meeting – Tuesday, April 2, 2013 at 11:00 a.m.  
Location: Madera County Transportation Commission Board Room  
2001 Howard Road, Suite 201, Madera, CA

First Transit will provide free demand response service to the hearing. 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 on Friday, March 15 and flyers will be distributed throughout the community publicizing the hearing. *(Thompson)*

**Action:** Information and Discussion Only

- B. **Elderly and Disabled Specialized Transit Program (FTA 5310), Jobs Access Reverse Commute (JARC) (FTA 5316), New Freedom (FTA 5317) and Rural Transit & Intercity Bus (FTA 5311(f)) – Call for Projects**

**Summary:** **Elderly and Disabled Specialized Transit Program (FTA 5310)** – The Elderly and Disabled Specialized Transit Program was established by the Federal Transit Administration for meeting the transportation needs of elderly persons and persons with disabilities in areas where public mass transportation services are otherwise unavailable, insufficient, or inappropriate. It allows for the procurement of accessible vans and busses; communication equipment; and computer hardware and software for eligible applicants.

Approximately \$13 million is available for the Federal Fiscal Year 2012 utilizing the remaining funding from Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

A Grant Application Workshops will be held in Modesto on Thursday, January 24<sup>th</sup>.

Application due date to regional planning agency is *on or before* **March 11, 2013**.

Application due date to Caltrans is *on or before* **May 13, 2013**.

**Jobs Access Reverse Commute (JARC) (FTA 5316)** - The Job Access and Reverse Commute program (JARC) goals are to improve access to transportation services to employment and employment related activities for low-income individuals and welfare recipients and to transport residents of urbanized areas and

non-urbanized areas to suburban employment opportunities.

Approximately \$1.08 million in federal funds (including Toll Credits) are available for this cycle to be applied to urbanized areas 50,000 to 199,999 in population.

Approximately \$795 thousand in federal funds (including Toll Credits) are available for this cycle for non-urbanized areas less than 50,000 in population.

Application due date to regional planning agency is *on or before* **March 29, 2013**.

Application due date to Caltrans is *on or before* **April 19, 2013**.

**New Freedom (FTA 5317)** - The New Freedom program goals are to provide new public transportation services to overcome existing barriers facing Americans with disabilities seeking integration into the workforce and full participation into society while expanding the transportation mobility options available to persons with disabilities beyond requirements of the Americans with Disabilities Act of 1990.

Approximately \$950 thousand in federal funds (including Toll Credits) are available for this cycle to be applied to urbanized areas 50,000 to 199,999 in population.

Approximately \$481 thousand in federal funds (including Toll Credits) are available for this cycle for non-urbanized areas less than 50,000 in population.

Application due date to regional planning agency is *on or before* **March 29, 2013**.

Application due date to Caltrans is *on or before* **April 19, 2013**.

**Rural Transit & Intercity Bus (FTA 5311)** - Section 5311 is a non-urbanized area formula funding grant program. This federal grant program provides funding for public transit in non-urbanized areas with a population fewer than 50,000 as designated by the Bureau of the Census. The California State Department of Transportation Division of Mass Transportation is the delegated grantee.

*5311 funding is apportioned as follows:*

- **75% Regional Apportionment** -- is distributed to non-urban areas based on population through Transportation Planning Agencies whose county or region contains a non-urbanized area as identified by the United State Census Bureau. This Regional Apportionment is based on the population.
- **15% Intercity Bus Program** -- is apportioned to the Intercity Bus Program (FTA 5311(f) which promotes intercity transit in the non-urbanized areas of the state.
- **10% State Administrative Expenses**-- is distributed to administer both the 5311 & 5311(f) grant funding programs.

An estimated \$25.1 million will be allocated to enhance public transportation in rural areas during this cycle. This amount excludes the amount allowable for program administration and 5311(f) discretionary funding.

Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) repealed the Job Access Reverse Commute (JARC) Program. However, JARC-like projects can now be funded under the Section 5311 Program.

Application due date to Caltrans is *on or before* **April 5, 2013**. All FFY 2013 projects must be programmed prior to the Division's submittal to FTA.

The application submittal period for FTA 5311(f) Intercity Bus Program is from March 4<sup>th</sup> to April 30<sup>th</sup>, 2013. (Stone)

**Action:** Information and Discussion Only

### **C. Board Meeting of the San Joaquin Joint Powers Authority**

**Summary:** The San Joaquin Joint Powers Authority (SJJPA) will hold its first Board Meeting 1:30 PM, March 22, 2013 at the Merced Civic Center Board Room.

New Board Members will be sworn in, the SJJPA Bylaws will be adopted, and Board Officers will be elected. The New Board will also be detailed on efforts involving letters supporting a California Intercity Passenger Rail Funding Program, Comments to the State Rail Plan, Steps needed for the transfer of administrative responsibility of the San Joaquin Rail service to the SJJPA, grant applications to support the development of the SJJPA Business Plan and increase public outreach and process and criteria for selecting a Managing Agency. (Stone)

**Action:** Information and Discussion Only

**D. Caltrans Quarterly Newsletter – April-May-June 2013**

**Summary:** Included in your package is a copy of the Caltrans Quarterly Newsletter for the months of April, May, and June 2013. (Caltrans)

**Action:** Information and Discussion Only

**IV. TRANSPORTATION ACTION/DISCUSSION ITEMS**

**A. PUBLIC HEARING:** 2013 Federal Transportation Improvement Program – Amendment No. 3 and 2011 Regional Transportation Plan – Amendment No. 1 Resolution 2012-07

**Summary:** Conduct a public hearing to receive comments and testimony for the Madera County 2013 FTIP Amendment No. 3 and 2011 RTP Amendment No. 1 Resolution 12-07. Set a special meeting for April 8, 2013 at 10:00 a.m., to consider approval 2013 FTIP Amendment No. 3 and 2011 RTP Amendment No. 1 Resolution 12-07.

**NOTICE OF PUBLIC HEARING ON THE  
DRAFT AMENDMENT #3 TO THE 2013 FEDERAL TRANSPORTATION IMPROVEMENT  
PROGRAM  
AND THE DRAFT 2011 REGIONAL TRANSPORTATION PLAN AMENDMENT #1**

NOTICE IS HEREBY GIVEN that the Madera County Transportation Commission (MCTC) will hold a public hearing on March 20, 2013 at 3:00 p.m. at the MCTC Board Room at 2001 Howard Road, Suite 201, Madera, CA 93637 regarding the Draft Amendment #3 to the 2013 Federal Transportation Improvement Program and the Draft 2011 Regional Transportation Plan Amendment #1. The purpose of the hearing is to receive public comments.

- The 2013 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. 2013 FTIP Draft Amendment #3 adds a regionally significant project that is included in the 2011 Regional Transportation Plan, where the design concept and scope is consistent with the 2011 RTP.
- The 2011 RTP is a long-term strategy to meet Madera County transportation needs out to the year 2035. 2011 RTP Amendment #1 modifies the open to traffic date for the project in FTIP Amendment #3. No EIR Supplement is necessary as the design concept and scope remains unchanged and the 2035 horizon year regional emissions analysis is not impacted by the schedule change.
- The Draft Amendment #3 to the 2013 FTIP and 2011 RTP Amendment #1 is a Type 4 Amendment that relies on the previous emission analysis and air quality conformity determination.

A concurrent 30-day public review and comment period will commence on March 7, 2013 and concludes on April 6, 2013 at 5:00 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 <http://www.maderactc.org/>.

Public comments are welcomed at the hearing, or may be submitted in writing by 5:00 p.m. on April 6, 2013,

to Jeff Findley at the address below.

After considering the comments, the documents will be considered for adoption, by resolution, by the Madera County Transportation Commission at a special meeting to be held on April 8, 2013. The documents will then be submitted to state and federal agencies for approval.

Contact Person: Jeff Findley, Transportation Planner  
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*(Winning, Findley)*

**Action:** Receive comments and testimony for the Madera County 2013 FTIP Amendment No. 3 and 2011 RTP Amendment No. 1 Resolution 12-07. Set a special meeting for April 8, 2013 at 10:00 a.m., to consider approval 2013 FTIP Amendment No. 3 and 2011 RTP Amendment No. 1 Resolution 12-07.

**B. Valley Voice – Sacramento 2013 Trip – March 13-14, 2013**

**Summary:** The annual San Joaquin Valley Regional Planning Agencies Valley Voice trip to Sacramento was held on March 13-14, 2013. Mayor Poythress, Supervisor Wheeler, Executive Director Patricia Taylor, and Jeff Findley attended the trip on behalf of the Commission. Elected officials and MPO staff from each of 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. This time is reserved for a verbal report back to the Commission on the success of the Valley Voice Trip. *(Taylor)*

**Action:** Information and Discussion only

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

**VI. ADMINISTRATIVE CONSENT ITEMS**

**A. Executive Minutes of November 14, 2012, January 23, 2013 and February 20, 2013**

**Summary:** A copy of the November 14, 2012, January 23, 2013 and February 20, 2013 Executive Minutes are included in the board package.

**Action:** Approve Executive Minutes of November 14, 2012, January 23, 2013 and February 20, 2013

**B. MCTC Financial and Transportation Development Act Fund Audit for Fiscal Year ended June 30, 2012**

**Summary:** Included on MCTC's website is a copy of the *Audit of MCTC Administrative and Planning Grant Funds and TDA Funds FY 2011/12* prepared by Price, Paige, & Company Accountancy Corporation. The independent auditor's report expressed an unqualified opinion on the general purpose financial statements of the Commission and an unqualified opinion on the independent auditor's report for compliance of major programs.

There were no adverse findings. *(McNeil)*

**Action:** Accept MCTC Financial and Transportation Development Act Fund Audit for Fiscal Year ended June 30, 2012

**VII. ADMINISTRATIVE ACTION/DISCUSSION ITEMS**

**A. 2012-13 Overall Work Program – Amendment No. 3**

**Summary:** Included in your package is a letter to Caltrans requesting the amendment, copy of the amended budget, amended OWP spreadsheet, and amended work elements. The revised Budget is \$1,467,792 (increased \$20,000 from previously amended budget). The amendment reflects proposed higher expenditures for the public participation program and for some movement of salary costs to different work elements.

The amendment is recognized in the following:

Revenues – (Increase \$20,000)

- FHWA PL Carryover – decrease \$2,657
- FTA 5303 – decrease \$917
- FTA 5303 Carryover – decrease \$854
- STIP Carryover – increase \$34,272
- TDA Planning – decrease \$3,231
- MCTA Carryover – decrease \$9,000
- Other – increase \$2,387

Indirect Costs – (No change)

- Computer Software – decrease \$500
- Equipment Lease – increase \$500

Other Direct Costs – (Increase \$20,000)

- MCTA Conference/Travel – decrease \$4,000
- MCTA Financial Assistance/Audits – decrease \$2,000
- Model Update – increase \$8,000
- Other MCTA Costs – decrease \$2,000
- Public Participation Program – increase \$20,000

The amendment is reflected in the following OWP Work Elements: 110 – Regional Planning Database; 112 – Traffic Modeling; 113 – Air Quality Transportation Planning; 120 – Goods Movement & Highway Planning; 122 – Project Coordination & Financial Programming; 130 – Public Transportation; 140 – Other Modal Elements; 150 – Public Participation Program; 200 – Transportation Program Development; 901 – Transportation Funds Administration; 910 – MCTA Administration.  
(McNeil)

**Action:** Approve FY 2012/13 Overall Work Program and Budget – Amendment No. 3

#### **B. Extension Request for Employee Leave of Absence**

**Summary:** Policy 4003.01 of MCTC’s Employee Manual states “The Executive Director may grant an employee leave of absence without pay for a period not to exceed 90 calendar days. The MCTC Board must authorize any further leave.” Sheila Kingsley, Administrative Assistant, began approved unpaid leave November 28, 2012. Before the end of the 90 days of unpaid leave, Ms. Kingsley requested an additional 60 days of unpaid leave. Staff is requesting the Board to authorize this extension request. (Taylor)

**Action:** Approve the Extension Request for Employee Leave of Absence

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

#### **VIII. AUTHORITY – CONSENT ITEMS**

##### **A. 2013/14 Measure “T” Allocation Estimate**

**Summary:** The 2013/14 Measure “T” Allocation Estimate is included in your package. The estimate provides a not to exceed budget allocation for each Measure “T” program for each agency.

Staff has requested that each agency prepare their Annual Expenditure Plan (AEP) identifying how each agency anticipates spending the funds in FY 2013/14 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:** Information and Discussion only.

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

**A. None**

**X. Miscellaneous**

**A. Items from Caltrans**

**B. Items from Staff**

**C. Items from Commissioners**

**XI. Adjournment**

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