

# MADERA COUNTY TRANSPORTATION COMMISSION

---

## EXECUTIVE MINUTES

**Date:** April 20, 2022

**Time:** 3:00 pm

**Place:** Madera County Board Chambers

### **In person and GoToWebinar**

**Members Present:** Chairman Tom Wheeler, Supervisor, County of Madera  
Vice-Chairman Diana Palmer, Council Member, City of Chowchilla  
Brett Frazier, Supervisor, County of Madera  
Cecelia Gallegos, Council Member, City of Madera  
Robert Poythress, Supervisor, County of Madera  
Alt. Santos Garcia, Mayor, City of Madera

**Members Absent:** Jose Rodriguez, Council Member, City of Madera

**Policy Advisory Committee:** Above Members, Alec Kimmel, Caltrans District 06, Senior Transportation Planner

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

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

### 3. 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.

No public comment.

## MCTC SITTING AS THE TRANSPORTATION POLICY COMMITTEE

### 4. TRANSPORTATION CONSENT ITEMS

All items on the consent agenda are considered 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. MCTC 2021 Federal Transportation Improvement Program (FTIP) Amendment No. 7 – (Type1 – Administrative Modification)  
**Action:** Ratify
- B. MCTC 2021 Federal Transportation Improvement Program (FTIP) Amendment No. 8 – (Type 1 – Administrative Modification)  
**Action:** Ratify
- C. MCTC 2021 Federal Transportation Improvement Program (FTIP) Amendment No. 9 – (Type 2 – Funding Charges)  
**Action:** Ratify
- D. Update Expedited Project Selection Procedures (EPSP)  
**Action:** Approve the Updated to the Expedited Project Selection Procedures (EPSP)

- E. Unmet Transit Needs Update  
**Action:** Information and Discussion Only
- F. 2023 Active Transportation Program Call for Projects Cycle 6  
**Action:** Information and Discussion Only
- G. Department of Transportation FY 2022 Multimodal Project Discretionary Grant Opportunity  
**Action:** Information and Discussion Only
- H. SR 41 South Expressway – Letters of Support  
**Action:** Information and Discussion Only
- I. FTA Section 5311 Call for Projects  
**Action:** Information and Discussion Only
- J. State Route 99 Summit – Two Day Event Link  
**Action:** Information and Discussion Only
- K. Continuation of Teleconferenced Meetings - Resolution 21-15 Amendment No. 7  
**Action:** Approve Continuation of Teleconferenced Meetings by Resolution 21-15 Amendment No. 7
- L. Madera County Transportation Commission Comment Letter on Draft Regional Early Action Planning Grants of 2021 (REAP 2.0) Guidelines for Metropolitan Planning Organizations  
**Action:** Information and Discussion Only

**Transportation Consent Calendar Action on Items A-L.**

Upon motion by Commissioner Frazier, seconded by Commissioner Palmer, to approve Transportation Consent Calendar Items A-L. A vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Absent  
Commissioner Rodriguez – Absent  
Commissioner Wheeler -Yes  
Commissioner Palmer – Yes  
Commissioner Frazier- Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Absent  
Vote passed 4-0

**5. TRANSPORTATION ACTION/DISCUSSION ITEMS**

- A. Proposed New Definition for Unmet Transit Needs Recommended by the Social Services Transportation Advisory Council (SSTAC)

**Action:** Upon motion by Commissioner Fraizer, seconded by Commissioner Gallegos to adopt new recommended SSTAC Unmet Transit Needs Definition, Resolution 22-01. A vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Absent  
Commissioner Rodriguez – Absent  
Commissioner Wheeler -Yes  
Commissioner Palmer – Yes  
Commissioner Frazier- Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes  
Vote passed 5-0

- B. PUBLIC HEARING: 2022-23 Unmet Transit Needs

Fernando Lopez, Linguistica Interpreting, was provided for Spanish interpretation if needed.

Chairman Wheeler opened the floor for comments.

Evelyn Espinosa, MCTC Associate Regional Planner, stated that she has received comments through email and workshop letters will be brought before the SSTAC for consideration.

Hearing no other Public Comment. Chairman Wheeler closed the floor for comments.

**Action:** Receive Public Testimony for FY 2022-2023 Unmet Transit Needs.

- C. State Legislative Update

**Action:** Upon motion by Commissioner Frazier, seconded by Commissioner Palmer directed staff to prepare a comment letter for Chair Wheeler’s signature addressed to the executive director of the Strategic Growth Council regarding MCTC’s comments on the California Transportation Assessment Report Pursuant to AB 285. A vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler -Yes  
Commissioner Palmer – Yes

Commissioner Frazier- Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes  
Vote passed 6-0

- D. 2022 Regional Transportation Plan and Sustainable Communities Strategy Outreach Information

**Action:** Information and Discussion Only.

- E. Madera Station Update

**Action:** Upon motion by Commissioner Frazier, seconded by Commissioner Gallegos directing staff to tender a Letter of Support for the Fiscal Year 2022 Federal Multimodal Project Discretionary Grant Program application for the Madera Station Project.

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler -Yes  
Commissioner Palmer – Yes  
Commissioner Frazier- Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes  
Vote passed 6-0

## MCTC SITTING AS THE MADERA COUNTY TRANSPORTATION COMMISSION

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

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

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler -Yes  
Commissioner Palmer – Yes  
Commissioner Frazier – Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes  
Vote passed 6-0

**7. ADMINISTRATIVE CONSENT ITEMS**

- A. Approval of Executive Minutes of the March 23, 2022 Regular Meeting.

**Action:** Approve Minutes of the March 23, 2022 Regular Meeting

- B. MCTC Financial and Transportation Development Act Fund Audit for Fiscal Year ended June 30, 2021

**Action:** Accept MCTC Financial and TDA Fund TDA Audit for FY ended June 30, 2021

- C. MCTC Employee Manual – April 2022 Update

**Action:** Approve MCTC Employee Manual Update

- D. Time Change – May 18, 2022, MCTC Policy Board Meeting to 1:30 P.M.

**Action:** Information and Discussion Only

- E. Transportation Development Act (LTF, STA) – Allocation, Resolution 21-13 Amendment No. 2, Resolution 21-14 Amendment No. 2

**Action:** Approve Resolution 21-13 Amendment No. 2, Resolution 21-14 Amendment No. 2

**Approval Administrative Consent Calendar Action A-E**

**Action:** Upon motion by Commissioner Poythress, seconded by Commissioner Frazier to approve the Administrative Consent Calendar Items A- B vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler -Yes  
Commissioner Palmer – Yes  
Commissioner Frazier – Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes  
Vote passed 6-0

**ADMINISTRATIVE ACTION/DISCUSSION ITEMS**

- A. Award Contract – Lobbing and Intergovernmental Services

**Action:** Upon motion by Commissioner Frazier, seconded by Commissioner Gallegos, authorizing staff to enter a 3-year contract with Khouri Consulting in an amount not to exceed

\$63,000 for year 1, \$66,000 for year 2, and \$69,000 for year 3. A vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler - Yes  
Commissioner Palmer – Yes  
Commissioner Frazier – Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes  
Vote passed 6-0

B. Proposed FY 2022-23 Member Assessment Fees

**Action:** Upon motion by Commissioner Frazier, seconded by Commissioner Palmer to approve the proposed 2022-23 Member Assessment Fees Schedule and direct staff to contact the local jurisdictions to incorporate the fee in its respective jurisdiction budget. A vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler - Yes  
Commissioner Palmer – Yes  
Commissioner Frazier – Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes  
Vote passed 6-0

C. FY 2022-23 Overall Work Program and Line-Item Budget

**Action:** Upon motion by Commissioner Gallegos, seconded by Commissioner Frazier to approve the 2022-23 Overall Work Program and Line-Item Budget – Resolution 22-04. A vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler - Yes  
Commissioner Palmer – Yes  
Commissioner Frazier – Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes

Vote passed 6-0

**MCTC SITTING AS THE MADERA COUNTY 2006 TRANSPORTATION AUTHORITY**

**9. AUTHORITY – ADMINISTRATIVE CONSENT ITEMS**

- A. Continuation of Teleconferenced Meetings – Resolution 21-1 Amendment No. 7

**Action:** Approve Continuation of Teleconferenced Meetings – Resolution 21-1 Amendment No. 7

**Approval Consent Calendar Action A**

Upon motion by Commissioner Palmer, seconded by Commissioner Gallegos to approve the Consent Calendar Item A. A vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler -Yes  
Commissioner Palmer – Yes  
Commissioner Frazier – Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes  
Vote passed 6-0

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

- A. Road 200 Phase 3, Fine Gold Creek Bridge Replacement – Construction Allocation

**Action:** Upon motion by Commissioner Wheeler, seconded by Commissioner Gallegos to approve by Resolution 22-2 the Construction Allocation of \$6,980,000 for the Road 200 Phase 3 Fine Gold Creek Bridge Replacement project. A vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler -Yes  
Commissioner Palmer – Yes  
Commissioner Frazier – Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes

Vote passed 6-0

B. Measure T Citizens' Oversight Committee Member Appointment

**Action:** Upon motion by Commissioner Frazier, seconded by Commissioner Gallegos to appoint Wayne Chapman as the representative for District 2 to the Measure T Citizens' Oversight Committee. A vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler -Yes  
Commissioner Palmer – Yes  
Commissioner Brett Frazier – Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes  
Vote passed 6-0

## OTHER ITEMS

### 11. MISCELLANEOUS

A. Items from Caltrans

Alec Kimmel, Caltrans District 06, Senior Transportation Planner, provided a brief update on State Highway projects in Madera County.

B. Items from Staff

Patricia Taylor, Executive Director provided the following comments:

- Reminder that the next regularly scheduled MCTC/MCTA Policy Board meeting, May 18, 2022 meeting will be held at 1:30 P.M. This time change is due to the California Transportation Commission's meetings being held in Fresno.
- Informed the board that the new equipment to allow for virtual meetings in the MCTC Conference Room may be installed in early May, and there is a possibility that the May Policy Board meeting may be held at MCTC. MCTC staff will provide additional information when available.

Dylan Stone, Principal Regional Planner, informed the policy board that the Central California Household Travel Survey will be in circulation soon.

D. Items from Commissioners

This time was reserved for the Commissioners to inquire about specific projects.

**12. CLOSED SESSION**

- A. Public Employee Performance Evaluation (pursuant to Government Code Section 54957(b)(1))  
Position: Executive Director
- B. Conference with Labor Negotiators (Pursuant to Government Code Section 54957.6)  
Commission Negotiators Brett Frazier and Jose Rodriguez  
Employee: Executive Director

**Action:** Upon motion by Commissioner Frazier, seconded by Commissioner Gallegos to postpone the closed session until the next regularly scheduled MCTC meeting. A vote was called, and the motion carried.

Roll call for votes: Commissioner Poythress – Yes  
Commissioner Rodriguez – Absent  
Commissioner Wheeler -Yes  
Commissioner Palmer – Yes  
Commissioner Frazier – Yes  
Commissioner Gallegos – Yes  
Alt. Commissioner Garcia - Yes  
Vote passed 6-0

**13. ADJOURNMENT**

Meeting adjourned at 4:56 p.m.

Next meeting scheduled for Wednesday, May 18, 2022

Respectfully Submitted,



Patricia S. Taylor  
Executive Director  
Madera County Transportation Commission