

Tulare County Congestion Management Program

Congestion Management Process Steering Committee **MEETING AGENDA**

September 21, 2017

Location: Tulare County Association of Governments
210 N. Church Street, Suite B
(Sequoia Conference Room)
Visalia, CA 93279

12:30 – 1:30 P.M.

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The full agenda including supporting materials is available at the TCAG office.

A. Welcome & Introductions

B. Action: Approval of Minutes – Meeting for April 13, 2017 (Pages 3-5)

C. Public Comments

This portion of the meeting is reserved for persons wishing to address the CMP Steering Committee on items within its purview but not on this agenda. Unscheduled comments are limited to 3 minutes. Note: Prior to action by the Committee on any item on this agenda, the public may comment on that item.

D. Review: Draft 2017 Intersection Monitoring Report and Appendices. Please check your agency's portion of the report for accuracy.

<http://www.tularecog.org/2017/09/01/2017-draft-monitoring-report/>

E. Action: Approval of Guidelines – CMP Steering Committee Guidelines (Pages 6-10)

F. Information: Update: iPeMS Third Party (Travel-time analysis) internet application

G. Discussion: Next Travel-time Report, potentially

H. Discussion: Incorporating GPS coordinates into all traffic count spreadsheets

I. Other Business:

- a. Information: Items from Staff
- b. Information: Items from Committee Members
- c. Information: Request from Committee Members
- d. Other Items

J. Next Meeting: The next meeting is tentatively scheduled for Thursday, **December 7, 2017** at 12:30 p.m. at the Tulare County Association of Governments, Sequoia Conference Room, 210 N. Church St., Suite B, Visalia, CA 93291.

K. Adjourn

ITEM: B
Tulare County Association of Governments
Congestion Management Program (CMP) Steering Committee
April 13, 2017

ATTENDANCE LIST

City of Dinuba	<i>Vacant</i>	-
City of Lindsay	Michael Camarena	P
City of Porterville	Michael Reed	A
City of Tulare	Tony Trevino	P
City of Visalia-Chair	Nick Mascia	P
County of Tulare	Reed Schenke	P
Caltrans District 6	<i>Vacant</i>	-
TCAG- Vice Chair	Mark Hays	P

Absent (A) Present (P)

Others Present: Blanca Beltran (City of Dinuba), Javier Sanchez (City of Porterville), Lorena Mendibles (Caltrans), Javed Khan (County of Tulare)

TCAG Staff Present: Roberto Brady, Philip Shabanov, Doreen Alvez

SUMMARY MEETING MINUTES

A. Call to Order & Welcome

The Congestion Management Process (CMP) Steering Committee was called to order by Chair Mascia at 12:36 p.m. on April 13, 2017 at the Tulare County Association of Governments, 210 N. Church Street, Suite B, Visalia, CA 93291.

B. Action: Approval of Summary Meeting Minutes-Meeting for January 19, 2017

Upon a motion, by Member Hays, and seconded by Member Schenke, the Congestion Management Program (CMP) Steering Committee unanimously approved the January 19, 2017 Summary Meeting Minutes.

C. Public Comments¹

Public comments were opened/closed at 12:37 p.m. No public comments were received.

D. Action: Appointments to the CMP Committee

a. Blanca Beltran-City of Dinuba

b. Javier Sanchez-City of Porterville

c. Javed Khan-Tulare County (Resource Management Agency)

d. Mike Navarro-Caltrans

Vice Chair Hays introduced the proposed member representatives to the CMP Committee and stated the new appointments would be submitted to the TCAG board for approval on April 17th.

¹ Agenda Item C heard out of agenda order and before item B.

Upon a motion, by Member Schenke, and seconded by Member Camarena, the Congestion Management Program (CMP) Steering Committee unanimously approved Appointments of the CMP Committee.

E. Action: Approval of CMP Steering Committee Guidelines

Vice Chair Hays requested member comments on the draft CMP Guidelines so they could be adopted by the TCAG board in May.

Committee members requested re-evaluation of term limits under “IV- Terms of Membership” as a smaller city may have difficulty filling the position on the CMP committee and if verbiage could be added for a member to call in approval of a proxy voter.

Vice Chair Hays reported that by committee consensus he would remove term limits and add proxy voting subject to prior notice by the CMP member agency. Vice Chair Hays stated he would email the revised CMP Guidelines to the committee prior to the July TCAG board meeting.ⁱ

Upon a motion, by Member Hays, and seconded by Member Schenke, the Congestion Management Program (CMP) Steering Committee unanimously approved the CMP Steering Committee Guidelines with changes.

F. Information: Update: 2017 Intersection Monitoring Report

Vice Chair Hays reported TCAG should be receiving requested intersections back from data collection soon and once received, analysis would begin and the report should be ready for CMP committee review by the July CMP Steering Committee meeting. Vice Chair Hays requested the committee to review the draft report prior to the meeting so that changes could be determined at the meeting and the report could be adopted at the August TCAG board meeting.

G. Information: Update: iPeMS Third Party Internet Application

Vice Chair Hays discussed the iPeMS Application presented at the last CMP committee meeting which would allow TCAG to do travel-time studies such as the study found on the TCAG website for the SR-190/198 Travel-Time Study. Vice Chair Hays stated the CMP Steering Committee approved the recommendation for purchase and submittal to the TCAG board for adoption during the January 2017 meeting. Vice Chair Hays stated he had scheduled the application for adoption at the May TCAG board meeting and expected, if approved, to have access to the application with a projected travel-time study for SR-63 from Main Street to SR-137 and another study from SR-137 from SR-99 to Lindsay unless the CMP committee opposed. Vice Chair Hays anticipated a draft travel-time study available by the October CMP committee meeting.

H. Other Business:

a. Information: Items from Staff

There were no items for this section of the agenda.

b. Information: Items from Committee Members

Chair Mascia provided a status update on the City of Visalia’s CMAQ Projects and stated once the Visalia Emergency Center is complete he would like to schedule a CMP committee tour. Chair Mascia responded to questions and comments from the committee.

c. Information: Request from Committee Members

County of Tulare committee members requested if TCAG did general traffic and volume counts and if TCAG had any bike/pedestrian count data.

TCAG staff discussed counts that are available on the TCAG website, the research being done for bike/pedestrian counts and discussed the past and current processes for count data. TCAG staff responded to questions and comments from the committee.

Vice Chair Hays requested the County to submit count data needed so a budget could be determined and approved by TCAG management and asked if any committee members wanted to share any data completed for inclusion on the CMP agendaⁱⁱ.

d. Other Items

There were no items for this section of the agenda.

I. Next Meeting: The next meeting is tentatively scheduled for Thursday, July 13, 2017 at 12:30 p.m. at the Tulare County Association of Governments, Sequoia Conference Room, 210 N. Church St., Suite B, Visalia, CA 93291.

G. Adjourn-Adjourned at 1:09 p.m.

ⁱ Send revised draft CMP Guidelines to CMP Committee before TCAG board adoption.

ⁱⁱ Reed Schenke and Javed Khan request for data. Mark to send link for HPMS data and follow up.