



Technical Review Board MINUTES

DATE

Wednesday, April 14 2021

The regular meeting of the Technical Review Board was held on Wednesday, March 10, 2021 via teleconference/webinar and was called to order by Chair Stephanie Dietz at 12:02 p.m.

MEMBERS PRESENT

Marci Barrera for Jim Brown, Chief Executive Officer of County of Merced
 Gary Brizzee, Acting City Manager of Los Banos
 Stephanie Dietz, City Manager of Merced, Chair
 Doug Dunford, City Manager of Gustine
 Darrell Fonseca, City Manager of Dos Palos*
 Jose Antonio Ramirez, City Manager of Livingston
 Lori Waterman, City Manager of Atwater

MEMBERS ABSENT

None

STAFF PRESENT

Nav Bagri, Finance Director
 Christine Chavez, Transit Manager
 Blake Dunford, Assistant Planner
 Matt Fell, Deputy Director - Planning
 Stacie Guzman, Executive Director
 Stephanie Jackson, Executive Assistant
 Alicia Ochoa-Jones, Purchasing and Contracts Manager
 Kyle Loreto, Diversion Program Manager

Kristina Hernandez, Human Resources /Risk Management Manager
 Kate Molthen, Assistant Transit Manager
 Mary-Michal Rawling, Public Affairs Manager
 Kuljit Singh, Accounting Manager
 Mauricio Torres, Assistant Planner
 Daisy Zaragoza, Procurement and Reporting Analyst
 Eric Zetz, RWA Director

OTHERS PRESENT

Philip Mainolfi, HF&H Consultant
 Stephen Qualls, League of California Cities
 Hilda Sousa, Caltrans District 10

*(Arrived after roll call)

1. Call to order/roll call

Stephanie Dietz called the meeting to order and asked that roll call be taken. It was determined that a quorum was present.

2. Public comment

No public comments were received.

MERCED COUNTY ASSOCIATION OF GOVERNMENTS

3. Information items:

- a. Technical Review Board calendar - 2021
- b. Calendar of meetings, conferences and events
- c. Minutes of the March 18, 2021 MCAG Governing Board meeting
- d. MCAG newsletter – April 2021
- e. FY 20/21 Quarter 3 Governing Board summary
- f. 2021 Anna Maria Fuentes scholarship recipient

So noted.

4. Consent calendar:

- a. Approve the minutes of the March 10, 2021 Technical Review Board meeting

Lori Waterman moved to approve the consent calendar.

Seconded by Doug Dunford.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

5. Action items:

- a. Approve the FY 2021-22 Overall Work Program and budget

Nav Bagri presented the request for approval of the FY 2021-22 Overall Work Program and budget.

Doug Dunford moved to recommend the MCAG Governing Board approve the FY 21/22 Overall Work Program and budget for the Metropolitan Planning Organization.

Seconded by Marci Barrera.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

- b. Adopt Congestion Mitigation Air Quality (CMAQ) Policy update and release Call for Projects

Matt Fell presented the request to adopt the updated CMAQ Policies and Procedures and direct staff to release a Call for Projects.

Lori Waterman moved to recommend the MCAG Governing Board adopt updated CMAQ Policies and Procedures with the deletion of the state highway 5 point penalty, and direct staff to release a Call for Projects.

Seconded by Darrell Fonseca.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Darrell Fonseca, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

- c. Delay Mid-Cycle 2021 State Transportation Improvement Program (STIP) Programming

Matt Fell presented the request to delay the programming of the Merced region's Mid-Cycle 2021 State Transportation Improvement Program.

Jose Antonio Ramirez moved to recommend the MCAG Governing Board approve option 4, which is to delay the programming of the Merced region's Mid-Cycle 2021 State Transportation Improvement Program target share.

Seconded by Lori Waterman.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Darrell Fonseca, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

- d. Accept the Westside Commuter Bus Study

Mauricio Torres presented the request to accept the Westside Commuter Bus Study.

Doug Dunford moved to recommend the MCAG Governing Board accept the Merced County Westside Commuter Study.

Seconded by Lori Waterman.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Darrell Fonseca, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

- e. Adopt Measure V Regional Project Policies and issue a Call for Projects

Matt Fell presented the request to adopt the Measure V Regional Project Policies and issue a Call for Projects.

Doug Dunford moved to recommend the MCAG Governing Board adopt Measure V Regional Projects Policies with specified changes to the call for projects schedule, transfers of cost savings, and a 90-day limit on advance funding; and to direct staff to issue a Call for Projects with a due date of August 31. Seconded by Jose Antonio Ramirez.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Darrell Fonseca, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

- f. Authorize contract for Travel Demand Model update

Matt Fell summarized the request to authorize a contract for a Travel Demand Model update.

Lori Waterman moved to recommend the MCAG Governing Board authorize the Executive Director to enter into a contract to update the MCAG travel demand model in an amount not to exceed \$150,000. Seconded by Doug Dunford.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Darrell Fonseca, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

6. Discussion items:

- a. Transportation Planning and Measure V updates

Matt Fell gave the Transportation Planning and Measure V update:

- The Measure V annual report was released
- High Speed Rail Authority approved their 2020 Business Plan and sent it to the legislature for final approval
- A lot of federal activity in transportation – the administration proposal for a stimulus, discussions on reauthorization, and possible earmarks returning
- Is there interest in a Regional Bike Plan funded by MCAG's planning funds?

TRANSIT JOINT POWERS AUTHORITY FOR MERCED COUNTY

7. Information items:

None.

8. Consent calendar:

- a. Approve the Memorandum of Understanding Between Transit Joint Powers Authority for Merced County and Merced College for student transportation services

Doug Dunford moved to approve the consent calendar.

Seconded by Jose Antonio Ramirez.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Darrell Fonseca, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

9. Action items:

- a. Approve Low Carbon Transit Operation Program (LCTOP) allocation request for the purchase of five buses

Lori Waterman moved to recommend the Transit Joint Powers Authority for Merced County:

- a. Adopt Resolution No. 2021/04-15-01 authorizing the allocation request submittal for the purchase and replacement of five cutaway gasoline buses, and
- b. Authorize the Transit Joint Powers Authority Executive Director as an Authorized Agent to sign and execute related grant documents, including the Certifications and Assurances.

Seconded by Doug Dunford.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Darrell Fonseca, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

- b. Complete pre-construction phases of the Transit Administration Office project by amending the architect and engineering services agreement, and programming FTA 5339(a) and State of Good Repair funds to the project

Stacie Guzman presented the request to Complete pre-construction phases of the Transit Administration Office project by amending the architect and engineering services agreement, and programming FTA 5339(a) and State of Good Repair funds to the project.

Doug Dunford moved to recommend the TJPA Governing Board direct staff to pursue the completion of the Transit Administration Office with the following actions:

- a. Amend the existing architect and engineering services agreement in the amount of \$40,000 for a total contract amount of \$126,495;
- b. Authorize staff to program \$138,959.42 in FY17/18 FTA 5339(a) funding to the Transit Administration Office project;
- c. Authorize \$85,915 in State of Good Repair (SGR) funding from FY21/22 to serve as a grant match, and;
- d. Authorize \$41,884.93 in SGR funding from FY17/18 to serve as a grant match.

Seconded by Gary Brizzee.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

10. Discussion items:

- a. Transit Joint Powers Authority for Merced County monthly update:

Christine Chavez presented the Transit Joint Powers Authority for Merced County update.

- b. Operating and capital draft budget FY 2021/22

Nav Bagri and Christine Chavez presented the operating and capital draft budget for FY 2021-22.

MERCED COUNTY REGIONAL WASTE MANAGEMENT AUTHORITY

11. Information items:

None.

12. Consent calendar:

None.

13. Action items:

- a. Authorize contract for landfill tipping fee rate study

Doug Dunford moved to recommend the Merced County Regional Waste Management Authority Board authorize the Executive Director to enter into a contract for the landfill tipping fee rate study, in an amount not to exceed \$110,000.

Seconded by Marci Barrera.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

- b. Authorize amendment to HF&H contract No. 20190621MY for diversion and recycling planning assistance

Doug Dunford moved to recommend the Merced County Regional Waste Management Authority (RWA) Board authorize the Executive Director to amend the HF&H contract for recycling and diversion planning assistance to include an additional \$300,000 for a total contract amount of \$637,895 and add the task of developing and managing the RFQ and RFP process to contract with a firm to design, build, and operate a Materials Recovery Facility (MRF) at the Highway 59 Landfill.

Seconded by Marci Barrera.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

- c. Authorize construction contract for Billy Wright Landfill entrance improvements

Doug Dunford moved to recommend the Merced County Regional Waste Management Authority Board:

- a. Authorize the Executive Director to enter into a contract for the construction of the Billy Wright landfill entrance improvements in the amount not to exceed \$2,330,000, and;
- b. Authorize transferring \$1,730,698 from projects 80014, 80026, and 80053 to 80043.

Roll call vote:

AYES: Marci Barrera, Gary Brizzee, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

14. Discussion items:

- a. Merced County Regional Waste Management Authority monthly update

Eric Zetz presented the Merced County Regional Waste Management Authority monthly update.

- b. Illegal dumping recommendations

Kyle Loreto presented the illegal dumping recommendations.

OTHER REPORTS

15. Executive Director's report

So noted.

16. Caltrans report

Hilda Sousa presented the Caltrans report.

17. Oral report – League of California Cities update

Stephen Qualls presented the League of California Cities update.

18. Oral report - Jurisdictions

So noted.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 2:02 p.m.