



Technical Review Board MINUTES

DATE

Wednesday, May 19, 2021

The regular meeting of the Technical Review Board was held on Wednesday, May 19, 2021 via teleconference/webinar and was called to order by Chair Stephanie Dietz at 12:01 p.m.

MEMBERS PRESENT

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
 Jose Antonio Ramirez, City Manager of Livingston
 Lori Waterman, City Manager of Atwater

MEMBERS ABSENT

Darrell Fonseca, City Manager of Dos Palos

STAFF PRESENT

Natalia Austin, Associate Planner
 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
 Daisy Zaragoza, Procurement and Reporting Analyst
 Joy Young, Administrative Assistant II
 Eric Zetz, RWA Director

OTHERS PRESENT

Ron Kilcoyne
 Stephen Qualls, League of California Cities
 Hilda Sousa, Caltrans District 10

*Arrived after roll call

1. Call to order/roll call

Chair 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

The Technical Review Board agreed upon by consensus to discuss items as they come up during the meeting and note if that item is able to be heard under a different header, such as the consent calendar, for the current agenda and at future meetings. It was also decided that oral reports from MCAG, TJPA and RWA would become written reports under “Information Items” moving forward.

MERCED COUNTY REGIONAL WASTE MANAGEMENT AUTHORITY

3. Information items:

- a. Quarterly report on Merced County Regional Waste Management Authority (MCRWMA) Board approved contracts

So noted.

4. Consent calendar:

None.

5. Action items:

None.

6. Discussion items:

- a. Presentation of Draft Operating, Capital, and Fleet Budget FY 2021/22

Eric Zetz and Nav Bagri presented the Draft Operating, Capital, and Fleet Budget for FY 2021/22.

- b. Merced County Regional Waste Management Authority monthly update

Eric Zetz presented the Merced County Regional Waste Management Authority monthly update and discussed the following topics:

- Rate Increase for the transport and processing of recyclable materials at Highway 59 Landfill
- Community Collection Events

TRANSIT JOINT POWERS AUTHORITY FOR MERCED COUNTY

7. Information items:

- a. Quarterly report on Transit Joint Powers Authority for Merced County (TJPAMC) Board approved contracts

So noted.

8. Consent calendar:

- a. Accept the Drug and Alcohol Policy provided by First Transit

Jose Antonio Ramirez moved to approve the consent calendar.

Seconded by Lori Waterman.

Roll call vote:

AYES: Jim Brown, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

9. Action items:

- a. Approve FY 2020/21 Budget Amendment No. 2 to carry over unspent Coronavirus Aid, Relief, and Economic Security Act funds

Nav Bagri summarized the request to approve FY 2020/21 budget amendment No. 2 to carry over unspent Coronavirus Aid, Relief, and Economic Security (CARES) Act funds.

Doug Dunford moved to recommend the Transit Joint Powers Authority for Merced County approve the second amendment to the FY 2020/21 budget to carry over \$796,992 of FY 2019/20 CARES Act funds.

Seconded by Jose Antonio Ramirez.

Roll call vote:

AYES: Jim Brown, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

- b. Adopt Final FY 2021/22 Operating and Capital Budget

Nav Bagri summarized the request to adopt Final FY 2021/22 Operating and Capital budget.

Doug Dunford moved to recommend the TJPA Governing Board adopt the FY 2021/22 Operating and Capital budget.

Seconded by Lori Waterman.

Roll call vote:

AYES: Jim Brown, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

- c. Authorize bus shelter purchase and improvements plan and approve grant application submittal for Federal Transit Administration (FTA) Section 5339(a) FFY 2017-18

Christine Chavez summarized the request to authorize a bus shelter purchase and improvements plan and approve grant application submittal for Federal Transit Administration (FTA) Section 5339(a) FFY 2017-18.

Doug Dunford moved to recommend the Transit Joint Powers Authority for Merced County:

- a. Authorize the issuance of a purchase order to purchase up to 45 shelters over the next three years in an amount not to exceed \$366,890, and
- b. Adopt Resolution No. 2021/05-20-01 authorizing the Federal Transit Administration Section 5339(a) FFY 2017-18 Buses and Bus Facilities grant application submittal for the Bus Shelter Improvement Project, and
- c. Identify the initial purchase order for 45 shelters as Phase 1 with the intent to confer with

jurisdictions on placement of Phase 1 shelters and increase the City of Atwater allotment to include two additional shelter upgrades or additions.

Seconded by Jim Brown.

Roll call vote:

AYES: Jim Brown, 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 on The Micro Bus.

- b. Short Range Transit Plan update

Stacie Guzman presented the Short-Range Transit Plan update.

MERCED COUNTY ASSOCIATION OF GOVERNMENTS

11. Information items:

- a. Technical Review Board calendar - 2021
- b. Calendar of meetings, conferences, and events
- c. Minutes of the April 15, 2021 MCAG Governing Board meeting
- d. MCAG newsletter – May 2021
- e. FY 20/21 Quarter 3 Governing Board summary
- f. Quarterly report on Merced County Association of Governments Board approved contracts

So noted.

12. Consent calendar:

- a. Approve the minutes of the April 14, 2021 Technical Review Board meeting
- b. Authorize the execution of the agreement for services between YARTS and MCAG for a period of one year from July 1, 2021 – June 30, 2022

Doug Dunford moved to approve the consent calendar.

Seconded by Jose Antonio Ramirez.

Roll call vote:

AYES: Jim Brown, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

13. Action items:

- a. Authorize Executive Director to execute a contract amendment for the Dibs vanpool project

Natalia Austin summarized the request to authorize the Executive Director to execute a contract amendment with San Joaquin Council of Governments – dibs for a vanpool project to include an additional funding amount of \$73,000.

Jose Antonio Ramirez moved to recommend the MCAG Governing Board authorize the Executive Director to execute a contract amendment with San Joaquin Council of Governments – dibs for a vanpool project to include an additional funding amount of \$73,000.

Seconded by Doug Dunford.

Roll call vote:

AYES: Jim Brown, Stephanie Dietz, Doug Dunford, Jose Antonio Ramirez, Lori Waterman

NOES: None

MOTION CARRIED UNANIMOUSLY.

14. Discussion items:

- a. Transportation Planning and Measure V updates

Matt Fell and Stacie Guzman provided an update on Regional Early Action Plan (REAP) housing funding. Staff is working with Technical Review Board members to schedule a workgroup meeting to further discuss and make a recommendation to the Governing Board.

- b. Future meeting format and locations

Stacie Guzman discussed the options for future meetings and locations. After a brief discussion, the Technical Review Board agreed by consensus to return to in-person meetings in the regular rotation schedule with a trial meeting start time of 8:30 a.m. The next meeting will be June 9, 2021 at 8:30 a.m. and will be located at the City of Gustine.

OTHER

15. Discussion items:

- a. One Voice follow up - Broadband

So noted.

OTHER REPORTS

16. 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 2:03 p.m.