

**Napa Valley Transportation
Authority
Meeting Minutes - Draft
NVTA Board of Directors - Tax Agency**

April 18, 2018
NVTA-TA Agenda Item 9.1
Continued From: New
Action Requested: APPROVE

625 Burnell Street
Napa, CA 94559

Wednesday, January 17, 2018

1:30 PM

*******SPECIAL MEETING*******

**Location: City of Napa Council Chambers
955 School Street, Napa CA 94559**

1. Call to Order

Chair White called the meeting to order at 1:34 p.m.

2. Pledge of Allegiance

Chair White led the Pledge of Allegiance.

3. Roll Call

Alfredo Pedroza
Belia Ramos
Chris Canning
James Barnes
Jill Techel
Leon Garcia
Peter White
Alan Galbraith
John F. Dunbar
Kerri Dorman
Mark Joseph
Doris Gentry

4. Adoption of the Agenda

Motion MOVED by GARCIA, SECONDED by PEDROZA to APPROVE adoption of the agenda.

Motion carried by the following vote:

Aye: 10 - Pedroza, Ramos, Canning, Techel, Garcia, White, Galbraith, Dunbar, Dorman, and Joseph

Absent: 2 - Barnes, and Gentry

5. Public Comment

None

6. Chairperson's, Board Members' Update

None

7. Executive Director's Update

Kate Miller, Executive Director

Reported on the progress to date on Measure T documents, procedures, and processes and that the first Independent Taxpayer Oversight Committee (ITOC) meeting will be held in March.

[Board Member Barnes in attendance at 1:35 p.m.]

9. CONSENT ITEMS (9.1 - 9.4)

Consent Item 9.3 was pulled for review.

Motion MOVED by JOSEPH, SECONDED by TECHEL to APPROVE Consent Items 9.1-9.2 and 9.4.

Motion carried by the following vote:

Aye: 11 - Pedroza, Ramos, Canning, Barnes, Techel, Garcia, White, Galbraith, Dunbar, Dorman, and Joseph

Absent: 1 - Gentry

9.1 Approval of Meeting Minutes of November 15, 2017 (Karrie Sanderlin) (Pages 4-5)

Attachments: [Draft Minutes](#)

Board action approved the meeting minutes of November 15, 2017.

9.2 Resolution No. 18-01-TA Authorizing the Examination of Transactions (Sales) and Use Tax Records (Karrie Sanderlin) (Pages 6-9)

Attachments: [Staff Report](#)

Board action approved Resolution No. 18-01-TA authorizing representatives of the agency to examine confidential transactions and use tax records of the Department of Tax and Fee Administration (formally known at the State Board of Equalization) pertaining to transactions and use taxes collected by the Department for the Agency.

9.3 Resolution No. 18-02-TA Adopting the Bylaws of the Napa Countywide Road Maintenance Act and Expenditure Plan (Measure T) Independent Taxpayer Oversight Committee (ITOC) (Danielle Schmitz) (Pages 10-19)

Attachments: [Staff Report](#)

The Board Secretary reported a revised Resolution No. 18-02-TA was provided in the meeting handout packet. Language to Section V.B. Parliamentary Procedure was updated to the "Sturgis Standard of Code of Parliamentary Procedure, current edition."

**Public Comment was provided by the following individual:
Phillip Sales, Napa Valley Vine Trail**

Motion MOVED by JOSEPH, SECONDED by GARCIA to APPROVE Resolution No. 18-02-TA adopting the Independent Taxpayer Oversight Committee (ITOC) Bylaws as amended. Motion carried by the following vote:

Aye: 11 - Pedroza, Ramos, Canning, Barnes, Techel, Garcia, White, Galbraith, Dunbar, Dorman, and Joseph

Absent: 1 - Gentry

- 9.4** Napa Countywide Road Maintenance Act and Expenditure Plan (Measure T) Independent Taxpayer Oversight Committee (ITOC) Member Appointment (Danielle Schmitz) (Pages 20-25)

Attachments: [Staff Report](#)

Board action approve the appointment of Mandy Le to serve on the ITOC as a member representing the Napa region Chamber of Commerce.

10. FUTURE AGENDA ITEMS

None

11. ADJOURNMENT

- 11.1** Approval of Next Meeting Date of March 21, 2018 and Adjournment

The next meeting will be held on Wednesday, March 21, 2018 at 1:30.p.m.

Chair White adjourned the meeting at 1:41 p.m.

Karalyn E. Sanderlin, NVTA-TA Board Secretary