

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

625 Burnell Street
Napa, CA 94559

Wednesday, June 21, 2017

1:30 PM

NVTA Conference Room

1. Call to Order

Chair White called the meeting to order at 1:30 p.m.

2. Pledge of Allegiance

Chair White led the Pledge of Allegiance.

3. Roll Call

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

4. Adoption of the Agenda

**Motion MOVED by GALBRAITH, SECONDED by CANNING to APPROVE adoption of the Agenda.
Motion carried by the following vote:**

Aye: 18 - Galbraith, Barnes, Canning, Techel, Pedroza, Dunbar, White, Gentry, and Dorman

Absent: 6 - Garcia, Kahiga, Joseph, and Ramos

5. Public Comment

None

[Board Member Ramos in attendance at 1:33 p.m.]

6. Chairperson's, Board Members', Metropolitan Transportation Commissioner's, and Association of Bay Area Governments Update

Metropolitan Transportation Commissioner's (MTC) Update:
Board Member Pedroza reported on MTC activities to date.

Association of Bay Area Governments (ABAG) Update:
Board Member Ramos reported on ABAG activities to date.

Board Member Update:
Board Member Canning shared his concerns regarding the continuing issues and service failures associated with the Calistoga Shuttle phone system.

7. Director's Update

Kate Miller, Executive Director

- Reported on the Calistoga Shuttle Phone System issues.
- Announced that the Oak Knoll Segment of the Napa Valley Vine Trail received the California Transportation Foundation's Pedestrian-Bicycle Project of the year at the awards ceremony in Sacramento on May 24th.
- Stated that the Measure T Logo is included in the meeting handout packet.
- Provided a summary the BottleRock transit service data. Reported that over the three day period of the festival the Vine extended hours reduced 10,760 car trips which is roughly 12% higher than 2016 when we had 9,611 transit riders.
- Reported that Caltrans added a green bike lane to help alert cyclists and motorists to the class 2 bike path adjacent to State Route 29 at Whitehall Lane over the Wine Train railroad tracks.
- Reported that the State Bicycle and Pedestrian Plan –Towards an Active CA was adopted in May. The plan outlines the policies and actions that Caltrans and partner agencies will take to achieve the statewide goal to double walking and triple bicycling trips by 2020.
- Reported that Caltrans has begun construction on the Sarco Bridge.
- Announced that Friday, June 23rd is International Take Your Dog to Work Day.

8. Caltrans' Update

No oral report was provided by Caltrans, however, the June 21, 2017 Caltrans Reporting memo was provided for review.

10. CONSENT AGENDA ITEMS (10.1-10.5)

Consent Item 10.1 was pulled to approve separately.

Motion MOVED by GALBRAITH, SECONDED by PEDROZA to APPROVE Consent Items 10.2-10.5.
Motion carried by the following vote:

Aye: 20 - Galbraith, Barnes, Canning, Techel, Pedroza, Dunbar, White, Gentry, Dorman, and Ramos

Absent: 4 - Garcia, Kahiga, and Joseph

10.1 Approval of Meeting Minutes of May 17, 2017 (Karrie Sanderlin) (Pages 9-16)

Attachments: [Draft Minutes](#)

Motion **MOVED** by GALBRAITH, **SECONDED** by PEDROZA, with DUNBAR and RAMOS **ABSTAINING**, to **APPROVE** meeting minutes of May 17, 2017. Motion carried by the following vote:

Aye: 17 - Galbraith, Barnes, Canning, Techel, Pedroza, White, Gentry, and Dorman

Absent: 4 - Garcia, Kahiga, and Joseph

Abstain: 3 - Dunbar, and Ramos

10.2 Resolution No. 17-08 Authorizing the Filing of Applications with the Federal Transit Administration (FTA) (Antonio Onorato) (Pages 17-20)

Attachments: [Staff Report](#)

Board action approved Resolution **NO. 17-8** authorizing the Executive Director, or designee to fill applications and execute grant agreements with the FTA.

10.3 Resolution No. 17-09 Resolution of Local Support for the Safe Routes to School (SRTS) Project (Diana Meehan) (Pages 21-27)

Attachments: [Staff Report](#)

Board action approved Resolution No. 17-09 a Resolution of Local Support for the County SRTS Project under OBAG 2.

10.4 Resolution No. 17-10 Authorizing the Filing with the Metropolitan Transportation Commission (MTC) for Allocation for Transportation Development Act (TDA), Regional Measure 2 (RM2), and State Transit Assistance (STA) Funds for Fiscal Year (FY) 2017-18 (Justin Paniagua) (Pages 28-32)

Attachments: [Staff Report](#)

Board action approved Resolution No. 17-10 Authorizing the filing with MTC for allocation for TDA, RM2, and TDA funds for FY 2017-18.

10.5 Notice of Completion for the Napa Valley Vine Trail - Oak Knoll Section (Herb Fredricksen) (Pages 33-37)

Attachments: [Staff Report](#)

Board action authorized the filing of the Notice of Completion with the Recorder-County Clerk for the Napa Valley Vine Trail - Oak Knoll Section.

11. REGULAR AGENDA ITEMS

11.1 First Amendment to NVTA Agreement No. 14-19 with Hunt & Sons Inc. (Antonio Onorato) (Pages 38-43)

Attachments: [Staff Report](#)

Board action authorized the First Amendment to NVTA Agreement No. 14-19 with Hunt & Sons. Board member Dorman requested staff a copy of the full contract agreement once it is fully executed, including the insurance and indemnity obligations for the installation and maintenance of the fueling equipment. Further, the Board instructed staff to notify Napa Valley Petroleum, its other existing multi-fuel contractor, to elicit a similar proposal prior to awarding the amendment to Hunt & Sons.

Motion MOVED by PEDROZA, SECONDED by RAMOS to APPROVE authorizing the Executive Director to execute a First Amendment to Agreement No. 14-19. and a separate agreement to be prepared by counsel setting forth Hunt & Sons insurance and indemnity obligations for the installation and maintenance of fueling equipment for an "on-site" fueling option at the Vine Transit Bus Maintenance Yard located at 720 Jackson Street in Napa, subject to approval by the City of Napa and compliance with all permitting requirements. Motion carried by the following vote:

Aye: 20 - Galbraith, Barnes, Canning, Techel, Pedroza, Dunbar, White, Gentry, Dorman, and Ramos

Absent: 4 - Garcia, Kahiga, and Joseph

11.2.A Vine Transit Route 25 Intercity Bus Service (Matthew Wilcox) (Pages 44-49)

Attachments: [Staff Report](#)

Information only / No action taken.

The Board received an update on the Vine Transit Route 25.

11.2.B Vine Transit Route 25 Intercity Bus Service Financial Alternatives (Antonio Onorato) (Pages 50-53)

Attachments: [Staff Report](#)

Staff reviewed the Vine Transit Route 25 financial alternatives to supplement the pending reduction of Federal Transit Administration (FTA) Section 5311(f) Intercity Bus Programs funds.

11.3 Update on Vine Transit Data Integration on Google (Matthew Wilcox) (Pages 54-56)

Attachments: [Staff Report](#)

Information only / No action taken

Staff provided an update on the Vine Transit Data Integration in Google Maps.

- 11.4 First Amendment to Agreement No. 16-11 with the City of Napa for Omni-Means to Complete the Modeling and Preliminary Design for the Soscol Junction Project Alternative (Danielle Schmitz) (Pages 57-78)

Attachments: [Staff Report](#)

Board action approved the amendment to the agreement with the City of Napa for the additional modeling work and preliminary design for the Soscol Junction Project Alternatives.

Motion **MOVED** b **TECHEL**, **SECONDED** by **GALBRAITH** to **APPROVE**, with **DORMAN ABSTAINING**, authorizing the Executive Director to execute the First Amendment to Agreement No. 16-11 for the additional work identified in Exhibit A in an amount note to exceed \$31,264. Motion carried by the following vote:

Aye: 19 - Galbraith, Barnes, Canning, Techel, Pedroza, Dunbar, White, Gentry, and Ramos

Absent: 4 - Garcia, Kahiga, and Joseph

Abstain: 1 - Dorman

- 11.5 Federal and State Legislative Updates and State Bill Matrix (Kate Miller) (Pages 79-102)

Attachments: [Staff Report](#)

Information only / No action taken.

The Board received the monthly Federal and State Legislative updates and the State Bill Matrix.

12. FUTURE AGENDA ITEMS

None

13. CLOSED SESSION

Chair White announced that the Board would be adjourning to Closed Session for the item noted on the agenda and that no reportable action is expected.

Adjourned to Closed Session at 3:10 p.m.

- 13.1 CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

Agency Designated Representative: Peter White, Chairman

Employee: Executive Director

Re-Convened to Open Session at 3:40 p.m.

Chair White reported that there were no reportable actions associated with the closed session item.

14. ADJOURNMENT

14.1 Approval of Next Regular Meeting Date of July 19, 2017 at 1:30 p.m. and Adjournment

Motion MOVED by GENTRY, SECONDED by BARNES to APPROVE the next regular meeting date of July 19, 2017 and Adjournment.

The meeting was adjourned at 3:40 p.m.

Karalyn E. Sanderlin, NVTA Board Secretary