

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes Independent Taxpayer Oversight Committee (ITOC)

Wednesday, March 6, 2024

2:00 PM

JoAnn Busenbark Board Room

1. Call To Order

Chair Zizack-Morais called the meeting to order at 2:02pm.

2. Roll Call

Present: 5 - Chuck McMinn
Valerie Zizack-Morais
Robert Peterson
Pamela Kindig
Richard Tippitt

Non-Voting: 3 - Kate Miller
Rosalba Ramirez
Liz Alessio

Absent: 1 - Jill Barwick

3. Public Comment

None

4. Committee Member Comments

None

5. Staff Comments

None

6. PRESENTATIONS

6.1 NVTA Project Update

Grant Bailey, NVTA staff presented status of current projects.

Information only/No action taken

6.2 Project Overview by Jurisdictions on Measure T Projects

Information only/No action taken

Hamid Heidary presented for Calistoga.
Joseph Leach presented for St. Helena.
Rosalba Ramirez presented for Yountville.

7. CONSENT AGENDA

**Motion MOVED by MCMINN, SECONDED by KINDIG to APPROVE Consent Agenda, item 7.1.
Motion passed unanimously.**

Aye: 5 - McMinn, Zizack-Morais, Peterson, Kindig, and Tippitt

Absent: 1 - Barwick

7.1 Meeting Minutes of December 6, 2023 (Laura Sanderlin) (Pages 9-11)

Attachments: [Draft Minutes](#)

8. REGULAR AGENDA ITEMS

8.1 Executive Director Report (Kate Miller) (Pages 12-14)

Attachments: [Staff Report](#)

Information only/No action taken

8.2 Measure T Five-Year Project List Review (Addrell Coleman) (pages 15-34)

Attachments: [Staff Report](#)

Motion MOVED by MCMINN, SECONDED by TIPPITT to APPROVE Item 8.2 recommending project lists for NVTA-TA board approval. Motion passed

Aye: 5 - McMinn, Zizack-Morais, Peterson, Kindig, and Tippitt

Absent: 1 - Barwick

8.3 Maintenance of Effort (MOE) Certification Fiscal Year 2022-23 (Addrell Coleman) (Pages 35-66)

Attachments: [Staff Report](#)

Information only/No action taken

Member Kindig requested back up information to reflect amounts both expended and received for American Canyon. Staff will distribute this information.

8.4 Equivalent Funds Expenditure Certification Fiscal Year 2022-23 (Addrell Coleman) (Pages 67-89)

Attachments: [Staff Report](#)

Information only/No action taken

8.5 Fiscal Year (FY) 2023-24 Quarter 1 Measure T July-September Analysis and Financial Update (Antonio Onorato) (Pages 90-102)

Attachments: [Staff Report](#)

Information only/No action taken

- 8.6** Annual Financial Statement with Independent Auditor's Report for Fiscal Years Ending June 30, 2023 and 2022 (Antonio Onorato) (Pages 103-130)

Attachments: [Staff Report](#)

Information only/No action taken

- 8.7** Sales Tax Replacement Measure (Danielle Schmitz) (pages 131-160)

Attachments: [Staff Report](#)

Information only/No action taken

Public comment made by Steven Lederer, County of Napa.

9. FUTURE AGENDA ITEMS

- City of Napa project presentation
- Sales tax replacement measure update
- Semi Annual reports per jurisdiction

10. ADJOURNMENT

Chair Zizack-Morais adjourned the meeting at 3:42pm.

- 10.1 The next Regular Meeting is Wednesday, June 5th.**

Laura Sanderlin

Laura M. Sanderlin, NVT-A Board Secretary