

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559

## Meeting Minutes Independent Taxpayer Oversight Committee (ITOC)

Wednesday, March 1, 2023

2:00 PM

JoAnn Busenbark Board Room

### 1. Call To Order

Chair Kindig called the meeting to order at 2:02pm.

### 2. Roll Call

**Present:** 5 - Pamela Kindig  
Valerie Zizack-Morais  
Jill Barwick  
Chuck McMinn  
Robert Peterson

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

**Absent:** 1 - Tracy Schulze

### 3. Public Comment

None

### 4. Committee Member Comments

None

### 5. Staff Comments

Staff member, Antonio Onorato reported that the Measure T performance and financial audits are close to being completed and will be brought to the next regularly scheduled meeting.

### 6. PRESENTATIONS

#### 6.1 Project Overview by Jurisdictions on Measure T Projects

City of St. Helena will present at the next regularly scheduled meeting.

Hamid Hediary reported for City of Calistoga.

Rosalba Ramirez reported for the Town of Yountville.

### 7. CONSENT AGENDA

**Motion that this be approved. The motion carried by the following vote:**

**Aye:** 5 - McMinn, Zizack-Morais, Barwick, Peterson, Kindig,

**7.1** Meeting Minutes of December 7, 2022 (Laura Sanderlin) (Pages 9-12)

Attachments: [Draft Minutes](#)

**7.2** Measure T Website Usage Analytics (Valerie Walston) (Pages 13-14)

Attachments: [Staff Report](#)

## **8. REGULAR AGENDA ITEMS**

**8.1** Executive Director Report (Kate Miller) (Pages 15-18)

Attachments: [Staff Report](#)

Information Only/No Action Taken

**8.2** Maintenance of Effort (MOE) Certification Fiscal Year 2021-22 (Alberto Esqueda) (Pages 19-87)

Attachments: [Staff Report](#)

Information Only/No Action Taken

Chair Kindig commented that the MOE should reflect the actual amount spent, even if the amount is over the MOE amount. Vice Chair McMinn also requested for back up documentation to be brought to the next regular meeting for St. Helena and Calistoga. Staff will work with St. Helena and Calistoga to come up with a process to report this information.

Steve Lederer made public comment noting that some of the requested project information can be found in the respective City Council agenda packets.

**8.3** Equivalent Funds Expenditure Certification Fiscal Year 2021-22 (Alberto Esqueda) (Pages 88-114)

Attachments: [Staff Report](#)

Information Only/No Action Taken

Public comment, Steve Lederer, noted the numbers in Table 1 of the packet for County of Napa were inaccurate and the actual amount spent was over \$4.2 million.

**8.4** Fiscal Year (FY) 2022-23 Measure T July - September Analysis and Financial Update (Antonio Onorato) (Pages 115-126)

Attachments: [Staff Report](#)

Information Only/No Action Taken

## **9. FUTURE AGENDA ITEMS**

- Presentations by City of Napa and St. Helena
- Performance and Financial Audits
- MOE with back-up documentation for St. Helena and Calistoga
- 4-year Measure T in review
- Semi-annual reports
- Measure T analytics can be removed

## **10. ADJOURNMENT**

Chair Kindig adjourned the meeting at 3:45pm.

### **10.1 The next Regular Meeting is Wednesday, June 7th.**

*Laura Sanderlin*

---

Laura M. Sanderlin, NVTA-TA Board Secretary