

**Napa Valley Transportation
Authority
Meeting Minutes - Final
Technical Advisory Committee**

625 Burnell Street
Napa, CA 94559

Thursday, January 10, 2019

2:00 PM

NVTA Conference Room

1. Call To Order

Chair Steele called the meeting to order at 2:02 p.m.

Present: 11 - Nathan Steele
Mike Kirn
Brent Cooper
Eric Whan
Joe Tagliaboschi
Lorien Clark
Juan Arias
Doug Weir
Chairperson Erica Ahmann Smithies
Aaron Hecock
Steve Lederer

Absent: 2 - Dana Ayers
Ahmad Rahimi

2. Introductions

Chair Steele asked all in attendance to introduce themselves.

Also present:

Vamsee Modugla, TJKM
Nayan Amin, TJKM
Ruta Jariwala, TJKM
Gloria Barber
Patrick Band, Napa County Bicycle Coalition (NCBC)
Tony Valadez, City of Napa
Kerri Dorman, Town of Yountville
Philip Sales, Napa Valley Vine Trail Coalition (NVVTC)

3. Public Comment

Gloria Barber provided comments on the Vine Transit service.

4. Committee Member and Staff Comments

Erica Ahmann Smithies, City of St. Helena - Hired a consultant for the City's One Bay Area Grant (OBAG) - funded downtown sidewalk project.

[Brent Cooper joined the meeting at 2:05 p.m.]

Steve Lederer, County of Napa - Getting ready to start first Measure T project in conjunction with NapaSan - the County "pocket" north of Imola by Napa State Hospital.
- First SB1 project, repaving Silverado Trail from Skellinger to Yountville will be going out to bid (OTB).

- The Devlin Segment E project is out to bid, which includes a bike trail segment using Measure T 6.67% equivalent matching funds.

Joe Tagliaboschi, Town of Yountville - Waterline project started today, a precursor to their Measure T project, requesting Council approve releasing the project for bids at their meeting next Tuesday.

- SB1 curb, gutter and sidewalk project and handicap ramps started in December.

Brent Cooper, City of American Canyon - the City met its Regional Housing Need Allocation (RHNA) for the second year in a row.

Juan Arias, County of Napa - Working on their Pavement Management Plan Update.

Eric Whan, City of Napa - The City's first two Measure T projects will wrap up in March, cautioned jurisdictions to be sure to get detailed lab samples on corings, especially for fabric, when doing Cold In-place Recycling (CIR) projects.

Caltrans selected OC Jones as the contractor for the California Roundabouts project. Anticipated start date is April.

Danielle Schmitz, NVTA - Caltrans will hold a PEER and Co-op Workshop at NVTA on January 30, 2019. Jurisdictions are limited to two attendees as space is limited.

- There will be approximately 13,000 yards of clean landfill available after the Maintenance Facility Project is started, hopefully in late 2019.

- Provided an update on the Active Transportation Plan (ATP) Cycle 4 Project List that will be presented to the California Transportation Commission, noting only one Bay Area project was on the list. If approved the Los Angeles area will receive 46% of the funding, compared to 1% for the Bay Area.

- Metropolitan Transportation Commission is exploring ways to streamline the ATP process.

5. STANDING AGENDA ITEMS

5.1 Congestion Management Agency (CMA) Report (Danielle Schmitz)

NVTA staff member Danielle Schmitz provided updates on:

- MTC's regional travel model efforts
- CASA Compact

5.2 Project Monitoring Funding Programs* (Alberto Esqueda)

NVTA staff member Alberto Esqueda reviewed all the changes to the Project Monitoring spreadsheets.

5.3 Caltrans' Report* (Ahmad Rahimi)

No report - Ahmad Rahimi was unable to attend the meeting.

NVTA staff member Danielle Schmitz reviewed the Caltrans website for checking road closures one week out.

Additionally, Vince Jacala has been assigned to a temporary project in Sacramento for a couple of months, his previous position has not been filled. Dan McElhinney has been reassigned to the Stockton Area. Doanh Nguyen is the Interim Chief Deputy Director.

Member Whan asked if Mr. Nguyen and any other new Caltrans staff could come to a TAC

meeting to meet the members.

Steve Lederer noted that Caltrans, County of Napa and NVRTA are working on a public information outreach plan for the Conn Creek Bridge project.

5.4 Vine Trail Update (Erica Ahmann Smithies)

Vice Chair Ahmann Smithies asked Philip Sales to provide the Vine Trail update.

Mr. Sales reported that the Napa Valley Vine Trail Coalition (NVVTC) is working on:

- Trail alignment in Bothe State Park with the State Parks Department.
- Easement language with the County of Napa.

5.5 Transit Update (Matthew Wilcox)

NVRTA staff member Matthew Wilcox reported:

- Staff is developing a short checklist/wishlist for jurisdictions to complete when delivering projects to improve communications when Vine Transit routes or stops are impacted.
- Vine Vision - entire plan will be presented to the NVRTA Board in March, Express Service changes are scheduled for April, local route service will start in July, after communication enhancements to the Vine website are launched.

5.6 Measure T Update (Alberto Esqueda)

Report by NVRTA staff member Alberto Esqueda.

- Town of Yountville and County of Napa have requested project numbers for their first Measure T projects.
- Working on improvements to the Measure T website to make it more user friendly.
- Reminded the jurisdictions that they can create user accounts to add/update their projects directly.
- Working on a database to manage projects internally.

Report by Antonio Onorato.

- Provided a review of revenues received since July 1, 2018 (handout provided).
- NVRTA finance staff will meet with the fiscal officers of each jurisdiction semi-annually regarding Measure T accounting/audit procedures and requirements.

6. CONSENT AGENDA (6.1 - 6.2)

This was approved.

- 6.1** Meeting Minutes of the November 1, 2018 Technical Advisory Committee Meeting (Kathy Alexander) (Pages 7-12)

Committee action approved the TAC meeting minutes of November 1, 2018.

- 6.2** Technical Advisory Committee (TAC) 2019 Work Plan (Danielle Schmitz) (Pages 13-15)

Committee action approved the TAC 2019 Work Plan.

7. PRESENTATIONS

- 7.1** County of Napa Strategic Plan (Steve Lederer)

Steve Lederer, County of Napa Public Works Director, provided a review of the County of Napa's Strategic Plan.

8. REGULAR AGENDA ITEMS

8.1 Nomination and Election of Chairperson and Vice Chairperson of the Technical Advisory Committee (TAC) (Danielle Schmitz) (Pages 16-23)

NVTA staff member Danielle Schmitz provided a history of the Committee Chairs and Vice Chairs for the past three years, and encouraged members to either volunteer or nominate a member for the Chair and Vice Chair positions.

Vice Chair Erica Ahmann Smithies volunteered to serve as Chair; Member Arias volunteered to serve as Vice Chair.

MOTION by STEELE, SECOND by HECOCK to appoint Erica Ahmann Smithies as TAC Chair and Juan Arias as TAC Vice Chair. Motion was unanimously approved.

At this point Erica Ahmann Smithies assumed the duties of TAC Chair.

8.2 Napa Travel Model Validation and Update (Alberto Esqueda) (Pages 24-37)

NVTA staff member Alberto Esqueda provided a background on the Napa Travel Model Validation and introduced Vamsee Modugula of TJKM.

Ms. Modugula provided a presentation that included the following:

- A background of the previous travel model and validation issues
- Validation corrections
- Travel Model Improvements and Re-Validation
- Travel Model will complement MTC's Travel Model

The discussion following the presentation included:

- TJKM's review of jurisdictions' individual travel models
- The need for tourist and truck travel data

8.3 Measure T (Alberto Esqueda) (Pages 38-51)

A. Policies and Guidelines

B. Raising Iron Issue

NVTA staff member Alberto Esqueda reviewed the Measure T Guidelines and the "raising iron" memo.

TAC members requested changes to the Guidelines that included removal of the sign size requirement; clarify the set aside of funds equal to 6.67% of Measure T revenues; clarify the bi-annual update procedures of the five year project list; and clarify the reporting for Class 1 path equivalent projects.

MOTION by TAGLIABOSCHI, SECOND by ARIAS, to recommend the Measure T Guidelines to the Napa Valley Transportation Authority Tax Agency with the following changes redlined in the copy provided to the Board:

clarify the set aside of funds equal to 6.67% of Measure T revenues; clarify bi-annual update procedures of the five year project list; and clarify the reporting for Class 1 path equivalent

projects.

Motion was unanimously approved.

The TAC was in concurrence with the opinion of NVTA's legal counsel to let the jurisdictions determine if they will use Measure T revenues for raising iron on Measure T projects as the ordinance is silent on the issue.

NVTA staff cautioned the TAC that using Measure T funds for raising iron diminishes the effectiveness of Measure T revenues to address rehabilitation of Napa Valley's local streets and roads.

8.4 Legislative Update* (Kate Miller)

Kate Miller reviewed the Legislative Update.

Patrick Band asked if NVTA was tracking the Legislative Analyst Office's (LAO's) review of Active Transportation Program (ATP) funding issues.

Danielle Schmitz responded that MTC was tracking the ATP funding issue.

8.5 January 16, 2019 NVTA Board Meeting Draft Agenda* (Kate Miller)

Kate Miller reviewed the January 16, 2019 NVTA-TA and NVTA Board meeting agendas.

9. FUTURE AGENDA ITEMS

No future items were requested.

10. ADJOURNMENT

10.1 Approval of Next Regular Meeting Date of February 7, 2019 and Adjournment.

The meeting was adjourned at 1:51 p.m.