



NAPA VALLEY TRANSPORTATION AUTHORITY

Board Agenda Memo

TO: NVTA Board of Directors
FROM: Danielle Schmitz, Executive Director
REPORT BY: Diana Meehan, Planning and Programming Manager
(707) 259-8327 / Email: dmeehan@nvta.ca.gov
SUBJECT: Napa Valley Vine Trail Coalition (NVVTC) Board of Directors Appointment

RECOMMENDATION

That the Napa Valley Transportation Authority (NVTA) Board appoint a staff member to represent NVTA on the Napa Valley Vine Trail Coalition (NVVTC) Board of Directors.

COMMITTEE RECOMMENDATION

None

FISCAL IMPACT

No

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

EXECUTIVE SUMMARY

Danielle Schmitz has served as NVTA representative on the NVVTC Board of Directors since 2016, with Diana Meehan serving as alternate member.

Due to recent changes in staff roles and responsibilities, staff recommends that Patrick Band fill the position as NVTA representative on the NVVTC Board of Directors. Diana

Meehan is the current alternate member and will continue to serve in that capacity. Positions on the NVVTC Board do not include terms and are held until a member resigns or changes are requested by the representative agency or organization, or the NVVTC.

BACKGROUND

It was determined by NVTa Legal Counsel in 2016 that the NVTa Executive Director cannot serve on the NVVTC Board due to potential conflicts for signing contracts between NVTa and NVVTC and would have to recuse herself from any discussions while on the Vine Trail Board that are related to contracts or contributions by NVVTC to the Vine Trail project. Given those conflicts, it is recommended that the board choose an NVTa employee rather than the executive director to serve on the NVVTC Board. The Napa Valley Vine Trail Coalition has a Board made up of various public and private entities.

The NVVTC Board position has been held by Danielle Schmitz with Diana Meehan serving as alternate since 2016. As the new Executive Director, Danielle Schmitz can no longer serve as NVVTC Board representative due to potential conflicts and is recommending that Patrick Band serve as the NVTa Board Representative on the NVVTC Board, with Diana Meehan as alternate Board Member.

ALTERNATIVES

Without the appointments, there would be no agency representation from NVTa on the Napa Valley Vine Trail Coalition Board of Directors.

STRATEGIC GOALS MET BY THIS PROPOSAL

Goal 1 – Serve the transportation needs of the entire community regardless of age, income, or ability.

The Napa Valley Vine trail is considered the “spine” of the active transportation network. Staff representation on the NVVTC Board of Directors allows NVTa to continue its partnership and role towards building out the active transportation network countywide.

ATTACHMENT(S)

None