

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559



## Agenda

Wednesday, April 21, 2021  
1:30 PM

**REFER TO COVID-19 SPECIAL NOTICE**

### **NVTA Board of Directors**

\*\*\*\*\*COVID-19 SPECIAL NOTICE\*\*\*\*\*

#### PUBLIC MEETING GUIDELINES FOR PARTICIPATING VIA PHONE/VIDEO CONFERENCING

Consistent with Governor's Executive Orders No. N-25-20 and N-29-20 from the State of California and Napa County's workplace restrictions, the NVTA Board of Directors meeting will be held virtually. To maximize public safety while still maintaining transparency, members of the public are invited to participate at the noticed meeting time via the methods below, barring technical difficulties:

- 1) To join the meeting via Zoom video conference from your PC, Mac, iPad, iPhone or Android: go to <https://zoom.us/join> and enter meeting ID 997 5007 2830
- 2) To join the Zoom meeting by phone: dial 1-669-900-6833, enter meeting ID: 997 5007 2830 If asked for the participant ID or code, press #.
- 3) Watch live on YouTube: <https://www.youtube.com/channel/UCrpiLcW9uRmA0EE6w-eKZyw?app=desktop>

Public Comments: Members of the public may comment on matters within the subject matter of the Board's jurisdiction that are not on the meeting agenda during the general public comment item at the beginning of the meeting. Comments related to a specific item on the agenda must be reserved until the time the agenda item is considered and the Chair invites public comment. (Members of the public are welcome to address the Board, however, under the Brown Act Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)

Instructions for submitting a Public Comment are on the next page.

Members of the public may submit a public comment in writing by emailing [info@nvta.ca.gov](mailto:info@nvta.ca.gov) by 10:00 a.m. on the day of the meeting with PUBLIC COMMENT as the subject line (for comments related to an agenda item, please include the item number). All written comments should be 350 words or less, which corresponds to approximately 3 minutes or less of speaking time. Public comments emailed to [info@nvta.ca.gov](mailto:info@nvta.ca.gov) after 10 a.m. the day of the meeting will be entered into the record but not read out loud. If authors of the written correspondence would like to speak, they are free to do so and should raise their hand and the Chair will call upon them at the appropriate time.

1. To comment during a virtual meeting (Zoom), click the "Raise Your Hand" button (click on the "Participants" tab) to request to speak when Public Comment is being taken on the Agenda item. You must unmute yourself when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will then be re-muted. Instructions for how to "Raise Your Hand" is available at <https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar>.

2. To comment by phone, press "\*9" to request to speak when Public Comment is being taken on the Agenda item. You must unmute yourself by pressing "\*6" when it is your turn to make your comment, for up to 3 minutes. After the allotted time, you will be re-muted.

Instructions on how to join a video conference are available at: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>

Note: The methods of observing, listening, or providing public comment to the meeting may be altered due to technical difficulties or the meeting may be cancelled, if needed.

All materials relating to an agenda item for an open session of a regular meeting of the NVTA Board of Directors are posted on the NVTA website 72 hours prior to the meeting at: <https://nctpa.legistar.com/Calendar.aspx> or by emailing [info@nvta.ca.gov](mailto:info@nvta.ca.gov) to request a copy of the agenda.

Materials distributed to the members of the Board present at the meeting will be available for public inspection after the meeting. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

Americans with Disabilities Act (ADA): This Agenda shall be made available upon request in alternate formats to persons with a disability. Persons requesting a disability-related modification or accommodation should contact Laura Sanderlin, NVTA Board Secretary, at (707) 259-8633 during regular business hours, at least 48 hours prior to the time of the meeting.

Note: Where times are indicated for agenda items, they are approximate and intended as estimates only, and may be shorter or longer as needed.

Acceso y el Titulo VI: La NVTA puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Autoridad. Para solicitar asistencia, por favor llame al número (707) 259-8633. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Ang Accessibility at Title VI: Ang NVTA ay nagkakaloob ng mga serbisyo/akomodasyon kung hilingin ang mga ito, ng mga taong may kapansanan at mga indibiduwal na may limitadong kaalaman sa wikang Ingles, na nais na matugunan ang mga bagay-bagay na may kinalaman sa NVTA Board. Para sa mga tulong sa akomodasyon o pagsasalin-wika, mangyari lang tumawag sa (707) 259-8633. Kakailanganin namin ng paunang abiso na tatlong araw na may pasok sa trabaho para matugunan ang inyong kahilingan.

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comment
5. Chairperson's, Board Members', Metropolitan Transportation Commissioner's, and Association of Bay Area Governments Update
6. Director's Update

Note: Where times are indicated for the agenda items, they are approximate and intended as estimates only and may be shorter or longer as needed.

## **7. PRESENTATIONS**

### **7.1 Proclamation of Appreciation**

**Recommendation:** Transdev, Inc. staff will receive recognition for becoming Million Milers.

**Estimated Time:** 1:50 p.m.

## **8. CONSENT AGENDA ITEMS**

### **8.1 Meeting Minutes of March 17, 2021 (Laura Sanderlin) (Pages 10-14)**

**Recommendation:** Board action will approve the meeting minutes of March 17, 2021.

**Estimated Time:** 2:00 p.m.

**Attachments:** [Draft Minutes](#)

**8.2 Resolution No. 21-12 Amending Regular Meeting Time of the Napa Valley Transportation Authority (NVTA) Board of Directors for Calendar Year (CY) 2021 (Laura Sanderlin) (Pages 15-20)**

**Recommendation:** Board action will approve the reoccurring meeting time for the NVTA Board of Directors to be 1:00pm for the remainder of CY 2021.

**Estimated Time:** 2:00 p.m.

**Attachments:** [Staff Report](#)

**8.3 Access and Indemnification Agreement for Parcel 057-250-025-000 (Rebecca Schenck) (Pages 21-33)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board authorize the Executive Director to execute, make minor modifications and take all actions necessary for an Access and Indemnification Agreement for parcel 057-250-025-000.

**Estimated Time:** 2:00 p.m.

**Attachments:** [Staff Report](#)

**9. REGULAR AGENDA ITEMS**

**9.1 Amendment 6 to Napa Valley Transportation Authority (NVTA) Agreement No. NVTA 12-08 for the Position of Executive Director (Laura Sanderlin) (Pages 34-38)**

**Recommendation:** Board action will approve Amendment 6 to NVTA Agreement No. NVTA 12-08 amending certain sections of the Executive Director contract.

**Estimated Time:** 2:10 p.m.

**Attachments:** [Staff Report](#)

**9.2 Napa Valley Transportation Authority (NVTA) FY 2020-21 Quarter 2 (Q2) Review and Delegated Authority Matrix (Roxanna Moradi) (Pages 39-49)**

**Recommendation:** Information only.

**Estimated Time:** 2:20 p.m.

**Attachments:** [Staff Report](#)

**9.3 First Amendment to Napa Valley Transportation Authority (NVTA) Agreement No. 20-18 with Nossaman, LLC for TIFIA Legal Services (Antonio Onorato) (Pages 50-71)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board authorize the Executive Director to execute, and make minor modifications to the First Amendment of NVTA Agreement No. 20-18 with Nossaman, LLC for additional legal advisory services for securing a Transportation Infrastructure Finance and Innovation Act (TIFIA) loan and private sector financing for the construction of the new Vine Transit Maintenance Facility for a total amount not to exceed \$75,000.

**Estimated Time:** 2:30 p.m.

**Attachments:** [Staff Report](#)

**9.4 Vine Transit Update (Rebecca Schenck) (Pages 72-79)**

**Recommendation:** Information only. That the Napa Valley Transportation Authority Board receive the Vine Transit Services third quarter (Q3) operational performance update.

**Estimated Time:** 2:45 p.m.

**Attachments:** [Staff Report](#)

**9.5                      Amendment No. 4 to Purchase Order 20-2013 for On-Demand Software to serve the City of Napa (Rebecca Schenck) (Pages 80-107)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board authorize the Executive Director to execute Amendment 4 to Purchase Order 20-2013 with DoubleMap Inc. to provide on-demand software to serve the City of Napa in the amount of \$33,962.64 using Transportation Development Act Funding.

**Estimated Time:** 3:00 p.m.

**Attachments:** [Staff Report](#)

**9.6                      Federal Surface Transportation Reauthorization Project Requests (Kate Miller) (Pages 108-111)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board approve the Federal Surface Transportation Reauthorization Project Appropriations Requests.

**Estimated Time:** 3:15 p.m.

**Attachments:** [Staff Report](#)

**9.7                      Coronavirus Response and Relief Supplemental Appropriations Act of 2021 - Regional Transportation Improvement Program Funds (Kate Miller) (Pages 112-123)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board approve Resolution 21-12 programming \$777,652 in Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funds to Soscol Junction of which 5% will go towards Planning Programming and Monitoring (PPM).

**Estimated Time:** 3:30 p.m.

**Attachments:** [Staff Report](#)

**9.8 Federal and State Legislative Update (Kate Miller) (Pages 124-136)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board receive the State Legislative update and take action on three new bills included on the State bill matrix.

**Estimated Time:** 3:45 p.m.

**Attachments:** [Staff Report](#)

**10. FUTURE AGENDA ITEMS****11. ADJOURNMENT****11.1 Approval of Next Regular Meeting Date of May 19, 2021 and Adjournment**

I hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NVTA Offices, 625 Burnell Street, Napa, CA by 5:00 p.m. by Friday, XXXX.

Laura M. Sanderlin (e-sign) month/day/year

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Laura M. Sanderlin, NVTA Board Secretary