

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes Technical Advisory Committee

Thursday, September 7, 2017

2:00 PM

NVTA Conference Room

1. Call To Order

Chair Whan called the meeting to order at 2:03 p.m.

Present: 11 - Vice Chair Nathan Steele
Jason Holley
Mike Kirn
Brent Cooper
Chairperson Eric Whan
Joe Tagliaboschi
Dana Ayers
Lorien Clark
Juan Arias
Doug Weir
Erica Ahmann Smithies

Absent: 1 - Ahmad Rahimi

2. Introductions

Public present:
Adam Dankberg, Kimley Horn
Kerri Dorman, Town of Yountville
Philip Sales, Napa Valley Vine Trail
Barry Eberling, Napa Valley Register

3. Public Comment

No public comment was received.

4. Committee Member and Staff Comments

Diana Meehan, NVT A - Cards for the Napa Countywide Bicycle Plan Update with a Wikimap link have been distributed.

[Erica Ahman Smithies joined the meeting at 2:06 p.m.]

[Jason Holley joined the meeting at 2:08 p.m.]

[Dana Ayers joined the meeting at 2:09 p.m.]

Nathan Steele, Town of Yountville - In the middle of Phase 2 of the General Plan Update which includes public workshops.

Jason Holley, City of American Canyon - Council awarded the Napa Junction project to Ghilotti Brothers; most of the work will be done at night.

Mike Kim, City of Calistoga - Lincoln Avenue will be closed Sunday from 1 - 11 p.m. for the Harvest Table. Traffic will be detoured to Dunaweal and Tubbs Lane. A micro-surfacing contract was awarded as well as an overlay contract.

5. STANDING AGENDA ITEMS

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

Report by Danielle Schmitz.

There was no CMA meeting in August, however, there has been a lot of activity regarding SB 1 and Regional Measure 3, which will be covered under Item 7.6.

5.2 Project Monitoring Funding Programs* (Alberto Esqueda)

Danielle Schmitz reviewed the updates to the Project Monitoring Spreadsheets.

5.3 Caltrans' Report* (Ahmad Rahimi)

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

5.4 Vine Trail Update (Erica Ahmann Smithies)

Erica Ahman Smithies invited Philip Sales to provide an update.

Philip provided an update on the three Ehlers Lane easements issue:

1. One owner has indicated they are willing to provide an easement, the Napa Valley Vine Trail Coalition (NVVTC) has presented a formal offer.
2. NVVTC anticipates the offer it made to a second property owner will be accepted.
3. The manager of the remaining property agreed to present an offer to the property's board of directors.

Juan Arias and Herb Fredricksen are working on a solution to the section of the Oak Knoll segment that is cracking.

5.5 Transit Update (Matthew Wilcox)

Report by Matthew Wilcox.

- The administrative draft of the Comprehensive Operations Analysis should be released in a few weeks.
- The Board is scheduled to revisit the discontinuation of the Route 25 at the September 20th Board meeting.
- Dispatch system software - a custom scheduling app for the shuttle systems in Napa County is being developed for public use. Training and testing will begin this month on the "back office" dispatch side.

6. CONSENT AGENDA

6.1 Meeting Minutes of July 13, 2017 TAC Meeting (Kathy Alexander) (Pages 5-11)

Motion MOVED by Member Tagliaboschi, SECONDED by Member Weir, that the July 13, 2017 TAC Minutes be APPROVED as presented. The motion passed with the following vote:

Ayes: Chair Whan, Vice Chair Steele, Member Kirn, Member Tagliaboschi, Member Ayers, Member Clark, Member Arias, Member Ahman Smithies, Member Weir.

Nays: None

Abstentions: Member Holley

[Brent Cooper joined the meeting at 2:12 p.m.]

7. REGULAR AGENDA ITEMS

7.1 Draft Express Bus Study (Alberto Esqueda) (Pages 12-14)

Danielle Schmitz introduced Adam Dankberg of Kimley Horn and announced that staff will request that the Board release the Express Bus Study Draft for public comment at its September meeting.

Mr. Dankberg reviewed the objectives of the Express Bus Study and then presented the near term, mid and long term improvement options.

After a few concerns regarding the options were expressed by TAC members, Ms. Schmitz reminded the TAC that the suggested improvements are options, not all options would be selected for implementation, and several options would require further study.

7.2 2018 Regional Transportation Improvement Program (RTIP) Call for Projects (Danielle Schmitz) (Pages 15-21)

Danielle Schmitz reviewed the process to date and the recommended project list (Attachment 1) noting there is a correction to Item # 3 Devlin Road and Vine Trail

Extension (American Canyon) will be reduced by \$150,000 which will be set aside for programming only if it is needed for the Jameson Canyon Mitigation. If the \$150,000 is not needed, the funds will return to the RTIP fund.

MOTION by HOLLEY, SECOND by AHMAN SMITHIES to recommend that the NVT Board approve the RTIP project list in Attachment 1 with the \$150,000 reduction to the Devlin Road and Vine Trail Extension Project, resulting in a revised amount of \$4.151 million, in order to set aside \$150,000 for the Jameson Canyon Mitigation. The motion was unanimously approved.

7.3 Transportation Fund for Clean Air (TFCA) Fiscal Year End (FYE) 2018 Program Project List (Diana Meehan) (Pages 22-35)

Diana Meehan reviewed the Fiscal Year 2018 Transportation Fund for Clean Air Project list (Attachment 1).

MOTION by HOLLEY, SECOND by KIRN to recommend the NVT Board APPROVE the Resolution to allocate \$167,502 and adopt the TFCA Program Manager Projects List for Fiscal Year End 2018. The motion was unanimously approved.

7.4 Measure T Maintenance of Effort (MOE) (Alberto Esqueda) (Pages 36-52)

Danielle Schmitz provided an update on the Measure T Maintenance of Effort (MOE) and methodology paragraphs received to date as well as the outstanding items. Staff will provide a more refined MOE Draft Expenditure Plan at the October meeting.

Kate Miller recommended the jurisdictions provide clarification and more detail in the methodology paragraphs and to be sure to include one-time expenses such as storm damage repair. Ms. Miller invited the jurisdictions to contact her if they have questions.

The Master Agreement and Resolution will be sent to the TAC for comments, and the final will be provided at the October meeting along with the Checklist of Items Needed and Timeline.

Eric Whan requested that it is made very clear that the list of eligible projects is just a sample of types of eligible projects but it is not a complete list of eligible projects, and is subject to revision, particularly as technologies change.

7.5 Travel Behavior Study Draft Scope of Work (Shaveta Sharma) (Pages 53-57)

Shaveta Sharma reviewed the draft Travel Behavior Study Scope of Work and invited the TAC to provide any data requests by September 15, 2017.

Member Holley requested statistics on SR 29 commute traffic, particularly during peak hours, with origin/destination information.

Ms. Miller noted a comparison with the 2014 Travel Behavior Study should be included.

7.6 Senate Bill 1 - Program Updates (Kate Miller/Danielle Schmitz) (Pages 58-65)

Danielle Schmitz encouraged the TAC to utilize Attachment 1, the League of California Cities Toolkit.

Kate Miller will attend an SB 1 workshop on September 8th.

Additionally Ms. Miller provided an update on the progress of the California Transportation Commission's (CTC's) guidelines development, noting that staff is advocating for maximum flexibility of funding.

Ms. Schmitz reported that applications for the first round of funding will be due January 31, 2018. The CTC will adopt the guidelines in October.

Ms. Schmitz noted that one of the requirements for major road rehabilitation projects is a useful road life of 15 years and staff is advocating to reduce the 15 years requirement.

The TAC expressed concern about that requirement as pavement does not last 15 years.

Member Tagliaboschi expressed concerns about the language in SB 1 regarding the use of labor expenses for the maintenance of effort.

Danielle Schmitz will follow up with CTC regarding that issue.

7.7 Legislative Update* (Kate Miller)

Kate Miller reviewed the Legislative Update.

7.8 September 20, 2017 NVTB Board Meeting Draft Agenda* (Kate Miller)

Kate Miller reviewed the September 20, 2017 NVTB Board draft agenda.

8. FUTURE AGENDA ITEMS

Final review of Measure T items: Master Agreement, Resolution and Checklist of Items Needed and Timeline.

9. ADJOURNMENT

9.1 Approval of Next Regular Meeting Date of October 5, 2017 and Adjournment.

The meeting adjourned at 3:37 p.m.