

Glossary of Acronyms

AB 32	Global Warming Solutions Act	HIP	Housing Incentive Program
ABAG	Association of Bay Area Governments	HOT	High Occupancy Toll
ADA	American with Disabilities Act	HOV	High Occupancy Vehicle
ATAC	Active Transportation Advisory Committee	HR3	High Risk Rural Roads
ATP	Active Transportation Program	HSIP	Highway Safety Improvement Program
BAAQMD	Bay Area Air Quality Management District	HTF	Highway Trust Fund
BART	Bay Area Rapid Transit District	IFB	Invitation for Bid
BATA	Bay Area Toll Authority	ITIP	State Interregional Transportation Improvement Program
BRT	Bus Rapid Transit	IS/MND	Initial Study/Mitigated Negative Declaration
CAC	Citizen Advisory Committee	JARC	Job Access and Reverse Commute
CAP	Climate Action Plan	LIFT	Low-Income Flexible Transportation
Caltrans	California Department of Transportation	LOS	Level of Service
CEQA	California Environmental Quality Act	LS&R	Local Streets & Roads
CIP	Capital Investment Program	MAP 21	Moving Ahead for Progress in the 21 st Century Act
CMA	Congestion Management Agency	MPO	Metropolitan Planning Organization
CMAQ	Congestion Mitigation and Air Quality Improvement Program	MTC	Metropolitan Transportation Commission
CMP	Congestion Management Program	MTS	Metropolitan Transportation System
CTP	Countywide Transportation Plan	ND	Negative Declaration
COC	Communities of Concern	NEPA	National Environmental Policy Act
CTC	California Transportation Commission	NOAH	Natural Occurring Affordable Housing
DAA	Design Alternative Analyst	NOC	Notice of Completion
DBB	Design-Bid-Build	NOD	Notice of Determination
DBF	Design-Build-Finance	NOP	Notice of Preparation
DBFOM	Design-Build-Finance-Operate-Maintain	NVTA	Napa Valley Transportation Authority
DED	Draft Environmental Document	NVTA-TA	Napa Valley Transportation Authority-Tax Agency
EIR	Environmental Impact Report	OBAG	One Bay Area Grant
EJ	Environmental Justice	PA&ED	Project Approval Environmental Document
FAS	Federal Aid Secondary	P3 or PPP	Public-Private Partnership
FAST	Fixing America's Surface Transportation Act	PCC	Paratransit Coordination Council
FHWA	Federal Highway Administration	PCI	Pavement Condition Index
FTA	Federal Transit Administration	PCA	Priority Conservation Area
FY	Fiscal Year	PDA	Priority Development Areas
GHG	Greenhouse Gas	PID	Project Initiation Document
GTFS	General Transit Feed Specification	PMS	Pavement Management System
HBP	Highway Bridge Program		
HBRR	Highway Bridge Replacement and Rehabilitation Program		

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Prop. 42	Statewide Initiative that requires a portion of gasoline sales tax revenues be designated to transportation purposes		
PSE	Plans, Specifications and Estimates	TE	Transportation Demand Model
PSR	Project Study Report	TEA	Transportation Enhancement
PTA	Public Transportation Account	TEA 21	Transportation Enhancement Activities
RACC	Regional Agency Coordinating Committee	TEA 21	Transportation Equity Act for the 21 st Century
RFP	Request for Proposal	TFCA	Transportation Fund for Clean Air
RFQ	Request for Qualifications	TIGER	Transportation Investments Generation Economic Recovery
RHNA	Regional Housing Needs Allocation	TIP	Transportation Improvement Program
RM2	Regional Measure 2 (Bridge Toll)	TLC	Transportation for Livable Communities
ROW	Right of Way	TLU	Transportation and Land Use
RTEP	Regional Transit Expansion Program	TMP	Traffic Management Plan
RTIP	Regional Transportation Improvement Program	TMS	Transportation Management System
RTP	Regional Transportation Plan	TNC	Transportation Network Companies
SAFE	Service Authority for Freeways and Expressways	TOAH	Transit Oriented Affordable Housing
SAFETEA-LU	Safe, Accountable, Flexible, and Efficient Transportation Equity Act-A Legacy for Users	TOD	Transit-Oriented Development
SB 375	Sustainable Communities and Climate Protection Act 2008	TOS	Transportation Operations Systems
SB 1	Road Repair and Accountability Act of 2017	TPA	Transit Priority Area
SCS	Sustainable Community Strategy	TPI	Transit Performance Initiative
SHOPP	State Highway Operation and Protection Program	TPP	Transit Priority Project Areas
SNCI	Solano Napa Commuter Information	VHD	Vehicle Hours of Delay
SNTDM	Solano Napa Travel Demand Model	VMT	Vehicle Miles Traveled
SR	State Route		
SRTS	Safe Routes to School		
SOV	Single-Occupant Vehicle		
STA	State Transit Assistance		
STIC	Small Transit Intensive Cities		
STIP	State Transportation Improvement Program		
STP	Surface Transportation Program		
TAC	Technical Advisory Committee		
TCM	Transportation Control Measure		
TCRP	Traffic Congestion Relief Program		
TDA	Transportation Development Act		
TDM	Transportation Demand Management		

**Napa Valley Transportation
Authority
Meeting Minutes - Draft
NVRTA Board of Directors**

March 21, 2018
NVRTA Agenda Item 9.1
Continued From: New
Action Requested: APPROVE

625 Burnell Street
Napa, CA 94559

Wednesday, February 21, 2018

1:30 PM

*******SPECIAL MEETING*******

**Location: City of Napa Council Chambers
955 School Street, Napa CA 94559**

1. Call to Order

Chair White called the meeting to order at 1:31 p.m.

2. Pledge of Allegiance

Chair White led the Pledge of Allegiance.

3. Roll Call

Leon Garcia
Alan Galbraith
James Barnes
Chris Canning
Alfredo Pedroza
Scott Sedgley
Mark Joseph
John F. Dunbar
Peter White
Doris Gentry
Kerri Dorman
Belia Ramos
Beth Kahiga

4. Adoption of the Agenda

Motion MOVED by GALBRAITH, SECONDED by CANNING to APPROVE adoption of the agenda.

Motion carried by the following vote:

Aye: 24 - Garcia, Galbraith, Barnes, Canning, Pedroza, Sedgley, Joseph, Dunbar, White, Gentry, Dorman, and Ramos

5. Public Comment

None

6. Chairperson's, Board Members', Metropolitan Transportation Commissioner's (MTC), and Association of Bay Area Governments (ABAG) Update

Board Members' Update

Member Dunbar thanked NVTA Staff [Kathy Alexander] for making the arrangements for the Autonomous Vehicle demonstrations in Concord [at the Navy Base] and at Bishop Ranch [San Ramon].

Members Joseph and Gentry requested staff to make another Autonomous Vehicle demonstration trip for the Board members who were unable to attend the first demonstration.

MTC Commissioners' Update

Alfredo Pedroza reported on recent MTC activities.

7. Executive Director's Update

Kate Miller, Executive Director

- Reported that the four north bay CMA executive directors participated in a SMART high rail tour on January 22nd and discussed how they might work together to bring SMART to the Suisun Amtrak Station. Another high rail tour for the four north bay commissioners is also being planned and will work together to submit a rail expansion feasibility study application to Caltrans this fall to study the project.
- Reported that on May 22nd NVTA will be honored for its RidetheVine app at the annual Women's Transportation Seminar scholarship and awards dinner in Oakland. Staff has reached out to the Board – please let us know if you would like to attend the event.
- Reported that staff and members of the board went to see the GoMentum Autonomous Vehicle (AV) Demonstration area at the Navy Base in Concord and took a ride on the AV at Bishop Ranch in San Ramon. Attendees were able to see a Google car and speak to the researchers. They also were able to look at the onboard equipment to get an understanding of what the vehicle sees with external cameras and LIDAR (light detection and ranging) equipment.
- Reported that NVTA will again partner with BottleRock to offer free extended service during the Memorial Day weekend concert series. BottleRock and the Vintners are making \$10k contributions each to the agency.
- Reported that staff met with Scott Goldie and Greg Brun of the Wine Train to talk about partnering on a proposed development that would include ground floor retail and up to 100 work force housing units on the parcel just west of the transit center. NVTA's contribution will include building a pedestrian connection to the facility and improve pedestrian access between the SGTC/Wine Train TOD and Oxbox/Bypass and downtown Napa ideally via a pedestrian bridge cantilevered from the wine train bridge

8. Caltrans' Update

No oral report provided by Caltrans, however, the February 2018 Caltrans Reporting Memo was provided for review.

9. CONSENT AGENDA ITEMS (9.1 - 9.5)

Motion MOVED by GENTRY, SECONDED by JOSEPH to APPROVE Consent Agenda Items 9.1 - 9.5.

Motion carried by the following vote:

Aye: 24 - Garcia, Galbraith, Barnes, Canning, Pedroza, Sedgley, Joseph, Dunbar, White, Gentry, Dorman, and Ramos

9.1 Meeting Minutes of January 17, 2018 (Karrie Sanderlin) (Pages 9-14)

Attachments: [Draft Minutes](#)

Board action approved the meeting minutes of January 17, 2018.

9.2 Resolution No. 18-06 Authorizing the Destruction of Certain Agency Records (Karrie Sanderlin) (Pages 15-27)

Attachments: [Staff Report](#)

Board action approved Resolution No. 18-05 authorizing the destruction of certain agency records as provided by Section 34090 of the Government Code of the State of California.

9.3 Citizen Advisory Committee (CAC) Member Appointment (Danielle Schmitz) (Pages 28-35)

Attachments: [Staff Report](#)

Board action approved the appointment of Scott Owens as the Town of Yountville representative to the CAC.

9.4 Resolution No. 18-07 Adopting the Transportation Fund for Clean Air (TFCA) Program Manager Expenditure Plan for Fiscal Year End (FYE) 2019 and Authorizing Issuance of a Call for Projects (Diana Meehan) (Pages 36-55)

Attachments: [Staff Report](#)

Board action approved Resolution No. 18-07 adopting the TFCA Program Manager Expenditure Plan and the issuance of a Call for Projects for FYE 2019

9.5 Resolution No. 18-08 Authorizing the Award for Federal Funding through the Federal Fiscal Year (FFY) 2017 Section 5339(c) Low or No Emission Vehicle Program and Committing a Local Match for the NVTA Vine Transit Zero Emission Bus (ZEB) Project (Justin Paniagua) (Pages 56-60)

Attachments: [Staff Report](#)

Board action approved Resolution No. 18-08 authorizing NVTA to receive Federal funding through FFY 2017 Federal Transit Administration Section 5339(c) Low or No Emission Bus Program and committing to a minimum local match of twenty percent (20%) for the Vine Transit Zero Emission Bus Project.

10. REGULAR AGENDA ITEMS

10.1 Amendment No. 5 to Project Work Order No. 01 to On-Call Planning Service Agreement 15-27 with Rincon Consultants (Rebecca Schenck) (Pages 61-68)

Attachments: [Staff Report](#)

Staff reviewed the proposed modifications to the design of Vine Transit Maintenance Bus Facility. The proposed modifications to the site plan involve only minor changes to the proposed project. Notable modifications proposed include:

- increasing the size of the office/operations building;
- decreasing the size of the bus maintenance building;
- constructing a separate bus wash building rather than integrating that function into the maintenance building;
- switching the approximate locations of the proposed office and maintenance buildings on the site;
- changing the number and configuration of proposed parking spaces; and
- changing the configuration of driveway access from Sheehy Court.

In addition, staff recommended the addition of solar panel arrays on building rooftops and as canopies over parking areas.

Motion MOVED by PEDROZA, SECONDED by GALBRAITH to APPROVE (1) Amendment No. 5 to Project Work Order No. 01 to On-Call Planning Service Agreement No. 15-27 with Rincon Consultants Inc. for tasks associated with preparing an Addendum to the certified Environmental Impact Report (EIR), pursuant to the California Environmental Quality Act (CEQA) Guidelines in an amount not to exceed \$11,276; and (2) Authorizing an Administrative Modification of up to 10% of the Amendment to allow for minor variations within the project scope. Motion carried by the following vote:

Aye: 24 - Garcia, Galbraith, Barnes, Canning, Pedroza, Sedgley, Joseph, Dunbar, White, Gentry, Dorman, and Ramos

10.2 Fiscal Year (FY) 2017-18 Second Quarter Vine Transit Operational Summary Report (Matthew Wilcox) (Pages 69-74)

Attachments: [Staff Report](#)

Information Only / No Action Taken.

The Board received a report summarizing the Vine Transit Performance statistics and an overview of current transit projects for the second quarter of FY 2017-18.

10.3 Napa Valley Transportation Authority (NVTB) Second Quarter Fiscal Year (FY) 2017-18 Financials, Budget Adjustment and 5-Year Forecast (Justin Paniagua) (Pages 75-80)

Attachments: [Staff Report](#)

Information Only / No Action Taken

The Board received the agency's financial performance compared to budget for the second quarter of FY 2017-18 period and 5-year forecast.

10.4 NVTA Agreement No. 18-02 with Center for Technology and the Environment (CTE) (Justin Paniagua) (Pages 81-112)

Attachments: [Staff Report](#)

NVTA was awarded federal grant funds for the Vine Transit Zero Emission Bus Program for the acquisition of five (5) 30' all electric buses, charging infrastructure, and technical consulting services for the procurement of the vehicles. The Center for Technology and the Environment (CTE) will provide project management and technical assistance before procurement, during the vehicles build-out and after deployment. The goal of partnering with CTE is to use the firms experience and expertise to mitigate potential risks associated with implementing new technologies.

Motion MOVED by GARCIA, SECONDED by GALBRAITH to APPROVE NVTA Agreement No. 18-02 with the Center of Technology and the Environment (CTE) in an amount not to exceed \$461,200. Motion carried by the following vote:

Aye: 24 - Garcia, Galbraith, Barnes, Canning, Pedroza, Sedgley, Joseph, Dunbar, White, Gentry, Dorman, and Ramos

10.5 Resolution No. 18-09 Adopting a Policy Prioritizing State Highway Projects for the Senate Bill 1, Local Partnership Program (LPP) Formula Funds (Danielle Schmitz) (Pages 113-119)

Attachments: [Staff Report](#)

NVTA is expected to receive an estimated \$326,000 in Fiscal Year (FY) 2018-19 of the first cycle of the Formulaic Program of the Local Partnership Program (LPP). Staff recommended that the LPP funds be used for projects most effective at reducing congestion on the highways and to match federal and state fund sources. NVTA staff recommended the NVTA board approve the revised Resolution No. 18-09 (Handout 6) adopting a policy that would earmark LPP funds for regionally significant projects on the state highway system. Staff noted that item #4 in the revised resolution reads: Give priority to regionally significant projects located on the state highway system and parallel routes thereof.

The Technical Advisory Committee (TAC) also recommended that the Board approve a LPP formula fund policy that prioritize funds towards regionally significant highway projects but would allow local jurisdictions to use the LPP funds to fill funding shortfalls on local projects that already have federal and/or state funds programmed, and that have no other means to gap the funding shortfall to be considered on a case by case basis.

Motion MOVED by GARCIA, SECONDED by RAMOS to APPROVE Resolution No. 18-09, as amended, adopting a Policy Prioritizing State Highway Projects for the Local Partnership Program (LPP) Formulaic Funds. Motion carried by the following vote:

Aye: 24 - Garcia, Galbraith, Barnes, Canning, Pedroza, Sedgley, Joseph, Dunbar, White, Gentry, Dorman, and Ramos

10.6 Federal and State Legislative Updates and State Bill Matrix (Kate Miller) (Pages 120-142)

Attachments: [Staff Report](#)

The Board received the monthly Federal and State Legislative updates and took the following actions on the recommendations on proposed legislation included in the State Bill Matrix.

Motion MOVED by BARNES, SECONDED by GARCIA to APPROVE a Support Position on Proposition 69/ACA 5. Motion carried by the following vote:

Aye: 24 - Garcia, Galbraith, Gentry, Barnes, Canning, Sedgley, Pedroza, Joseph, Dunbar, White, Dorman, and Ramos

Nay: 0

Motion MOVED by GENTRY, SECONDED by JOSEPH to OPPOSE AB 1759 (McCarty D). Motion carried by the following vote:

Aye: 24 - Garcia, Galbraith, Gentry, Barnes, Canning, Sedgley, Pedroza, Joseph, Dunbar, White, Dorman, and Ramos

Nay: 0

Motion MOVED by DUNBAR, SECONDED by GARCIA to APPROVE a Watch Position, with BARNES AND GALBRAITH OPPOSED, on AB 1866 (Fong R). Motion carried by the following vote:

Aye: 22 - Garcia, Galbraith, Gentry, Barnes, Canning, Sedgley, Pedroza, Joseph, Dunbar, White, Dorman, and Ramos

Nay: 2 - Barnes, Galbraith

Motion MOVED by DUNBAR, SECONDED by GARCIA to APPROVE Support on AB 1901 (Oberholte R). Motion carried by the following vote:

Aye: 24 - Garcia, Galbraith, Gentry, Barnes, Canning, Sedgley, Pedroza, Joseph, Dunbar, White, Dorman, and Ramos

Nay: 0

Motion MOVED by CANNING, SECONDED by GARCIA to APPROVE a Watch position on SB 760 (Weiner D). Motion carried by the following vote:

Aye: 24 - Garcia, Galbraith, Gentry, Barnes, Canning, Sedgley, Pedroza, Joseph, Dunbar, White, Dorman, and Ramos

Nay: 0

Motion MOVED by JOSEPH, SECONDED by RAMOS to APPROVE a Watch Position, with GENTRY OPPOSED, on SB 827 (Weiner D). Further, the Board directed staff to provide a more detailed analysis on the bill at the next meeting. Motion carried by the following vote:

Aye: 19 - Garcia, Galbraith, Barnes, Canning, Sedgley, Pedroza, Joseph, Dunbar, White, Dorman, and Ramos

Nay: 5 - Gentry

11. FUTURE AGENDA ITEMS

None

12. ADJOURNMENT

12.1 Approval of Next Regular Meeting Date of March 21, 2018 at 1:30 p.m. and Adjournment

Motion MOVED by CANNING, SECONDED by GALBRAITH to APPROVE the next meeting date of March 21, 2018 at 1:30 p.m. and adjournment. Motion carried by the following vote:

Aye: 24 - Garcia, Galbraith, Barnes, Canning, Pedroza, Sedgley, Joseph, Dunbar, White, Gentry, Dorman, and Ramos

Karalyn E. Sanderlin, NVTB Board Secretary