

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

July 18, 2018
NVTB Agenda Item 10.1
Continues From: New
Action Requested: APPROVE

625 Burnell Street
Napa, CA 94559

Wednesday, June 20, 2018

1:30 PM

NVTB Conference Room

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
Jill Techel
Alfredo Pedroza
Mark Joseph
John F. Dunbar
Peter White
Doris Gentry
Kerri Dorman
Ryan Gregory
Fran Rosenberg

4. Adoption of the Agenda

**Motion MOVED by GARCIA, SECONDED by PEDROZA to APPROVE adoption of the agenda.
Motion carried by the following vote.**

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

5. Public Comment

Nancy Taheri, American Canyon, commented about the traffic congestion on Highway 29
between American Canyon and Napa.

**6. Chairperson's, Board Members', Metropolitan Transportation Commissioner's,
and Association of Bay Area Governments Update**

MTC Commissioner's Update
Alfredo Pedroza reported on recent MTC activities.

Association of Bay Area Governments (ABAG)
Leon Garcia reported on recent ABAG activities.

7. Executive Director's Update

Kate Miller, Executive Director

- Announced the arrival of Danielle [NVTA Director-Programs, Projects & Planning] and Peter Schmitz's second child, Mason Gregory Schmitz, who was born May 20th.
- Reported on Primary Ballot Results:
 - Regional Measure 3 passed in all but two counties, Solano County and Contra Costa County. Regional Measure 3 required a simple majority and was able to garner 55% of the vote regionwide. In Napa County, the measure based on a 52% year vote.
 - Voters also strongly supported Proposition 69 which protects Senate Bill 1 funding from being diverted for other purposes. The Proposition passed with 80.9% of the vote statewide.
- Announced that a Board Retreat entitled, "Advancing Mobility in Napa" is being scheduled for September. Details to follow. An element of the retreat will discuss whether to move forward with an autonomous vehicle demonstration. The pilot program would be managed and overseen by Transdev, NVTA's transit contractor, with NVTA's oversight.
- NVTA hosted a Bike Plan open house yesterday evening. It was attended by over 40 members of the community who weighed in on proposed changes to the bicycle network in all 6 jurisdictions in Napa County.
- Federal Legislative Services are being eliminated to cut agency costs. The contract will end on July 7th.
- Napa's first two Measure T projects under way. The City of Napa submitted - Trower between SR 29 and Jefferson and Trower between Linda Vista and Dry Creek repaving projects.
- The NVTA Website has received a facelift. The home page has been simplified to improve user interface. The web page also now has rotating banners to promote various projects, programs, and outreach efforts.
- The SMART Train is allocating \$500,000 of its most recent state grant award to evaluate the feasibility of extending the SMART train to Napa along its existing alignment which would connect SMART to Capital Corridor at the Suisun Train Amtrak station.
- Announced that the NVTA Manager of Engineering, Herb Fredricksen is retiring on June 30th.

8. Caltrans' Update

No oral report was provided by Caltrans, however, the June 2018 Caltrans reporting memo was provided for review.

9. CONSENT AGENDA ITEMS (9.1 - 9.5)

Motion MOVED by JOSEPH, SECONDED by TECHEL, to APPROVE, with GREGORY ABSTAINING, the meeting minutes of May 16, 2018. Motion carried by the following vote:

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

Abstain: 2 - Gregory

9.1 Meeting Minutes of May 16, 2018 (Karrie Sanderlin) (Pages 9-13)

Attachments: [Draft Minutes](#)

Board action approved the meeting minutes of May 16, 2018.

- 9.2 Resolution No. 18-14 Approving the Lifeline Transportation Program Cycle 5 Project Funds for Fiscal Year (FY) 2016-17 and Fiscal Year (FY) 2017-18 for the Imola Avenue Park and Ride Improvement Project (Shaveta Sharma) (Pages 14-30)**

Attachments: [Staff Report](#)

Board action approved Resolution No. 18-14 approving the Lifeline Transportation Program Cycle 5 Project Funds for FY 2016-17 and FY 2017-18 for the Imola Park and Ride Improvement Project.

- 9.3 Americans with Disabilities Act (ADA) Self-Evaluation Plan (Rebecca Schenck) (Pages 31-106)**

Attachments: [Staff Report](#)

Board action approved the Americans with Disabilities Act (ADA) Self-Evaluation Plan.

- 9.4 Resolution No. 18-15 Authorizing the Submittal of the Countywide Coordinated Claim to the Metropolitan Transportation Commission (MTC) for the Allocation of Fiscal Year 2018-19 Transportation Development Act Article 3 (TDA-3) Pedestrian/Bicycle Project Funds to Claimants in Napa County and Adopting the FY 2018-19 through FY 2020-21 (3-Year Cycle) TDA-3 Program of Projects (Diana Meehan) (Pages 107-114)**

Attachments: [Staff Report](#)

Board action approved Resolution No. 18-15 requesting the FY 2018-19 TDA-3 allocation for Pedestrian/Bicycle project funds in the amount of \$296,099 to the Metropolitan Transportation Commission (MTC) as part of the annual Countywide Claim and adopted the FY 2018-19 through FY 2020-21 Three-Year program of projects.

- 9.5 Resolution No. 18-16 Authorizing the Executive Director to Execute Agreements with the California Department of Transportation for the Imola Avenue Complete Streets Corridor Improvement Plan (Diana Meehan) (Pages 115-118)**

Attachments: [Staff Report](#)

Board action approve Resolution No. 18-16 for FY 2018-19 Caltrans Sustainable Communities Planning Grant funds and local matching funds in the amount of \$282,390 and authorize the Executive Director, or designee to execute all Restricted Grant Agreements and any amendments thereto with the California Department of Transportation (Caltrans)

10. REGULAR AGENDA ITEMS**10.1 Chair and Vice Chair Nominating Committee for Fiscal Year (FY) 2018-19
(Karrie Sanderlin) (pages 119-120)**

Attachments: [Staff Report](#)

The term for the Chair White and Vice Chair Canning will end in June of this year. Under Board bylaws a nominating subcommittee for the next Chair and Vice Chair is required.

Motion MOVED by GALBRAITH, SECONDED by PEDROZA to APPROVE appointing Members White, Dunbar and Garcia to the Chair and Vice Chair nominating committee for FY 2018-19.

Motion carried by the following vote:

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

10.2 Amendment No. 11 to the Napa Valley Transportation Authority (NVTA) Joint Powers Agreement (Antonio Onorato) (Pages 121-148)

Attachments: [Staff Report](#)

NVTA is exploring the use of alternative financing mechanisms to fund large capital projects. The agency's Joint Powers Agreement allows NVTA to incur debts, liabilities and obligations but does not satisfy lending agents' requirements associated with JPA membership. Staff reviewed the recommended modifications to the JPA amendment which will satisfy conditions of financing from financial institutions to underwrite debt obligations.

Motion MOVED by GALBRAITH, SECONDED by GARCIA to APPROVE the proposed revisions to the NVTA Joint Powers Agreement (JPA) and directed staff to circulate to its member jurisdictions for approval by their respective councils and board. Motion carried by the following vote:

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

10.3 Standard & Poor's Global Ratings Services and Moody's Investor Services Assigns Credit Ratings to the Napa Valley Transportation Authority (Antonio Onorato) (Pages 149-172)

Attachments: [Staff Report](#)

Information Only / No Action Taken

Staff provided an overview of the credit rating assignments from Standard & Poor's and Moody's Investor Services.

The Board requested staff to research ways in which the agency can improve its credit ratings and report back to the Board at a later date.

10.4 Napa Valley Transportation Authority (NVTA) Third Quarter Fiscal Year (FY) 2017-18 Financials, Budget Adjustment and 5-Year Forecast (Justin Paniagua) (Pages 173-178)

Attachments: [Staff Report](#)

Information Only / No Action Taken

Staff provided a review of the financial performance compared to budget for the third quarter of FY 2017-18 and 5-year financial forecast.

10.5 Vine Transit Performance Data Update (Matthew Wilcox) (Pages 179-184)

Attachments: [Staff Report](#)

Information Only / No Action Taken

The Board received a report summarizing the Vine Transit performance statistics and an overview of NVTA's current transit projects for the third quarter of FY 2017-18.

10.6 Federal and State Legislative Updates and State Bill Matrix (Kate Miller) (Pages 185-199)

Attachments: [Staff Report](#)

Information Only / No Action Taken

The Board received the monthly Federal and State Legislative updates and State Bill Matrix.

11. CLOSED SESSION

DeeAnne Gillick, NVTA Legal Counsel announced that the Board would be adjourning to Closed Session for the items noted on the agenda and that no reportable action is expected.

Adjourned to Closed Session at 2:50 p.m.

11.1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code section 54956.9(d) (2) (Late Claim of Martha Carter)

Significant exposure to litigation pursuant to Government Code section 54956.9(d) (2) (Claim of City of Vallejo)

11.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(B)(1))

Title: Executive Director

Re-Convened to Open Session at 3:15 p.m.

DeeAnne Gillick, NVTA Legal Counsel, reported that the Board met in closed session and took action to reject both claims as listed on the agenda and direction was given to staff. The vote was unanimous.

12. FUTURE AGENDA ITEMS

None

13. ADJOURNMENT

13.1 Approval of Next Meeting Date of July 18, 2018 and Adjournment

The next regular meeting will be held on Wednesday, July 18, 2018 at 1:30 p.m.

Chair White adjourned the meeting at 3:15 p.m.

Karalyn E. Sanderlin, NVTA Board Secretary