

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

625 Burnell Street
Napa, CA 94559

Wednesday, February 20, 2019

1:30 PM

NVTA Conference Room

1. Call to Order

Chair Canning called the meeting to order at 1:52 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited at the preceding NVTA-TA meeting.

3. Roll Call

Attendance was confirmed [from the NVTA-TA meeting] with the addition of Belia Ramos present and Beth Kahiga absent.

Leon Garcia
Chris Canning
Jill Techel
Alfredo Pedroza
Margie Mohler
Paul Dohring
Mark Joseph
Kerri Dorman
Belia Ramos
Geoff Ellsworth
Liz Alessio
Gary Kraus
Beth Kahiga

4. Adoption of the Agenda

Motion **MOVED** by **KRAUS**, **SECONDED** by **MOHLER** to **APPROVE** adoption of the agenda. Motion carried by the following vote:

Aye: 22 - Canning, Techel, Pedroza, Mohler, Dohring, Joseph, Dorman, Ramos, Ellsworth, Alessio, and Kraus

Absent: 2 - Garcia

5. Public Comment

Phillip Sales, Executive Director, Napa Valley Vine Trail Coalition (NVVTC), reported that in reference to the Closed Session Item [13.1] on the agenda, the NVVTC Board of Directors have agreed to the easement agreement language presented to them by the County of Napa and the NVVTC will move forward in working with the land owners [for acquisition of easements].

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

MTC Commissioners' Update

Alfredo Pedroza reported on recent MTC activities.

Board Members' Update

Belia Ramos reported frustration on the heavy traffic delays on [northbound] Highway 29 over the past three weeks due to traffic light failures on the South Kelly Road and American Canyon Road intersections caused by heavy rainfall, the un-permitted two-lane closure, and the diversion of traffic from the closed State Route 37.

The Board directed staff to coordinate with Caltrans to create a working group to communicate day to day maintenance issues along the corridor.

7. Director's Update

Kate Miller, Executive Director

- Reported that NVTA Transportation Planner has resigned will be moving to Malibu to take a position at a land use planning firm.
- Reported that board members were sent an announcement for the Metropolitan Transportation Commission High School Internship Program - Summer of 2019. The application deadline is Sunday, March 24 at midnight. Interested individuals can go to our website, www.nvta.ca.gov or contact Karrie Sanderlin.
- Reported on the Vine Driver, Mary Jackson, who was hit by a car crossing Soscoville at Lincoln last month.

8. Caltrans' Update

No oral report provided by Caltrans. Kate Miller, NVTA Executive Director, reported on the signal failure issues on Highway 29 as mentioned by Director Ramos and informed the Board the a Caltrans' representative would attend the March meeting.

9. PRESENTATIONS

[Member Garcia in attendance]

9.1 CASA Compact (MTC Staff)

Rebecca Long, MTC staff, provided a presentation on the CASA Compact.

10. CONSENT AGENDA ITEMS (10.1 - 10.4)

Motion MOVED by PEDROZA, SECONDED by TECHEL to APPROVE adoption of the agenda.

Motion carried by the following vote:

Aye: 24 - Garcia, Canning, Techel, Pedroza, Mohler, Dohring, Joseph, Dorman, Ramos, Ellsworth, Alessio, and Kraus

10.1 Meeting Minutes of January 16, 2019 (Karrie Sanderlin) (Pages 12-20)

Attachments: [Draft Minutes](#)
[Draft Special Meeting Minutes](#)

Board action approved the meeting minutes of January 16, 2019.

10.2 Resolution No. 19-02 Authorizing the Destruction of Certain Agency Records (Karrie Sanderlin) (Pages 21-27)

Attachments: [Staff Report](#)

Board action approved the destruction of certain agency records as provided by Section 34090 of the Government Code of the State of California.

10.3 Resolution No. 19-03 Adopting the Transportation Fund for Clean Air (TFCA) Program Manager Expenditure Plan for Fiscal Year End (FYE) 2020 (Diana Meehan) (Pages 28-47)

Attachments: [Staff Report](#)

Board action approved the TFCA Program Manager Expenditure Plan for FYE 2020.

10.4 Authorize the Executive Director to Execute and Take all Actions Necessary to Grant Avigation and Hazard Easement Deeds for Parcels 057-250-025-000 and 057-250-036-000 (Rebecca Schenck) (Pages 48-69)

Attachments: [Staff Report](#)

Board action authorized the Executive Director to execute and take all action necessary to grant Avigation and Hazard Easement Deeds for parcels 057-250-025-000 and 057-250-036-000.

11. REGULAR AGENDA ITEMS**11.1 Napa Valley Transportation Authority (NVTA) Second Quarter Fiscal Year (FY) 2018-19 Financial Statements, 5-Year Forecast, and Delegated Authority Matrix (Justin Paniagua) (Pages 70-76)**

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 2018-19, 5-year financial forecast, and delegated authority matrix.

11.2 Financing Options and Funding Alternatives for the Vine Transit Maintenance Facility (Kate Miller) (Pages xx-xx)

Attachments: [Staff Report](#)

Board action rescinded the agency's previous financial policy and adopted the revised Financial Management Manual.

Motion MOVED by JOSEPH, SECONDED by RAMOS, to APPROVE rescinding NVTA Policy Manual Chapter 7: Financial Matters and adopt the completely revised Chapter 7: Financial Management Policies, Practices and Procedures Manual. Motion carried by the following vote:

Aye: 23 - Garcia, Canning, Techel, Pedroza, Mohler, Dohring, Joseph, Ramos, Ellsworth, Alessio, and Kraus

Nay: 1 - Dorman

11.3 Draft Countywide Bicycle Plan (Diana Meehan) (Pages 167-171)

Attachments: [Staff Report](#)

11.4 Approval of Memorandum of Understanding (MOU) for the Resilient State Route 37 Program between Bay Area Toll Authority, California Department of Transportation, Solano Transportation Authority, Transportation Authority of Marin, Napa Valley Transportation Authority (Danielle Schmitz) (Pages 172-182)

Attachments: [Staff Report](#)

Board action approved the Resilient SR 37 MOU which expands on the work that NVTA has been involved in to date on the SR 37 corridor and further defines the roles and responsibilities of the partner agencies (BATA, Caltrans, STA, TAM, SCTA and NVTA) in delivering the improvements for the 20-mile corridor.

Motion MOVED by PEDROZA, SECONDED by DOHRING to APPROVE Resilient State Route 37 (SR 37) Program Memorandum of Understanding (MOU) and authorize the NVTA Chair to execute the MOU. Motion carried by the following vote:

Aye: 24 - Garcia, Canning, Techel, Pedroza, Mohler, Dohring, Joseph, Dorman, Ramos, Ellsworth, Alessio, and Kraus

11.5 Financing Options and Funding Alternatives for the Vine Transit Maintenance Facility (Kate Miller) (Pages 183-193)

Attachments: [Staff Report](#)

Staff reviewed several funding scenarios and funding options for the consideration to fund the Vine Transit Maintenance Facility. The Board directed staff to provide additional funding options and to bring back the proposals to the March 20th meeting for Board consideration. Item was continued until the March 20, 2019 meeting.

[Members Techel and Ramos not in attendance]

11.6 State Legislative Update and State Bill Matrix (Kate Miller) (Pages 194-204)

Attachments: [Staff Report](#)

The Board received the State Legislative update and took the following action on the recommended proposed legislation included in the State Bill Matrix.

Motion MOVED by JOSEPH, SECONDED by GARCIA to APPROVE a Support Position on AB 252 (Daly D). Motion carried by the following vote:

Aye: 17 - Garcia, Joseph, Canning, Kraus, Alessio, Pedroza, Dohring, Ellsworth, Dorman, Mohler

Absent: 7 - Techel, Ramos

Motion MOVED by JOSEPH, SECONDED by ALESSIO to APPROVE a Watch Position on SB 127 (Wiener D). Motion carried by the following vote:

Aye: 17 - Garcia, Joseph, Canning, Kraus, Alessio, Pedroza, Dohring, Ellsworth, Dorman, Mohler

Absent: 7 - Techel, Ramos

Motion MOVED by JOSEPH, SECONDED by GARCIA to APPROVE, with DOHRING OPPOSED, a Support Position on SB 137 (Dodd D). Motion carried by the following vote:

Aye: 16 - Garcia, Joseph, Canning, Kraus, Alessio, Pedroza, Ellsworth, Dorman, Mohler

Nay: 1 - Dohring

Absent: 7 - Techel, Ramos

12. FUTURE AGENDA ITEMS

None

13. CLOSED SESSION

Chair Canning announced that the Board would be adjourning to closed session for the item noted on the agenda and the no reportable action is expected.

Adjourned to Closed Session at 4:10 p.m.

13.1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)

Property: APN 020-180-046

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Silver Oak Wine Cellars, LLC

Under Negotiation: Price and Terms

Property: APN 020-320-016

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: PD Properties LLC

Under Negotiation: Price and Terms

Property: APN 020-282-001

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Tucker Farm Center Corp.

Under Negotiation: Price and Terms

Property: APN's 022-010-007, 022-240-001, 022-034-005, and 022-010-006

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: State of California

Under Negotiation: Price and Terms

Property: APN's 022-010-034, 022-220-025, and 022-200-002

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Vineyard 29, LLC

Under Negotiation: Price and Terms

Property: APN 022-010-017

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: 3414 Mill Creek, LLC

Under Negotiation: Price and Terms

Property: APN's 022-240-010 and 022-240-013

Agency Negotiator: Kate Miller, Executive Director

Negotiating Parties: William Laurence Turley & Suzanne Chambers

Under Negotiation: Price and Terms

Property: APN 022-100-030

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: De Coninck Vineyards, Ca Corp.

Under Negotiation: Price and Terms

Property: APN's 022-100-008, 022-100-026, and 022-100-027

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: New Vavin, Inc.

Under Negotiation: Price and Terms

Property: APN 022-100-010

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Sutter Home Winery, Inc.

Under Negotiation: Price and Terms

Property: APN 022-130-011

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: David Smith et al

Under Negotiation: Price and Terms

Property: APN 022-220-024

Agency Negotiator: Kate Miller, Executive Director

Negotiating Parties: John D. Murphy & Paula L. Key

Under Negotiation: Price and Terms

Property: APN 022-200-008

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Markham Vineyards

Under Negotiation: Price and Terms

Property: APN's 022-200-016 and 009-010-022

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: C. Mondavi & Sons

Under Negotiation: Price and Terms

Property: APN 022-200-013

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Culinary Institute of America

Under Negotiation: Price and Terms

Property: APN 009-010-026

Agency Negotiator: Kate Miller, Executive Director

Negotiating Parties: Treasury Wine Estates Americas Company

Under Negotiation: Price and Terms

Property: APN's 020-150-050 and 020-210-020

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Realty Income Properties LLC

Under Negotiation: Price and Terms

Property: APN 022-070-025

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: St. Helena Purlieu LLC

Under Negotiation: Price and Terms

Property: APN 022-070-028

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Stacia L Dowdell

Under Negotiation: Price and Terms

Property: APN 022-130-014

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Albert Michael Ahern Trust Etal

Under Negotiation: Price and Terms

Property: APN's 022-130-022, 022-130-023, 022-130-024, and 022-130-028

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Jackson Family Investments LLC

Under Negotiation: Price and Terms

Property: APN 022-010-023

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Collins Family Vineyards, LLC

Under Negotiation: Price and Terms

Re-Convened to Open Session at 4:20 p.m.

Chair Canning reported that there was no reportable action associated with the closed session item.

14. ADJOURNMENT

14.1 Approval of Next Regular Meeting of Wednesday, March 20, 2019 and Adjournment.

The next regular meeting will be held on Wednesday, March 20, 2019 at 1:30 p.m.

Chair Canning adjourned the meeting at 4:20 p.m.

Karalyn E. Sanderlin, NVTA Board Secretary