

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

June 12, 2019
NVTA Agenda Item 9.1
Continued From: New
Action Requested: APPROVE

625 Burnell Street
Napa, CA 94559

Wednesday, May 15, 2019

1:30 PM

NVTA Conference Room

1. Call to Order

Chair Canning called the meeting to order at 1:34 p.m.

2. Roll Call

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

3. Pledge of Allegiance

Chair Canning led the Pledge of Allegiance.

4. Adoption of the Agenda

Motion **MOVED** by JOSEPH, **SECONDED** by ALESSIO to **APPROVE** adoption of the agenda.

Motion carried by the following vote:

Aye: 22 - Garcia, Canning, Techel, Pedroza, Joseph, Dunbar, Dorman, Ramos, Ellsworth, and Alessio

Absent: 2 - Dohring, and Kraus

5. Public Comment

**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.

ABAG Update

Leon Garcia reported on recent ABAG activities.

7. Director's Update

Kate Miller, Executive Director

- Reported on Bike to Work Day activities
- Announced the Imola Corridor Public Outreach open house will be held Wednesday, May 22nd at 6pm in the NVTA Board room
- Announced that the NVTA Transportation Summit has been moved to September.

[Member Dohring in attendance]

9. CONSENT AGENDA ITEMS (9.1 - 9.5)

Consent Item 9.2 was pulled by Chair Canning for further discussion.

Motion **MOVED** by JOSEPH, **SECONDED** by GARCIA to **APPROVE** Consent Items 9.1 and 9.3-9.5.

Motion carried by the following vote:

Aye: 23 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, and Alessio

Absent: 1 - Kraus

9.1 Meeting Minutes of April 17, 2019 (Karrie Sanderlin) (Pages 9-14)

Attachments: [Draft Minutes](#)

Board action approved the meeting minutes of April 17, 2019.

9.2 Annual Election of Chair and Vice Chair (Karrie Sanderlin) (Pages 15-16)

Attachments: [Staff Report](#)

Motion **MOVED** by DUNBAR, **SECONDED** by TECHEL to **APPROVE** the second of a two year term for Chair Chris Canning and Vice Chair Alfredo Pedroza. Motion carried by the following vote:

Aye: 23 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, and Alessio

Absent: 1 - Kraus

9.3 Active Transportation Advisory Committee (ATAC) Member Appointment (Diana Meehan) (Pages 17-25)

Attachments: [Staff Report](#)

Board action approved the appointment of Thomas Hughes to the ATAC representing Napa County for a three-year term.

- 9.4 Resolution No. 19-09 Authorizing the Submittal of the Countywide Coordinated Claim to the Metropolitan Transportation Commission (MTC) for the Allocation of Fiscal Year (FY) 2019-20 Transportation Development Act Article 3 (TDA-3) Pedestrian/Bicycle Project Funds to Claimants in Napa County (Diana Meehan) (Pages 26-31)**

Attachments: [Staff Report](#)

Board action approved Resolution No. 19-09 requesting the FY 2019-20 TDA-3 allocation for Pedestrian/Bicycle project funds in the amount of \$185,659 to the MTC as part of the annual Countywide Claim.

- 9.5 Resolution No. 19-10 Authorizing Federal Funding under Federal Transit Administration (FTA) Sections 5311 and 5311(f) with the California Department of Transportation (Antonio Onorato) (Pages 32-35)**

Attachments: [Staff Report](#)

Board action approved Resolution No. 19-10 authorizing the Executive Director, or designee, to execute actions necessary to obtain grant funds authorized under FTA Sections 5311 and 5311(f) provided by Caltrans.

Request was made by Executive Director Miller to move the presentation before the regular agenda.

11. PRESENTATIONS

- 11.1 Sonoma-Marin Area Rail Transit (SMART) Novato to Suisun City Feasibility Study (Bill Gamlen, SMART)**

Bill Gamlen, SMART, provided a review the Novato to Suisun City Feasibility Study.

8. Caltrans' Update

Kelly Hirschberg, Caltrans, provided a PowerPoint presentation on Napa County project construction phases. The May 2019 Caltrans report was provided for review in the meeting handout packet.

Steve Lederer, Napa County Public Works Director, reviewed county of napa maintenance projects at Silverado Trail/State Route 128 and Silverado Trail/Pratt Avenue.

10. REGULAR AGENDA ITEMS

10.1 Napa Valley Transportation Authority (NVTA) Third Quarter Fiscal Year (FY) 2017-18 Financials, Budget Adjustment and 5-Year Forecast (Justin Paniagua) (Pages 36-42)

Attachments: [Staff Report](#)

Information only / no action taken

Staff reviewed the third quarter FY 2018-19 financials, budget adjustment, 5-year forecast and Executive Director delegated authority.

10.2 Fiscal Year (FY) 2018-19 Third Quarter Operational Summary (Matthew Wilcox) (Pages 43-59)

Attachments: [Staff Report](#)

Information only / no action taken

The Board received the Vine performance statistics for the third quarter of FY 2018-19.

10.3 Approval of Project Work Order No. 07 with DKS for Services and Work Associated with the Countywide Transportation Plan (Alberto Esqueda) (Pages 60-156)

Attachments: [Staff Report](#)

Board action approved Project Work Order No. 07 with DKS for services and work associated with the 25-year Countywide Transportation Plan in an amount not to exceed \$260,000.

Motion MOVED by DUNBAR SECONDED by GARCIA authorize the Executive Director, or designee, to execute and make minor modifications to Project Work Order No. 07 to NVTA Request for Task Proposal (RTP) Agreement No. 10 with DKS for services and work associated with the 25-year Countywide Transportation Plan in an amount not to exceed \$260,000. Motion carried by the following vote:

Aye: 23 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, and Alessio

Absent: 1 - Kraus

10.4 Authorization to Purchase Four (4) Glaval Vehicles from A-Z Bus Sales for the Vine Transit Fleet (Antonio Onorato) (Pages 157-179)

Attachments: [Staff Report](#)

NVTA was awarded \$280,000 in Federal Transit Administration Section 5310 grant funds which will be supplemented with Transportation Development Act funds of \$120,000 to replace four (4) vehicles that have reached the end of their useful life. Board action authorized the purchase.

Motion MOVED by JOSEPH, SECONDED by ALESSIO to APPROVE authorizing the Executive Director to execute and make minor modifications to Purchase Order #19-1007 for four (4) vehicles with A-Z Bus Sales under NVTA's membership with the California Association for Coordinated Transportation (CalACT) and Morongo Basin Transit Authority's Cooperative RFP 15-03, in an amount not to exceed \$400,000. Motion carried by the following vote:

Aye: 23 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, and Alessio

Absent: 1 - Kraus

10.5 Second Amendment to Napa Valley Transportation Authority (NVTA) Agreement No. 18-42 with Project Finance Advisory Limited (PFAL) (Antonio Onorato) (Pages 180-189)

Attachments: [Staff Report](#)

The second amendment to Agreement 18-42 expands the scope of work awarded to NVTA's financial advisor, Project Finance Advisory Limited, to include the Soscol Junction project and Bus Electrification in the Transportation Infrastructure Finance and Innovation Act (TIFIA) Credit Program application and all associated negotiations with the U.S. Department of Transportation Build America Bureau. Board action approved the amendment.

Motion MOVED by DUNBAR, SECONDED by JOSEPH to APPROVE the Second Amendment to NVTA Agreement 18-42 for an expanded scope of work in an amount not to exceed \$70,000 and authorize the Executive Director to execute contract documents for the completion of the work. Motion carried by the following vote:

Aye: 23 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, and Alessio

Absent: 1 - Kraus

10.6 State and Federal Legislative Update and State Bill Matrix (Kate Miller) (Pages 190-206)

Attachments: [Staff Report](#)

The Board received the State Legislative update and took the following action on bills included in the State Bill Matrix:

Motion MOVED by PEDROZA, SECONDED by DUNBAR to APPROVE a Watch Position on AB 1633 (Grayson D). Motion carried by the following vote:

Aye: 23 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, and Alessio

Absent: 1 - Kraus

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 that no reportable action is expected.

Adjourned to Closed Session at 3:30 p.m.

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

Title: Executive Director

Re-Convened to Open Session at 3:55 p.m.

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

14. ADJOURNMENT

14.1 Approval of Next Regular Meeting of Wednesday, June 19, 2019 and Adjournment.

The next regular meeting will be held on Wednesday, June 19, 2019 at 1:30 p.m.

Chair Canning adjourned the meeting at 3:55 p.m.

Karalyn E. Sanderlin, NVTA Board Secretary

Note