

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

625 Burnell Street
Napa, CA 94559

Wednesday, July 17, 2019

1:30 PM

NVTA Conference Room

1. Call to Order

Chair Canning called the meeting to order at 1:38 p.m.

2. Pledge of Allegiance

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

3. Roll Call

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

Leon Garcia
Chris Canning
Alfredo Pedroza
Paul Dohring
John F. Dunbar
Kerri Dorman
Belia Ramos
Kenneth Leary
Geoff Ellsworth
Gary Kraus
Scott Sedgley
Beth Kahiga
Jill Techel

4. Adoption of the Agenda

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

Motion carried by the following vote:

Aye: 19 - Garcia, Canning, Pedroza, Dohring, Dunbar, Dorman, Ramos, Leary, Ellsworth, Kraus, and Sedgley

Absent: 5 - Techel

5. Public Comment

Cynthia Ho, Rohlffs Manor resident, shared her concern with the higher fares on [Vine] Routes 10x and 11x and the affordability for seniors or those with limited income to purchase.

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

MTC Commissioner's Report

Alfredo Pedroza reported on recent MTC activities.

ABAG Update

Leon Garcia reported on recent ABAG activities.

7. Director's Update

Kate Miller, Executive Director

- Thanked the County of Napa Public Works department [Steve Lederer and Juan Arias] for repairing potholes at the Jackson Street transit yard and for finding a location to park the New Flyer buses that are no longer operational.
- Informed the Board that Monterey-Salinas Transit is donating four Gillig 40' buses to help alleviate the Vine bus shortage.
- Reminded that Board that NVTA will hold a Transportation Summit on September 18th at 4PM which is intended to engage members of the public on the Countywide Transportation Planning effort, key projects, Vine Transit and Travel Demand Programs.
- Reported that Caltrans announced the call for projects for the Federal Transit Administration (FTA) §5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program.
- Report that Caltrans completed the repair work on the conductors/wiring and pull boxes and the signal on South Kelly Road.
- On July 28th, NVTA will be unveiling a newly designed Vine Transit website and will release the new Vine schedules.
- Introduced the 2019 MTC Summer Interns, Vincent Vaughan and Emilio Fantucci.

8. Caltrans' Update

Caltrans provided no oral report. The July 2019 Caltrans reporting memo was provided for review in the meeting handout packet.

9. PRESENTATIONS

9.1 The JoAnn Busenbark Boardroom Dedication

Chair Canning dedicated the board room in memory of JoAnn Busenbark.

9.2 Napa County Safe Routes to School (SRTS) Program Update (Patrick Band, Napa County Bicycle Coalition and Grant Dinsdale, Napa County Office of Education)

Patrick Band, Napa County Bicycle Coalition and Grant Dinsdale, Napa County Office of Education (NCOE), reviewed the SRTS activities provided by the bike coalition and NCOE.

10. PUBLIC HEARING - TIME CERTAIN 1:55 PM

10.1 Public Hearing and Approval of Vine Vision Phase II Implementing Revisions to the Vine Local Service in the City of Napa (Matthew Wilcox) (Pages 12-22)

Attachments: [Staff Report](#)

Chair Canning opened the Public Hearing at 2:17 p.m.

Staff reviewed the four Vine local service change options for the board to consider.

Being no public comment, Chair Canning closed the Public hearing at 2: 50 p.m.

Motion MOVED by DOHRING, SECONDED by ELLSWORTH to APPROVE Option #1 Small Loops as outlined in the agenda letter [this service is an amalgamation of the current system and the fixed route elements of Option #2 and Option #3. It would retain most of the coverage offered by the current Vine service. The exceptions are the northern most part of the Route 6 and the Route 4 service along Terrace Drive. These areas have low ridership as a proportion of the entire route. The routes in this option would not be true bidirectional routes; however, most routes would result in equal travel times to and from a destination. As NVTA is able to expand its fleet and increase its budget, many of the routes under this option could be easily altered to become bidirectional]. Motion carried by the following vote:

Aye: 19 - Garcia, Canning, Pedroza, Dohring, Dunbar, Dorman, Ramos, Leary, Ellsworth, Kraus, and Sedgley

Absent: 5 - Techel

11. CONSENT AGENDA ITEMS (11.1 - 11.8)

Motion MOVED by GARCIA, SECONDED by ELLSWORTH to APPROVE Consent Items 11.1-11.8.
Motion carried by the following vote.

Aye: 19 - Garcia, Canning, Pedroza, Dohring, Dunbar, Dorman, Ramos, Leary, Ellsworth, Kraus, and Sedgley

Absent: 5 - Techel

11.1 Approval of Meeting Minutes of June 12, 2109 (Karrie Sanderlin) (Pages 23-27)

Attachments: [Draft Minutes](#)

Board action approved the meeting minutes of June 12, 2019.

11.2 Resolution No. 19-11 Authorizing the Filing with the Metropolitan Transportation Commission (MTC) Allocation of Transportation Development Act (TDA), Regional Measure 2 (RM 2), and State Transportation Assistance (STA) Funds for Fiscal Year (FY) 2019-20 (Justin Paniagua) (Pages 28-33)

Attachments: [Staff Report](#)

Board action authorized the filing with MTC for TDA, RM 2, and STA funds for FY 2019-20.

11.3 Citizens Advisory Committee (CAC) Member Appointments (Karrie Sanderlin)
(Pages 34-44)

Attachments: [Staff Report](#)

Board action approved the re-appointment of Aisha Nasir and the appointment of Alex Crown to the CAC.

11.4 Active Transportation Advisory Committee (ATAC) Member Appointments (Diana Meehan) *(Pages 45-48)*

Attachments: [Staff Report](#)

Board action approved the appointment of Grant Dinsdale and Colin Petheran to the ATAC.

11.5 Amendment No. 1 to NVTB Agreement No. 18-06 with Solano Transportation Authority (Alberto Esqueda) *(Pages 49-56)*

Attachments: [Staff Report](#)

Board action approved Amendment No. 1 to NVTB Agreement No. 18-06 with Solano Transportation Authority to update the Activity-Based Travel Demand Model in an amount not to exceed \$85,000.

11.6 Sonoma-Marin Area Rail Transit (SMART) Novato to Suisun City (Kate Miller)
(Page 57-61)

Attachments: [Staff Report](#)

Board action approved sending a letter of support to the California State Transportation Agency for the SMART East-West Passenger Rail.

11.7 Purchase Order # 19-1008 with Remix Software Inc. (Matthew Wilcox) *(Pages 62-77)*

Attachments: [Staff Report](#)

Board action approved PO #19-1008 with Remix Software Inc. to consolidate licenses for the Remix Scheduling Platform and the Remix Planning Platform under the same renewal date effective 10/1/2019 and extend the contract for services for three (3) years until 9/30/2022 in an amount not to exceed \$163,331.

11.8 Purchase Order # 19-1013 with AVAIL Technologies, Inc. (Matthew Wilcox)
(Pages 78-108)

Attachments: [Staff Report](#)

Board action approved Purchase Order No. 19-1013 with AVAIL Technologies to procure an upgraded Wi-Fi system for the Vine fleet in an amount of \$235,100.

12. REGULAR AGENDA ITEMS

12.1 Soscol Junction Project Update (Sanjay Mishra) (Pages 109-111)

Attachments: [Staff Report](#)

Information only. Staff reviewed the project and provided a simulation showing what the project will look like and how traffic will flow when the project is complete.

12.2 Napa Valley Transportation Authority (NVTA) Agreement No. 19-17 with GHD (Rebecca Schenck) (Pages 112-122)

Attachments: [Staff Report](#)

Caltrans' required additional engineering analysis to complete the environmental documents for the Soscol Junction Project Alternatives.

Motion MOVED by PEDROZA, SECONDED by GARCIA to APPROVE authorizing the Executive Director, or designee, to execute and make minor modifications to NVTA Agreement No. 19-17 between NVTA and GHD Company for specialized consultant engineering services for the Soscol Junction Project Alternative(s) in an amount not to exceed \$24,306. Motion carried by the following vote:

Aye: 19 - Garcia, Canning, Pedroza, Dohring, Dunbar, Dorman, Ramos, Leary, Ellsworth, Kraus, and Sedgley

Absent: 5 - Techel

12.3 Regional Measure 3 (RM 3) Updated Project Priorities (Danielle Schmitz)
(Pages 123-130)

Attachments: [Staff Report](#)

Board action approved the revised RM 3 project priorities.

Motion MOVED by PEDROZA, SECONDED by KRAUS to APPROVE the updated Regional Measure 3 (RM 3) project priorities [as shown in Attachment 1]. Motion carried by the following vote:

Aye: 19 - Garcia, Canning, Pedroza, Dohring, Dunbar, Dorman, Ramos, Leary, Ellsworth, Kraus, and Sedgley

Absent: 5 - Techel

12.4 Transportation Infrastructure Finance and Innovation Act (TIFIA) Application (Antonio Onorato) (Pages 131-154)

Attachments: [Staff Report](#)

Board action approved filing a Letter of Interest to pursue financing with the TIFIA credit program. Approval of the loan application will take approximately 60-90 days from submittal. The Board will receive for consideration and approval, a complete debit-financing package upon receipt of the terms and tentative approval from the Build America Bureau.

Motion MOVED by DUNBAR, SECONDED by SEDGLEY to APPROVE filing a Letter of Interest to pursue financing with the Transportation Infrastructure Finance and Innovation Act (TICIA) to complete the Vine Transit Maintenance Facility, Soscol Junction, and Bus Electrification projects. Motion carried by the following vote:

Aye: 19 - Garcia, Canning, Pedroza, Dohring, Dunbar, Dorman, Ramos, Leary, Ellsworth, Kraus, and Sedgley

Absent: 5 - Techel

12.5 Resolution No. 19-12 Authorizing the Disposal of Non-Performing Assets with Federal Interest (Antonio Onorato) (Pages 155-159)

Attachments: [Staff Report](#)

Eight gasoline/electric hybrid New Flyer buses have been plagued with power losses and involuntary shutdowns since their purchase in 2009 and 2010. After numerous attempts to correct the deficiencies, the buses are still experiencing critical failures and cannot be serviced and maintained without investing significant funding. Staff is concerned that additional investment will not result in improved performance and recommended that buses 154-161 be declared as non-performing assets and be disposed of prior to their end of useful life of twelve years.

Motion MOVED by KRAUS, SECONDED by GARCIA to APPROVE (1) Declare certain capital assets as non-performing, and (2) Resolution No. 19-12 authorizing the disposal of fixed asset property items [Buses 154-161] according to the Policies, Practices, and Procedures Chapter 7-Financial Management, Section 7.3: Asset Management, and Federal Transit Administration Circular 5010.1E requirements. Motion carried by the following vote.

Aye: 19 - Garcia, Canning, Pedroza, Dohring, Dunbar, Dorman, Ramos, Leary, Ellsworth, Kraus, and Sedgley

Absent: 5 - Techel

12.6 Countywide Transportation Plan (CTP): Advancing Mobility 2045 Goals and Performance Measures (Alberto Esqueda) (Pages 160-167)

Attachments: [Staff Report](#)

Information only. The Board reviewed examples of performance metrics and the previous Countywide Transportation Plan's goals and objectives to begin the conversation about the goals and objectives for the plan's update.

12.7 State Legislative Update and State Bill Matrix (Kate Miller) (Pages 168-183)

Attachments: [Staff Report](#)

The Board received the State Legislative update and reviewed the amended matrix, provided in the meeting handout packet, requesting a support position on SB 277.

Member Dunbar requested that the Board approve a support position on SB 5.

Motion MOVED by DUNBAR, SECONDED by PEDROZA to APPROVE a Support Position on SB 227 (Beall D) and AB 5 (Beall D). Motion carried by the following vote:

Aye: 19 - Garcia, Canning, Pedroza, Dohring, Dunbar, Dorman, Ramos, Leary, Ellsworth, Kraus, and Sedgley

Absent: 5 - Techel

13. FUTURE AGENDA ITEMS

None

14. CLOSED SESSION

Chair Canning announced that the Board would be adjourning to closed session for the item noted on the agenda.

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

14.1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to of Government Code Section 54956.9(d)(2): Claim of Mary Jackson

Re-Convened to Open Session at 3:50 p.m.

Chair Canning reported that the Board reviewed the claim of Mary Jackson. The Board took action and rejected the claim. It was a unanimous vote.

15. ADJOURNMENT**15.1 Approval of Next Regular Meeting of Wednesday, September 18, 2019 and Adjournment.**

The next regular meeting will be held on Wednesday, September 18, 2019 at 1:30 p.m.

Chair Canning adjourned the meeting at 3:50.p.m.

Karalyn E. Sanderlin, NVTA Board Secretary