

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

625 Burnell Street  
Napa, CA 94559

---

Wednesday, February 15, 2017

1:30 PM

NVTB Conference Room

---

**1. Call to Order**

Chair White called the meeting to order at 1:33 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  
Belia Ramos

**4. Adoption of the Agenda**

**Motion MOVED by GALBRAITH, SECONDED by GARCIA 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 Ramos

**5. Public Comment**

None

**6. Chairperson's, Board Members' and Metropolitan Transportation  
Commissioner's Update**

**Board Member Updates:**

Board members Mark Joseph, Belia Ramos, and Leon Garcia reported on issues, events, and activities to date from their respective jurisdictions.

**Metropolitan Transportation Commissioner's (MTC) Update:**

Board member Alfredo Pedroza reported on MTC activities to date.

## 7. Director's Update

Kate Miller, Executive Director

- Reported on the status of State Route 37 which was closed due to storm damage. Caltrans awarded an \$8 million contract to Ghilotti Construction to make necessary repairs.
- Reported that out of the 7 small urbanized areas in the Bay Area only three properties received Small Transit Intensive Cities funding, with the largest amount awarded to the Vine which is estimated to bring in an additional \$573,000 for the 2017 Federal Fiscal Year.
- Announced that the March Board retreat will be held on March 15th at Christian Brothers Retreat Center from 10:00 a.m to 2:00 p.m. A bus will leave the Soscol Gateway Transit Center at 9:15. All members of the public are welcome.

## 8. Caltrans' Update

## 9. QUARTERLY PROJECT UPDATE

### 9.1 Napa Valley Vine Trail Update (Herb Fredricksen)

Staff provided an update on the project activities to date.

### 9.2 Board Room Modifications Update (Karrie Sanderlin)

Staff provided an update on the upgrades and improvements planned for the Soscol Gateway Transit Center (SGTC) Board room.

## 10. PUBLIC HEARING (TIME CERTAIN 1:30 P.M.)

### 10.1 Public Hearing and Resolution No. 17-01 Approving the Federal Transit Administration (FTA) Section 5310 Grant Application (Antonio Onorato) (Pages 10-15)

Attachments: [Staff Report](#)

Chair White opened the Public Hearing at 2:23 p.m.

Staff reviewed the FTA 5310 grant application process, criteria and fund use. NVTA will use the grant funding to purchase four (4) Vine Go paratransit replacement vehicles.

Being no public comment, Chair White closed the Public Hearing at 2:34 p.m.

Motion MOVED by PEDROZA, SECONDED by JOSEPH to APPROVE (1) Resolution No. 17-01 finding that no non-profit agency or organization present or in writing, expressed an interest in providing transportation services as indicated in NVTA's FTA Section 5310 grant application for transportation of elderly and disabled services in Napa County, and (2) Authorizing the Executive Director to submit a FTA Section 5310 grant application to Caltrans seeking grant funding for these services. Motion carried by the following vote:

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

**11. CONSENT AGENDA ITEMS (11.1 - 11.7)**

Consent Items 11.1-11.2 were pulled to approve separately.

**Motion MOVED by GARCIA, SECONDED by TECHEL to APPROVE Consent Items 11.3-11.7.**

**Motion carried by the following vote:**

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

**11.1 Approval of Meeting Minutes of January 18, 2017 (Karrie Sanderlin) (Pages 16-19)**

**Attachments:** [Draft Minutes](#)

**Motion MOVED by GARCIA, SECONDED by TECHEL to APPROVE, with DORMAN, DUNBAR, and RAMOS ABSTAINING the meeting minutes of January 18, 2017. Motion carried by the following vote:**

**Aye:** 20 - Garcia, Galbraith, Barnes, Canning, Techel, Pedroza, White, Gentry, and Ramos

**Abstain:** 4 - Joseph, Dunbar, and Dorman

**11.2 Approval of Meeting Minutes of January 18, 2017 Special Meeting (Karrie Sanderlin) (Pages 20-21)**

**Attachments:** [Draft Minutes](#)

**Motion MOVED by GARCIA, SECONDED by TECHEL to APPROVE, with DORMAN, DUNBAR, and JOSEPH ABSTAINING the meeting minutes of the January 18, 2017 Special Meeting. Motion carried by the following vote:**

**Aye:** 20 - Garcia, Galbraith, Barnes, Canning, Techel, Pedroza, White, Gentry, and Ramos

**Abstain:** 4 - Joseph, Dunbar, and Dorman

**11.3 Resolution No. 17-02 Adopting the Transportation Fund for Clean Air (TFCA) Program Manager Expenditure Plan for Fiscal Year End (FYE) 2018 and Authorizing Issuance of a Call for Projects (Diana Meehan) (Pages 22-41)**

**Attachments:** [Staff Report](#)

**Board action approved Resolution No. 17-02 adopting the FYE 2018 TFCA Program Manager Expenditure Plan and adopting the selection criteria for issuing a call for projects consistent with the Bay Area Air Quality Management District (BAAQMD) TFCA County Program Manager Fund Policies for FYE 2018.**

**11.4 Transportation Development Act Article 3 (TDA-3) Call for Projects (Diana Meehan) (Pages 42-59)**

**Attachments:** [Staff Report](#)

**Board action approved the release of the TDA-3 Call for Projects**

- 11.5** Approve Contract with Sign A Rama-Napa for New Bus Graphics and Installation (Antonio Onorato) (Pages 60-66)

Attachments: [Staff Report](#)

Board action authorized the Executive Director to execute a purchase agreement with Sign A Rama-Napa for full color printed bus wraps and installation for thirty-two (32) Vine Transit vehicles for a total project cost of \$95,607.

- 11.6** Resolution No. 17-03 Authorizing the Filing for, Acceptance of, and Execution of all Documents and Instruments Related to Proposition 1B, and Other State Law Administered by the California Office of Emergency Services (Cal-OES) (Antonio Onorato) (Pages 67-70)

Attachments: [Staff Report](#)

Board action approved Resolution No. 17-03 authorizing the submittal of the Fiscal Year (FY) 2016-17 California Office of Emergency Service (Cal OES) Investment Justification grant application in the amount of \$7,843 for the purchase of security cameras of Vine vehicles.

- 11.7** Resolution No. 17-04 Authorizing the Filing of Applications for Federal Funds for Fiscal Year 2016-17, 2017-18, 2018-19, and 2019-20 to the Metropolitan Transportation Commission (MTC) (Antonio Onorato) (Pages 71-77)

Attachments: [Staff Report](#)

Board action approved Resolution No. 17-04 authorizing the filing of an application to the Metropolitan Transportation Commission (MTC) for Federal Transit Administration (FTA) Formula Program and Federal Highway Administration (FHWA) Surface Transportation Program funds by the NVTA for capital and operating funds for FYs 2016-17, 2017-18, 2018-19, and 2019-20, and committing the necessary local match for the project(s), and stating the assurance of NVTA to complete the project(s).

## **12. REGULAR AGENDA ITEMS**

- 12.1** Election of Vice Chair for Fiscal Year (FY) 2016-17 (Karrie Sanderlin) (Pages 78-79)

Attachments: [Staff Report](#)

The nominating committee, comprised of members Peter White, Leon Garcia, and John Dunbar, recommended that member Chris Canning be elected as Vice Chair to serve the remainder of the FY 2016-17 term.

Motion MOVED by WHITE, SECONDED by PEDROZA to elect Chris Canning as Vice Chair to serve for the remainder of the FY 2016-17 term. Motion carried by the following vote:

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

- 12.2** Napa Valley Transportation Authority (NVTA) Second Quarter (Q2) Fiscal Year (FY) 2016-17 Financial Statements, Budget Adjustments and 5-Year Forecast (Justin Paniagua) (Pages 80-86)

Attachments: [Staff Report](#)

Information Only / No Action Taken

The Board received a review of the NVTA financial performance against budget for the second quarter (October-December) FY 2016-17 period and 5-year forecast model.

- 12.3** Napa Vine Express Bus Study Update (Alberto Esqueda) (Pages 87-89)

Attachments: [Staff Report](#)

Information Only / No Action Taken

The Board received an update on the Express Bus Study.

- 12.4** Federal and State Legislative Updates and State Bill Matrix (Kate Miller) (Pages 90-101)

Attachments: [Staff Report](#)

Information Only / No Action Taken

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

### **13. FUTURE AGENDA ITEMS**

None

### **14. CLOSED SESSION**

Jennifer Gore, 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 3:15 p.m.

- 14.1** CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code Section 54956.9 (1 case).

This Closed Session was no reportable action.

- 14.2** CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

Agency Designated Representative: Peter White, Chairman

Employee: Executive Director

Re-Convened to Open Session at 3:40 p.m.

Chair White reported that there were no reportable actions associated with the closed session items.

**15. ADJOURNMENT****15.1 Approval of Next Regular Meeting Date of March 15, 2017 at 1:30 p.m. and Adjournment**

**Board action cancelled the regular meeting of March 15, 2017 and approved a special Board retreat meeting on March 15, 2017 at 10:00 a.m. at the Christian Brothers Retreat and Conference Center, Redwood Road Napa CA.**

**The meeting was adjourned by Chair White at 3:40 p.m.**

---

Karalyn E. Sanderlin, NVTA Board Secretary