

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

625 Burnell Street
Napa, CA 94559

Wednesday, April 19, 2017

1:30 PM

NVTB Conference Room

1. Call to Order

Chair White called the meeting to order at 2 p.m.

2. Pledge of Allegiance

Chair White led the Pledge of Allegiance.

3. Roll Call

Alan Galbraith
Chris Canning
Jill Techel
Alfredo Pedroza
Margie Mohler
Jeffery Durham
Mark Joseph
Peter White
Doris Gentry
Belia Ramos
Leon Garcia
James Barnes
Beth Kahiga

4. Adoption of the Agenda

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

Aye: 19 - Galbraith, Canning, Techel, Mohler, Durham, Joseph, White, Gentry, and Ramos

Absent: 3 - Garcia, Barnes, and Kahiga

5. Public Comment

None

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

Director Galbraith asked that Caltrans be reminded the sign for St. Helena/Lakeport/Calistoga on northbound Highway 29 just north of the Oakville Grocery Store needs to be put back in place.

Additionally, Director Galbraith requested a report from staff regarding the decrease of almost 25,000 in Vine ridership for 2016 from 2015.

7. Director's Update

Report by Kate Miller.

- Vine Transit will be offering free rides on all routes from April 20-22 in celebration of Earth Day on April 22. NVTA also sponsored the Environmental Education Coalition of Napa County (EECNC)'s April 22 Earth Day celebration at Oxbow by providing discounted advertisements on Vine Transit buses.
- May 11th is Bike to Work and School Day. NVTA is hosting a morning energizer station on Vallejo St.
- NVTA will also have a Safe Routes to School (SRTS) Art Exhibit Open House on May 11th at 10 a.m. which will be attended by Chair White and Board Member Techel – NVTA worked with Leadership Napa Valley on a project with Philips Elementary who have created a SRTS art exhibit.
- Extended Vine transit service during BottleRock May 26th - 28th – everybody rides for free.
- On May 15th the Metropolitan Transportation Commission (MTC) is hosting a Plan Bay Area Open House at the Elk's Club from 6-8 p.m.
- Commute Challenge is now underway - it started April 1st and ends June 30th.
- NVTA will have a table at Bike Fest on May 6th at the Oxbow Commons from 10 a.m. - 2 p.m.
- The Vine Trail Oak Knoll segment is one of three finalists for California Transportation Foundation's Pedestrian/Bicycle Project of the Year award. The luncheon is May 24th – an email was sent to all board members inviting them to sit at NVTA's table. Governor Brown, Beall, and Frazier are receiving awards.
- Annual report was released – a copy was distributed to each board member.
- Oak Knoll Segment of the Vine Trail is officially completed. The last signal at Salvador was turned on last Thursday night.

8. Caltrans' Update

No oral report was given by Caltrans, however, the April 19, 2017 Caltrans Reporting memo was provided for review.

9. PRESENTATION

9.1 Plan Bay Area 2040

Matt Maloney from MTC provided a presentation on Plan Bay Area 2040.

[Director Pedroza joined the meeting at 1:54 p.m.]

Following Mr. Maloney's presentation Director Pedroza reported on MTC activities to date.

10. CONSENT AGENDA ITEMS (10.1 - 10.3)

Motion **MOVED** by PEDROZA, **SECONDED** by GALBRAITH to **APPROVE** Consent Items 10.1 - 10.3. Motion was carried by the following vote:

Aye: 21 - Galbraith, Canning, Techel, Pedroza, Mohler, Durham, Joseph, White, Gentry, and Ramos

Absent: 3 - Garcia, Barnes, and Kahiga

10.1 Approval of Meeting Minutes of March 15, 2017 (Karrie Sanderlin) (Pages 8-11)

Attachments: [Draft Minutes](#)

Board action approved the meeting minutes of March 15, 2017.

10.2 Approval to Extend the Call for Projects for Fiscal Year End (FYE) 2018 Transportation Fund for Clean Air (TFCA) Program Manager Funds (Diana Meehan) (Pages 12-28)

Attachments: [Staff Report](#)

Board action approved the extension of the Transportation Fund for Clean Air Call for Projects for Fiscal Year End 2018 to no later than September 1, 2017.

10.3 Approval of Resolution No. 17-05 for the Fiscal Year (FY) 2016-17 Low Carbon Transit Operations Program (LCTOP) (Justin Paniagua) (Pages 29-32)

Attachments: [Staff Report](#)

Board action approved Resolution No. 17-05 for the Fiscal Year 2016-2017 Low Carbon Transit Operations Program project.

11. REGULAR AGENDA ITEMS

11.1 Approval of Professional Services Agreement No. 17-07 with DoubleMap Incorporated for an Automated Dispatch System for the Vine Transit Community Shuttle Program (Antonio Onorato) (Pages 33-160)

Attachments: [Staff Report](#)

Staff reviewed the scope of service and financial impact associated with the three year contract.

Motion **MOVED** by GALBRAITH, **SECONDED** by CANNING to **APPROVE** awarding the Automated Dispatch System contract for the Vine Transit Community Shuttle Program to DoubleMap, Incorporated in an amount not to exceed \$150,665. Motion carried by the following vote:

Aye: 21 - Galbraith, Canning, Techel, Pedroza, Mohler, Durham, Joseph, White, Gentry, and Ramos

Absent: 3 - Garcia, Barnes, and Kahiga

11.2 Approval of Resolution No. 17-06 Adopting the One Bay Area Grant Cycle 2 (OBAG 2) Project List for Napa County (Danielle Schmitz) (Pages 161-186)

Attachments: [Staff Report](#)

Staff reviewed the OBAG 2 Project List for Napa County.

Motion MOVED by GALBRAITH, SECONDED by RAMOS to APPROVE Resolution No. 17-06 adopting the final OBAG 2 Projects for Fiscal Year 2017-18 through Fiscal Year 2021-22. Motion carried by the following vote:

Aye: 21 - Galbraith, Canning, Techel, Pedroza, Mohler, Durham, Joseph, White, Gentry, and Ramos

Absent: 3 - Garcia, Barnes, and Kahiga

11.3 Approval of Project Work Order No. 04 to NVTA Agreement No. 15-29 with Toole Design Group LLC for Work Associated with the Napa Countywide Bicycle Plan Update (Diana Meehan) (pages 187-266)

Attachments: [Staff Report](#)

Staff reviewed the scope of services and financial impact associated with the work authorization.

Motion MOVED by JOSEPH, SECONDED by PEDROZA, to approve Project Work Order No. 04 to NVTA Agreement No. 15-29 with Toole Design Group LLC for work associated with the Napa Countywide Bicycle Plan Update in an amount not to exceed \$230,000. Motion carried by the following vote:

Aye: 21 - Galbraith, Canning, Techel, Pedroza, Mohler, Durham, Joseph, White, Gentry, and Ramos

Absent: 3 - Garcia, Barnes, and Kahiga

11.4 Federal and State Legislative Updates and State Bill Matrix (Kate Miller) (Pages 267-291)

Attachments: [Staff Report](#)

The Board received the monthly Federal and State Legislative updates and took action on the proposed legislation on the State Bill Matrix.

Motion MOVED by GALBRAITH, SECONDED by JOSEPH to APPROVE staff recommendations on state bills as provided in the State Bill Matrix (AB 399, AB 1113, AB 1444, AB 1454, ACA 4, and SB 496). Motion carried by the following vote:

Aye: 21 - Galbraith, Canning, Techel, Pedroza, Mohler, Durham, Joseph, White, Gentry, and Ramos

Absent: 3 - Garcia, Barnes, and Kahiga

12. FUTURE AGENDA ITEMS

Report on 2016 Vine Transit ridership statistics.

13. ADJOURNMENT

13.1 Approval of Next Regular Meeting Date of May 17, 2017 at 1:30 p.m. and Adjournment

The next regular meeting will be held on Wednesday, May 17, 2017.

The meeting was adjourned by Chair White at 3:11 p.m.

Karalyn E. Sanderlin (e-sign) May 22, 2017

Karalyn E. Sanderlin, NVTA Board Secretary