

# **Napa Valley Transportation Authority Meeting Minutes Technical Advisory Committee**

625 Burnell Street  
Napa, CA 94559

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Thursday, March 1, 2018

2:00 PM City of Napa Committee Room, 955 School St., Napa

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**\*\*\*\*\*SPECIAL MEETING\*\*\*\*\***

## **1. Call To Order**

Chair Steele called the meeting to order at 2:05 p.m.

**Present:** 7 - Chairperson Nathan Steele  
Member Eric Whan  
Dana Ayers  
Lorien Clark  
Erica Ahmann Smithies  
Ron Ranada  
Steve Lederer

**Absent:** 5 - Mike Kirn  
Brent Cooper  
Joe Tagliaboschi  
Ahmad Rahimi  
Steve Hartwig

**Present:** 7 - Chairperson Nathan Steele  
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## **2. Introductions**

Chair Steele invited all in attendance to introduce themselves.

Also present:

Preya Nixon, Town of Yountville

Kevin Johnson, Fehr & Peers

Philip Sales, Napa Valley Vine Trail Coalition

## **3. Public Comment**

No public comment received.

## **4. Committee Member and Staff Comments**

Danielle Schmitz, NVTA

- Staff is taking the State Route 37 (SR 37) Transportation and Sea Level Rise Corridor Improvement Plan to the NVTA Board for approval. Each of the four counties in the SR 37 Memorandum of Understanding (MOU) group will take the plan to their boards for approval. The plan was distributed to the TAC last September for comment. Instead of doing a design alternative analysis, Caltrans, Solano Transportation Authority and the group will do an express Project Initiation Document (PID) for Segment B, which is anticipated to be completed by December 2018.
- The Independent Taxpayer Oversight Committee (ITOC) will reconvene on April 4th at 2 p.m.
- A Doodle Poll will be sent to the TAC members for scheduling a run-through of their Measure T Maintenance of Effort (MOE) and Project list.
- Met with the Wine Train regarding their potential mixed-use retail/workforce housing project across the railroad tracks behind the Soscol Gateway Transit Center. NVTA is working on safe routes to transit solutions with the Wine Train that may include a passenger platform and connection from SGTC to the Wine Train development and/or pedestrian bridge cantilevered off the railroad bridge between Third and First Streets.

Ron Ranada, City of American Canyon

- Napa Junction - Highway 29 intersection improvements are almost complete. Caltrans may have adjusted signal times; traffic seems to be flowing better.

Erica Ahmann Smithies, City of St. Helena

- Railroad curb ramp project design is completed.
- Working with Caltrans to install audio alert systems at four intersections.

Shaveta Sharma, NVTA

Lifeline Cycle 5 Guidelines have been released, NVTA will be releasing a Call for Projects soon.

Rebecca Schenck, NVTA

The Architect and Engineering short list developed from the A&E Request for Qualifications will be presented to the NVTA Board for approval this month.

Eric Whan, City of Napa

- California Roundabouts Project plans at 100%.
- Court hearings are being held this afternoon for Order of Possession on properties for which the City of Napa has not reached a settlement.
- Implemented a timed corridor plan for the intersections on State Route 29 at Trower, Wine Country and Salvador.

Kate Miller, NVTA

- Partnership Board meeting last Friday. Metropolitan Transportation Commission (MTC) is working on leveraging transportation funds, possibly State Transportation Improvement Program and Transportation Development Act funds, to encourage more housing production. MTC requested input, however, they did not provide any ideas on what they are considering. MTC is convening a smaller group to discuss development and housing at the local level - Mike Parness has been invited to serve on this group.
- MTC introduced the idea that the 25-year Regional Transportation Plan will be built around "Futures", which will include how resiliency and technology will shape transportation and development in the Bay Area.
- The Certified Public Accountant (CPA) position on the ITOC is still open - if any member knows a CPA that may be interested, please inform them that the application form can be downloaded from NVTA's website. Additionally, there are several openings on the Citizen Advisory Committee, please encourage people to apply.

Derek Moore, NVTa

- Attended the Napa Valley Community Organizations Active in Disaster (COAD), which is a consortium of governmental agencies, non-profit agencies and the County Office of Emergency Services. The COAD is interested in working with NVTa on transportation emergency response during disasters.

## **5. STANDING AGENDA ITEMS**

### **5.1 Congestion Management Agency (CMA) Report (Danielle Schmitz)**

Report by Danielle Schmitz.

There was no CMA meeting as the scheduled date conflicted with Partnership Board meeting.

### **5.2 Project Monitoring Funding Programs\* (Alberto Esqueda)**

Report by Danielle Schmitz.

- One Bay Area Grant (OBAG) and STIP projects have been added - jurisdictions were asked to review their projects for accuracy. Forward changes to Alberto Esqueda.
- HSIP, ATP and Local Highway Bridge Program Projects will be added to the monitoring spreadsheets, as required by MTC.
- The spreadsheets will still be provided monthly, however, Mr. Esqueda will contact each jurisdiction at least quarterly to review the projects for more details.

### **5.3 Caltrans' Report\* (Ahmad Rahimi)**

No report - Ahmad Rahimi was not in attendance.

### **5.4 Vine Trail Update (Erica Ahmann Smithies)**

Member Ahmann Smithies reported there was not a Vine Trail board meeting last month, and invited Philip Sales to provide an update.

Report by Philip Sales.

- The recent Vine Trail fundraiser grossed approximately \$340,000.
  - NVVTC is considering purchasing a street sweeper in order to provide contracted street sweeping services with the three jurisdictions that have active Vine Trail segments. The trail segments would be swept three times per week.
  - The Wine Train was willing to grant an easement to connect to Redwood Road where the path ends behind the gas station, however the property is now being sold. The potential purchaser of the property has requested the easement be removed from the property as part of the transaction. The Wine Train offered an alternative route which Mr. Sales submitted to the City of Napa.
- Member Whan stated the alternative route needs to be discussed as it may not work with plans the property purchaser submitted.
- Mr. Sales noted that the shelter at the Marriott is finished and the footprints have been installed thanks to Mayor Techel and Leadership Napa Valley Class 29.

## **6. CONSENT AGENDA**

Meeting Minutes of February 1, 2018 Technical Advisory Committee Meeting (Kathy

Alexander) (Pages 4-12)

**MOTION by MEMBER AHMANN SMITHIES, SECOND by MEMBER CLARK to APPROVE the February 1, 2018 TAC Meeting Minutes as presented. Motion passed, there was one abstention (Member Whan).**

## **7. PRESENTATIONS**

Travel Behavior Study Presentation by Fehr & Peers (Pages 13-14)

Kevin Johnson of Fehr and Peers provided a presentation on the Travel Behavior Study (TBS).

## **8. REGULAR AGENDA ITEMS**

### **8.1 Measure T 6.67% Equivalent Funds Project List Review and Definition of Maintenance (Alberto Esqueda) (Pages 15-24)**

Report by Danielle Schmitz.

- Reminded the TAC that the jurisdictions will present their Maintenance of Effort, Measure T Project List and 6.67% Measure T Equivalent Class 1 Project List to the ITOC at their April 4 meeting.

- Reported that all the projects listed on the enclosed 5-year 6.67% Measure T Equivalent are in the current Bike Plan, and have appropriate funding programmed.

- As some of the language in the ordinance regarding the 6.67% Measure T Equivalent requirement is vague regarding project delivery time frames (i.e., the term "commit") and qualifying projects, staff believes minor to major Class 1 trail repairs are allowable.

Philip Sales provided comments on the Trail Operation, Maintenance and Management (Attachment 1) and requested the pages titled "Multi-Use Paths (Class 1)" and "Path Width Considerations" be deleted from the document as they are not related to maintenance. [Mr. Sales was referring to Agenda Item 8.1, Attachment 2, which was not a part of Attachment 1, Trail Operation, Maintenance and Management.]

Ms. Schmitz noted an ITOC member has requested a list of 6.67% Measure T Equivalent Class 1 projects and what is eligible under the maintenance category.

Member Whan pointed out the Maintenance definition provided in the Ordinance and said it covered major and minor surface repairs.

Member Ahmann Smithies asked for confirmation that the jurisdictions need to keep the 6.67% Measure T Equivalent funds in a separate account, as recommended in the County Controller's projections for Measure T.

Ms. Miller confirmed that jurisdictions need to keep the 6.67% Measure T Equivalent funds in a separate account for auditing purposes.

Member Ahmann Smithies asked if accumulating the 6.67% Measure T Equivalent funds over several years in order to deliver a Class 1 project was allowed.

Ms. Miller confirmed that staff's interpretation is that accumulating the funds is allowed.

**8.2 Transportation Fund for Clean Air (TFCA) Call For Projects FYE 2019 (Diana Meehan)  
(Pages 25-42)**

Report by Diana Meehan.

- Reviewed the TFCA Expenditure plan and selection criteria
- Reviewed the changes made to the program
- Approximately \$201,296 available
- Bicycle Projects must be completed in two years; time extensions will not be granted.
- Applications are due Friday, March 23rd by 5:00 p.m.

Ms. Miller recommended that the TAC collectively plan the local funds over a three-year rolling period in order to use the funds more efficiently, especially for bigger projects or multi-year projects. Jurisdictions would submit their projects for the next three years. The funds programmed in the first year would be a firm commitment, however, the programming of funds for the next two years would be flexible, based on project status. The programming will be reviewed and trued up each year. This method is similar to the State Transportation Improvement Program planning.

The TAC was in consensus to employ this method of programming and agreed to submit a three-year list of projects.

**8.3 Federal and State Legislative Updates and State Bill Matrix\* (Kate Miller)**

Kate Miller reviewed the Legislative Update.

**8.4 March 21, 2018 NVTB Board Meeting Draft Agenda\* (Kate Miller)**

Kate Miller reviewed the March 21, 2018 NVTB Board meeting draft agenda.

It was noted Rebecca Schenck will send the Architect and Engineering short list related to Item 10.2 to the TAC members.

**9. FUTURE AGENDA ITEMS**

No future items requested.

**10. ADJOURNMENT**

**10.1 Approval of Next Regular Meeting Date of April 5, 2018 and Adjournment.**

The meeting next regular meeting will be held on April 5, 2018. The was adjourned at 3:44 p.m.