

Napa Valley Transportation Authority Meeting Minutes Technical Advisory Committee

625 Burnell Street
Napa, CA 94559

Thursday, May 3, 2018

2:00 PM

NVTA Conference Room

1. Call To Order

Chair Steele called the meeting to order at 2:01 p.m.

Present: 8 - Chairperson Nathan Steele
Mike Kirn
Member Eric Whan
Joe Tagliaboschi
Lorien Clark
Juan Arias
Doug Weir
Tobias Barr

Absent: 4 - Brent Cooper
Dana Ayers
Erica Ahmann Smithies
Steve Hartwig

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2. Introductions

Chair Steele invited all in attendance to introduce themselves.

Also present:

Cheryl Braulik, City of American Canyon
Kerri Dorman, Town of Yountville
Philip Sales, Napa Valley Vine Trail

3. Public Comment

No public comment was received.

4. Committee Member and Staff Comments

Diana Meehan, NVTA - BikeFest is this Saturday, Bike to Work Day is Thursday, May 10th. NVTA is hosting an energizer station on Soscol Avenue. near Vallejo Street.

Tobias Barr, City of St. Helena - The City has two projects out for bid.

STANDING AGENDA ITEMS

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

Report by Danielle Schmitz.

- Provided an update on the Horizons vision exercise for Plan Bay Area 2050.
- Provided a report on the SCOOP (an informal carpooling app) presentation.
- Reviewed the SB 1 Bay Area projects results
- Active Transportation Cycle 4 Workshop will be held at NVTa on June 1st at 1 p.m.

5.2 Project Monitoring Funding Programs* (Alberto Esqueda)

Alberto Esqueda reviewed the changes to the Project Monitoring spreadsheets.

5.3 Caltrans' Report* (Ahmad Rahimi)

No report - Ahmad Rahimi was unable to attend the meeting.

5.4 Vine Trail Update (Erica Ahmann Smithies)

Report by Philip Sales.

- The business that had applied to build on the Vine Trail Vallejo segment withdrew its application.
- Engineering meeting next Monday.
- The St. Helena to Calistoga segment route has been slightly revised.

5.5 Transit Update (Matthew Wilcox)

Report by Rebecca Schenck.

- Vine transit is free for everyone during BottleRock.
- Working on renewing the shuttle service contracts for City of American Canyon, Town of Yountville, City of St. Helena and the City of Calistoga.

6. CONSENT AGENDA

6.1 Meeting Minutes of April 5, 2018 Technical Advisory Committee Meeting (Kathy Alexander) (Pages 7-14)

Member Whan noted that the last sentence of the minutes on page 9 of the packet should read "center line miles" instead of "center lane miles".

MOTION by WHAN, SECOND by ARIAS to approve the minutes as presented. Motion passed with the following vote:

Aye: 7 - Chairperson Steele, Member Kim, Member Whan, Member Tagliaboschi, Member Clark, Member Arias and Member Weir

Absent: 4 - Member Cooper, Member Ayers, Vice Chair Ahmann Smithies and Member Hartwig

Abstain: 1 - Barr

Aye: 7 - Chairperson Steele, Member Kim, Member Whan, Member Tagliaboschi, Member Clark, Member Arias and Member Weir

Absent: 4 - Member Cooper, Member Ayers, Vice Chair Ahmann Smithies and Member Hartwig

Abstain: 1 - Barr

7. REGULAR AGENDA ITEMS

7.1 Transportation Fund for Clean Air (TFCA) Fiscal Year End (FYE) 2019-2021 Program of Projects (Diana Meehan) (Pages 15-43)

Report by Diana Meehan.

- Reviewed the TFCA application Call for Projects process
- Reviewed the two applications received, both submitted by NVTa - the Imola Park and Ride project and the Napa Valley Vine Trail Calistoga to St. Helena segment.

MOTION by ARIAS, SECOND by TAGLIABOSCHI to recommend the TFCA Project list as presented to the NVTa Board of Directors. Motion passed unanimously.

7.2 Community Based Transportation Plan (CBTP) Process Timeline (Shaveta Sharma) (Pages 44-56)

Report by Shaveta Sharma.

- Reviewed the CBTP Scope of Work and Timeline.
- Identified Communities of Concern (COC) are the City of Calistoga (the city is one census tract), and three census tracts in the City of Napa. Ms. Sharma will send the COC census tract information to the TAC.
- Requested input from the TAC for the Scope of Work and Timeline.

Member Whan provided the following suggestions:

On the Scope of Work, third bullet, after "...and review with" add "local jurisdictions and" so that it reads:

"Gather existing, available information about Napa Valley transportation services, employment, schools, and neighborhoods, and review with the local jurisdictions and steering committee to identify data gaps and research questions." The City of Napa would like to identify any gaps prior to releasing the information to the public.

On the fourth bullet, at the end of the sentence, add "after having vetted them with local jurisdictions". So that it reads: "Establish what constitutes an eligible project and include specific projects in the plan after having vetted them with local jurisdictions."

Member Kim echoed Member Whan's requests that the jurisdictions review the information before it is released to the public.

7.3 Comprehensive Operational Analysis (COA) Identified Needs (Matthew Wilcox) (Pages 57-63)

Report by Rebecca Schenck.

Ms. Schenck provided a presentation on the Comprehensive Operations Analysis (COA) Needs Assessment and invited comments from the TAC.

Member Clark inquired if future developments were taken into consideration and how often the assessment is completed.

Ms. Schenck confirmed that staff obtained lists of future developments during the COA process and included that information in their analysis. The COA is performed every five years, however, some adjustments can be made in the interim.

7.4 Legislative Update* (Kate Miller)

Kate Miller reviewed the Legislative Update report.

7.5 May 16, 2018 NVTA Board Meeting Draft Agenda* (Kate Miller)

Kate Miller reviewed the May 16, 2018 NVTA Board meeting agenda.

8. FUTURE AGENDA ITEMS

Transportation Development Act Article 3 (TDA 3) Project List

9. ADJOURNMENT

9.1 Approval of Next Regular Meeting Date of June 7, 2018 and Adjournment.

Meeting adjourned at 2:56 p.m.