

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

625 Burnell Street  
Napa, CA 94559

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Wednesday, November 14, 2018

1:30 PM

NVTB Conference Room

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**1. Call to Order**

Chair Canning called the meeting to order at 1:32 p.m.

**2. Pledge of Allegiance**

Chair Canning 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  
Kerri Dorman  
Belia Ramos  
Beth Kahiga  
Peter White  
Doris Gentry

**4. Adoption of the Agenda**

Motion MOVED by GARCIA, SECONDED by JOSEPH to APPROVE adoption of the agenda. Motion carried by the following vote:

Absent: 8 - White, Pedroza, and Gentry

**5. Public Comment**

None

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

### **MTC Commissioners' Update**

In Commissioner Pedroza's absence, Kate Miller, NVTA Executive Director, reported on recent MTC activities.

### **Chairperson's Update**

Chris Canning:

- Announced that the 23rd Annual Calistoga Tractor Parade will be held December 1st and that Lincoln Avenue will be closed.
- Announced that the Lincoln Avenue Bridge construction project will be completed by the Tractor Parade.

### **Board Members' Update**

Belia Ramos

- Requested more information on regulations/expectations/explanations for loading electric bikes and scooters onto the [Vine] buses.

Chair Canning presented a plaque of appreciation to Peter White, who was absent, for his years of service as an NVTA Board Member.

[Member Pedroza in attendance]

## **7. Director's Update**

Kate Miller, Executive Director

- Reported that Proposition 6 failed. Almost 63% of the Napa voters and 53% of statewide voters rejected Proposition 6.

## **8. Caltrans' Update**

No oral report was provided by Caltrans, however, the November 2018 Caltrans reporting memo was provided for review in the handout packet.

Steve Lederer, County of Napa Public Works, reported on county issues caused by not being notified by Caltrans of road/lane closures for maintenance purposes. The County Public Works and NVTA staff will work with Caltrans to ensure road/lane closure issues do not occur in the future.

## **9. CONSENT AGENDA ITEMS (9.1 - 9.4)**

Motion MOVED by GARCIA, SECONDED by JOSEPH to APPROVE Consent Items 9.1-9.4. Motion carried by the following vote:

**Aye:** 18 - Garcia, Galbraith, Barnes, Canning, Techel, Pedroza, Joseph, Dunbar, Dorman, and Ramos

**Absent:** 6 - White, and Gentry

**9.1 Meeting Minutes of October 17, 2018 (Karrie Sanderlin) (Pages 9-12)**

Attachments: [Meeting Minutes](#)

Board action approved the meeting minutes of October 17, 2018.

**9.2 Resolution No. 18-22 Setting the Regular Meeting Time, Place, and Schedule of the Napa Valley Transportation Authority (NVTA) Governing Board, the Technical Advisory Committee (TAC), the Paratransit Coordinating Council (PCC), the Citizen Advisory Committee (CAC), and the Active Transportation Advisory Committee (ATAC) for Calendar Year (CY) 2019 (Karrie Sanderlin) (Pages 13-23)**

Attachments: [Staff Report](#)

Board action approved Resolution No. 18-22 setting the regular meeting time, place, and schedule for the NVTA, TAC, PCC, CAC, and ATAC for calendar year 2019.

**9.3 Approval of Amendment No. 1 to Napa Valley Transportation Authority (NVTA) Agreement No. 15-31 with Platinum Advisors, LLC (Kate Miller) (Pages 24-27)**

Attachments: [Staff Report](#)

Board action approved the First Amendment to NVTA Agreement No. 15-31 with Platinum Advisors, LLC, and authorize the Executive Director, or designee, to execute the agreement, exercising the one (1) extension option, for state legislative advocacy services in an amount not to exceed \$32,400.

**9.4 Approval of (1) First Amendment to Napa Valley Transportation Authority Agreement No. 14-18 with Clean Energy, (2) Second Amendment to Napa Valley Authority Agreement No. 14-19 with Hunt & Sons Inc., and (3) First Amendment to Napa Valley Transportation Authority Agreement No. 14-20 with Napa Valley Petroleum Inc. (Antonio Onorato) (Pages 28-35)**

Attachments: [Staff Report](#)

Board action approved a one-year contract term extension for fueling services and authorized the Executive Director, or designee, to execute and make minor modifications to (1) First Amendment to NVTA Agreement No. 14-18 with Clean Energy, (2) Second Amendment to NVTA Agreement No. 14-19 with Hunt & Sons Inc., and (3) First Amendment to NVTA Agreement No. 14-20 with Napa Valley Petroleum Inc.

**10. REGULAR AGENDA ITEMS**

**10.1 Regional Measure 3 (RM 3) Program Priorities (Danielle Schmitz) (Pages 36-41)**

Attachments: [Staff Report](#)

Board action approved the RM 3 Program Priorities List.

Motion MOVED by GALBRAITH, SECONDED BY JOSEPH to APPROVE the Regional Measure 3 Project Priorities [as provided in the staff report]. Motion carried by the following vote:

**Aye:** 18 - Garcia, Galbraith, Barnes, Canning, Techel, Pedroza, Joseph, Dunbar, Dorman, and Ramos

**Absent:** 6 - White, and Gentry

**10.2 Project Work Order E-09 to NVTA Agreement No. 18-21 with GHD for Work Associated with the Imola Avenue Complete Streets Corridor Improvement Plan (Diana Meehan) (Pages 42-80)**

Attachments: [Staff Report](#)

Board action approved the revised Work Authorization No. E-09 with GHD, as provided in the meeting handout packet, for on-call Architect/Engineering & Project delivery services for the Imola Avenue Complete Streets Corridor Improvement Plan.

Motion MOVED by TECHEL, SECONDED by GARCIA to APPROVED authorizing the Executive Director, or designee, to execute and make minor modifications to the revised Work Authorization No. E-09 with GHD, as provided in Item 3 of the meeting handout packet, for the Imola Avenue Complete Streets Corridor Improvement Plan in an amount not to exceed \$282,390. Motion carried by the following vote:

**Aye:** 18 - Garcia, Galbraith, Barnes, Canning, Techel, Pedroza, Joseph, Dunbar, Dorman, and Ramos

**Absent:** 6 - White, and Gentry

**10.3 Napa Valley Transportation Authority (NVTA) First Quarter (Q1) Fiscal Year (FY) 2018-19 Financial Statements, 5-Year Forecast and Delegated Authority Matrix (Justin Paniagua) (Pages 81-86)**

Attachments: [Staff Report](#)

Information Only / No Action Taken

The Board received the financial performance compared to budget for the first quarter of FY 2018-19 and 5-year financial forecast.

#### **10.4 2019 Federal and State Legislative Advocacy Program and Project Priorities and Legislative and State Bill Matrix Update (Kate Miller) (Pages 87-102)**

Attachments: [Staff Report](#)

Staff reviewed the 2019 Federal and State Legislative Programs and Project Priorities as outlined in Attachment 1.

The Board received the State Legislative update from Steve Wallauch, Platinum Advisors.

Motion MOVED by JOSEPH, SECONDED by BARNES to APPROVE the 2019 Federal and State Legislative Advocacy Programs and Projects Priorities. Motion carried by the following vote:

**Aye:** 18 - Garcia, Galbraith, Barnes, Canning, Techel, Pedroza, Joseph, Dunbar, Dorman, and Ramos

**Absent:** 6 - White, and Gentry

#### **11. FUTURE AGENDA ITEMS**

None

#### **12. CLOSED SESSION**

DeeAnne Gillick, 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 2:22 p.m.

##### **12.1 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Pursuant to Government Code section 54956.9(d)(1):

Martha Carter vs. City of Vallejo et al.

Solano County Superior Court Case No. FC S050056

##### **12.2 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Pursuant to Government Code section 54956.9(d)(1):

Margaret Erks vs. Matthew Galles, NVTA, et al.

Napa Superior Court Case No. 18CV000980

**12.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (Government Code Section 54957(B)(1))

Title: Executive Director

Re-Convened to Open Session at 2:43 p.m.

DeeAnne Gillick, NVTA Legal Counsel, reported that there were no reportable action taken during closes session.

**13. ADJOURNMENT**

**13.1 Approval to Cancel the Meeting of December 19, 2018 and Adjournment. The Next Regular Meeting is Wednesday, January 16, 2019 at 1:30 p.m.**

Motion MOVED by GARCIA, SECONDED by DUNBAR to APPROVE canceling the meeting of December 18, 2019 and adjournment. The next regular meeting will be held Wednesday, January 16, 2019 at 1:30 p.m. Motion carried by the following vote

**Aye:** 18 - Garcia, Galbraith, Barnes, Canning, Techel, Pedroza, Joseph, Dunbar, Dorman, and Ramos

**Absent:** 6 - White, and Gentry

*Karalyn E. Sanderlin (e-sign) January 17, 2019*

Karalyn E. Sanderlin, NVTA Board Secretary