

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

625 Burnell Street
Napa, CA 94559

Wednesday, January 16, 2019

1:30 PM

NVTA Conference Room

1. Call to Order

Chair Canning called the meeting to order at 2:10 p.m.

2. Pledge of Allegiance

Chair Canning led the Pledge of Allegiance.

3. Roll Call

Attendance was confirmed [from the NVTA-TA meeting] with the addition of Beth Kahiga.

Leon Garcia
Chris Canning
Jill Techel
Alfredo Pedroza
Paul Dohring
Mark Joseph
Doris Gentry
Kerri Dorman
Belia Ramos
Beth Kahiga
John F. Dunbar
Geoff Ellsworth
Gary Kraus

4. Adoption of the Agenda

Motion MOVED by GARCIA, SECONDED by DOHRING to APPROVE adoption of the agenda.

Motion carried by the following vote.

Aye: 21 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Gentry, Dorman, and Ramos

Absent: 3 - Dunbar, Ellsworth, and Kraus

5. Public Comment

None

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

MTC Commissioners' Update

Alfredo Pedroza reported on recent MTC activities.

ABAG Update

Leon Garcia reported on recent ABAG activities.

7. Director's Update

Kate Miller, Executive Director

- Reported that staff will be providing a comprehensive review of the CASA compact at the February meeting.
- Reported that most agencies within the department of DOT are affected by the federal government partial shutdown. As the FTA [Federal Transit Administration] is one of the agencies affected by the federal government partial shutdown, all FTA reimbursements and approvals have stopped. NVTA operating funds (5307) have been drawn down for the year. However, if pending capital grant approvals associated Imola P&R project is not formally approved, NVTA will not be able to award the design contract that is currently out to bid. Also, NVTA has not received formal notification of approval on the federal categorical exemption for the maintenance facility environmental phase.
- Reported that Bus 163 which is an ARBOC (smaller vehicle) caught fire at the intersection of Foster and Imola yesterday around noon. No injuries were sustained but the bus is a total loss. The fire started in the engine compartment and is still being investigated. Given the agency's severe shortage of buses, staff will be meeting to identify short term affordable alternatives to bring additional vehicles into the county.

8. Caltrans' Update

No oral report was provided by Caltrans, however, the January 2019 Caltrans reporting memo was provided for review in the meeting handout packet.

9. CONSENT AGENDA ITEMS (9.1 - 9.4)

At the request of staff, Item 9.2 was pulled from the agenda and will be brought back for approval at a future date.

Motion **MOVED** by DOHRING, **SECONDED** by JOSEPH to **APPROVE** Consent Items 9.1, 9.3-9.4.
Motion carried by the following vote:

Aye: 21 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Gentry, Dorman, and Ramos

Absent: 3 - Dunbar, Ellsworth, and Kraus

9.1 Meeting Minutes of November 16, 2018 (Karrie Sanderlin) (Pages 10-15)

Attachments: [Draft Minutes](#)

Board action approved the meeting minutes of November 16, 2018.

9.2 Second Amendment to Napa Valley Transportation Authority (NVTA) Agreement No. 17-07 with DoubleMap Incorporated (Matthew Wilcox) (Pages 16-27)

Attachments: [Staff Report](#)

Item pulled from the agenda and will be brought back for approval at a future date.

9.3 Approval of Resolution No. 19-01 Adopting the Revised Napa Valley Transportation Authority (NVTB) Title VI Program Policy for Fiscal Years 2017-2019 (Rebecca Schenck) (Pages 28-93)

Attachments: [Staff Report](#)

Board action approved the revised Title VI Program Policy for FY 2017-2019.

9.4 Active Transportation Advisory Committee (ATAC) Member Appointment (Diana Meehan) (Pages 94-100)

Attachments: [Staff Report](#)

Board action approved the appointment of Frances Knapczyk as representative for the City of Napa to the ATAC.

10. REGULAR AGENDA ITEMS

10.1 Annual Financial Statement with Independent Auditor's Report for the Years Ended June 30, 2018 and 2017 and Single Audit Report of Uniform Guidance (Antonio Onorato) (Pages 101-195)

Attachments: [Staff Report](#)

Staff reviewed the annual audit reports. The audit did not identify any deficiencies in internal controls and no findings or recommendations were noted.

Motion MOVED by GARCIA, SECONDED by RAMOS to (1) Accept and file the Financial Statements with Independent Auditor's Report for Fiscal Years Ending June 30, 2018 and 2017 and the NVTB Single Audit Report of the Uniform Guidance (formerly Office of Management and Budget (OMB) Circular A-133) for the Year Ended June 30, 2018; and (2) Return an allocation surplus of \$1,598,602 to the Local Transportation Fund (LTF) Trust Fund administered by the Metropolitan Transportation Commission. Motion carried by the following vote:

Aye: 21 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Gentry, Dorman, and Ramos

Absent: 3 - Dunbar, Ellsworth, and Kraus

10.2 Vine Service Update (Matthew Wilcox) (Pages 196-218)

Attachments: [Staff Report](#)

Information Only / No Action Taken

The Board received information on the state of the operations for Vine Transit Services.

10.3 State Legislative Update and State Bill Matrix (Kate Miller) (Pages 219-226)

Attachments: [Staff Report](#)

The Board received the State Legislative update and took the following action on the recommended proposed legislation included in the State Bill Matrix.

Motion MOVED by JOSEPH, SECONDED by GARCIA to APPROVE a Watch Position on AB 11 (Chiu D), SB 5 (Beal D) and SB 50 (Wiener D). Motion carried by the following vote:

Aye: 21 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Gentry, Dorman, and Ramos

Absent: 3 - Dunbar, Ellsworth, and Kraus

Motion MOVED by DOHRING, SECONDED by JOSEPH to APPROVE, with GENTRY OPPOSED, a Support Position, on ACA 1 (Aguilar-Curry D). Motion carried by the following vote:

Aye: 16 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dorman, and Ramos

Nay: 5 - Gentry

Absent: 3 - Dunbar, Ellsworth, and Kraus

Absent: 3 - Dunbar, Ellsworth, and Kraus

11. FUTURE AGENDA ITEMS

None

12. CLOSED SESSION

Chair Canning announced that Item 12.2 was being pulled from closed session and will be brought back at a later date.

DeeAnne Gillick, NVTA Legal Counsel announced that the Board would be adjourning to closed session for the items noted on the agenda and on the special meeting agenda, and that no reportable action is expected.

Adjourned to Closed Session at 3:10 p.m.

12.1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)

Property: APN 020-180-046

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Silver Oak Wine Cellars, LLC

Under Negotiation: Price and Terms

Property: APN 020-320-016

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: PD Properties LLC

Under Negotiation: Price and Terms

Property: APN 020-282-001

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Tucker Farm Center Corp.

Under Negotiation: Price and Terms

Property: APN's 022-010-007, 022-240-001, 022-034-005, and 022-010-006

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: State of California

Under Negotiation: Price and Terms

Property: APN's 022-010-034, 022-220-025, and 022-200-002

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Vineyard 29, LLC

Under Negotiation: Price and Terms

Property: APN 022-010-017

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: 3414 Mill Creek, LLC

Under Negotiation: Price and Terms

Property: APN's 022-240-010 and 022-240-013

Agency Negotiator: Kate Miller, Executive Director

Negotiating Parties: William Laurence Turley & Suzanne Chambers

Under Negotiation: Price and Terms

Property: APN 022-100-030

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: De Coninck Vineyards, Ca Corp.

Under Negotiation: Price and Terms

Property: APN's 022-100-008, 022-100-026, and 022-100-027

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: New Vavin, Inc.

Under Negotiation: Price and Terms

Property: APN 022-100-010

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Sutter Home Winery, Inc.

Under Negotiation: Price and Terms

Property: APN 022-130-011

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: David Smith et al

Under Negotiation: Price and Terms

Property: APN 022-220-024

Agency Negotiator: Kate Miller, Executive Director

Negotiating Parties: John D. Murphy & Paula L. Key

Under Negotiation: Price and Terms

Property: APN 022-200-008

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Markham Vineyards

Under Negotiation: Price and Terms

Property: APN's 022-200-016 and 009-010-022

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: C. Mondavi & Sons

Under Negotiation: Price and Terms

Property: APN 022-200-013

Agency Negotiator: Kate Miller, Executive Director

Negotiating Party: Culinary Institute of America

Under Negotiation: Price and Terms

Property: APN 009-010-026

Agency Negotiator: Kate Miller, Executive Director

Negotiating Parties: Treasury Wine Estates Americas Company

Under Negotiation: Price and Terms

This Closed Session was no reportable action.

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

Title: Executive Director

This Closed Session was withdrawn.

Re-Convened to Open Session at 3:41 p.m.

Chair Canning reported that there was no reportable action associated with the closed session items.

13. ADJOURNMENT

13.1 Approval of Next Regular Meeting of Wednesday, February 20, 2019 and Adjournment.

The next regular meeting will be held on Wednesday, February 20, 2019 at 1:30 p.m.

Chair Canning adjourned the meeting at 3:41 p.m.

Karalyn E. Sanderlin (esign) February 27, 2019
Karalyn E. Sanderlin, NVTA Board Secretary