

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

625 Burnell Street
Napa, CA 94559

Wednesday, March 20, 2019

1:30 PM

NVTB Conference Room

1. Call to Order

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

2. Pledge of Allegiance

Vice Chair Pedroza led the Pledge of Allegiance.

3. Roll Call

Leon Garcia
Jill Techel
Alfredo Pedroza
Paul Dohring
Mark Joseph
John F. Dunbar
Ryan Gregory
Geoff Ellsworth
Liz Alessio
Gary Kraus
Beth Kahiga
Chris Canning
Kerri Dorman

4. Adoption of the Agenda

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

Aye: 22 - Garcia, Techel, Pedroza, Dohring, Joseph, Dunbar, Gregory, Ellsworth, Alessio, and Kraus

Absent: 2 - Canning, and Dorman

5. Public Comment

None

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

MTC Commissioner's Update

Alfredo Pedroza reported on recent MTC activities.

7. Director's Update

Kate Miller, Executive Director

- Reported that State Route (SR) 37 will be closed for road repair on [Saturday] March 23rd at 7:00 p.m. until [Sunday] March 24th at 10:00 a.m.

8. Caltrans' Update

Kelly Hirschberg, Caltrans, provided a presentation on the Caltrans Strom Responses to the State Route 37 floodings that occurred in February and March and an update on the status of various projects located in the county.

9. CONSENT AGENDA ITEMS (9.1 - 9.5)

Motion MOVED by JOSEPH, SECONDED by GARCIA to APPROVE Consent Items 9.1 - 9.5. Motion carried by the following vote:

Aye: 22 - Garcia, Techel, Pedroza, Dohring, Joseph, Dunbar, Gregory, Ellsworth, Alessio, and Kraus

Absent: 2 - Canning, and Dorman

9.1 Meeting Minutes of February 20, 2019 (Karrie Sanderlin) (Pages 10-18)

Attachments: [Draft Minutes](#)

Board action approved the meeting minutes of February 20, 2019.

9.2 Resolution No. 19-04 Amending the Bylaws of the Active Transportation Advisory Committee (ATAC) (Diana Meehan) (Pages 19-30)

Attachments: [Staff Report](#)

Board action approved Resolution No. 19-04 amending the ATAC Bylaws.

9.3 Revised Resolution No. 19-03 Transportation Fund for Clean Air (TFCA) Program Manager Expenditure Plan for Fiscal Year End (FYE) 2020 (Diana Meehan) (Pages 31-50)

Attachments: [Staff Report](#)

Board action approve the revised Resolution No. 19-03 Fiscal Year Ending (FYE) 2020 TFCA Program Manager Expenditure Plan to reflect the updated amount available for projects from \$248,966 to \$239,883.

9.4 Resolution No. 19-05 Approving the Lifeline Transportation Program Cycle 5 Project Funds for Fiscal Year (FY) 2016-17 and 2017-18 for the Imola Avenue Park and Ride Improvement Project (Danielle Schmitz) (Pages 51-57)

Attachments: [Staff Report](#)

MTC recently provided revised and final fund amounts for the Lifeline program. The STA funds in FY 2017-18 increased by \$20,911. Staff recommended that the additional funding be allocated to the Imola Avenue Park and Ride project. Board action approved Resolution No. 19-05 approving the Lifeline Transportation Program Cycle 5 Project Funds for FY 2016-17 and FY 2017-18 for the Imola Avenue Park and Ride Improvement Project.

9.5 Resolution No. 19-06 Authorization to Convey Fee Simple Interest in Real Property Identified as Assessor Parcel Number 007-120-011 and Portions of Solano Avenue and Trower Avenue by Quitclaim Deed to the City of Napa (Rebecca Schenck) (Pages 58-70)

Attachments: [Staff Report](#)

Board action approve Resolution No. 19-06 Authorization to Convey Fee Simple Interest in Real Property Identified as Assessor Parcel Number 007-120-011 and Portions of Solano Avenue and Trower Avenue by Quitclaim Deed to the City of Napa and authorize the Executive Director to execute and take all actions necessary to quitclaim deed portions of APN 007-120-011 and portions of Solano Ave and Trower Ave to the City of Napa.

10. PUBLIC HEARING (TIME CERTAIN 1:40 P.M.)

10.1 Public Hearing and Approval of Phase I Implementing Revisions to the Vine Regional and Express Service (Matthew Wilcox) (Pages 71-102)

Attachments: [Staff Report](#)

Vice Chair Pedroza opened the Public Hearing at 1:53 p.m.

Staff reviewed Phase I implementing revisions to the Vine Regional and Express bus service.

Being no public Vice Chair Pedroza closed the Public Hearing at 2:33 p.m.

Motion MOVED by GARCIA, SECONDED by JOSEPH to APPROVE, with DUNBAR OPPOSING the revisions to the Yountville service only, Phase I implementing revisions to the Vine Regional and Express Services effective April 28, 2019. Motion carried by the following vote:

Aye: 21 - Garcia, Techel, Pedroza, Dohring, Joseph, Gregory, Ellsworth, Alessio, and Kraus

Nay: 1 - Dunbar

Absent: 2 - Canning, and Dorman

11. REGULAR AGENDA ITEMS

11.1 Financing Options and Funding Alternatives for the Vine Transit Maintenance Facility (Kate Miller) *(Pages 103-107)*

Attachments: [Staff Report](#)

Staff reviewed additional funding packages for the Vine Transit Maintenance Facility project.

Public comment was provided by Jason Holley, City Manager, City of American Canyon. Mr. Holley stated that the City of American Canyon opposes using highway funds to support the project. Further, Mr. Holley encouraged consulting the [NVTA] Technical Advisory Committee (TAC) for their recommendations/information on the cost, design, and value engineering of the project.

Motion MOVED by JOSEPH, SECONDED by TECHEL to APPROVE (1) directing staff to proceed with the funding package process while pursuing and securing other funding sources, (2) establishing a sub-committee comprised of Board members and NVTA staff to continue the [funding source] discussion and to review the funding package, project design and value engineering, and (3) that the funding package for the Vine Transit Maintenance Facility project be brought back in September for final Board consideration of financing the project. Motion carried by the following vote:

Aye: 22 - Garcia, Techel, Pedroza, Dohring, Joseph, Dunbar, Gregory, Ellsworth, Alessio, and Kraus

Absent: 2 - Canning, and Dorman

11.2 Project Work Order E-10 to NVTA Agreement No. 18-20 with Kimley-Horn for Work Associated with the Imola Avenue Park and Ride and State Route (SR) 29 Express Bus Improvements (Alberto Esqueda) *(Pages 108-233)*

Attachments: [Staff Report](#)

Board action approved an agreement with Kimley-Horn and Associates for the Imola Avenue Park and Ride Environmental Design.

Motion MOVED by DOHRING, SECONDED by GARCIA to APPROVE authorizing the Executive Director, or designee, to execute and make minor modifications to Work Authorization No. E-10 to NVTA Agreement No. 18-20 with Kimley-Horn and Associates for the Imola Avenue Park and Ride Environmental Design in an amount not to exceed \$441,100. Motion carried by the following vote:

Aye: 22 - Garcia, Techel, Pedroza, Dohring, Joseph, Dunbar, Gregory, Ellsworth, Alessio, and Kraus

Absent: 2 - Canning, and Dorman

11.3 Authorization to (1) Execute a Cooperative Agreement with Caltrans for the State Route 29 American Canyon Corridor Improvements and (2) to Execute the State Route 29 Comprehensive Multimodal Corridor and Project Initiation Document Funding Agreement with City of American Canyon (Rebecca Schenck) (Pages 234-275)

Attachments: [Staff Report](#)

Board action approved the cooperative agreement with Caltrans and the American Canyon funding agreement associated with the State Route 29 Comprehensive Multimodal Corridor Plan.

Public Comment was provided by Jason Holley, City Manager, City of American Canyon. Mr. Holley stated that the City of American Canyon supports the project.

Motion MOVED by GARCIA, SECONDED by JOSEPH to APPROVE authorizing the Executive Director, or designee, to execute and make minor modifications to a Cooperative Agreement with Caltrans for the State Route (SR) 29 American Canyon Corridor Improvements as well as the SR 29 Comprehensive Multimodal Corridor and Project Initiation Document (PID) Funding Agreement with American Canyon. Motion carried by the following vote:

Aye: 22 - Garcia, Techel, Pedroza, Dohring, Joseph, Dunbar, Gregory, Ellsworth, Alessio, and Kraus

Absent: 2 - Canning, and Dorman

11.4 Vine Transit Update (Matthew Wilcox) (Pages 276-282)

Attachments: [Staff Report](#)

Information Only / No Action Taken

The Board received the Vine Transit Services Fiscal Year 2018-19 second quarter operational performance.

11.5 Approval of (1) Purchase Order No. 19-1004 with Swiftly for a Real-Time Passenger Information and Transit Analytics Platform, and (2) Resolution No. 19-07 Amending the Biennial Fiscal Year (FY) 2018-19 and Fiscal Year (FY) 2019-20 Budget (Matthew Wilcox) (Pages 283-350)

Attachments: [Staff Report](#)

NVTA staff has limited scheduling tools to ensure bus running times are consistent with Vine schedules and to reflect real time data in a way that is customer-friendly and accurate. Swiftly provides a platform that allows passengers to view accurate real-time data that would give NVTA planning staff multilevel analytics to refine issues with the Vine schedules. Staff estimates that the cost of the software will be offset by roughly \$50,000-75,000 in cost savings annually in efficiencies associated with schedule slack.

Motion MOVED by GREGORY, SECONDED by ALESSIO to (1) authorize the Executive Director, or designee, to execute and make minor modifications to Purchase Order No. 19-1004 with Swiftly to provide real-time information portal for passengers and analytical platform to improve the Vine's on-time performance. The contract term will be for one (1) year with an optional two (2) one (1) year renewal based on NVTA's satisfaction with the product. The total contract cost will be \$48,864 for the first year and \$47,664 for each of two additional year options; and (2) approve Resolution No. 19-07 amending the biennial FY 2018-19 and FY 2019-20 budget to increase appropriations by \$114,410. Motion carried by the following vote:

Aye: 22 - Garcia, Techel, Pedroza, Dohring, Joseph, Dunbar, Gregory, Ellsworth, Alessio, and Kraus

Absent: 2 - Canning, and Dorman

11.6 State Legislative Update and State Bill Matrix (Kate Miller) (Pages 351-360)

Attachments: [Staff Report](#)

Kate Miller, NVTA Executive Director, reported that that MTC [Metropolitan Transportation Commission] elected Scott Haggerty, representing Alameda County, as chair and appointed Director Pedroza as vice chair of the commission.

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

Motion MOVED by DUNBAR, SECONDED by GREGORY to APPROVE (1) a Watch Position on AB 314 (Bonta D) and AB 659 (Mullin D), and (2) a Support Position on SB 336 (Dodd D). Motion carried by the following vote:

Aye: 22 - Garcia, Techel, Pedroza, Dohring, Joseph, Dunbar, Gregory, Ellsworth, Alessio, and Kraus

Absent: 2 - Canning, and Dorman

12. FUTURE AGENDA ITEMS

None

13. ADJOURNMENT**13.1 Approval of Next Regular Meeting of April 17, 2019 and Adjournment.**

The next regular meeting will be held on Wednesday, April 17, 2019 at 1:30 p.m.

Vice Chair Pedroza adjourned the meeting at 4:12 p.m.

Karalyn E. Sanderlin (e-sign) April 18, 2019

Karalyn E. Sanderlin, NVTB Board Secretary