

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

625 Burnell Street
Napa, CA 94559

Wednesday, May 20, 2020

1:00 PM MEETING LOCATION: REFER TO COVID-19 SPECIAL NOTICE

1. Call to Order

Chair Canning called the meeting to order at 1:59 p.m.

2. Roll Call

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

3. Pledge of Allegiance

The Pledge of Allegiance was recited at the preceding NVTB-TA meeting.

4. Adoption of the Agenda

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

Aye: 24 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, and Kraus

5. Public Comment - Please refer to the COVID-19 Special Notice for Public Comment Guidelines

None

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

MTC Commissioners Update

Alfredo Pedroza provided an update of recent MTC activities.

ABAG Update

Leon Garcia provided an update of recent ABAG activities.

7. Director's Update

- Introduced NVTA's new Financial Analyst, Roxanna Moradi.
- Introduced NVTA's new Communications Officer, Robin Craig.
- Reported that Vine ridership has continued to decline across the system in reaction to the COVID-19 crisis and related Shelter at Home orders affecting Napa County. The steepest drops occurred in Demand Response, which declined 89% year over year between April 2019 and April 2020, including Vine GO paratransit trips. Overall, Fixed Route declined 63% in the same period, while commuter routes including Routes 21 and 29 declining the least at 46%. This decline compares to the 80-90% drops in ridership among other system in the central Bay Area.
- Reported that on April 27th, NVTA introduced a local On Demand service for the City of Napa Routes (replacing fixed routes A-H). Instead of waiting for scheduled departures, customers can call or use the Ride the Vine mobile application to request a trip between any two bus stops in the City. On average 118 riders per day completed trips over the first two weeks of service, totaling 1,421 passengers. Under the current lower level of demand, the average response time has been just 7 minutes 17 seconds and many riders are enjoying shorter trips overall with an average on board ride times under 9 minutes.
- Announced that face masks are now required for everyone on all transit vehicles and all NVTA's facilities.

8. Caltrans' Update

Caltrans provided no oral report. The May 2020 Caltrans reporting memo was provided for review in the meeting handout packet.

9. PUBLIC HEARING (TIME CERTAIN 1:30 P.M.)

9.1 Public Hearing and Approval of Resolution No. 20-06 Adopting the Napa Valley Transportation Authority's (NVTA's) Biennial Budget for Fiscal Years (FY) 2020-21 and 2021-22 (Antonio Onorato) (Pages 9-29)

Attachments: [Staff Report](#)

Chair Canning opened the Public Hearing at 2:17 p.m.

Staff reviewed the NVTA biennial budgets for Fiscal Year's 2020-21 and 2021-22.

Public Comment was provided by:
Justin Hole, City of Napa resident.

Chair Canning closed the Public Hearing at 2:50 p.m.

Motion MOVED by KRAUS, SECONDED by DOHRING to APPROVE Resolution No. 20-06 adopting (1) FY 2020-21 (FY21) NVTA annual operating budget of \$31,119,900; capital budget of \$9,789,200, and depreciation budget of \$3,062,000 for a total amount of \$43,971,100, and approve FY 2020-21 appropriations limit of \$43,971,000, and (2) the FY 2021-22 (FY22) NVTA annual operating of \$15,481,700; capital budget of \$0, and a depreciation budget of \$3,062,000 for a total amount of \$18,543,700, and approve FY 2021-22 appropriations limit of \$18,543,700. Motion carried by the following roll call vote:

Aye: 24 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, and Kraus

10. CONSENT AGENDA ITEMS (10.1 - 10.2)

Motion MOVED by TECHEL, SECONDED by DORHING to APPROVE Consent Items 10.1 - 10.2.

Motion carried by the following roll call vote:

Aye: 24 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, and Kraus

10.1 Approval of Meeting Minutes of April 15,2020 (Karrie Sanderlin) (Pages 30-34)

Attachments: [Draft Minutes](#)

Board action approved the meeting minutes of April 15, 2020.

10.2 Sub-Housing Incentive Pool (HIP) Program Submission of Letter of Intent for the Imola Park & Ride Project (Danielle Schmitz) (Pages 35-46)

Attachments: [Staff Report](#)

Board action approved the submittal of a Letter of Intent to the Metropolitan Transportation Commission (MTC) to use \$300,000 in Sub-Housing Incentive Pool (HIP) program funds on the Imola Park & Ride Project.

11. REGULAR AGENDA ITEMS**11.1 Chair and Vice Chair Nominating Committee for Fiscal Year (FY) 2020-21 (Karrie Sanderlin) (pages 47-48)**

Attachments: [Staff Report](#)

Board action appointed members Canning, Dunbar and Garcia to the Chair and Vice Chair Nominating Committee for FY 2020-21.

Motion MOVED by CANNING, SECONDED by PEDROZA to APPROVE the appointment of members Canning, Dunbar, and Garcia to the Chair and Vice Chair Nominating Committee for FY 2020-21.

Motion carried by the following roll call vote:

Aye: 24 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, and Kraus

11.2 Sub-Committee Appointments to Review Legal Services Request for Proposals (Kate Miller) (pages 49-50)

Attachments: [Staff Report](#)

Board action appointed members Dohring and Dorman to serve on an Ad Hoc Committee to review General Counsel Submittals in response to proposals and recommend a firm to NVTA Board for appointment to serve as NVTA and NVTA-TA General Counsel.

Motion MOVED by CANNING, SECONDED by RAMOS to APPROVE the appointment of members Dohring and Dorman to serve on an Ad Hoc Committee to review proposals and to recommend a candidate firm to serve as General Counsel to the NVTA and NVTA-TA Boards. Motion carried by the following roll call vote:

Aye: 24 - Garcia, Canning, Techel, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, and Kraus

11.3 Final State Route Comprehensive Multimodal Corridor Plan (SR 29 CMCP) (Rebecca Schenck) (Pages 51-185)

Attachments: [Staff Report](#)

Staff reviewed the final State Route 29 Comprehensive Multimodal Corridor Plan.

Public Comment

Patrick Band, Napa Bicycle Coalition, requested the following changes:

- Add a minor intersection improvement designation to the intersection at SR 29 and North Kelly Road.
- In the SR 29 Multimodal Improvements Section (Segment 2 Napa Junction Road to Paoli Loop and the Segment 3 South Kelly Road to Soscol Junction): Add language to indicate that as right-of-way (ROW) and funding allow, the Class II paths can be upgraded to Class I in these locations.

Motion MOVED by GARCIA, SECONDED by ALESSIO to APPROVE, adoption of the Final State Route 29 Comprehensive Multimodal Corridor Plan (SR 29 CMCP) as amended to include the above requested changes to the plan. Motion carried by the following roll call vote:

Aye: 19 - Garcia, Canning, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, and Kraus

Absent: 5 - Techel

11.4 Economic Outlook and Transportation Funding and Program Update (Kate Miller) (Pages 186-189)

Attachments: [Staff Report](#)

Information Only / No Action Taken

The Board received a report on the projected economic impacts to transportation revenues and programs associated with the COVID-19 stay at home order.

11.5 Legislative and State Bill Matrix Update (Kate Miller) (Pages 190-199)

Attachments: [Staff Report](#)

Information Only / No Action Taken

The Board received the State Legislative update and State Bill Matrix prepared by Platinum Advisors.

12. FUTURE AGENDA ITEMS

None

13. ADJOURNMENT**13.1 Approval of Next Regular Meeting of Wednesday, June 17, 2020 and Adjournment**

The next regular meeting is scheduled for Wednesday, June 17, 2020 at 1:30 p.m.

Chair Canning adjourned the meeting at 3:30 p.m.

Karalyn E. Sanderlin, NVTA Board Secretary