

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes Independent Taxpayer Oversight Committee

Wednesday, December 1, 2021

2:00 PM

REFER TO COVID-19 SPECIAL NOTICE

1. Call To Order

Chair Kindig called the meeting to order at 2:01pm.

2. Roll Call

Present: 6 - Pamela Kindig
Robert Peterson
Chuck McMinn
Kevin Alfaro
Valerie Zizack-Morais
Jill Barwick

Non-Voting: 1 - Kate Miller

3. Public Comment

None

4. Committee Member Comments

None

5. Staff Comments

None

6. PRESENTATIONS

Erica Smithies, Public Works Director at City of American Canyon presented current and upcoming projects.

6.1 Project Overview by Jurisdictions on Measure T Projects

7. CONSENT AGENDA

Chair Kindig opened the Consent Agenda for discussion. Staff made comments on Items 7.2 and 7.4 with highlights from staff report.

Motion **MOVED** by MCMINN, **SECONDED** by PETERSON to **APPROVE** Consent Items 7.1-7.4. The motion carried by the following vote:

Aye: 6 - Peterson, McMinn, Alfaro, Zizack-Morais, Barwick and Kindig

7.1 Meeting Minutes of June 2, 2021 (Laura Sanderlin) (Pages 7-9)

Attachments: [Draft Minutes](#)

7.2 Independent Taxpayer Oversight Committee Member Terms of Office (Laura Sanderlin) (Page 10)

Attachments: [Staff Report](#)

7.3 Independent Taxpayer Oversight Committee Meeting Schedule for Calendar Year (CY) 2022 (Laura Sanderlin) (Page 11-12)

Attachments: [Staff Report](#)

7.4 AB 361 Requirements for Remote Public Meetings (Laura Sanderlin) (Page 13)

Attachments: [Staff Report](#)

8. REGULAR AGENDA ITEMS

8.1 Executive Director's Report (Kate Miller) (Pages 14-19)

Attachments: [Staff Report](#)

Information Only/ No Action Taken

Director Miller reported:

- Overview of September 13 NVTA-TA Board retreat
- Vine Maintenance Facility Update and NVTA'S TIFIA Loan approval
- Imola Park and Ride Update
- Feedback from recent Public Outreach meetings regarding Napa Valley Forward SR 29 Intersection and SR 29 American Canyon improvement plans.
- Transportation Security Administration Mask mandate extension
- NVTA staffing update
- The Vine reduction in service and staffing update
- Blue Ribbon Task Force update
- Federal Stimulus funds update
- Plan Bay Area 2050 adoption
- State and Federal Legislative updates

8.2 Election of Chair and Vice-Chair for Calendar Year (CY) 2022 (Laura Sanderlin) (Page 20)

Attachments: [Staff Report](#)

Chair Kindig and Vice Chair McMinn volunteered to retain their positions for 2022.

Motion MOVED by ZIZACK-MORAIS, SECONDED by ALFARO to APPROVE the appointments of Member Kindig and Member McMinn as Chair and Vice Chair for 2022. Motion carried by the following roll call vote:

Aye: 6 - Peterson, McMinn, Alfaro, Zizack-Morais, Barwick and Kindig

- 8.3** Fiscal Year 2021-22 Year-To-Date Financial Update and April - June Sales Tax Update (Antonio Onorato) (Pages 21-34)

Attachments: [Staff Report](#)

Information Only / No Action Taken

Committee members requested to review the HDL report regularly.

- 8.4** Measure T Project Progress Reports: January 1, 2021-June 30, 2021 (Victoria Ortiz) (Pages 35-47)

Attachments: [Staff Report](#)

Information Only / No Action Taken

Vice Chair McMinn requested a report showing a collective equivalent fund tracker for all jurisdictions. A handout was presented by staff that will be distributed to the committee.

- 8.5** Measure T Policies and Procedures Update (Victoria Ortiz) (Pages 48-58)

Attachments: [Staff Report](#)

Information Only / No Action Taken

Committee members engaged in discussion of proposed changes.

9. FUTURE AGENDA ITEMS

- Presentations by Calistoga, Yountville and St. Helena
- Measure T Policies and Procedures Resolution
- Financial Audit

10. ADJOURNMENT

Chair Kindig adjourned the meeting at 3:15pm.

10.1 Approval of Next Regular Meeting Date of March 2, 2022 and Adjournment.

Laura Sanderlin

Laura Sanderlin, NVTA-TA Board Secretary