

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559

## Meeting Minutes

Wednesday, January 20, 2021  
1:30 PM

**REFER TO COVID-19 SPECIAL NOTICE**

### **NVTA Board of Directors**

\*\*\*\*\*COVID-19 SPECIAL NOTICE\*\*\*\*\*

#### PUBLIC MEETING GUIDELINES FOR PARTICIPATING VIA PHONE/VIDEO CONFERENCING

Consistent with Governor's Executive Orders No. N-25-20 and N-29-20 from the State of California and Napa County's workplace restrictions, the NVTA Board of Directors meeting will be held virtually. To maximize public safety while still maintaining transparency, members of the public are invited to participate at the noticed meeting time via the methods below, barring technical difficulties:

- 1) To join the meeting via Zoom video conference from your PC, Mac, iPad, iPhone or Android: go to <https://zoom.us/join> and enter meeting ID 997 5007 2830
- 2) To join the Zoom meeting by phone: dial 1-669-900-6833, enter meeting ID: 997 5007 2830 If asked for the participant ID or code, press #.
- 3) Watch live on YouTube: <https://www.youtube.com/channel/UCrjLcW9uRmA0EE6w-eKZyw?app=desktop>

Public Comments: Members of the public may comment on matters within the subject matter of the Board's jurisdiction that are not on the meeting agenda during the general public comment item at the beginning of the meeting. Comments related to a specific item on the agenda must be reserved until the time the agenda item is considered and the Chair invites public comment. (Members of the public are welcome to address the Board, however, under the Brown Act Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)

Instructions for submitting a Public Comment are on the next page.

Members of the public may submit a public comment in writing by emailing [info@nvta.ca.gov](mailto:info@nvta.ca.gov) by 10:00 a.m. on the day of the meeting with PUBLIC COMMENT as the subject line (for comments related to an agenda item, please include the item number). All written comments should be 350 words or less, which corresponds to approximately 3 minutes or less of speaking time. Public comments emailed to [info@nvta.ca.gov](mailto:info@nvta.ca.gov) after 10 a.m. the day of the meeting will be entered into the record but not read out loud. If authors of the written correspondence would like to speak, they are free to do so and should raise their hand and the Chair will call upon them at the appropriate time.

1. To comment during a virtual meeting (Zoom), click the "Raise Your Hand" button (click on the "Participants" tab) to request to speak when Public Comment is being taken on the Agenda item. You must unmute yourself when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will then be re-muted. Instructions for how to "Raise Your Hand" is available at <https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar>.

2. To comment by phone, press "\*9" to request to speak when Public Comment is being taken on the Agenda item. You must unmute yourself by pressing "\*6" when it is your turn to make your comment, for up to 3 minutes. After the allotted time, you will be re-muted.

Instructions on how to join a video conference are available at: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>

Note: The methods of observing, listening, or providing public comment to the meeting may be altered due to technical difficulties or the meeting may be cancelled, if needed.

All materials relating to an agenda item for an open session of a regular meeting of the NVTA Board of Directors are posted on the NVTA website 72 hours prior to the meeting at: <https://nctpa.legistar.com/Calendar.aspx> or by emailing [info@nvta.ca.gov](mailto:info@nvta.ca.gov) to request a copy of the agenda.

Materials distributed to the members of the Board present at the meeting will be available for public inspection after the meeting. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

Americans with Disabilities Act (ADA): This Agenda shall be made available upon request in alternate formats to persons with a disability. Persons requesting a disability-related modification or accommodation should contact Laura Sanderlin, NVTA Board Secretary, at (707) 259-8633 during regular business hours, at least 48 hours prior to the time of the meeting.

Note: Where times are indicated for agenda items, they are approximate and intended as estimates only, and may be shorter or longer as needed.

Acceso y el Titulo VI: La NVTA puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Autoridad. Para solicitar asistencia, por favor llame al número (707) 259-8633. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Ang Accessibility at Title VI: Ang NVTA ay nagkakaloob ng mga serbisyo/akomodasyon kung hilingin ang mga ito, ng mga taong may kapansanan at mga indibiduwal na may limitadong kaalaman sa wikang Ingles, na nais na matugunan ang mga bagay-bagay na may kinalaman sa NVTA Board. Para sa mga tulong sa akomodasyon o pagsasalin-wika, mangyari lang tumawag sa (707) 259-8633. Kakailanganin namin ng paunang abiso na tatlong araw na may pasok sa trabaho para matugunan ang inyong kahilingan.

**1. Call to Order**

Chair Pedroza called the meeting to order at 1:40pm.

**2. Pledge of Allegiance**

The Pledge of Allegiance was said in the preceding NVTA-TA meeting.

**3. Roll Call**

Attendance was confirmed as presented during Roll Call at the NVTA-TA meeting with no absences.

- Leon Garcia
- Chris Canning
- Alfredo Pedroza
- Paul Dohring
- Mark Joseph
- John F. Dunbar
- Kerri Dorman
- Belia Ramos
- Geoff Ellsworth
- Liz Alessio
- Gary Kraus
- Scott Sedgley
- Doug Weir

**4. Adoption of the Agenda**

Motion **MOVED** by **KRAUS**, **SECONDED** by **SEDGLEY** to **APPROVE** adoption of the agenda. Motion carried by the following roll call vote:

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

**5. Public Comment**

None

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

**ABAG Update**

Belia Ramos noted there are no updates

**MTC Update**

Chair Pedroza provided an update of recent MTC activities and noted upcoming funding to be received by the Blue Ribbon Task Force and distributed to traffic relief and improvement projects within Napa County.

## 7. Director's Update

Director Miller provided:

- Announcement of NVTA staff member, Rebecca Schenck's promotion to Transit Manager
- Imola Complete Street Plan was prioritized by Caltrans District 4 to receive \$5 million from State Highway Operations and Protection Program Active Transportation Program funds
- Gratitude to the City of American Canyon, water supplier to the Vine Maintenance Facility, agreed to waive water capacity fee of approximately \$170,000
- On January 15, Caltrans cleared the Calistoga to St. Helena NEPA Categorical Exclusion document keeping the project on track
- Noted that a Letter of support signed by Alfredo Pedroza for the NVTA to become eligible recipient of the Speed Management Training Workshop

## 8. Caltrans' Update

Kelly Hirschberg, Caltrans, provided a Caltrans project update.

Byron Lim, Caltrans, could not present his powerpoint as intended due to technical difficulties. His presentation was continued to the February 17, 2021 Board meeting.

## 9. CONSENT AGENDA ITEMS

Motion **MOVED** by JOSEPH, **SECONDED** by GARCIA to **APPROVE** Consent Items 9.1-9.7. Motion carried by the following roll call vote:

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

### 9.1 Approval of Meeting Minutes of November 18, 2020 (Laura Sanderlin) (Pages 9-14)

**Attachments:** [Draft Minutes](#)

### 9.2 Citizen Advisory Committee (CAC) Member Appointment (Danielle Schmitz) (Pages 15-21)

**Attachments:** [Staff Report](#)

### 9.3 Active Transportation Advisory Committee (ATAC) Member Appointments (Diana Meehan) (Pages 22-30)

**Attachments:** [Staff Report](#)

### 9.4 Paratransit Coordinating Council (PCC) Member Appointments (Libby Payan) (Pages 31-37)

**Attachments:** [Staff Report](#)

- 9.5 Granting of Funds from the State Coastal Conservancy for the Ridge/Vine Trail: Calistoga to Bothe State Park (Rebecca Schenck) (Pages 38-42)

**Attachments:** [Staff Report](#)

- 9.6 Resolution 21-02 and Resolution 21-03 Submitting Regional Measure 3 (RM 3) Letters of No Prejudice (LONP) Requests to the Metropolitan Transportation Commission (Antonio Onorato) (pages 43-69)

**Attachments:** [Staff Report](#)

- 9.7 Resolution 21-04 Approving Amendment No. 12 to the Napa Valley Transportation Authority (NVTA) Joint Powers Agreement (Antonio Onorato) (Pages 70-102)

**Attachments:** [Staff Report](#)

## **10. REGULAR AGENDA ITEMS**

- 10.1 Blue Ribbon Task Force (Kate Miller) (Pages 103-109)

**Attachments:** [Staff Report](#)

Information Only/No Action Taken

Director Miller provided an update on the Blue Ribbon Task Force's activities and reviewed the goals, objectives and accomplishments established to date.

- 10.2 Authorization to purchase new bus stop shelters from Tolar Manufacturing Company, Inc. using Affordable Housing & Sustainable Communities (AHSC) Grant Funding (Rebecca Schenck) (Pages 110-128)

**Attachments:** [Staff Report](#)

**Motion MOVED by DUNBAR, SECONDED by ELLSWORTH to APPROVE the authorization for purchase of new bus stop shelters from Tolar Manufacturing Company, Inc. using AHSC Grant funding. Motion carried by the following roll call vote:**

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

- 10.3 Federal and State Legislative Update (Kate Miller) (Pages 129-146)

**Attachments:** [Staff Report](#)

Information Only/NoAction Taken

Director Miller provided an overview of the State Legislative update as written by Platinum Advisors with information on the COVID Relief funding package that additional bill will be presented for Board consideration as new bills are introduced.

## **11. FUTURE AGENDA ITEMS**

None

**12. ADJOURNMENT**

12.1 Approval of the next meeting of February 17, 2021 at 1:30 p.m. and Adjournment

Chair Pedroza adjourned the meeting at 2:24pm.

*Laura Sanderlin (e-sign)*  
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Laura M. Sanderlin, NVTA Board Secretary