

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes

Wednesday, April 21, 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 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 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 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

Vice Chair Alessio called the meeting to order at 1:39pm.

2. Roll Call

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

3. Adoption of the Agenda

Motion MOVED by GARCIA, SECONDED by DORMAN to approve adopting of the agenda. Motion carried by the following vote:

Aye: 21 - Garcia, Canning, Dohring, Joseph, Dunbar, Dorman, Ramos, Alessio, Kraus, and Sedgley

Absent: 3 - Pedroza, and Ellsworth

4. Public Comment

Public comment by Patrick Band.

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

ABAG Update

Director Garcia and Director Ramos provided an update on recent ABAG activities.

MTC Update

Director Miller provided an update on recent MTC activities.

6. Director's Update

Director Miller reported:

- Overview of State Route 37 Townhall Meeting on April 15
- Provided update from Federal Transit Administration and Federal Emergency Management regional vaccine event
- Update on NVTA transit driver vaccinations
- NVTA staff member welcomed new baby

7. PRESENTATIONS

7.1 Proclamation of Appreciation

8. CONSENT AGENDA ITEMS

Motion MOVED by JOSEPH, SECONDED by KRAUS to APPROVE Consent items 8.1-8.3. Motion carried by the following vote:

{Director Dorman abstains from Item 8.1}

Aye: 21 - Garcia, Canning, Dohring, Joseph, Dunbar, Dorman, Ramos, Alessio, Kraus, and Sedgley

Absent: 3 - Pedroza, and Ellsworth

8.1 Meeting Minutes of March 17, 2021 (Laura Sanderlin) (Pages 10-14)

Attachments: [Draft Minutes](#)

8.2 Resolution No. 21-12 Amending Regular Meeting Time of the Napa Valley Transportation Authority (NVTA) Board of Directors for Calendar Year (CY) 2021 (Laura Sanderlin) (Pages 15-20)

Attachments: [Staff Report](#)

8.3 Access and Indemnification Agreement for Parcel 057-250-025-000 (Rebecca Schenck) (Pages 21-33)

Attachments: [Staff Report](#)

9. REGULAR AGENDA ITEMS

9.1 Amendment 6 to Napa Valley Transportation Authority (NVTA) Agreement No. NVTA 12-08 for the Position of Executive Director (Laura Sanderlin) (Pages 34-38)

Attachments: [Staff Report](#)

Motion MOVED by KRAUS, SECONDED by DUNBAR to APPROVE Amendment 6 to the NVTA Agreement No. 12-08. Motion carried by the following vote:

Aye: 22 - Garcia, Canning, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, Kraus, and Sedgley

Absent: 2 - Pedroza

9.2 Napa Valley Transportation Authority (NVTA) FY 2020-21 Quarter 2 (Q2) Review and Delegated Authority Matrix (Roxanna Moradi) (Pages 39-49)

Attachments: [Staff Report](#)

- 9.3** First Amendment to Napa Valley Transportation Authority (NVTA) Agreement No. 20-18 with Nossaman, LLC for TIFIA Legal Services (Antonio Onorato) (Pages 50-71)

Attachments: [Staff Report](#)

Motion MOVED by DOHRING, SECONDED by JOSEPH to APPROVE Amendment to NVTA Agreement No. 20-18. Motion carried by the following vote:

Aye: 22 - Garcia, Canning, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, Kraus, and Sedgley

Absent: 2 - Pedroza

- 9.4** Vine Transit Update (Rebecca Schenck) (Pages 72-79)

Attachments: [Staff Report](#)

- 9.5** Amendment No. 4 to Purchase Order 20-2013 for On-Demand Software to serve the City of Napa (Rebecca Schenck) (Pages 80-107)

Attachments: [Staff Report](#)

Public comment made by Justin Hole.

Motion MOVED by GARCIA, SECONDED by JOSEPH to APPROVE Amendment 4 to Purchase Order 20-2013. Motion carried by the following vote:

Aye: 22 - Garcia, Canning, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, Kraus, and Sedgley

Absent: 2 - Pedroza

- 9.6** Federal Surface Transportation Reauthorization Project Requests (Kate Miller) (Pages 108-111)

Attachments: [Staff Report](#)

Motion MOVED by DUNBAR, SECONDED by GARCIA to APPROVE the Federal Surface Transportation Reauthorization Project Requests. Motion carried by the following vote:

Aye: 22 - Garcia, Canning, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, Kraus, and Sedgley

Absent: 2 - Pedroza

- 9.7** Coronavirus Response and Relief Supplemental Appropriations Act of 2021 - Regional Transportation Improvement Program Funds (Kate Miller) (Pages 112-123)

Attachments: [Staff Report](#)

Motion MOVED by JOSEPH, SECONDED by DUNBAR to APPROVE Resolution 21-13. Motion carried by the following vote:

Aye: 22 - Garcia, Canning, Dohring, Joseph, Dunbar, Dorman, Ramos, Ellsworth, Alessio, Kraus, and Sedgley

Absent: 2 - Pedroza

9.8 Federal and State Legislative Update (Kate Miller) (Pages 124-136)

Attachments: [Staff Report](#)

{Director Dorman departed the meeting}

Motion MOVED by GARCIA, SECONDED by JOSEPH to APPROVE support position on three bills included in the State bill matrix. Motion carried by the following vote:

Aye: 21 - Garcia, Canning, Dohring, Joseph, Dunbar, Ramos, Ellsworth, Alessio, Kraus, and Sedgley

Absent: 3 - Pedroza, and Dorman

10. FUTURE AGENDA ITEMS

None

11. ADJOURNMENT

Vice Chair Alessio adjourned the meeting at 3:05pm.

11.1 Approval of Next Regular Meeting Date of May 19, 2021 and Adjournment

Laura Sanderlin (e-sign) 5-19-21
Laura M. Sanderlin, NVTA Board Secretary