

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes NVTB Board of Directors

Wednesday, October 20, 2021

1:00 PM

REFER TO COVID-19 SPECIAL NOTICE

1. Call to Order

Chair Pedroza called the meeting to order at 1:26pm.

2. Roll Call

Roll call was confirmed at the preceding NVTB-TA meeting with two absences.

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

3. Adoption of the Agenda

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

Aye: 18 - Garcia, Canning, Pedroza, Dohring, Joseph, Dunbar, Dorman, Ramos, Alessio, and Kraus

Absent: 7 - Ellsworth, Sedgley, and Chouteau

4. Public Comment

None

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

ABAG Update

Director Ramos and Director Ramos provided an update of recent ABAG activities.

MTC Commissioner's Update

Chair Pedroza provided an update on recent MTC activities.

6. Director's Update

Director Miller reported:

- Staff member Sanjay Mishra's admission in CARL (California Academy for Regional Leaders) program
- September 20th Imola Park and Ride groundbreaking event recap
- October 4th community meeting for public input of State Route 29 in American Canyon project initiation document (PID) update
- Announcement of NVTA as new chair of MTC Partnership Board
- Vine Transit bus participation in Calistoga Tractor Parade on December 4th
- Federal advocacy firm selection
- Staffing update
- Transdev Bus driver staffing shortage
- NVTA staff recognition of Kathy Alexander and Rebecca Schenck

7. Caltrans' Update

Ricky Gao, of Caltrans, provided update.

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

Alternate Director Chouteau joined the meeting.
Director Ramos left the meeting.

- 8.1 Public Hearing and Approval of Resolution No. 21-24 Amending the Fiscal Year (FY) 2020-21 Budget (Antonio Onorato) (Pages 9-19)

Attachments: [Staff Report](#)

Item 8.1 continued to the next regularly scheduled NVTA Board of Director's meeting.

9. CONSENT AGENDA ITEMS (9.1-9.7)

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

Aye: 17 - Garcia, Canning, Pedroza, Dohring, Joseph, Dunbar, Dorman, Alessio, Kraus, and Chouteau

Absent: 8 - Ramos, Ellsworth, and Sedgley

- 9.1 Meeting Minutes of September 13, 2021 (Laura Sanderlin) (Pages 20-22)

Attachments: [Draft Minutes](#)

- 9.2 Annual Election of Chair and Vice Chair (Laura Sanderlin) (Pages 23-24)

Attachments: [Staff Report](#)

- 9.3 Citizens Advisory Committee (CAC) Member Appointments (Laura Sanderlin) (Pages 25-29)

Attachments: [Staff Report](#)

- 9.4 Easement Deeds to Pacific Gas and Electric (PG&E) on Parcel 057-250-037-000 (Rebecca Schenck) (Pages 30-37)

Attachments: [Staff Report](#)

- 9.5 Approval of Resolution No. 21-25 Adopting the Caltrans Local Assistance Procedures Manual (Alberto Esqueda) (Pages 38-42)

Attachments: [Staff Report](#)

- 9.6 Approval of Resolution No. 21-26 Authorizing the Executive Director to Execute Fund Transfer Agreements with the State of California Department of Transportation (Caltrans) for the Fiscal Year (FY) 2021-22 State Transportation Improvement Program (STIP) Planning, Programming and Monitoring (PPM) Program (Antonio Onorato) (Pages 43-52)

Attachments: [Staff Report](#)

- 9.7 Transportation Fund for Clean Air (TFCA) Program Manager Fund Project List for Fiscal Year Ending (FYE) 2022 (Diana Meehan) (Pages 53-65)

Attachments: [Staff Report](#)

10. REGULAR AGENDA ITEMS (10.1-10.7)

- 10.1 Award of Construction Contract for the Vine Bus Maintenance Facility, Sheehy Court Project (Sanjay Mishra) (Pages 66-80)

Attachments: [Staff Report](#)

Agenda item was presented by Director Miller. Questions were made by Director Dorman, Director Dunbar and Director Joseph. Comments were made by Chair Pedroza and Vice Chair Alessio.

Alternate Director Chouteau left the meeting.

Motion MOVED by DUNBAR, SECONDED by ALESSIO to APPROVE (1) Resolution 21-27 awarding a contract to ALTEN Construction pending approval of the Transportation Infrastructure Finance and Innovation Act (TIFIA) loan, (2) authorizing the Executive Director to enter and make modifications to Construction Agreement No. 21-46 and (3) not to exceed construction contingency amount of \$2,900,000. Motion was carried by the following roll call vote:

Aye: 16 - Garcia, Canning, Pedroza, Dohring, Joseph, Dunbar, Dorman, Alessio, and Kraus

Absent: 9 - Ramos, Ellsworth, Sedgley, and Chouteau

10.2 2022 Regional Transportation Improvement Program (RTIP) (Danielle Schmitz) (Pages 81-86)

Attachments: [Staff Report](#)

Questions were raised by Director Dorman and Director Joseph.

Motion MOVED by GARCIA, SECONDED by KRAUS to APPROVE (1) G-12 Delegation Authority to adjust project allocations (2) advancement of additional RTIP (3) LONP against Future RM3 Funds. Motion carried by the following roll call vote:

Aye: 16 - Garcia, Canning, Pedroza, Dohring, Joseph, Dunbar, Dorman, Alessio, and Kraus

Absent: 9 - Ramos, Ellsworth, Sedgley, and Chouteau

10.3 Purchase One El Dorado National 40' Axess Bus (Rebecca Schenck) (Pages 87-106)

Attachments: [Staff Report](#)

Questions were made by Director Joseph, Director Garcia and Director Dohring. Comment made by Director Canning.

Motion MOVED by JOSEPH, SECONDED by KRAUS to APPROVE execution of purchase order 21-2014 to acquire one forty foot bus. Motion carried by the following roll call vote:

Aye: 16 - Garcia, Canning, Pedroza, Dohring, Joseph, Dunbar, Dorman, Alessio, and Kraus

Absent: 9 - Ramos, Ellsworth, Sedgley, and Chouteau

10.4 Vine Transit On-Demand Services No-Show Policy (Rebecca Schenck) (Pages 107-155)

Attachments: [Staff Report](#)

Chair Pedroza left the meeting.

Motion MOVED by ALESSIO, SECONDED by JOSEPH to APPROVE Item. 10.4 expanding the on-demand transit service no-show policy to include Director Dorman's AMENDMENTS. Motion carried by the following roll call vote:

Aye: 14 - Garcia, Canning, Dohring, Joseph, Dunbar, Dorman, Alessio, and Kraus

Absent: 11 - Pedroza, Ramos, Ellsworth, Sedgley, and Chouteau

10.5 Fiscal Vine Transit Update (Rebecca Schenck) (Pages 156-162)

Attachments: [Staff Report](#)

Information Only/No Action Taken

Chair Pedroza rejoined the meeting.

10.6 Federal and State Legislative Update (Kate Miller) (Pages 163-176)

Attachments: [Staff Report](#)

Information Only/No Action Taken

10.7 AB 361 Requirements for Remote Public Meetings (DeeAnne Gillick) (Pages 177-184)

Attachments: [Staff Report](#)

Motion MOVED by JOSEPH, SECONDED by ALESSIO to APPROVE Resolution 21-28 to continue remote teleconference meetings pursuant to Government Code section 54953. Motion carried by the following roll call vote:

Aye: 17 - Garcia, Canning, Pedroza, Dohring, Joseph, Dunbar, Dorman, Alessio, Kraus, and Chouteau

Absent: 8 - Ramos, Ellsworth, and Sedgley

11. FUTURE AGENDA ITEMS

None

CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957 (B)(1))

Title: Executive Director

No reportable action.

12. ADJOURNMENT

12.1 Approval of Next Regular Meeting Date of November 17, 2021 and Adjournment

Chair Pedroza adjourned the meeting at 3:21pm.

Laura Sanderlin (e-sign)

Laura Sanderlin, NVTA Board Secretary