

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes NVTB Board of Directors

Wednesday, January 17, 2024

1:30 PM

JoAnn Busenbark Board Room

1. Call to Order

Chair Alessio called the meeting to order at 2:41pm.

2. Consideration and Approval of Board Member Requests for Remote Participation

None

3. Roll Call

Leon Garcia
Alfredo Pedroza
Paul Dohring
Mark Joseph
Liz Alessio
Scott Sedgley
Margie Mohler
Donald Williams
Kevin Eisenberg
Hillary Bolt-Trippe
Anna Chouteau
Ryan Gregory

4. Adoption of the Agenda

Motion MOVED by GARCIA, SECONDED by JOSEPH to APPROVE Item 4. Adoption of the Agenda. Motion passed unanimously.

Aye: 24 - Garcia, Pedroza, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Bolt-Trippe, Chouteau, and Gregory

5. Public Comment

None

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

Director Pedroza reported on recent MTC activities.

7. Executive Director's Update

Executive Director Miller reported:

- Staffing updates
- Project updates
- recent regional Activities
- FTA award of \$448,000 for paratransit vehicles

8. Caltrans' Update

Amani Meligy, Caltrans reported update.

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

9. PRESENTATIONS

9.1 NVTa Project Update

Information only/No action taken

Staff member, Grant Bailey provided report.

10. CONSENT AGENDA ITEMS

Motion MOVED by JOSEPH, SECONDED by PEDROZA to APPROVE Consent Agenda Items 10.1-10.7. Motion passed unanimously.

Aye: 24 - Garcia, Pedroza, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Bolt-Trippe, Chouteau, and Gregory

10.1 Meeting Minutes of November 15, 2023 (Laura Sanderlin) (Pages 10-13)

Attachments: [Draft Minutes](#)

10.2 Paratransit Coordinating Council (PCC) Member Appointment to the Napa Valley Transportation Authority (NVTa) Board of Directors (Laura Sanderlin) (Pages 14-16)

Attachments: [Staff Report](#)

10.3 Revised Passenger Code of Conduct (Rebecca Schenck) (Pages 17-25)

Attachments: [Staff Report](#)

10.4 Amendment to the Cultural Resources Monitoring and Treatment Agreement for the St. Helena to Calistoga Napa Valley Vine Trail Project (Grant Bailey) (Pages 26-31)

Attachments: [Staff Report](#)

10.5 Amendment to Agreement No. 17-15 with Kimley Horn and Associates (KHA) for Vine Bus Maintenance Facility Architectural and Engineering Design Services (Grant Bailey) (Pages 32-40)

Attachments: [Staff Report](#)

10.6 Notice of Completion for the Imola Park and Ride Improvements Project (Grant Bailey) (Pages 41-46)

Attachments: [Staff Report](#)

- 10.7** Amendment No. 1 to Agreement 23-C13 with EMC Research Inc for Polling Services Associated with the Proposed Replacement Sales Tax Measure- the Napa Valley Transportation Improvement Act (Antonio Onorato) (Pages 47-53)

Attachments: [Staff Report](#)

11. REGULAR AGENDA ITEMS

- 11.1** Agreements for Project Approval and Environmental Document Phase Work associated with the American Canyon State Route 29 Corridor Improvement Project (Grant Bailey) (Pages 54-109)

Attachments: [Staff Report](#)

{Director Pedroza departed at 3:15pm}

Motion MOVED by DOHRING, SECONDED by GARCIA to APPROVE Item 11.1. Agreements for Project Approval and Environmental Document Phase Work associated with the American Canyon SR29 Corridor Improvement Project. Motion passed unanimously.

Aye: 22 - Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Bolt-Trippe, Chouteau, and Gregory

Absent: 2 - Pedroza

- 11.2** Professional Services Agreement No. 23-C33 with Nelson/Nygaard Consulting Associates, Inc. for work associated with the Countywide Accessible Transportation Needs Assessment (Diana Meehan) (Pages 110-131)

Attachments: [Staff Report](#)

{Director Sedgley departed at 3:20pm}

Motion MOVED by DOHRING, SECONDED by GARCIA to APPROVE Item 11.2. Authorizing Professional Services Agreement No. 23-C33. Motion passed unanimously.

Aye: 17 - Garcia, Dohring, Joseph, Alessio, Mohler, Williams, Eisenberg, Bolt-Trippe, Chouteau, and Gregory

Absent: 7 - Pedroza, and Sedgley

- 11.3** Professional Services Agreement with Muelreath Public Affairs for Strategic Communications Campaign and Public Relations Services (Antonio Onorato) (Pages 132-151)

Attachments: [Staff Report](#)

Motion MOVED by DOHRING, SECONDED by GREGORY to APPROVE Item 11.3. Authorizing Professional Services Agreement No. 23-C32. Motion passed unanimously.

Aye: 17 - Garcia, Dohring, Joseph, Alessio, Mohler, Williams, Eisenberg, Bolt-Trippe, Chouteau, and Gregory

Absent: 7 - Pedroza, and Sedgley

11.4 Federal and State Legislative Update (Kate Miller) (Pages 152-168)

Attachments: [Staff Report](#)

Information only/No action taken

12. CLOSED SESSION

Board of Directors entered into Closed Session at 3:34pm.

12.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)(1))

Title: Executive Director

No reportable action.

13. FUTURE AGENDA ITEMS

None

14. ADJOURNMENT

Chair Alessio adjourned the meeting at 4:35pm.

14.1 The next Regular Meeting is Wednesday, February 21st.

Laura Sanderlin

Laura M. Sanderlin, NVTB Board Secretary