

**\*This meeting is also being noticed as a Board of Supervisors' meeting due to having 2 current Board Members (Supervisors Pedroza and Gregory) and 1 Supervisor-Elect (Councilmember Alessio) being in attendance.**

## **Napa Valley Transportation Authority**

625 Burnell Street

Napa, CA 94559

### **Meeting Minutes NVRTA Board of Directors**

Wednesday, September 18, 2024

1:00 PM

JoAnn Busenbark Board Room

#### **1. Call to Order**

Chair Joseph called the meeting to order at 1:02pm.

#### **2. Pledge of Allegiance**

Chair Joseph recited the Pledge of Allegiance.

#### **3. Approval of Board Member Remote Participation**

None

#### **4. Roll Call**

Leon Garcia  
Alfredo Pedroza  
Mark Joseph  
Scott Sedgley  
Margie Mohler  
Donald Williams  
Kevin Eisenberg  
Ryan Gregory  
Robin McKee-Cant  
Anna Chouteau  
**Non Voting:**  
Devereaux Smith  
**Absent:**  
Paul Dohring  
Liz Alessio

#### **5. Adoption of the Agenda**

**Motion MOVED by GARCIA, SECONDED by CHOUTEAU to APPROVE Agenda Item 5 Adoption of the Agenda as AMENDED by Chair JOSEPH to conduct Agenda Item 12 Closed Session immediately following this action. Motion passed unanimously.**

**Aye:** 16 - Garcia, Joseph, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

**Absent:** 8 - Pedroza, Dohring, and Alessio

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## **6. Public Comment**

None

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

Director Smith extended appreciation to staff for hosting PCC at the Vine Maintenance Bus Facility tour.

Director Sedgley suggested a future agenda item regarding a no fare pilot program in effort to promote ridership.

Director Pedroza reported on recent MTC activities.

Director Garcia reported on recent ABAG activities.

## **8. Executive Director's Update**

Director Miller reported:

-NVTA staffing updates

-Transportation Revenue Select Committee and MTC special meeting topics

-Recent committee meetings held at the Vine Transit Maintenance Facility

-Attendance at two recent Transportation Revenue Measure Executive Group meetings

-Attendance at recent Transportation Task Force meeting

-New bus shelter at Napa Valley College operational

-Napa Valley Forward SR29/Rutherford intersection put on hold and prioritization of Oakville/SR 29 Intersection

-Recent ribbon cutting events

-Office of Transportation Safety awarded \$139,000 grant to the agency

-Plaque to be placed on Vine Trail in memoriam of Jackie Rhodes

## **9. Caltrans' Update**

Amani Meligy and Daniel Chang, Caltrans, provided project update.

## **10. CONSENT AGENDA ITEMS**

**Motion MOVED by SEDGLEY, SECONDED by GARCIA to APPROVE Consent Agenda Items 10.1, 10.2, 10.3, 10.5, 10.6, and 10.8. Item 10.4 continued to future meeting and Item 10.7 pulled for discussion by Director Sedgley. Motion passed unanimously.**

**Aye:** 18 - Garcia, Pedroza, Joseph, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

**Absent:** 6 - Dohring, and Alessio

### **10.1 Meeting Minutes of July 17, 2024 (Laura Sanderlin) (Pages 10-13)**

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

### **10.2 Resolution No. 24-11 Authorizing the Destruction of Certain Agency Records (Laura Sanderlin) (Pages 14-22)**

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

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- 10.3** Citizen Advisory Committee (CAC) Member Appointment (Laura Sanderlin) (Pages 23-25)

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

- 10.4** Paratransit Coordinating Council (PCC) Member Appointments (Kathy Alexander) (Pages 26-28)

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

Chair Joseph continued Item 10.4.

- 10.5** Michelin Mobility Intelligence Data License Agreement Contract Award (Diana Meehan) (Pages 29-44)

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

- 10.6** Memorandum of Understanding (MOU) with the County of Napa for Emergency Response Services (Libby Payan) (Pages 45-52)

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

- 10.7** Amendment to Agreement with Park Engineering for the St. Helena to Calistoga Napa Valley Vine Trail Project (Grant Bailey) (Pages 53-56)

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

Director Sedgley pulled Item 10.7 to provide comment on the budget amendment for the Vine Trail segment of St. Helena to Calistoga and preventative measures for staying within project budget for the next segment Yountville to St. Helena.

**Motion MOVED by SEDGLEY, SECONDED by GREGORY to APPROVE Item 10.7. Motion passed unanimously.**

**Aye:** 17 - Garcia, Pedroza, Joseph, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

**Absent:** 6 - Dohring, and Alessio

- 10.8** Active Transportation Advisory Committee (ATAC) Member Appointments (Kathy Alexander) (Pages 57-70)

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

## **11. REGULAR AGENDA ITEMS**

- 11.1** Amendment 9 to the Napa Valley Transportation Authority (NVTA) Agreement No. 12-08 for the Position of Executive Director (Osman Mufti) (Pages 71-75)

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

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The Board conducted the Executive Director's performance evaluation at the June and July Board meetings. The Executive Director's employment agreement is set to expire on December 31, 2024. Following direction received in Closed Session, directed by NVTA Chair, an amendment for the employment agreement is recommended for approval.

**Motion MOVED by PEDROZA, SECONDED by CHOUTEAU to APPROVE Item 11.1 Amendment 9 to Employment Agreement No. 12-08, setting the term end date on June 30, 2025, 5% cost of living increase to base salary and agency funded catch-up to the IRS maximum for CY 2025. Motion carried by the following roll call vote:**

**Aye:** 17 - Garcia, Pedroza, Joseph, Sedgley, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

**Nay:** 1 - Mohler

**Absent:** 6 - Dohring, and Alessio

## **11.2 Bilingual Outreach Coordinator Staff Position (Danielle Schmitz) (Pages 76-81)**

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

**Motion MOVED by CHOUTEAU, SECONDED by MCKEE-CANT to APPROVE Item 11.1 adding one full time equivalent position in the role of Bilingual Outreach Coordinator. Motion passed unanimously.**

**Aye:** 18 - Garcia, Pedroza, Joseph, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

**Absent:** 6 - Dohring, and Alessio

## **11.3 Vine Trail St. Helena to Calistoga Construction Contract Claim Settlement and Budget Increase (Grant Bailey) (Pages 82-96)**

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

Chair Joseph noted the lack of options had project work halted and the time required to schedule and hold an emergency Board meeting.

Director Williams inquired about jurisdiction legal obligation to future funding and options for cost recovery of design errors. Staff and General Counsel are researching and will bring findings to a future meeting.

Director Eisenberg supports pursuing litigation efforts to recoup costs as private businesses have obligation to fulfill their agreements.

Director Pedroza shares project cost frustrations, notes the project as an asset to the community, and recommends advanced oversight efforts to minimize future exposure.

Public comment made by Chuck McMinn, Vine Trail Coalition, regarding three topics: PG&E claim amount compared to project contingency, Vine Trail Coalition acting as largest contributor to project intends to take on their share of overhead cost, and lessons learned to improve strategy for future project segments.

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**Motion MOVED by GREGORY, SECONDED by GARCIA to APPROVE Item 11.3 construction claim settlement and contract closeout for agreement No. 22-11, and Resolution No. 22-11, Revised. Motion passed unanimously.**

**Aye:** 18 - Garcia, Pedroza, Joseph, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

**Absent:** 6 - Dohring, and Alessio

**11.4** Resolution 24-12 authorizing the Executive Director to Grant an Easement along Devlin Road and Sheehy Court to the County of Napa for the Vine Trail Project (Kate Miller) (Pages 97-103)

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

**Public comment by Chuck McMinn, Vine Trail Coalition, confirming a motion from the Board only indicates approval of the easement agreement subject to CEQA review.**

**Motion MOVED by PEDROZA, SECONDED by CHOUTEAU to APPROVE Item 11.4 Resolution 24-12 authorizing the Executive Director to grant an easement on APN 057-250-037. Motion passed unanimously.**

**Aye:** 18 - Garcia, Pedroza, Joseph, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

**Absent:** 6 - Dohring, and Alessio

**11.5** Vine Transit Update (Rebecca Schenck) (Pages 104-112)

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

Information only/No action taken

{Directors Sedgley and Gregory departed meeting at this time}

**11.6** State and Local Legislative Update (Kate Miller) (Pages 113-144)

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

Information only/No action taken

## **12. CLOSED SESSION**

### **CONFERENCE WITH REAL PROPERTY NEGOTIATORS (pursuant to Government Code section 54956.8)**

Property APN: 006-195-001, 002 and 003

Agency Negotiator: Executive Director

Negotiating Parties: Paul Irwin, Stan Foltz, Bob Winchell, Walt Blackmon

Under Negotiation: Price and terms of payment

**Written comments submitted by CAC members, Patricia Lynch and Michael Baldini. Public comment made by Patricia Lynch supporting the Agency to explore TOD's.**

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{Director Alessio entered the meeting at this time}

The Board entered into Closed Session at 1:07pm

{Director Pedroza entered the meeting at 1:20pm, Director Alessio departed meeting at 1:35pm}

The Board returned to Open Session at 1:51pm with no reportable action.

### **13. FUTURE AGENDA ITEMS**

- Free/discounted transit fare program
- Executive Director recruitment discussion
- Vine Transit technology challenges

### **14. ADJOURNMENT**

Chair Joseph adjourned the meeting at 3:48pm.

#### **14.1 The next Regular Meeting is October 16th.**

*Laura Sanderlin*

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Laura M. Sanderlin, NVTA Board Secretary