



625 Burnell Street • Napa, CA 94559-3420  
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## Technical Advisory Committee (TAC)

### AGENDA

Thursday, April 4, 2013  
2:00 p.m.

625 Burnell Street  
Napa CA 94559

### General Information

*All materials relating to an agenda item for an open session of a regular meeting of the Technical Advisory Committee (TAC) which are provided to a majority or all of the members of the TAC by TAC members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the TAC, 625 Burnell Street, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for NCTPA holidays. Materials distributed to a majority or all of the members of the TAC at the meeting will be available for public inspection at the public meeting if prepared by the members of the TAC or staff and after the public meeting if prepared by some other person. 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.*

*Members of the public may speak to the TAC on any item at the time the TAC is considering the item. Please complete a Speaker's Slip, which is located on the table near the entryway, and then present the slip to the TAC Secretary. Also, members of the public are invited to address the TAC on any issue not on today's agenda under Public Comment. Speakers are limited to three minutes.*

*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 the Administrative Assistant, at (707) 259-8631 during regular business hours, at least 48 hours prior to the time of the meeting.*

*This Agenda may also be viewed online by visiting the NCTPA website at [www.nctpa.net](http://www.nctpa.net), click on Minutes and Agendas – TAC or go to <http://www.nctpa.net/technical-advisory-committee-tac>.*

### ITEMS

1. Call to Order
2. Pledge of Allegiance
3. Introductions
4. Approval of Meeting Minutes – March 7, 2013
5. Public Comments
6. TAC Member and Staff Comments
7. Standing
  - Congestion Management Agency (CMA) Report
  - Legislative Report

Member Agencies: Calistoga, St. Helena, Town of Yountville, City of Napa, American Canyon, County of Napa  
Napa County Transportation & Planning Agency  
Napa Valley Transportation Authority

- Project Monitoring Funding Programs
- SR29 Improvement Plan Study Update
- Transit Dashboard (*Attachment 1*)
- Vine Trail Report
- Caltrans Report (*Attachment 2*)

<u>REGULAR AGENDA ITEMS</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
<p>8. Priority Conservation Area (PCA) Call for Projects (Danielle Schmitz) (<i>Pages 10-49</i>)</p> <p>TAC will review PCA project submittals.</p>	INFORMATION/ ACTION	15 mins
<p>9. Priority Development Area (PDA) Investment and Growth Strategy – Final Review (Danielle Schmitz) (<i>Pages 50-124</i>)</p> <p>TAC will 1) review final PDA Investment and Growth Strategy and 2) recommend its approval by the Board at the April 2013 meeting.</p>	ACTION	15 mins
<p>10. Cycle 2 Safe Routes to School (SRTS) Projects (Eliot Hurwitz) (<i>Pages 125-138</i>)</p> <p>TAC will 1) review SRTS project submittals and 2) recommend its approval by the Board at the April 24, 2013 meeting.</p>	ACTION	15 mins
<p>11. New Napa County Transportation and Planning Agency (NCTPA) “Caltrans Issues Form” and Process (Eliot Hurwitz) (<i>Pages 139-141</i>)</p> <p>NCTPA will brief TAC on a new process for initiating and tracking communication with Caltrans regarding jurisdictional issues.</p>	INFORMATION	5 mins
<p>12. NCTPA Board of Directors Agenda for April 17, 2013 (Draft) (Kate Miller) (<i>Pages 142-146</i>)</p> <p>Preview draft version of the NCTPA Board of Directors Agenda for April 17, 2013.</p>	INFORMATION	5 mins
<p>13. Topics for Next Meeting</p> <ul style="list-style-type: none"> <li>○ Discussion of topics for next meeting by TAC members</li> </ul>	DISCUSSION	5 mins
<p>14. Approval of Next Regular Meeting Date of May 2, 2013 and Adjournment</p>	APPROVE	

**Technical Advisory Committee  
(TAC)**

**MINUTES**

**Thursday, March 7, 2013**

**ITEMS**

**1. Call to Order**

The meeting was called to order at 2:05PM (local).

Brent Cooper	City of American Canyon
Michael Throne	City of American Canyon
Mark Akaba	City of Calistoga
Eric Whan, Chair	City of Napa
Rick Tooker	City of Napa
Debra Hight, Vice Chair	City of St. Helena
Graham Wadsworth	Town of Yountville
Hillary Gitelman	County of Napa
Rick Marshall	County of Napa

**2. Pledge of Allegiance**

**3. Introductions**

Mark Akaba, Public Works Director, City of Calistoga.

**4. Approval of Meeting Minutes**

*Action*

**MSC\* TOOKER / THRONE for APPROVAL**

**5. Public Comments – None.**

**6. TAC Member and Staff Comments**

**City of St. Helena –.**

- Lighted crosswalk installed at Pop/Star with \$45k of public funds.
- VINE shuttle service discussions.
- SR 29 Underground Project – Continued trenching from North to South and currently pulling wire.

**NCTPA – None.**

## 7. Standing

- **Congestion Management Agency (CMA) Report** - Staff attended latest CMA Planning Manager's meeting. OBAG continues to remain the main topic, further subjects included the "sequester" effects on federally funded projects; combining of funds (bike/SRTS/trails) into one account - active transportation account; 2014 STIP process to start in August 2013; Metropolitan Transportation Commission (MTC) report presentation on April 8, 2013, in Napa (Elks), and 2014 STIP process to start in August 2013.
- **Legislative Report** – Latest overview provided on current federal and state legislative events.
- **Project Monitoring Funding Program Report** – Staff provided TAC with the latest project reporting data and deadline updates.
- **Transit Dashboard** – Staff provided TAC with the *latest* transit data report.
- **Vine Trail Report** –
  - Anonymous monetary donation received by committee.
  - Napa Valley Vine Trail-Solano Avenue Segment study/mapping award to Riechers Spence.
  - Committee seeking grant writer on a volunteer basis.
- **Caltrans Report** – TAC reviewed the current project report provided by Caltrans.

## 8. Transit Manager Services Update

### *Information*

Staff provided TAC with the latest update of VINE transit services available to Napa. Further discussed the challenges in the complete overhaul of all transit route services, the required public outreach, and feedback it received from the public/riders. TAC commended staff on the tremendous efforts and success of the new service implementation.

## 9. VINE Performance Service Standards and Policies – Draft Review

### *Information*

TAC reviewed and endorsed proposed VINE Performance Service Standards and Policies to be adopted by the Board.

## 10. Transportation Fund for Clean Air (TFCA) – Call for Projects FY 2013-14

### *Information/Discussion*

TAC reviewed and endorsed TFCA call for projects FY 2013-14 guidelines and projects to be submitted to the Air District on/before March 29, 2013.

**11. Priority Development Area (PDA) Investment and Growth Strategy – Draft Review**

*Information/Action*

TAC reviewed draft PDA Investment and Growth Strategy comprised of JPA circular elements and general plans. Staff requested TAC to comment on the draft document no later than March 22, 2013. The given deadline would provide staff with ample time to finalize the working document, present it to the Board in April for approval to meet its submittal deadline to MTC by May 2013. Final working document will be presented to TAC at the April 4, 2013 meeting.

**12. Regional Transportation Plan (RTP) Cycle 2 One Bay Area Grant (OBAG) Call for Projects – Final List**

*Action*

TAC reviewed and approved final RTP Cycle 2 OBAG call for projects list for FY 2012-13 through FY 2015-16 to be submitted to the Board for its approval as written.

**MSC\* WADSWORTH / THRONE for APPROVAL**

**13. 2013 Federal and State Legislative Program and Project Priorities**

*Action*

TAC reviewed the proposed 2013 Federal and State Legislative Advocacy programs established by NCTPA and recommended its approval by the Board.

**MSC\* TOOKER / THRONE for APPROVAL**

**14. NCTPA Board of Directors Agenda for March 20, 2013**

*Information*

TAC previewed draft version of the NCTPA Board of Directors Agenda for March 20, 2013.

**15. Topics for Next Meeting**

*Discussion*

- SRTS - Projects/Funding
- PDA - Final Review
- Priority Conservation Area (PCA) – Call for Projects

**16. Approval of Next Regular Meeting Date of April 4, 2013**

*Approve*

Meeting adjourned at 4:30PM (local)

# VINE Services Performance Metrics

February 2013

ATTACHMENT 1  
TAC Agenda Item 7  
April 4, 2013

## System Wide

	Feb 2012	Feb 2013	Change
Passenger Trips	50,489	56,658	+12.2%
On-time	82.9%	83.8%	

*NOTE: On-time performance will improve further when changes are made to the route 6 and schedules are next adjusted later in the year to reflect real-time observations. Without the Routes 6 and 11, system wide on-time performance is 90%.*

## VINE Service

In December 2012, local City of Napa routes 1 -6 became 1 - 8, 10 and 11. The new system provides more neighborhood service, greater frequency, more direct connections and shorter travel times. The newly overlapping Routes 10 and 11 are now the backbone of the City of Napa bus system system creating a Rapid Transit Corridor for residents within the City of Napa while also improving county-wide connectivity.

	Feb 2012	Feb 2013	Change
Passenger Trips	42,754	47,056	+10%
On-time	83.0%	80.2%	

*NOTE: The Routes 6 and 11 continue to lower the on-time averages. This will improve as schedule adjustments are made. Without routes 6 and 11, on-time performance is 88.5%. The Route 10 is exceeding 80% on-time.*

## Commuter and Regional Routes

Route 29 Express to the Vallejo Ferry and BART, Route 25 to Sonoma and the Route 21 to Fairfield.

	Feb 2012	Feb 2013	Change
Route 25 - Trips	Service began July 2012	393	n/a
Route 25 - On Time	Service began July 2012	98.5%	
Route 29 - Trips	2,151	2,349	+9%
Route 29 - On Time	84.7%	88.4%	

## Community Transit Services

Passenger Trips

	Feb 2012	Feb 2013	Change
Am Can Transit	2,957	2,833	-4%
Calistoga	445	1,122	+83%
St. Helena	612	793	+12%
Yountville	1,570	2,112	+35%

**CALTRANS REPORT**

March 2013

**PROJECT INITIATION DOCUMENT**

**EA 0G650**

**Garnett Creek Bridge Replacement NAPA 29-PM 39.1: In Napa County**

Scope: Scour Mitigation at Garnett Creek

Status: Not programmed in 2012 SHOPP and No Preferred Alternative has been selected.

**EA 3G140**

**ADA Curb Ramps NAPA 29 and 128: In County of Napa**

Scope: Update and Construct curb ramps at various locations.

**EA1G030**

**Silverado/Lincoln Roundabout NAPA 29-PM 37.9: In City of Calistoga**

Scope: Modify intersection with a Roundabout Design at Silverado Intersection

**EA4G210**

**Widen Roadway at Huichica Creek NAPA 121-PM 0.75: In County of Napa**

Scope: Remove existing triple box culvert and replace with a new bridge

**EA4G920**

**Tulucay Creek Bridge NAPA 121-PM 6.1/6.2: In City of Napa**

Scope: Bridge Repair

**EA4G840**

**Capell Creek NAPA 128-PM 20.2: In County of Napa**

Scope: Bridge Repair/Replacement

**EA4G490**

**Concrete Barrier at Solano Ave SB Onramp NAPA 29-PM 11.9: In City of Napa**

Scope: Install Concrete Barrier (Type 60)

**EA4G540**

**Signals at First Street Off Ramp NAPA 29-PM 11.4: In City of Napa**

Scope: Install new traffic signals

**ENVIRONMENTAL**

**EA 28120**

**Soscol Flyover NAPA 221 PM 0.0/0.7 NAPA 29-PM 5.0/7.1: In Napa County**

Scope: Flyover Structure at SR 221/29/12, Alternative 5 Option 2

Cost Estimate: \$35M Construction Capital

Schedule DED 9/2013 PAED 7/2014

**EA 4A090**

**Troutdale Creek Bridge NAPA 29-PM 47.0/47.2: In Napa County**

Scope: Bridge replacement at Troutdale Creek

Cost Estimate: \$17M Construction Capital

Schedule: PAED 3/2013 PSE 3/2014 RWC 5/2014 RTL 5/2014 CCA 4/2016

**EA 1G430**

**Conn Creek Bridge Scour Mitigation NAPA 128-PM R7.4: In Napa County**

Scope: Repair the pier walls for scour at Conn Creek Bridge

Cost Estimate: \$5M Construction Capital

Schedule: PAED 7/2015 PSE 12/2016 RWC 4/2017 RTL 4/2017 CCA 11/2019

PID (Project Initiation Document)	PSR (Project Study Report)	DED (Draft Environmental Document)
PAED (Project Approval/ Environmental Document)		PSE (Plans, Specifications, and Estimate)
RWC (Right of Way Certification)	RTL (Ready to List)	CCA (Construction Contract Acceptance)
ADV (Advertise Contract)	BO (Bid Open)	AWD (Award Contract)

= Denotes changes from previous report.

March 2013

**EA 3G640**

**Napa River Bridge Scour Mitigation NAPA 29-PM37.0: In City of Calistoga**

Scope: Reconstruct a bridge at Napa River Bridge

Cost Estimate: \$10M Construction Capital

Schedule: PAED 3/2014 PSE 11/2015 RWC 3/2016 RTL 3/2016 CCA 12/2017

**EA 2G940**

**W. of Knoxville Road Storm Damage NAPA 128-PM17.9 Near Rutherford**

Scope: Construct Roadway Retaining System

Cost Estimate: \$1M Construction Capital

Schedule: PAED 5/2014 PSE 8/2015 RWC 11/2015 RTL 11/2015 CCA 11/2020

**DESIGN**

**EA 2A320**

**Sarco Creek Bridge NAPA 121-PM 9.3/9.5: In Napa County Near City of Napa**

Scope: Bridge replacement at Sarco Creek

Cost Estimate: \$8M Construction Capital

Schedule: PAED 6/28/12 PSE 12/2013 RWC 4/2014 RTL 4/2014 CCA 12/2018

**EA 2A110**

**Capell Creek Bridge NAPA 121-PM 20.2/20.4: In Napa County**

Scope: Bridge replacement at Capell Creek

Cost Estimate: \$5M Construction Capital

Schedule: PAED 6/22/11 PSE 8/16/12 RWC 4/2013 RTL 3/14/13 CCA 08/2015

**EA 25940**

**Channelization NAPA 29-PM 25.5/28.4: In and Near City of St. Helena**

Scope: Left-turn channelization and pavement rehabilitation from Mee Lane to Charter Oak Avenue

Cost Estimate: \$24M Construction Capital

Schedule: PAED 6/29/07 PSE 2/2014 RWC 6/2014 RTL 6/2014 CCA 12/2016

**EA 3E220**

**Pavement Digouts NAPA-29-PM 13.5/19.8: In City of Napa and Town of Yountville**

Scope: AC digouts from 0.5 Mile North of Trancas Street to Madison Street

Cost Estimate: \$1.1M Construction Capital

Schedule: PAED 7/2012 PSE 9/2012 RWC 8/2012 RTL 10/2012 CCA 12/2013

**EA 3E270**

**Pavement Overlay NAPA 29-PM29.3/36.9 RHMA Overlay: In Napa County**

Scope: Pavement Resurfacing with Rubberized Asphalt from north of York Creek to Myrtle Street

Cost Estimate: \$2M Construction Capital

Schedule: PSE 8/2012 RTL 10/2012 ADV 1/2013 CCA 12/2013

**EA 3E370**

**Pavement Digouts NAPA 29-PM 0.0/5.1: In and Near City of American Canyon**

Scope: AC Digouts from Solano County Line to north of SR12 Junction (Jameson Canyon/Airport)

Cost Estimate: \$700K Construction Capital

Schedule: PAED 7/2012 PSE 8/2012 RWC 9/2012 RTL 11/2012 CCA 3/2014

**EA 3E400**

**Pavement Seal Coat NAPA 128-PM19.0/34.2 Asphalt Rubber Seal Coat: In Napa County**

PID (Project Initiation Document)

PAED (Project Approval/ Environmental Document)

RWC (Right of Way Certification)

ADV (Advertise Contract)

PSR (Project Study Report)

PSE (Plans, Specifications, and Estimate)

RTL (Ready to List)

BO (Bid Open)

DED (Draft Environmental Document)

PSE (Plans, Specifications, and Estimate)

CCA (Construction Contract Acceptance)

AWD (Award Contract)

March 2013

**Scope:** Place asphalt rubber seal coat from Knoxville Road to the County Line

**Cost Estimate:** \$2.7M Construction Capital

**Schedule:** PAED 07/2012                      PSE 08/2012    RWC 09/2012    RTL 11/2012                      CCA 3/2014

**EA 2G950**

**E. of Wragg Canyon Road Storm Damage NAPA 128-PM29.7 Near Rutherford**

**Scope:** Construct Roadway Retaining System

**Cost Estimate:** \$1.6M Construction Capital

**Schedule:** PAED 12/06/2012                      PSE 10/2014    RWC 02/2015    RTL 2/2015                      CCA 11/2016

**CONSTRUCTION**

**EA 4442A**

**Duhig Landscape NAPA 12/121-PM 0.3/2.0 in Napa County**

**Scope:** Mitigation and tree Planting from 0.3 mile North of Sonoma County line to Duhig Road

**Cost Estimate:** \$920K Construction Capital

**Schedule:** PAED 8/26/05                      RTL 11/10/10    AWD 9/23/11(Parker Landscape Inc.)                      CCA 6/2015

**EA 26413**

**Jameson Canyon NAPA 12-PM 0.2/3.3: In Napa County**

**Scope:** Jameson Canyon: Widen 2 lane to 4 lanes, construct a concrete median from SR 29 to the County Line.

**Cost Estimate:** \$29.2M

**Schedule:** PAED 1/31/08    RTL 11/19/10                      AWD 1/26/12 (Ghilotti Bros.)                      CCA 12/2013

**EA 26414**

**Jameson Canyon SOLANO 12-PM 0.0/2.6: In Solano County**

**Scope:** Jameson Canyon: Widen 2 lane to 4 lanes, construct a concrete median from the County Line to Red Top.

**Cost Estimate:** \$52M

**Schedule:** PAED 1/31/08    RTL 12/1/2010                      AWD 1/11/12 (Ghilloti Const.)                      CCA 12/2014

**EA 1E400**

**Bridge Repair NAPA 29-PM R6.6/19.0: In Napa County**

**Scope:** Place Polyester Concrete at 5th Ave Undercrossing, 1<sup>st</sup> St Overcrossing, California Dr Undercrossing, and Dry Creek.

**Cost Estimate:** \$960K Construction Capital

**Schedule:** PAED 5/11/10    RTL 2/11                      AWD 6/3/11(LEGG Inc )                      CCA 12/2012Delayed

**EA 4S020**

**Storm Damage NAPA 29-PM 41.0: In Napa County**

**Scope:** Reconstruct slope and replace culvert, 1.6 miles north of Tubbs Lane,

**Cost Estimate:** \$2.4M Construction Capital

**Schedule:** PAED 8/2/10    RTL 6/21/12                      AWD 12/27/12 (Gordon Ball)                      CCA 11/2018

**EA 4S030**

**Storm Damage NAPA 128-PM 10.3: In Napa County near Lake Hennessy**

**Scope:** Construct sheet pile wall at 2.8 miles east of Silverado Trail

**Cost Estimate:** \$1.3M Construction Capital

**Schedule:** PAED 8/2/10    RTL 5/1/12                      AWD 2/6/2013 (Gordon Ball)                      CCA 10/2017

**ACTION ITEMS**

- Fencing along Caltrans ROW (specific issue currently at 1<sup>st</sup> Street in Napa)
- Trash–Yountville/St. Helena
- Signal Timing – American Canyon

**PID** (Project Initiation Document)

**PSR** (Project Study Report)

**DED** (Draft Environmental Document)

**PAED** (Project Approval/ Environmental Document)

**PSE** (Plans, Specifications, and Estimate)

**RWC** (Right of Way Certification)

**RTL** (Ready to List)

**CCA** (Construction Contract Acceptance)

**ADV** (Advertise Contract)

**BO** (Bid Open)

**AWD** (Award Contract)



April 4, 2013  
TAC Agenda Item 8  
Continued From: February 2013  
**Action Requested: INFORMATION/ACTION**

## NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY TAC Agenda Letter

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**TO:** Technical Advisory Committee (TAC)  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Danielle Schmitz, Assoc. Program Planner  
(707) 259-5968 / Email: [dschmitz@nctpa.net](mailto:dschmitz@nctpa.net)  
**SUBJECT:** Priority Conservation Area (PCA) Call for Projects

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### **RECOMMENDATION**

The TAC will review the Priority Conservation Area (PCA) project submittals.

### **EXECUTIVE SUMMARY**

The Metropolitan Transportation Commission (MTC) receives federal funding for local programming from the Federal Highway Administration (FHWA) authorized by the federal transportation authorization legislation currently known as Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21). MTC has apportioned \$10 million in Cycle 2 Surface Transportation Program funds to the PCA program, of which \$5 million is committed to the four (4) North Bay counties: Marin, Napa, Sonoma, and Solano.

Eligible projects include planning activities, non-motorized programs, visual enhancements, habitat environmental enhancements, and farm to market capital projects. Project submittals must show a non-federal 11.47% local match and be located within a PCA. *Note: Federal funds cannot be used for land acquisition/easement. Elements of a project that include land acquisition would need to be funded through a local match or funding exchange.*

The estimated revenues that will be apportioned to Napa County is \$1.25 million. To remain competitive with the other North Bay counties for these funds, NCTPA staff is proposing to establish a \$2.5 million program target. To achieve this, projects that are partially funded with other revenues (beyond the federally required match percentage), including Cycle 2 One Bay Area Grant funds (OBAG), will be given priority over those projects seeking full (88.53%) federal funding from the PCA program. *Note: If the non-*

*PCA funds are also federal, additional local match will be required in order to meet federal match requirements.*

On February 20, 2013 the NCTPA Board approved the criteria and released a call for PCA projects for Napa County. Project submittals were due on Friday, March 22, 2013. NCTPA received 3 projects totaling \$4,249,500 dollars.

### **FISCAL IMPACT**

Is there a Fiscal Impact? Yes. Approximately \$1.25 million.

### **BACKGROUND AND DISCUSSION**

The goal of the PCA program is linked to SB 375 which requires Metropolitan Planning Organizations (MPOs) to prepare sustainable community strategies that considers preservation of resource areas and farmland in the region. Emphasis areas are based on project types that are eligible under the Federal Transportation Alternatives Program (TAP) and the Surface Transportation Program (STP).

Eligible applicants include: cities, counties, towns, county congestion management agencies, tribes, water/utility districts, resource conservation districts, park and/or open space districts, land trusts and other land/resource protection nonprofit organizations. Applicants are strongly encouraged to collaborate and partner with other entities on projects to leverage additional funding. Projects that leverage other funding will be given higher priority in the grant award process. Partnerships are necessary with cities, counties, or CMAs in order to access federal funds. A project must have an implementing agency that has a master agreement with Caltrans.

The North Bay program will be administered by the four North Bay Congestion Management Agencies. North Bay projects should build on PCA planning and priorities carried out to date.

### **NCTPA received 3 project submittals for PCA funding:**

<b>Sponsor</b>	<b>Project Title</b>	<b>Project Description</b>	<b>Funding Request</b>
Napa County	Suscol Headwaters Preserve Acquisition/Silverado Trail Phase G pavement preservation	The project will acquire 400 acres of wildlife habitat and open space near Skyline Park. Land acquisition outside of a transportation right of way is not an eligible FHWA expense. To facilitate funding the project, the County will fund the land acquisition with eligible fund sources, and receive a like amount of FHWA funds	\$2,505,000

		from the PCA program for a FHWA eligible project. The County has proposed to pave a portion of Silverado Trail and provide local funds to for land acquisition.	
County of Napa	Oak Knoll Ave. Bicycle Lanes	Construct class II bike lanes on Oak Knoll from SR 29 to Silverado Trail.	\$1,602,000
County of Napa	Silverado Trail Yountville-Napa Safety Improvements	Project will improve safety at Silverado Trail and Yountville Crossroad by adding intersection safety lighting, constructing pavement widening to create a merge pocket and removing vegetation to improve visibility.	\$ 142,500

**SUPPORTING DOCUMENTS**

- Attachments: (1) PCA Project Submittals  
 (2) Application for PCA Call for Projects

*County of Napa – PCA Application for  
Suscol Headwaters Preserve Acquisition  
Silverado Trail Phase G Pavement Preservation*

**NAPA COUNTY PRIORITY CONSERVATION AREA (PCA) PROJECT APPLICATION**

**CRITERIA**

The goal of the PCA program is linked to SB 375 which requires Metropolitan Planning Organizations (MPOs) to prepare sustainable community strategies that considers preservation of resource areas and farmland in the region. Projects should be regionally significant, and contribute to goals stated in a regional habitat, agricultural or open space plans, countywide plans or the Association of Bay Area Government's (ABAG) PCA designations.

The Metropolitan Transportation Commission, the MPO for the 9-Bay Area Counties, is the designated recipient of the federal funds committed to the PCA Program. MTC apportioned \$5 million for the four North Bay counties; Napa, Marin, Solano, and Sonoma. Project sponsors that leverage additional funds will be given funding priority. Projects must have a transportation focus and be located within a PCA.

Project sponsors must provide a minimum match of 11.47%. Note that federal funds may only be used for land acquisition for transportation right of way improvements. Elements of a project that include land acquisition other than transportation right of way, would need to be funded through a local match beyond what is required to match the federal funds.

**PROGRAM GOALS**

Projects must meet one of the following program goals:

1. Protects or enhances "resource areas" or habitats as defined in California Government Code Section 65080.01
2. Provides or enhances pedestrian and bicycle access to open space / parkland resources.
3. Supports the agricultural economy of the region.

Eligible Project Types:

1. Planning Activities
2. Pedestrian and Bicycle Facilities/Infrastructure – on-road and off-road trail facilities, sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming, lighting and other safety related infrastructure, and ADA compliance, conversion and use of abandoned rail corridors for pedestrians and bicyclists.
3. Visual Enhancements – Construction of turnouts, overlooks and viewing areas.
4. Habitat/Environmental Enhancements – Vegetation management practices in transportation rights-of-way, reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats, mitigation of transportation project environmental impacts funded through the federal-aid surface transportation program.
5. Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm to market and community interconnectivity transportation routes. These include but are not limited to improving shoulders, intersections, alignments and safety improvements to accommodate large vehicles; pavement maintenance addressing axle loads. *Surface parking and SOV projects are not eligible.*

6. Protection (land acquisition or easement) or enhancement of natural resources, open space or agricultural lands – such projects, while often effective in accomplishing regionally-adopted PCA goal, are not directly eligible for PCA funds due to federal funding restrictions, but may be considered as part of an overall funding strategy which proposes to exchange funds from **non-federal** sources in order to leverage maximum benefit to both the transportation system and the conservation of natural resources.

**ELIGIBLE APPLICANTS**

Eligible applicants include: cities, counties, towns, county congestion management agencies, tribes, water/utility districts, resource conservation districts, park and/or open space districts, land trusts and other land/resource protection nonprofit organizations. Applicants are strongly encouraged to collaborate and partner with other entities on projects to leverage additional funding. Projects that leverage funding will be given higher priority in the grant award process. Partnerships are necessary with cities, counties, or CMAs in order to access federal funds. A project must have an implementing agency that has a master agreement with Caltrans.

**APPLICATION**

Enter information in the spaces provided. E-mail this completed application form and attachments requested as part of this form to [dschmitz@nctpa.net](mailto:dschmitz@nctpa.net) by Friday, March 22<sup>nd</sup>. If e-mailing is not possible, a hard copy of materials can be mailed to Danielle Schmitz, NCTPA, 625 Burnell Street, Napa, CA 94559.

**PART 1: PROJECT INFORMATION**

Project Name:	Suscol Headwaters Preserve Acquisition/ Silverado Trail Phase G Pavement Preservation
Project Location:	A. Southern Napa County North of SR 12 Jameson Canyon B. Silverado Trail Calistoga City Limits to Larkmead Lane
Project Cost: Requested Amount: Local Match:	\$7,131,000. \$2,505,000. \$4,626,000.
Name of PCA:	A. Southern Mountains-Skyline Park to Newell Preserve B. Napa County Agricultural Lands and Watersheds + Napa Valley-Napa River Corridor
Project Timeline:	October 2013-August 2015

Attach a map showing the proposed project boundaries and location.

**PART 2: PROJECT SPONSOR CONTACT INFORMATION**

Lead Nominating Agency/Organization	County of Napa
Contact Person	Rick Marshall
Address	1195 Third Street, Suite 101, Napa CA 94559
Phone Number(s)	(707) 259.8381
E-mail address	<a href="mailto:Rick.Marshall@countyofnapa.org">Rick.Marshall@countyofnapa.org</a>
Partnering Agency(ies)/Organization(s)	Napa County Regional Park & Open Space District

**PART 3: Project Description**

Provide a description of how the project meets the criteria of the PCA program:

*Criteria:*

A. *Protection (land acquisition or easement) or enhancement of natural resources, open space or agricultural lands – such projects, while often effective in accomplishing regionally-adopted PCA goal, are not directly eligible for PCA funds due to federal funding restrictions, but may be considered as part of an overall funding strategy which proposes to exchange funds from non-federal sources in order to leverage maximum benefit to both the transportation system and the conservation of natural resources.*

B. *Pedestrian and Bicycle Facilities/Infrastructure – On-road and off-road trail facilities, ... bicycle infrastructure, ...other safety related infrastructure ...*

*Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm-to-market and community-interconnectivity transportation routes.*

The proposed project consists of two components.

A. The project proposes to acquire (in fee title) slightly more than 400 acres of high quality wildlife habitat and ridgetop open space at the headwaters of Suscol Creek, in southern Napa County. The property:

- Is the heart of the *Southern Mountains-Skyline Park to Newell Preserve* Priority Conservation Area, located in the vicinity of Skyline Wilderness Park southeast of the City of Napa.
- Includes prime steelhead habitat as well as potential habitat for 63 listed species.
- Is key to the completion of the Bay Area Ridge Trail, connecting to the new Class II Bicycle Lanes and pedestrian/bicycle undercrossing being constructed along and under State Route 12 in Jameson Canyon.
- Has unparalleled views across San Pablo Bay and the North Bay wetlands.
- Would markedly improve access to the Skyline Park/Suscol Mountain ridgeline from the cities of American Canyon and Napa, where more than 80 percent of the County's population resides.

The proposed acquisition would also include a conservation easement buffering the remainder of upland Suscol Creek and permanently preserving a further +/- 460 acres of riparian zone.

The project also proposes to develop a +/- 2.6 mile trail easement providing access to the proposed Preserve. *Attached to this application form is a more-complete description of the Suscol Headwaters Preserve Acquisition.*

B. The project proposes to exchange funds from non-federal sources (County of Napa General Fund) to be used for the land acquisition described in (A), for the federal PCA funds which will be used to overlay Silverado Trail from the Calistoga City Limits to Larkmead Lane, which is an eligible use of these funds. Additional funding sources being leveraged in the Suscol Headwaters Preserve component of the project include Recreational Trails Program, Wildlife Conservation Board, and Napa County Regional Park and Open Space District.

Silverado Trail requires the proposed pavement preservation improvement in order to rehabilitate the deteriorated road surface. Work will include the application of a two-inch asphalt overlay over the existing roadway surface, including asphalt and base course removal and replacement in structurally deficient areas (currently evidenced by rutting and alligator cracking). Existing Class II bicycle lanes will be perpetuated with the project. All construction activities, including staging, shall occur within County right-of-way. Silverado Trail is an important farm-to-market route serving the Napa Valley agricultural area, and a popular cycling route connecting the two major north-south corridors in the county.

**PART 4: PROJECT BUDGET****A. Suscol Headwaters Preserve Acquisition**

<i>Phase</i>	<i>Description</i>	<i>Fund Source</i>	<i>Amount</i>
Right-of-Way	Acquisition	Federal/PCA	\$0
Right-of-Way	Acquisition	Local/General Fund	\$3,961,000
Construction	Construction	Federal/PCA	\$0
Construction	Construction	Local/General Fund	\$340,000
<b>Total</b>			<b>\$4,301,000</b>

**B. Silverado Trail Phase G Pavement Preservation**

<i>Phase</i>	<i>Description</i>	<i>Fund Source</i>	<i>Amount</i>
Preliminary Engineering	Design	Federal/PCA	\$84,000
Preliminary Engineering	Design	Local/Roads Fund	\$11,000
Construction	Construction	Federal/PCA	\$2,105,000
Construction	Construction	Local/Roads Fund	\$273,000
Construction Engineering	Inspection	Federal/PCA	\$316,000
Construction Engineering	Inspection	Local/Roads Fund	\$41,000
<b>Total</b>			<b>\$2,829,000</b>

**PART 5: PROJECT SCHEDULE**

<i>Phase</i>	<i>Description</i>	<i>Date (Mo/Yr)</i>
Preliminary Engineering	Design	10/2013
Construction	Construction	8/2015
Construction Engineering	Inspection	8/2015

# priority conservation area call for projects

suscol headwaters preserve acquisition



napa county regional park and open space district

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ceqa notice of exemption – p. 18



## ***Suscol Headwaters Preserve***

The Napa County Regional Park and Open Space District has been approached by a landowner who would like to sell fee title interest in slightly more than 400 acres of high quality wildlife habitat and ridgetop open space at the headwaters of Suscol Creek, in southern Napa County. The property:

- Is the heart of the *Southern Mountains - Skyline Park to Newell Preserve* Priority Conservation Area, located in the vicinity of Skyline Wilderness Park southeast of the City of Napa.
- Includes prime steelhead habitat as well as potential habitat for 63 listed species.
- Is key to the completion of the Bay Area Ridge Trail, connecting to the new bicycle lane and pedestrian/bicycle undercrossing being constructed along and under Highway 12 in Jameson Canyon.
- Has unparalleled views across San Pablo Bay and the North Bay wetlands.
- Would markedly improve access to the Skyline Park/ Suscol Mountain ridgeline from the cities of American Canyon and Napa, where more than 80 percent of the County's population resides.

The proposed sale would also include a conservation easement buffering the remainder of upland Suscol Creek and permanently preserving a further +/- 460 acres of riparian zone. A +/- 2.6 mile trail easement providing access to the proposed Preserve is included as well. The Napa Sanitation District, which owns more than 450 acres of land along Jameson Canyon Road, has been approached and is preliminarily supportive of making land available for a new 25+ space trailhead parking lot.

### **Total Acreage**

Approximately 903 acres, 403 acres of which would be purchased in fee title, 460 acres of which would be placed under conservation easement, and +/-40 acres of which would be granted as a 100 foot wide trail access easement.

### **Intended Fee Title & Easement Holder**

The Napa County Regional Park and Open Space District

### **Present Landowner(s)**

Suscol Mountain Vineyards LLC, Mark Couchman (Managing Officer)

### **Estimated Land Value**

The cost of the land plus easements is estimated at \$3-4 million (appraisal pending).

### **Zoning Designation**

Napa County AW (Agricultural Watershed)

### **Location Description**

The 903 acre project area is part of a larger more than 2,100 acre holding consisting of Napa County Assessor's Parcel Numbers 045-360-009, 045-360-008, 045-360-010, 045-360-011, 057-020-076, 057-020-077, and 057-030-012. They are presently accessed from Kirkland Ranch Road, a loop road beginning and terminating at Highway 12 (Jameson Canyon Road) and generally running parallel to and just north of the highway.

### **Priority Conservation Area**

Priority Conservation Areas, along with their companion Priority Development Areas, are key components in a groundbreaking program adopted by the Metropolitan Transportation Commission working in partnership with the Association of Bay Area Governments, other public agencies, and community groups. The goal of the program is to link transportation investment with broader conservation and development goals. Over the past several years, the County of Napa and its five municipalities have put considerable effort into designating those areas where development is desirable (PDAs) and those areas where conservation including habitat, farming and other open space uses should take priority (PCAs).

While the proposed Suscol Headwaters Preserve is located in a number of Napa County's PCAs (including *Bay and Ridge Trails*, *Napa County Agricultural Lands and Watersheds*, *Napa Valley - Napa River Corridor*, and *Southern Mountains - Skyline Park to Newell Preserve*) it represents the very heart of and would be the lynchpin to preserving and protecting the *Southern Mountains - Skyline Park to Newell Preserve*. As noted in the description adopted by the ABAG Executive Board, the *Southern Mountains - Skyline Park to Newell Preserve* PCA, "is valued for outdoor recreation, particularly given its proximity to three quarters of Napa County residents, visual open space, watershed lands, and habitat, such as rare grasslands, oak woodlands, and chaparral. Land conservation within this area would provide opportunities to connect existing open space lands and regional trail systems, while also preserving a mixture of habitat types for numerous species and watershed values."

The proposed Suscol Headwaters Preserve:

- Is located at the heart of, and constitutes more than 10% of the total land area of, the +/- 7,800 acre *Southern Mountains - Skyline Park to Newell Preserve* PCA.
- Has exceptional natural resource values and provides habitat for more than 50 special status plant and animal species.
- When combined with Skyline Park, it would result in a landscape-scale preserve of nearly 1,800 acres.
- Is part of the visual backdrop to the city of American Canyon, and its protection would help establish a permanent upland urban separator between the cities of American Canyon and Napa.
- Would close a previously intractable gap in the Bay Area Ridge Trail, connecting Skyline Park's trail system to Jameson Canyon and points south and east.
- Would provide additional impetus to permanently protect Skyline Park.
- Would provide mixed-modal access (by bicycle, by foot, by bus as of 2013, as well as by automobile) to what will be the most significant outdoor recreational area for the majority of Napa County residents.

### **Wildlife and Habitat Values**

- The property includes the headwaters and much of the upper watershed of Suscol Creek, which was identified as having high habitat quantity, quality, and existing steelhead population density in the Department of Fish and Game's *2009 Southern Napa River Watershed Plan*.

- Since 2004, Suscol Creek has been extensively monitored by the nonprofit Suscol Creek Collaborative Partnership; they have determined it to be the best Steelhead habitat on the eastern slope of the Napa Valley.
- According to recent biological surveys, the property provides habitat for a substantial number of federal- and state-listed threatened or endangered species including thirty-nine plants, three invertebrates, one fish, three amphibians, thirteen birds, and four mammals.
- The property is US Fish and Wildlife Service-designated critical habitat for the threatened California coast steelhead.
- As a separate project, +/- 350 acres of designated California red-legged frog critical habitat is being protected as a private mitigation bank directly adjacent to the proposed Preserve.

### **Public Access Components**

- The proposed Preserve is bounded on the north by Skyline Wilderness Park, an 850 acre Napa County public park and open space.
- It would include more than ten miles of new trails serving hikers, cyclists, and horseback riders in a network connecting directly to Skyline Park's seventeen miles of existing trails.
- Trails would avoid riparian zones and other sensitive habitat areas.
- It would close a key gap in the Bay Area Ridge Trail between Jameson Canyon Road and Skyline Park.
- It would exponentially increase the open space and recreational opportunities available to the underserved residents of southern Napa County.
- It would be the lynchpin to a new, more than 3,000 acre, landscape-scale open space along the ridgeline between Napa and Solano Counties.
- It would be located less than ten minutes from downtown American Canyon (population 19,690 souls and Napa County's fastest growing urban area).
- It would markedly improve access to wildlands and outdoor recreation from both the city of American Canyon and the large Napa Airport Industrial Park employment base.

### **Potential Threats**

The property is located between the Cities of Napa and American Canyon and is part of a larger, more than 2,100 acre private holding which has been permitted for hillside vineyard development. The purchase and preservation of this property would not only protect more than 900 net acres of prime watershed habitat, it would also preclude the permitted conversion of 40 acres of land from watershed to irrigated vineyard as well as the potential development of several hillside estate homes.

### **Management Factors**

In November of 2006 Napa County voters approved Measure I establishing the Napa County Regional Park and Open Space District. The District is authorized to plan, improve and operate a system of public parks, trails, outdoor recreational facilities, and outdoor science and conservation education programs, as well as to protect and preserve natural areas, wildlife habitat and other open space resources. Its jurisdiction includes all of Napa County. The District is governed by a Board of Directors whose members are directly elected by the public in each of five wards.

Funding and staffing for the District currently comes from the County of Napa, at the level determined by the County Board of Supervisors. The District is also empowered to obtain grants, accept gifts and collect fees for services provided. Subject to voter approval, the District is authorized to raise revenues through some types of property assessments and taxes. In its first six years of operation, the District has succeeded in matching County funds with grants and other revenue at a ratio of 5:1.

### **Financing**

The District is seeking a combination of grant funds to finance the purchase of the property and associated easements and to allow the development of a new open space preserve. To assist with the purchase, the District is requesting \$1 million from the Metropolitan Transportation Commission's Priority Conservation Area program (Napa County's share of a \$5 million demonstration project to be shared by the four North Bay counties) and approximately \$2 million as a grant from the State Wildlife Conservation Board. Access trail costs, estimated at \$350,000 to \$450,000, are being sought as a grant from the State Parks/ Federal Highway Administration Recreational Trails Program. While purchase negotiations have not been completed, the property owner has voiced a willingness to donate portions of certain easements. He is not, however, willing to provide a trail easement separate from a purchase of the 400+ acre fee title property and the District has no power of eminent domain.

*Please see attached budget for additional detail.*

### **Assessors Maps, Aerial and other Photographs**

*Please see attached.*

### **Contacts**

Chris Cahill  
Land Planner  
Napa County Regional Park and Open Space District  
(707) 299.1335  
[ccahill@ncrposd.org](mailto:ccahill@ncrposd.org)

John Woodbury  
General Manager  
Napa County Regional Park and Open Space District  
(707) 259.5933  
[jwoodbury@ncrposd.org](mailto:jwoodbury@ncrposd.org)

**Suscol Headwaters Preserve**  
Acquisition & Development - Proposed Budget

Code	Funding Source	Administered By	Funding Request
RTP	Recreational Trails Program - Federal Highway Administration	State Parks	\$ 356,000.00
WCB	Wildlife Conservation Board	State Fish and Wildlife	\$ 2,000,000.00
PCA	PCA/Napa County Fund Swap	NCTPA	\$ 1,000,000.00
NCRPOSD	NCRPOSD Acquisition/Administration Funds	NCRPOSD	\$ 30,000.00
COUCHMAN	Property Owner Donation	NCRPOSD	\$ 580,000.00
TBD	Grant Source Yet to Be Determined*	NCRPOSD	\$ 335,000.00
		<b>TOTAL</b>	<b>\$ 4,301,000.00</b>

Pre-Acquisition & Administration Costs	RTP	WCB	PCA	NCRPOSD	COUCHMAN	TBD	Total
Appraisal	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 10,000.00
Phase 1 Environmental	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Escrow Fees	\$ 350.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350.00
Title Insurance Fees	\$ 650.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650.00
Administration	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
<b>SUBTOTAL</b>	<b>\$ 6,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000.00</b>	<b>\$ 5,000.00</b>	<b>\$ -</b>	<b>\$ 36,000.00</b>

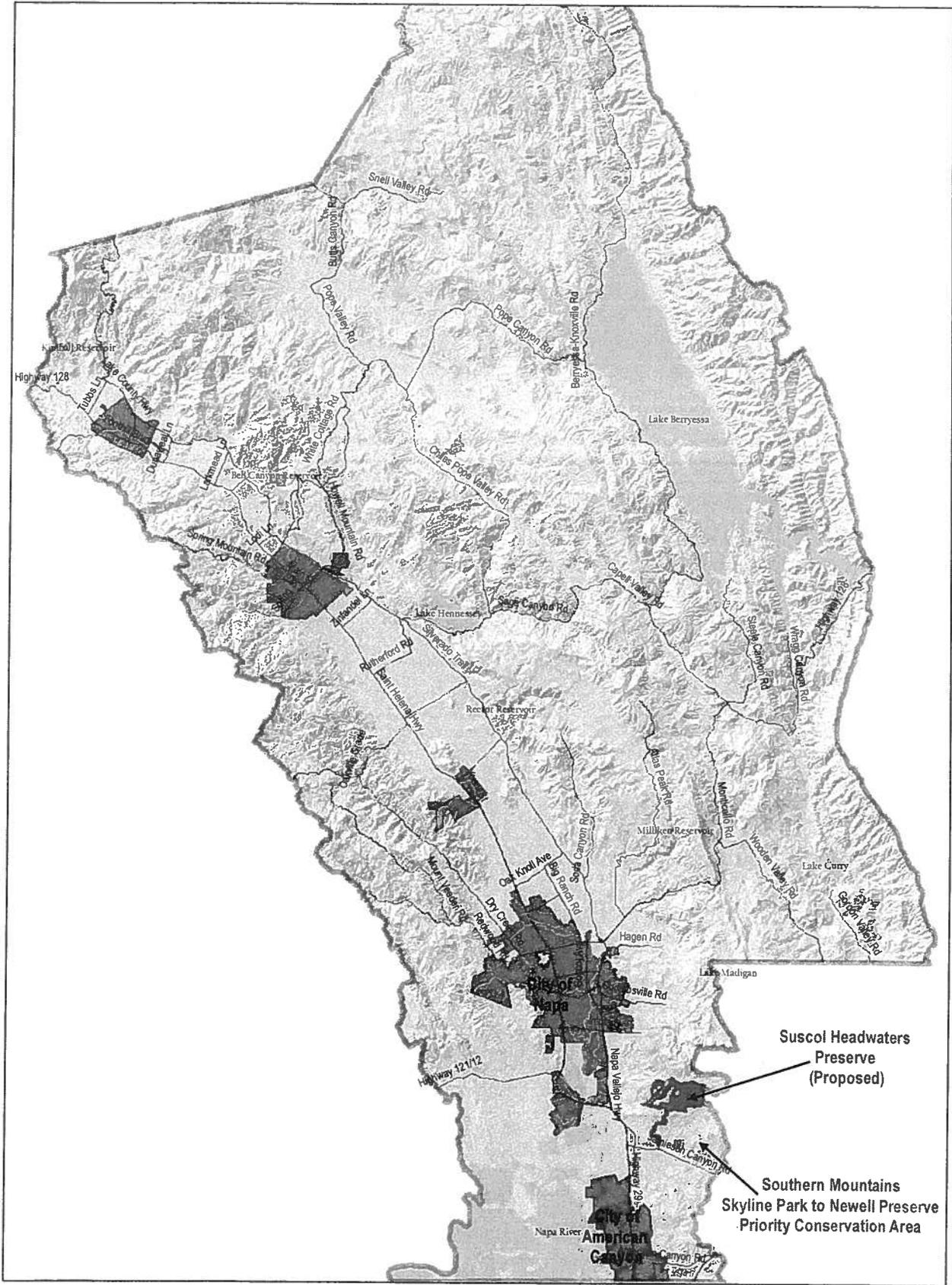
Acquisition Costs	RTP	WCB	PCA	NCRPOSD	COUCHMAN	TBD	Total
Access Trail Easement Area Acquisition	\$ 350,000.00	\$ -	\$ -	\$ -	\$ 75,000.00	\$ -	\$ 425,000.00
Conservation Easement Area Acquisition	\$ -	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00	\$ -	\$ 1,000,000.00
Fee Title Area Acquisition	\$ -	\$ 1,500,000.00	\$ 1,000,000.00	\$ -	\$ -	\$ -	\$ 2,500,000.00
<b>SUBTOTAL</b>	<b>\$ 350,000.00</b>	<b>\$ 2,000,000.00</b>	<b>\$ 1,000,000.00</b>	<b>\$ -</b>	<b>\$ 575,000.00</b>	<b>\$ -</b>	<b>\$ 3,925,000.00</b>

Construction Costs	RTP	WCB	PCA	NCRPOSD	COUCHMAN	TBD	Total
Trailhead Parking Lot (on Napa San property)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000.00	\$ 250,000.00
Trail Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000.00	\$ 85,000.00
Access Trail - Connection to Skyline Park via Tuteur	\$ -	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000.00</b>	<b>\$ -</b>	<b>\$ 335,000.00</b>	<b>\$ 340,000.00</b>

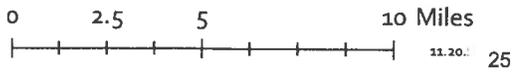
<b>TOTAL</b>	<b>\$ 356,000.00</b>	<b>\$ 2,000,000.00</b>	<b>\$ 1,000,000.00</b>	<b>\$ 30,000.00</b>	<b>\$ 580,000.00</b>	<b>\$ 335,000.00</b>	<b>\$ 4,301,000.00</b>
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\* If grant funds do not become available, NCRPOSD is prepared to cover these expenses (over a several year period) out of its own budget.

# Napa County Regional Park and Open Space District



## Location Map Suscol Headwaters Preserve

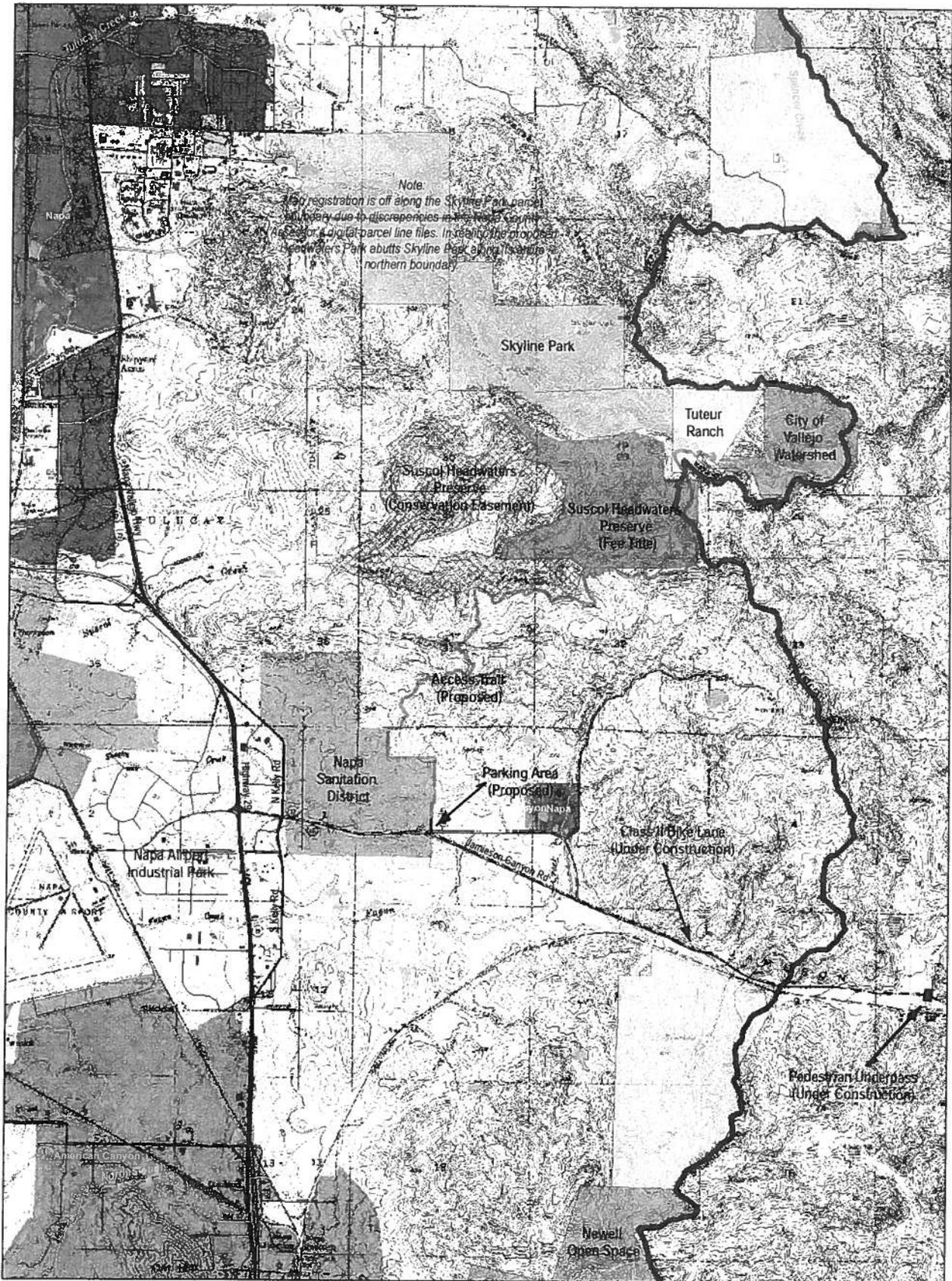


### Legend

- Major Roads
- ▭ City Limits
- ~ Streams
- ▬ Proposed Trail Easement
- ▨ Proposed Preserve

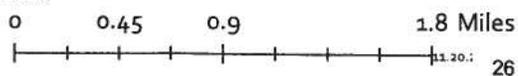


# Napa County Regional Park and Open Space District



**Park Vicinity**  
**Suscol Headwaters Preserve**

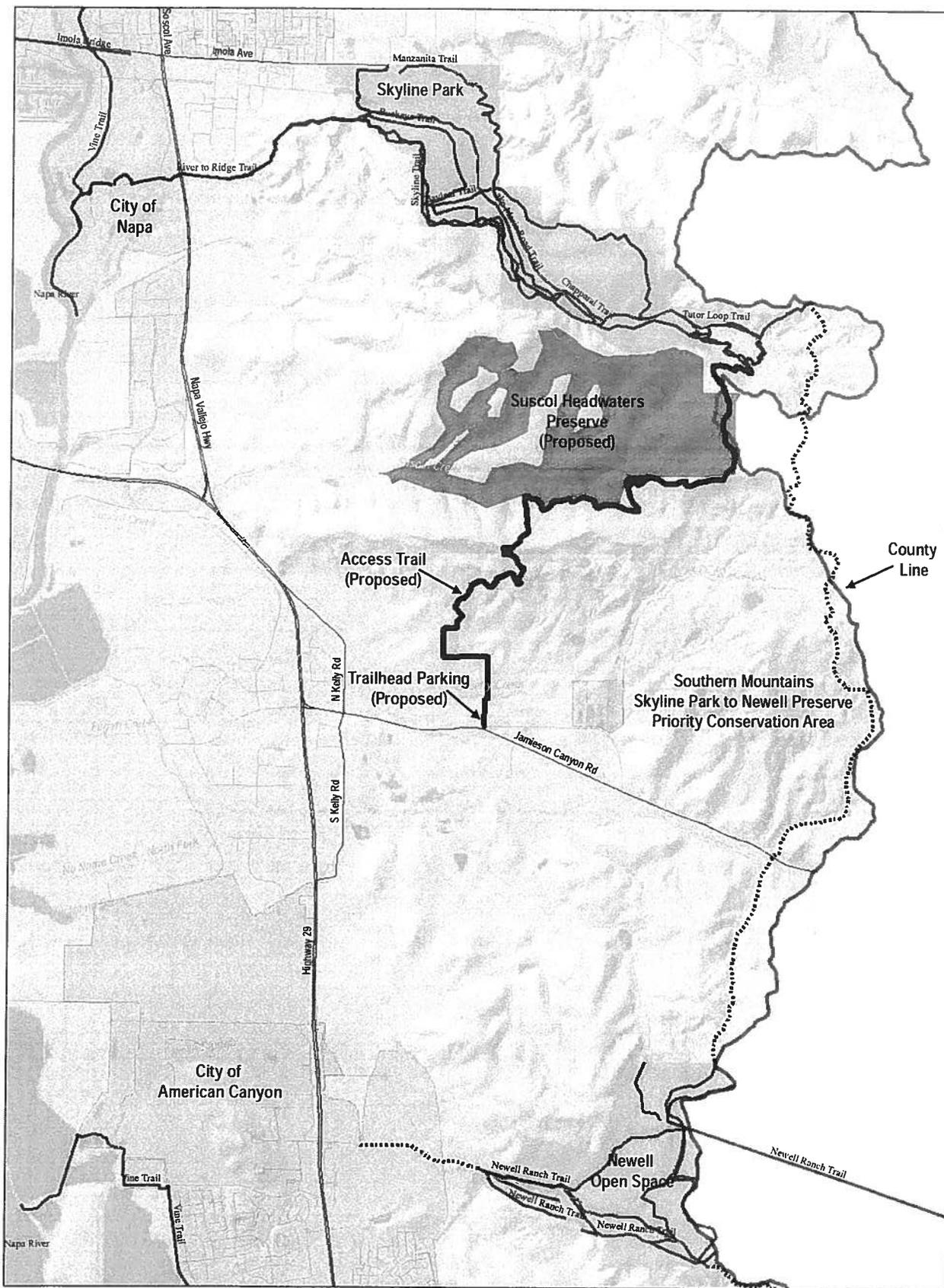
Napa County Regional Park and Open Space District



- Legend**
- Proposed Trail Easement
  - Proposed Conservation Easement
  - Proposed Preserve
  - Protected Open Space**
  - Level
  - federal
  - state
  - city
  - county
  - land trust
  - special district



# Napa County Regional Park and Open Space District



## PCA Boundaries and Trail Network Suscol Headwaters Preserve

Napa County Regional Park  
and Open Space District



### Legend

- Trails
- Status
- Existing Trail
- - - Proposed Trail



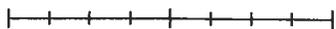
8

# Napa County Regional Park and Open Space District



## Aerial Suscol Headwaters Preserve

0 0.15 0.3 0.6 Miles



11.10.11 28

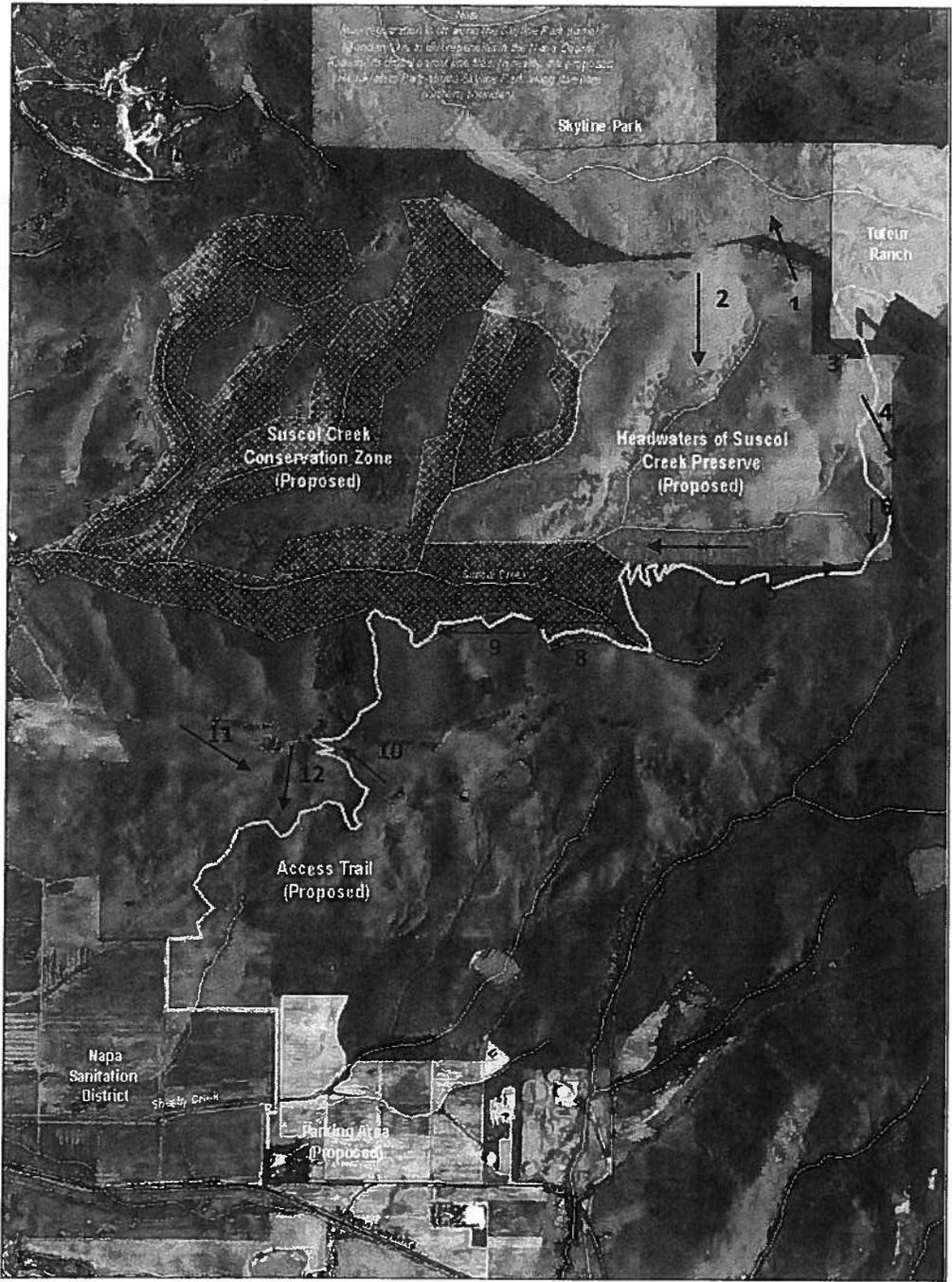
### Legend

- Proposed Trail Easement
- ▨ Proposed Conservation Easement
- ▨ Proposed Preserve
- ▨ Protected Open Space
- Level
- ▨ federal
- ▨ state
- ▨ city
- ▨ county
- ▨ land trust
- ▨ special district



9

# Napa County Regional Park and Open Space District



**Aerial**  
**Suscol Creek Conservation Area**

Napa County Regional Park and Open Space District

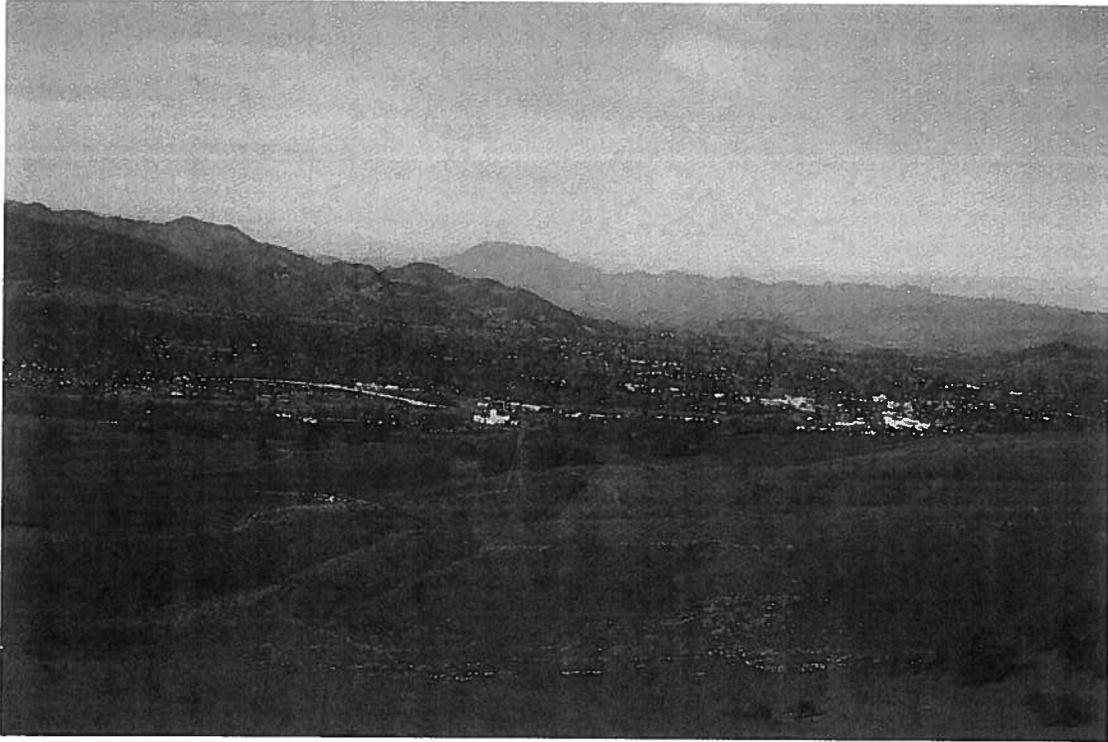
0 0.15 0.3 0.6 Miles

11.30.30.22

**Legend**

- Proposed Trail Boundary
- Proposed Conservation Boundary
- ▭ Proposed Preserve
- ▭ Protected Open Space
- ▭ federal
- ▭ state
- ▭ city
- ▭ county
- ▭ land use
- ▭ special district

See map on preceding page for key to photos.  
The trail alignment is shown with a red line.



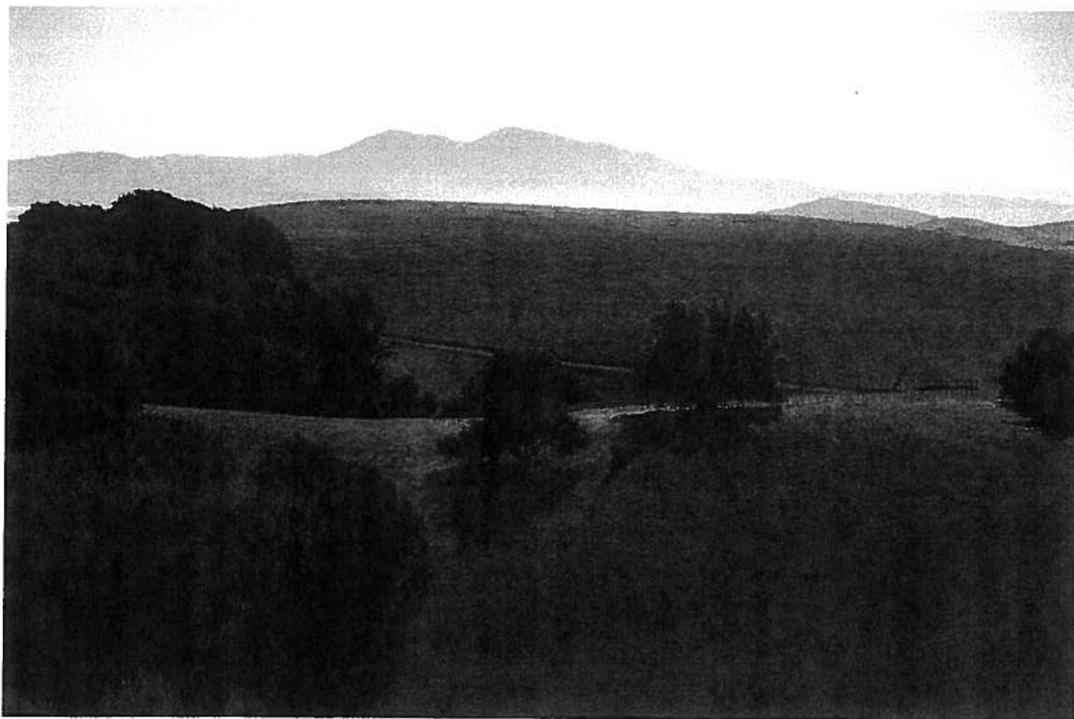
1. View of My. St. Helena, about 30 miles to the north, from where the trail starts at Skyline Park.



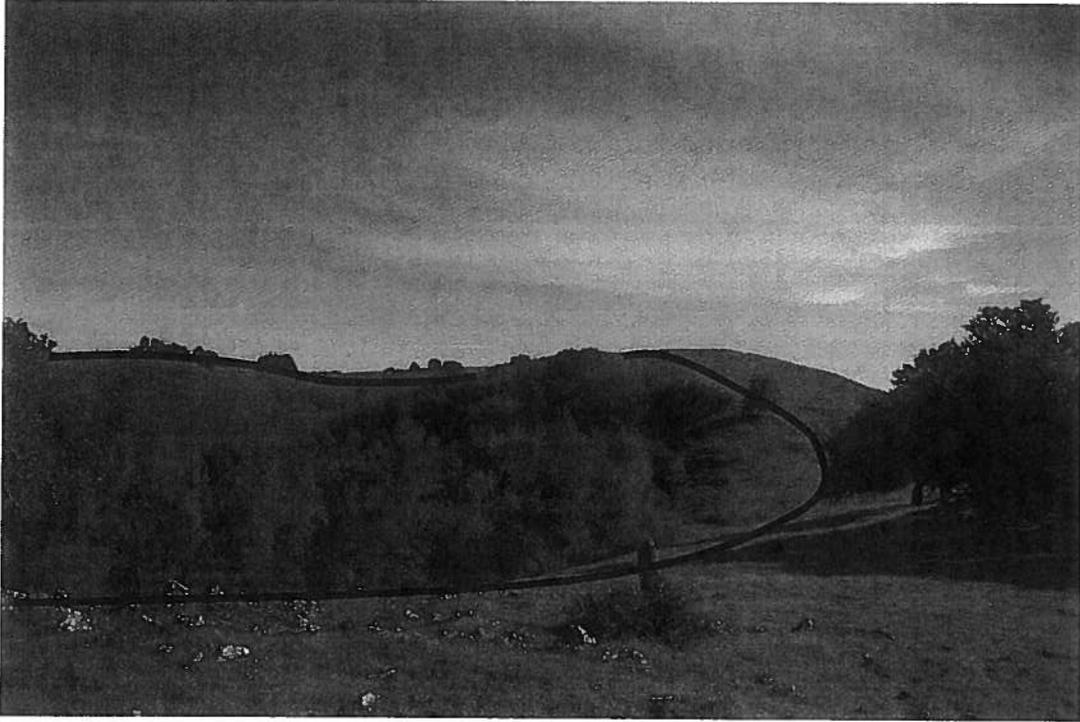
2. View from trail of Mt. Tam in the far distance, to the southwest.



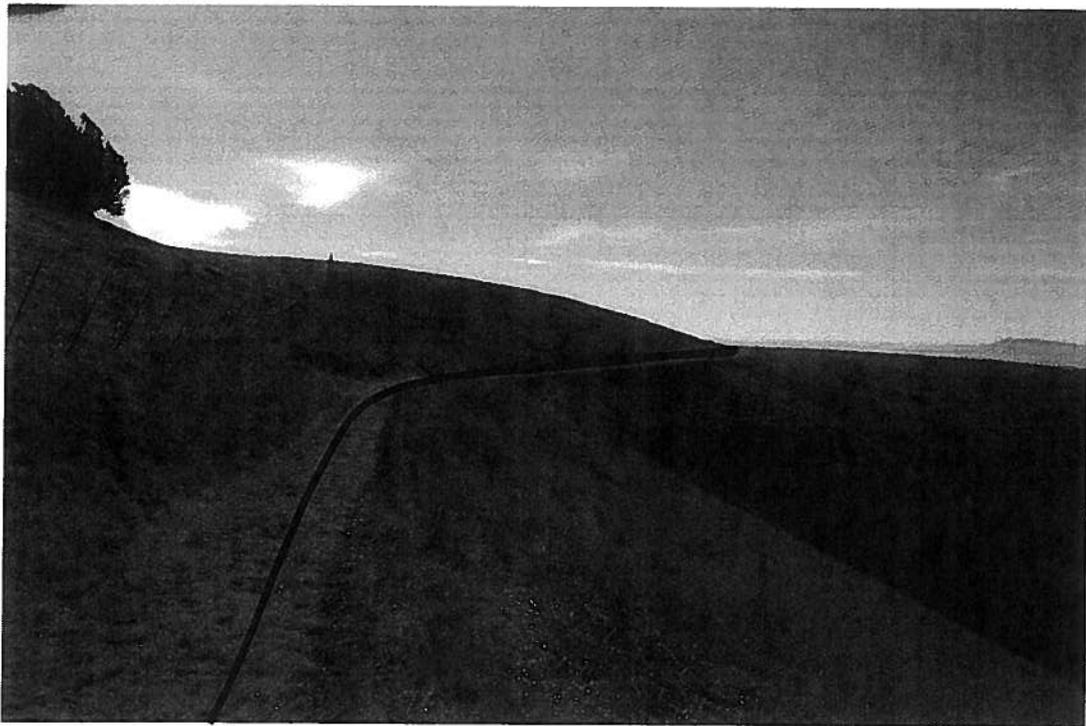
3. Looking south from northern end of trail.



4. Looking south to Mt. Diablo from trail.



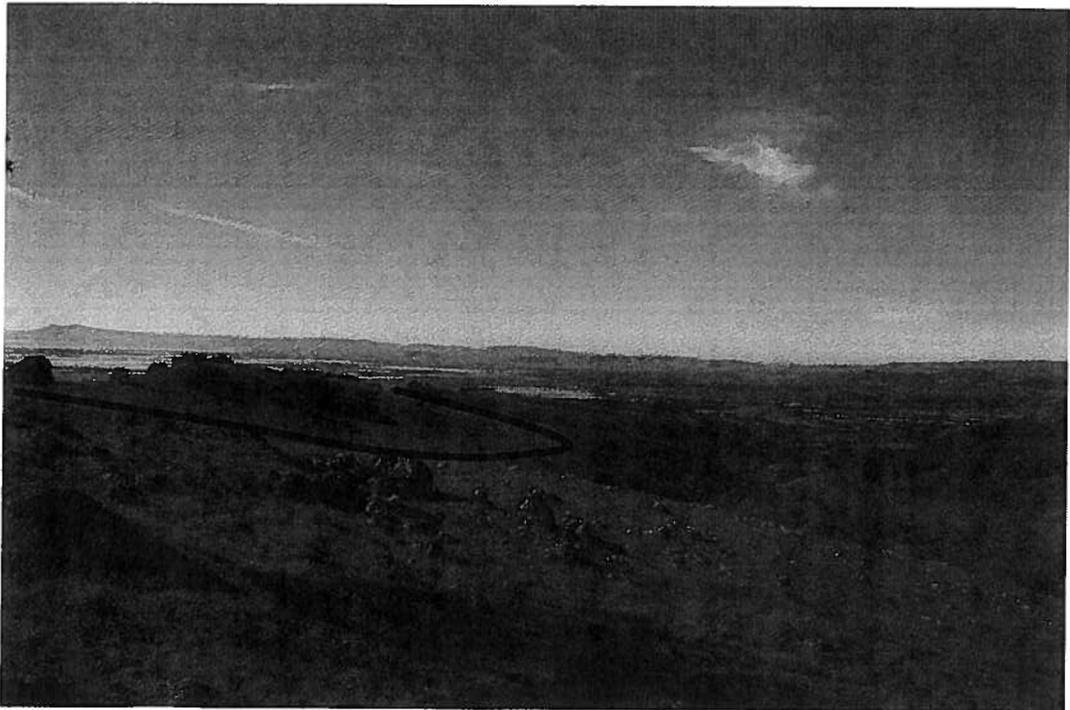
5. Looking east.



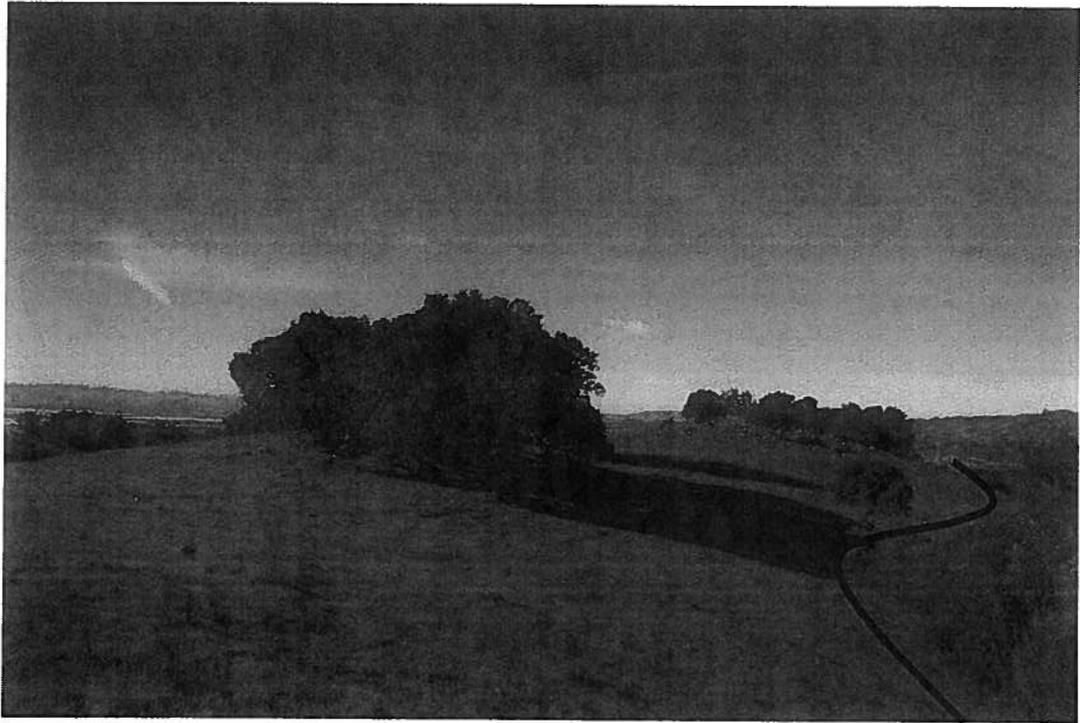
6. Looking south.



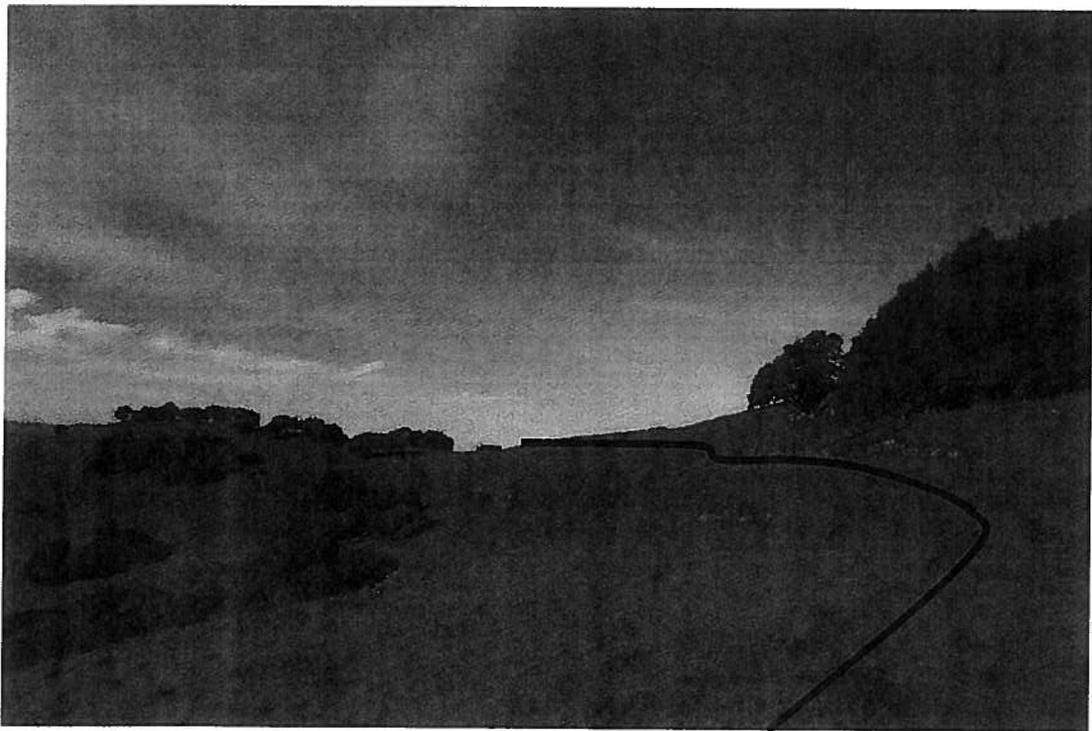
7. View of Mt Tamalpais to the southwest.



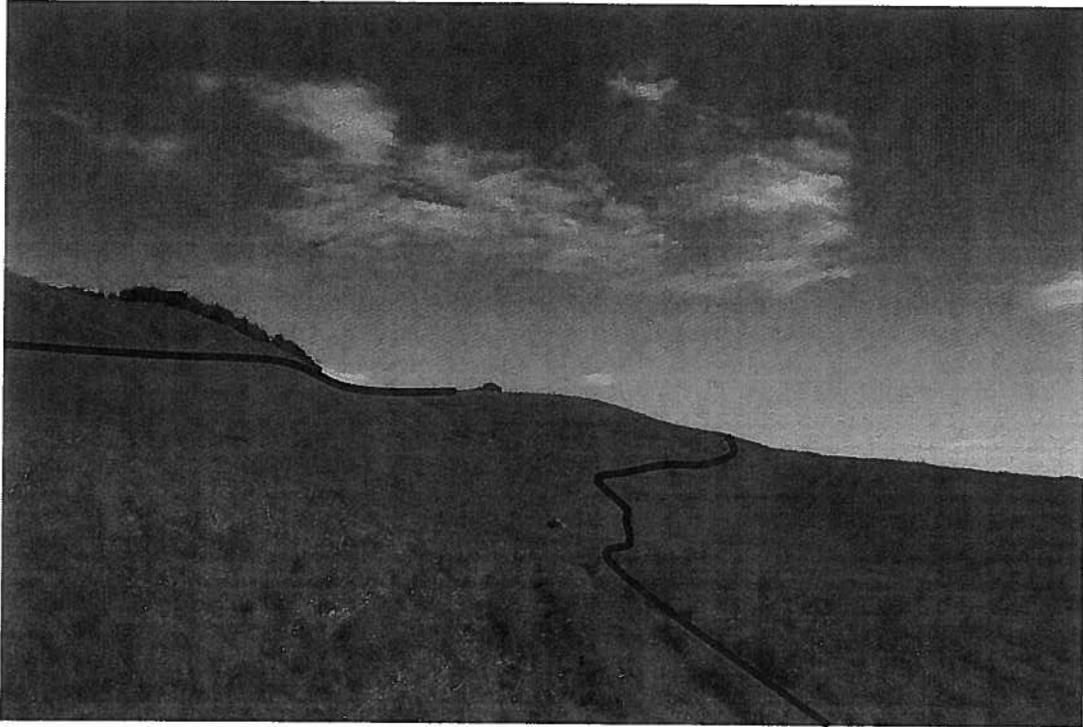
8. View of Mt Tamalpais to the southwest.



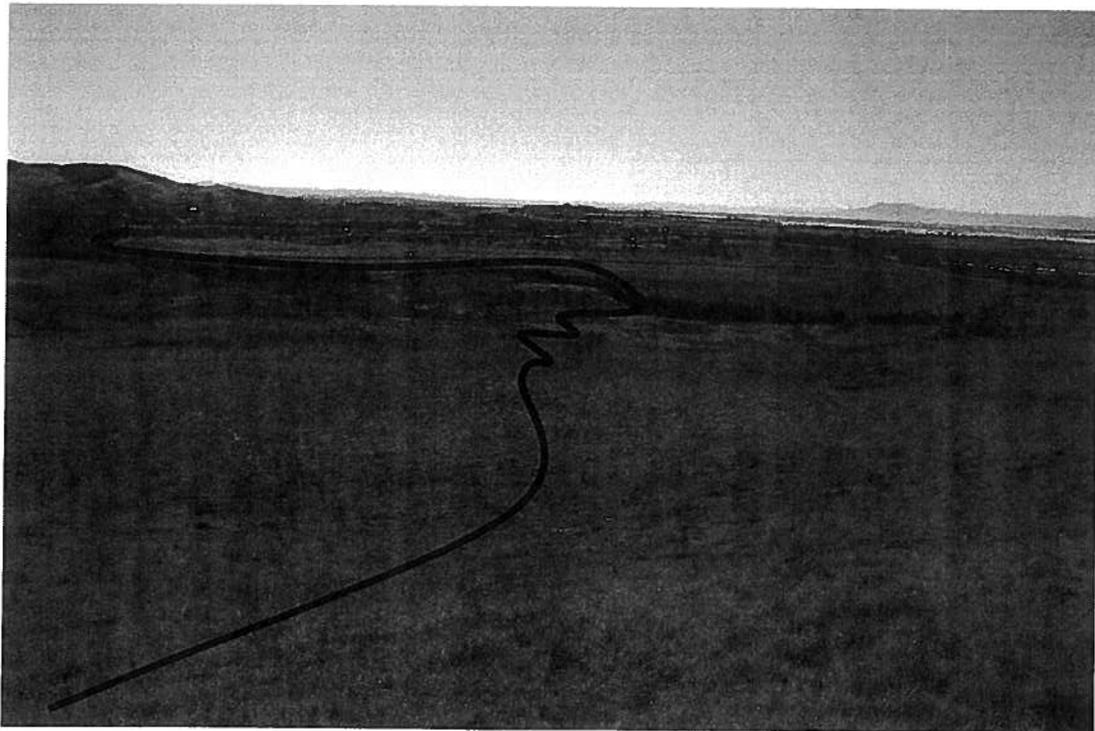
9. Looking west



10. Looking northwest.



11. Looking east



12. Looking south to Highway 12 trailhead and Mt. Tamalpais in the distance.

**Willing Seller Letter**

**Mark Couchman**  
Suscol Mountain Vineyards, LLC  
855 Bordeaux Way, Suite 100  
Napa, California 94558

January 4, 2013

**To:** California Department of Parks and Recreation, Office of Grants and Local Services

**Re:** Purchase of a portion of the Suscol Mountain Vineyards property located in Napa and Solano Counties; comprised of portions of Assessor's Parcel Nos. 057-020-077, 057-020-076, 057-030-012, and 045-360-009.

**To Whom It May Concern:**

This letter is provided to confirm that Suscol Mountain Vineyards, LLC, owner of the above referenced property, is a willing participant in the proposed real property transaction. Should grant funds be awarded to the Napa County Regional Park and Open Space District (grant applicant), then Suscol Mountain Vineyards, LLC, as seller, is willing to enter into an agreement for the sale of real property and/or easements affecting real property for a purchase price not to exceed a Fair Market Value.

**Acknowledged:**

  
\_\_\_\_\_  
Mark Couchman

1/2/13  
\_\_\_\_\_  
Date signed

Title/Interest: President, Suscol Mountain Vineyards, LLC

2013-004

# NOTICE OF EXEMPTION

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT  
1195 THIRD STREET, SUITE 210, NAPA, CALIF. 94559

To:  Office of Planning and Research  
PO Box 0334  
1400 Tenth Street, Room 121  
Sacramento, Calif. 95814

Napa County Clerk  
900 Coombs St  
Napa, Calif. 94559

## ENDORSED

JAN 07 2013

JOHN TUTEUR  
Napa County Recorder - County Clerk  
By L. RODRIGUEZ  
DEPUTY RECORDER - CLERK

Exempt from Recording Fees: Gov. Code 27383

**PROJECT TITLE:** Suscol Headwaters Preserve  
Real Property Negotiations, Associated Funding Applications, and Potential Purchase

**PERMIT(S):** N/A

**PROJECT LOCATION - SPECIFIC:** Part of the Suscol Mountain Vineyards property located in Napa and Solano Counties; comprised of portions yet-to-be-determined of Napa County Assessor's Parcel Nos. 057-020-077, 057-020-076, 057-030-012, and 045-360-009, and located approximately 0.6 miles north of Jameson Canyon Rd. (State Highway 12) at its nearest point. No Address Presently Assigned, Soscol Creek Road, Napa, California (Napa County Zoning: Agricultural Watershed; Solano County Zoning: Watershed).

**PROJECT LOCATION - CITY (NEAREST):** AMERICAN CANYON

**PROJECT LOCATION - COUNTY:** NAPA

**PROJECT DESCRIPTION:** Real property negotiations and associated funding applications regarding the potential purchase of fee title and/or easement interests in portions of the Suscol Mountain Vineyards property with the goals of: 1.) protecting the headwaters of Suscol Creek through conservation easement(s); 2.) acquiring certain upland areas in fee title in order to provide ridgetop open space and create connectivity to Skyline Wilderness Park; and 3.) acquiring trail access thereto.

**NAME OF PUBLIC AGENCY APPROVING PROJECT:** NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT  
**ADDRESS:** 1195 THIRD STREET, SUITE 210, NAPA, CALIF. 94559

**PHONE:** (707) 299-1335

**NAME OF PERSON OR AGENCY CARRYING OUT PROJECT:** NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT  
**ADDRESS:** 1195 THIRD STREET, SUITE 210, NAPA, CALIF. 94559

**PHONE:** (707) 299-1335

**EXEMPT STATUS (CHECK ONE):** (Also, see Appendix B of the *NCRPOSD Local Procedures for Implementing CEQA*)

- Ministerial [Sec. 21080(b)(1); 15268];
- Declared Emergency [Sec. 21080(b)(3); 15269(a)];
- Emergency Project [Sec. 21080(b)(4); 15268(b)(c)];
- Categorical Exemption. State type and section number: **Class: 13 & 5 (Local) Section #: 15313 & 15305 (Local)**
- Statutory Exemptions. State code number:
- General Rule: [Sec.15061(b)(3)]

**REASONS WHY PROJECT IS EXEMPT:** The project includes negotiations and funding applications which may, ultimately, lead to the purchase of land and/or interest(s) in land in order to preserve fish and wildlife habitat and provide access to public lands and waters where the purpose of the acquisition is to preserve the land in its natural condition. Such negotiations, and ultimately such purchases, are exempt from the application of the California Environmental Quality Act (CEQA) under State CEQA Guidelines, Class 13 (*Acquisition of Lands for Wildlife Conservation Purposes*) and the Napa County Regional Park and Open Space District's Local CEQA Guidelines, Class 5, Sub 2 (*Minor Alterations in Land Use Limitations - Acceptance of Interest in Property*). There are no unusual circumstances associated with the project that would cause it to have a significant effect on the environment.

**LEAD AGENCY CONTACT PERSON:** Chris Cahill, Land Planner, Napa County Regional Park and Open Space District  
**EMAIL:** ccahill@ncrposd.org **PHONE:** (707) 299-1335

Signature: John Woodbury Date: 1-7-13 Title: General Manager

John Woodbury

## RECEIVED

JAN 09 2013

Signed by Lead Agency

Signed by Applicant

NAPA CO. CONSERVATION  
DEVELOPMENT & PLANNING DEPT



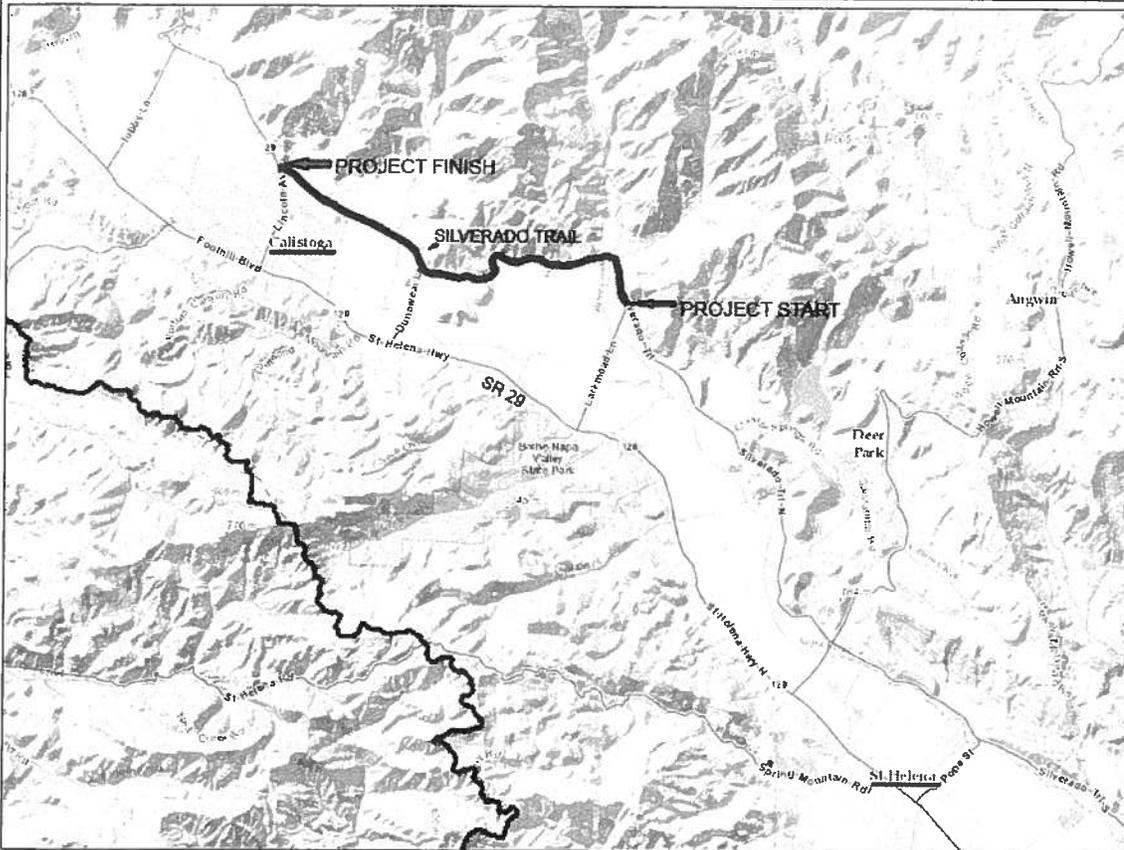
A Partner in Stewardship  
A Commitment to Excellence

# NAPA COUNTY PUBLIC WORKS



### Legend

□ County Boundary



16,995.4      0      8,497.71      16,995.4 Feet



Disclaimer: This map was prepared for informational purposes only. No liability is assumed for the accuracy of the data delineated hereon.

This map was printed on 11/28/2012

### Notes

Silverado Trail Overlay from Calistoga City Limits to Larkmead Ln

**County of Napa – PCA Application for  
Oak Knoll Avenue Bicycle Lanes**

**NAPA COUNTY PRIORITY CONSERVATION AREA (PCA) PROJECT APPLICATION**

**CRITERIA**

The goal of the PCA program is linked to SB 375 which requires Metropolitan Planning Organizations (MPOs) to prepare sustainable community strategies that considers preservation of resource areas and farmland in the region. Projects should be regionally significant, and contribute to goals stated in a regional habitat, agricultural or open space plans, countywide plans or the Association of Bay Area Government's (ABAG) PCA designations.

The Metropolitan Transportation Commission, the MPO for the 9-Bay Area Counties, is the designated recipient of the federal funds committed to the PCA Program. MTC apportioned \$5 million for the four North Bay counties; Napa, Marin, Solano, and Sonoma. Project sponsors that leverage additional funds will be given funding priority. Projects must have a transportation focus and be located within a PCA.

Project sponsors must provide a minimum match of 11.47%. Note that federal funds may only be used for land acquisition for transportation right of way improvements. Elements of a project that include land acquisition other than transportation right of way, would need to be funded through a local match beyond what is required to match the federal funds.

**PROGRAM GOALS**

Projects must meet one of the following program goals:

1. Protects or enhances "resource areas" or habitats as defined in California Government Code Section 65080.01
2. Provides or enhances pedestrian and bicycle access to open space / parkland resources.
3. Supports the agricultural economy of the region.

Eligible Project Types:

1. Planning Activities
2. Pedestrian and Bicycle Facilities/Infrastructure – on-road and off-road trail facilities, sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming, lighting and other safety related infrastructure, and ADA compliance, conversion and use of abandoned rail corridors for pedestrians and bicyclists.
3. Visual Enhancements – Construction of turnouts, overlooks and viewing areas.
4. Habitat/Environmental Enhancements – Vegetation management practices in transportation rights-of-way, reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats, mitigation of transportation project environmental impacts funded through the federal-aid surface transportation program.
5. Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm to market and community interconnectivity transportation routes. These include but are not limited to improving shoulders, intersections, alignments and safety improvements to accommodate large vehicles; pavement maintenance addressing axle loads. *Surface parking and SOV projects are not eligible.*
6. Protection (land acquisition or easement) or enhancement of natural resources, open space or agricultural lands – such projects, while often effective in accomplishing

regionally-adopted PCA goal, are not directly eligible for PCA funds due to federal funding restrictions, but may be considered as part of an overall funding strategy which proposes to exchange funds from **non-federal** sources in order to leverage maximum benefit to both the transportation system and the conservation of natural resources.

**ELIGIBLE APPLICANTS**

Eligible applicants include: cities, counties, towns, county congestion management agencies, tribes, water/utility districts, resource conservation districts, park and/or open space districts, land trusts and other land/resource protection nonprofit organizations. Applicants are strongly encouraged to collaborate and partner with other entities on projects to leverage additional funding. Projects that leverage funding will be given higher priority in the grant award process. Partnerships are necessary with cities, counties, or CMAs in order to access federal funds. A project must have an implementing agency that has a master agreement with Caltrans.

**APPLICATION**

Enter information in the spaces provided. E-mail this completed application form and attachments requested as part of this form to [dschmitz@nctpa.net](mailto:dschmitz@nctpa.net) by Friday, March 22<sup>nd</sup>. If e-mailing is not possible, a hard copy of materials can be mailed to Danielle Schmitz, NCTPA, 625 Burnell Street, Napa, CA 94559.

**PART 1: PROJECT INFORMATION**

Project Name:	Oak Knoll Avenue Bicycle Lanes
Project Location:	Oak Knoll Avenue SR 29 to Silverado Trail
Project Cost: Requested Amount: Local Match:	\$1,602,000. \$211,000.
Name of PCA:	Napa County Agricultural Lands and Watersheds Napa Valley – Napa River Corridor
Project Timeline:	October 2013-April 2015

Attach a map showing the proposed project boundaries and location.

**PART 2: PROJECT SPONSOR CONTACT INFORMATION**

Lead Nominating Agency/Organization	County of Napa
Contact Person	Rick Marshall
Address	1195 Third Street, Suite 101, Napa CA 94559
Phone Number(s)	(707) 259.8381
E-mail address	<a href="mailto:Rick.Marshall@countyofnapa.org">Rick.Marshall@countyofnapa.org</a>
Partnering Agency(ies)/Organization(s)	N/A

**PART 3: Project Description**

Provide a description of how the project meets the criteria of the PCA program:

*Criteria: Pedestrian and Bicycle Facilities/Infrastructure – On-road and off-road trail facilities, ... bicycle infrastructure, ...other safety related infrastructure ...*

*Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm-to-market and community-interconnectivity transportation routes.*

The proposed project will construct Class II bicycle lanes along Oak Knoll Avenue from State Route 29 to Silverado Trail. Widening will occur on both sides of the road and minor drainage modifications will be included. New traffic striping will replace the existing striping using the existing patterns. All construction activities, including staging, shall occur within County right-of-way. Oak Knoll Avenue is an important farm-to-market route serving the Napa Valley agricultural area, and a popular cycling route connecting the two major north-south corridors in the county.

**PART 4: PROJECT BUDGET**

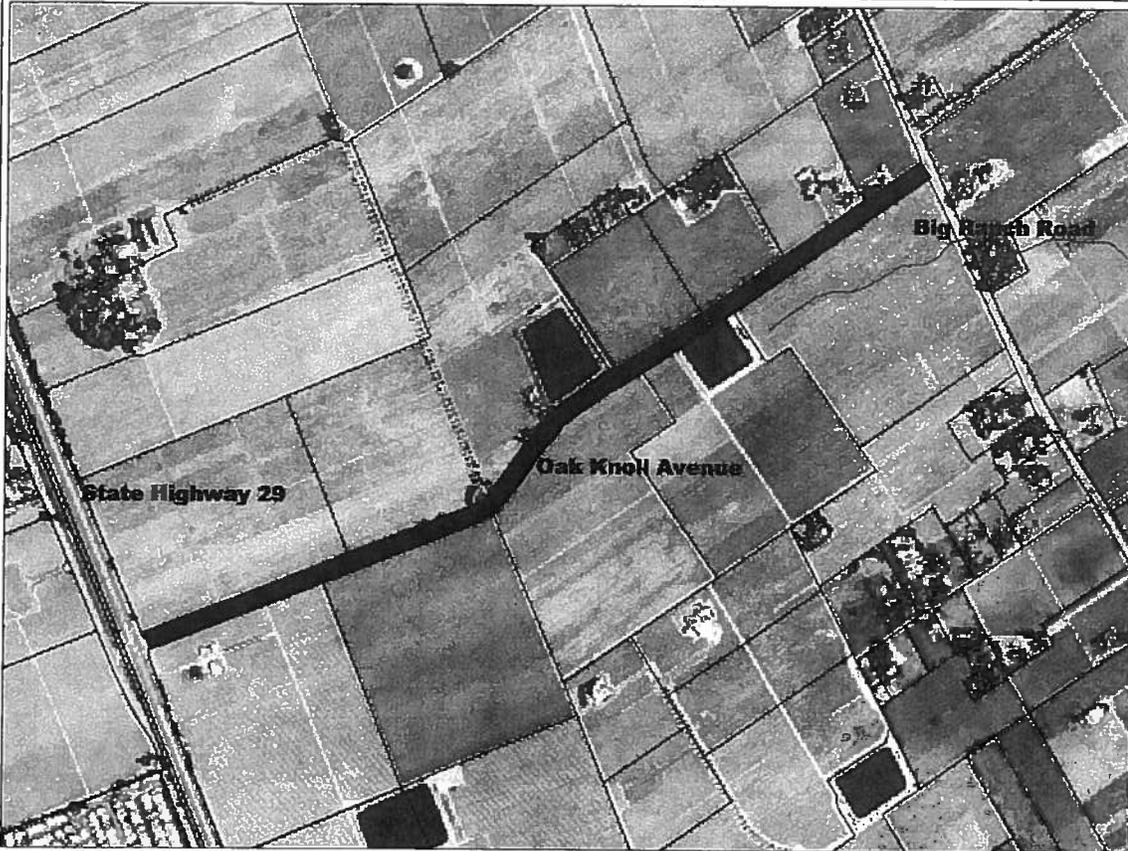
<b>Phase</b>	<b>Description</b>	<b>Fund Source</b>	<b>Amount</b>
Preliminary Engineering	Design	Federal/PCA	\$55,000
Preliminary Engineering	Design	Local/Roads Fund	\$7,000
Construction	Construction	Federal/PCA	\$1,346,000
Construction	Construction	Local/Roads Fund	\$176,000
Construction Engineering	Inspection	Federal/PCA	\$201,000
Construction Engineering	Inspection	Local/Roads Fund	\$28,000
<b>Total</b>			<b>\$1,813,000</b>

**PART 5: PROJECT SCHEDULE**

<b>Phase</b>	<b>Description</b>	<b>Date (Mo/Yr)</b>
Preliminary Engineering	Design	10/2013
Construction	Construction	4/2015
Construction Engineering	Inspection	4/2015



# Oak Knoll Bicycle Lane Widening State Highway 29 to Big Ranch Road



### Legend

- Streams
- Parcels
- Aerial Photos 2011
  - Red: Band\_1
  - Green: Band\_2
  - Blue: Band\_3
- County Boundary



Disclaimer: This map was prepared for informational purposes only. No liability is assumed for the accuracy of the data delineated hereon.

This map was printed on 12/12/2012

Notes



County of Sonoma  
Department of Planning & Building

# Oak Knoll Bicycle Lane Widening Big Ranch Road to Silverado Trail



### Legend

- Streams
- Parcels
- Aerial Photos 2011
  - Red: Band\_1
  - Green: Band\_2
  - Blue: Band\_3
- County Boundary

2,353.7      0      1,176.85      2,353.7 Feet



Disclaimer: This map was prepared for informational purposes only. No liability is assumed for the accuracy of the data delineated hereon.

This map was printed on 12/12/2012

Notes

Empty box for notes.

**County of Napa – PCA Application for  
Silverado Trail Yountville-Napa Safety Improvement**

**NAPA COUNTY PRIORITY CONSERVATION AREA (PCA) PROJECT APPLICATION**

**CRITERIA**

The goal of the PCA program is linked to SB 375 which requires Metropolitan Planning Organizations (MPOs) to prepare sustainable community strategies that considers preservation of resource areas and farmland in the region. Projects should be regionally significant, and contribute to goals stated in a regional habitat, agricultural or open space plans, countywide plans or the Association of Bay Area Government's (ABAG) PCA designations.

The Metropolitan Transportation Commission, the MPO for the 9-Bay Area Counties, is the designated recipient of the federal funds committed to the PCA Program. MTC apportioned \$5 million for the four North Bay counties; Napa, Marin, Solano, and Sonoma. Project sponsors that leverage additional funds will be given funding priority. Projects must have a transportation focus and be located within a PCA.

Project sponsors must provide a minimum match of 11.47%. Note that federal funds may only be used for land acquisition for transportation right of way improvements. Elements of a project that include land acquisition other than transportation right of way, would need to be funded through a local match beyond what is required to match the federal funds.

**PROGRAM GOALS**

Projects must meet one of the following program goals:

1. Protects or enhances "resource areas" or habitats as defined in California Government Code Section 65080.01
2. Provides or enhances pedestrian and bicycle access to open space / parkland resources.
3. Supports the agricultural economy of the region.

Eligible Project Types:

1. Planning Activities
2. Pedestrian and Bicycle Facilities/Infrastructure – on-road and off-road trail facilities, sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming, lighting and other safety related infrastructure, and ADA compliance, conversion and use of abandoned rail corridors for pedestrians and bicyclists.
3. Visual Enhancements – Construction of turnouts, overlooks and viewing areas.
4. Habitat/Environmental Enhancements – Vegetation management practices in transportation rights-of-way, reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats, mitigation of transportation project environmental impacts funded through the federal-aid surface transportation program.
5. Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm to market and community interconnectivity transportation routes. These include but are not limited to improving shoulders, intersections, alignments and safety improvements to accommodate large vehicles; pavement maintenance addressing axle loads. *Surface parking and SOV projects are not eligible.*
6. Protection (land acquisition or easement) or enhancement of natural resources, open space or agricultural lands – such projects, while often effective in accomplishing

regionally-adopted PCA goal, are not directly eligible for PCA funds due to federal funding restrictions, but may be considered as part of an overall funding strategy which proposes to exchange funds from **non-federal** sources in order to leverage maximum benefit to both the transportation system and the conservation of natural resources.

**ELIGIBLE APPLICANTS**

Eligible applicants include: cities, counties, towns, county congestion management agencies, tribes, water/utility districts, resource conservation districts, park and/or open space districts, land trusts and other land/resource protection nonprofit organizations. Applicants are strongly encouraged to collaborate and partner with other entities on projects to leverage additional funding. Projects that leverage funding will be given higher priority in the grant award process. Partnerships are necessary with cities, counties, or CMAs in order to access federal funds. A project must have an implementing agency that has a master agreement with Caltrans.

**APPLICATION**

Enter information in the spaces provided. E-mail this completed application form and attachments requested as part of this form to [dschmitz@nctpa.net](mailto:dschmitz@nctpa.net) by Friday, March 22<sup>nd</sup>. If e-mailing is not possible, a hard copy of materials can be mailed to Danielle Schmitz, NCTPA, 625 Burnell Street, Napa, CA 94559.

**PART 1: PROJECT INFORMATION**

Project Name:	Silverado Trail Yountville-Napa Safety Improvement
Project Location:	Silverado Trail Yountville Cross Road to Trancas Street
Project Cost: Requested Amount: Local Match:	\$142,500. \$19,000.
Name of PCA:	Napa County Agricultural Lands and Watersheds Napa Valley – Napa River Corridor
Project Timeline:	October 2013-August 2014

Attach a map showing the proposed project boundaries and location.

**PART 2: PROJECT SPONSOR CONTACT INFORMATION**

Lead Nominating Agency/Organization	County of Napa
Contact Person	Rick Marshall
Address	1195 Third Street, Suite 101, Napa CA 94559
Phone Number(s)	(707) 259.8381
E-mail address	<a href="mailto:Rick.Marshall@countyofnapa.org">Rick.Marshall@countyofnapa.org</a>
Partnering Agency(ies)/Organization(s)	N/A

**PART 3: Project Description**

Provide a description of how the project meets the criteria of the PCA program:

*Criteria: Pedestrian and Bicycle Facilities/Infrastructure – On-road and off-road trail facilities, ... bicycle infrastructure, ...other safety related infrastructure ...*

*Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm-to-market and community-interconnectivity transportation routes.*

The proposed project consists of two components.

1. The proposed project will improve safety at the intersection of Silverado Trail and Yountville Cross Road by adding intersection safety lighting, constructing minor pavement widening, and removing vegetation as possible to improve intersection sight distance. New traffic striping will replace the existing striping, to create a “merge pocket” for eastbound-to-northbound left turn movements. Existing Class II bicycle lanes will be perpetuated with the project. All construction activities, including staging, shall occur within County right-of-way. This intersection has been affected by right-of-way conflict collisions, which can be addressed through this improvement.

2. The proposed project will improve bicycle safety by constructing rumble strips between the existing shoulder and traveled way along Silverado Trail from Yountville Cross Road to Trancas Street. Work will include the construction of ground-in rumble strips in the shoulder next to the existing bicycle lane striping. Existing Class II bicycle lanes will be perpetuated with the project. This segment of Silverado Trail has been affected by run-off-road collisions, which can be addressed through this improvement.

Silverado Trail is an important farm-to-market route serving the Napa Valley agricultural area, and a popular cycling route connecting the two major north-south corridors in the county.

**PART 4: PROJECT BUDGET**

<b>Phase</b>	<b>Description</b>	<b>Fund Source</b>	<b>Amount</b>
Preliminary Engineering	Design	Federal/PCA	\$4,500
Preliminary Engineering	Design	Local/Roads Fund	\$1,000
Construction	Construction	Federal/PCA	\$120,000
Construction	Construction	Local/Roads Fund	\$15,000
Construction Engineering	Inspection	Federal/PCA	\$18,000
Construction Engineering	Inspection	Local/Roads Fund	\$3,000
<b>Total</b>			<b>\$161,500</b>

**PART 5: PROJECT SCHEDULE**

<b>Phase</b>	<b>Description</b>	<b>Date (Mo/Yr)</b>
Preliminary Engineering	Design	10/2013
Construction	Construction	8/2014
Construction Engineering	Inspection	8/2014



A Division of Planning  
& Landmark Services

# INTERSECTION MODIFICATIONS AT SILVERADO TRAIL & YOUNTVILLE CROSS ROAD



- Legend**
- Streams
  - Parcel Status
  - LOMC for Flood Zone
  - Parcels
  - Flood Zones**
    - ▨ 100 Years
    - ▨ 500 Years
  - Aerial Photos 2011**
    - Red: Band\_1
    - Green: Band\_2
    - Blue: Band\_3
  - County Boundary



Disclaimer: This map was prepared for informational purposes only. No liability is assumed for the accuracy of the data delineated hereon.

This map was printed on 12/6/2012

Notes

## NAPA COUNTY PRIORITY CONSERVATION AREA (PCA) PROJECT APPLICATION

### CRITERIA

The goal of the PCA program is linked to SB 375 which requires Metropolitan Planning Organizations (MPOs) to prepare sustainable community strategies that considers preservation of resource areas and farmland in the region. Projects should be regionally significant, and contribute to goals stated in a regional habitat, agricultural or open space plans, countywide plans or the Association of Bay Area Government's (ABAG) PCA designations.

The Metropolitan Transportation Commission, the MPO for the 9-Bay Area Counties, is the designated recipient of the federal funds committed to the PCA Program. MTC apportioned \$5 million for the four North Bay counties; Napa, Marin, Solano, and Sonoma. Project sponsors that leverage additional funds will be given funding priority. Projects must have a transportation focus and be located within a PCA.

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6. Protection (land acquisition or easement) or enhancement of natural resources, open space or agricultural lands – such projects, while often effective in accomplishing regionally-adopted PCA goal, are not directly eligible for PCA funds due to federal funding restrictions, but may be considered as part of an overall funding strategy which

**PART 5: PROJECT SCHEDULE**

Phase	Description	Date (Mo/Yr)



April 4, 2013  
TAC Agenda Item 9  
Continued From: March 2013  
**Action Requested: ACTION**

## NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY TAC Agenda Letter

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**TO:** Technical Advisory Committee (TAC)  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Danielle Schmitz, Assoc. Program Planner  
(707) 259-5968 / Email: [dschmitz@nctpa.net](mailto:dschmitz@nctpa.net)  
**SUBJECT:** Napa County Priority Development Area (PDA) Investment and Growth Strategy – Final Review

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### **RECOMMENDATION**

Review final PDA Investment and Growth Strategy and refer to the NCTPA Board for its approval its April 17, 2013 meeting.

### **EXECUTIVE SUMMARY**

SB 375 requires the State's 18 metropolitan areas, including the Bay Area, to develop strategies to reduce transportation-related greenhouse gas emissions. The law requires that the current Regional Transportation Plan (RTP), Plan Bay Area, include a Sustainable Communities Strategy (SCS) which promotes compact, mixed-use commercial and residential development. To meet the goals of SB 375 are to encourage future developments to be more walkable and bikable and close to public transit, jobs, schools, shopping, parks, recreation and other amenities in order to reduce vehicle miles traveled.

To help achieve the goals of the SCS, the nine (9) Bay Area counties have gone through a self identification process where they have designated Priority Development Areas (PDAs) in their jurisdictions that can accommodate a majority of future growth. The purpose of a PDA Investment and Growth Strategy is to ensure that Congestion Management Agencies (CMAs) understand the opportunities and barriers of developing PDAs in the region and to identify-what transportation investments should be made to best achieve the PDA's housing goals.

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This PDA development strategy will be a working document to assist in priority-setting for transportation funding such as the One Bay Area Grant (OBAG), which supports and encourages development in the region's PDAs. Recognizing the diversity of Napa County's PDAs will require different strategies. At the March 7<sup>th</sup> TAC meeting, NCTPA distributed the draft PDA Investment and Growth Strategy for review and comment. Comments were due back to NCTPA by March 22<sup>nd</sup> to be incorporated in the final PDA Investment and Growth Strategy.

### **FISCAL IMPACT**

Is there a Fiscal Impact?    None.

### **BACKGROUND AND DISCUSSION**

The purpose of the Priority Development Area Investment and Growth Strategy is to identify the transportation needs within each PDA in Napa County. This information will help NCTPA to plan, identify funds, and prioritizing fund programming to support each PDA to meet its housing and job goals.

The first step in the PDA process is to prepare an inventory of the PDAs and the current conditions within the PDA, document existing planning studies, and identify the planning and capital needs of the PDA. There are two (2) different PDAs within Napa County with different PDA statuses. The PDA located in the City of American Canyon is a *potential PDA*, and the PDA in the City of Napa is a *planned PDA*. The difference between these two (2) PDA designations is that a *potential PDA* needs assistance with site specific planning. This could include a specific plan, area plan, master plan, redevelopment plan, or more detailed section of the general plan that has been adopted by the city council, and related California Environmental Quality Act (CEQA) review. *Planned PDAs* already have a more detailed PDA plan and have the necessary zoning and general plan updates so that all planning documents and development regulations are consistent, and the necessary CEQA review has been completed.

This Investment and Growth Strategy document is not only a requirement of NCTPA under MTC's Resolution 4015, it is meant to be used as a tool for the CMAs and their member jurisdictions. Due to time constraints and available data, this edition of the PDA Investment and Growth Strategy will focus primarily on the existing conditions of the PDAs within Napa County and to identify future transportation infrastructure and strategies needed to help the PDA meet its goals.

This document will also help foster a process that to monitor land use policies and development within NCTPA's jurisdictions to help achieve the goals of Plan Bay Area. Topics addressed in the PDA assessment may include: current development status, pipeline projects, investment and financing strategies, community support, transportation assets, bike and pedestrian infrastructure, incentives to attract market development, etc.

The PDA Investment and Growth Strategy document will be a living and working document for NCTPA and its jurisdictions with PDAs. Staff hopes to have a completed adopted PDA Investment and Growth Strategy approved by the NCTPA Board at its April Board meeting. MTC is requiring all CMAs to turn in a first draft of their PDA investment and growth strategy on May 1, 2013. NCTPA, along with the other CMAs, will be presenting its PDA Investment and Growth Strategy to MTC Commissioners in the spring.

### **SUPPORTING DOCUMENTS**

Attachment: (1) PDA Investment and Growth Strategy - Final



April 4, 2013  
TAC Agenda Item 10  
Continued From: March 2013  
**Action Requested: ACTION**

## NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY TAC Agenda Letter

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**TO:** Technical Advisory Committee (TAC)  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Eliot Hurwitz, Program Manager for Planning  
(707) 259-8782 / Email: [ehurwitz@nctpa.net](mailto:ehurwitz@nctpa.net)  
**SUBJECT:** Cycle 2 Safe Routes to School (SRTS) Project Funding

---

### **RECOMMENDATION**

TAC will review and refer to the to the NCTPA Board for its approval at its April 17<sup>th</sup> meeting.

### **EXECUTIVE SUMMARY**

The NCTPA Board opened a call for Cycle 2 projects, including the SRTS program, at their October 17, 2012 meeting. Project submittals were due to NCTPA on December 14, 2012. TAC is a review committee for Cycle 2 projects and will recommend a final list of projects to the NCTPA Board. The proposals were also reviewed by the NCTPA Active Transportation Advisory Committee (ATAC).

For the \$420K available in SRTS funding, NCTPA received two (2) project submittals totaling \$670K.

### **FISCAL IMPACT**

Is there a Fiscal Impact? Yes. The NCTPA Board's decision will allocate \$420K in CMAQ funding to SRTS projects.

### **BACKGROUND AND DISCUSSION**

SRTS is an international movement that has taken hold in communities throughout the United States. The concept is to increase the number of children who walk or bicycle to school by funding projects that remove the barriers that currently prevent them from doing so. Those barriers include lack of infrastructure, unsafe infrastructure, and lack of

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programs that promote walking and bicycling through education/encouragement programs aimed at children, parents, and the community.

30 years ago, 60% of children living within a 2-mile radius of a school walked or bicycled to school. Today, that number has dropped to less than 15%. Roughly 25% commute by school bus, and well over half are driven to or from school in vehicles. And back then, 5% of children between 6 and 11 years of age were considered to be overweight or obese. Today, that number has climbed to 20%. These statistics point to a rise in preventable childhood diseases, worsening air quality and congestion around schools, and missed opportunities for children to grow into self-reliant, independent adults.

SRTS programs are intended to reverse these trends by funding projects that improve safety and efforts that promote walking and bicycling within a collaborative community framework. It is through local champions working with a coalition of parents, schools, transportation professionals, engineering, health, and law enforcement, that the most sustainable projects are expected to emerge.

As part of the current cycle of Federal transportation funding, Napa County has received an apportionment of \$420,000 for SRTS programs. We issued a call for projects, combined with the One Bay Area Grant (OBAG) program call, in October. The two (2) projects described below were submitted for funding consideration:

1. City of Napa Browns Valley Road Sidewalk Improvements - Construct new sidewalk, curb, gutter and curb ramp along the northern side of Browns Valley Road to provide a continuous sidewalk, mostly for children attending Browns Valley Elementary School. – Requested amount **\$250,000**.  
If full amount is not allocated, the future of this project is uncertain.
2. The Napa Valley Office of Education – Fund the Napa County Office of Education (NCOE) Bike and Pedestrian Safety program for three (3) years. The program will reach students in every school in Napa County by providing multiple components based on student grade level, offering age appropriate instruction. Brochures with tips for safe walking and riding, reflectors and colored vests. NCOE staff will also work with in the community to raise awareness about the value of biking and walking. – Requested amount **\$420,000**.  
If the full amount is not allocated, the scope of the project will be reduced to cover fewer schools and/or reduced in duration.

## **SUPPORTING DOCUMENTS**

- Attachments: (1) Cycle 2 Funding Tables  
(2) City of Napa Safe Route to School Project Submittal  
(3) NCOE Safe Route to School Project Submittal

**RTP- Cycle 2 Funds**

**1) All Cycle 2 Funds FY 12/13 through FY 15/16:**

SR2S	STP	TE	CMAQ	TOTAL
\$420,000	\$4,787,000	\$431,000	\$1,443,000	\$7,081,000

This does not include PCA funds which is a \$5 million dollar competitive program for 4 North Bay Counties

**2) OBAG funds: STP/CMAQ/TE after planning funds are taken off the top**

	FY 12-13	FY 13-14	FY 14-15	FY 15-16	TOTAL
Napa County	\$997,000	\$997,000	\$997,000	\$997,000	\$3,988,000

**3) Final OBAG Program proposal**

<b>City of Napa</b>	<b>Roundabouts</b>	<b>\$ 1,740,261</b>
<b>City of Napa</b>	<b>N/S Bike Connection</b>	<b>\$ 300,000</b>
<b>American Canyon</b>	<b>Eucalyptus Drive</b>	<b>\$ 1,153,928</b>
<b>Napa County</b>	<b>Silverado overlay</b>	<b>\$ 793,811</b>
Non federal \$ from City of Napa		
Calistoga	tbd	\$ 42,921
St. Helena	tbd	\$ 90,777
Yountville	tbd	\$ 42,921

**SR2S: \$420,000 –**

Eligible projects include infrastructure and non-infrastructure projects that facilitate reduction in vehicular travel to and from schools. SR2S is CMAQ funded and therefore has an emphasis on air quality improvement rather than children’s health and safety. Nevertheless CMAQ can fund all specific improvements that are eligible in the State and Federal SR2S Programs with the following exceptions: walking audits and other planning activities, crossing guards and vehicle speed feedback devices, traffic control that is primarily oriented to vehicular traffic rather than bicyclists and pedestrians, and material incentives that lack an educational message or exceeding a nominal cost. Refer to the following link for detailed examples of eligible projects: <http://www.mtc.ca.gov/funding/STPCMAQ>

**Project Delivery and Monitoring -**

MTC’s guidelines for project delivering and monitoring are outlined below. In addition to the guidelines below, projects that are not obligated 2 months prior to the deadline will be re-programmed to an existing federalized project. The first priority will be to another jurisdiction in the county. Future programming may be reduced for project sponsors with project revenues that are not obligated by the deadline or in any way result in the loss of STP CMAQ funding to the countywide funds. NCTPA has implemented a project monitoring process and will remind project sponsors of specific deadlines associated with managing the STP/CMAQ revenues. Jurisdictions are responsible for reviewing, understanding and adhering to the guidelines in MTC’s Resolution 3606 and OBAG Resolution 4035.

MTC Guidelines: Cycle 2 funding is available in the following four federal fiscal years: FY 2012-13, 2013-14, 2014-15, and FY 2015-16. Funds may be programmed in any one of these years, conditioned upon the availability of federal apportionment and obligation authority (OA). This will be determined through the development of an annual obligation plan, which is developed in coordination with the Partnership and project sponsors. However, funds MUST be obligated in the fiscal year programmed in the TIP, with all Cycle 2 funds to be obligated no later than March 31, 2016. Specifically, the funds must be obligated by FHWA or transferred to Federal Transit Administration (FTA) within the federal fiscal year that the funds are programmed in the TIP.

All Cycle 2 funding is subject to the Regional Project Funding Delivery Policy and any subsequent revisions (MTC Resolution No. 3606 at [http://www.mtc.ca.gov/funding/delivery/MTC\\_Res\\_3606.pdf](http://www.mtc.ca.gov/funding/delivery/MTC_Res_3606.pdf)). Obligation deadlines, project substitutions and redirection of project savings will continue to be governed by the MTC Regional Project Funding Delivery Policy. All funds are subject to obligation, award, invoicing, reimbursement and project close out requirements. The failure to meet these deadlines may result in the de-programming and redirection to other projects.

To further facilitate project delivery and ensure all federal funds in the region are meeting federal and state regulations and deadlines, every recipient of Cycle 2 funding will need to identify a staff position that serves as the single point of contact for the implementation of all FHWA-administered funds within that agency. The person in this position must have sufficient knowledge and expertise in the federal-aid delivery process to coordinate issues and questions that may arise from project inception to project close-out. The agency is required to identify the contact information for this position at the time of programming of funds in the federal TIP. This person will be expected to work closely with FHWA, Caltrans, MTC and the respective CMA on all issues related to federal funding for all FHWA-funded projects implemented by the recipient.

Project sponsors that continue to miss delivery milestones and funding deadlines for any federal funds are required to prepare and update a delivery status report on all projects with FHWA-administered funds they manage, and participate if requested in a consultation meeting with the county CMA, MTC and Caltrans prior to MTC approving future Cycle programming or including any funding revisions for the agency in the federal TIP. The purpose of the status report and consultation is to ensure the local public agency has the resources and technical capacity to deliver FHWA federal-aid projects, is fully aware of the required delivery deadlines, and has developed a delivery timeline that takes into consideration the requirements and lead-time of the federal-aid process within available resources.

By applying for and accepting Cycle 2 funding, the project sponsor is acknowledging that it has and will maintain the expertise and staff resources necessary to deliver the federal-aid project within the funding timeframe.

#### **Local Match –**

Projects funded with STP or CMAQ funding requires a non-federal local match. Based on California's share of the nation's federal lands, the local match for STP and CMAQ is currently 11.47% of the total project cost. The FHWA will reimburse up to 88.53% of the total project cost. Project sponsors are required to provide the required match, which is subject to change.



## Regional Transportation Plan Cycle 2 Funds Application

**Required Attachments:**

- General Plan Circulation Element Amendment or Complete Streets Policy Resolution  
**WILL PROVIDE TO NCTPA BY 1/31/13**
- Housing & Community Development (HCD) Approval for General Plan Housing Element
- Complete Streets Checklist  
**WILL HAVE COMPLETED BY EARLY 2013**
- Project Map (Including Priority Development Area (PDA) boundaries)

*Please complete the requested fields below:*

**Project Sponsor: CITY OF NAPA**

**Single Point of Contact: MIKE SOCORRO**

**Email/Phone: [msocorro@cityofnapa.org](mailto:msocorro@cityofnapa.org)  
707-257-9305**

**Project Title: BROWNS VALLEY ROAD SIDEWALK IMPROVEMENTS**

**Project Location/Description: NAPA CITY: BROWNS VALLEY ROAD – 160’ WEST OF SPRIG COURT TO ROWENA LANE / INSTALL NEW SIDEWALK, CURB, GUTTER, AND CURB RAMP ALONG THE NORTHERLY SIDE OF BROWNS VALLEY ROAD WHERE NONE EXISTS. THIS WILL PROVIDE FOR CONTINUOUS SIDEWALK ACCESS MOSTLY BENEFITTING THE CHILDREN WHO ATTEND BROWNS VALLEY ELEMENTARY SCHOOL.**

**Project Type:** *Check all that apply; indicate percentage of each if there is more than one element*

- |                                     |   |       |   |
|-------------------------------------|---|-------|---|
| <input type="checkbox"/>            | Transit Improvements                                | _____ | % |
| <input checked="" type="checkbox"/> | Bicycle and Pedestrian Improvements <sup>1</sup>    | 20    | % |
| <input type="checkbox"/>            | Local Streets and Roads Preservation <sup>2</sup>   | _____ | % |
| <input checked="" type="checkbox"/> | Safe Routes to Schools or Transit <sup>1</sup>      | 80    | % |
| <input type="checkbox"/>            | Transportation for Livable Communities <sup>1</sup> | _____ | % |
| <input type="checkbox"/>            | Priority Conservation Areas                         | _____ | % |

<sup>1</sup> Is project within the Bay Area Air Quality Management District (BAAQMD)    Y     N

<sup>2</sup> Roads must be eligible for federal aid

- RTP ID#     Transportation for Livable Communities:    21011  
 Safe Route to School Program:                    22417  
 Local Streets and Roads Maintenance:            230518  
 Other



## Regional Transportation Plan Cycle 2 Funds Application

RTP Goals: *Please describe the relationship of project to meeting goals of the MTC Proposed Regional Transportation Plan (RTP): Can be found at [http://www.onebayarea.org/plan\\_bay\\_area/transportation.htm](http://www.onebayarea.org/plan_bay_area/transportation.htm)*

Check which goals apply:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Climate Protection                                       | <input type="checkbox"/> Adequate Housing  |
| <input type="checkbox"/> Reduce Premature Death from Particulate Matter                      | <input checked="" type="checkbox"/> Reduce number of Injuries and Fatalities from Collisions |
| <input type="checkbox"/> Increase Average Daily Walking and Biking for Transportation by 60% | <input type="checkbox"/> Open Space and Agricultural Preservation                            |
| <input type="checkbox"/> Equitable Access  | <input type="checkbox"/> Equitable Vitality  |
| <input type="checkbox"/> Decrease Average Per Trip Travel Time                               | <input type="checkbox"/> Maintain the Transportation System in a State of Good Repair        |

*Please answer the following questions regarding the proposed project:*

1. Does Sponsor have Complete Streets Act of 2008 compliant General Plan (GP)? (attach reference or resolution) <b>WILL PRIDE REFERENCE TO NCTPA BY 1/31/13</b>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
2. Does Sponsor have a Housing and Community Development (HCD) approved GP or Housing Element? <i>In order to waive the above requirement GP Housing element must already be submitted to HCD for consideration. Date submitted to HCD: 7/1/09</i>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
3. Is there a Complete Streets Checklist attached to this application? <b>WILL HAVE COMPLETED BY EARLY 2013</b>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
4. Has the sponsor failed to comply with regional or state delivery milestones in the past 3 years?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
5. Is there a Project Map attached to the current application?	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
6. Is the proposed project inside the boundaries of an approved PDA?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
7. Is the project directly connected to a PDA?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
8. Does the project provide proximate access to a PDA? <i>If the project provides proximate access to a PDA please explain how*</i>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
9. Does the project serve a Community of Concern?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
10. Did sponsor do public outreach to develop this project specifically? <i>Please provide documentation of the public outreach process including dates and times of meetings help, notification process, etc.</i>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>



## Regional Transportation Plan Cycle 2 Funds Application

\*For purposes of this application "proximate access" is defined as any project that provides transportation connectivity to a PDA.

**11. Funding Estimates: Round to the nearest thousand from programming purposes**

Project Cost: **\$250,000**  
 Grant Request: **RSR2S**  
 Total Project Cost: **\$283,000**

Phase	FY 13/14		FY 14/15		FY 15/16	
	Federal Fund	Local Match	Federal Fund	Local Match	Federal Fund	Local Match
Preliminary Engineering	\$30,000	\$3,000	\$	\$	\$	\$
Right-of-Way	\$88,000	\$12,000	\$	\$	\$	\$
Construction	\$	\$	\$	\$	\$112,000	\$15,000
Construction Engineering	\$	\$	\$	\$	\$20,000	\$3,000

Indicate source(s) of matching funds here:

Source	General					
Amount	\$33,000	\$	\$	\$	\$	\$

**12. Complete Streets Components: Please indicate all the complete street elements proposed as part of this project:**

12a. sidewalks	12f. Choose an item.
12b. ADA ramps	12g. Choose an item
12c. bike lanes	12h. Choose an item.
12d. Choose an item.	12i. Choose an item.
12e. Choose an item	12j.

**13. Schedule: Please provide project development schedule:**

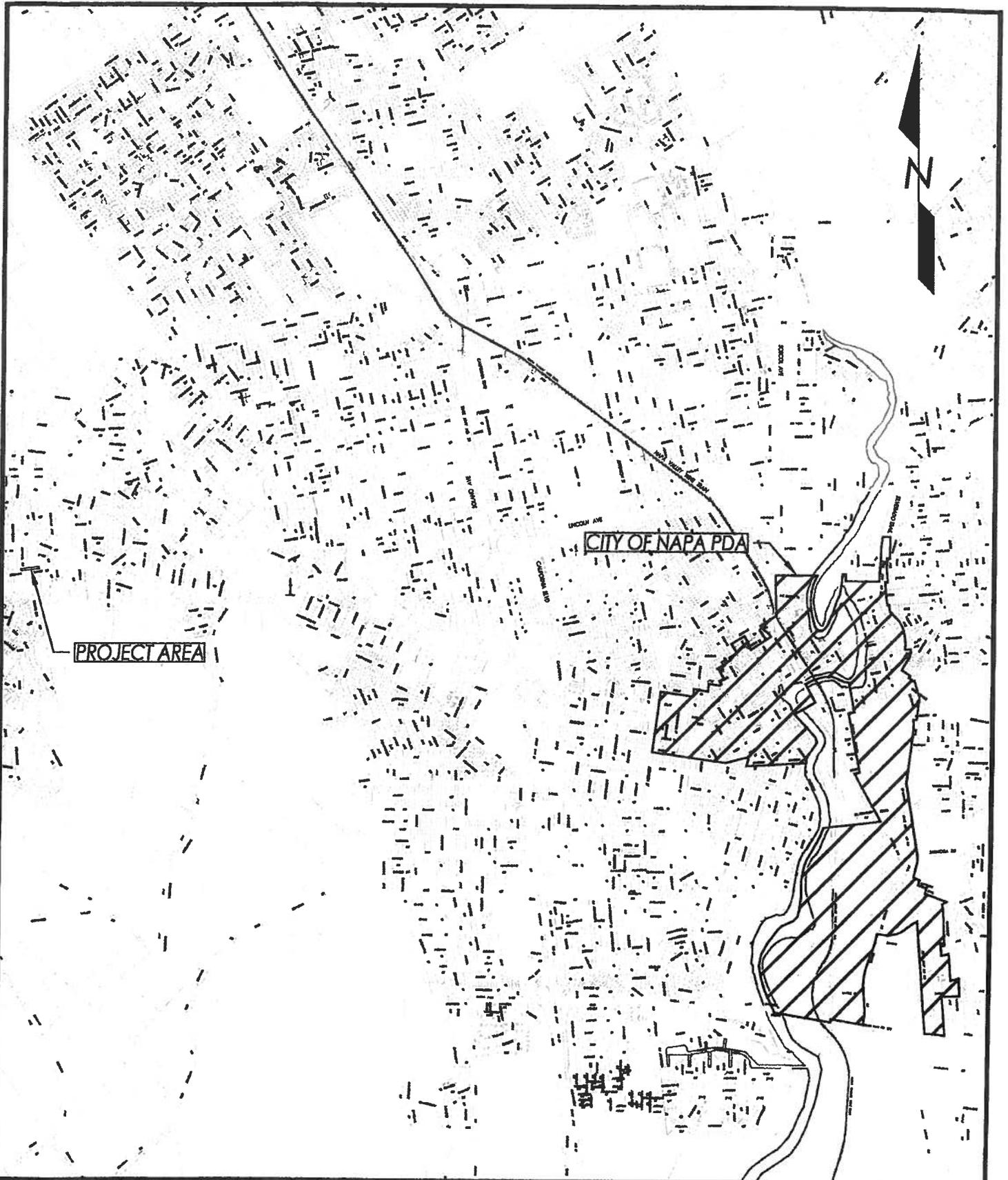
Phase	Begin MO/YR	End MO/YR
Scoping		COMPLETED
ENV	10/13	2/14
PSE	10/13	4/15
R/W	4/14	4/15
CON	6/16	8/16



## Regional Transportation Plan Cycle 2 Funds Application

*Please indicate the dates sponsor anticipates achieving the following milestones:*

- a. Resolution of Local Support for project: **N/A**
  - b. FMS Application: **6/13**
  - c. Field Review: **10/13**
  - d. Disadvantaged Business Enterprise Local Assistance Procedures Manual Form 9-B: **6/13**
  - e. Request for Authorization: (Please indicate both PE and CON Phases if seeking funding for both): **PE 11/13**  
**R/W 2/14**  
**CE & CON 12/15**
  - f. Recipient of Authorization (E-76): **PE 2/14**  
**R/W 4/14**  
**CE & CON 3/16**
14. If a local Street and Roads Preservation (LSRP) project, please indicate the federal aid classification of each road proposed: **N/A**
15. If a LSRP, please indicate the number of lane miles to be improved (include street name, length and Pavement Condition Index [PCI] of each segment): **N/A**
16. If LSRP project, what type? **N/A**
- Pavement Rehabilitation (<70 PCI)
  - Preventative Maintenance (≥ 70 PCI)
  - Non-pavement
17. Does the sponsor have a current, certified Pavement Management Program?
- a. Please indicate the date of last certification: **APRIL 30, 2012**



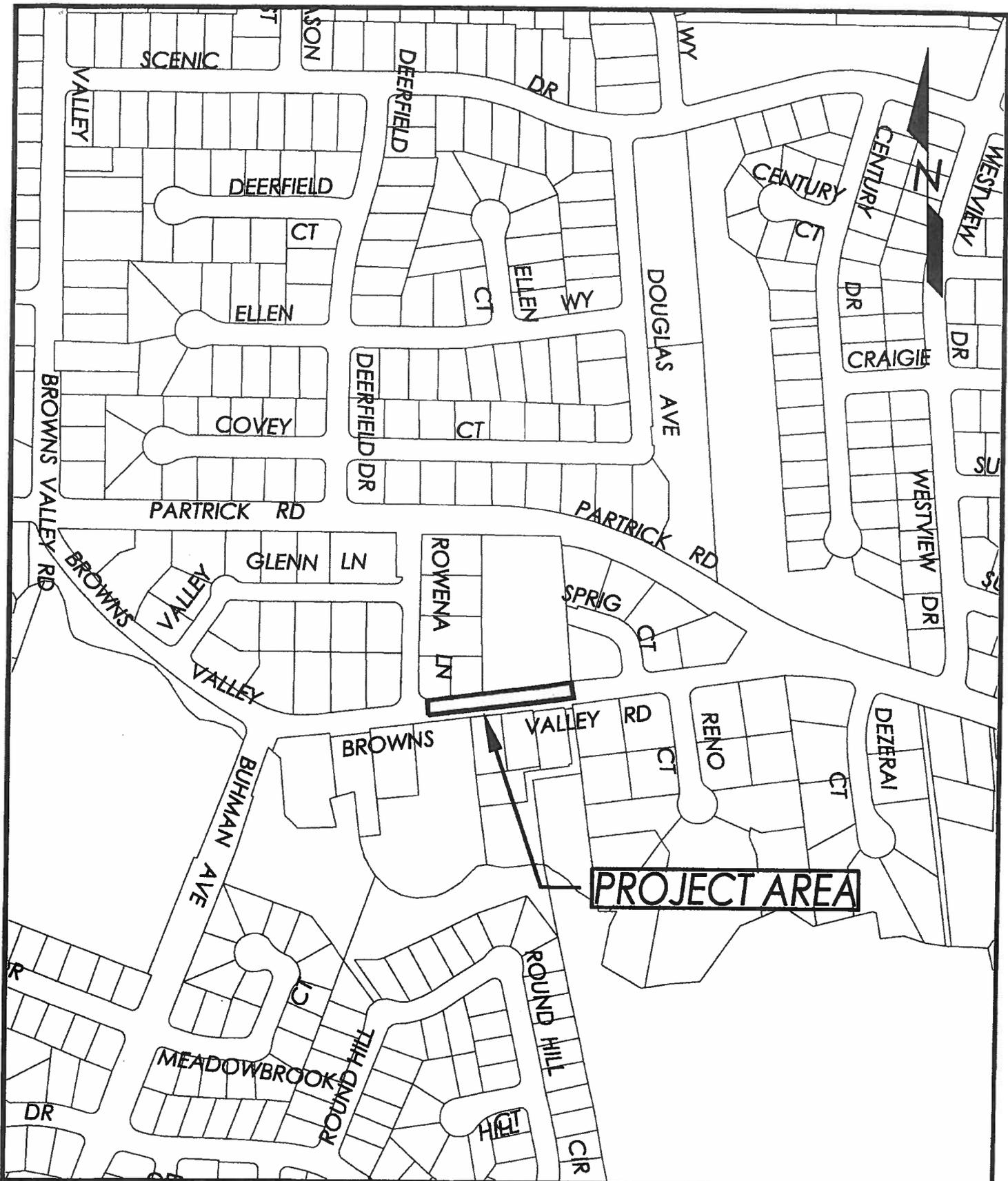
CITY OF NAPA

PUBLIC WORKS DEPARTMENT



**CITY OF NAPA**  
PUBLIC WORKS DEPARTMENT

PROJECT LOCATION MAP  
BROWNS VALLEY RD SIDEWALK IMPROVEMENTS



CITY OF NAPA

PUBLIC WORKS DEPARTMENT



**CITY OF NAPA**  
PUBLIC WORKS DEPARTMENT

**PROJECT LOCATION MAP**  
**BROWNS VALLEY RD SIDEWALK IMPROVEMENTS**

Project Proposal to: NCTPA SRTS Funding 2013-2016  
Program: Napa County Office of Education SRTS Continuation Program

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Napa County Office of Education is the county's provider of Safe Routes to Schools (SRTS) programming, and has received continuous funding for direct "non-infrastructure" services from CalTrans and NCTPA since 2007. This proposal is to request the available \$420,000 of Napa County SRTS funding to continue the service and expand into all schools in the county over the next three fiscal years (July 2013 – June 2016). As detailed below, NCOE is a capable provider with ample experience and momentum to maintain the strong program of educational services for biking and walking to school.

Agency Overview

Napa County Office of Education's School & Community Partnership Projects Division (SCPP) operates more than 15 federal, state and local grants that "engage the community, various funding sources, and schools to promote safe and healthy environments in which Napa County students can learn, develop and thrive." Projects include a Drug Free Communities Support program, Emergency Response and Crisis Management project, Foster Youth and Homeless Support, Counseling Services, Pregnancy Prevention, Gang and Violence Prevention, School Safety Committees, After School Programs and much more. Together, these \$4 million+ of independently funded projects fall under the School and Community Partnership Project Division, to work collaboratively in the County of Napa. The focus of the School and Community Partnership Project Division is to work together to improve student engagement, health and academic success.

Existing Program Overview

Napa County Office of Education received Safe Routes to School Program funding in 2007. The Napa County Office of Education's Safe Routes to School (SRTS) Program has operated continuously since that time, expanding to include additional funding resources (Napa County Transportation & Planning Agency Congestion Mitigation and Air Quality Improvement funds (CMAQ) and local contributions), and has conducted activities at 16 elementary, middle and high schools in Napa County. The program, staffed by employees of Napa County Office of Education has gone into the partner schools to provide services. The program has created strong partnerships with Napa County Transportation Planning Agency and local police departments. Additionally, the program is highly supported by the Bicycle Coalition, Safe Kids Committee and local hospitals and has strong collaborative relationships with the National Safe Routes to School Partnership and other regional SRTS programs.

The NCOE SRTS program is prepared to leverage NCTPA funding with existing and new resources. The program has a fleet of bicycles for use in classroom lessons with students for safe riding classes. Credentialed instructors are already trained to provide in-class and after school lessons and activities for students. The program has been heavily focused on improving air quality around schools by reducing motor vehicle traffic. Presentation materials and awareness materials regarding bike trails (Vine Trail), walking paths, family fun activities and more, are already designed and available to be distributed into the schools. Activities of the SRTS program in Napa County in the past few years have included:

- Bike rodeos for all students in grades K-6 at 12 elementary schools
- Distribution of safety equipment including reflectors and helmets at 12 elementary schools
- 10 hours (two weeks) of safe bicycle riding lessons in 4<sup>th</sup> and 5<sup>th</sup> grade classrooms at Napa County elementary schools
- Parent presentations about safe walking and riding at elementary schools
- Safe Walking presentations in 2<sup>nd</sup>-3<sup>rd</sup> grade classrooms at elementary schools
- Integration of NCOE, Napa County Transportation and Planning Agency, law enforcement and hospital programs to support youth safety
- Bicycle and walking groups and clubs in middle and high schools

### Program Proposal

The SRTS Bike and Pedestrian Safety program will reach students in every school in Napa County. The program will provide multiple components based on student grade level, offering age appropriate instruction. Brochures with tips for safe walking and riding, reflectors and brightly colored vests will be offered to all participants.

In elementary school, students will be provided a two week long intensive class designed to teach riding and walking to and from school. The 10 lesson program moves from school to school and leaves students excited about biking and walking. Trained instructors use a curriculum that aligns with content standards for physical education and health.

In middle school, youth will continue to be engaged during their after school program and through clubs. Students will learn to ride bikes safely, repair flat tires and how to maintain a bike. The program is supported in part by the after school program providers in a sustainable collaborative relationship.

High school students will be engaged in bicycling and walking through advocacy campaigns and clubs. Students will be invited to attend the well-established Eagle Cycling Club and Napa County Active Transportation Advisory Committee to give a youth perspective to the conditions of biking all over Napa County. This will build a sense of ownership from the students on the biking clubs and motivates them to participate in more coordinated student bike rides. High school students will be trained as volunteers to assist with riding programs for younger students, promoting cycling at all ages.

In addition to instruction and groups, staff will also work within the community to raise awareness and educate the public about the value of biking and walking. Staff coordinates parent informational meetings about pedestrian and biking safety, Walk and Roll days, Bike Rodeos, Walking School Buses and outreach at community events. Continuing education and training will be provided for staff to keep current with the safest and most effective instruction. In 2012, Walk to School Day was held at multiple elementary schools across the county, with leaders such as Mayor Jill Techel, Supervisors Dillon and Caldwell, and Superintendent Barbara Nemko welcoming walkers to school.

District wide Bike Rodeos will continue to be held twice per year at elementary schools who would like the service. The Bike Rodeos are a partnership with the Napa Police Department, Safe Kids Napa Valley and Napa County Office of Education where students from all grade levels are taught bike safety laws from a police officer and are offered a free helmet.

The program will also continue to conduct Bike to School Day each May & Walk to School Day each October. The Program Coordinator and safety instructors will work with school staff to organize booths to be set up at each participating school site to welcome students that walk or ride to school. Raffle tickets will be given to students for prizes that will be donated by community businesses. Publicity for the events will feature student art work from contests conducted at each school. Walking school buses and bike trains will be organized by safety instructors who will work with school staff to select a meeting spot within 1 mile of the school and a safe route to follow to the school with a group. Local media will be notified of the events to cover.

The program will also be evaluated and data will be reviewed regularly for continuous program improvement efforts. In 2011, NCOE added questions to the "California Healthy Kids Survey", conducted biannually for all 5, 7, 9 and 11<sup>th</sup> graders, to find out more about youth biking and walking habits. Data will be used to help identify areas of need in the community. Within the SRTS program, pre and post surveys will be administered to students and parents at each participating school site at the beginning and end of each program to measure program impact. Raffle tickets will be given to students when they turn in parent surveys and prizes that are donated by local businesses will be given to the raffle winners.

**Program Activities**

As described above, the requested funding will support the continuation and expansion of the NCOE SRTS program, to insure all students in Napa County are offered bicycling and walking safety instruction and support. The funding will specifically go toward the direct instruction of curriculum to elementary school students, group and activity opportunities for middle and high school students, materials and supplies (including helmets, reflectors, vests and more), parent and teacher presentations, large-scale and media-focused community events, and advocacy for important community projects such as bike trails and safety.

<b>Intended Date</b>	<b>Activity</b>
Ongoing	Distribute Safety brochures in multiple languages to parents and students with tips on safe biking and walking at all Napa County schools, and at community events
	Distribute reflectors to students that clip onto their backpacks & brightly colored vests so they can be more visible when they walk or bike to school at all Napa County schools, and at community events
	Offer bike rodeos twice per year to elementary schools throughout Napa County, including: -free helmet giveaways for any student needing a helmet -free bike tune-up and minor repairs by voluntary community bicycle enthusiasts
	Maintain all SRTS equipment: bicycles, helmets, instructional aides
Annual Outputs	Develop and teach one class at each SRTS school for parents and teachers, focusing on "How to share the road with bicycles and pedestrians"
	Teach 2-week long classes on bike safety at Napa County schools, grades 2-3 and 4-5
	Coordinate bike/walk events at schools across the county during the months of May and October as a part of International Bike/Walk to school day
	Hold 4 bike safety classes for the public
	Collect data for every participating school that identifies the community attitude towards biking and walking. Determine if there are any physical barriers to biking and walking in the community to address during instruction and presentations.

**Budget and Scope**

The attached budget describes the three year budget based on the available \$420,000 for Napa County SRTS. Additionally, we have attached our "dream" budget that describes the additional costs for instructors to reach students in every school, every year. The scope and reach of the smaller budget will be approximately 1/3 of the size of the full budget. Over the course of the three year grant, the \$420,000 program will reach every elementary student; with the full budget the staff will reach every elementary student every year.

**Napa County Office of Education**

**Safe Routes to School Expansion Program Proposal- Budget**

<b>Description</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>2015-2016</b>	<b>3-Year Total</b>
<b>Salaries</b>				
.65 FTE Program Coordinator @ \$68000	\$ 44,200.00	\$ 44,200.00	\$ 44,200.00	\$ 132,600.00
Lead Instructor 40 weeks, 30 hours/week, \$25/hr	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 90,000.00
.75 FTE Contract Assistant	\$ 31,800.00	\$ 31,800.00	\$ 31,800.00	\$ 95,400.00
<b>Benefits</b>				
Calculated at NCOE rate for mandatory benefits plus health for salary staff	\$ 26,500.00	\$ 26,500.00	\$ 26,500.00	\$ 79,500.00
<b>Supplies</b>				
instructional supplies, office supplies, helmets, vests, riding gear	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00	\$ 16,500.00
<b>Travel</b>				
Annual bicycle conferences for 2 staff- Pro Walk/Pro Bike Conference and National Bike Summit	\$ 3,000.00			\$ 3,000.00
mileage @ 55.5cents/mile or current Federal rate x45 miles/month	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00
<b>Indirect- Federal rate: 10.43% (ineligible for reimbursement from SRTS/CalTrans)</b>				
<b>TOTAL</b>	<b>\$ 142,500.00</b>	<b>\$ 139,500.00</b>	<b>\$ 138,000.00</b>	<b>\$ 420,000.00</b>



April 4 , 2013  
TAC Agenda Item 11  
Continued From: NEW  
**Action Requested: INFORMATION**

## NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY TAC Agenda Letter

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**TO:** Technical Advisory Committee (TAC)  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Eliot Hurwitz, Program Manager for Planning  
(707) 259-8782 / Email: [ehurwitz@nctpa.net](mailto:ehurwitz@nctpa.net)  
**SUBJECT:** New Napa County Transportation and Planning Agency (NCTPA)  
"Caltrans Issues Form" and Process

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### **RECOMMENDATION**

Information only.

### **EXECUTIVE SUMMARY**

At the request of the City Managers, NCTPA has initiated a new process for requesting and tracking communication with Caltrans regarding jurisdictional issues. Starting next week, member jurisdictions will have access to a new online form that will allow jurisdictions to communicate to NCTPA issues on State Highways within Napa County. NCTPA will use this information to work with Caltrans and to track the status of issues until they can be resolved.

### **FISCAL IMPACT**

Is there a Fiscal Impact? No.

### **BACKGROUND AND DISCUSSION**

NCTPA member jurisdictions have let us know that they are experiencing ongoing difficulties getting satisfactory responses from Caltrans on their concerns and questions and have requested that NCTPA act as a central facilitator for this important institutional relationship. In response to this request, NCTPA is launching a new online "Caltrans Comment Form and Process" that will allow us to keep close track of the status of your concerns and issues. The process will be simple:

1. Visit NCTPA's website at [www.nctpa.net](http://www.nctpa.net).
2. At the bottom of the page there is a new link for "Jurisdiction Login".
3. Once logged in, select, "Caltrans Communications Form" and enter your issue. The form will accommodate any length description and you can upload additional pertinent documents such as maps.
4. When a new form is entered, NCTPA staff will receive an email notification and will initiate contact with Caltrans.
5. A confirmation email will be sent to you.
6. NCTPA staff will follow up regularly with Caltrans and will keep you informed of ongoing communications until the issue is resolved.

### **SUPPORTING DOCUMENTS**

Attachment: (1) DRAFT Caltrans Issues Form

**DRAFT**  
**Caltrans' Communication Form**

Date

Name of Jurisdiction

Contact  
Address

Phone Number

Email

Location and Description of Issue (Include Mile Post)

Has this issue been brought to Caltrans' attention on a previous occasion? If so, please provide the date and name of Caltrans staff member, and phone number and/or email.

Are any individuals or businesses specifically affected by the issue – if so who (provide contact information if available)

Have any elected officials been notified, and if so, please provide name and contact information.



625 Burnell Street, Napa CA 94559

April 4, 2013  
TAC Agenda Item 12  
Continued From: NEW  
Action Requested: INFORMATION

## Napa County Transportation and Planning Agency (NCTPA)

### Board of Directors

### AGENDA

Wednesday, April 17, 2013  
1:30 p.m.

NCTPA/NVTA Conference Room  
625 Burnell Street  
Napa CA 94559  
(Note Meeting Location)

### General Information

*All materials relating to an agenda item for an open session of a regular meeting of the NCTPA Board of Directors are posted on our website at [www.nctpa.net/agendas-minutes/12](http://www.nctpa.net/agendas-minutes/12) at least 72 hours prior to the meeting and will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the NCTPA Board of Directors, 625 Burnell Street, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for NCTPA holidays. Materials distributed to the present members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the NCTPA Board or staff and after the public meeting if prepared by some other person. 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.*

*Members of the public may speak to the Board on any item at the time the Board is considering the item. Please complete a Speaker's Slip, which is located on the table near the entryway, and then present the slip to the Board Secretary. Also, members of the public are invited to address the Board on any issue not on today's agenda under Public Comment. Speakers are limited to three minutes.*

*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 Karrie Sanderlin, NCTPA Board Secretary, at (707) 259-8631 during regular business hours, at least 48 hours prior to the time of the meeting.*

*This Agenda may also be viewed online by visiting the NCTPA website at [www.nctpa.net](http://www.nctpa.net), click on Minutes and Agendas – NCTPA Board or go to [www.nctpa.net/agendas-minutes/12](http://www.nctpa.net/agendas-minutes/12)*

**ITEMS**

- 1. Call to Order – Chair Keith Caldwell
- 2. Pledge of Allegiance
- 3. Roll Call

Members:

- |                           |                                  |
|---------------------------|----------------------------------|
| Joan Bennett              | City of American Canyon          |
| Leon Garcia, Mayor        | City of American Canyon          |
| Chris Canning, Mayor      | City of Calistoga                |
| Michael Dunsford          | City of Calistoga                |
| Scott Sedgley             | City of Napa                     |
| Jill Techel, Mayor        | City of Napa                     |
| Keith Caldwell, BOS Chair | County of Napa                   |
| Bill Dodd                 | County of Napa                   |
| Ann Nevero, Mayor         | City of St. Helena               |
| Peter White               | City of St. Helena               |
| Lewis Chilton             | Town of Yountville               |
| John F. Dunbar, Mayor     | Town of Yountville               |
| JoAnn Busenbark           | Paratransit Coordinating Council |

- 4. Public Comment
- 5. Chairperson, Board Members' and Metropolitan Transportation Commission (MTC) Update
- 6. Directors Update
- 7. Caltrans' Update

8. **PRESENTATION**

8.1 Plan Bay Area

Staff from the Metropolitan Transportation Commission (MTC) will give a presentation on the draft Plan Bay Area.

8.2 Bus Tour

The Board will recess to the xxxxx and take a tour of one of the new VINE buses which arrived in March.

**TIME**

**40 min.**

9.	<u>CONSENT ITEMS (9.1 – 9.X)</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
9.1	Approval of Meeting Minutes of March 20, 2013 (Karrie Sanderlin) ( <i>Pages x-xx</i> )	APPROVE	
9.2	Auditing Services Agreement (Lawrence Gawell) ( <i>Pages xx-xx</i> )	APPROVE	
	Board action will approve an agreement with XXXXXX for XXXXXXXX in an amount not to exceed XXXXXX.		
9.3	Active Transportation Advisory Committee (ATAC) Appointment (Eliot Hurwitz) ( <i>Pages x-xx</i> )	APPROVE	
	Board action will approve the appointment of XXXXX to the ATAC.		
9.4	Notice of Acceptance Soscol Gateway Transit Center (SGTC) (Lawrence Gawell) ( <i>Pages x-xx</i> )	APPROVE	
	Board action will approve issuing a Notice of Acceptance to begin construction close out of the Soscol Gateway Transit Center.		
10.	<u>PUBLIC HEARING</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
10.1	Public Hearing and Approval of Resolution No. 13-XX Authorizing the Submittal of a Federal Transit Administration (FTA) Section 5310 Grant Application (Matthew Wilcox) ( <i>Pages xx-xx</i> )	APPROVE	
	Board action will hold a public hearing and accept comments on NCTPA's FTA 5310 application and (2) approve Resolution No. 13-XX) authorizing the submittal of an application for FTA Section 5310 funding in the amount of \$204,000 to fund replacement vehicles for the Agency's Shared Vehicle program.		
11.	<u>REGULAR AGENDA ITEMS</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
11.1	Priority Development Area (PDA) Investment and Growth Strategy (Danielle Schmitz) ( <i>Pages x</i> )	APPROVE	10 min.

Board action will approve adoption of the PDA Investment and Growth Strategy.

11.2 First Reading of the NCTPA FY 2013-14 Budget (Antonio Onorato) *(Pages xx-xx)* INFORMATION/ACTION 10 min.

The Board will review and comment on the NCTPA FY 2013-14 Budget.

11.3 Joint Powers Authority (JPA) Agreement Weighted Vote Sub Committee (Karrie Sanderlin) *(Pages xx-xx)* APPROVE 5 min.

Board action will appoint a sub-committee to review the JPA Agreement Weighted Voting.

11.4 Farebox System (Lawrence Gawell) *(Pages xx-xx)* APPROVE 10 min.

Board action will

11.5 Transit Maintenance & Fueling Feasibility Study (xxxxxxx) *(Pages xx-xx)* APPROVE 10 min.

Board action will

11.6 Napa Valley Travel Behavior Study Agreement (Lawrence Gawell) *(Pages 115-124)* APPROVE 10 min.

Board action will approve an agreement with XXXXXX for XXXXXX in an amount not to exceed XXXXXXXX.

12. **INTERJURISDICTIONAL ISSUES FORUM** **RECOMMENDATION** **TIME**

12.1 Interjurisdictional Issues Discussion Forum and Information Exchange

Board Members are encouraged to share specific new projects with interjurisdictional impacts.

13. **FUTURE AGENDA ITEMS**

14. **ADJOURNMENT** **RECOMMENDATION**

14.1 Approval of Meeting Date of May 15,  
2013 and Adjournment

I hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NCTPA offices, 625 Burnell Street, Napa, CA, by 5:00 p.m., Friday April 12, 2013.

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Karalyn E. Sanderlin, NCTPA Board Secretary

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