



November 21, 2012

Dear PCC Member,

Please find enclosed your copy of the agenda and related staff reports for the upcoming meeting. You will note that our meeting location is supposed to be at the new Transit Center on Burnell Street. There is a **10% chance** we will still meet at the old office on Randolph. If that is the case, we will contact you by email or phone before the meeting date.

I look forward to seeing you on the 6th of December.

Respectfully Submitted,



Tom Roberts
Manager of Public Transit

PCC

Paratransit Coordinating Council

Special Meeting

AGENDA

Thursday, December 6, 2012

10:00 am

NCTPA / NVTA Board Room

Note New Address  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 PCC which are provided to a majority or all of the members of the PCC by PCC 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 PCC, 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 PCC at the meeting will be available for public inspection at the public meeting if prepared by the members of the PCC 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 PCC on any item at the time the PCC 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 PCC Staff. Also, members of the public are invited to address the PCC 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 Deborah Schwarzbach, PCC Staff, 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.

ITEMS

1. Call to Order
2. Roll Call and Introductions
3. Public Comment ***
4. Chairperson, Committee Members' Update
5. Correspondence

Time Estimates

10 Minutes

REGULAR AGENDA ITEMS

RECOMMENDATION

Time Estimates

- | | | | |
|-----|--|--------------------|--------|
| 6. | Approval of Minutes of September 6, 2012 | ACTION REQUIRED | 5 min |
| 7. | Transit Manager's Update

The Council will receive a status update from the Manager of Public Transit on various agency projects and review service metrics. | INFORMATION | 20 min |
| 8. | Election of Chair and Vice-Chair

The Council will elect a Chair and Vice-Chair | ACTION REQUIRED | 15 min |
| 9. | Presentation on One Bay Area Grant

The Council will receive a presentation on the One Bay Area Grant process. | INFORMATION/ACTION | 30 min |
| 10. | Update on Transit Ambassador Program

The Council will receive an update and provide feedback on the Transit Ambassador program. | INFORMATION | 30 min |
| 11. | Tour of Transit Center

The Council will receive a tour of the new Soscol Gateway Transit Center. | INFORMATION | 30 min |
| 12. | Adjourn | | 5 min |

Meeting Length Estimate: 145 mins

PCC
PARATRANSIT COORDINATING COUNCIL

Minutes
Thursday September 6, 2012

ITEMS

1. Call to Order

The meeting was called to order at 10:00 am.

2. Roll Call and Introductions

Members Present:

Joann Busenbark
Celine Regalia
Doug Weir
Betty Rhodes

Members Absent:

Randy Kitch
Beth Kahiga

3. Public Comment

None

4. Reports: Chairperson / Committee Members / Staff

No updates from the committee. Joann mentioned the upcoming senior celebration event and all the work Betty has done organizing transportation for attendees. Joann also mentioned she was pleased with the ambassador program advertising.

5. Correspondence

None.

REGULAR AGENDA ITEMS

6. Approval of minutes of the PCC meeting of July 12, 2012

Motion by Betty, Seconded by Doug, carried unanimously
(Action)

7. Transit Manager's Update

Tom provided an update on simplified reports for special committees. Often-times the information for the Board of Directors is relevant to the PCC and the VCAC committees. Relative information will be passed on for review to special committees in the form shown in the staff report on this subject.

Flyers will be delivered with home delivered meals by Meals on Wheels. One side presents the Transit Ambassador Program; the other side presents Vine-Go. The Vine-Go side gives contact information for Diana and Matthew to personalize it for potential users of the program.

The upcoming senior celebration will include a "Transit Experience" where seniors can get firsthand experience riding a public bus.

Tom presented an overview of ADA enrollments for July through August. Betty asked if enrollment was increasing. Tom will do some comparison analysis on previous enrollments to report at the next meeting.

Celine asked about re-enrollment not having taken place since 2006. Tom is currently creating a re-enrollment process which will likely begin in January 2013.

There was a brief discussion on the Taxi Program, specifically about the slightly lower average in ride cost from the previous year. Tom explained the decreases in the written report.

8. Council Membership

Council reviewed current vacancies and the vacancy application form. Tom discussed the public process for filling vacancies.

Joann requested keeping the same time for meetings, but re-evaluating the day of the week. Two members, Betty and Celine will reach their tenure in December.

Betty suggested focused outreach to recruit a member from the Hispanic community.

The committee reviewed the appointment application and suggested adding the membership categories into the application form so applicants can apply

for particular vacancies. Doug suggested that we add a question on the form relating to experience and/or impression of public transit.

(Information)

9. New Proposed Fare Structure for Vine/Vine Go

The difficulty with zones and collecting fares in multiple zones has prompted the need to restructure fares. When the route 10 splits into the 10 and 11, the need for zone fares will cease. Because the fares will change, and Vine Go cannot charge more than twice the regular fares, the Vine Go fare will be reduced based on this new fare structure.

The committee agreed and was pleased about the change. The Committee recommended making this fare structure change to the Board of Directors.

Motion by Doug, seconded by Celine, carried unanimously.

(Action)

10. Plans for the future of the Napa Shuttle

The primary reason for creating the shuttle was due to the fact that Vine Go previously oversubscribed by group transportation requests. There are currently 47 riders using the Napa Shuttle.

Tom presented a comparison chart between the Napa Shuttle and Vine Go showing that both are nearly equal, but the Shuttle provides rides regardless of a persons ability to use regular public transit. Until earlier this year, there was no application process or scrutiny for anyone wishing to ride.

Celine wanted to know what transpired with Vine-Go since the changes took place in July. Tom stated that there is a lot of space and availability on the system since the changes were made. Celine also stated that the shuttle was created as another option for seniors that was "less intimidating" than regular public transit. The planning and development was to "create a more robust system with more options for riders." Celine felt the side by side presentation of the Napa Shuttle and Vine Go was out of context.

Joanne had concerns about the financing and what happens to the funding for the Napa Shuttle should it be removed from service. She suggested it be used to assist in the transition period to help create a "stop gap" system. There was discussion on how to accomplish this and the committee would like to see an evaluation process within the Valley based on service needs.

With the Short Range Transit Plan (SRTP) currently underway, the timing is good for making these evaluations.

Populations in rural areas or remote locations seem to have the greatest need due to little or no options present in those areas. The committee recommended focusing on this particular need.

Joanne suggested creating an experimental program using vouchers to help supplement programs with unmet transportation needs; or assisting with start-up transportation programs designed to serve populations outside current public transit service areas.

Staff recommended that the committee refer to the Board the elimination of the Napa Shuttle service as duplicative since the operational changes in Vine Go have been made.

The PCC endorses the staff recommendation contingent upon a commitment that the agency address unmet transportation needs for special needs and frail-elderly populations in isolated and/or rural areas not served by VINE Go, VINE or other public transit.

Motion by Betty, seconded by Celine, passed unanimously.

11. Adjournment

The meeting was adjourned at 11:30. Next committee meeting date is November 8, 2012 at 10:00am.



December 6, 2012
PCC Agenda Item 7

Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY PCC Agenda Letter

TO: Paratransit Coordinating Council
FROM: Tom Roberts, Manager of Public Transit
(707) 259-8778 / Email: troberts@nctpa.net
SUBJECT: Transit Manager's Update

RECOMMENDATION

Receive an update on various service metrics and initiatives of interest to the Council

EXECUTIVE SUMMARY

Staff will provide an update to the Council on various agency initiatives and service metrics.

FINANCIAL IMPACT

Is there a Fiscal Impact? No. This is an information only report.

BACKGROUND AND DISCUSSION

Throughout the year the PCC addresses a variety of issues that merit periodic informational updates. In addition, there are certain agency activities that may be of interest to the group. This report summarizes these activities.

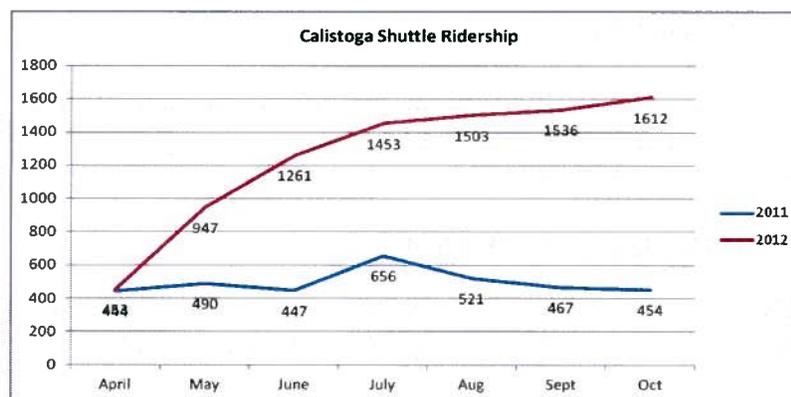
OUTREACH TO SPECIAL NEEDS POPULATIONS

- Since the beginning of the fiscal year in July 2012, the Manager of Public Transit has made presentations at the following groups/organizations:
 - Molly's Angels
 - City of Napa Senior Center
 - City of Napa Senior Advisory Commission
 - Veteran's Home in Yountville
 - Napa Creek Manor
 - Napa Retired Federal Employees group
 - Non-profit Coalition
 - American Canyon Parks and Community Services Commission
 - Personal introductions and literature to every booth at Senior Celebration

- VINE Go and the Transit Ambassador literature distributed at Born to Age kiosks.
- Updated transit service information was provided for the Born to Age Directory.
- Information about VINE Go and Transit Ambassadors was distributed via the Meals on Wheels program to homebound individuals (250 flyers x 2 insertions).
- The agency ran an ad regarding the Transit Ambassador program in the Register's special Senior Living Supplement and one regular edition of the Register.
- The agency produced a flyer listing all public transit services available to seniors in Napa County and has distributed it to agencies that serve seniors as well as the general public.
- The forthcoming "Bus Book" publication prominently features information about the Transit Ambassador program and Vine Go.
- The agency conducted the successful "Transit Experience" marketing event providing transportation to the Countywide Senior Celebration.
- Transit Ambassadors staffed an information booth at the Senior Celebration.
- The new VINE web site (December 2012) will have a section called "Transportation for Seniors."
- Vine Go / Transit Ambassadors featured in the centerfold of Inside Napa Valley.

EXPANDED TRANSIT SERVICES

- Between July 1 and November 21, 2012, Vine Go enrolled 110 new users
- The \$600,000 bus shelter installation project was completed in October 2012.
- Expanded service using the new trolley began in Yountville on November 1st, 2012
- New VINE service will launch December 3, 2012
- The Calistoga service we expanded in April set another ridership record in October. The majority of ridership growth has been locals.



NAPA SHUTTLE UPDATE

Following Board action, letters were sent to the 21 riders of the Napa Shuttle informing them of the pending discontinuation of the service and inviting them to explore the new VINE bus system with a Transit Ambassador or apply for VINE Go.

PROGRAM SERVICE METRICS

To be distributed at meeting.



December 6, 2012
PCC Agenda Item 8

Action Requested: ACTION REQUIRED

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY PCC Agenda Letter

TO: Paratransit Coordinating Council (PCC)
FROM: Tom Roberts, Manager of Public Transit
(707) 259-8778 / Email: troberts@nctpa.net
SUBJECT: Election of Chair and Vice-Chair

RECOMMENDATION

Nominate and elect a Chair and Vice-Chair.

EXECUTIVE SUMMARY

Each year the PCC elects a Chair and Vice-Chair at the Council's November. New officers take office at the January meeting and hold office for one year. As the November meeting was cancelled, the election will take place at the special December meeting.

FINANCIAL IMPACT

Is there a Fiscal Impact? No.

SUPPORTING DOCUMENTS



December 6, 2012
Agenda Item 9

Action Requested: INFORMATION/ACTION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY PCC and VCAC Agenda Letter

TO: PCC and VCAC
FROM: Eliot Hurwitz, Program Manager for Planning
(707) 259-8782, ehurwitz@nctpa.net
SUBJECT: Regional Transportation Plan (RTP) Cycle 2 One Bay Area Grant
(OBAG) Call for Projects

RECOMMENDATION

Council and Committee members are requested to provide input on potential projects and/or programming priorities to NCTPA staff and to NCTPA member agencies (Napa Cities/Town/County).

EXECUTIVE SUMMARY

The Metropolitan Transportation Commission (MTC) receives federal funding for local programming through the state from federal transportation legislation currently known as Moving Ahead for Progress in the 21st Century (MAP-21). This includes Surface Transportation Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ), Transportation Enhancement (TE), and Safe Routes to School (SR2S) funding. For RTP Cycle 2, the OBAG Program is a new funding approach being introduced as part of the RTP currently under development.

The OBAG Program will allocate approximately \$6 million to Napa County jurisdictions for the 4-year cycle FY 2012-13 through FY 2015-16. The OBAG Program will require that Napa County Transportation and Planning Agency (NCTPA) program at least 50% of the countywide OBAG funds in Priority Development Areas (PDA) or to projects that provide "proximate access" to PDAs. All OBAG funds will be contingent on a series of requirements, including the establishment of a local "Complete Streets" program as well as having a General Plan housing element approved by the State Housing and Community Development Department. NCTPA will be responsible for ensuring compliance of these requirements.

FISCAL IMPACT

Is there a Fiscal Impact? The applications will determine which projects are best suited to receive federal aid funding through Cycle 2.

BACKGROUND AND DISCUSSION

The OBAG Program is a new funding approach being introduced as part of the RTP currently under development in order to better integrate the region's federal transportation program with California's climate law (Senate Bill 375, Steinberg, 2008) and the Sustainable Communities Strategy (SCS) mandated by that legislation. According to MTC, funding distribution to the nine (9) Bay Area counties will consider progress toward achieving local land-use and housing policies by:

- Rewarding jurisdictions that accept housing allocations through the Regional Housing Need Allocation (RHNA) process and produce housing using transportation dollars as incentives.
- Supporting the SCS for the Bay Area by promoting transportation investments in PDAs and by initiating a pilot program that will support open space preservation in Priority Conservation Areas (PCA). Additional funding for each county has been set aside to support these efforts and additional information regarding these opportunities will follow in December.
- Providing a higher proportion of funding to local agencies and additional investment flexibility by eliminating required program investment targets (the OBAG program allows each county the flexibility to invest in transportation categories such as Transportation for Livable Communities, bicycle and pedestrian improvements, local streets and roads preservation, and planning activities, while also providing specific funding opportunities for Safe Routes to School (SR2S) and PCA.

The OBAG Program establishes program commitments and policies for investing roughly \$320 million over RTP Cycle 2, a 4-year period (FY 2012-13 through FY 2015-16), funded through the new federal transportation legislation, "MAP-21".

The NCTPA Board opened a call for Cycle 2 projects at their October 17, 2012 meeting. Project submittals will be due to NCTPA by 5:00 PM on December 14, 2012.

SUPPORTING DOCUMENTS

- Attachments: (1) Napa County Funding Breakdown for RTP Cycle 2 Funds
(2) Potential Project Selection Criteria
(3) Call for Projects Timeline

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

Napa County	STP	CMAQ	RTIP TE	Total
Specific Projects TBD by Napa	\$2,114,000	\$1,443,000	\$431,000	\$3,988,000
<i>CMA Planning Activities (NCTPA)</i>	<i>\$2,673,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$2,673,000</i>
Total	\$4,787,000	\$1,443,000	\$431,000	\$6,661,000

2) One Bay Area Grant Funds (does not include SR2S or PCA):

3) Planning Funds (NCTPA) – STP \$\$

	FY 12-13	FY 13-14	FY 14-15	FY 15-16	STP TOTAL
NCTPA	\$638,000	\$658,000	\$678,000	\$699,000	\$2,673,000

4) STP/CMAQ split

	STP - 72%	CMAQ - 22%	TE – 7%	Total
Napa County	\$4,787,000	\$1,443,000	\$431,000	\$6,661,000

5) PDA Minimum Requirement

	OBAG funds	PDA/Anywhere split	PDA	Anywhere
Napa County	\$6,661,000	50/50	\$3,330,500*	\$3,330,500

*50% of NCTPA planning funds (\$1,336,500) *can* count toward the PDA minimum requirement

6) 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

7) OBAG Funding Breakdown Options

	TOTAL FUNDS (STP,CMAQ, TE)	PDA	Anywhere
Option 1	\$3,988,000	\$3,330,500	\$657,500
Option 2 - 50% of Planning funds count toward PDA Minimum	\$3,988,000	\$1,994,000	\$1,994,000

Cycle 2 Funds Criteria:

STP Funds: \$2,114,000 – Available for projects – subject to One Bay Area Grant (OBAG) requirements

Eligible projects are any project on the any federal aid highway, including the national highway system; bridges on any public highway; transit capital projects; and inter-city/intra-city bus terminals and facilities.

Eligible project types (Title 23 USC, Chapter 1, Section 133) include:

- Construction, reconstruction, rehabilitation, resurfacing, restoration and operational improvements for highway and bridge projects, including bridge seismic retrofit, painting and application of calcium magnesium acetate, sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and de-icing compositions. Also included are the necessary engineering, right-of-way and environmental mitigation for these activities.
- Transit capital projects under Chapter 53 of 49 USC including vehicles and facilities, whether publicly or privately owned, that are used to provide inter-city passenger service by bus.
- Carpool projects, fringe and corridor parking facilities, bicycle facilities and non-construction projects, pedestrian walkways, and modification of public sidewalks to comply with the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.).
- Highway and transit safety infrastructure projects, hazard eliminations, projects to mitigate hazards caused by wildlife, and railway-highway grade crossing elimination or improvement.
- Highway and transit research and development and technology transfer programs.
- Capital and operating costs for traffic monitoring, management and control facilities and programs.
- Surface transportation planning programs.
- Transportation enhancement activities.
- Transportation control measures listed in Section 108(f)(1)(A) of the Clean Air Act excluding clause (xvi).
- Development and establishment of management systems under Title 23 USC, section 303.
- Wetlands mitigation and natural habitat efforts related to projects funded under Title 23 USC.
- Capital improvements for infrastructure-based intelligent transportation systems.
- Environmental restoration and pollution abatement projects, including retrofit or construction of stormwater treatment facilities (limited to 20% of the total cost of reconstruction, rehabilitation, resurfacing, or restoration projects).

CMAQ: \$1,443,000 – subject to OBAG requirements

The general eligibility criteria for CMAQ funding is for projects to have expected reductions in carbon monoxide, ozone precursor, or PM emissions.

Eligible Project Types:

- Transportation Control Measures (TCMs)
- Extreme Low-Temperature Cold Start Programs
- Alternative Fuels and Vehicles
- Congestion Reduction & Traffic Flow Improvements
- Transit Improvements
- Bicycle and Pedestrian Facilities and Programs

- Travel Demand Management
- Public Education and Outreach Activities
- Transportation Management Associations
- Carpooling and Vanpooling
- Freight/Intermodal
- Diesel Engine Retrofits & Other Advanced Truck Technologies
- Idle Reduction
- Training for Transportation Workforce
- Inspection/Maintenance (I/M) Programs
- Experimental Pilot Projects

TE: \$431,000 – subject to OBAG requirements

Transportation Enhancement activities must have a direct relationship – by function, proximity or impact – to the surface transportation system. Activities must be over and above normal projects, including mitigation.

This list is exclusive. Only these activities are eligible to be accounted for as Transportation Enhancement activities. They are:

1. Provision of facilities for pedestrians and bicycles.
2. Provision of safety and educational activities for pedestrians and bicyclists.
3. Acquisition of scenic easements and scenic or historic sites (including historic battlefields).
4. Scenic or historic highway programs (including the provision of tourist and welcome center facilities).
5. Landscaping and other scenic beautification.
6. Historic preservation.
7. Rehabilitation and operation of historic transportation buildings, structures or facilities (including historic railroad facilities and canals).
8. Preservation of abandoned railway corridors (including the conversion and use thereof for pedestrian or bicycle trails).
9. Inventory, control and removal of outdoor advertising.
10. Archaeological planning and research.
11. Environmental mitigation to address water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity
12. Establishment of transportation museums.

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>

PCA: Competitive –

This is a \$10 million dollar grant of which the first \$5 million is only available to the 4 North Bay counties: Marin, Sonoma, Napa, and Solano.

Priority Conservation Areas- This is an outgrowth of the new regional pilot for the development of Priority Conservation Area (PCA) plans and projects to assist counties to improve outward development expansion and maintain their rural character. A CMA may use OBAG funding to augment grants received from the regionally competitive program or develop its own county PCA program. Generally, eligible projects will include planning, land/easement acquisition, open space access, and farm-to-market capital projects.

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). 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.

RTP Project Selection Process

Staff representation from all six Napa County jurisdictions, will serve as selection and prioritization committee. Selection and Prioritization committee recommendations will be forwarded through the respective NCTPA Advisory Committees (Bicycle Advisory Committee (BAC); Vine Consumer Advisory Committee (VCAC) and the Paratransit Coordinating Council (PCC)) and then to the TAC for their consideration and recommendation for approval by the NCTPA Board of Directors.

The master list of countywide prioritized projects will be reviewed and updated by TAC semi-annually.

Project Selection Criteria – to be reviewed and adopted by TAC

- 1. Project fulfills an identified need and will have a broad public support. 0-30 Points**
 - Description of Proposed Project. (Current condition and proposed improvement).
 - Project Justification (Reasons for proposed project and problem project addresses).

- 2. Project is consistent with regional/local plans.**
 - Project is contained in a plan/study. 5 points
 - Project is listed in Capital Facility Plan. 5 points
 - Project supports the Regional/State Transportation Plan 5 points

- 3. Project has regional/local support.**
 - Letters of Support (Agencies/Organization) 0-8 points
 - Financially Involvement of Businesses/Other Agencies 0-7 points

- 4. Project is ready to proceed/implement.**
 - Right of Way completed or not needed 0-5 points
 - Design is completed 0-5 points
 - Environmental permits approved 0-5 points

- 5. Multi-modal (Maximum 5 Points)**
 - Bicycle 3 points
 - Pedestrian 3 points
 - Transit 3 points
 - Auto 2 points
 - Other Mode: _____ 2 points

- 6. Appropriateness/Match of Project to Funding Source 0-4 points**

- 7. Leverage of Local Match**
 - Local match of 20% 2 points
 - Local match of 25% 4 points
 - Local match of 30% 6 points
 - Local match of 35% 8 points
 - Local match of 40% or more 10 points

- 8. Project is time sensitive? 1-5 point**



December 6, 2012
PCC Agenda Item 10

Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY PCC Agenda Letter

TO: Paratransit Coordinating Council (PCC)

FROM: Deborah Schwarzbach, Program Manager Napa Transit
Ambassador Program
(707) 259-8631 / Email: dschwarzbach@nctpa.net

SUBJECT: Napa Transit Ambassador Program Update

RECOMMENDATION

That the Paratransit Coordinating Council provide suggestions to improve the effectiveness of the Napa Transit Ambassador Program.

EXECUTIVE SUMMARY

The Napa Transit Ambassador Program was started by the City of Napa to provide assistance to new riders on the fixed route bus system. In 1999, the program was transitioned to NCTPA with the formation of the Joint Powers Authority in 1999.

When NCTPA assumed the administration of the program, there were ten transit ambassadors. Although NCTPA is always recruiting for new transit ambassadors it has been difficult to keep a sufficient number of volunteers. The original goal is to maintain ten transit ambassadors at all times. The number of transit ambassadors had dwindled to five and stayed at that number for several years until the summer of 2012 when a new recruitment effort was undertaken, bringing the current number of volunteers to twelve. Eight of the twelve are active and the remaining four are going through the approval process.

NCTPA staff would like to improve the Transit Ambassador Program by improving retention of volunteers and the overall effectiveness of the program in order to reach more potential riders. Staff will consider PCC comments and return in February 2013 with proposed program changes.

FINANCIAL IMPACT

Is there a Fiscal Impact? No.

SUPPORTING DOCUMENTS

None



December 6, 2012
PCC Agenda Item 11

Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY PCC Agenda Letter

TO: Paratransit Coordinating Council (PCC)
FROM: Tom Roberts, Manager of Public Transit
(707) 259-8778 / Email: troberts@nctpa.net
SUBJECT: Tour of the Soscol Gateway Transit Center

RECOMMENDATION

Members of the Council tour the new Soscol Gateway Transit Center.

EXECUTIVE SUMMARY

The Soscol Gateway Transit Center began providing service to the public on December 3, 2012. Councilmembers will be provided a tour of the facility.

FINANCIAL IMPACT

Is there a Fiscal Impact? No.

SUPPORTING DOCUMENTS

