

**Napa County Transportation Planning Agency (NCTPA)**

**Board of Directors**

**MINUTES**

**Wednesday July 19, 2006**

**ITEMS**

**1. Call to Order**

Vice Chair Kevin Block called the meeting to order at 2:43 p.m.

**2. Roll Call**

Voting Members Present:

Kevin Block	City of Napa
Diane Dillon	County of Napa
Brad Wagenknecht	County of Napa
Karen Slusser	City of Calistoga
Leon Garcia	City of American Canyon
Jim Krider	City of Napa
Steve Rosa	Town of Yountville

Voting Members Absent:

Joe Potter	City of St. Helena
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Non-Voting Member Present:

JoAnn Busenbark	Paratransit Coordinating Council
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**3. Chairperson, Board Members' and Metropolitan Transportation Commission (MTC) Update**

No reports/updates given.

**4. Directors Update**

No reports/updates given.

**5. Caltrans Update**

John Ponte, NCTPA, provided the Caltrans update on the status of various projects located through out the county

**6. Public Comment - None**

**7. Approval of Meeting Minutes of June 21, 2006**

**MS GARCIA / ROSA** to **APPROVE**, with **DILLON** and **KRIDER** abstaining, the meeting minutes of June 12, 2006.

**8. Report from Subcommittee on a Recommendation for Chair and Vice Chair for FY 07**

The nominating committee, composed of Board members Bill Dodd, Kevin Block, and Joe Potter, recommended Kevin Block for Chair and Leon Garcia for Vice Chair for NCTPA through December 2006. Further the nominating committee recommended in December 2006, when Kevin Block's term on the Napa City Council ends, that Leon Garcia take over as Chair and Jim Krider as Vice Chair.

**\*MSC DILLON / WAGENKNECHT** to **APPROVE** the nominating committee's recommendation and elect Kevin Block for Chair and Leon Garcia for Vice Chair for NCTPA through December 2006. Further to **APPROVE** nominating committees recommendation that in December 2006, when Kevin Block's term on the Napa City Council ends, that Leon Garcia take over as Chair and Jim Krider as Vice Chair.

**CONSENT ITEMS (9-13)**

At the request of Board member Dillon, consent items 10 and 12 were pulled for further review.

**MSC\* DILLON / WAGENKNECHT** to **APPROVE** Consent Items 9, 11 and 13.

**9. Spare the Air Day Extended**

VINE ridership increased an average of 13% during the first three Spare the Air transit days. MTC has added an additional three days to the program this summer.

**10. Vine Citizens Advisory Committee (VCAC) Bus Stop Improvement Program**

Board member Dillon asked for an update on the status of installing a bus stop in St. Helena on SR 29/Dowdell that the Wilson Daniels Company volunteered to pay for. Staff will contact Caltrans for the status and update the Board at the September meeting.

Attached for review was a brief update on recent work toward Improving VINE bus stops.

**MSC\* WAGENKNECHT / GARCIA** to **APPROVE** (1) the base guidelines for prioritizing bus stop improvements and (2) the ranking system of bus stops by the average number of passengers that use the stop per hour.

**11. Update Park and Ride at NW Corner of Trancas/SR29**

In response to a Board request in May, Caltrans agreed to the development of a Cooperative Agreement for the Implementation of a Park and Ride lot on the NW Corner of Trancas/SR 29.

Board action directed staff to prepare a Cooperative Agreement with Caltrans for the implementation of a Park and Ride Lot/Bus Transfer facility at the NE Corner of Redwood and Solano (excess Trancas/SR 29 property).

**12. Approve Draft Request for Proposal (RFP) for update of the NCTPA Strategic Transportation Plan (STP)**

Member Dillon suggested the using of the process of the STP for community outreach and education.

**MSC\* DILLON / SLUSSER** for **APPROVAL** to direct staff to issue the STP Update RFP for distribution. Further that the Executive Director be instructed to select and contract for appropriate consultant support for this effort.

**13. Adoption of Resolution 06-14: Modifying the Transportation Fund For Clean Air (TFCA) Program Manager Expenditure Program for FY 06/07**

Board action approved Resolution 06-14: Modifying the Transportation Fund for Clean Air (TFCA) Program Manager Expenditure Program. This resolution moves unused fund to an alternate transit project.

**REGULAR AGENDA ITEMS**

**14. Public Hearing: Federal Transportation Agency (FTA) Section 5311 Bus Purchase**

As a requirement of FTA Section 5311 guidelines, Chair Block opened the public hearing at 3:03 p.m.

*Muriel Fagiani, Napa resident*, commented that smaller buses should be used in Napa and any money saved by doing so should be used for upgrades and repair to bus stop accommodations.

*Betty Rhodes, Napa Resident*, feels that there should VINE Go vans dedicated to accommodate only senior riders in the 65+ range.

Being no further Public Comment, Chair Block closed the Public Hearing at 3:07 p.m.

**MSC\* WAGENKNECHT / GARCIA** for **APPROVAL** to direct the Executive Director to submit to Caltrans evidence that a public hearing was held to meet FTA guidelines, including a copy of the published public notice, a copy of this Board report and a copy of the transcript.

**15. NCTPA Recommendation to MTC for Lifeline Transit Funding**

Staff recommended that these funds (\$310,000) be used to replace and/or build bus shelters at various sites along the VINE routes. The allocation of funds to specific sites will be vetted through the VINE Citizens Advisory Committee (VCAC).

**MSC\* DILLON / GARCIA** for **APPROVAL** to (1) accept the single Lifeline Transportation Program (LTP) received, from NCTPA for \$310K, and (2) authorize the Executive Director to forward this recommendation to MTC to be award funding for NCTPA's Lifeline funding project

**CLOSED SESSION ITEMS (16-17)**

**16. Public Employment (Government Code Section 54957)**

Title: Executive Director Recruitment

Rob Paul, Legal Council, reported the NCTPA Board approved the County of Napa Human Resources Department to conduct a recruitment for the position of the Executive Director and also appointed Members Block, Garcia, and Rosa to a ad-hoc search committee to assist in the recruitment and interviewing process for the position.

**17. Public Employment (Government Code Section 54957)**

Title: Acting Executive Director

Rob Paul, Legal Council, reported that NCTPA Board action asked and John Ponte, NCTPA Deputy Executive Director, accepted the position of Acting Executive Director during the period that Mike Zdon is retired and the new Director will be appointed, subject to any necessary County approvals.

**REGULAR AGENDA ITEMS**

**18. Approval of Next meeting Date of September 20, 2006 and Adjournment**

The next NCTPA meeting will be held in the NCTPA/NCTA Conference Room on Wednesday September 20, 2006 at 2:00 pm.

The meeting was adjourned by Chair Block at 3:56 p.m.