

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

**Board of Directors**

**MINUTES**

**Wednesday, March 21, 2007**

**ITEMS**

**1. Call to Order**

Karrie Sanderlin, Board Secretary, called the meeting to order at 2:03 p.m.

**2. Pledge of Allegiance**

Karrie Sanderlin, Board Secretary, led the salute to the flag.

**3. Roll Call**

Voting Members Present:

Leon Garcia	City of American Canyon
Michael Dunsford	City of Calistoga
Jack Gingles	City of Calistoga
Jill Techel	City of Napa
Jim Krider	City of Napa
Bill Dodd	County of Napa
Del Britton	City of St. Helena
Joe Potter	City of St. Helena
Steve Rosa	Town of Yountville

Non-Voting Member Present:

JoAnn Busenbark	Paratransit Coordinating Council
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Voting Members Absent:

Harold Moskowite	County of Napa
Cynthia Saucerman	Town of Yountville

**4. Election of Chair and Vice Chair**

**MSC\* POTTER / ROSA** for **APPROVAL** to elect Member Leon Garcia as the NCTPA Chair.

**MSC\* TEHEL / BRITTON** for **APPROVAL** to elect Member Jim Krider as the NCTPA Vice Chair.

**5. Chairperson, Board Members' and Metropolitan Transportation Commission (MTC) Update**

*Chair Report – None Given*

*MTC Commissioners Report, Supervisor Bill Dodd*

Reported attending along with other MTC Commissioners and staff, the annual lobbying trip to Washington D.C. the week of March 12, 2007. The main goal of this year's trip was to convey MTC's support for a risk-based, multi-year transit security measure.

Reported that MTC will be undertaking its 30 year Regional Transportation Plan this year.

Announced as the MTC Chair, he will be attending at least one Board meeting for each of the nine Bay Area Congestion Management Agencies (CMA) in the upcoming year.

**6. Directors Update**

*Jim Leddy, Executive Director*

Reviewed various handouts distributed at the meeting.

Reported attending the California Transportation Commission (CTC) meeting held in Irvine on February 28, 2007 where Napa County was awarded \$73.99M of CMA funds for improvements on Jamieson Canyon Rd.

Announced Adriann Cardoso, NCTPA staff has been hired as the new Transportation Program Manager – Transit.

Reported meeting with Craig Smith and Joe Salerno from the Downtown Merchants Association on the future of the Downtown Trolley.

Reported meeting with Andrea Gordon to discuss the possibility of reestablishing a Napa to San Francisco commuter service.

**7. Caltrans Update**

No report/updates given.

## 8. Public Comment

Hilary Gitelman, Planning Director County of Napa, reported the County had the first formal public hearing on the draft General Plan and draft EIR the morning of March 21, 2007. Further, stated that the County Planning staff will give a presentation on the General Plan and planning process to any member agency city/town council that is interested.

John Stevens, City of Napa resident and representing the Earth Defense for Environmental Now (EDEN), stressed the importance of a viable transportation system in the event of a major food or catastrophic event.

Muriel Fagiani, City of Napa Resident, feels more money should be made available for the purchase of more buses and for bus Shelter improvements.

## 9. Approval of Meeting Minutes of February 21, 2007

**MSC\* DODD / GINGLES** to **APPROVE** the meeting minutes of February 21, 2007.

## CONSENT ITEMS (10-12) – TRANSPORTATION

**MSC\* KRIDER / DODD** to **APPROVE** Consent Items 10-12.

### 10. Approval of Resolution 07-04 Authorizing a Federal Transit Administration (FTA) Section 5311(f) Application for the Provision of Continued VINE Route 11 – St. Helena/Calistoga to Santa Rosa and VINE Route 10 Bus Service

Board action approved Resolution 07-04 committing Agency TDA resources as the required match for additional FTA, Section 5311(f) funding to support VINE Route 11 and VINE Route 10 in FY 07/08.

### 11. Accept and File FY 05/06 Independent Audit Report for NCTPA and approve Administrative Budget Adjustment

Board action: (1) Approved to accept and file the FY 05/06 NCTPA audit and (2) Approved budget adjustments to the FY 06/07 budget necessary to allow the return of excess Transportation Development Act (TDA) revenues to the Napa County Local Transportation Fund.

### 12. NCTPA Strategic Transportation Plan – Citizens' Advisory Committee

Board action approved the membership of the Citizens Advisory Committee for the NCTPA Strategic Transportation Plan Update.

## **REGULAR AGENDA ITEMS - TRANSPORTATION**

### **13. NCTPA By-Laws**

John Ponte, staff reviewed proposed changes to the By-laws, as well as, voting powers for both transportation related agenda items and interjurisdictional discussion agenda items.

Member Techel suggested looking into the possibility of moving the NCTPA meetings to a different day/time due to scheduling conflicts she has with prior commitments.

Request was made to correct the title on Exhibit A (page 43) to read Napa County Transportation and Planning Agency.

**MSC\* DODD / KRIDER to APPROVE** Resolution 07-05 adopting by-laws for the NCTPA.

### **14. Resolution 07-01 Transportation Development Act (TDA) Fund Request to MTC for FY 07/08**

Staff recommended claiming all of the estimated TDA revenue for FY 07/08. It is anticipated that the FY 07/08 budget will not require all of the estimated TDA revenue. Any unused TDA funds in the bank can be used to offset the Federal Transit Administration funds which typically are not received until the following fiscal year. Board action requested approximately \$6M for FY 07/08 to support NCTPA transit operating and administrative services

**MSC\* DUNSFORD / POTTER to APPROVE** Resolution 07-01 submitting a TDA claim for no more than \$5,485,341 in TDA Articles 4 & 8 funds, \$288,702 in TDA Article 4.5 funds and \$401,952 in State Transit Assistance funds to support the FY 07/08 Operating, Capital and Administration Budgets.

### **15. 2006 STIP Augmentation Project Resolution and Project Nomination Sheets**

At their February 28, 2007 meeting, the California Transportation Commission adopted a program of projects that included \$73.9M for the Jamieson Canyon widening. Resolution 07-02 will approve programming \$26.5M of State Transportation Improvement Program entitlement funds to Jamieson Canyon and \$95K to planning and programming monitoring (PPM).

**MSC\* DODD / ROSA to APPROVE** Resolution 07-02, programming NCTPA State Transportation Improvement Program entitlement funds: \$26.5M to Jamieson Canyon and \$95K to planning and programming monitoring (PPM).

**16. Napa County Transportation and Planning Agency (NCTPA), Solano Transportation Authority (STA) and Caltrans Memorandum of Understanding (MOU) for the Jamieson Canyon Project**

John Ponte, staff, reported that the draft agreement would cover the project from signature through construction. The MOU provides for the management of the Jamieson Canyon project with the NCTPA Board, the STA Board and Caltrans at the top of the pyramid. Most of the operating decisions would be made by the two Executive Directors and the Caltrans District Director acting in concert as the Executive Steering Committee.

**MSC\* BRITTON / POTTER to APPROVE** the Memorandum of Understanding for the Jamieson Canyon Project and authorize the Executive Director to sign the agreement.

**17. Draft FY 07/08 Overall Work Program**

Provided for Board review was the Draft Overall Work Program (OWP) for FY 07/08 for NCTPA. The purpose of the OWP is to highlight agency task and project work elements to be performed in the up-coming year and is a basis for preparing a draft FY 07/08 budget, which will be reviewed at the April or May meeting.

**MSC\* DUNSFORD / GINGLES to APPROVE** the NCTPA Draft Overall Work Program for FY 07/08.

**18. Bus Stop Improvement Project Update: Approval of Lifeline Resolution 07-03 and Funding Agreement Extension**

In the summer of 2006, NCTPA awarded \$310,000 MTC Lifeline funding to a three-year bus stop improvement project. The projects' goal is to make transit more comfortable, safe and accessible for passengers. In order to prioritize spending on bus stops within the VINE system the Vine Consumer Advisory Committee (VCAC) established a set of criteria for ranking bus stops. Staff reviewed the Bus Stop Improvement Project with the Board.

Muriel Fagiani, City of Napa Resident, stated her disappointment that the Bus Stop Improvement Project Update wasn't provided to the VCAC members at their meeting of March 14, 2007. Further stated that more funds should be made available for bus purchases and bus stop amenities.

**MSC\* DODD / BRITTON for APPROVAL** of (1) Resolution 07-03 Authorizing Lifeline Funding through the Metropolitan Transportation Commission, (2) extension of the expiration date to June 30, 2007 on the funding agreement with American Canyon (NCTPA 04-04) and the City of Napa (NCTPA 04-19) for bus stop improvements to June 30, 2007 and (3) extend authorization to NCTPA

Executive Director to sign necessary funding agreements and contract amendments.

## **DISCUSSION OF INTERJURISDICTIONAL ISSUES**

### **19. Potential Discussion Items for the Next Meeting**

The Board recommended the following interjurisdictional discussion items be placed on future agendas.

Arts Council of Napa Valley – April Board meeting  
Climate Protection/Global Warming – May Board meeting  
Review of the NCLOG Principles – June Board meeting  
Presentation on the demographics of the aging population of Napa County.

**MSC DODD / BRITTON** to **APPROVE** the recommended interjurisdictional discussion items be placed on the following future agendas:

April 18, 2007	Arts Council of Napa Valley
May 16, 2007	Climate Protection/Global Warming
June 20, 2007	Review of the NCLOG Principles & Demographics of the aging population in Napa County

## **REGULAR AGENDA ITEMS – TRANSPORTATION**

### **20. Closed Session – CONFERENCE WITH REAL PROPERTY NEGOTIATOR** (Government Code Section 54956.8)

Property: APN 006-194-01, APN 006-195-001, APN 006-195-002, and APN 006-195-003

Agency Negotiator: Jim Leddy, Adriann Cardoso, John Ponte, Andy Plescia

Negotiating Parties: BPI Company, Trustee of Bell Family Trust

Under Negotiation: Instructions to negotiator will concern both price and terms of payment

### **21. Approval of Next Meeting Date of April 18, 2007 and Adjournment**

The next meeting will be held in the NCTPA Conference Room on Wednesday April 18, 2007 at 2:00 pm.

The meeting was adjourned by Chair Garcia at 3:43pm.