

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

**Board of Directors**

**MINUTES**

**Wednesday, November 20, 2013**

**ITEMS**

**1. Call to Order**

With Chair Caldwell and Vice Chair Dunbar both absent, Karrie Sanderlin, NCTPA Board Secretary, called the meeting to order at 1:33 p.m.

**2. Pledge of Allegiance**

Board Secretary Sanderlin led the salute to the flag.

**3. Roll Call**

**Members Present:**

**Voting Power**

Leon Garcia	City of American Canyon	(1)
Joan Bennett	City of American Canyon	(1)
James Barnes	City of Calistoga	(1)
Chris Canning	City of Calistoga	(1)
Scott Sedgley	City of Napa	(4)
Jill Techel	City of Napa	(6)
Ann Nevero	City of St. Helena	(1)
Peter White	City of St. Helena	(1)
Lewis Chilton	Town of Yountville	(1)
Marita Dorenbecher	Town of Yountville	(1)

**Members Absent:**

Keith Caldwell	County of Napa	(2)
Bill Dodd	County of Napa	(2)

**Non-Voting Member Absent:**

JoAnn Busenbark	Paratransit Coordinating Council	(0)
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Board Secretary Sanderlin announced that in the absence of both Chair Caldwell and Vice Chair Dunbar the first order of business was to nominate and elect a temporary Chair to preside over the meeting. Motion was made by Member Garcia to nominate and elect Member Chilton as temporary chair.

**MOTION MOVED by GARCIA, SECONDED by TECHEL to APPROVE the nomination and elect Board Member Chilton as temporary Chair. Motion Passed 18-0.**

**4. Public Comment**

Synthia Smith, Napa Resident, requested that the Board consider appointing a member to the Board representing a Concerned and Interested Citizen.

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

No Reports Given

**6. Director's Update**

*Kate Miller, Executive Director*

Reported that she and several staff members attended the Self Help Counties annual Focus on the Future conference. Conference discussion topics focused on the critical need to backfill the fiscal cliff caused by the end of two major funding sources; Proposition 1 B Infrastructure Bond and American Recovery and Reinvestment Act (ARRA), and the continued decline of state/federal revenues that fund the STIP and the SHOPP. A number of workshops were held on how to address transportation challenges creatively with fewer resources. Speakers noted several times that Transportation, once one of the top three critical issues for voters, has dropped to fifth for voter concerns. A number of speakers emphasized the need to build a greater nexus on how transportation touches on all of the areas that voters note as important, including creating jobs, its influence on the general economy, the environment, and our communities.

Reported that staff has been providing the Board with month to month updates on ridership and on time performance for the VINE Transit services. The Board adopted Service Policies in March 2013 which are designed to aid staff in evaluating and adjusting transit services. As part of that endeavor, Staff is monitoring progress on a number of performance goals which will be included in a new quarterly update to the board. Quarterly updates will provide a greater perspective on service performance and should eliminate month-to-month minor bumps and divots in performance caused by special events and school holidays.

Announced the Holiday Marketing Programs which include:

- Canned Food Drive – November 25, 26, and 27<sup>th</sup> if you bring a canned food item, you can ride for free.
- Holiday Bus – Staff will be decorating one bus that will be rotated throughout the system and if it comes to your stop, you ride for free.
- Staff is also soliciting various groups to perform or sing at the SGTC during the holiday season.

Announced that the Board Retreat is scheduled for January 15, which is the regular board day but from 9 to Noon. The retreat will focus on the vision, goals, and objectives of the agency and kick off the Countywide 25 year plan.

Announced that former Caltrans Director and Executive Director of Transportation California, Will Kempton and Jim Earp, Executive Director of California Alliance for Jobs and CTC Commissioner have filed a proposed November 2014 ballot measure that would generate an estimated \$3 billion a year for road improvements by more than doubling vehicle license fees. The "California Road Repairs Act of 2014" would phase in a 1 percent surcharge to the fee beginning in 2018. The fee has been .65 percent of a vehicle's market value since the late 1990s, with a temporary increase to 1.15 percent from May 2009 through June 2011.

Reported as part of the One Bay Area Program, the CMAs were tasked to develop PDA Investment and Growth strategies. On November 8th, Staff presented their summaries and challenges to the MTC Planning and ABAG Administrative Committees. Napa has two PDAs; one in the City of Napa and one in American Canyon. Danielle Schmitz presented the information on behalf of the agency.

## 7. **Caltrans' Update**

Kate Miller, NCTPA Executive Director, provided the Caltrans Update; specifically that the Hopper Creek Bridge will be closed for 2 weeks beginning this spring in order for Caltrans to make necessary repairs from behind the abutment. This will prevent Caltrans from having to seek a permit from Fish and Game to complete the work from below the bridge, which would likely delay the project for over a year – an impossibility given the current state of its repair. Traffic will be diverted to Zinfandel lane. Caltrans will identify a date with due time to notify the public.

## 8. **CONSENT ITEMS 8.1 – 8.6)**

**MOTION MOVED by WHITE, SECONDED by GARCIA to APPROVE** Consent Items 8.1-8.6. **Motion Passed 18-0.**

### 8.1 **Approval of Meeting Minutes of October 16, 2013**

**8.2 Approval of Rental Agreement No. 2014-04 with the Napa Valley Exposition**

Board action authorized the Executive Director to negotiate and execute a rental agreement for the parking of NCTPA vehicles at the Napa Valley Exposition for a period of twelve (12) months in an amount not to exceed \$24,000.

**8.3 Approval of Resolution No. 13-21 Setting the Regular Meeting Time, Place, and Schedule of the Napa County Transportation and Planning Agency (NCTPA) Governing Board, the Technical Advisory Committee (TAC), the Paratransit Coordinating Council (PCC), the VINE Consumer Advisory Committee (VCAC), and the Active Transportation Advisory Committee (ATAC) for Calendar Year (CY) 2014**

Board action approved Resolution No. 13-21 setting the regular meeting time, place, and schedule of the NCTPA Governing Board, TAC, PCC, VCAC, and ATAC for Calendar Year (CY) 2014.

**8.4 Approval of Amended Resolution No. 13-06 Adopting the One Bay Area Grant (OBAG) Program Under "Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21)" Surface Transportation Road Maintenance Funding Program for the Napa Communities**

Board action approved Amended Resolution No. 13-06 making revisions to the program and adopting the final OBAG Projects for FY 2012-13 through 2015-16.

**8.5 Approval of Recipient Funding Agreement between the Napa County Transportation and Planning Agency (NCTPA) and the City of Napa (NCTPA Agreement #13-14)**

Board action approved entering into a Funding Agreement with the City of Napa to contribute up to \$50,000 for the completion of the California Boulevard Class II Bicycle Lane Gap Closure.

**8.6 Approval of Amendment 1 to Work Authorization 12-29P005 for Professional Engineering Services**

Board action approved and authorized the Executive Director to sign Amendment No. 1 to the Work Authorization 12-29P005 with Riechers & Spence Associates (RSA) to amend the scope and total compensation in an amount not to exceed \$139,218.

9. **REGULAR AGENDA ITEMS**

9.1 **Legislative Update and State Bill Matrix**

*Information Only / No Action Taken*

The Board received the monthly Federal and State Legislative Update from Steve Wallauch of Platinum Advisors.

9.2 **2014 Federal and State Legislative Program and Project Priorities**

Board action approved the 2014 State and Federal Legislative Advocacy programs.

**MOTION MOVED by CANNING, SECONDED by TECHEL to APPROVE the 2014 Federal and State Legislative Program and Project Priorities. Motion Passed 18-0.**

10. **INTERJURISDICTIONAL ISSUES FORUM**

10.1 **Interjurisdictional Issues Discussion Forum and Information Exchange**

Board Members share specific new projects with interjurisdictional impacts.

11. **FUTURE AGENDA ITEMS**

11.1 **Discussion of Topics for Next Meeting.**

None.

12. **CLOSED SESSION**

Janice Killion, NCTPA Legal Counsel, announced that Closed Session was postponed to the December 18, 2013 meeting.

12.1 **PUBLIC EMPLOYEE  
PERFORMANCE EVALUATION  
(Government Code Section 54957)**

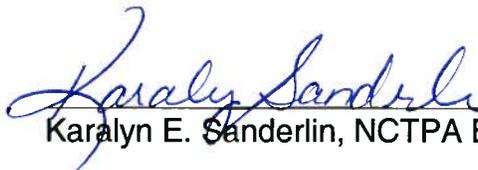
Title: Executive Director

13. **ADJOURNMENT**

13.1 **Approval of Meeting Date of December 18, 2013 and Adjournment**

The next regular meeting will be held Wednesday December 18, 2013 at 1:30 p.m.

The meeting was adjourned by Chair Chilton at 2:10 p.m.

  
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Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED