

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, October 21, 2009

ITEMS

1. Call to Order

Chair Jim Krider called the meeting to order at 1:30 p.m.

2. Pledge of Allegiance

Chair Krider lead the salute to the flag.

3. Roll Call

Members Present:

Leon Garcia	City of American Canyon
Joan Bennett	City of American Canyon
Michael Dunsford	City of Calistoga
Jack Gingles	City of Calistoga
Jim Krider	City of Napa
Keith Caldwell	County of Napa
Del Britton	City of St. Helena
Lewis Chilton	Town of Yountville
Cynthia Saucerman	Town of Yountville

Non-Voting Member Present:

JoAnn Busenbark	Paratransit Coordinating Council
-----------------	----------------------------------

Members Absent:

Jill Techel	City of Napa
Bill Dodd	County of Napa
Eric Sklar	City of St. Helena

4. Public Comment - None

***MSC - Motioned, Seconded, and Unanimously Carried**

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

Member Joan Bennett, City of American Canyon, requested a bus shelter be installed at SR 29/Napa Junction Road. Further Member Bennett reported on her experience riding the VINE from the Pearl Street Transit Center in Napa to Calistoga.

6. Directors Update

Paul W. Price, Executive Director

Reported that staff will bring the Draft Climate Action Plan to the Board at their November 18th meeting.

Reported that the vans for Agricultural Workers Vanpool Program should start arriving in a week or so.

Reported that the Yountville Trolley service was launched in September.

Reported that the NCTPA Website is in the process of being updated to better serve the end user.

Reported that staff is working with Veolia on a marketing plan to move up the marketing effort for the transit system. The plan will be brought to the Board for approval.

Reported staff will be implementing various bus shelter monies throughout the region. Each jurisdiction will be allotted a funding amount to implement their own shelter program within their communities.

7. Caltrans Update

Kelly Hirschberg, Caltrans, provided an update on the status of various projects located throughout the county.

Member Jack Gingles voiced his frustration with Caltrans and their delays in repaving roads in and around the Calistoga area. Roads are deteriorating from heavy traffic use and Mr. Gingles asked Ms. Hirschberg to relay this message back to the (Caltrans) District 4 office.

8. CONSENT ITEMS (8.1 – 8.13)

MSC* BRITTON / GINGLES to APPROVE Consent Items 8.1 – 8.13 with the amended Attachment 1 to Item 8.9 Bylaws for the Napa County Transportation and Planning Agency (NCTPA) Technical Advisory Committee (TAC).

***MSC - Motioned, Seconded, and Unanimously Carried**

8.1 Legislative Report for September 2009

Provided for Board review is the monthly Legislative Report for September 2009.

8.2 Approval of Meeting Minutes of April 22, 2009, May 20, 2009, and July 15, 2009

8.3 Proposition 1B Funding Recommendation

Board action approved the Proposition 1B project rankings as determined by the ranking committee and authorize staff to submit an application(s) to the Metropolitan Transportation Commission (MTC) to claim Proposition 1B funds directed toward ranked projects. The ranked projects are as follows:

RANK	PROJECT DESCRIPTION	TOTAL COST	1B FUNDS	LOCAL MATCH
1.	Bus Pass Accommodations	\$213,840	\$178,200	\$35,640
2.	Replace 3 Vine Go Vehicles	\$225,000	\$178,200	\$46,800
3.	In-Roadway Warning Lights	\$225,000	\$178,200	\$46,800
4.	Crosswalk Striping Project	\$213,840	\$178,200	\$35,640

8.4 Approval to Fund a One-Year Paid Internship for NCTPA

Board action authorized the Executive Director to fund and hire for a one-year paid internship in an amount not to exceed \$24,000.

8.5 Approval of Resolution No. 09-31 Adoption a Disadvantaged Business Enterprise (DBE) Program Goal for FY 09/10 and Adoption of the Caltrans Disadvantaged Business Enterprise Implementation Agreement for Local Agencies

Board action (1) approved Resolution No. 09-31 establishing the required FY 09/10 Disadvantaged Business Enterprise (DBE) Program Plan with an overall annual goal of 3.41% DBE participation in federally funded projects consisting of 1.66% for race-conscious and 1.75% race-neutral average annual participation levels in the Napa Region market area, and (2) authorized staff to submit the California Department of Transportation DBE Program Implementation Agreement to Caltrans for approval.

8.6 Approval of Resolution No. 09-32 Adopting California Public Employees' Deferred Compensation Plan

Board action approved Resolution No. 09-32 adopting California Public Employees' Deferred Compensation Plan.

8.7 Approval of Resolution No. 09-33 Adopting the Transportation for Clean Air (TFCA) Projects List for FY 09/10

Board action approved Resolution No. 09-33 adopting the list of projects for TFCA FY 09/10 project manager funds.

8.8 Approval of Request for Qualifications (RFQ) for Napa County Transportation and Planning Agency (NCTPA) On-Call Services

Board action approved a RFQ for On-Call Services in an amount not to exceed \$ 1.5M for FY 09/10.

8.9 Approval of Bylaws for the Napa County Transportation and Planning Agency (NCTPA) Technical Advisory Committee (TAC)

Provided was an updated version of Attachment 1, Bylaws for the Technical Advisory Committee.

Board action approved the proposed Bylaws for the NCTPA Technical Advisory Committee

8.10 Review and Concur with Rankings for Job Access and Reverse Commute (JARC) Applications

Board action concurred with the JARC application rankings as determined by the application scoring committee. If successful in the statewide competition, the agency would be eligible to receive up to \$85,000 towards the Agricultural Vanpool program.

8.11 Claim for State Transit Assistance (STA) One-Time Only Funds

Board action concurred with staff's recommendation to claim and direct STA one-time only funds toward specific transit related projects. NCTPA will receive \$319,631 in funding toward transit operating and capital projects.

8.12 Countywide Bike Plan Amendment

Board action approved the proposed amendment to the plan, adding a list of proposed projects to the countywide bike network.

8.13 Approval to Surplus and Sell Transit Fleet Vehicles

Board action (1) approved surplus specified transit fleet vehicles and (2) authorized the Executive Director to sell surplus vehicles by auction and redirect the sales revenue into the transit budget.

9. REGULAR AGENDA ITEMS – TRANSPORTATION

9.1 Update on Napa Valley Vine Trail

Information Only / No Action Taken

Chuck McMinn, director of the Napa Valley Vine Trail Coalition provided an update on the organization's efforts to implement the findings of NCTPA's Napa Valley greenway Feasibility Study. The Coalition is actively building community consensus on a route for the Class One trail running the length of Napa County from Calistoga to American Canyon, raising funds and facilitating planning efforts.

9.2 Approval of Resolution No. 09-35 Adopting the Amended NCTPA FY 09/10 Budget

Staff reviewed the changes in the revised budget. Board action approved amending the FY 09/10 Budget for NCTPA totaling \$17,427,088 in revenues and \$17,427,088 in expenditures.

MSC* CHILTON / BRITTON to APPROVE rescinding Resolution No. 09-22 and adopting Resolution No. 09-35 approving the “**amended**” FY 09/10 NCTPA annual budget totaling \$17,427,088 in revenues and \$17,427,088 in expenditures.

9.3 Federal Grants Funding Update

Staff reviewed the status of various aged Federal grants. Staff has undertaken efforts to claim grant funds that had been written off or lost in past audits. As a result of this effort, several million dollars will be reclaimed over the course of the current Fiscal year. Board action received and filed the report on the status of various aged Federal grants.

9.4 Design and Construction Status – Trancas Park and Ride Lot

Information Only / No Action Taken

Provided was a presentation as to the status and design aspects of the facility at the 65% design level.

10. INTERJURISDICTIONAL ISSUES FORUM

10.1 Interjurisdictional Issues Discussion Forum and Information Exchange

*MSC - Motioned, Seconded, and Unanimously Carried

No issues were discussed.

10.2 Report of the Growth Steering Committee

Larry Florin, County of Napa, reviewed the Growth Steering Committees efforts for establishing a series of tasks for consensus building as it relates to growth related issues that cross inter-jurisdictional boundaries. Mr. Florin asked the Board for direction as to the Board wants the Growth Steering Committee to proceed; he stated that the Committee recommends having a follow-up larger group discussion, including key stakeholders, which is in part educational as well as informative as to how we want to develop a regional/countywide strategy as far as growth is concerned. Mr. Florin stated that the County is prepared to work with the NCTPA to help organize putting together a follow up discussion group that would bring more people to the table to talk about what the long term strategic issues are around growth.

Member Chilton stated his concerns the variety of issues the Agency (NCTPA) has attempted to look at in the past, which has taken its focus off of basic things like grants. When he sees things like Napa Pipe and Senior Housing on the list, he feels (NCTPA) staff and the Board as an Agency should stay focused on transit and transportation issues. He questions the appropriateness of all these issues being handled through this forum.

Chair Krider stated that the NCTPA Board has representation from every jurisdiction and feels it would be an appropriate place for this discussion, however he feels it is not the appropriate time to deal with the issue. He feels what would be most productive in the long run would to be to work out the process and make a determination from there.

Member Garcia shares the concerns of Member Chilton in over burdening the staff with these issues. Member Garcia also agrees with Chair Krider on the timing for this (group discussion).

Member Bennett stated that it maybe time for the Board to consider revisiting the issues of the Agency being a "planning" agency.

Chair Krider recommended putting this (on the agenda) as a future item.

Member Caldwell stated, from his standpoint, he always thought that planning was part of what this organization was going to do. Certainly we can continue to dodge the subject, and we can continue to beat up each others EIR's on different projects and we can certainly point fingers and say that the appropriate place for housing or we can sit down in a public and transparent manner and talk about a sub-regional approach

to housing, affordable and otherwise, and how that impacts transportation and how we are going to meet some of the requirements put on by the state, at the RHNA level and (SB) 375. Member Caldwell feels that this is a way to move forward in a very transparent manner that we can bring this issue out and discuss them.

Larry Florin, County of Napa, stated from his conversations with Supervisors Dodd and Dillon, his understanding is that when the Growth Summit was held it was supposed to be a two-part process. The first part was an information gathering and there was supposed to be a follow-up in which there was to be an implementation or discussion about how to take what was discussed and turn it into specific results. This is the original reason why the County requested the follow-up. We (County) heard loud and clear that you didn't want the follow-up but now we are hearing you don't want the NCTPA be the convening body. Mr. Florin stated from the committees perspective, and as Supervisor Caldwell so eloquently put it, the need to have this follow-up in some form or another. Whether it is under the NCTPA umbrella or a collaborative effort interjurisdictionally, the committee would argue that there is still the need to do a follow-up forum.

Member Dunsford suggested keeping the existing sub-committee (Growth Steering Committee) and adding one member from each jurisdiction to continue the discussion without adding the additional workload on (NCTPA) staff.

Larry Florin, County of Napa, stated that there are models from other communities that can be looked and that we can learn from those who have gone through similar types of process. What has been mentioned to the committee is two models, one from San Mateo, which brought together all of its local governments and county in what they call a Sub-Regional Plan. The other is Ventura County, which has a similar agricultural preserve type of a situation, and has been able to work cooperatively among the jurisdictions to determine where growth is most appropriate while preserving the agricultural base for that community. It makes sense to bring in people from the outside that can show us things that have worked. This might be an appropriate forum to invite the various elected officials, stakeholders and those interested in attending such a gathering.

Member Britton suggested that the outcome of the next forum should be the vision of where the people want this process to go, how they want it structured and what future goals to obtain.

Member Caldwell recommended that the current members of the Steering Committee, with minimal NCTPA staff effort, continue forward

using the San Mateo Sub-Regional and Ventura County Plans as a starting off point; looking at what they tried to accomplish and what they did accomplish, and are there efforts something we are interested in. By using these examples this body would know what the outcome would be. Member Caldwell suggested inviting members from each of these organizations that work on the plans to make a presentation to the Board.

Board consensus and direction was for the Growth Steering Committee, comprised of Larry Florin, Napa County, Dana Smith, Napa City, Brent Cooper, American Canyon and Jim McCann, Calistoga (also representing Yountville and St. Helena) to move forward with the above recommendation from Member Caldwell. Additionally, St. Helena and Yountville be invited to join the steering group to more fully provide regional representation.

11. ADJOURNMENT

Approval of Next Regular Meeting Date of Wednesday November 18, 2009 and Adjournment

The next meeting will held in the NCTPA Conference Room on Wednesday November 18, 2009.

The meeting was adjourned by Chair Krider at 3:45 p.m.