



625 Burnell Street, Napa CA 94559

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

AGENDA

Wednesday, March 19, 2014
1:30 PM

NCTPA/NVTA Conference Room
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 NCTPA Board of Directors are posted on our website at www.nctpa.net/agendas-minutes/12 at least 72 hours prior to the meeting and will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the NCTPA Board of Directors, 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 the present members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the NCTPA Board 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 Board on any item at the time the Board 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 Board Secretary. Also, members of the public are invited to address the Board 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 Karrie Sanderlin, NCTPA Board Secretary, 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, click on Minutes and Agendas – NCTPA Board or go to www.nctpa.net/agendas-minutes/12

Note: Where times are indicated for agenda items they are approximate and intended as estimates only, and may be shorter or longer, as needed.

ITEMS

1. Call to Order – Chair Keith Caldwell
2. Pledge of Allegiance
3. Roll Call

Members:

Joan Bennett	City of American Canyon
Leon Garcia, Mayor	City of American Canyon
Chris Canning, Mayor	City of Calistoga
James Barnes	City of Calistoga
Scott Sedgley	City of Napa
Jill Techel, Mayor	City of Napa
Keith Caldwell	County of Napa
Bill Dodd	County of Napa
Ann Nevero, Mayor	City of St. Helena
Peter White	City of St. Helena
Lewis Chilton	Town of Yountville
John F. Dunbar, Mayor	Town of Yountville
Beth Kahiga	Paratransit Coordinating Council

4. Public Comment
5. Chairperson’s, Board Members’ and Metropolitan Transportation Commission (MTC) Commissioner’s Update
6. Director’s Update
7. Caltrans’ Update
 - 7.1 Hopper Slough Project Presentation

Note: Where times are indicated for agenda items they are approximate and intended as estimates only, and may be shorter or longer, as needed.

8. <u>CONSENT ITEMS (8.1 – 8.6)</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
8.1 Approval of Meeting Minutes of February 19, 2014 (Karrie Sanderlin) <i>(Pages 8-13)</i>	APPROVE	2:00 PM
8.2 Resolution No. 14-06 Amending the Active Transportation Advisory Committee (ATAC) By-Laws (Diana Meehan) <i>(Pages 14-21)</i>	APPROVE	
Board action will approve the amended by-laws for the ATAC.		

- 8.3 Active Transportation Advisory Committee (ATAC) Appointments (Diana Meehan) *(Pages 22-24)* APPROVE

Board action will approve the appointments to fill vacancies on the ATAC.

- 8.4 Resolution No. 14-07 Authorizing the Submittal of a Proposition 1B-California Emergency Management Agency (Cal-EMA) Governor's Office of Homeland Security Grants for FY 2013-14 (Antonio Onorato) *(Pages 25-32)* APPROVE

Board action will authorize the submittal a FY 2013-14 Cal-EMA grant application in the amount of \$9,803 for the purchase of Security Cameras on VINE Transit vehicles.

- 8.5 FY 2013-14 Overall Work Program (OWP) Update (Kate Miller) *(Pages 33-43)* INFORMATION

Staff will provide an update on the FY 2013-14 OWP.

- 8.6 Paratransit Coordinating Council (PCC) Member Appointment to the Technical Advisory Committee (TAC) (Tom Roberts) *(Pages 44-45)* APPROVE

Board action will approve the appointment of Doug Weir to the Technical Advisory Committee (TAC) as a representative from the PCC.

9.	<u>REGULAR AGENDA ITEMS</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
9.1	<p>Napa 2015 Countywide Transportation Plan (CWTP) Goals & Objectives (Kate Miller) (<i>Pages 46-51</i>)</p> <p>Board action will approve the 2015 CWTP's Goals & Objectives.</p>	APPROVE	2:05 PM
9.2	<p>Agreement between the Napa County Transportation and Planning Agency (NCTPA) and Urban Transportation Associates (Antonio Onorato) (<i>Pages 52-55</i>)</p> <p>Board action will authorize the Executive Director to enter into an agreement with Urban Transportation Associates (UTA) for the purchase and installation of thirty-four (34) Automatic Passenger Counters and related hardware in an amount not to exceed \$255,789.</p>	APPROVE	2:20PM
9.3	<p>Resolution No. 14-08 Authorizing the Procurement of Financing Instruments with Pledge of Future Revenues (Antonio Onorato) (<i>Pages 56-63</i>)</p> <p>Board action will authorize the Executive Director to enter into an agreement with Bank of Marin on a debt financing instrument and approve pledging revenues as collateral as a term of funding.</p>	APPROVE	2:30 PM
9.4	<p>Legislative Update and State Bill Matrix (Kate Miller) (<i>Pages 64-75</i>)</p> <p>The Board will receive the monthly Federal and State Legislative Update, and approve staff recommendations on pending state bills.</p>	INFORMATION/ ACTION	2:45 PM

10. CLOSED SESSION

TIME

- 10.1 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
(Government Code Section 54956.8)

3:00 PM

Property: APN 046-370-024-000
Agency Negotiator: Kate Miller,
Executive Director
Negotiating Parties: Joe Carter,
Boca Company
Under Negotiation: Price and terms
of payment

- 10.2 **CONFERENCE WITH LABOR NEGOTIATOR** (Government Code Section 54957.6)

Agency Designated Representative:
Keith Caldwell, Chairman

Employee: Executive Director

11. ADJOURNMENT

RECOMMENDATION

4:00 PM

- 11.1 Approval of Regular Meeting Date of
April 16, 2014 and Adjournment

APPROVE

I hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NCTPA offices, 625 Burnell Street, Napa, CA, by 5:00 p.m., Friday March 14, 2014.

Karalyn E. Sanderlin, NCTPA Board Secretary

Glossary of Acronyms

AB 32	Global Warming Solutions Act	MTS	Metropolitan Transportation System
ABAG	Association of Bay Area Governments	NCTPA	Napa County Transportation and Planning Agency
ADA	American with Disabilities Act	NEPA	National Environmental Policy Act
BAAQMD	Bay Area Air Quality Management District	NOC	Notice of Completion
AVAA	Abandoned Vehicle Abatement Authority	NOD	Notice of Determination
BART	Bay Area Rapid Transit District	NOP	Notice of Preparation
BATA	Bay Area Toll Authority	NVTA	Napa Valley Transportation Authority
BRT	Bus Rapid Transit	OBAG	One Bay Area Grant
Caltrans	California Department of Transportation	PCI	Pavement Condition Index
CEQA	California Environmental Quality Act	PDA	Priority Development Areas
CIP	Capital Investment Program	PMS	Pavement Management System
CMA's	Congestion Management Agencies	Prop. 42	Statewide Initiative that requires a portion of gasoline sales tax revenues be designated to transportation purposes
CMAQ	Congestion Mitigation and Air Quality Improvement Program	PSR	Project Study Report
CMP	Congestion Management Program	PTA	Public Transportation Account
CTC	California Transportation Commission	RACC	Regional Agency Coordinating Committee
EIR	Environmental Impact Report	RFP	Request for Proposal
FAS	Federal Aid Secondary	RFQ	Request for Qualifications
FHWA	Federal Highway Administration	RHNA	Regional Housing Needs Allocation
FTA	Federal Transit Administration	RM2	Regional Measure 2 (Bridge Toll)
FY	Fiscal Year	RTEP	Regional Transit Expansion Program
GHG	Greenhouse Gas	RTIP	Regional Transportation Improvement Program
HBP	Highway Bridge Program	RTP	Regional Transportation Plan
HBRR	Highway Bridge Replacement and Rehabilitation Program	SAFE	Service Authority for Freeways and Expressways
HIP	Housing Incentive Program	SAFETEA-LU	Safe, Accountable, Flexible, and Efficient Transportation Equity Act-A Legacy for Users
HOT	High Occupancy Toll	SCS	Sustainable Community Strategy
HOV	High Occupancy Vehicle	SHOPP	State Highway Operation and Protection Program
HR3	High Risk Rural Roads	SR	State Route
HSIP	Highway Safety Improvement Program	SRTS	Safe Routes to School
HTF	Highway Trust Fund	SOV	Single-Occupant Vehicle
IFB	Invitation for Bid	STA	State Transit Assistance
ITIP	State Interregional Transportation Improvement Program	STIP	State Transportation Improvement Program
JARC	Job Access and Reverse Commute	STP	Surface Transportation Program
LIFT	Low-Income Flexible Transportation	TCM	Transportation Control measure
LOS	Level of Service		
MPO	Metropolitan Planning Organization		
MTC	Metropolitan Transportation Commission		

Glossary of Acronyms

TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TDM	Transportation Demand Management Transportation Demand Model
TE	Transportation Enhancement
TEA	Transportation Enhancement Activities
TEA 21	Transportation Equity Act for the 21 st Century
TFCA	Transportation Fund for Clean Air
TIP	Transportation Improvement Program
TLC	Transportation for Livable Communities
TMP	Traffic Management Plan
TMS	Transportation Management System
TOD	Transit-Oriented Development
TOS	Transportation Operations Systems
TPP	Transit Priority Project Areas
VHD	Vehicle hours of Delay
VMT	Vehicle Miles Traveled

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, February 19, 2014

ITEMS

1. Call to Order

Chair Caldwell called the meeting to order at 1:35 p.m.

2. Pledge of Allegiance

Chair Caldwell led the salute to the flag.

3. Roll Call

Members Present:

Voting Power

Belia Bennett	City of American Canyon	(2)
Joan Bennett	City of American Canyon	(2)
James Barnes	City of Calistoga	(1)
Chris Canning	City of Calistoga	(1)
Jill Techel	City of Napa	(5)
Keith Caldwell	County of Napa	(2)
Bill Dodd	County of Napa	(2)
Peter White	City of St. Helena	(1)
John Dunbar	Town of Yountville	(1)
Margie Mohler	Town of Yountville	(1)

Members Absent: None

Scott Sedgley	City of Napa	(5)
Ann Nevero	City of St. Helena	(1)

Non-Voting Member Present:

Beth Kahiga	Paratransit Coordinating Council	(0)
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4. Public Comment

None

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

MTC Commission Update

Board Member Bill Dodd

Reported on MTC activities to date.

6. Director's Update

Kate Miller, Executive Director

Reported that the Agency released its first annual report.. Copies were provided to each Board member at the meeting.

Announced that Larry Gawell, Chief Procurement and Compliance Officer, retired from the Agency effective January 24, 2014.

7. Caltrans' Update

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

8. CONSENT ITEMS (8.1 – 8.6)

MOTION MOVED by DODD SECONDED by J. BENNETT to APPROVE, Consent Items 8.1-8.6 WITH corrections to the December 18, 2013 minutes listing John Dunbar as the member present representing the Town of Yountville. Motion Passed 18-0.

8.1 Approval of Meeting Minutes of December 18, 2013 and January 14, 2014

8.2 Proposed Organizational Restructure of NCTPA

Board action approved the new organizational structure of NCTPA.

8.3 Approval of Paratransit Coordinating Council (PCC) and VINE Consumer Advisory Committee (VCAC) Appointments

Board action approved the appointment of Fran Rosenberg, Julie Spencer, James Tomlinson, JoAnn Busenbark and Randy Kitch to fill vacancies on the Paratransit Coordinating Council (PCC) and Daniel Leachman, Genji Schmeder and Doug Weir to fill vacancies on the VINE Consumer Advisory Committee (VCAC).

8.4 Approval of Resolution No. 14-02 Authorizing the City of American Canyon's Request for Abandoned Vehicle Abatement Authority (AVAA) Capital Purchase

Board action approved Resolution No. 14-02 authorizing the expenditure of up to \$11,000 from the Abandoned Vehicle Abatement Authority (AVAA) fund for the City of American Canyon's request to purchase two (2) mobile data computers (MDC's) to further its efforts in reducing the number of abandoned vehicles within the city limits of American Canyon

8.5 Resolution No. 14-03 Authorizing the Submittal of the FYE 2015 Transportation Fund for Clean Air (TFCA) Program Expenditure Plan and Approval of the TFCA Program Manager Selection Criteria

Board action (1) approved Resolution No. 14-03 accepting the FYE 2015 TFCA Expenditure Plan and (2) adopted the selection criteria and issued a call for projects consistent with the Bay Area Air Quality Management District (BAAQMD) Board Adopted TFCA County Program Manager Fund Policies for FYE 2015.

8.6 Approval of Resolution No. 14-04 Authorizing the Submittal of a Federal Transit Administration (FTA) Section 5339 Grant Application for FY 2012-13

Board action approved Resolution No. 14-04 authorizing the agency to submit a grant application for FTA Section 5339 funds in the amount of \$170,991 to fund FY 2012-13 Bus and Bus Facilities grant for the purchase of 85 VINE Transit fareboxes and related farebox equipment.

9. REGULAR AGENDA ITEMS

9.1 FY 2012-13 Independent External Fiscal and Single Audit Reports for NCTPA

Staff provided a review of the FY 2012-13 Independent External Fiscal and Single Audit Reports for NCTPA.

MOTION MOVED by **WHITE SECONDED** by **CANNING** to (1) Approve acceptance and filing of the FY 2012-13 NCTPA Fiscal Audit and the NCTPA Single Audit Report-OMB Circular A-133; and (2) Return an allocation surplus of \$3,517,107 to the County's Local Transportation Fund. **Motion Passed 18-0.**

9.2 Approval of Revised NCTPA Personnel Policies Manual

The Board Member Joan Bennett requested that the specific examples of behavior that is not tolerated under Section 4.3 Mutual Respect and Courtesy Rule be removed.

MOTION MOVED by **CANNING** **SECONDED** by **J. BENNETT** to **APPROVE** the revised NCTPA Personnel Policies Manual with Section 4.3 Mutual Respect and Courtesy Rule being amended as requested by Board Member Joan Bennett. **Motion Passed 18-0.**

9.3 Resolution No. 14-05 Authorizing the Transportation Development Act-Article 3 (TDA-3) FY 2013-14 Project Submissions

At the January 15, 2014 Board meeting, the City of Napa requested that there be no further delay in programming the Tulocay Creek Bridge and Trail Completion Project and requested \$163,125 in TDA-3 funds from FY 2013-14 be allocated for this project with the remainder for the FY 2014-15 call for projects. Further, the Board requested a review of previously submitted projects at the February 19, 2014 Board meeting. Staff provided a review the FY 2013-14 TDA-3 project applications;

MOTION MOVED by **DODD** **SECONDED** by **TECHEL** to **APPROVE** Resolution No. 14-05 (Attachment 1) authorizing the programming of the City of Napa's Tulocay Creek Bridge and Trail Completion Project for \$163,125 in advance of programming the FY 2013-14 and FY 2014-15 programs. **Motion Passed 18-0.**

9.4 Approval of State Route 29 (SR 29) Gateway Corridor Improvement Plan

Sophie Martin, Dyett & Bhatia, provided a Powerpoint presentation on the Draft SR 29 Gateway Corridor Improvement Plan.

A Public Comment letter was received by Genji Schmeder and provided to the Board in their meeting handout packet.

MOTION MOVED by **TECHEL** **SECONDED** by **B. BENNETT** to **RECEIVE** the Draft State route 20 (SR 20) Gateway Corridor Improvement Plan. **Motion Passed 18-0.**

9.5 Legislative Update and State Bill Matrix (Kate Miller) (Pages 242-257)

Kate Miller, NCTPA Executive Director provided a review of the monthly Federal and State Legislative Update.

MOTION MOVED by **TECHEL SECONDED** by **J. BENNET** to **APPROVE** supporting AB 1193 (Ting D) Bikeways. **Motion Passed 18-0.**

Janice Killion, NCTPA Legal Counsel, announced that the Board would be adjourning to closed session for the two items as noted in the agenda (Conference with Legal Counsel-Anticipated Litigation and Conference with Labor Negotiator) and that reportable action is expected for Item 10.1 Conference with Legal Counsel-Anticipated Litigation.

Adjourned to Close Session at 3:30 p.m.

10. CLOSED SESSION

10.1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(e)(3):

10.2 CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

Agency Designated Representative:
Keith Caldwell, Chairman

Employee: Executive Director

Adjourned to Open Session at 4:00 p.m.

Janice Killion, NCTPA Legal Counsel, reported (1) that the Board voted unanimously to deny the claim associated with Item 10.1 Conference with Legal Counsel-Anticipated Litigation and (2) there was no reportable action associated with Item 10.2 Conference with Labor Negotiator.

11. ADJOURNMENT

11.1 Approval of Regular Meeting Date of March 19, 2014 and Adjournment

The next regular meeting will be held Wednesday March 19, 2014 at 1:30 p.m.

The meeting was adjourned by Chair Caldwell at 4:00 p.m.

Karalyn E. Sanderlin, NCTPA Board Secretary

DRAFT



March 19, 2014
NCTPA Agenda Item 8.2
Continued From: new
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Diana Meehan, Assistant Program Planner/Administrator
(707) 259-8327/ Email: dmeehan@nctpa.net
SUBJECT: Approval of Resolution No. 14-06 Amending the Active Transportation Advisory Committee By-Laws

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve Resolution No. 14-06 (Attachment 1) amending the Active Transportation Advisory Committee (ATAC) by-laws.

COMMITTEE RECOMMENDATION

The Active Transportation Advisory Committee recommends that the NCTPA Board approve the proposed changes to its by-laws.

EXECUTIVE SUMMARY

The Active Transportation Advisory Committee (ATAC) is responsible for advising the NCTPA Board on the development of active transportation facilities, plans and projects throughout Napa County. Historically, the ATAC was known as the Bicycle Advisory Committee (BAC) and included 11 representatives from all 6 jurisdictions. Staff is recommending that the Committee by-laws be amended to reflect the committee's existing membership and voting structure of 11 members.

There is currently one vacancy and four expiring positions on the Committee. Staff will prepare a letter to the jurisdictions to solicit suitable candidates to fill these vacancies.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comments
3. Motion, Second, Discussion and Vote

FISCAL IMPACT

Is there a Fiscal Impact? No.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Historically, the ATAC was known as the BAC. The name of the committee and the committee's responsibilities were expanded to include all non-auto/non-transit modes of transportation.

The by-laws will be amended to clarify the existing committee membership and votes. Committee members are nominated by member jurisdictions and recommended for approval by the NCTPA Board. Historically, this committee has consisted of eleven (11) voting members representing all six (6) jurisdictions;

- County of Napa Two (2) Members
- City of Napa Five (5) Members
- City of American Canyon One (1) Member
- Town of Yountville One (1) Member
- City of St. Helena One (1) Member
- City of Calistoga One (1) Member

Each committee member serves for a 3-year term and has a single vote. Currently, there is one (1) vacancy and four (4) expiring terms on the committee.

In order to more accurately reflect the jurisdictional representation of the ATAC committee, staff recommends the following changes be made to Article IV Section 2 of the ATAC By-laws:

Current By-laws:

ARTICLE IV MEMBERSHIP**Section 2.**

Voting privileges are vested exclusively in the ATAC members. Voting members of the ATAC will be representatives of the incorporated Cities and the County. Nominations for the ATAC shall be requested from the member jurisdictions. It is intended that the ATAC shall include ~~representatives from each jurisdiction equal to the number of votes that jurisdiction has on the NCTPA Board.~~ eleven (11) representatives from six (6) jurisdictions. Five (5) members from the City of Napa; two (2) members from the County of Napa; one (1) member each for the City of American Canyon, Town of Yountville,

City of St. Helena, and City of Calistoga. In the event that a jurisdiction cannot forward a sufficient number of nominees or a nominee does not qualify then a member may be appointed by the Board without a nomination from the jurisdiction and without regard to the individual's jurisdiction of residence. At no time shall fewer than four (4) of the six (6) jurisdictions be represented. Each member of the ATAC shall have one vote.

SUPPORTING DOCUMENTS

Attachment: (1) Resolution No. 14-06

RESOLUTION NO. 14-06

**A RESOLUTION OF THE
NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (NCTPA)
AMENDING THE BY-LAWS OF THE
ACTIVE TRANSPORTATION ADVISORY COMMITTEE**

WHEREAS, effective June 16, 1998, the County of Napa, cities of Napa, St. Helena, Calistoga, American Canyon and the Town of Yountville amended the Joint Powers Agreement of the Napa County Congestion Management Agency to create the Napa County Transportation Planning Agency (NCTPA); and

WHEREAS, the NCTPA joint powers agreement calls for the Active Transportation Advisory Committee (ATAC), and

WHEREAS, the ATAC by-laws require changes to be adopted by the NCTPA Board; and

WHEREAS, the ATAC is recommending changes to their by-laws, including a description of the number of voting members and terms

NOW THEREFORE BE IT RESOLVED that the Napa County Transportation Planning Agency hereby amends the by-laws for the Active Transportation Advisory Committee to read in full as set forth in Exhibit "A", attached hereto and incorporated by reference herein and the attached provisions of Exhibit "A" shall become effective immediately.

Passed and adopted this 19th day of March, 2014.

Keith Caldwell, NCTPA Chair

Ayes:

Nays:

Absent:

ATTEST:

Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED:

Janice Killion, NCTPA Legal Counsel

EXHIBIT "A"

**BY-LAWS OF THE NCTPA
ACTIVE TRANSPORTATION ADVISORY COMMITTEE**

ARTICLE I. NAME

Section 1.

The name of this organization shall be the Active Transportation Advisory Committee, hereafter called the ATAC.

ARTICLE II. AUTHORIZING AGENCY

Section 1.

The Napa County Transportation Planning Agency, pursuant to the Metropolitan Transportation Commission (MTC) Resolution No. 2179, Revised, authorizes the establishment of the ATAC and shall approve all appointments to the ATAC, the ATAC by-laws, and all amendments to the ATAC by-laws.

ARTICLE III. PURPOSE

Section 1.

The ATAC shall act to advise the NCTPA on the development of Active Transportation facilities, including bicycle and pedestrian facilities as alternative modes of transportation. The ATAC shall review and/or prioritize Transportation Development Act (TDA), Article 3, Active Transportation projects and participate in the development and review of comprehensive bicycle, pedestrian and active transportation plans.

Section 2.

The ATAC review process shall ensure that Active Transportation projects within the Cities and County of Napa: promote and encourage bicycle use for commute, shopping, and personal trips; promote and encourage walking; reduce motor vehicle trips; reduce motor vehicle miles traveled; reduce motor vehicle congestion; and promote air quality.

ARTICLE IV. MEMBERSHIP

Section 1.

The ATAC shall be composed of Active Transportation advocates who live or work in the Cities or County of Napa.

Section 2.

Voting privileges are vested exclusively in the ATAC members. Voting members of the ATAC will be representatives of the incorporated Cities and the County. Nominations for the ATAC shall be requested from the member jurisdictions. It is intended that the ATAC shall include eleven (11) representatives from six (6) jurisdictions. Five (5) members from the City of Napa; two (2) members from the County of Napa; one (1) member each for the City of American Canyon, Town of Yountville, City of St. Helena, and City of Calistoga. In the event that a jurisdiction cannot forward a sufficient number of nominees or a nominee does not qualify then a member may be appointed by the Board without a nomination from the jurisdiction and without regard to the individual's jurisdiction of residence. At no time shall fewer than four (4) of the six (6) jurisdictions be represented. Each member of the ATAC shall have one (1) vote.

Section 3.

Non-voting members of the ATAC may consist of a representative from each of the jurisdictions' planning and public works staff, MTC, Caltrans, and the public at large.

Section 4.

Voting membership shall be derived from an eligibility list provided by each jurisdiction and appointed to the ATAC by the NCTPA Board for a period of three (3) years. Should it occur that an insufficient number of eligible candidates are provided by the jurisdictions, the ATAC may then make recommendations to the NCTPA Board for appointments in keeping with Article IV, Section 2.

Section 5.

If and when vacancies occur, they must be filled according to Article IV., Sections 2 and 4.

Section 6.

The NCTPA shall, under direction of the Board of Directors, provide staff and organizational support to the ATAC.

ARTICLE V. ORGANIZATION

Section 1.

The elected officers of the ATAC will be:

- a. Chair
- b. Vice-Chair

ARTICLE VI. OFFICERS

Section 1.

The ATAC shall, at the first meeting of the calendar year, nominate and elect annually the Chair and the Vice-chair for one (1) calendar year term.

Section 2.

The Chair shall preside over all meetings and have general direction and control over the activities of the ATAC.

Section 3.

The Vice-chair shall assist the Chair in the execution of that office and, in the absence of the Chair, preside over the meetings, and so when acting, shall have all the powers of the Chair.

ARTICLE VII. MEETINGS

Section 1.

The ATAC shall meet monthly and at a date, time and place as set by resolution of the NCTPA.

Section 2.

All meetings shall be called, noticed and conducted in accordance with the provisions of the Ralph M. Brown Act (Government Code section 54950) The Executive Director and General Counsel shall be given notice of all meetings.

Section 3.

A quorum shall consist of five (5) voting members, representing at least two (2) Cities or one (1) City and the County.

Section 4.

All acts of the ATAC shall require the presence of a quorum and the affirmative vote of a majority of the total membership present.

ARTICLE VIII. ADOPTION AND AMENDMENTS TO THE BY-LAWS

Section 1.

Adoption of the ATAC by-laws will be by a majority vote of the NCTPA Board of Directors.

Section 2.

Amendments to the ATAC by-laws will be by a majority vote of the NCTPA Board of Directors.

Section 3.

Suggested amendments to the ATAC by-laws by the ATAC shall be forwarded to the NCTPA Board of Directors.



March 19, 2014
NCTPA Agenda Item 8.3
Continued From: New
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Diana Meehan, Assistant Program Planner/Administrator
(707) 259-8372 / Email: dmeehan@ncpta.net
SUBJECT: Appointments to the Active Transportation Advisory Committee (ATAC)

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve the appointments of Michael Costanzo to represent the County of Napa and Dieter Deiss to represent of the City of Calistoga on the ATAC.

COMMITTEE RECOMMENDATION

None.

DISCUSSION

The ATAC is responsible for advising the NCTPA Board on the development of active transportation facilities, plans and projects throughout Napa County. There is currently one vacancy and four expiring positions on the Committee. There are two members with expiring terms that have been nominated for reappointment.

Michael Costanzo is an active local cyclist, Executive Director of the Napa Bicycle Coalition, and a current member of the ATAC. He is being nominated for reappointment by Napa County. Dieter Deiss is a member of the Calistoga Bicycle Advisory Group and a long-time advocate of active transportation. He is also a current member of the ATAC and is being recommended for reappointment by the City of Calistoga.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FINANCIAL IMPACT

Is there a Fiscal Impact? No

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Active Transportation Advisory Committee is made up of eleven members with representation from all 6 jurisdictions: five (5) members from the City of Napa, two (2) from Napa County and one (1) from each of the other four jurisdictions. Each representative has one vote.

Mr. Costanzo and Mr. Deiss's appointments to the ATAC will fill vacancies left by expiring terms. Mr. Deiss has been appointed as representative by the City Council of Calistoga and Mike Costanzo has requested reappointment by the Napa County Board of Supervisors.

The jurisdictions with vacant and expiring terms have been notified by staff and will remain open recruitment for those positions until filled.

SUPPORTING DOCUMENTS

Attachment: (1) ATAC Membership Roster

**ACTIVE TRANSPORTATION ADVISORY COMMITTEE (ATAC)
 MEMBERSHIP ROSTER**

MEMBERS ATAC	REPRESENTING	TERM ENDS	REAPPOINTMENT
Michael Costanzo	Napa County	January 1, 2014	March 2014
Barry Christian	American Canyon	January 1, 2013	April 2014
Gabriella Gonzalez-McNamara	City of Napa	January 1, 2016	
Paul Wagner	City of Napa	January 1, 2015	
Joel King	City of Napa	January 1, 2016	
Anne Darrow	City of Napa	January 1, 2016	
VACANT	City of Napa	January 1, 2014	May 2014
Joe Tagliaboschi	Yountville	January 1, 2015	
Richard Warren, Jr.	St. Helena	January 1, 2014	April 2014
Dieter Deiss	Calistoga	January 1, 2014	March 2014
Brett Risely	Napa County	January 1, 2015	



March 19, 2014
NCTPA Agenda Item 8.4
Continued From: New
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Antonio Onorato, Program Manager - Finance
(707) 259-8779 / Email: aonorato@nctpa.net
SUBJECT: Approval of Resolution No. 14-07 Authorizing the Submittal of a Proposition 1B - California Emergency Management Agency (Cal-EMA) Governor's Office of Homeland Security Grant for FY 2013-14

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve Resolution No. 14-07 (Attachment 1) authorizing the submittal a FY 2013-14 California Office of Emergency Service (CAL-OES) Investment Justification grant application in the amount of \$9,803 to purchase of Security Cameras for VINE Transit vehicles.

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

Funding appropriated for the FY 2013-14 California Transit Security Grant Program-California Transit Assistance Fund (CTSGP-CTAF) is \$60 million statewide, with projects subject to appropriation. Funds are allocated by the State Controller to eligible agencies (transportation planning agencies) and public transit operators pursuant to Sections 99313 and 99314 of the Public Utilities Code.

As provided from the State Controller's figures, NCTPA is eligible to receive a total of \$9,803 for FY 2013-14 pursuant to available Proposition 1B funding and submittal of a Cal OES approved Investment Justification (IJ). The funds made available to NCTPA are summarized in Attachment 2.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comments
3. Motion, Second, Discussion and Vote

FINANCIAL IMPACT

Is there a fiscal impact? Yes, additional revenues in the amount of. \$9,803 will need to be budgeted for capital expenses.

Is it Currently Budgeted? No.

Where is it budgeted? N/A

Is it Mandatory or Discretionary? Discretionary

Future Fiscal Impact: No.

Consequences if not approved: Other revenues would need to be identified from existing sources. .

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

NCTPA has received notice of funding availability for the FY 2013-14 grant cycle administered through the California Emergency Management Agency (Cal-EMA). The revenues were made available by the passage of Proposition 1B, also known as the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. The Transit System, Safety, Security, and Disaster Response Account (TSSDRA), is Proposition 1B program used to improve the safety on public transit systems.

NCTPA is eligible to receive a total of \$9,803 for FY 2013-14 pursuant to available Proposition 1B funding and submittal of a Cal-OES approved Investment Justification (IJ). The estimated cost of the security camera project is \$500,000. To date, NCTPA has received \$0 for this project. The revenues will be reserved until the remaining funds can be identified to complete the project.

NCTPA plans to procure a Bus Closed Circuit TV (CCTV) system for all or a portion of their transit vehicle fleet. The Bus CCTV system will serve as a deterrent against illegal

or improper behavior on-board the bus (such as vandalism, theft, assault, etc.). The cameras will also record other incidents, including accidents and injuries. .

The CCTC system will be implemented in three phases. Phase 1 of the NCTPA Bus CCTV implementation will involve retrofitting the first 12 of 37 VINE Transit fixed route vehicles. Phase 2 will retrofit the remaining fixed route fleet. Phase 3 will retrofit the paratransit vehicles and community shuttles (30 more vehicles). Multiple cameras are needed on each vehicle depending on size.

The Bus CCTV system will include all hardware, software, and components necessary for the successful installation of Bus CCTV system; including but not limited to all Digital Video Recorders (DVRs), cameras, microphones, Global Positioning System (GPS) information, onboard wireless and other onboard components.

SUPPORTING DOCUMENTS

- Attachments:
- (1) Resolution No. 14-07
 - (2) FY 2013-14 Proposition 1B Transit Security Program Appropriations and Requests
 - (3) Investment Justification FY 2013-14

RESOLUTION No. 14-07

**A RESOLUTION OF THE
NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (NCTPA)
AUTHORIZING THE FILING FOR, ACCEPTANCE OF, AND EXECUTION OF,
ALL DOCUMENTS AND INSTRUMENTS RELATED TO PROPOSITION 1B,
SB88, AND OTHER STATE LAW ADMINISTERED BY THE
CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

WHEREAS, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 authorizes the issuance of general obligation bonds for specified purposes, including, but not limited to, funding made available for capital projects that provide increased protection against security and safety threats, and for capital expenditures to increase the capacity of transit operators to develop disaster response transportation systems; and

WHEREAS, the California Emergency Management Agency (Cal EMA) administers such funds deposited in the Transit System Safety, Security, and Disaster Response Account under the California Transit Security Grant Program (CTSGP); and

WHEREAS, NCTPA is eligible to receive CTSGP funds; and

WHEREAS, NCTPA will apply for FY 2013-14 CTSGP funds in an amount of \$9,803 for Security Cameras on VINE Transit vehicles to improve security on public transit vehicles; and

WHEREAS, NCTPA recognizes that it is responsible for compliance with all Cal EMA CTSGP grant assurances, and state and federal laws, including, but not limited to, laws governing the use of bond funds; and

WHEREAS, Cal EMA requires NCTPA to complete and submit a Governing Body Resolution for the purposes of identifying agent(s) authorized to act on behalf of NCTPA's Board of Director's to execute actions necessary to obtain CTSGP funds from Cal EMA and ensure continued compliance with Cal EMA CTSGP assurances, and state and federal laws.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of NCTPA that the Executive Director of NCTPA, and/or designee, is hereby authorized to execute for and on behalf of NCTPA, a public entity established under the laws of the State of California, any and all documents, and take any actions necessary for the purpose of obtaining financial assistance provided by the California Emergency Management Agency under the CTSGP.

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Passed and Adopted the 19th day of March, 2014.

Keith Caldwell, NCTPA Chair

Ayes:

Noes:

Absent:

ATTEST:

Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED:

Janice Killion, NCTPA Legal Counsel

FY2013-14 Proposition 1B Transit Security Program Appropriations and Requests

Sponsor	FY13-14 Appropriated			FY 13-14 Requests Received by MTC			FY 13-14 Unrequested
	Population Based Formula GC 8879.58(a)(2)	Revenue Based Formula GC 8879.58(a)(3)	Total	Population Based Formula GC 8879.58(a)(2)	Revenue Based Formula GC 8879.58(a)(3)	Total	
Alameda CMA - Corresponding to ACE	10,504	28,322	38,826				38,826
Caltrain (PCJPB)	254,101	685,145	939,246	254,101	685,145	939,246	-
CCCTA	31,631	85,288	116,919				116,919
Dixon	257	692	949				949
ECCTA	12,834	34,606	47,440				47,440
Fairfield	4,479	12,078	16,557				16,557
GGBHTD	217,103	585,385	802,488				802,488
Healdsburg	70	187	257				257
LAVTA	9,928	26,768	36,696				36,696
NCTPA**	2,652	7,151	9,803				9,803
SamTrans	299,324	807,082	1,106,406	299,324	807,082	1,106,406	-
Santa Rosa	6,794	18,319	25,113				25,113
Sonoma County Transit	8,607	23,208	31,815				31,815
Union City	2,542	6,854	9,396				9,396
Vallejo (Soltrans)	37,476	101,046	138,522	37,476	101,046	138,522	-
SCVTA	890,054	2,399,894	3,289,948	890,054	2,399,894	3,289,948	-
SCVTA - Corresponding to ACE	14,658	39,523	54,181	14,658	39,523	54,181	-
WestCAT	15,359	41,414	56,773	15,359	41,414	56,773	-
SUBTOTAL	1,818,373	4,902,962	6,721,335	1,510,972	4,074,104	5,585,076	1,136,259
Alameda-Contra Costa Transit District	581,219	1,567,169	2,148,388	581,219	1,567,169	2,148,388	-
Bay Area Rapid Transit District	1,454,058	3,920,646	5,374,704	1,454,058	3,920,646	5,374,704	-
City of San Francisco (MUNI)	1,912,853	5,157,714	7,070,567	1,912,853	5,157,714	7,070,567	-
SUBTOTAL	3,948,130	10,645,529	14,593,659	3,948,130	10,645,529	14,593,659	-
TOTAL	5,766,503	15,548,491	21,314,994	5,459,102	14,719,633	20,178,735	1,136,259

* Not all requests for revenue-based Transit Security Program funds may have been provided to MTC. Sponsors should confirm these requested funding amounts with their own records.

Investment Justification Template

A. Investment Heading	
Date Submitted	January 9, 2014
Grant Year Applying For	FY2013-14
County of Allocation	Napa County
Agency Name	Napa County Transportation and Planning Agency (NCTPA)
Investment Name	Security Camera's on VINE Transit vehicles
Investment Phase	
Amount Requesting	\$9,803
FIPS Number	085-91052
Number of Projects	1

B. Contact Information	
Antonio Onorato, Manager of Finance NCTPA 625 Burnell St. Napa, CA 94559 (707) 259-8779 aonorato@nctpa.net	Antonio Onorato, Manager of Finance NCTPA 625 Burnell St. Napa, CA 94559 (707) 259-8779 aonorato@nctpa.net

C. Investment Funding plan			
Investment YEAR__2014_____	CTAF Request Total		Grand Total
	8879.58(a)(2)		
	8879.58(a)(3)		
Planning			
Equipment	2,652	7,151	9,803
Construction			
Total	2,652	7,151	9,803

****NOTE –Label each project alphabetically and provide the following questions per project.

Agency Name and FIPS Letter and Project Title	Napa County Transportation and Planning Agency 085-91052 Security Camera's on VINE Transit vehicles
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D. Provide a brief description for this investment.

The Napa County Transportation and Planning Agency (NCTPA) plans to procure Bus CCTV System for all or a portion of their transit vehicle fleet. This procurement will take place in a phased timeframe based on the availability of funds. Phase 1 of the NCTPA Bus CCTV implementation will include equipping the first 12 of 37 VINE Transit fixed route vehicles. The investment will only include phase 1 of this implementation.

Phase 2 will equip the remaining fixed route fleet. Phase 3 will roll out the program to all paratransit and community shuttles (30 more vehicles). A single or dual camera system will be installed in each public transit vehicles, depending on size.

E. Describe how this investment specifically addresses capital projects or capital expenditures.

The Bus CCTV System shall monitor and record video, audio and selected auxiliary equipment onboard the transit vehicles. The system shall include all hardware, software, and cable necessary for the successful installation of Bus CCTV systems in accordance with this specification; including but not limited to all Digital Video Recorders (DVRs), cameras, microphones, Global Positioning System (GPS) information, onboard wireless and other onboard components.

F. Describe how the investment will achieve the safety, security, or emergency response benefit.

The purpose of the Bus CCTV System will be to act as a deterrent against illegal or improper behavior on-board the bus (such as vandalism, theft, assault, etc.), and to provide an investigative tool in the case of the occurrence of any of the aforementioned activities as well as incidents such as injury claims, accident claims, and general customer complaints.

G. Describe how this investment specifically meets the useful life for capital assets specified in subdivision (a) of section 16727.

The purchase of the security equipment is capital assets under the category of “equipment” (per subdivision (a) of section 16727) with a useful life of 2 years or more.

Agency Name and FIPS **085-91052**

Letter and Project Title **Security Camera’s on VINE Transit vehicles**

H. Provide a high-level timeline, milestones and dates, for the implementation of this investment. Possible areas for inclusion are: stakeholder engagement, planning, major acquisitions/ purchases, training, exercises, and process/policy updates. Up to 10 milestones may be provided.

1. Request for Proposals: 6 months from grant award
2. Contract Award: 8 months from grant award
3. Implementation of Phase 1: 9 months from grant award
4. Completion of Phase 1: 15 months after grant award
5. Phase 2: When additional funding becomes available
6. Phase 3: When additional funding becomes available



March 19, 2014
NCTPA Agenda Item 8.5
Continued From: New
Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Kate Miller, Executive Director
(707) 259-8634 / Email: kmiller@nctpa.net
SUBJECT: Overall Work Program – Projects, Programs, and Assignments
Status Update

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board receive the status update of the Projects, Programs, and Assignments included in the FY 2013-14 Overall Work Plan (OWP).

COMMITTEE RECOMMENDATION

None

EXECUTIVE SUMMARY

The Board approved the FY 2013-14 OWP at its July 2013 meeting. At that time, the Board requested that staff provide periodic updates to brief the board on the progress made for the projects, programs, and assignments included in the plan.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

Overall Work Program (OWP) – 6 month Reporting Period – 7/1/13 to 12/31/13		
Item	Covered Areas	Status Update
Agency Administration and Support		
Agency Administration and Support – Page 13 of the OWP	<ul style="list-style-type: none"> Human Resource Management Title VI Disadvantaged Business Enterprise (DBE) Grants and Capital Projects Administration Finance Administration Transportation Development Act Administration Agency Audits New Accounting Modules 	<ul style="list-style-type: none"> Updated personnel policies manual which was approved by the Board in February Eliminated the Chief Procurement & Compliance Officer position and restructured the organizational chart to support current objectives Created Technical Planner/Senior Analyst Position Staff members attended training on DBE, procurement, finance, and planning The Title VI Policy Program was updated, which included a Language Assistance Plan, Public Participation Plan, Service Standards & Design Plan. These were approved by the Board at its December meeting. The DBE responsibilities are being transitioned to the Procurement Technician. Additional DBE training is being arranged The Granicus project has had major delays due to vendor work load and issues with agency audio equipment. Estimated installation has been pushed back to April/May 2014. Annual FTA Grants have been applied for and obligated, including FTA Section's 5307, 5311, 5311f, and 5317. TDA/STA/RM2 claim was submitted for FY 2013-14. TDA 3 and TFCA programs are in process. Closed SGR grants. Reports for all grants have been submitted quarterly/semi-annually as required, including planning funds. Annual audit, RM2 audit, State Controllers Reports, FTA Triennial Review has been completed. PeopleSoft accounting modules are complete and no more reporting is anticipated for this phase of the project.

Item	Covered Areas	Status Update
Agency Administration and Support - Continued		
Agency Administration – Page 13 of the OWP	<ul style="list-style-type: none"> • Bus and Bus Shelter Advertising • Dashboard Information Management System 	<ul style="list-style-type: none"> • Advertising: A joint advertising RFP with four other operators in Solano County (Soltrans, Vacaville, Fairfield, and Dixon) was issued. The partnership was formed because interest to advertise on individual systems was minimal. The RFP was released and all the major advertisers responded and the selection process is underway. Award is pending Board action in April. • Dashboard Information: The Transit Dashboard is being updated to report service factors on a quarterly basis to make it a better system management tool. This project is stalled due to staffing changes.
Program Administration		
Program Administration – Page 25 of the OWP	<ul style="list-style-type: none"> • Abandoned Vehicle Abatement Program • One Bay Area Grant (Federal FHWA Program) • Transportation for Clean Air • Ongoing Technical Assistance 	<ul style="list-style-type: none"> • Program tracking and reimbursements distributed to jurisdictions to meet program goals. • One Bay Area Grant– NCTPA programmed \$4 million dollars in OBAG funds to jurisdictions in the county. The program of projects was approved by the NCTPA Board in March 2013. The OBAG projects are programmed from FY 13/14 to FY 16/17. Staff continues to monitor and support implementation of the program including working with the jurisdictions on Priority Development Area (PDA) implementation and updating the PDA Investment and Growth Strategy. • Transportation For Clean Air – In November 2013 the NCTPA Board approved the TFCA FYE 2014 program of projects for \$190,000 dollars. The Board approved the FYE 2015 Expenditure Plan and Call for Projects at its February meeting. • Ongoing Technical Assistance –NCTPA staff monitored inactive project status through Caltrans report and made agency staff aware of upcoming deadlines. FHWA and STIP funding project monitoring reports are distributed to Project Sponsors and discussed at the NCTPA monthly Technical Advisory Committee (TAC) meetings. When needed, NCTPA staff will work with MTC and/or Caltrans and local jurisdiction to solve any project or programming issues that arise.

Item	Covered Areas	Status Update
Sustainability – Page 38 of the OWP	<ul style="list-style-type: none"> • Climate Protection/Energy Efficiency • Air Quality Conformity • Green Business Program • Priority Development Area 	<p style="text-align: center;">Sustainability</p> <ul style="list-style-type: none"> • Staff completed the Maintenance/Fueling Facility Feasibility Study to identify locations for developing an expanded facility and alternative fueling facility. The fueling facility would provide a compressed natural gas supply for NCTPA bus services as well as partnering jurisdictions • Staff has worked with the regional agencies to support climate change planning efforts, has identified projects for the TFCA program, has identified improvements that will reduce harmful auto emissions such as expansion to the electric charging network, budgeting an automated bike locker network, and are working with Solano Napa Commuter Information on the Green Commute Challenge to encourage employees at larger employers to use alternative transportation modes to commute to work. • The Green Business Program certified 17 businesses. This includes 3 new business certifications and 14 recertifications. In fall of 2013 the City of Napa launched the Green Stipend program that provides a \$500 stipend to businesses within the City of Napa that become certified or recertified through the Green Business Program. • Staff recently completed an update to the PDA Investment and Growth Strategy. Staff will further these efforts as part of the Countywide Transportation Plan process.

Item	Covered Areas	Status Update
<p>Communication and Representation – Page 31 of the OWP</p>	<p>Communication and Representation</p> <ul style="list-style-type: none"> • Legislative Program • State Coordination • Public participation, Information and Support • Limited English Proficiency Plan Development • Marketing • Wayfinding Project 	<ul style="list-style-type: none"> • Legislative Program: Provided monthly updates to the Board on state and federal legislative matters, including acting on legislation and advocating on behalf of the agency on issues of interest. • State Coordination: Worked with Caltrans on various projects, including Jameson Canyon, SR 29 Corridor Issues, other capital projects scheduled for implementation in the County, and developed press releases and sent out correspondence to notify partners and members of the public about projects and road closures. • Public Participation, Information, and Support: Ensured public participation on projects including forming and maintaining citizens' committees for projects; posted Board and Advisory Committee agendas; disseminated critical information about projects and operations through press releases, purchased print ads, and incorporated messaging in social media and website. Responded to inquiries and complaints on projects and transit services. • Limited English Proficiency: Developed a Limited English Proficiency Plan and Language Assistance Program. The former evaluated what sector of our community required additional support to understand the information that we provide to transit riders. This resulted in the development and implementation of the Language Assistance Program to ensure all members of the community can have equal access to information and the services NCTPA provides. • Marketing: Developed multi-lingual ad campaign and public information in local papers, publications, television, radio, and social media sites. • Wayfinding: Improved signage at the Soscol Gateway Transit Center and worked with City on signage in downtown. Sought grant funding to improve bike/pedestrian direction on Class 1 network.

Item	Covered Areas	Status Update
Planning – Page 45 of the OWP	Planning - Continued <ul style="list-style-type: none"> • Regional Transportation Planning • Program Development • Surface Transportation Program • Federal Transportation Improvement Program • State Transportation Improvement Program • Countywide Strategic Transportation Planning • Transportation/Land Use Coordination • Performance Monitoring • Route Studies and Updates • Planning for Alternative Modes of Transportation • Safe Routes to School • Census and Global Information System • Regional Monitoring, Forecast and GIS Development • Environmental Justice 	<ul style="list-style-type: none"> • Regional Transportation Planning and Related Funding Programs, Performance Monitoring: Staff participated actively in the quadrennial regional planning exercise, “Plan Bay Area,” which occurred during 2012 and 2013 and is updating various requirements and monitoring implementation. Staff worked with American Canyon and Napa staff to develop and update Napa’s “Priority Development Area Investment and Growth Strategy”. Additional work in included monitoring various funding programs, including Surface Transportation Program and State Transportation Improvement Program projects; and ensuring projects are included in the Federal Transportation Improvement Program. Staff also completed the 2014 STIP programming cycle which will be adopted by the California Transportation Commission in March. • Program Development: Staff initiated new programs derived from Countywide Bicycle Plan. Staff is also preparing to expand the planning activities to other <i>active transportation</i> modes. • Staff continues to work with the jurisdictions to ensure the Federal Transportation Improvement Program accurately reflects the federally funded and regional significant projects in the county. • State Transportation Improvement Program: The NCTPA Board approved the 2014 Regional Transportation Improvement Program (RTIP) program of projects at their October 2013 Board Meeting. The program included \$8.9 million in projects through FY 2018-19.

Item	Covered Areas	Status Update
	<p style="text-align: center;">Planning - Continued</p>	<ul style="list-style-type: none"> • Countywide Strategic Transportation Planning: Staff launched the next update to the Countywide Transportation Plan. This included facilitating a Board retreat in January, developing goals and objectives, securing consultant support to help with technical work, and preparation of issue papers and a call for projects which are scheduled to be completed by June. • Transportation/Land Use Coordination: Staff continues to support the development of the Priority Development Areas (PDAs) as part of MTC's Sustainable Communities Strategies (SCS). Staff anticipates additional technical support will be needed as the planning efforts unfold. Additional efforts to ensure coordination will be part of revision to the Countywide Strategic Transportation Plan • Route Studies and Updates: In addition to evaluating route performance and considering necessary improvements to the transit system, staff have been leading a comprehensive study of State Route 29 between the Vallejo Ferry and the Napa Trancas St. Park and Ride and transit enhancements are being considered as part of the Caltrans Planning Grant. • Alternative Modes of Transportation: Staff continues to facilitate the NCTPA Active Transportation Advisory Committee and participate in region wide active transportation working groups. Staff is also working with SNCI staff to encourage non-auto modes.

Item	Covered Areas	Status Update
	<p style="text-align: center;">Planning - Continued</p>	<ul style="list-style-type: none"> • Safe Routes to School: Staff works with the County Office of Education to facilitate grant funding. The Safe Route to School funding will be part of the new Active Transportation Program (ATP) and additional work in the County will need to be completed to ensure that revenues are fairly distributed and that existing programs can be sustained. • Census and Global Information System: Staff continued to track information released as part of the American Community Survey by the US Census Bureau. This has been particularly critical because of MTC/ABAG's derived Communities of Concern definition and that this will be used for distributing revenues for several upcoming funding programs including the ATP and Cap and Trade. • Regional Monitoring, Forecast and GIS Development: Staff is working with Solano Transportation Authority and Cambridge Systematics on transition its traffic model from a trip-based system to an activity-based system. • Environmental Justice – Staff continues to ensure all members of the community are being served; this includes ensuring all members of the community are notified of public meetings and invited to participate.

Item	Covered Areas	Status Update
Public Transit – Page 64 of the OWP	<ul style="list-style-type: none"> • Transit Administration • Alternative Transportation • Shared Vehicle Program • Taxi Scrip • Transit Ambassador Program • Public Transit Project List • New Fare Collection System for VINE Transit System 	<p style="text-align: center;">Public Transit</p> <ul style="list-style-type: none"> • Transit Administration: Staff continues to evaluate performance and tighten scheduling to align with actual operating times. Staff is considering additional evaluation of the Routes 10/11. Staff is also working with Soltrans and STA to consider a study of the SR 29 corridor and to evaluate a multi-system rapid bus. • Alternative Transportation: Staff met with Solano Napa Commuter Information to evaluate various programs to encourage alternative modes of transportation. These include marketing, van pools, and other services such as guaranteed ride home. • Shared Vehicle Program: The program is operating smoothly. Discussions with the County and the relocation of its Health & Social Service Departments could result in expansion of the program. • Taxi Scrip: The program continues to operate smoothly - no changes are anticipated this year. • Transit Ambassador Program: The Transit Ambassador Program has retained a constant level of ambassadors to support demand. Additional marketing may be employed to encourage use of the program by members of the community currently not taking transit. • Public Transit Projects: New fareboxes have been installed. Staff is working procuring automatic passenger counters (APCs) and an automatic vehicle locator/computer aided dispatch system (CAD/AVL) which will be budgeted in the next fiscal year. Design of the expanded transit stop at Napa Valley College is underway and construction is anticipated to begin in June.

Item	Covered Areas	Status Update
Tax Authority – Page 73 of the OWP	<ul style="list-style-type: none"> • Measure T 	<ul style="list-style-type: none"> • Measure T: Staff worked with Napa County's jurisdictions to develop a draft master agreement, refine proposed processes and procedures in preparation for upcoming Independent Tax Payer Oversight Committee and NVTB Board approval.



March 19, 2014
NCTPA Agenda Item 8.6
Continued From: New
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Tom Roberts, Program Manager-Public Transit
(707) 259-8635 / Email: troberts@nctpa.net
SUBJECT: Paratransit Coordinating Council (PCC) Member Appointment to the
Technical Advisory Committee (TAC)

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve the Paratransit Coordinating Council (PCC) recommendation to appoint Doug Weir to the Technical Advisory Committee (TAC) as a representative from the PCC.

COMMITTEE RECOMMENDATION

The Paratransit Coordinating Council (PCC) recommends that the NCTPA Board approve the appointment of Doug Weir to the Technical Advisory Committee (TAC) as a representative of the PCC.

EXECUTIVE SUMMARY

The NCTPA Technical Advisory Committee (TAC) advises the NCTPA Board of Directors on all modes of transportation, including the planning, programming, project priorities, and policies which are referred to the Committee by the Executive Director. The TAC is made up of public works and planning staff from each of the County's jurisdictions and a representative of NCTPA's PCC. Doug Weir has been nominated by the PCC to represent them at the TAC.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FISCAL IMPACT

Is there a Fiscal Impact? No.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The NCTPA TAC advises the NCTPA Board on policy and programming issues. The committee is comprised of appointees from each jurisdiction in the County, and represents either or both Public Works and Planning Departments from their respective jurisdictions, the Executive Director serving ex-officio, and in accordance with the committee's by-laws, one seat on the TAC is to be held by a member nominated by NCTPA's Paratransit Coordinating Council (PCC) and approved by the NCTPA Board of Directors. At its March 6, 2014 meeting, the PCC voted unanimously to recommend to the Board of Directors that PCC Chair Doug Weir be appointed to the TAC.

SUPPORTING DOCUMENTS

None.



March 19, 2014
NCTPA Agenda Item 9.1
Continued From: January 15, 2014
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Kate Miller, Executive Director
(707) 259-8634 / Email: kmiller@nctpa.net
SUBJECT: 2015 Countywide Transportation Plan Update

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve the revised goals and objectives (Attachment 1) in response to comments received at its January 15, 2014 2015 Countywide Transportation Plan (CWTP) kickoff retreat.

COMMITTEE RECOMMENDATION

See Technical Advisory Committee (TAC) comments on Attachment 1.

EXECUTIVE SUMMARY

NCTPA staff and its consulting team developed a new set of goals and objectives based upon the NCTPA Board feedback at its January 15, 2014 CWTP kickoff retreat. This memo presents the existing vision and goals from the 2009 plan, and a draft set of proposed goals and objectives for the 2015 CWTP. Staff reviewed the goals and objectives with the TAC and received their comments included as Attachment 1.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FISCAL IMPACT

Is there a Fiscal Impact? None

BACKGROUND AND DISCUSSION

Staff presented 2009 transportation plan goals for the Board's consideration with two amendments at its January 15, 2014 CWTP kickoff retreat to elicit Board members' feedback. The board requested that the number of goals be limited to five goals. The Board supported expanding the goals to ensure all users were served and that safety should be paramount for all modes. They further suggested refining the goals to separate goals from objectives. A new goal was added, *Use Taxpayer Dollars Efficiently*, to recognize that there are effective, less costly solutions to address traffic congestion.

Staff established the 2015 goals and objectives with these definitions in mind:

A Goal:

- The purpose toward which an endeavor is directed
- May not be strictly measurable or tangible

An Objective:

- An effort or action is intended to attain or accomplish; purpose; target.
- Must be measurable and tangible

The 2009 goals, proposed amendments, and 2015 refined goals and objectives are outlined below.

1 Vision and Goals from 2009 Napa's Transportation Future

1.1 Vision

For Napa County in 2035 we envision an attractive, flexible, fully integrated transportation system, with a broad range of options and modes, enabling individuals and goods to move throughout the county in an efficient manner.

1.2 Goals

1. Reduce/restrain growth of automobile vehicle miles traveled (VMT)
2. Spread the travel load from peak times to non-peak times
3. Improve the quality and safety of our street and road infrastructure
4. Shift travel from Single-Occupancy Vehicles to other modes
5. Reduce overall energy use and greenhouse gas (ghg) emissions

2 Additional Goals Presented to Board on January 15, 2014

6. Create a transportation system that supports a healthy economy throughout Napa County.
7. Create a transportation network that provides access and mobility to all Napa County residents, workers and visitors.

3 Proposed Goals and Objectives for 2015 CWTP

Preamble:

The goals and objects for the 2015 Napa Countywide Transportation Plan are based on the following key facts.

- Napa County has a number of constraints that prevent and/or limit expanding the highway and road system as a means to eliminate congestion.
- Peak travel in Napa County is often associated with visitors, and commuters that travel through Napa to/from adjacent counties, rather than employees or residents.
- The County's senior population is expected to double over the next 30 years.
- In 2010, approximately 1% of Napa County commuters biked to work, and approximately 4% walked to work, while 76% drove alone.¹
- Housing costs in Napa make it a challenge to provide sufficient housing stock for its growing work force.

Goal 1: Serve the transportation needs of the entire community regardless of age, income or physical ability.

Objectives:

1. Provide safe access to jobs, schools, recreation and other daily needs for Napa's residents and visitors.
2. Endeavor to serve the special transportation needs of seniors, children and the disabled.
3. Coordinate transportation services for disabled persons, seniors, children and other groups so each serves as many people as possible.
4. Provide affordable transportation solutions to ensure access to jobs, education, goods, and services for all members of the community.

Goal 2: Improve system safety in order to support all modes and serve all users.

Objectives:

1. Design roadways and other transportation facilities to enhance coexistence of users of all modes.
 2. Educate all roadway users so they may safely coexist.
-

3. Work with Napa jurisdictions to adopt complete streets policies to meet the Metropolitan Transportation Commission's funding eligibility requirements.²
4. Ensure Measure T roadway funds are maximized to benefit all transportation modes to the extent possible under the ordinance.
5. Prioritize projects that expand travel options for cyclists and pedestrians.

Goal 3: Use taxpayer dollars efficiently.

Objectives:

1. Continue to prioritize local streets and road maintenance, consistent with Measure T.
2. Invest in fast and reliable bus service and infrastructure, so public transit is an attractive alternative to driving alone.
3. Identify alternative solutions that minimize costs and maximize system performance.
4. Provide real-time traffic and transportation information via MTC's 511 or similar system by 2017.
5. Explore new transportation funding sources, including fees associated with new development.
6. Develop partnerships with Caltrans, California Transportation Commission (CTC), Metropolitan Transportation Commission (MTC) and Napa's state legislators to support expanded transportation funding.

Goal 4: Support Napa County's economic vitality.

Objectives:

1. Identify and improve key goods movement routes.
2. Work with employers to improve access to employment centers, as well as dispersed agricultural employment sites.
3. Improve transportation services aimed at visitors, including alternatives to driving.
4. Use transportation demand management techniques to shift travel from peak to non-peak times.

Goal 5: Minimize the energy and other resources required to move people and goods.

Objectives:

1. Reduce transportation-related energy use in Napa County and associated greenhouse gas (ghg) emissions by 7% by 2020 and 15% by 2035.³
2. Increase mode share for transit, walking, and bicycling to 10% by 2035.⁴
3. Reduce the growth of automobile vehicle miles traveled (VMT) by shifting trips to other modes.

¹ U.S. Census Bureau, 2010-2012 American Community Survey.³

² MTC requires that jurisdictions adopt a complete streets policy and update their general plans to be consistent with the Complete Streets Act of 2008 in order to receive funding after FY 2015-16 OBAG programming cycle.

³ Based on Plan Bay Area target. <http://onebayarea.org/plan-bay-area/targets.html>, accessed on 2/10/14. Compared to 2008 energy use and emissions.

⁴ Based on Plan Bay Area target. <http://onebayarea.org/plan-bay-area/targets.html>, accessed on 2/10/14. Compared to 2008 mode share.

4. Encourage the provision of alternative fuel infrastructure.
5. Invest in improvements to the transportation network that serve land use, consistent with SB 375.⁵

SUPPORTING DOCUMENTS

Attachment: (1) Comments Received on Goals and Objectives from NCTPA Technical Advisory Committee

⁵ SB 375 requires California's 18 metro areas to integrate transportation, land-use and housing as part of an SCS to reduce greenhouse gas emissions from cars and light-duty trucks. Source: <http://onebayarea.org/about/faq.html>, accessed on 2/21/14.

**Comments Received on Goals and Objectives
from NCTPA Technical Advisory Committee**

1. Expand Goals to Include a sixth goal that states “Prioritize the maintenance and rehabilitation of the existing system” and add new two objectives:
 - Objective 1: Deliver Measure T projects as effectively as possible
 - Objective 2: Focus funding on maintenance priorities whenever possible
2. Goal 2
 - Objective 4
 - Revise language to read: Ensure Measure T roadway funds are maximized to improve infrastructure, as allowed under the Ordinance, to benefit all transportation modes.
 - Objective 5
 - Change language from “Prioritize projects that expand travel options for cyclists and pedestrians” to “Prioritize projects that expand travel options for cyclists and pedestrians as well as those projects that improve operation and safety for vehicles, pedestrians and cyclists.”
3. Goal 3
 - Objective 6
 - Revise language to read: Develop partnerships with Caltrans, California Transportation Commission (CTC), Metropolitan Transportation Commission (MTC) and Napa’s state legislators to support expanded transportation funding “for local mobility needs and to accommodate demand from regional traffic that travels through Napa County. “
4. Goal 5
 - Objective 1
 - Revise language to read: Prioritize projects that reduce greenhouse gases.
 - Add a 6th Objective that states “Identify revenues that support investments in Priority Development Areas (PDAs)”.



March 19, 2014
NCTPA Agenda Item 9.2
Continued From: New
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY **Board Agenda Letter**

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Antonio Onorato, Program Manager – Finance
(707) 259-8779 / Email: aonorato@nctpa.net
SUBJECT: Agreement between the Napa County Transportation and Planning Agency (NCTPA) and Urban Transportation Associates

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) authorize the Executive Director to enter into an agreement with Urban Transportation Associates (UTA) for the purchase and installation of thirty-four (34) Automatic Passenger Counters and related hardware in an amount not to exceed \$255,789.

COMMITTEE RECOMMENDATION

None

EXECUTIVE SUMMARY

Urban Transportation Associates (UTA) Automatic Passenger Counters (APCs) was selected as the vendor to provide and install APCs for Gold Coast Transit fleet as part of their fleet modernization project. Gold Coast Transit has invited NCTPA to “piggy-back” on the UTA contract to purchase 34 APCs for VINE Transit’s fixed-route fleet. The information provided by the APC will allow VINE to improve service productivity, improve service quality by accessing up-to date, highly accurate and comprehensive information to meet our local, state, and federal reporting requirements. APCs are also a planning tool and can provide granular data about ridership by route and time of day.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comments
3. Motion, Second, Discussion and Vote

FISCAL IMPACT

Is there a fiscal impact? Yes.

Is it currently budgeted? Yes.

Is it mandatory or discretionary? Discretionary

Consequences if not approved: Agency will continue to use current obsolete fareboxes.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

On April 17, 2013, NCTPA's Board of Directors approved a piggyback contract with Gold Coast Transit with SPX Corporation, GFI GenFare Division to purchase and install of eighty-five (85) GFI Odyssey fareboxes. As part of the bid, Gold Coast requested proposals for optional equipment that could be compatible and/or have the ability to communicate/integrate with the existing internal system configuration on the fixed-route buses. An Automatic Passenger Counter System (APC) was one of those system options. GFI Genfare' sub-contractor, Urban Transportation Associates, offered an APC system that was evaluated as part of the farebox/component RFP process.

GFI has recommended the award for the APC's is given directly to UTA, to avoid any added mark-ups by going through a third party. Gold Coast evaluated UTA's bid, which was the lowest price bid submitted, and considered fair and reasonable based on adequate competition. Gold Coast Transit awarded the contract with UTA on March 5, 2014.

Automatic Passenger Counting (APC) is an advanced technology solution that helps transit agencies improve the efficiency of their operations by delivering the most complete and accurate passenger-count data. APC delivers a robust solution to the problem of accurately and efficiently managing passenger boarding and alighting data. APC allows transit agencies to plan according to the actual demands of the ridership, enabling operations that are economically and environmentally sustainable.

APC technology puts infrared sensors at bus doors to count passengers as they board and leave. The sensors work with on-board computer and sophisticated software to filter out objects such as bags and other parcels, and deliver passenger counts with the highest degree of accuracy in the industry.

APC technology saves time and makes reporting virtually seamless. APCs provide transit agencies with an integrated automatic passenger counting and National Transportation Database reporting system. APCs have improved the accuracy of National Transit Database reporting to over 95% accuracy.

APCs technology collects ridership data on a per-bus, per-door basis. Passenger counts are stored on the bus and uploaded to a master database, where the information can be readily correlated to scheduled runs, routes, stops, times, date, and destinations.

APCs provide users with valuable historical information about their passengers, fixed-route bus running times, and schedule adherence. APCs equip transit agencies with best-in-class analysis tools, which enable them to plan efficient routes and schedules that put buses where the passengers are, when they need them.

Gold Coast has invited NCTPA to piggy-back on the UTA contract. If approved by the Board, NCTPA is requesting an assignment of 34 APC's from the UTA contract. The expected cost for this project is \$232,535. A 10% contingency was added for a total NOT TO EXCEED amount of \$255,789 (See Attachment 1).

SUPPORTING DOCUMENTS

Attachment: (1) UTA Pricing

UTA Pricing	Double Door (27) per bus	Single Door (7) per bus	TOTAL for 34 buses
A UTA Model 30	\$1,465	\$1,465	\$49,810
B APC Smartsensor	\$1,125	\$1,125	\$38,250
C Cables	\$485	\$285	\$15,090
D Sensors	\$1,075	\$600	\$33,225
IR Assembly (\$950)			
Antenna (\$125)			
E Taxes	\$373	\$313	\$12,262
F Shipping	\$85	\$85	\$2,890
T1 Per Bus Total	\$4,608	\$3,873	\$151,527
G Option A Installation			
T2	\$675	\$595	\$22,390
H APC Software			\$43,750
I APC Training & Doc			\$4,500
J APC WLAN Base Station			\$5,900
K Taxes (H,J)			\$4,468
T3 Total H-K only			\$58,618
SUB-TOTAL (T1, T2, T3)			\$232,535
		10% contingency	\$23,254
NOT TO EXCEED			\$255,789



March 19, 2014
NCTPA Agenda Item 9.3
Continued From: New
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY **Board Agenda Letter**

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Antonio Onorato, Program Manager- Finance
(707) 259-8779 / Email: aonorato@nctpa.net
SUBJECT: Resolution No. 14-08 Authorizing the Procurement of Financing Instruments with Pledge of Future Revenues

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board (1) authorize the Executive Director to enter into an agreement with Bank of Marin on a debt financing instrument and (2) approve Resolution 14-08 (Attachment 1) pledging revenues as collateral as a term of funding.

COMMITTEE RECOMMENDATION

None

EXECUTIVE SUMMARY

As NCTPA's schedule of special projects and enterprise activities continue to grow, ensuring adequate cash flow is available for operations becomes more and more challenging. Nearly all the agency's revenue is collected on a reimbursement basis, forcing the agency to carry the costs for operating and capital purchases until revenues are deposited. NCTPA is recommending entering into an agreement with Bank of Marin for a line of credit for up to \$3 million that can be used to satisfy short term liquidity needs.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comments
3. Motion, Second, Discussion and Vote

FINANCIAL IMPACT

Is there a Fiscal Impact? Yes. As money is borrowed, carrying costs such as interest expense will be incurred. However, the short term debt is expected to be paid as reimbursements are delivered to NCTPA which could be offset by reduced costs for delivering capital projects more efficiently

Is it currently budgeted? No. Cash is not a budgeted item.

Where is it budgeted?

Is it Mandatory or Discretionary: Discretionary.

Is the general fund affected? Yes.

Future fiscal impact: Unknown. Short term financing instruments are only used on an as needed basis and will only affect NCTPA's funds on a current basis.

Consequences if not approved: Liquidity and cash flow issues may delay NCTPA's delivery of projects and services to the public.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Except for a small advance of Transportation Development Act (TDA) funds in the beginning of the fiscal year, NCTPA receives most of its revenue to fund operations and purchase equipment on a reimbursement basis. As NCTPA continues to deliver projects and programs, cash flow issues and short term liquidity needs hamper the agency's ability to delivery projects and meet its cash needs particularly in the 2nd half of the fiscal year. Purchases of goods and services are paid within 30 days of receipt of the invoice, but the grant-funded reimbursements for those costs can take more than three months.

NCTPA banking and treasury functions are managed through the County and therefore NCTPA has no existing banking relationship. NCTPA staff met with the County treasury staff to elicit the County's interest in providing a financing tool to assist with cash needs but it would conflict with the County's adopted investment policies. NCTPA can and has asked for an emergency cash injection of TDA funds from the Metropolitan Transportation Commission (MTC) in the past. The process to request the money from MTC is cumbersome. MTC understands that it's a cash flow issue and not an actual

revenue need and therefore is somewhat reluctant to provide the revenues but does so when cash flow reaches a critical level.

NCTPA staff evaluated short term financing vehicles and determined that a line of credit (LOC) would be the best approach. The extra cash of an LOC can provide effectively instantaneous relief from cash flow shortages, because LOCs function somewhat like a credit card since it can be used for short term borrowing and then, paid off as cash becomes available without penalty.

The terms negotiated with Bank of Marin (Attachment 2) are favorable and would result in nominal interest and fees. The terms would require that NCTPA pledge (future) funds for payments as collateral for the debt which is allowable under Government Code section 53856.

In addition to requesting a short term borrowing mechanism from the County of Napa, NCTPA staff has also investigated similar financial instruments with several large, small and local banks and Bank of Marin provided the best terms because no collateral in the way of deposit was required.

SUPPORTING DOCUMENTS

Attachments: (1) Resolution No. 14-08
(2) Bank of Marin Term Sheet February 24, 2014

RESOLUTION No. 14-08

**A RESOLUTION OF THE
NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (NCTPA)
AUTHORIZING PROCURMENT OF FINANCING INSTRUMENTS WITH
PLEDGE OF FUTURE REVENUES**

WHEREAS, the Napa County Transportation and Planning Agency (NCTPA) is designated the countywide transportation planning agency responsible for highway, street and road, and transit planning and programming within Napa County; and

WHEREAS, NCTPA can incur debt pursuant to Section 53852 of the California Government Code, for any purpose for which NCTPA is authorized to use and expend moneys, including but not limited to current expenses, capital expenditures, investment and reinvestment, and the discharge of any obligation or indebtedness of the local agency; and

WHEREAS, NCTPA may pledge certain revenues pursuant to Section 53856 of the California Government Code, including any taxes, income, revenue, cash receipts, or other moneys of the local agency, including moneys deposited in inactive or term to the payment of the note or notes; and

WHEREAS, NCTPA acknowledges that any note or notes and the interest thereon shall be a first lien and charge against, and shall be payable from the first moneys received by NCTPA from such pledged moneys; and

WHEREAS, NCTPA's projects and programs are funded on a reimbursement basis, creating temporary shortage of working capital; and

WHEREAS, NCTPA requires a financial instrument for positive cash flow until grant reimbursements are received; and

WHEREAS, NCTPA wishes to accelerate delivery of transportation and transit projects with the use of the financing instruments provided by the banking institution; and

WHEREAS, NCTPA must enter into an agreement with the bank in order to secure a financing instrument, under which the Participating Institution will issue its promissory note or similar financing instrument, to evidence a loan to NCTPA; and

WHEREAS, NCTPA will agree to make payments under the debt instruments in sums sufficient to pay the principal of, premium, if any, and interest due on such debt;

NOW THEREFORE BE IT RESOLVED:

1. The Board authorizes the approval, execution, delivery, and issuance of a Note Agreement.
2. The Board acknowledges that if there is a failure to make, as and when due, any payment of the principal of, premium, if any, and interest on any promissory note issued by the Institution to NCTPA, such debt will be a charge against appropriations available to NCTPA for all future payments of principal of, premium, if any, and interest on such promissory note when due and payable and to make such payments to the Participating Institution, so as to ensure that no future default will occur on such promissory note.
3. That the Board designates the Executive Director, or her designee, to be responsible for implementing procedures to monitor post-issuance compliance with covenants in any loan agreement between a Participating Institution and NCTPA.

Passed and adopted this 19th day of March, 2014.

Keith Caldwell, NCTPA Chair

Ayes:

Noes:

Absent:

ATTEST:

Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED:

Janice Killion, NCTPA Legal Counsel



600 Trancas Street
Napa, CA 94558
Phone: 707265-2005
Fax: 707-265-2090

ATTACHMENT 2
NCTPA Board Agenda Item 9.3
March 19, 2014

February 27, 2014

Napa County Transportation & Planning Agency
Mr. Antonio Onorato, Manager of Finance
625 Burnell Street
Napa, CA 94558

Dear Mr. Onorato:

In response to your request, Bank of Marin ("Bank") is pleased to express our interest in pursuing a loan based upon the following primary terms, it being understood that some additional terms and/or conditions may be required by us before a formal commitment is extended:

1. Type of Facility: Commercial Revolving Line of Credit
2. Borrower: Napa County Transportation & Planning Agency
3. Purpose: To support short term cash flow needs pending receipt of funds from various funding sources.
4. Loan Amount: The amount of Three Million Dollars (\$3,000,000)
5. Loan Term: 1 year
6. Interest Rate: The interest rate will be variable at the Wall Street Journal (WSJ) Prime Rate + 0%. Rate floor: 3.25%. Current WSJ Prime Rate is 3.25%. Interest rate changes will become effective on the same day as the WSJ Prime Rate changes.
7. Fees: Five Thousand Dollars (\$5,000)
8. Collateral: Pledge of revenues from Transportation Development Act (TDA), Federal Transit Administration (FTA), grants and various sources.
Direct assignment of TDA funds.
9. Repayment: Interest only payments payable monthly, with all accrued interest and unpaid principal due at maturity.
10. Automatic Debit: Monthly payments to be automatically debited from the Bank of Marin deposit account which is to remain with the Bank for the duration of the loan.

11. Loan Covenants: Standard conditions and covenants including:

1. The line of credit must be rested at zero (\$0.00) for a period of not less than 30 consecutive days, annually.

12. Additional Requirements:

1. Borrower to provide annual award letters and authorizations for revenue funding.
2. Borrower to provide a copy of Board of Directors Resolution approving pledge of revenues as the collateral and the source of repayment for requested facility.
3. Borrower to provide annual accountant audited financial statements.
4. Borrower to provide annual cash flow projections.

THIS LETTER OF INTEREST IS FOR DISCUSSION PURPOSES ONLY AND IS NOT AN OFFER OR COMMITMENT TO LEND. THIS LETTER OF INTEREST REFLECTS THE BANK'S PRELIMINARY INTEREST IN EXPLORING A CREDIT ARRANGEMENT AND WILL NOT BE BINDING ON THE BANK OR THE ADDRESSEE. The terms proposed herein including rates and margins are subject to revision at Bank of Marin's discretion. Should the Bank of Marin enter into a credit relationship with the Borrower, documents may contain additional or different terms, covenants and conditions. This letter of interest may not be contradicted by evidence or any alleged oral agreement, may not be disclosed, and may not be relied upon for any purpose without Bank of Marin's prior written consent.

This proposal will expire March 31, 2014. If these proposed terms and conditions are acceptable to you, please indicate by signing and returning a copy of this letter to us.

Thank you for providing us the opportunity to be of service to you. Please call me at 707-265-2005 or Ruth Edwards at 707-265-2002 if you have any questions or we can be of additional assistance.

Sincerely,



Ivanka Matijaca
Vice President
Senior Commercial Banking Officer

Acknowledged: _____ Date: _____



March 19, 2014
NCTPA Agenda Item 9.4
Continued From: New

Action Requested: INFORMATION/ACTION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Kate Miller, Executive Director
(707) 259-8634 / Email: kmiller@nctpa.net
SUBJECT: Legislative Update and State Bill Matrix

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board receive the monthly Federal and State Legislative Update, and approve staff recommendations on pending state bills.

COMMITTEE RECOMMENDATION

None

EXECUTIVE SUMMARY

The Board will receive a Federal legislative update. The board will also receive a State legislative update (Attachment 1) from Platinum Advisors. A copy of the bill matrix (Attachment 2) is also attached for consideration. There are three bills that the Board is being asked to act on; AB 1720 (Bloom), AB 2445 (Chau), and SB 1433 (Hill). Staff is also meeting with its state legislative consultant this month and new legislation will be brought back to the Board in April for its consideration and action.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FINANCIAL IMPACT

Is there a fiscal impact? No.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Federal Update

President's Budget

The Obama Administration released its FY'15 Budget Request on March 4th (<http://www.whitehouse.gov/omb/budget/Overview>). The President request includes \$302 billion for infrastructure improvements over four years as part of the next transportation authorization proposal. The current authorization expires on September 30, 2014 but it is anticipated that the Highway Trust Fund will be exhausted by July. The President is proposing to augment the trust fund with \$37.5 billion per year through corporate tax reform. If approved by Congress, the amount would bridge the anticipated funding gap and include an \$87 billion bump in new funding. Congress is unlikely to support the President's proposal.

Highlights of the President's budget proposal include:

- \$302 billion over four years
- New performance measure to prioritize federal transportation funding for "Fix it First" projects that emphasize maintaining existing infrastructure
- Provides \$1.25 billion per year for TIGER grant program
- Implements a new four year \$10 billion freight program
- Increases funding for transit and passenger rail programs from \$12.3 billion to \$22.3 billion (including new program titled Rapid Growth Area Transit which is funded at \$500 million)
- \$1 billion per year in Transportation Infrastructure Finance Investment Act (TIFIA) loans
- Establishes the Interagency Infrastructure Permitting Improvement Center to be housed at US DOT and funded at \$8M in FY'15. An emphasis is put on "Fix it First" and a state of good repair approach to highway and transit grants
- The budget also includes a new Fixing and Accelerating Surface Transportation (FAST) competitive grant program to incentivize transformative programmatic reforms which is funded at \$1B per year (\$500M in FHWA and \$500M in FTA)

Political Appointments

Secretary Foxx appointed Therese McMillan to serve as acting FTA Administrator to replace Peter Rogoff who is serving as the Acting Under Secretary for Policy, Therese McMillan joined FTA as Deputy Administrator on July 2, 2009. Prior to her appointment, Ms. McMillan was the Deputy Executive Director-Policy at the Metropolitan Transportation Commission, where she was responsible for strategic financial planning

and MTC's management of federal, state and regional fund sources for transit, highways, roadways and other modes; state and federal legislative advocacy.

State Update

See attached report and bill matrix from Platinum Advisors.

SUPPORTING DOCUMENTS

Attachments: (1) March 4, 2014 State Legislative Update (Platinum Advisors)
(2) Bill Matrix



March 4, 2014

TO: Kate Miller, Executive Director
Napa County Transportation Planning Agency

FR: Steve Wallauch
Platinum Advisors

RE: Legislative Update

Introduction Deadline: Friday, January 21st was the deadline to introduce new legislation for the 2014 year. There are, as always, a few exceptions to this deadline for committee bills, Constitutional amendments, and urgency bill. So far there are over 1,300 new Assembly bills and more than 630 new Senate bills. We have been busy reviewing this wave of new bills, and have included recommendations on the obvious measures unearthed so far.

Senate Supermajority Lost: On Sunday evening, Senator Ron Calderon from L.A. County announced his intention to take a leave of absence from the State Senate pending resolution of a federal indictment on charges of political corruption. He was facing the prospect of his colleagues voting to relieve him of his duties should he continue to serve. After his office was raided by the FBI last summer he was relieved of his committee memberships but had continued to vote on legislation coming before the full Senate.

Senator Rod Wright, also from Los Angeles County, began his leave from the Senate last week. At the end of January, he was convicted of 8 counts of voter fraud and perjury due to not living in his district. Sentencing is not scheduled until May. The Senate has been understandably under pressure to vote to remove the Senators, but will allow them to take leave for now as an alternative.

The loss of two democratic Senators means that the revised water bond, the Governor's budget reserve proposal to be placed on the ballot, and the Constitutional amendments lowering the voter threshold to approve a local tax will need at least one Republican Senator for passage. The State budget should not be affected since it requires only a majority vote.

State Budget:

Revenues: The month of February is one of the lowest revenue months for the state in terms of income taxes. It has surprised many that the LAO estimates that personal income tax revenue receipts for February came in at \$700 million higher than the Administration's most recent estimates. That is a 52% jump over the forecast released in January.

LAO's Budget Analysis: Over the past week the LAO has released several documents analyzing the Governor's Budget proposal. These analyses are the basis for the Budget Subcommittee review. All of these reports can be found at the LAO's website (www.lao.ca.gov).

- **Cap-and-Trade Auction Revenue Expenditure Plan** – The LAO does not recommend rejecting the Governor's proposal to use these funds for high speed rail, but the report does raise strong concerns about the uncertainty regarding the degree to which the Governor's expenditure plan will reduce GHG emissions.
- **Review of School Transportation in California** – The implementation of the Local Control Funding Formula (LCFF) did not include changes to the archaic process used for allocating home-to-school transportation funding. The LAO outlines three options in this report that include phasing transportation funding into the LCFF, limiting the state's liability to extraordinary transportation costs, or providing state funds to all schools at a specified percentage of total costs.
- **A Review of the 2014 California Five-Year Infrastructure Plan** – The LAO reviews the Governor's Infrastructure Plan, which is the first update since 2008. One of the policy issues raised in the report is the Administration's effort to review state versus local responsibilities with respect to infrastructure funding.

Policy

Modernizing Caltrans: The Assembly Committee on Transportation held an informational hearing yesterday reviewing the findings of the State Smart Transportation Initiative (SSTI) report on Caltrans. In general this report found that the culture and focus of Caltrans has not kept pace with the shift toward mobility management and greenhouse gas reduction. The report also pointed out Caltrans' diminishing role in the decision making process with the rise of Self-Help Counties and the emphasis on regional planning.

One of the specific findings in the report mentioned at the hearing was the lack of Caltrans' ability to truly partner on local partnerships. According to the reports co-author, Joel Rogers, local partnership issues are a two-way street in that Caltrans does not operate with the flexibility needed to participate as a partner in local decision making process. Conversely, the report found that locals do not take into consideration the lifecycle costs of improvements to the state highway system when making investment decisions. Assemblywoman Buchanan questioned whether this recommendation to require locals to fund the lifecycle costs is a disincentive to include the project in an expenditure plan. The response was that the goal is to increase Caltrans' role as a partner earlier in the decision making process. While legislation has not been introduced to implement the findings of this report, the Transportation Agency is expected to make specific legislative recommendations in the next couple of weeks.

Legislation

The following are three bills sponsored by the California Transit Association that the NCTPA Board may want to adopt support positions.

- **Bus Axle Weight:** Assemblyman Richard Bloom has introduced AB 1720, which would extend the sunset date on the transit bus exemption from the axle weight limit from January 1, 2015 to January 1, 2016. A report examining how to reduce bus weight and how to limit impacts to local streets is expected to be released in May. This report may provide a solution to this situation, but it is unlikely.
- **Community Colleges:** Assemblyman Ed Chau has introduced AB 2445 to make a clarifying change on the imposition of student fees used for transportation services, such as monthly transit passes. Existing law allows community college districts with the approval of a majority of the students to impose a student fee that would be used to pay for transportation services. It is unclear if the student vote must be district wide or if it can be imposed campus by campus. AB 2445 clarifies that the fee can be imposed on a single campus if a majority of the students at that campus approve the fee.
- **Design-Build:** Senator Jerry Hill has introduced SB 1433 which currently repeals the sunset date on the ability to use the design-build procurement for transit projects. The bill also eliminates the \$25 million threshold to use design-build procurement, and it expands the definition of a transit operator to include any other local or regional entity responsible for constructing transit projects.

In addition, Senator Wolk is authoring SB 785. The purpose of this bill is to consolidate the various design-build statutes into a single statute for local entities, one for state projects, and one for school projects. Currently, there are separate code sections authorizing design-build procurement for cities, counties, transit, highways, schools, and for specific special districts.

Republican Transportation Proposal: The Assembly Republican Caucus unveiled an ambitious proposal to direct \$11 billion to transportation projects. The crux of the proposal is placing a measure on the ballot that would direct the remaining High Speed Rail bonds to transportation projects. The proposal would also pay back \$2.5 billion in highway account loans made to the general fund, and redirect funds being used to pay for transportation bond debt back to transportation projects. While this proposal is intriguing, the main goal is to put an end to high speed rail, and shortchange public transit funding.

The entire package of bills is not in print yet, but here is what's out there so far:

Loan Repayment: This budget proposal would require up to \$2.5 billion in unanticipated revenue to be used to repay all remaining debts owed to transportation accounts. Unanticipated revenue would be what remains after schools and other mandated programs receive their allotment.

High Speed Rail Bonds: Assemblywoman Connie Conway has introduced AB 2650. This bill would place on the ballot redirecting remaining high speed rail bond to transportation projects. These funds would be split 40% to highway maintenance, 40% to highway construction, and 20% to port and freight infrastructure projects. The \$995 million in the bond act dedicate to regional rail projects would not be touched, as well as funding currently programmed for the bookend projects.

Gas-Tax- Swap: Assemblyman Eric Linder has introduced two spot bills, AB 2652 and AB 2653 to implement these changes to the Gas Tax Swap. Since actual language remains missing the mechanics of how this proposal redistributes \$1.5 billion annually is murky. It appears to keep in place the Swaps' exchange of sales tax for an excise tax, but the funding calculations appear to revert to the pre-Swap formulas. It does not reverse the Swap, and it maintains the allocation of funds whereby 44% is dedicated to the STIP, 44% is dedicated to city and county roads, and 12% is dedicated the SHOPP. The proposal appears to reinstate the "spillover" calculation, but these funds are directed to local streets and roads – not public transit. It also appears that transit operating allocations made through the State Transit Assistance program would be significantly reduce, if not eliminated.

Weight Fees: Assemblyman Eric Linder has introduced AB 2651. This bill would, starting on January 1, 2016, prohibit the use of truck weight fee as the source of debt payments for transportation bonds. This would free-up about \$900 million for transportation projects.



March 4, 2014

Bills	Subject	Status	NCTPA RECOMMENDED POSITION
AB 1720 (Bloom D) Vehicles: bus gross weight.	This bill would extend the sunset date for the bus axle weight exemption by one year from January 1, 2015 to January 1, 2016. This bill would also likely be used to implement any agreement reached this year on the axle weight issue.	ASSEMBLY TRANS	Recommended Position: Support
AB 2445 (Chau D) Community colleges: transportation fees.contracts.	AB 2445 make a clarifying changes in existing law to allow a community college district to impose a fee approved by the students for transportation services on a campus by campus basis. Some believe existing law limits the approval of the fee to a district wide vote.	ASSEMBLY PRINT	Recommended Position: Support
SB 1433 (Hill D) Local Agency Public Construction Act: transit design-build	This bill would repeal the sunset date on existing law that allows transit operators to utilize the design-build procurement process.	SENATE PRINT	Recommended Position: Support

Bills	Subject	Status	NCTPA ADOPTED POSITION
<p><u>AB 935</u> (Frazier D) San Francisco Bay Area Water Emergency Transportation Authority: terms of board members.</p>	<p>AB 935 would expand the Water Emergency Transportation Authority board and specify that the seats represent specified counties</p> <p>AB 935 would divvy up the appointments to WETA as follows:</p> <ul style="list-style-type: none"> • Of the Governor’s three appointees one shall be a resident of San Francisco. • The Senate Rules Committee will have two appointees that shall include a resident of Contra Costa County and a resident of San Mateo County • The Speaker of the Assembly will have two appointees that shall include a resident of Solano County and a resident of Alameda County. • Each of the County appointees shall be selected from a list of three nominees provided by the transportation authority from each county. • If a transportation authority does not submit a list of three names within 45 days of a vacancy then the Governor shall appoint a resident from the specified county. 	<p>SENATE T & H</p>	<p>WATCH</p>
<p><u>AB 1193</u> (Ting D) Bikeways.</p>	<p>AB 1193 was gutted and amended in January to create a new class of bike paths, known as a “cycle track” or “protected bikeway.” The bill would create a Class IV bikeway defined to provide a right-of-way designated exclusively for bicycle travel within a roadway and that are protected from other vehicle traffic with devices, including, but not limited to, grade separations, flexible posts, inflexible physical barriers, or parked cars.</p>	<p>SENATE T & H</p>	<p>SUPPORT</p>

Bills	Subject	Status	NCTPA ADOPTED POSITION
<p>SB 1 (Steinberg D) Sustainable Communities Investment Authority.</p>	<p>SB 1 would create a new form of tax increment financing that would allow local governments to create a Sustainable Communities Investment Authority to finance specified activities within a sustainable communities investment area.</p> <p>The Governor's Office asked the authors' of the various tax increment measures to hold-off sending these bills to his desk last year. With the Governor's IFD proposal released as part of the budget negotiations over the structure of a new tax increment financing proposal will heat-up during the budget process.</p>	Senate Floor - Inactive File	WATCH
<p>SB 792 (DeSaulnier D) Regional entities: Bay Area.</p>	<p>SB 792 sat on the Senate Appropriations Committee's Suspense File for most of 2013; however, with the changing political landscape SB 792 was moved out of Appropriations and approved by the Senate.</p> <p>This bill directs the Joint Policy Committee to prepare a regional organization plan with the goal of reducing overhead costs and integration of regional planning requirements. The plan shall be submitted to the JPC by December 31, 2014, and the JPC shall hold hearings in each county before adopting the plan by June 30, 2015.</p> <p>The bill also directs the JPC to develop community outreach policies, maintain a website, and beginning on January 1, 2014, the JPC shall review the plans and policies for implementing the sustainable communities strategy.</p>	Assembly Desk	WATCH

Bills	Subject	Status	NCTPA ADOPTED POSITION
<p>SCA 4 (Liu D) Local government transportation projects: special taxes: voter approval.</p>	<p>SCA 4 is in the Senate Committee on Appropriations. Constitutional amendments are exempt for the House of Origin deadline.</p> <p><i>SCA 4 has been amended to require a percentage of the sales tax revenue be used for projects that reduce GHG emissions from transportation sources, and require a portion of the funds used on state highway project be given to the state for future maintenance needs.</i></p> <p>This measure would amend the Constitution to lower the voter approval threshold to 55% for the imposition, extension, or renewal of a local tax for transportation projects. SCA 4 was amended to require a local measure to include the following in order to be approved with a 55% vote:</p> <ul style="list-style-type: none"> • Includes a specific list of projects and programs that will be funded and limits the use of the funds for those purposes, • Includes a requirement for annual audits, and • Requires the creation of a citizens’ oversight committee. 	SENATE APPRS	SUPPORT & SEEK AMENDMENTS
<p>SCA 8 (Corbett D) Local government transportation projects: special taxes: voter approval.</p>	<p>SCA 8 is in the Senate Committee on Appropriations. Constitutional amendments are exempt from the House of Origin deadline.</p> <p>SCA 8 is another measure that would amend the Constitution to lower the voter approval threshold to 55% for the imposition, extension, or renewal of a local tax for transportation projects. SCA 8 was also amended to require a local measure to include the following in order to be approved with a 55% vote:</p> <ul style="list-style-type: none"> • Includes a specific list of projects and programs that will be funded and limits the use of the funds for those purposes, • Includes a requirement for annual audits, and • Requires the creation of a citizens’ oversight committee. 	SENATE APPRS	SUPPORT

Bills	Subject	Status	NCTPA ADOPTED POSITION
<p>SCA 11 (Hancock D) Local government: special taxes: voter approval.</p>	<p>SCA 11 is in the Senate Committee on Appropriations. SCA 11 is an “umbrella measure” on lowering the voter threshold from 2/3 to 55% for local sales taxes and parcel taxes. This measure would lower the vote threshold for any purpose.</p> <p>SCA 11 was also amended to require the following elements in the local measure in order to be approved by 55%:</p> <ul style="list-style-type: none"> • Includes a specific list of projects and programs that will be funded and limits the use of the funds for those purposes, • Includes a requirement for annual audits, and • Requires the creation of a citizens’ oversight committee. 	<p>SENATE APPRS</p>	<p>SUPPORT</p>