

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, May 15, 2013

ITEMS

1. Call to Order

Chair Caldwell called the meeting to order at 1:36 p.m.

2. Pledge of Allegiance

Supervisor Mark Luce led the salute to the flag.

3. Roll Call

Members Present:

Voting Power

Belia Bennett	City of American Canyon	(1)
Joan Bennett	City of American Canyon	(1)
Michael Dunsford	City of Calistoga	(1)
Scott Sedgley	City of Napa	(4)
Jill Techel	City of Napa	(6)
Keith Caldwell	County of Napa	(2)
Bill Dodd	County of Napa	(2)
Ann Nevero	City of St. Helena	(1)
Peter White	City of St. Helena	(1)
John Dunbar	Town of Yountville	(1)

Members Absent:

Chris Canning	City of Calistoga	(1)
Lewis Chilton	Town of Yountville	(1)

Non-Voting Member Present:

JoAnn Busenbark	Paratransit Coordinating Council	(0)
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4. Public Comment

None.

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

MTC Commission Update

Board Member Bill Dodd

Reported on MTC activities to date.

6. Director's Update

Kate Miller, Executive Director

Provided a debriefing on the Bottle Rock event.

Reported that NCTPA and the VINE Trail are preparing a \$4 million application for FHWA TIGER funds to complete the alignment between Napa and Yountville which will include transit improvements to the agency's park and ride at Yountville, pedestrian improvements adjacent to the veteran's home and along Solano Avenue, and street improvements.

Reported this month's VINE ridership is the 5th consecutive month of double digit ridership increases. System wide there was a 20% increase. The VINE commuter routes were up 34.5% and the VINE local routes were up 18.7%. Calistoga continues to lead the pack at 307.3%

Reported that staff attended the California Transportation Commission meeting in Los Angeles to request a \$2 million supplemental STIP allocation for Jameson Canyon which was approved.

Reported that staff attended the California Transit Association Spring Legislative Conference including implementation of the federal authorization, MAP-21, and a session that included a talk about the state of transportation funding, remedies being discussed to address the issues including Cap and Trade.

7. Caltrans' Update

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

8. **CONSENT ITEMS (8.1 – 8.4)**

MOTION MOVED by DODD, SECONDED by SEDGLEY, with WHITE and B. BENNETT ABSTAINING, to APPROVE Consent Items 8.1 – 8.4. Motion Passed 18-0.

8.1 **Approval of Meeting Minutes of April 17, 2013**

8.2 **Safe Routes to School (SRTS) Project Approval**

Board action approved the Safe Routes to School project submittal.

8.3 **Approval of Third Amendment to NCTPA Agreement No. 10-23 with Mark Thomas & Company, Inc. for Work Associated with On-Call Engineering and Project Delivery Services**

Board action approved an amendment to the contract with Mark Thomas & Company, Inc. which extends the period of performance under NCTPA Agreement No. 10-23 to June 30, 2013 at no additional cost.

8.4 **Approval of Forth Amendment to NCTPA Agreement No. 10-20 with CH2MHILL, Inc. for Work Associated with On-Call Engineering and Project Delivery Services**

Board action approved an amendment to NCTPA Agreement No. 10-20 with CH2MHILL, Inc. which extends the period of performance until June 30, 2013 at no additional cost.

9. **PUBLIC HEARING**

9.1 **Public Hearing on the NCTPA FY 2013-14 Budget; Approval of Resolution No. 13-09 Adopting the NCTPA FY 2013-14 Budget; and Approval of Resolution No. 13-10 Authorizing the Filing with the Metropolitan Transportation Commission (MTC) for Allocation of Transit Development Act (TDA), State Transit Assistance (STA), and Regional Measure 2 (RM2) Funds**

Chair Caldwell opened the Public Hearing at 1:59 p.m.

Staff reviewed the proposed FY 2013-14 NCTPA Budget.

Being no Public Comment, Chair Caldwell closed the Public Hearing at 2:03 p.m.

MOTION MOVED by TECHEL, SECONDED by DODD to APPROVE (1) Resolution No. 13-09 adopting the NCTPA FY 2013-14 budget of

\$26,411,500; (2) Authorizing a Transportation Development Act (TDA) claim in the amount of \$13,495,900; (3) Resolution No. 13-10 authorizing the filing with MTC for allocation of TDA, STA, and RM2 funds; and (4) Authorizing the Executive Director or designee to sign any claims, applications or agreements in order to move funds into the Agency or to Member Agencies. **Motion Passed 20-0.**

10. REGULAR AGENDA ITEMS

10.1 Legislative Update and State Bill Matrix

Staff reviewed the monthly Legislative and State Bill Matrix

MOTION MOVED by **DODD**, **SECONDED** by **J. BENNETT** to **APPROVE** staff recommendation on pending state bills. **Motion Passed 20-0.**

10.2 Napa County Priority Conservation Area (PCA) Project Approval

Staff reviewed the final Priority Conservation Area (PCA) project list.

MOTION MOVED by **DODD**, **SECONDED** by **SEDGLEY** to **APPROVE** the final Priority Conservation Area (PCA) project list as shown below. **Motion Passed 20-0.**

Sponsor	Project Title	Project Description	Funding Request
Napa County	Suscol Headwaters Preserve Acquisition/Silverado Trail Phase G pavement preservation	The project will acquire 400 acres of wildlife habitat and open space near Skyline Park. Land acquisition outside of a transportation right of way is not an eligible FHWA expense. To facilitate funding the project, the County will fund the land acquisition with eligible fund sources, and receive a like amount of FHWA funds from the PCA program for a FHWA eligible project. The County has proposed to pave a portion of Silverado Trail and provide local funds to for land acquisition.	\$1,107,000
County of Napa	Silverado Trail Yountville-Napa Safety Improvements	Project will improve safety at Silverado Trail and Yountville Crossroad by adding intersection safety lighting, constructing pavement widening to create a merge pocket and removing vegetation to improve visibility. It will also add rumble strips down the length of Silverado Trail from Yountville Crossroad to Trancas.	\$ 143,000
County of Napa	Oak Knoll Ave. Bicycle Lanes*	Construct class II bike lanes on Oak Knoll from SR 29 to Silverado Trail.	\$1,250,000

*Back-up project

10.3 Soscol Gateway Transit Center (SGTC) Public Restroom Update

Information Only / No Action Taken

Staff provided an update on issues related to the SGTC restrooms subsequent to the reopening of the restroom to the public.

10.4 Approval of Work Authorization 1 to NCTPA Agreement No. 12-23 with Kimley-Horn and Associates Inc. for Work Associated with On-Call Professional Planning Services

Six (6) proposals were received in response to Task Order 4 seeking proposals from qualified firms under the terms of Request for Qualifications (RFQ) 2012-01 On-Call Planning Services for a Feasibility Study for a Transit Maintenance Yard and Fueling facility. After evaluation of the proposals, Kimley-Horn and Associates Inc. was selected for award of a task order contract for this study.

MOTION MOVED by **DODD**, **SECONDED** by **WHITE** to **APPROVE** Work Authorization to NCTPA Agreement No. 12-23 with Kimley-Horn and Associates Inc. for a Transit Maintenance Yard and Fueling Facility Feasibility Study in an amount not to exceed \$246,112. **Motion Passed 20-0.**

11. INTERJURISDICTIONAL ISSUES FORUM

11.1 Interjurisdictional Issues Discussion Forum and Information Exchange

No Reports Given.

12. FUTURE AGENDA ITEMS

None.

13. ADJOURNMENT

13.1 Approval of Meeting Date of June 19, 2013 and Adjournment

The next regular meeting will be held Wednesday June 19, 2013 at 1:30 p.m.

The meeting was adjourned by Chair Caldwell at 2:45 p.m.

Karalyn E. Sanderlin, NCTPA Board Secretary