

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

**Board of Directors**

**MINUTES**

**Wednesday, July 17, 2013**

**ITEMS**

**1. Call to Order**

Vice Chair Dunbar called the meeting to order at 1:40 p.m.

**2. Pledge of Allegiance**

The Pledge of Allegiance was recited at the preceding Napa Valley Transportation Authority (NVTA) meeting.

**3. Roll Call**

**Members Present:**

**Voting Power**

Leon Garcia	City of American Canyon	(1)
Joan Bennett	City of American Canyon	(1)
Jill Techel	City of Napa	(6)
Bill Dodd	County of Napa	(2)
Peter White	City of St. Helena	(1)
Lewis Chilton	Town of Yountville	(1)
John Dunbar	Town of Yountville	(1)

**Members Absent:**

Chris Canning	City of Calistoga	(1)
Michael Dunsford	City of Calistoga	(1)
Scott Sedgley	City of Napa	(4)
Keith Caldwell	County of Napa	(2)
Ann Nevero	City of St. Helena	(1)

**Non-Voting Member Absent:**

JoAnn Busenbark	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*

Introduced MTC Summer Interns, Alberto Mendoza and Zacharias Pacheco.

Reported CARB will be holding an AB 32 Scoping Plan in San Francisco on July 31st. Four of the region's congestion management agencies will represent the transportation interest, including NCTPA. The next scoping plan will focus on achieving the second goal for GHG reductions to 2050.

Reported that the VINE Route 21, service between Napa and Fairfield, was successfully launched on July 1st. NCTPA has received some very positive feedback.

Reported that the ridership on the VINE Transit is up again over June of last year by 20% overall. Calistoga and Yountville continue to show significant improvements with over 50% increase over this time last year.

**7. Caltrans' Update**

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

**8. CONSENT ITEMS (8.1 – 8.2)**

**MOTION MOVED by TEHEL SECONDED by GARCIA to APPROVE Consent Items 8.1 – 8.1. Motion Passed 13-0.**

**8.1 Approval of Meeting Minutes of June 19, 2013**

**8.2 Regional Transportation Improvement Program (RTIP) / State Transportation Improvement Program (STIP) 2014 Call for Projects**

Board action approved opening a call for projects for the 2014 Regional Transportation Improvement Program (RTIP).

9. **PUBLIC HEARING**

9.1 **Public Hearing and Approval of Proposed Service Improvements to the St. Helena VINE Shuttle Service**

Vice Chair Dunbar opened the Public Hearing at 1:50 p.m.

Staff provided a review of the proposed service improvements to the St. Helena VINE Shuttle service.

Being no Public Comment, Vice Chair Dunbar closed the Public Hearing at 2:15 p.m.

**MOTION MOVED by WHITE SECONDED by TECHEL to APPROVE** the proposed service improvements to the St. Helena VINE Shuttle service effective August 1, 2013. **Motion Passed 13-0.**

10. **REGULAR AGENDA ITEMS**

10.1 **Legislative Update and State Bill Matrix**

Kate Miller, Executive Director, reviewed the monthly Legislative Update

**MOTION MOVED by CHILTON SECONDED by WHITE to APPROVE** staff's recommendations on pending state bill as outlined and provided in Attachment 1. **Motion Passed 13-0.**

10.2 **Second Reading and Approval of NCTPA Ordinance 2013-01 Regulating Parking and Authorize the City of Napa to Issue Citations on NCTPA Property**

Janice Killion, NCTPA Legal counsel, reviewed the proposed ordinance permitting parking in NCTPA parking facilities, prohibiting smoking at the Soscol Gateway Transit Center, and restricting access to the Soscol Gateway Transit Center's Bus Bays exclusively to VINE vehicles.

**MOTION MOVED by GARCIA SECONDED by BENNET to APPROVE** the Second Reading and Adoption of Ordinance 2013-01 Regulating Parking and Authorize the City of Napa to Issue Citations on NCTPA Property. **Motion Passed 13-0.**

10.3 **Amendment No. 9 to the Joint Powers Agreement (JPA) for the Napa County Transportation and Planning Agency**

Janice Killion, NCTPA Legal counsel, provided a review of the proposed changes included in Amendment No. 9 to the JPA.

There are several “clean up” changes to Amendment 9; however, the significant changes are in Sections 4, 5 and 8 as follows:

Section 4 removes Section 4.3.1 (c) Second Non-Voting Member Appointed by the NCTPA Board. The Board has never exercised this clause and the Sub Committee felt it should be removed. Additionally, Section 4 increases the City of American Canyons voting power to four (4) votes, with each member receiving two (2) votes and changes the distribution of the City of Napa’s ten (10) votes so that each member receives five (5) votes.

Section 5 adds the power to apply for, expend and allocate all funds related to TDA Article 3 purposes, as set forth in Public Utilities Code section 99234, *et seq.*, as amended from time to time.

Section 8 adds Section 8.3.5 Advances from Member Jurisdictions. This section states that advances from member Jurisdictions may be made on a short term basis to meet operational expenses, which advances shall be repaid from the first available revenues of NCTPA.

**MOTION MOVED by WHITE SECONDED by GARCIA to APPROVE** Amendment No. 9 to the Joint Powers Agreement (JPA) and direct staff to circulate to its member jurisdictions for approval by their respective councils. **Motion Passed 13-0.**

**10.4 Approval of Resolution No. 13-12 Adopting the Priority Development Area (PDA) Planning Program of Projects for FY 2013-14 through 2015-16**

Staff reviewed the PDA Planning Program of Projects for FY 2013-14 through 2015-16 in the amount of \$750,000.

**MOTION MOVED by BENNETT SECONDED by TECHEL to APPROVE** Resolution No. 13-12 adopting the Napa County Priority Development Area (PDA) Planning Program of Projects for FY 2013-14 through 2015-16 in the amount of \$750,000. **Motion Passed 13-0.**

**10.5 Approval of NCTPA’s Overall Work Program (OWP) for FY 2013-14**

Staff reviewed the OWP for FY 2013-14. Board Member Garcia requested that staff provide a mid-year update on the status of projects included in the OWP.

**MOTION MOVED by BENNETT SECONDED by WHITE to APPROVE** the Agency’s Overall Work Program (OWP) for FY 2013-14 and directed

staff to provide a mid-term update on the status of projects included in the OWP. **Motion Passed 13-0.**

**10.6 Discontinue Service by the Route 29 to the Imola Park and Ride Lot and Re-Route to the Soscol Gateway Transit Center**

Staff updated the Board on the discontinuation of service by the Route 29 to the Imola Park and Ride Lot and Re-Route to the Soscol Gateway Transit Center.

Elise B., Napa Resident, spoke in support of keeping the Route 29 service at the Imola Park and Ride Lot.

**MOTION MOVED by WHITE SECONDED by DODD to APPROVE** discontinuing service by the Route 29 to the Imola Park and Ride lot and to re-route the service to the Soscol Gateway Transit Center (SGTC) as of September 2, 2013. **Motion Passed 13-0.**

**10.7 Adoption of FY 2013–2022 Short Range Transit Plan (SRTP)**

Every four years the agency develops and adopts its Short Range Transit Plan (SRTP). The SRTP is used by the agency to help determine the most efficient and effective use of current and future resources to meet existing and future projected transit needs for the residents of Napa County. This planning effort involves a thorough assessment of system performance, financial data, and community input to inform the short-term needs of the agency from FY 2013-FY 2022. The plan provides a comprehensive overview of transit operations in the County, establishes service standards, and outlines a service plan to focus available operating and capital resources.

**MOTION MOVED by WHITE SECONDED by GARCIA to APPROVE** adopting the FY 2013-2022 Short Range Transit Plan (SRTP). **Motion Passed 13-0.**

**10.8 VINE Route Restructure Nine (9) Month Update**

*Information Only / No Action Taken*

Staff provided an update on the VINE Route Restructure and provided a summary of additional service adjustments to improve system reliability.

**11. INTERJURISDICTIONAL ISSUES FORUM**

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

No Reports Given.

**12. FUTURE AGENDA ITEMS**

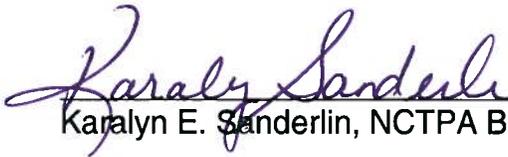
None.

**13. ADJOURNMENT**

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

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

The meeting was adjourned by Vice Chair Dunbar at 2:23 p.m.

  
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Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED