



625 Burnell Street, Napa CA 94559

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

**Board of Directors**

**MINUTES**

**Wednesday, October 15, 2014**

**ITEMS**

**1. Call to Order**

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

**2. Pledge of Allegiance**

Chair Dunbar led the salute to the flag.

**3. Roll Call**

**Members Present:**

**Voting Power**

Belia Ramos	City of American Canyon	(2)
Leon Garcia	City of American Canyon	(2)
James Barnes	City of Calistoga	(1)
Chris Canning	City of Calistoga	(1)
Scott Sedgley	City of Napa	(5)
Jill Techel	City of Napa	(5)
Keith Caldwell	County of Napa	(2)
Mark Luce	County of Napa	(2)
Peter White	City of St. Helena	(1)
John Dunbar	Town of Yountville	(1)

**Members Absent: None**

Ann Nevero	City of St. Helena	(1)
Lewis Chilton	Town of Yountville	(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 Commissioner's Update*

No Updates Given

*Board Member's Update*

Board Member Canning thanked NCTPA and Caltrans staff for advocating on behalf of the City of Calistoga to hold their first Harvest Dinner in downtown Calistoga on Lincoln Avenue/Highway 29 on September 7<sup>th</sup>, 639 people attended the event.

*Chairperson's Update*

Chair Dunbar reported on the September 3, 2014 Jameson Canyon Widening Project Ribbon Cutting Ceremony held at Jameson Ranch Vineyard.

**6. Director's Update**

*Kate Miller, Executive Director*

Reported that across the entire VINE transit system, ridership increased 33% over last year's ridership (as shown in Handout 2)

Reported the agency was awarded \$3.6 million from the Active Transportation Program Grant to complete the Oak Knoll segment of the Vine Trail. This segment will connect the City of Napa's Class 1 trail at Redwood Road to the existing Yountville mile at Washington.

Reported that the Jameson Canyon Ribbon Cutting ceremony was held on September 3<sup>rd</sup>. There were enough remaining funds in the project to repave Lynch Road in Napa County which served as an access and staging area for the Jameson contractors.

Reported that a soft launch of the Clipper Card payment system will begin October 20<sup>th</sup> with the expectation for it will go live and be available to the public on November 3<sup>rd</sup>.

Reported that the new Hub Signage has been installed at the transit center – on the bus islands there is video signage which provides status of approaching buses. There is also wayfinding signage in various locations as well as a kiosk where staff can post information about upcoming meetings and other information of interest to riders and the general public.

Reported that the agency joined the California Association of Councils of Governments (CalCOG), which is an advocacy and information-based organization partnering with Caltrans and the CTC to inform policy makers on transportation and land use issues.

Announced that Debbie Schwarzbach retired on August 15th. Debbie worked for NCTPA for 14 years in a number of capacities including the transit ambassador program.

Announced that staff member Justin Paniagua and his wife, Deven welcomed the newest member of the NCTPA team into the world, Declan Paniagua, on August 8.

**7. Caltrans' Update**

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

**8. PRESENTATION AND COMMENDATION**

**8.1 Chair Dunbar presented Jo Ann Busenbark with a plaque in recognition of her years of service as an NCTPA Board Member representing the Paratransit Coordinating Council.**

**9. CONSENT ITEMS (9.1 - 9.6)**

**MOTION MOVED by GARCIA SECONDED by WHITE to APPROVE, with RAMOS ABSTAINING, Consent Items 9.1. Motion Passed 20-0.**

**MOTION MOVED by GARCIA SECONDED by WHITE to APPROVE Consent Items 9.2-9.6. Motion Passed 22-0.**

**9.1 Approval of Meeting Minutes of July 16, 2014**

**9.2 Active Transportation Advisory Committee (ATAC) Member Appointment**

Board action approved the appointment of Eric Hagyard to the ATAC representing the City of Napa.

**9.3 NCTPA's Overall Work Program for FY 2014-15**

Board action approved NCTPA's Overall Work Program for FY 2014-15.

**9.4 Resolution No. 14-18 Establishing a Depository Account with Bank of Marin and Appointing Signatories**

Board action 1) approved Resolution No. 14-18 authorizing the Executive Director to establish a depository (checking) account with Bank of Marin and (2) authorized the Executive Director to appoint signatories for the account as appropriate.

**9.5 Resolution 14-19 Authorizing the Filing of an Application for Federal Transit Administration (FTA) Formula Program and Surface Transportation Program Funds**

Board action approved Resolution 14-19 authorizing the Executive Director or her designee to file and execute applications with the Metropolitan Transportation Commission (MTC) for MTC's Transit Capital Priorities Program for Federal FYs 2014-15 and 2015-16 Federal Transit Administration (FTA) Section 49 USC 5307, 5310 and Section 5339 and Cycle 2 Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) Transit Capital Rehabilitation program funds in the amount of \$3,296,039.

**9.6 Resolution No. 14-20 Authorizing the Executive Director to Enter into an Agreement with the Bay Area Climate Collaborative, ABM, and ChargePoint to Install Electric Vehicle Charging Stations at the Soscol Gateway Transit Center (SGTC) and Yountville Park and Ride**

Board action approved Resolution 14-21 authorizing the Executive Director to execute an agreement with the Bay Area Climate Collaborative, ABM, and ChargePoint to install three electric vehicle charging stations at the Soscol Gateway Transit Center (SGTC) and two electric vehicle charging stations at the Yountville Park and Ride with grant funds from the California Energy Commission.

**10. REGULAR AGENDA ITEMS**

**10.1 Approval of Work Authorization No. 2 to NCTPA Agreement No. 12-18 with Fehr & Peers for Work Associated with the Napa Countywide Pedestrian Plan**

Task Order 5 was issued August 8, 2014 to the eight (8) qualified firms under the terms of RFQ 2012-01 On-Call Planning Services for a Napa Countywide Pedestrian Plan. Three proposals were received. After evaluation and negotiation of the proposal, staff recommended that Fehr & Peers be awarded a task order contract for this plan in the amount of \$292,959.

**MOTION MOVED** by CALDWELL **SECONDED** by GARCIA to **APPROVE** Work Authorization No. 2 to NCTPA Agreement No. 12-18 with Fehr & Peers for the Napa Countywide Pedestrian Plan in the amount not to exceed \$292,959. **Motion Passed 22-0.**

## **10.2 Final Report on the State Route 29 (SR29) Gateway Corridor Improvement Plan Study**

A review of the Final State Route 29 (SR20) Gateway Corridor Improvement Plan Study was provided Board discussion and acceptance.

Public Comment was provided by the following individuals:

Chuck McMinn, Vine Trail Coalition, proposed a complete streets mitigation measure that recommended that the project include revenues to build a segment of the Vine Trail bicycle and pedestrian route between south Kelly Rd and Soscol Ferry Rd to as provided in Handout 5 (distributed at the meeting).

Joel King, Napa Bike Coalition, suggested that Caltrans should provide mitigation for not following the Napa Bike Plan on Class 2 lanes on Highway 29.

**MOTION MOVED** by **GARCIA** **SECONDED** by **CALDWELL** to **APPROVE** acceptance of the SR29 Gateway Corridor Improvement Plan Study final report. **Motion Passed 22-0.**

## **10.3 2015 Federal and State Legislative Program and Project Priorities**

Staff provided a review of the proposed 2015 Federal and State Legislative Program and Project Priorities.

**MOTION MOVED** by **CALDWELL** **SECONDED** by **BENNETT** to **APPROVE** the 2015 State and Federal Legislative Advocacy programs. **Motion Passed 22-0.**

## **10.4 Federal and State Legislative Update and State Bill Matrix**

The Board will received the Federal Legislative updates from Steve Palmer, Van Scoyoc Associates, and the State Legislative update from Steve Wallauch, Platinum Advisors.

## **11. FUTURE AGENDA ITEMS**

None

## **12. CLOSED SESSION**

Chair Dunbar, announced that the Board would be adjourning to closed session for the items as noted in the agenda (Conference with Real Property Negotiator) and that no reportable action is expected.



Adjourned to Close Session at 3:20 p.m.

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

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

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

Property: APN 007-082-004  
Agency Negotiator: Kate Miller, Executive Director  
Negotiating Parties: Michael D. Mario  
Under Negotiation: Price and terms of payment

Property: APN 007-082-001 and APN 007-082-002  
Agency Negotiator: Kate Miller, Executive Director  
Negotiating Parties: New East Frontiers, Inc., Daniel Su  
Under Negotiation: Price and terms of payment

Property: APN 035-110-028  
Agency Negotiator: Kate Miller, Executive Director  
Negotiating Parties: Arthur J. & Judith A. Housely  
Under Negotiation: Price and terms of payment

Property: APN 034-210-001, APN 034-200-009 and APN 007-322-005  
Agency Negotiator: Kate Miller, Executive Director  
Negotiating Parties: Napa Valley Wine Train, Inc., Tony Giaccio  
Under Negotiation: Price and terms of payment

Adjourned to Open Session at 3:34 p.m.

Chair Dunbar, reported there was no reportable action associated with the closed session item.

**13. ADJOURNMENT**

**11.1 Approval of Regular Meeting Date of November 19, 2014 and Adjournment**

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

The meeting was adjourned by Chair Caldwell at 3:34 p.m.

*Karalyn E. Sanderlin*  
Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED