

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, October 16, 2013

ITEMS

1. Call to Order

Chair Caldwell called the meeting to order at 1:34 p.m.

2. Pledge of Allegiance

Chair Caldwell led the salute to the flag.

3. Roll Call

Members Present:

Voting Power

Leon Garcia	City of American Canyon	(1)
Joan Bennett	City of American Canyon	(1)
James Barnes	City of Calistoga	(1)
Chris Canning	City of Calistoga	(1)
Scott Sedgley	City of Napa	(4)
Jill Techel	City of Napa	(6)
Keith Caldwell	County of Napa	(2)
Ann Nevero	City of St. Helena	(1)
Peter White	City of St. Helena	(1)
Lewis Chilton	Town of Yountville	(1)
John Dunbar	Town of Yountville	(1)

Members Absent:

Bill Dodd	County of Napa	(2)
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Non-Voting Member Present:

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

No Reports Given.

6. Director's Update

Kate Miller, Executive Director

Reported that at the last Board meeting, Board Member Nevero requested that staff add an item on the agenda this month to discuss the VINE Route 29. After meeting with Mayor Nevero about all the services provided on SR 29, it was determined that the report was no longer necessary.

Reported that on October 4, 2013 Staff worked with its consultant Fehr and Peers to solicit surveys at 15 wineries throughout Napa Valley. The efforts garnered almost 200 surveys which will be used to augment data for the Travel Behavior Survey

Reported that the new GFI farebox system continues its excellent performance. There have been a number of comments from riders about the new transfers. Our policy has always been that transfer last one hour. When riders board now and request a transfer, transfers are issued by the farebox which encodes the time and the route. In order to board a bus with a transfer, riders insert them into the farebox. If the transfer has been used, or used on the same route, and has expired after one hour, the farebox will not accept it.

Reported that Veolia Transportation, which is a world-wide transportation company, recently awarded its Napa operation two safety awards. One award was the Safety Performance Award which is awarded to Transit Divisions for being the safest location. Veolia Napa was also the only recipient of the Safety Culture Award in the transit division.

Reported to celebrate the completion of the Napa side of Jameson Canyon/SR 12 in December, a soft opening celebration is being planned for early December. Staff will provide details as they continue to develop.

Reported that the Board retreat originally planned for the November 20th Board Meeting, has been pushed back to January to accommodate board members attending the CSAC conference.

Reported that Transit ridership continues to increase by double digits system wide and that ridership on the St. Helena Shuttle is up 46.9% - subsequent to recent service changes.

Reported that Staff is working with the Napa Chamber of Commerce and Solano Napa Commuter Information to help employers with over 50 employees in Napa County to comply with SB 1339, the Bay Area Commuter

Benefits Program. A meeting is being planned that will be held at the Chamber in November.

Announced that Danielle Schmitz has been promoted to senior planner. Danielle started with NCTPA in January of 2008 after graduating from UCLA with a degree in Geography and Environmental Studies and a minor in Public Policy and Urban Planning. Danielle has shown her ability to be a hard worker and a collaborative team member and has made a number of key contributions including the One Bay Area Program, the Priority Development Area Investment and Growth Strategy, the Napa subregion's Regional Housing Need Allocation and more recently the Travel behavior Study.

7. Caltrans' Update

Ahmad Rahimi, Caltrans, provided an update on the status of various projects located throughout the county. Executive Director Miller requested that Mr. Rahimi add Hopper Creek Bridge repairs to the report.

8. PRESENTATION

8.1 A Tour of the New VINE Buses will be Provided

Board members toured new VINE fleet buses.

9. CONSENT ITEMS 9.1- 9.4)

MOTION MOVED by CANNING SECONDED by GARCIA to APPROVE Consent Items 8.1-8.3 and 8.5-8.9. Motion Passed 20-0.

9.1 Approval of Meeting Minutes of September 18, 2013

9.2 Approval of Resolution No. 13-19 Adopting the Transportation Fund for Clean Air (TFCA) Program Manager Final List of Projects for FYE 2014

Board action approved Resolution No. 13-19 adopting the list of projects for the TFCA FYE 2014 Program Manager Funds allocating \$198,756.

9.3 Approval of an Agreement with GFI Genfare, a Division of SPX Corporation, for the Automated Fare Management Point of Sale (POS) and Inventory Management System

Board action authorized the Executive Director to piggyback upon a contract between Gold Coast Transit and GFI Genfare, a division of SPX Corporation, and enter into an agreement with GFI Genfare for the purchase and installation of an automated fare management point of sale and inventory management system in an amount not to exceed \$70,000.

10. **REGULAR AGENDA ITEMS**

10.1 **Legislative Update and State Bill Matrix**

Information Only / No Action Taken

The Board received the monthly Federal and State Legislative Update.

10.2 **Approval of Resolution No. 13-20 Authorizing the Submittal of an Application for 2014 State Transportation Improvement Program (RTIP) Funding**

Board action authorized the submittal of an application to the Metropolitan Transportation Commission (MTC) applying for RTIP funds in the amount of \$8.921 million.

MOTION MOVED by GARCIA SECONDED by TECHEL to APPROVE Resolution No. 13-20 authorizing the submittal of an application to the Metropolitan Transportation Commission (MTC) applying for RTIP funds in the amount of \$8.921 million in three categories: (1) Planning, Programming and Monitoring - \$165,000; (2) Other Funds - \$8.051 million for Capital Improvement Projects; and (3) \$705,000 in State Transportation Improvement Program (STIP) Reserve. **Motion Passed 20-0.**

11. **INTERJURISDICTIONAL ISSUES FORUM**

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

Board Members are encouraged to share specific new projects with interjurisdictional impacts.

Janice Killion, NCTPA Legal Council, announced that the Board would be adjourning to closed session for the one item as noted in the agenda (Public Employee Performance Evaluation).

Adjourned to Closed Session at 2:40 p.m.

12. **CLOSED SESSION**

12.1 **PUBLIC EMPLOYEE
PERFORMANCE EVALUATION
(Government Code Section 54957)**

Title: Executive Director

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

Janice Killion, NCTPA Legal Council, reported out that the Board created an Ad Hoc committee for the purpose of Executive Director evaluation, consisting of the Chair and Mayors of St. Helena and Napa (Keith Caldwell, Ann Nevero and Jill Techel).

13. FUTURE AGENDA ITEMS

13.1 Discussion of Topics for Next Meeting.

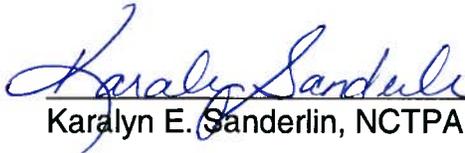
None.

14. ADJOURNMENT

14.1 Approval of Meeting Date of November 20, 2013 and Adjournment

The next regular meeting will be held Wednesday November 20, 2013 at 1:30 p.m.

The meeting was adjourned by Chair Caldwell at 3:21 p.m.



Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED