

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, June 16, 2010

ITEMS

1. Call to Order

Chair Jim Krider called the meeting to order at 1:30 p.m.

2. Pledge of Allegiance

Chair Krider led the salute to the flag.

3. Roll Call

Members Present:

Leon Garcia	City of American Canyon
Joan Bennett	City of American Canyon
Michael Dunsford	City of Calistoga
Jack Gingles	City of Calistoga
Jim Krider	City of Napa
Jill Techel	City of Napa
Bill Dodd	County of Napa
Keith Caldwell	County of Napa
Del Britton	City of St. Helena
Lewis Chilton	Town of Yountville
Cynthia Saucerman	Town of Yountville

Non-Voting Member Present:

JoAnn Busenbark	Paratransit Coordinating Council
-----------------	----------------------------------

Members Absent:

Sharon Crull	City of St. Helena
--------------	--------------------

4. Public Comment - None

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

*MSC - Motioned, Seconded, and Unanimously Carried

No Reports Given

6. Directors Update

Paul W. Price, Executive Director

Reported staff is preparing a reply to the 2010 Grand Jury Report and will bring to the Board in July for their review and approval to release.

Reported door hangers for Routes 29 and 1C will be dropped the week of June 23rd to Napa County residents.

Reported ridership on Route 29 has more than doubled in the last two (2) months and continues to show some dramatic improvements in ridership due to the extensive marketing campaign and route revisions.

Reported four (4) new busses for the VINE fleet will go into production the week of June 23rd with delivery expected of September 2010 and placement into service in September/October 2010. These are replacement vehicles for the aging VINE fleet.

Reported staff is currently working with consultants on route revisions to the American Canyon Transit (ACT) system. ACT revisions are to be finished up this fall in time for the opening of the American Canyon High School. Service revisions will also occur in Calistoga, the Cities of Napa and St. Helena.

Announced that NCTPA has been awarded a \$50,000 Job Access Reverse Commute (JARC) grant which it will be using to match the State grant for the provision of serviced for the Agriculture Workers Vanpool Program (AWVP) program. The JARC grant will free up other local funds (were to be used for the AWVP) that now can be used for other purposed

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)

MSC* DUNSFORD / GARCIA to APPROVE Consent Item 8.1 – 8.6.

8.1 Legislative Report June 2010

8.2 Approval of Meeting Minutes of May 19, 2010

Board action approved the meeting minutes of May 19, 2010.

*MSC - Motioned, Seconded, and Unanimously Carried

8.3 Approval of Resolution No. 10-17 Amending NCTPA FY 09/10 Budget transferring \$150,000 from fund 2100 to fund 2060

Board action approved transferring \$150,000 from fund 2100 to fund 2060. This transfer is for administrative purposed and has zero impact on the Agency's overall budget.

8.4 Approval of Resolution No. 10-18 Adopting FY 10/11 Blanket Purchase Orders (BPO's) for Planning and Transit Services

Board action approved FY 10/11 blanket purchase orders (BPO) for the Planning (CMA) and Transit fund for various vendor services.

8.5 Legal Services Request for Proposals (RFP) No. 10-03

Board action (1) authorized the release, subject to approval by legal counsel, of a request for proposal (RFP) No. 10-03 for legal services, (2) authorized the Executive Director to select the appropriate consultant, and (3) extended board authorization to the Executive Director to enter into an agreement for these services.

8.6 Approval to Release an Invitation for Bid (IFB) for On-Site Bus Production Inspection Services

Board action approved and authorized the Executive Director to release of an Invitation for Bid (IFB) for on-site bus production inspection services for the production of up to five buses at the New Flyer factory in Minnesota.

9. REGULAR AGENDA ITEMS – TRANSPORTATION

9.1 Public Hearing on the Potential Discontinuation of the VINE Route 11 Service

Staff reviewed ridership analysis, performance goals, marketing campaigns and promotions, as well as, past Board discussions on the VINE Route 11 service.

Chair Krider opened the Public Hearing at 2:00 p.m.

Being there were no comments, Chair Krider Closed the Public Hearing at 2:00 p.m.

Board Member Britton received requests from two parents urging the board to continue Route 11 as they are enrolling their children in Cardinal Newman and Ursuline schools in the fall. In addition, Board member

Britton requested further discussion on alternate modes of transportation for this service area.

MSC* TECHEL / BENNET to APPROVE discontinuation of the VINE Route 11 effective July 30, 2010.

9.2 Discontinuation of the FlexRIDE Service

A Public Hearing on the Potential Discontinuation of the VINE FlexRIDE Service was held at the April 21, 2010 NCTPA Board meeting. Staff stated that NCTPA received one additional comment, via email, from Ms. Rhonda Daniels, Community Resource Manager, Moving Forward Towards Independence, urging the Board to reconsider discontinuing the FlexRIDE service as many of her clients use it on a weekly basis. After discussion with staff it was determined that clients of Moving Forward Towards Independence could use the VINE Go service.

With No additional comments received during the comment period, the Board took action to discontinue the FlexRIDE effective July 31, 2010 and terminate its Lifeline funding agreement with the Metropolitan Transportation Commission (MTC).

MSC* CHILTON / DODD to APPROVE the discontinuation of the VINE FlexRide service effective July 31, 2010, direct the Executive Director to implement an outreach plan to notify current FlexRide passengers and the public, and to terminate the Lifeline funding agreement with the Metropolitan Transportation Commission.

9.3 Nomination and Selection of Chair and Vice Chair for FY 10/11

The nominating committee composed of Board members Dodd, Garcia, and Techel reported its recommendation of Napa Council Member Jim Krider as Chair and Napa County Supervisor Keith Caldwell as Vice Chair for NCTPA for FY 10/11.

MSC* GINGLES / GARCIA to APPROVE Napa Council Member Jim Krider as Chair and Napa County Supervisor Keith Caldwell as Vice Chair for NCTPA for FY 10/11.

9.4 Approval of Resolution No. 10-19 Authorizing the Filing of an Application for Federal Transit Administration (FTA) Section 5309 Federal Transit Administration Discretionary Bus and Bus Facilities "State of Good Repair Initiative" Program Funds

NCTPA is an eligible project applicant for FTA Section 5309 State of Good Repair Initiative funds. If successful in securing these competitive

Federal funds, NCTPA would use the funds towards the purchase of four (4) replacement vehicles for the VINE fleet.

DODD / TECHEL to APPROVE a Resolution No. 10-19 authorizing the filing of an application for a competitive Federal Transit Administration (FTA) grant in the amount of \$1,936,000 with funds to be used towards the purchase of four alternative fuel buses.

9.5 Approval of Resolution No. 10-20 Authorizing the Filing of An Application for Federal Transit Administration (FTA) Section 5307 and Surface Transportation Program Funding

The Metropolitan Transportation Commission (MTC) requires project sponsors applying for Federal Transit Administration (FTA) funding to submit a Resolution from the appropriate governing board authorizing the application and expenditure of funds. NCTPA uses FTA funds to support operations of the VINE and VINE Go transit systems. Board action approved filing an application for FTA Section 5307 and Surface Transportation Program Funding in the amount of \$1,812,282 for VINE and VINE Go operations in FY 10/11.

GARCIA / GINGLES to APPROVE Resolution No. 10-20 authorizing the filing of an application for Federal Transit Administration (FTA) Section 5307 and Surface Transportation Program Funding in the amount of \$1,812,282 for VINE and VINE Go operations in FY 10/11.

9.6 Senate Bill 83 – Local Vehicle Licensing Fee (VLF) - Funding for Local Transportation Projects

Consultants from the firm of Fairbank, Maslin, Maullin, Metz & Associates reviewed results and recommendations from the survey conducted May 12-13, 2010.

MSC* BENNETT / GARCIA to APPROVE that the Board (1) receive and file for later reference the information garnered from the survey, (2) not pursue a vehicle licensing fee for the November 2010 election, and (3) consider giving staff direction in consideration of a future "Transportation Infrastructure Sales Tax" at such time that the current Flood Control Sales Tax is or can be retired.

10. INTERJURISDICTIONAL ISSUES FORUM

10.1 Napa County Commission for Arts and Culture (NCCAC) Appointment

*MSC - Motioned, Seconded, and Unanimously Carried

Board action appointed a new member to the Napa County Commission for Arts and Culture.

MSC* BENNETT / GARCIA to **APPROVE** the appointment of Elizabeth Ann Putman of American Canyon to the NCCAC Commission as an at-large member.

10.2 Napa County Commission for Arts and Culture (NCCAC) Report

At the request of Chair Krider, Item 10.2 was pulled for discussion at a future date.

10.3 Interjurisdictional Issues Discussion Forum and Information Exchange

No reports given.

11. **ADJOURNMENT**

11.1 Approval of Next Regular Meeting Date of Wednesday July 21, 2010 and Adjournment

The next meeting will held in the NCTPA Conference Room on Wednesday July 21, 2010.

The meeting was adjourned by Chair Krider at 2:33 p.m.