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Bicycle Advisory Committee (BAC)

***** SPECIAL MEETING *****

AGENDA

Monday, November 26, 2012

5:00 PM (PDT)

**NCTPA Conference Room
707 Randolph Street, Suite 100
Napa CA 94559**

General Information

All materials relating to an agenda item for an open session of a regular meeting of the Bicycle Advisory Committee (BAC) which are provided to a majority or all of the members of the BAC by BAC members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the BAC, 707 Randolph Street, Suite 100, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for Napa County Transportation and Planning Agency (NCTPA) holidays. Materials distributed to a majority or all of the members of the BAC at the meeting will be available for public inspection at the public meeting if prepared by the members of the BAC or staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

Members of the public may speak to the BAC on any item at the time the BAC is considering the item. Please complete a Speaker's Slip, which is located on the table near the entryway, and then present the slip to the BAC Secretary. Also, members of the public are invited to address the BAC on any issue not on today's agenda under Public Comment. Speakers are limited to three minutes.

This Agenda shall be made available upon request in alternate formats to persons with a disability. Persons requesting a disability-related modification or accommodation should contact the Administrative Assistant, at (707) 259-8631 during regular business hours, at least 48 hours prior to the time of the meeting.

This Agenda may also be viewed online by visiting the NCTPA website at www.nctpa.net, click on Minutes and Agendas – BAC or go to www.nctpa.net/bod-c/adv-committees/bac.html

ITEMS

1. Call to Order
2. Approval of Meeting Minutes – October 22, 2012
3. Chair and Member Comments
4. Staff Comments
5. Public Comments

Member Agencies: Calistoga, St. Helena, Yountville, City of Napa, American Canyon, County of Napa
Napa County Transportation & Planning Agency
Napa Valley Transportation Authority

REGULAR AGENDA ITEMS

RECOMMENDATION

6. Approve Bicycle Advisory Committee (BAC) Restructure and By-Law Changes

ACTION

BAC will recommend to the NCTPA Board the approval of the restructure and by-law changes needed to transform the Committee into the Active Transportation Advisory Committee (ATAC).

7. Approval of Next Regular Meeting on December 24, 2012, 5:30 PM (local time) and Adjournment

APPROVE

BICYCLE ADVISORY COMMITTEE (BAC)

as of November 26, 2012

Barry Christian

Mike Costanzo

Dieter Deiss
(Vice Chair)

Kelli Felker

Keith Kimbrough

Joel King

Mark Lucas

Brett Risley

Paul Wagner
(Chair)

Richard Warren, Jr.

**NCTPA BAC MEETING MINUTES
OCTOBER 22, 2012**

The meeting was called to order by chair Paul Wagner at 5:10 pm. The minutes of the September 24 meeting were approved.

Public Comments: Gabby Gonzalez of NCOE stated that 14 Napa County schools participated in International Walk to School Day. Browns Valley School won with the most student participation. Once a month, there is a walk and roll to school activity. The Napa Film Festival is showing "Rising from the Ashes" about bicycling in Rwanda. There will be a potluck for the Team Rwanda riders at NCOE on Sunday, November 4 at 4 pm.

Vine Transit System Changes: NCTPA is relocating to the new transit center on Soscol on December 3. The Pearl Ave transfer station will go away, replaced by the new transit center. This will allow for more efficient bus routes and transfers between routes. Routes and fares will change and some buses will run more often. The committee discussed allowing more than 2 bikes on a bus. NCTPA is looking at getting buses that hold 3 bikes in front, but there could be regulatory constraints. Is it possible to put bikes in the buses as is done in Europe? Napa's buses may not be big enough for that, but NCTPA will look into it for the route 10 bus.

Solano Avenue Bike Path: Herb Fredricksen has been hired as part time staff to manage this project. NCTPA is putting out solicitations to all on call contractors and hopes to have a contractor soon to do the full design and environmental review.

TDA-3 Look Ahead: Eliot will look at how we've distributed TDA-3 funds to bike and pedestrian projects to see which mode has gotten what share of the funding. We discussed integrating pedestrian projects into this funding source. Pedestrian projects can be very expensive. Do we need a pedestrian plan? We can't think of any agency that has one. The committee asked if there were any data on where the most dangerous pedestrian crossings were. We agreed that crossing Hwy 29 is dangerous. SRTS has money available for both bike and pedestrian projects and has funding for both programs and infrastructure.

Vine Trail(VT)Update: There are more trails in Napa County than just the 1 mile in Yountville that has been designated as Vine Trail. There are about 14 miles of trails along the VT route that may not meet the VT standards yet but should be part of the trail someday. The Vine Trail is looking at how to make these sections part of the VT. The Vine Trail celebrated their birthday in October, and Eliot got an award.

Bike Project Status Update: NCTPA may have a solution for the soil mitigation problems that would have delayed the California class II bike lane. The City of Napa has applied for a \$125K grant for a trail bridge over Toluca Creek. The Saratoga Avenue extension is being built with class II lanes. The city has started work on Lincoln Ave., and the class II lanes there could be built by the end of the year. Trower Ave will be getting a road diet and new bike lanes soon.

There was discussion of St. Helena not having adopted the updated bike plan yet and not having a BAC. The Girl Scouts are having a candidate's forum in St Helena and want to ask about biking so maybe this will put more pressure on the City. The City has not yet adopted a new general plan. Eliot has talked to the planning director and thinks they will adopt the bike plan soon. They are still working on getting a BAC but it may not happen soon. Calistoga and the VT want St Helena to adopt a plan that includes the VT going north to Calistoga.

BAC Name and By-law Changes: The bylaws already included bike/pedestrian in most places, and the Committee's name could be changed to Bike and Pedestrian Advisory Committee with a few minor changes to the bylaws. Consideration needs to be given about the membership of the committee to reflect the new emphasis on pedestrian along with bicycles. The committee could expand to include new members who would be pedestrian advocates or keep the same number of members with some being pedestrian advocates. There are 2 openings on the committee now, and 3 current members have their terms expire at the end of the year. The Committee indicated that it is not in favor of adding more members, and could leave it up to the member agencies to appoint people they feel would represent bike and pedestrian issues. NCTPA could inform its member agencies about the changes to the committee and let them appoint who they see fit with outreach to seniors, runners, etc.

MTC requires that counties include pedestrian considerations in public outreach/committees. Most counties do this by having a bike/pedestrian committee. MTC has an active transportation committee. Many felt that "active transportation" better reflected all of the interests of the County. There was some talk about multi-modal. Active Transportation would include bike, pedestrian, wheel chairs, roller blade, skateboard, etc. Eliot will look into the different forms of transportation and come up with guidelines of what to include in the by-laws. NCTPA could help current members of the committee become educated on pedestrian and other transportation issues. There is a concern about competing interests fighting for limited funds.

It was moved to change the name of the committee to the Active Transportation Advisory Committee and to make changes in the by-laws to reflect this. The motion carried, and Eliot will come back with by-law changes to be approved.

The next meeting will be on Monday, November 26 at 5 pm.

The meeting was adjourned at 6:40 pm.

BY-LAWS OF THE NCTPA

BICYCLE ACTIVE TRANSPORTATION ADVISORY COMMITTEE

ARTICLE I. NAME

Section 1.

The name of this organization shall be the Bicycle-Active Transportation Advisory Committee, hereafter called the BAGATAC.

ARTICLE II. AUTHORIZING AGENCY

Section 1.

The Napa County Transportation Planning Agency, pursuant to the Metropolitan Transportation Commission MTC Resolution No. 2179, Revised, authorizes the establishment of the BAGATAC and shall approve all appointments to the BAGATAC, the BAGATAC by-laws, and all amendments to the BAGATAC by-laws.

ARTICLE III. PURPOSE

Section 1.

The BAGATAC shall act to advise the NCTPA on the development of bicycle/pedestrianActive Transportation facilities, including bicycle and pedestrian facilities as an-alternative modes of transportation. The BAGATAC shall review and/or prioritize Transportation Development Act (TDA), Article 3, Pedestrian/BicycleActive Transportation Projects-projects and participate in the development and review of comprehensive bicycle, pedestrian and active -planstransportation plans.

Section 2.

The BAGATAC review process shall ensure that bicycle/pedestrianActive Transportation projects within the Cities and County of Napa: promote and encourage bicycle use ef for commute, shopping, and personal trips; promote and encourage walking; reduce motor vehicle trips; reduce motor vehicle miles traveled; reduce motor vehicle congestion; and promote air quality.

ARTICLE IV. MEMBERSHIP

Section 1.

The **BAGATAC** shall be composed of ~~bicycle/pedestrian~~Active Transportation enthusiasts advocates who live or work in the Cities or County of Napa.

Section 2.

Voting privileges are vested exclusively in the **BAGATAC** members. Voting members of the **BAGATAC** will be representatives of the incorporated Cities and the County. Nominations for the **BAGATAC** shall be requested from the member jurisdictions. It is intended that the **BAGATAC** shall include representatives from each jurisdiction equal to the number of votes that jurisdiction has on the NCTPA Board. In the event that a jurisdiction cannot forward a sufficient number of nominees or a nominee does not qualify then a member may be appointed by the Board without a nomination from the jurisdiction and without regard to the individual's jurisdiction of residence. At no time shall fewer than four (4) of the six (6) jurisdictions be represented. Each member of the **BAGATAC** shall have one (1) vote.

Section 3.

Non-voting members of the **BAGATAC** may consist of a representative from each of the jurisdictions' planning and public works staff, MTC, Caltrans, and the public at large.

Section 4.

Voting membership shall be derived from an eligibility list provided by each jurisdiction and appointed to the **BAGATAC** by the NCTPA Board for a period of three (3) years. Should it occur that an insufficient number of eligible candidates are provided by the jurisdictions, the **BAGATAC** may then make recommendations to the NCTPA Board for appointments in keeping with Article IV, Section 2.

Section 5.

If and when vacancies occur, they must be filled according to Article IV., Sections 2 and 4.

Section 6.

The NCTPA shall, under direction of the Board of Directors, provide staff and organizational support to the **BAGATAC**.

ARTICLE V. ORGANIZATION

Section 1.

The elected officers of the BAGATAC will be:

- a. Chair
- b. ~~Vice-chair~~Chair

ARTICLE VI. OFFICERS

Section 1.

The BAGATAC shall, at the first meeting of the calendar year, nominate and elect annually the Chair and the Vice-chair for one (1) calendar year term.

Section 2.

The Chair shall preside over all meetings and have general direction and control over the activities of the BAGATAC.

Section 3.

The Vice-chair shall assist the Chair in the execution of that office and, in the absence of the Chair, preside over the meetings, and so when acting, shall have all the powers of the Chair.

ARTICLE VII. MEETINGS

Section 1.

The BAGATAC shall meet ~~bi-annually~~monthly and at a date, time and place as set by resolution of the NCTPA. as necessary to fulfill the mandate of Article III, Sections 1 and 2.

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Section 2.

All meetings shall be called, noticed and conducted in accordance with the provisions of the Ralph M. Brown Act (Government Code section 54950) posted public meetings. The Executive Director and General Counsel shall be given notice of all meetings.

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Section 3.

A quorum shall consist of five (5) voting members, representing at least two (2) Cities or one (1) City and the County.

Section 4.

~~All acts of the ATAC shall require the presence of a quorum and the affirmative vote of a majority of the total membership present. Actions of the BAC require a majority of those voting members present.~~

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ARTICLE VIII. ADOPTION AND AMENDMENTS TO THE BY-LAWS

Section 1.

Adoption of the BAGATAC by-laws will be by a majority vote of the NCTPA Board of Directors.

Section 2.

Amendments to the BAGATAC by-laws will be by a majority vote of the NCTPA Board of Directors.

Section 3.

Suggested amendments to the BAGATAC by-laws by the BAGATAC shall be forwarded to the NCTPA Board of Directors.

Dear Supervisor, Council Member,

As part of Napa County Transportation and Planning Agency's (NCTPA) work to promote "complete streets" in our community, following a growing trend in transportation planning, including new Caltrans directives, we are proposing to change our current Bicycle Advisory Committee (BAC) into an "Active Transportation Advisory Committee" (ATAC). This revised committee will consider not only bicycle issues but also pedestrians and other active transportation users (wheelchairs, skateboards, strollers, etc.). We anticipate that the most significant change will be a greater degree of consideration of the pedestrian infrastructure needs of our jurisdictions.

We hope to bring changes in the BAC by-laws to the NCTPA Board in December and to begin the transition after the New Year. As of the first of the year we will have several vacancies on the existing committee (see below) and ask that each jurisdiction with vacancies consider nominating new committee members with an interest in pedestrian matters.

Up to now, the existing BAC has been characterized by a very high level of commitment and expertise and we are extremely grateful to the citizens who have served on this Committee with such energy for many years. We look forward continuing this work with the newly expanded purview of the Committee.

Sincerely,

Kate Miller
Executive Director

ATAC Vacancies as of January 1, 2013

Jurisdiction	Current appointee	Term expires
American Canyon	Barry Christian	1/1/2013
City of Napa	Joel King	1/1/2013
City of Napa	Marc Lucas	1/1/2013
City of Napa	Herb Fredricksen	Currently open due to resignation
Town of Yountville	Kelli Felker	Currently open due to resignation