



625 Burnell Street, Napa CA 94559

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, July 16, 2014

ITEMS

1. Call to Order

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

2. Pledge of Allegiance

Chair Dunbar let the salute to the flag.

3. Roll Call

Members Present:

Voting Power

Joan Bennett	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

Chair Dunbar,

Presented recognition plaques to:

Keith Caldwell, in recognition of his term as Chair of the NCTPA and NVTA.

Eliot Hurwitz, in recognition of his retirement from NCPA.

George Blackstock, in recognition of his volunteer service and dedication to Public Transportation in Napa Valley.

Mark Luce.

MTC Commissioners' Report

In the absence of Board member Dodd who serves as the Napa representative on the MTC, reported on MTC activities to date.

6. Director's Update

Kate Miller, Executive Director

Introduced the MTC High School Summer Interns, Amy Ambu and Jack Searl.

Introduced three new NCTPA staff members:

Alberto Esqueda, Assistant Program Planner/Administrator (Planning)

Benson Kwong, Assistant Program Planner/Administrator-Public Transit

Fiorella Silva, Assistant Program Planner/Administrator-Mobility Management Coordinator

Announced Senator Feinstein endorsed support of the Vine Trail project.

Reported the quarterly VINE Service Analysis (Item 2 in meeting hangout packet) shows record ridership for the quarter.

Announced that the Automatic Passenger Counters (APC's) have been installed in transit buses are active, with data already being received by staff.

Announced, after a 2 year effort, VINE transit information is live on 511/Real Time Transit (511.org). Veolia expended a lot of staff time and funding to make its system compatible with the 511 system.

Reminded Board members there is no meeting in August and that the September's special meeting will be an outing to Davis, CA to learn about their bicycle infrastructure.

7. Caltrans' Update

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

Vince Jacala, Caltrans Public Information Officer District 4, provided an update on the Jameson Canyon Ribbon Cutting Ceremony which is in the planning stage. More information will be distributed once a date has been determined.

8. CONSENT ITEMS (8.1 – 8.5)

MOTION MOVED by TEHEL SECONDED by GARCIA to APPROVE, with LUCE ABSTAINING, Consent Items 8.1. Motion Passed 20-0.

MOTION MOVED by TEHEL SECONDED by GARCIA to APPROVE Consent Items 8.2-8.5. Motion Passed 22-0.

8.1 Approval of Meeting Minutes of June 18, 2014

8.2 Resolution No. 14-16 Adopting the Transportation Fund for Clean Air (TFCA) Program Manager Projects List for Fiscal Year End (FYE) 2015

Board action approved Resolution No. 14-16 adopting the list of projects, as shown below in Table 1, for the TFCA FYE 2015 Program Manager Funds allocating \$255,242 dollars.

Table 1: FYE 2015 TFCA Program Manager Projects

FYE 2014 TFCA Expenditures	Amount
Administration Costs for FYE 2014	\$9,758
City of Calistoga Riverside Class I Path	\$20,000
American Canyon SR 29 Signal Interconnect	\$225,666
TOTAL	\$255,242

8.3 Resolution No. 14-17 Authorizing the Filing of an Application for Funding Assigned to the Metropolitan Transportation Commission (MTC) for the Active Transportation Program Regional Competitive Program

Board action authorized the filing of an application for funding to the Metropolitan Transportation Commission (MTC) for the Active Transportation Program (ATP) in the amount of \$3,600,000.

8.4 Removal of Fixed Assets from NCTPA Fixed Asset Inventory List

Board action authorized the removal of items shown in in Table 1 below, that were identified as missing, disposed, or sold from the fixed assets inventory.

Table 1: Fixed asset disposal list:

Description	Value at Transfer/Cost	Date Purchased/ Transferred	Current Value
Bus 614	\$56,838	7/10/2001	\$0
Trailer	\$0	7/1/2001	\$0
GFI Cents a Bill Fare boxes (17 units plus data system)	\$66,550	3/1/1987	\$0
M30 megamate partswasher	\$6,430	9/8/1993	\$0
Combi Cleaning Station	\$10,201	1/13/2005	\$0
Talking bus upgrade	\$74,955	10/6/2003	\$0
4130 Byway Bus Shelter	\$13,247	10/31/2012	\$11,408
TOTAL	\$228,221		\$11,408

8.5 Disposal of Agency Surplus Property – Bike Lockers

Board action authorized the disposal of the 16 bike lockers according to NCTPA Financial Policies, Practices, and Procedures Chapter 7- Financial Matters.

9. REGULAR AGENDA ITEMS

9.1 Amendment #9 of the Transit Services Agreement No. 10-01 between Napa County Transportation and Planning Agency (NCTPA) and Veolia Transportation Inc.

Board action authorized the Executive Director to execute Amendment #9 to exercise the option to extend the current purchase transportation Agreement No. 10-01 for two (2) years.

MOTION MOVED by CALDWELL **SECONDED** by WHITE to **APPROVE** Amendment #9 of the Transit Services Agreement No. 10-01. **Motion Passed 22-0.**

9.2 Napa County Transportation and Planning Agency (NCTPA) Public Transit Fare Policy

Staff reviewed the proposed Public Transit Fare Policy.

MOTION MOVED by **CANNING** **SECONDED** by **GARCIA** to **APPROVE** the Public Transit Fare Policy. **Motion Passed 22-0.**

9.3 Legislative Update and State Bill Matrix

The Board received the monthly Federal and State Legislative Update and approved staff recommendations on state bills as provided in the bill matrix.

MOTION MOVED by **SEDGLEY** **SECONDED** by **WHITE** to **APPROVE** staff recommendations on state bills and oppose AB 1705 (Williams D). **Motion Passed 22-0.**

Janice Killion, NCTPA Legal Counsel, announced that the Board would be adjourning to closed session for the item as noted in the agenda (Conference with Real Property Negotiator) and that no reportable action is expected.

Adjourned to Close Session at 2:28 p.m.

10. CLOSED SESSION

10.1 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

Adjourned to Open Session at 2:55 p.m.

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

11. ADJOURNMENT

11.1 Approval to Cancel Regular Meeting Date of September 17 2014

Board action approved the cancelation of the regular meeting date of September 17, 2014

11.2 Approval of Special Meeting Date, Time and Location

Board action approved a special meeting of September 17, 2014 at 9:00 am. The meeting will be held at the Community Chambers at City Hall, 23 Russell Boulevard, Davis CA. A presentation from the City of Davis on their Active Transportation Network will be provided, followed by an infrastructure tour of selected sites.

The meeting was adjourned by Chair Dunbar at 2:59 p.m.



Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED