



625 Burnell Street, Napa CA 94559

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

AGENDA

**Wednesday, May 15, 2013
1:30 p.m.**

**NCTPA/NVTA Conference Room
625 Burnell Street
Napa CA 94559
(Note Meeting Location)**

General Information

All materials relating to an agenda item for an open session of a regular meeting of the NCTPA Board of Directors are posted on our website at www.nctpa.net/agendas-minutes/12 at least 72 hours prior to the meeting and will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the NCTPA Board of Directors, 625 Burnell Street, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for NCTPA holidays. Materials distributed to the present members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the NCTPA Board 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 Board on any item at the time the Board 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 Board Secretary. Also, members of the public are invited to address the Board 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 Karrie Sanderlin, NCTPA Board Secretary, 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 – NCTPA Board or go to www.nctpa.net/agendas-minutes/12

Note: Where times are indicated for agenda items they are approximate and intended as estimates only, and may be shorter or longer, as needed.

ITEMS

1. Call to Order – Chair Keith Caldwell
2. Pledge of Allegiance
3. Roll Call

Members:

Joan Bennett	City of American Canyon
Leon Garcia, Mayor	City of American Canyon
Chris Canning, Mayor	City of Calistoga
Michael Dunsford	City of Calistoga
Scott Sedgley	City of Napa
Jill Techel, Mayor	City of Napa
Keith Caldwell	County of Napa
Bill Dodd	County of Napa
Ann Nevero, Mayor	City of St. Helena
Peter White	City of St. Helena
Lewis Chilton	Town of Yountville
John F. Dunbar, Mayor	Town of Yountville
JoAnn Busenbark	Paratransit Coordinating Council

4. Public Comment
5. Chairperson, Board Members' and Metropolitan Transportation Commission (MTC) Update
6. Director's Update
7. Caltrans' Update

Note: Where times are indicated for agenda items they are approximate and intended as estimates only, and may be shorter or longer, as needed.

8.	<u>CONSENT ITEMS (8.1 – 8.4)</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
8.1	Approval of Meeting Minutes of April 17, 2013 (Karrie Sanderlin) (<i>Pages 8-13</i>)	APPROVE	1:40 PM
8.2	Safe Routes to School (SRTS) Project Approval (Eliot Hurwitz) (<i>Pages 14-20</i>)	APPROVE	
	Board action will approve the Safe Routes to School project submittal.		

- 8.3 Approval of Third Amendment to NCTPA Agreement No. 10-23 with Mark Thomas & Company, Inc. for Work Associated with On-Call Engineering and Project Delivery Services (Lawrence Gawell) *(Pages 21-24)*

APPROVE

Board action will approve an amendment to the contract with Mark Thomas & Company, Inc. which will extend the period of performance under NCTPA Agreement No. 10-23 to June 30, 2013 at no additional cost.

- 8.4 Approval of Forth Amendment to NCTPA Agreement No. 10-20 with CH2MHILL, Inc. for Work Associated with On-Call Engineering and Project Delivery Services (Lawrence Gawell) *(Pages 25-28)*

APPROVE

Board action will approve the Third Amendment to NCTPA Agreement No. 10-20 with CH2MHILL, Inc. which will extend the period of performance until June 30, 2013 at no additional cost.

9. **PUBLIC HEARING**

RECOMMENDATION

TIME

- 9.1 Public Hearing on the NCTPA FY 2013-14 Budget; Approval of Resolution No. 13-09 Adopting the NCTPA FY 2013-14 Budget; and Approval of Resolution No. 13-10 Authorizing the Filing with the Metropolitan Transportation Commission (MTC) for Allocation of Transit Development Act (TDA), State Transit Assistance (STA), and Regional Measure 2 (RM2) Funds (Antonio Onorato) (*Pages 29-48*)

APPROVE

1:45 PM

Board action will (1) Hold a Public Hearing on the NCTPA FY 2013-14 Budget; (2) Approve Resolution No. 13-09 adopting the NCTPA FY 2013-14 budget of \$26,411,500; (3) Authorize a Transportation Development Act (TDA) claim in the amount of \$13,495,900; (4) Approve Resolution No. 13-10 authorizing the filing with MTC for allocation of TDA, STA, and RM2 funds; and (5) Authorize the Executive Director or designee to sign any claims, applications or agreements in order to move funds into the Agency or to Member Agencies.

10. **REGULAR AGENDA ITEMS**

RECOMMENDATION

TIME

- 10.1 Legislative Update and State Bill Matrix (Kate Miller) (*Pages 49-62*)

APPROVE

2:00 PM

Board action will receive the monthly Legislative Update and approve staff recommendations on pending state bills.

- 10.2 Napa County Priority Conservation Area (PCA) Project Approval (Danielle Schmitz) (*Pages 63-101*)

APPROVE

2:15 PM

Board action will approve the final Priority Conservation Area (PCA) project list.

- 10.3 Soscol Gateway Transit Center (SGTC) Public Restroom Update (Debbie Schwarzbach) (*Pages 102-103*)

INFORMATION 2:30 PM

Staff will provide an update on issues related to the SGTC restrooms subsequent to the reopening of the restroom to the public.

- 10.4 Approval of Work Authorization 1 to NCTPA Agreement No. 12-23 with Kimley-Horn and Associates Inc. for Work Associated with On-Call Professional Planning Services (Lawrence Gawell) (*Pages 104-113*)

APPROVE 2:40 PM

Board action will approve Work Authorization to NCTPA Agreement No. 12-23 with Kimley-Horn and Associates Inc. for a Transit Maintenance Yard and Fueling Facility Feasibility Study in an amount not to exceed \$246,112.

11. **INTERJURISDICTIONAL ISSUES FORUM**

RECOMMENDATION **TIME**

- 11.1 Interjurisdictional Issues Discussion Forum and Information Exchange

2:50 PM

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

12. **FUTURE AGENDA ITEMS**

3:00 PM

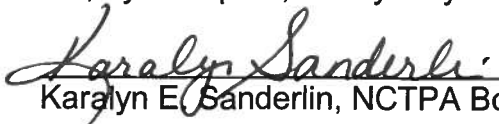
13. **ADJOURNMENT**

RECOMMENDATION 3:10 PM

- 13.1 Approval of Meeting Date of June 19, 2013 and Adjournment

APPROVE

I hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NCTPA offices, 625 Burnell Street, Napa, CA, by 5:00 p.m., Friday May 10, 2013.


Karalyn E. Sanderlin, NCTPA Board Secretary

Glossary of Acronyms

AB 32	Global Warming Solutions Act	MTS	Metropolitan Transportation System
ABAG	Association of Bay Area Governments	NCTPA	Napa County Transportation and Planning Agency
ADA	American with Disabilities Act	NEPA	National Environmental Policy Act
BAAQMD	Bay Area Air Quality Management District	NOC	Notice of Completion
AVAA	Abandoned Vehicle Abatement Authority	NOD	Notice of Determination
BART	Bay Area Rapid Transit District	NOP	Notice of Preparation
BATA	Bay Area Toll Authority	NVTA	Napa Valley Transportation Authority
BRT	Bus Rapid Transit	OBAG	One Bay Area Grant
Caltrans	California Department of Transportation	PCI	Pavement Condition Index
CEQA	California Environmental Quality Act	PDA	Priority Development Areas
CIP	Capital Investment Program	PMS	Pavement Management System
CMA's	Congestion Management Agencies	Prop. 42	Statewide Initiative that requires a portion of gasoline sales tax revenues be designated to transportation purposes
CMAQ	Congestion Mitigation and Air Quality Improvement Program	PSR	Project Study Report
CMP	Congestion Management Program	PTA	Public Transportation Account
CTC	California Transportation Commission	RACC	Regional Agency Coordinating Committee
EIR	Environmental Impact Report	RFP	Request for Proposal
FAS	Federal Aid Secondary	RFQ	Request for Qualifications
FHWA	Federal Highway Administration	RHNA	Regional Housing Needs Allocation
FTA	Federal Transit Administration	RM2	Regional Measure 2 (Bridge Toll)
FY	Fiscal Year	RTEP	Regional Transit Expansion Program
GHG	Greenhouse Gas	RTIP	Regional Transportation Improvement Program
HBP	Highway Bridge Program	RTP	Regional Transportation Plan
HBRR	Highway Bridge Replacement and Rehabilitation Program	SAFE	Service Authority for Freeways and Expressways
HIP	Housing Incentive Program	SAFETEA-LU	Safe, Accountable, Flexible, and Efficient Transportation Equity Act-A Legacy for Users
HOT	High Occupancy Toll	SCS	Sustainable Community Strategy
HOV	High Occupancy Vehicle	SHOPP	State Highway Operation and Protection Program
HR3	High Risk Rural Roads	SR	State Route
HSIP	Highway Safety Improvement Program	SRTS	Safe Routes to School
HTF	Highway Trust Fund	SOV	Single-Occupant Vehicle
IFB	Invitation for Bid	STA	State Transit Assistance
ITIP	State Interregional Transportation Improvement Program	STIP	State Transportation Improvement Program
JARC	Job Access and Reverse Commute	STP	Surface Transportation Program
LIFT	Low-Income Flexible Transportation	TCM	Transportation Control measure
LOS	Level of Service		
MPO	Metropolitan Planning Organization		
MTC	Metropolitan Transportation Commission		

Glossary of Acronyms

TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TDM	Transportation Demand Management Transportation Demand Model
TE	Transportation Enhancement
TEA	Transportation Enhancement Activities
TEA 21	Transportation Equity Act for the 21 st Century
TFCA	Transportation Fund for Clean Air
TIP	Transportation Improvement Program
TLC	Transportation for Livable Communities
TMP	Traffic Management Plan
TMS	Transportation Management System
TOD	Transit-Oriented Development
TOS	Transportation Operations Systems
TPP	Transit Priority Project Areas
VHD	Vehicle hours of Delay
VMT	Vehicle Miles Traveled

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, April 17, 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:

Leon Garcia	City of American Canyon
Joan Bennett	City of American Canyon
Chris Canning	City of Calistoga
Michael Dunsford	City of Calistoga
Scott Seegley	City of Napa
Jill Techel	City of Napa
Keith Caldwell	County of Napa
Bill Dodd	County of Napa
Ann Nevero	City of St. Helena
Margie Mohler	Town of Yountville
John Dunbar	Town of Yountville

Members Absent:

Peter White	City of St. Helena
-------------	--------------------

Non-Voting Member Present:

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

4. Public Comment

None.

MSC - Motioned, Seconded, and Unanimously Carried

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

MTC Commission Update

Board Member Bill Dodd

Reported on MTC activities to date.

6. Director's Update

Kate Miller, Executive Director

Reported that the SR 29 Gateway Corridor plan Executive Steering Committee has adopted the Draft Vision which articulated overarching principles and objectives for the corridor.

Reported that staff continues to work with the Bottle Rock organizers to minimize the concert's impact on VINE riders.

Reported that system-wide transit ridership was up again in March by 34.7% over March 2012. The VINE ridership is up 36.4% over last year.

Reported that staff continues to work with the City of St. Helena and key stakeholders to evaluate the St. Helena system. A preliminary report will be provided to the Board in either June or July summarizing the data and recommending adjustments to the service.

Reported that the Measure T Independent Taxpayer Oversight Committee (ITOC) member solicitation has been extended to May 1st in order to meet the Committee structure mandated by the Expenditure Plan.

7. Caltrans' Update

No oral report given, however, provided for review was the April 2013 Caltrans Reporting Memo.

8. PRESENTATION

8.1 Plan Bay Area

Brad Paul, Deputy Executive Director, Association of Bay Area Governments (ABAG) and Steve Heminger, Executive Director of the Metropolitan Transportation Commission (MTC) gave a presentation on the draft Plan Bay Area.

9. CONSENT ITEMS (9.1 – 9.6)

Item 9.3 Notice of Completion Soscol Gateway Transit Center (SGTC) was pulled from consent per Staff and will be brought back at a future meeting for Board approval.

MSC* GARCIA / DODD to APPROVE Consent Items 9.1-9.2, 9.4-9.6

9.1 Approval of Meeting Minutes of March 20, 2013

Board action approved the meeting minutes of March 20, 2013.

9.2 Approval of NCTPA Agreement No. 13-05 with Brown Armstrong Accountancy Corporation

Board action approved an agreement with Brown Armstrong Accountancy Corporation for fiscal auditing services for a period of up to five years in an amount not to exceed \$221,511.

9.3 Notice of Completion Soscol Gateway Transit Center (SGTC)

Item pulled, to be brought back at a future meeting for approval.

9.4 Approval of NCTPA Agreement No. 13-04 with CDM Smith

Board action approved an agreement with CDM Smith (formerly Wilbur Smith and Associates) for development of the Short Range Transit Plan (SRTTP) 2013-2022. NCTPA Agreement No. 13-04 will extend the term until June 30, 2018 and allow work to be completed at no additional obligation to NCTPA as the total of the original contract was previously budgeted.

9.5 Approval to Extend the Call for Projects for the FY 2013-14 Transportation Fund for Clean Air (TFCA) Program Manager Funds

Board action approved extending the call for TFCA projects for FY 2013-14 pending receipt of an eligible project application(s) but no later than September 2, 2013 to allocate approximately \$189,000 in FY 2013-14.

9.6 Approval of Second Amendment to Work Authorization No. 1 NCTPA Agreement No. 10-20 with CH2MHILL, Inc. for Work Associated with On-Call Engineering and Project Delivery Services

Board action approved an amendment to Work Authorization No. 1 NCTPA Agreement No. 10-20 with CH2MHILL, Inc. to provide funding for additional work for the SGTC in an amount not to exceed \$14,602.67.

10. PUBLIC HEARING

10.1 Public Hearing and Approval of Resolution No. 13-08 Authorizing the Submittal of a Federal Transit Administration (FTA) Section 5310 Grant Application

Chair Caldwell opened the Public Hearing at 2:15 p.m.

The FTA Section 5310 program makes funds available for capital projects and equipment for agencies providing services to the elderly and persons with disabilities. If successful, NCTPA's would use the Section 5310 program funds for replacement vehicles for its Shared Vehicle program. No applications from outside organizations were received by NCTPA.

Being no Public Comment, Chair Caldwell closed the Public Hearing at 2:18 p.m.

MSC* DUNBAR / GARCIA to **APPROVE** Resolution No. 13-08 authorizing the submittal of an application for FTA Section 5310 funding in the amount of \$204,000 for replacement vehicles and communications equipment for the Agency's Shared Vehicle program.

11. REGULAR AGENDA ITEMS

11.1 Legislative Update & Bill Matrix

Board action received the monthly Legislative Update and approved staff recommendations on pending state bills.

MSC* BENNETT / GARCIA to **APPROVE** staff recommendation on pending state bills.

11.2 Napa County Priority Development Area (PDA) Investment and Growth Strategy

Staff reviewed the final PDA Investment and Growth Strategy.

MSC* SEDGLEY / BENNETT to **ACCEPT** the final Priority Development Area (PDA) Investment and Growth Strategy and approve its submittal to the Metropolitan Transportation Commission (MTC).

11.3 First Reading of the Draft NCTPA FY 2013-14 Budget

Staff provided a review of the Draft NCTPA FY 2013-14 Budget. The final FY 2013-14 NCTPA budget will be presented to the Board in May for approval.

11.4 Joint Powers Authority (JPA) Agreement Weighted Vote Sub Committee

Board action appointed a sub-committee comprised of Members Bennett, Techel, Nevero, Dunbar, and Caldwell, for the purpose of reviewing the JPA Agreement Weighted Voting structure. The sub-committee will return to the Board with their recommendation for revising the structure.

MSC* DODD / GARCIA to **APPROVE** the appointment of a sub-committee comprised of Board Members Bennett, Techel, Nevero, Dunbar, and Caldwell, for the purpose of reviewing the JPA Agreement Weighted Voting structure. Further, the Board directed the sub-committee to return to the Board with their recommendation for revising the structure.

11.5 Authorizing an Agreement between Gold Coast Transit and GFI Genfare, a division of SPX Corporation, for the Purchase of Eighty-five (85) Odyssey Fare Boxes

The VINE Transit's current bus fare collection system was procured in the late 1980's. The existing fare boxes are obsolete, and the software/hardware has exceeded its useful life. Replacement of the fare boxes are needed to meet current fare collection requirements.

MSC* GARCIA / MOHLER to **APPROVE** authorizing 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 Eighty-five (85) Odyssey Fare Boxes in an amount not to exceed \$1,328,310.

11.6 Approval of Work Authorization 1 to NCTPA Agreement No. 12-23 with Kimley-Horn and Associates Inc. for Work Associated with On-Call Professional Planning Services

Board requested that this item be continued until the May Board meeting pending affirmation of which jurisdictions and/or other entities would participate in a shared facility.

11.7 Approval of Work Authorization No. 1 to NCTPA Agreement No. 12-18 with Fehr & Peers for Work Associated with On-Call Professional Planning Services

The Napa Valley Travel Behavior Study will focus on work and non-work trips in Napa Valley; identifying how many trips per day are associated with visitors, employees, and students, where those trips start and end, the predominant modes of travel, vehicle occupancies, and times of day/week that are most heavily used. The survey will also take seasonal variations into consideration, as well as winery hours of operation,

wineries' use of pre-arranged appointments and marketing events, other tourist destinations in the valley, and trips related to colleges, schools, and work. The survey will include weekday and weekend travel.

Member Garcia requested that the study include large employers as part of the stakeholder group.

MSC* TECHEL / BENNETT to APPROVE Work Authorization No. 1 to NCTPA Agreement No. 12-18 with Fehr & Peers for a Napa Valley Travel Behavior Study in the amount not to exceed \$198,800.

12. INTERJURISDICTIONAL ISSUES FORUM

12.1 Interjurisdictional Issues Discussion Forum and Information Exchange

No Reports Given.

13. CLOSED SESSION

At the request of Legal Counsel, Item 13 Closed Session was pulled from the agenda.

13.1 ~~CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION~~

Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): (1 case)

14. FUTURE AGENDA ITEMS

15. ADJOURNMENT

15.1 Approval of Meeting Date of May 15, 2013 and Adjournment

The next regular meeting will be held Wednesday May 15, 2013 at 1:30 p.m.

The meeting was adjourned by Chair Caldwell at 3:43 p.m.

Karalyn E. Sanderlin, NCTPA Board Secretary



May 15, 2013
NCTPA Agenda Item 8.2
Continued From: NEW
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Eliot Hurwitz, Program Manager - Planning
(707) 259-8782 / Email: ehurwitz@nctpa.net
SUBJECT: Safe Routes to School (SRTS) Project Approval

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve the Safe Routes to School project submittal.

COMMITTEE RECOMMENDATION

At the April 4th meeting Technical Advisory Committee (TAC) recommended that the NCTPA Board approve the SRTS Project.

EXECUTIVE SUMMARY

The NCTPA Board opened a call for Cycle 2 projects, including the SRTS program, at their October 17, 2012 meeting. Project submittals were due to NCTPA by 5:00 PM on December 14, 2012. The NCTPA Technical Advisory Committee (TAC) is a review committee for Cycle 2 projects and recommended a final project to the NCTPA Board for approval. The applications were also reviewed by the Active Transportation Alternative Committee (ATAC).

For the \$420K in SRTS funding available, NCTPA received 2 project submittals totaling \$670K. After discussion with the TAC and the ATAC, the City of Napa withdrew its application and supported moving forward with the Napa County Office of Education (NCOE) project.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FISCAL IMPACT

Is there a Fiscal Impact? Yes. \$420,000 in SRTS funds.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Safe Routes to School is an international movement that has taken hold in communities throughout the United States. The concept is to increase the number of children who walk or bicycle to school by funding projects that remove the barriers that currently prevent them from doing so. Those barriers include lack of infrastructure, unsafe infrastructure, lack of programs that promote walking and bicycling through education/encouragement programs aimed at children, parents, and the community.

Thirty years ago, 60% of children living within a 2-mile radius of a school, walked or bicycled to school. Today, that number has dropped to less than 15%. Roughly 25% commute by school bus, and well over half are driven to or from school in vehicles. At the time, 5% of children between the ages of 6 and 11 were considered to be overweight or obese. Today, that number has climbed to 20%. These statistics point to a rise in preventable childhood diseases, worsening air quality and congestion around schools, and missed opportunities for children to grow into self reliant, independent adults.

Safe Routes to School Programs are intended to reverse these trends by funding projects that improve safety and efforts that promote walking and bicycling within a collaborative community framework. It is through local champions working with a coalition of parents, schools, professionals in transportation, engineering, health, and law enforcement, that the most sustainable projects are expected to emerge.

As part of the current cycle of Federal transportation funding, Napa County has been allocated \$420,000 for SRTS programs. We issued a call for projects, combined with the One Bay Area Grant (OBAG) program call, in October. The two projects summarized below were submitted for funding consideration:

1. City of Napa Browns Valley Road Sidewalk Improvements - construct new sidewalk, curb, gutter and curb ramp along the northerly side of Browns Valley Road to provide a continuous sidewalk, mostly for children attending Browns Valley Elementary School. The funding request is **\$250,000**.

2. The Napa Valley Office of Education (NCOE) – The proposed project will fund the NCOE Bike and Pedestrian Safety program for three years. The program will reach students in every school in Napa County by providing multiple components based on student grade level, offering age appropriate instruction. Brochures with tips for safe walking and riding, reflectors and colored vests. NCOE staff will also work within the community to raise awareness about the value of biking and walking. The funding request is **\$420,000**.

After further discussion with the TAC and the ATAC, the City of Napa withdrew its application for SRTS funds and decided to pursue future funding opportunities for the Browns Valley Sidewalk Project.

SUPPORTING DOCUMENTS

Attachment: (1) NCOE Safe Route to School Project Submittal

Project Proposal to: NCTPA SRTS Funding 2013-2016
Program: Napa County Office of Education SRTS Continuation Program

Napa County Office of Education is the county's provider of Safe Routes to Schools (SRTS) programming, and has received continuous funding for direct "non-infrastructure" services from CalTrans and NCTPA since 2007. This proposal is to request the available \$420,000 of Napa County SRTS funding to continue the service and expand into all schools in the county over the next three fiscal years (July 2013 – June 2016). As detailed below, NCOE is a capable provider with ample experience and momentum to maintain the strong program of educational services for biking and walking to school.

Agency Overview

Napa County Office of Education's School & Community Partnership Projects Division (SCPP) operates more than 15 federal, state and local grants that "engage the community, various funding sources, and schools to promote safe and healthy environments in which Napa County students can learn, develop and thrive." Projects include a Drug Free Communities Support program, Emergency Response and Crisis Management project, Foster Youth and Homeless Support, Counseling Services, Pregnancy Prevention, Gang and Violence Prevention, School Safety Committees, After School Programs and much more. Together, these \$4 million+ of independently funded projects fall under the School and Community Partnership Project Division, to work collaboratively in the County of Napa. The focus of the School and Community Partnership Project Division is to work together to improve student engagement, health and academic success.

Existing Program Overview

Napa County Office of Education received Safe Routes to School Program funding in 2007. The Napa County Office of Education's Safe Routes to School (SRTS) Program has operated continuously since that time, expanding to include additional funding resources (Napa County Transportation & Planning Agency Congestion Mitigation and Air Quality Improvement funds (CMAQ) and local contributions), and has conducted activities at 16 elementary, middle and high schools in Napa County. The program, staffed by employees of Napa County Office of Education has gone into the partner schools to provide services. The program has created strong partnerships with Napa County Transportation Planning Agency and local police departments. Additionally, the program is highly supported by the Bicycle Coalition, Safe Kids Committee and local hospitals and has strong collaborative relationships with the National Safe Routes to School Partnership and other regional SRTS programs.

The NCOE SRTS program is prepared to leverage NCTPA funding with existing and new resources. The program has a fleet of bicycles for use in classroom lessons with students for safe riding classes. Credentialed instructors are already trained to provide in-class and after school lessons and activities for students. The program has been heavily focused on improving air quality around schools by reducing motor vehicle traffic. Presentation materials and awareness materials regarding bike trails (Vine Trail), walking paths, family fun activities and more, are already designed and available to be distributed into the schools. Activities of the SRTS program in Napa County in the past few years have included:

- Bike rodeos for all students in grades K-6 at 12 elementary schools
- Distribution of safety equipment including reflectors and helmets at 12 elementary schools
- 10 hours (two weeks) of safe bicycle riding lessons in 4th and 5th grade classrooms at Napa County elementary schools
- Parent presentations about safe walking and riding at elementary schools
- Safe Walking presentations in 2nd-3rd grade classrooms at elementary schools
- Integration of NCOE, Napa County Transportation and Planning Agency, law enforcement and hospital programs to support youth safety
- Bicycle and walking groups and clubs in middle and high schools

Program Proposal

The SRTS Bike and Pedestrian Safety program will reach students in every school in Napa County. The program will provide multiple components based on student grade level, offering age appropriate instruction. Brochures with tips for safe walking and riding, reflectors and brightly colored vests will be offered to all participants.

In elementary school, students will be provided a two week long intensive class designed to teach riding and walking to and from school. The 10 lesson program moves from school to school and leaves students excited about biking and walking. Trained instructors use a curriculum that aligns with content standards for physical education and health.

In middle school, youth will continue to be engaged during their after school program and through clubs. Students will learn to ride bikes safely, repair flat tires and how to maintain a bike. The program is supported in part by the after school program providers in a sustainable collaborative relationship.

High school students will be engaged in bicycling and walking through advocacy campaigns and clubs. Students will be invited to attend the well-established Eagle Cycling Club and Napa County Active Transportation Advisory Committee to give a youth perspective to the conditions of biking all over Napa County. This will build a sense of ownership from the students on the biking clubs and motivates them to participate in more coordinated student bike rides. High school students will be trained as volunteers to assist with riding programs for younger students, promoting cycling at all ages.

In addition to instruction and groups, staff will also work within the community to raise awareness and educate the public about the value of biking and walking. Staff coordinates parent informational meetings about pedestrian and biking safety, Walk and Roll days, Bike Rodeos, Walking School Buses and outreach at community events. Continuing education and training will be provided for staff to keep current with the safest and most effective instruction. In 2012, Walk to School Day was held at multiple elementary schools across the county, with leaders such as Mayor Jill Techel, Supervisors Dillon and Caldwell, and Superintendent Barbara Nemko welcoming walkers to school.

District wide Bike Rodeos will continue to be held twice per year at elementary schools who would like the service. The Bike Rodeos are a partnership with the Napa Police Department, Safe Kids Napa Valley and Napa County Office of Education where students from all grade levels are taught bike safety laws from a police officer and are offered a free helmet.

The program will also continue to conduct Bike to School Day each May & Walk to School Day each October. The Program Coordinator and safety instructors will work with school staff to organize booths to be set up at each participating school site to welcome students that walk or ride to school. Raffle tickets will be given to students for prizes that will be donated by community businesses. Publicity for the events will feature student art work from contests conducted at each school. Walking school buses and bike trains will be organized by safety instructors who will work with school staff to select a meeting spot within 1 mile of the school and a safe route to follow to the school with a group. Local media will be notified of the events to cover.

The program will also be evaluated and data will be reviewed regularly for continuous program improvement efforts. In 2011, NCOE added questions to the "California Healthy Kids Survey", conducted biannually for all 5, 7, 9 and 11th graders, to find out more about youth biking and walking habits. Data will be used to help identify areas of need in the community. Within the SRTS program, pre and post surveys will be administered to students and parents at each participating school site at the beginning and end of each program to measure program impact. Raffle tickets will be given to students when they turn in parent surveys and prizes that are donated by local businesses will be given to the raffle winners.

Program Activities

As described above, the requested funding will support the continuation and expansion of the NCOE SRTS program, to insure all students in Napa County are offered bicycling and walking safety instruction and support. The funding will specifically go toward the direct instruction of curriculum to elementary school students, group and activity opportunities for middle and high school students, materials and supplies (including helmets, reflectors, vests and more), parent and teacher presentations, large-scale and media-focused community events, and advocacy for important community projects such as bike trails and safety.

Intended Date	Activity
Ongoing	Distribute Safety brochures in multiple languages to parents and students with tips on safe biking and walking at all Napa County schools, and at community events
	Distribute reflectors to students that clip onto their backpacks & brightly colored vests so they can be more visible when they walk or bike to school at all Napa County schools, and at community events
	Offer bike rodeos twice per year to elementary schools throughout Napa County, including: -free helmet giveaways for any student needing a helmet -free bike tune-up and minor repairs by voluntary community bicycle enthusiasts
	Maintain all SRTS equipment: bicycles, helmets, instructional aides
Annual Outputs	Develop and teach one class at each SRTS school for parents and teachers, focusing on "How to share the road with bicycles and pedestrians"
	Teach 2-week long classes on bike safety at Napa County schools, grades 2-3 and 4-5
	Coordinate bike/walk events at schools across the county during the months of May and October as a part of International Bike/Walk to school day
	Hold 4 bike safety classes for the public
	Collect data for every participating school that identifies the community attitude towards biking and walking. Determine if there are any physical barriers to biking and walking in the community to address during instruction and presentations.

Budget and Scope

The attached budget describes the three year budget based on the available \$420,000 for Napa County SRTS. Additionally, we have attached our "dream" budget that describes the additional costs for instructors to reach students in every school, every year. The scope and reach of the smaller budget will be approximately 1/3 of the size of the full budget. Over the course of the three year grant, the \$420,000 program will reach every elementary student; with the full budget the staff will reach every elementary student every year.

Napa County Office of Education					
Safe Routes to School Expansion Program Proposal- Budget					
Description	2013-2014	2014-2015	2015-2016	3-Year Total	
<u>Salaries</u>					
.65 FTE Program Coordinator @ \$68000	\$ 44,200.00	\$ 44,200.00	\$ 44,200.00	\$ 132,600.00	
Lead Instructor 40 weeks, 30 hours/week, \$25/hr	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 90,000.00	
.75 FTE Contract Assistant	\$ 31,800.00	\$ 31,800.00	\$ 31,800.00	\$ 95,400.00	
<u>Benefits</u>					
Calculated at NCOE rate for mandatory benefits plus health for salary staff	\$ 26,500.00	\$ 26,500.00	\$ 26,500.00	\$ 79,500.00	
<u>Supplies</u>					
instructional supplies, office supplies, helmets, vests, riding gear	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00	\$ 16,500.00	
<u>Travel</u>					
Annual bicycle conferences for 2 staff- Pro Walk/Pro Bike Conference and National Bike Summit	\$ 3,000.00			\$ 3,000.00	
mileage @ 55.5cents/mile or current Federal rate x45 miles/month	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	
Indirect- Federal rate: 10.43% (ineligible for reimbursement from SRTS/CalTrans)					
<u>TOTAL</u>	\$ 142,500.00	\$ 139,500.00	\$ 138,000.00	\$ 420,000.00	



May 15, 2013
NCTPA Agenda Item 8.3
Continued From: New
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Lawrence E. Gawell, Program Manager - Chief Procurement and Compliance Officer
(707) 259-8636 / Email: lgawell@nctpa.net
SUBJECT: Approval of Third Amendment to NCTPA Agreement No. 10-23 with Mark Thomas & Company, Inc. for Work Associated with On-Call Engineering and Project Delivery Services

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve the Third Amendment to NCTPA Contract No. 10-23 which extends the period of performance under NCTPA Agreement No. 10-23 to December, 2013 at no additional cost and authorize the Executive Director to extend Work Authorizations issued pursuant thereto.

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

The on-call engineering services contract for work associated with NCTPA's engineering services and support of the Socol Gateway Transit Center (SGTC) project and the SGTC Hub Signage Project expired February 28, 2013. Services for the projects are still on-going and are expected to be completed by the close of the year, December 31, 2013. There is no cost to NCTPA to extend the contract.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FINANCIAL IMPACT

Is there a fiscal impact? No. This contract amendment is to extend the period of performance until December 31, 2013 to provide the opportunity to complete the services as set forth in the Agreements at no additional expense.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

On March 31, 2010, NCTPA entered into a contract with Mark Thomas & Company, Inc., to provide On-Call Engineering and Project Delivery Services. Mark Thomas & Company, Inc. is currently providing engineering and project delivery services for the construction of the SGTC and for the Hub Signage Project. Construction of the SGTC is expected to continue past the current established contract expiration date and the Hub signage Project is not expected to be completed until mid-September, 2013. By extending this date until, December 31, 2013, uninterrupted services would be ensured throughout construction of the Hub Signage Project and until completion and acceptance of the SGTC project. There is no additional cost.

SUPPORTING DOCUMENTS

Attachment: (1) Third Amendment to NCTPA Agreement No. 10-23

**THIRD AMENDMENT TO
NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY ("NCTPA")
AGREEMENT NO. 10-23**

THIS THIRD AMENDMENT TO NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY ("NCTPA") AGREEMENT NO. 10-23 herein after referred to as "Agreement" is made and entered into as of this **15th day of May , 2013** between the NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (hereinafter referred to as "NCTPA"), and Mark Thomas & Company, Inc., whose mailing address is 3000 Oak Road, Suite 650 Walnut Creek, CA 94597, hereinafter referred to as "CONTRACTOR";

RECITALS

WHEREAS, in March 2010 NCTPA contracted for specialized services, as authorized by Government Code Section 31000, in order to **provide NCTPA with On-Call Engineering and Project Delivery services for a period of two years to ensure maximum full and open competition; and**

WHEREAS, the Agreement term was scheduled to expire in February 2013; and

WHEREAS, the parties desire to amend the Agreement to extend the term in order to provide CONTRACTOR with the opportunity to complete the services as set forth in the Agreement,

TERMS

NOW, THEREFORE, the NCTPA and CONTRACTOR agree to amend the Agreement as follows:

1. Paragraph 1 of the Agreement is replaced in its entirety to read:
 1. **Term of the Agreement.** The term of this Agreement shall commence on the date first above written and **shall expire on December 31, 2013** unless terminated earlier in accordance with Paragraphs 9 (Termination for Cause), 10 (Termination for Convenience) or 23(a) (Covenant of No Undisclosed Conflict); except that the obligations of the parties under Paragraphs 7 (Insurance) and 8 (Indemnification) shall continue in full force and effect after said expiration date or early termination in relation to acts or omissions occurring prior to such dates during the term of the Agreement, and the obligations of CONTRACTOR to NCTPA shall also continue after said expiration date or early termination in relation to the obligations prescribed by Paragraphs 15 (Confidentiality), 20 (Taxes) and 21 (Access to Records/Retention).

2. Except as set forth above, the terms and conditions of the Agreement shall remain in full force and effect as previously approved.

IN WITNESS WHEREOF, this Agreement was executed by the parties hereto as of the date first above written.

"NCTPA"

NCTPA, a joint powers authority organized
under the laws of the State of California

"CONTRACTOR"

Mark Thomas & Company, Inc.

By _____
Kate Miller, Executive Director

By _____
Michael J. Lohman, Principal

ATTEST:

By _____
Karalyn E. Sanderlin, NCTPA Board Secretary

Approved as to Form:

By _____
Janice Killion, NCTPA Legal Counsel



May 15, 2013
NCTPA Agenda Item 8.4
Continued From: New
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Lawrence E. Gawell, Program Manager - Chief Procurement and Compliance Officer
(707) 259-8636 / Email: lgawell@nctpa.net
SUBJECT: Approval of Fourth Amendment to NCTPA Agreement No. 10-20 with CH2MHILL, Inc. for Work Associated with On-Call Engineering and Project Delivery Services

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve the Fourth Amendment to NCTPA Agreement No. 10-20 with CH2MHILL, Inc. which extends the period of performance until June 30, 2013 at no additional cost and authorize the Executive Director to extend Work Authorizations issued pursuant thereto.

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

NCTPA Agreement No. 10-20 provides for on-call engineering and Project Delivery Services for the Soscol Gateway Transit Center (SGTC) with CH2MHill. Services for the project are still on-going and are expected to be completed by the close of the fiscal year, June 30, 2013. This is a no cost extension of the period of performance until June 30, 2013.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FINANCIAL IMPACT

Is there a fiscal impact? No

Is it currently budgeted? Yes.

Is it mandatory or discretionary? Discretionary.

Consequences if not approved: The NCTPA will be without construction support services for the final closeout of the SGTC project.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

On March 31, 2010, NCTPA entered into Agreement No. 10-20 with CH2MHILL, Inc., to provide On-Call Engineering and Project Delivery Services. Agreement No. 10-20 has previously been extended until March 31, 2013 to permit CH2MHILL, Inc. to continue providing engineering and project delivery services for the construction of the SGTC. Construction Support Services for the SGTC will be needed through the end of the fiscal year, June 30, 2013. This Fourth Amendment to Agreement No. 10-20 is an extension of time only at no additional cost to the NCTPA.

SUPPORTING DOCUMENTS

Attachment: (1) Fourth Amendment to NCTPA Agreement No. 10-20

**FOURTH AMENDMENT TO
NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY ("NCTPA")
AGREEMENT NO. 10-20**

THIS FOURTH AMENDMENT TO NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY ("NCTPA") AGREEMENT NO. 10-20 herein after referred to as "Agreement" is made and entered into as of this **15 day of May, 2013** between the NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (hereinafter referred to as "NCTPA"), and CH2MHILL, Inc., whose mailing address is 2485 Natomas Park Drive, Suite 600, Sacramento, CA 95833, hereinafter referred to as "CONTRACTOR";

RECITALS

WHEREAS, in March 2010 NCTPA contracted for specialized services, as authorized by Government Code Section 31000, in order to **provide NCTPA with On-Call Engineering and Project Delivery services for a period of two years to ensure maximum full and open competition; and**

WHEREAS, the Agreement term was scheduled to expire in March 2013; and

WHEREAS, the parties desire to amend the Agreement to extend the term in order to provide CONTRACTOR with the opportunity to complete the services as set forth in the Agreement,

TERMS

NOW, THEREFORE, the NCTPA and CONTRACTOR agree to amend the Agreement as follows:

1. Paragraph 1 of the Agreement is replaced in its entirety to read:

1. **Term of the Agreement.** The term of this Agreement shall commence on the date first above written and **shall expire** on June 30, **2013** unless terminated earlier in accordance with Paragraphs 9 (Termination for Cause), 10 (Termination for Convenience) or 23(a) (Covenant of No Undisclosed Conflict); except that the obligations of the parties under Paragraphs 7 (Insurance) and 8 (Indemnification) shall continue in full force and effect after said expiration date or early termination in relation to acts or omissions occurring prior to such dates during the term of the Agreement, and the obligations of CONTRACTOR to NCTPA shall also continue after said expiration date or early termination in relation to the obligations prescribed by Paragraphs 15 (Confidentiality), 20 (Taxes) and 21 (Access to Records/Retention).

2. Except as set forth above, the terms and conditions of the Agreement shall remain in full force and effect as previously approved.

IN WITNESS WHEREOF, this Agreement was executed by the parties hereto as of the date first above written.

"NCTPA"

"CONTRACTOR"

NCTPA, a joint powers authority organized
under the laws of the State of California

CH2MHILL, Inc.

By _____
Kate Miller, Executive Director

By _____
Mark Aikawa, Vice President

ATTEST:

By _____
Karalyn E. Sanderlin, NCTPA Board Secretary

Approved as to Form:

By _____
Janice Killion, NCTPA Legal Counsel



May 15, 2013
NCTPA Agenda Item 9.1
Continued From: April 17, 2013
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Antonio Onorato, Program Manager-Finance
(707) 259-8779 / Email: aonorato@nctpa.net
SUBJECT: Public Hearing on the NCTPA FY 2013-14 Budget; Approval of Resolution No. 13-09 Adopting the NCTPA FY 2013-14 Budget; and Approval of Resolution No. 13-10 Authorizing the Filing with the Metropolitan Transportation Commission (MTC) for Allocation of Transit Development Act (TDA), State Transit Assistance (STA); and Regional Measure 2 (RM 2) Funds

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board:

- (1) Hold a public hearing on the NCTPA FY 2013-14 Budget;
- (2) Approve Resolution No. 13-09 (Attachment 1) adopting the NCTPA FY 2013-14 budget of:
 - \$15,747,700 in revenues and expenditures,
 - \$ 1,762,000 in depreciation expense
 - \$ 8,901,800 capital budget
 - \$26,411,500 TOTAL BUDGET**
- (3) Authorize a total Transportation Development Act (TDA) claim comprised of:
 - \$4,857,738 in TDA Articles 4, 4.5 and 8 for transit operations
 - \$1,085,900 in TDA Article 8 for administration and planning activities
 - \$5,647,800 in TDA Article 4 capital funds
 - \$ 390,000 in RM2 Operating Assistance
 - \$ 1,514,462 in State Transit Assistance
 - \$13,495,900 TOTAL TDA CLAIM**
- (4) Approve Resolution No. 13-10 (Attachment 2) authorizing the filing with the MTC for allocation of TDA, STA, and RM 2 funds, and
- (5) Authorize the NCTPA Executive Director or designee to sign any claims, applications or agreements in order to move funds into the Agency or to Member Agencies.

COMMITTEE RECOMMENDATION

The VINE Consumer Advisory Committee (VCAC) and Paratransit Coordinating Council (PCC) have reviewed the Public Transit Budgets.

EXECUTIVE SUMMARY

At its April Meeting, staff reviewed the proposed FY 2013-14 budget and responded to questions from the Board. Since that time, \$51,000 in additional expenditures of which \$44,000 is for security services associated with the Bottle Rock concert and \$7,000 for additional web-related software have been added to the projected expenses. As previously stated, the proposed FY 2013-14 budget is balanced. Overall expenditures total \$26,406,500. The proposed budget reflects compliance with fiscal policies and direction provided to staff on an ongoing basis by the Board of Directors.

PROCEDURAL REQUIREMENTS FOR PROPOSED BUDGET

1. Open Public Hearing
2. Staff Report
3. Public Comments
4. Close Public Hearing
5. Motion, Second, Discussion and Vote

FISCAL IMPACT

Is there a fiscal impact? Yes. \$26,411,500. Final approval by the Board will adopt the FY 2013-14 NCTPA budget of \$15,747,700 in operational revenue and expenditures; \$8,901,800 capital budget; and \$1,762,000 depreciation expense.

Is it Currently Budgeted? No.

Where is it budgeted? N/A.

Is it Mandatory or Discretionary? Mandatory

Future Fiscal Impact: For FY 2013-14. Operating budgets do not carry over to the next fiscal year and must be approved on a yearly basis.

Consequences if not approved: The NCTPA Board of Directors is required to adopt an annual budget by June 30th for the upcoming fiscal year.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Agency staff began the budget process in December 2012, and conducted an ad-hoc budget review with members of the Board in March 2013 to develop and produce a "final" budget. In the March review, committee members had the opportunity to ask questions regarding sources of funding, reasoning for expenditures, purpose of capital purchases, and any issues of budget development.

A PowerPoint presentation of the first reading was presented to the NCTPA Board of Director's on April 17, 2013. Board members had the opportunity to ask questions during the meeting or email questions to the Manager of Finance before adoption. No questions have been presented since the first reading.

Revisions to the draft budget have occurred since the first reading on April 17, 2013. Staff has made two additions to the budget, which is noted below. The final action of this process is the approval and adoption of the budget by resolution.

Revisions since the first reading on April 17, 2013:

Congestion Management Authority

Added: \$44,000 for on-call Security Services, based upon signed contract.
Added: \$7,000 software purchase to bookmark board agenda's.

Public Transit

No Revisions.

Capital Projects

No Revisions.

SUPPORTING DOCUMENTS

Attachments: (1) Resolution No. 13-09
(2) Resolution No. 13-10
(3) FY 2013-14 NCTPA Budget

RESOLUTION No. 13-09

**A RESOLUTION OF THE
NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (NCTPA)
ADOPTING THE FY 2013-14 BUDGET**

WHEREAS, the Napa County Transportation and Planning Agency (NCTPA) is designated the countywide transportation planning agency responsible for Highway, Street and Road, and transit planning and programming within Napa County; and

WHEREAS, on an annual basis the Board reviews and approves a budget for all transit services - fixed route, deviated route, paratransit, and taxi subsidy as well as NCTPA administration and planning; and

WHEREAS, certain Bay Area Air Quality Management District, Congestion Management Authority, Abandoned Vehicle Abatement Authority, Federal Transit Administration, State Transit Assistance, Regional Measure 2, Caltrans, and Transportation Development Act funds are passed through NCTPA,

NOW, THEREFORE, BE IT RESOLVED, that the Napa County Transportation and Planning Agency (NCTPA) adopt the FY 2013-14 Budget in the amount of \$26,411,500 and authorizes the Executive Director to take all necessary actions to secure indicated Federal, State, Regional, and Local resources, and to execute contracts with Member Agencies or funding entities as necessary.

Passed and Adopted the 15th day of May, 2013.

Keith Caldwell, Chair, NCTPA

Ayes:

ATTEST:

Karrie Sanderlin, NCTPA Board Secretary

Nays:

APPROVED:

Janice D. Killion, NCTPA Legal Counsel

Absent:

RESOLUTION No. 13-10

**A RESOLUTION OF THE
NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (NCTPA)
AUTHORIZING THE FILING WITH THE
METROPOLITAN TRANSPORTATION COMMISSION (MTC)
FOR ALLOCATION FOR TRANSPORTATION DEVELOPMENT ACT (TDA),
REGIONAL MEASURE 2 (RM2), AND STATE TRANSIT ASSISTANCE (STA)
FUNDS FOR FISCAL YEARS 2013-14**

WHEREAS, the Transportation Development Act (TDA), (Public Utilities Code 99200 *et seq.*), provides for the disbursement of funds from the Local Transportation Fund (LTF) of the County of Napa for use by eligible applicants for the purpose of community transit services (PUC 99275), support of public transportation (PUC 99260), exclusive service to elderly and handicapped (PUC 99260.7), planning contributions, construction of facilities, acquisition of real property and transit capital (PUC 99262), public or special group transportation (PUC 99400(c)), administrative and planning cost with respect to transportation services under contract (PUC 99400(d)), and capital expenditures to acquire vehicles and equipment for transportation services (PUC 99400(e)); and

WHEREAS, pursuant to the provisions of the TDA, and pursuant to the applicable rules and regulations thereunder (21 Cal. Code of Regs. 6600 *et seq.*) a prospective applicant wishing to receive an allocation from the Local Transportation Fund (LTF) shall file its claim with the Metropolitan Transportation Commission; and

WHEREAS, the State Transit Assistance (STA) fund is created pursuant to Public Utilities Code 99310 *et seq.*; and

WHEREAS, the STA fund makes funding available pursuant to Public Utilities Code 99313.6 for allocation to eligible applicants to support approved transit projects; and

WHEREAS, the Napa County Transportation and Planning Agency is an eligible applicant for TDA and/or STA funds pursuant to the California PUC Code Chapter 4, Articles 4, 4.5 and/or 8, and for certain local transportation funds under Article 3, pursuant to the NCTPA Joint Powers Agreement; and

WHEREAS, TDA funds from the Local Transportation Fund of Napa County and State Transit Assistance funds will be required in FY 2013-14 for eligible applicants for the purpose of community transit services (PUC 99275), support of public transportation (PUC 99260), exclusive service to elderly and handicapped (PUC 99260.7), planning contributions, acquisition of real property, construction of facilities, transit capital

expenditures (PUC 99262), public or special group transportation (PUC 99400(c)), administrative and planning cost with respect to transportation services under contract (PUC 99400(d)), and capital expenditures to acquire vehicles and related equipment for transportation services (PUC 99400(e));and

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred as Regional Measure 2, identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 2 funds, pursuant to Streets and Highways Code Section 30914(c) and (d); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 2 funding; and

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 2 Policy and Procedures; and

WHEREAS, NCTPA is an eligible sponsor of transportation project(s) in Regional Measure 2, Regional Traffic Relief Plan funds.

NOW THEREFORE BE IT RESOLVED, that NCTPA and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 2 Policy Guidance (MTC Resolution No. 3636); and

BE IT FURTHER RESOLVED, to the full extent permitted by law, that NCTPA shall indemnify and hold harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), to the extent that they arise out of, pertain to, or relate to the negligent acts of omissions of NCTPA its officers, employees or agents, or subcontractors or any of them in connection with its performance of professional services under this allocation of RM2 funds which constitute negligence, recklessness, or willful misconduct. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages; and

BE IT FURTHER RESOLVED, that NCTPA shall, if it receives any revenues or profits from any non-governmental use of property (or project) ensure that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs; otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and

BE IT FURTHER RESOLVED, that the Executive Director or his designee is authorized to execute and file appropriate TDA, RM2, and STA applications together with all necessary supporting documents with the Metropolitan Transportation Commission for an allocation of TDA, RM2, and STA funds in FY 2013-14; and

BE IT FURTHER RESOLVED, that a copy of this resolution be transmitted to the Metropolitan Transportation Commission in conjunction with the filing of the claim; and the Metropolitan Transportation Commission be requested to grant the allocations of funds as specified herein.

Passed and Adopted the 15th day of May, 2013.

Keith Caldwell, Chair, NCTPA

Ayes:

ATTEST:

Karrie Sanderlin, NCTPA Board Secretary

Nays:

APPROVED:

Janice D. Killion, NCTPA Legal Counsel

Absent:

Budget Inputs-CONSOLIDATED CMA and PUBLIC TRANSIT

Statement of Revenue, Expenses

A

B

C

D

ATTACHMENT 3
NCTPA Board Agenda item 9.1

May 15, 2013

Updated 5/3/13 at 10:05 am

(C-A) Draft

- Approved

	APPROVED BUDGET FY 2012-13	PROJECTION FY2012-13	DRAFT BUDGET FY2013-14	\$ Difference	% Difference
OPERATING REVENUES					
REV- OPERATIONS					
1 Farebox	1,063,500	1,071,800	1,189,000	125,500	11.8%
2 Farebox Contribution	87,500	75,100	98,300	10,800	12.3%
3 Ad Revenue and Other Operating Revenue	49,100	41,300	52,900	3,800	7.7%
4 TOTAL - OPERATIONAL REVENUE	1,200,100	1,188,200	1,340,200	140,100	11.7%
5					
6 TOTAL- Transportation Development Act	5,194,800	5,393,900	5,935,200	770,400	14.9%
7					
REV- INTERGOVERNMENTAL					
9 Federal: FTA 5307, Operating	1,555,200	1,555,200	1,555,200	-	0.0%
10 Federal: FTA 5311, Operating	253,900	253,900	253,900	-	0.0%
11 Federal: FHWA 20-205	1,075,000	888,700	998,000	(77,000)	-7.2%
12 Federal: Other	1,012,000	518,000	1,250,000	(238,000)	-23.5%
13 State: State Transit Assistance (STA)	1,540,900	914,100	1,483,500	(47,800)	-3.1%
14 Regional: Other	25,000	4,700	481,700	436,700	1746.8%
15 Regional: MTC	881,800	390,000	425,000	(436,800)	-50.7%
16 PPM	24,000	24,000	117,000	93,000	387.5%
17 State: Other	211,000	-	549,700	338,700	160.5%
18 Jurisdictions	-	21,000	238,300	238,300	0.0%
19 TFCA	188,000	184,000	200,000	12,000	8.4%
20 TFCA Admin	-	-	10,000	10,000	0.0%
21 AVAA	138,000	138,000	138,000	-	0.0%
22 Interfund Revenue	-	288,900	333,900	333,900	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	8,882,800	4,974,500	8,444,700	(1,561,900)	-22.7%
24					
25 INTEREST	23,600	22,000	27,800	4,000	16.9%
26					
27 TOTAL REVENUES	\$13,271,300	\$11,578,600	\$15,747,700	\$2,476,400	18.7%
28					
OPERATING EXPENSES					
PERSONNEL COSTS					
31 Salaries and Wages	1,265,000	1,198,000	1,238,800	(26,200)	-2.1%
32 Employer Payroll Taxes	21,000	33,000	36,000	15,000	71.4%
33 Retirement	140,000	115,000	143,500	3,500	2.5%
34 Dental/Vision/Life/LTD	12,000	600	24,000	12,000	100.0%
35 Health	155,000	148,000	146,400	(14,800)	-9.4%
36 Medicare	20,000	14,700	17,400	(2,600)	-13.0%
37 Employee Assistance Program (EAP)	3,000	-	3,000	-	0.0%
38 Workers Compensation	7,500	8,000	8,400	900	12.0%
39 OPEB Contribution	23,000	23,000	27,000	4,000	17.4%
40 457 Employer Contribution	12,000	11,000	11,000	-	0.0%
41 TOTAL PERSONNEL COSTS	1,858,500	1,551,300	1,655,500	(3,000)	-0.2%
42					
OPERATING EXPENSES					
43 Administration Services	12,300	12,300	12,300	-	0.0%
44 Accounting/Auditing Services	91,000	85,300	97,000	8,000	8.6%
45 Information Technology Service	78,000	78,100	81,300	3,300	4.2%
46 Legal Services	99,400	83,400	74,000	(25,400)	-25.8%
47 Temporary/Contract Help	-	10,000	20,000	20,000	0.0%
48 Professional Fees	2,554,000	778,700	3,424,500	870,500	54.1%
49 Security Services	5,000	12,000	49,000	44,000	880.0%
50 Maintenance-Equipment	38,000	38,000	47,000	9,000	23.7%
51 Purchase-Transportation	6,198,600	6,583,200	7,288,000	1,191,800	18.8%
52 Maintenance-Buildings/Improvement	33,000	8,000	58,800	25,800	78.2%
53 Maintenance-Vehicles	250,000	240,000	237,000	(13,000)	-5.2%
54 Rents and Leases - Equipment	8,000	8,000	9,600	1,600	20.0%
55 Rents and Leases - Bldg/Land	70,700	75,800	70,000	(5,700)	-7.3%
56 Insurance - Premiums	55,000	70,000	70,000	15,000	27.3%
57 Communications/Telephone	8,200	8,200	8,400	2,000	35.5%
58 Advertising/Marketing	225,000	186,400	227,000	2,000	0.9%
59 Printing & Binding	55,700	56,900	61,200	5,500	9.9%
60 Bank Charges	1,200	1,200	1,200	-	0.0%
61 Public/ Legal Notices	1,000	3,000	5,200	4,200	420.0%
62 Training Conference Expenses	45,000	38,000	45,000	-	0.0%
63 Business Travel/Mileage	11,000	8,500	5,000	(8,000)	-54.5%
64 Office Expenses	38,000	38,000	38,000	-	0.0%
65 Freight/Postage	3,000	7,200	8,600	3,600	120.0%
66 Books/Periodicals/Subscriptions	2,000	600	14,000	12,000	600.0%
67 Memberships/Certifications	8,000	400	21,000	13,000	173.8%
68 Utilities - Electric	35,000	18,800	50,400	15,400	44.0%
69 Fuel	1,301,500	1,348,000	1,603,400	301,500	23.2%
70 AVAA	138,000	138,000	138,000	-	0.0%
71 Fuel Contingency (1)	129,500	119,300	140,100	10,800	8.2%
72 Operations Contingency (2)	183,800	-	225,300	41,500	22.8%
73 TOTAL OPERATING EXPENSES	11,812,800	10,027,300	14,092,200	2,479,400	21.4%
74					
75 TOTAL OPERATING COSTS	\$13,271,300	\$11,578,600	\$15,747,700	\$2,476,400	18.7%
76					
NET CHANGE IN OPERATIONS					
77	-	-	-	-	0.0%
78					
79 Depreciation Expense	1,121,000	1,155,000	1,782,000	641,000	57.2%
80					
CAPITAL REVENUES					
81 Federal: FTA 5307, Capital	3,164,200	1,085,100	2,456,000	(708,200)	-22.4%
82 State: Prop. 1B Capital	1,139,500	192,000	408,000	(733,500)	-64.4%
83 RMZ Capital	2,384,200	1,791,332	200,000	(2,184,200)	-91.8%
84 Local Transit Capital/ STA (TDA)	2,203,100	3,809,700	5,847,800	3,444,700	156.4%
85 Other Government Agencies	-	-	192,000	192,000	0.0%
86 TOTAL CAPITAL REVENUES	8,901,000	6,878,132	8,901,800	800	0.0%
87					
CAPITAL PURCHASES					
88 Security Equipment	20,000	25,000	25,000	5,000	25.0%
89 Equipment	1,180,400	1,710,300	1,180,000	(19,600)	-1.7%
90 Vehicles	4,920,800	2,227,000	3,682,800	(1,237,800)	-25.2%
91 Buildings- Transit Center	2,600,000	2,400,000	100,000	(2,500,000)	-96.2%
92 Buildings & Improvements	200,000	515,832	3,714,000	3,714,000	1857.0%
93 TOTAL CAPITAL EXPENSES	8,901,000	6,878,132	8,901,800	800	0.0%
94					
NET CHANGE IN CAPITAL					
95	-	-	-	-	0.0%
96					
TOTAL BUDGET					
	\$ 23,283,300	\$ 18,811,732	\$ 26,411,500	\$ 3,118,200	13.4%

NEW CAPITAL INVESTMENTS 2013-2014

PROJECT DEPT FUNDING STATUS	VEHICLES					FACILITIES					EQUIPMENT				
	V1.	V2.	V3.	V4.	V5.	F1.	F2.	F3.	F4.	F5.	E1.	E2.	E3.	E4.	E5.
	3 VINE On Vans 8302001 Secured	8 VINE Buses 8302002 Secured	American Canyon Replacement Vehicles 8302004 Awaiting 18 Bond Sale	Used Rolling Stock 8302002 Secured	Youngville PWR Lot Enhancements 8302005 Secured	NY College MS Shelter 8302003 Awaiting 18 Bond Sale	American Canyon Park & Ride 8302004 Secured	CHD Fueling Station 8302002 Secured	SG Transit Center Enhancements 8302002 Secured	Vocals Portable Facilities Unit 8302002 Secured	Bus Washer 8302002 Secured	Asset Management Database 8302002 Secured	Automatic Passenger Counting 8302002 Secured	Fire Box Modernization Phase 2 8302002 Secured	Transit Yard Equipment Upgrades 8302002 Secured
TOTALS	2,456,000	2,376,000	50,000	50,000	50,000	50,000	214,000	250,000	3,000,000	100,000	200,000	100,000	500,000	400,000	80,000
Funding Source: FTA State of Good Repair STATE: TDA (LTF) STATE: Prop. 4B MTC: RM2 Capital Other Funds	5,647,800 598,000 200,000	772,800	192,000	192,000	192,000	50,000	214,000	150,000	3,000,000	100,000	200,000	100,000	500,000	400,000	80,000
TOTAL FOR YEAR	\$8,901,800	\$3,148,800	\$242,000	\$242,000	\$242,000	\$50,000	\$214,000	\$400,000	\$3,000,000	\$100,000	\$200,000	\$100,000	\$500,000	\$400,000	\$80,000
TOTAL PROJECT COSTS	\$8,901,800	\$3,148,800	\$242,000	\$242,000	\$242,000	\$50,000	\$214,000	\$400,000	\$3,000,000	\$100,000	\$200,000	\$100,000	\$500,000	\$400,000	\$80,000
Carryover, Previously approved	\$7,254,800	81%													
New Projects	\$1,647,000	19%													
	\$8,901,800	100%													

Budget Inputs-CMA

Statement of Revenue, Expenses

Updated 5/3/13 at 10:05 am

	A	B	C	D	F
				(C-A) Draft - Approved	
	APPROVED BUDGET FY 2012-13	PROJECTION FY2012-13	DRAFT BUDGET FY2013-14	\$ Difference	% Difference
OPERATING REVENUES					
REV- OPERATIONS					
1 Farebox	-	-	-	-	0.0%
2 Farebox Contribution	-	-	-	-	0.0%
3 Ad Revenue and Other Operating Revenue	-	1,600	-	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	-	1,600	-	-	0.0%
5					
6 TOTAL- Transportation Development Act	746,300	746,300	1,064,000	317,700	42.6%
7					
8 REV- INTERGOVERNMENTAL					
11 Federal: FHWA	1,075,000	686,700	999,000	(77,000)	-7.2%
12 Federal: Other	1,012,000	516,000	1,250,000	238,000	23.5%
13 State: State Transit Assistance (STA)	544,000	-	-	(544,000)	-100.0%
14 Regional: Other	25,000	4,700	461,700	436,700	1746.8%
15 Regional: MTC	471,800	-	35,000	(436,800)	-92.6%
16 PPM	24,000	24,000	117,000	93,000	387.5%
17 State: Other	211,000	-	549,700	338,700	160.5%
18 Jurisdictions	-	21,000	236,300	236,300	0.0%
19 TFCA	188,000	184,000	200,000	12,000	6.4%
20 TFCA Admin	-	-	10,000	10,000	0.0%
21 AVAA	136,000	136,000	136,000	-	0.0%
22 Interfund Revenue	-	288,900	333,900	333,900	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	3,686,800	1,861,300	4,327,600	640,800	17.4%
24					
25 INTEREST	4,000	5,000	8,000	4,000	100.0%
26					
27 TOTAL REVENUES	4,437,100	2,614,200	5,399,600	962,500	21.7%
28					
OPERATING EXPENSES					
PERSONNEL COSTS					
32 Salaries and Wages	1,265,000	1,198,000	1,238,800	(26,200)	-2.1%
33 Employer Payroll Taxes	21,000	33,000	36,000	15,000	71.4%
34 Retirement	140,000	126,000	143,500	3,500	2.5%
35 Other Benefits (Dental, LTD, Vision)	12,000	600	24,000	12,000	100.0%
36 Health	155,000	148,000	140,400	(14,600)	-9.4%
37 Medicare	20,000	14,700	17,400	(2,600)	-13.0%
38 Employee Assistance Program (EAP)	3,000	-	3,000	-	0.0%
39 Workers Compensation	7,500	8,000	8,400	900	12.0%
40 OPEB Contribution	23,000	23,000	27,000	4,000	17.4%
41 457 Employer Contribution	12,000	-	12,000	-	0.0%
42 Cell Phone	-	-	5,000	5,000	0.0%
43 Salary Chargeback to Public Transit	(267,500)	(266,900)	(333,900)	(66,400)	-24.8%
44 TOTAL PERSONNEL COSTS	1,391,000	1,262,400	1,321,600	(69,400)	-5.0%
45					
46 OPERATING EXPENSES					
47 Administration Services	12,300	12,300	12,300	-	0.0%
48 Accounting/Auditing Services	65,000	65,000	70,000	5,000	7.7%
49 Information Technology Service	60,000	60,000	60,000	-	0.0%
50 Legal Services	90,000	73,500	63,000	(27,000)	-30.0%
51 Temporary/Contract Help	-	10,000	10,000	10,000	0.0%
52 Consulting Services	2,429,000	778,700	3,324,500	895,500	36.9%
53 Security Services	5,000	12,000	49,000	44,000	880.0%
54 Maintenance-Equipment	3,000	3,000	12,000	9,000	300.0%
56 Maintenance-Buildings/Improvement	30,000	5,000	52,800	22,800	76.0%
57 Maintenance-Vehicles	-	-	2,000	2,000	0.0%
58 Rents and Leases - Equipment	8,000	8,000	9,600	1,600	20.0%
59 Rents and Leases - Bldg/Land	37,000	41,000	-	(37,000)	-100.0%
60 Insurance - Premiums	35,000	50,000	55,000	20,000	57.1%
61 Communications/Telephone	6,000	6,000	6,000	-	0.0%
62 Advertising/Marketing	2,000	3,200	4,000	2,000	100.0%
63 Printing & Binding	4,000	7,200	14,900	10,900	272.5%
64 Bank Charges	1,200	1,200	1,200	-	0.0%
65 Public/ Legal Notices	1,000	1,000	3,200	2,200	220.0%
68 Training Conference Expenses	25,000	18,000	25,000	-	0.0%
67 Business Travel/Mileage	9,000	6,500	5,000	(4,000)	-44.4%
68 Office Expenses	30,000	30,000	30,000	-	0.0%
69 Freight/Postage	2,000	6,200	5,600	3,600	180.0%
70 Books/Periodicals/Subscriptions	2,000	600	14,000	12,000	600.0%
71 Memberships/Certifications	1,000	400	21,900	20,900	2090.0%
72 Utilities - Electric	10,000	12,000	36,000	26,000	260.0%
73 Fuel	5,000	5,000	5,000	-	0.0%
74 AVAA	136,000	136,000	136,000	-	0.0%
75 Fuel Contingency (1)	-	-	-	-	0.0%
76 Operations Contingency (2)	37,600	-	50,000	12,400	33.0%
77 TOTAL OPERATING EXPENSES	3,046,100	1,351,800	4,078,900	1,031,900	33.9%
78					
79 TOTAL OPERATING COSTS	4,437,100	2,614,200	5,399,600	962,500	21.7%
80					
81 NET CHANGE IN OPERATIONS	-	-	-	-	0.0%
82					
83 Depreciation Expense	15,000	15,000	30,000	15,000	100.0%
84					
85					
CAPITAL REVENUES					
92 Local Transit Capital/ STA (TDA)	-	-	-	-	0.0%
93 Other Government Agencies	-	-	-	-	0.0%
94 TOTAL CAPITAL REVENUES	-	-	-	-	0.0%
95					
CAPITAL PURCHASES					
99 Equipment	-	-	-	-	0.0%
100 Vehicles	-	-	-	-	0.0%
101 Buildings- Transit Center	-	-	-	-	0.0%
102 Buildings & Improvements	-	-	-	-	0.0%
103 TOTAL CAPITAL EXPENSES	-	-	-	-	0.0%
104					
105 NET CHANGE IN CAPITAL	-	-	-	-	0.0%

(1) 10% contingency for fuel costs.

(2) 2% contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies; Consulting Svcs 54,600 2.8%

OTHER NOTES

Estimated Passengers
Cost Per Passenger

Professional Fees/ Consultant Details

No.	Elective	Regulatory	CMA/Transit Special Projects/Studies	Funding	2012-2013	2013-2014	Status
1		✓	Active Transportation Plan- Pedestrian Focused	CMA Planning	\$0	\$50,000	New Project
2	✓		Agriculture Vanpool program	TDA 8	12,000	20,000	Continued Funding
3	✓		American Canyon Park N Ride (RM2)	RM2/TPI (Fed)	-	35,000	Carryover (see Public Transit)
4	✓		Annual Report- NCTPA	TDA 8	-	10,000	New Project
5		✓	BAAQMD- TFCA (2)	TFCA	188,000	400,000	Continued Funding, Increase Approp.
6	✓		Bike Plan Updates and Revisions	TDA 8	25,000	25,000	Carryover
7	✓		Bike Share Project	CMA Planning	-	5,000	New Project
8	✓		Capital Projects Dashboard	TDA 8	25,000	25,000	Carryover
9	✓		California Street Class II Bike Lane- City of Napa	PPM/CMA	-	50,000	New Project
10		✓	Community-wide Based Transportation Plan- update (Transit)	Lifeline	80,000	80,000	Carryover
11	✓		Countywide Plan- Napa's Transportation Future (1)	CMA Planning	125,000	150,000	Carryover, Increase Budget
12		✓	Disparity Study	CMA Planning	-	50,000	New Project
13	✓		Gateway Corridor - Hwy 29 Study	Federal	300,000	250,000	Carryover, Remaining Balance
14		✓	Limited English Proficiency	TDA 8	-	100,000	New Project
15	✓		Napa Valley Vine Trail (multiyear)	Federal	1,000,000	1,000,000	Carryover
16	✓		Onboard Surveys	CMA Planning	-	50,000	New Project
17	✓		Project Study Report/PID (Calistoga)	PPM/CMA	150,000	200,000	Carryover, Increase Budget
18	✓		Safe Routes To Schools (Caltrans)	SR2S	244,000	250,000	Carryover, Remaining Balance
19	✓		Socal Flyover study (CMA/TLU)	PPM/CMA	-	100,000	New Project
20	✓		State Advocacy Services- Lobbying Services (TDA Planning)	TDA 8	-	35,000	Continued Funding
21		✓	Transit Service Route Assessment	TDA 8	-	49,500	New Project
22		✓	Travel Demand Update (1)	CMA Planning	-	50,000	New Project
23	✓		Travelers Information Study	CMA Planning	-	150,000	New Project
24	✓		Website Enhancements-Upgrades	TDA 8	-	15,000	Continued Funding
25	✓		Maintenance Yard and Fueling Feasibility Study	TDA 8	-	175,000	Carryover, Remaining Balance
			Website Redesign (FHWA)	FHWA	100,000	-	-
			Long Term Financing Outreach (CMA/TLU)	CMA Planning	55,000	-	-
			On Call Financial Advisory Services	TDA 8	75,000	-	-
			St. Helena Transit Study (St. Helena)	CMA Planning	20,000	-	-
			sub-RHNA Sustainability	RHNA	30,000	-	-
			TOTAL CMA SPECIAL PROJECTS		\$2,429,000	3,324,500	
			Public Transit Special Projects	Funding	2012-2013	2013-2014	
26	✓		Consulting Services for New Flyer Buses	TDA	-	\$85,000	Continued Funding
			American Canyon Park N Ride (sidelid, purchase, design, construct. Am Can)	RM2	35,000	-	-
			Napa Valley College Transit Center (VINE)	TDA	35,000	-	-
					\$70,000	\$85,000	
			TOTAL PROFESSIONAL FEES/ CONSULTING SERVICES		\$2,499,000	\$3,409,500	
				Notes			
				(1) Pursue Outside Funding			
				(2) Increase Appropriation to match progress payment			
				Carrover, Continued Funding			
				Regulatory			
				Elective			
				New Projects			
				\$664,500		19%	
				2,745,000		81%	
				\$3,409,500		100%	
				\$779,500		23%	
				2,630,000		77%	
				\$3,409,500		100%	

Budget Inputs- VINE FAMILY TRANSIT OF SERVICES

Statement of Revenue, Expenses

A

B

C

D

F

Updated 5/3/13 at 10:05 am

(C-A)
Draft - Approved

	APPROVED BUDGET FY 2012-13	PROJECTION FY2012-13	DRAFT BUDGET FY2013-14	\$ Difference	% Difference
OPERATING REVENUES					
REV- OPERATIONS					
1 Farebox	1,063,500	1,071,800	1,189,000	125,500	11.8%
2 Farebox Contribution	87,500	75,100	98,300	10,800	12.3%
3 Ad Revenue and Other Operating Revenue	49,100	39,700	52,900	3,800	7.7%
4 TOTAL - OPERATIONAL REVENUE	1,200,100	1,186,600	1,340,200	140,100	11.7%
5					
9 TOTAL- Transportation Development Act	4,418,500	4,647,600	4,871,200	452,700	10.2%
7					
8 REV- INTERGOVERNMENTAL					
9 Federal: FTA 5307 Operating	1,555,200	1,555,200	1,555,200	-	0.0%
10 Federal: FTA 5311 Operating	253,900	253,800	678,800	424,900	167.3%
12 Federal: Other	-	-	-	-	0.0%
13 State: State Transit Assistance (STA)	998,900	914,100	1,493,100	496,200	49.8%
14 Regional: Other	-	-	-	-	0.0%
15 Regional: MTC	390,000	390,000	390,000	-	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	3,198,000	3,113,200	4,117,100	921,100	28.8%
24					
25 INTEREST	19,800	17,000	19,600	-	0.0%
27					
28					
29					
30					
31					
32					
33					
34					
35					
36					
37					
38					
39					
40					
41					
42					
43					
44					
45					
46					
47					
48					
49					
50					
51					
52					
53					
54					
55					
56					
57					
58					
59					
60					
61					
62					
63					
64					
65					
66					
67					
68					
69					
70					
71					
72					
73					
74					
75					
76					
77					
78					
79					
80					
81					
82					
83					
84					
85					
86					
87					
88					
89					
90					
91					
92					
93					
94					
95					
96					
97					
98					
99					
100					
101					
102					
103					
104					
105					
106					
107					
108					
109					
110					
111					
112					
113					
114					
115					
116					
117					
118					
119					
120					
121					
122					
123					
124					
125					
126					
127					
128					
129					
130					
131					
132					
133					
134					
135					
136					
137					
138					
139					
140					
141					
142					
143					
144					
145					
146					
147					
148					
149					
150					
151					
152					
153					
154					
155					
156					
157					
158					
159					
160					
161					
162					
163					
164					
165					
166					
167					
168					
169					
170					
171					
172					
173					
174					
175					
176					
177					
178					
179					
180					
181					
182					
183					
184					
185					
186					
187					
188					
189					
190					
191					
192					
193					
194					
195					
196					
197					
198					
199					
200					
201					
202					
203					
204					
205					
206					
207					
208					
209					
210					
211					
212					
213					
214					
215					
216					
217					
218					
219					
220					
221					
222					
223					
224					
225					
226					
227					
228					
229					
230					
231					
232					
233					
234					
235					
236					
237					
238					
239					
240					
241					
242					
243					
244					
245					
246					
247					
248					
249					
250					
251					
252					
253					
254					
255					
256					
257					
258					
259					
260					
261					
262					
263					
264					
265					
266					
267					
268					
269					
270					
271					
272					
273					
274					
275					
276					
277					
278					
279					
280					
281					
282					
283					
284					
285					
286					
287					
288					
289					
290					
291					
292					
293					
294					
295					
296					
297					
298					
299					
300					
301					
302					
303					
304					
305					
306					
307					
308					
309					
310					
311					
312					
313					
314					
315					
316					
317					
318					
319					
320					
321					
322					
323					
324					
325					
326					
327					
328					
329					
330					
331					
332					
333					
334					
335					
336					
333					

Budget Inputs- VINE Go

Statement of Revenue, Expenses

Updated 5/3/13 at 10:05 am

	A	B	C	D	E
				(C-A)	
				Draft - Approved	
				\$ Difference	% Difference
OPERATING REVENUES					
REV- OPERATIONS					
1 Farebox	85,000	81,000	84,000	(1,000)	-1.2%
3 Ad Revenue and Other Operating Revenue	-	-	-	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	85,000	81,000	84,000	(1,000)	-1.2%
5					
6 TOTAL- Transportation Development Act	908,400	816,400	800,100	(108,300)	-11.9%
7					
8 REV- INTERGOVERNMENTAL					
9 Federal: FTA 5307, Operating	300,000	300,000	300,000	-	0.0%
13 State: State Transit Assistance (STA)	139,300	139,300	275,800	136,500	98.0%
14 Regional: Other	-	-	-	-	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	439,300	439,300	575,800	136,500	31.1%
24					
25 INTEREST	1,000	1,000	1,000	-	0.0%
26					
27 TOTAL REVENUES	1,433,700	1,337,700	1,460,900	27,200	1.9%
28					
OPERATING EXPENSES					
PERSONNEL COSTS					
43 Salary Chargeback to Public Transit	25,000	29,000	30,000	5,000	20.0%
44 TOTAL PERSONNEL COSTS	25,000	29,000	30,000	5,000	20.0%
45					
46 OPERATING EXPENSES					
48 Accounting/Auditing Services	5,000	2,500	4,800	(200)	-4.0%
49 Information Technology Service	2,500	1,500	2,000	(500)	-20.0%
50 Legal Services	2,000	2,000	2,000	-	0.0%
55 Purchase Transportation	1,135,000	1,080,000	1,132,000	(3,000)	-0.3%
57 Maintenance-Vehicles	10,000	-	20,000	10,000	100.0%
59 Rents and Leases - Bldg/Land	4,000	4,000	4,000	-	0.0%
62 Advertising/Marketing	10,000	7,600	10,000	-	0.0%
63 Printing & Binding	1,700	900	2,000	300	17.6%
67 Business Travel/Mileage	1,000	-	-	(1,000)	-100.0%
68 Office Expenses	1,200	1,200	1,200	-	0.0%
73 Fuel	190,000	190,000	204,000	14,000	7.4%
75 Fuel Contingency (1)	19,000	19,000	20,400	1,400	7.4%
76 Operations Contingency (2)	27,300	-	28,500	1,200	4.4%
77 TOTAL OPERATING EXPENSES	1,408,700	1,308,700	1,430,900	22,200	1.6%
78					
79 TOTAL OPERATING COSTS	1,433,700	1,337,700	1,460,900	27,200	1.9%
80					
81 NET CHANGE IN OPERATIONS	-	-	-	-	0.0%
82					
83 Depreciation Expense	75,000	88,000	115,000	40,000	53.3%
84					
85					
CAPITAL REVENUES					
90 State: Prop. 1B Capital	210,300	192,000	192,000	(18,300)	-8.7%
92 Local Transit Capital/ STA (TDA)	16,500	50,000	50,000	33,500	203.0%
94 TOTAL CAPITAL REVENUES	226,800	242,000	242,000	15,200	6.7%
95					
CAPITAL PURCHASES					
96					
97					
100 Vehicles	226,800	242,000	242,000	15,200	6.7%
103 TOTAL CAPITAL EXPENSES	226,800	242,000	242,000	15,200	6.7%
104					
105 NET CHANGE IN CAPITAL	-	-	-	-	0.0%

(1) 10% contingency for fuel costs.

(2) 2 % contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	\$24,600	1.8%
----------------------------	----------	------

VINE GO TRANSIT STATISTICS

Estimated Passengers	19,500	18,000	18,900
Cost Per Passenger	\$73.52	\$74.32	\$74.71
Estimated Service Hours	17,645	17,645	17,645
Cost Per Hour of Service- Fully Burdened	\$77.21	\$73.09	\$78.32

Budget Inputs-VINE

Statement of Revenue, Expenses

A

B

C

D

F

Updated 5/3/13 at 10:05 am

(C-A)
Draft - Approved

	APPROVED BUDGET FY 2012-13	PROJECTION FY2012- 13	DRAFT BUDGET FY2013-14	\$ Difference	% Difference
OPERATING REVENUES					
REV- OPERATIONS					
1 Farebox	890,000	900,000	1,010,000	120,000	13.5%
2 Farebox Contribution	-	-	-	-	0.0%
3 Ad Revenue and Other Operating Revenue	16,200	8,000	20,000	3,800	23.5%
4 TOTAL - OPERATIONAL REVENUE	906,200	908,000	1,030,000	123,800	13.7%
5					
6 TOTAL- Transportation Development Act	3,214,600	3,469,000	3,662,300	447,700	13.9%
7					
8 REV- INTERGOVERNMENTAL					
9 Federal: FTA 5307, Operating	1,195,200	1,195,200	1,195,200	-	0.0%
10 Federal: FTA 5311 Operating	70,000	70,000	375,200	305,200	436.0%
12 Federal: Other	-	-	-	-	0.0%
13 State: State Transit Assistance (STA)	319,700	319,700	767,500	447,800	140.1%
14 Regional: Other	-	-	-	-	0.0%
15 Regional: MTC	390,000	390,000	390,000	-	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	1,974,900	1,974,900	2,727,900	753,000	38.1%
24					
25 INTEREST	10,000	8,000	10,000	-	0.0%
26					
27 TOTAL REVENUES	6,105,700	6,359,900	7,430,200	1,324,500	21.7%
28					
OPERATING EXPENSES					
PERSONNEL COSTS					
43 Salary Chargeback to Public Transit	225,000	246,400	289,500	64,500	28.7%
44 TOTAL PERSONNEL COSTS	225,000	246,400	289,500	64,500	28.7%
45					
OPERATING EXPENSES					
46 Accounting/Auditing Services	15,500	12,000	15,500	-	0.0%
49 Information Technology Service	11,500	11,500	11,500	-	0.0%
50 Legal Services	6,000	6,000	6,000	-	0.0%
51 Temporary/Contract Help	-	-	10,000	10,000	0.0%
52 Consulting Services	85,000	-	85,000	-	0.0%
54 Maintenance-Equipment	35,000	35,000	35,000	-	0.0%
55 Purchase Transportation	3,974,000	4,441,200	5,043,000	1,069,000	26.9%
56 Maintenance-Buildings/Improvement	3,000	3,000	6,000	3,000	100.0%
57 Maintenance-Vehicles	240,000	240,000	200,000	(40,000)	-16.7%
59 Rents and Leases - Bldg/Land	25,000	25,000	25,000	-	0.0%
60 Insurance - Premiums	20,000	20,000	15,000	(5,000)	-25.0%
61 Communications/Telephone	200	200	2,400	2,200	1100.0%
62 Advertising/Marketing	175,000	150,000	175,000	-	0.0%
63 Printing & Binding	37,700	37,000	32,000	(5,700)	-15.1%
65 Public/ Legal Notices	-	2,000	2,000	2,000	0.0%
66 Training Conference Expenses	20,000	20,000	20,000	-	0.0%
67 Business Travel/Mileage	1,000	-	-	(1,000)	-100.0%
68 Office Expenses	4,500	4,500	4,500	-	0.0%
69 Freight/Postage	1,000	1,000	1,000	-	0.0%
71 Memberships/Certifications	7,000	-	-	(7,000)	-100.0%
72 Utilities - Electric	25,000	4,800	14,400	(10,600)	-42.4%
73 Fuel	1,003,000	1,000,000	1,219,400	216,400	21.6%
75 Fuel Contingency (1)	100,300	100,300	100,300	-	0.0%
76 Operations Contingency (2)	91,000	-	117,700	26,700	29.3%
77 TOTAL OPERATING EXPENSES	5,880,700	6,113,500	7,140,700	1,260,000	21.4%
78					
79 TOTAL OPERATING COSTS	6,105,700	6,359,900	7,430,200	1,324,500	21.7%
80					
NET CHANGE IN OPERATIONS	-	-	-	-	0.0%
81					
82					
83 Depreciation Expense	950,000	950,000	1,500,000	550,000	57.9%
84					
85					
CAPITAL REVENUES					
87					
89 Federal: FTA Capital	2,981,000	1,085,100	2,456,000	(525,000)	-17.6%
90 State: Prop. 1B Capital	750,400	-	214,000	(536,400)	-71.5%
91 RM2 Capital	2,244,200	1,640,200	-	(2,244,200)	-100.0%
92 Local Transit Capital/ STA (TDA)	2,115,300	3,759,700	5,297,800	3,182,500	150.5%
93 Other Government Agencies	-	-	-	-	0.0%
94 TOTAL CAPITAL REVENUES	8,090,900	6,485,000	7,967,800	(123,100)	-1.5%
95					
CAPITAL PURCHASES					
97					
98 Security Equipment	20,000	25,000	25,000	5,000	25.0%
99 Equipment	1,160,400	1,710,300	1,180,000	19,600	1.7%
100 Vehicles	4,310,500	1,985,000	3,198,800	(1,111,700)	-25.8%
101 Buildings- Transit Center	2,600,000	2,400,000	100,000	(2,500,000)	-96.2%
102 Buildings & Improvements	-	354,700	3,464,000	3,464,000	0.0%
103 TOTAL CAPITAL EXPENSES	8,090,900	6,485,000	7,967,800	(123,100)	-1.5%
104					
105 NET CHANGE IN CAPITAL	-	-	-	-	0.0%

(1) 10% contingency for fuel costs.

(2) 2% contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	1,297,800	21.9%
----------------------------	-----------	-------

VINE TRANSIT STATISTICS

Estimated Passengers	475,000	500,000	600,000
Cost Per Passenger	\$12.45	\$12.52	\$12.02
Estimated Service Hours	65,300	84,100	98,000
Cost Per Hour of Service- Fully Burdened	\$87.13	\$71.50	\$70.64

OTHER NOTES

- Funding for Route 20 (Solano) and 25 (Sonoma)
- Transit Performance Initiative Funds

Budget Inputs- Taxi Scrip

Statement of Revenue, Expenses

Updated 5/3/13 at 10:05 am

	A	B	C	D	F
				(C-A) Draft - Approved	
	APPROVED BUDGET FY 2012-13	PROJECTION FY2012-13	DRAFT BUDGET FY2013-14	\$ Difference	% Difference
OPERATING REVENUES					
REV- OPERATIONS					
1 Farebox	65,000	64,000	65,000	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	65,000	64,000	65,000	-	0.0%
6 TOTAL- Transportation Development Act	58,500	84,800	99,300	40,800	69.7%
8 REV- INTERGOVERNMENTAL					
23 TOTAL- INTERGOVERNMENTAL REV	-	-	-	-	0.0%
25 INTEREST	2,500	2,000	1,600	(900)	-36.0%
27 TOTAL REVENUES	126,000	150,800	165,900	39,900	31.7%
OPERATING EXPENSES					
31 PERSONNEL COSTS					
43 Salary Chargeback to Public Transit	2,500	4,300	2,400	(100)	-4.0%
44 TOTAL PERSONNEL COSTS	2,500	4,300	2,400	(100)	-4.0%
46 OPERATING EXPENSES					
48 Accounting/Auditing Services	1,600	1,600	1,600	-	0.0%
49 Information Technology Service	800	800	800	-	0.0%
50 Legal Services	-	-	-	-	0.0%
55 Purchase Transportation	110,000	135,000	149,000	39,000	35.5%
59 Rents and Leases - Bldg/Land	1,000	2,000	2,000	1,000	100.0%
63 Printing & Binding	6,800	6,800	6,800	-	0.0%
68 Office Expenses	300	300	300	-	0.0%
76 Operations Contingency (2)	3,000	-	3,000	-	0.0%
77 TOTAL OPERATING EXPENSES	123,500	146,500	163,500	40,000	32.4%
79 TOTAL OPERATING COSTS	126,000	150,800	165,900	39,900	31.7%
81 NET CHANGE IN OPERATIONS	-	-	-	-	0.0%
83 Depreciation Expense	-	-	-	-	0.0%
(2) 2 % contingency for operating expenses not including fuel and depreciation.					
Increase w/o Contingencies	\$39,900	32.4%			

Estimated Passengers

Cost Per Passenger

OTHER NOTES

1,134 registered users.

10 new registrations per month

55. Increase in Registrations and Program Use

Budget Inputs- American Canyon

Statement of Revenue, Expenses

A

B

C

D

F

Updated 5/3/13 at 10:05 am

(C-A)

Draft - Approved

	APPROVED BUDGET FY 2012-13	PROJECTION FY2012-13	DRAFT BUDGET FY2013-14	\$ Difference	% Difference
OPERATING REVENUES					
REV- OPERATIONS					
1 Farebox	14,000	15,600	18,000	4,000	28.6%
2 Farebox Contribution- City of American Canyon	27,100	21,000	36,000	8,900	32.8%
3 Ad Revenue and Other Operating Revenue	2,500	1,300	2,500	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	43,600	37,900	56,500	12,900	29.6%
5					
6 TOTAL- Transportation Development Act	93,400	95,800	158,200	64,800	69.4%
7					
8 REV- INTERGOVERNMENTAL					
9 Federal: FTA 5307, Operating	60,000	60,000	60,000	-	0.0%
13 State: State Transit Assistance (STA)	180,000	180,000	180,000	-	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	240,000	240,000	240,000	-	0.0%
24					
25 INTEREST	2,000	2,000	2,000	-	0.0%
26					
27 TOTAL REVENUES	379,000	375,700	456,700	77,700	20.5%
28					
OPERATING EXPENSES					
29					
30					
31 PERSONNEL COSTS					
43 Salary Chargeback to Public Transit	4,500	3,000	4,800	300	6.7%
44 TOTAL PERSONNEL COSTS	4,500	3,000	4,800	300	6.7%
45					
46 OPERATING EXPENSES					
48 Accounting/Auditing Services	1,200	1,200	1,200	-	0.0%
49 Information Technology Service	900	900	2,000	1,100	122.2%
50 Legal Services	600	600	800	200	33.3%
51 Temporary/Contract Help	-	-	-	-	0.0%
52 Professional Fees	35,000	-	15,000	(20,000)	-57.1%
55 Purchase Transportation	275,000	275,000	288,000	13,000	4.7%
57 Maintenance-Vehicles	-	-	15,000	15,000	0.0%
59 Rents and Leases - Bldg/Land	1,000	1,000	1,000	-	0.0%
62 Advertising/Marketing	10,000	10,000	10,000	-	0.0%
63 Printing & Binding	3,500	3,500	3,500	-	0.0%
68 Office Expenses	500	500	500	-	0.0%
73 Fuel	35,000	80,000	96,000	61,000	174.3%
75 Fuel Contingency (1)	4,000	-	9,600	5,600	140.0%
76 Operations Contingency (2)	7,800	-	9,300	1,500	19.2%
77 TOTAL OPERATING EXPENSES	374,500	372,700	451,900	77,400	20.7%
78					
79 TOTAL OPERATING COSTS	379,000	375,700	456,700	77,700	20.5%
80					
81 NET CHANGE IN OPERATIONS	-	-	-	-	0.0%
82					
83 Depreciation Expense	24,000	9,000	24,000	-	0.0%
84					
85					
CAPITAL REVENUES					
87					
90 State: Prop. 1B Capital	178,800	-	-	(178,800)	-100.0%
91 RM2 Capital	150,000	-	150,000	-	0.0%
92 Local Transit Capital/ STA (TDA)	21,300	-	300,000	278,700	1308.5%
93 Other Government Agencies	-	-	192,000	192,000	0.0%
94 TOTAL CAPITAL REVENUES	350,100	-	642,000	291,900	83.4%
95					
CAPITAL PURCHASES					
96					
97					
99 Equipment	-	-	-	-	0.0%
100 Vehicles	200,100	-	242,000	41,900	20.9%
102 Buildings & Improvements	150,000	-	400,000	250,000	166.7%
103 TOTAL CAPITAL EXPENSES	350,100	-	642,000	291,900	83.4%
104					
105 NET CHANGE IN CAPITAL	-	-	-	-	0.0%

(1) 10% contingency for fuel costs.

(2) 2 % contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	\$70,600	19.2%
----------------------------	----------	-------

AMERICAN CANYON TRANSIT STATISTICS

Estimated Passengers	24,000	26,700	28,000
Cost Per Passenger	\$15.79	\$14.07	\$15.64
Estimated Service Hours	3,300	4,900	6,000
Cost Per Hour of Service- Fully Burdened	\$109.91	\$76.06	\$72.17

OTHER NOTES

73. Fuel increase by using VINE buses for Trippers

Budget Inputs- Yountville

Statement of Revenue, Expenses

Updated 5/3/13 at 10:05 am

	A	B	C	D	F
				(C-A) Draft - Approved	
	APPROVED BUDGET FY 2012-13	PROJECTION FY2012-13	DRAFT BUDGET FY2013-14	\$ Difference	% Difference
OPERATING REVENUES					
REV- OPERATIONS					
1 Farebox	-	-	-	-	0.0%
2 Farebox Contribution- Town of Yountville	32,300	28,500	33,100	800	2.5%
3 Ad Revenue and Other Operating Revenue	-	-	-	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	32,300	28,500	33,100	800	2.5%
5					
6 TOTAL- Transportation Development Act	77,100	89,200	90,300	13,200	17.1%
7					
8 REV- INTERGOVERNMENTAL					
10 Federal: FTA 5311 Operating	61,300	61,300	101,200	39,900	65.1%
13 State: State Transit Assistance (STA)	150,000	100,000	100,000	(50,000)	-33.3%
23 TOTAL- INTERGOVERNMENTAL REV	211,300	161,300	201,200	(10,100)	-4.8%
24					
25 INTEREST	2,400	1,000	2,000	(400)	-16.7%
26					
27 TOTAL REVENUES	323,100	280,000	326,600	3,500	1.1%
28					
29 OPERATING EXPENSES					
30					
31 PERSONNEL COSTS					
43 Salary Chargeback to Public Transit	3,500	2,000	2,400	(1,100)	-31.4%
44 TOTAL PERSONNEL COSTS	3,500	2,000	2,400	(1,100)	-31.4%
45					
46 OPERATING EXPENSES					
48 Accounting/Auditing Services	1,500	1,500	1,500	-	0.0%
49 Information Technology Service	900	900	1,000	100	11.1%
50 Legal Services	600	600	600	-	0.0%
52 Consulting Services	5,000	-	-	(5,000)	-100.0%
55 Purchase Transportation	260,000	236,000	268,000	8,000	3.1%
59 Rents and Leases - Bldg/Land	900	900	1,000	100	11.1%
62 Advertising/Marketing	10,000	8,600	10,000	-	0.0%
68 Office Expenses	500	500	500	-	0.0%
73 Fuel	32,000	29,000	32,000	-	0.0%
75 Fuel Contingency (1)	2,500	-	3,200	700	28.0%
76 Operations Contingency (2)	5,700	-	6,400	700	12.3%
77 TOTAL OPERATING EXPENSES	319,600	278,000	324,200	4,600	1.4%
78					
79 TOTAL OPERATING COSTS	323,100	280,000	326,600	3,500	1.1%
80					
81 NET CHANGE IN OPERATIONS	-	-	-	-	0.0%
82					
83 Depreciation Expense	15,000	24,000	24,000	9,000	60.0%
84					
85					
86					
87 CAPITAL REVENUES					
89 Federal: FTA 5307, Capital	183,200	-	-	(183,200)	-100.0%
91 RM2 Capital	-	151,132	50,000	50,000	0.0%
92 Local Transit Capital/ STA (TDA)	50,000	-	-	(50,000)	-100.0%
94 TOTAL CAPITAL REVENUES	233,200	151,132	50,000	(183,200)	-78.6%
95					
96 CAPITAL PURCHASES					
97					
100 Vehicles	183,200	-	-	(183,200)	-100.0%
102 Buildings & Improvements	50,000	151,132	50,000	-	0.0%
103 TOTAL CAPITAL EXPENSES	233,200	151,132	50,000	(183,200)	-78.6%
104					
105 NET CHANGE IN CAPITAL	-	-	-	-	0.0%

(1) 10% contingency for fuel costs.

(2) 2 % contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	\$2,100	0.7%
----------------------------	---------	------

YOUNTVILLE TROLLEY STATISTICS

Estimated Passengers	27,000	28,000	29,000
Cost Per Passenger	\$11.97	\$10.00	\$10.93
Estimated Service Hours	3,300	4,100	4,700
Cost Per Hour of Service- Fully Burdened	\$94.36	\$67.80	\$66.94

OTHER NOTES

102. Yountville Park and Ride Lot parcel purchase

Budget Inputs- St. Helena

Statement of Revenue, Expenses

Updated 5/3/13 at 10:05 am

	A	B	C	D	F
				(C-A) Draft - Approved	
	APPROVED BUDGET FY 2012-13	PROJECTION FY2012-13	DRAFT BUDGET FY2013-14	\$ Difference	% Difference
OPERATING REVENUES					
REV- OPERATIONS					
1 Farebox	2,000	2,100	2,400	400	20.0%
2 Farebox Contribution- City of St. Helena	18,100	15,600	19,200	1,100	6.1%
3 Ad Revenue and Other Operating Revenue	-	-	-	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	20,100	17,700	21,600	1,500	7.5%
5					
6 TOTAL- Transportation Development Act	10,000	19,000	-	(10,000)	-100.0%
7					
8 REV- INTERGOVERNMENTAL					
10 Federal: FTA 5311 Operating	61,300	61,300	101,100	39,800	64.9%
13 State: State Transit Assistance (STA)	107,900	75,100	69,800	(38,100)	-35.3%
23 TOTAL- INTERGOVERNMENTAL REV	169,200	136,400	170,900	1,700	1.0%
24					
25 INTEREST	1,500	1,000	1,000	(500)	-33.3%
26					
27 TOTAL REVENUES	200,800	174,100	193,500	(7,300)	-3.6%
28					
29 OPERATING EXPENSES					
30					
31 PERSONNEL COSTS					
43 Salary Chargeback to Public Transit	3,500	2,000	2,400	(1,100)	-31.4%
44 TOTAL PERSONNEL COSTS	3,500	2,000	2,400	(1,100)	-31.4%
45					
46 OPERATING EXPENSES					
48 Accounting/Auditing Services	600	1,200	1,200	600	100.0%
49 Information Technology Service	400	2,000	2,000	1,600	400.0%
50 Legal Services	-	500	800	800	0.0%
55 Purchase Transportation	160,000	144,000	148,000	(12,000)	-7.5%
59 Rents and Leases - Bldg/Land	900	900	1,000	100	11.1%
62 Advertising/Marketing	8,000	2,000	8,000	-	0.0%
63 Printing & Binding	1,000	1,000	1,000	-	0.0%
68 Office Expenses	500	500	500	-	0.0%
73 Fuel	19,000	20,000	22,000	3,000	15.8%
75 Fuel Contingency (1)	1,900	-	2,600	700	36.8%
76 Operations Contingency (2)	5,000	-	4,000	(1,000)	-20.0%
77 TOTAL OPERATING EXPENSES	197,300	172,100	191,100	(6,200)	-3.1%
78					
79 TOTAL OPERATING COSTS	200,800	174,100	193,500	(7,300)	-3.6%
80					
81 NET CHANGE IN OPERATIONS	-	-	-	-	0.0%
82					
83 Depreciation Expense	21,000	24,000	24,000	3,000	14.3%

(1) 10% contingency for fuel costs.

(2) 2 % contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	(\$7,000)	-3.6%
----------------------------	-----------	-------

ST. HELENA SHUTTLE STATISTICS

Estimated Passengers	9,000	9,600	10,500
Cost Per Passenger	\$22.31	\$18.14	\$17.80
Estimated Service Hours	2,400	2,400	2,400
Cost Per Hour of Service- Fully Burdened	\$79.33	\$71.71	\$76.88

Budget Inputs- Calistoga

Statement of Revenue, Expenses

Updated 5/3/13 at 10:05 am

A

B

C

D

F

(C-A)
Draft - Approved

	APPROVED BUDGET FY 2012-13	PROJECTION FY2012-13	DRAFT BUDGET FY2013-14	\$ Difference	% Difference
OPERATING REVENUES					
REV- OPERATIONS					
1 Farebox	7,500	9,100	9,600	2,100	28.0%
2 Farebox Contribution- City of Calistoga	10,000	10,000	10,000	-	0.0%
3 Ad Revenue and Other Operating Revenue- CTBID	30,400	30,400	30,400	-	0.0%
4 TOTAL - OPERATIONAL REVENUE	47,900	49,500	50,000	2,100	4.4%
5					
6 TOTAL- Transportation Development Act	56,500	73,400	61,000	4,500	8.0%
7					
8 REV- INTERGOVERNMENTAL					
10 Federal: FTA 5311 Operating	61,300	61,300	101,300	40,000	65.3%
13 State: State Transit Assistance (STA)	100,000	100,000	100,000	-	0.0%
23 TOTAL- INTERGOVERNMENTAL REV	161,300	161,300	201,300	40,000	24.8%
24					
25 INTEREST	200	2,000	2,000	1,800	900.0%
26					
27 TOTAL REVENUES	265,900	286,200	314,300	48,400	18.2%
28					
29 OPERATING EXPENSES					
30					
31 PERSONNEL COSTS					
43 Salary Chargeback to Public Transit	3,500	2,200	2,400	(1,100)	-31.4%
44 TOTAL PERSONNEL COSTS	3,500	2,200	2,400	(1,100)	-31.4%
45					
46 OPERATING EXPENSES					
48 Accounting/Auditing Services	600	300	1,200	600	100.0%
49 Information Technology Service	1,000	500	2,000	1,000	100.0%
50 Legal Services	200	200	800	600	300.0%
55 Purchase Transportation	222,500	252,000	260,000	37,500	16.9%
59 Rents and Leases - Bldg/Land	900	1,000	1,000	100	11.1%
62 Advertising/Marketing	10,000	5,000	10,000	-	0.0%
63 Printing & Binding	1,000	500	1,000	-	0.0%
68 Office Expenses	500	500	500	-	0.0%
73 Fuel	17,500	24,000	25,000	7,500	42.9%
75 Fuel Contingency (1)	1,800	-	4,000	2,200	122.2%
76 Operations Contingency (2)	6,400	-	6,400	-	0.0%
77 TOTAL OPERATING EXPENSES	262,400	284,000	311,900	49,500	18.9%
78					
79 TOTAL OPERATING COSTS	265,900	286,200	314,300	48,400	18.2%
80					
81 NET CHANGE IN OPERATIONS	-	-	-	-	0.0%
82					
83 Depreciation Expense	21,000	45,000	45,000	24,000	114.3%

(1) 10% contingency for fuel costs.

(2) 2 % contingency for operating expenses not including fuel and depreciation.

Increase w/o Contingencies	\$46,200	17.9%
----------------------------	----------	-------

CALISTOGA SHUTTLE STATISTICS

Estimated Passengers	16,000	18,000	20,000
Cost Per Passenger	\$16.62	\$15.90	\$15.20
Estimated Service Hours	5,000	5,000	5,000
Cost Per Hour of Service- Fully Burdened	\$50.84	\$56.80	\$60.30

OTHER NOTES

2. Flat Rate from City of Calistoga
3. Flat Rate from Calistoga Tourism Bureau
55. Expansion of Hours
73. Expansion of Hours

CONSOLIDATED NCTPA BUDGET - PLANNING AND TRANSIT EXPLANATION SHEET

OPERATING REVENUES

REV- OPERATIONS

Farebox
Farebox Contribution

Revenue collected from farebox and taxi scrip program.
Local jurisdictions contribution to farebox to meet farebox ratio requirement agreed to by MTC.
Operational revenue generated by advertising posted on VINE and ACT buses.
Revenue generated for operations except for farebox or advertising.
Income generated from leases at property located on 4th and Burnell St.

LOCAL TRANSPORTATION FUNDS (TDA)

Local transportation funds allocated for transportation operating assistance and planning/administration assistance.

REV- INTERGOVERNMENTAL

Federal: FTA 5307, Operating
Federal: FTA 5311 (Rural Routes)
Federal: FHWA (CMA/TLU)
Federal: Other
State: State Transit Assistance (STA)

Federal funds available to urbanized areas for transit operating assistance.
FTA transportation operating assistance for rural routes/areas.
FHWA transportation planning funds.
Other federal funds for transportation, operations or planning purposes.
State funds derived formally derived from gasoline tax used for transportation operating assistance. Funds now appropriated by legislative action.
Transportation Enhancement program allocated with federal funds and managed by Caltrans

State: STIP- Transit Enhancements (TE)

Funds for programs, studies and reports (PS&R's). MPOs can use up to 1% of their STIP money for PPM. PPM can be used either for planning activities or for project development.

State: Planning, Programming, Monitoring (PPM)

Abandoned Vehicle Abatement Authority funds from \$1 vehicle license fee.
State and Federal grant programs managed by Caltrans
State grants for planning/transit purposes.
Operating assistance funds used for Express Route 29 and derived from Bridge Toll fees.

State: Abandoned Vehicle Abate Auth (AVAA)
State: Caltrans
State: Other
Regional: Regional Measure 2 (RM2) Operating

Transportation for Clean Air (TFCA) funds for local jurisdiction projects.
Other local funds for transportation or planning purposes.
Local assistance for operating assistance or planning purposes or initiatives.
Local assistance for operating assistance or planning purposes or initiatives.
Local assistance for operating assistance or planning purposes or initiatives.
Local assistance for operating assistance or planning purposes or initiatives.
Local assistance for operating assistance or planning purposes or initiatives.
Local assistance for operating assistance or planning purposes or initiatives.

Regional: Bay Area Air Quality Mgmt District
Regional: Other
County of Napa
City of Calistoga
City of Napa
City of St. Helena
City of American Canyon
Town of Yountville

REV- INTEREST INCOME

Interest income from NCTPA cash accounts.

OPERATING EXPENSES

PERSONNEL COSTS

Salaries and Vacation
Employer Payroll Taxes
Retirement/457 plan
Health
Other Benefits
Workers Compensation
OPEB Expense
Salary Allocation

Regular salaries and recognition of vacation expense.
Federal, State, and other employer payroll taxes.
PERS retirement benefits and 457 plan match.
Employer paid health premiums.
All other medical benefits excluding health.
State workers compensation expense.
Annual Required Contribution (ARC) to CERBT (OPEB) fund
All personnel costs allocated to transit cost centers.

OPERATING EXPENSES

Telecommunications

Reoccurring costs to maintain data and phone lines at administrative headquarters.

Insurance
Miscellaneous Expenses
Office Expenses
Memberships
Postage
Maintenance: Equipment
Transportation & Traveling
Training

Property and liability insurance excluding transit fleet and vehicles.
Expenses unrelated to operating expenses listed.
Office supplies and maintenance of facilities.
Membership fees.
Postage/courier expenses
Small equipment purchases and maintenance expenses.
Transportation costs for travelling at events and meetings, etc.
Course registration expenses and ancillaries related to attending a course/seminar/training session.
Marketing expenses and campaigns.
Printing expenses for reports, literature, maps.
Rent expenses of administrative headquarters and storage space.
Utilities expense for administrative headquarters.
Maintenance expenses for facilities.
Professional services expenses related to information technology system county services.
Professional services expenses related to external legal and county counsel services.
Professional service expenses related to external audit and county services.
Miscellaneous professional services.
Professional service expenses for studies/reports for planning purposes. Also, expenses related to programs with funding noted above in intergovernmental revenue section- i.e. TE, CMA, Ag Vanpool program, and BAAQMD.
Non-professional administrative expenses.
Fuel costs for transit fleet and Agency vehicles.
Expenses recognized for services provided by transportation services provider and insurance costs related to maintaining the transit fleet.

Marketing: Ads & Notices
Printing
Rental/Leases
Utilities
Maintenance: Building & Improvements
PSS: Mgmt Info Services (IT)

PSS: Legal Expenses

PSS: Accounting & Audit
PSS: Other
Professional Services/ Consultants

PSS: Administration
Fuel
Purchased Transportation

AVAA Disbursements
Fuel Contingency
Operations Contingency

Disbursements for Abandoned Vehicle Abatement Authority.
10% contingency for fuel cost volatility.
2% contingency for operating expenses not including fuel and depreciation.

TOTAL OPERATING COSTS

Summation of personnel and operating expenses

NET CHANGE IN OPERATIONS

Surplus or deficit

CAPITAL REVENUES

Federal: ARRA Capital
Federal: FTA 5307, Capital
STA Capital
State: Prop. 1B Capital

Federal stimulus funds allocated for capital purchases.
Federal funds available to urbanized areas for transit capital purchases.
State Transit Assistance funds used for capital purchases.
Public Transportation Modernization, Improvement and Service Enhancements Program (Prop 1B) used for capital purchases.
Local transportation funds (TDA) used for capital purchases.
Capital funds from RM2 funding source.
Other State or Federal capital funding sources.

Local Transit Capital (TDA)

RM2 Capital
Other Government Agencies
TOTAL CAPITAL REVENUES

CAPITAL EXPENSES

Security

Maintenance costs for security monitoring of premises and purchase of security equipment such as gates and cameras.
Capital purchase of equipment of a value greater than \$5,000 for a single item.
Capital purchases of vehicles.
Capital purchases of buildings, shelters, and other amenities.

Equipment
Vehicles
Buildings & Improvements

DEPRECIATION

Non-cash expense recognized due to the reduction in value of an asset.



May 15, 2013
NCTPA Agenda Item 10.1
Continued From: New
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Kate Miller, Executive Director
(707) 259-8634 / Email: kmiller@nctpa.net
SUBJECT: Legislative Update and State Bill Matrix

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board receive the monthly Federal and State Legislative Update and approve staff recommendations on pending state bills.

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

The Board will receive a Federal legislative update and State legislative update (Attachment 1) from Platinum Associates and consider taking action on various state bills on Attachment 2 that could affect NCTPA.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FINANCIAL IMPACT

Is there a fiscal impact? No.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION*Federal Update***Obama Nomination for Secretary of Transportation**

President Obama nominated Charlotte Mayor Anthony Foxx as transportation secretary to replace Ray LaHood. Mayor Foxx hosted the Democratic National Convention last year and has been an advocate of expanding Charlotte's public transit system emphasizing transportation oriented developments around rail station. Mr. Foxx is an attorney, and has served in the capacity as Charlotte's mayor since 2009. Mr. Foxx's senate hearing is anticipated as early as sometime in May.

President's FY 2014 Budget

The president released his FY 2014 budget on April 10th. The budget funds MAP-21, authorized funding levels and reserves funding for a MAP-21 successor bill at a 25% increase. MAP-21 will expire on September 30, 2014. The budget also includes \$9 billion for transit infrastructure improvements.

Highway Trust Fund – House Budget Committee Hearing

A budget hearing on the solvency of the Highway Trust Fund (HTF) was held on April 24th. Authorized expenditures are expected to exceed the revenues that flow to the HTF by the end of 2014. Issues raised included Congress' resistance to increase user taxes, that HTF revenues are inequitably distributed, federal regulations increase project costs, and the transportation program is focused on new capital investments rather than maintaining the existing system.

SUPPORTING DOCUMENTS

Attachments: (1) May 6, 2013 Legislative Update
(2) State Bill Matrix



May 6, 2013

TO: Kate Miller, Executive Director
Napa County Transportation Planning Agency

FR: Steve Wallauch
Platinum Advisors

RE: **Legislative Update**

Budget

April Numbers: April is the biggest revenue month. However, given the large bump in January, the expectation was April would drop well below the \$13.3 billion projected for the month. The LAO estimated that personal income tax collections in April must only reach \$8.5 billion in order to keep on track with the budget estimates. Over half of the \$8.5 billion target was collected in just two days in April with back-to-back daily records of \$2.6 billion of income tax each day. The preliminary tally from the Franchise Tax Board estimates personal income tax collections at \$13.018 billion, which exceed estimates by about \$4.5 billion.

The Department of Finance is now updating its revenue forecast and trying to determine how much of this "surplus" revenue is unanticipated growth and how much is accelerated income. The revised forecast will be released as part of the May Revise that is due on May 14th. In either case the benefit to the state's general fund will be limited, because the Prop. 98 calculation will divert a large portion of these funds to education. However, if it is considered accelerated income then the revenue forecast for 2013-14 will be adjusted downward.

These forecasts, as always, are judgment calls, open to interpretations. Many interest groups and legislators will see this surplus as an opportunity to begin to restore years of cuts to health and welfare programs. While the Governor and legislative leadership are urging restraint, it will be difficult to hold back efforts to restore funds to safety net programs.

Cap & Trade Expenditure Plan: The Air Resources Board released the draft Cap & Trade Investment Plan. While the Air Resources Board adopted a resolution in support of the plan, the final say on the expenditure lies with the Department of Finance and the Legislature. The May Revise will include the Administration's proposal, which then must be approved by the Legislature as part of the budget negotiations.

Given the uncertainty of the cap & trade revenue, the draft plan is less of an expenditure plan and more of an outline that identifies priority programs. The plan does not specify any dollar or percentage amounts for the funding categories identified, but it identifies three priority

investment sectors. These sectors include -- from largest to smallest --: Sustainable Communities & Clean Transportation, Energy Efficiency & Clean Energy, and Natural Resources & Water Diversion. The Sustainable Communities & Clean Transportation sector prioritizes funding for livable communities investments such as funding to increase transit mode share, rail modernization, active transportation, and infrastructure investments in complete streets, traffic management, and pavement improvements. Details about the funding programs included in each sector can be found in Appendix B. Also within Appendix B the description of each sector specifies a percentage goal for projects benefiting disadvantaged communities.

Further the plan states that inclusion in this plan does not guarantee funding. In fact, they expect only a small subset of the programs identified would be funded in the first year. In addition, the plan recognizes that legislation, such as AB 574, may be enacted creating new allocation pots aimed at implementing the expenditure plan.

Additional information about the hearing, including links to the draft plan, or to submit comments can be found here:

<http://www.arb.ca.gov/cc/capandtrade/auctionproceeds/auctionproceeds.htm>

Policy

Transportation Finance Working Group: The Business, Transportation & Housing Agency convened the first meeting of the Transportation Finance Working Group. This first meeting was attended by nearly 60 individuals representing a wide range of organizations and state agencies, but it does not include a single representative from the legislature. The complete roster of those participating is listed at the end of the report.

The goal of this group is to explore long-term funding options and evaluate the best ways to deliver transportation needs in California. At the first meeting four subgroups were formed to examine highways, mass transit, local roads, and active transportation. These subgroups are expected to start meeting in May. The entire working group will meet periodically, and be informed by the work of subgroups. In addition, a status reports will also be provided during the California Transportation Commission's monthly meetings.

To start off the first meeting BT&H Secretary Brian Kelly outlined the outcomes he was looking for which included prioritizing infrastructure needs, identifying funding options, identifying the appropriate level of government for delivery of projects, and establishing performance measures. Integrating into all of these issues will be the implementation of SB 375. Identifying new funding for transportation was not a high priority at this time, but exploring funding options will likely be pursued by the subgroups.

The results or findings made by this group are not expected to be completed until much later this year, and will likely not influence the budget or legislation until next year at the earliest.

Legislation:

Cap & Trade Bill: AB 574 (Lowenthal) was gutted and amended to include the Transportation Coalition for Livable Communities proposal for the expenditure of cap and trade auction revenue. In short, the bill would create a regional competitive grant program for funding

projects related to the sustainable communities strategies plan. Overall the contents of AB 574 match with the funding priorities outlined in the draft Cap & Trade Expenditure Plan.

AB 574 directs the CTC to work with ARB to identify the “regional granting authority” within each region, which according to the bill would be the regional entity responsible for developing the regional transportation plan. The funds would be allocated to each region on a per capita basis. The bill does not specify a dollar amount, but it creates the allocation process for funds allocated to this process through the cap & trade expenditure plan. The bill also allows for funds to be allocated to an “interregional investments” for rail modernization that have regional and interregional benefits and for other statewide priorities. These interregional funds would be administered by BT&H in consultation with the CTC and the High Speed Rail Authority. The bill also directs the ARB, in consultation with the CTC and the Strategic Growth Council, to develop guidelines for the regional grant program. These guidelines must include a public participation process, and it requires consultation with air quality districts. However, the bill currently does not specify consultation with countywide agencies or other local governments.

CEQA REFORM: While the Governor expressed doubt that any substantive CEQA reform measures would be enacted this year, the Senate is trying to prove him wrong. Last week the Senate Environmental Quality Committee approved several CEQA bills. The Committee approved 8 bills that makes various changes to CEQA, and rejected the sole Republican proposal, SB 787 (Berryhill). The most far reaching bill approved is SB 731 (Steinberg), which is called the CEQA Modernization Act of 2013, and it is being supported by local governments, infill developers, and to a limited extent some labor groups. SB 731 was unanimously approved as a work in progress. While SB 731 makes numerous changes the following highlight the most significant changes:

- Authorizes the appropriation of \$30 million in the annual state budget to the Strategic Growth Council for Sustainable Communities Strategy project grants to local governments.
- Expands the exemption for a residential development project that is undertaken to implement a specific plan by providing that “new information” triggering an environmental review does not include “new information consisting solely of argument, speculation, unsubstantiated opinion or narrative, evidence that is clearly inaccurate or erroneous, or evidence of social or economic impacts that do not contribute to, or are caused by, physical impacts on the environment.”
- In making a finding of overriding considerations, requires those findings to be made available in draft form for review by the public at least 15 days prior to approval of the proposed project. Requires the lead agency to provide notice of the draft findings through specified methods, including electronically.
- Provides that aesthetic impacts of a residential, mixed-use residential, or employment center project within a transit priority area shall not be considered significant impacts on the environment. Clarifies that this provision does not affect or change the authority a lead agency’s authority to consider aesthetic impacts pursuant to local design review ordinances or other discretionary powers.

- Requires the Office of Planning and Research to prepare revisions to the CEQA guidelines establishing thresholds of significance for noise, and for transportation and parking impacts on residential, mixed-use residential or employment centers within transit priority areas. Provides that this provision does not affect the authority of a public agency from establishing transportation or parking standards applicable to projects requiring more stringent thresholds of significance.

AB 160: AB 160 was approved by the Assembly Public Employee, Retirement & Social Security Committee on a party line vote. The bill was not amended in Committee and it now moves to the Assembly Appropriations Committee.

The author stated that this bill needs to move forward while discussions between the state and federal Departments of Labor continue on whether Public Employee Pension Reform Act of 2013 (PEPRA) violates protections in federal law. In addition, Assemblyman Alejo stated he would drop the bill if an agreement is reached that does not require amending PEPRA.

Union representatives testified that the closed door negotiations on PEPRA prevented them knowing about this conflict until it was too late. Had they known about the structure of PEPRA an exemption could have been added last year that would avoid the current crisis. Testimony in support was also given by Monterey Salinas Transit, while Josh Shaw from the California Transit Association explained to the Committee that the CTA remains neutral while state and federal discussions continue. No testimony opposing the bill was given.

AB 160 by Assemblyman Luis Alejo is sponsored by the Teamsters and the Amalgamated Transit Union. In short, AB 160 would exempt from PEPRA specified employees with a pension plan authorized by the Taft-Hartley Act, or employees whose collective bargaining rights are protected in Title 49 of the U.S. Code, otherwise known as 13(c) employees.

Members of the Transportation Infrastructure Priorities Workgroup

David Ackerman, Associated General Contractors of California
Orson Aguilar, Greenlining Institute
Bruce Blanning, Professional Engineers in California Government
Andre Boutros, California Transportation Commission
Barry Broad, California Teamsters Public Affairs Council
Kianna Buss, California State Association of Counties
Stuart Cohen, TransForm
Richard Corey, California Air Resources Board
Tim Cremins, California-Nevada Conference of Operating Engineers
Danny Curtin, California Conference of Carpenters
Tony Dang, California WALKS
Randy Deems, California Department of Housing and Community Development
Cesar Diaz, State Building & Construction Trades Council of California
Malcolm Dougherty, California Department of Transportation
Amanda Eaken, Natural Resources Defense Council
Jim Earp, California Alliance for Jobs
Gary Gallegos, San Diego Association of Governments
Richard Gates, United Contractors
Billie Greer, Southern California Leadership Council
Carl Guardino, Silicon Valley Leadership Group
Steve Heminger, Metropolitan Transportation Commission
Bill Higgins, California Association of Council of Governments
Hasan Ikhata, Southern California Association of Governments
Will Kempton, Transportation California
David Kutrosky, Capitol Corridor Joint Powers Authority
Art Leahy, Los Angeles County Metropolitan Transportation Authority
Vince Mammano, Federal Highway Administration
Robert Massman, California Trucking Association
Mike McCoy, California Strategic Growth Council
Mike McKeever, Sacramento Area Council of Governments
Jose Mejia, California State Council of Laborers
Jeff Morales, California High-Speed Rail Authority
Stacey Mortensen, San Joaquin Regional Rail Commission
Joe Myers, National Indian Justice Center Inc.
Liz O'Donoghue, The Nature Conservancy - California Chapter
Peter Osborn, Federal Railroad Administration
Kathryn Phillips, Sierra Club California
Joel Rogers, State Smart Transportation Initiative
Craig Scott, Automobile Club of Southern California
Josh Shaw, California Transit Association
Kristin Shelton, California Department of Finance
Sharon Scherzinger, El Dorado County Transportation Commission

Suzanne Smith, Self-Help Counties Coalition
Dave Snyder, California Bicycling Coalition
Daniel Sperling, UC Davis
Jeanie Ward-Waller, Safe Routes to School National Partnership
Jane Warner, American Lung Association in California
Mark Watts, Southern California Regional Rail Authority
Jennifer Whiting, League of California Cities
Mike Wiley, Sacramento Regional Transit
Jim Wunderman, Bay Area Council
Allen Zaremborg, California Chamber of Commerce



Bills	Subject	Status	NCTPA STAFF RECCOMENDATION
AB 513 (Frazier D) Tire recycling program: rubberized asphalt.	AB 513 establishes the Rubberized Asphalt Concrete (RAC) Market Development Act, which expands and codifies CalRecycle's existing RAC grant program. This bill would provide state and local entities increased funding for paving projects that use waste tires. AB 513 directs CalRecycle to allocate \$10 million annually for these grants.	ASSEMBLY APPR	Recommended Position: SUPPORT
AB 574 (Lowenthal D) California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Fund: sustainable communities strategies.	<p>AB 574 establishes a program to fund sustainable communities strategies using cap and trade auction proceeds. Funding would be dependent on annual appropriations as part of the cap & trade expenditure plan.</p> <p>AB 574 establishes a regional competitive grant programs for projects that combine transportation investments with local land use changes. It is designed to implement regional GHG reducing plans in the most cost effective way while encouraging innovation, collaboration, and flexibility to address local needs and achieve the greatest GHG emission reductions.</p> <p>Eligible investments under the program include:</p> <ul style="list-style-type: none"> • Funding for transit operations, maintenance, and infrastructure; • Clean transportation fueling infrastructure; • Transportation demand management; • Road and bridge maintenance and retrofits for complete streets, bike and pedestrian enhancements; • Safe routes to schools; • Regional and interregional rail 	ASSEMBLY APPR.	Recommended Position: SUPPORT

Bills	Subject	Status	NCTPA STAFF RECCOMENDATION
AB 574 (Lowenthal D) California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Fund: sustainable communities strategies - continued	<ul style="list-style-type: none"> • modernization; • Community infrastructure to support transit oriented developments, affordable housing, infill, and walkable communities, and • Other uses that reduce GHG emissions. 		
AB 1371 (Bradford D) Vehicles: bicycles: passing distance	<p>AB 1371 would enact the "Three Feet for Safety Act." The purpose of this bill is to enable motorists to pass bicyclist at a safe distance of at least 3 feet. This proposal is similar to SB 910 (Lowenthal), which was vetoed by the Governor.</p> <p>AB 1371 authorizes drivers on two-lane highways to drive to the left of double solid yellow or other similar pavement markings to pass a bicyclist proceeding in the same direction if:</p> <ul style="list-style-type: none"> • The left side of the road is clearly visible and free of oncoming traffic for a sufficient distance to permit the passing without interfering with the safe operation of vehicles approaching from the opposite direction, and, • The driver operates to the left of the pavement markings only as long as reasonable necessary to complete the passing maneuver. 	ASSEMBLY APPR.	Recommended Position: SUPPORT

Bills	Subject	Status	NCTPA ADOPTED POSITION
AB 935 (Frazier D) San Francisco Bay Area Water Emergency Transportation Authority: terms of board members.	<p>AB 935 was amended to expand the Water Emergency Transportation Authority board and specify that the seats represent specified counties</p> <p>AB 935 would divvy up the appointments to WETA as follows:</p> <ul style="list-style-type: none"> • Of the Governor's three appointees one shall be a resident of San Francisco. • The Senate Rules Committee will have two appointees that shall include a resident of Contra Costa County and a resident of San Mateo County • The Speaker of the Assembly will have two appointees that shall include a resident of Solano County and a resident of Alameda County. • Each of the County appointees shall be selected from a list of three nominees provided by the transportation authority from each county. • If a transportation authority does not submit a list of three names within 45 days of a vacancy then the Governor shall appoint a resident from the specified county. 	ASSEMBLY FLOOR	WATCH
AB 431 (Mullin D) Regional transportation plan: sustainable communities	<p>Although AB 431 was approved by the Assembly Local Government Committee, the author has agreed to make this a two-year bill due to concerns expressed by Self Help Counties and others.</p> <p>This bill is sponsored by the Nonprofit Housing Association of Northern California. This bill would authorize a transportation planning agency to place a sales tax measure covering a portion of its planning area. The expenditure plan must allocate 25% of the funds to each of the following: transportation, housing and parks & recreation.</p>	ASSEMBLY TRANSP	WATCH

Bills	Subject	Status	NCTPA ADOPTED POSITION
AB 1002 (Bloom D) Vehicles: registration fee: sustainable communities strategies.	<p>AB 1002 was recently amended to propose adding a \$6 fee to the registration of each vehicle register in a county where the metropolitan planning organization is required to prepare a sustainable communities strategies. The revenue would be deposited into the Sustainable Communities Subaccount, and the proceeds would be distributed as follows:</p> <ul style="list-style-type: none"> • 50% appropriated to cities and counties on a per capita basis for planning and implementation of sustainable communities strategies. • 40% appropriated to transportation commissions and transit operators to support transit operations and expand reduced fare programs. The bill does not specify how the funds would be allocated. • 10% appropriated to MPOs to be used for competitive grants for implementing sustainable communities strategy programs. 	ASSEMBLY LOC GOV	WATCH
AB 1290 (John A. Pérez D) Transportation planning.	<p>AB 1290 would make significant changes to the oversight authority of the California Transportation Commission. First, it would expand the number of Commissioners from 13 to 18 members by increasing the members appointed by the Senate and the Assembly from one to two each, but one from each house would be a nonvoting ex-officio member and one from each house would be a voting member. The bill would also specify that the Secretary of Transportation, the Chairperson of CARB, and the Director of HCD would also be ex-officio members of the CTC.</p> <p>The bill also directs the CTC to include in its guidelines for regional transportation plans an assessment of alternative land use scenarios and transportation system leading to the adoption of the sustainable communities strategy. The guidelines would also require annual updates from the transportation planning agencies describing progress made toward implementing the sustainable communities strategy. A summary of these assessments would be included in the CTC's annual report.</p>	ASSEMBLY APPR	WATCH

Bills	Subject	Status	NCTPA ADOPTED POSITION
SB 1 (Steinberg D) Sustainable Communities Investment Authority.	SB 1 was approved by the Senate Committee on Governance & Finance. This bill would create a new form of tax increment financing that would allow local governments to create a Sustainable Communities Investment Authority to finance specified activities within a sustainable communities investment area.	SENATE APPR	WATCH
SB 469 (Corbett D) Public contracts: local agencies: public transit vehicles.	SB 469 would require a local entity when awarding a contract to procure public transit buses to give a 10% preference to any bidder that agrees to manufacture the vehicles in California.	SENATE T. & H	
SB 613 (DeSaulnier D) Bay Area Toll Authority	SB 613 was approved by the Senate, and the bill now moves to the Assembly. This bill would generally prohibit the use of Bay Area Toll Authority (BATA) revenues from being used to invest in real estate. In addition, the bill would limit direct contributions from BATA to MTC to 1% of gross annual toll bridge revenues. The bill would allow additional contributions from BATA to MTC in the form of a loan to be repaid with interest. The total amount of loans could not exceed 1% of gross annual bridge toll revenue.	Assembly Desk	WATCH
SB 791 (Wyland R) Motor vehicle fuel tax: rate adjustment	SB 791 remains in the Senate Committee on Transportation & Housing. The author pulled the bill from the April 30 th agenda. SB 791 would eliminate the requirement for the BOE to adjust the "fuel swap" excise tax on annual basis, and instead require any calculated increase to be approved by a 2/3 vote of the legislature. SB 791 would strip this responsibility from the BOE, and require the Department of Finance to perform this calculation. If the calculation shows that the swap excise tax should be reduced then that adjustment if automatically made. If, however, the calculation results in an increase in the swap excise tax rate, the DOF must report that outcome to the Joint Legislative Budget Committee by March 1 each year. The proposed increase must be approved by a 2/3 vote of each house in order to take effect.	SENATE T. & H	OPPOSE

Bills	Subject	Status	NCTPA ADOPTED POSITION
<u>SB 792</u> (DeSaulnier D) Regional entities: Bay Area.	SB 792 directs the Joint Policy Committee to prepare a regional organization plan with the goal of reducing overhead costs and integration of regional planning requirements. The plan shall be submitted to the JPC by December 31, 2014, and the JPC shall hold hearings in each county before adopting the plan by June 30, 2015. The bill also directs the JPC to develop community outreach policies, maintain a website, and beginning on January 1, 2014, the JPC shall review the plans and policies for implementing the sustainable communities strategy.	SENATE APPR.	WATCH
<u>SCA 4</u> (Liu D) Local government transportation projects: special taxes: voter approval.	SCA 4 would amend the Constitution to lower the voter approval threshold to 55% for the imposition, extension, or renewal of a local tax for transportation projects. SCA 4 is one of several Constitutional amendments introduced aimed at lowering the voter threshold to enact local taxes for specific purposes.	SENATE G & F – 5/15/13	SUPPORT
<u>SCA 8</u> (Corbett D) Local government transportation projects: special taxes: voter approval.	SCA 8 is another measure that would amend the Constitution to lower the voter approval threshold to 55% for the imposition, extension, or renewal of a local tax for transportation projects. Senator Corbett has also introduced SCA 9, which would allow for a sales tax to be imposed with a 55% voter approval if the funding is used for local community and economic development projects.	SENATE G & F – 5/15/13	SUPPORT
<u>SCA 11</u> (Hancock D) Local government: special taxes: voter approval.	SCA 11 is an “umbrella measure” on lowering the voter threshold from 2/3 to 55% for local sales taxes and parcel taxes. This measure would lower the vote threshold for any purpose.	SENATE G & F – 5/15/13	SUPPORT



May 15, 2013
NCTPA Agenda Item 10.2
Continued From: February 20, 2013
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Danielle Schmitz, Associate Program Planner/Administrator
(707) 259-5968 / Email: dschmitz@ncpta.net
SUBJECT: Napa County Priority Conservation Area (PCA) Project Approval

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve the final Priority Conservation Area (PCA) project list.

COMMITTEE RECOMMENDATION

At the April 4th meeting the Technical Advisory Committee (TAC) recommended that the NCTPA Board approve the final PCA Project list.

EXECUTIVE SUMMARY

The Metropolitan Transportation Commission (MTC) receives federal funding for local programming from the Federal Highway Administration (FHWA) authorized by the federal transportation authorization legislation currently known as Moving Ahead for Progress in the 21st Century (MAP-21). MTC has apportioned \$10 million in Cycle 2 Surface Transportation Program funds to the PCA program, of which \$5 million is committed to the four (4) North Bay counties: Marin, Napa, Sonoma, and Solano.

Eligible projects include planning activities, non-motorized programs, visual enhancements, habitat environmental enhancements, and farm to market capital projects. Project submittals must show a non-federal 11.47% local match and be located within a PCA. *Note: Federal funds cannot be used for land acquisition/easement. Elements of a project that include land acquisition would need to be funded through a local match or funding exchange.*

The estimated revenues that will be apportioned to Napa County is \$1.25 million. To remain competitive with the other North Bay counties for these funds, NCTPA staff is

proposing to establish a \$2.5 million program target. To achieve this, projects that are partially funded with other revenues (beyond the federally required match percentage), including Cycle 2 One Bay Area Grant funds (OBAG), will be given priority over those projects seeking full (88.53%) federal funding from the PCA program. *Note: If the non-PCA funds are also federal, additional local match will be required in order to meet federal match requirements.*

On February 20, 2013 the NCTPA Board approved the criteria and released a call for PCA projects for Napa County. Project submittals were due on Friday, March 22, 2013. NCTPA received 3 projects totaling \$4,249,500 dollars. At their April 4th meeting the NCTPA TAC recommended the final list of projects for Board's approval.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

FISCAL IMPACT

Is there a Fiscal Impact? Yes. Approximately \$1.25 million.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The goal of the PCA program is linked to SB 375 which requires Metropolitan Planning Organizations (MPOs) to prepare a sustainable communities strategy that considers preservation of resource areas and farmland in the region. Emphasis areas are based on project types that are eligible under the Federal Transportation Alternatives Program (TAP) and the Surface Transportation Program (STP).

Eligible applicants include: cities, counties, towns, county congestion management agencies, tribes, water/utility districts, resource conservation districts, park and/or open space districts, land trusts and other land/resource protection nonprofit organizations. Applicants are strongly encouraged to collaborate and partner with other entities on projects to leverage additional funding. Projects that leverage other funding will be given higher priority in the grant award process. Partnerships are necessary with cities, counties, or CMAs in order to access federal funds. A project must have an implementing agency that has a master agreement with Caltrans.

The North Bay program will be administered by the four North Bay Congestion Management Agencies. North Bay projects should build on PCA planning and priorities carried out to date.

On February 20th NCTPA released a call for PCA projects. NCTPA received 3 project applications.

NCTPA is recommending the following projects for approval:

Sponsor	Project Title	Project Description	Funding Request
Napa County	Suscol Headwaters Preserve Acquisition/Silverado Trail Phase G pavement preservation	The project will acquire 400 acres of wildlife habitat and open space near Skyline Park. Land acquisition outside of a transportation right of way is not an eligible FHWA expense. To facilitate funding the project, the County will fund the land acquisition with eligible fund sources, and receive a like amount of FHWA funds from the PCA program for a FHWA eligible project. The County has proposed to pave a portion of Silverado Trail and provide local funds to for land acquisition.	\$1,107,000
County of Napa	Silverado Trail Yountville-Napa Safety Improvements	Project will improve safety at Silverado Trail and Yountville Crossroad by adding intersection safety lighting, constructing pavement widening to create a merge pocket and removing vegetation to improve visibility. It will also add rumble strips down the length of Silverado Trail from Yountville Crossroad to Trancas.	\$ 143,000
County of Napa	Oak Knoll Ave. Bicycle Lanes*	Construct class II bike lanes on Oak Knoll from SR 29 to Silverado Trail.	\$1,250,000

*Back-up project

SUPPORTING DOCUMENTS

Attachment: (1) County of Napa PCA Applications

*County of Napa – PCA Application for
Suscol Headwaters Preserve Acquisition
Silverado Trail Phase G Pavement Preservation*

NAPA COUNTY PRIORITY CONSERVATION AREA (PCA) PROJECT APPLICATION

CRITERIA

The goal of the PCA program is linked to SB 375 which requires Metropolitan Planning Organizations (MPOs) to prepare sustainable community strategies that considers preservation of resource areas and farmland in the region. Projects should be regionally significant, and contribute to goals stated in a regional habitat, agricultural or open space plans, countywide plans or the Association of Bay Area Government's (ABAG) PCA designations.

The Metropolitan Transportation Commission, the MPO for the 9-Bay Area Counties, is the designated recipient of the federal funds committed to the PCA Program. MTC apportioned \$5 million for the four North Bay counties; Napa, Marin, Solano, and Sonoma. Project sponsors that leverage additional funds will be given funding priority. Projects must have a transportation focus and be located within a PCA.

Project sponsors must provide a minimum match of 11.47%. Note that federal funds may only be used for land acquisition for transportation right of way improvements. Elements of a project that include land acquisition other than transportation right of way, would need to be funded through a local match beyond what is required to match the federal funds.

PROGRAM GOALS

Projects must meet one of the following program goals:

1. Protects or enhances "resource areas" or habitats as defined in California Government Code Section 65080.01
2. Provides or enhances pedestrian and bicycle access to open space / parkland resources.
3. Supports the agricultural economy of the region.

Eligible Project Types:

1. Planning Activities
2. Pedestrian and Bicycle Facilities/Infrastructure – on-road and off-road trail facilities, sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming, lighting and other safety related infrastructure, and ADA compliance, conversion and use of abandoned rail corridors for pedestrians and bicyclists.
3. Visual Enhancements – Construction of turnouts, overlooks and viewing areas.
4. Habitat/Environmental Enhancements – Vegetation management practices in transportation rights-of-way, reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats, mitigation of transportation project environmental impacts funded through the federal-aid surface transportation program.
5. Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm to market and community interconnectivity transportation routes. These include but are not limited to improving shoulders, intersections, alignments and safety improvements to accommodate large vehicles; pavement maintenance addressing axle loads. *Surface parking and SOV projects are not eligible.*

6. Protection (land acquisition or easement) or enhancement of natural resources, open space or agricultural lands – such projects, while often effective in accomplishing regionally-adopted PCA goal, are not directly eligible for PCA funds due to federal funding restrictions, but may be considered as part of an overall funding strategy which proposes to exchange funds from **non-federal** sources in order to leverage maximum benefit to both the transportation system and the conservation of natural resources.

ELIGIBLE APPLICANTS

Eligible applicants include: cities, counties, towns, county congestion management agencies, tribes, water/utility districts, resource conservation districts, park and/or open space districts, land trusts and other land/resource protection nonprofit organizations. Applicants are strongly encouraged to collaborate and partner with other entities on projects to leverage additional funding. Projects that leverage funding will be given higher priority in the grant award process. Partnerships are necessary with cities, counties, or CMAs in order to access federal funds. A project must have an implementing agency that has a master agreement with Caltrans.

APPLICATION

Enter information in the spaces provided. E-mail this completed application form and attachments requested as part of this form to dschmitz@nctpa.net by Friday, March 22nd. If e-mailing is not possible, a hard copy of materials can be mailed to Danielle Schmitz, NCTPA, 625 Burnell Street, Napa, CA 94559.

PART 1: PROJECT INFORMATION

Project Name:	Suscol Headwaters Preserve Acquisition/ Silverado Trail Phase G Pavement Preservation
Project Location:	A. Southern Napa County North of SR 12 Jameson Canyon B. Silverado Trail Calistoga City Limits to Larkmead Lane
Project Cost: Requested Amount: Local Match:	\$7,131,000. \$2,505,000. \$4,626,000.
Name of PCA:	A. Southern Mountains-Skyline Park to Newell Preserve B. Napa County Agricultural Lands and Watersheds + Napa Valley-Napa River Corridor
Project Timeline:	October 2013-August 2015

Attach a map showing the proposed project boundaries and location.

PART 2: PROJECT SPONSOR CONTACT INFORMATION

Lead Nominating Agency/Organization	County of Napa
Contact Person	Rick Marshall
Address	1195 Third Street, Suite 101, Napa CA 94559
Phone Number(s)	(707) 259.8381
E-mail address	Rick.Marshall@countyofnapa.org
Partnering Agency(ies)/Organization(s)	Napa County Regional Park & Open Space District

PART 3: Project Description

Provide a description of how the project meets the criteria of the PCA program:

Criteria:

A. Protection (land acquisition or easement) or enhancement of natural resources, open space or agricultural lands – such projects, while often effective in accomplishing regionally-adopted PCA goal, are not directly eligible for PCA funds due to federal funding restrictions, but may be considered as part of an overall funding strategy which proposes to exchange funds from non-federal sources in order to leverage maximum benefit to both the transportation system and the conservation of natural resources.

B. Pedestrian and Bicycle Facilities/Infrastructure – On-road and off-road trail facilities, ... bicycle infrastructure, ...other safety related infrastructure ...

Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm-to-market and community-interconnectivity transportation routes.

The proposed project consists of two components.

A. The project proposes to acquire (in fee title) slightly more than 400 acres of high quality wildlife habitat and ridgetop open space at the headwaters of Suscol Creek, in southern Napa County. The property:

- Is the heart of the *Southern Mountains-Skyline Park to Newell Preserve* Priority Conservation Area, located in the vicinity of Skyline Wilderness Park southeast of the City of Napa.
- Includes prime steelhead habitat as well as potential habitat for 63 listed species.
- Is key to the completion of the Bay Area Ridge Trail, connecting to the new Class II Bicycle Lanes and pedestrian/bicycle undercrossing being constructed along and under State Route 12 in Jameson Canyon.
- Has unparalleled views across San Pablo Bay and the North Bay wetlands.
- Would markedly improve access to the Skyline Park/Suscol Mountain ridgeline from the cities of American Canyon and Napa, where more than 80 percent of the County's population resides.

The proposed acquisition would also include a conservation easement buffering the remainder of upland Suscol Creek and permanently preserving a further +/- 460 acres of riparian zone.

The project also proposes to develop a +/- 2.6 mile trail easement providing access to the proposed Preserve. *Attached to this application form is a more-complete description of the Suscol Headwaters Preserve Acquisition.*

B. The project proposes to exchange funds from non-federal sources (County of Napa General Fund) to be used for the land acquisition described in (A), for the federal PCA funds which will be used to overlay Silverado Trail from the Calistoga City Limits to Larkmead Lane, which is an eligible use of these funds. Additional funding sources being leveraged in the Suscol Headwaters Preserve component of the project include Recreational Trails Program, Wildlife Conservation Board, and Napa County Regional Park and Open Space District.

Silverado Trail requires the proposed pavement preservation improvement in order to rehabilitate the deteriorated road surface. Work will include the application of a two-inch asphalt overlay over the existing roadway surface, including asphalt and base course removal and replacement in structurally deficient areas (currently evidenced by rutting and alligator cracking). Existing Class II bicycle lanes will be perpetuated with the project. All construction activities, including staging, shall occur within County right-of-way. Silverado Trail is an important farm-to-market route serving the Napa Valley agricultural area, and a popular cycling route connecting the two major north-south corridors in the county.

PART 4: PROJECT BUDGET**A. Suscol Headwaters Preserve Acquisition**

Phase	Description	Fund Source	Amount
Right-of-Way	Acquisition	Federal/PCA	\$0
Right-of-Way	Acquisition	Local/General Fund	\$3,961,000
Construction	Construction	Federal/PCA	\$0
Construction	Construction	Local/General Fund	\$340,000
Total			\$4,301,000

B. Silverado Trail Phase G Pavement Preservation

Phase	Description	Fund Source	Amount
Preliminary Engineering	Design	Federal/PCA	\$84,000
Preliminary Engineering	Design	Local/Roads Fund	\$11,000
Construction	Construction	Federal/PCA	\$2,105,000
Construction	Construction	Local/Roads Fund	\$273,000
Construction Engineering	Inspection	Federal/PCA	\$316,000
Construction Engineering	Inspection	Local/Roads Fund	\$41,000
Total			\$2,829,000

PART 5: PROJECT SCHEDULE

Phase	Description	Date (Mo/Yr)
Preliminary Engineering	Design	10/2013
Construction	Construction	8/2015
Construction Engineering	Inspection	8/2015

priority conservation area call for projects

suscol headwaters preserve acquisition



napa county regional park and open space district

table of contents

project narrative – p. 1

acquisition & development budget – p. 5

location map – p. 6

vicinity map – p. 7

priority conservation area and trail network map – p. 8

preserve plan – p. 9

site photos and map key – p. 10

willing seller letter – p. 17

ceqa notice of exemption – p. 18



Suscol Headwaters Preserve

The Napa County Regional Park and Open Space District has been approached by a landowner who would like to sell fee title interest in slightly more than 400 acres of high quality wildlife habitat and ridgetop open space at the headwaters of Suscol Creek, in southern Napa County. The property:

- Is the heart of the *Southern Mountains - Skyline Park to Newell Preserve* Priority Conservation Area, located in the vicinity of Skyline Wilderness Park southeast of the City of Napa.
- Includes prime steelhead habitat as well as potential habitat for 63 listed species.
- Is key to the completion of the Bay Area Ridge Trail, connecting to the new bicycle lane and pedestrian/bicycle undercrossing being constructed along and under Highway 12 in Jameson Canyon.
- Has unparalleled views across San Pablo Bay and the North Bay wetlands.
- Would markedly improve access to the Skyline Park/ Suscol Mountain ridgeline from the cities of American Canyon and Napa, where more than 80 percent of the County's population resides.

The proposed sale would also include a conservation easement buffering the remainder of upland Suscol Creek and permanently preserving a further +/- 460 acres of riparian zone. A +/- 2.6 mile trail easement providing access to the proposed Preserve is included as well. The Napa Sanitation District, which owns more than 450 acres of land along Jameson Canyon Road, has been approached and is preliminarily supportive of making land available for a new 25+ space trailhead parking lot.

Total Acreage

Approximately 903 acres, 403 acres of which would be purchased in fee title, 460 acres of which would be placed under conservation easement, and +/-40 acres of which would be granted as a 100 foot wide trail access easement.

Intended Fee Title & Easement Holder

The Napa County Regional Park and Open Space District

Present Landowner(s)

Suscol Mountain Vineyards LLC, Mark Couchman (Managing Officer)

Estimated Land Value

The cost of the land plus easements is estimated at \$3-4 million (appraisal pending).

Zoning Designation

Napa County AW (Agricultural Watershed)

Location Description

The 903 acre project area is part of a larger more than 2,100 acre holding consisting of Napa County Assessor's Parcel Numbers 045-360-009, 045-360-008, 045-360-010, 045-360-011, 057-020-076, 057-020-077, and 057-030-012. They are presently accessed from Kirkland Ranch Road, a loop road beginning and terminating at Highway 12 (Jameson Canyon Road) and generally running parallel to and just north of the highway.

Priority Conservation Area

Priority Conservation Areas, along with their companion Priority Development Areas, are key components in a groundbreaking program adopted by the Metropolitan Transportation Commission working in partnership with the Association of Bay Area Governments, other public agencies, and community groups. The goal of the program is to link transportation investment with broader conservation and development goals. Over the past several years, the County of Napa and its five municipalities have put considerable effort into designating those areas where development is desirable (PDAs) and those areas where conservation including habitat, farming and other open space uses should take priority (PCAs).

While the proposed Suscol Headwaters Preserve is located in a number of Napa County's PCAs (including *Bay and Ridge Trails*, *Napa County Agricultural Lands and Watersheds*, *Napa Valley - Napa River Corridor*, and *Southern Mountains - Skyline Park to Newell Preserve*) it represents the very heart of and would be the lynchpin to preserving and protecting the *Southern Mountains - Skyline Park to Newell Preserve*. As noted in the description adopted by the ABAG Executive Board, the *Southern Mountains - Skyline Park to Newell Preserve* PCA, "is valued for outdoor recreation, particularly given its proximity to three quarters of Napa County residents, visual open space, watershed lands, and habitat, such as rare grasslands, oak woodlands, and chaparral. Land conservation within this area would provide opportunities to connect existing open space lands and regional trail systems, while also preserving a mixture of habitat types for numerous species and watershed values."

The proposed Suscol Headwaters Preserve:

- Is located at the heart of, and constitutes more than 10% of the total land area of, the +/- 7,800 acre *Southern Mountains - Skyline Park to Newell Preserve* PCA.
- Has exceptional natural resource values and provides habitat for more than 50 special status plant and animal species.
- When combined with Skyline Park, it would result in a landscape-scale preserve of nearly 1,800 acres.
- Is part of the visual backdrop to the city of American Canyon, and its protection would help establish a permanent upland urban separator between the cities of American Canyon and Napa.
- Would close a previously intractable gap in the Bay Area Ridge Trail, connecting Skyline Park's trail system to Jameson Canyon and points south and east.
- Would provide additional impetus to permanently protect Skyline Park.
- Would provide mixed-modal access (by bicycle, by foot, by bus as of 2013, as well as by automobile) to what will be the most significant outdoor recreational area for the majority of Napa County residents.

Wildlife and Habitat Values

- The property includes the headwaters and much of the upper watershed of Suscol Creek, which was identified as having high habitat quantity, quality, and existing steelhead population density in the Department of Fish and Game's 2009 *Southern Napa River Watershed Plan*.

- Since 2004, Suscol Creek has been extensively monitored by the nonprofit Suscol Creek Collaborative Partnership; they have determined it to be the best Steelhead habitat on the eastern slope of the Napa Valley.
- According to recent biological surveys, the property provides habitat for a substantial number of federal- and state-listed threatened or endangered species including thirty-nine plants, three invertebrates, one fish, three amphibians, thirteen birds, and four mammals.
- The property is US Fish and Wildlife Service-designated critical habitat for the threatened California coast steelhead.
- As a separate project, +/- 350 acres of designated California red-legged frog critical habitat is being protected as a private mitigation bank directly adjacent to the proposed Preserve.

Public Access Components

- The proposed Preserve is bounded on the north by Skyline Wilderness Park, an 850 acre Napa County public park and open space.
- It would include more than ten miles of new trails serving hikers, cyclists, and horseback riders in a network connecting directly to Skyline Park's seventeen miles of existing trails.
- Trails would avoid riparian zones and other sensitive habitat areas.
- It would close a key gap in the Bay Area Ridge Trail between Jameson Canyon Road and Skyline Park.
- It would exponentially increase the open space and recreational opportunities available to the underserved residents of southern Napa County.
- It would be the lynchpin to a new, more than 3,000 acre, landscape-scale open space along the ridgeline between Napa and Solano Counties.
- It would be located less than ten minutes from downtown American Canyon (population 19,690 souls and Napa County's fastest growing urban area).
- It would markedly improve access to wildlands and outdoor recreation from both the city of American Canyon and the large Napa Airport Industrial Park employment base.

Potential Threats

The property is located between the Cities of Napa and American Canyon and is part of a larger, more than 2,100 acre private holding which has been permitted for hillside vineyard development. The purchase and preservation of this property would not only protect more than 900 net acres of prime watershed habitat, it would also preclude the permitted conversion of 40 acres of land from watershed to irrigated vineyard as well as the potential development of several hillside estate homes.

Management Factors

In November of 2006 Napa County voters approved Measure I establishing the Napa County Regional Park and Open Space District. The District is authorized to plan, improve and operate a system of public parks, trails, outdoor recreational facilities, and outdoor science and conservation education programs, as well as to protect and preserve natural areas, wildlife habitat and other open space resources. Its jurisdiction includes all of Napa County. The District is governed by a Board of Directors whose members are directly elected by the public in each of five wards.

Funding and staffing for the District currently comes from the County of Napa, at the level determined by the County Board of Supervisors. The District is also empowered to obtain grants, accept gifts and collect fees for services provided. Subject to voter approval, the District is authorized to raise revenues through some types of property assessments and taxes. In its first six years of operation, the District has succeeded in matching County funds with grants and other revenue at a ratio of 5:1.

Financing

The District is seeking a combination of grant funds to finance the purchase of the property and associated easements and to allow the development of a new open space preserve. To assist with the purchase, the District is requesting \$1 million from the Metropolitan Transportation Commission's Priority Conservation Area program (Napa County's share of a \$5 million demonstration project to be shared by the four North Bay counties) and approximately \$2 million as a grant from the State Wildlife Conservation Board. Access trail costs, estimated at \$350,000 to \$450,000, are being sought as a grant from the State Parks/ Federal Highway Administration Recreational Trails Program. While purchase negotiations have not been completed, the property owner has voiced a willingness to donate portions of certain easements. He is not, however, willing to provide a trail easement separate from a purchase of the 400+ acre fee title property and the District has no power of eminent domain.

Please see attached budget for additional detail.

Assessors Maps, Aerial and other Photographs

Please see attached.

Contacts

Chris Cahill
Land Planner
Napa County Regional Park and Open Space District
(707) 299.1335
ccahill@ncrposd.org

John Woodbury
General Manager
Napa County Regional Park and Open Space District
(707) 259.5933
jwoodbury@ncrposd.org

Suscol Headwaters Preserve

Acquisition & Development - Proposed Budget

Code	Funding Source	Administered By	Funding Request
RTP	Recreational Trails Program - Federal Highway Administration	State Parks	\$ 356,000.00
WCB	Wildlife Conservation Board	State Fish and Wildlife	\$ 2,000,000.00
PCA	PCA/Napa County Fund Swap	NCTPA	\$ 1,000,000.00
NCRPOSD	NCRPOSD Acquisition/Administration Funds	NCRPOSD	\$ 30,000.00
COUCHMAN	Property Owner Donation	NCRPOSD	\$ 580,000.00
TBD	Grant Source Yet to Be Determined*	NCRPOSD	\$ 335,000.00
		TOTAL	\$ 4,301,000.00

Pre-Acquisition & Administration Costs						
	RTP	WCB	PCA	NCRPOSD	COUCHMAN	TBD
Appraisal	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
Phase 1 Environmental	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Escrow Fees	\$ 350.00	\$ -	\$ -	\$ -	\$ -	\$ -
Title Insurance Fees	\$ 650.00	\$ -	\$ -	\$ -	\$ -	\$ -
Administration	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -
SUBTOTAL	\$ 6,000.00	\$ -	\$ -	\$ 25,000.00	\$ 5,000.00	\$ -
						Total
						\$ 10,000.00
						\$ 5,000.00
						\$ 350.00
						\$ 650.00
						\$ 20,000.00
						\$ 36,000.00

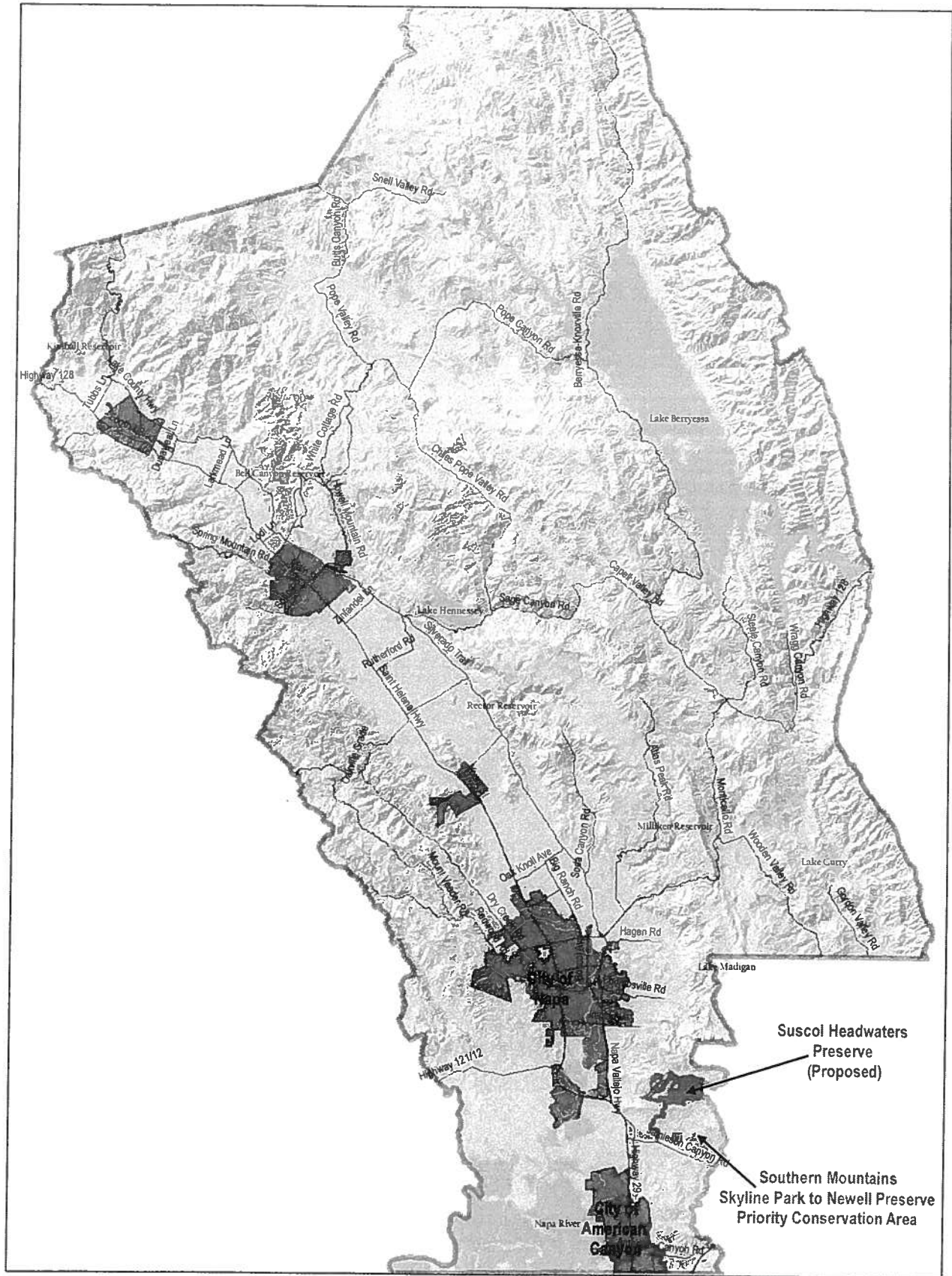
Acquisition Costs						
	RTP	WCB	PCA	NCRPOSD	COUCHMAN	TBD
Access Trail Easement Area Acquisition	\$ 350,000.00	\$ -	\$ -	\$ -	\$ 75,000.00	\$ -
Conservation Easement Area Acquisition	\$ -	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00	\$ -
Fee Title Area Acquisition	\$ -	\$ 1,500,000.00	\$ 1,000,000.00	\$ -	\$ -	\$ -
SUBTOTAL	\$ 350,000.00	\$ 2,000,000.00	\$ 1,000,000.00	\$ -	\$ 575,000.00	\$ -
						Total
						\$ 425,000.00
						\$ 1,000,000.00
						\$ 2,500,000.00
						\$ 3,925,000.00

Construction Costs						
	RTP	WCB	PCA	NCRPOSD	COUCHMAN	TBD
Trailhead Parking Lot (on Napa San property)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000.00
Trail Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000.00
Access Trail - Connection to Skyline Park via Tuteur	\$ -	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -
SUBTOTAL	\$ -	\$ -	\$ -	\$ 5,000.00	\$ -	\$ 335,000.00
						Total
						\$ 250,000.00
						\$ 85,000.00
						\$ 5,000.00
						\$ 340,000.00

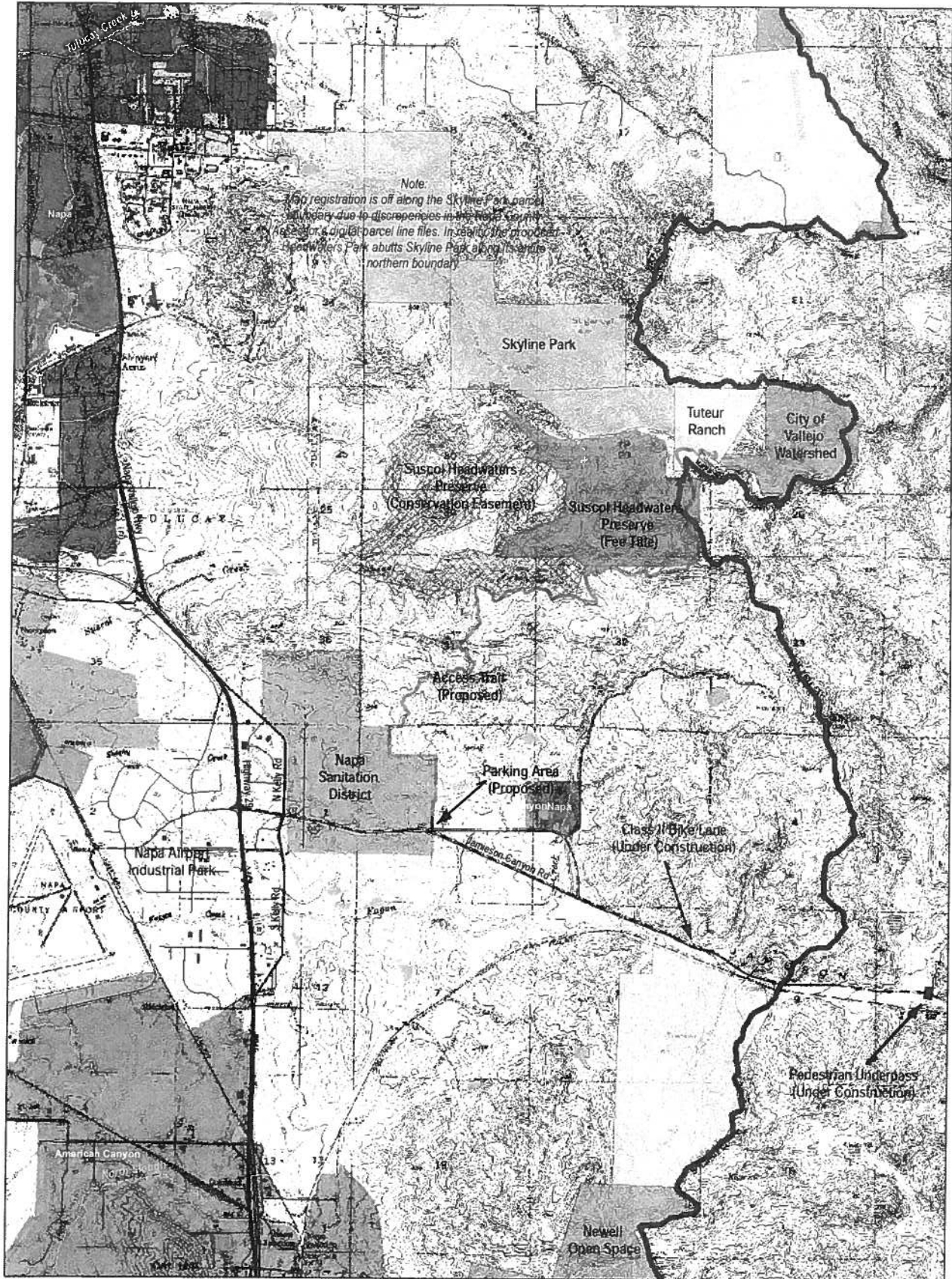
TOTAL	\$ 356,000.00	\$ 2,000,000.00	\$ 1,000,000.00	\$ 30,000.00	\$ 580,000.00	\$ 335,000.00	\$ 4,301,000.00
--------------	----------------------	------------------------	------------------------	---------------------	----------------------	----------------------	------------------------

* If grant funds do not become available, NCRPOSD is prepared to cover these expenses (over a several year period) out of its own budget.

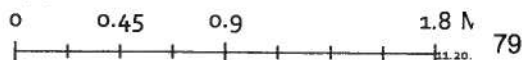
Napa County Regional Park and Open Space District



Napa County Regional Park and Open Space District



Park Vicinity Suscol Headwaters Preserve

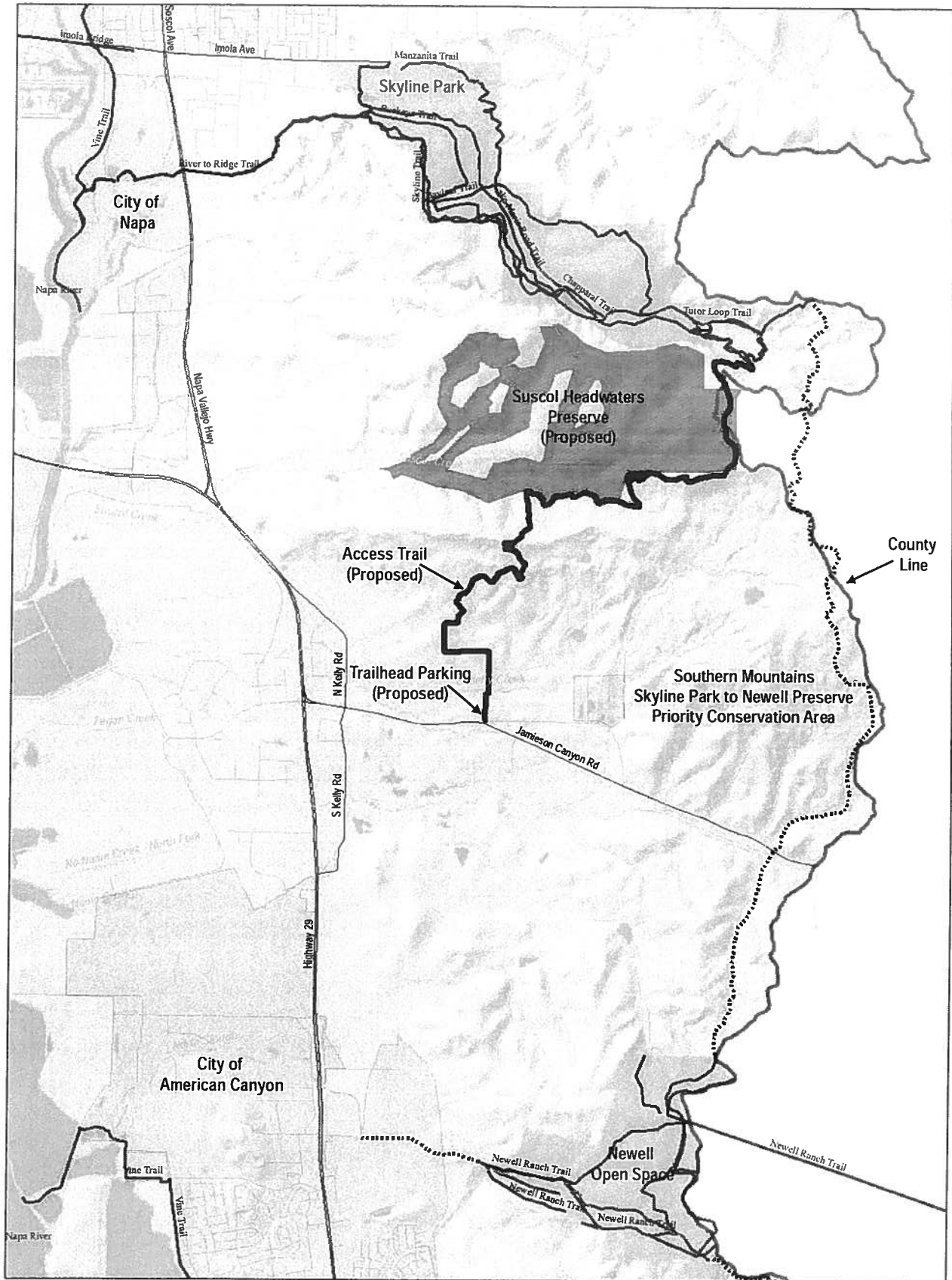


Legend

- Proposed Trail Easement
- ▨ Proposed Conservation Easement
- ▨ Proposed Preserve
- Protected Open Space
- Level
- federal
- state
- city
- county
- land trust



Napa County Regional Park and Open Space District



PCA Boundaries and Trail Network Suscol Headwaters Preserve



Legend
 Trails
 Status
 — Existing Trail
 --- Proposed Trail



Napa County Regional Park and Open Space District



Aerial Suscol Headwaters Preserve

0 0.15 0.3 0.6 Miles

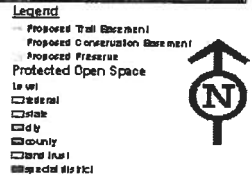
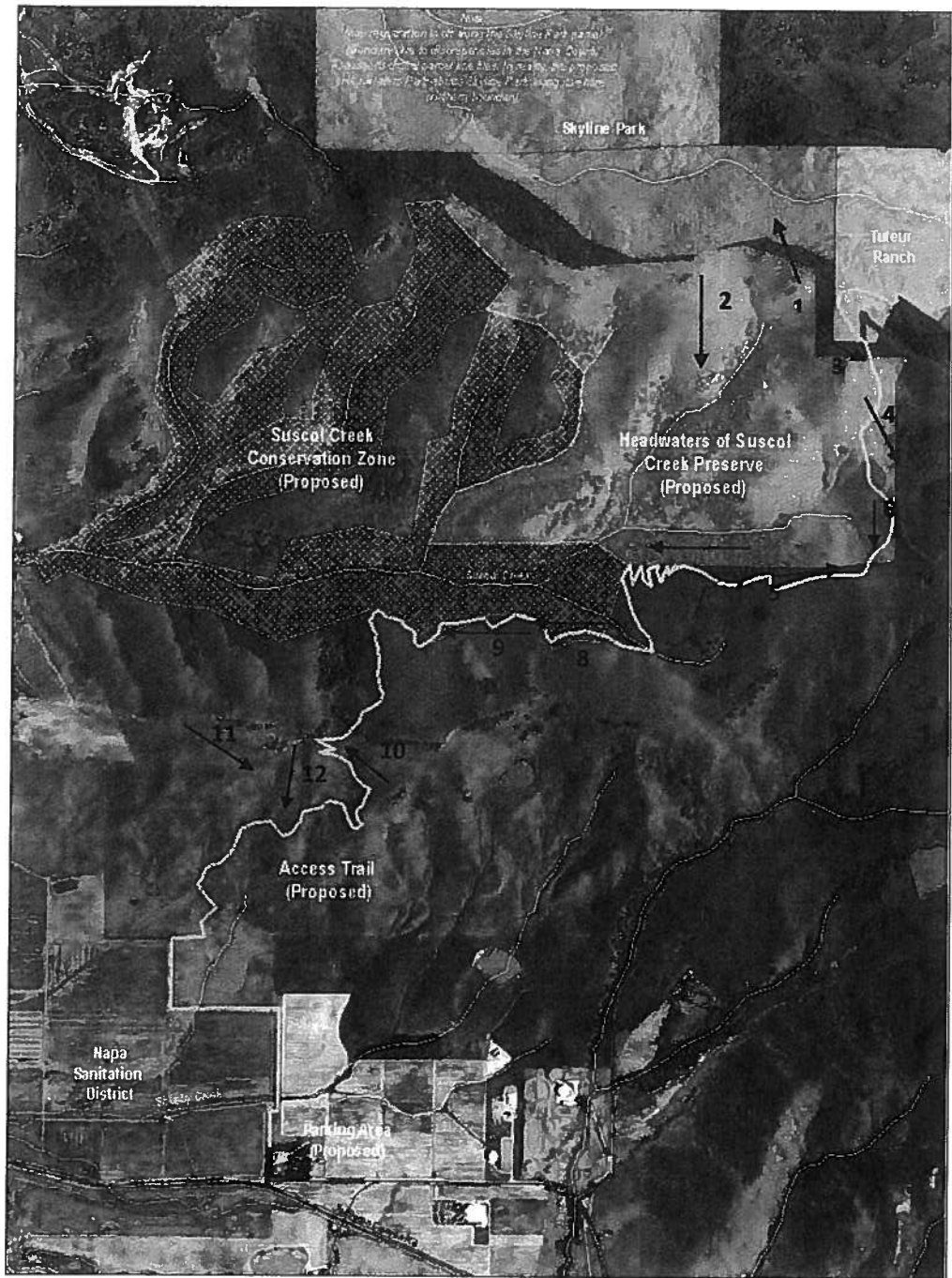
11.20. 81

Legend

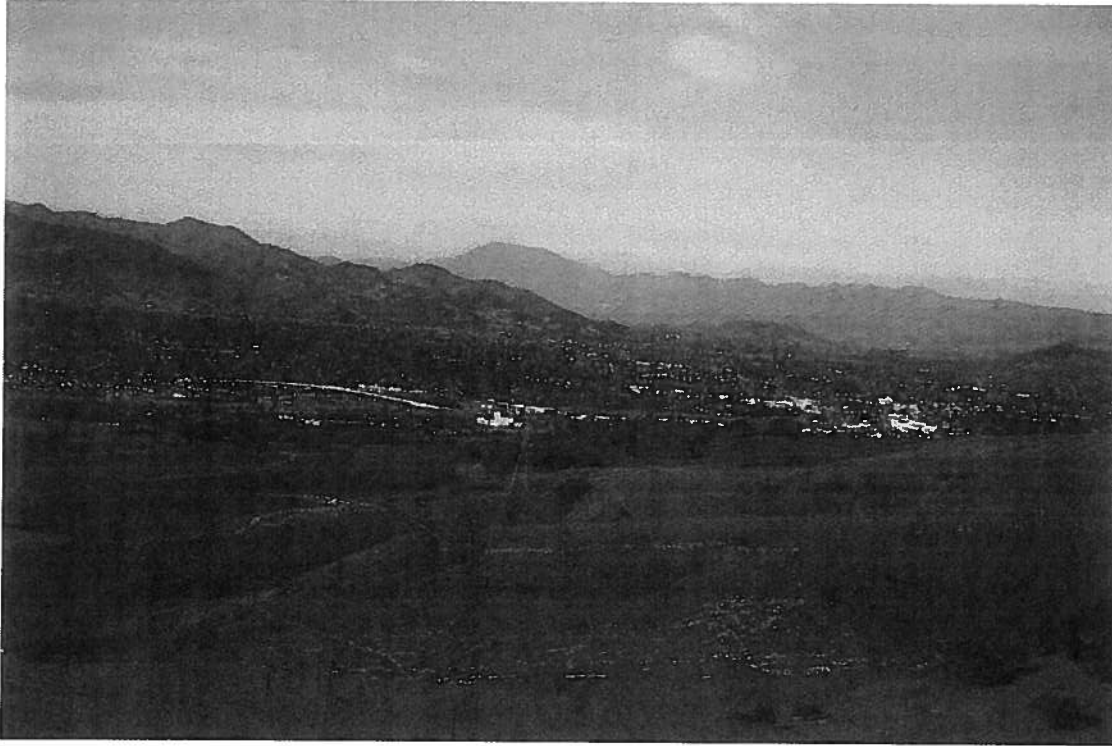
- Proposed Trail Easement
- Proposed Conservation Easement
- Proposed Preserve
- Protected Open Space
- Level
- federal
- state
- city
- county
- land trust



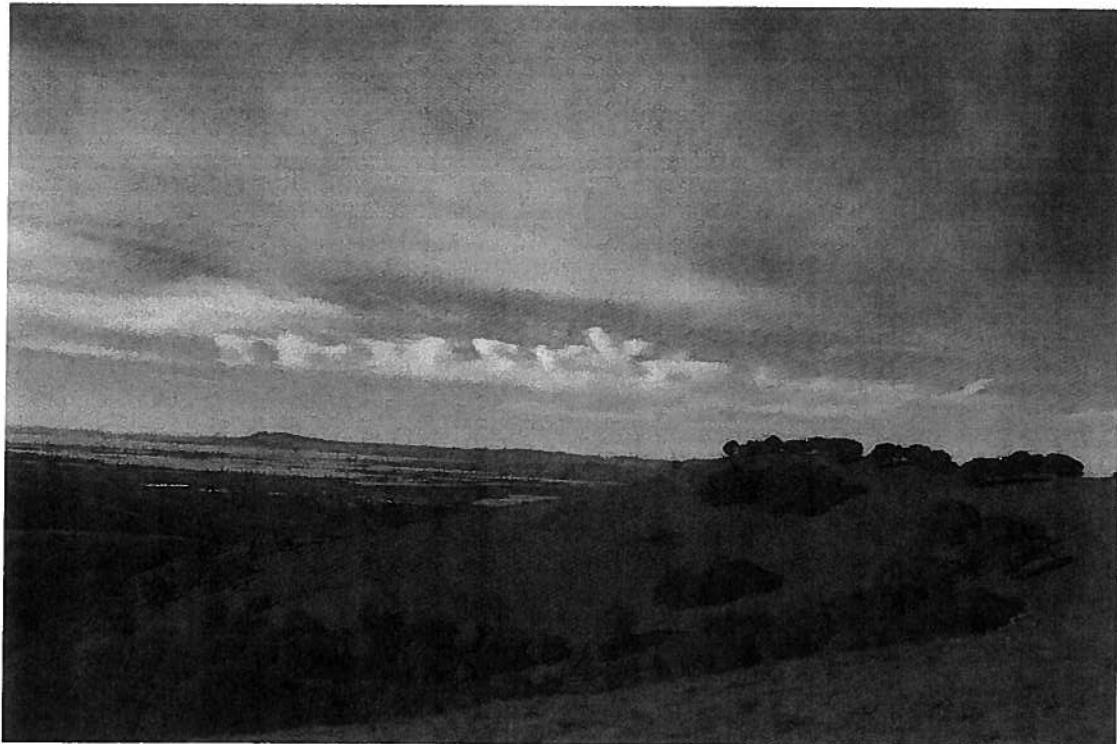
Napa County Regional Park and Open Space District



See map on preceding page for key to photos.
The trail alignment is shown with a red line.



1. View of My. St. Helena, about 30 miles to the north, from where the trail starts at Skyline Park.



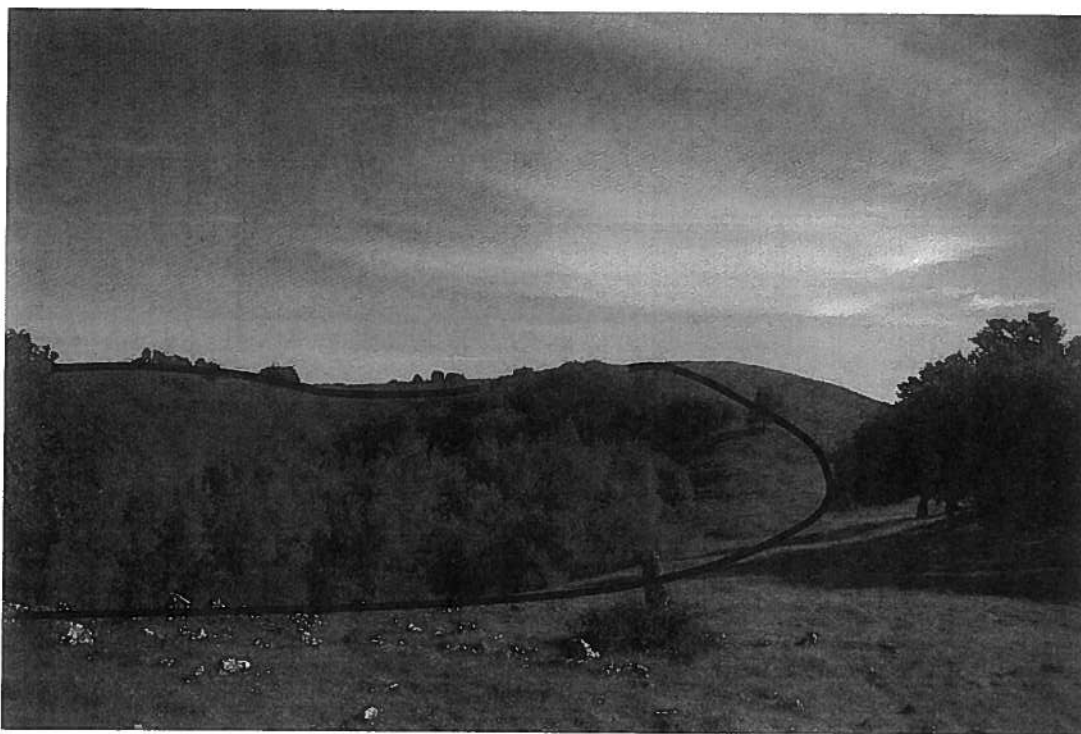
2. View from trail of Mt. Tam in the far distance, to the southwest.



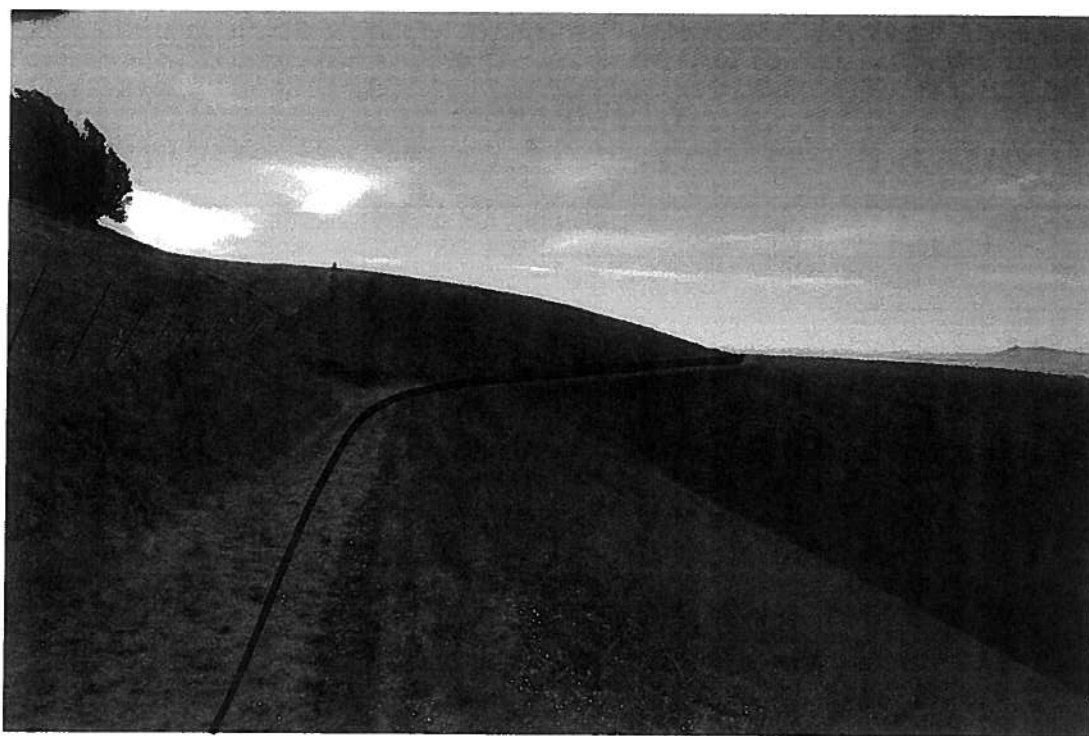
3. Looking south from northern end of trail.



4. Looking south to Mt. Diablo from trail.



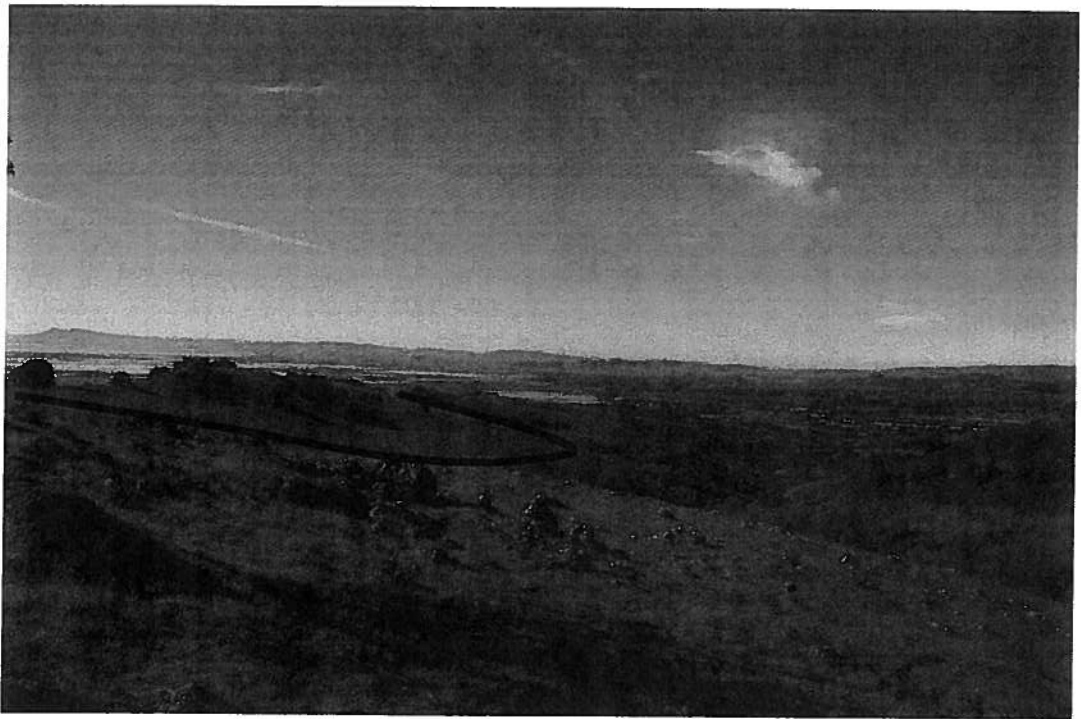
5. Looking east.



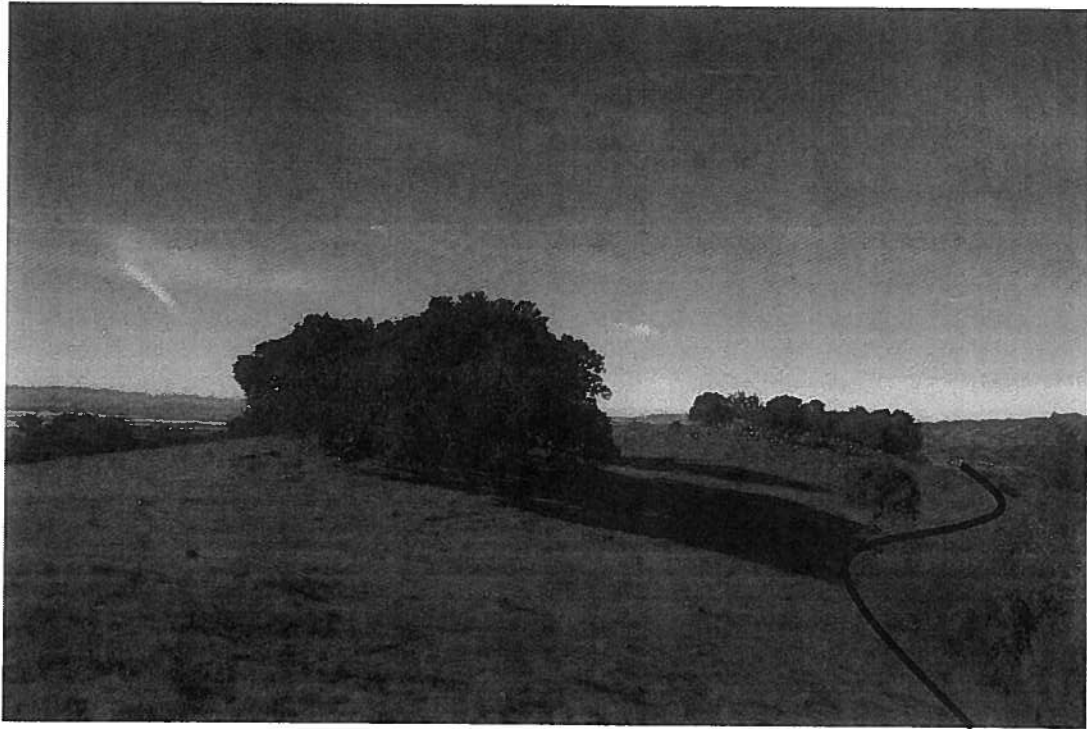
6. Looking south.



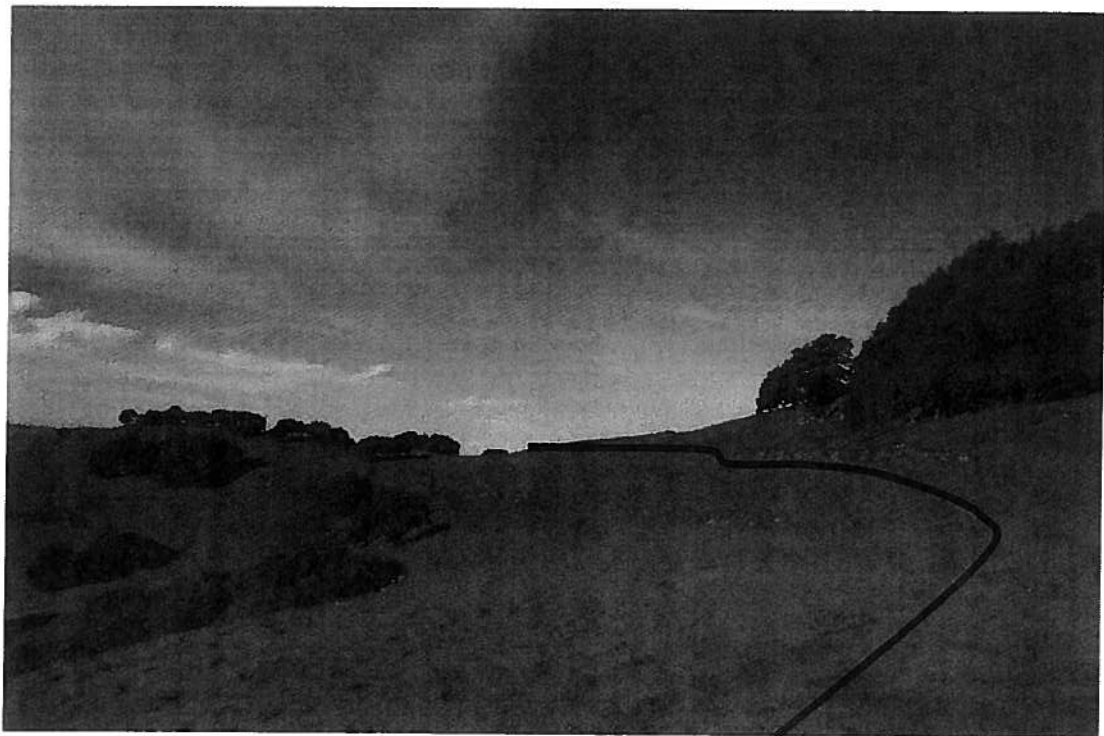
7. View of Mt Tamalpais to the southwest.



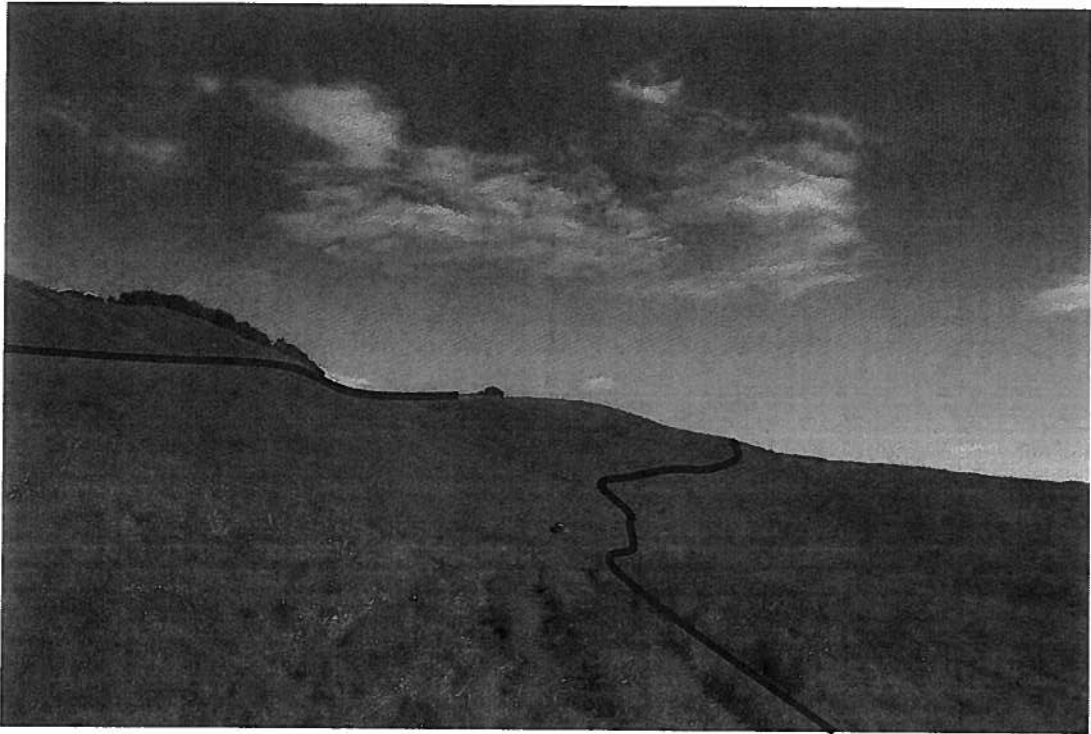
8. View of Mt Tamalpais to the southwest.



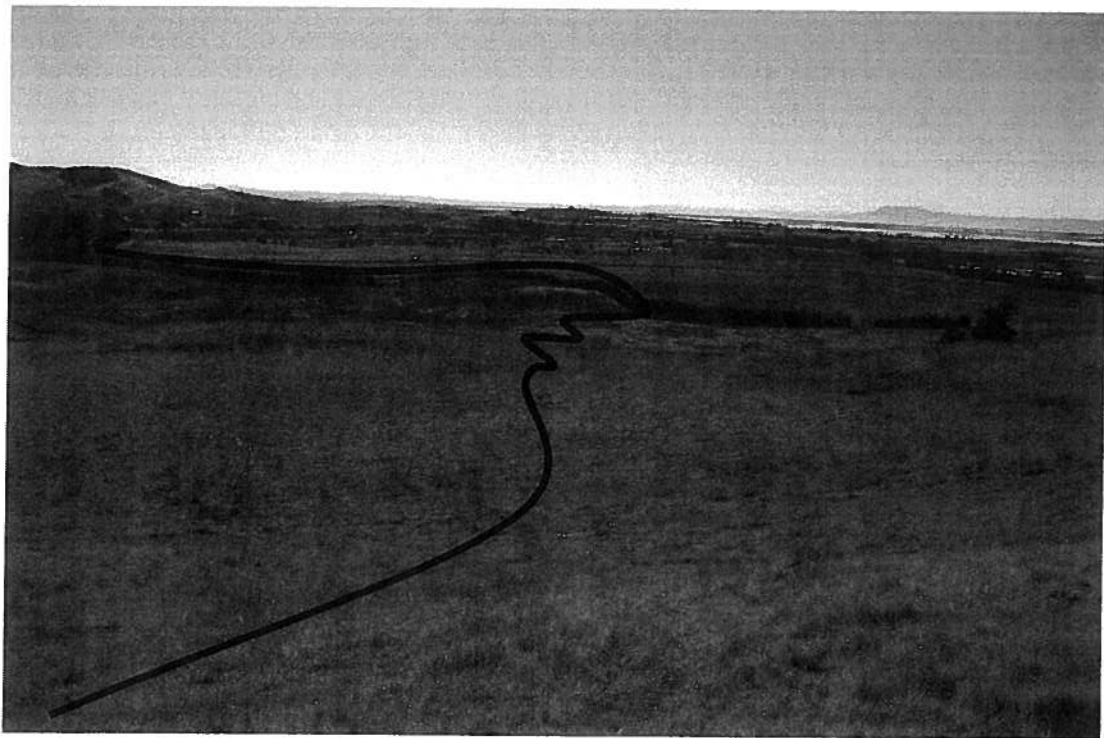
9. Looking west



10. Looking northwest.



11. Looking east



12. Looking south to Highway 12 trailhead and Mt. Tamalpais in the distance.

Willing Seller Letter

Mark Couchman
Suscol Mountain Vineyards, LLC
855 Bordeaux Way, Suite 100
Napa, California 94558

January 4, 2013

To: California Department of Parks and Recreation, Office of Grants and Local Services

Re: Purchase of a portion of the Suscol Mountain Vineyards property located in Napa and Solano Counties; comprised of portions of Assessor's Parcel Nos. 057-020-077, 057-020-076, 057-030-012, and 045-360-009.

To Whom It May Concern:

This letter is provided to confirm that Suscol Mountain Vineyards, LLC, owner of the above referenced property, is a willing participant in the proposed real property transaction. Should grant funds be awarded to the Napa County Regional Park and Open Space District (grant applicant), then Suscol Mountain Vineyards, LLC, as seller, is willing to enter into an agreement for the sale of real property and/or easements affecting real property for a purchase price not to exceed a Fair Market Value.

Acknowledged:


Mark Couchman

1/7/13
Date signed

Title/Interest: Owner, Suscol Mountain Vineyards, LLC

2013-004

NOTICE OF EXEMPTION

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT
1195 THIRD STREET, SUITE 210, NAPA, CALIF. 94559

To: ☐ Office of Planning and Research
PO Box 0334
1400 Tenth Street, Room 121
Sacramento, CALIF. 95814

☒ Napa County Clerk
900 Coombs St
Napa, CALIF. 94559

ENDORSED

JAN 07 2013

JOHN TUTEUR
Napa County Recorder - County Clerk
By J. RODRIGUEZ
DEPUTY RECORDER - CLERK

Exempt from Recording Fees: Gov. Code 27383

PROJECT TITLE: Suscol Headwaters Preserve
Real Property Negotiations, Associated Funding Applications, and Potential Purchase

PERMIT(S): N/A

PROJECT LOCATION - SPECIFIC: Part of the Suscol Mountain Vineyards property located in Napa and Solano Counties; comprised of portions yet-to-be-determined of Napa County Assessor's Parcel Nos. 057-020-077, 057-020-076, 057-030-012, and 045-360-009, and located approximately 0.6 miles north of Jameson Canyon Rd. (State Highway 12) at its nearest point. No Address Presently Assigned, Soscol Creek Road, Napa, California (Napa County Zoning: Agricultural Watershed; Solano County Zoning: Watershed).

PROJECT LOCATION - CITY (NEAREST): AMERICAN CANYON

PROJECT LOCATION - COUNTY: NAPA

PROJECT DESCRIPTION: Real property negotiations and associated funding applications regarding the potential purchase of fee title and/or easement interests in portions of the Suscol Mountain Vineyards property with the goals of: 1.) protecting the headwaters of Suscol Creek through conservation easement(s); 2.) acquiring certain upland areas in fee title in order to provide ridgetop open space and create connectivity to Skyline Wilderness Park; and 3.) acquiring trail access thereto.

NAME OF PUBLIC AGENCY APPROVING PROJECT: NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

ADDRESS: 1195 THIRD STREET, SUITE 210, NAPA, CALIF. 94559

PHONE: (707) 299-1335

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT: NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

ADDRESS: 1195 THIRD STREET, SUITE 210, NAPA, CALIF. 94559

PHONE: (707) 299-1335

EXEMPT STATUS (CHECK ONE): (Also, see Appendix B of the *NCRPOSD Local Procedures for Implementing CEQA*)

- ☐ Ministerial [Sec. 21080(b)(1); 15268];
☐ Declared Emergency [Sec. 21080(b)(3); 15269(a)];
☐ Emergency Project [Sec. 21080(b)(4); 15268(b)(c)];
☒ Categorical Exemption. State type and section number: **Class: 13 & 5 (Local) Section #: 15313 & 15305 (Local)**
☐ Statutory Exemptions. State code number:
☐ General Rule: [Sec. 15061(b)(3)]

REASONS WHY PROJECT IS EXEMPT: The project includes negotiations and funding applications which may, ultimately, lead to the purchase of land and/or interest(s) in land in order to preserve fish and wildlife habitat and provide access to public lands and waters where the purpose of the acquisition is to preserve the land in its natural condition. Such negotiations, and ultimately such purchases, are exempt from the application of the California Environmental Quality Act (CEQA) under State CEQA Guidelines, Class 13 (*Acquisition of Lands for Wildlife Conservation Purposes*) and the Napa County Regional Park and Open Space District's Local CEQA Guidelines, Class 5, Sub 2 (*Minor Alterations in Land Use Limitations - Acceptance of Interest in Property*). There are no unusual circumstances associated with the project that would cause it to have a significant effect on the environment.

LEAD AGENCY CONTACT PERSON: Chris Cahill, Land Planner, Napa County Regional Park and Open Space District
EMAIL: ccahill@ncrposd.org **PHONE:** (707) 299-1335

Signature: John Woodbury

John Woodbury

Date: 1-7-13

Title: General Manager

RECEIVED

JAN 09 2013

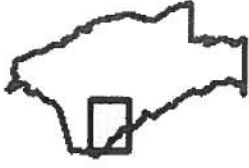
☒ Signed by Lead Agency

☐ Signed by Applicant

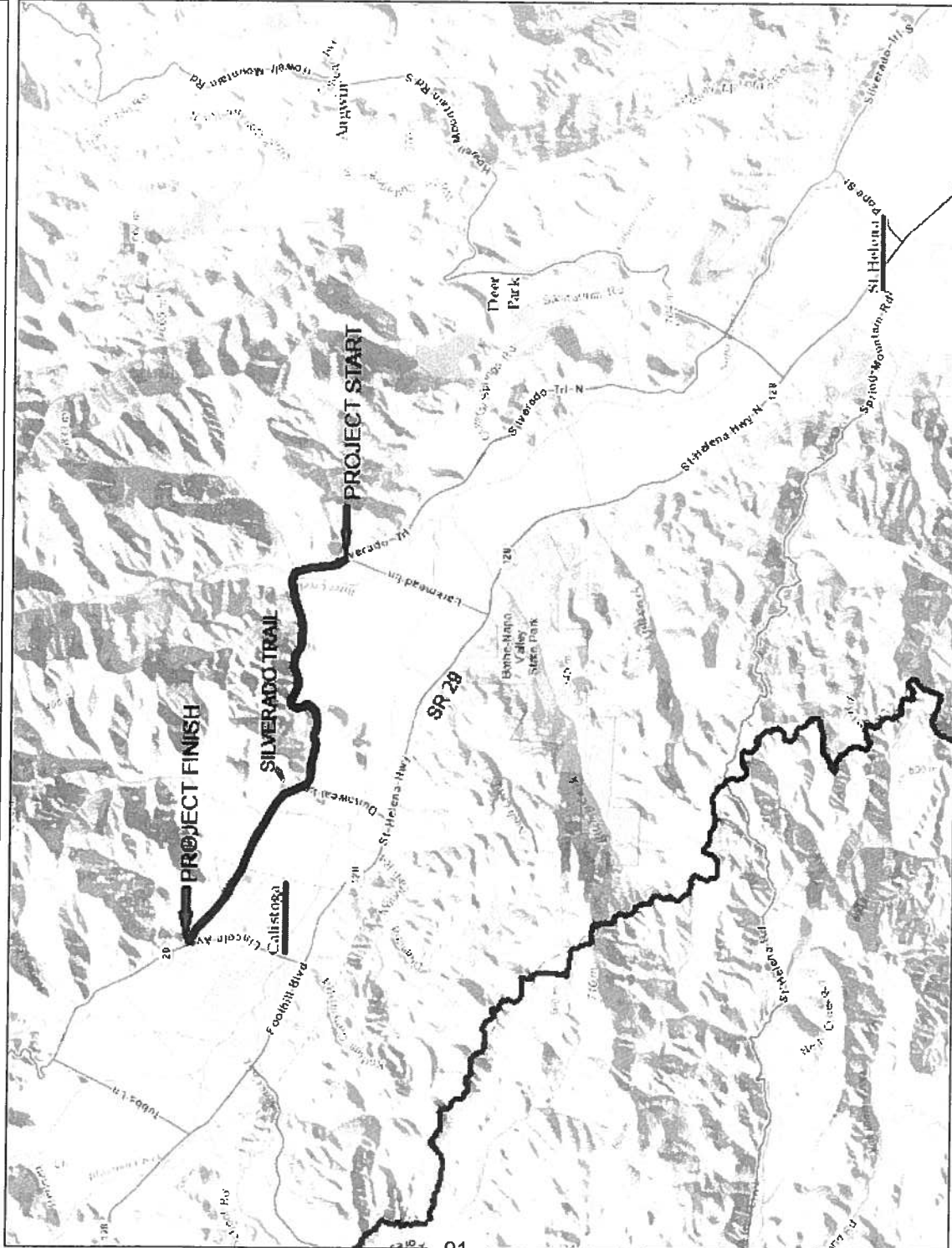
NAPA CO. CONSERVATION
DEVELOPMENT & PLANNING DEPT



NAPA COUNTY PUBLIC WORKS



Legend
□ County Boundary



Disclaimer: This map was prepared for informational purposes only.
No liability is assumed for the accuracy of the data delineated hereon.

16,995.4 0 8,497.71 16,995.4 Feet



This map was printed on 11/28/2012

Notes
Silverado Trail Overlay from Calistoga City
Limits to Larkmead Ln

**County of Napa – PCA Application for
Silverado Trail Yountville-Napa Safety Improvement**

NAPA COUNTY PRIORITY CONSERVATION AREA (PCA) PROJECT APPLICATION

CRITERIA

The goal of the PCA program is linked to SB 375 which requires Metropolitan Planning Organizations (MPOs) to prepare sustainable community strategies that considers preservation of resource areas and farmland in the region. Projects should be regionally significant, and contribute to goals stated in a regional habitat, agricultural or open space plans, countywide plans or the Association of Bay Area Government's (ABAG) PCA designations.

The Metropolitan Transportation Commission, the MPO for the 9-Bay Area Counties, is the designated recipient of the federal funds committed to the PCA Program. MTC apportioned \$5 million for the four North Bay counties; Napa, Marin, Solano, and Sonoma. Project sponsors that leverage additional funds will be given funding priority. Projects must have a transportation focus and be located within a PCA.

Project sponsors must provide a minimum match of 11.47%. Note that federal funds may only be used for land acquisition for transportation right of way improvements. Elements of a project that include land acquisition other than transportation right of way, would need to be funded through a local match beyond what is required to match the federal funds.

PROGRAM GOALS

Projects must meet one of the following program goals:

1. Protects or enhances "resource areas" or habitats as defined in California Government Code Section 65080.01
2. Provides or enhances pedestrian and bicycle access to open space / parkland resources.
3. Supports the agricultural economy of the region.

Eligible Project Types:

1. Planning Activities
2. Pedestrian and Bicycle Facilities/Infrastructure – on-road and off-road trail facilities, sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming, lighting and other safety related infrastructure, and ADA compliance, conversion and use of abandoned rail corridors for pedestrians and bicyclists.
3. Visual Enhancements – Construction of turnouts, overlooks and viewing areas.
4. Habitat/Environmental Enhancements – Vegetation management practices in transportation rights-of-way, reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats, mitigation of transportation project environmental impacts funded through the federal-aid surface transportation program.
5. Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm to market and community interconnectivity transportation routes. These include but are not limited to improving shoulders, intersections, alignments and safety improvements to accommodate large vehicles; pavement maintenance addressing axle loads. *Surface parking and SOV projects are not eligible.*
6. Protection (land acquisition or easement) or enhancement of natural resources, open space or agricultural lands – such projects, while often effective in accomplishing

regionally-adopted PCA goal, are not directly eligible for PCA funds due to federal funding restrictions, but may be considered as part of an overall funding strategy which proposes to exchange funds from **non-federal** sources in order to leverage maximum benefit to both the transportation system and the conservation of natural resources.

ELIGIBLE APPLICANTS

Eligible applicants include: cities, counties, towns, county congestion management agencies, tribes, water/utility districts, resource conservation districts, park and/or open space districts, land trusts and other land/resource protection nonprofit organizations. Applicants are strongly encouraged to collaborate and partner with other entities on projects to leverage additional funding. Projects that leverage funding will be given higher priority in the grant award process. Partnerships are necessary with cities, counties, or CMAs in order to access federal funds. A project must have an implementing agency that has a master agreement with Caltrans.

APPLICATION

Enter information in the spaces provided. E-mail this completed application form and attachments requested as part of this form to dschmitz@nctpa.net by Friday, March 22nd. If e-mailing is not possible, a hard copy of materials can be mailed to Danielle Schmitz, NCTPA, 625 Burnell Street, Napa, CA 94559.

PART 1: PROJECT INFORMATION

Project Name:	Silverado Trail Yountville-Napa Safety Improvement
Project Location:	Silverado Trail Yountville Cross Road to Trancas Street
Project Cost: Requested Amount: Local Match:	\$142,500. \$19,000.
Name of PCA:	Napa County Agricultural Lands and Watersheds Napa Valley – Napa River Corridor
Project Timeline:	October 2013-August 2014

Attach a map showing the proposed project boundaries and location.

PART 2: PROJECT SPONSOR CONTACT INFORMATION

Lead Nominating Agency/Organization	County of Napa
Contact Person	Rick Marshall
Address	1195 Third Street, Suite 101, Napa CA 94559
Phone Number(s)	(707) 259.8381
E-mail address	Rick.Marshall@countyofnapa.org
Partnering Agency(ies)/Organization(s)	N/A

PART 3: Project Description

Provide a description of how the project meets the criteria of the PCA program:

Criteria: Pedestrian and Bicycle Facilities/Infrastructure – On-road and off-road trail facilities, ... bicycle infrastructure, ...other safety related infrastructure ...

Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm-to-market and community-interconnectivity transportation routes.

The proposed project consists of two components.

1. The proposed project will improve safety at the intersection of Silverado Trail and Yountville Cross Road by adding intersection safety lighting, constructing minor pavement widening, and removing vegetation as possible to improve intersection sight distance. New traffic striping will replace the existing striping, to create a “merge pocket” for eastbound-to-northbound left turn movements. Existing Class II bicycle lanes will be perpetuated with the project. All construction activities, including staging, shall occur within County right-of-way. This intersection has been affected by right-of-way conflict collisions, which can be addressed through this improvement.

2. The proposed project will improve bicycle safety by constructing rumble strips between the existing shoulder and traveled way along Silverado Trail from Yountville Cross Road to Trancas Street. Work will include the construction of ground-in rumble strips in the shoulder next to the existing bicycle lane striping. Existing Class II bicycle lanes will be perpetuated with the project. This segment of Silverado Trail has been affected by run-off-road collisions, which can be addressed through this improvement.

Silverado Trail is an important farm-to-market route serving the Napa Valley agricultural area, and a popular cycling route connecting the two major north-south corridors in the county.

PART 4: PROJECT BUDGET

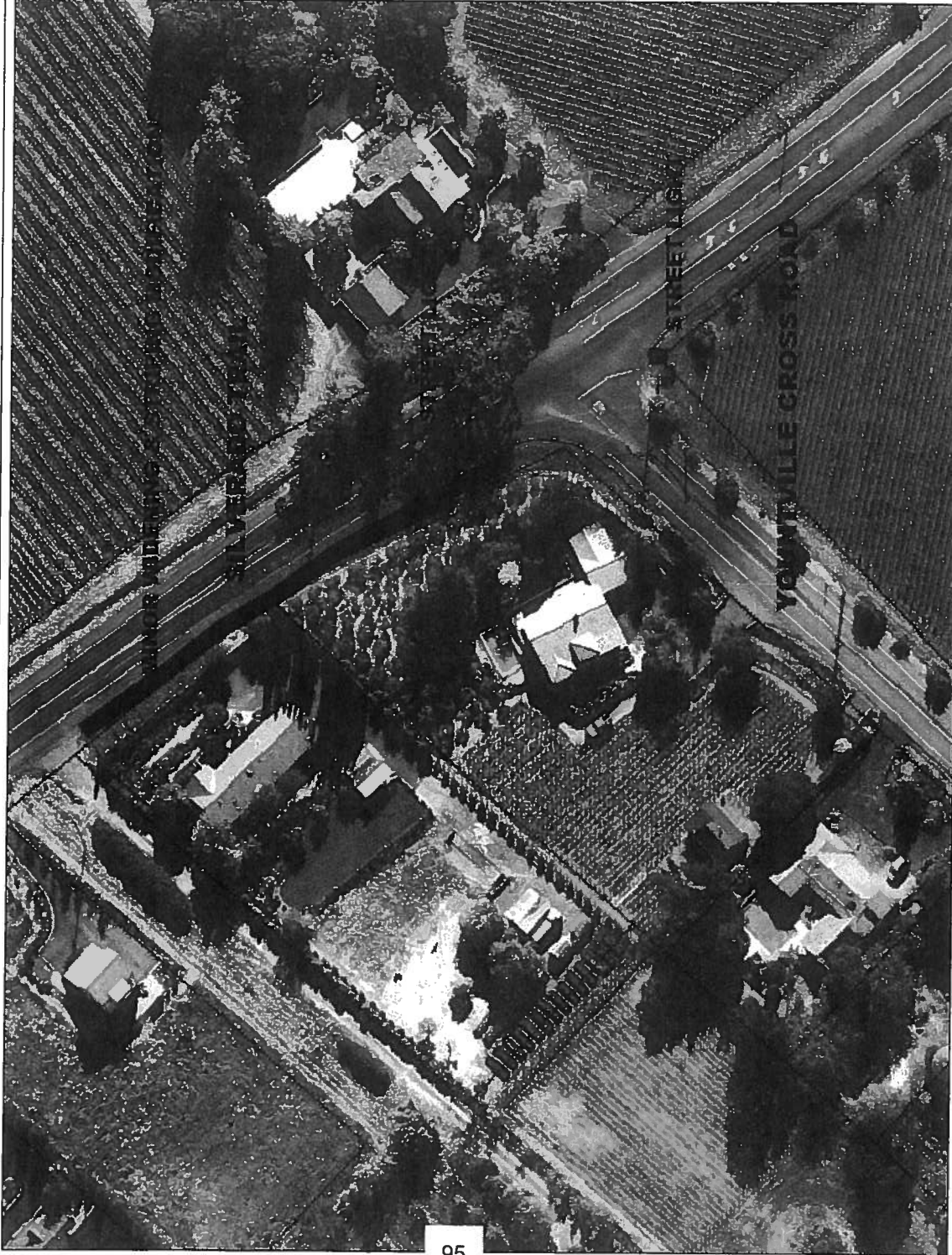
Phase	Description	Fund Source	Amount
Preliminary Engineering	Design	Federal/PCA	\$4,500
Preliminary Engineering	Design	Local/Roads Fund	\$1,000
Construction	Construction	Federal/PCA	\$120,000
Construction	Construction	Local/Roads Fund	\$15,000
Construction Engineering	Inspection	Federal/PCA	\$18,000
Construction Engineering	Inspection	Local/Roads Fund	\$3,000
Total			\$161,500

PART 5: PROJECT SCHEDULE

Phase	Description	Date (Mo/Yr)
Preliminary Engineering	Design	10/2013
Construction	Construction	8/2014
Construction Engineering	Inspection	8/2014



INTERSECTION MODIFICATIONS AT SILVERADO TRAIL & YOUNTVILLE CROSS ROAD



- Legend**
- Streams
 - Parcel Status
 - LOMC for Flood Zone
 - Parcels
 - Flood Zones
 - 100 Years
 - 500 Years
 - Aerial Photos 2011
 - Red. Band_1
 - Green. Band_2
 - Blue. Band_3
 - County Boundary

Notes

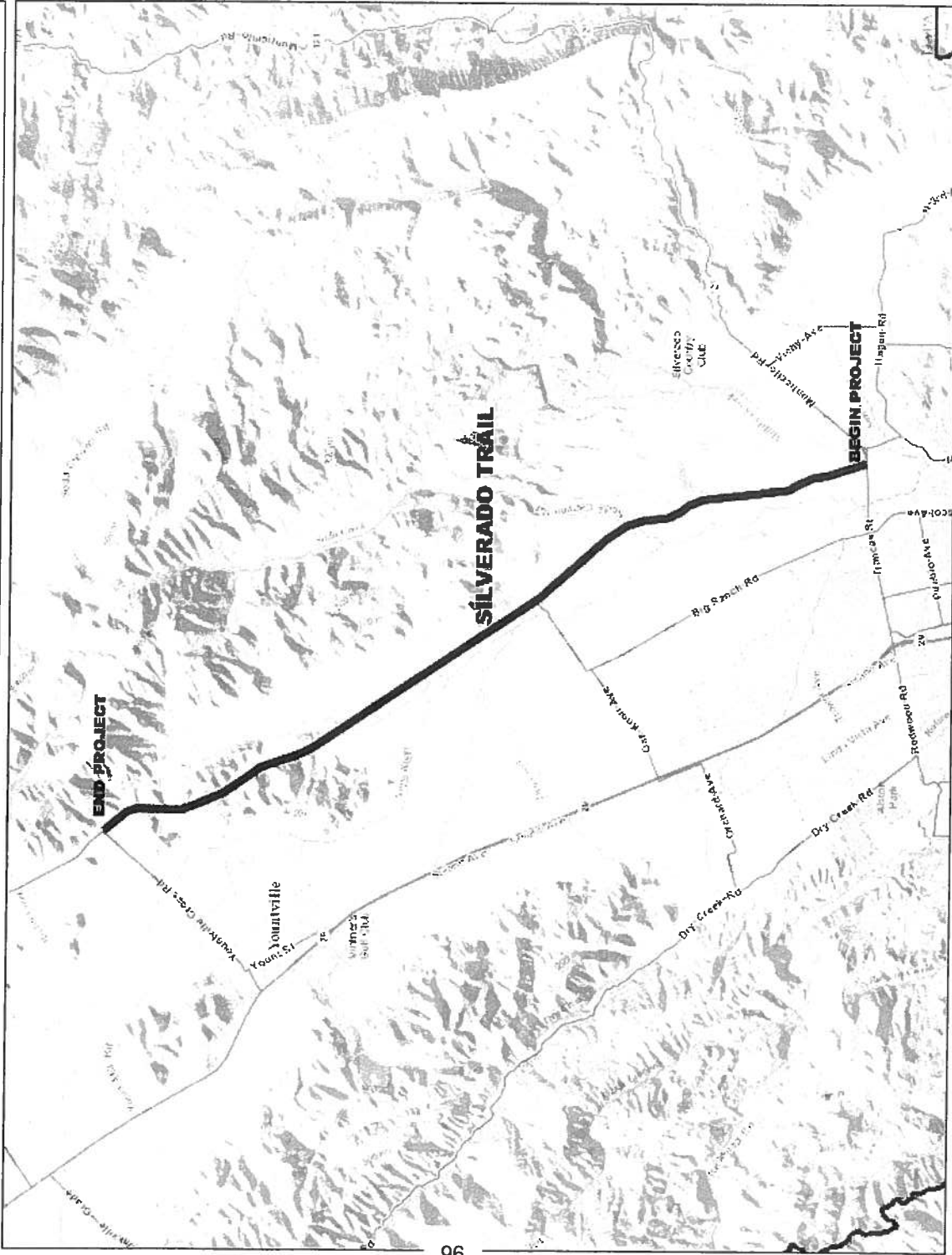
Disclaimer: This map was prepared for informational purposes only.
No liability is assumed for the accuracy of the data delineated hereon.

This map was printed on 12/6/2012





SILVERADO TRAIL RUMBLE STRIPS



Legend
□ County Boundary

Notes

Disclaimer: This map was prepared for informational purposes only.
No liability is assumed for the accuracy of the data delineated hereon.

18,829.6 0 9,414.82 18,829.6 Feet

This map was printed on 12/4/2012

**County of Napa – PCA Application for
Oak Knoll Avenue Bicycle Lanes**

NAPA COUNTY PRIORITY CONSERVATION AREA (PCA) PROJECT APPLICATION

CRITERIA

The goal of the PCA program is linked to SB 375 which requires Metropolitan Planning Organizations (MPOs) to prepare sustainable community strategies that considers preservation of resource areas and farmland in the region. Projects should be regionally significant, and contribute to goals stated in a regional habitat, agricultural or open space plans, countywide plans or the Association of Bay Area Government's (ABAG) PCA designations.

The Metropolitan Transportation Commission, the MPO for the 9-Bay Area Counties, is the designated recipient of the federal funds committed to the PCA Program. MTC apportioned \$5 million for the four North Bay counties; Napa, Marin, Solano, and Sonoma. Project sponsors that leverage additional funds will be given funding priority. Projects must have a transportation focus and be located within a PCA.

Project sponsors must provide a minimum match of 11.47%. Note that federal funds may only be used for land acquisition for transportation right of way improvements. Elements of a project that include land acquisition other than transportation right of way, would need to be funded through a local match beyond what is required to match the federal funds.

PROGRAM GOALS

Projects must meet one of the following program goals:

1. Protects or enhances "resource areas" or habitats as defined in California Government Code Section 65080.01
2. Provides or enhances pedestrian and bicycle access to open space / parkland resources.
3. Supports the agricultural economy of the region.

Eligible Project Types:

1. Planning Activities
2. Pedestrian and Bicycle Facilities/Infrastructure – on-road and off-road trail facilities, sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming, lighting and other safety related infrastructure, and ADA compliance, conversion and use of abandoned rail corridors for pedestrians and bicyclists.
3. Visual Enhancements – Construction of turnouts, overlooks and viewing areas.
4. Habitat/Environmental Enhancements – Vegetation management practices in transportation rights-of-way, reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats, mitigation of transportation project environmental impacts funded through the federal-aid surface transportation program.
5. Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm to market and community interconnectivity transportation routes. These include but are not limited to improving shoulders, intersections, alignments and safety improvements to accommodate large vehicles; pavement maintenance addressing axle loads. *Surface parking and SOV projects are not eligible.*
6. Protection (land acquisition or easement) or enhancement of natural resources, open space or agricultural lands – such projects, while often effective in accomplishing

Farm to Market Capital Projects – Improvements should be targeted to preservation and safety of farm-to-market and community-interconnectivity transportation routes.

The proposed project will construct Class II bicycle lanes along Oak Knoll Avenue from State Route 29 to Silverado Trail. Widening will occur on both sides of the road and minor drainage modifications will be included. New traffic striping will replace the existing striping using the existing patterns. All construction activities, including staging, shall occur within County right-of-way. Oak Knoll Avenue is an important farm-to-market route serving the Napa Valley agricultural area, and a popular cycling route connecting the two major north-south corridors in the county.

PART 4: PROJECT BUDGET

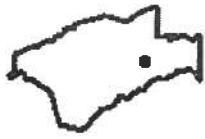
Phase	Description	Fund Source	Amount
Preliminary Engineering	Design	Federal/PCA	\$55,000
Preliminary Engineering	Design	Local/Roads Fund	\$7,000
Construction	Construction	Federal/PCA	\$1,346,000
Construction	Construction	Local/Roads Fund	\$176,000
Construction Engineering	Inspection	Federal/PCA	\$201,000
Construction Engineering	Inspection	Local/Roads Fund	\$28,000
Total			\$1,813,000

PART 5: PROJECT SCHEDULE

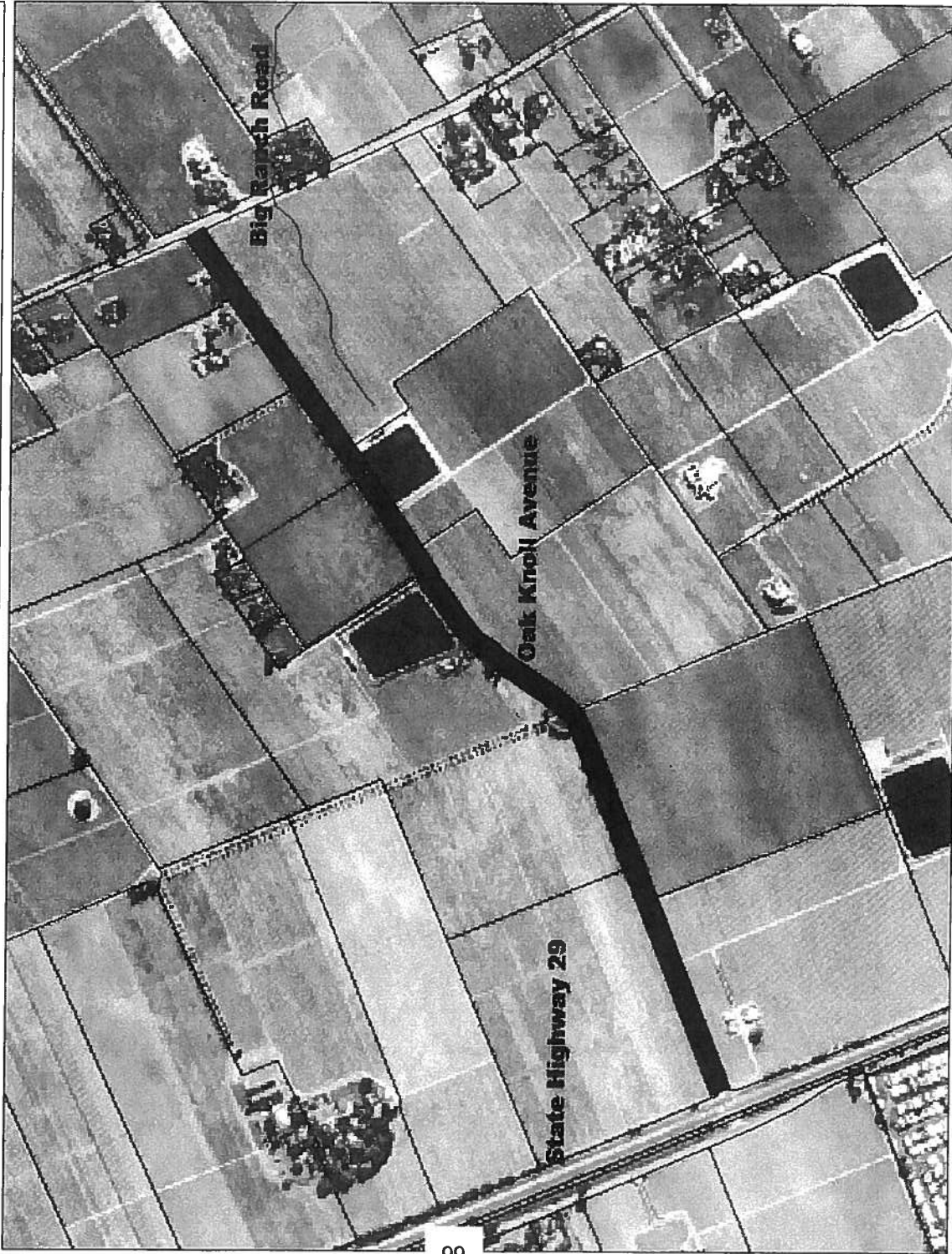
Phase	Description	Date (Mo/Yr)
Preliminary Engineering	Design	10/2013
Construction	Construction	4/2015
Construction Engineering	Inspection	4/2015



Oak Knoll Bicycle Lane Widening State Highway 29 to Big Ranch Road



- Legend**
- Streams
 - Parcels
 - Aerial Photos 2011
 - Red: Band_1
 - Green: Band_2
 - Blue: Band_3
 - County Boundary



Disclaimer: This map was prepared for informational purposes only. No liability is assumed for the accuracy of the data delineated hereon.

0 1,176.85 2,353.7 Feet

2,353.7

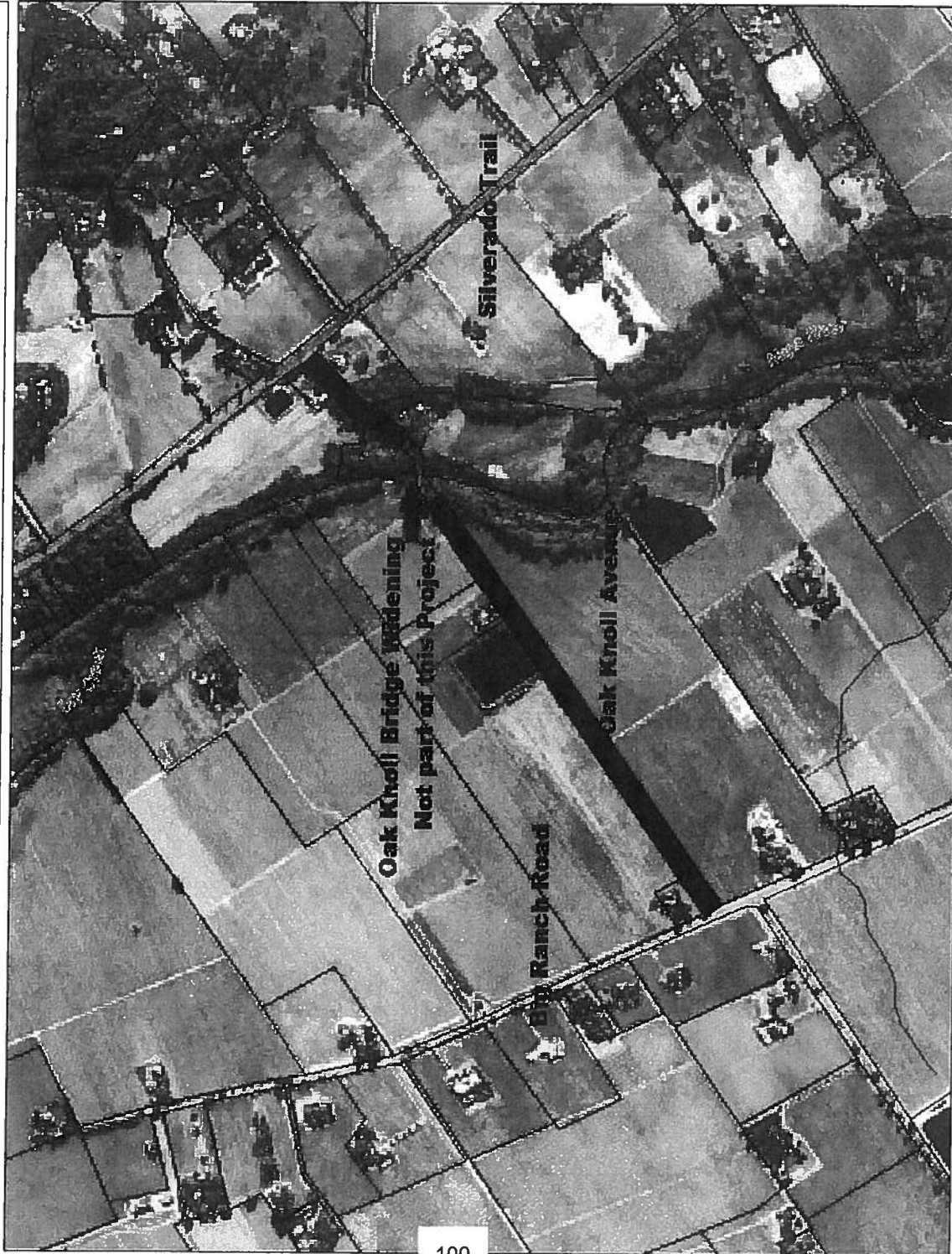
This map was printed on

12/12/2012

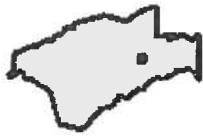
Notes



Oak Knoll Bicycle Lane Widening Big Ranch Road to Silverado Trail



- Legend**
- Streams
 - Parcels
 - Aerial Photos 2011
 - Red: Band_1
 - Green: Band_2
 - Blue: Band_3
 - County Boundary



Notes

regionally-adopted PCA goal, are not directly eligible for PCA funds due to federal funding restrictions, but may be considered as part of an overall funding strategy which proposes to exchange funds from **non-federal** sources in order to leverage maximum benefit to both the transportation system and the conservation of natural resources.

ELIGIBLE APPLICANTS

Eligible applicants include: cities, counties, towns, county congestion management agencies, tribes, water/utility districts, resource conservation districts, park and/or open space districts, land trusts and other land/resource protection nonprofit organizations. Applicants are strongly encouraged to collaborate and partner with other entities on projects to leverage additional funding. Projects that leverage funding will be given higher priority in the grant award process. Partnerships are necessary with cities, counties, or CMAs in order to access federal funds. A project must have an implementing agency that has a master agreement with Caltrans.

APPLICATION

Enter information in the spaces provided. E-mail this completed application form and attachments requested as part of this form to dschmitz@nctpa.net by Friday, March 22nd. If e-mailing is not possible, a hard copy of materials can be mailed to Danielle Schmitz, NCTPA, 625 Burnell Street, Napa, CA 94559.

PART 1: PROJECT INFORMATION

Project Name:	Oak Knoll Avenue Bicycle Lanes
Project Location:	Oak Knoll Avenue SR 29 to Silverado Trail
Project Cost: Requested Amount: Local Match:	\$1,602,000. \$211,000.
Name of PCA:	Napa County Agricultural Lands and Watersheds Napa Valley – Napa River Corridor
Project Timeline:	October 2013-April 2015

Attach a map showing the proposed project boundaries and location.

PART 2: PROJECT SPONSOR CONTACT INFORMATION

Lead Nominating Agency/Organization	County of Napa
Contact Person	Rick Marshall
Address	1195 Third Street, Suite 101, Napa CA 94559
Phone Number(s)	(707) 259.8381
E-mail address	Rick.Marshall@countyofnapa.org
Partnering Agency(ies)/Organization(s)	N/A

PART 3: Project Description

Provide a description of how the project meets the criteria of the PCA program:

Criteria: Pedestrian and Bicycle Facilities/Infrastructure – On-road and off-road trail facilities, ... bicycle infrastructure, ...other safety related infrastructure ...



May 15, 2013
NCTPA Agenda Item 10.3

Continued From: New
Action Requested: INFORMATION

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Debbie Schwarzbach, Administrative Technician
(707) 259-8627 / Email: dschwarzbach@nctpa.net
SUBJECT: Soscol Gateway Transit Center (SGTC) Public Restroom Update

RECOMMENDATION

Information Only. The following is an update of the incidents surrounding the public restrooms at the Soscol Gateway Transit Center (SGTC) as requested by the NCTPA board at its April 2013 meeting

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

At its February 20, 2013 meeting, NCTPA staff presented challenges and costs associated with keeping the public restrooms at the SGTC open to the public. Subsequent to the report, the NCTPA board acknowledged and accepted the additional costs associated with the maintenance of the restrooms and requested that the SGTC restrooms remain open to the public.

At its April meeting, the Board requested an update on the restrooms.

PROCEDURAL REQUIREMENTS

1. Staff Report

FISCAL IMPACT

Is there a fiscal impact? No

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The restrooms at the SGTC were originally closed because of vandalism of the facility and theft of the restroom supplies. Veolia staff and drivers had also voiced concerns about sharing the restrooms with the public because of the non-hygienic condition of the restrooms when the SGTC was first opened. In February, the Board directed staff to reopen the restrooms at the SGTC. Since the reopening of the restroom only one reportable incident has occurred. On May 7, 2013 a visitor to the SGTC set off the fire alarm inside one of the restrooms. Subsequently, all Veolia and NCTPA staff had to vacate the building until the source of the alarm could be identified.

The customer service office staff reported that no other issues have occurred that have not been resolved with monitoring by Veolia staff and cleanings twice daily.

NCTPA staff also spoke to Veolia Transportation operations manager to follow up on the Operators' concerns sharing bathroom facilities with the public. The operations manager reported that there have been no complaints, no problems, and no issues associated with the shared use of the facility.

SUPPORTING DOCUMENTS

None.



May 15, 2013
NCTPA Agenda Item 10.4
Continued From: April 17, 2013
Action Requested: APPROVE

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Lawrence E. Gawell, Program Manager – Chief Procurement & Compliance Officer
(707) 259-8636 / Email: lgawell@nctpa.net
SUBJECT: Approval of Work Authorization 1 to NCTPA Agreement No. 12-23 with Kimley-Horn and Associates Inc for Work Associated with On-Call Professional Planning Services

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) approval of Work Authorization 1 (Attachment 1) to NCTPA Agreement No. 12-23 with Kimley-Horn and Associates Inc. for a Transit Maintenance Yard and Fueling Facility Feasibility Study in an amount not to exceed \$246,112.

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

Six (6) proposals were received in response to Task Order 4 seeking proposals from qualified firms under the terms of Request for Qualifications (RFQ) 2012-01 On-Call Planning Services for a Feasibility Study for a Transit Maintenance Yard and Fueling facility. After evaluation of the proposals, Kimley-Horn and Associates Inc. was selected for award of a task order contract for the conduct of this study.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comments
3. Motion, Second, Discussion and Vote

FISCAL IMPACT

Is there a fiscal impact? Yes.

Is it currently budgeted? Yes.

Is it mandatory or discretionary? Discretionary

Consequences if not approved: The present Transit Maintenance Yard at Jackson Street could not be replaced.

CEQA REQUIREMENTS

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The NCTPA has a need for a new transit maintenance yard and fueling facility. The present facility at Jackson Street is not capable of fueling any NCTPA vehicles and NCTPA must purchase fuel at market rates from the local Chevron station. The Jackson Street facility has an inadequate number of bus maintenance bays; it does not have adequate parking space for all of the NCTPA vehicles; and it has no room for a modern bus wash. At the present time, NCTPA is required to park vehicles at the Napa Valley Expo Fair Grounds due to lack of space. Under the provisions of RFQ 2012-01, On-call Planning Services, NCTPA solicited proposals from ten (10) firms for Task Order 4 to conduct a feasibility study for a new Bus Maintenance Yard and Fueling Facility. The primary focus of the proposed feasibility study is to conduct a needs assessment, update existing Compressed Natural Gas (CNG) and alternative fueling studies, assess the feasibility of a multijurisdictional facility and recommend three (3) candidate sites for assessment. Six (6) proposals were received and were evaluated by a selection panel composed of members from inside the agency. The proposal from Kimley-Horn Associates Inc. was selected by the panel.

At the April 17, 2013 Board meeting this matter was tabled to allow staff to make inquiry about interest in a multi-jurisdictional facility. The results of staff inquiry are attached (Attachment 2).

SUPPORTING DOCUMENTS

- Attachment: (1) Work Authorization 1 to NCTPA Agreement No. 12-23
(2) Survey-Feasibility Study for Joint Maintenance and Fueling Facility

**WORK AUTHORIZATION NO. 1
CONTRACT FOR PROFESSIONAL PLANNING SERVICES**

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section of Professional Service Agreement No. **12-23** (the Contract) entered into by and between the Napa County Transportation and Planning Agency (NCTPA), and Kimley-Horn and Associates, Inc. (the Planner).

PART I. The Planner will perform schedule evaluation and change services generally described as Professional Planning Services necessary to provide NCTPA with On-Call Planning Services, in accordance with the project description (Scope of Work) attached hereto and made a part of this Work Authorization. The responsibilities of the NCTPA and the Planner as well as the work schedule are further detailed in EXHIBITS A, B, C, and D which are attached hereto and made a part of the Work Authorization.

PART II. The maximum amount payable under this Work Authorization is **\$246,112.00**, and the method of payment is Labor Rates, as set forth in EXHIBIT B of the Contract. This amount is based upon fees set forth in EXHIBIT D, Fee Schedule, of the Contract and the Planner's estimated Work Authorization costs, attached and made a part of this Work Authorization.

PART III. Payment to the Planner for the services established under this Work Authorization shall be made in accordance with Section(s) 3 thru 4 of the contract, and EXHIBIT D.

PART IV. This Work Authorization shall become effective on the date of final acceptance of the parties hereto and shall **terminate on December 31, 2013**, unless extended by a supplemental Work Authorization.

The maximum contract time is the time needed to complete all work authorizations that will be issued in the first two years of the contract. All work authorizations must be issued within the initial two-year period, starting from the contract execution date.

PART V. This Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

IN WITNESS WHEREOF, this Work Authorization is executed in duplicate counterparts and hereby accepted and acknowledged below.

THE PLANNER**NCTPA**_____
(Signature)_____
(Signature)_____
(Signature)_____
(Title),_____
(Title),_____
Kate Miller, Executive Director_____
(Date)_____
(Date)_____
(Date)**LIST OF EXHIBITS**

Exhibit A	Services to be provided by the NCTPA
Exhibit B	Services to be provided by Planner
Exhibit C	Work Schedule
Exhibit D	Fee Schedule/Budget

EXHIBIT A

SERVICES TO BE PROVIDED BY THE NCTPA

The NCTPA will furnish or assist the Planner in obtaining the following items and services:

1. Designate a Project Manager to coordinate all aspects of the project with the Planner.
2. Furnish all available information necessary to perform the work in this contract.
3. Provide ongoing guidance, timely reviews and decisions necessary to complete the services required by this contract.
4. Perform timely review and processing of billing statements.

EXHIBIT B**SERVICES TO BE PROVIDED BY THE PLANNER****SCOPE OF WORK****A. Develop Work Plan, Schedule, and Outreach Program**

- Develop a Work Plan to guide and Manage the Project
- Establish a schedule with milestones and dates for periodic reports.
- Establish a process for communication with NCTPA and governmental entities in Napa County.
- Develop a public involvement plan to conduct outreach for various tasks

B. Existing Conditions/Data Collection

- Identify transit requirements and constraints. Conduct a needs assessment, in particular assess VINE/VineGo bus maintenance facility and operational needs.
- Research and review peer facilities.
- Update existing CNG and alternative fueling studies.
- Assess feasibility of a multijurisdictional vs. stand alone maintenance and/or fueling facility.
- Review recent plans and municipal and county requirements, including but not limited to all general plans, ordinances, resolutions.

C. Define Conceptual Layout

- Develop a conceptual transit maintenance yard and fueling facility layout.
 - Develop candidate site requirements and criteria.

D. Candidate Site Identification

- Identify, verify and validate potential site locations.
- Review potential sites and associated property records.
- Review general plans and development plans that may affect sites.
- Review sites for environmental/CEQA issues that could present a fatal flaw.
- Recommend three (3) candidate sites in Napa County for assessment.

E. Site Assessment

- Develop a preliminary site layout for candidate sites based on needs assessment and site requirements criteria.
- Evaluate and rank candidate sites.
- Recommend preferred site to NCTPA for approval.
- Identify potential mitigation issues (potential soil remediation, issues with surrounding properties, access, etc.)

F. Funding analysis

- Research federal, state and local funding sources.
- Recommend funding sources and discuss any variation in the study recommendations attributable to funding sources, including constraint associated with multi-jurisdictional facilities.
- Identify opportunities for joint development and/or public-private partnerships.

G. Prepare Final Report and Documentation no later than September 30, 2013.

- Prepare periodic status reports as identified in the schedule and milestones.
- Document all findings and prepare a draft and a final report.
- Present findings to NCTPA Staff, Board of Directors and interested stakeholders.
- Prepare and distribute 25 copies of the final report as well as an electronic copy of the final report in pdf and Word format.

EXHIBIT C

WORK SCHEDULE

Activity	2013						
	APR	MAY	JUN	JUL	AUG	SEP	
Execute Work Authorization # P001							
Task 1 Meet with Agency Staff							
Task 2 Develop Work Plan, Schedule, and Outreach Program							
Task 3 Data Collection							
Task 4 Define Conceptual Layout							
Task 5 Candidate Site Identification							
Task 6 Site Assessment							
Task 7 Develop Conceptual Site Plan and Construction/ Operations/Maintenance Costs							
Task 8 Funding Analysis							

EXHIBIT D**FEE SCHEDULE - Final Cost Proposal**

This attachment provides the basis of payment and fee schedule. **The basis of payment for this contract is indicated by an "X" in the applicable box.** The basis shall be supported by the Final Cost Proposal (FCP) shown below. If more than one basis of payment is used, each one must be supported by a separate FCP.

"X"	Basis	
_____	Lump Sum	The lump sum shall be equal to the maximum amount payable. The lump sum includes all direct and indirect costs and fixed fee. The Planner shall be paid pro rata based on the percentage of work completed. For payment the Planner is not required to provide evidence of actual hours worked, travel, overhead rates or other evidence of cost.
<u>X</u>	Unit Cost	The unit cost(s) for each type of unit and number of units are shown in the FCP. The unit cost includes all direct and indirect costs and fixed fee. The Planner shall be paid based on the type and number of units fully completed and the respective unit cost. For payment, the Planner is not required to provide evidence of actual hours worked, travel, overhead rates or any other cost data. The FCP may include special items, such as equipment which are not included in the unit costs. Documentation of these special costs may be required. The maximum amount payable equals the total of all units times their respective unit cost plus any special direct items shown.
_____	Specified Rate Basis	The specified rates for each type of labor are shown in the FCP below. The FCP may include special items, such as equipment which are not included in the specified rates. Payment shall be based on the actual hours worked multiplied by the specified rate for each type of labor plus other agreed to special direct cost items. The specified rate includes direct labor and indirect cost and fixed fee. The NCTPA may request documentation of reimbursable direct costs including hours worked. Documentation of special item costs may be required. The specified rate is not subject to audit.
_____	Cost Plus Fixed Fee	<p>Payment shall be based on direct and indirect costs incurred <u>plus</u> a pro rata share of the fixed fee based on the ratio of <u>labor and overhead cost incurred to total estimated labor and overhead cost in the FCP</u> or the percentage of work completed. The invoice must itemize labor rates, hours worked, other direct costs and indirect costs. The Engineer may be required to provide documentation of hours worked and any eligible direct costs claimed. The provisional overhead rate charged is subject to audit and adjustment to actual rates incurred. The FCP below shows the hourly rates for labor, other direct expenses including but not limited to travel and allowable materials, provisional overhead rate and the fixed fee.</p> <p>A. Actual Cost Plus Fixed Fee - Actual wages are paid (no minimum, no maximum.)</p> <p>B. Range of Cost Plus Fixed Fee – Actual wages <u>must</u> be within the allowable range shown on the Final Cost Proposal.</p>

EXHIBIT D
FEE SCHEDULE
LABOR RATES

- SEE ATTACHED -

DRAFT

EXHIBIT D
FEE SCHEDULE

Final Cost Proposal (FCP) Supporting Basis of Payment

The Planner will be reimbursed on a per-project basis and on a not-to-exceed specified rate as defined in EXHIBIT D.

The Planner will be paid from monthly invoices submitted directly to NCTPA with required Monthly Progress Reports.

Compensation for Additional Services (if any) shall be paid by NCTPA to the Planner according to the terms of a future Supplemental Agreement or Work Authorization.

The **MAXIMUM AMOUNT PAYABLE** is **\$198,539**.

Survey - Feasibility Study for Joint Maintenance and Fueling Facility		
<i>Contacts</i>	<i>Response</i>	<i>Interest</i>
City of American Canyon	y	y
City of Calistoga	y	y
City of Napa	n	
City of St. Helena	y	y
Town of Yountville	y	y
Napa Unified School District	n	
Calistoga Unified School District	n	
Napa Recycling & Waste Services	y	y
Upper Valley Disposal & Recycling	n	
County of Napa	y	y