



625 Burnell Street, Napa CA 94559

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

AGENDA

**Wednesday, July 17, 2013
1:30 p.m.**

**NCTPA/NVTA Conference Room
625 Burnell Street
Napa CA 94559**

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's, Board Members' and Metropolitan Transportation Commission (MTC) Commissioner's 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 – 8.2)</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
8.1	Approval of Meeting Minutes of June 19, 2013 (Karrie Sanderlin) (<i>Pages 8-13</i>)	APPROVE	1:35 PM
8.2	Regional Transportation Improvement Program (RTIP) / State Transportation Improvement Program (STIP) 2014 Call for Projects (Danielle Schmitz) (<i>Pages 14-19</i>)	APPROVE	

Board action will approve opening a call for projects for the 2014 RTIP program.

9.	<u>PUBLIC HEARING</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
9.1	Public Hearing and Approval of Proposed Service Improvements to the St. Helena VINE Shuttle Service (Tom Roberts) <i>(Pages 20-33)</i> Board action will hold a Public Hearing and approve the proposed service improvements to the St. Helena VINE Shuttle service.	APPROVE	1:40 PM
10.	<u>REGULAR AGENDA ITEMS</u>	<u>RECOMMENDATION</u>	<u>TIME</u>
10.1	Legislative Update and State Bill Matrix (Kate Miller) <i>(Pages 34-48)</i> Board action will receive the monthly Legislative Update and approve staff recommendations on pending state bills.	APPROVE	1:55 PM
10.2	Second Reading and Approval of NCTPA Ordinance 2013-01 Regulating Parking and Authorize the City of Napa To Issue Citations on NCTPA Property (Janice Killion) <i>(Pages 49-56)</i> Board action will adopt NCTPA Ordinance 2013-01 permitting parking in NCTPA parking facilities and authorize the City of Napa to issue citations on NCTPA property.	APPROVE	2:05 PM
10.3	Amendment No. 9 to the Joint Powers Agreement (JPA) for the Napa County Transportation and Planning Agency (NCTPA) (Janice Killion) <i>(Pages 57-82)</i> Board action will approve circulation among its member agencies Amendment No. 9 to the Joint Powers Agreement for NCTPA with the intent to review, approve and sign Amendment No. 9.	APPROVE	2:10 PM

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|------|---|------------------------|---------|
| 10.4 | Approval of Resolution No. 13-12 Adopting the Priority Development Area (PDA) Planning Program of Projects for FY 2013-14 through 2015-16 (Danielle Schmitz) <i>(Pages 83-107)</i> | APPROVE | 2:20 PM |
| | Board action will approve the PDA Planning Program of Projects for FY 2013-14 through 2015-16 in the amount of \$750,000. | | |
| 10.5 | Approval of NCTPA's Overall Work Program (OWP) for FY 2013-14 (Lawrence Gawell) <i>(Pages 108-110)</i> | APPROVE | 2:30 PM |
| | Board action will approve the FY 2013-14 OWP. | | |
| 10.6 | Discontinue Service by the Route 29 to the Imola Park and Ride Lot and Re-Route to the Soscol Gateway Transit Center <i>(Pages 111-114)</i> | INFORMATION/
ACTION | 2:40 PM |
| | This item is to inform the Board and provide opportunity to members of the public to comment on the discontinuation of service by the Route 29 to the Imola Park and Ride Lot and Re-Route to the Soscol Gateway Transit Center | | |
| 10.7 | Adoption of FY 2013–2022 Short Range Transit Plan (SRTP) (Tom Roberts) <i>(Pages 115-118)</i> | APPROVE | 2:50 PM |
| | Board action will adopt the FY 2013-2022 SRTP. | | |
| 10.8 | VINE Route Restructure Nine (9) Month Update (Tom Roberts) <i>(Pages 119-121)</i> | INFORMATION | 3:00 PM |
| | Staff will provide an update on the VINE Route Restructure and provide a summary of additional service adjustments to improve system reliability. | | |

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|------|---|------------------------------|--------------------|
| 11. | <u>INTERJURISDICTIONAL ISSUES FORUM</u> | <u>RECOMMENDATION</u> | <u>TIME</u> |
| 11.1 | Interjurisdictional Issues Discussion Forum and Information Exchange | | 3:10 PM |
| | Board Members are encouraged to share specific new projects with interjurisdictional impacts. | | |
| 12. | <u>FUTURE AGENDA ITEMS</u> | | 3:15 PM |
| 13. | <u>ADJOURNMENT</u> | <u>RECOMMENDATION</u> | 3:20 PM |
| 14.1 | Approval of Meeting Date of September 18, 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 July 12, 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



625 Burnell Street, Napa CA 94559

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, June 19, 2013

ITEMS

1. Call to Order

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

2. Pledge of Allegiance

Chair Caldwell led the salute to the flag

3. Roll Call

Members Present:

Voting Power

Leon Garcia	City of American Canyon	(1)
Joan Bennett	City of American Canyon	(1)
Chris Canning	City of Calistoga	(1)
Scott Sedgley	City of Napa	(4)
Jill Techel	City of Napa	(6)
Keith Caldwell	County of Napa	(2)
Bill Dodd	County of Napa	(2)
Mario Sculatti	City of St. Helena	(1)
Peter White	City of St. Helena	(1)
Lewis Chilton	Town of Yountville	(1)
Margie Mohler	Town of Yountville	(1)

Members Absent:

Michael Dunsford	City of Calistoga	(1)
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Non-Voting Member Present:

JoAnn Busenbark	Paratransit Coordinating Council	(0)
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4. **Public Comment**

None.

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

MTC Commission Update

Board Member Bill Dodd

Reported on MTC activities to date.

6. **Director's Update**

Kate Miller, Executive Director

Reported that NCTPA received its first power bill since the commissioning of the solar panels on the SGTC roof top (for the billing period 4/24 – 5/21/13). The solar panels produced 93% of the electricity used by the SGTC, and reduced the Agency's power bill costs from the \$350.12 of the previous 13 days to just \$41.31 for the following 15 days, an 88% reduction in cost.

Reported the agency received its permanent occupancy certificate (for the Soscol Gateway Transit Center) from the City of Napa and will prepare a notice of acceptance for consideration at the July Board meeting.

Reported this month's VINE ridership is the 6th consecutive month of double digit ridership increases. System wide there was a 25% increase. The VINE commuter routes were up 26.4% and the VINE local routes were up 26% over same time last year.

7. **Caltrans' Update**

No oral report given. The June 2013 Caltrans Reporting Memo was provided for review.

8. **CONSENT ITEMS (8.1 – 8.5)**

MOTION MOVED by BENNETT, SECONDED by GARCIA, with CANNING and CHILTON ABSTAINING, to APPROVE Consent Items 8.1 – 8.5. Motion Passed 19-0.

8.1 **Approval of Meeting Minutes of May 15, 2013**

8.2 **Approval of Amendment to the Rental Agreement with the Napa Valley Exposition**

Board action approved an amendment to the agreement with the Napa Valley Exposition, extending the VINE bus parking lease for six (6) months, in an amount not to exceed \$12,000.

8.3 Approval of NCTPA Agreement No. 13-08 with Circlepoint

Board action approved an agreement with Circlepoint for on-call marketing and public relations services in an amount not to exceed \$227,000.

8.4 Approval of Resolution No. 13-11 Authorizing the FY 2013-14 Blanket Purchase Agreements (BPA) for Planning and Transit Services

Board action approved Resolution No. 13-11 authorizing the FY 2013-14 BPA's for the Planning and Public Transit fund for various vendor services that are of reoccurring and routine nature in an amount not to exceed \$2,028,400.

8.5 Safe Routes to School (SRTS) Resolution of Local Support

Board action approved the Safe Routes to School Resolution of Local Support.

Due to 1:45 p.m. time certain for Public Hearing, Items 10.1 and 10.2 were taken before Item 9.1.

10. REGULAR AGENDA ITEMS

10.1 Legislative Update and State Bill Matrix

Staff reviewed the monthly Legislative and State Bill Matrix. No action taken, State Bill positions remain unchanged from the May 15, 2013 positions.

10.2 Approval of Amendment #8 of the Transit Services Agreement No. 10-01 between the Napa County Transportation and Planning Agency (NCTPA) and Veolia Transportation Inc.

Staff reviewed Amendment #8 to Agreement No. 10-01 which will allow for additional vehicle maintenance and customer service staff support in an amount not to exceed \$230,182.

MOTIONED MOVED by CHILTON, SECONDED by WHITE to APPROVE Amendment #8 of Transit Service Agreement No. 10-01 authorizing the Executive Director to execute said amendment with the maximum compensation not to exceed \$230,182 for additional vehicle maintenance and customer service staff support. **Motion Passed 21-0.**

9. **PUBLIC HEARING**

9.1 **Public Hearing and First Reading of NCTPA Ordinance 2013-01**

Chair Caldwell opened the Public Hearing at 1:47 p.m.

Janice Killion, NCTPA Legal counsel, reviewed the proposed ordinance permitting parking in NCTPA parking facilities, prohibiting smoking at the Soscol Gateway Transit Center, and restricting access to the Soscol Gateway Transit Center's Bus Bays exclusively to VINE vehicles.

The Board will approve final adoption of NCTPA Ordinance 2013-01 at the July 17, 2013 meeting.

Being no Public Comment, Chair Caldwell closed the Public Hearing at 1:48 p.m.

The NCTPA Board Secretary read the Ordinance Title.

MOTIONED MOVED by **CHILTON**, **SECONDED** by **DODD** to **APPROVE** waiving the balance of the reading of the Ordinance. **Motion Passed 21-0.**

MOTIONED MOVED by **CHILTON**, **SECONDED** by **GARCIA** to **APPROVE** the intent to adopt NCTPA Ordinance 2013-01. **Motion Passed 21-0.**

10. **REGULAR AGENDA ITEMS**

10.3 **Transportation Development Act Article 3 (TDA-3) Call for Projects**

Board action approved the TDA-3 Call for Projects.

MOTIONED MOVED by **BENNETT**, **SECONDED** by **GARCIA** to **APPROVE** the Transportation Development Act Article 3 (TDA-3) Call for Projects. **Motion Passed 21-0.**

10.4 **Approval of Work Authorization No. 5 to Contract No. 12-29 for On-Call Engineering and Architectural Services**

Work Authorization No. 5 to Contract 12-29 will award the Environmental Studies and 95% design work for the Solano Avenue Bike Path Project to Riechers Spence & Associates in an amount not to exceed \$765,600.

MOTIONED MOVED by **CHILTON**, **SECONDED** by **DODD** to **APPROVE** Work Authorization No. 5 to Contract No. 12-29 issued pursuant to RFQ 2012-03 for On-Call Engineering and Architectural Services for the design

and environmental clearance of the "Solano Avenue Segment" of the Napa Valley Vine Trail in an amount not to exceed \$765,600 and direct the NCTPA Executive Director to enter into an agreement with Riechers Spence & Associates to complete the Task Order. **Motion Passed 21-0.**

10.5 Update on Management and Workflow Software to Manage the Electronic Dissemination of Board Agendas

Information Only / No Action Taken

Staff provided a brief description of the services provided by Granicus Inc. for provision of Government Agenda Management & Workflow software (Legislative Management Suite) and Audio/Video Streaming Solutions (Granicus Open Platform).

10.6 NCTPA FY 2012-13 Third Quarter Financial Statements

Information Only / No Action Taken

Staff provided a review of the NCTPA FY 2012-13 Third Quarter Financial statements.

10.7 New Flyer Bus Fleet Update

Information Only / No Action Taken

Staff provided an update on the current status of maintenance issues of the eight New Flyer buses.

11. INTERJURISDICTIONAL ISSUES FORUM

11.1 Special Presentation

Carol Poole, Napa Valley CanDo, and Julie Lucido, City of Napa, gave a presentation on the campaign to phase out the distribution of single-use carryout bags within Napa County.

11.2 Interjurisdictional Issues Discussion Forum and Information Exchange

No Reports Given.

12. CLOSED SESSION

At the request of Chair Caldwell, Item 12.1 was tabled until the September 18, 2013 meeting.

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

Title: Executive Director

13. FUTURE AGENDA ITEMS

None.

14. ADJOURNMENT

14.1 Approval of Meeting Date of July 17, 2013 and Adjournment

The next regular meeting will be held Wednesday July 17, 2013 at 1:30 p.m.

The meeting was adjourned by Chair Caldwell at 3:00 p.m.

Karalyn E. Sanderlin, NCTPA Board Secretary



July 17, 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: Danielle Schmitz, Associate Planner
(707) 259-5968 / Email: dschmitz@nctpa.net
SUBJECT: Regional Transportation Improvement Program (RTIP) / State
Transportation Improvement Program (STIP) 2014 Call for Projects

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve opening a call for projects for 2014 Regional Transportation Improvement Program (RTIP)

COMMITTEE RECOMMENDATION

None

EXECUTIVE SUMMARY

The STIP is a multi-year capital improvement program comprised of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources. The STIP is composed of two sub-elements: the Regional Transportation Improvement Program (RTIP) and the Interregional Transportation Improvement Program (ITIP).

As the Regional Transportation Planning Agency (RTPA) for the Bay Area, the Metropolitan Transportation Commission (MTC) is responsible for developing regional project priorities for the RTIP for the nine county-Bay Area. The biennial RTIP is then submitted to the California Transportation Commission (CTC) consideration for inclusion in the STIP.

MTC, in cooperation with NCTPA, the other Bay Area Congestion Management Agencies (CMA) and Caltrans, is currently preparing the 2014 Regional Transportation Improvement Program (RTIP). The estimated RTIP revenues available for Napa County jurisdictions is \$5.759 million including funds for Planning, Programming and

Monitoring (PPM), some of which goes to MTC. These funds may be rolled over to the next cycle and directed to future capital projects without penalty, if desired.

Qualifying capital projects must be listed in the Regional Transportation Plan, and must already have a Caltrans-approved "Project Initiation Document" (PID). In addition, because of the complexity of qualifying projects for federal funding, projects must have a minimum budget of \$250,000 (for larger counties it is \$500,000).

In the last RTIP (2012) the jurisdictions of Napa opted to program \$3.825 million in Local Streets and Roads (LSR) funding. It has not been a regional practice to use RTIP funds for LSR, and while not excluded in its policy, using RTIP funds for LSR maintenance is discouraged by the CTC. Moreover, the CTC finds that regions that allocate such funds to LSR have no regionally significant projects and therefore do not warrant additional matching funds from programs overseen by the CTC for other major projects such as the Socol Flyover, Hwy 29 Airport interchange, etc. NCTPA programmed its 2012 RTIP funds to LSR, which resulted in the CTC awarding only half the amount of funding it applied for.

PROCEDURAL REQUIREMENTS

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

FISCAL IMPACT

Is there a Fiscal Impact? Not with this action at this time.

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

MTC, in cooperation with NCTPA, the other Bay Area Congestion Management Agencies (CMA) and Caltrans, is currently preparing the 2014 Regional Transportation Improvement Program (RTIP).

The 2014 RTIP provides approximately \$95 million in new project capacity to the nine-county MTC-region. For Napa County jurisdictions, the total allocation is \$5.759 million. Of this amount, \$267,000 is allocated for Planning, Programming and Monitoring (PPM) of which NCTPA will receive \$236,000 and MTC will reserve \$31,000.

Schedule

MTC is expected to approve the RTIP Policies and Procedures on September 11, 2013. In order to meet the submittal deadline to the California Transportation Commission (CTC), the Congestion Management Agencies (CMAs) have been asked to submit their draft project nominations to MTC by October 16, 2013, and their final project nomination packages to MTC by November 8, 2013. To be able to meet this deadline NCTPA is asking local jurisdictions to submit letters of intent for funding no later than August 16, 2013 and final applications by September 20, 2013. Application letters due on August 16th should include the following:

- 1) Project Name
- 2) RTP ID Number
- 3) Project Description
- 4) RTIP Funding Request
- 5) Total Cost of the Project
- 6) Project Schedule

Project selection will be done by the Technical Advisory Committee (TAC) made up of planning and public works staff from every jurisdiction. The TAC will approve a draft list of projects to be sent to MTC by October 16th and make a recommendation to the NCTPA Board for final approval of RTIP projects at the October 16th Board meeting. Projects will be prioritized by their ability to meet the RTIP criteria (i.e. listed in the RTP and have an approved PID). Additional information about the Regional Transportation Improvement Program (RTIP) can be found at <http://www.mtc.ca.gov/funding/STIP/>.

The MTC Programming and Allocations Committee will review the final project listing on December 11, 2013. MTC is scheduled to adopt the final 2014 RTIP on December 18, 2013 for submittal to CTC. The CTC is scheduled to adopt the 2014 State Transportation Improvement Program February 2014.

SUPPORTING DOCUMENTS

Attachments: (1) Draft 2014 STIP Fund Estimate County Targets
(2) MTC 2014 RTIP Draft Development Schedule June 20, 2013
(3) 2012 RTP Napa County Program Priority List

MTC Resolution No. XXXX

Attachment 1-B

Numbers based on Draft 2014 STIP FE (revised) dated 6/10/13

Draft 2014 STIP Fund Estimate County Targets

6/20/2013

Metropolitan Transportation Commission

All numbers in thousands

Table 1: County Share Targets

	a	b	c	a+b+c=d	e	d+e=f
	FY 2017-18 FY 2018-19 New Distrib.	2012 STIP Carryover Balance	Lapses*	2014 STIP Net Capacity	ARRA Backfill (Caldecott)	2014 STIP CMA Program Capacity
Alameda	23,239	2,000	0	25,239	(2,000)	23,239
Contra Costa	15,854	5,000	0	20,854	(5,000)	15,854
Marin	4,331	(39,820)	245	(35,244)		0
Napa	2,851	2,678	230	5,759		5,759
San Francisco	11,745	(2,827)	0	8,918		8,918
San Mateo	12,125	3,728	1,000	16,853		16,853
Santa Clara	27,542	(19,262)	660	8,940		8,940
Solano	7,169	1,256	0	8,425		8,425
Sonoma	8,930	(21,840)	1,204	(11,706)		0
Bay Area Totals	113,786	(69,087)	3,339	48,038	(7,000)	87,988

Note: New County Share Total is the sum of unprogrammed balances, lapses, and new capacity for FY 2017-18 and FY 2018-19. Counties with negatives have a "\$0" new share.

* Prior year lapsed funds returned to county share.

Table 2: Planning, Programming, and Monitoring Amounts
FY 2016-17, FY 2017-18, and FY 2018-19

	g	h	g-h=i	j	i-j	f-i
	PPM Limit FY 2016-17 FY 2017-18 FY 2018-19	Currently Programmed for FY 2016-17	PPM Available for Programming MTC+CMA	MTC Share for FY 2017-18 FY 2018-19	CMA Share for FY 2017-18 FY 2018-19	2014 STIP CMA Program Capacity less PPM**
Alameda	2,179	1,017	1,162	275	887	22,077
Contra Costa	1,487	694	793	179	614	15,061
Marin	406	190	216	51	165	0
Napa	267	125	142	31	111	5,617
San Francisco	1,101	514	587	140	447	8,331
San Mateo	1,137	531	606	145	461	16,247
Santa Clara	2,583	1,206	1,377	321	1,056	7,563
Solano	672	314	358	85	273	8,067
Sonoma	837	391	446	102	344	0
Bay Area Totals	10,669	4,982	5,687	1,329	4,358	82,963

** Assumes CMA programs up to PPM limit.

METROPOLITAN TRANSPORTATION COMMISSION 2014 Regional Transportation Improvement Program Draft Development Schedule (Subject to Change) June 20, 2013	
March 5, 2013	Caltrans presentation of draft STIP Fund Estimate Assumptions (CTC Meeting – SF)
May 7, 2013	CTC adoption of STIP Fund Estimate Assumptions (CTC Meeting – Los Angeles)
June 11, 2013	Caltrans presentation of the draft STIP Fund Estimate and draft STIP Guidelines (CTC Meeting – Sacramento)
June 17, 2013	Partnership Technical Advisory Committee (PTAC) / Programming and Delivery Working Group (PDWG) discussion and review of initial issues and schedule for 2014 RTIP
June 30, 2013	Governor signs State Budget
July 15, 2013	PTAC and PDWG review of proposed RTIP Policies and Procedures
August 6, 2013	CTC adopts STIP Fund Estimate and STIP Guidelines (CTC Meeting – San Diego)
September 4, 2013	Draft RTIP Policies and Procedures published online and emailed to stakeholders for public comment
September 11, 2013	MTC Programming and Allocations Committee (PAC) scheduled review and recommendation of final proposed RTIP Policies and Procedures
September 25, 2013	MTC Commission scheduled adoption of RTIP Policies and Procedures
October 16, 2013	CMAs submit to MTC, RTIP projects summary listings and identification of projects requiring project-level performance measure analysis. Deadline to submit Complete Streets Checklist for new projects.
October 21, 2013	PTAC scheduled review of draft RTIP
November 8, 2013	Final Project Programming Request (PPR) forms due to MTC. Final RTIP project listing and performance measure analysis due to MTC. Final PSR (or PSR Equivalent), Resolution of Local Support, and Certification of Assurances due to MTC (Final Complete Applications due)
December 4, 2013	Draft RTIP scheduled to be available for public review
December 11, 2013	PAC scheduled review of RTIP and referral to Commission for approval
December 16, 2013	2014 RTIP due to CTC (PAC approved project list will be submitted)
December 18, 2013	MTC Commission scheduled approval of 2014 RTIP (Full RTIP to be transmitted to CTC within one week of Commission approval)
February, 2014	CTC 2014 STIP Hearing – Southern California (Los Angeles)
February, 2014	CTC 2014 STIP Hearing – Northern California (CTC Meeting - Sacramento)
March, 2014	CTC Staff Recommendations on 2014 STIP released
March, 2014	CTC adopts 2014 STIP (CTC Meeting – Sacramento)

Shaded Area – Actions by Caltrans or CTC

ATTACHMENT 3
NCTPA Board Agenda Item 8.2
July 17, 2013

2012 Regional Transportation Plan (RTP) - Napa County Program Priority List

Project	RTP ID #	Programmatic Category	Total Cost (millions)
Countywide LSR rehab	230695	20, 24	\$110.21
Countywide SRTS	22417	2	6.17
Countywide Bike programs	230527, 240612	1	20.38
Countywide traffic signalization	22744	15	3.2
SR29 BRT project	240617		11.63
Soscol Flyover	94073		5.24
Airport Interchange	94075		4.39
29 South County Corridor Improvements	240057, 240120, 240122, 240138	25	26.32
1st St./Sr29 Intersection improvements	22746	15	14.77
St. Helena Downtown Access	230378		1.93
St. Helena Signalization	230381		1.42
Devlin Rd extension	230392		11.55
Yountville/Napa corridor (flooding mitigation)	230508		1.13
Madison street bypass (Yountville)	230510		1
Napa Creek/29 bike underpass	240083	1	1
Green Island Road Rehab	240123	20, 24	5.24
Napa Junction Intersection improvements	240136	15	3.47
St. Helena lighted crosswalks	240152		0.2
Lincoln Ave/SR29 Interchange improvements	240082		3.15
Napa "5-way intersection" improvements	240085	15	5.21
Petrified Forest interchange	230518	15	3.16
TOTAL			240.77

MTC alerted staff the projects were overbudget because of YOE dollar amounts. NCTPA had MTC use a 2% inflation rate instead of the default MTC rate of 3.3%. MTC calculated Napa's project list with a 14% reduction from YOE dollar amounts for each project. The TAC RTP subcommittee then instructed staff on what project's to supplement with the approximately \$750k remainder.



July 17, 2013
NCTPA Agenda Item 9.1
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: Tom Roberts, Program Manager - Public Transit
(707) 259-8635/ Email: troberts@nctpa.net
SUBJECT: Public Hearing and Approval of Proposed Service Improvements to the St. Helena VINE Shuttle Service

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board hold a Public Hearing and approve the proposed service improvements to the St. Helena VINE Shuttle service.

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

NCTPA has been engaged in a multi-year effort to bring significant improvements to public transit service in each of the communities in Napa County. In early 2013, NCTPA began the process of assessing the public transit needs of residents of the City of St. Helena in order to identify opportunities for potential service improvements. The completed project study report is attached.

Based upon significant public input, staff is recommending service hours be extended on weeknights, service added on weekends, the service area be modified, and the service mode be switched from deviated fixed-route to on-demand door-to-door for most of the service hours. These changes will address problems with the existing service and would make the St. Helena VINE Shuttle more generally consistent with the already successful services in Calistoga and Yountville.

The expansion proposed will increase the service budget by \$88,920 annually which will be covered largely by federal rural transit funds the agency has set aside for this purpose. With Board approval service enhancements will begin August 1, 2013.

PROCEDURAL REQUIREMENTS

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. \$88,920 increase from federal rural transit 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

In early 2013, NCTPA began the process of assessing the public transit needs of residents of the City of St. Helena in order to identify opportunities for potential service improvements. NCTPA facilitated a public process which involved:

- Media Advertisements in Local Paper
- Feature Story in Local Paper
- Survey of Current Riders
- Web Survey for General Public
- Workshop with Key Stakeholders
- Public Meetings (2)

Having evaluated the deficiencies in the present bus service, review of public input, and acknowledging practical and financial constraints, NCTPA recommends the following service changes:

Days and hours of service will be expanded to:

Days of the Week	Proposed Service Hours
Monday through Thursday	7:45 AM to 6 PM
Friday	7:45 AM to 11 PM
Saturday	10:00 AM to 11 PM
Sunday	12 PM to 7 PM

- Convert the service to a door-to-door operation except during limited hours.
- During fixed route operation the route and schedule would be designed to synchronize with the bell times of the public High School, Middle school and local Montessori school, to the extent possible.
- Limit the service boundaries to those indicated on page 6 (Attachment 1).
- Invite the Hospital to participate in NCTPA's Shared Vehicle program.
- Fares charged for fixed route and door-to-door services are to remain unchanged from the current fare structure.

SUPPORTING DOCUMENTS

Attachment: (1) St. Helena VINE Shuttle Community Bus Service: Assessment and Recommendations



ST. HELENA VINE COMMUNITY BUS SERVICE

ASSESSMENT and RECOMMENDATIONS

June 10, 2013

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Acknowledgements

NCTPA would like to thank the following stakeholders for their input:

Residents of the City of St. Helena
Riders of the St. Helena VINE Shuttle
Councilmember Sharon Crull, City of St. Helena
Councilmember Peter White, City of St. Helena
Tom Bensel, Culinary Institute of America
Elena Heil, St. Helena Montessori School
Grace Kistner, St. Helena Multi-Cultural Commission
John Morrison, Vineyard Valley
Lisa Bissell Paulsen, Pacific Union College
Matt Rembold, St. Helena Hospital
Catarina Sanchez, Stonebridge
Pam Simpson, St. Helena Chamber of Commerce
Julie Spencer, Rianda House Senior Activity Center
Judi Watkins, Napa Valley College
City Staff of the City of St. Helena

BACKGROUND

The Napa County Transportation and Planning Agency (NCTPA) is responsible for the planning and service delivery of public transit throughout Napa County. The agency operates community transit services designed to meet the unique needs of the diverse population throughout Napa County.

Located in the northern part of Napa County, the City of St. Helena encompasses 5.9 square miles and has a population of approximately 5,900 residents. NCTPA operates the St. Helena VINE Shuttle. In early 2013, NCTPA began the process of assessing the public transit needs of the residents of the City in order to identify opportunities for potential service improvements.

SCOPE

The purpose of this planning effort is to assess the current St. Helena VINE Shuttle service and ascertain what changes might be made to better meet the needs of City residents. During the course of the project several unmet transit needs were identified (e.g. expanded hours for VINE Routes 10 and 11 and bus service to the community of Angwin) that have regional and/or financial implications beyond the ability of the St. Helena service to address. NCTPA acknowledges these needs merit further study and proposes the agency undertake their independent evaluation in fiscal year 2013-14.

METHODOLOGY


In undertaking the assessment of the St. Helena Shuttle, NCTPA examined current ridership, organizational and geographic constraints, service approaches in Napa Valley communities and other communities that have transit with similar characteristics of St. Helena, and solicited feedback from current riders, public policy makers, key stakeholders, and the general public.

PUBLIC INVOLVEMENT

Fundamental to the success of any public transit system is achieving a service design which is responsive to the needs of the local community. Consequently, public participation in the assessment process is paramount. To that end, NCTPA facilitated a public process which involved:

- Media Advertisements in Local Paper
- Feature Story in Local Paper
- Survey of Current Riders
- Web Survey for General Public
- Workshop with Key Stakeholders
- Public Meetings (2)

Throughout the process NCTPA sought to gain insight into what features of the current service residents found desirable, what elements were seen as less positive, and what changes they would recommend. This collective input played a defining role in the ultimate recommendations proposed and are summarized later in this document.



You Can Shape the Future!

Bus Service Changes are Coming!

Tell us...

- Where you want to go
- Times you like to ride
- Days you like to ride
- Why you ride
- Why you don't ride
- How to make the service better

As part of our program to improve the St. Helena bus service, we are seeking your participation in helping make service improvements. Attend one of the public meetings or complete our special on-line survey.

Public Meetings



Wednesday, March 20, 2013 • 7PM • Carnegie Bldg.
1360 Oak Avenue, St. Helena

Wednesday, March 27, 2013 • 1PM • Rianda House
1475 Main St, St. Helena

WEB Survey

www.surveymonkey.com/s/RXQRL7F

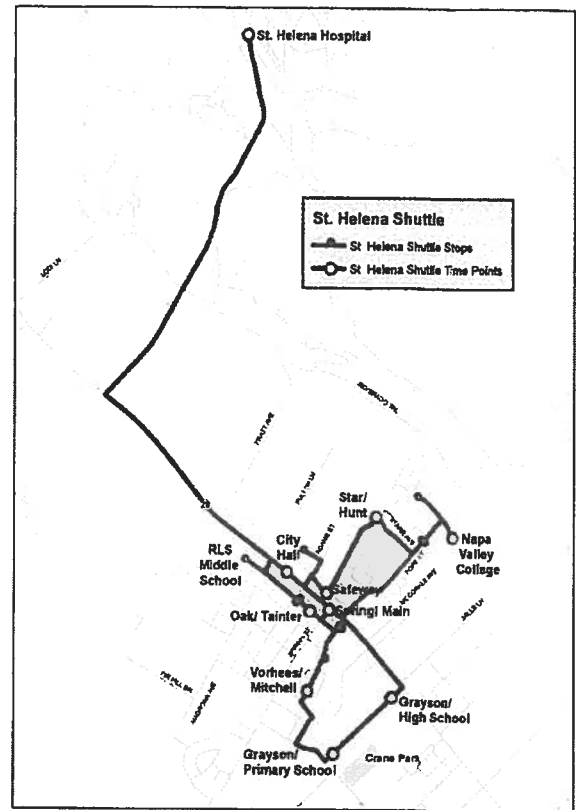
Website created and hosted by: Tara Roberts, Manager of Public Transit
NCTPA - 425 Russell Street, Napa, CA 94950



CURRENT SERVICE

The St. Helena VINE Shuttle is a deviated fixed-route service that operates Monday – Friday, 7:45 AM to 5 PM. The service is funded by NCTPA, the City of St. Helena and farebox revenue. The service uses a single bus that operates on a deviated route. Four times a day the route serves St. Helena Hospital. The service is free of charge for seniors, the disabled, and youth utilizing fixed-route. The adult fixed-route fare is \$.50. Seniors, the disabled and youth using the deviated service option pay \$.50 while adults pay \$1.00.

The service has an annual operating budget of \$190,000 - \$200,000 and collects approximately \$1,492 in fares. The City of St. Helena contributes approximately \$17,700 annually. Two new buses (one primary and one back-up) were purchased for the service in 2012 at the cost of \$143,000.



CURRENT RIDERSHIP

Over a two week period in the winter of 2013, NCTPA conducted an on-board survey of current users of the St. Helena service. St. Helena residents comprised 100% of respondents. Survey results indicate the following rider profile:

AGE	
Younger than 18	48%
18 - 64	14%
65+	38%
TRIP PURPOSE	
Shopping/Dining	30%
Work	2%
School	36%
Medical Appointments	18%
Connect to the VINE Route 10	14%
Mode	
Deviated Pick-up	29%
Bus Stop	71%

St. Helena Shuttle Ridership 2012													
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Ave/Mo
494	612	812	742	951	515	503	957	955	1,086	971	412	9,010	751

CONSTRAINTS

All transit systems must operate within the constraints imposed by financial, physical and human resources. In addition, in small communities where only one vehicle is in service, geography becomes another limiting factor. A vehicle can only be at one location at a time. Whether the service is fixed route or demand response, the broader the defined service area, the longer it takes the vehicle to get between destinations. If the wait time for passengers is too long, residents see no value in using the service.

The challenge is often exacerbated when fixed route service using a single vehicle is deployed in a small community. In such cases, a single bus attempting to serve so many stops/locations prohibits a rider's ability to get anywhere quickly using transit. Wait times for the route to cycle are long, and passengers are dragged around on a sightseeing tour of the community just to take a simple trip of several blocks. The consequence is low ridership and productivity.

To be in compliance with various state and federal requirements, and to adhere to the agency's commitment to efficient and responsible use of public resources, all transit services must meet certain performance standards. Among these metrics such as passengers per revenue hour and mile impose additional constraints on the design of any new service.

Projected performance outcomes associated with the aforementioned constraints were evaluated in the course of this analysis and considered within the context of input received from the public regarding service deficiencies and desired improvements.

PUBLIC INPUT

As noted previously, input from the community played an integral role in the St. Helena service assessment and ultimate recommendations. Through the various meetings and surveys public input coalesced around a few common themes.

Public Input: Common Themes		
LIKES	DISLIKES	DESIRED IMPROVEMENTS
Friendly Drivers	Limited Hours (no evenings)	Add evening Service
Door-to-Door Service	Lack of Weekend Service	Add Weekend Service
Cost	Duration of trips too long	Add service outside City limits
Convenient	Inconsistent wait times	Rearrange route
On time	Inconsistent routing	Expand marketing
Access and availability	Limited service boundary	Day pass
Ability to call in advance	Fixed route limits flexibility	Service to Angwin
Service to St. Helena Hospital	Does not go to Angwin	Expanded hours on Route 10

Overall, current riders were pleased with the service and particularly complimentary of the drivers. In addition, while a wide variety of comments were received, the overwhelming consensus of participants in the public meetings, focus group and riders was that there is a need for expanded service on evenings and weekends.

A review of likes, dislikes and desired improvements appears to present some contradictions that merit explanation. For example, individuals like that the service runs on-time, that it is convenient and available while simultaneously indicating that trips take too long and have inconsistent wait times and routing. In addition, there is a desire among some individuals to see expanded service boundaries which would invariably lead to longer wait times, fewer rides, and angry riders.

The contradicting comments received can be partially explained by the existing service design. The St. Helena Shuttle uses one bus on a fixed route that will deviate upon request in its direction of travel. The route has been designed to cover most parts of the City in a relatively circuitous fashion. The result is that riders requesting a deviated trip are sometimes transported well out of their way in a direction they do not wish to go to make what would otherwise be a very direct trip.

Exacerbating this issue is that during certain times of day the bus leaves St. Helena entirely to serve St. Helena hospital in Deer Park which causes significant wait times for the bus in town and/or forces riders to unnecessarily ride to the hospital. It's significant that some 20% of the vehicle's in-service hours are spent going back and forth between Deer Park transporting fewer than 3 riders a day. This results in an empty bus being forced to go to Deer Park unnecessarily while limiting bus availability in town, causing extended wait times for the majority of riders and discouraging potential riders.

As a consequence of the existing service design, a rider's experience with the service can vary significantly. Overall, the deficiencies inherent in the design discourage ridership.

RECOMMENDATIONS

Days and Hours of Operation

Clear and overwhelming input was received that indicated the St. Helena community desired service on the weekends and Friday and Saturday nights. In addition, it was also indicated that some youth would benefit from being able to receive rides home from after school recreational opportunities on weeknights. To address these priorities with available financial resources, NCTPA proposes that days and hours of service be expanded to the following:

- Monday – Thursday 7:45 AM to 6 PM
- Friday 7:45 AM to 11 PM
- Saturday 10 AM to 11 PM
- Sunday 12 Noon to 7 PM

	7:45 AM Start	8:00 AM	9:00 AM	10:00 AM	11:00 AM	Noon	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM
Monday					Current Service (7:45 am - 5 pm)							6 PM End					
Tuesday					Current Service (7:45 am - 5 pm)							6 PM End					
Wednesday					Current Service (7:45 am - 5 pm)							6 PM End					
Thursday					Current Service (7:45 am - 5 pm)							6 PM End					
Friday					Current Service (7:45 am - 5 pm)							Proposed Added Service (5 pm - 11 pm)					11 PM End
Saturday										Proposed Added Service (10 am - 11 pm)							11 PM End
Sunday										Proposed Added Service (12 noon - 7 pm)			7 PM End				

Service Design

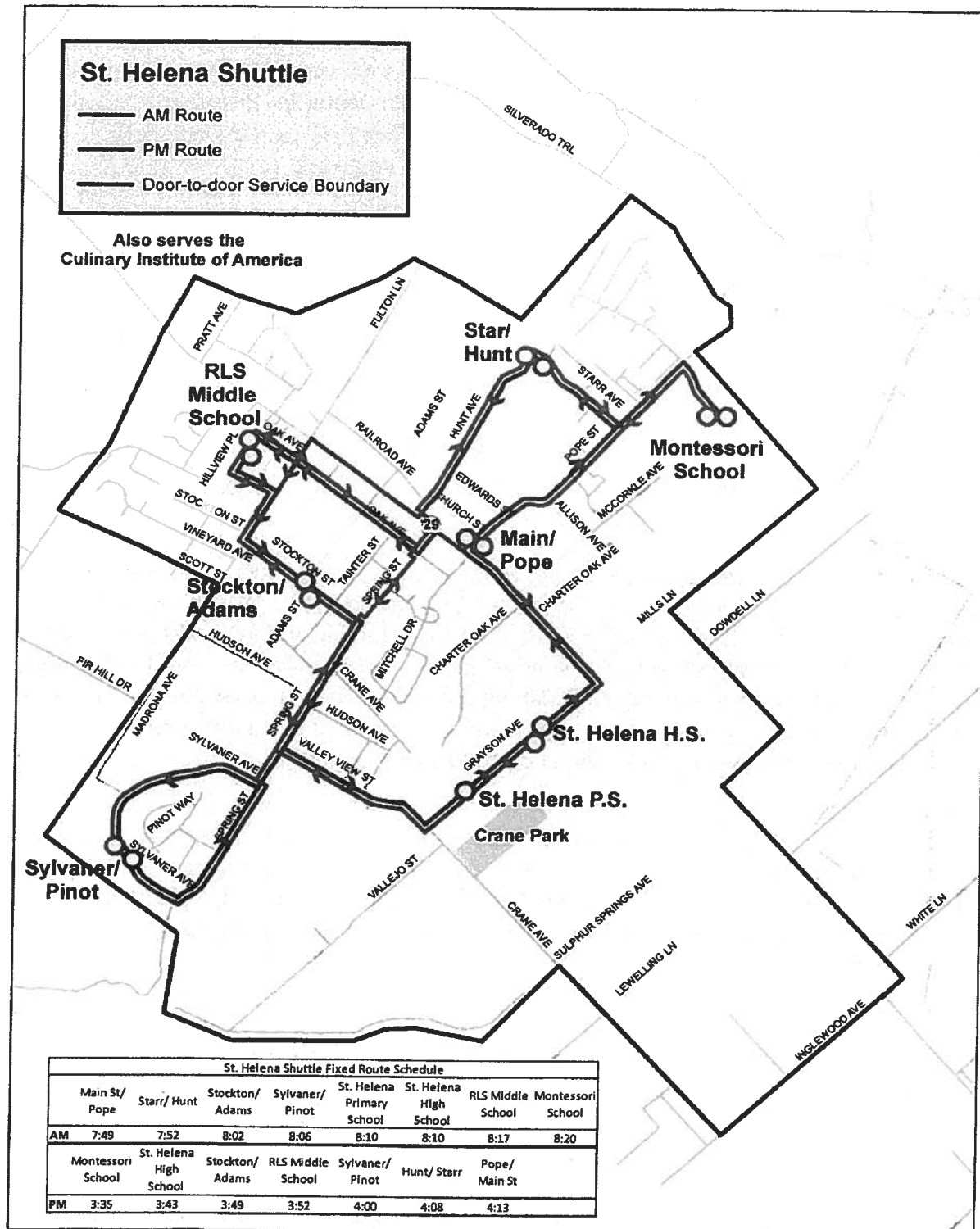
NCTPA recommends the service be converted from Deviated Fixed-Route to On-demand Door-to-Door. This is a typical means to deploy public transit service in smaller municipalities with compact service areas. On-demand Door-to-Door service would also address many deficiencies in the current service identified by members of the community.

However, Fixed Route service is most appropriate to meet the needs of St. Helena's student population. Therefore, the exception to the On-demand Door-to-Door proposal would be to provide approximately 30 minutes of fixed route service on weekday mornings and afternoons with a schedule synchronized as closely as possible to bell times of the public High School, Middle school and local Montessori school. The proposed fixed route schedule is illustrated below.

St. Helena Shuttle Fixed Route Schedule							
	Main St/ Pope	Starr/ Hunt	Stockton/ Adams	Sylvaner/ Pinot	St. Helena Primary School	St. Helena High School	RLS Middle School Montessori School
AM	7:49	7:52	8:02	8:06	8:10	8:10	8:17 8:20
	Montessori School	St. Helena High School	Stockton/ Adams	RLS Middle School	Sylvaner/ Pinot	Hunt/ Starr	Pope/ Main St
PM	3:35	3:43	3:49	3:52	4:00	4:08	4:13

Proposed Service Area and Route

In order to maintain reasonable response times and trip durations while maximizing rides per hour, NCTPA proposes to define the service area as indicated in the map below.



St. Helena Hospital

As indicated previously, existing service to St. Helena Hospital consumes approximately 20% of the in-service hours at the cost of some \$40,000 per year, while providing just three rides to this destination a day. Therefore the route diversion to Deer Park, back and forth 8 times per day, poses a significant impediment to efficient service design, negatively impacting the majority of riders, and discouraging ridership growth within St. Helena.

While St. Helena Hospital already operates bus service for its patients, NCTPA would welcome the hospital joining its Shared Vehicle Program. Under the program, NCTPA would loan the hospital a wheelchair accessible vehicle which NCTPA would maintain and insure at NCTPA's expense (cost: \$5,000 per year). The hospital simply provides a qualified driver (paid or volunteer), cleans and fuels the vehicle at the hospital's expense. This "do it yourself and save" approach to program oriented transportation would provide the hospital with maximum flexibility to serve its elderly and disabled patients and visitors while freeing up the St. Helena bus service to accommodate the needs of the vast majority of City residents and visitors. This change would make the system significantly more efficient and effective which would encourage greater transit ridership in the community.

SERVICE ASSUMPTIONS

Ridership

For the purpose of this study, we are assuming that ridership in St. Helena should be able to equal that of the Calistoga Shuttle service, which averages 1,439 rides a month. St. Helena has a high student ridership while Calistoga does not. However, the Calistoga service enjoys active promotion by the local lodging industry resulting in significant (30%) visitor ridership. It remains to be seen if similar tourist ridership develops in St. Helena. Finally, it is assumed that 70% of the ridership are youth/seniors/disabled and 30% are adults.

Fares

As proposed, the fare structure would remain unchanged. The service would be free of charge for seniors, the disabled, and youth utilizing fixed-route. The adult fixed-route fare is 50 ¢. Seniors, the disabled and youth riders electing door-to-door service would pay 50 ¢ each way while adults would pay \$1.00.

PROPOSED FUNDING STRUCTURE

St. Helena VINE Shuttle Proposed Budget		
REVENUE	Current 13/14	Proposed
NCTPA	\$171,900.00	\$254,178.00
City of St. Helena	\$19,200.00	\$19,442.00
Fares	\$2,400.00	\$8,800.00 *
TOTAL	\$193,500.00	\$282,420.00
* Assumes same fare structure as current..		
EXPENSES	Current	Proposed
	\$193,500.00	\$282,420.00

Service Hours	2,405	4,011
Rides	9,449	17,268
Cost per Hour	\$80.46	\$70.41
Cost per Ride	\$20.48	\$16.36

RECOMMENDATION SUMMARY

Having evaluated the deficiencies in the present bus service, review of public input, and acknowledging practical and financial constraints, NCTPA recommends the following service changes:

- Days and hours of service be expanded to:
 - Monday – Thursday 7:45 AM to 6 PM
 - Friday 7:45 AM to 11 PM
 - Saturday 10 AM to 11 PM
 - Sunday 12 Noon to 7 PM
- Convert the service to a door-to-door operation except during limited hours.
- During fixed route operation the route and schedule would be designed to synchronize with the bell times of the public High School, Middle school and local Montessori school, to the extent possible.
- Limit the service boundaries to those indicated on page 6.
- Invite the Hospital to participate in NCTPA's Shared Vehicle program.
- Fares charged for fixed route and door-to-door service are to remain unchanged from the current fare structure.

Contact Information:

Public Comment:

Info@nctpa.net

(707) 259-8631

Tom Roberts

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(707) 259-8625

Kate Miller

Executive Director

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(707) 259-8634



July 17, 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

Secretary of Transportation

The Senate confirmed Former Charlotte Mayor Anthony Foxx to be the next Transportation Secretary by a rare 100-0 vote. Foxx was sworn in last Tuesday as the 17th U.S. Secretary of Transportation

Transportation Housing and Urban Development ("THUD") Budget Bill

House and Senate Appropriations Committees marked up and passed the THUD spending bill for FFY 2013-14. Both bills adhere to authorization levels in MAP-21 funding levels for the highway and transit formula programs. Nevertheless, the two bills are \$10 billion apart – what the Senate bill gives and the House bill taketh away.

The House further rescinds \$237 million from FY 2012-13. It's unclear how this proposal would affect the recent TIGER V projects when they are announced. This is the program in which NCTPA submitted the Vine Trail grant. Conversely, the Senate bill would fund TIGER at \$550 million.

The House bill reduces funding for Amtrak and does not fund high-speed rail grants, while the Senate bill fully funds Amtrak and provides \$100 million for high-speed rail grants ("Capital Grants for High Performance Passenger Rail"). The House bill would also cut funding for FTA New Starts program while the Senate would increase funding for the program. And finally, the Senate bill creates a new pot of discretionary money for bridges – the "Bridges in Critical Corridors" – which provides \$500 million in discretionary grants for STP-eligible projects.

During the House mark-up, Representative David Price (D-NC) offered an amendment to restore funding for the TIGER grant program to \$500 million and to eliminate the \$237 million rescission of FFY 2012-13 funds. The amendment failed by a party-line roll call vote of 21 to 27.

Given that the two bills are \$10 billion apart, reconciling them would be very difficult, if not impossible. A continuing resolution is the most expected outcome for FFY 2013-14 appropriations, which would extend current FFY 2012-13 funding levels into FFY 2013-14.

Commuter Tax Benefit

Members in both legislative branches introduced legislation that would permanently grant parity between the transit commuter benefit and the parking benefit of \$245 per month. If not enacted by the end of the calendar year, the transit commuter tax benefit would decrease to \$125 per month and the parking benefit would remain unchanged. H.R. 2268 establishes permanent parity between the two pre-tax benefits but sets the maximum benefit at \$220 per month adjusted annually for inflation. The Senate Bill, S. 1116, would establish parity at the current \$245 level per month adjusted annually for inflation.

State Update

See Platinum Report attached.

Legislative Positions

See Bill Matrix attached.

The Board is being asked to consider a position on SB 556 (Corbett). The initial purpose of the bill was to require contractors providing government services to assume legal liability for work completed. It was amended to require that government contractors identify themselves and their vehicles as non-government employees. For public transit systems that contract out services, this would require that all buses and uniforms worn by drivers and other employees be labeled accordingly. The bill would require the disclosure statement on the vehicle to be in the same font size as the largest font on the vehicle, and specifically state "THE OPERATOR OF THIS VEHICLE IS NOT A GOVERNMENT EMPLOYEE." NCTPA Staff recommendation is to oppose the bill unless amended to exclude public transit from the requirement.

SUPPORTING DOCUMENTS

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



July 8, 2013

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

FR: Steve Wallauch
Platinum Advisors

RE: **Legislative Update**

Budget

The Budget has been signed into law, with time to spare. Governor Brown signed the \$96 billion spending plan on June 27th, and the many budget trailer bills were signed shortly thereafter. Other than the belated outcry over making local compliance with the Public Records Act optional, there weren't many surprises. Democratic legislators and the Governor declared victory for the most part, although Senate Pro Tem Steinberg stated his intention to revisit other possible restorations like Medi-Cal rates and Applied Behavioral Analysis in January. In short, the budget overhauls K-12 education funding, expands health coverage under the federal Affordable Care Act, and provides new funding for adult dental care, mental health, and college scholarships. There were no significant changes to the transportation budget.

Cap & Trade – The budget includes the Governor's proposal to loan \$500 million in Cap & Trade Funds to the General Fund. This amount reflects the amount of cap and trade auction proceeds for 2012-13 and 2013-14. The loan is intended to be short term, will be repaid with interest, and the main purpose of the loan is to pump up the state's reserve.

Active Transportation Account: The budget does not include the Governor's proposal to create the Active Transportation Account. The Governor's January budget proposed to consolidate into the Active Transportation Account the funds from the Bicycle Transportation Account, Safe Routes to School, the Environmental Enhancement & Mitigation Account (EEMP), as well as federal Transportation Alternative Program funds and federal Recreational Trails Program funds.

While this proposal was rejected by both the Senate and Assembly, the budget includes budget bill language directing the Transportation Agency to continue working on the development of the proposal. It is likely a proposal will be developed over the summer recess and amended into a bill in August. The Transportation Agency has convened a working group that is scheduled to meet today to develop this proposal.

Revenues: One of the debates during budget negotiations between the Administration and the Legislature was over which revenue assumptions to use – the Governor’s more pessimistic assumptions or the LAO’s higher projections. The adopted budget uses the Governor’s numbers.

However, the Department of Finance revenue report for May shows revenue above the Governor’s projections by \$956 million. Receipts were up across the board with income tax coming in \$550 million higher, sales and uses taxes \$82 million higher, corporation taxes \$2 million higher, and insurance tax revenues up by \$252 million.

Adding to good news on state revenues, the LAO has been closely tracking June receipts. The LAO reports that June ended with personal income taxes and corporation taxes combined exceeding the Governor’s June projections by about \$1 billion. Sales tax receipts for June have not been posted yet, but it appears the fiscal year ended far above projections. However, as the LAO notes, *“we caution that final determinations of 2012-13 revenues—which affect calculations of the General Fund reserve and the Proposition 98 minimum funding guarantee for schools—will not be made until many months from now under the state’s complex, opaque, and difficult-to-predict revenue accrual policies.”*

Policy:

Planning Grant Guidelines Update: The Strategic Growth Council, which administers the Sustainable Communities Planning Grant and Incentives Program, has scheduled a series of workshops to update the planning grant guidelines. The first Workshop is scheduled for July 15th and will be held in Rhonert Park at the Sonoma State University Environmental Tech Center from 10:00-12:00. This is the only Bay Area Workshop. A Workshop is scheduled for July 17th in Sacramento.

The Sustainable Communities Planning Grant Program is funded through \$90 million in Prop 84 bond funds, and awards grants ranging from \$50,000 to \$500,000. Eligible applications include a wide range of projects that foster sustainable communities and may include protecting natural resources and agricultural lands, improve infrastructure systems, and increasing infill and compact development. The purpose of the Workshop is to update the focus areas for these grants. The three focus areas for this round of grants include incentives for sustainable development implementation, transit priority planning areas, and community planning in preparation for high speed rail.

Additional information about the proposed changes can be found at:

http://sgc.ca.gov/planning_grants.html

AB 32 Scoping Plan: On June 13th, the Air Resources Board held its “kick-off” workshop on updating the AB 32 Scoping Plan. The existing AB 32 Scoping Plan was adopted in 2008 and focused on 2020 reduction goals. The Updated Plan will set the path to achieve 2050 reduction goals. The schedule includes workshops on June 26th in Diamond Bar, July 18th in Fresno, and July 30th in the Bay Area. The location and agenda for the Bay Area workshop has not been posted yet.

The AB 32 Scoping Plan update provides an opportunity to review and revise the 2008 Scoping Plan, and establish near and long term goals for reducing greenhouse gas emissions. The update will focus on six sectors, which include 1) transportation and fuels (including infrastructure and land use); 2) energy generation (including transmission infrastructure and efficiency); 3) waste; 4) water; 5) natural lands; and 6) agriculture. The timeline for the Update anticipates a draft Scoping Plan being released in late summer, and Board action scheduled for November.

With the sectors listed in the agenda reflecting the sectors identified in the Cap & Trade Expenditure Plan, the goals set in the Updated Scoping Plan will influence the expenditure plan that will hopefully be included in the Governor's 2014-15 budget proposal. This raises the importance of participating in these workshops and more importantly submitting comments on the types of programs the AB 32 Scoping Plan should focus on to achieve the greenhouse gas reduction goals. Comments can be submitted between now and up until 5:00 p.m. on August 30th. The Update Plan will serve as the foundation for future expenditure plan decisions.

The Sacramento Workshop provided an overview of the progress made toward the 2020 reduction goals, such as the Low Carbon Fuel Standard, shore power, heavy duty truck retrofits and replacement, Cap & Trade Regulations, and the implementation of SB 375. An overview of each sector was provided by representatives from various agencies. These summaries provided an overview of the 2020 goals and outlined a vision for the 2050 goals. The Sacramento Workshop Presentations can be found at:

<http://www.arb.ca.gov/cc/scopingplan/meetings/meetings.htm>

While the Sacramento Workshop provided a broader view of the update process, the regional workshops will include a discussion of local issues and priorities. The agenda for the Fresno and Bay Area workshop have not be posted, but the agenda for the Diamond Bar workshop includes a panel of local stakeholders. This will provide an opportunity for local and regional representatives to provide a more focused discussion on particular programs and goals for the region. The Bay Area workshop should include a similar panel discussion.

For the transportation sector discussion, Jack Kitowski with ARB mentioned that the 2050 goal includes an 80% reduction in transportation related greenhouse gas emissions. To accomplish this goal, the 2050 vision will focus on sustainable communities, freight transportation, and fuels. The vision for sustainable communities includes improving access to public transit, expanding the use of zero emission buses and rail, and development of active transportation infrastructure. This will require close coordination local and regional entities. The freight strategy will largely rely on moving goods more efficiently with zero or near zero emission vehicles.

Legislation:

Summer Recess: The Assembly adjourned for its Summer Recess last week on July 3, and they will reconvene on August 5. The Senate is still in town this week holding some hearings and Floor sessions, and will adjourn for its Summer Recess on July 11th and will not return until August 12th. While these conflicting schedules are unusual, we are happy that Summer Recess has returned.

SB 556 (Corbett): SB 556 is an on-going fight regarding liability issues related to public entities contracting out for services. Earlier versions of SB 556 specified when a public agency contracts for labor or services with a contractor it is jointly and severally liable for any damages caused during or in connection with the performance of work performed under the contract. However, the bill was recently amended on the Assembly Floor, and has taken a rather bizarre turn.

As currently in print, SB 556 would prohibit nongovernmental persons or entities contracting with public agencies from displaying a seal or emblem on a uniform or vehicle, as specified, unless a disclosure statement is also conspicuously displayed identifying the uniform wearer or vehicle operator as not a government employee. The bill would require the disclosure statement on the vehicle to be in the same font size as the largest font on the vehicle, and specifically state "THE OPERATOR OF THIS VEHICLE IS NOT A GOVERNMENT EMPLOYEE." Given the long and successful history of public transit agencies contracting out bus services, the CTA, CalACT, and individual operators are opposing this bill unless amended to exempt public transit contracts.

SB 556 is currently on the Assembly Floor Third Reading File, which means it is past all policy committees and can be taken up when the Assembly returns in August. The bill must then return the Senate for a concurrence vote before moving to the Governor's Desk.

ACA 8: Tossed into the Assembly's Budget actions was ACA 8 (Blumenfield). Using the Democrat's supermajority status, the Assembly approved ACA 8. The Senate did not act on this proposal, and is sticking to its plan to hold-off on voting on ACA 8 or any other voter threshold measure until next year.

ACA 8 would extend to cities, counties, and special districts (including a transit district) the same powers that have been granted to school districts to incur indebtedness upon approval of 55% of the voters, instead to the current 2/3 voter approval requirement. ACA 8 lowers the voter threshold for incurring debt only – it does not lower the voter threshold for enacting a special tax.

Specifically, ACA 8 provides a city, county, or specified special district incur bonded indebtedness for construction, reconstruction, rehabilitation, or replacement of public improvements and public safety facilities or buildings, if 55% of the voters approve. The measure defines public improvements to include improvements to transportation infrastructures, streets and roads, sidewalks, transit systems, highways, freeways, sewer systems, water systems, wastewater systems, storm drain systems, and park and recreation facilities. In addition, the measure defines public safety facilities to include buildings used primarily to provide sheriff, police, or fire protection services to the public, including the furnishing and equipping of those facilities.

Public Records Act (PRA): Included within AB 76, one of the lengthy budget trailer bills, was a provision that made local compliance with the Public Records Act optional. This was included in the Governor's January budget proposal as a means of reducing state expenses by eliminating the need for the state to reimburse local governments for this mandate. While there were some concerns expressed in the Assembly, the bill was approved by the Senate and Assembly.

However, reporters and public information advocates belatedly turned up the volume with their objections to this proposal.

Leadership positions quickly changed from a “let’s wait and see if there is a problem” to we will fix it immediately. In a matter of days the Assembly and the Senate approved SB 71, which mirrors AB 76 except it does not contain the PRA provisions. The Governor has since signed SB 71 and vetoed AB 76.

To avoid future state reimbursement costs and keep the PRA mandate, the Constitution must be amended. Prop 4 amended the Constitution requiring the state to reimburse locals for the cost of state mandates enacted after 1975. The PRA was enacted after Prop 4, so the Constitution must be amended to exempt the PRA from Prop 4.

Senator Leno gutted and amended SCA 3 to enact the exemption. SCA 3 would amend the Constitution to state that local governments cannot seek state reimbursement for any costs incurred under the PRA, and any costs incurred for the Brown Act. SCA 3 was quickly ushered through two committees and approved by the full Senate last week on a vote of 37-0. SCA 3 is now in the Assembly where it will be acted on when they return on August 5th.



July 8, 2013

Bills	Subject	Status	NCTPA RECOMMEN DED POSITION
SB 556 (Corbett D) Agency: ostensible: nongovernmental entities.	<p>SB 556 would prohibit nongovernmental persons or entities contracting with public agencies from displaying a seal or emblem on a uniform or vehicle, as specified, unless a disclosure statement is also conspicuously displayed identifying the uniform wearer or vehicle operator as not a government employee.</p> <p>The bill would require the disclosure statement on the vehicle to be in the same font size as the largest font on the vehicle, and specifically state "THE OPERATOR OF THIS VEHICLE IS NOT A GOVERNMENT EMPLOYEE." Given the long and successful history of public transit agencies contracting out bus services, the CTA, CalACT, and individual operators and contractors are opposing this bill unless amended to exempt public transit contracts.</p> <p>SB 556 is currently on the Assembly Floor Third Reading File, which means it is past all policy committees and can be taken up when the Assembly returns in August. The bill must then return the Senate for a concurrence vote before moving to the Governor's Desk</p>	Assembly Floor – Third Reading File	Oppose Unless Amended
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 – Two Year Bill	WATCH
AB 513 (Frazier D) Tire recycling program: rubberized asphalt.	<p>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.</p>	SENATE APPR.	SUPPORT

Bills	Subject	Status	NCTPA ADOPTED POSITION
<p>AB 574 (Lowenthal D) California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Fund: sustainable communities strategies.</p>	<p>AB 574 was held on the Assembly Appropriations Committee's Suspense File. This essentially means this bill is dead. However, efforts are being pursued to incorporate AB 574 or a similar proposal into the budget process. The other measures, AB 416 and AB 1051, which also created grant programs for cap & trade revenues were also held on the Suspense File.</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 modernization; • Community infrastructure to support transit oriented developments, affordable housing, infill, and walkable communities, and • Other uses that reduce GHG emissions. 	<p>ASSEMBLY APPR – Held of Suspense Two Year Bill</p>	<p>SUPPORT</p>

Bills	Subject	Status	NCTPA ADOPTED POSITION
AB 935 (Frazier D) San Francisco Bay Area Water Emergency Transportation Authority: terms of board members.	<p>Assemblyman Frazier has made AB 935 a two-year bill. AB 935 would 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. 	SENATE T & H – Two Year Bill	WATCH
AB 1002 (Bloom D) Vehicles: registration fee: sustainable communities strategies.	<p>AB 1002 remains in the Assembly Local Government Committee. Because this bill is a "tax" measure, it is exempt from the hearing deadlines and technically can be heard at any time. However, passage of this bill does require a 2/3 vote on the Floor, and movement is unlikely.</p> <p>This bill includes a proposal to impose a \$6 tax to the registration of each vehicle. The revenue would be deposited into the Sustainable Communities Subaccount, which the bill creates, 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 and RTPAs to be used for competitive grants for implementing sustainable communities strategy programs. 	ASSEMBLY LOC GOV	WATCH

Bills	Subject	Status	NCTPA ADOPTED POSITION
AB 1290 (John A. Pérez D) Transportation planning.	<p>AB 1290 would make significant changes to the oversight responsibilities of the California Transportation Commission.</p> <p>The bill also expands the number of Commissioners from 13 to 18 members. Appointments made by the Senate and Assembly would increase from one to two each. However, one of the appointees made by the Senate and one by the Assembly would be a voting member. The other would be a nonvoting ex-officio 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 alternatives used in adoption of the regional transportation plan and the sustainable communities strategy. The guidelines would 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>	SENATE T & H – 7/9/13	WATCH
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. 	SENATE APPR	SUPPORT
SB 1 (Steinberg D) Sustainable Communities Investment Authority.	<p>SB 1 as approved by the Senate with a vote of 27-11. The bill is now awaiting referral to a policy committee on the Assembly.</p> <p>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.</p>	ASSEMBLY Loc Gov	WATCH

Bills	Subject	Status	NCTPA ADOPTED POSITION
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 – Two-Year Bill	WATCH
SB 613 (DeSaulnier D) Bay Area Toll Authority	SB 613 was approved by the Senate with a 35-0 vote, and unanimously approved by the Assembly Transportation Committee. The bill is now awaiting action on the Assembly Floor. 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 Floor – Third Reading File	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 – Two Year Bill	OPPOSE
SB 792 (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. – Held of Suspense Two Year Bill	WATCH

Bills	Subject	Status	NCTPA ADOPTED POSITION
<p>SCA 4 (Liu D) Local government transportation projects: special taxes: voter approval.</p>	<p>SCA 4 was approved by the Senate Committee on Governance & Finance, and has been referred to the Senate Committee on Transportation & Housing because it deals solely with transportation sales taxes.</p> <p>This measure 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 was amended to require a local measure to include the following in order to be approved with a 55% vote:</p> <ul style="list-style-type: none"> • Includes a specific list of projects and programs that will be funded and limits the use of the funds for those purposes, • Includes a requirement for annual audits, and • Requires the creation of a citizens' oversight committee. 	<p>SENATE T & H – 7/9/13</p>	<p>SUPPORT</p>
<p>SCA 8 (Corbett D) Local government transportation projects: special taxes: voter approval.</p>	<p>SCA 8 was approved by the Senate Committee on Governance & Finance, and has been referred to the Senate Committee on Transportation & Housing because it deals solely with transportation sales taxes.</p> <p>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. SCA 8 was also amended to require a local measure to include the following in order to be approved with a 55% vote:</p> <ul style="list-style-type: none"> • Includes a specific list of projects and programs that will be funded and limits the use of the funds for those purposes, • Includes a requirement for annual audits, and • Requires the creation of a citizens' oversight committee. <p>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</p>	<p>SENATE T & H – 7/9/13</p>	<p>SUPPORT</p>

Bills	Subject	Status	NCTPA ADOPTED POSITION
<p>SCA 11 (Hancock D) Local government: special taxes: voter approval.</p>	<p>SCA 11 was approved by the Senate Committee on Elections & Constitutional Amendments. The measure was moved to the Senate Committee on Rules where it will be held until, likely next year, when the Senate determines which direction it will take the voter threshold proposals.</p> <p>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. Since it applies to any special tax, this measure was not sent to Senate Transportation & Housing.</p> <p>Similar to SCA 4 and SCA 8, SCA 11 was also amended to require the following elements in the local measure in order to be approved by 55%:</p> <ul style="list-style-type: none"> • Includes a specific list of projects and programs that will be funded and limits the use of the funds for those purposes, • Includes a requirement for annual audits, and • Requires the creation of a citizens’ oversight committee. 	SENATE RULES	SUPPORT



July 17, 2013
NCTPA Agenda Item 10.2
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: Janice D. Killion, Agency Counsel
(707) 259-8246; Janice.killion@countyofnapa.org
SUBJECT: Second Reading and Adoption of Ordinance 2013-01 Regulating
Parking and Authorize the City of Napa to Issue Citations on NCTPA
Property

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) hold a second reading and approve adoption of Ordinance No. 2013-01 (Attachment 1) establishing parking regulations at transit facilities. Further, that the Board direct the Executive Director to authorize the City of Napa to issue citations on NCTPA property.

COMMITTEE RECOMMENDATION

None

EXECUTIVE SUMMARY

This item comes before the Board for a second reading and adopting of a proposed ordinance establishing parking regulations at all NCTPA facilities.

PROCEDURAL REQUIREMENTS

1. Staff report
2. Public comments
3. Clerk reads the Ordinance Title
4. Motion, Second, Discussion and Vote to waive the balance of the reading of the Ordinance
5. Motion, Second, Discussion and Vote on Intention to Adopt the Ordinance

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 recent BottleRock event at the neighboring Napa Valley Expo highlighted the need to preserve parking spaces for NCTPA employees and facility patrons. California Vehicle Code section 21113 authorizes transportation planning agencies to enact ordinances to regulate parking in its parking lots and transit throughways. Staff further recommends that the Board direct the Executive Director to authorize the City of Napa to issue citations on NCTPA property.

SUPPORTING DOCUMENTS

Attachment: (1) Ordinance No. 2013-01

ORDINANCE NO. 2013-01

**AN ORDINANCE OF THE
NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (NCTPA)
REGULATING PARKING AND SMOKING AT TRANSIT FACILITIES**

The Board of Directors ("Board") of the Napa County Transportation and Planning Agency (NCTPA) ordain:

SECTION 1. A new Chapter 2 (Parking Regulations) is hereby added to the Napa County Transportation and Planning Agency Code to read in full as follows:

Chapter 2

PARKING RULES AND REGULATIONS

Sections:

- 2.1 Legislative Intent**
- 2.2 Definitions**
- 2.3 Rules and Regulations**
- 2.4 Smoking Prohibited**
- 2.5 Posting of Notices**
- 2.6 General**

Section 2.1: Legislative Intent

Section 2.1.1: Authority

California Vehicle Code section 21113 expressly prohibits any person from driving, stopping, parking, or leaving standing any vehicle, whether attended or unattended, on the parking facilities and bus loading zones of a transit district, except with the permission of, and upon and subject to any condition or regulation which may be imposed by the governing board. The Board is authorized to adopt all ordinances and make all rules and regulations proper or necessary to regulate the use, operation and maintenance of its property and facilities.

Section 2.1.2: Findings

A. The Board finds and determines that ensuring adequate parking in NCTPA's parking lots for vehicles driving by Transit Patrons and Transit Personnel and authorized visitors is necessary in order to facilitate and encourage the use of public transit facilities and services, and that the unregulated use of NCTPA Parking Lots is detrimental to the interests of NCTPA and the public.

B. Except when specifically posted as a shared public parking facility, NCTPA Parking Lots are for use by Transit Patrons and Transit Personnel and authorized visitors only, and are not open to the general public.

C. The Board further finds and determines that bus loading zones are necessary for the safe loading and alighting of transit patrons and should be restricted for the exclusive use of transit vehicles.

D. Except when specifically permitted bus loading zones and transfer stations are for the exclusive use of NCTPA (VINE) transit use.

E. The Board adopts the California State Legislatures findings pursuant to California Health and Safety Code section 118920, including that regulation of smoking in public places is necessary to protect the health, safety, welfare, comfort, and environment of nonsmokers.

F. The Board therefore adopts this Ordinance establishing conditions and regulations applicable to vehicle parking and traffic in NCTPA Parking Lots.

Section 2.2: Definitions

The following definitions shall apply to this chapter:

A. "NCTPA Parking Lot" means parking lots, driveways and other Transit Facilities owned by NCTPA or designated specifically for NCTPA (VINE) transit use, including entrances and exits to and from any such Transit Facilities, which are accessible by Vehicle.

B. "NCTPA Security Officer" means NCTPA staff or contractors hired for the purpose of facilities security and/or parking enforcement.

C. "Peace Officer" shall mean any law enforcement officer of the State of California, Napa County of any agency in Napa County.

D. "Private Security Officer" means any private security officer hired by NCTPA to safeguard its grounds and/or provide parking facility services.

E. "Transit Facility" or "Facility" means any property owned by NCTPA.

F. "Bus Loading Zone" refers to designated area used as a stop or transfer point for loading and alighting transit patrons.

G. "Bus Transfer Stations" refers to areas where passengers transfer from one bus to another or where multiple buses congregate at any one time.

H. "Smoking" means inhaling, exhaling, burning, or carrying any lighted pipe, cigar or cigarette of any kind, or any other combustible substance.

I. "Transit Patron" is defined as a person who parks a vehicle on a NCTPA Parking Lot for the purpose of using public transit, or person having business with NCTPA..

J. "Transit Personnel" means any Board member, employee, committee member, or contractor of NCTPA or another transit provider whose place of employment is within the Soscol Gateway Transit Center.

K. "Vehicle" shall have the same meaning as defined in Section 670 of the California Vehicle Code.

Section 2.3: Parking Rules and Regulations

Section 2.3.1: Compliance with Law: No person shall drive, stop, park, or leave standing on any NCTPA Parking Lot, Bus Loading Zone, or Bus Transit Stations any Vehicle, except in full compliance with the traffic laws of the State of California and the conditions and regulations adopted herein.

Section 2.3.2: Patron Parking: Parking of Vehicles in NCTPA Parking Lots is for Transit Patrons or Transit Personnel only, unless the Parking Lot is otherwise posted as a shared public parking facility.

Section 2.3.3: Parking Limit: Parking of Vehicles in any NCTPA Parking Lot shall be limited to one of the following, as posted:

- A. Transit Patrons, Transit Personnel only
- B. Vehicles using the Charging Stations only
- C. Otherwise, as posted

Section 2.3.4: Designated Spaces: Vehicles shall be parked in NCTPA Parking Lots only within areas posted and dedicated for parking, and shall be parked in an orderly manner within the lines indicating a single space. Vehicles shall not be parked within NCTPA Parking Lots within any driveway, in any unlined area, in any yellow or red painted area, in any pedestrian walkway, in any bus loading zones, or in any areas so prohibited by control signs.

Section 2.3.5: Spaces Designated for Persons with Disabilities: No person may park a Vehicle in designated accessible spaces in NCTPA Parking Lots without displaying placards or special license plates issued by the State of California for persons with disabilities.

Section 2.3.6: Abandoned Vehicles: No person shall abandon any Vehicle in any NCTPA Parking Lot. Vehicles reasonably believed to be abandoned may be removed from a NCTPA Parking Lot only after a written report identifying the vehicle and its location has been mailed or delivered to the office of the Department of the California Highway Patrol located nearest to the Vehicle. In addition, at least ten (10) days' notice

of intention to remove an abandoned Vehicle shall be mailed, by registered or certified mail, to the last registered owners of record of the Vehicle, unless NCTPA is unable to determine ownership. The notice shall include a statement that the owner may request a hearing before the NCTPA Executive Director. If no hearing has been requested within ten (10) days of the mailing of the notice, the Vehicle may be removed without further notice. Within five (5) days after the date of removal, notice shall be given to the California Department of Motor Vehicles identifying the Vehicle or part thereof, and any evidence of registration available. NCTPA shall not be responsible for any damage caused by the removal of any Vehicle.

Section 2.3.7: Maximum Speed Limit: No person shall at any time drive any Vehicle in any NCTPA Parking Lot at a speed in excess of fifteen (15) miles per hour.

Section 2.3.8: Maximum Vehicle Dimensions: No person shall drive, park, or leave standing in any NCTPA Parking Lot any vehicle or combination of vehicles which exceeds three (3) tons in total aggregate weight or exceeds six and one-half (6 1/2) feet in width or nineteen (19) feet in length. The foregoing prohibition shall not apply to Vehicles owned or operated by or on behalf of NCTPA, public transit buses doing business at the Soscot Gateway Transit Center, or vehicles making deliveries to NCTPA or making repairs under contract with or otherwise on behalf of NCTPA.

Section 2.3.9: Fees for Parking: The Board of Directors of NCTPA may establish by resolution fees to be imposed for entrance to or use of any one or more NCTPA Parking Lots. Such fees shall constitute charges imposed for entrance to or use of local government property. Fees shall be reasonable and, to the extent necessary in light of the findings set forth in this Ordinance, may be lower for Transit Patrons utilizing NCTPA transit facilities than for other Transit Patrons or members of the public. Payment of fees so established is an express condition upon which Vehicles may be parked in NCTPA Parking Lots.

Section 2.3.10: Fees for Parking Violations: The Board of Directors of NCTPA may establish by resolution fees for parking in violation of this Ordinance.

Section 2.3.11: Additional Use by Special Permit: Notwithstanding Sections 3.3 and 3.8, the NCTPA Executive Director may issue permits for private use of NCTPA Parking Lots for public events if not inconsistent with this Ordinance.

Section 2.3.12: Issuance of Warnings: NCTPA Security Officers and Private Security Officers so authorized by the NCTPA Executive Director or designee may issue written warnings whenever a Vehicle is driving or parked within a NCTPA Parking Lot in violation of the conditions and regulations set forth in this Ordinance, except as prohibited under State Law.

Section 2.4: Smoking Prohibited

Smoking shall be prohibited on the grounds of the Transit Facility.

Section 2.5: Posting of Notices

The Executive Director or designee shall cause appropriate signs giving notice of the special conditions or regulations imposed under this Ordinance to be erected within the NCPTA Facilities. NCTPA shall prepare and keep at its principal administrative office a written statement of all special conditions and regulations imposed under this Ordinance.

Section 2.6: General

Section 2.6.1: Construction: In the interpretation of this Ordinance, provisions shall be construed as follows:

- A. The present tense includes the past and future tenses, and the future the present.
- B. References to gender include masculine, feminine and neuter.
- C. The singular number includes the plural, and the plural the singular.
- D. "Shall" is mandatory and "may" is permissive.
- E. These rules are in addition to and supplement all applicable laws or ordinances. Nothing herein shall limit or otherwise infringe on the authority of authorized Peace Officers or others to enforce the provisions of this or other laws.

SECTION 2. If any section, subsection, sentence, clause, phrase or word of this Ordinance is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board of Directors of the Napa County Transportation and Planning Agency hereby declares it would have passed and adopted this Ordinance and each and all provisions hereof irrespective of the fact that any one or more of said provisions be declared invalid.

SECTION 3. This Ordinance shall be effective thirty (30) days from and after the date of its passage.

SECTION 4. A summary of this Ordinance shall be published at least once 5 days before adoption and at least once before the expiration of 15 days after its passage in the Napa Valley Register, a newspaper of general circulation published in the County of Napa, together with the names of members voting for and against the same.

The foregoing Ordinance was introduced and read at a regular meeting of the Board of directors of the Napa County Transportation and Planning Agency, State of California, held on the 19th day of June, 2013, and passed at a regular meeting of the Board of Directors of the Napa County Transportation and Planning Agency, State of California, held on the 17th day of July, 2013, by the following vote:

Keith Caldwell, NCTPA Chair

Ayes

Nays:

Absent:

ATTEST:

Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED AS TO FORM:

Janice Killion, NCTPA Legal Counsel



July 17, 2013
NCTPA Agenda Item 10.3
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: Janice Killion, Legal Counsel
(707) 259-8246; Janice.killion@countyofnapa.org
SUBJECT: Amendment No. 9 to the Joint Powers Agreement (JPA) for the Napa County Transportation and Planning Agency (NCTPA)

RECOMMENDATION

That the NCTPA Board approve Amendment No. 9 to the Joint Powers Agreement (JPA) (Attachment 1) and direct staff to circulate to its member jurisdictions for approval by their respective councils .

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

There has been an interest from some member agencies to consider amending the current JPA, which governs the NCTPA. At the March 20, 2013 meeting, the Board appointed a subcommittee consisting of, Members Bennett, Caldwell, Dunbar, Nevero, and Techel, to meet and confer with Legal Counsel in drafting an amendment the JPA and to circulate to member agencies for their approval.

Other changes were made to the JPA to change NCTPA's address, eliminate references to the Art Council, change the Bicycle Advisory Committee to the Active Transportation Advisory Committee, and to include Transportation Development (TDA) Article 3 to the list of eligible revenues claimed by the agency.

PROCEDURAL REQUIREMENTS

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

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 CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The NCTPA JPA has undergone some amendments over the course of its 15-year history to reflect changing circumstances and new initiatives that arise over time. Currently, the existing JPA has been amended on eight different occasions. There are several “clean up” changes to Amendment 9; however, the significant changes are in Sections 4, 5 and 8.

Section 4 removes Section 4.3.1 (c) Second Non-Voting Member Appointed by the NCTPA Board. The Board has never exercised this clause and the Sub Committee felt it should be removed. Additionally, Section 4 increases the City of American Canyons voting power to four (4) votes, with each member receiving two (2) votes and changes the distribution of the City of Napa’s ten (10) votes so that each member receives five (5) votes.

Section 5 adds the power to apply for, expend and allocate all funds related to TDA Article 3 purposes, as set forth in Public Utilities Code section 99234, *et seq.*, as amended from time to time.

Section 8 adds Section 8.3.5 Advances from Member Jurisdictions. This section states that advances from member Jurisdictions may be made on a short term basis to meet operational expenses, which advances shall be repaid from the first available revenues of NCTPA.

SUPPORTING DOCUMENTS

Attachment: (1) Amendment No. 9 to the Joint Powers Agreement for the Napa County Transportation Planning Agency (with tracking)

**AMENDMENT NO. 9
TO THE JOINT POWERS AGREEMENT
FOR THE NAPA COUNTY
TRANSPORTATION AND PLANNING AGENCY**

(ALSO KNOWN AS NAPA COUNTY AGREEMENT NO. 3061; CITY OF NAPA AGREEMENT NO. 6147; CITY OF AMERICAN CANYON RESOLUTION NO. 92-33/AGREEMENT NO. 95-15; TOWN OF YOUNTVILLE RESOLUTION. NO. 868; CITY OF ST. HELENA RESOLUTION NO. 91-32; CITY OF CALISTOGA RESOLUTION NO. 91-19)

THIS AMENDMENT NO. 9 TO THE JOINT POWERS AGREEMENT OF THE NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (the “Agreement”) is entered into as of the effective date determined under (4), below, by and between the COUNTY OF NAPA, CITY OF AMERICAN CANYON, CITY OF NAPA, TOWN OF YOUNTVILLE, CITY OF ST. HELENA, and CITY OF CALISTOGA (“Member Jurisdictions”);

RECITALS

WHEREAS, the Napa County Transportation and Planning Agency (the “NCTPA”) is a joint powers agency created by the Member Jurisdictions to provide coordinated transportation planning and transportation services within the County of Napa; and

WHEREAS, the Member Jurisdictions desire to amend the Agreement to change the weighted votes amongst the member jurisdictions, to delete one appointed member, and to delete reference to arts and cultural planning.

TERMS

NOW, THEREFORE, THE MEMBER JURISDICTIONS agree as follows:

1. The foregoing Recitals are true and correct.
2. The terms of the Agreement are hereby amended to read in full as set forth in Attachment “A”, attached hereto and incorporated by reference herein.
3. By approving this Amendment No. 9 and authorizing execution thereof each Member Jurisdiction hereby reconfirms its prior election to exempt Napa County from the congestion management requirements of Chapter 2.6 of Division 1 of Title 7 of the California Government Code as permitted by Government Code section 65088.3.
4. This Amendment No. 9 and the attached provisions of Attachment “A” shall become effective on the date the documents have been ratified by all of the Member

Jurisdictions. This Amendment may be signed in counterparts by the parties hereto and shall be valid and binding as if fully executed all on one copy.

IN WITNESS WHEREOF, this Amendment No. 9 to the Joint Powers Agreement creating the Napa County Transportation and Planning Agency was executed by the Member Jurisdictions through their duly-authorized representatives as noted below:

COUNTY OF NAPA

By: _____
BRAD WAGENKNECHT, Chair
Napa County Board of Supervisors

Date: _____

ATTEST: GLADYS I. COIL,
Clerk of the Board of Supervisors

APPROVED AS TO FORM:
MINH TRAN
Napa County Counsel

By: _____

By: _____

CITY OF AMERICAN CANYON

By: _____
LEON GARCIA, Mayor

Date: _____

ATTEST: Rebekah Barr ,
American Canyon City Clerk

APPROVED AS TO FORM:
WILLIAM ROSS
American Canyon City Attorney

By: _____

By: _____

CITY OF NAPA

By: _____
JILL TECHEL, Mayor

ATTEST: DOROTHY ROBERTS,
Napa City Clerk

Date: _____

APPROVED AS TO FORM:
MICHAEL BARRETT
Napa City Attorney

By: _____

By: _____

TOWN OF YOUNTVILLE

By: _____
JOHN F. DUNBAR, Mayor

ATTEST: MICHELLE DAHME,
Town Administrator/Town Clerk

Date: _____

APPROVED AS TO FORM:
ARNOLD M. ALVAREZ-
GLASMAN,
Yountville Town Attorney

By: _____

By: _____

CITY OF ST. HELENA

By: _____
ANN NEVERO, Mayor

ATTEST: DELIA GUIJOSA,
St. Helena City Clerk

Date: _____

APPROVED AS TO FORM:
JOHN TRUXAW ,
St. Helena City Attorney

By: _____

By: _____

CITY OF CALISTOGA

By: _____
CHRIS CANNING, Mayor

ATTEST: SUSAN SNEDDON,
Calistoga City Clerk

Date: _____

APPROVED AS TO FORM:
MICHELE KENYON,
Calistoga City Attorney

By: _____

By: _____

ATTACHMENT “A”

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY JOINT EXERCISE OF POWERS AGREEMENT

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NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY
JOINT EXERCISE OF POWERS AGREEMENT

SECTION 1. FORMATION

- 1.1 Creation and Name.** The County of Napa, the Cities of Napa, St. Helena, Calistoga, American Canyon, and the Town of Yountville (hereinafter referred to as “Member Jurisdictions”), pursuant to Article 2 of Chapter 5 of Division 7 of Title 1 (commencing with section 6500) of the California Government Code, do hereby form, establish and create a joint powers agency to be known as “Napa County Transportation and Planning Agency”, hereinafter referred to as “NCTPA”, which shall constitute a public entity separate and distinct from the Member Jurisdictions and shall supersede and replace the Napa County Congestion Management Agency (“CMA”).

SECTION 2. PURPOSE

- 2.1 General.** NCTPA is formed to serve as the countywide transportation planning body for the incorporated and unincorporated areas within Napa County, and as an advisory body for countywide deliberations on land-use, demographics, economic development, community development, and environmental issues, ~~arts and cultural issues~~, which purposes shall include conducting in a coordinated and more simplified way countywide:
- (a) Transportation policy development and planning activities, including those relating to transit on both a short-term and long-term basis and within an intermodal policy framework; improving transit services; providing coordinated and more competitive input to the region’s transportation planning and funding programs; and performing such other transportation related duties and responsibilities as the Member Jurisdictions may delegate to NCTPA by this Agreement or amendment thereto; and
 - (b) Advisory deliberations on land-use, demographics, economic development, community development, and environmental issues, ~~arts and cultural issues~~. Any such deliberations may result in advisory recommendations only, and such recommendations shall not be binding on any Member Jurisdiction.
- 2.2 Chapter 2.6 Compliance Not Included in Purpose.** It is the intention of the Member Jurisdictions in executing the Agreement to exempt Napa County and the Member Jurisdictions from the requirements of Chapter 2.6 of Division 1 of Title 7 (commencing with Government Code section 65088) pertaining to congestion management planning, as permitted by Government Code section 65088.3. For this reason, compliance with Chapter 2.6 shall not be deemed to be a purpose of NCTPA.
- 2.3 Abandoned Vehicle Abatement Authority.** NCTPA shall supersede and replace the CMA as the service authority for the abatement of abandoned vehicles (AVAA) for Napa County and the Member Jurisdictions pursuant to Vehicle Code section 9250 et seq. and

22710 seq. All resolutions, authorizations, funds, imposition of service fees, and responsibilities of the CMA in its capacity as the service authority shall be deemed to be ratified and assumed by and remain thereafter as the resolutions, authorizations, funds, imposition of service fees, and responsibilities of NCTPA as AVAA on and after the effective date of Amendment No. 4 of the Agreement until such time as modified or terminated by the NCTPA Board.

- 2.4 Preparation of County Transportation Plan.** The purposes of NCTPA shall include delegation by the County of Napa to NCTPA of the County's authority under Government Code section 66531 to prepare and submit to the MTC a county transportation plan for the incorporated and unincorporated territory of Napa County which shall include consideration of the planning factors included in Section 134 of the federal Intermodal Surface Transportation Efficiency Act of 1991, as such may be amended from time to time.
- 2.5 Exercise of Common and Additional Powers.** The purposes of NCTPA shall include establishment of NCTPA as an independent joint powers entity to enable the Member Jurisdictions not only to exercise jointly the common powers of the Member Jurisdictions set forth in Section 2.1 but also to exercise such additional powers as are conferred by Section 5 of this Agreement or by the Government Code upon all joint powers agencies.

SECTION 3. ASSUMPTION OF CMA CONTRACTS

- 3.1 Assumption of CMA Contracts.** All contracts between the CMA and any person or entity, public or private, which are in effect as of the effective date of Amendment No. 4 of this Agreement shall be assigned to and assumed by NCTPA on and after that date and all references therein to "CMA", "Congestion Management Agency", or "Napa County Congestion Management Agency" shall thereafter refer to NCTPA.
- 3.2 Delegation of Contract Responsibilities of CMA Manager.** All references in any CMA contracts assumed by NCTPA under Section 3.1 delegating contract responsibilities to the CMA Manager shall refer, on and after the effective date of Amendment No. 4 of the Agreement, to the Executive Director of NCTPA.

SECTION 4. ORGANIZATION

- 4.1 Composition.** NCTPA shall be composed of the Member Jurisdictions, to-wit: the County of Napa, the Cities of American Canyon, Napa, St. Helena, and Calistoga, and the Town of Yountville.
- 4.2 Principal Office.** The principal office of NCTPA shall be established by resolution of the NCTPA Board.
- 4.3 Governing Board.** The powers of NCTPA shall be vested in its governing board (hereinafter referred to as "NCTPA Board").

4.3.1 Appointment, Replacement and Voting Power of NCTPA Board Members ("Members").

(a) **Voting Members.** Each voting Member of the NCTPA Board shall be an elected official of the governing board of the appointing Member Jurisdiction. One voting Member from each appointing Member Jurisdiction which is a city or town shall be that Member Jurisdiction's mayor. Any elected official serving as the Napa County representative to the Metropolitan Transportation Commission shall be one of the voting Member's appointed by that Member Jurisdiction. Members shall continue to serve as such until they cease to hold their elected positions, are removed in the sole discretion of their respective Member Jurisdiction, resign or are otherwise removed from or disqualified from holding their elected positions as a matter of law or by judgment of a court of competent jurisdiction.

(b) **Non-Voting Member Representing the PCC.** The non-voting Member appointed by NCTPA Board upon nomination by the Paratransit Coordinating Council (PCC) shall also be a member or alternate member of the PCC, selected by and serving at the pleasure of the PCC.

~~(c) **Second Non-Voting Member Appointed by the NCTPA Board.** The NCTPA Board may in its sole discretion appoint a second non-voting Member whose appointment shall be made in accordance with the Maddy Local Appointive List Act of 1975, Government Code section 54970 et seq., as such has been and may be amended from time to time. Such non-voting Member shall serve at the pleasure of the NCTPA Board.~~

~~(dc)~~ **Vacancies.** Except for a vacancy in the non-voting position appointed by the NCTPA Board under subsection (c), vacancies on the NCTPA Board shall be filled, to the extent practicable, by the respective Member Jurisdictions within sixty (60) days of the occurrence thereof. NCTPA and the NCTPA Board shall be entitled to rely upon written notice from the clerk of the governing board of the Member Jurisdiction as conclusive evidence of the appointment and removal of all Members and their alternates.

(e) **Composition of Members.** The composition of the Members of the NCTPA Board shall be as follows:

<u>Appointing Entity</u>	<u>Number of Members</u>
City of American Canyon	2
City of Calistoga	2

City of Napa	2
City of St. Helena	2
Town of Yountville	2
County of Napa	2
NCTPA Board (nominated by Paratransit Coordinating Council)	1
NCTPA Board Appointment	1

(f) **Voting Power of Members.** The voting power of the Members of the NCTPA Board shall be as follows:

- (1) On all matters concerning powers under Section 5.2 subsections (a) through (pq), inclusive:

<u>Appointing Entity</u>	<u>Voting Power</u>
City of American Canyon	2 4 (each Member has one <u>two</u> vote)
City of Calistoga	2 (each Member has one vote)
City of Napa	10 (one Member shall have 6 votes and one Member shall have 4 votes; such division to be determined by the appointing entity <u>each Member has five votes</u>)
City of St. Helena	2 (each Member has one vote)
Town of Yountville	2 (each Member has one vote)
County of Napa	4 (each Member has 2 votes)
NCTPA Board (nominated by Paratransit Coordinating Council)	0 (non-voting)
NCTPA Board Appointment	0 (non-voting)

- (2) On all matters concerning powers under Section 5.2 subsection (pr), each voting Member shall have one vote.

(g) **Alternate Members.** Each Member Jurisdiction may, in its discretion, appoint alternate(s) for its Members of the NCTPA Board. An alternate shall be an elected official of the governing board of the appointing Member Jurisdiction. Any appointed alternate Members may attend in place of that jurisdiction's Member and participate in discussions of the NCTPA Board in the same manner as the Members, but an alternate of a voting Member shall vote only when the Member for whom he or she is an alternate is physically absent or cannot vote due to a conflict of interest.

4.3.2 Compensation. No compensation shall be received by any Member of the NCTPA Board unless expressly authorized by unanimous resolution of all of the voting Members of the NCTPA Board.

4.4 Advisory Committees.

4.4.1 Technical Advisory Committee (TAC). A single Technical Advisory Committee (TAC) shall be appointed by the NCTPA Board to advise the NCTPA Board regarding transit and roadway issues, including planning, project, and policy aspects. The TAC members shall include the Executive Director of NCTPA, serving ex-officio; a member nominated by the PCC and appointed by the NCTPA Board; and two members and two alternate members from the technical staffs of each of the Member Jurisdictions, serving ex officio as designated by the chief administrative officers of the respective Member Jurisdictions.

4.4.2 ~~Bicycle Advisory Committee (BAC).~~Active Transportation Advisory Committee. The ~~Bicycle Advisory Committee (BAC)~~Active Transportation Advisory Committee (ATAC) shall be appointed by and serve in an advisory capacity to the NCTPA Board on matters of bicycling and pedestrian issues. By-laws and amendments thereto for the BAC shall be approved by the NCTPA Board.

4.4.3 Paratransit Coordinating Council (PCC). The Paratransit Coordinating Council (PCC) shall be advisory to the NCTPA Board and serve as the social services transportation advisory council for Napa County provided for under Public Utilities Code section 99238 by the MTC, the transportation planning agency designated under Public Utilities Code section 99214 and Government Code section 29523. The PCC shall serve as the primary means of advice to the NCTPA Board regarding, and representation of, the special transportation interests of the disabled and elderly, in order to carry out the intent of the Legislature expressed in Public Utilities Code section 99238(d) to avoid duplicative transit advisory councils whenever possible. By-laws and amendments thereto for the PCC shall be approved by the NCTPA Board.

4.4.4 Other Advisory Committees. The NCTPA Board may create such other advisory committees, both ad hoc and standing, as it sees fit from time to time.

4.4.5 Compliance with Maddy Act. When appointing members to the committees provided for in Sections 3.4.2 and 3.4.4, the NCTPA Board shall comply with the provisions of the Maddy Local Appointive List Act of 1975, Government Code section 54970 et seq., as such has been and may be amended from time to time.

4.4.6 Compliance with Brown Act. Except for ad hoc committees, all advisory committees created pursuant to this Section 4.4 shall be subject to the requirements of the Ralph M. Brown Act, Government Code section 54950 et seq.

SECTION 5. POWERS

5.1 General. NCTPA shall have all powers necessary to carry out the purpose of this Agreement except the power to tax. Such powers shall be subject only to the limitations set forth in this Agreement, applicable laws and regulations, and such restrictions upon the manner of exercising such powers as are imposed by law upon the County of Napa in the exercise of similar powers except where specifically authorized otherwise by the Joint Exercise of Powers Act, Government Code section 6500 et seq.

5.2 Approved Powers. The powers of NCTPA specifically include but are not limited to the following:

- (a) To sue and be sued in its own name;
- (b) To incur debts, liabilities and obligations;
- (c) To employ agents, employees and to contract with third parties for goods and services, including but not limited to the services of engineers, planners, attorneys, accountants, fiscal agents (including auditors, controllers, and treasurers), and providers of transit services;
- (d) To acquire, improve, hold, lease and dispose of real and personal property of all types;
- (e) To undertake the acquisition of real property through the exercise of eminent domain in furtherance of transportation and transit related projects in accordance with State and Federal laws;
- (f) To enact an ordinance for the purpose of adopting the California Uniform Construction Cost Accounting Act procedures and establishing an alternative method of procuring small construction contracts pursuant to California Public Contracts Code sections 22000, *et seq.*, as amended from time to time.

- (g) To make and enter into any contracts with any of the Member Jurisdictions for goods, services, equipment, or real property;
- (h) To assume contracts made by any Member Jurisdiction or made pursuant to joint powers agreement between any of the Member Jurisdictions;
- (i) To apply for and accept grants, advances and contributions;
- (j) To make plans and conduct studies;
- (k) To coordinate efforts with local, regional, state and federal agencies having jurisdiction over matters pertaining to transportation (including roads) and transit;
- (l) To engage in all activities necessary for NCTPA to act as the Abandoned Vehicle Abatement Authority for Napa County;
- (m) To operate, directly or by contract with any person or entity including any Member Jurisdiction, any transit and paratransit services within Napa County in whole or in part and, if so, to submit any corresponding claims for funds or reimbursement under the Transportation Development Act (TDA), Section 29530 et seq. of the Government Code, as such may be amended from time to time;
- (n) To act as the overall program manager within Napa County for the purpose of receiving and reallocating the county's proportionate share of vehicle registration fees collected by the Bay Area Air Quality Management District (BAAQMD) under AB 434 (Chapter 807, Statutes of 1991, set forth in Health and Safety Code section 44241 et seq.);
- (o) To act as, exercise the powers conferred upon, and fulfill the responsibilities of the Consolidated Transportation Service Agency (CTSA) for Napa County as that term is defined in Public Utilities Code section 99204.5 as amended from time to time, if and when appointed as CTSA by the MTC, such appointment being deemed to supersede the appointment of the County of Napa as CTSA;
- (p) To invest any funds in the treasury of NCTPA that are not required for the immediate necessities of NCTPA in such manner as the NCTPA Board deems advisable, in the same manner and upon the same conditions as local agencies pursuant to Section 53601, except where otherwise restricted for particular funds by conditions imposed by the person or agency which is the source of those funds;
- (q) To apply for, expend and allocate all funds related to Transportation Development Act Article Three purposes, as set forth in Public Utilities Code section 99234, et seq., as amended from time to time.
- (r) To act as a countywide advisory deliberative body on issues of land-use, demographics, economic development, community development, and

_____ environmental _____ issues, ~~arts and related cultural~~ issues. Any such
_____ deliberations may result in _____ advisory recommendations only, and such
_____ recommendations shall not be binding _____ on any Member Jurisdiction.

SECTION 6. PERSONNEL AND ADMINISTRATION

6.1 Employees. NCTPA may appoint, retain and compensate as a charge against the funds of NCTPA employees, whether temporary, probationary, limited term or permanent and/or may contract with any person or entity, including a Member Jurisdiction, for the furnishing of any services, including but not limited to legal, financial, accounting, data processing, secretarial, purchasing, and personnel services, which are necessary to fulfill the powers, duties and responsibilities of NCTPA under this Agreement or as necessary to comply with the laws applicable to joint powers agencies within the State of California, including but not limited to the services described in Sections 6.2 through 6.4, below. Where such services are provided by employees of a Member Jurisdiction by contract between such Member Jurisdiction and NCTPA or pursuant to Section 6.3 or 6.4 of this Agreement, NCTPA and the employing Member Jurisdiction hereby expressly waive any conflict of interest or incompatibility of employment created thereby.

6.2 Executive Director.

6.2.1 General. NCTPA shall hire or contract for the provision of the services of an Executive Director to serve as the chief administrative officer of NCTPA, performing management and other duties which shall be described in a job description/scope of services approved by resolution of the NCTPA Board.

6.2.2 Filings with Secretary of State. In addition to any other duties assigned to the Executive Director or otherwise required by law, the Executive Director is hereby authorized to and shall be responsible for filing on behalf of NCTPA and the NCTPA Board all notices required by Government Code sections 6503.5 and 53051. Notwithstanding the foregoing, unless and until an Executive Director is appointed, such filings are authorized to and shall be made by the Napa County Director of Public Works.

6.3 Treasurer.

6.3.1 General. The Napa County Treasurer-Tax Collector shall serve as the NCTPA Treasurer and in that capacity shall be the depository and have custody of all of the funds of NCTPA, from whatever source, and shall perform the functions described in Government Code section 6505.5 (a) through (e). Notwithstanding the foregoing, the NCTPA Board may retain a certified public accountant to serve as NCTPA Treasurer in lieu of the Napa County Treasurer-Tax Collector.

6.3.2 Bond. The NCTPA Treasurer shall post an official bond in an amount to be fixed by the NCTPA Board. The cost of such bond shall be a charge against NCTPA funds, except that if the NCTPA Treasurer is the Napa County Treasurer-Tax

Collector, the cost of the bond to be borne by NCTPA shall be that amount which is in excess of the cost of the official bond posted by the Napa County Treasurer-Tax Collector for functions unrelated to NCTPA.

6.3.3 Compensation. Pursuant to Section Government Code section 6505.5, the Napa County Board of Supervisors shall determine the charges to be made against NCTPA for the services performed by the Napa County Treasurer-Tax Collector for NCTPA which shall be a charge against NCTPA funds. If the NCTPA Board retains a certified public accountant to be NCTPA Treasurer, the compensation of the NCTPA Treasurer shall be determined by the NCTPA Board and shall be a charge against NCTPA funds.

6.4 Auditor-Controller.

6.4.1 General. The Napa County Auditor-Controller shall serve as the auditor-controller of NCTPA and shall be responsible for drawing warrants to pay demands against NCTPA when the demands have been approved by the NCTPA Board or, upon delegation by the NCTPA Board, by the Executive Director, or the Deputy Executive Director when acting as purchasing agent for NCTPA.

6.4.2 Custodian of Property; Bond. With the exception of NCTPA funds which shall be in the custody of the NCTPA Treasurer, the Napa County Auditor-Controller shall, acting as NCTPA Auditor-Controller, be the public officer designated pursuant to Government Code section 6505.1 to have charge of, handle, have access to, and maintain inventory any property of NCTPA and shall post an official bond in an amount to be fixed by the NCTPA Board. The cost of such bond, to the extent in excess of the cost of the official bond posted by the Napa County Auditor-Controller in connection with functions unrelated to NCTPA, shall be a charge against NCTPA funds.

6.4.3 Compensation. Pursuant to Government Code section 6505.5, the Napa County Board of Supervisors shall determine the charges to be made against the NCTPA for the services performed by the Napa County Auditor-Controller for NCTPA, which shall constitute a charge against the funds of NCTPA.

SECTION 7. DUTIES AND RESPONSIBILITIES

- 7.1 Limitations.** The authority of NCTPA shall be limited to those powers enumerated in Section 5 or as otherwise provided for herein.
- 7.2 Coordination of Transportation Systems.** NCTPA shall facilitate the coordination of transportation systems operated by or on behalf of the Member Jurisdictions with Napa County and adjacent counties.
- 7.3 Coordination of Transportation and Land Use Management.** NCTPA shall develop and implement programs and policies for the coordination of transportation and related

land use management by the Member Jurisdictions. Such programs may include, but shall not be limited to, providing analysis of the impacts of land use decisions by the Member Jurisdictions on regional transportation systems and the costs associated with mitigating those impacts. In carrying out this responsibility, NCTPA shall review and comment on all discretionary projects related to transportation under consideration by any of the Member Jurisdictions and may review and comment on such discretionary projects under consideration by any other public entity which are submitted to NCTPA for review and comment.

- 7.4 **Countywide Transportation Plans.** NCTPA shall develop, adopt, implement, update as necessary, and submit to MTC a county transportation plan under Government Code section 66531 for the incorporated and unincorporated territory of Napa County which shall include consideration of the planning factors included in Section 134 of the federal Intermodal Surface Transportation Efficiency Act of 1991, as such may be amended from time to time.
- 7.5 **Submission of Funding Applications and Claims.** NCTPA may submit applications and funding claims for transportation related purposes to local government, MTC, the State of California, the Federal Government and other entities supporting transportation.
- 7.6 **Intermodal Policies and Programs.** NCTPA may consider and adopt policies and programs for all modes of transportation including but not limited to, transit, paratransit, streets and roads, bicycle and pedestrian facilities, airports, marinas, harbors, and railroads.
- 7.7 **Transportation Development Act (TDA) Claims for Transit and Paratransit Services.** If NCTPA operates directly or by contract with any person or entity including any Member Jurisdiction the operation of any transit and paratransit services within Napa County in whole or in part, NCTPA shall be deemed authorized by this Agreement to submit any corresponding claims for funds or reimbursement under the Transportation Development Act (TDA), Section 29530 et seq. of the Government Code, as such may be amended from time to time.
- 7.8 **Consolidated Transit Services Agency.** If, in the future and with the consent of all of the Member Jurisdictions and MTC, NCTPA is appointed in place of the Napa County Board of Supervisors as the consolidated transportation service agency (CTSA) for Napa County as that term is defined in Public Utilities Code section 99204.5, as such may be amended from time to time, then and only then may NCTPA make claims pursuant to the procedure set forth in Article 7 of Chapter 3 of Title 21 of the California Code of Regulations, commencing with 6680.
- 7.9 **Overall Program Manager (AB 434).** NCTPA shall act as the overall program manager within Napa County for the purpose of receiving and reallocating the county's proportionate share of vehicle registration fees collected by the Bay Area Air Quality Management District (BAAQMD) under AB 434 (Chapter 807, Statutes of 1991, set forth in Health and Safety Code section 44241 et seq.)

- 7.10 **Deliberative Body.** NCTPA shall act as the countywide deliberative body for discussions of interjurisdictional issues relating to land use, infrastructure, the economy and economic development, community development, and environmental issues ~~and culture and the arts~~. No subject may be deliberated unless a majority of votes, as determined by Section 4.3.1 (f) (2) of this Agreement, of the Board has approved such deliberations. The NCTPA may adopt decisions on such matters, but its decisions shall constitute recommendations to the Member Jurisdictions only, and shall have no binding effect. Final decision making on all matters affecting ~~members~~ Member Jurisdictions shall remain with the governing body of each Member, except as provided by Sections 5.2 (a) through (e) inclusive, of this Joint Powers Agreement, state or federal law, and applicable regulations.
- 7.11 **Other Duties and Responsibilities.** NCTPA shall carry out such other duties and responsibilities as the Member Jurisdictions, by unanimous approval expressed through amendment of this Agreement or resolutions of their respective governing boards, may delegate to NCTPA.

SECTION 8. FINANCE

- 8.1 **Fiscal Year.** The fiscal year for NCTPA shall begin on July 1 and end on June 30.
- 8.2 **Budget.** A budget for NCTPA shall be adopted by the NCTPA Board for each fiscal year prior to June 30 of the preceding fiscal year. The budget shall include sufficient detail to constitute an operating guideline. It shall also include the anticipated sources of funds and the anticipated expenditures to be made for the operations of NCTPA. Approval of the budget by the NCTPA Board shall constitute authority for the Executive Director to expend funds for the purposes outlined in the approved budget, subject to the availability of funds on hand as determined by the NCTPA Auditor-Controller and subject to the constraints imposed upon general law counties pertaining to execution of contracts by purchasing agents. Nothing in this Section 8.2 shall be construed to limit the power of the NCTPA Board to modify the budget in whatever manner it deems appropriate and to instruct the Executive Director accordingly.
- 8.3 **Revenues.**
- 8.3.1 **General.** Unless otherwise agreed by the Member Jurisdictions by amendment of this Agreement, the total expenditures in the annual planning budget shall be paid for with revenues derived from funds paid directly to NCTPA by persons or entities, public or private, other than the Member Jurisdictions and from contributions from the Member Jurisdictions (in money or, upon approval by the NCTPA Board, in kind) based on the relative populations of the Member Jurisdictions. In determining said population ratios the latest population statistics by the State Department of Finance shall be used.

8.3.2 Approval Required for Member Jurisdiction Contributions.

Notwithstanding the foregoing, no Member Jurisdiction shall be required to expend any of its general fund monies to support the operations of NCTPA in any fiscal year unless such expenditure has been first approved by the legislative body of the Member Jurisdiction.

8.3.3 Transportation Funds. In order to carry out the transportation duties and responsibilities of this Agreement, NCTPA shall be empowered to claim all TDA funds under Articles 3, 4, 4.5 and/or 8 of Chapter 4 of the Public Utilities Code apportioned within Napa County by the Metropolitan Transportation Commission (MTC) commencing with the fiscal year 2001-2002 apportionment. All TDA funds, excluding those apportioned prior to the 2001-2002 fiscal year, will be used for purposes allowed under TDA regulations with the exception of those funds for streets and roads, Section 99400(a) of the Public Utilities Code. All TDA funds claimed by NCTPA shall be used at the sole discretion of the NCTPA Board of Directors only for transit and paratransit services and capital improvements. TDA funds apportioned or allocated under Section 99233.3 are not subject to this agreement. Member Jurisdictions endorse a single apportionment by MTC, commencing with the 2001-2002 apportionment, under Sections 99233.8 and 99233.9 of the Public Utilities Code to the NCTPA on behalf of the jurisdictions of Napa County. If apportionment under Sections 99233.8 and 99233.9 of the Public Utilities Code are made to any Member Jurisdiction commencing with the fiscal year 2001-2002 apportionment, the NCTPA is authorized to claim all such apportionments for transit purposes without further action by the Member Jurisdiction. Funds available pursuant to Section 99313.6, excluding funds apportioned or allocated under Section 99314.3, shall be claimed solely by the NCTPA for transit purposes. No Member Jurisdiction shall claim funds apportioned or allocated under Section 99313.6, excluding funds apportioned or allocated under Section 99314.3.

8.3.4 Standards For Use of TDA Funds. Every two years, the NCTPA will prepare and adopt a Short Range Transit Plan ("Plan"). As warranted, at the discretion of the NCTPA Board, the Plan may be updated annually. The NCTPA Board will adopt the Plan and any updated Plan. The Plan shall provide the basis for evaluating what services are necessary and where services will be provided. Each Member Jurisdiction operating its own transit system during fiscal year 2000-2001 is guaranteed an amount of funding, in addition to TDA funds apportioned to that Member Jurisdiction prior to fiscal year 2001-2002 apportionment if such funds remain unallocated by MTC, sufficient to operate its system at the level of service existing for that system for fiscal year 2000-2001. In the case of a jurisdiction not operating local transit during fiscal year 2000-2001, an equitable amount of funding, in addition to TDA funds apportioned to that Member Jurisdiction prior to the fiscal year 2001-2002 apportionment if such funds remain unallocated by MTC, will be provided to that Member Agency for local transit as determined through a memorandum of understanding with the NCTPA.

8.3.5 Advances from Member Jurisdictions. Advances from member Jurisdictions may be made on a short term basis to meet operational expenses, which advances shall be repaid from the first available revenues of NCTPA.

8.4 Accountability.

8.4.1 Accountable to Member Jurisdictions. NCTPA shall be strictly accountable to the Member Jurisdictions for all receipts and disbursements of NCTPA.

8.4.2 Limitation on Expenditures. NCTPA may not obligate itself beyond the monies due to NCTPA under this Agreement plus any monies on hand or irrevocably pledged to its support from other sources.

8.4.3 Annual Audit. The NCTPA Board shall cause an annual audit to be prepared and filed to the extent required by Government Code section 6505.

8.5 Debts, Liabilities and Obligations.

8.5.1 General. Except as provided in Section 8.4.2, the debts, liabilities, and obligations of NCTPA shall be solely the obligation of NCTPA and not the debts, liabilities, and obligations of the Member Jurisdictions or their respective officers or employees. However, nothing in this Agreement shall prevent any Member Jurisdiction from separately contracting for, or assuming responsibility for, specific debts, liabilities, or obligations of NCTPA, provided that both the NCTPA Board and that Member Jurisdiction give prior approval of such contract or assumption.

8.5.2 Liability.

(a) **Primary Liability.** If liability is imposed upon NCTPA by a court of competent jurisdiction by reason of negligent or willful acts or omissions of NCTPA or any of its officers, employees, agents, volunteers, or contractors, any resulting monetary judgment against NCTPA shall be paid first from the discretionary funds of NCTPA or, if the liability arose from the actions of a contractor, contribution shall be sought from the contractor.

(b) **Insurance.** To comply with subsection (a), above, NCTPA shall obtain and maintain in force during the life of this Agreement insurance for errors and omissions, general liability, and vehicle liability in amounts deemed by the NCTPA Board to be sufficient to fully cover NCTPA, its officers, employees, board members, and agents, and the Member Jurisdictions for any reasonably foreseeable losses. Where services are provided by contract to NCTPA, the contract shall require the contractor to obtain insurance sufficient to hold NCTPA and the Member

Jurisdictions harmless and indemnify them against any claims for liability arising from the provision of the services. The cost of such coverage, whether obtained directly by NCTPA or as any increased in the contract price for services obtained under contract, shall be a charge against NCTPA funds.

(c) **Contribution by Member Jurisdictions.** If NCTPA funds or insurance coverage are insufficient, or if any Member Jurisdiction is sued and found liable for a negligent or willful act or omission of NCTPA or any of its officers, employees, agents, volunteers, or contractors and NCTPA funds or contractor contribution are insufficient to pay the judgment or to reimburse the sued Member Jurisdiction for paying the judgment, the Member Jurisdictions shall be responsible for the liability for purposes of contribution under Government Code section 895.4 in proportion to the voting power of each Member Jurisdiction on the NCTPA Board.

SECTION 9. RULES OF CONDUCT

- 9.1 **Bylaws.** The NCTPA Board may from time to time adopt bylaws for the conduct of the affairs of NCTPA and the NCTPA Board, provided such Rules of Conduct are not inconsistent with this Agreement.
- 9.2 **Quorum.** A majority of the voting power and seven of the twelve voting members (or their alternates) of the NCTPA Board shall constitute a quorum for the transaction of business at any meeting of the NCTPA Board. Notwithstanding the foregoing, if a quorum ~~has been~~ is present at the commencement of the meeting, the affirmative vote of a majority of the voting power of the NCTPA Board shall constitute the act of the NCTPA Board even if, at the time of such vote, less than seven voting members (or their alternates) are present.
- 9.3 **Adjournment of Meetings.** Any meeting of the NCTPA Board, whether or not a quorum is present, may be adjourned from time to time by a vote of the majority of the voting members (or their alternates) present or, if no voting members or their alternates are present, may be adjourned by the person appointed to serve as Clerk or Secretary of the NCTPA Board.
- 9.4 **Brown Act.** All meetings of the NCTPA Board shall comply with the requirements of the Ralph M. Brown Act (Government Code section 54950 et seq.).

SECTION 10. NOTICES

- 10.1 **Method.** All notices which any Member Jurisdiction or NCTPA may wish to give in connection with this Agreement shall be in writing and served by personal delivery during business hours at the principal office of the Member Jurisdiction or NCTPA to an officer or person apparently in charge of that office, or by deposit in the United States

mail, postage prepaid, and addressed to the Member Jurisdiction or NCTPA at its principal office or to such other address as the Member Jurisdiction or NCTPA may designate from time to time by written notice to NCTPA and each of the parties. Service of notice shall be deemed complete on the day of personal delivery (or 24 hours after such delivery for notice of special meetings) or three (3) days after mailing if deposited in the United States mail.

- 10.2 Addresses for Notice.** Until changed by written notice to NCTPA and the Member Jurisdictions, notices under this Agreement shall be delivered to the following addresses:

NCTPA:	Executive Director Napa County Transportation and Planning Agency 707 Randolph Street, Suite 100 625 Burnell <u>Street</u> Napa, California 94559
COUNTY OF NAPA:	Clerk of the Board of Supervisors Room 310, County Administration Building 1195 Third Street Napa, California 94559
CITY OF AMERICAN CANYON:	American Canyon City Clerk 300 Crawford Way American Canyon, California 94503
CITY OF NAPA:	Napa City Clerk 955 School Street Napa, California 94559
TOWN OF YOUNTVILLE:	Yountville Town Clerk 6550 Yount Street Yountville, California 94599
CITY OF ST. HELENA:	St. Helena City Clerk 1480 Main Street St. Helena, California 94574
CITY OF CALISTOGA:	Calistoga City Clerk 1232 Washington Street Calistoga, California 94515

SECTION 11. ASSIGNMENT, WITHDRAWAL AND TERMINATION

- 11.1 Assignment.** This Agreement shall be binding upon and inure to the benefit of the permitted successors and assigns of the Member Jurisdictions, except that no Member Jurisdiction shall assign any of its rights under this Agreement except to a duly-formed

public entity organized and existing under the laws of the State of California and then only when approved by amendment of this Agreement.

- 11.2 Withdrawal.** A Member Jurisdiction may withdraw from NCTPA without the consent of the other Member Jurisdictions by giving no less than ninety (90) days prior written notice to the NCTPA Board. A Member Jurisdiction may withdraw from NCTPA at any time with the written consent of all of the other Member Jurisdictions contained in an amendment of this Agreement. A Member Jurisdiction electing to withdraw prior to termination of the Agreement pursuant to Section 11.3 shall not be entitled to share in the distribution of assets provided for in Section 11.3.
- 11.3 Termination.** The Agreement shall continue in effect until terminated. The Agreement may be terminated at any time and NCTPA dissolved with the written consent of the majority of the then-existing Member Jurisdictions representing a majority of the votes on the NCTPA Board. Such consent shall be expressed in duly-authorized resolutions of the Member Jurisdictions.
- 11.4 Disposition of Assets.** In the event of termination of the Agreement and dissolution of NCTPA, any remaining assets of NCTPA shall be sold or, if sale is prohibited under the terms of original acquisition, returned to or otherwise disposed of at the direction of the party or persons from whom they were obtained. After all liabilities, encumbrances and liens have been paid, the proceeds of such sales shall be allocated proportionately to the Member Jurisdictions based upon their respective populations as determined by the latest California State Department of Finance population figures. Notwithstanding the foregoing, in accordance with Government Code section 6512, any funds remaining at the time of termination which were contributed by the Member Jurisdictions shall be returned to the Member Jurisdictions in proportion to the contributions made.

SECTION 12. AMENDMENTS

- 12.1 Method of Amendment.** Amendments to this Agreement shall be made only with the written consent of all then-existing Member Jurisdictions without regard to voting power on the NCTPA Board.

SECTION 13. WAIVER

- 13.1 Limitation.** Waiver by any Member Jurisdiction of breach of any provision of this Agreement shall not constitute a waiver of any other breach of such provision or of any other provision of this Agreement, nor shall failure to enforce any provision hereof operate as a waiver of such provision or of any other provision.

SECTION 14. SEVERABILITY

- 14.1 General.** Should any part, term or provision of this Agreement be decided by a final judgment of a court of competent jurisdiction to be illegal or in conflict with any State or federal law or regulation or any applicable local ordinance or otherwise be unenforceable

or ineffectual, the validity of the remaining parts, terms and provisions shall not be affected.

SECTION 15. SECTION HEADINGS

- 15.1 Effect.** All section numbers and headings contained in this Agreement are for convenience and reference only and are not intended to define or limit the scope of any provision of this Agreement.

SECTION 16. APPLICABLE LAW AND VENUE

- 16.1 Applicable Law.** The rights, obligations, duties and liabilities of NCTPA and of the Member Jurisdictions under this Agreement shall be interpreted in accordance with and governed by the law of the State of California.
- 16.2 Venue for Disputes.** Venue for any action filed by any Member Jurisdiction under state law to enforce this Agreement or any provision thereof shall be in the courts of Napa County. Venue for any action filed by any Member Jurisdiction under federal law or as a federal action shall be in the federal courts for the Northern District of California.

SECTION 17. NO RIGHTS CREATED IN THIRD PARTIES

- 17.1 No Rights for Third Parties.** The parties to this Agreement hereby expressly agree that it is not the intent of the parties to create, and this Agreement shall not be deemed or construed to create any third party beneficiaries or otherwise inure to the benefit of any third parties.

SECTION 18. ENTIRE AGREEMENT

- 18.1 Integrated Agreement.** The terms and provisions of this Agreement constitute the full and entire agreement between the Member Jurisdictions with respect to the matters covered herein. This Agreement supersedes any and all other communications, representations, proposals, understandings or agreements, either written or oral, between the Member Jurisdictions with respect to such subject matter, including any prior agreement or amendment thereto relating to the CMA.



July 17, 2013
NCTPA Agenda Item 10.4
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: Danielle Schmitz, Associate Planner
(707) 259-5968 / Email: dschmitz@nctpa.net
SUBJECT: Approval of Resolution No. 13-12 Adopting the Priority Development Area (PDA) Planning Program of Projects for FY 2013-14 through 2015-16

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve Resolution No. 13-12 (Attachment 1) adopting the Napa County Priority Development Area (PDA) Planning Program of Projects for FY 2013-14 through 2015-16 in the amount of \$750,000.

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

In November 2012 the Metropolitan Transportation Commission (MTC) established a PDA planning program for counties in the Bay Area. Napa County received \$750,000 for direct PDA support to fund planning efforts encouraging smart growth around public transit hubs, and to reduce emissions by encouraging residents, employees and visitors to use alternative transportation options. Projects funded through this program must be consistent with NCTPA's PDA Investment and Growth Strategy, which was adopted by the Board on April 17, 2013.

There are two PDAs in Napa County, the American Canyon Mixed-Use Corridor, and the City of Napa Downtown Napa – Soscol Gateway PDA.

PROCEDURAL REQUIREMENTS

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

FISCAL IMPACT

Is there a Fiscal Impact? Yes. \$750,000 in PDA Planning 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

In November 2012 the Metropolitan Transportation Commission (MTC) established a \$20 million PDA planning program for the 9-county Bay Area. Napa County received \$750,000 to fund PDA planning efforts that encourage smart growth as a means to reduce auto emissions. The use of the funds must be consistent with NCTPA's PDA Investment and Growth Strategy and cannot be distributed by formula.

Both the Cities of Napa and American Canyon have PDAs. The City of Napa has created a detailed PDA plan rendering it a *Planned PDA*. The City of American Canyon has not created a detailed PDA plan, consequently, its PDA is categorized as a Potential PDA.

Staff has met with the City of Napa and the City of American Canyon to discuss an approach for apportioning the \$750,000 between the two PDAs. The City of Napa has completed many of the planning elements for which these funds are intended. Nevertheless, the City of Napa has identified specific elements that would enhance their Downtown Specific Plan, and is requesting \$275,000. The City of American Canyon has requested \$475,000 to augment its PDA Development Plan. Both the City of Napa and American Canyon would obligate their grants directly through Caltrans. Funds must be authorized by FY 2015-16.

SUPPORTING DOCUMENTS

- Attachment: (1) Resolution No. 13-12
(2) MTC PDA Planning and Implementation Program Guidelines
(3) City of Napa Planning Program
(4) City of American Canyon Planning Program

RESOLUTION No. 13-12

**A RESOLUTION OF THE
NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (NCTPA)
ADOPTING THE PRIORITY DEVELOPMENT AREA (PDA) PLANNING
PROGRAM OF PROJECTS FOR FY 2013-14 THROUGH 2015-16**

WHEREAS, the Metropolitan Transportation Commission (MTC) has established a \$ 20 million Priority Development Area (PDA) Planning Program for the Bay Area; and

WHEREAS, that program is known as the Local Priority Development Area Planning and Implementation Program; and

WHEREAS, the Napa County Transportation and Planning Agency (NCTPA) has been designated the overall program manager for Napa County; and

WHEREAS, Napa has received \$750,000 in PDA planning funds to spend on PDA planning and development; and

WHEREAS, the NCTPA has approved a County Priority Development Area Investment and Growth Strategy; and

WHEREAS, the projects selected are consistent with the Priority Development Area Investment and Growth Strategy;

NOW THEREFORE BE IT RESOLVED by the Board of Directors that:

1. The foregoing recitals are true and correct.
2. The Napa County Transportation and Planning Agency adopts the program expenditures described in Exhibit A for the purpose of expending the PDA Planning Funds for Napa County.
3. The City of American Canyon and the City of Napa will obligate their grants through Caltrans and adhere to federal programming guidelines.
4. That the Executive Director or her designee is authorized to submit or request all necessary information to or from other agencies on behalf of the NCTPA, and to execute any other documents or certifications to gain and expend these funds as directed by the NCTPA Board.

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Passed and adopted this 17th day of July, 2013.

Keith Caldwell, NCTPA Chair

Ayes

Noes:

Absent:

ATTEST:

Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED:

Janice Killion, NCTPA Legal Counsel

EXHIBIT "A"

Project Sponsor	Project Description	Total
City of Napa	The City of Napa will supplement their Downtown Specific Plan with a PDA Implementation Program made up of three elements: an Infrastructure Financing Plan, Parking Management Strategy, and Active Transportation Improvements.	\$275,000
City of American Canyon	The City American Canyon will use the PDA planning funds to augment their PDA Specific Plan.	\$475,000
	Total	\$750,000



ATTACHMENT 2
NCTPA Board Agenda Item 10.4

**METROPOLITAN
TRANSPORTATION
COMMISSION**

July 17, 2013
Joseph P. Boudreau, Chair
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TTY/TDD 510.817.5769
FAX 510.817.5848
EMAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

Adrienne J. Tissier, Chair
San Mateo County

Amy Rein Worth, Vice Chair
Cities of Contra Costa County

Tom Acumbrado
U.S. Department of Housing
and Urban Development

Tom Bates
Cities of Alameda County

David Campos
City and County of San Francisco

Dave Cortese
Santa Clara County

Bill Dodd
Napa County and Cities

Dorene M. Giacomini
U.S. Department of Transportation

Federal D. Glover
Contra Costa County

Scott Haggerty
Alameda County

Anne W. Halsted
San Francisco Bay Conservation
and Development Commission

Steve Kinsey
Marin County and Cities

Sam Liccardo
San Jose Mayor's Appointee

Jake Mackenzie
Sonoma County and Cities

Joe Pirzynski
Cities of Santa Clara County

Jean Quan
City of Oakland

Bijan Sartipi
State Business, Transportation
and Housing Agency

James P. Sperring
Solano County and Cities

Scott Wiener
San Francisco Mayor's Appointee

Vacant
Association of Bay Area Governments

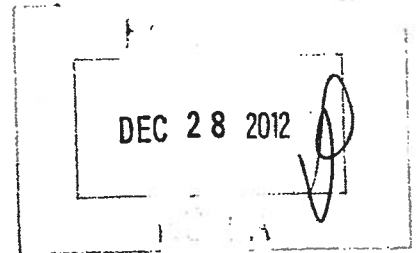
Vacant
Cities of San Mateo County

Steve Heminger
Executive Director

Ann Flenner
Deputy Executive Director, Policy

Andrew B. Fremier
Deputy Executive Director, Operations

December 21, 2012



Ms. Kate Miller
Napa County Transportation & Planning Agency
625 Burnell Street
Napa, CA 94559-3420

RE: Local Priority Development Area (PDA) Planning and Implementation Program

Dear Ms. Miller:

In November, the Commission finalized the establishment of a \$20 million planning program for counties in the region to support local planning activities in their priority development areas (PDAs). The attachments to this letter include pertinent sections of MTC Resolution 4035, describing the structure of the program and the amounts being made available to the eight congestion management agencies (CMAs) and the San Francisco Planning Department in the city and county of San Francisco. Also attached for reference are the guidelines MTC and ABAG used for the most recent cycle of PDA Planning grants.

There are three program requirements of note:

- Grants need to be aligned with the PDA Growth and Investment Strategy that each congestion management agency is preparing under the OneBayArea Grant Program. CMAs are required to distribute these funds on a non-formula basis that targets assistance to PDAs that are high impact and capable of early implementation.
- CMA program administration costs for the PDA Planning program may be no greater than 5% of the county distribution.
- Jurisdictions may either directly obligate their grants through Caltrans, the CMAs may choose to obligate the funding for pass through to local jurisdictions, or the CMA may request that ABAG administer the grant.

Ms. Kate Miller
Napa County Transportation & Planning Agency
December 21, 2012
Page 2

Staff will be contacting you shortly to discuss the next steps for accessing these funds through a Transportation Improvement Program (TIP) Revision and with additional guidance on eligible activities for Surface Transportation Program (STP) funds and the PDA Planning Program.

Sincerely,



Ann Flemer
Deputy Executive Director, Policy

AF: AB
Attachments

Regional PDA Implementation:

ABAG Funding: Funds directed to ABAG for implementation of PDAs.

Affordable TOD fund: This is a continuation of MTC's successful Transit Oriented Affordable Housing (TOAH) fund into Cycle 2 which successfully has leveraged a significant amount of outside funding. The TOD fund provides financing for the development of affordable housing and other vital community services near transit lines throughout the Bay Area. Through the Fund, developers can access flexible, affordable capital to purchase or improve available property near transit lines for the development of affordable housing, retail space and other critical services, such as child care centers, fresh food outlets and health clinics.

PDA Planning Grants: MTC and ABAG's PDA Planning Grant Program will place an emphasis on affordable housing production and preservation in funding agreements with grantees. Grants will be made to jurisdictions to provide support in planning for PDAs in areas such as providing housing, jobs, intensified land use, promoting alternative modes of travel to the single occupancy vehicle, and parking management. These studies will place a special focus on selected PDAs with a greater potential for residential displacement and develop and implement community risk reduction plans. Grants will be made to local jurisdictions to provide planning support as needed to meet regional housing goals. Also program funds will establish a new local planning assistance program to provide staff resources directly to jurisdictions to support local land-use planning for PDAs.

MTC will commence work with state and federal government to create private sector economic incentives to increase housing production.

Local Planning & Implementation: Funds are made available to support local jurisdictions in their planning and implementation of PDAs in each of the nine counties, developed through the county PDA Investment & Growth Strategy in consultation with ABAG and MTC. Funding is distributed to the county CMAs (with funds for San Francisco distributed to the City/County of San Francisco planning department) using the OBAG distribution formula with no county receiving less than \$750,000 as shown in Appendix 5. Local jurisdictions will either directly access these funds through Caltrans Local Assistance similar to other OBAG grants provided to them by the CMAs, the CMAs may choose to provide individual grants to local jurisdictions through a single program administered by the CMA, or the CMA may request that ABAG administer the grants in cooperation with the local jurisdictions. CMA grants to local jurisdictions and the expenditure of funds by the San Francisco Planning Department are to be aligned with the recommendations and priorities identified in their adopted PDA Growth and Investment Strategy; as well as to the PDA Planning Program guidelines as they apply only to those activities relevant to those guidelines. The CMAs are limited to using no more than 5% of the funds for program administration.

6. Climate Change Initiatives

The proposed funding for the Cycle 2 Climate Initiative Program is to support the implementation of strategies identified in Plan Bay Area to achieve the required CO2 emissions reductions per SB375 and federal criteria pollutant reductions. Staff will work with the Bay Area Air Quality Management District to implement this program.

7. Safe Routes to Schools

Within the Safe Routes to School Program (SR2S program) funding is distributed among the nine Bay Area counties based on K-12 total enrollment for private and public schools as reported by the

Appendix A-7

Cycle 2 County PDA Implementation FY 2012-13 through FY 2015-16 November 2012

County PDA Implementation

County	Administering Agency	OBAG Formula	PDA Planning Share *	County PDA Implementation Total
Alameda	ACTC	20.2%	19.5%	\$3,905,000
Contra Costa	CCTA	14.2%	13.7%	\$2,745,000
Marin	TAM	2.8%	3.8%	\$750,000
Napa	NCTPA	1.7%	3.8%	\$750,000
San Francisco **	City/County of SF	12.3%	11.9%	\$2,380,000
San Mateo	SMCCAG	8.3%	8.0%	\$1,608,000
Santa Clara	VTA	27.6%	26.7%	\$5,349,000
Solano	STA	5.5%	5.3%	\$1,066,000
Sonoma	SCTA	7.5%	7.2%	\$1,447,000
County PDA Implementation Total:		100.0%	100.0%	\$20,000,000

J:\PROJECT\Funding\T4 - New Act\T4 - STP-CMAQ\T4 Cycle Programming\T4 Second Cycle\Cycle 2 Policy Dev\One Bay Area Grant\[(Cycle 2 STP-CMAQ-TE Fund Source Distribution.xls)CMA Planning

* County minimum of \$750,000 for Marin and Napa results in actual PDA Implementation share different than OBAG formula share

** Funding for San Francisco to be provided to San Francisco City/County planning department



ABAG

**PDA Planning Program
CYCLE FIVE
PROGRAM GUIDELINES**



PROGRAM DESCRIPTION & GENERAL GUIDANCE

The PDA Planning Program is an initiative to finance planning in Priority Development Areas (PDA) that will result in intensified land uses around public transit hubs and bus and rail corridors in the nine-county San Francisco Bay Area. The key goals of this program are to:

- (1) Increase both the housing supply, including affordable housing for low-income residents, and jobs within the planning area
- (2) By increasing land use intensities in the planning area, boost transit ridership and thereby reduce vehicle miles traveled (VMT) by PDA residents, employees and visitors
- (3) Increase walking, bicycling, carpooling and carsharing by effectively managing parking and driving while promoting multimodal connections for residents, employees and visitors within the PDA
- (4) Locate key services and retail within the planning area.

Grantees must address all PDA planning elements listed below under Planning Elements. If a precise or specific plan encompassing the PDA has been completed or amended within the last 10 years, select planning elements may be excluded from the planning process. An explanation of how these elements have been addressed must be included in the application.

Note that some of the planning elements listed below (i.e. multimodal access and connectivity, parking demand analysis) should address the relationship between the identified planning area and key surrounding land uses outside of the planning boundaries.

Jurisdictions must be prepared to comply with all federal contracting requirements associated with planning grant funds.

Grant funding works on a reimbursement basis for agreed-upon deliverables associated with the scope of work for the project. The grant and match are to cover direct project costs, including staff and project oversight.

Specific plans—or an equivalent—are preferred due to the ability to conduct programmatic Environmental Impact Reports (EIRs) on the plan in order to facilitate the development process. EIRs are strongly recommended as part of the proposed planning process, although not required. However, there must be a strong implementation component for any planning process funded through this program, including agreement by the local jurisdiction to formally adopt the completed plan. Refer to the chart below for specific award guidelines by place-type. A description of development guidelines associated with each FOCUS Program place-type is found in Appendix 2.

Award Guidelines by Place-type

Place-type	Regional Center, City Center, Suburban Center, Urban Neighborhood	Transit Neighborhood, Transit Town Center, Mixed-Use Corridor, Employment Center
Award	<ul style="list-style-type: none"> ▪ Up to \$750,000 if both Specific Plan & EIR ▪ Up to \$400,000 if EIR only 	<ul style="list-style-type: none"> ▪ Up to \$500,000 if both Specific Plan & EIR ▪ Up to \$250,000 if EIR only
Outcome	Specific Plan and/or EIR	Specific Plan and/or EIR

PLANNING ELEMENTS

Plans funded under this program should address the Station Area Planning Principles outlined in the *Station Area Planning Manual* (http://www.mtc.ca.gov/planning/smart_growth/Station_Area_Planning_Manual_Nov07.pdf). At a minimum, plans should include the planning elements listed below.

As noted above, if a precise or specific plan encompassing the planning area has been completed or amended within the last 10 years, select planning elements from the list below may be excluded from the planning process. In that case, the applicant should outline the requested needs and explain how all remaining planning elements outlined below have been satisfied.

A detailed description of each planning element is included in **Appendix 1**. Additional information is also found in the *Station Area Planning Manual* referenced above.

- (1) An **overview profile** of the planning area including demographic and socio-economic characteristics, transit/travel patterns and use, physical aspects of the PDA, as well as any known issues to be addressed in the planning process
- (2) A significant public **outreach and community involvement** process targeting traditionally under-served populations
- (3) The development of several detailed **land use alternatives**
- (4) A **market demand analysis** for housing at all levels of affordability, jobs and retail in the planning area
- (5) A **housing strategy** that promotes housing affordable to low-income residents and attempts **to minimize displacement** of existing residents
- (6) A multi-modal **access and connectivity** component
- (7) **Pedestrian-friendly design standards** for streets, buildings and open space
- (8) An **accessibility analysis** for people with disabilities that ensures fully accessible transit stations, paths of travel between stations and surrounding areas, and visitable and habitable housing units
- (9) A **parking analysis** to create a parking policy and management element that aims at reducing parking demand and supply through pricing, zoning, and support for alternative modes
- (10) An **infrastructure development analysis** and budget
- (11) An **implementation plan**, along with a financing strategy, to ensure that the plan will be adopted and all necessary supporting policies, zoning, and programs will be updated.



www.cityofnapa.org

ATTACHMENT 3
NCTPA Board Agenda Item 10.4
COMMUNITY DEVELOPMENT DEPARTMENT
July 17, 2013
PLANNING DIVISION
1600 First Street
Mailing Address:
P.O. Box 660
Napa, California 94559-0660
Phone: 707-257-9530
Fax: 707-257-9522
TTY: (707) 257-9506

June 28, 2013

Napa County Transportation & Planning Agency
Attn: Kate Miller, Executive Director
625 Burnell Street
Napa, CA 94559

Re: Request for PDA Planning Grant Funds

Dear Ms. Miller:

The City of Napa is pleased to submit this request for a Priority Development Area Planning Program grant to complete planning activities necessary to support and facilitate planned growth within the designated Priority Development Area (PDA).

As you know, a considerable amount of resources has been spent by the City of Napa, NCTPA and ABAG in partnership to support and approve a PDA for the Downtown Napa and Soscol Gateway Corridor providing a common vision for city-centered infill development. These efforts were a natural outgrowth of the Downtown Specific Plan, which was approved by the City in May 2012 and provided for an intensive mix of residential and commercial uses in an area well-served by existing and future planned transit opportunities.

The Downtown Specific Plan addresses many of the planning elements contained in MTC's Station Area Planning Manual, but additional planning is needed by the City of Napa to address three following areas of Napa's PDA Implementation Project for which we are requesting PDA grant funds: (1) Infrastructure Financing Plan, (2) Parking Management Strategy, and (3) Active Transportation Improvements.

Thank you again for the opportunity to apply for these PDA Grant funds. As described in the attached project summary, the City will use these funds to implement programs identified in the City's PDA Implementation Program and are vital to accommodate and stimulate planned growth within the PDA designated as a Transit Neighborhood.

If you have any questions regarding this application for grant funds, please do not hesitate to call me at 707-257-9530.

Sincerely,

Rick Tooker
Community Development Director

CITY OF NAPA

PRIORITY DEVELOPMENT AREA (PDA) IMPLEMENTATION PROJECT

The City of Napa requests \$275,000 in PDA Planning Program grant funding for programming the following Priority Development Area Implementation Project:

PHASE 1: PDA INFRASTRUCTURE FINANCING STRATEGY

The City has spent a considerable amount of time and resources developing a vision for the Downtown Napa and Soscol Corridor Gateway area, an approved City of Napa Priority Development Area (PDA). A redevelopment project area was formed to finance the \$51 million in improvements for interior drainage, major street improvements, local streets, pedestrian trails/connectors, and street medians in the Soscol Gateway area; however, redevelopment has been dissolved by the State, eliminating tax increment financing as the primary funding source for these activities. The City's other funding sources are not viable to cover these costs. Similarly, the Downtown Specific Plan adopted in May 2012 estimated the cost of improvements at \$38 million for circulation and pedestrian enhancements, drainage, water/wastewater, parks, plazas and open space, and public parking. Chief among the funding options identified for these improvements was property tax increment through infrastructure financing districts, but utilization of this tool is reliant on passage of clean-up legislation which the Governor vetoed in 2012, stating he wanted to make sure the winding down of redevelopment agencies was complete. The redevelopment dissolution process is expected to take several more years, so it is uncertain what the Governor will do when more infrastructure financing bills make their way to his desk for signature in 2013. In the absence of a more robust revenue stream like property tax increment financing, a financial strategy is needed to determine how best to address the significant costs of implementation of these improvements that are necessary for achieving the vision of an active, mixed use and transit supportive city center.

The PDA Infrastructure Financing Strategy would address the following:

What financial resources does the City have for priority infrastructure improvements within the PDA?

What financing tools can or should the City pursue in the absence of property tax increment financing through redevelopment?

What resources can be leveraged for financing of infrastructure needed to stimulate growth and investment within the PDA?

Without 20% set-aside for affordable housing, are there other dependable resources to help build affordable housing?

Should infrastructure/development priorities be adjusted in light of constrained resources and other competing demands for those resources?

Phase Budget: \$100,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant Funds (Federal): \$88,530

Local Match/City of Napa General Fund (11.47%): \$11,470

(Community Development Department, Professional Services, Non-Recurring)

Tentative Schedule:

Phase Initiation: January, 2014

Phase Completion: December, 2014

Deliverable: Infrastructure Financing Strategy document.

PHASE 2: PDA PARKING MANAGEMENT STRATEGY

Utilizing the Downtown Specific Plan's parking supply and demand figures, the PDA Parking Management Strategy would provide a strategy for managing parking demand within the City's Priority Development Area. The strategy would review the effectiveness of current parking-related programs, including the City's parking impact fee program and boundaries of the "parking exempt" district. It would also evaluate the feasibility of new parking programs such as the ability to charge for on-street parking.

A second component of the PDA Parking Management Strategy would be to assess the adequacy of the City's existing public parking facilities (e.g., capacity, proximity to demand, facility life expectancy, and modifications or improvements to extend the life of existing facilities). This component would consider alternatives for public parking replacement by identifying optimal locations for parking facilities within the PDA area and a replacement phasing strategy. The Strategy would also include options for public financing (which may also be incorporated into the proposed infrastructure financing strategy), recommend other possible tools to generate revenue for the City to, together with private development and

partnerships, fund parking improvements, and consider mechanisms for establishing reserves for ongoing operations and maintenance of parking facilities within the PDA.

Phase Budget: \$100,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant Funds (Federal): \$88,530

Local Match/City of Napa General Fund (11.47%): \$11,470

(Community Development Department, Professional Services, Non-Recurring)

Tentative Schedule:

Phase Initiation: July, 2014

Phase Completion: October, 2015

Deliverable: Parking Management Strategy document.

PHASE 3: PDA ACTIVE TRANSPORTATION IMPROVEMENT PROJECT

In May, 2012, the City of Napa adopted a Specific Plan for its downtown area – which is part of the City’s Priority Development Area. The Specific Plan was prepared with the intent of building upon and enhancing the downtown’s role as the center of civic, business and cultural activities in the community. Among its goals are the promotion of mixed-use development (including a range of housing options and densities); continued cultivation of a multi-modal transportation network for pedestrians, bicyclists, public transit, river transport and cars; and the improvement of linkages to public gathering places within the downtown area.

To achieve the goal of moving towards a complete streets program that makes it easy to cross the street and walk to shops, transit and places of employment the Specific Plan identifies (among other improvements) a need for pedestrian-related improvements within the plan area. Amenities and facilities envisioned to be upgraded include pedestrian crossings at primary and secondary road intersections, sidewalks, bus shelters, bike racks, various street furnishings and pedestrian plaza areas. Although the Specific Plan establishes a framework to guide such improvements, it does not provide a block-by-block assessment of conditions.

The Active Transportation Improvement Project would examine contextual and physical conditions at a fine-grain level of detail to establish a specific program focused on the design and installation of pedestrian-related improvements. The plan would include cohesive themes

and specifications for special crosswalk treatments, bulbouts and sidewalk design standards, and seek opportunities to strengthen linkages for pedestrian and bicycle connections. The plan would identify locations and specifications for seating, including benches, moveable chairs and leaning rails transportation furnishings such as bike racks and bus stop shelters (in collaboration with Napa County Transportation & Planning Agency), tree species and grates, planters and other landscaping elements; lighting; newspaper stands; trash and recycling receptacles; and where possible, create locations for integration with future public art.

Total Project Budget: \$75,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant Funds (Federal): \$66,397

Local Match/City of Napa General Fund (11.47%): \$8,603
(Community Development Department, Professional Services)

Tentative Schedule:

Phase Initiation: October, 2014

Phase Completion: September, 2015

Deliverable: Pedestrian Improvement Plan document.



CITY OF AMERICAN CANYON

July 1, 2013

Napa County Transportation & Planning Agency
Attn: Kate Miller, Executive Director
625 Burnell Street
Napa, CA 94559

Subject: Request for PDA Planning Grant Funds

Dear Ms. Miller:

The City of American Canyon is pleased to submit this request for a Priority Development Area Planning Program grant to complete planning activities necessary to support and facilitate planned growth within the Highway 29 Priority Development Area (PDA).

In October 2011, Caltrans approved a Program Supplement Agreement to fund planning efforts for the Highway 29 PDA. The major objectives for this initial planning effort are intended to complete a Specific Plan that will maximize mobility through the SR Corridor for automobiles, transit, pedestrians and bicycles. Much progress was accomplished through the update to the City's Circulation Element, particularly with the revision to the plan for Highway 29. In addition, NCTPA's Highway 29 corridor study will provide a solid foundation to build upon with the Specific Plan. Other major objectives include establishment of commercial and residential densities, design guidelines, transit enhancements, parks, open space, and pedestrian connections, including potential pedestrian overcrossings of Highway 29; zoning code amendments, identification of funding sources for Highway 29 complete street enhancements; and completion of environmental review of the plan. The first invoice was sent from the City to Caltrans on March 5, 2013.

The contribution of additional PDA grant fund will strengthen the plan by allowing for additional programs and enhancements to studies that are vital to accommodate and stimulate planned growth within the Highway 29 Corridor PDA.

If you have any questions regarding this application for grant funds, I may be contacted at (707) 647-4335.

Sincerely,

Brent Cooper, AICP
Community Development Director



City of American Canyon
Priority Development Area (PDA) Specific Plan

Element 1: Priority Development Area (PDA) Profile

Goal: Brief initial report providing an overview of demographic and socio-economic characteristics of the planning area, transit/travel patterns and use, physical aspects of the planning area, as well as any known issues that will need to be considered or addressed in the planning process. Context for the relationship between the planning area and the jurisdiction's surrounding area should be provided.

Element Budget: \$10,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$8,853

Local Match/City of American Canyon General Fund (11.47%): \$1,147

Tentative Schedule:

Element Initiation: October 2013

Element Completion: December 2013

Deliverable: Report describing the planning area. The information contained in this report should be referenced throughout the planning process in the development of subsequent planning elements

Element 2: Community Involvement Plan

Goal: Create a collaborative planning process with community stakeholders, including residents, business proprietors, property owners, transit agencies, neighborhood associations, non-profit or other community or faith-based organizations, etc. Special attention should be paid to involve community groups and minority, low-income, youth, renter, and non- English speaking populations. The purpose of the collaboration is to solicit comments from these stakeholders, review preliminary findings with them, and utilize their perspective in developing a vision for the planning area. The outcome of successful community involvement is broad-based community support for the final plan, as well as for the process to develop the plan.

Element Budget: \$150,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$132,795

Local Match/City of American Canyon General Fund (11.47%): \$17,205

Tentative Schedule:

Element Initiation: October 2013

Element Completion: December 2013:

Deliverable: Report describing the planning area. The information contained in this report should be referenced throughout the planning process in the development of subsequent planning elements

Element 3: Land Use Alternatives Analysis

Goal: Development of several land use alternatives or visions over the long term, their impacts upon the existing community and neighboring land uses, the feasibility of instituting each alternative, and the selection of a preferred development scenario. The alternatives should include an analysis of potentially incompatible land uses and resulting exposure issues.

- Consider the time horizon for the feasibility of each scenario
- Review existing place-type for the planning area; does the place type change based on the community's vision in the preferred alternative?
- Develop options for different development scenarios early in the process to allow for discussion and input from community and key stakeholders (see Community Involvement)

Element Budget: \$20,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$17,706

Local Match/City of American Canyon General Fund (11.47%): \$2,294

Tentative Schedule:

Element Initiation: October 2013

Element Completion: June 2014:

Deliverable: Memo including:

- Alternatives considered
- Process for selecting the preferred alternative
- Description of the preferred alternative
- Supporting maps, i.e. land use map, circulation map, density/form map

Element 4: Land Use Market Demand Analysis

Goal: An analysis of the future market demand for higher density-housing at all levels of affordability, retail, commercial and industrial (if appropriate) uses. The analysis should consider an assessment of trends with a long-range perspective on the market for housing for all income

groups, mixed use development, commercial (i.e. retail, entertainment, etc.), office and medical office uses. The trend analysis should reflect outcomes identified in the Alternatives Analysis. Elements to include in Market Demand Analysis.

Element Budget: \$20,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$17,706

Local Match/City of American Canyon General Fund (11.47%): \$2,294

Tentative Schedule:

Element Initiation: October 2013

Element Completion: October 2014

Deliverable: A report containing current conditions, as well as short-term and long-term potential for employment, housing and commercial development in the planning area. Analysis should link back to the preferred vision identified in the Alternatives Analysis

Element 5: Affordable Housing and Anti-Displacement Strategy

Goal: Develop a strategy to provide existing and future plan area residents with a range of housing options that are affordable to households at all income levels. The strategy should include the following features:

- Describe existing preservation policies to maintain neighborhood affordability and additional zoning changes or policies needed;
- Quantify the expected need for affordable housing, by income level, in the plan area based on the characteristics of the existing and expected future population.
- Demonstrate consistency with the jurisdiction's Regional Housing Need Allocation and the sites and policies identified in the Housing Element
- Identify potential funding sources available to develop affordable housing
- Identify the market potential for housing types of all income levels.

Element Budget: \$30,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$26,559

Local Match/City of American Canyon General Fund (11.47%): \$3,441

Tentative Schedule:

Element Initiation: October 2013

Element Completion: July 2014

Deliverable: A report that outlines the plan's approach to providing a range of affordable housing options to existing and future residents, based on the elements identified above.

Element 6: Multimodal Access & Connectivity Strategy Plan

Goal: Work with the NCTPA to identify strategies for improving bus access to rail stations and ferry terminals and frequency of feeder services (in consultation with transit providers) as well as pedestrian, bicycle and auto access and safety. Multi-modal connections between transit stations and high-density housing, surrounding neighborhood amenities, activity nodes, and open space should be emphasized. This should apply throughout the planning area boundaries (include significant nodes outside plan area boundaries).

Features to include in this plan include

- Consolidate and minimize driveways
- Identification of primary pedestrian routes
- Accommodate ADA requirements
- Incorporate Countywide and City Bike Plans
- Bike lane treatments at intersection
- Transit Connectivity
- Minimize auto and pedestrian/bicycle conflicts.

Element Budget: \$20,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$17,706

Local Match/City of American Canyon General Fund (11.47%): \$2,294

Tentative Schedule:

Element Initiation: October 2013

Element Completion: October 2014

Deliverable: Multimodal access and connectivity plan/memo and pedestrian-friendly design standards or similar (See Pedestrian-Friendly Design Standards)

Element 7: Pedestrian-Friendly Design Standards

Goal: Building, open space and street design standards that focus on pedestrian-oriented design enhances the walking environment and increases pedestrian comfort and convenience as well as the safety and security of transit patrons in and around the plan area.

Develop context-sensitive design solutions for a variety of design elements, which can be viewed as best practices, and can be considered a base from which to work for the design elements included in the plan.

Possible approaches that prioritize pedestrians:

- Pedestrian Friendly Design Guidelines

- Form Based Code
- Street Design Guidelines
- Context Sensitive Solutions

Element Budget: \$20,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$17,706

Local Match/City of American Canyon General Fund (11.47%): \$2,294

Tentative Schedule:

Element Initiation: January 2014

Element Completion: October 2015

Deliverable: See Multimodal Access and Connectivity Component

Element 8: Accessible Design

Goal: If new housing is proposed within the planning area, at least 10% of townhomes should be habitable by persons with disabilities. This goal will be accomplished along with creating an environment conducive to people with disabilities by creating an accessibility plan for people with disabilities, ensuring fully accessible transit stations, accessible paths of travel between the stations and surrounding areas, and visitable and habitable housing units adjacent to transit stations and in the planning area where feasible.

Considerations when developing the Accessibility Plan

- Do new housing units (including townhomes) in the planning area incorporate universal design, or are habitable by persons with mobility limitations (e.g. have accessible bathrooms and bedrooms, or can be converted through universal design)?
- Does your jurisdiction have a policy to incorporate universal design in new housing developments in the planning area? If yes, what is the policy and how will it apply to the planning area?
- Describe the path of access to and from transit and essential services within a ½ mile from existing and planned housing units in the planning area. Description should include width of sidewalks, presence of curb cuts, physical barriers that would prevent persons with mobility limitations from access, and enhancements that would facilitate access.

Element Budget: \$20,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$17,706

Local Match/City of American Canyon General Fund (11.47%): \$2,294

Tentative Schedule:

Element Initiation: January 2014

Element Completion: October 2015

Deliverable: Memo containing how the planning area will accommodate persons with disabilities, both in path of travel to/from transit and surrounding destinations, as well as habitable and visitable housing units.

Element 9: Parking Policy and Management Plan

Goal: Create a parking policy and management element that aims at reducing parking demand within the corridor by focusing on a complete community approach supported by pricing, zoning, and support for alternative modes. Pricing and zoning requirements have the largest impact on parking demand. However, in the small town context, direct pricing of parking has limited practicality. The plan should include requirements on new developments/uses, and employers in the planning area as described below.

- Reduce parking requirements for mixed use developments that make it easy for users to access residential, commercial, and employment uses without the use of an automobile.
- Investigate feasibility of car-share programs
- Zoning requirements for bicycle parking, pedestrian accessibility,
- transit passes

Element Budget: \$20,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$17,706

Local Match/City of American Canyon General Fund (11.47%): \$2,294

Tentative Schedule:

Element Initiation: January 2014

Element Completion: October 2015

Deliverable: Parking management plan/memo incorporating elements listed above

Element 10: Infrastructure Development and Budget

Goal: Describe existing public infrastructure (streets and roadways, sidewalks, bike lanes and racks, utilities, street furniture, street trees, parking, stormwater management, etc.) and public facilities/services (transit stations/shelters, libraries, parks, centers, schools, police/fire, etc.) within the planning area, determine improvements needed to meet the demands of the existing and anticipated service population, develop cost estimates, and identify potential funding mechanisms for necessary improvements and maintenance.

Considerations:

- Describe existing public infrastructure and facilities and highlight strengths/weaknesses in the PDA Profile
- Incorporate findings from the Market Demand Analysis
 - For example, if the Market Demand Analysis finds that higher density housing can be accommodated; will utility pipe upgrades be needed?
- Factor in regulatory requirements for new development (e.g. stormwater or fire protection)
- Coordinate with local service agencies, such as school districts, police and fire to determine potential budget/facility impacts as a result of new development
- Specific mapping or analysis may be needed to fill in data gaps to assess infrastructure needs and identify service factors for estimating costs (e.g. cost per service population or per user)
- Conduct a fiscal impact analysis to determine the impact of the plan on public services and determine appropriate financing strategies to meet costs
- Prioritize/phase improvements and include in Implementation Plan and Financing Strategy

Element Budget: \$20,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$17,706

Local Match/City of American Canyon General Fund (11.47%): \$2,294

Tentative Schedule:

Element Initiation: October 2014

Element Completion: October 2015

Deliverable: Memo outlining infrastructure development and budget

Element 11: Implementation Plan and Financing Strategy

Goal: List action items necessary to implement the goals of the plan and identify responsible department, cost estimates, potential revenue sources, and timeframe for completion.

Considerations:

- Identify action items for each topical section (e.g. land use or connectivity) of the plan to implement the goals of that section and for overall plan implementation, such as programmatic changes to incorporate new programs.
- Action items should be categorized and listed in a logical format (e.g. bulleted list and/or table)
- Each action item should be assigned a time frame for implementation (e.g. short 0-2 years, medium 3 to 5 years, long-term 6+ years) to easily identify immediate next steps and longer term priorities.
- Each action should have a cost estimate and potential funding sources
- Each action item should be assigned to a responsible department

- Evaluate opportunities for neighborhood groups/other organizations to implement/assist with projects (e.g. street clean-up)
- Establish a mechanism for annual review of plan implementation progress and priorities (e.g. annual staff status report to planning commission/city council or have each department review implementation action items and incorporate into their departmental budget review process)

Element Budget: \$20,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$17,706

Local Match/City of American Canyon General Fund (11.47%): \$2,294

Tentative Schedule:

Element Initiation: October 2014

Element Completion: October 2015

Deliverable: Implementation Plan with Financing Strategy

Preparation for Plan Implementation

Goal: Prepare an environmental assessment (EA) consistent with the National Environmental Policy Act (NEPA) requirements for the Highway 29 Corridor PDA Specific Plan. This may lead to the filing of a Categorical Exclusion, a finding of No Significant Impact, or an Environmental Impact Statement. Completion of the NEPA process will increase the city's eligibility to qualify for Federal grants to pay for infrastructure in the PDA.

Element Budget: \$150,000 (including 5% administrative costs)

Funding Sources:

PDA Planning Grant (Federal): \$132,795

Local Match/City of American Canyon General Fund (11.47%): \$17,205

Tentative Schedule:

Element Initiation: January 2014

Element Completion: October 2015

Deliverable: Categorical Exclusion, a finding of No Significant Impact, or an Environmental Impact Statement.



July 17, 2013
NCTPA Agenda Item 10.5
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 & Compliance Officer
(707) 259-8636 / Email: lgawell@nctpa.net
SUBJECT: Approval of NCTPA's Overall Work Program for FY 2013-14

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board approve the agency's Overall Work Program (OWP) (Attachment 1) for FY 2013-14.

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

Each year the agency prepares and the Board adopts an Overall Work program (OWP) that guides the workload and activities of the agency for the fiscal year. Last year's OWP included a host of major changes designed to make the document more functional and user friendly, enabling the public and outside entities to more easily comprehend the roles of the organization and the delineation between NCTPA's planning, public transit, and other activities. This year's OWP maintains these conventions and adds a new feature that allows the user to tie most work elements back to the agency's Joint Powers Agreement/Authority.

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

Each year the agency prepares and the Board adopts an Overall Work program (OWP) that guides the workload and activities of the agency for the fiscal year. The plan:

- Describes the comprehensive planning and agency activities to be conducted by NCTPA;
- Provides an opportunity for an open review of the planning process and activities of the agency;
- Serves as a reference to be used by citizens, planners and elected officials throughout the year to understand NCTPA's objectives and how these will be met through the regional comprehensive planning process and agency efforts;
- Serves as a Management tool for comprehensive planning and workload management;
- Serves as documentation to support the various federal, state and regional grants that finance the planning program.

Last year's OWP included a host of major changes designed to make the document more functional and user friendly, enabling the public and outside entities to more easily comprehend the roles of the organization and the delineation between NCTPA's planning, public transit, and other activities. This year's OWP maintains these conventions and adds a new feature that allows the user to tie most work elements back to the agency's Joint Powers Agreement/Authority (JPA).

NCTPA's Joint Powers Agreement enumerates three principle purposes for the organization's existence and twenty-one (21) specific duties, responsibilities and/or approved powers. Other than standard ministerial tasks, all undertakings and work efforts of the agency should connect directly to the JPA. To that end, most work elements in this year's OWP display a letter and number associated with the chart on page 10 of the document. This allows the reader to connect the activities of the individual work element to the JPA.

Given much of NCTPA's work is on-going, most of the work elements included in the 2012-13 OWP remain in the 2013-14 edition; although their contents, task and deadlines have been updated. Old elements for the Congestion Management Program

and the Short Range Transit Plan have been deleted. New Elements have been added for Countywide Strategic Transportation Planning and Route Studies an Updates.

SUPPORTING DOCUMENTS

Attachment: (1) NCTPA Overall Work Program 2013-2014 (Provided separately in Board member packets only. Document is available at the NCTPA office, 625 Burnell Street Napa CA)



July 17, 2013
NCTPA Agenda Item 10.6

Continued From: New

Action Requested: **INFORMATION/ACTION**

NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Tom Roberts, Manager of Public Transit
(707) 259-8635/ Email: troberts@nctpa.net
SUBJECT: Discontinue Service by the Route 29 to the Imola Park and Ride Lot
and Re-Route to the Soscol Gateway Transit Center

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board be informed about discontinuing service by the Route 29 to the Imola Park and Ride lot and to re-route the service to the Soscol Gateway Transit Center (SGTC)

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

Roughly ten riders a day board the Route 29 Express at the Caltrans-owned Imola Park and Ride lot. The majority of riders are being dropped off or picked up and are not parking cars in the lot.

NCTPA receives frequent complaints regarding the lack of amenities and unsafe conditions at this location and it is perceived to be a detriment to ridership growth. Improvements required to remedy these concerns are either too costly to justify or impractical to implement. Furthermore, Caltrans owns the lot and consequently, any capital improvement could be temporary should Caltrans identify other purposes for the facility.

AM and PM runs of the Route 29 serve the Imola location and not the SGTC, which is more strategically located to downtown and where many of the system connections are made. Mid-day Route 29 services the SGTC but not the Imola location. It is impractical from a scheduling perspective to service both locations on the same run(s)

because riders wishing to utilize the Route 29 for less than a full day cannot return to their point of origin, discouraging ridership.

For these reasons staff is recommending the discontinuation of service by the Route 29 to the Imola Park and Ride lot and re-route the service for all runs to the SGTC.

This is being brought to the board as an information item only and to afford public comment of the proposed change. Changes of this nature are within the purview of the Executive Director and are based on service policies that have been previously approved by the Board.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment

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

Since the launch of the VINE Route 29 Commuter Express in the summer of 2009, the service has made early AM and PM stops in the City of Napa at the Imola Park and Ride lot. On average nine to ten people a day Board the Route at this location. The majority of these riders are dropped off or picked up and do not use the Imola facility to park their cars.

The Imola Park and Ride lot is Caltrans property and accessed from Golden Gate Drive. Buses cannot drive through the lot to turn around and passengers are forced to walk the equivalent of 2 blocks on marginal pedestrian facilities and board buses on Imola Avenue. On the return route, passengers are dropped off on the north side of Imola Avenue and have to dash across a busy, un-signalized intersection. Figures A and B illustrate on page 3 of this memo illustrate these issues.

A number of passengers have complained about these conditions but remedying the issues would be cost prohibitive and impractical. To redesign the Caltrans Park and Ride lot to allow buses to drive into the facility, turn around, and add passenger amenities would take years and likely hundreds of thousands of dollars. Furthermore, any improvements to the facility could be temporary should Caltrans repurpose the land.

In addition, there is no practical way to create a more direct pedestrian connection between the lot and Imola Avenue short of purchasing and improving a piece of private property presently slated for the construction of an apartment building.

Figure A: Park and Ride Lot, Stop and Pedestrian Route.

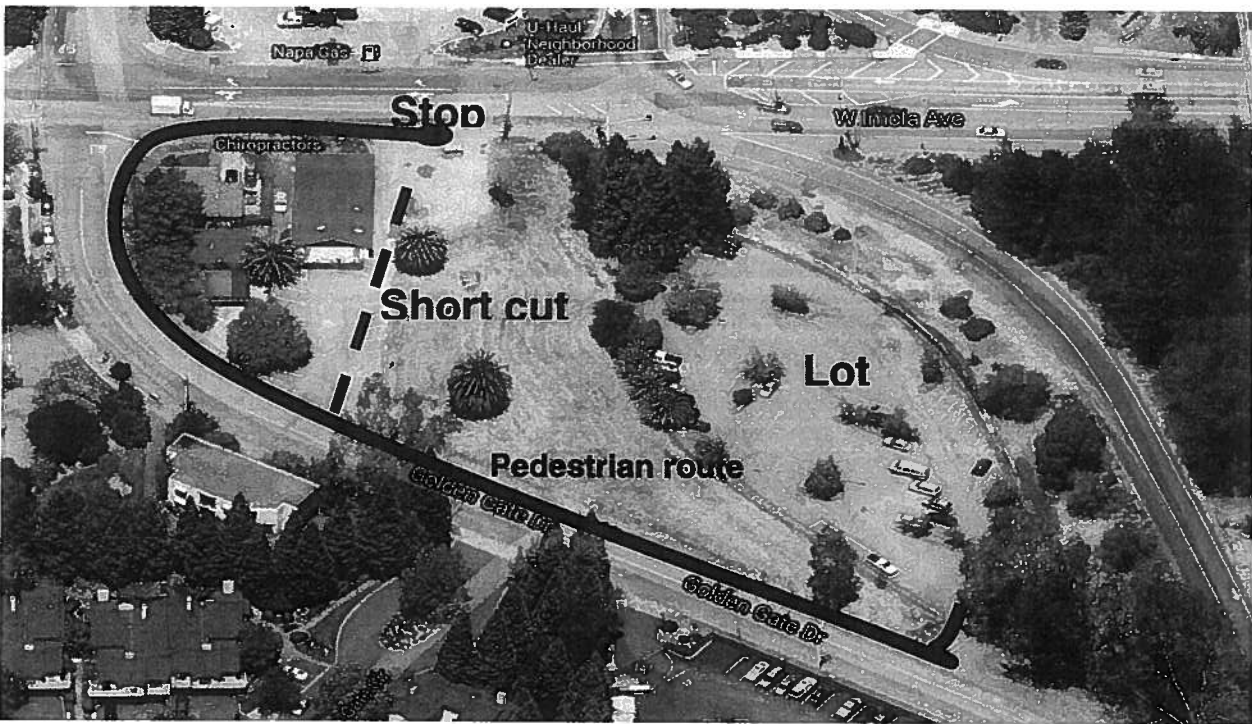
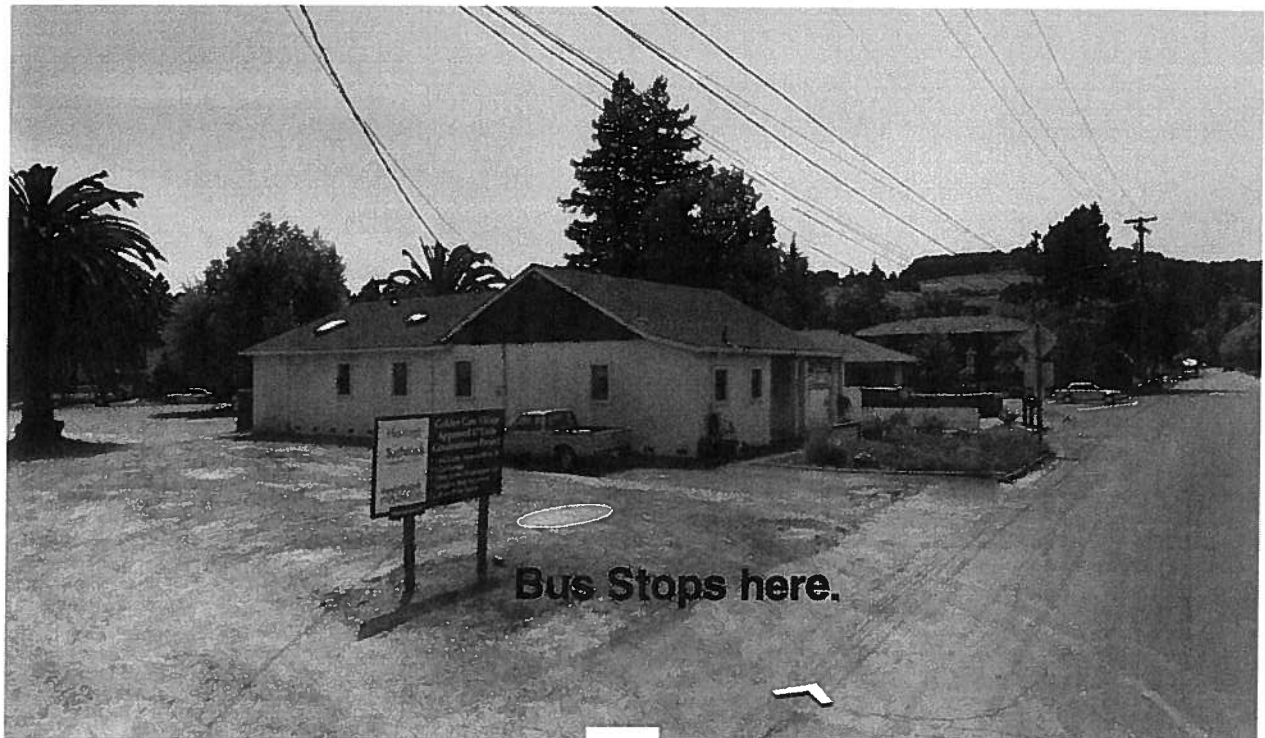
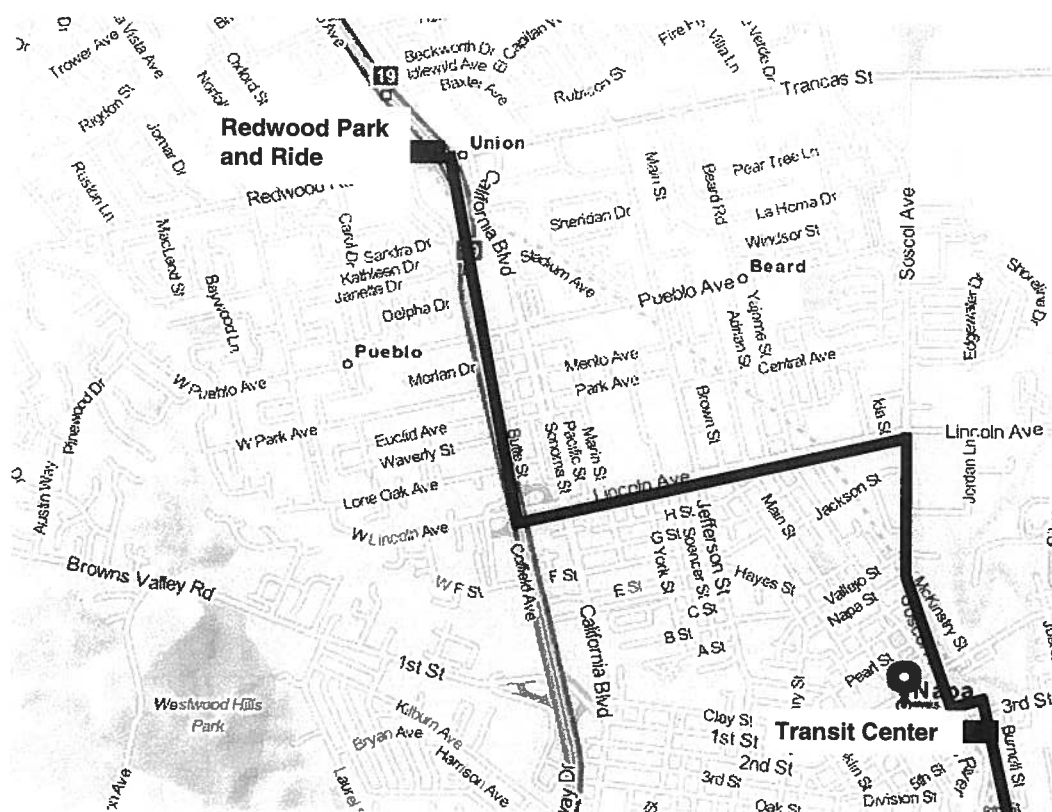


Figure B: Present bus stop location.



It is impractical to service both the Imola Park and Ride Lot and the SGTC on the same run as it undermines route efficiency and on time performance.

Given the challenges associated to improve the Imola Park and Ride lot, the small number of riders boarding at that location, the superior passenger amenities and availability of parking at the Soscot Gateway Transit Center, and the fact that most VINE routes make connections at the SGTC, staff recommends discontinuation of service by the Route 29 to the Imola Park and Ride lot and re-routing the service to the Soscot Gateway Transit Center via Lincoln Avenue as shown below.



SUPPORTING DOCUMENTS

None.



July 17, 2013
NCTPA Agenda Item 10.7
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: Tom Roberts, Manager of Public Transit
(707) 259-8635/ Email: troberts@nctpa.net
SUBJECT: Adoption of FY 2013 – FY 2022 Short Range Transit Plan

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board adopt the FY 2013 – 2022 Short Range Transit Plan (SRTP).

COMMITTEE RECOMMENDATION

None.

EXECUTIVE SUMMARY

Every four years the agency develops and adopts its Short Range Transit Plan (SRTP). The SRTP is used by the agency to help determine the most efficient and effective use of current and future resources to meet existing and future projected transit needs for the residents of Napa County. This planning effort involves a thorough assessment of system performance, financial data, and community input to inform the short-term needs of the agency from FY 2013-FY 2022. The plan provides a comprehensive overview of transit operations in the County, establishes service standards, and outlines a service plan to focus available operating and capital resources.

As with any planning document, the Short Range Transit Plan is a guide for decision making. The practical implementation of the goals and objectives of the SRTP are subject to available resources, consideration of changes in the operating environment, and subject to on-going Board approval.

PROCEDURAL REQUIREMENTS

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

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

As required by the Metropolitan Transportation Commission (MTC), every four years the agency develops a Short Range Transit Plan that covers a 10 year planning horizon. The plan was developed by the consulting firm of CDM Smith with significant participation by NCTPA and includes:

- An Overview of Transit System
- Goals, Objectives and Standards
- Service and System Evaluation
- Operations Plan and Budget
- Capital Improvement Program

In addition, background information used to inform the plan such as summaries of relevant past studies, is also included.

Highlights from the document include the following:

- After several years of significant expansion to all NCTPA public transit services throughout the Napa Valley, the plan emphasizes a more holistic approach and integration between public transit and other transportation modes.
- The plan anticipates a more comprehensive approach to marketing the agency's many public transit services to the community.
- The plan further memorializes service standards recently adopted by the Board – a first for NCTPA.
- The plan identifies specific demand trends and service needs on which the agency should focus such as rural county residents, particularly homebound seniors.
- The plan further projects increased demand for extended service hours on Regional Routes 10 and 11.
- The plan includes a 10 year capital program (shown in Table 1) totaling \$26,252,000.

Table 1: Proposed 10-year Capital Program

Capital Enhancement	
Vehicles and Heavy Equipment	Estimated Cost
NCTPA Staff Car	22,000.00
Support Vehicle for Supervisors	50,000.00
Trailer pressure washer for shelters	10,000.00
Replace 4 Shared Vehicles	360,000.00
Subtotal	442,000.00
Facilities Enhancements	
Asset Management Database	50,000.00
Bus Washer	200,000.00
Transit Center Enhancements (e.g. ticket office)	30,000.00
Subtotal	280,000.00
New Facilities	
New Operating Facility	20,000,000.00
Fueling Facility	3,000,000.00
Subtotal	23,000,000.00
On Board Equipment	Estimated Cost
Taxi Scrip Automated Readers	12,500.00
Wi Fi for all buses	37,500.00
Camera system on the buses	150,000.00
Automatic Passenger Counters/GPS/Real Time/Annunciators	1,600,000.00
Subtotal	1,800,000.00
Passenger Related	Estimated Cost
Real Time Signage	30,000.00
Rebranding System--Capital Elements	100,000.00
Subtotal	130,000.00
Park/Ride and Stop Enhancements	Estimated Cost
American Canyon Park and Ride Lot	350,000.00
Yountville Park and Ride	50,000.00
Napa Valley College Bus Stop Enhancement	200,000.00
Subtotal	600,000.00
Grand Total	\$26,252,000.00

As with any planning document, the Short Range Transit Plan establishes a strategy for deploying service, informs capital and operating decisions, and sets goals and standards. The practical implementation of the goals and objectives outlined in the S RTP are subject to available resources, consideration of changes in the operating environment, and subject to on-going Board approval.

SUPPORTING DOCUMENTS

Attachment: (1) Napa County Short Range Transit Plan 2013-2022 (Provided separately in Board member packets only. Document is available at the NCTPA office, 625 Burnell Street, Napa CA)



July 17, 2013
NCTPA Agenda Item 10.8
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: Tom Roberts, Manager of Public Transit
(707) 259-8635/ Email: troberts@nctpa.net
SUBJECT: Update on VINE Transit Services

RECOMMENDATION

That the Napa County Transportation and Planning Agency (NCTPA) Board receive an update on VINE transit services.

EXECUTIVE SUMMARY

After extensive public input, substantial changes were made to the VINE transit system in the City of Napa and to the former regional Route 10 in December 2013. The goal of the system changes was to reverse declining ridership by providing a better quality of service for existing riders and lay the foundation for future ridership growth. Specifically, the service restructuring was designed to reduce travel time and provide more bus frequency and travel options for the vast majority of riders while increasing on-time performance. Since the service changes went into effect, the VINE has experienced seven (7) consecutive months of ridership growth.

Subsequent to the December service changes and in response to public input staff made some adjustments to the Routes 1 and 6. In addition, the consulting firm of ARUP, Inc. was retained to examine five months of actual GPS data and make recommendations for further schedule adjustments. The analysis was principally focused on increasing the on-time performance of the Routes 10 and 11.

While several schedule options were considered, at this time staff recommends the “no cost” model and implementing these changes by September 1, 2013, in time for the beginning of the school year. Further data will be reviewed during the fall harvest and “crush” season to determine if additional adjustments are required.

PROCEDURAL REQUIREMENTS

1. Staff Report
2. Public Comment

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

After experiencing years of declining ridership, in FY 2009-10 the agency began a multi-year process of evaluating transit service delivery with the goal of initiating significant service improvements in order to reverse the trend. Public input was a critical part of the process and involved on-board surveys, a telephone survey, facilitated focus groups, and town hall type meetings. The public outreach culminated in the redesign of the bus system in the City of Napa and the regional Route 10. The goal of these system changes was to provide a better quality of service for existing riders and lay the foundation for future ridership growth. Improvements included increased bus frequency and on-time performance for most routes, reduced travel times, and more travel options. The new service was launched in December 2012 to coincide with the opening of the Soscot Gateway Transit Center.

The December 2012 changes constituted an entirely different system offering increased mobility and flexibility to riders which rendered little resemblance to the system it replaced. The feedback received from riders indicates that the new structure was initially challenging for some riders to use, however, within the first month or two passengers began understanding the value of greater connectivity, travel options and reduced travel times.

In conjunction with changes in the VINE routes, the opening of the new transit center along with mid-day service to BART (Route 29) and the launch of service to Sonoma (Route 25) encouraged new regional route to local route connectivity, fostering significant new ridership. In addition, a rapid transit corridor was created by restructuring the former Route 10 with overlapping service in coordination with the new Route 11 in downtown Napa. This added additional connections to local service which has proven exceedingly popular. Combined, these changes have resulted in seven (7) consecutive months of double digit ridership growth. Finally, on July 1, 2013, NCTPA launched weekday service to Fairfield which will further enhance this synergy between

routes. So far, the feedback from riders on the new route has been very favorable.

The new service was not without challenges. Based on public feedback, staff implemented changes to the Routes 1 and 6. New stop locations were also identified and additional bus benches were installed. Several months of real-time GPS data was gathered and forwarded to the transit consulting firm of ARUP, Inc. to evaluate the December service structure and adjustments and receive recommendations for further improvements to the system, including maximizing schedule optimization, improved synchronization on route at popular transfer points, and improving on-time performance on the Routes 10 and 11.

With the assistance of ARUP, Inc. various alternatives for the Routes 10 and 11 were analyzed. Adjustments will be made to the Route 10 that will increase on-time performance without compromising bus frequency within the current operating budget for that route. Unfortunately, increased congestion through American Canyon is impacting the Route 11 to the point that while the schedule may be adjusted to realistic on-time arrivals at time points, the frequencies cannot be maintained without additional resources. Specifically, the Route 11 would only be able to maintain the current frequencies with the addition of two buses to the service which would cost in excess of \$140,000 annually.

Staff is not recommending this option for the Route 11 at this time primarily because the data analyzed by ARUP, Inc. did not include the most congested time of the year – the fall harvest and tourist season, and the agency does not have the equipment to provide the service. Instead, staff is recommending that the Route 11 schedule be adjusted to reflect actual travel times. This proposal would reduce bus frequencies on the route to between 45 minutes to 1.5 hours depending on the time of day.

Staff will re-evaluate the impacts of the proposed change in early 2014 by which time the agency will have traffic impacts during the harvest season. It should also be noted that the eventual relocation of County Health and Human Services to its new campus will likely necessitate increasing frequency on the Route 11.

SUPPORTING DOCUMENTS

None.