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SEP 10 2019

Clerk of the Napa Superior Court
By: *C. Drennon*
Deputy

August 21, 2019

The Honorable Elia Ortiz
Presiding Judge
Superior Court of the State of California
County of Napa
825 Brown Street
Napa, CA 94559

Subject: City of Napa Response to the 2018-2019 Napa County Grand Jury Final Report entitled "City of Napa Traffic Signal Synchronization Study"

Dear Judge Ortiz:

The City of Napa has received and carefully reviewed the 2018-2019 Napa County Grand Jury Report entitled "City of Napa Traffic Signal Synchronization Study," dated June 24, 2019 (hereinafter "Grand Jury Report"). Pursuant to California Penal Code Sections 933 and 933.05, this letter documents the City's responses to each finding and recommendation in the Grand Jury Report (hereinafter "City Response"). The City Response was prepared by City staff, including the Public Works Director, and presented to the City Council for their consideration. At the public meeting on August 20, 2019, the City Council approved this City Response, and directed the City Manager to submit this City Response on behalf of the City Council.

Therefore, this City Response represents the required response to the Grand Jury Report from the City Council of the City of Napa, as well as the invited response from the Public Works Director of the City of Napa.

General Responses

For clarity, the City Response only provides comments on matters under the control of the City of Napa. Thus, the City of Napa does not intend to make any representation regarding the operation of any other agency identified in the Grand Jury Report.

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**Napa Superior Court
Court Executive Office**

Grand Jury Report Finding 1 – *The Transportation Operations Center is understaffed given the recent vacancy of one full-time senior engineering aide. This position is not expected to be filled for several months.*

City Response – The City of Napa agrees with this finding.

A vacancy currently exists in the traffic engineering group. The Public Works Department (PWD) working with the Human Resources Department (HR) initiated the recruitment for the position. The hiring process typically takes approximately four months to fill a vacant position. An intern has been hired for the traffic engineering group in the near-term to assist with a portion of the work.

Grand Jury Report Finding 2 – *A final purchasing decision on an upgraded system has yet to be finalized while one of the bidders is re-visiting their proposal on pricing.*

City Response – The City of Napa disagrees with this finding.

Prior to the Napa County Grand Jury beginning their investigation, the PWD had selected the preferred traffic signal control system. After reaching out to five vendors and receiving demonstrations by each vendor on their systems capabilities and functions, the PWD selected Intelight as the preferred traffic signal controller system. The PWD has successfully completed a pilot project with five Intelight controllers installed on Soscol Avenue at existing signalized intersections between Third Street and Lincoln Avenue to test the interconnectivity and coordination of signals while connected to the City's Traffic Operations Center to confirm this decision. One of the five initial vendors was allowed to demonstrate their system on a different City signal for contrast in parallel with the City's pilot project, but this vendor was not selected.

Grand Jury Report Finding 3 – *The traffic signals at the on and off ramps of Highway 29 and Redwood Road/Trancas Avenue are under the control of Caltrans making it difficult for the City of Napa to efficiently control the traffic along the Trancas corridor.*

City Response – The City of Napa agrees with this finding.

As noted, it is often a challenge to coordinate the signals in the vicinity of the off/on ramps from SR 29 at Trancas due to State ownership and operation of the two signals at the ramps. The PWD previously began discussions with Caltrans several years ago for the City to assume operational responsibilities for these signals. With a number of staffing changes at both agencies, discussions will be reinitiated. The City will continue its efforts to work with Caltrans signal operations in the near-term to coordinate signal timing along the corridor.

Grand Jury Report Finding 4 – *The Department of Public Works does not have a Master Plan for the systematic repair, maintenance and replacement of its traffic signal lights.*

City Response – The City of Napa partially disagrees with this finding.

Routine inspection and maintenance is performed on all City-owned signals. All signals are visually inspected every month for operation, function, and identification of potential deficiencies or other issues. Once a year, each signal goes through a thorough full inspection and scheduled maintenance is performed – things like cleaning lenses, removing cobwebs from the controller cabinet, replacing air filters, testing detection function, etc. There are check lists for both the monthly and annual inspections.

With the passage of Measure T, the 25-year countywide half-cent sales tax measure that generates revenue for street maintenance including traffic signal upgrades and replacements, the City now has a dedicated revenue stream that can be used to address aging traffic signal systems. The City has an inventory of existing signal hardware and its condition for each of the intersections owned and maintained by the City. As part of Measure T, the PWD has developed a 5-year work plan to carry-out road improvements including the replacement or upgrade of at least two signals that are outdated each year.

Every two years we are required to update the workplan and add an additional two years to the plan through the sunset of the tax in 2043. The workplan will systematically address and replace and/or upgrade signals to modern standards. In addition, the City recently modified its current five-year workplan to include a project that will accelerate the upgrade of signal controllers and detection along four major corridors within the City to allow for improved traffic management. Soscol Avenue, Trancas Street, Lincoln Avenue and Jefferson Street have all been targeted for signal controller and detection upgrades as part of the Automated Traffic Management System (ATMS) project to allow the signals to be linked back to the Traffic Operations Center (TOC) and allow the PWD to better coordinate signal timing along these major corridors in order to improve overall traffic flow. This work will be in addition to other projects that will focus on the replacement of outdated signal poles and equipment.

Grand Jury Report Recommendation 1 – *The Director of Public Works fill the vacant Senior Engineering Aide position at the TOC as soon as possible.*

City Response – This recommendation has been implemented.

The PWD is currently working with the Human Resources Department (HR) to complete the process to fill the vacant position. The HR Department coordinates the recruitment process, including taking the lead in soliciting candidates and

initially reviewing applications. The selection of the successful candidate is subject to the final review and approval of the Public Works Director. The Senior Engineering Aide position will be filled as soon as possible.

Grand Jury Report Recommendation 2 – *When the 2019-2020 fiscal budget becomes effective on July 1, the Department of Public Works finalize the selection of a traffic management software package and initiate the purchasing process for the installation commencing by January 1, 2020.*

City Response – This recommendation has been implemented.

The PWD has made a final selection of a traffic management package. The PWD selected Intelight as the preferred system and has made initial purchases to begin implementation of signal controller and detection upgrades along the Soscol Avenue corridor. The PWD will continue to move forward with the acquisition of additional Intelight systems for the implementation of the ATMS project.

Grand Jury Report Recommendation 3 – *The City Council and the PWD resume negotiations with Caltrans for the release of control of the traffic signals located on Redwood Road/Trancas Street at the intersections of Highway 29, by March 31, 2020.*

City Response – This recommendation has not been implemented but will be implemented in the future, as described below.

The PWD will resume discussions and negotiations with Caltrans by March 31, 2020. The City's goal is to obtain Caltrans' agreement to provide the City local control and oversight of the operation and function of the Redwood Road/Trancas Street at the intersections of Highway 29 signals.

Grand Jury Report Recommendation 4 – *The Grand Jury recommends that the PWD develop a comprehensive Master Plan for the systematic repair, maintenance and replacement of the traffic signals in their jurisdiction by December 31, 2020.*

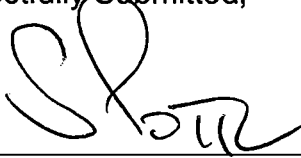
City Response – This recommendation has not been implemented but will be implemented by December 31, 2020.

As noted previously, the City has inventoried the condition of each of its traffic signals and has protocols in place to address on-going inspection, maintenance, and repairs. However, these are not yet documented in a traffic signal maintenance manual. The PWD will benefit from the consolidation of information as well as the signal assessments into a single manual. The PWD has also

identified those signals that will be upgraded or replaced as part of the Measure T work.

The City of Napa thanks the Grand Jury for its service during the 2018-2019 term. We take our responsibility to maintain and manage City-owned traffic signals very seriously. The PWD strives to understand and address the concerns and desires of the traveling public related to efficient and reliable traffic signal operation within the City. If you or the Grand Jury Foreperson have any questions regarding the City's response, please let me know.

Respectfully Submitted,



8/27/19

Steve Potter, City Manager

cc: Kort van Bronkhorst, Foreperson, 2018-2019 Napa County Grand Jury
Michael Barrett, City Attorney
Julie Lucido, Public Works Director
Eric Whan, Deputy Public Works Director – Engineering
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