

**Napa County Transportation and Planning Agency (NCTPA)**

**Board of Directors**

**Minutes**

**Wednesday, January 26, 2011**

**ITEMS**

**1. Call to Order**

Chair Jim Krider called the meeting to order at 1:33 p.m.

**2. Pledge of Allegiance**

Chair Krider let the salute to the flag.

**3. Roll Call**

Members Present:

Joan Bennett	City of American Canyon
Michael Dunsford	City of Calistoga
Jack Gingles	City of Calistoga
Jim Krider	City of Napa
Jill Techel	City of Napa
Keith Caldwell	County of Napa
Peter White	City of St. Helena
Lewis Chilton	Town of Yountville
Margie Mohler	Town of Yountville

Members Absent:

Leon Garcia	City of American Canyon
Bill Dodd	County of Napa
Del Britton	City of St. Helena

Non-Voting Member Present:

JoAnn Busenbark      Paratransit Coordinating Council

**4. Public Comment**

Kellie Anderson requested that the Board allow for public comment and participation in the Regional Housing Needs Allocation (RHNA) methodology development.

**\*MSC - Motioned, Seconded, and Unanimously Carried**

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

*Board Member Busenbark*

As the Napa County representative for seniors on the Metropolitan Transportation Commission (MTC) Policy Advisory Council, stated that are strong feelings regarding county's land use policies that restrict us (the county) from taking what some of the other counties believe to be as our share of the housing. However, regarding the senior population, Napa County is not alone with its increasing numbers. Ms. Busenbark stated that over the next few years, in Napa County, we will be hearing stronger voices from the senior population and stronger advocacy as to the transportation needs of seniors especially when it comes to transitioning from driving to using transit.

**6. Directors Update**

*Paul W. Price, Executive Director*

Stated that each Board Member was provided with a postcard (The Wait Is Over) which announces the new American Canyon Transit service revisions. These postcards will be mailed to each resident of American Canyon with larger poster being put up around the City. Additionally, Board Members Garcia and Bennett, representatives from the City of American Canyon, were presented with a framed poster sized version.

Reported staff has been working with City of Morro Bay to acquire a replacement Trolley. The three trolleys we currently have are not compliant with California Air Resources Board (CARB) emissions standards.

**7. Caltrans Update**

Ahmad Rahimi, Caltrans, provided an update on the status of various projects located throughout the county.

**8. CONSENT ITEMS (8.1 – 8.10)**

At the request of Board member Chilton, Item 8.8 was pulled for further discussion.

**MSC\* DUNSFORD / GINGLEA to APPROVE, Consent Items 8.1 – 8.7, and 8.9-8.10.**

**8.1 Legislative Report December 2010**

**8.2 Approval of Resolution No. 11-01 Authorizing the Submission of a Federal Transit Administration (FTA) Section 5311 Grant Application with the California Department of Transportation (Caltrans)**

Board action approved Resolution No. 11-01 authorizing the agency to submit a grant application for FTA 5311 funds in the amount of \$221,325 toward the purchase of one new replacement Trolley to serve the Town of Yountville.

**8.3 Approval to Purchase Four Replacement Vehicles to Serve the Communities of Calistoga and St. Helena**

Board action (1) approved the purchase of four Class A narrow body cutaway, gas powered engine buses, and (2) authorized the Executive Director to issue a purchase agreement with Creative Bus Sales under NCTPA's membership with CalACT (California Association for Coordinated Transportation).

**8.4 Agreement with the Napa County Office of Education to Continue and Expand the Countywide Safe Routes to School Program Agreement with the Napa County Office of Education**

Board action approved an agreement with the Napa County Office of Education for the countywide Safe Routes to School Program project.

**8.5 Approval of Resolution No. 11-02 Creating a Classification Structure Based on the Compensation Study for the Agency Employees**

Board action (1) approved Resolution No. 11-02 creating a Classification Structure based on the compensation study for the Agency employees, and (2) Authorized and direct the Executive Director to work to match these classification titles to a position that most closely aligns with each qualification. Further, that a gap analysis be performed to identify any training needs or special accommodations to help ensure a smooth transition and minimal impact to the agency. The Executive Director will report back to the Board during the presentation of the first reading of the FY 11/12 budget at its March meeting prior to implementation

**8.6 Agricultural Worker Vanpool Program (AWVP) Update**

*Information Only / No Action*

The Board will be asked to provide direction on continuation, suspension, or reorganization of the AWVP program at the February Board meeting.

**8.7 Approval of Resolution No. 11-03 Authorizing the Executive Director to Sign Agreements/Documents with or for the California Department of Transportation (Caltrans) and the Federal Highway Administration (FHWA) to Receive Funding and to Deliver Transportation Projects**

Board action approved Resolution 11-03 authorizing the NCTPA Executive Director or Acting Executive Director to sign, upon Board approval, Master, Supplemental, Fund and/or fund transfer and Cooperative Agreements and Right-of-Way Certifications.

**8.8 Supporting a Subregion Formation for the 2014-22 Regional Housing Needs Allocation (RHNA) Process**

At the request of Board Member Chilton this item was pulled from consent to verify that there was no requested action to be taken at the meeting.

*Information Only / No Action Taken*

An update on the Subregions formation for the 2014-22 RHNA process will be provided. This item will be brought back for action at the February board meeting.

**8.9 Approval of Resolution No. 11-04 Authorization for the Execution of the Certifications and Assurances for the Public Transportation Modernization Improvement, and Service Enhancement Account Bond Program**

Board action approved Resolution No. 11-04 authorizing the receipt of Proposition 13 funding Certification and Assurances and Authorized Agent language.

**8.10 Approval of Work Authorization No. 2 Amendment No. 1 for Professional Services Agreement No. 10-22 with Dokken Engineering**

Board action authorized the Executive Director to execute a Work Authorization budget and period of performance modification with Dokken Engineering for work being performed on the tenant relocation efforts at the Burnell Street (transit center) properties. The relocation efforts associated with the Napa Transit Center will need to be extended beyond the initial contract timeline. We are requesting an extension of the period of performance to June 30, 2011. In addition, a number of additional services may be necessary to ensure property is vacant in time for construction to begin February 1, 2010 and tenants receive appropriate benefits under state and federal law. Therefore, we are requesting that

the budget for the relocation assistance be increased from \$77,090 to \$104,440.

**9. REGULAR AGENDA ITEMS – TRANSPORTATION**

- 9.1 FY 09/10 Independent External Audit Report for NCTPA Board action will accept and authorize the Executive Director to file the FY 09/10 NCTPA financial audit and the return of \$1,766,285 to the County's Local Transportation Fund.**

Board action accepted and authorized the Executive Director to file the FY 09/10 NCTPA financial audit and the return of \$1,766,285 to the County's Local Transportation Fund.

- 9.2 Transit Efficiency Committee Report**

*Information Only / No Action Taken*

Staff provided a report of the December 15, 2010 TEC meeting.

- 9.3 Corridor System Management Plan (CSMP) SR-12**

Board action will accept the Corridor System Management Plan SR-12 as proposed by Caltrans.

**10. INTERJURISDICTIONAL ISSUES FORUM**

- 10.1 Napa County Arts and Cultural Commission Governance Restructure**

The Napa County Arts and Cultural Commission (NCCAC) requested approve for the creation of alternative governance in the form of a hybrid nonprofit. The nonprofit, or a subcommittee thereof, would continue to act in the capacity of NCTPA's Advisory Committee on issues related to county-wide art planning.

Public Comment:

Margaret Dennett, Art/Drama Instructor New Tech High School, via email, stated concerns that as a non-profit, the NCCAC would directly compete with the Arts Council of Napa Valley for funding.

Robert J. Almeida, via letter, requested that the consideration of the conversion of NCCAC to a hybrid non-profit be deferred to a future meeting and that a report be developed outlining the role that is intended for NCCAC in future, whether such a role will overlap that of the Arts Council of Napa Valley and the potential economic impact of the action.

Paul Slack, Wandering Rose, stated he is opposed to the conversion of the NCCAC as a hybrid nonprofit.

Paul Marotta, Napa citizen, spoke in opposition of the conversion of the NCCAC as a hybrid nonprofit.

Harry Price, Arts Council of Napa Valley, spoke in opposition of the NCCAC's request to form a nonprofit entity.

Julio Soriano, requested there be further consideration before the Board approves NCCAC's hybrid nonprofit status. Further Mr. Soriano feels the NCCAC would compete with the Arts Council of Napa Valley for funding.

Kristina Young, Arts Council of Napa Valley (ACNV), feels there needs to be further discussion on the creation of alternative governance for the NCCAC before a decision can be made. If in the form of a hybrid nonprofit, the NCCAC would directly compete for funding with the ACNV.

David Auerbach, Feels there is some form of miscommunication or misunderstanding among the agencies, that both of these groups (NCCAC and ACNV) are trying to do the same things, which is to enrich the lives of our community and carry forward the long standing tradition of the arts to make for a better world. Feels with discussion and communication the difficulties can be overcome and can support and benefit all.

No action was taken. This item was tabled until a later Board meeting to allow more time to receive direction from all jurisdictions regarding the creation of alternative governance for the NCCAC.

## **10.2 County/Cities Ordinances – Signage as Related to Public Art “The Values Project”**

### ***Information Only / No Action Taken***

This report was presented to the NCTPA Board for dissemination to member jurisdictions.

## **10.3 Interjurisdictional Issues Discussion Forum and Information Exchange**

No Reports Given.

**11. CLOSED SESSION**

Janice Killion, NCTPA Legal Counsel, announced that the Board would be adjourning to closed session for Conference with Legal Counsel – Existing Litigation, Government Code Section 54956.9(a), 4 cases.

Adjourned to Closed Session at 3:53 p.m.

**11.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(Government Code Section 54956.9(a))**

NCTPA v. Greenberg - Napa County Superior Court Case No. 10UD00360

NCTPA v. Jensen - Napa County Superior Court Case No. 10UD00361

NCTPA v. Gibson - Napa County Superior Court Case No. 10UD00362

NCTPA v. Evensen - Napa County Superior Court Case No. 10UD00363

Adjourned to Open Session at 4:09 p.m.

Janice Killion, NCTPA Legal Counsel, reported that the Board unanimously approved settlement with R&R Machine Shop in the amount of \$210K and with Gibson Wood Product in the amount of \$310K.

**12. ADJOURNMENT**

**12.1 Approval of Meeting Date of February 16, 2011 and Adjournment**

The next regular meeting will be held Wednesday February 16, 2011 at 1:30 p.m.

The meeting was adjourned by Chair Krider at 4:09 p.m.

  
Karalyn E. Sanden, Board Secretary