

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, July 16, 2008

ITEMS

1. Call to Order

Chair Leon Garcia

2. Pledge of Allegiance

The Pledge of Allegiance was recited at the Napa Valley Transportation Authority (NVTA) meeting.

3. Roll Call

Members Present:

Leon Garcia	City of American Canyon
Jack Gingles	City of Calistoga
Jim Krider	City of Napa
Jill Techel	City of Napa
Bill Dodd	County of Napa
Brad Wagenknecht	County of Napa
Del Britton	City of St. Helena
Joe Potter	City of St. Helena
Steve Rosa	Town of Yountville
Cynthia Saucerman	Town of Yountville

Non-Voting Members Present:

JoAnn Busenbark	Paratransit Coordinating Council
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Members Absent:

Cindy Coffey	City of American Canyon
Michael Dunsford	City of Calistoga

4. Public Comment

MSC* - Motioned, Seconded, and Unanimously Carried

Michael Haley, City of Napa resident, stated he supports the Sales Tax Measure and that the projects listed are urgently needed. However, he is concerned that citizens of Napa County will not get the message that the new tax revenues will be spend on what the expenditure plan states or that the money currently spent on streets and roads maintenance will be not be used for other projects. Mr. Haley suggested putting an overall plan in place that explain in detail what funds will be spent on.

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

MTC Commissioners Report, Supervisor Bill Dodd

Reported that outreach for Transportation Plan 2035 Plan is complete and MTC is now working on the task of allocating the \$30B (over 25 years).

6. **Directors Update**

Jim Leddy, Executive Director

Reviewed various handouts distributed at the meeting.

7. **Caltrans Update**

Kelly Hirshberg, Caltrans, provided an update on the status of various projects located throughout the county

8. **Election of Chair and Vice Chair for FY 08/09**

Board action elected Jim Krider as Chair and Cynthia Saucerman as Vice Chair for the NCTPA for FY 08/09.

***MSC TECHEL / DODD to APPROVE** electing Napa Council Member Jim Krider as Chair and Yountville Mayor Cynthia Saucerman as Vice Chair for NCTPA for FY 08/09.

CONSENT ITEMS (9-13)

***MSC DODD / SAUCERMAN to APPROVE** Consent Items 9-13

9. **Approval of Resolution 08-15 Authorizing the Executive Director to Accept or Reject Gifts, Bequests or Devises as Authorized by Government Code Section 25355**

Board action approved the acceptance, rejections of gifts, bequests or devises as authorized by Government Code Section 25355.

10. Approval of Resolution 08-16 Authorizing a Federal Transit Administration (FTA), Section 5311 (f) Application in Support of the VINE Route 10 Bus Service

Board action approved submittal of Federal FTA, Section 5311(f) application to Caltrans and authorized the Executive Director to sign the necessary Caltrans agreements related to the FTA, Section 5311(f) program.

11. Authorization of Executive Director to Enter into Contract with Property Management Company for 625 Burnell Street Napa CA

Board action authorized a three year agreement with JHL Commercial Properties in an amount not to exceed thirty-five thousand dollars (\$35,000) for property management services at 625 Burnell Street and authorize the Executive Director to sign the agreement.

12. Adoption of Interim Grant Management and Contract Oversight Policies in Preparation of the 2008 Federal Transit Administration (FTA) Review

Board action adopted the NCTPA FTA Grant Management Guide as an interim policies and procedures document for Agency grant management and oversight

13. Revised Service Contracts and Blanket Purchase Orders for FY 07-08

Board action approved the following list of revised service contracts for FY 07/08 and extended its authority to the Executive Director to make any necessary changes.

<u>Vendor</u>	Original "Not to Exceed" in FY 07/08	Revised "Not to Exceed" in FY 07/08
Digital Recorders –Blanket PO	\$ 3,000	\$ 12,000
Joe's Auto Top – Blanket PO	\$ 2,000	\$ 6,000
Napa Valley Cab, Black Tie Taxi and Yellow Cab – PSA & Blanket PO	\$167,000	\$235,000
Valley Power – Blanket PO	\$ 20,000	\$ 65,000
New Flyer – Blanket PO	\$ 10,000	\$ 16,000
MCI – Blanket PO	\$ 30,500	\$ 37,000
Bert Williams	\$ 9,000	\$ 10,500
Capital Clutch and Brake – Blanket PO	\$ 15,500	\$ 17,500
Gillig – Blanket PO	\$ 25,000	\$ 42,000

DISCUSSION OF INTERJURISDICTIONAL ISSUES

REGULAR AGENDA ITEMS – INTERJURISDICTIONAL ISSUES FORUM

MSC* - Motioned, Seconded, and Unanimously Carried

14. **Interjurisdictional Issues Discussion Forum and Information Exchange**

Information Only / No Action Taken

Each member jurisdiction shared with the Board specific projects with interjurisdictional impacts in their local area.

15. **Climate Protection Circuit Rider Introduction (Eliot Hurwitz) (Pages 78-80)**

Steve Kokotas, the new Napa County Climate Protection Circuit Rider, outlined the coming year's program.

16. **Future Interjurisdictional Agenda Items**

No new discussion items were requested for placement on future agendas.

17. **Approval of Special Meeting of July 29, 2008 at 1:30 p.m. and Approval of Next Regular Meeting Date of September 17, 2008 and Adjournment**

Staff requested the special meeting date be changed to Friday July 25, 2008 to coincide with the Napa Valley Transportation Authority (NVTa) meeting of the same date.

MSC* POTTER / DODD to APPROVE the special meeting date of July 25, 2008 at 1:30 p.m. and the next regular meeting date of September 17, 2008

The meeting was adjourned by Chair Krider at 2:30 p.m.

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Karalyn E. Sanderlin
NCTPA Board Secretary