

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, March 19, 2008

ITEMS

1. Call to Order

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

2. Pledge of Allegiance

Member Sklar led the salute to the flag.

3. Roll Call

Members Present:

Leon Garcia	City of American Canyon
Jack Gingles	City of Calistoga
Michael Dunsford	City of Calistoga
Jill Techel	City of Napa
Jim Krider	City of Napa
Brad Wagenknecht	County of Napa @ 1:38 p.m.
Bill Dodd	County of Napa
Del Britton	City of St. Helena
Eric Sklar	City of St. Helena @ 1:39 p.m.
Steve Rosa	Town of Yountville

Non-Voting Members Present:

JoAnn Busenbark	Paratransit Coordinating Council
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Members Absent:

Cindy Coffey	City of American Canyon
Cynthia Saucerman	Town of Yountville

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

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

Chair Leon Garcia – No Report Given

MTC Commissioners Report, Supervisor Bill Dodd

Reported that MTC released the 2004-2006 Bay Area Pavement Conditions report and stated that, the Bay Area as a whole has an approximate shortfall of \$25B, while Napa, over the next 30 years, has a countywide non-pavement shortfall of approximately \$850M.

5. Directors Update

Jim Leddy, Executive Director

Announced Diana Vargas, NCTPA's new Transportation Program Manager – Highway, Streets, and Roads will begin work Monday, March 24, 2008.

Announced his appointment to chair the CMA Climate Protection sub-committee.

Reported that the California Transportation Commission (CTC) has approved an additional \$1.5M for the Jamieson Canyon project.

6. Caltrans Update

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

7. Public Comment

Lisa Batto, Napa Chamber of Commerce, announced that the Napa Chamber Foundation is accepting nominations for the Napa Valley Community Awards, "Celebrating Community." Nominations are due April 4, 2008. The Awards Presentation will be held on Tuesday, May 20, 2008.

8. Approval of Meeting Minutes of February 20, 2008

MSC* DODD / KRIDER to APPROVE the meeting minutes of February 20, 2008.

CONSENT ITEMS (9-11)

At the request of staff, Items 10 and 11 were pulled for Resolution revisions.

MSC* WAGENKNECHT / GINGLES to APPROVE consent Items 9.

9. Approval of Resolution 08-03 Amending the VINE Consumer Advisory (VCAC) Bylaws

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

Board action amended the VCAC Bylaws Article VI Article, Paragraph 3 changing the quorum to fifty-one (51%) of the membership.

10. Transportation Funds for Clean Air (TFCA)

Board action approved the revised Resolution 08-04 adopting an amendment to the program of projects for FY 07/08 and approved a call for projects for the FY 08-09 TFCA program.

MSC* WAGENKNECHT / GINGLES to APPROVE revised Resolution 08-04 adopting an amendment to the program of projects for FY 07/08 and approved a call for projects for the FY 08-09 TFCA program.

11. Resolution 08-05 Transportation Development Act (TDA) Fund Request to MTC for FY 08/09

Board action approved the revised Resolution 08-05 submitting a TDA claim for Articles 4, 4.5, & 8, as well as, State Transit Assistance (STA) and Regional Measure 2 (RM2) funds to support the FY 08/09 operating, capital and administration budgets.

MSC* WAGENKNECHT / GINGLES to APPROVE the revised Resolution 08-05 submitting a TDA claim for Articles 4, 4.5, & 8, as well as, State Transit Assistance (STA) and Regional Measure 2 (RM2) funds to support the FY 08/09 operating, capital and administration budgets.

REGULAR AGENDA ITEMS - TRANSPORTATION

12. Actions to Transition NCTPA to an Independent Staff – Approval of Workers Compensation Insurance for the Napa County Transportation and Planning Agency (NCTPA)

Board action approved contracting with Automatic Data Processing (ADP) Insurance Agency, Inc. for the provision of Workers Compensation Insurance in an amount of \$4,525.00 annually.

MSC* DUNSFORD / WAGENKNECHT to APPROVE authorizing the Executive Director to execute a professional service agreement with Automatic Data Processing (ADP) Insurance Agency, Inc. for the provision of Workers Compensation Insurance in the amount of \$4,525.00 annually.

13. Actions to Transition NCTPA to an Independent Staff – Approval of Resolution to Contract with California Public Employee Retirement System (CalPERS) Health Benefits Program

Board action approved contracting with CalPERS for employee health benefits for and additional annual amount of \$5,648 (for the new Transportation Program Manager – Highway, Streets & Roads).

Member Britton requested information be brought back to the Board on post employment benefits liability for NCTPA.

MSC* WAGENKENCHT / DODD to APPROVE the resolution authorizing a contract between the Board of Directors of the Napa County Transportation and Planning Agency and the Board of Administration of the Public Employees' Retirement System for the Health Benefits Program for an additional annual amount of \$5,648.04.

14. Actions to Transition NCTPA to an Independent Staff – Draft Personnel Policy Manual for Napa County Transportation and Planning Agency

Board action approved creation of an ad hoc committee to work with staff in finalizing the Personnel Policy Manual. Chair Garcia appointed Members Potter, Dunsford, and Krider to the ad hoc committee.

MSC* DODD / BRITTON to APPROVE an ad hoc committee and appointed Board Members Potter, Dunsford, and Krider, to work with staff in finalizing the Personnel Policy and Procedure Manual.

15. Contractor Recommendation for Transit Services

Staff reviewed and outline the selection process and results of the Request for Proposal (RFP) process to select a Transit Service contractor.

At their March meetings, the Technical Advisory Committee (TAC) and the Paratransit Coordination Council (PCC) approved staff's recommendation that the Board selecting MV Transportation to operate the new combined transit services agreement beginning July 1, 2008. The VINE Consumer Advisory Committee (VCAC), at their March meeting, did not approve staff's recommendation.

Board Member Dodd, asked to hear from VCAC members present (for the reasons why VCAC didn't approve staff's recommendation of selecting MV Transportation).

George Blackstock, VCAC Member, stated no one from the VCAC was invited to participate on the selection committee, but people from out of our county were on committee to make the selection and to him the decision wasn't based on what is need here in Napa. Mr. Blackstock also stated he feels that we (NCTPA) have a company (Veolia) who has been loyal and who have bent over backwards in order to do whatever needed to be done. Mr. Blackstock further

feels that the advisory committee (VCAC) should have been involved at the beginning (of the process) and not afterwards. Mr. Blackstock commented that the PCC also voted against the recommendation the first time staff brought to them for approval.

Board Member Busenbark, PCC Chair, clarified for the Board that the PCC did not turn the recommendation (to contract with MV Transportation) down the first time it was brought to the committee and that the PCC approved it at their last meeting (of March 5, 2008).

Sandra Showalter, Veolia Transportation, thanked the Board for giving Veolia the opportunity to serve the Napa community over the past several years.

Ms. Showalter also stated that the purpose of the procurement process is to determine best value and Veolia does not feel that the two proposals were compared as apples to apples. Veolia would like to propose that the Board consider extending the time period for the decision by another month and perhaps consider some representation from the sub-committees to take another look at the proposals that were submitted for a better or more complete comparison of services.

Board Member Techel stated that when the City of Napa turned over the bus system the NCTPA, she feels it was with the thought that there would be a connection back to the City of Napa. She would hope that in the future, there is staff member included (on the selection committee) from the City of Napa to represent the City's interest.

Board Member Dodd stated that next time the Board goes through this process; he would like to see ahead of time this go before the Advisory Counsel (VCAC) or have someone from the Advisory council (VCAC) sit on the selection committee.

Board Member Techel also suggested that the Chair or Vice Chair (of NCTPA) sit in on any future selection committee for transit services.

Muriel Fagiani, Napa resident, asked why the Board is making these recommendations for future selection committees when they could be doing it now before they approve the contract.

Rob Paul, NCTPA Legal Counsel, clarified the motion is to authorize the Executive Director to enter into negotiations and then bring back the contract for final approval.

MS BRITTON / DUNSFORD to APPROVE, with TECHEL OPPOSING, authorizing the Executive Director to (1) enter into negotiations for a six-year contract, including two optional extensions, with MV Transportation for the

operation and maintenance of the Napa County Transit Services, and (2) bring the agreement back to the NCTPA Board of Directors for final approval by June 2008.

16. NCTPA Short Range Transit Plan (SRTP) 2008-2017

Staff requested Item 16 be pulled and be brought back for Board approval at the April 2008 meeting.

17. Review of Strategic Transportation Planning Process also known as “Napa’s Transportation Future”

Information Only / No Action Taken

Staff updated the Board on the status of the Strategic Transportation Plan and public outreach.

DISCUSSION OF INTERJURISDICTIONAL ISSUES

REGULAR AGENDA ITEMS – INTERJURISDICTIONAL ISSUES FORUM

18. 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.

The Board agreed on forming a sub-committee to work with NCTPA staff in organizing a forum for a countywide discussion on housing and job growth in Napa County. Board Members Techel, Dodd, Krider and Sklar volunteered to participate. Board Member Busenbark requested the forum discussion to include information on countywide housing demographic numbers, particularly focusing on housing for the elderly.

Mike Setty, Transit Consultant, stated one thing to look at in counting housing units is that senior housing units generate a lot less traffic than the typical housing unit as seniors drive a lot less, and if those housing units are near transit, seniors are more likely to use public transit for things like shopping. The same is also true for developing other housing near a transit station.

19. Presentation by Paul Fassinger from the Association of Bay Area Governments (ABAG)

Information Only / No Action Taken

The ABAG Research Director described potential performance targets and the resulting land use assumptions and scenarios that could be used in the Projections 2009 forecast.

*MSC - Motioned, Seconded, and Unanimously Carried

20. Introduction of the Napa County Arts and Cultural Commission

Michelle Williams, Executive Director, Arts Council of Napa Valley,

Announced that the commissioners had to leave for a 3:00 p.m. meeting elsewhere, but will return in April to meet the Board.

Reported that the City of Calistoga is work on their nominating process and have an excellent nominee. The Commission is hoping to be able to bring that nomination before the NCTPA Board in April for approval.

Reported that the Countywide Cultural Planning Process Plan has been completed and is in the design phase. The Plan will be published within the next several weeks and the Commission will be using it as a guide and framework.

Reported recently completing a comprehensive study of arts education in Napa County and that all public and private schools were surveyed as well as organizations that provide arts programming.

21. Future Interjurisdictional Agenda Items

The Board requested the following items be placed on future agenda:

- Green Building Ordinance
- Form Countywide program to look at housing & job creation in Napa County – A Growth Summit comprised of the aforementioned volunteers, Board Members Techel, Dodd, Krider and Sklar

MSC* WAGENKNECHT / DODD to APPROVE the following items be placed on a future agenda:

- Green Building Ordinance
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REGULAR AGENDA ITEMS – TRANSPORTATION

Adjourned to Close Session at 3:24 p.m.

**22. Closed Session –
CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code
Section 54956.8)**

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

Property: 722 Soscol Avenue, Napa, California – APN's 006-195-001, 006-195-002, and 006-195-003

Agency Negotiator: Jim Leddy, Andy Plescia, Tracy Geraghty

Negotiating Parties: BPI Company

Under Negotiation: Instructions to negotiator will concern both price and terms of payment

- 23. Closed Session**
Public Employee Performance Evaluation
(Government Code Section 54957)
Title: Agency Executive Director

Adjourned to Open Session at 3:47 p.m.

Chair Garcia reported that there were no reportable actions taken during closed session.

- 24. Approval to Cancel Meeting Date of April 16, 2008 due to the League of Cities Legislative Action Days and to Approve a Special Meeting of Wednesday April 30, 2008 at 1:30 p.m. and Adjournment**

Staff recommended a 1:00 p.m. start time for the April 30, 2008 Special Meeting.

MSC* ROSA / GINGLES to APPROVE canceling the meeting of April 16, 2008 and to **APPROVE** a special meeting of Wednesday April 30, 2008 at 1:00 p.m.

The meeting was adjourned by Chair Garcia at 3:06 p.m.

This is a Certified and True
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Karalyn E. Sanderlin
NCTPA Board Secretary