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## **\*\*\*\*\*SPECIAL MEETING\*\*\*\*\***

**(Please refer to the January 19, 2011 Agenda Packet for Agenda Reports)**

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

#### **Board of Directors**

#### **AGENDA**

**Wednesday, January 26, 2011**

**1:30 p.m.**

**NCTPA/NVTA Conference Room  
707 Randolph Street, Suite 100  
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/m\\_a.cfm](http://www.nctpa.net/m_a.cfm) 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, 707 Randolph Street, Suite 100, 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](http://www.nctpa.net), click on Minutes and Agendas – NCTPA Board or go to [www.nctpa.net/m\\_a.cfm](http://www.nctpa.net/m_a.cfm)***

**ITEMS**

- 1. Call to Order – Chair Jim Krider
- 2. Pledge of Allegiance
- 3. Roll Call

**Members:**

Joan Bennett	City of American Canyon
Leon Garcia, Mayor	City of American Canyon
Michael Dunsford	City of Calistoga
Jack Gingles, Mayor	City of Calistoga
Jim Krider	City of Napa
Jill Techel, Mayor	City of Napa
Keith Caldwell	County of Napa
Bill Dodd	County of Napa
Del Britton, Mayor	City of St. Helena
Sharon Crull	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, Board Members' and Metropolitan Transportation Commission (MTC) Update
- 6. Directors Update
- 7. Caltrans Update

8. **CONSENT ITEMS (8.1 – 8.9)**

**RECOMMENDATION**

8.1 Legislative Report December 2010 (*Pages 9-15*)

INFORMATION

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) (Tom Roberts) (*Pages 16-19*)

APPROVE

Board action will approve 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 (Deborah Brunner) *(Pages 20-30)* APPROVE

Board action will (1) approve the purchase of four Class A narrow body cutaway, gas powered engine buses, and (2) authorize 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 (Eliot Hurwitz) *(Pages 31-36)* APPROVE

Board action will approve 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 (Karrie Sanderlin) *(Pages 37-41)* APPROVE

Board action will (1) approve Resolution No. 11-02 creating a Classification Structure based on the compensation study for the Agency employees, and (2) Authorize 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 preformed 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

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|-----|--|-------------|
| 8.6 | <p><b>Agricultural Worker Vanpool Program (AWVP) Update (Alberto Esqueda) <i>(Pages 42-43)</i></b></p> <p>The Board will be asked to provide direction on continuation, suspension, or reorganization of the AWVP program. This item will be brought back for action at the February Board meeting.</p>  | INFORMATION |
| 8.7 | <p><b>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 (Eliot Hurwitz) <i>(Pages 44-50)</i></b></p> <p>Board action will approve 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.</p> | APPROVE     |
| 8.8 | <p><b>Supporting a Subregion Formation for the 2014-22 Regional Housing Needs Allocation (RHNA) Process (Danielle Schmitz) <i>(Pages 51-55)</i></b></p> <p>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.</p>   | INFORMATION |
| 8.9 | <p><b>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 (Tom Roberts) <i>(Pages 56-60)</i></b></p> <p>Board action will approve Resolution No. 11-04 authorizing the receipt of Proposition 1B funding Certification and Assurances and Authorized Agent language.</p>   | APPROVE     |

**9. REGULAR AGENDA ITEMS – TRANSPORTATION**

**RECOMMENDATION**

- 9.1 FY 09/10 Independent External Audit Report for NCTPA (Antonio Onorato) *(Pages 61-64)*

ACCEPT AND FILE

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.

- 9.2 Transit Efficiency Committee Report (Paul W. Price) *(Pages 65-76)*

INFORMATION

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

- 9.3 Corridor System Management Plan (CSMP) SR-12 (Eliot Hurwitz) *(Pages 77-124)*

APPROVE

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

**10. INTERJURISDICTIONAL ISSUES FORUM**

**RECOMMENDATION**

- 10.1 Napa County Arts and Cultural Commission Governance Restructure (Paul W. Price) *(Pages 125-129)*

APPROVE

Board action will move forward with 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.

- 10.2 County/Cities Ordinances – Signage as Related to Public Art "The Values Project" (Paul W. Price) *(Pages 130-135)*

INFORMATION

This report is being presented to the NCTPA Board for dissemination to member jurisdictions, with direction back to NCCAC to disseminate this information more broadly.

10.3 Interjurisdictional Issues Discussion Forum and Information Exchange

INFORMATION

Board Members are encouraged to share specific new projects with interjurisdictional impacts.

**11. CLOSED SESSION**

**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

**12. ADJOURNMENT**

**RECOMMENDATION**

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

APPROVE