

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

**Board of Directors**

**MINUTES**

**Wednesday, February 20, 2013**

**ITEMS**

**1. Call to Order**

Chair Keith Caldwell called the meeting to order at 1:38 p.m.

**2. Pledge of Allegiance**

Chair Caldwell led the salute to the flag.

**3. Roll Call**

Members Present:

Joan Bennett	City of American Canyon
Leon Garcia	City of American Canyon
Chris Canning	City of Calistoga
Scott Sedgley	City of Napa
Jill Techel	City of Napa
Keith Caldwell	County of Napa
Diane Dillon	County of Napa
Bill Dodd	County of Napa
Ann Nevero	City of St. Helena
Peter White	City of St. Helena
Lewis Chilton	Town of Yountville
John Dunbar	Town of Yountville

Members Absent:

Michael Dunsford	City of Calistoga
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Non-Voting Member Absent:

JoAnn Busenbark	Paratransit Coordinating Council
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**4. Public Comment**

None.

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

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

No Reports Given

**6. Directors Update**

*Kate Miller, Executive Director*

Introduced Justin Paniagua, NCTPA's new Accounting Technician.

Announced that transit ridership is up 19% from June 2012.

Provided an update on the progress of Soscol Gateway Transit Center (SGTC).

Provided an updated on the Jameson Canyon project. A tour of the project will be scheduled for late February.

Provided an update on the One Bay Area Grant process.

Provided a legislative update.

**7. Caltrans' Update**

No oral report given, however, provided for review was the February 2013 Caltrans Reporting Memo.

**8. CONSENT ITEMS (8.1 – 8.7)**

**MSC\* BENNETT / WHITE to APPROVE** Consent Items 8.1 – 8.7, with **SEDGLEY, NEVERO** and **CANNING ABSTAINING** on Consent Item 8.1.

**8.1 Approval of Meeting Minutes of December 12, 2012 and January 16, 2013**

Board action approved the minutes of December 12, 2012 and January 16, 2013

**8.2 Paratransit Coordination Council (PCC) Appointment**

Board action approved the appointment of Celine Regalia to fill a vacancy on the PCC.

**8.3 VINE Consumer Advisory Committee (VCAC) Appointment**

Board action approved the appointments of Anna Ernest, Jean Deal, and Zachary Schunk to fill three vacancies on the VCAC.

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

**8.4 Resolution No. 13-01 Authorizing the Submittal of the FY 2013-14 Transportation Fund for Clean Air (TFCA) Program Expenditure Plan and Approval of the TFCA Program Manager Selection Criteria**

Board action approved (1) Resolution No. 13-01 accepting the FY 2013-14 TFCA Expenditure Plan and (2) adopted the selection criteria and issue a call for projects consistent with the Air District's Board Adopted TFCA County Program Manager Fund Policies for FYE 2014.

**8.5 Approval of Amendment # 7 to the Agreement for Provision of Transit Serviced by and between the Napa County Transportation and Planning Agency (NCTPA) and Veolia Transportation Services Inc.**

Board action approved amendment to the Transit Services agreement for the provision of specialized maintenance for the New Flyer ISE buses in an amount not to exceed \$203,431.

**8.6 Active Transportation Advisory Committee (ATAC) Appointment**

Board action approved the appointment of Joe Tagliaboschi to the ATAC.

**8.7 Approval of Third Amendment to NCTPA Agreement No.10-20 with CH2MILL and First Amendment to Work Authorization No. 1 NCTPA Agreement No. 10-20 with CH2MHILL, Inc. for Work Associated with On-Call Engineering and Project Delivery Services at the Soscol Gateway Transit Center (SGTC)**

Board action (1) approved the Third Amendment to NCTPA Agreement No. 10-20 with CH2MHILL, Inc. which extends the Period of Performance until March 31, 2013 and (2) approved the First Amendment to Work Authorization No. 1 NCTPA Agreement No. 10-20 with CH2MHILL, Inc. which provides additional funding for work at the SGTC in an amount not to exceed \$49,519.76.

**9. REGULAR AGENDA ITEMS**

**9.1 Priority Conservation Area (PCA) Call for Projects**

Staff provided a review of the PCA Call for Projects process.

John Woodbury, General Manager Napa County Regional Park and Open Space District, requested clarification of project eligibility as contained in the draft Call for Projects and requested that a sixth type of project be added to the list of eligible projects contained in the Call for Projects, as follows:

6. Protection (Land Acquisition or Easement) or Enhancement of Natural Resources, Open Space or Agricultural Lands – Such project, while often effective in accomplishing regionally-adopted PCA goals, are not directly eligible for PCA funds due to federal funding restrictions, but may be considered as part of an overall finding strategy which proposes to exchange funds from other sources in order to leverage maximum benefit to both the transportation system and the conservation of natural resources.

**MS TECHEL / NEVERO to APPROVE** the issuance of a Call for Projects for the Priority Conservation Area Program which includes the addition of sixth type of project as stated above.

**9.2 NCTPA Second Quarter FY 2012-13 Budget and 5 Year Forecast and Approval of Resolution No. 13-02 Amending NCTPA’s FY 2012-013 Budget**

Provided for review was a revised Second Quarter FY 2012-13 Budget (October-December) and Five Year forecast. Board action approved amending the NCTPA’s FY 2012-13 budget.

**MSC\* GARCIA / CANNING to APPROVE** Resolution 13-02 authorizing a FY 2012-13 budget adjustment of \$548,600 to pay for Transportation for Clean Air (TFCA) claims in FY 2012-13 and additional vehicle repairs and maintenance to maintain the VINE New Flyer Hybrid fleet.

**9.3 Professional Legal Services**

**MSC\* CALDWELL / SEDGLEY to APPROVE**, by a vote of 12 to 9, rejecting all proposals received in response to RFP 2012-05 Request for Professional Legal Services by the following Roll Call Vote:

<u>MEMBER</u>	<u>VOTE</u>	<u>VOTING POWER</u>
GARCIA	NO	1
BENNETT	NO	1
CANNING	NO	1
SEDGLEY	YES	6
TECHEL	NO	4
CALDWELL	YES	2
DILLON	YES	2
NEVERO	YES	1
WHITE	YES	1
DUNBAR	NO	1
CHILTON	NO	1

#### **9.4 Soscol Gateway Transit Center (SGTC) Public Facilities Update**

**MSC\* DUNBAR / BENNET** to **APPROVE** that public restrooms at the Soscol Gateway Transit Center (SGTC) remain open, that the budget be amended to cover the maintenance cost, and that staff research security options and report back to the Board these options.

#### **10. INTERJURISDICTIONAL ISSUES FORUM**

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

Board Members shared specific new projects/issues with interjurisdictional impacts.

#### **11. CLOSED SESSION**

Janice Killion, NCTPA Legal Council, announced that the Board would be adjourning to closed session for two items as noted in the agenda (Conference with Legal Counsel-Anticipated Litigation and Conference with Real Property Negotiator)

Adjourned to Closed Session at 3:28 p.m.

##### **11.1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9: (1 case)

##### **11.2 CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)**

Property: Railroad right of way adjacent to 625 Burnell, Napa, California

Agency Negotiator: Kate Miller, Executive Director

Negotiating Parties: Napa Transit Investors

Under Negotiation: Price and terms of payment.

Adjourned to Open Session at 4:15 p.m.

Chair Caldwell reported that there was no reportable action taken during closed session.

**12. ADJOURNMENT**

**12.1 Approval of Meeting Date of March 20, 2013 and Adjournment**

The next regular meeting will be held Wednesday March 20, 2013 at 1:30 p.m.

The meeting was adjourned by Chair Caldwell at 4:15 p.m.

  
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Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED