

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, February 15, 2012

ITEMS

1. Call to Order

Chair Caldwell called the meeting to order at 1:32 p.m.

2. Pledge of Allegiance

Chair Caldwell led the pledge of allegiance.

3. Roll Call

Members Present:

Joan Bennett	City of American Canyon
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
Bill Dodd	County of Napa
Keith Caldwell	County of Napa
Peter White	St Helena
Lewis Chilton	Town of Yountville
John F. Dunbar	Town of Yountville
JoAnn Busenbark	PCC

Members Absent:

Del Britton	St Helena
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Non-Voting Member Present:

JoAnn Busenbark	Paratransit Coordinating Council
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4. Modifications to / Setting of the Agenda

Correction to Agenda, Keith (Chair). Revised minutes provided by Diane Dillon.

5. Public Comment - None

MSC - Motioned, Seconded, and Unanimously Carried

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

MTC Commission Update

Board Member Bill Dodd

Updated the Board on One Bay Area meeting held in January.

Board Member Update

Board Member John Dunbar

Requested an update on the i-pads and made comment about large agenda.

Board Member Jim Krider made comment about his experience with VINE Go and being told there was a 30 day waiting period. JoAnn Busenbark verified this is not common practice and Tom Roberts, NCTPA staff, made comments to the Board about his weekly practice with ADA Applications. Staff will be looking in to the issue with Veolia Transportation.

7. Directors Update

Paul W. Price,

Introduced new staff members, Matthew Wilcox, Larry Gawell, and Diana Meehan

Reported on the Jameson Canyon Groundbreaking Ceremony

Reported on the American Canyon Workshop

Provided an update on staff's research into the i-Pads

Announced Karrie Sanderin's return to work date and thanked Debbie Schwarzbach for filling in (as the Board Secretary) in Karrie's absence.

8. Caltrans Update

Caltrans Representative provided an update on the status of various projects located throughout the county

9. CONSENT ITEMS (9.1-9.9)

MSC: GINGLES / DUNSFORD to APPROVE Consent Items 9.1-9.9

9.1 Approval of Meeting Minutes of December 14, 2011 and January 11 2012

Board action approved meeting minutes for December 14, 2011 and January 11, 2012 meetings.

9.2 Approval of Resolution 12-02 Authorizing the submission of a Federal Transit Administration (FTA) Section 5311 grant application with the California Department of Transportation (Caltrans)

Board Action approved the Resolution No. 12-02 authorizing the agency to submit a grant application for FTA 5311 funds in the amount of \$175,001 for rural routes operating assistance in northern Napa County.

9.3 Approval of Resolution 12-03, Jameson Canyon Cooperative Agreement

Board action approved Resolution 12-03 which ratifies the Cooperative Agreements entered into with Caltrans for the construction of the Jameson Canyon project.

9.4 Approval of Resolution 12-04 and 12-05 PCC and VCAC Bylaws and appointments

Board action approved Resolution 12-04 and 12-05 to approve revised bylaws and appointments for PCC and VCAC.

9.5 Approval of Amendment No. 8 to the Joint Powers Agreement (JPA)

Board action approved Amendment No. 8 to the Joint Powers Agreement seeking to expand the scope of services of the Agency by being subject to the Uniform Cost Construction Accounting Act to simplify the bidding process for small projects.

9.6 Agreement to Membership in the Joint Powers Authority or CalVans

Board Action approved the Agreement to become full and equal members in the CalVans JPA.

9.7 Destruction of NCTPA purged documents

Board action approved the destruction of old records in accordance with NCTPA Policies and Procedures adopted by the Board.

9.8 Notice of Retirement, Executive Director

Board action approved the retirement of NCTPA Executive Director, Paul W. Price.

9.9 Transit Performance Dashboard

The Transit Performance Dashboard was presented to the NCTPA Board for review.

10. PUBLIC HEARING (10.1 – 10.2)

10.1 Public Hearing on County Wide Bike Plan CEQA Document

Chair Caldwell opened the Public Hearing at 2:03 PM

Being no Public Comment; Chair Caldwell closed the Public Hearing at 2:03 PM

10.2 Public Hearing on a Resolution of NCTPA to Adopt Regional UPCCA

Chair Caldwell opened the Public Hearing at 2:07 PM.

Being no Public Comment; Chair Caldwell closed the Public Hearing at 2:07 PM.

MSC* DODD / GINGLES to APPROVE (1) Resolution No. 12-06 adopting the California Uniform Public Construction Cost Accounting Act and Establishing Uniform Public Construction Cost Accounting Procedures for NCTPA public works projects; (2) First reading and intention to adopt an ordinance to Provide Informal Bidding Procedures under the Uniform Public Construction Cost Accounting Act; and (3) Amend NCTPA Policies, Practices and Procedures Chapter Section 11 Procurement to allow informal bidding procedures under the Uniform Public Construction Cost Accounting Act (Section 22000, et seq. of the Public Contract Code) with new signature limits.

11. REGULAR AGENDA ITEMS (11.1 – 11.4)

11.1 Call for Projects Lifeline Transportation Program

Staff announced a Call for Projects for the Lifeline Transportation Program Cycle 3 program whereas up to \$692,105 of grant money will be available to non-transit operators on a competitive basis through an application and evaluation process.

11.2. Advanced Fare Box Consultant

Staff requested that the Board authorized the Executive Director to negotiate and execute a fixed fee contract with Auriga Corporation for the amount up to \$65,550 to perform a needs assessment and develop functional requirements for the replacement of VINE Transit's (including AmCan Transit, Yountville Trolley, St. Helena Shuttle, Calistoga Shuttle,

and VINE Go) bus fare collection system (Phase I). Additionally, to authorize an option in the amount of \$86,500 to provide support services in support of procurement, installation, and testing of such equipment (Phase II) for a maximum amount not to exceed \$152,050

Board Member Dunbar requested that this item be tabled and brought back to the Board for review at the March 21 meeting.

11.3 Approval of Distribution of Draft Sales Tax Ordinance

Staff reviewed the draft Sales Tax Ordinance and expenditure plan and requested that the Board authorize it's distribution to the jurisdictions for comment.

Public Comment was provided by Genji Schmeder and a representative of the Sierra Club.

MSC* DUNBAR/GINGLES to APPROVE (1) Circulating the draft Transportation Infrastructure Sales Tax Ballot language to member jurisdictions for consideration and action, and (2) complete the Categorical Exemption for the project under CEQA

11.4 Board Appoint Ad Hoc Committee to work with Napa Transit Investors

The Board volunteered Mayor Britton, Paul suggested Napa, Yountville and St Helena work together on this and the item was tabled until the next meeting for staff to research to be done.

12. INTERJURISDICTIONAL ISSUES FORUM (12.1 – 12.2)

12.1 Interjurisdictional Issues Discussion Forum and Information Exchange

Mayor Jill Techel announced that the World War 1 traveling museum was on Main Street.

12.2 Napa County Commission for Arts and Culture

Staff reported that the County Board of Supervisors deferred action on this item until their meeting in April. Chair from the NCCAC was not available for comment so recommendation was to finalize and vote of the proposal at March 21st meeting

MSC* DUNBAR / GINGLES to APPROVE to table until the next meeting March 21.

13. ADJOURNMENT

13.1 Approval of Meeting Date of Wednesday March 21, 2012 and Adjournment

The next regular meeting will be held Wednesday March 21, 2012 at 1:30 p.m.

The meeting was adjourned by Chair Caldwell at 3:39 p.m.



Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED