

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

Minutes

Wednesday, April 18, 2012

ITEMS

1. Call to Order

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

2. Pledge of Allegiance

Board Member and Mayor of Yountville John Duncar let the salute to the flag.

3. Roll Call

Members Present:

Joan Bennett	City of American Canyon
Leon Garcia	City of American Canyon
Michael Dunsford	City of Calistoga
Jack Gingles	City of Calistoga
Jim Krider	City of Napa
Jill Techel	City of Napa
Bill Dodd	County of Napa
Del Britton	City of St. Helena
Margie Mohler	Town of Yountville
Lewis Chilton	Town of Yountville

Members Absent:

Keith Caldwell	County of Napa
Peter White	City of St. Helena

Non-Voting Member Absent:

JoAnn Busenbark	Paratransit Coordinating Council
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4. Public Comment - None

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

MSC - Motioned, Seconded, and Unanimously Carried

No reports given.

6. Directors Update

Paul W. Price, Executive Director

Reported that the California Transportation Commission (CTC) will hold their commission meeting in Napa in October.

Reported on the bus shelter replacement project.

7. Caltrans Update

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

8. CONSENT ITEMS (8.1 – 8.6)

At the request of Board Member Dunbar, item 8.3 was pulled from Consent so that he and Board Member Mohler to abstain from voting.

MSC*GARCIA / BRITTON to APPROVE Consent Items 8.1-8.2 and 8.4-8.6.

8.1 Approval of First Amendment to Napa County Agreement No. 7018 for Napa County Green Business Program

Board action approved an Amendment to Napa County Agreement No. 7018 between NCTPA and the County of Napa for the Napa County Green Business Program. This amendment will amend the current rate of the Green Business Coordinator from \$25.12/hour to \$33.63/hour and amend the scope of services to include all business types (including wineries). The maximum dollar amount of the Agreement has not been changed and remains up to \$20,000 dollars per year. This allots the Green Business Program Coordinator approximately 600 hours a year to work on the program.

8.2 Approval of Appointments to the Bicycle Advisory Committee (BAC)

Board action approved the appointments of Michael Costanzo and Brett Risley to the BAC to fill two vacancies for at large representatives from Napa County.

8.3 Approval of Purchase and Sale Agreement No. NCTPA 12-04 between the Napa County Transportation and Planning Agency (NCTPA) and the Town of Yountville

At the request of Board Member Dunbar, this item was pulled from consent so that he and Board Member Mohler could abstain from voting.

Board action approved the agreement for the purchase of the Yountville Park and Ride Lot property in an amount not to exceed \$150,000.

MS DODD / BENNETT to APPROVE with DUNBAR and MOHLER ABSTAINING (1) authorizing the Chair to execute a real estate purchase agreement, No NCTPA 12-04 with the Town of Yountville for the purchase of an approximate 6,000 square foot parcel of property for a Park and Ride (PNR) site located at the southeast corner of Solano Avenue and California Drive, south of California Drive and located between the railroad right of way and Solano Avenue in the Town of Yountville for \$150,000 and (2) execute all documents including the final real estate purchase contract and conveyance document(s) necessary to effectuate the land purchase.

8.4 Approval of Memorandum of Understanding (MOU) between the Napa County Transportation and Planning Agency (NCTPA) and the City of Calistoga

Board action approved a MOU with the City of Calistoga establishing the annual contribution for the operation of the Calistoga Shuttle. NCTPA will receive \$10,000 in revenue from the City of Calistoga.

8.5 Approval of Memorandum of Understanding (MOU) between the Napa County Transportation and Planning Agency and the Calistoga Tourism Business Improvement District (TBID)

Board action approved a MOU with the TBID establishing the annual contribution for the operation of the Calistoga Shuttle. NCTPA will receive \$30,400 in revenue from the Calistoga Tourism Business Improvement District.

8.6 Calistoga Shuttle Fare Decrease

Board action approved lower the cash fare on the Calistoga Shuttle to \$1 effective May 1, 2012.

9. ADMINISTRATIVE ITEMS

9.1 Human Resources Update

Human Resources provided an update on (1) the Executive Director Recruitment process to date and (2) the extension of the Executive Director's last day in the office from March 30th to April 18th.

MSC* DODD / BENNETT to APPROVE the extension of the Executive Director's last day in the office from March 30th to April 18th.

10. PUBLIC HEARING

10.1 Public Hearing on the NCTPA FY 12/13 Budget, Approval of Resolution No. 12-12 Adopting the NCTPA FY 12/13 Budget, and Approval of Resolution No. 12-13 Authorizing the Filing with the Metropolitan Transportation Commission (MTC) for Allocation of Transit Development Act (TDA), State Transit Assistance (STA), and Regional Measure 2 (RM2) Funds)

Staff reviewed the FY 12/13 Budget. The first reading of the draft FY 12/13 budget was presented to the Board at their March meeting.

Vice Chair Gingles opened the Public Hearing at 1:48 p.m.

Being no Public Comment Vice Chair Gingles closed the Public hearing at 1:48 p.m.

MSC* DODD / GARCIA to:

- (1) Approve Resolution No. 12-12 (Attachment 1) adopting the NCTPA FY 12/13 budget of:
\$12,986,300 in revenues and expenditures,
\$ 1,163,000 in depreciation expense
\$18,906,000 capital budget
\$23,055,300 TOTAL BUDGET
- (2) Authorize a total Transportation Development Act (TDA) claim in the amount of up to \$6,862,900 comprised of:
\$4,158,500 in TDA Articles 4, 4.5 and 8 for transit operations
\$ 746,300 in TDA Article 8 for administration and planning activities
\$1,958,100 in TDA Article 4 and 8 capital funds
\$ 996,900 in State Transit Assistance
\$7,859,800 TOTAL TDA FUNDS
- (3) Approve Resolution No. 12-13 (Attachment 2) authorizing the filing with the MTC for allocation of TDA, STA, and RM2 funds, and
- (4) Authorize the NCTPA Executive Director or designee to sign any claims, applications or agreements in order to move funds into the Agency or to Member Agencies.

10.2 Public Hearing on the Proposed VINE Transit Routes Service Redesign

Staff reviewed the proposed VINE Transit Route Service redesign for the City of Napa which will address concerns regarding bus frequency, on-time performance, provide more travel options to passengers and potentially splitting the Route 10 service into two overlapping routes. Further, staff recommended that the Board continue the Public Hearing to the May 16, 2012 when the item will be presented for Board approval.

Vice Chair Gingles opened the Public Hearing at 2:12 p.m.

Jack Wall, Chair of NCTPA's VINE Consumer Advisory Committee (VCAC), stated that the VCAC recommends and supports the proposed service changes to the VINE Transit system.

Genji Schmeder, VINE Consumer Advisory Committee (VCAC) member, also stated that the VCAC recommends and supports the proposed service changes to the VINE Transit system.

Being no further Public Comment, Vice Chair Gingles announced that the Public Hearing would continue to the May 16, 2012.

11. REGULAR AGENDA ITEMS

11.1 Approval to Enter into the Subregional Delegation Agreement for the Napa County Subregion

Board action authorized the Executive Director or designee to enter into the Delegation Agreement on behalf of the Napa County Subregion.

MSC* GARCIA / DUNSFORD to APPROVE authorizing the NCTPA Executive Director or his designee to enter into the Memorandum of Understanding (MOU) Delegation of SubRHNA Responsibilities to the Napa County Subregion on behalf of the Napa County Subregion.

11.2 Approval of Resolution No. 12-10 Supporting Assembly Constitutional Amendment (ACA) 23

Currently, transportation measures going before the voters require a 2/3 voter approval before the measure can be enacted. ACA 23 would amend that requirement to a voter approval of 55% in favor to be enacted for transportation measures.

MSC* BENNETT / DUNSFORD to APPROVE (1) Resolution No. 12-10 supporting ACA 23 and (2) authorizing the Chair to send a letter of support for ACA 23 (Perea).

11.3 Surface Transportation Program (STP) and Congestion Mitigation & Air Quality Improvement Program (CMAQ) Allocation Policy

Staff provided a revised policy on the allocation of STP/CMAQ funds in Napa County as follows:

It shall be the policy of NCTPA that an amount equivalent to 6.67% of the funds generated by NVT A Ordinance 2012-01, be set aside from all Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds, and shall be allocated to Napa county jurisdictions for Class I multiuse path projects within the Cities, Town and County of Napa.

This policy will go into effect at such time as the Napa Countywide Road Maintenance Act becomes operative (currently projected to be July 2018 if the measure is approved by voters in November 2012).

MSC* DODD / DUNSFORD to **APPROVE** adopting a policy on the allocation of Federal Surface Transportation Plan (STP) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds.

12. INTERJURISDICTIONAL ISSUES FORUM

12.1 Interjurisdictional Issues Discussion Forum and Information Exchange

No Reports Given.

13. CLOSED SESSION

Janice Killion, NCTPA Legal Counsel, announced that the Board would be adjourning to closed session for one item as noted in the agenda (Public Employee Performance Evaluation (Government Code Section 54957 Title: Executive Director)

Adjourned to Closed Session at 2:52 p.m.

13.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Executive Director

Adjourned to Open Session at 3:20 p.m.

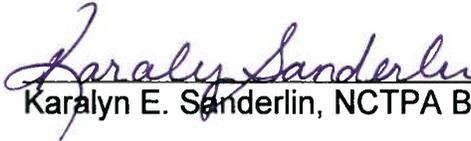
Janice Killion, NCTPA Legal Counsel, reported that there was no reportable action taken during closes session.

14. ADJOURNMENT

14.1 Approval of Meeting Date of May 16, 2012 and Adjournment

The next regular meeting will be held Wednesday May 16, 2012 at 1:30 p.m.

The meeting was adjourned by Vice Chair Gingles at 3:20 p.m.


Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED