

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

**Board of Directors**

**MINUTES**

**Wednesday, December 16, 2009**

**1:30 p.m.**

**ITEMS**

**1. Call to Order**

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

**2. Pledge of Allegiance**

Mayor Jack Gingles led the salute to the flag.

**3. Roll Call**

Members Present:

|                   |   |
|-------------------|---|
| 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  |
| Mark Luce         | County of Napa  |
| Keith Caldwell    | County of Napa – participating as a non-voting member |
| Del Britton       | City of St. Helena                                    |
| Eric Sklar        | City of St. Helena                                    |
| Lewis Chilton     | Town of Yountville                                    |
| Cynthia Saucerman | Town of Yountville                                    |

Non-Voting Member Present:

|                 |                                  |
|-----------------|----------------------------------|
| JoAnn Busenbark | Paratransit Coordinating Council |
|-----------------|----------------------------------|

Members Absent:

|              |                         |
|--------------|-------------------------|
| Joan Bennett | City of American Canyon |
| Bill Dodd    | County of Napa          |

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

**4. Public Comment**

Reno Navarette, General Manager Veolia Transportation, reviewed the status of various open items from previous Board meeting.

Shannon Tracey, Transportation for America, stated appreciation to the Board for their consideration in adopting the resolution in support of the Transportation for America Campaign Platform.

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

No reports given.

**6. Directors Update**

*Paul W. Price, Executive Director*

Reported that the FY 08/09 Audit report is complete and will be on the January 20, 2010 Board Agenda for the Board to accept and file.

Reported that a new Federal register came out on December 8<sup>th</sup> requesting projects be submitted for funding transit centers and administrative facilities. NCTPA staff will be submitting an application for \$4.1M to compete nationally to fund the downtown Napa Transit Center. Applications are due first week in February 2010.

Reported that the Media campaign for the VINE system is up and running and will be on going through April 2010.

Reported that the first Transit Efficiency Committee meeting will be held immediately following the Board meeting.

**7. Caltrans Update**

Ahmad Rahimi, Caltrans, provided an update on the status of various projects located throughout the county.

**8. CONSENT ITEMS (8.1 – 8.6)**

**8.1 Approval of Meeting Minutes of September 16, 2009, October 21, 2009 and November 18, 2009**

Board action approved the meeting minutes of September 16, 2009 October 21, 2009, and November 18, 2009.

**8.2 Approval of Amendment No. 7 to the Joint Powers Agreement for the Napa County Transportation and Planning Agency (NCTPA)**

Board action approved the amendment to the NCTPA Joint Powers Agreement.

**8.3 Approval of Revised Personnel Policies and Procedures Manual**

Board action approved the revised NCTPA Personnel Policies Manual.

**8.4 Approval of Professional Services Agreement (PSA) for a Comprehensive Compensation and Classification Study**

Provided was an updated version of Consent Item 8.4. This revision included the recommendation from the Evaluation Selection and Recommendation Committee to award the contract to CPS Human Resources. CPS received 81 points out of a possible 100 point.

Board action authorized the Executive Director to enter into an agreement for a Comprehensive Compensation and Classification Study services contract in an amount not to exceed \$ 33,855.

**8.5 Approval to Surplus and Sell Transit Fleet Vehicles**

Board action approved (1) the surplus of specified transit fleet vehicles and (2) authorizing the Executive Director to sell surplus vehicles by auction and redirect the sales revenue into the transit budget.

**8.6 Approval of Resolution 09-38 Support for Transportation for America Efforts**

Board action approved Resolution No. 09-38 supporting Transportation for America's efforts in asking the USDOT to make safer streets a priority.

**9. REGULAR AGENDA ITEMS – TRANSPORTATION**

**9.1 Update on Transit Project Funding and Tracking**

Staff reviewed a brief summary of upcoming transit projects along with a matrix that agency personnel utilize to track and differentiate respective project funding streams.

Board action received and filed the report on the status of various transit projects.

**10. INTERJURISDICTIONAL ISSUES FORUM**

**10.1 Napa Countywide Preliminary Draft Climate Protection Action Plan**

An update of the Napa Countywide Preliminary Draft Climate Protection Action Plan will be provided.

**10.2 Interjurisdictional Issues Discussion Forum and Information Exchange**

No reports given.

Susan Q. McGuigan reported the Board is adjourning to closed session for specific pending litigation, which is MV Transportation v NCTPA case 2650318 of Napa County Superior Court.

Adjourned to Closed Session at 3:15 p.m.

**11. CLOSED SESSION**

**CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**

Significant exposure to litigation pursuant to Government Code 54956.9 (a): (1 case).

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: (1 case)

Adjourned to Open Session at 3:25 p.m.

Susan McGuigan, NCTPA Legal Counsel, reported that there was no reportable action taken during closed session.

**12. ADJOURNMENT**

**Approval of Next Regular Meeting Date of Wednesday January 16, 2010 and Adjournment**

The next meeting will held in the NCTPA Conference Room on Wednesday January 20, 2010.

The meeting was adjourned by Chair Krider at 3:25 p.m.