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RESOLUTION NO. 13-15

**RESOLUTION OF THE
NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY (NCTPA)
DELEGATING AUTHORITY TO SIGN AND RECORD NOTICES OF COMPLETION**

WHEREAS, at the conclusion of construction projects, it is typical for the owner or the owner's agent to sign and record a Notice of Completion in conformance with Section 9204 of the California Civil Code, which notice triggers the time requirement within which contractors and sub-contractors may submit claims; and

WHEREAS, due to NCTPA's meeting schedule, it is difficult for the Board to meet within the fifteen days of project completion required for recording Notices of Completion; and

WHEREAS, it is in the best interest of NCTPA to sign and record Notices of Completion in a timely manner; and

WHEREAS, the Board of Directors wishes to delegate the authority to sign and record Notices of Completion to the Executive Director for all NCTPA construction projects to expedite the recording of these documents and reduce the staff time otherwise required in putting these matters on the Board's agenda.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Napa County Transportation and Planning Agency that the Executive Director is authorized and directed to sign and have recorded record Notices of Completion for NCTPA construction projects that are administered by NCTPA.

Passed and adopted this 18th day of September, 2013

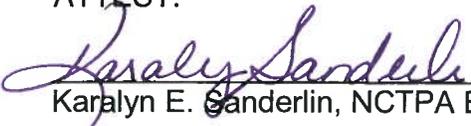

Keith Caldwell, NCTPA Chair

Ayes GARCIA(1), BARNES(1),
DUNSFORD(1), SEDGLEY(4),
LUCE(2), CALDWELL(2),
NEVER(1), WHITE(1),
CHILTON(1), B. BENNETT(1)

Noes: NONE

Absent: TECHEL(6), DUNBAR(1)

ATTEST:


Karalyn E. Sanderlin, NCTPA Board Secretary

APPROVED:


Janice Killion, NCTPA Legal Counsel