

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

**Board of Directors**

**MINUTES**

**Wednesday, February 16, 2011**

**ITEMS**

**1. Call to Order**

Chair Jim Krider at 1:34 p.m.

**2. Pledge of Allegiance**

Betty Rhodes led 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
Keith Caldwell	County of Napa
Del Britton	City of St. Helena
Peter White	City of St. Helena
Lewis Chilton	Town of Yountville
Margie Mohler	Town of Yountville

Members Absent:

None

Non-Voting Member Present:

JoAnn Busenbark      Paratransit Coordinating Council

**4. Public Comment - None**

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

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

*Bill Dodd, MTC Commissioner*

Reported the first cycle (of the two-year cycle) of STP/CMAQ program (MTC) allocated \$8M for various projects in the Napa region and \$754K for the Farebox (VINE) replacement modernization project.

**6. Directors Update**

*Paul W. Price, Executive Director*

Reported that the VINE Transit Services Ridership Report (Item 8.11) will be a standing Board item in each month's agenda packets for Board information.

Reported that the City of Napa Transit Study is underway which will begin the process of looking at long term transit services improvements in the City of Napa.

Reported that all the tenants at the (Burnell Street property) have been relocated and property is vacant.

Reported the city of American canyon new route service is going well. For the first time, marketing efforts have included social network media, i.e. Facebook, Google, and Yahoo which have captured 13-17 year old age group.

**7. Caltrans Update**

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

**8. CONSENT ITEMS (8.1 – 8.12)**

**MSC\* GINGLES/GARCIA to APPROVE with DUNBAR ABSTAINING, Consent Items 8.1 – 8.12.**

Betty Rhodes, commented on success of the Senior Shuttle and the importance to the senior community of this service.

**8.1 Legislative Report January 2011**

**8.2 Approval of Meeting Minutes of December 15, 2010 and January 26, 2011**

Board action approved the meeting minutes of December 15, 2010 and January 26, 2010

**8.3 Approval of Resolution No. 11-05 Amending NCTPA FY 10/11 Budget Transferring \$250,000 from Fund 2060 to Fund 2100**

Board action approved Resolution No. 11-05 amending the NCTPA FY 10/11 budget transferring \$250,000 from Fund 2060 to Fund 2100.

**8.4 Approval of Resolution No. 11-06 Transportation Development Act (TDA), Regional Measure-2 (RM2), and State Transit Assistance (STA) Fund Request to Metropolitan Transportation Commission (MTC) for FY 11/12**

Board action approved Resolution No. 11-06 submitting a TDA claim for Article 4 (VINE funds) 4.5 (VINE Go funds) & 8 (transit operating and transit planning and administration funds); a State Transit Assistance (STA) claim; and a Regional Measure-2 (RM2) claim for funds to support the FY 11/12 Operating, Capital and Administration Budgets.

**8.5 Approval of NCTPA's Title VI Program Policy**

Board action approved and adopted a Title VI Program Policy for the Agency.

**8.6 First Reading of NCTPA Policies, Practices and Procedures: Social Media Policy**

*Information Only / No Action Taken*

Provided for Board review was the first reading of the Social Media Policy which, once approved will be incorporated into the NCTPA Policies, Practices, and Procedures Section 3 Communications.

**8.7 Invitation for Bid (IFB) 2011-01 Trancas Park and Ride Shade Shelter Bid Results**

Board action (1) approved the rejection of all bids received for the Trancas Park and Ride Bus Shelter project and (2) directed the Executive Director to explore other low cost alternatives and select one within the remaining funding available.

**8.8 Invitation for Bid (IFB) 2011-02 Demolition and Abatement Services at New Soscol Gateway Transit Center Location Bid Results**

Board action (1) accepted the bid received from PARC Services, Inc. and (2) directed the Executive Director to enter into a contract with PARC Services, Inc. for the Demolition and Abatement Services at the future Transit Center.

**8.9 Issuance of Quote for Goods and/or Services for On Call Financial Advisory Services**

Board action authorized the Executive Director to issue a "Quote for Goods and/or Services" for on-call financial advisory services and enter into a three (3) year contract, with two (2) one-year renewal options on behalf of the Board in an amount not to exceed \$99,999 for the life of the contract. The contract shall be cancelable at any time by the Agency without cause.

**8.10 Approval of Resolution No. 11-07 Authorizing the Submittal of Three (3) Applications for Transit Security Funding to California Emergency Management Agency (CalEMA)**

Board action (1) approved Resolution No. 11-07 authorizing the submittal of three (3) California Emergency Management Agency (CalEMA) grant applications, FY 08/09 (Exhibit A); FY 09/10 (Exhibit B); and FY 10/11 (Exhibit C), for transit security funding from the California Emergency Management Agency (CalEMA) in the amount of \$29,409, and (2) authorized the Executive Director to select and install security equipment.

**8.11 VINE Transit Services Ridership Report**

*Information Only / No Action Taken*

Transit services ridership data was provided for Board review..

**8.12 Napa Shuttle Evaluation**

*Information Only / No Action Taken*

Provided for the Board was an update on the Napa Shuttle service.

**9. REGULAR AGENDA ITEMS**

**PUBLIC HEARING**

**9.1 Public Hearing on the Federal Transit Administration (FTA) Section 5311 Grant Application**

Pursuant to Part IX of Caltrans Fiscal year 2011 Application for 5311 funds, the agency is required to hold a public hearing to hear testimony on a grant request to the State of California Department of

Transportation for Federal Transit Administration Section 5311 Program in the amount of \$110,663 for the purchase of one replacement trolley to serve the Town of Yountville.

Chair Krider opened the Public Hearing at 2:20 p.m.

Being there were no public comments, Chair Krider closed the Public Hearing at 2:20 p.m.

**MSC\* TECHEL / BRITTON to APPROVE** a public hearing and accept public comment regarding the agency's plans to submit an application for Federal 5311 funds to purchase a replacement trolley.

## **9.2 Agricultural Worker Vanpool Program (AWVP)**

Staff reported on activities of the AWVP to date and requested that Board provided direction on the continuation, suspension, or reorganization of the Agricultural Worker Vanpool Program.

Three options have been discussed by staff: (1) Convert five out of the ten vans to a regular vanpool program, (2) Allow the current program to run its course until the funding sunsets on June 30, 2011, and (3) Dissolve the program, sell the vehicles and return unused funds back to the State.

Board Member Gingles stated that he is not in favor of return funds to the state, suggested using the vans for vanpooling program to transport students from Calistoga to Cardinal Newman High School (Santa Rosa) or to Pacific Union College (Angwin) or as a shuttle to Angwin.

Board Member Garcia also suggested vans could be used for vanpooling programs for the Veterans Home (Yountville) or Napa State Hospital.

Board Member Gingles also suggested that each Board member take the information back to their communities and discuss possible options in which the vans can be used locally for vanpooling purposes.

Board Member Caldwell motioned that the Board approve Option 1 Convert five out of the ten vans to a regular vanpool program, allow the current program to run its course until June 30, 2011, and try to get commitments for the five vans, and possible for all ten, for a regular vanpool program.

**MSC\* CALDWELL / GARCIA to APPROVE** Option 1 Convert five out of the ten vans to a regular vanpool program. Further, to allow the current program to run its course until June 30, 2011.

**9.3 Approval to Purchase Four (4) Replacement Vehicles for the VINE Fixed Route Service**

Board action approved the purchase of four Class G low floor, gasoline powered, 26-foot buses, and authorized the Executive Director to issue a purchase order with A-Z Bus Sales under NCTPA's membership with CalACT (California Association for Coordinated Transportation).

**MSC\* BRITTON / TECHEL to APPROVE** (1) the purchase of four Class G low floor, gasoline powered, 26-foot buses, and (2) authorizing the Executive Director to issue a purchase order with A-Z Bus Sales under NCTPA's membership with CalACT.

**9.4 Approval to Purchase Three (3) Replacement Vehicles for the VINE Go Paratransit Service**

Board action approved the purchase of three (3) Class C, gas powered Ford engine cutaway buses, and authorized the Executive Director to issue a purchase agreement with Creative Bus Sales under NCTPA's membership with CalACT (California Association for Coordinated Transportation).

**MSC\* CALDWELL / GARCIA to APPROVE** (1) the purchase of three (3) Class C, gas powered Ford engine cutaway buses, and (2) authorizing the Executive Director to issue a purchase agreement with Creative Bus Sales under NCTPA's membership with CalACT.

**9.5 California Public Employees' Retirement System (CalPERS) Contract Amendment for a New Second Tier Plan for Pooled Plans**

Board action approved a CalPERS contract amendment request for a new Second Tier Plan for Pooled Plans, under Section 20475 Different Level of Benefits Provided for New Employees, for Section 21353 2% @ 60 Full Formula for Local Miscellaneous Members. Current employee's retirement benefits will not be affected.

**MSC CALDWELL / BRITTON to APPROVE** a CalPERS contract amendment request for a new Second Tier Plan for Pooled Plans, under Section 20475 Different Level of Benefits Provided for New Employees, for Section 21353 2% @ 60 Full Formula for Local Miscellaneous Members.

**9.6 Approval of Resolution No. 11-08 Supporting a Subregion Formation for the 2014-22 Regional Housing Needs Allocation (RHNA) Process**

Board action will approved Resolution No. 11-08 supporting a Napa County Subregion and authorized the NCTPA Executive Director to execute contracts with consultant services for the attached scopes of work for a Technical Services Consultant and a Facilitator/Coordinator Consultant to help support the sub-RHNA process.

Eve Kahn, Get a Grip on Growth, requested that the Board provided opportunities for public participation in the Regional Housing Allocation process.

Larry Florin, Community and Intergovernmental Affairs Manager, County of Napa, stated that the County of Napa supports and has approved a resolution indorsing the Subregion Formation. Mr. Florin further stated that the County of Napa feels the first step in the process is to discuss the ABAG methodology before adopting it, however, the process is on very short timeline; the region has until July to adopt a methodology and submit it to ABAG.

Paul Price, NCTPA Executive Director, stated that the City Manager's group recommended that the process be streamlined to primarily develop a methodology around ABAG's last methodology to minimize technical development time.

**MSC\* BRITTON / GARCIA to APPROVE** (1) Resolution No. 11-08 supporting a Napa County Subregion, and (2) authorizing the NCTPA Executive Director to execute contracts with consultant services for the attached scopes of work for a Technical Services Consultant and a Facilitator/Coordinator Consultant to help support the sub-RHNA process.

#### **9.7 Countywide Bike Plan Update**

*Information Only / No Action Taken*

Staff provided an update of the Countywide Bike Plan, Existing Bicycle Conditions in Napa County 2011.

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

#### **10.1 Napa County Commission for Arts and Culture Report**

The NCCAC presented an update to the Board which includes: Progress report on governance changes, research including creation of Ad Hoc group and planned meeting the Arts Council of Napa Valley (ACNV), a review of speakers program for NCCAC, the progress on the effort to create a recognition platform for Napa County leaders in arts and culture, the progress on NCCAC web site, and a request for direction from NCTPA board regarding the January 2011 report by the NCCAC

on County/Cities ordinance – Signage as related to public art “The Values Project”

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

Board Members Dodd requested a discussion item on the formation of a Council of Governments be agendized for a future meeting.

## **11. CLOSED SESSION**

Janice Killion, NCTPA Legal Counsel, announced that the Board would be adjourning to closed session for Conference with Legal Counsel – Existing Litigation, Government Code Section 54956.9(a), 4 cases with an expected reportable action, and for Conference with Real Property Negotiator, Government Code Section 54956.8, 1 case as listed in the agenda.

Adjourned to Closed Session at 3:40 p.m.

### **11.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION** (Government Code Section 54956.9(a))

NCTPA v. Greenberg - Napa County Superior Court Case No. 10UD00360

NCTPA v. Jensen - Napa County Superior Court Case No. 10UD00361

NCTPA v. Gibson - Napa County Superior Court Case No. 10UD00362

NCTPA v. Evensen - Napa County Superior Court Case No. 10UD00363

### **11.2 CONFERENCE WITH REAL PROPERTY NEGOTIATOR** (Government Code Section 54956.8 (1 case))

Agency Negotiator: Paul Price

Under negotiations: Instructions to negotiator will concern price and terms of payment

Real Property: Assessor's parcel number 007-322-005

Negotiating Party: Rutherford Systems, LLC

Adjourned to Open Session at 4:40 p.m.

Janice Killion, NCTPA Legal Counsel, reported (1) Conference with Legal Counsel – Existing Litigation, Government Code Section 54956.9(a), the 4 cases listed in the agenda, the Board of Directors authorized the dismissal of these court cases, and (2) there was no reportable action on the Conference with Real Property Negotiator, Government Code Section 54956.8, 1 case as listed in the agenda.

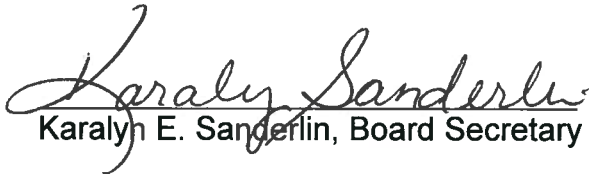


**12. ADJOURNMENT**

**12.1 Approval of Meeting Date of March 16, 2011 and Adjournment**

The next regular meeting will be held Wednesday March 16, 2011 at 1:30 p.m.

The meeting was adjourned by Chair Krider at 4:40 p.m.

  
Karaly E. Sanderlin, Board Secretary

APPROVED