

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

#### **Board of Directors**

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#### **Minutes**

### Wednesday, January 15, 2014

### **ITEMS**

1. Call to Order

Chair Caldwell called the meeting to order at 8:38 a.m.

2. Pledge of Allegiance

Chair Caldwell led the salute to the flag.

Non-Voting Member Absent:

JoAnn Busenbark

3. Roll Call

Members Present:		Voting Power
Leon Garcia	City of American Canyon	(2)
Joan Bennett	City of American Canyon	(2)
James Bames	City of Calistoga	(1)
Chris Canning	City of Calistoga	(1)
Scott Sedgley	City of Napa	(5)
Jill Techel	City of Napa	(5)
Keith Caldwell	County of Napa	(2)
Bill Dodd	County of Napa	(2)
Ann Nevero	City of St. Helena	(1)
Peter White	City of St. Helena	(1)
Lewis Chilton	Town of Yountville	(1)
John Dunbar	Town of Yountville	(1)
Members Absent: None		

Paratransit Coordinating Council

(0)

#### 4. Public Comment

Edith Schwartz, Napa Resident, commented on the lack of transportation in the evenings and on weekends especially in the southeast Napa area.

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

MTC Commission Update
Board Member Bill Dodd
Reported on MTC activities to date.

#### 6. Director's Update

Kate Miller, Executive Director

Reported that this was JoAnn Busenbark's last meeting a PCC representative and that Beth Kahiga will the new PCC representative on the Board beginning at the February 19, 2014 meeting.

#### 7. Caltrans' Update

No report provided.

#### 8. CLOSED SESSION

Janice Killion, NCTPA Legal Counsel, announced that the Board would be adjourning to closed session for the item as noted in the agenda (Conference with Labor Negotiator).

Adjourned to Close Session at 8:39 a.m.

# 8.1 CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

Agency Designated Representative: Keith Caldwell, Chairman

**Employee:** Executive Director

Adjourned to Open Session at 9:23 a.m.

Janice Killion, NCTPA Legal Counsel, announced that there was no reportable action taken during close session and that Closed Session Item 8.1 was to remain open and to be continued after the regular meeting.

# 9. **CONSENT ITEMS 9.1 – 9.6)**

Consent Items 9.2 and 9.4 were pulled for discussion

**MOTION MOVED by CANNING SECONDED by TECHEL** to **APPROVE**, Items 9.1, 9.3, 9.5 & 9.6. **Motion Passed 24-0.** 

# 9.1 Approval to Release Request for Proposals (RFP) # 2014-01 for Fueling Services

Board action approved the release of RFP # 2014-01 authorizing the Executive Director to issue the RFP seeking proposals for fueling services for NCTPA vehicles.

# 9.2 Approval of First Amendment to Napa County Transportation and Planning Agency Agreement No. 12-10

Vice Chair Dunsford questioned whether the impact of American Canyon's proposed housing development would be considered as part of the contract amendment.

Jason Holley, Public Works Director, City of American Canyon verified that the study included current modeling information.

MOTION MOVED by DUNBAR SECONDED by GARCIA to APPROVE the First Amendment to NCTPA Agreement No. 12-10 with Dyett and Bhatia in an amount not to exceed \$33,582.40 and to extend the period of performance until June 30, 2014 for work associated with the Community-based SR-29 Gateway Corridor Improvement Plan Study. Motion Passed 24-0.

# 9.3 Approval of Insurance Renewals for Napa County Transportation and Planning Agency (NCTPA)

Board action authorized the Executive Director to procure insurance policy renewals for the NCTPA through Mackey and Mackey Insurance Agency.

# 9.4 Transportation Development Act – Article 3 (TDA-3) Call for Projects

Board Member Techel requested that there be no further delay in programming the Tulocay Creek Trail Project and requested that \$163,125 in TDA-3 funds from FY 2013-14 be allocated for this project with the remainder of funds be for the FY 2014-15 Call for Project.

Public Comments were provided by Mike Castanza and Tim Thulin, both who were in support of the bike trail project.

Board requested staff to bring the City of Napa's request back to the Board with the other projects that were submitted as part of the initial FY 2013-14 call for project to the February meeting for approval.

MOTION MOVED by DODD SECONDED by CHILTON to APPROVE the FY 2013-14 and FY 2014-15 Transportation Development Act-Article 3 (TDA-3) Call for Projects. Further, the Board directed staff to bring the City of Napa's request for programming \$163,125 for the Tulocay Creek Trail project and the other projects submitted for FY 2013-14 TDA-3 funding to the February Board meeting for approval.

# 9.5 Approval of Resolution No. 14-01 Authorizing the City of Calistoga's Request for Abandoned Vehicle Abatement Authority (AVAA) Capital Purchase

Board action approved Resolution 14-01 authorizing expenditure up to \$18,088 from the Abandoned Vehicle Abatement Authority (AVAA) fund for the City of Calistoga to purchase of an "AVAA vehicle" for parking enforcement and abatement within the City of Calistoga.

### 9.6 Legislative Update and State Bill Matrix

Information Only / No Action Taken
The Board received the monthly Federal and State Legislative Update.

#### 10. BOARD RETREAT

### 10.1 25 Year Countywide Transportation Plan Kick Off Presentation

The Board received a presentation providing information about conditions and projections for Napa County over the next 25 years to elicit direction on policy, projects, programs, and funding concepts and to receive public comment.

## 8 **CLOSED SESSION - CONTINUED**

Janice Killion, NCTPA Legal Counsel, announced that the Board would be adjourning to continue the closed session item as previously announced in the agenda (Conference with Labor Negotiator).

Adjourned to Close Session at 11:50 a.m.

# 8.1 CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

Agency Designated Representative: Keith Caldwell, Chairman

**Employee:** Executive Director

Adjourned to Open Session at 12:20 p.m.

Janice Killion, NCTPA Legal Counsel, announced that there was no reportable action taken during close session and that Closed Session Item 8.1 was to continued to the February 19, 2014 meeting.

### 11. ADJOURNMENT

# 11.1 Approval of Regular Meeting Date of February 19, 2014 and Adjournment

The next regular meeting will be held Wednesday February 19, 2014 at 1:30 p.m.

The meeting was adjourned by Chair Caldwell at 12:20 pm

Karalyn E. Sanderlin, NCTPA Board Secretary