

Napa County Transportation and Planning Agency (NCTPA)

Board of Directors

MINUTES

Wednesday, June 20, 2012

ITEMS

1. Call to Order

Vice Chair Jack Gingles called the meeting to order at 1:38 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited at the preceding Napa Valley Transportation Authority meeting.

3. Roll Call

Members Present:

Leon Garcia	City of American Canyon
Joan Bennett	City of American Canyon
Jack Gingles	City of Calistoga
Jim Krider	City of Napa
Jill Techel	City of Napa
Mark Luce	County of Napa
Bill Dodd	County of Napa
Margie Mohler	Town of Yountville
Lewis Chilton	Town of Yountville

Members Absent:

Michael Dunsford	City of Calistoga
Del Britton	City of St. Helena
Peter White	City of St. Helena

Non-Voting Member Present:

JoAnn Busenbark	Paratransit Coordinating Council
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4. Public Comment – None

MSC - Motioned, Seconded, and Unanimously Carried

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

*MTC Commission Update
Board Member Bill Dodd*

Reported on MTC activities to date.

Chairperson/Board Member Update

Vice Chair Jack Gingles

Introduced and welcomed Kate Miller, NCTPA's new Executive Director.

6. Directors Update

Kate Miller, Executive Director

Reported that the Agency was successful in receiving the grant for the Napa/Solano bus service.

Provided ridership data on the new Calistoga Transit service schedule.

Provided a legislative update.

7. Caltrans Update

No oral report given, however, provided for review was the June 2012 Caltrans Reporting Memo.

8. ADMINISTRATIVE ITEMS

8.1 Ratification and Approval of Agreement No. 12-08 Employment Agreement for Agency Executive Director

MSC* DODD / TEHEL to APPROVE and ratify Agreement No. NCTPA 12-08 with Catherine (Kate) Miller for services as the Agency Executive Director in an amount not to exceed one hundred fifty thousand dollars (\$150,000) annually plus employee benefits.

9. CONSENT ITEMS (9.1 – 9.5)

At the request of Vice Chair Gingles, Item 9.5 was pulled from Consent for further review.

MSC* CHILTON / GARCIA to APPROVE Consent Items 9.1-9.4.

9.1 Approval of Meeting Minutes of April 18, 2012 May 16, 2012 Special Meeting, May 16, 2012, and May 29, 2012 Special Meeting

Board action approved the above stated meeting minutes.

9.2 Annual Election of Chair and Vice Chair

Board action approved the second of a two year term for Chair Keith Caldwell and Vice Chair Jack Gingles.

9.3 Approval of Resolution No. 12-22 Authorizing the Execution of the Metropolitan Transportation Commission (MTC) Programming and Planning Agreement

Board action approved an Interagency Agreement with MTC and authorized the Chair or designee to sign the Agreement which describes the terms under which NCTPA will accept planning funds in the amount of \$2.673 Million.

9.4 Approval to Extend the Call for Projects for the FY 12/13 Transportation Fund for Clean Air (TFCA) Program Manager Funds until September 7, 2012

Board action approved extending the call for TFCA projects for FY 12/13 until September 7, 2012.

9.5 VINE/VINE Go Transit Service Ridership Report

Information Only / No Action Taken

Staff provided the Board with transit services ridership data.

10. REGULAR AGENDA ITEMS

10.1 Smoking at Bus Shelters and/or Stops

At the request of the NCTPA VINE Consumer Advisory Committee (VCAC) the Board considered action to prohibit or discourage smoking at bus shelter locations.

MSC* KRIDER / GARCIA to APPROVE placing signage at bus shelters reading something to the effect of: "As a courtesy to our riders, we request that you refrain from smoking within 10 feet of this bus stop/shelter." Further, the Board directed staff to provide the Board with the financial impact information (actual cost) to produce and place said signage.

10.2 Bus Purchase

MSC* KRIDER / CHILTON to (1) approve the purchase of up to 4 gasoline powered mid-size buses in an amount not to exceed \$577,982,

and (2) authorize the Executive Director to issue purchase agreements with A-Z Bus Sales under NCTPA's membership with CalACT (California Association for Coordinated Transportation) cooperative purchase agreement.

11. INTERJURISDICTIONAL ISSUES FORUM

11.1 Interjurisdictional Issues Discussion Forum and Information Exchange

Board Members shared specific new projects with interjurisdictional impacts.

12. CLOSED SESSION

Vice Chair Gingles announced that the Board would be adjourning to closed session for one item as noted in the agenda (Conference with Legal counsel- Anticipated Litigation)

Adjourned to Closed Session at 2:20 p.m.

12.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to subdivision (c) of Government Code section 54956.9 (1 Case)

Adjourned to Open Session at 2:28 p.m.

Vice Chair Gingles reported that there was no reportable action taken during closed session.

13. ADJOURNMENT

13.1 Approval of Meeting Date of July 18, 2012 and Adjournment

The next regular meeting will be held Wednesday July 18, 2012 at 1:30 p.m.

The meeting was adjourned by Vice Chair Gingles at 2:28 p.m.


Karalyn E. Sanderlin, NCTPA Board Secretary