

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

**Board of Directors**

**MINUTES**

**Wednesday, July 18, 2007**

**ITEMS**

**1. Call to Order –**

Chair Garcia called the meeting to order at 1:40 p.m.

**2. Pledge of Allegiance**

Chair Leon Garcia led the salute to the flag during the NVTa meeting.

**3. Roll Call**

Members Present:

Leon Garcia	City of American Canyon
Cindy Coffey	City of American Canyon
Jack Gingles	City of Calistoga
Michael Dunsford	City of Calistoga
Jill Techel	City of Napa
Jim Krider	City of Napa
Diane Dillon	County of Napa
Bill Dodd	County of Napa
Joe Potter	City of St. Helena
Cynthia Saucerman	Town of Yountville

Non-Voting Members Present:

JoAnn Busenbark	Paratransit Coordinating Council
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Members Absent:

Del Britton	City of St. Helena
Steve Rosa	Town of Yountville

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

*Chair Leon Garcia – No Report Given*

*MTC Commissioners Report, Supervisor Bill Dodd*

Provided an update on Prop 1B Bond funds.

Announced the grand opening of new Benicia-Martinez Bridge will be held in August.

**5. Directors Update**

*Jim Leddy, Executive Director*

Reviewed various handouts distributed at the meeting.

Reported NCTPA has received Arts Commission nominations from three jurisdictions – Calistoga, St. Helena and Yountville. Once nominations are received from the remaining jurisdictions, staff will draft a full report and present it to the Board at the September 19<sup>th</sup> meeting.

Reported attending the July 13<sup>th</sup> Climate Protection meeting between the Air District, the Gasser Foundation and ICLEI. The Gasser Foundation agreed to take responsibility, including funding, for conducting the over all Napa county carbon footprint assessment. Further it was agreed that Air District and ICLEI would convene a special workshop this fall for all of Napa county jurisdictions to train selected staff in the assessment protocols and in the use of the software that ICLEI will provide.

Provided an update on the Strategic Transportation Plan Update process to date.

**6. Caltrans Update**

Kelly Hirshberg, Caltrans, provided an update on the status of various projects located throughout the county

**7. Public Comment - None**

**8. Approval of Meeting Minutes of June 20, 2007**

**MS DODD / POTTER** to **APPROVE**, with **GINGLES** and **DILLON** abstaining, the meeting minutes of June 20, 2007.

**CONSENT ITEMS (9-11)**

At the request of Board member Techel, Item10 was pulled for further review.

**MSC\* GINGLES / DODD** to **APPROVE** consent Items 9 and 11.

**9. Transit Passenger Demographic Survey**

***Information Only / No Action Taken***

The 2006 Transit Passenger Demographic Survey conducted by the Metropolitan Transportation Commission (MTC) was provided for review.

**10. Draft Response to the Napa County Grand Jury's Investigation of the Downtown Trolley**

Member Techel requested that several of the response statements need be rephrased for better clarity and suggested that she work with staff in rephrasing responses before sending them to the Grand Jury.

Motion was made by Member Dillon for the Board to tentatively approve the responses and authorize Mayor Techel (City of Napa) to work with staff in correcting the language in the response statements.

**MSC\* DILLON / DODD** for **APPROVAL** to tentatively approve the responses and authorize Mayor Techel (City of Napa) to work with staff in correcting the language in the response statements.

**11. Approval of Resolution 07-14 Regional Measure 2 (RM2) Funds Request**

Board action approved Resolution 07-14 submitting a request for \$25,000 in RM2 operating funds for consultant services planning the VVF Express service route and hours of operation.

**REGULAR AGENDA ITEMS – TRANSPORTATION**

**12. Report from Subcommittee on a Recommendation for Chair and Vice Chair for FY 07/08**

Board members Busenbark, Dodd, Potter and Techel conferred as an appointed subcommittee of the Board and recommended Leon Garcia for Chair and Jim Krider for Vice Chair for FY 07/08.

**MSC\* GINGLES / DODD** to **APPROVE** the nominating committee's recommendation and elect Leon Garcia for Chair and Jim Krider for vice chair for NCTPA for FY 07/08.

**13. Approval of New VINE Timetables and Route Changes**

Provided was an update on the revised time tables and route changes. Implementation date is Monday, August 6, 2007.

**MSC\* DODD / DILLON** to **APPROVE** the revised time tables and route changes as discussed below with an implementation date of Monday, August 6, 2007

**14. Trancas Right of Way (ROW) Combination and Sale and Trancas Park and Ride Cooperative Agreements**

Staff reviewed the progress to date on the two cooperative agreements.

**MSC\* KRIDER / GINGLES** to **APPROVE** authorizing letters to the Caltrans District Director on the situation and also authorize contacts with state-level elected and appointed officials to speed the issuance of both cooperative agreements

**DISCUSSION OF INTERJURISDICTIONAL ISSUES - 2:30 P.M. TIME CERTAIN**

**REGULAR AGENDA ITEMS – INTERJURISDICTIONAL**

**15. Principles of NCLOG**

***Information Only / No Action Taken***

Staff reviewed the Eleven Principles for Creating a Healthy, Vital and Sustainable Napa County which were developed and adopted by the NCLOG Community Development Strategy (CDS) Task Force in 2003/2004.

Member Dodd, stated, for those who didn't participate in developing the Eleven Principles, that Principle D. Vital Town Centers, Strategies D2 (Encourage tourism and commercial development in towns, with compatible, not competitive, uses in unincorporated areas focused on the development at the Airport. The County doesn't have restrictions in their zoning regarding limited commercial zoning in the unincorporated areas. However with the agreements made with the City of Napa it (the County) does have these zoning restrictions at the Airport.

Member Techel stated that needs to be a mechanism developed which will show how these Principles are applied.

Member Potter commented that since he was elected to office ten years ago, a lot of collaboration and understanding between the jurisdictions has occurred, as well as the understanding how decisions made in each jurisdiction will affect the others. Member Potter feels this understanding has come from the workings of either the NCLOG (or NCLOM as it was first called) and NCTPA boards.

Member Busenbark stated that missing (in the Principles) is emphasis or reference on the senior population of the county. Napa County has a large growing population of seniors which should be included in these Principles. Member Busenbark suggested the following changes/additions: (1) to Principle K1, add senior population, (2) Add a Principles K5, The development of adequate services of seniors, and (3) to Principle H3, add accessible (ADA) transportation.

Member Dillon suggested also adding senior housing/universal access, to Principle F3.

*Jim Leddy, NCTPA Executive Director, stated these principles will be used as the constitutional frame work of what the issues forum is about. As issues are brought to the Board for the issues forum discussion, staff will show how they mainline back to these Principles.*

## **16. NCTPA Board Discussion Item – ABAG Housing Allocations**

Staff presented information on the on the ABAG Housing Allocations including the development of the Regional Housing Needs Allocation (RHNA) methodology. Five factors were included in formulating the methodology: (1) household growth; (2) existing employment; (3) employment growth; (4) household growth near transit; and (5) employment growth near transit. In addition to these 5 factors, the methodology also includes a formula for determining what percentage of the housing need will be set aside as affordable. This round of allocations is based on the overall principles of Smart Growth,

Member Dillon stated that she along with Jean Hasser from the City of Napa, and Howard Siegel from the County of Napa were the three Napa county representatives who participated on the ABAG Methodology Committee. She feels that would be helpful for Board members, in the next discussion of this (ABAG Housing Allocations), to review the exact formula used so they could have a better understand what factors were used in determining the housing allocation numbers.

Staff recommended a informal working group be establish made up of appropriate staff, elected officials and legislative offices, that reflect the diversity of the views about the issue of housing among the jurisdictions, to see if there is a way to come to a consensus on the housing allocation issue in a way that allows either a legislative fix or an ABAG approved fix.

Member Krider suggested not only putting together the working group but also an informational package that will educate the Board on how the allocation numbers were arrived at.

Staff was directed to establish an informal working group made up of appropriate staff, elected officials and legislative offices to review the housing allocation issues and to come to agreement as to what the housing allocation for Napa County should look like by jurisdiction.

## **17. Future Interjurisdictional Agenda Items**

The Board recommended the following interjurisdictional discussion items be placed on future agendas.

- Homelessness Services Coordination - September 19, 2007

- FBI Background Checks and Fingerprinting of Caregivers in Napa County – Future agenda
- Waste Water Discharge & Water Supply Inventory Issues

**MSC\* BRITTON / ROSA to APPROVE** that the recommended interjurisdictional discussion items be placed on the following future agendas:

- Homelessness Services Coordination - September 19, 2007
- FBI Background Checks and Fingerprinting of Senior Caregivers in Napa County – Future agenda
- Waste Water Discharge & Water Supply Inventory Issues – Future agenda

### **REGULAR AGENDA ITEMS – TRANSPORTATION**

Adjourned to Close Session at 3:20 p.m.

- 18. Closed Session – CONFERENCE WITH REAL PROPERTY NEGOTIATOR** (Government Code Section 54956.8)

Property: APN 006-194-01, APN 006-195-001, APN 006-195-002, and APN 006-195-003

Agency Negotiator: Jim Leddy, Adriann Cardoso, John Ponte, Andy Plescia

Negotiating Parties: BPI Company, Trustee of Bell Family Trust

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

Adjourned to Open Session at 3:50 p.m.

Rob Martin, Legal Council, reported that there were no reportable actions taken during closed session.

- 19. Approval of Next Meeting Date of September 19, 2007 and Adjournment**

The next meeting will held in the NCTPA Conference Room on Wednesday September 19, 2007 at 1:30 p.m.

The meeting was adjourned by Chair Garcia at 3:50 p.m.