

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

**Board of Directors**

**MINUTES**

**Wednesday, June 20, 2007**

**ITEMS**

**1. Call to Order**

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

**2. Pledge of Allegiance**

Chair Garcia led the salute to the flag.

**3. Roll Call**

Members Present:

Leon Garcia	City of American Canyon
Michael Dunsford	City of Calistoga
Karen Slusser	City of Calistoga - @ 1:50 pm
Jill Techel	City of Napa
Jim Krider	City of Napa
Harold Moskowitz	County of Napa - @ 2:00 pm
Del Britton	City of St. Helena
Joe Potter	City of St. Helena
Cynthia Saucerman	Town of Yountville
Steve Rosa	Town of Yountville

Voting Members Absent:

Cindy Coffey	City of American Canyon
Bill Dodd	County of Napa

Non-Voting Member Absent:

JoAnn Busenbark	Paratransit Coordinating Council
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**4. Chairperson, Board Members' and Metropolitan Transportation Commission (MTC) Update**

*Chair Leon Garcia – No Report Given*

*MTC Commissioners Report*, Jim Leddy, NCTPA Executive Director provided an update on Prop 1B Bond funds.

**5. Directors Update**

*Jim Leddy, Executive Director*

Reviewed various handouts distributed at the meeting.

Introduced NCTPA's new Fiscal Manager, Tracy Geraghty.

Reported that the Jamieson Canyon Memorandum of Understanding (MOU) between Caltrans, Solano Transportation Authority (STA) and NCTPA is in place.

**6. Caltrans Update**

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

**7. Public Comment**

John Clifton, Napa Resident, supports the exploration of extended use of rail service as an alternate means of transportation by reinstating the rail transportation system that existed prior to 1940. Further suggested the Board explore the use of the old Napa Pipe property as a possible site for development of a rail station.

Hilary Gitelman, Planning Director County of Napa, provided an update on the General Plan Update progress to date.

**8. Approval of Meeting Minutes of April 18, 2007**

**MS BRITTON / KRIDER**, with **POTTER** and **SLUSSER** abstaining, to **APPROVE** the meeting minutes of April 18, 2007.

**CONSENT ITEMS (9-19) - TRANSPORTATION**

**MSC\* POTTER / DUNSFORD** to **APPROVE** consent Items 9-19.

**9. Approval of Resolution 07-10 Final Adoption of Disadvantaged Business Enterprise (DBE) Overall Goals for FY 06/07**

Board action approved Resolution 07-10 establishing the overall DBE goal of 12.8% for FY 06/07.

**10. Approval of Disadvantaged Business Enterprise (DBE) Race-Neutral Implementation Agreement for Local Agencies with Caltrans**

Board action adopted a DBE program for Caltrans/Federal Highway Administration funded projects.

11. **Approval of Resolution 07-11 Approving the 2007 Spare the Air/Free Transit Campaign Funding Agreement with the Metropolitan Transportation Commission (MTC) and the Bay Area Air Quality Management District (BAAQMD) and Perpetual Participation in the Bay Area Spare the Air Efforts**

Board action approved NCTPA participation in the Spare the Air/ Free Transit Campaign.

12. **Approve Issuance of a Request for Proposal**

Board action approved an RFP for consultant services to oversee the assembly and manufacture of hybrid buses.

13. **Trolley/VINE Downtown Parking Shuttle**

*Information Only / No Action Taken*

Information on the request from the City of Napa to NCTPA to provide a parking shuttle service during downtown construction between Napa Exposition and the Court House and the County Administration Building was provided.

14. **Approval of Resolution 07-12 FY 06/07 Budget Amendment for Taxi Scrip Program**

Board action approved a \$35,000 increase to the Taxi Scrip program.

15. **Transportation Fund for Clean Air (TFCA) Criteria and 2006-2011 Program**

Board action approved the TAC recommended requests for AB 434 funding next fiscal year.

16. **Authorization to Issue a Request for Consultant Proposal (RFP) for Development of an NCTPA Short Range Transit Plan (SRTP) in an Amount not to Exceed \$71,000**

Board action approved an RFP for development of a SRTP.

17. **Second Amendment Extending Local Funding Agreements for Bus Stop Improvements**

Board action approved amendments to the bus stop improvement agreements with the City of American Canyon and the City of Napa.

**18. First Amendment to Agreement NCTPA 06-08 with Overland, Pacific and Cutler for Relocation Appraisal Services**

Board action increased the maximum compensation by \$3,000 and the scope of work for additional work required related to the proposed Transit Center site.

**19. First Amendment to Agreement NCTPA 06-15 with Gray Bowen for Assistance in Applying for Proposition 1B Funding through Caltrans**

Board action approved an increase in the contract amount by \$15,000 and included assistance in applying for Proposition 1B funding.

**REGULAR AGENDA ITEMS - TRANSPORTATION**

**20. Draft Northern Napa Valley Transit Study**

Doug Langille, Consultant from IBI provided a presentation for review of the Draft Northern Napa Valley Transit Study.

Board Member Slusser stated that there is still a need in Calistoga for service to Santa Rosa for students attending college in Santa Rosa as the current Route 11 schedule does not provide adequate service. Adriann Cardoso, staff responded that there is a proposal in the new VINE timetables (which is presented in agenda item 21) to change Route 11 to an earlier start time in order to take high school and college age students to Santa Rosa in the morning and to return around 3 pm for pick up.

Board Member Dunsford stated that there is also a large number of middle and elementary school aged children that attend school in Santa Rosa.

Sandy Erickson, St. Helena resident, express concern that the study didn't address the issue of the time it takes to travel down valley. Suggested and express bus service that runs up/down valley.

**MSC\* BRITTON / DUNSFORD for APPROVAL** to accept the Northern Napa Valley Transit Study report for distribution to interested agencies, organizations, and individuals and that the document will become final if no comments are received during the thirty day review period following the June Board meeting.

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

**CONSENT ITEM (25) – INTERJURISDICTIONAL**

At the request of Member Britton, Item 25 was pulled for further discussion.

## **25. Napa County Arts and Culture Commission**

Board Member Britton asked for clarification as to the number of candidate each jurisdiction can nominate. Recommendation was made that each jurisdiction nominate not more that three (3) candidates for considerations.

Jim Leddy, NCTPA Executive Director, stated that staff will make recommendations that insure the balance (between disciplines) and geography are taken into consideration regardless of the number of candidates submitted.

**MSC\* POTTER / DUNSFORD to APPROVE** establishing the Napa County Arts and Culture Commission as an advisory committee to the Board by approving the bylaws for the Commission as outlined in Attachment 1 (pages 137-140 of the June 20, 2007 agenda packet).

## **REGULAR AGENDA ITMES – INTERJURISDICTIONAL**

## **26. Climate Protection Campaign for Napa**

Eliot Hurwitz, staff, provided a brief overview of today's presentations and of climate protection supportive activities that currently exist in Napa County.

Micah Lang, International Council for Local Environmental Initiatives (ICLEI), presented ICLEI's Cities for Climate Protection (CCP) program, (which is ICLEI's largest program with 250 participants in the U.S., representing 24% of US population). This program is designed to educate and empower local governments to take action on reducing greenhouse gas emission and improve livability within their municipalities. Local governments influence all major sources of global warming and local air pollution from energy use to transportation and land use to solid waste. ICLEI assists U.S. local governments in developing and implementing local approaches for reducing greenhouse gas emissions, with the additional benefit of improving community livability, by using the framework and methodology of the CCP Campaign's 5 Milestones. These milestones provide a simple, standardized means of calculating greenhouse gas emissions, of establishing targets to lower emissions, of reducing greenhouse gas emissions, and of monitoring, measuring and reporting performances. Cumulative local actions have a positive impact on global climate change. In 2006 participants in the CCP saved \$535M in fuel costs, 4 million megawatts of electricity, reduced 23 million tons of CO<sub>2</sub>e (carbon dioxide equivalent), and saved 74 million gallons of gasoline. CCP membership in California is 60 cities which includes St. Helena in Napa County.

Erica Walther, Association of Bay Area Governments (ABAG) Energy Watch Program, stated that the ABAG Energy Watch Program is a joint project of Pacific Gas and Electric Company and the Association of Bay Area Governments which provides free assistance to eligible, enrolled cities, to help local governments realize energy and energy cost savings in government facilities and the local community. The services available through the Local Government

Facilities include: energy assessment, identification of energy savings opportunities, financial resources, facilitate energy audits, design review, and related technical assistance, technical and project management support for implementing recommend projects, assistance with development of municipal energy policies, and conduct workshops tailored to local government needs. Program services and benefits are offered on a first-come, first served basis until December 21, 2008 or until program funds are spent, whichever comes first.

Sandy Ericson, Co-Chair, St. Helena Climate Protection Task Force, reported the St. Helena City Council, under the guidance of Mayor Del Britton, approved endorsing the U.S. Mayors Climate Protection Agreement and created the St. Helena Climate Protection Task Force. Once established, the St. Helena Climate Protection Task Force joined the ABAG Energy Watch Program and ICLEI, and contracted with the Climate Protection Campaign to perform an inventory of (City of St. Helena) government operations. Ms. Erickson further stated that the St. Helena City Council voted to approve waving all building fees on solar installations and that the City of St. Helena is one of the first communities in the State to have Climate Protection as a separate element in their new General Plan update process.

Lisa Toller, Co-Chair, St. Helena Climate Protection Task Force, reported that in addition to doing the inventory for government operations, the St. Helena Climate Protection Task Force is educating the public on climate protection by writing a monthly column in the St. Helena Star, by having a booth at the St. Helena Farmers market, by designing a sign that will appear at the entrance to the City of St. Helena, and by scheduling presentations with all the service clubs in St. Helena.

Sally Seymour, Gasser Foundation, reported that in 2001 the foundation adopted a new approach to promoting the improvement of the quality of life in the county by focusing on targeted initiatives that aggressively move forward agendas for arts, music, culture, social welfare. Since that time the Board of Trustees (of the foundation) have focused attention on climate change and sustainability and try to identify ways that the Foundation can bring its support to the county with its non-profit partners, with the cities' and county officials, and with corporate partners in the county. Efforts of the Gasser Foundation have been to form a Sustainable Napa Valley Initiative Leadership Committee which has been invaluable in helping the Foundation learn what the issues are and the opportunities for action. The Foundation has also preformed a comprehensive audit of its energy use and carbon footprint and are taking action to reduce said footprint. Further the Foundation has taken on a leadership position in performing energy-use audits for several of its non-profit partners. The non-profit partners will use the results of these audits to take action in reducing their own carbon footprints.

Bob Massaro, Gasser Foundation Sustainable Napa Valley Initiative Leadership Committee member, stated that the Foundation wanted to increase awareness among the non-profits that it serves. One way to do so was to look at buildings

occupied by the non-profits and to make those buildings more sustainable and reduce energy consumption. The Foundations identified six non-profit buildings and funded studies for (among them were Hospice of Napa Valley and the Wolfe Center) to make them more energy efficient and in turn more cost effective.

Jeri Hansen-Gill, Napa Valley Vintners (NNV), stated Napa Green is an umbrella name for two programs that NNV are currently involved with.

The Napa Green Land program which began in 2003 is largely based on Fish Friendly Farming. A customized farm plan is created based on all aspects of the entire property (i.e. the trees, the grasses, the roads, the ditches, the streams, etc) not just the vineyard property. Every farm plan is tailored specifically to each unique site. Napa Green Land is certified by the National Marine Fisheries Services, the Department of Fish and Game, the Regional Water Quality Control Board and Department of Pesticide Regulation through the Ag Commission. Further, Certification of a Napa Green Farm Plan ensures compliance with all local, state and federal environmental regulations including the Clean Water Act, Endangered Species Act, California Department of Fish and Game Code, and Napa County Conservation Regulations. Currently in Napa County, approximately 18,000 acres are enrolled in the Napa Green Land program.

The Napa Green Winery program is only about a year old and is a companion to the Napa Green Land Certificate Program. The efforts of the Napa Green Winery program are aimed at reducing the carbon footprint of wine production facilities that go beyond compliance by meeting or exceeding environmental regulations related to winery operations. The NNV is working closely with the Napa County Environmental Management Department in modeling the program after the ABAG (Bay Area Green Business) program. All wineries wanting to participate in Napa Green Winery must go through the ABAG program first. Once into the program, the winery can choose one of several menu items, GHG reduction, environmentally preferred purchasing, or the social aspect - the three E's of sustainability, Environment, Economic, and social Equity. The NNV will pilot the first set of wineries through the program this fall (2007).

Steven Lederer, Director, Napa County Environmental Management, stated that the Bay Area Green Business Program was developed by ABAG (Association of Bay Area Governments) in the mid 1990's to help primarily small business move towards regulatory compliance, then go beyond compliance through a number of resource conservation means. Further, stated that Napa was intimately involved in developing the program back in the mid 1990's but then fell out of it because there were no recourses here (in Napa) to support the program. There are approximately 1000 business in the Bay Area that have been Green Certified, of which there are less than 10 in Napa County. Over the last year, the Napa County Environmental Management department has been involved in reviving and piloting the program in Napa County. Mr. Lederer further stated that since this program is still not funded from a government stand point he would recommend a joint effort among the jurisdictions to continue the program, possibly through NCTPA.

Recommendation was made from staff that (1) each Board member request that their council become a member of ICLEI program, (2) each Mayor and the Chairman of the Board of Supervisors return to their Councils and request endorsement of the US Mayors Climate Protection Agreement, and (3) each Board member direct their staff to proceed to enroll in the ABAG Energy Watch Program with support from NCTPA staff.

Jim Leddy, NCTPA Executive Director, announced that NCTPA is looking into bio-diesel fuel for the VINE transit system, and also will discontinue the use of the plastic water bottles and that the landlord (of the NCTPA offices) has agreed to install solar panels on the building in order to reduce energy and be more cost effective. Further, stated that at their meeting on June 26<sup>th</sup> the Board of Supervisors will be discussing a half-time position to effectively implement the Green Business Program which potentially could be housed at NCTPA offices. NCTPA would like to explore the possibility of turning the (proposed) half-time position into a full-time (with possible private and/or public funding) climate protection position. This position would be the point of contact for every business, every individual and every government within the county.

Patty Wyman, Al Gore's Climate Project, stated that she has been involved in the project for the past year and offered to present the speech, The Inconvenient Truth, to any group interested. Ms. Wyman can be contacted at [pattywyman@aol.com](mailto:pattywyman@aol.com).

Rob Paul, Legal Counsel, stated that as in the advisory roll (Interjurisdictional Issues forum) that NCTPA fulfills, the staff recommendation should be changed to read; (1) that the Board endorse and recommend for members to go back to their respective jurisdictions to consider joining the ICLIE program, (2) each Mayor and the Chairman of the Board of Supervisors return to their Councils and request endorsement of the US Mayors Climate Protection Agreement, and (3) that each Board member make recommendation for staff and individual jurisdictions to consider and enroll in the ABAB Energy Watch Program.

**MSC\* BRITTON / POTTER to APPROVE** (1) that the Board endorse and recommend for members to go back to their respective jurisdictions to consider joining the ICLIE program, (2) each Mayor and the Chairman of the Board of Supervisors return to their Councils and request endorsement of the US Mayors Climate Protection Agreement, and (3) that each Board member make recommendation for staff and individual jurisdictions to consider and enroll in the ABAB Energy Watch Program.

## **27. Future Interjurisdictional Agenda Items**

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

- Principles of NCLOG – July 18, 2007

- County Demographics – July 18, 2007
- Regional Housing Allocations – July 18, 2007
- Homelessness Services Coordination - September 19, 2007
- FBI Background Checks and Fingerprinting of IHHS Caregivers in Napa County – Future agenda (possibly October 2007)

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

- Principles of NCLOG – July 18, 2007
- County Demographics – July 18, 2007
- Regional Housing Allocations – July 18, 2007
- Homelessness Services Coordination - September 19, 2007
- FBI Background Checks and Fingerprinting of Senior Caregivers in Napa County – Future agenda (possibly October 2007)

### **REGULAR AGENDA ITEMS - TRANSPORTATION**

#### **21. Public Hearing on New VINE Timetables Public Process Schedule Presented for Approval**

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

Staff reviewed the new VINE timetables and implementation schedule.

Chair Garcia opened the Public Hearing at 3:55 pm.

Jean Vincent Deale, Napa resident, member of the VINE Consumer Advisory Committee (VCAC) & a regular volunteer at the Veterans Home in Yountville, stressed the importance of public transportation for those who are dependant on it as their only means of transportation. Mr. Deale stated that the members of the VCAC have taken this task very seriously and feel that making these adjustments (to the VINE schedule) is a good thing.

Daughter for a Napa Mobile Home Park residence (Orchard & Solano Avenues) stated that her mother is concerned that her needs wouldn't be met and she would loose her independence if the bus stop (in the park) is removed. Further stated that the bus drivers on her mother's routes are very helpful to her.

Being no further Public Comment, Chair Garcia closed the Public Hearing at 3:59 pm.

#### **22. Caltrans Presentation SR 29 Channelizaton Mee Lane to Charter Oak**

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

Caltrans provided a presentation updating the Board on the project and process to date.

**23. Recommendation to Modify the VINE Go Excessive No Show and Late Cancel Policy**

Staff reviewed the new No Show policy, the outreach program implementation and the amended Appeal Review committee Plan.

**MSC\* KRIDER / BRITTON** for **APPROVAL** to adopt (1) the new No Show policy that incorporates warnings and penalties, (2) implement an outreach program that includes passenger and public notification process, and (3) amend the Appeal Review Committee Plan

**24. Strategic Transportation Plan (STP) Update**

*Information Only / No Action Taken*

Staff provided an update on the STP Update progress to date.

Adjourned to Close Session at 4:25 p.m.

**25. 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 4:45 p.m.

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

**26. Approval of Next Meeting Date of July 18, 2007 and Adjournment**

The next meeting will held in the NCTPA Conference Room on Wednesday June 18, 2007 at 1:30 pm.

The meeting was adjourned by Chair Garcia at 4:45pm.