

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559



Agenda - Final

Wednesday, February 5, 2025
5:00 PM

JoAnn Busenbark Boardroom

Citizen Advisory Committee (CAC)

All materials relating to an agenda item for an open session of a regular meeting of the Citizen Advisory Committee (CAC) are posted on the NVTA website at: <https://nctpa.legistar.com/Calendar.aspx>

Napa Valley Transportation Authority (NVTA) Citizen Advisory Committee (CAC) meeting will be held both in person and remotely via Zoom. The Zoom option will be available for members of the public to participate, however all committee members are expected to be in person and following the traditional Brown Act rules.

PUBLIC MEETING GUIDELINES FOR PARTICIPATING VIA PHONE/VIDEO CONFERENCING

- 1) To join the meeting via Zoom video conference from your PC, Mac, iPad, iPhone or Android at the noticed meeting time, go to <https://zoom.us/join> and enter meeting ID 94573100120
- 2) To join the Zoom meeting by phone - dial 1-669-900-6833, enter meeting ID: 945 7310 0120 If asked for the participant ID or code, press #.

Public Comments

Members of the public may comment on matters within the purview of the Committee that are not on the meeting agenda during the general public comment item at the beginning of the meeting. Comments related to a specific item on the agenda must be reserved until the time the agenda item is considered and the Chair invites public comment. Members of the public are welcome to address the Committee, however, under the Brown Act Committee members may not deliberate or take action on items not on the agenda, and generally may only listen.

Instructions for submitting a Public Comment are on the next page.

Members of the public may submit a public comment in writing by emailing info@nvta.ca.gov by 12:00 p.m. on the day of the meeting with PUBLIC COMMENT as the subject line (for comments related to an agenda item, please include the item number). All written comments should be 350 words or less, which corresponds to approximately 3 minutes or less of speaking time. Public comments emailed to info@nvta.ca.gov after 12 p.m. the day of the meeting will be entered into the record but not read out loud. If authors of the written correspondence would like to speak, they are free to do so and should raise their hand and the Chair will call upon them at the appropriate time.

1. To comment via Zoom, click the “Raise Your Hand” button (click on the “Participants” tab) to request to speak when Public Comment is being taken on the Agenda item. You must unmute yourself when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will then be re-muted. Instructions for how to “Raise Your Hand” are available at <https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar>.

2. To comment by phone, press “*9” to request to speak when Public Comment is being taken on the Agenda item. You must unmute yourself by pressing “*6” when it is your turn to make your comment, for up to 3 minutes. After the allotted time, you will be re-muted.

Instructions on how to join a Zoom video conference meeting are available at: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

Instructions on how to join a Zoom video conference meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>

Note: The methods of observing, listening, or providing public comment to the meeting may be altered due to technical difficulties or the meeting may be cancelled, if needed.

All materials relating to an agenda item for an open session of a regular meeting of the NVTA CAC are posted on the NVTA website 72 hours prior to the meeting at: <https://nctpa.legistar.com/Calendar.aspx> or by emailing info@nvta.ca.gov to request a copy of the agenda.

Materials distributed to the members of the Committee present at the meeting will be available for public inspection after the meeting. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

Americans with Disabilities Act (ADA): This Agenda shall be made available upon request in alternate formats to persons with a disability. Persons requesting a disability-related modification or accommodation should contact Laura Sanderlin, NVTA Board Secretary, at (707) 259-8633 during regular business hours, at least 48 hours prior to the time of the meeting.

Note: Where times are indicated for agenda items, they are approximate and intended as estimates only, and may be shorter or longer as needed.

Acceso y el Título VI: La NVTA puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Autoridad. Para solicitar asistencia, por favor llame al número (707) 259-8633. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Ang Accessibility at Title VI: Ang NVTA ay nagkakaloob ng mga serbisyo/akomodasyon kung hilingin ang mga ito, ng mga taong may kapansanan at mga indibiduwal na may limitadong kaalaman sa wikang Ingles, na nais na matugunan ang mga bagay-bagay na may kinalaman sa NVTA CAC. Para sa mga tulong sa akomodasyon o pagsasalin-wika, mangyari lang tumawag sa (707) 259-8633. Kakailanganin namin ng paunang abiso na tatlong araw na may pasok sa trabaho para matugunan ang iny

1. Call To Order
2. Roll Call
3. Public Comment
4. Committee Member Comments
5. Staff Comments

Note: Where times are indicated for the agenda items they are approximate and intended as estimates only, and may be shorter or longer, as needed.

6. PRESENTATIONS

6.1 NVTA Project Update (Grant Bailey)

Estimated Time: 5:10 p.m.

6.2 Projects: Concept to Delivery (Patrick Band)

Estimated Time: 5:30 p.m.

Attachments: [Staff Report](#)

7. CONSENT AGENDA

7.1 Meeting Minutes of November 6, 2024 (Laura Sanderlin) (Pages 11-13)

Recommendation: CAC action will approve the meeting minutes of November 6, 2024.

Estimated Time: 5:55 p.m.

Attachments: [Draft Minutes](#)

8. REGULAR AGENDA ITEMS

8.1 Executive Director Report (Kate Miller) (Pages 14-16)

Recommendation: That the Napa Valley Transportation Authority (NVTA) Citizen Advisory Committee receive the Executive Director Report.

Estimated Time: 6:00 p.m.

Attachments: [Staff Report](#)

8.2 Vine Transit Update (Libby Payan) (Pages 17-22)

Recommendation: That the Napa Valley Transportation Authority (NVTA) Citizen Advisory Committee receive the second quarter Fiscal Year (FY) 2024-25 Vine Transit update.

Estimated Time: 6:30 p.m.

Attachments: [Staff Report](#)

9. FUTURE AGENDA ITEMS**10. ADJOURNMENT****10.1 The next Regular Meeting is Wednesday, March 5th.**

I, Laura M. Sanderlin, hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NVTA offices, 625 Burnell Street, Napa, CA by 5:00 p.m., on Friday, January 31st.

Laura Sanderlin

Laura M. Sanderlin, NVTA Board Secretary

Glossary of Acronyms

AB 32	Global Warming Solutions Act	FAS	Federal Aid Secondary
ABAG	Association of Bay Area Governments	FAST	Fixing America's Surface Transportation Act
ACFR	Annual Comprehensive Financial Report	FHWA	Federal Highway Administration
ADA	American with Disabilities Act	FTA	Federal Transit Administration
APA	American Planning Association	FY	Fiscal Year
ATAC	Active Transportation Advisory Committee	GHG	Greenhouse Gas
ATP	Active Transportation Program	GGRF	Greenhouse Gas Reduction Fund
BAAQMD	Bay Area Air Quality Management District	GTFS	General Transit Feed Specification
BAB	Build America Bureau	HBP	Highway Bridge Program
BART	Bay Area Rapid Transit District	HBRR	Highway Bridge Replacement and Rehabilitation Program
BATA	Bay Area Toll Authority	HIP	Housing Incentive Program
BIL	Bipartisan Infrastructure Law (IIJA)	HOT	High Occupancy Toll
BRT	Bus Rapid Transit	HOV	High Occupancy Vehicle
CAC	Citizen Advisory Committee	HR3	High Risk Rural Roads
CAP	Climate Action Plan	HSIP	Highway Safety Improvement Program
CAPTI	Climate Action Plan for Transportation Infrastructure	HTF	Highway Trust Fund
Caltrans	California Department of Transportation	HUTA	Highway Users Tax Account
CASA	Committee to House the Bay Area	HVIP	Hybrid & Zero-Emission Truck and Bus Voucher Incentive Program
CBTP	Community Based Transportation Plan	IFB	Invitation for Bid
CEQA	California Environmental Quality Act	ITIP	State Interregional Transportation Improvement Program
CIP	Capital Investment Program	ITOC	Independent Taxpayer Oversight Committee
CMA	Congestion Management Agency	IS/MND	Initial Study/Mitigated Negative Declaration
CMAQ	Congestion Mitigation and Air Quality Improvement Program	JARC	Job Access and Reverse Commute
CMP	Congestion Management Program	LCTOP	Low Carbon Transit Operations Program
CalSTA	California State Transportation Agency	LIFT	Low-Income Flexible Transportation
CTA	California Transit Association	LOS	Level of Service
CTP	Countywide Transportation Plan	LS&R	Local Streets & Roads
CTC	California Transportation Commission	LTF	Local Transportation Fund
CY	Calendar Year	MaaS	Mobility as a Service
DAA	Design Alternative Analyst	MAP 21	Moving Ahead for Progress in the 21 st Century Act
DBB	Design-Bid-Build	MPO	Metropolitan Planning Organization
DBE	Disadvantaged Business Enterprise	MTC	Metropolitan Transportation Commission
DBF	Design-Build-Finance	MTS	Metropolitan Transportation System
DBFOM	Design-Build-Finance-Operate-Maintain	ND	Negative Declaration
DED	Draft Environmental Document	NEPA	National Environmental Policy Act
EIR	Environmental Impact Report	NOAH	Natural Occurring Affordable Housing
EJ	Environmental Justice	NOC	Notice of Completion
EPC	Equity Priority Communities	NOD	Notice of Determination
ETID	Electronic Transit Information Displays		

Glossary of Acronyms

NOP	Notice of Preparation	SHA	State Highway Account
NVTA	Napa Valley Transportation Authority	SHOPP	State Highway Operation and Protection Program
NVTA-TA	Napa Valley Transportation Authority-Tax Agency	SNTDM	Solano Napa Travel Demand Model
OBAG	One Bay Area Grant	SR	State Route
PA&ED	Project Approval Environmental Document	SRTS	Safe Routes to School
P3 or PPP	Public-Private Partnership	SOV	Single-Occupant Vehicle
PCC	Paratransit Coordination Council	STA	State Transit Assistance
PCI	Pavement Condition Index	STIC	Small Transit Intensive Cities
PCA	Priority Conservation Area	STIP	State Transportation Improvement Program
PDA	Priority Development Areas	STP	Surface Transportation Program
PID	Project Initiation Document	TAC	Technical Advisory Committee
PIR	Project Initiation Report	TCM	Transportation Control Measure
PMS	Pavement Management System	TCRP	Traffic Congestion Relief Program
Prop. 42	Statewide Initiative that requires a portion of gasoline sales tax revenues be designated to transportation purposes	TDA	Transportation Development Act
PSE	Plans, Specifications and Estimates	TDM	Transportation Demand Management Transportation Demand Model
PSR	Project Study Report	TE	Transportation Enhancement
PTA	Public Transportation Account	TEA	Transportation Enhancement Activities
RACC	Regional Agency Coordinating Committee	TEA 21	Transportation Equity Act for the 21 st Century
RAISE	Rebuilding American Infrastructure with Sustainability and Equity	TFCA	Transportation Fund for Clean Air
RFP	Request for Proposal	TIP	Transportation Improvement Program
RFQ	Request for Qualifications	TIFIA	Transportation Infrastructure Finance and Innovation Act
RHNA	Regional Housing Needs Allocation	TIRCP	Transit and Intercity Rail Capital Program
RM 2	Regional Measure 2 Bridge Toll	TLC	Transportation for Livable Communities
RM 3	Regional Measure 3 Bridge Toll	TLU	Transportation and Land Use
RMRP	Road Maintenance and Rehabilitation Program	TMP	Traffic Management Plan
ROW (R/W)	Right of Way	TMS	Transportation Management System
RTEP	Regional Transit Expansion Program	TNC	Transportation Network Companies
RTIP	Regional Transportation Improvement Program	TOAH	Transit Oriented Affordable Housing
RTP	Regional Transportation Plan	TOC	Transit Oriented Communities
SAFE	Service Authority for Freeways and Expressways	TOD	Transit-Oriented Development
SAFETEA-LU	Safe, Accountable, Flexible, and Efficient Transportation Equity Act-A Legacy for Users	TOS	Transportation Operations Systems
SB 375	Sustainable Communities and Climate Protection Act 2008	TPA	Transit Priority Area
SB 1	The Road Repair and Accountability Act of 2017	TPI	Transit Performance Initiative
SCS	Sustainable Community Strategy	TPP	Transit Priority Project Areas
		VHD	Vehicle Hours of Delay
		VMT	Vehicle Miles Traveled



NAPA VALLEY TRANSPORTATION AUTHORITY CAC Agenda Letter

TO: Citizen Advisory Committee
FROM: Kate Miller, Executive Director
REPORT BY: Patrick Band, Associate Planner
(707) 259-8781 / Email: pband@nvta.ca.gov
SUBJECT: Projects: The Process of Concept to Delivery

RECOMMENDATION

Information only

EXECUTIVE SUMMARY

The Napa Valley Transportation Authority (NVTA) Citizen Advisory Committee (CAC) is organized to “provide the NVTA with advice, comments, and suggestions pertaining to multi-modal plans, programs, and projects administered by NVTA of interest to the citizens of Napa County.” The Committee’s adopted 2025 Work Plan includes review, updates, and briefings on a wide array of multimodal transportation projects. To better equip Committee members and the public in understanding the process by which an idea or concept becomes a project, NVTA staff are providing the following memo and associated presentation.

FISCAL IMPACT

Is there a Fiscal Impact? No.

BACKGROUND AND DISCUSSION

NVTA serves as the Congestion Management Agency (CMA) for Napa County, responsible for programming state and federal funds for local projects. A Joint Powers Authority, NVTA handles the county’s short- and long-term regional transportation planning, working closely with its local, regional, state, and federal partners to improve Napa County’s streets, highways, and bicycle and pedestrian facilities. While NVTA has occasionally served as the lead agency for delivering transportation projects, that role is

generally played by the County of Napa, local municipalities (City of American Canyon, Town of Yountville, etc.) or Caltrans, based on the location of the project and other factors.

Because no two projects are the same, it is impossible to provide an outline that covers all potential details or factors that may influence a project at any stage of development. The following outlines general stages of project development.

Concept Development

The need for a project can come from any range of sources, but most often originates from an existing planning process such as a Countywide Transportation Plan or General Plan. These documents utilize research and data (including demographic trends, technological advances, number or severity of traffic collisions, or projected demand or impact on public infrastructure, to name a few) to identify challenges and propose possible solutions. Ideas for a project often originate within an agency, jurisdiction, or consultants, but can also come from members of the public.

Locally, we have seen proposals for active transportation projects large and small put forward by public agencies, nonprofit organizations, and individual residents. The Napa Valley Vine Trail is a prime example of a major project that was originally proposed by local residents, and which has subsequently seen strong support from all local jurisdictions and has been the recipient of state and federal grant funds.

Incorporation into Planning Documents

Once the need for an “improvement project” or a new program has been identified, it may be incorporated into planning documents as a project. This can take many forms, and simply listing a project in a planning document does not alone mean that the project will be funded and/or constructed. Many plans are written with a specific “planning horizon” in mind - a timeframe during which the impacts or benefits from a project are evaluated. Transportation projects must generally be included in a Countywide Transportation Plan (CTP) to be eligible for various regional, state, and federal funding sources. Local agencies also maintain Capital Improvement Plans (CIPs) which serves as a list of projects that the agency wants to pursue; transportation projects are almost always categorized as capital improvements.

Prioritization & Funding

There are often dozens or even hundreds of projects identified in a CTP or CIP, far more than would likely be constructed with existing funding and timeframes. As a result, larger projects can take years or even decades to go from inclusion in a planning document to securing the necessary funding and local support to enter into conceptual design and eventually construction. Jurisdictions must prioritize projects based on a range of factors, including but not limited to:

- Goals or Metrics identified in planning documents
- Consistency with regional, state, and federal policies & priorities
- Severity or urgency of the project, or number of users served
- Outcomes from annual budget process or Council/Board goal-setting

- Availability of funds, such as General Fund dollars, formula funds, and grants

In Napa County, Measure T is a ½-cent transportation sales tax which generates roughly \$25 million annually for maintenance of local streets & roads and related improvements to sidewalks, curbs, gutters, and ADA ramps. Each jurisdiction maintains a five-year project list which identifies local priorities for future Measure T funds.

Project Initiation, Design, Permitting, Engineering & Construction

This is the phase at which a project goes from idea to reality. In some cases, projects at this stage have been analyzed only at the highest level. Other (often larger) projects may have undergone significant conceptual design and analysis prior to some of the steps in this phase. This is perhaps the most variable step in project delivery, depending upon the size, complexity, and estimated total cost of the project. The following is a vast simplification of the steps that a project may undergo.

- *Project Initiation*– Refinement of project purpose & need statements, preliminary scope, schedule, and estimated project costs.
- *Environmental Permitting* – This step includes development of project details sufficient to address requirements of the California Environmental Quality Act (CEQA), coordination with, or permits from regulatory agencies (Fish & Wildlife, Army Corps, etc.), and public review and comment on documents.
- *Plans, Specifications & Estimates (PS&E)* – This step includes progressively more detailed plans for the project, addressing a wide array of civil, structural, and geotechnical engineering challenges. PS&E ensures that the project is consistent with and meets minimum standards and guidelines from state and federal design guidelines, including the Highway Design Manual, Manual on Uniform Traffic Control Devices (MUTCD) as well as local or regional requirements for Complete Streets or other accommodation for active transportation users.
- *Right of Way (ROW)* – While many projects will be completed entirely within a local agency’s Right of Way (land owned and controlled by the agency), some projects will require either an encroachment permit or purchase of land on which the project will be constructed through negotiation or use of eminent domain power. This step ensures that the jurisdiction has the legal right to build improvements in a specific location.
- *Contract Bid, Award & Oversight* – Following completion of final project design, the public agency will solicit competitive bids from qualified firms or contractors to construct the improvement. Based on factors such as price & experience with similar projects, the agency will award a contract and oversee construction to ensure it meets design standards.

Maintenance

Following completion of construction, projects must be maintained indefinitely. For roadways, this can include everything from street sweeping & graffiti removal to crack

sealing or slurry seal, to full repaving or reconstruction. Sidewalks may require replacement of broken panels or grinding of lifted segments to address trip and fall hazards.

A PowerPoint presentation outlining the project delivery process will be shared at the meeting and made available online for CAC members and the public.

ATTACHMENTS

None

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes Citizen Advisory Committee (CAC)

JoAnn Busenbark Boardroom

Wednesday, November 6, 2024

5:00 PM

1. Call To Order

Chair Baldini called the meeting to order at 5:03pm.

2. Roll Call

Present: 7 - Gary Woodruff
Ron Richardson
Larry Kromann
Michael Baldini
Vincent Courtney
Tom Kambe
Hans Korve

Absent: 5 - Alex Crown
Jean Vincent Deale
Patricia Lynch
Aisha Nasir
Ashley Tenscher

3. Public Comment

None

4. Committee Member Comments

None

5. Staff Comments

Deputy Executive Director, Danielle Schmitz reported Measure U election status.

6. PRESENTATIONS

6.1 City of Napa Traffic Engineer Work Plan Overview (Farid Javandel)

Information only/No action taken

Presentation on the City of Napa's Transportation Engineering Division work plan overview which included baseline activities, policies and programs, and project status.

7. CONSENT AGENDA

Motion **MOVED** by KAMBE, **SECONDED** by RICHARDSON to **APPROVE** Item 7. Consent Agenda.

Motion passed unanimously.

Aye: 7 - Woodruff, Richardson, Kromann, Baldini, Courtney, Kambe, and Korve

Absent: 5 - Crown, Deale, Lynch, Nasir, and Tenscher

7.1 Meeting Minutes of September 4, 2024 (Laura Sanderlin) (Pages 9-11)

Attachments: [Draft Minutes](#)

8. REGULAR AGENDA ITEMS

8.1 Executive Director Report (Danielle Schmitz) (Pages 12-15)

Attachments: [Staff Report](#)

Information only/No action taken

8.2 Nomination and Election of Chair and Vice Chair for Calendar Year (CY) 2025 (Danielle Schmitz) (Pages 16-17)

Attachments: [Staff Report](#)

Motion MOVED by KAMBE, SECONDED by KROMANN to APPROVE Item 8.2, Election of Members Baldini and Korve to serve as CY 2025 Chair and Vice Chair, respectively. Motion passed unanimously.

Aye: 7 - Woodruff, Richardson, Kromann, Baldini, Courtney, Kambe, and Korve

Absent: 5 - Crown, Deale, Lynch, Nasir, and Tenscher

8.3 2025 Citizen Advisory Committee (CAC) Work Plan and Meeting Calendar (Danielle Schmitz) (Pages 18-21)

Attachments: [Staff Report](#)

Committee discussed interest in changing the regular meeting in January to be moved to February, and declined staff recommendation for moving the July 2nd meeting.

Vice Chair Korve directed staff to include Silverado Trail and Trancas intersection as part of work plan.

Motion MOVED by KAMBE, SECONDED by COURTNEY to APPROVE Item 8.3 Work Plan and Meeting Calendar for 2025. Motion passed unanimously.

Aye: 7 - Woodruff, Richardson, Kromann, Baldini, Courtney, Kambe, and Korve

Absent: 5 - Crown, Deale, Lynch, Nasir, and Tenscher

8.4 2025 Federal and State Legislative Advocacy Program (Danielle Schmitz) (Pages 22-33)

Attachments: [Staff Report](#)

Information only/No action taken

8.5 Vine Transit Update (Libby Payan) (Pages 34-41)

Attachments: [Staff Report](#)

Information only/No action taken

Member Kromann recommended for staff to table at public outreach events in St. Helena.

9. FUTURE AGENDA ITEMS

- Vine Trail St. Helena to Yountville project update
- City of Napa Pavement Management Plan
- Measure G expenditure plan
- Soscol Ferry Road roundabout project

10. ADJOURNMENT

Chair Baldini adjourned the meeting at 6:48pm.

10.1 The next Regular Meeting is Wednesday, January 8, 2025.

Laura M. Sanderlin, NVTB Board Secretary



NAPA VALLEY TRANSPORTATION AUTHORITY

Citizen Advisory Committee Agenda Memo

TO: Citizen Advisory Committee (CAC)
FROM: Kate Miller, Executive Director
REPORT BY: Kate Miller, Executive Director
(707) 259-8634 / Email: kmiller@nvta.ca.gov
SUBJECT: Executive Director Report

RECOMMENDATION

That the Napa Valley Transportation Authority (NVTA) Citizen Advisory Committee receive the Executive Director Report.

BACKGROUND

Regional Update

- The Metropolitan Transportation Commission (MTC) appointed Jim Sperring (Solano) to lead the effort of the Transportation Revenue Measure Select Committee. The Committee is tasked with identifying an approach for adding a revenue measure on the 2026 ballot. No overarching consensus could be met but certain principles emerged from the process. Ideally, legislation to authorize the Measure will be framed so that Alameda, Contra Costa, San Francisco, and San Mateo counties would be the focus of the Measure, and that the remaining five counties -including Napa – could opt in. Many of the challenges involved the proposed structure which would lop off a certain percentage (10% was tossed around) to be redistributed to MTC to address *regional network management* needs which largely involves ensuring BART and SFMTA can address significant financial fiscal years. There was also a consensus that Measure should not solely fund public transit, but instead address highway and road needs. In that vein, the Committee wanted a shorter-term Measure that would address transit needs in the early years with flexibility for other needs in the outer years. In addition, the legislation will also have some flexibility associated with how the revenues are

generated, which could include sales tax, payroll tax, and parcel tax. MTC is finalizing polling language to help refine an approach.

- The MTC Planning Committee and ABAG Administrative Committee met on November 8 and made recommendations for the Priority Conservation Area grant program. Among the recommendations included \$1 million for the Napa County Regional Park and Open Space District for the Phinney Fee Acquisition (allow a 4-mile formal dedication of Bay Area Ridge Trail in partnership with the Land Trust) and \$750,000 for Napa County Public Works for the Napa Valley Vine Trail Vista Carneros Segment (section between Riversound and Airport Road).
- At the January 22nd MTC Commission meeting Sue Noack (Contra Costa) and Stephanie Moulton-Peters (Main) were appointed Chair and Vice Chair of the Commission to serve a 2-year term.

Local Update

- Measure U passed by an overwhelming support from the community receiving a 72.3% yes vote. I want to thank the Board for their many congratulatory messages and acknowledgement thanking staff for their hard work on this effort. Measure U was the only Measure requiring a supermajority of the electorate to pass in the State of California. Staff are working on jurisdiction funding agreements, soliciting finance and bond counsel consultants so that the Measure can be rolled out when it becomes operative on July 1, 2025.
- NVTA Staff Member Patrick Band was appointed to the CTC's Active Transportation Program Technical Advisory Committee which is a two-year appointment and advises CTC Staff about active transportation infrastructure.
- On January 7th a number of Vine Service changes went into effect. The Route A, which serves Browns Valley, returned to fixed route. It had been a stop-to-stop on demand route since the pandemic. The new route emulates the old fixed route except it will deviate to California, Lincoln, and Soscol to/from the SGTC to better serve Napa High and popular shopping destinations on Soscol. The Route G now deviates to serve the Napa County Soscol Office (formerly the re-entry facility) which has been repurposed for staff offices.
- NVTA is leasing 4 Golden Gate Transit Gillig Hybrid Busses which will be arriving January 29th. The Vine currently has a very low spare ratio (6%) and these busses will be critical in providing back-up service to the Vine fleet until we receive the 14 new Gillig fully electric buses this summer.
- On January 27th NVTA filed the final notice of completion for the Vine Trail St. Helena to Calistoga segment, recording the completion of this important project.
- In November 2024 NVTA recognized the retirement of five Board members. They include Mayor Leon Garcia (American Canyon) who served on the NVTA Board for 20 years, Supervisor Alfredo Pedroza (County of Napa), who served on the

NVTA Board for 7 years, Councilmember Liz Alessio (City of Napa) who served on the NVTA Board for 5 years, Supervisor Ryan Gregory (County of Napa), who served on the NVTA Board for 1 year, and Council Member Anna Chouteau (St. Helena) who served on the NVTA Board for 2 years.

- New appointments include Supervisor Liz Alessio and Supervisor Amber Manfree (who has also been appointed to MTC) representing the County of Napa, Mayor Pierre Washington representing the City of American Canyon, Councilmember Michelle Deasy representing the City of St. Helena. The City of Napa will not be appointing a member to replace Liz Alessio until February.

ATTACHMENTS

None



NAPA VALLEY TRANSPORTATION AUTHORITY

Citizen Advisory Committee Agenda Memo

TO: Citizen Advisory Committee (CAC)
FROM: Kate Miller, Executive Director
REPORT BY: Libby Payan, Senior Program Planner Administrator
(707) 259-8782 / Email: lpayan@nvta.ca.gov
SUBJECT: Vine Transit Update

RECOMMENDATION

That the Napa Valley Transportation Authority (NVTA) Citizen Advisory Committee receive the second quarter Fiscal Year (FY) 2024-25 Vine Transit update.

BACKGROUND

Recent Schedule Changes

The most recent schedule change commenced on Sunday, January 12, 2025. The following changes went into effect:

- Route A On-Demand service shifted to Fixed Route Service that serves Browns Valley via California Blvd, Lincoln Ave, and Soscol Ave.
- Route G extended its route to serve the new Napa County Soscol Campus off Basalt Road. The Route G now provides a link between three Napa County facilities, Napa County Administrative Office, Napa County Soscol Campus and Napa County Health and Human Services Campus
- Minor schedule changes on Route B, Route 10 and Route 29

Ridership

Table 1 compares the annual difference between second quarter of FY 2023-2024 (October, November & December) to second quarter of FY 2024-2025 to show the year-over-year ridership increase of approximately 10% in the City of Napa. Routes D and G experienced the most significant growth year-over-year. Route G ridership growth is

attributable to extending the route to serve Napa Valley College and Health & Human Services. The January 12, 2025 schedule change also extended the route to serve the new Napa County Soscol Campus which is expected to grow ridership on that route. Increase in ridership on the Route D are mainly driven by students traveling to Camille Creek Community School.

Table 1: City of Napa Ridership - Comparing Q2 of FY24 & Q2 of FY25

	Q2 FY24	Q2 FY25	% Difference	Numerical Difference
Napa Local On-Demand	1,203	1,140	-5.24%	-63
Route B	5,408	6,055	11.96%	647
Route C	14,778	14,389	-2.63%	-389
Route D	1,588	2,361	48.68%	773
Route E	2,413	3,060	26.81%	647
Route F	3,579	4,113	14.92%	534
Route G	2,214	3,287	48.46%	1,073
Total	31,183	34,405	10.33%	3,222

While ridership is an important key performance indicator (KPI), it is also important to track other KPIs. Passengers per revenue hour is a measure of the number of people on the bus for every hour that the bus is in service. It does not include the deadhead, which is the time leading to and from the maintenance yard. In Chart 1, data shows passengers per revenue hour (the grey bars) remained relatively stagnant 5.3 to 5.7, when compared to Q2.

Chart 1: Passengers per Revenue Hour on City of Napa Routes (Weekdays)

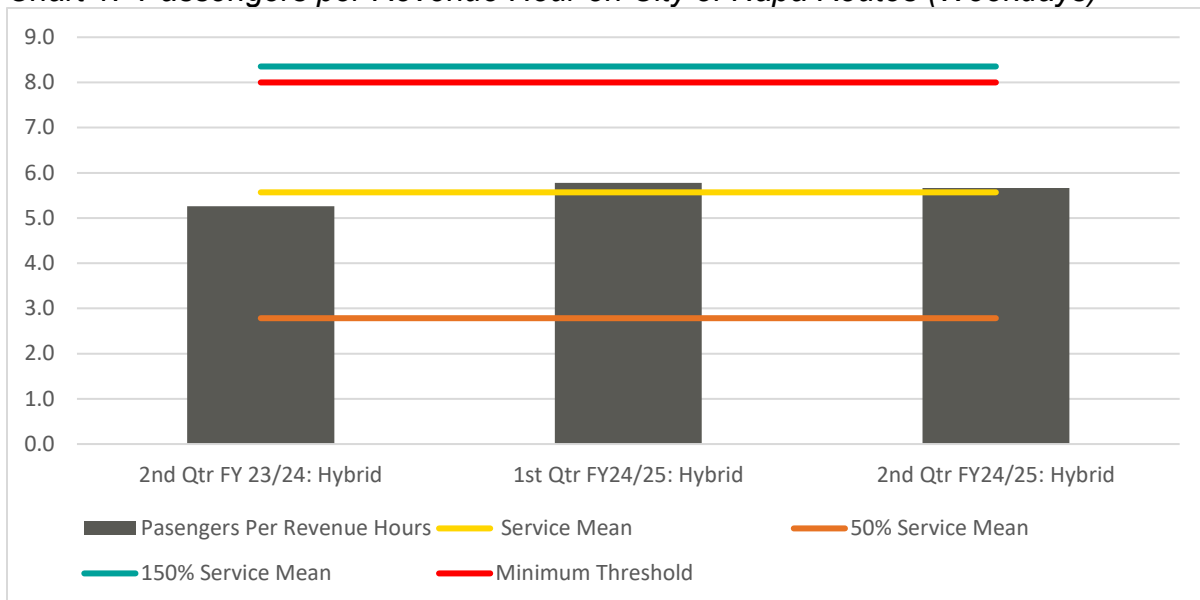


Chart 2 shows that the passengers per revenue hour vary a lot by route. The Route C passengers per revenue hour is the only local route above the pre-COVID 8.0 minimum threshold measuring at 9.8. All other fixed routes were in the 1.8 to 5.8 range with Route A on-demand measuring just below 2 passengers per revenue hour. This isn't surprising given the nature of on-demand service versus fixed route service. Staff will monitor this metric for the new Route A to see if there is an increase in passengers per revenue hour since it will no longer be an on-demand route.

Chart 2: Local Service Passengers per Revenue Hour (Weekdays)

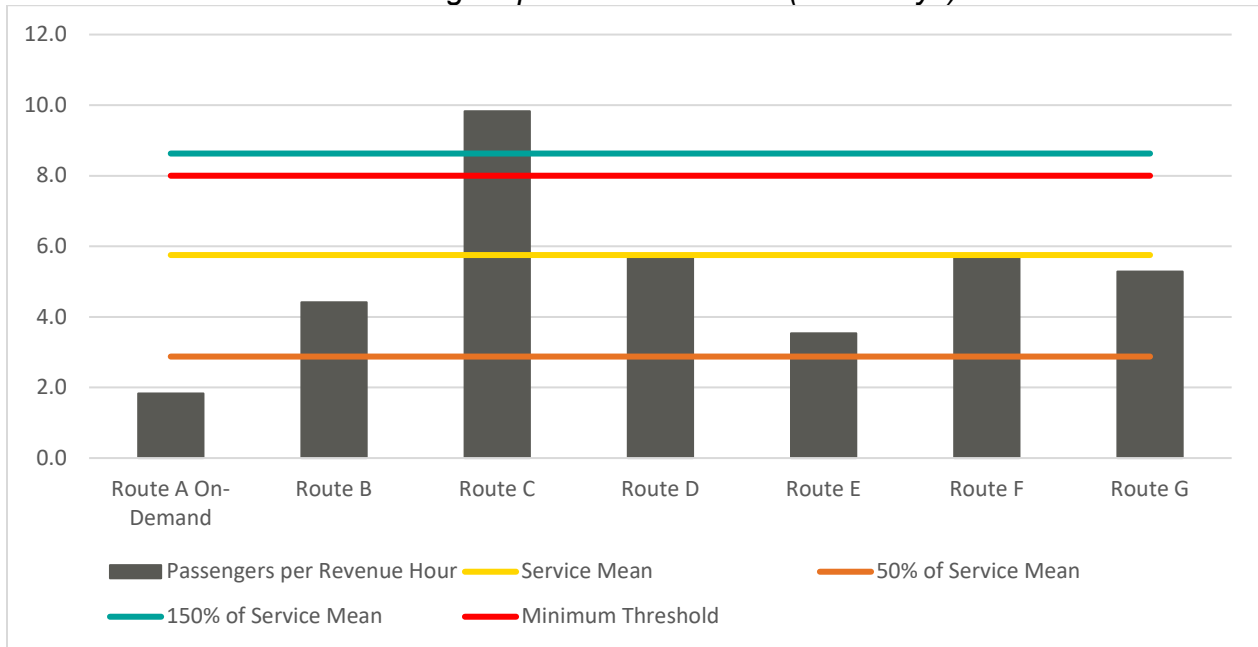


Table 2 shows overall ridership remained relatively stagnant, up 2.26% for the quarter on regional routes. The route showing the most noteworthy percentage improvement in ridership is Route 11X at nearly 31%. Route 11X was a route that previously had one of the highest instances of missed trips due to driver callouts or mechanical failures. However, since obtaining additional used buses those missed trips have decreased. Additionally, Route 11X lowered its fare on July 1, 2024 and added a new stop at Devlin/Airport in August 2024 to serve the new Vine Transit Bus Maintenance Facility. Lower ridership on the Route 21 may be due to considerable delays on multiple trips as Vine buses are being subjected to random California Highway Patrol Inspection with passengers on board at the weigh station on Interstate 80. NVTA and Soltrans are working with the California Transit Association and CHP to have the additional inspections done at NVTA's facility instead of at the CHP weigh station during revenue service.

Table 2: Routes 10, 11, 11X, 21 & 29 Ridership – Comparing Q2 of FY24 & Q2 of FY25

	Q2 FY24	Q2 FY25	% Difference	Numerical Difference
Route 10	36,495	38,756	6.20%	2,261
Route 11	32,032	32,167	0.42%	135
Route 11X	882	1,151	30.50%	963
Route 21	4,029	3,379	-16.13%	-650
Route 29	8,798	8,644	-1.75%	-154
Total	82,236	84,097	2.26%	1,861

Passenger per revenue hour data on the weekdays shows that Routes 10 and 11 continue to be our most efficient regional routes. As shown on Chart 3, the Routes 10 and 11 have the two highest passengers per revenue hour at 9.5 and 8.8 but are still below the pre-COVID minimum threshold of 12. The least productive route remains the Route 11X, which is geared towards Vallejo Ferry commuters. To help entice ridership, staff lowered the fare by \$1.00 on July 1, 2024, fare to match the local fare price and added a stop at Devlin Road as part of its August 2024 schedule change.

Chart 3: Regional Service Passengers per Revenue Hour

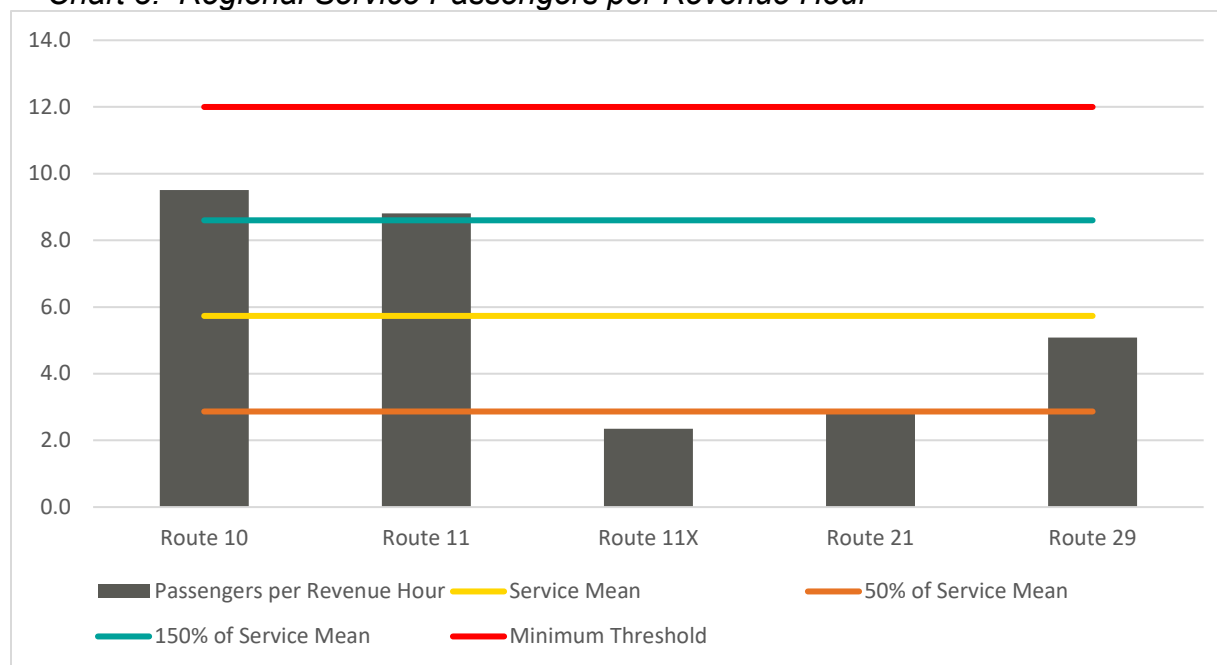


Table 4 shows ridership decreased on the community shuttles overall by about 6% compared to the same quarter last year. The Yountville Bee experienced the highest decline at nearly 17% while other services remained relatively stagnant. The new Calistoga shuttles that will be deployed in March 2025 should help with Calistoga ridership as the existing shuttles in Calistoga are passed their useful life. In Yountville, NVTA staff met with the new Home Administrator at the Yountville Veterans Home and is doing an outreach event at the Veterans Home in February.

Table 4: Community Shuttles– Comparing Q2 of FY24 & Q2 of FY25

	Q2 FY24	Q2 FY25	% Difference	Numerical Difference
Calistoga Shuttle	4,159	3,659	-12.02%	-500
St. Helena Shuttle	1,748	1,685	-3.60%	-63
Yountville Bee	1,304	1,085	-16.79%	-219
American Canyon Transit	5,875	5,917	0.71%	42
Total	13,086	12,346	-5.65%	-740

Chart 4 shows the passengers per revenue hour on the local community shuttles. American Canyon Transit continues to show the strongest ridership of the community shuttles by meeting the passengers per revenue hour minimum threshold of at least four passengers. Staff has submitted cost proposals to the City of American Canyon for three options:

- 1) Extending weekday service to 7:00pm
- 2) Operating one vehicle on Saturdays from 8:30am – 5:30pm
- 3) Operating two vehicles on Saturdays from 8:20am – 5:30pm

All other shuttle services continue to operate below the pre-COVID minimum threshold of four passengers per revenue hour.

VineGo ridership rose by about 17% over the last year as seen in Table 5. Staff continues to see steady increases in VineGo Ridership since the onset of the COVID-19 pandemic.

Table 5: VineGo Ridership – Comparing Q2 of FY24 & Q2 of FY25

	Q2 FY24	Q2 FY25	% Difference	Numerical Difference
VineGo	3,726	4,351	16.77%	625

Finally, Table 6 shows the missed trips during the second quarter of the current fiscal year compared to the second quarter of last Fiscal Year. NVTA’s aging fleet has experienced some mechanical issues that have resulted in missed trips. Currently, NVTA has 14 electric buses on order with Gillig, but those aren’t expected to arrive until 2025. In the meantime, Vine Transit will be receiving six used Compressed Natural Gas (CNG) buses in August that replaced older vehicles that have surpassed their useful lives. Additionally, Vine Transit signed a lease agreement for four 2019 Gillig hybrid buses with Golden Gate Bridge, Highway and Transportation District (GGBHTD). GGBHTD currently has a fleet spare ratio of over 100%, so they are open to leasing some of their excess vehicles to NVTA. These additional newer buses should help decrease the number of missed trips caused by mechanical issues.

Table 6: Missed Trips During Q2 of FY 2024 and Q2 of FY 2025

	Regular Missed Trips		On-Demand Missed Trips	
	Q2 FY 24	Q2 FY 25	Q2 FY 24	Q2 FY 25
October	93	34	15	0
November	45	11	6	0
December	21	16	1	0
Total	159	61	22	0

Marketing Efforts

With the colder winter weather, there are fewer in-person events available for staff to attend. However, staff still attended and/or participated in:

- Free Fare Day to Promote Clean Air Day (October 2, 2024)
- Transportation Presentations in Spanish to Vintage High Students (November 22, 2024)
- Molly’s Angels Senior Holiday Luncheon (December 6, 2024)
- Napa Holiday Parade (December 7, 2024)
- Rohlffs Manor Transit Presentation (December 11, 2024)

The most significant marketing campaign Vine Transit is actively promoting is the “Design a Bus” contest. Vine Transit is inviting artists from across the North Bay to design a rolling work of art on one of our new 40-foot electric Gillig buses (currently slated to arrive in June). Entries will celebrate zero-emission transportation and/or Napa County and will be reviewed by a panel of judges. The artist who creates the winning design will earn a \$5,000 stipend, with \$1,500 awarded to the runner up. To begin, artists are asked to submit a portfolio of their existing work that showcases their artistic style and abilities, along with a brief description of each piece. Judges will review them and select up to three finalists. Each finalist will receive \$750 to cover the cost of materials to create a preliminary bus wrap design.

The timeline for this campaign is as follows:

- Portfolios were due to NVTa on January 31
- Finalists will be announced on February 15
- Preliminary Bus Wrap designs are due on March 28
- Winners will be announced on April 14

ATTACHMENTS

None