

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559



Agenda - Final

**Monday, May 19, 2025
5:30 PM**

JoAnn Busenbark Board Room

Active Transportation Advisory Committee (ATAC)

The Napa Valley Transportation Authority (NVRTA) Active Transportation Advisory Committee (ATAC) meeting will be held in person. A Zoom option will be available for members of the public to participate. All committee members are expected to participate in person and follow the traditional Brown Act rules.

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

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 92900898715
- 2) To join the Zoom meeting by phone - dial 1-669-900-6833, enter meeting ID: 929 0089 8715 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 during a virtual meeting (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>

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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 ATAC 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 Kathy Alexander, NVTA Deputy Board Secretary, at (707) 259-8627 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) 259-8627. 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 ATAC. Para sa mga tulong sa akomodasyon o pagsasalin-wika, mangyari lang tumawag sa (707) 259-8627. Kakailanganin namin ng paunang abiso na tatlong araw na may pasok sa trabaho para matugunan ang inyong kahilingan.

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

6. STANDING AGENDA ITEMS

6.1 Executive Director Report (Kate Miller) (Pages 8-10)

Recommendation: Information only

Estimated Time: 5:40 p.m.

Attachments: [6.1 ED Report.pdf](#)

6.2 Safe Routes to School (SRTS) Update

6.3 Napa Valley Vine Trail Update

6.4 Active Transportation Legislative Updates*

6.5 Caltrans' Report

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.

7. PRESENTATIONS

7.1 City of Napa Active Transportation Projects Update (Jessica Lowe)

Recommendation: Information only

Estimated Time: 5:45 p.m.

7.2 City of Napa 5-Way Intersection Project Update (Farid Javandel)

Recommendation: Information only

Estimated Time: 6:00 p.m.

8. CONSENT AGENDA

8.1 Meeting Minutes of March 24, 2025 Active Transportation Advisory Committee (ATAC) Meeting (Laura Sanderlin) (Pages 11-13)

Recommendation: ATAC action will approve the March 24, 2025 Meeting Minutes

Estimated Time: 6:15 p.m.

Attachments: [Draft Minutes.pdf](#)

9. REGULAR AGENDA ITEMS

9.1 Transportation Development Act Article 3 (TDA 3) Guidance Review and Call for Projects (Patrick Band) (Pages 14-25)

Recommendation: That the Napa Valley Transportation Authority (NVTa) Active Transportation Advisory Committee (ATAC) review and recommend the NVTa Board of Directors approve the Transportation Development Act Article 3 (TDA 3) Guidelines and open a Call for Projects for Fiscal Years 2025-2026 through 2026-2027.

Estimated Time: 6:15 p.m.

Attachments: [Staff Report.pdf](#)

9.2 Countywide Transportation Plan and Supporting Documents Update (Patrick Band) (Pages 26-31)

- a. Countywide Transportation Plan
- b. Travel Behavior Study
- c. Community Based Transportation Plan
- d. Active Transportation Plan

Recommendation: Information only

Estimated Time: 6:15 p.m.

Attachments: [Staff Report.pdf](#)

10. FUTURE AGENDA ITEMS

10.1 ATAC 2025 Work Plan Review (Patrick Band) (Page 32-33)

Recommendation: That the ATAC review the 2025 Work Plan for future agenda items.

Estimated Time: 6:30 p.m.

Attachments: [10.1 Work Plan.pdf](#)

11. ADJOURNMENT

11.1 The next regularly scheduled meeting for the NVTAA Active Transportation Advisory Committee is Monday, July 28, 2025 at 5:30 p.m.

I, Kathy Alexander, hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NVTAA offices, 625 Burnell Street, Napa, CA by 5:00 p.m., on Tuesday, May 13, 2025.

Kathy Alexander

Kathy Alexander, Deputy Board Secretary

*Information will be available at the meeting

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

Active Transportation Advisory Committee Agenda Memo

TO: Active Transportation Advisory Committee (ATAC)
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 (NVRTA) Active Transportation Advisory Committee receive the Executive Director Report.

BACKGROUND

Regional Update

- The Metropolitan Transportation Commission approved an allocation of \$1.33 million to American Canyon from the Housing Incentive Program. The Program awards the top 15 highest housing production/preservation jurisdictions in the region. American Canyon's grant award is for pavement rehabilitation on Poco Way, Melvin Road, and James Road.
- The Commission approved \$40.7 million in grants to local jurisdictions, as part of the regional One Bay Area Grant Program (OBAG 3) which includes funding for several initiatives to support local implementation of key Plan Bay Area 2050 (PBA 2050) strategies. The City of Napa received two grants- \$975,000 for charging infrastructure and \$500,000 for parking management.
- MTC adopted principles for the Transportation Revenue Measure that will be moving through the current legislative session (Senate Bill 63 (Wiener/Arreguin)). The principles include:
 - Measure must be passable:
 - Limiting the sales tax to ½ cent
 - Keep it simple

- Citizen's initiative to enable passage by a simple majority
 - Garner political support
 - Measure must prevent Major Transit Service Cuts
 - Measure must take Local Transportation Needs into Consideration (not just transit)
 - Measure must ensure Fairness (equity between operators)
 - Measure must include Meaningful Accountability Provisions
- State legislators are beginning to discuss the extension of the Cap and Trade program. NVTa currently receives revenues for both transit capital and operating funds from this program, and staff is hopeful that the program renewal will include a robust funding package to expand transit operations. At its March meeting, MTC Adopted the following advocacy principles:
 - Support long-term extension of the program
 - Sustained investments in transportation and affordable housing
 - Fair share for the Bay Area
 - Equitable distribution of resources
 - Increased funding for transit operations
 - Protect affordable housing production funding levels
 - Assist with implementation of Sustainable Communities Strategies (SCS)
 - Enhance resilience to climate-fueled natural hazards

Local Update

- NVTa held a retreat in lieu of its standing Board meeting on April 16th. The Retreat also served as the kickoff for the Countywide Transportation Plan. It was well attended by members of the public, and by several members of the CAC (thank you). The Board and members of the public provided a lot of great feedback, and staff is looking forward to working with this committee on developing the plan over the next year.
- NVTa held a community outreach meeting on April 30th in American Canyon to elicit feedback about improvements on SR 29 in American Canyon to inform the project environmental document. The meeting was well attended.
- NVTa sponsored and tabled at the May 4th Bikefest event which was held at the South Napa Marketplace from 9 AM to 3 PM.
- May 16th is Bike to Wherever Day around the Bay Area, and here in Napa. NVTa will sponsor a morning energizer station near the Vine Trail on Soscol at Vallejo Street.
- NVTa is planning a number of meetings as part of the Community Based Transportation Plan (CBTP) outreach. The CBTP is an effort that NVTa completes about every 4-5 years that focuses on Equity Priority

Communities to better understand the specific transportation needs of these communities. Equity Priority Communities are defined by MTC as communities with high percentages of either/and: people of color, low income, limited English proficiency, zero vehicle household, seniors 75 years and over, people with disabilities, single parent families, and rent burdened households. The location and dates of the outreach meetings are:

- Rohlff's Manor, Napa, Tuesday April 29th 2-4pm
- Calistoga Community Center, Up Valley Family Centers
Lunch & Learn, Wednesday May 21st 12-2pm
- NVTA staff will be tabling at the Farmers Market Downtown Napa, Saturday May 24 and Saturday August 2nd 8am- 12pm to promote the Vine Summer Youth Pass. The Summer Youth Pass provides a summer-long pass to youth for just \$20.
- NVTA is rolling out a new 6-month pilot program on May 1st. Vine Late Night is a partnership with Uber funded in part by Visit Napa Valley. For employers that sign up for the program, their employees will be eligible for a \$10 Uber ride to get home when they use transit to get to work. The program will be geo-fenced for employers located between Oak to Lincoln and Silverado to Jefferson in the City of Napa as well as a few select hotels in/around the Napa area. I'd like to acknowledge the work of Danielle Schmitz and Rebecca Schenck who worked with Uber to develop the idea and for reaching out to business organizations in Napa to raise revenues to support the program. I'd also like to thank the Tourism Improvement District for providing funding.
- NVTA is currently recruiting for two positions: accountant and planner-project manager.
- The recruitment for the Executive Director position has closed, interviews have been held, and staff anticipate there will be an update at the May 21st NVTA Board meeting.

ATTACHMENTS

None

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes - Draft Active Transportation Advisory Committee (ATAC)

Monday, March 24, 2025

5:30 PM

JoAnn Busenbark Board Room

1. Call To Order

Chair Rabinowitz called the meeting to order at 5:30 p.m.

2. Roll Call

Present: 6 - Michael Rabinowitz

Majel Arnold
Barry Christian
Jason Dominici
Aaron Heth
Glenn Smith

Absent: 2 - Caitlin Ochoa-Llamas
Jonathan Schellin (excused)

3. Public Comment

Public comment received from TC Hulseley.

4. Committee Member Comments

Member Christian reported that the Vine Trail Vallejo to American Canyon segment ribbon cutting went very well. He also noted that the City of Napa is holding its Earth Day celebration on Saturday, April 12 at the Oxbow Commons.

5. Staff Comments

Patrick Band noted NVTA will have a booth at the Earth Day event and will focus on transit programs and active transportation. Additionally, NVTA will have a booth at BikeFest on May 3rd and will lead an infrastructure ride as part of the event.

Diana Meehan noted that the Accessible Transportation Needs Assessment draft plan is online, and NVTA is accepting public comments through April 11, 2025. The final draft will be presented to the NVTA Board for approval at its May meeting.

6. STANDING AGENDA ITEMS

Item 7.1, City of St. Helena Projects Update was taken at this time.

Eric Janzen, Assistant Public Works Director for the City of St. Helena reported on pavement and sidewalk improvements/restoration, re-striping, curb ramp replacements, pedestrian crossing improvements, curb extensions, rapid flashing beacon projects that have been completed. Upcoming projects include pavement maintenance, infrastructure improvements to the potential Vine Trail route through the City, sidewalk replacement, and traffic calming measures.

Chair Rabinowitz, and Member Christian asked for clarification on the Oak Street project.

Public comment was received from TC Hulsey.

6.1 Executive Director's Report (Kate Miller) (Pages 8-9)

Patrick Band encouraged the ATAC to read the Executive Director's report included in the packet, noting that Executive Director Miller is retiring in June and recruitment efforts are underway.

6.2 Safe Routes to School (SRTS) Update (Kara Vernor) (Page 10)

Patrick Band provided the Safe Routes to School update that included May Bike Month activities.

6.3 Napa Valley Vine Trail Update

Barry Christian noted that the Napa Valley Vine Trail Coalition's biggest fundraiser, Locomotion, will also be held in May and encouraged the ATAC members to participate.

6.4 Active Transportation Legislative Updates (Patrick Band) (Pages 11-17)

Patrick Band provided an overview of proposed legislation related to active transportation.

Member Christian had questions regarding AB 1014.

Member Dominici asked a question related to AB 1268.

6.5 Caltrans Report (Pages 18-22)

Patrick Band reviewed the highlighted changes on the Caltrans Report.

7. PRESENTATIONS

7.1 City of St. Helena Projects Update (Eric Janzen)

Presentation was provided after Item 5, Staff Comments.

8. CONSENT AGENDA

MOTION by DOMINICI, SECOND by HETH to APPROVE Consent Agenda Items 8.1 and 8.2.
Motion passed unanimously.

8.1 Meeting Minutes of the November 18, 2024 Active Transportation Advisory Committee (ATAC) Meeting (Laura Sanderlin) (Pages 23-25)

****Amended Agenda Items - 8.2 & 9.2****

- 8.2 Meeting Minutes (No quorum) of January 27, 2025 Active Transportation Advisory Committee Meeting (Laura Sanderlin) (Pages 26-28)**

9. REGULAR AGENDA ITEMS

- 9.1 Nomination of Committee Member to the Napa Valley Vine Trail Coalition (NVVTC) Board of Directors (Patrick Band) (Page 29)**

Diana Meehan provided an overview on the ATAC representative to the Napa Valley Vine Trail Coalition, and invited nominations or volunteers.

Jason Dominici volunteered to serve as the ATAC representative.

Chair Rabinowitz called for any additional volunteers or nominations. There being none, Chair Rabinowitz made the motion.

MOTION by Rabinowitz, SECOND by Christian to appoint Dominici as the ATAC representative to the Napa Valley Vine Trail Coalition. Motion passed unanimously.

- 9.2 Active Transportation Plan - Progress Update and Discussion Items (Patrick Band) (Pages 30-74)**

Patrick Band provided an overview of the planned process for developing a Vision Statement, as well as Goals, Objectives and specific policies for the Active Transportation Plan.

Chair Rabinowitz assisted in facilitating a brainstorming session soliciting input, direction, and feedback on key topics of interest for the ATAC. This brainstorming session included review of several options for how the Vision, Goals, Objectives, and Policies could be structured.

Diana Meehan assisted by taking notes, which will be shared with consultants from Circlepoint and Toole Design, who are assisting with development of the Plan.

10. FUTURE AGENDA ITEMS

- 10.1 2025 ATAC Work Plan Review (Patrick Band) (Pages 75-76)**

Patrick Band reviewed the ATAC Work Plan and noted the following items will be on the May agenda:

- Transportation Development Act Article 3 (TDA 3) - Complete Streets Checklists for projects
- City of Napa Active Transportation Projects updates

11. ADJOURNMENT

- 11.1 The next regularly scheduled meeting for the NVTA Active Transportation Advisory Committee is Monday, May 19, 2025 at 5:30 p.m.**

Meeting adjourned at 7:06 pm.

Kathy Alexander

Kathy Alexander, Deputy Board Secretary



NAPA VALLEY TRANSPORTATION AUTHORITY

Active Transportation Advisory Committee Memo

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Patrick Band, Associate Program Planner
(707) 259-8781 / Email: pband@nvta.ca.gov
SUBJECT: Transportation Development Act Article 3 (TDA-3)
Guidelines and Call for Projects

RECOMMENDATION

That the Napa Valley Transportation Authority (NVTA) Active Transportation Advisory Committee (ATAC) review and recommend the NVTA Board of Directors approve the Transportation Development Act Article 3 (TDA-3) Guidelines and open a Call for Projects for Fiscal Years 2025-2026 through 2026-2027.

EXECUTIVE SUMMARY

The TDA-3 program provides grants for local bicycle and pedestrian projects. NVTA conducted a 3-Year Call for Projects in Spring 2024, resulting in \$300,000 in applications which were approved for funding by the NVTA Board at the July 17, 2024 meeting. Staff is recommending opening a call for projects for FY 2025-26 and 2026-27. Minor changes have been made to local program guidelines to clarify the eligibility and requirements associated with Quick Build projects and clarify application requirements.

Applications for TDA-3 funding will be due to NVTA by 5:00pm on Monday, July 7, 2025. Pursuant to MTC requirements, the NVTA ATAC would review and recommend approval of TDA-3 funding requests at their July 28, 2025 meeting. Following ATAC and TAC review, the list of projects recommended for funding will go to the NVTA Board on September 17, 2025 for approval.

FISCAL IMPACT

Is there a Fiscal Impact? No

BACKGROUND & DISCUSSION

The TDA-3 program provides grants for local bicycle and pedestrian projects. The program is funded by approximately 2% of the ¼ cent Statewide Sales Tax generated in Napa. This generates approximately \$165,000 per year in revenue for Napa jurisdictions. Unused funds are accumulated and rolled over to future programming cycles.

TDA-3 funds may be used for capital infrastructure, maintenance, and/or Quick Build purposes, as well as limited safety education programs, as outlined in Attachment 1. In 2018, the NVTA Board requested a change to NVTA policy that prioritized infrastructure projects for TDA-3 funds.

As of February 2025, the MTC fund estimate for FY 2025-26 is \$221,487. NVTA is estimating \$471,262 for a 2-year cycle.

Table 1. Simplified Napa County TDA-3 Fund Estimate

	As of 6/30/2024	2-Year Revenue Estimate	Outstanding Commitments*	Available for Programming**
FUND BALANCE	\$685,262	\$386,000	(\$600,000)	\$471,262
*This amount includes \$500,000 programmed through FY 2024-25, as well as \$100,000 in funding in FY 2025-26.				
**Actual funding available is based upon statewide sales tax receipts through FY 2026-27. NVTA staff will provide updates as needed should revenue projections come in lower than anticipated.				

Quick Build projects can significantly improve safety and accessibility at the neighborhood level, and staff recommend prioritizing TDA-3 funding for these efforts, consistent with objectives of the Napa Countywide Vision Zero Plan, Local Roadway Safety Plans, Safe Routes to School Plans, and related efforts. Quick Build projects are expected to be delivered on an expedited basis and will have a TDA-3 funding limit of \$50,000 per project. Jurisdictions are welcome to apply for multiple Quick Build projects but are required to submit a separate application for each project.

Applicants considering Quick Build projects are advised to consult the following guidelines and resources to ensure eligibility:

- Manual on Uniform Traffic Control Devices:
https://mutcd.fhwa.dot.gov/kno_2009r1r2.htm
- National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide: <https://nacto.org/publication/urban-bikeway-designguide/>
- Active Transportation Resource Center (ATRC) Quick Build Dropdown:
<https://caatpresources.org/index.cfm/1510>

- Alta Planning and California Bicycle Coalition Quick Build Guide:
<https://altago.com/wpcontent/uploads/Quick-Build-Guide-White-Paper-2020-1.pdf>
- People for Bikes: Quick-Build for Better Streets:
<https://www.peopleforbikes.org/reports/quick-builds-for-better-streets-a-new-projectdelivery>
- Urban Street Design Guide - Interim Design Strategies:
[https://nacto.org/publication/urban- %20street-design-guide/interim-design-strategies/](https://nacto.org/publication/urban-%20street-design-guide/interim-design-strategies/)

To give jurisdictions adequate time to assess project eligibility, prepare applications, and consult NVTA staff as needed, the following timeline is proposed for this funding cycle:

Table 2. Timeline

ITEM	DATE
NVTA Board – Issue Call for Projects	May 21, 2025
TDA-3 Applications - Due to NVTA by 5:00 PM	July 7, 2025
Draft Program Review by ATAC	July 28, 2025
Draft Program Review by TAC	September 4, 2025
Board Approval – Program of Projects	September 17, 2025

Local Guidelines (Attachment 1) and the proposed Call for Projects were reviewed by the NVTA Technical Advisory Committee (TAC) at their meeting of May 1, 2025, and recommended for Board approval.

ATTACHMENTS

- (1) Draft Local Guidelines for TDA-3 Program
- (2) TDA-3 Application Template



Guide and Application for
Transportation Development Act Article 3 (TDA-3)
Funds for Napa County

FY 2025-26 & FY 2026-27
Applications Due to NVTA:
Monday, July 7, 2025 by 5:00 p.m.

NVTA
625 Burnell Street
Napa, CA 94559
Phone: 707-259-8631
Fax: 707-259-8638
www.nvta.ca.gov

The Napa Valley Transportation Authority (NVTA) is pleased to announce a Call for Projects for Transportation Development Act, Article 3 (TDA-3) funds available to Napa County jurisdictions.

TDA-3 is a grant program under the Metropolitan Transportation Commission (MTC), funded by approximately 2% of the ¼ cent Statewide Sales Tax. This generates approximately \$165,000 per year in revenues for jurisdictions in Napa County. The purpose of the TDA-3 program is to provide funding for local bicycle and pedestrian projects.

The TDA-3 program can fund a wide range of project types including:

- Construction and/or engineering of a bicycle or pedestrian capital project
- Capital purchases for maintenance of a Class I or Class IV facilities
- Enhancement of Class II bicycle lanes
- Bicycle safety education programs (no more than 5% of county total)
- Development of a comprehensive bicycle and/or pedestrian facilities plan (once every 5 years)
- Quick Build Projects

This packet has been created to help guide local jurisdictions in submitting a successful application for funding.

The available funding for Napa County TDA-3 projects for FY 2025-26 through FY 2026-27 will be approximately \$471,000 dollars. Applications are due to NVTA by 5:00 PM on Monday, July 7, 2025.

If you have any questions, you may contact Patrick Band, TDA-3 Program Manager at:

NVTA
625 Burnell Street
Napa, CA 94559
Phone: 707-259-8631

Sincerely,

Kate Miller
Executive Director
Napa Valley Transportation Authority

The TDA-3 Program

The California State Legislature passed the Transportation Development Act (TDA) in 1971, which was subsequently signed into law by Governor Reagan. The TDA provides one of the major funding sources for public transportation in California. These funds are generated from a statewide ¼ cent sales tax. Article 3 of TDA is a set-aside of approximately 2% of those monies. Under Article 3 of the TDA, funds allocated to Napa County are available to local jurisdictions for bicycle and pedestrian projects.

The Metropolitan Transportation Commission (MTC) administers TDA 3, which is distributed based on population. Each year, an annual fund estimate or “entitlement” is developed for each County. A county’s claim in any given year cannot exceed the sum of their accumulated funds plus their projected entitlement for the following two years.

Funds are obtained by local jurisdictions via a three-step process: (1) apportionment, (2) allocation, and (3) payment (reimbursement). Apportionment in the San Francisco Bay Area follows a Metropolitan Transportation Commission (MTC) formula based upon population. Allocation is the discretionary action by MTC that designates funds for a specific claimant for a specific purpose. NVTA submits TDA allocation requests to MTC on a regular basis, and unused TDA funds allocated to any project may be rolled over from one fiscal year to the next. No matching funds are required, but the project must meet the funding objectives and be developed in cooperation with the community. The basic objectives of the grant source are to fund projects that increase the safety, security, and efficiency of bicycle and pedestrian travel, and to provide for a coordinated system. MTC requires supporting resolutions from the sponsoring Council.

This “Call for Projects” will be issued on May 21, 2025 upon approval by the NVTA Board of Directors. In addition to the application, project sponsors must provide documentation of environmental clearance and maps/documents showing project locations and design parameters. Projects must be approved by MTC.

TDA 3 projects are required to meet Caltrans safety design criteria and CEQA requirements; be completed within two years; be maintained; be consistent with adopted active transportation plans; and be authorized by a governing council or board. Local authorization is not required at time of application submission, but shall be due within 90 days of NVTA Board project approval and prior to annual submission of the Countywide TDA-3 claim to MTC.

As part of the grant process, MTC also requires the City Council to adopt a resolution making certain findings as follows:

- (i) There are no legal impediments regarding the project.
- (ii) Jurisdictional or agency staffing resources are adequate to complete the project.
- (iii) There is no pending or threatened litigation that might adversely affect the project or the ability of the project sponsor to carry out the project.
- (iv) Environmental and right-of-way issues have been reviewed and found to be in such a state that fund obligation deadlines will not be jeopardized.

- (v) Adequate local funding is available to complete the project.
- (vi) The project has been conceptually reviewed to the point that all contingent issues have been considered.

Basic Eligibility for TDA-3 Funding

TDA Article 3 funds may be used for the following activities relating to pedestrian and bicycle facilities, including):

- Engineering expenses leading to construction.
- Right-of-way acquisition.
- Construction and reconstruction.
- Retrofitting existing bicycle and pedestrian facilities, including installation of signage, to comply with the Americans with Disabilities Act (ADA).
- Route improvements such as signal controls for cyclists, bicycle loop detectors, rubberized rail crossings and bicycle-friendly drainage grates.
- Purchase and installation of bicycle amenities such as:
 - secure bicycle parking,
 - benches, drinking fountains, changing rooms, rest rooms and showers which are adjacent to bicycle trails, employment centers, park-and-ride lots, and/or transit terminals and are accessible to the general public.
- Maintenance of Class I shared-use path or Class IV separated bikeways.
- Restriping of Class II bikeways. Countywide, the total funds allocated to Class II bikeway maintenance cannot exceed 20% of the total countywide TDA estimate
- Bicycle Safety Education Programs (and not more 5% of the countywide TDA Article 3 funds). Pursuant to NVTB Board policy, infrastructure projects are prioritized.
- Comprehensive Bicycle & Pedestrian Facilities Plans (not more than once per jurisdiction every 5 years)
- Projects identified in a recent (within 5 years) comprehensive local bicycle or pedestrian plan
- Quick-Build (also known as interim capital infrastructure) projects
- Capital purchases for maintenance of Class I or Class IV facilities (compact sweeping machine, blower, etc)
- Annual Audits in fiscal years funds are disbursed. Can be part of annual audit program, but must comply with additional TDA-3 requirements.

TDA Article 3 funds may not be used to fully fund the salary of any one person working on these programs.

Active Transportation Advisory Committee Requirement

Cities and counties may not receive TDA Article 3 funds for projects unless the jurisdiction has established an Active Transportation Advisory Committee (ATAC) and the project is included in an adopted plan as stipulated in the MTC TDA Article 3 Policies and Procedures, Resolution 4108. For Napa County, the NVTB Active Transportation Advisory Committee fulfills this requirement.

Note that for those jurisdictions with a local Active Transportation Advisory Committee, the approval of that committee is also required.

Recent TDA-3 Project Examples in Napa County

Project Name	Sponsor	TDA-3 Funds	Total Project \$
Lincoln & Brannan Crosswalk	Calistoga	\$150,000	\$440,000
Eucalyptus Dr. Sidewalk Gap Closure	American Canyon	\$53,000	\$113,000
Pratt/Elmhurst Crosswalk Improvements on Main St./SR29	St. Helena	\$50,000	\$80,000

Project Selection Process

The project selection process is as follows:

- NVTA staff will review prospective projects for eligibility based on TDA-3 requirements, and conduct a preliminary evaluation of cost-effectiveness, project readiness, potential to reduce serious/fatal collisions, and increase active transportation use. Staff will present their findings to the NVTA Active Transportation Advisory Committee (ATAC) which will serve as the initial selection and prioritization committee.¹
- The ATAC recommendations will be forwarded to the NVTA Technical Advisory Committee (TAC) for their review and recommendation.
- The recommendation from both Committees will be forwarded to the NVTA Board for their decision.

TDA-3 Project Selection Criteria for Napa County

For All Applications:

- The project provides a gap closure connecting two or more existing facilities.
 - Note that this criteria does not apply to Quick Build safety projects.
- The project is listed in the jurisdiction's adopted Bicycle or Pedestrian Plan, Local Roadway Safety Plan, the Countywide Vision Zero Plan, Safe Routes to School Plan, and/or related traffic safety or traffic calming program.

Preference will be given to projects that meet the following criteria:

- Provides a safe route to school and/or transit are located at or along an identified High Injury Network intersection or corridor
- Provide additional local matching funds (not required)

¹ Pursuant to MTC Memorandum on TDA-3 Bicycle Pedestrian Advisory Committee (BPAC) review dated October 6, 2014, jurisdictions that have a local BPAC or similar advisory committee are generally required to have that body review and prioritization of projects. See https://mtc.ca.gov/sites/default/files/TDA3_BAC_Guidance.pdf

NVTA intends to prioritize applications for Quick Build projects for funding. Applicants with eligible Quick Build projects are advised to consult Caltrans guidelines for such projects.² NVTA staff are available to provide additional resources and consultation regarding such projects.

Additional screening criteria for Quick Build projects include:

- Limit of \$50,000 per project application
 - Multiple applications for Quick Build projects may be submitted by a single jurisdiction
- Jurisdiction commitment to complete the project within 12 months
 - Failure to complete project within this timeframe may result in rescission of funds
- Jurisdiction commitment to maintain Quick Build improvements until permanent improvements are made (generally within 3 years). Removal of the project resulting in a return to prior conditions or functional equivalent require prior justification to MTC and NVTA.

Application Instructions:

TDA-3 project applications for FY 2025-26 through FY 2026-27 must be submitted to NVTA no later than 5:00 pm on Monday, July 7th, 2025. Applications may be emailed to Patick Band at pband@nvta.ca.gov

Applications must include:

- MTC project application
- 8.5x11 map of the project area clearly showing extent of project improvements
- Minimum of 3 representative photographs of existing conditions

As noted elsewhere in this document, a Resolution of Local Support, identification of approved bicycle, pedestrian or other relevant supporting plan, and other materials will be required subsequent to application submittal for successful projects/programs.

² <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/atp/cy6/cy-6-finalquickbuild-supplementalguidance-v2.pdf>

What Happens After Submission of the TDA-3 application?

After applications are submitted to NVTa the evaluation process will begin. NVTa plans on the following action timeline:

ITEM	DATE
NVTa Board – Issue Call for Projects	May 21, 2025
TDA-3 Applications - Due to NVTa by 5:00 PM	July 7, 2025
Draft Program Review by ATAC	July 28, 2025
Draft Program Review by TAC	September 4, 2025
Board Approval – Program of Projects	September 17, 2025

Contact Information

Napa County TDA-3 Program Manager:
Patrick Band
625 Burnell Street
Napa, CA 94559
Phone: (707) 259-8781
pband@nvta.ca.gov

MTC
Luis Garcia
Transit Operations Funding Coordinator
MTC, Funding Policy and Programs
375 Beale St., Suite 800
San Francisco, CA 94105
Phone: (415) 778-6616
lgarcia@bayareametro.gov

Resolution No. _____

Attachment B

TDA Article 3 Project Application Form

page _____ of _____

1. Agency			
2. Primary Contact			
3. Mailing Address			
4. Email Address		5. Phone Number	
6. Secondary Contact (in the event primary is not available)			
7. Mailing address (if different) N/A <input type="checkbox"/>			
8. Email Address		9. Phone Number	
10. Send allocation instructions to (if different from above):			
11. Project Title			
12. Amount requested		13. Fiscal Year of Claim	

14. Description of Overall Project:

15. Project Scope Proposed for Funding: (Project level environmental, preliminary planning, and ROW are ineligible uses of TDA funds.)

16. Project Location: A map of the project location is attached or a link to a online map of the project location is provided below:

Project Relation to Regional Policies (for information only)

17. Is the project in an [Equity Priority Community](#)? Yes ☐ No ☐
18. Is this project in a [Priority Development Area](#) or a [Transit-Oriented Community](#)? Yes ☐ No ☐

19. Project Budget and Schedule

Project Phase	TDA 3	Other Funds	Total Cost	Estimated Completion (month/year)
Bike/Ped Plan				
ENV				
PA&ED				
PS&E				
ROW				
CON				
Total Cost				

Project Eligibility

- A.** Has the project been reviewed by the Bicycle and Pedestrian Advisory Committee? Yes ☐ No ☐
 If "YES," identify the date and provide a copy or link to the agenda.
 If "NO," provide an explanation).
- B.** Has the project been approved by the claimant's governing body? Yes ☐ No ☐
 If "NO," provide expected date: _____
- C.** Has this project previously received TDA Article 3 funding? Yes ☐ No ☐
 (If "YES," provide an explanation on a separate page)
- D.** For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to [Chapter 1000 of the California Highway Design Manual](#)? Yes ☐ No ☐
- E. 1.** Is the project categorically exempt from CEQA, pursuant to CCR Section 15301(c), Existing Facility? Yes ☐ No ☐
- 2.** If "NO" above, is the project is exempt from CEQA for another reason? Yes ☐ No ☐
 Cite the basis for the exemption. _____
 If the project is not exempt, please check "NO," and provide environmental documentation, as appropriate. N/A ☐
- F.** Estimated Completion Date of project (month and year): _____
- G.** Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility, please identify below and provide the agreement. Yes ☐ No ☐
- H.** Is a Complete Streets Checklist required for this project? Yes ☐ No ☐
 If the amount requested is over \$250,000 or if the total project phase or construction phase is over \$250,000, a Complete Streets checklist is likely required. Please attach the Complete Streets checklist or record of review, as applicable. More information and the form may be found here: <https://mtc.ca.gov/planning/transportation/complete-streets>



NAPA VALLEY TRANSPORTATION AUTHORITY Active Transportation Advisory Committee Agenda Letter

TO: Active Transportation Advisory Committee
FROM: Kate Miller, Executive Director
REPORT BY: Diana Meehan, Principal Planner
(707) 259-8321 / Email: dmeehan@nvta.ca.gov
SUBJECT: Countywide Transportation Plan and Supporting Plans Update

RECOMMENDATION

Information only.

EXECUTIVE SUMMARY

Staff will provide an overview of the various countywide plans/studies underway. This recurring agenda item serves to provide timely updates on each effort, inform ATAC members of opportunities for input or feedback, and to stay abreast of high-level milestones and decision points.

BACKGROUND AND DISCUSSION

Countywide Transportation Plan

The Metropolitan Transportation Commission (MTC) requires Bay Area County Transportation Agencies (CTAs) to develop long-range transportation plans (typically spanning 25 years) that align with the region's broader long-range transportation strategy—now in its third iteration, known as Plan Bay Area 2050+.

A minor update to the regional plan's Blueprint was completed in 2024, refining the framework and vision for the Bay Area's climate and equity goals. The Blueprint includes:

- Forecasts and assumptions about the Bay Area's future, such as population growth, job trends, sea-level rise, financial needs, and revenue projections.
- Strategies for public investment and policy reforms.
- Guidance on geographic focus areas for future housing and job growth in alignment with the plan's strategies.

Current CTP & Performance Review

NVTA's current Countywide Transportation Plan (CTP), Advancing Mobility 2045, was adopted in May 2021. It was the first CTP to incorporate performance metrics based on the plan's key priorities: equity, safety, congestion, economic stability, sustainability, and maintenance.

A mid-plan performance review conducted in 2023 assessed progress on 14 key metrics. Since the plan's adoption, five metrics have been achieved, mainly due to changing travel conditions resulting from the COVID-19 pandemic.

Upcoming CTP Update & Alignment with Plan Bay Area 2050+

In preparation for the next iteration of Plan Bay Area, OBAG 4—launching in early 2026—NVTA is updating its CTP to align with new target forecasts for 2050. NVTA has contracted with Fehr & Peers to assist with this update. The project team kicked off the 14-month planning process with an initial meeting on February 4th.

NVTA Board Retreat: Intersections: Land Use, Transportation and Community

NVTA held a Board Retreat on April 16 focused on the CTP update, with an emphasis on the connections between land use, transportation, and community. Dave Vautin, the Director of Regional Planning with MTC provided the keynote presentation with details addressing why we develop long range plans and the impacts and benefits long range planning can have on the community. Some key takeaways regarding the development and usefulness of successful plans are:

- Provide a clear vision and objectives
- Be willing to wrestle with trade-offs
- Link priorities to implementation
- Ensure that all linkages beyond transportation (land uses, housing, economic development etc.) are being addressed
- Connect policy to budgets

The Retreat was facilitated by the Fehr & Peers team, and included overviews of:

- Transportation funding complexities
- Travel behavior
- What has changed since 2021
- Aligning links between Land Use and Transportation
- Shifts in regional policies affecting land use and transportation
- A review of the current plan Vision & Goals

The Board was asked to participate in a voting exercise related to a series of themes and asked to rate the importance of those things using high, moderate or low priority color

cards. The majority of the Board was in agreement across most themes rating many as high or moderately important.

A discussion among the Board, staff, and attendees brought forth suggestions for improving the goals and objectives for the plan. Staff will bring a revised set of goals and objectives to the Board for approval at the May meeting.

Travel Behavior Study

The Travel Behavior Study will build upon data collected in the 2020 Travel Behavior Study as well as present new ideas/technologies to identify different data points to inform various upcoming planning efforts. The travel behavior study will focus on work/school, non-work, and visitor trips in Napa Valley, identify entry and exit points, number of trips, and destinations, and evaluate predominant modes of travel, vehicle occupancies, and times of day/week when the system is most used. The study will take seasonal variations into consideration, and trips related to visitors, workers and students, and will include weekday and weekend travel.

NVTA distributed an employer survey to study travel patterns across Napa County, focusing on travel days, times, and routes, while comparing the findings to pre-pandemic trends. The survey was promoted through multiple channels, including the V-Commute Employer List, the County's Chardonnay site, Napa Valley College, Visit Napa Valley newsletters, Chambers of Commerce, and direct outreach to individual employers. We ended with 684 responses in English and 18 responses in Spanish for a total of 702 responses. The survey is now closed. The survey team is beginning to summarize the results.

In addition, RSG, collected traffic count data in early November at key gateway intersections, along various roadway segments throughout the County, and utilized data from the City of Napa's Miovision-equipped intersections. Additional data from Replica and StreetLight has been gathered and is currently under analysis. A detailed update on findings will be presented by RSG to the NVTA Board and Technical Advisory Committee in June.

Community Based Transportation Plan (CBTP)

The CBTP is a community-driven process which engages residents and community organizations in shaping recommendations. The focus will be to identify transportation solutions that will improve mobility within Equity Priority Communities (EPCs).

Objectives include:

- Improving mobility and access for historically underserved communities
- Identifying resident-perceived transportation gaps or needs
- Transportation project or programmatic improvements that focus on affected communities, such as carshare, bikeshare or a bike loaner program, rideshare and/or carpooling and on-demand/flex-route transit, pedestrian or bicycle safety improvements near schools or jobs.

Currently, there are five EPCs in Napa County identified by MTC, as highlighted on Table 1. Since 2001, MTC has been using data from the American Community Survey to identify communities (census tracts) that may have historically faced disadvantage and underinvestment due to their background or socioeconomic status. MTC used Bay Area-wide regional data to identify the five census tracts listed below.

Table 1: MTC-Identified Napa Equity Priority Communities (EPCs)

Census Tract	Neighborhood Name
2002.02	South Downtown Napa
2003.01	Southeast Downtown Napa
2008.04	Westwood Neighborhood
2009.00	East Imola
2020.00	Calistoga

In addition to these five MTC-identified EPCs, staff evaluated recent Napa County data provided by MIG to identify four additional census-tracts that have high concentrations of low-income and at least three other demographics that have higher concentrations than Napa County's average in specific underserved populations. The four locally identified census tracts are listed in Table 2.

Table 2: Locally-Identified Census Tracts

Census Tract	Neighborhood Name
2016.01	South St. Helena
2012.00	Unincorporated area near Yountville
2007.04	City of Napa/Pueblo Park
2010.04	American Canyon (Southeast)

MIG reviewed related planning documents and projects in the EPCs and drafted a Community Profiles Report that examines each of the nine identified EPCs and highlights key findings, means of transportation to work, key data points and a community profile that highlights traits including: population, income, rent burden, race & ethnicity, age, residents with disabilities, language proficiency, vehicle ownership, travel mode to work and work locations and commute times.

Additionally, MIG conducted nine interviews with key stakeholders to help inform the CBTP:

- Napa County Housing and Homeless Services
- Community Action of Napa Valley
- Napa Valley Farmworker Foundation
- Molly's Angels
- Rianda House
- UpValley Family Centers
- Napa Valley Vine Trail Coalition
- Napa County Bike Coalition
- Puertas Abiertas

MIG and NVTa are in the process of scheduling and attending outreach events with a focus on locations within each EPC. The list below contains the currently planned locations to conduct outreach:

- Napa Valley College Events & an event directly at the student housing complex
- Attending UpValley Family Center's Adult Education Programs
- Conducting a focus group with Molly's Angels Drivers to gain a sense of the most common locations seniors go to and from (This outreach event occurred on March 14, 2025)
- Attending Rianda House's Lunch & Learn (Scheduled for May 21)
- Focus Groups with the Farmworker Foundation
- Pop-up events at the Soscol Gateway Transit Center to directly engage with bus riders who may reside in an EPC
- Direct outreach events at mobile home parks in the EPCs
 - Outreach event at Las Casitas Mobile Home Park in American Canyon occurred on March 26, 2025
- Direct outreach events at low-income housing complexes in the EPCs
- Rohlfs Manor direct outreach (April 29)
- Veteran's Home direct outreach
- Napa County Hispanic Chamber of Commerce Mixers
- Puertas Abiertas Community Events
- Community markets & laundromats (such as La Tapatia Market, Lola's Markets, My Familia Market, etc.) directly in EPCs

The bulk of the outreach is expected to continue through the Spring and is targeting completion by late spring/early summer. The outreach plan for these events is to take poster boards that contain maps of the EPC and Napa County at large and ask residents to place stickers or talk about areas that they experience transportation barriers and what projects can be initiated to help close those barriers. The events will be open house style, so residents can visit us at any time during the 1-3 hour blocks we will be there. To help entice attendance, staff will strive to bring food/refreshments when applicable.

Once the outreach has concluded, MIG will gather all feedback, summarize it, and incorporate it into the draft plan which is tentatively slated for release in late Summer, therefore setting up the approval of the final plan around early Fall.

Active Transportation Plan (AT Plan)

In August, NVTa and GHD Kicked-off the Active Transportation Plan. Progress to date includes:

- Creation and launch of a Project website, which will both serve as a repository for documents and progress updates, as well as provide the public with opportunities to provide public comment through interactive maps, surveys, and feedback forms.

- Evaluation and verification of existing conditions for pedestrian and bicycle facilities. This will include sidewalk geometry & width, marked crosswalks, bicycle facility type and geometry, as well as various public amenities (secure bike parking, restrooms, etc.)
- Screening of existing plans, programs, and policies at the local, regional, and state level
- Coordination with the ongoing jurisdiction-level and countywide planning and policy efforts, including the Regional Climate Action & Adaptation Plan (RCAAP), various General Plan and Zoning Code updates, City of St Helena Streets Master Plan, and other efforts.
- Creation of a Facility Treatment Toolkit to ensure consistent standards for active transportation facilities; provide resources, design guidance and best practices for local jurisdictions to improve and maintain facilities and support expectations for the build-out of the active transportation network. A public draft is now available for review.
- Open House events in City of Napa (February 26) and City of Calistoga (April 2). The City of Napa event was well attended, with at least 85 attendees. Feedback and comments were overwhelmingly positive. Staff will provide a verbal update on the April 2nd Calistoga event.

Current work is focused on support elements necessary to identify proposed programs and facilities later this fall. Key tasks underway include:

- Origin/Destination Mapping – identification and evaluation of existing active transportation trip nodes, and analysis of potential for mode shift toward alternative transportation
- Policy Framework & Plan Vision/Goals – Initiating meetings with Jurisdiction staff to discuss approach to Plan Vision, Goals, and Objectives, as well as identify approach and local preferences regarding specific policies and programs.
- Public Outreach – To be continued throughout the planning process.
 - Community Survey – To supplement Open House events and other public outreach activities, a bilingual survey was released on May 1st. The survey is available at: <https://www.surveymonkey.com/r/NVTA-AT-Plan-Survey>
 - External Event Participation – NVTA staff continue to engage unique audiences around the AT Plan, including Earth Day, Napa BikeFest, as well as local Farmers Markets, school events and more.
 - Additionally, staff welcome opportunities to present plan updates at local jurisdiction council and committee meetings

Staff will circulate an updated project timeline including upcoming events, and welcome questions from ATAC members regarding any element of the plan development process.

ATTACHMENTS

None

**Napa Valley Transportation Authority
Active Transportation Advisory Committee (ATAC)
2025 Draft Work Plan**

This Work Plan is organized to provide Committee members and the public an understanding of planned activities of the ATAC throughout the calendar year, including regular updates on projects and programs, as well as Action & Discussion Items for each meeting.

Recurring Updates:

These standing agenda items are addressed as recurring updates at every (or nearly every) meeting of the ATAC.

- Safe Routes to School
- Napa Valley Vine Trail
- Caltrans Projects
- Jurisdiction Presentations
- Legislative Updates
- Executive Director's Report

Regular Meetings:

The ATAC meets six times per year, on the 4th Monday of every other month. Special meetings may be called as necessary to complete the work of the Committee on a timely basis.

January 27th

Action Items: TBD

Discussion Items: County of Napa – Active Transportation Projects Update
Active Transportation Plan Update

- Draft Existing Conditions Review
- Draft Treatment Toolbox Review

March 24th

Action Items: TDA-3 Program Guidance Approval and Call for Projects

Discussion Items: City of St Helena – Active Transportation Projects Update
Imola Corridor Plan – Complete Streets Update (Caltrans)
Active Transportation Plan Update

- Draft Policy Framework & GHG Emissions Analysis

May 19th

Action Items: TDA-3 Complete Streets Checklist (Projects over \$250K)

Discussion Items: City of Napa – Active Transportation Projects Update
Travel Demand Management (TDM) Program Update
Active Transportation Plan Update

July 28th

- Action Items: Review & Approve Project Funding – TDA-3 Program
- Discussion Items: City of Calistoga – Active Transportation Projects Update
E-Mobility Devices – Policies, Facility Improvements & Safety

Special Meeting

A Special Meeting of the NVTATAC is tentatively planned for August 2025 to provide the ATAC an opportunity to review and comment on AT Plan Draft Proposed Facilities Network & Draft Proposed Programs. Timing will be confirmed in June.

September 22nd

- Action Items: Review Draft Countywide Active Transportation Plan
- Discussion Items: City of American Canyon – Active Transportation Projects Update

November 17th

- Action Items: Election of Chair & Vice Chair
Review & Adoption of 2026 Work Plan & Goals
- Discussion Items: Town of Yountville – Active Transportation Projects Update
(OTS Grant) Napa Valley Traffic Safety Data Project-Final Report

Additional Work Plan Items:

Throughout the year, additional tasks which may include Discussion or Action Items, or presentations or updates on specific topics of interest to the Committee, may be identified. Staff have outlined the following potential Work Plan Items for 2025, although Committee members are encouraged to identify additional items and bring them to the attention of NVTATAC staff. Those marked with an asterisk (*) are mandatory Action Items which require ATAC review.

- Complete Streets Checklist Review*
- Regional Active Transportation Working Group Updates
- Active Transportation Program (ATP) Grant Updates
- Active Transportation Plan Implementation Progress Report
- Countywide Transportation Plan (CTP) Updates & Draft Plan Review
- Community Based Transportation Plan (CBTP) Updates & Draft Plan Review
- Vision Zero Plan – Implementation & Working Group Updates
- Attend NVTATAC Board & Committee Meeting
- Countywide Transportation Sales Tax Update (Measure T)
- Transportation Capital Project Updates
- Jurisdiction-Specific Projects, programs, or policies
- Other Items as Needed