

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559



Agenda - Final

Wednesday, April 17, 2024
1:30 PM

JoAnn Busenbark Board Room

NVTa Board of Directors - Tax Agency (NVTa-TA)

and (County of Napa Board of Supervisors*)

***This meeting is also being noticed as a Board of Supervisors' meeting due to having 2 current Board Members (Supervisors Pedroza and Gregory) and 1 Supervisor-Elect (Councilmember Alessio) at the NVTa-TA Board of Directors meeting.**

All materials relating to an agenda item for an open session of a regular meeting of the NVTa-Tax Agency Board of Directors are posted on the NVTa website at: <https://nctpa.legistar.com/Calendar.aspx>

This meeting will be conducted as an in-person meeting at the location noted above. Remote teleconference access is provided for the public's convenience and in the event a Board Member requests remote participation due to just cause or emergency circumstances pursuant to Government Code section 54953(f). Please be advised that if a Board Member is not participating in the meeting remotely, remote participation for members of the public is provided for convenience only and in the event that the Zoom teleconference connection malfunctions for any reason, the Board of Directors reserves the right to conduct the meeting without remote access and take action on any agenda item.

The public may participate telephonically or electronically via the methods below:

- 1) To join the meeting via Zoom video conference from your PC, Mac, iPad, iPhone or Android: go to <https://zoom.us/join> and enter meeting ID 864 1754 4351
- 2) To join the Zoom meeting by phone: dial 1-669-900-6833, enter meeting ID: 864 1754 4351 If asked for the participant ID or code, press #.
- 3) Watch live on YouTube: <https://www.youtube.com/channel/UCrpjLcW9uRmA0EE6w-eKZyw?app=desktop>

The agenda will be posted 72 hours prior to the meeting and will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the NVTa-TA Board of Directors, 625 Burnell Street, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 4:30 p.m., except for NVTa holidays. Should the office be closed or staff is working remotely due to a declared emergency, you may email info@nvta.ca.gov to request a copy of the agenda.

Public records related to an agenda item that are distributed less than 72 hours before this meeting are available for public inspection during normal business hours at the NVTa office at 625 Burnell Street, Napa, CA 94559 and will be made available to the public on the NVTa website at nvta.ca.gov. 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.

Members of the public may comment on matters within the subject matter of the Board's jurisdiction, 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. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.

Members of the public may submit a public comment in writing by emailing info@nvta.ca.gov by 10:00 a.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 10 a.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 Zoom meeting, 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.

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.

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

Information on obtaining the agenda in an alternate format is noted below:

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-TA Board Secretary, at (707) 259-8633 during regular business hours, at least 48 hours prior to the time of the meeting.

Acceso y el Titulo 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-TA Board. 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 inyong kahilingan.

1. Call to Order
2. Approval of Board Member Requests for Remote Participation
3. Roll Call
4. Adoption of the Agenda
5. Public Comment
6. Chairperson's and Board Members' Update
7. Executive Director's Update

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.

8. CONSENT AGENDA ITEMS

8.1 Meeting Minutes of March 20, 2024 (Laura Sanderlin) (Pages 7-9)

Recommendation: Board action will approve the meeting minutes of March 20, 2024.

Estimated Time: 1:35 p.m.

Attachments: [Draft Minutes](#)

8.2 Resolution No. 23-03-TA, Revised, Amending the Regular Meeting Time of the Napa Valley Transportation Authority-Tax Agency (NVTA-TA) Board of Directors for Calendar Year (CY) 2024 (Laura Sanderlin) (Pages 10-15)

Recommendation: That the Napa Valley Transportation Authority-Tax Agency (NVTA-TA) Board approve Resolution No. 23-03-TA, revised, amending the reoccurring meeting time of the NVTA-TA Board of Directors for remainder of Calendar Year (CY) 2024.

Estimated Time: 1:35 p.m.

Attachments: [Staff Report](#)

9. PRESENTATIONS

9.1 **Sales Tax Feasibility Survey Summary Presentation (EMC Research)**

Recommendation: Information only

Estimated Time: 1:40 p.m.

10. FUTURE AGENDA ITEMS

11. ADJOURNMENT

11.1 The next Regular Meeting is Wednesday, May 22nd.

I 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. by Friday, April 12th.

Laura Sanderlin
Laura M. Sanderlin, NVTA-TA 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

625 Burnell Street
Napa, CA 94559

Meeting Minutes NVTB Board of Directors - Tax Agency (NVTB-TA)

Wednesday, March 20, 2024

1:30 PM

JoAnn Busenbark Board Room

1. Call to Order

Chair Alessio called the meeting to order at 1:30pm.

2. Pledge of Allegiance

Director Sedgley recited the Pledge of Allegiance.

3. Consideration and Approval of Board Member Requests for Remote Participation

None

4. Roll Call

Present: 11 - Alfredo Pedroza
Leon Garcia
Paul Dohring
Mark Joseph
Liz Alessio
Scott Sedgley
Margie Mohler
Anna Chouteau
Ryan Gregory
Kevin Eisenberg
Robin McKee-Cant

Absent: 1 - Donald Williams

5. Adoption of the Agenda

Motion MOVED by GARCIA, SECONDED by JOSEPH to APPROVE Item 5. Adoption of the Agenda. Motion passed unanimously.

Aye: 10 - Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Chouteau,
Gregory, Eisenberg, and McKee-Cant

Absent: 2 - Pedroza, and Williams

6. Public Comment

Public comment by Napa resident, Justin Hole reporting April 12th Ribbon Cutting for the Vine Bus Maintenance Facility.

7. Chairperson's and Board Members' Update

Chair Alessio reported that some Directors will be departing meeting at 3:40pm.

8. Executive Director's Update

Executive Director Miller reported on recent Measure U updates.

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.

9. PUBLIC HEARINGS

9.1 Public Hearing on the First Reading of Napa Valley Transportation Authority- Tax Agency's (NVTa-TA) Biennial Budget for Fiscal Years (FY) 2024-25 and 2025-26 (Antonio Onorato) (Pages 8-21)

Attachments: [Staff Report](#)

Chair Alessio opened the public meeting at 1:34pm by MOTION of SEDGLEY, SECONDED by Chouteau.

{Director Pedroza entered meeting at 1:35pm}

No public comment provided.

Motion by JOSEPH, SECONDED by GREGORY to APPROVE Item 9.1 Resolution 24-01-TA. Motion passed unanimously.

Chair Alessio closed the public hearing at 1:40pm by MOTION of JOSEPH, SECONDED by SEDGLEY.

Aye: 11 - Pedroza, Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Chouteau, Gregory, Eisenberg, and McKee-Cant

Absent: 1 - Williams

10. CONSENT AGENDA ITEMS

Motion MOVED by JOSEPH, SECONDED by GARCIA to APPROVE Item 10 Consent Agenda. Motion passed unanimously.

Aye: 11 - Pedroza, Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Chouteau, Gregory, Eisenberg, and McKee-Cant

Absent: 1 - Williams

10.1 Meeting Minutes of February 21, 2024 (Laura Sanderlin) (Pages 22-23)

Attachments: [Draft Minutes](#)

11. REGULAR AGENDA ITEMS

11.1 Measure T Fiscal Year Five-year Project List (Addrell Coleman) (Pages 24-46)

Attachments: [Staff Report](#)

Motion MOVED by JOSEPH, SECONDED by DOHRING to APPROVE Item 11.1 jurisdictions' five-year project list for FY 2024-29. Motion passed unanimously.

Aye: 11 - Pedroza, Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Chouteau, Gregory, Eisenberg, and McKee-Cant

Absent: 1 - Williams

11.2 Maintenance of Effort (MOE) Certification Fiscal Year (FY) 2022-23 (Addrell Coleman) (Pages 47-92)

Attachments: [Staff Report](#)

Motion MOVED by CHOUTEAU, SECONDED by GARCIA to APPROVE Item 11.2 jurisdictions' MOE certification for FY 2022-23. Motion passed unanimously.

Aye: 11 - Pedroza, Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Chouteau, Gregory, Eisenberg, and McKee-Cant

Absent: 1 - Williams

11.3 Annual Financial Statement with Independent Auditor's Report for the Years Ending June 30, 2023 and 2022 (Antonio Onorato) (Pages 93-120)

Attachments: [Staff Report](#)

Motion MOVED by JOSEPH, SECONDED by DOHRING to ACCEPT AND FILE Item 11.3 the Annual Financial Statement for FYE 2022-23 and Management Letter from the auditors. Motion passed unanimously.

Aye: 11 - Pedroza, Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Chouteau, Gregory, Eisenberg, and McKee-Cant

Absent: 1 - Williams

12. FUTURE AGENDA ITEMS

None

12. ADJOURNMENT

Chair Alessio adjourned the meeting at 1:56pm.

12.1 The next Regular Meeting is Wednesday, April 17th

Laura M. Sanderlin, NVT-A Board Secretary



NAPA VALLEY TRANSPORTATION AUTHORITY-TAX AGENCY COVER MEMO

SUBJECT

Resolution No. 23-03-TA, Revised, Amending the Regular Meeting Time of the Napa Valley Transportation Authority-Tax Agency (NVTA-TA) Board of Directors for Calendar Year (CY) 2024

STAFF RECOMMENDATION

That the Napa Valley Transportation Authority-Tax Agency (NVTA-TA) Board approve Resolution No. 23-03-TA, revised, amending the reoccurring meeting time of the NVTA-TA Board of Directors for remainder of Calendar Year (CY) 2024.

EXECUTIVE SUMMARY

The NVTA-TA Board of Directors fall under the requirements of the State of California Brown Act, and therefore must establish a regular meeting date, time, and place, and publish notice of each meeting. If approved, the meeting times would be changed to 1:00pm from 1:30pm.

FISCAL IMPACT

None



NAPA VALLEY TRANSPORTATION AUTHORITY-TAX AGENCY Board Agenda Memo

TO: Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Laura Sanderlin, Office Manager/Board Secretary
(707) 259-8633 / Email: lsanderlin@nvta.ca.gov
SUBJECT: Resolution No. 23-03-TA, Revised, Amending the Regular Meeting Time of the Napa Valley Transportation Authority (NVTA) Board of Directors for Calendar Year (CY) 2024

RECOMMENDATION

That the Napa Valley Transportation Authority-Tax Agency (NVTA-TA) Board approve Resolution No. 23-03, revised (Attachment 1), amending the reoccurring meeting time of the NVTA-TA Board of Directors for remainder of Calendar Year (CY) 2024.

COMMITTEE RECOMMENDATION

None

BACKGROUND

The NVTA-TA Board of Directors fall under the requirements of the State of California Brown Act and must establish a regular meeting time and place, and publish a notice of each meeting. Resolution No. 23-03-TA, Revised (Attachment 1) will change the meeting time from 1:30pm to 1:00pm.

The regular meeting time of the NVTA-TA Board of Directors will be 1:00 p.m. for the remaining regularly scheduled meetings in CY 2024 as follows:

Wednesday, May 22
Wednesday, June 26
Wednesday, July 17
Wednesday, September 18
Wednesday, October 16
Wednesday, November 20
Wednesday, December 18

ALTERNATIVES

The Board could keep the current schedule intact. However, this could inhibit agency business as several Board members must leave early for other meetings.

ATTACHMENTS

(1) Resolution No. 23-03, Revised

RESOLUTION No. 23-03-TA, Revised

**A RESOLUTION OF THE
NAPA VALLEY TRANSPORTATION AUTHORITY-TAX AGENCY (NVTA-TA)
SETTING THE REGULAR MEETING TIME, PLACE, AND SCHEDULE
FOR THE GOVERNING BOARD AND THE
INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE (ITOC)
FOR CALENDAR YEAR (CY) 2024**

WHEREAS, the Napa Valley Transportation Authority–Tax Agency (NVTA-TA) Governing Board and Committee meetings are subject to the requirements of the State of California’s Brown Act; and

WHEREAS, the NVTA-TA Governing Board and Committees must establish a regular meeting time, place, and schedule, and publish notice of each meeting;

WHEREAS, on November 23, 2023 the NVTA-TA Governing Board established a regular meeting time of 1:30pm;

WHEREAS, the NVTA-TA Board now desires to amend the NVTA Governing Board calendar to reflect a regular meeting time of 1:00pm;

NOW, THEREFORE BE IT RESOLVED by the Napa Valley Transportation Authority Tax Agency Board of Directors, that the regular meeting dates for the Governing Board for remainder of calendar year 2024 are as shown in Exhibit “A”, sets the regular meeting time at 1:00 p.m. and sets the regular meeting place as the JoAnn Busenbark Board Room at 625 Burnell Street, Napa, CA 94559.

Passed and Adopted this 17th Day of April 2024.

Liz Alessio, NVTA-TA Chair

Ayes:

Nays:

Absent:

ATTEST:

Laura Sanderlin, NVTA-TA Board Secretary

APPROVED:

Osman Mufti, NVTA-TA General Counsel

EXHIBIT “A”

NVTA-TA Governing Board
Meeting Dates for CY 2024

1:30pm Wednesday, January 17
1:30pm Wednesday, February 21
1:30pm Wednesday, March 20
1:30pm Wednesday, April 17
1:00pm Wednesday, May 15
1:00pm Wednesday, June 26
1:00pm Wednesday, July 17
1:00pm Wednesday, September 18
1:00pm Wednesday, October 16
1:00pm Wednesday, November 20
1:00pm Wednesday, December 18

EXHIBIT “B”

NVTA-TA Independent Taxpayer Oversight Committee (ITOC)
Meeting Dates for CY 2024

Wednesday, March 6

Wednesday, June 5

Wednesday, September 4

Wednesday, December 4