

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559



## Agenda - Final

Thursday, January 9, 2020  
2:00 PM

JoAnn Busenbark Board Room

### Technical Advisory Committee

All materials relating to an agenda item for an open session of a regular meeting of the Technical Advisory Committee (TAC) are posted on the NVTA website at <https://nctpa.legistar.com/Calendar.aspx> at least 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 TAC, 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. Materials distributed to the present members of the TAC at the meeting will be available for public inspection at the public meeting if prepared by the members of the TAC or staff and after the public meeting if prepared by some other person. 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 speak to the TAC on any item at the time the TAC is considering the item. Please complete a Speaker's Slip, which is located on the table near the entryway, and then present the slip to the TAC Secretary. Also, members of the public are invited to address the TAC on any issue not on today's agenda under Public Comment. Speakers are limited to three minutes.

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 the TAC Secretary at (707) 259-8631 during regular business hours, at least 48 hours prior to the time of the meeting.

This Agenda may also be viewed online by visiting the NVTA website at <https://nctpa.legistar.com/Calendar.aspx>

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 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. Introductions****3. Public Comment****4. Committee Member and Staff Comments****5. STANDING AGENDA ITEMS****5.1 County Transportation Agency (CTA) Report (Danielle Schmitz)****5.2 Project Monitoring Funding Programs\* (Alberto Esqueda)****5.3 Caltrans' Report\* (Ahmad Rahimi)****5.4 Vine Trail Update (Erica Ahmann Smithies)****5.5 Transit Update (Rebecca Schenck)****5.6 Measure T Update (Alberto Esqueda)**

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. CONSENT AGENDA****6.1 Meeting Minutes of November 7, 2019 TAC Meeting (Kathy Alexander) (Pages 8-12)**

**Body:** TAC action will approve the November 7, 2019 TAC meeting minutes.

**Recommendation:** Approval

**Estimated Time:** 2:15 p.m.

**Attachments:** [Draft Minutes.pdf](#)

**6.2 Draft 2020 Technical Advisory Committee (TAC) Work Plan and 2020 Calendar (Danielle Schmitz) (Pages 13-16)**

**Body:** The TAC will review any updates to the Draft 2020 TAC Work Plan and approve the Work Plan, and receive the 2020 meeting calendar.

**Recommendation:** Approval

**Estimated Time:** 2:15 p.m.

**Attachments:** [Staff Report.pdf](#)

**7. REGULAR AGENDA ITEMS**

- 7.1 Nominations and Election of Vice Chairperson of the Technical Advisory Committee (TAC) (Danielle Schmitz) (Page 17-18)**
- Body:** That the Technical Advisory Committee (TAC) will nominate and elect a Vice Chairperson for an annual term beginning on January 1, 2020.
- Recommendation:** Action
- Estimated Time:** 2:20 p.m.
- Attachments:** [Staff Report.pdf](#)
- 7.2 Community Based Transportation Plan (CBTP) Community of Concern (COC) Profiles Presentation (Jonathan Spencer) (Pages 19-20)**
- Body:** The TAC will receive an overview of the COC Community Profiles.
- Recommendation:** Information only
- Estimated Time:** 2:25 p.m.
- Attachments:** [Staff Report.pdf](#)
- 7.3 Countywide Transportation Plan (CTP): Advancing Mobility 2045 Goals and Objectives (Alberto Esqueda) (Pages 21-26)**
- Body:** The TAC will review the updated CTP Goals and Objectives and provide a recommendation to the NVTB Board of Directors.
- Recommendation:** Action
- Estimated Time:** 2:40 p.m.
- Attachments:** [Staff Report.pdf](#)
- 7.4 Countywide Transportation Plan (CTP): Advancing Mobility 2045 Draft Projects List (Alberto Esqueda) (Pages 27-28)**
- Body:** The TAC will review the CTP Draft Projects List.
- Recommendation:** Information only
- Estimated Time:** 2:50 p.m.
- Attachments:** [Staff Report.pdf](#)
- 7.5 Legislative Update\* (Kate Miller)**
- Body:** Staff will review the state and federal legislative updates.
- Recommendation:** Information only
- Estimated Time:** 3:00 p.m.

**7.6 January 15, 2020 NVTA Board Meeting and NVTA-TA Board Meeting Draft Agendas\* (Kate Miller)**

**Body:** Staff will review the January 15, 2020 NVTA Board and NVTA-TA Board meeting draft agendas.

**Recommendation:** Information only.

**Estimated Time:** 3:05 p.m.

**8. FUTURE AGENDA ITEMS**

**9. ADJOURNMENT**

**9.1 Approval of Next Regular Meeting Date of Thursday, February 6, 2020 and Adjournment.**

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 NVTA offices, 625 Burnell Street, Napa, CA by 5:00 p.m., on December 31, 2019.

*Kathy Alexander (e-sign)*

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Kathy Alexander, Deputy Board Secretary

\*Information will be available at the meeting

## Glossary of Acronyms

<b>AB 32</b>	Global Warming Solutions Act	<b>HBRR</b>	Highway Bridge Replacement and Rehabilitation Program
<b>ABAG</b>	Association of Bay Area Governments	<b>HIP</b>	Housing Incentive Program
<b>ADA</b>	American with Disabilities Act	<b>HOT</b>	High Occupancy Toll
<b>ATAC</b>	Active Transportation Advisory Committee	<b>HOV</b>	High Occupancy Vehicle
<b>ATP</b>	Active Transportation Program	<b>HR3</b>	High Risk Rural Roads
<b>BAAQMD</b>	Bay Area Air Quality Management District	<b>HSIP</b>	Highway Safety Improvement Program
<b>BART</b>	Bay Area Rapid Transit District	<b>HTF</b>	Highway Trust Fund
<b>BATA</b>	Bay Area Toll Authority	<b>HUTA</b>	Highway Users Tax Account
<b>BRT</b>	Bus Rapid Transit	<b>IFB</b>	Invitation for Bid
<b>CAC</b>	Citizen Advisory Committee	<b>ITIP</b>	State Interregional Transportation Improvement Program
<b>CAP</b>	Climate Action Plan	<b>ITOC</b>	Independent Taxpayer Oversight Committee
<b>Caltrans</b>	California Department of Transportation	<b>IS/MND</b>	Initial Study/Mitigated Negative Declaration
<b>CEQA</b>	California Environmental Quality Act	<b>JARC</b>	Job Access and Reverse Commute
<b>CIP</b>	Capital Investment Program	<b>LIFT</b>	Low-Income Flexible Transportation
<b>CMA</b>	Congestion Management Agency	<b>LOS</b>	Level of Service
<b>CMAQ</b>	Congestion Mitigation and Air Quality Improvement Program	<b>LS&amp;R</b>	Local Streets & Roads
<b>CMP</b>	Congestion Management Program	<b>MaaS</b>	Mobility as a Service
<b>CalSTA</b>	California Transportation Agency	<b>MAP 21</b>	Moving Ahead for Progress in the 21 <sup>st</sup> Century Act
<b>CTP</b>	Countywide Transportation Plan	<b>MPO</b>	Metropolitan Planning Organization
<b>COC</b>	Communities of Concern	<b>MTC</b>	Metropolitan Transportation Commission
<b>CTC</b>	California Transportation Commission	<b>MTS</b>	Metropolitan Transportation System
<b>DAA</b>	Design Alternative Analyst	<b>ND</b>	Negative Declaration
<b>DBB</b>	Design-Bid-Build	<b>NEPA</b>	National Environmental Policy Act
<b>DBF</b>	Design-Build-Finance	<b>NOAH</b>	Natural Occurring Affordable Housing
<b>DBFOM</b>	Design-Build-Finance-Operate-Maintain	<b>NOC</b>	Notice of Completion
<b>DED</b>	Draft Environmental Document	<b>NOD</b>	Notice of Determination
<b>EIR</b>	Environmental Impact Report	<b>NOP</b>	Notice of Preparation
<b>EJ</b>	Environmental Justice	<b>NVTA</b>	Napa Valley Transportation Authority
<b>FAS</b>	Federal Aid Secondary	<b>NVTA-TA</b>	Napa Valley Transportation Authority-Tax Agency
<b>FAST</b>	Fixing America's Surface Transportation Act	<b>OBAG</b>	One Bay Area Grant
<b>FHWA</b>	Federal Highway Administration	<b>PA&amp;ED</b>	Project Approval Environmental Document
<b>FTA</b>	Federal Transit Administration	<b>P3 or PPP</b>	Public-Private Partnership
<b>FY</b>	Fiscal Year	<b>PCC</b>	Paratransit Coordination Council
<b>GHG</b>	Greenhouse Gas	<b>PCI</b>	Pavement Condition Index
<b>GGRF</b>	Greenhouse Gas Reduction Fund	<b>PCA</b>	Priority Conservation Area
<b>GTFS</b>	General Transit Feed Specification		
<b>HBP</b>	Highway Bridge Program		

## Glossary of Acronyms

<b>PDA</b>	Priority Development Areas	<b>STIP</b>	State Transportation Improvement Program
<b>PID</b>	Project Initiation Document	<b>STP</b>	Surface Transportation Program
<b>PMS</b>	Pavement Management System	<b>TAC</b>	Technical Advisory Committee
<b>Prop. 42</b>	Statewide Initiative that requires a portion of gasoline sales tax revenues be designated to transportation purposes	<b>TCM</b>	Transportation Control Measure
<b>PSE</b>	Plans, Specifications and Estimates	<b>TCRP</b>	Traffic Congestion Relief Program
<b>PSR</b>	Project Study Report	<b>TDA</b>	Transportation Development Act
<b>PTA</b>	Public Transportation Account	<b>TDM</b>	Transportation Demand Management Transportation Demand Model
<b>RACC</b>	Regional Agency Coordinating Committee	<b>TE</b>	Transportation Enhancement
<b>RFP</b>	Request for Proposal	<b>TEA</b>	Transportation Enhancement Activities
<b>RFQ</b>	Request for Qualifications	<b>TEA 21</b>	Transportation Equity Act for the 21 <sup>st</sup> Century
<b>RHNA</b>	Regional Housing Needs Allocation	<b>TFCA</b>	Transportation Fund for Clean Air
<b>RM2</b>	Regional Measure 2 (Bridge Toll)	<b>TIGER</b>	Transportation Investments Generation Economic Recovery
<b>RM3</b>	Regional Measure 3	<b>TIP</b>	Transportation Improvement Program
<b>RMRP</b>	Road Maintenance and Rehabilitation Program	<b>TLC</b>	Transportation for Livable Communities
<b>ROW</b>	Right of Way	<b>TLU</b>	Transportation and Land Use
<b>RTEP</b>	Regional Transit Expansion Program	<b>TMP</b>	Traffic Management Plan
<b>RTIP</b>	Regional Transportation Improvement Program	<b>TMS</b>	Transportation Management System
<b>RTP</b>	Regional Transportation Plan	<b>TNC</b>	Transportation Network Companies
<b>SAFE</b>	Service Authority for Freeways and Expressways	<b>TOAH</b>	Transit Oriented Affordable Housing
<b>SAFETEA-LU</b>	Safe, Accountable, Flexible, and Efficient Transportation Equity Act-A Legacy for Users	<b>TOD</b>	Transit-Oriented Development
<b>SB 375</b>	Sustainable Communities and Climate Protection Act 2008	<b>TOS</b>	Transportation Operations Systems
<b>SB 1</b>	The Road Repair and Accountability Act of 2017	<b>TPA</b>	Transit Priority Area
<b>SCS</b>	Sustainable Community Strategy	<b>TPI</b>	Transit Performance Initiative
<b>SHA</b>	State Highway Account	<b>TPP</b>	Transit Priority Project Areas
<b>SHOPP</b>	State Highway Operation and Protection Program	<b>VHD</b>	Vehicle Hours of Delay
<b>SNCI</b>	Solano Napa Commuter Information	<b>VMT</b>	Vehicle Miles Traveled
<b>SNTDM</b>	Solano Napa Travel Demand Model		
<b>SR</b>	State Route		
<b>SRTS</b>	Safe Routes to School		
<b>SOV</b>	Single-Occupant Vehicle		
<b>STA</b>	State Transit Assistance		
<b>STIC</b>	Small Transit Intensive Cities		

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559

January 9, 2020

TAC Agenda Item 6.1

Continued From: New

Recommended Action: Approval

## Meeting Minutes - Draft Technical Advisory Committee

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Thursday, November 7, 2019

2:00 PM

JoAnn Busenbark Board Room

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### 1. Call To Order

Chair Ahmann Smithies called the meeting to order at 2:02 p.m.

**Present:** 10 - Eric Whan

Joe Tagliaboschi

Lorien Clark

Juan Arias

Doug Weir

Chairperson Erica Ahmann Smithies

Aaron Hecock

Daniel Gordon

Bobby Lu

Jason Holley

**Absent:** 3 - Brent Cooper

Ahmad Rahimi

Derek Rayner

### 2. Introductions

Chair Ahmann Smithies invited all in attendance to introduce themselves.

Also present:

Sonja El-Wakil

Justin Hole

Patrick Band

### 3. Public Comment

Justin Hole provided public comment.

### 4. Committee Member and Staff Comments

Jason Holley, City of American Canyon - the City is conducting interviews for the public works director position.

Rebecca Schenck, NVT - noted Countywide Transportation Plan (CTP) bookmarks and SR 29 Comprehensive Multimodal Corridor Plan (CMCP) info "business cards" were at each member's seat. The first SR 29 CMCP public meeting is November 12 at the Boys and Girls Club in American Canyon.

Joe Tagliaboschi, Town of Yountville - the Town has an opening for Management Analyst and also will be announcing new deputy director soon. Additionally, he provided an update on the Hopper Creek Path.



Diana Meehan, NVTa - provided an update on the Napa Countywide Bicycle Plan. She also announced there is an ATP workshop on November 12 in Sacramento; online participation is also being provided.

Alberto Esqueda, NVTa - explained how the Countywide Transportation Plan (CTP) text tool works so that the public can provide comments on the CTP.

Eric Whan, City of Napa - announced that the first of three roundabouts of the SR 29/First Street/California Boulevard Roundabouts Project will open in couple of weeks and the second may open in late December.

Matthew Wilcox, NVTa - NVTa staffed the Emergency Operations Center (EOC) for the first time during the Kincadee fire and the Public Safety Power Shutoff (PSPS).

Erica Ahmann Smithies, City of St. Helena - the Hunt Avenue project is almost complete. Measure T projects for this year are also wrapping up.

Bobby Lu, Metropolitan Transportation Commission (MTC) - Napa County's and the City of American Canyon's Priority Production Area (PPA) proposal has been accepted. He also provided a Horizon Futures project update and invited the TAC to the Super Regional Advisory Working Group (RAWG) Tuesday, November 12.

## **5. STANDING AGENDA ITEMS**

### **5.1 County Transportation Agency (CTA) Report (Danielle Schmitz)**

Report by Danielle Schmitz.

- MTC is currently performing large project assessments - Highway 37 has a benefit cost of 0.7 overall - the SR37 planning group is working with MTC to resolve project challenges in order to ensure the project is included in Plan Bay Area.
- The draft final 2020 State Highway Operation and Protection Program (SHOPP) list will be provided by the end of November and will be forwarded to the TAC.
- Future SHOPP funding may be diverted for Caltrans asset management and to cover District 4's costs of the cleanup related to the Bay Area Water Quality Board's Cease and Desist Order. District 4's cost of the cleanup is disproportionate to the rest of the state, and NVTa staff is working with Caltrans to have the cost dispersed more equitably.

### **5.2 Project Monitoring Funding Programs (Alberto Esqueda)**

Alberto Esqueda reviewed the changes to the Project Monitoring spreadsheets.

### **5.3 Caltrans' Report (Ahmad Rahimi)**

No report - Ahmad Rahimi was unable to attend the meeting.

### **5.4 Vine Trail Update (Erica Ahmann Smithies)**

Report by Sanjay Mishra.

- Yesterday's meeting with Caltrans' Environmental Department was very productive.
- Environmental Impact Report should be completed in April 2020.
- 65% design should be completed by the end of November 2019.

### **5.5 Transit Update (Matthew Wilcox)**

Report by Matthew Wilcox.

- City of Napa has approved the new bus stops, improvements to and removal of existing bus stops related to the upcoming local routes revision.
- Start date of the new schedule is pending the completion of all the bus stop work.
- The four buses donated by Monterey Salinas Transit should be in service by the end of November.

## 5.6 Measure T Update (Alberto Esqueda)

Report by Alberto Esqueda.

- NVTa staff is working on updating the Measure T projects on the website. He requested that the TAC provide photos of complete projects.
- The next Independent Taxpayer Oversight Committee is December 4. The City of American Canyon is scheduled to provide a project presentation.

## 6. CONSENT AGENDA

### 6.1 Meeting Minutes of October 3, 2019 TAC Meeting (Kathy Alexander) (Pages 9-13)

**MOTION by ARIAS, SECOND by HECOCK to APPROVE the October 3, 2019 TAC Meeting Minutes as presented. Motion was unanimously approved.**

## 7. REGULAR AGENDA ITEMS

### 7.1 Nomination and Election of Chairperson and Vice Chairperson of the Technical Advisory Committee (TAC) (Danielle Schmitz) (Pages 14-15)

Danielle Schmitz provided a brief overview of the Chair and Vice Chair nomination and election process.

Chair Ahmann Smithies made a motion to nominate Member Arias as Chair, Member Whan seconded the nomination. Member Arias accepted the nomination.

Member Tagliaboschi made a motion to nominate Member Rayner as Vice Chair, Chair Ahmann Smithies seconded the nomination.

Member Rayner was not present at the meeting.

Chair Ahmann Smithies called for the vote. Both nominations were unanimously approved.

### 7.2 Draft 2020 Technical Advisory Work Plan and Calendar (Danielle Schmitz) (Pages 16-19)

Danielle Schmitz provided an overview of the 2020 TAC Work Plan and 2020 Calendar and invited comments from the TAC. The 2020 Work Plan will be presented to the TAC at the January 2020 meeting for approval.

### 7.3 Countywide Transportation Plan (CTP) Project and Program List Update (Alberto Esqueda) (Pages 20-41)

Report by Alberto Esqueda.

- Requested TAC to review the Draft Evaluation Criteria and submit comments by December 1.
- Requested jurisdictions to provide an updated project list and program by December 20.
- The CTP Goals and Objectives were presented to the NVTa Board for approval in October, however, the Board decided to form an ad hoc committee to further discuss the CTP Goals and

Objectives, as well as possibly add a climate action goal and a congestion reduction goal.

Member Whan stated the evaluation criteria scoring method recommended by the consultant may result in a negative score for viable and worthwhile projects and encouraged a more flexible scoring method.

Danielle Schmitz provided an overview of the purpose of the project list and the evaluation process and noted that the process will help demonstrate how the projects meet the CTP Goals and Objectives. Ms. Schmitz requested the TAC to review their existing project list, add any updates and submit to NVTA by December 31.

Mr. Esqueda requested the TAC include Measure T Projects under Programming in the Local Streets and Roads Section. Mr. Esqueda will send the link to the TAC members.

#### **7.4 Measure T 5-Year Project List Biennial Update (Alberto Esqueda) (Pages 42-49)**

Report by Alberto Esqueda.

- Requested TAC submit updated 5 year Measure T Project list that includes the 6.67% Measure T Equivalent list by November 22 in order to present it to the Independent Taxpayer Oversight Committee (ITOC) at its December 4 meeting.

- Reminded the jurisdictions that the certified Maintenance of Effort (MOE) is due January 1 and that the jurisdictions must hold a publicly noticed public hearing for the MOE prior to adopting a resolution certifying they spent the minimum established MOE amount on road maintenance projects.

#### **7.5 First Mile/Last Mile Connections to Transit-Pilot Discussion (Diana Meehan) (Pages 50-60)**

Diana Meehan provided an overview of the First Mile/Last Mile Connections to Transit, a shared micromobility pilot program.

Patrick Band provided information on safety issues related to loaner bicycle programs in Napa County.

The jurisdictions collectively were not supportive of participating in the pilot program due to lack of resources needed to manage issues related to shared micromobility devices.

#### **7.6 Local Road Safety Plan (Alberto Esqueda) (Pages 61-62)**

Report by Alberto Esqueda.

- Provided an overview of Caltrans' upcoming Local Road Safety Plan (LRSP) requirements (recommended for 2020; required in 2022) for Highway Safety Improvement Program applications (HSIP).

- Reported on Caltrans' LRSP assistance program, available on a "first-come, first serve" basis; encouraged each jurisdiction to apply, noting there is a 10% match requirement.

- NVTA is willing to lead the development of a countywide LRSP, however, it is not in NVTA's budget.

The jurisdictions were interested in applying for the grants individually and creating one countywide plan with a section specific to each jurisdiction.

Mr. Esqueda will provide a link to the application, a sample plan, and research if NVTA could

develop a plan for multiple jurisdictions.

**7.7 Legislative Update\* (Kate Miller) (Pages 63-84)**

Kate Miller reviewed the Legislative Update and the Draft 2020 Federal and State Legislative Advocacy Program and Project Priorities.

The TAC would like to meet with the new Caltrans Director, Adetokunbo “Toks” Omishakin.

**7.8 November 20, 2019 NVTA Board Meeting and NVTA-TA Board Meeting Draft Agendas\* (Kate Miller)**

Kate Miller reviewed the November 20, 2019 NVTA Board Meeting agenda.

**8. FUTURE AGENDA ITEMS**

- 2020 Work Plan and meeting calendar
- Vehicle Miles Traveled Estimation Tool (SB743) workshop in December.

**9. ADJOURNMENT**

**9.1 Approval of Next Regular Meeting Date of December 5, 2019 and Adjournment.**

The TAC discussed canceling the December 5, 2019.

**MOTION by WHAN, SECOND by TAGLIABOSCHI to CANCEL the December 5, 2019 meeting, and hold the next Regularly Scheduled Meeting on January 9, 2020. Motion was unanimously approved.**

Meeting adjourned at 3:55 p.m.



## **NAPA VALLEY TRANSPORTATION AUTHORITY TAC Agenda Letter**

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**TO:** Technical Advisory Committee  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Danielle Schmitz, Director – Capital Development and Planning  
(707) 259-5968 / Email: [dschmitz@nvta.ca.gov](mailto:dschmitz@nvta.ca.gov)  
**SUBJECT:** Draft 2020 Technical Advisory Committee (TAC) Work Plan and 2020 Calendar

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### **RECOMMENDATION**

That the Technical Advisory Committee (TAC) review and provide comment on the Draft 2020 Work Plan and receive the 2020 Calendar.

### **EXECUTIVE SUMMARY**

The draft 2020 TAC Work Plan (Attachment 1) includes regular agenda items, transportation project funding programs and special projects. It is a guideline for developing TAC agendas to keep the committee on track to complete tasks and meet critical deadlines throughout the year. Attachment 2 is the 2020 calendar of NVTA committee and Board meetings.

### **FINANCIAL IMPACT**

Is there a fiscal impact? No

### **BACKGROUND AND DISCUSSION**

The NVTA TAC serves as an advisory committee to the NVTA Board on technical issues relating to transportation planning, projects, and funding. NVTA staff envisions 2020 will include a familiar range of regular program monitoring in addition to work related to Measure T and SB 1 projects and the development of the Countywide Transportation Plan and the completion of the Comprehensive Multimodal Corridor Plan.

### **SUPPORTING DOCUMENTS**

Attachment(s): (1) Proposed NVTA TAC 2020 Work Plan  
(2) 2020 TAC Meeting Calendar

**NVTA Technical Advisory Committee (TAC)**  
**Draft 2020 Work Plan**

<b>Item</b>	<b>Period</b>
• Review monthly agenda for the NVTA Board of Directors	Monthly
• Review and maintain Project Monitoring Reports for Federal and State Programs	bimonthly
• Review monthly Caltrans updates	Monthly
• Review progress on development of the Napa Valley Vine Trail	Monthly
<ul style="list-style-type: none"> <li>• Partner in the delivery of the Measure T Program <ul style="list-style-type: none"> <li>○ Keep track of project expenditures</li> <li>○ Work with NVTA-TA staff/auditors on project performance and financial audits</li> <li>○ Work with NVTA staff on Measure T website and marketing efforts</li> <li>○ Provide information and participate, if necessary, in the ITOC meetings</li> </ul> </li> </ul>	Ongoing
• Partner in the delivery of Napa Countywide Transportation Plan (CTP) projects and programs, and provide input into preliminary studies and plans such as the Travel Behavior Study, Technology Study, Short Range Transit Plan, and other related plans and studies that inform the CTP.	Ongoing
• Monitor progress of goals and projects/programs outlined in the NVTA Countywide Pedestrian Master Plan	As needed
• Monitor progress of projects included in the current Regional Transportation Plan (RTP) - Plan Bay Area 2040	Ongoing
• Participate in the Regional Transportation Plan (RTP) – Plan Bay Area 2050 development and Call for Projects	Winter 2020
• Monitor progress of goals and projects/programs outlined in the Countywide Bicycle Plan	Ongoing
• Review ATAC findings relative to “complete streets” compliance of state and federally funded projects	As needed
• Review and recommend Transportation Development Act, Article 3 (TDA-3) call for projects and project selection (3-year program with annual review)	January-March
• Review and recommend Transportation Fund for Clean Air (TFCA) call for projects and project selection (3-year program with annual review)	February-June
• Coordinate applying for various “call for projects” including the Active Transportation Program (ATP), SB1 and Cap and Trade funding programs	As needed
• Receive regular briefings on status of the countywide “Vine” transit system and Vine System overview	Monthly
• Receive State and Federal legislative and regulatory updates and recommend legislative platforms and positions to the NVTA Board.	Monthly

<ul style="list-style-type: none"> <li>• Receive updates on major highway projects including but not limited to south county SR 29 projects and SR 37 project(s)</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>• Review and provide data for the purpose of updating the Napa Travel Demand Model specifically as it relates to land use data and VMT metrics</li> </ul>	As needed
<ul style="list-style-type: none"> <li>• <del>Participate in the 2020</del><u>Monitor STIP Call for Projects</u><u>Projects and Programming Requirements</u></li> </ul>	<del>July-October 2019</del> <u>As needed</u>
<ul style="list-style-type: none"> <li>• Review and Provide input on housing policies/programs as they relate to transportation funding and other Bay Area Metro programs.</li> </ul>	As needed
<ul style="list-style-type: none"> <li>• Review and Provide input on the PDA Investment and Growth Strategy Update</li> </ul>	January – May <u>2019-2020</u>
<ul style="list-style-type: none"> <li>• Review and recommend consultant contracts as necessary</li> </ul>	As needed
<ul style="list-style-type: none"> <li>• Review work products of studies</li> </ul>	As needed
<ul style="list-style-type: none"> <li>• Other items as required</li> </ul>	As needed
<ul style="list-style-type: none"> <li>• Appoint chair and vice-chair for 2020</li> </ul>	December <del>2019</del> <u>2020</u>

Other topics and issues of interest for the TAC in 2020

- Regional Measure 3 (SB 595)
- The Road Rehabilitation and Accountability Act (SB 1)
- The Napa Travel Demand Model
- Soscot Junction Intersection Improvements
- SR 29 multimodal and operational improvements
- Imola Corridor Complete Streets Improvement Plan
- SPOC trainings and programming development working group trainings
- Passenger Rail – east/west connection along SMART corridor and the north/south connection along the Wine Train corridor.
- Receive updates and provide recommendations regarding the Community Based Transportation Plan.
- Measure T program and policy considerations

**ATTACHMENT 2**  
**TAC Agenda Item 6.2**  
**January 9, 2020**

**2020**  
**NVTA/NVTA-TA Board of Directors and Committee Meeting Calendar**

**January**

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
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<b>NVTA</b> 1:30 PM	<b>NVTA-TA</b> 1:30 PM	<b>TAC</b> 2:00 PM	<b>PCC</b> 10:00 AM	<b>ATAC</b> 5:30 PM	<b>CAC</b> 5:00 PM	<b>ITOC</b> 2:00 PM	<b>HOLIDAY</b>
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**NAPA VALLEY TRANSPORTATION AUTHORITY**  
**TAC Agenda Letter**

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**TO:** Technical Advisory Committee (TAC)  
**FROM** Kate Miller, Executive Director  
**REPORT BY:** Danielle Schmitz, Director – Capital Development and Planning  
(707) 259-5968 | [dschmitz@nvta.ca.gov](mailto:dschmitz@nvta.ca.gov)  
**SUBJECT:** Nomination and Election of Vice Chairperson of the Technical Advisory Committee (TAC)

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**RECOMMENDATION**

That the Technical Advisory Committee (TAC) nominate and elect a Vice Chairperson for an annual term beginning on January 1, 2020.

**EXECUTIVE SUMMARY**

At the November 2019 TAC meeting Juan Arias was elected Chair and Derek Rayner was elected Vice Chair. Mr. Rayner was not present at the November meeting and has since declined the position. NVTA staff is requesting the TAC elect a new Vice Chair for calendar year 2020.

On May 18, 2011, the NVTA Board of Directors approved changes to the TAC bylaws. The changes did not alter the composition or structure of the committee but appointed its members to take on a more active role, to among other things, oversee the proceedings of the Committee. At their first meeting of the year, the by-laws require that committee members appoint a new Chair and Vice Chair.

**Past Chairs:**

2019 – Chair Erica Ahmann Smithies/ Vice Chair Juan Arias  
2018 – Chair Nathan Steele/ Vice Chair Erica Ahmann Smithies  
2017 – Chair Eric Whan/ Vice Chair Nathan Steele  
2016 – Chair Rick Marshall/ Vice Chair Nathan Steele  
2015 – Chair Mike Kirn/ Vice Chair Rick Marshall

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**FISCAL IMPACT**

Is there a fiscal impact? No

**BACKGROUND AND DISCUSSION**

TAC Bylaws state:

**Article IV  
OFFICERS****§4.1 Chairperson and Vice Chairperson**

The Committee shall elect from its membership a chairperson and a vice chairperson at its first meeting of the calendar year, to serve for a one-year term. The chairperson shall preside at all meetings of the Committee and represent the Committee before the Board of Directors. The vice chairperson shall perform the duties of the chairperson when the chairperson is absent. In the event of a vacancy in the chairperson's position, the vice chairperson shall succeed as chairperson for the balance of the chairperson's term, and the Committee shall elect a successor to fill the vacancy in the vice chairperson's position as provided below.

The Committee may appoint a nominating committee to nominate Committee members for the positions of chairperson and vice chairperson. Members willing to serve in either of these positions may submit their names to the nominating committee for nomination. Members may also submit names of other members for nomination. The nominating committee shall verify that members whose names have been submitted are willing to serve in those positions. The nominating committee may submit to the Committee the names of those members whom it has nominated and recommends for election. Notwithstanding these procedures, any member may nominate a member from the floor.

The Chairperson shall appoint a Secretary who will be responsible for preparing meeting minutes.

**SUPPORTING DOCUMENTS**

None



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## NAPA VALLEY TRANSPORTATION AUTHORITY TAC Agenda Letter

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**TO:** Technical Advisory Committee  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Jonathan Spencer – Associate Transportation Planner  
(707) 259-8782/ Email: [jspencer@nvta.ca.gov](mailto:jspencer@nvta.ca.gov)  
**SUBJECT:** Community Based Transportation Plan (CBTP) Community of Concern (COC) Profiles Presentation

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### **RECOMMENDATION**

Information only

### **EXECUTIVE SUMMARY**

Napa Valley Transportation Authority (NVTA) staff is working on the Community Based Transportation Plan (CBTP) update. The intent of the Community Based Transportation Plan (CBTP) is to identify projects that meet the following criteria:

- 1) Developed through collaborative, inclusive planning process
- 2) Improve transportation choices
- 3) Identify and address transportation gaps
- 4) Focus on transportation needs specific to MTC-determined Communities of Concern (COCs) and local low-income, disabled, and senior Napa County residents

NVTA staff has compiled demographic data on the eight COCs and has created community profiles to include in the CBTP. The TAC will receive an overview of the COC community profiles.

### **FINANCIAL IMPACT**

Is there a fiscal impact? No

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**BACKGROUND AND DISCUSSION**

The purpose of the CBTP is to improve mobility options and close transportation gaps for low-income and disadvantaged communities in Napa County. Staff reviewed census data and other data sources to identify additional communities of concern (COC), beyond those identified by the Metropolitan Transportation Commission (MTC), for inclusion in the CBTP.

The primary focus of the Community-Based Transportation Planning process is to directly engage with disadvantaged Napa County residents to identify missing transportation needs not currently being met. COCs are defined as geographies that have concentrated populations in four of the following eight categories:

1. Minority Population
2. Low income ( <200% of Poverty) Population
3. Limited English Proficiency Population
4. Zero-Vehicle Households
5. Seniors 75 or Over
6. Population with a Disability
7. Single-Parent Families
8. Cost-burdened Renter

The CBTP process empowers the COC residents with a platform to propose potential solutions addressing their missing transportation needs, essentially bridging gaps in the transportation network as perceived by disadvantaged Napa County residents.

The CBTP program was initiated because of the findings of the Lifeline Transportation Network Report completed in 2001. The report identified transit needs in economically disadvantaged communities throughout the San Francisco Bay Area, and recommended creating a community based planning program as a first step to addressing them. Each CBTP is guided by county transportation agencies (CTA) to ensure the participation of local transit operators as well as residents and community based organizations providing services within the COCs. For Napa County, NVRTA serves as the CTA. NVRTA also oversees the operation of the Vine, which offers lifeline transportation services to the communities of Napa County.

**SUPPORTING DOCUMENTS**

Attachments: (1) PowerPoint Presentation to be provided at the meeting



## NAPA VALLEY TRANSPORTATION AUTHORITY TAC Agenda Letter

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**TO:** Technical Advisory Committee  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Alberto Esqueda, Senior Program Planner/Administrator  
(707) 259-5976 / Email: [aesqueda@nvta.ca.gov](mailto:aesqueda@nvta.ca.gov)  
**SUBJECT:** Countywide Transportation Plan – *Advancing Mobility 2045*: Goals and Performance Measures

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### **RECOMMENDATION**

Staff requests that the Technical Advisory Committee (TAC) members review the revised Countywide Transportation Plan (CTP) goals, objectives and performance measures and refer to the NVRTA Board for approval at its January meeting.

### **EXECUTIVE SUMMARY**

At the October 23, 2019 Board meeting, staff presented the updated goals and objectives for the Countywide Transportation Plan – *Advancing Mobility 2045* to the Board. At the meeting, the Board elected to create an ad-hoc committee to work with staff on refining the goals, objectives and performance measures. On November 21 staff and the CTP consultants, DKS, met with the ad-hoc committee to review the goals, objectives and performance measures in more detail. The public works directors from each jurisdiction were also invited to attend the ad-hoc committee meeting. Staff revised the goals, objectives and performance measures (Attachment 1) to reflect the following input from the ad-hoc committee:

1. A preamble to provide background context on the needs
2. Transit ridership has been moved under sustainability
3. Congestion relief has been addressed under multiple goals and in the performance metrics
4. Priority Production Areas (PPAs) has been added to the objective under goal 5

**BACKGROUND AND DISCUSSION**

MTC has adopted new guidelines for CTPs. The guidelines require Countywide Transportation Agencies (CTAs) include performance goals and measures in their CTPs. NVTA is also responding to comments made by the Napa County Civil Grand Jury which recommended that NVTA include performance metrics and targets in its long-term planning process using those established by the Sonoma County Transportation Authority to underscore its recommendation.

Staff initially evaluated performance metrics used by its partners in other counties, as well as the identified needs in the current CTP and outreach to date, and developed a short list of proposed performance metrics to assess the progress in meeting the measurable goals and objectives in the CTP. This is the first time NVTA is including performance metrics in a CTP. Staff will create a baseline for each performance metric, which will be the existing condition. The baseline will establish a starting point for each metric, which will help evaluate both negative and positive shifts in a particular metric. After establishing a baseline, staff will set a target for each metric, with the goal to reach the target by the end of the 25-year period of the CTP. As an exercise, incremental targets may be established to assess progress over the four year period between Vision 2045 and Vision 2050, the next CTP. In some cases, the target will be higher than the baseline, for example in bus ridership the goal is to increase ridership. In other cases the target will be lower than the baseline e.g. in vehicle miles traveled (VMT) the goal is to lower the amount of VMT in Napa County.

Input collected at NVTA's September 2019 Transportation Summit indicates the public's interest in congestion and sustainability metrics. There was less interest in equity metrics, nevertheless, equity has become a focus area by MTC and it is now a required section in the CTP. Given the changing demographics in Napa – a community that is aging and growing in diversity – and that many of the jobs created in Napa Valley provide lower wages, equity will be one of the central themes in NVTA's CTP.

**SUPPORTING DOCUMENTS**

Attachment:     (1) Revised CTP Goals and Objectives  
                      (2) Revised Performance Metrics

## **Draft CTP 2045 Goals and Objectives**

### **Preamble to goals:**

The Napa Valley Transportation Authority (NVTA) is responsible for developing long-range countywide transportation priorities through an integrated planning process. The 2019 Countywide Transportation Plan – *Advancing Mobility 2045*, is an update to the 2015 Transportation Plan – *Vision 2040 Moving Napa Forward*. During the 2015 Countywide Transportation Plan, NVTA conducted a needs assessment through various public engagement methods. Overarching themes from the outreach in 2015 remain true today. The community cited the following as the most pressing needs of the transportation system:

- Congestion relief
- Improved traffic safety
- More active transportation infrastructure
- More reliable and frequent bus service
- Maintenance and repair of the existing transportation system

NVTA kicked off the update to *Advancing Mobility 2045* in September. Outreach conducted to date supports the priorities identified by the community in 2015. In addition, outreach conducted so far has highlighted additional priorities as being a sustainable and equitable transportation system. NVTA will continue to engage the public on the countywide plan's priorities and projects of interest. NVTA will also monitor progress towards the goals and objectives of the plan through performance metrics. In this update to the countywide transportation plan, NVTA will set baseline metrics, which summarize the existing conditions. The goals of the Plan articulate the optimum outcome for where Napa Valley's transportation system should be in 2045. Objectives are how NVTA gets from the baseline to the goal. NVTA will then establish specific measurable performance metrics and targets to gauge how effective the plan is at reaching the established objectives.

In reviewing the goals and objectives it is important to understand the issues and challenges are many and that some objectives may conflict with other objects. Nevertheless, the solutions must be balanced, therefore the proposed goals are considered of equal importance.

**Goal 1: Serve the transportation needs of the entire community regardless of age, income or ability.**



Objectives:

1. Provide safe access to jobs, schools, recreation and other daily needs for Napa's residents and visitors.
2. ~~Endeavor to serve~~ Serve the special transportation needs of seniors, children and the disabled.
3. Coordinate transportation services for disabled persons, seniors, children and other groups so each serves as many people as possible.
4. Provide affordable transportation solutions to ensure access to jobs, education, goods, and services for all members of the community.



**Goal 2: Improve system safety in order to support all modes and serve all users.**

Objectives:

1. Design roadways and other transportation facilities to enhance coexistence ~~of users~~ of all modes.
2. Educate all roadway users so they may safely coexist.
- 2.3. Work with Napa jurisdictions to adopt safety strategies such as Vision Zero strategies that meet address their needs and requirements. ~~Work with Napa jurisdictions to adopt complete streets policies to meet the Metropolitan Transportation Commission's funding eligibility requirements.~~
- 3.4. Ensure Measure T roadway funds are maximized to improve infrastructure, as allowed under the Ordinance, to benefit all transportation modes.
- 4.5. Prioritize-Promote projects that expand travel options for cyclists and pedestrians as well as those projects that ~~improve~~ reduce operation congestion and improve safety for vehicles, pedestrians, and cyclists

**Goal 3: Use taxpayer dollars efficiently**



Objectives:

1. Continue to prioritize local streets and road maintenance, consistent with Measure T.
2. Invest in fast and reliable bus service and infrastructure, so public transit is an attractive alternative to driving alone.
3. Identify innovative alternative solutions that minimize costs, ~~and~~ maximize system performance and reduce congestion.
4. ~~Provide real-time traffic and transportation information via MTC's 511 or similar system by 2017.~~
- 5.4. Explore new transportation funding sources, including fees associated with new development.
- 6.5.4. Develop-Foster partnerships with Caltrans, California Transportation Commission (CTC), Metropolitan Transportation Commission (MTC) and Napa's state legislators to support expanded transportation funding for local mobility needs and to accommodate demand from regional traffic that travels through Napa County.

**Commented [EA1]:** This objective has been deleted because it has already been achieved.



**Goal 4: ~~Support~~ Promote Napa County's economic ~~vitality~~ sustainability.**



Objectives:

1. Identify and improve key goods movement routes.
2. Work with employers to improve access to employment centers, as well as dispersed agricultural employment sites.
3. Improve transportation services aimed at visitors, including alternatives to driving.
4. ~~Use Support policies transportation demand management techniques to that~~ shift travel from peak to non-peak ~~times~~ hours.

**Goal 5: Minimize the energy and other resources required to move people and goods.**



Objectives:

1. Prioritize projects that reduce greenhouse gases.
2. Increase mode share for transit, walking, and bicycling ~~to 10% by 2035~~ 2045.
3. Reduce ~~the growth of automobile~~ vehicle miles traveled (VMT) ~~by shifting trips to other modes~~.
4. Encourage the provision of alternative fuel infrastructure.
5. Invest in improvements to the transportation network that serve land use, consistent with SB 375.
6. Identify revenues that support investments in Priority Development Areas (PDAs) and Priority Production Areas (PPAs).

**Goal 6: Prioritize the maintenance and rehabilitation of the existing system**









Objectives:

1. Deliver Measure T projects effectively.
2. Focus funding on maintenance priorities.

**Commented [MK2]:** Let's establish the target with our list of metrics

## Draft Performance Measures

	<b>EQUITY</b>	<ul style="list-style-type: none"> <li>Households by income category within .25 miles from transit stop</li> <li><del>Jobs accessible by transit within a travel time shed</del></li> </ul>
	<b>SAFETY</b>	<ul style="list-style-type: none"> <li>Fatal and serious injury collisions</li> </ul>
	<b>EFFICIENCY</b>	<ul style="list-style-type: none"> <li>Person hours of delay</li> </ul>
	<b>(CONGESTION RELIEF)</b>	<ul style="list-style-type: none"> <li>Delay index (ratio of congested travel time to free flow travel time for a corridor)</li> <li><del>On time bus performance (captures impact to transit users)</del></li> <li><del>Number of users in NVTA's Travel Demand Management (TDM) Program such as VCommute</del></li> </ul>
	<b>ECONOMIC VITALITY</b>	<ul style="list-style-type: none"> <li><del>Goods movement</del></li> <li><del>Jobs accessible by transit within a travel time shed</del></li> </ul>
	<b>SUSTAINABILITY</b>	<ul style="list-style-type: none"> <li>Greenhouse gas emissions</li> <li>Vehicle miles traveled (VMT) per capita</li> <li><del>Active transportation mode shares</del></li> <li><del>Transit ridership or on-time performance</del></li> </ul>
	<b>MAINTENANCE &amp; PRESERVATION</b>	<ul style="list-style-type: none"> <li>Miles between bus road calls</li> <li>Pavement Condition Index</li> <li><del>Transit ridership or on-time performance</del></li> </ul>

**Commented [EA1]:** This icon will be remade to symbolize Congestion



January 9, 2020  
TAC Agenda Item 7.4  
Continued From: New

**Action Requested: INFORMATION**

## NAPA VALLEY TRANSPORTATION AUTHORITY TAC Agenda Letter

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**TO:** Technical Advisory Committee (TAC)  
**FROM** Kate Miller, Executive Director  
**REPORT BY:** Alberto Esqueda, Senior Program Planner  
(707) 259-5976 | [aesqueda@nvta.ca.gov](mailto:aesqueda@nvta.ca.gov)  
**SUBJECT:** Countywide Transportation Plan – *Advancing Mobility 2045*: Project and Program List Update

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### **RECOMMENDATION**

Information only

### **EXECUTIVE SUMMARY**

At the November 2019 Technical Advisory Committee (TAC) meeting, staff asked the jurisdictions to review their Countywide Transportation Plan (CTP) project lists and provide updates on projects to be included in the new CTP – *Advancing Mobility 2045*.

To date staff has received the projects listed in Attachment 1.

Staff is asking the TAC to review the project lists and provide any edits by January 24.

### **FISCAL IMPACT**

Is there a fiscal impact? No

### **BACKGROUND AND DISCUSSION**

NVTA is tasked by the Metropolitan Transportation Commission (MTC) to develop a long-range CTP to support regional planning and programming efforts and prioritize local projects. This effort informs MTC's Regional Transportation Plan and the Sustainable Communities Strategy (RTP/SCS) which is updated every four years. NVTA last updated the CTP in 2015.

NVTA staff and its consulting team is in the process of developing a new set of project-specific performance metrics or evaluation criteria which will correlate to the Plan's overall

goals and objectives. At its October 16, 2019 meeting the NVTB Board recommended forming an ad-hoc committee to revise the Plan's Goal and Objectives which met on November 21, 2019. Based on the Board adopted goals, objectives and performance measures, which are scheduled to be approved in January, staff will create a set of performance metrics with baseline conditions and targets. These performance metrics will be used to gauge how projects, or a subset of projects in the Plan, advance or detract from the goals and objectives in the Plan.

Unlike the Regional Transportation Plan, in addition to the constrained plan element, the CTP can be used as a visionary planning document and include financially unconstrained projects. NVTB will include a priority project list that will reflect projects constrained by funding resources available and a visionary list that will provide an unconstrained list of projects and programs for the Plan's 25-year horizon. Staff will work with the CTP consultant team and local jurisdictions over the coming months to identify a constrained project list for the CTP. Priority projects will be included in the constrained project list.

As future funding becomes available projects will ascend from the unconstrained project list to the constrained list.

### **SUPPORTING DOCUMENTS**

Attachment(s):

- (1) CTP Project and Program Lists – *to be provided at the meeting*