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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  
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**SUBJECT:** Napa Countywide Bicycle Plan Update

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### **RECOMMENDATION**

Information only

### **EXECUTIVE SUMMARY**

The Napa Countywide Bicycle Plan was last updated in 2011. Since the last update, changes have occurred within bicycle funding programs, primarily with the development and adoption of the Active Transportation Program (ATP). ATP was created by Senate Bill 99 Chapter 359 in September 2013, and combined multiple funding programs, including the Bicycle Transportation Account (BTA) and Safe Routes to Schools (SRTS) into a single program to streamline funding resources for active transportation. The primary goal is to promote programs and projects throughout the state that improve active transportation networks and improve safety.

The Countywide Bicycle Plan Update will bring the current plan into compliance with ATP program requirements and will align with state, regional and local goals for increasing bicycle mode share through improvements to the bicycle network. The Bike Plan, when coupled with the recently completed Countywide Pedestrian Plan, will create a complete Active Transportation Plan that will be recognized by the state and regional funding agencies.

Task order #4 was issued on February 2, 2017 to nine (9) qualified firms under the terms of RFQ 2015-03 On-Call Planning Services for the Napa Countywide Bicycle Plan Update. Four proposals were received. After evaluation and negotiation of the proposal, Toole Design Group LLC was recommended for award. The NVTA Board approved the task order at their April 19 meeting in an amount not to exceed \$230,000.

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**FISCAL IMPACT**

Is there a Fiscal Impact? Yes \$230,000

Is it currently budgeted? Yes

Where is it budgeted? CMA Planning Funds, \$200,000; Annual Bicycle Counts, \$20,000; Active Transportation Outreach, \$10,000. Board approved the FY 2016-17 and 2017-18 Budgets at their June 15, 2016 meeting.

Future fiscal impact? No

**Consequences if not approved?** The Napa Countywide Bicycle Plan Update will not be completed and funding opportunities for bicycle projects may be compromised.

**CEQA REQUIREMENTS**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

The last Countywide Bicycle Plan was completed in 2011 and adopted prior to changes in bicycle funding program requirements of the Active Transportation Program (ATP). Last year, the first Countywide Pedestrian Plan was completed and will combine with the updated Bicycle Plan to create an Active Transportation Plan that will provide guidance to jurisdictions for improving the active transportation network in Napa County. A comprehensive active transportation network plan will provide the framework for achieving the Countywide Transportation Plan, Vision 2040 goal of a 10% bicycle mode share by 2040.

The first Statewide Bicycle and Pedestrian Plan, "Towards an Active California" (Caltrans) and the first Regional Bicycle Plan (Caltrans District 4) are both currently in progress. The statewide plan is a policy focused document that seeks to triple bicycling in the state by 2020. The Statewide plan is scheduled for adoption in spring this year. The District-4 plan is launching its first round of outreach in the region. The district plan will focus on projects within the region that help meet state, regional and local goals for improving the bicycling network.

The Napa Countywide Bicycle Plan Update will benefit from these two recent planning efforts and will help re-establish local program policies and goals with context sensitive solutions for improving bicycling in Napa County.

The process will be similar to previous countywide planning efforts with the process expected to take place over the next eighteen months beginning with a kick-off meeting during Bike Month in May.

The Toole Design Group, LLC will work closely with NVTA staff, jurisdiction staff and local stakeholders throughout the process and will include:

- Meetings with NVTA Technical Advisory, Active Transportation Advisory and Citizens Advisory Committees
- Public Outreach - Community meetings, workshops and presentations-Web-based comment tools
- Existing facility inventory
- Needs assessment - Data collection and forecasting, bicycle counts, mapping
- Best practices toolkit
- Draft Plan - Including screening criteria for project prioritization, outline of funding sources, screening criteria for project prioritization
- Guidelines to ensure consistency between City and Countywide plans
- Environmental Review
- Final Plans - Countywide and jurisdiction plans
- Plan submittals and presentations to each jurisdiction and NVTA Board

Staff will review the tentative project schedule and expectations for participation in the process with the TAC.

### **SUPPORTING DOCUMENTS**

Attachment(s): (1) Project Timeline (Tentative)

Countywide Bicycle Plan Update Timeline - Tentative

Project Tasks		17-May	17-Jun	17-Jul	17-Aug	17-Sep	17-Oct	17-Nov	17-Dec	18-Jan	18-Feb	18-Mar	18-Apr	18-May	18-Jun	18-Jul
<b>1</b>	<b>KICKOFF MEETING AND PROJECT MANAGEMENT</b>															
1.1	Kickoff Meeting															
1.2	Ongoing Project Management															
<b>2</b>	<b>PUBLIC OUTREACH</b>															
2.1	TAC, ATAC, CAC, BTAC, and other Stakeholder Meetings															
2.2	Workshops															
2.3	Web-Based Tools															
<b>3</b>	<b>POLICY AND INFRASTRUCTURE ENVIRONMENTAL SCAN</b>															
3.1	Plan, Policy and Programs Review and Inventory															
3.2	Existing Facilities Inventory															
3.3	Re-establish Goals															
<b>4</b>	<b>NEEDS ASSESSMENT</b>															
4.1	Data Collection and Forecasting															
4.2	Bicycle Data Collection Strategy															
4.3	Collect Bicycle Data															
<b>5</b>	<b>BEST PRACTICES</b>															
5.1	Best Practices Toolkit															
<b>6</b>	<b>NAPA COUNTYWIDE BICYCLE PLAN</b>															
6.1	Administrative Draft Plan															
6.2	Final Draft Plan															
6.3	Final Plan															
<b>7</b>	<b>IMPLEMENTATION PLAN</b>															
7.1	Outline of Funding Sources															
7.2	Develop Screening Criteria and Prioritize Projects															
7.3	Create Design Guidelines															
<b>8</b>	<b>PLAN ADOPTION</b>															
8.1	Plan Submittals and Presentations															
8.2	CEQA Analysis															