

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559



Agenda - Final

Wednesday, October 18, 2023
1:30 PM

JoAnn Busenbark Board Room

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

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/UCrjLcW9uRmA0EE6w-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 comunicaci3n a las personas discapacitadas y los individuos con conocimiento limitado del ingl3s quienes quieran dirigirse a la Autoridad. Para solicitar asistencia, por favor llame al n3mero (707) 259-8633. Requerimos que solicite asistencia con tres d3as h3biles de anticipaci3n 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. Pledge of Allegiance
3. Consideration and Approval of Board Member Requests for Remote Participation
4. Roll Call
5. Adoption of the Agenda
6. Public Comment
7. Chairperson's and Board Members' 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. PUBLIC HEARINGS

- 8.1 **Public Hearing and Approval of Resolution No. 23-02-TA Amending the Fiscal Year (FY) 2022-23 Annual Operating Budget (Antonio Onorato) (Pages 7-9)**

Recommendation: That the Napa Valley Transportation Authority-TA Agency (NVTA-TA) Board approve Resolution No. 23-02-TA amending the Fiscal Year (FY) 2022-23 annual operating budget and the associated annual appropriations limit from \$24,876,000 to \$26,000,000.

Time Certain: 1:35 p.m.

Attachments: [Staff Report](#)

9. CONSENT AGENDA ITEMS

- 9.1 **Meeting Minutes of September 27, 2023 (Laura Sanderlin) (Pages 10-12)**

Recommendation: Board action will approve the meeting minutes of September 27, 2023.

Estimated Time: 1:45 p.m.

Attachments: [Draft Minutes](#)

10. REGULAR AGENDA ITEMS

11. FUTURE AGENDA ITEMS

12. ADJOURNMENT

12.1 The next Regular Meeting is November 15, 2023.

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, October 13th.

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-TAX AGENCY COVER MEMO

SUBJECT

Public Hearing and Approval of Resolution No. 23-02-TA Amending the Fiscal Year (FY) 2022-23 Annual Operating Budget

STAFF RECOMMENDATION

That the Napa Valley Transportation Authority-TA Agency (NVTA-TA) Board approve Resolution No. 23-02-TA amending the Fiscal Year (FY) 2022-23 annual operating budget and the associated annual appropriations limit from \$24,876,000 to \$26,000,000.

EXECUTIVE SUMMARY

At its May 20, 2021 meeting, the NVTA-TA adopted the biennial budget for FY 2022-23 for \$24,876,000. Measure T revenues exceeded projections necessitating a budget amendment. The amendment is necessary in order to transfer funds to the jurisdictions.

FISCAL IMPACT

Not applicable. The amendment is needed for budgetary purposes and the seamless distribution of funding to jurisdictions, and to fund the Independent Tax Oversight Committee and NVTA-TA Administration expenses.



NAPA VALLEY TRANSPORTATION AUTHORITY-TAX AGENCY Board Agenda Memo

TO: NVTA Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Antonio Onorato, Director, Administration, Finance and Policy
(707) 259-8633 / Email: anonorato@nvta.ca.gov
SUBJECT: Public Hearing and Approval of Resolution No. 23-02-TA Amending
the Fiscal Year (FY) 2022-23 Annual Operating Budget

RECOMMENDATION

That the Napa Valley Transportation Authority-TA Agency (NVTA-TA) Board approve Resolution No. 23-02-TA (Attachment 1) amending the Fiscal Year (FY) 2022-23 annual operating budget and the associated annual appropriations limit of \$24,876,000 to \$26,000,000.

COMMITTEE RECOMMENDATION

None

BACKGROUND

NVTA-TA adopted a two-year biennial budget in May 2021. For the fiscal year ending June 30, 2023, revenues fared better than forecasted. The excess Measure T pass through revenues generated cannot be distributed to the jurisdictions until there is a budget adjustment and increase in the appropriation limit. Revenues in excess of the appropriation limits are held in suspense until the Board approves a budget adjustment.

ALTERNATIVES

The Board could decide not to approve the Amendment which would put the accounting out of compliance with generally accepted accounting procedures and would delay the financial audit for the tax agency.

ATTACHMENT

(1) Resolution No. 23-02-TA

RESOLUTION No. 23-02-TA

**A RESOLUTION OF THE
NAPA VALLEY TRANSPORTATION AUTHORITY – TAX AGENCY (NVTA-TA)
AMENDING THE FISCAL YEAR (FY) 2022-23 BUDGETS
AND APPROPRIATIONS LIMITS**

WHEREAS, the Napa Valley Transportation Authority – Tax Authority (NVTA-TA) is designated the countywide administrator of Napa Countywide Road Maintenance Act funds, commonly known as Measure T; and

WHEREAS, on a biennial basis the NVTA-TA Board reviews and approves a budget for all Napa Countywide Road Maintenance Act funds; and

WHEREAS, the NVTA-TA Board of Directors adopted the original budget on May 20, 2021 for \$24,876,000; and

WHEREAS, the FY 2022-23 revenues and pass-through expenditures are higher than originally anticipated necessitating a need for an additional budget and appropriation adjustment; and

WHEREAS, NVTA held a public hearing on October 18, 2023, to consider public input on the proposed budget:

NOW, THEREFORE, BE IT RESOLVED, that the NVTA-TA Board amends the FY 2022-23 Budget and the Appropriations Limit to the amount of \$26,000,000.

Passed and Adopted the 18th day of October, 2023.

Liz Alessio, NVTA-TA Chair

Ayes:

Nays:

Absent:

ATTEST:

Laura Sanderlin, NVTA-TA Board Secretary

APPROVED:

Osman Mufti , NVTA-TA General Counsel

Rescheduled Regular Meeting

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

**Meeting Minutes
NVTA Board of Directors - Tax Agency
(NVTA-TA)**

Wednesday, September 27, 2023

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 Gregory recited the Pledge of Allegiance.

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

None

4. Roll Call

Present: 10 - Leon Garcia
Paul Dohring
Mark Joseph
Liz Alessio
Scott Sedgley
Eric Knight
Margie Mohler
Anna Chouteau
Ryan Gregory
Kevin Eisenberg
Absent: 2 - Alfredo Pedroza
Donald Williams

5. Adoption of the Agenda

Motion **MOVED** by **DOHRING**, **SECONDED** by **KNIGHT** for **ADOPTION** of the agenda. Motion passed unanimously.

Aye: 9 - Garcia, Dohring, Alessio, Sedgley, Knight, Mohler, Chouteau, Gregory, and Eisenberg

Absent: 3 - Pedroza, Joseph, and Williams

6. Public Comment

None

Rescheduled Regular Meeting

7. Chairperson's and Board Members' Update

None

8. CONSENT AGENDA ITEMS

Motion **MOVED** by KNIGHT, **SECONDED** by GARCIA for **APPROVAL** of the Consent Agenda, Item 8.1. Motion passed unanimously.

Aye: 9 - Garcia, Dohring, Alessio, Sedgley, Knight, Mohler, Chouteau, Gregory, and Eisenberg

Absent: 3 - Pedroza, Joseph, and Williams

8.1 Meeting Minutes of July 19, 2023 (Laura Sanderlin) (Pages 7-8)

Attachments: [Draft Minutes](#)

9. REGULAR AGENDA ITEMS

9.1 Measure T Process and Procedures (Danielle Schmitz) (Pages 9-26)

Attachments: [Staff Report.pdf](#)

Motion **MOVED** by CHOUTEAU, **SECONDED** by GREGORY to **APPROVE** Item 9.1 revising Measure T Process and Procedures. Motion passed unanimously.

Aye: 9 - Garcia, Dohring, Alessio, Sedgley, Knight, Mohler, Chouteau, Gregory, and Eisenberg

Absent: 3 - Pedroza, Joseph, and Williams

9.2 Sales Tax Replacement Measure (Kate Miller) (Pages 27-29)

Attachments: [Staff Report.pdf](#)

Information only/No action taken

Staff member, Danielle Schmitz reported.

Director Eisenberg commented on an equitable revenue distribution and staff confirmed that information will be brought to future meetings.

Director Dohring commented on including policymakers on discussed information for the measure and staff confirmed that presentations can be brought to the council of each jurisdiction.

{Director Joseph entered the meeting at 1:45pm}

10. FUTURE AGENDA ITEMS

11. ADJOURNMENT

Chair Alessio adjourned the meeting at 1:52pm.

Rescheduled Regular Meeting

11.1 The next Regular Meeting is October 18, 2023.

Laura M. Sanderlin, NVTA-TA Board Secretary