

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559



## Agenda - Final

Wednesday, November 15, 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](mailto: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](http://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](mailto: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](mailto: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 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-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
8. 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.

## **9. CONSENT AGENDA ITEMS**

### **9.1 Meeting Minutes of October 18, 2023 (Laura Sanderlin) (Pages 7-8)**

**Recommendation:** Board action will approve the meeting minutes of October 18, 2023.

**Estimated Time:** 1:35 p.m.

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

- 9.2                    **Resolution No. 23-03-TA setting the regular meeting time, place, and schedule of the Napa Valley Transportation Authority - Tax Agency Board of Directors and the Independent Taxpayer Oversight Committee for the 2024 Calendar Year (Laura Sanderlin) (Pages 9-18)**

**Recommendation:** That the Napa Valley Transportation Authority-Tax Agency (NVTA-TA) Board approve Resolution No. 23-03-TA setting the regular meeting time, place, and schedule of the NVTA-TA Board of Directors and the Independent Taxpayer Oversight Committee (ITOC) for 2024 Calendar Year (CY).

**Estimated Time:** 1:35 p.m.

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

## **10. REGULAR AGENDA ITEMS**

- 10.1                    **Sales Tax Replacement Measure (Danielle Schmitz) (Pages 19-25)**

**Recommendation:** Information only

**Estimated Time:** 1:40 p.m.

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

## **11. FUTURE AGENDA ITEMS**

## **12. ADJOURNMENT**

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, November 10th.

  
\_\_\_\_\_  
Laura M. Sanderlin, NVTA-TA Board Secretary

## Glossary of Acronyms

<b>AB 32</b>	Global Warming Solutions Act	<b>FAS</b>	Federal Aid Secondary
<b>ABAG</b>	Association of Bay Area Governments	<b>FAST</b>	Fixing America's Surface Transportation Act
<b>ACFR</b>	Annual Comprehensive Financial Report	<b>FHWA</b>	Federal Highway Administration
<b>ADA</b>	American with Disabilities Act	<b>FTA</b>	Federal Transit Administration
<b>APA</b>	American Planning Association	<b>FY</b>	Fiscal Year
<b>ATAC</b>	Active Transportation Advisory Committee	<b>GHG</b>	Greenhouse Gas
<b>ATP</b>	Active Transportation Program	<b>GGRF</b>	Greenhouse Gas Reduction Fund
<b>BAAQMD</b>	Bay Area Air Quality Management District	<b>GTFS</b>	General Transit Feed Specification
<b>BAB</b>	Build America Bureau	<b>HBP</b>	Highway Bridge Program
<b>BART</b>	Bay Area Rapid Transit District	<b>HBRR</b>	Highway Bridge Replacement and Rehabilitation Program
<b>BATA</b>	Bay Area Toll Authority	<b>HIP</b>	Housing Incentive Program
<b>BIL</b>	Bipartisan Infrastructure Law (IIJA)	<b>HOT</b>	High Occupancy Toll
<b>BRT</b>	Bus Rapid Transit	<b>HOV</b>	High Occupancy Vehicle
<b>CAC</b>	Citizen Advisory Committee	<b>HR3</b>	High Risk Rural Roads
<b>CAP</b>	Climate Action Plan	<b>HSIP</b>	Highway Safety Improvement Program
<b>CAPTI</b>	Climate Action Plan for Transportation Infrastructure	<b>HTF</b>	Highway Trust Fund
<b>Caltrans</b>	California Department of Transportation	<b>HUTA</b>	Highway Users Tax Account
<b>CASA</b>	Committee to House the Bay Area	<b>HVIP</b>	Hybrid & Zero-Emission Truck and Bus Voucher Incentive Program
<b>CBTP</b>	Community Based Transportation Plan	<b>IFB</b>	Invitation for Bid
<b>CEQA</b>	California Environmental Quality Act	<b>ITIP</b>	State Interregional Transportation Improvement Program
<b>CIP</b>	Capital Investment Program	<b>ITOC</b>	Independent Taxpayer Oversight Committee
<b>CMA</b>	Congestion Management Agency	<b>IS/MND</b>	Initial Study/Mitigated Negative Declaration
<b>CMAQ</b>	Congestion Mitigation and Air Quality Improvement Program	<b>JARC</b>	Job Access and Reverse Commute
<b>CMP</b>	Congestion Management Program	<b>LCTOP</b>	Low Carbon Transit Operations Program
<b>CalSTA</b>	California State Transportation Agency	<b>LIFT</b>	Low-Income Flexible Transportation
<b>CTA</b>	California Transit Association	<b>LOS</b>	Level of Service
<b>CTP</b>	Countywide Transportation Plan	<b>LS&amp;R</b>	Local Streets & Roads
<b>CTC</b>	California Transportation Commission	<b>LTF</b>	Local Transportation Fund
<b>CY</b>	Calendar Year	<b>MaaS</b>	Mobility as a Service
<b>DAA</b>	Design Alternative Analyst	<b>MAP 21</b>	Moving Ahead for Progress in the 21 <sup>st</sup> Century Act
<b>DBB</b>	Design-Bid-Build	<b>MPO</b>	Metropolitan Planning Organization
<b>DBE</b>	Disadvantaged Business Enterprise	<b>MTC</b>	Metropolitan Transportation Commission
<b>DBF</b>	Design-Build-Finance	<b>MTS</b>	Metropolitan Transportation System
<b>DBFOM</b>	Design-Build-Finance-Operate-Maintain	<b>ND</b>	Negative Declaration
<b>DED</b>	Draft Environmental Document	<b>NEPA</b>	National Environmental Policy Act
<b>EIR</b>	Environmental Impact Report	<b>NOAH</b>	Natural Occurring Affordable Housing
<b>EJ</b>	Environmental Justice	<b>NOC</b>	Notice of Completion
<b>EPC</b>	Equity Priority Communities	<b>NOD</b>	Notice of Determination
<b>ETID</b>	Electronic Transit Information Displays		

## Glossary of Acronyms

<b>NOP</b>	Notice of Preparation	<b>SHA</b>	State Highway Account
<b>NVTA</b>	Napa Valley Transportation Authority	<b>SHOPP</b>	State Highway Operation and Protection Program
<b>NVTA-TA</b>	Napa Valley Transportation Authority-Tax Agency	<b>SNTDM</b>	Solano Napa Travel Demand Model
<b>OBAG</b>	One Bay Area Grant	<b>SR</b>	State Route
<b>PA&amp;ED</b>	Project Approval Environmental Document	<b>SRTS</b>	Safe Routes to School
<b>P3 or PPP</b>	Public-Private Partnership	<b>SOV</b>	Single-Occupant Vehicle
<b>PCC</b>	Paratransit Coordination Council	<b>STA</b>	State Transit Assistance
<b>PCI</b>	Pavement Condition Index	<b>STIC</b>	Small Transit Intensive Cities
<b>PCA</b>	Priority Conservation Area	<b>STIP</b>	State Transportation Improvement Program
<b>PDA</b>	Priority Development Areas	<b>STP</b>	Surface Transportation Program
<b>PID</b>	Project Initiation Document	<b>TAC</b>	Technical Advisory Committee
<b>PIR</b>	Project Initiation Report	<b>TCM</b>	Transportation Control Measure
<b>PMS</b>	Pavement Management System	<b>TCRP</b>	Traffic Congestion Relief Program
<b>Prop. 42</b>	Statewide Initiative that requires a portion of gasoline sales tax revenues be designated to transportation purposes	<b>TDA</b>	Transportation Development Act
<b>PSE</b>	Plans, Specifications and Estimates	<b>TDM</b>	Transportation Demand Management Transportation Demand Model
<b>PSR</b>	Project Study Report	<b>TE</b>	Transportation Enhancement
<b>PTA</b>	Public Transportation Account	<b>TEA</b>	Transportation Enhancement Activities
<b>RACC</b>	Regional Agency Coordinating Committee	<b>TEA 21</b>	Transportation Equity Act for the 21 <sup>st</sup> Century
<b>RAISE</b>	Rebuilding American Infrastructure with Sustainability and Equity	<b>TFCA</b>	Transportation Fund for Clean Air
<b>RFP</b>	Request for Proposal	<b>TIP</b>	Transportation Improvement Program
<b>RFQ</b>	Request for Qualifications	<b>TIFIA</b>	Transportation Infrastructure Finance and Innovation Act
<b>RHNA</b>	Regional Housing Needs Allocation	<b>TIRCP</b>	Transit and Intercity Rail Capital Program
<b>RM 2</b>	Regional Measure 2 Bridge Toll	<b>TLC</b>	Transportation for Livable Communities
<b>RM 3</b>	Regional Measure 3 Bridge Toll	<b>TLU</b>	Transportation and Land Use
<b>RMRP</b>	Road Maintenance and Rehabilitation Program	<b>TMP</b>	Traffic Management Plan
<b>ROW (R/W)</b>	Right of Way	<b>TMS</b>	Transportation Management System
<b>RTEP</b>	Regional Transit Expansion Program	<b>TNC</b>	Transportation Network Companies
<b>RTIP</b>	Regional Transportation Improvement Program	<b>TOAH</b>	Transit Oriented Affordable Housing
<b>RTP</b>	Regional Transportation Plan	<b>TOC</b>	Transit Oriented Communities
<b>SAFE</b>	Service Authority for Freeways and Expressways	<b>TOD</b>	Transit-Oriented Development
<b>SAFETEA-LU</b>	Safe, Accountable, Flexible, and Efficient Transportation Equity Act-A Legacy for Users	<b>TOS</b>	Transportation Operations Systems
<b>SB 375</b>	Sustainable Communities and Climate Protection Act 2008	<b>TPA</b>	Transit Priority Area
<b>SB 1</b>	The Road Repair and Accountability Act of 2017	<b>TPI</b>	Transit Performance Initiative
<b>SCS</b>	Sustainable Community Strategy	<b>TPP</b>	Transit Priority Project Areas
		<b>VHD</b>	Vehicle Hours of Delay
		<b>VMT</b>	Vehicle Miles Traveled

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559

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

Wednesday, October 18, 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

Vice Chair Joseph recited the Pledge of Allegiance.

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

None

### 4. Roll Call

**Present:** 10 - Alfredo Pedroza

Leon Garcia  
Paul Dohring  
Mark Joseph  
Liz Alessio  
Eric Knight  
Donald Williams  
Anna Chouteau  
Ryan Gregory  
Kevin Eisenberg

**Absent:** 2 - Scott Sedgley

Margie Mohler

### 5. Adoption of the Agenda

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

**Aye:** 10 - Pedroza, Garcia, Dohring, Joseph, Alessio, Knight, Williams, Chouteau, Gregory, and Eisenberg

**Absent:** 2 - Sedgley, and Mohler

### 6. Public Comment

None

### 7. Chairperson's and Board Members' Update

None

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)**

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

Director Knight requested a copy of the presentation which staff confirmed would be distributed.

**Motion MOVED by PEDROZA, SECONDED by JOSEPH to APPROVE Item 8.1 Resolution 23-02 Amending FY 2022-23 Annual Operating Budget. Motion passed unanimously.**

**Aye:** 10 - Pedroza, Garcia, Dohring, Joseph, Alessio, Knight, Williams, Chouteau, Gregory, and Eisenberg

**Absent:** 2 - Sedgley, and Mohler

## **9. CONSENT AGENDA ITEMS**

**Motion MOVED by GARCIA, SECONDED by JOSEPH to APPROVE Consent Agenda Item 9.1. Motion passed unanimously.**

**Aye:** 10 - Pedroza, Garcia, Dohring, Joseph, Alessio, Knight, Williams, Chouteau, Gregory, and Eisenberg

**Absent:** 2 - Sedgley, and Mohler

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

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

## **10. REGULAR AGENDA ITEMS**

None

## **11. FUTURE AGENDA ITEMS**

None

## **12. ADJOURNMENT**

Chair Alessio adjourned the meeting at 1:37pm.

**12.1 The next Regular Meeting is November 15, 2023.**

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Laura M. Sanderlin, NVTA-TA Board Secretary



## **NAPA VALLEY TRANSPORTATION AUTHORITY-TAX AGENCY COVER MEMO**

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### **SUBJECT**

Resolution No. 23-03-TA setting the regular meeting time, place, and schedule of the Napa Valley Transportation Authority – Tax Agency Board of Directors and the Independent Taxpayer Oversight Committee for the 2024 Calendar Year

### **STAFF RECOMMENDATION**

That the Napa Valley Transportation Authority-Tax Agency (NVTA-TA) Board approve Resolution No. 23-03-TA setting the regular meeting time, place, and schedule of the NVTA-TA Board of Directors and the Independent Taxpayer Oversight Committee (ITOC) for 2024 Calendar Year (CY).

### **EXECUTIVE SUMMARY**

The NVTA-TA Governing Board and committee meetings are subject to the requirements of the State of California's Brown Act, which necessitates the establishment of a regular meeting time and place and the publication of a notice to each meeting.

### **FISCAL IMPACT**

None



## NAPA VALLEY TRANSPORTATION AUTHORITY-TAX AGENCY Board Agenda Memo

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**TO:** Board of Directors  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Laura Sanderlin, Office Manager and Board Secretary  
(707) 259-8633 / Email: [lsanderlin@nvta.ca.gov](mailto:lsanderlin@nvta.ca.gov)  
**SUBJECT:** Resolution No. 23-03-TA setting the regular meeting time, place, and schedule of the Napa Valley Transportation Authority – Tax Agency Board of Directors and the Independent Taxpayer Oversight Committee for the 2024 Calendar Year

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### **RECOMMENDATION**

That the Napa Valley Transportation Authority-Tax Agency (NVTA-TA) Board approve Resolution No. 23-03-TA setting the regular meeting time, place, and schedule of the NVTA-TA Board of Directors and the Independent Taxpayer Oversight Committee (ITOC) for 2024 Calendar Year (CY).

### **COMMITTEE RECOMMENDATION**

None

### **BACKGROUND**

The NVTA-TA Governing Board and committee meetings are subject to the requirements of the State of California's Brown Act, which necessitates the establishment of a regular meeting time and place and the publication of a notice for each meeting. Resolution No. 23-03-TA (Attachment 1) establishes the meeting schedule for CY 2024 which includes the regular meeting place as the NVTA Board Room at 625 Burnell Street, Napa CA 94559.

The regular meeting time of the NVTA-TA Governing Board will be 1:30 p.m., and the recommended regular meeting schedule for CY 2024 is as follows:

Wednesday, January 17  
Wednesday, February 21  
Wednesday, March 20  
Wednesday, April 17

Wednesday, May 15  
Wednesday, June 26  
Wednesday, July 17  
Wednesday, September 18  
Wednesday, October 16  
Wednesday, November 20  
Wednesday, December 18

The regular meeting time for the Independent Taxpayer Oversight Committee (ITOC) will be 2:00 p.m., and the recommended regular meeting schedule for CY 2024 is as follows:

Wednesday, March 6  
Wednesday, June 5  
Wednesday, September 4  
Wednesday, December 4

**ATTACHMENT**

(1) Resolution No. 23-03-TA

**RESOLUTION No. 23-03-TA**

**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;

**NOW, THEREFORE BE IT RESOLVED** by the Governing Board of the Napa Valley Transportation Authority-Tax Agency that:

1. The regular meeting dates for the Governing Board for calendar year 2024, as shown in Exhibit “A”, sets the regular time at 1:30 p.m. and sets the regular meeting place as the JoAnn Busenbark Board Room at 625 Burnell Street, Napa, CA 94559.
2. The regular meeting dates for the Independent Taxpayer Oversight Committee (ITOC) for calendar year 2024, as shown in Exhibit “B”, sets the regular time at 2:00 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 15<sup>th</sup> Day of November 2023.

\_\_\_\_\_  
Liz Alessio, NVTA-TA Chair

Ayes:

Nays:

Absent:

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ATTEST:

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Laura Sanderlin, NVTA-TA Board Secretary

APPROVED:

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Osman Mufti, NVTA-TA General Counsel

**EXHIBIT "A"**

NVTA-TA Governing Board  
Meeting Dates for CY 2024

- Wednesday, January 17
- Wednesday, February 21
- Wednesday, March 20
- Wednesday, April 17
- Wednesday, May 15
- Wednesday, June 26
- Wednesday, July 17
- Wednesday, September 18
- Wednesday, October 16
- Wednesday, November 20
- 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



## NAPA VALLEY TRANSPORTATION AUTHORITY-TAX AGENCY **Board Agenda Cover Memo**

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### **SUBJECT**

Sales Tax Replacement Measure

### **STAFF RECOMMENDATION**

Information only

### **EXECUTIVE SUMMARY**

The purpose of this memo is to summarize the proposed structure of a new Transportation Measure that would replace Measure T on the November 2024 Ballot, the progress made to date, and the next steps. NVTA staff intends to request the Board approve a draft ordinance in December at which time the Board would release the draft for circulation to the Cities, Town, and County for approval, and submittal to the Board of Supervisors for its consideration to place the Measure on the November 2024 ballot.

### **FISCAL IMPACT**

None



## NAPA VALLEY TRANSPORTATION AUTHORITY-TAX AGENCY **Board Agenda Memo**

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**TO:** NVTA Board of Directors  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Danielle Schmitz, Director, Capital Development & Planning  
(707) 259-5968 / Email: [dschmitz@nvta.ca.gov](mailto:dschmitz@nvta.ca.gov)  
**SUBJECT:** Sales Tax Replacement Measure

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### **RECOMMENDATION**

Information only

### **COMMITTEE RECOMMENDATION**

None

### **BACKGROUND**

Measure T is a ½ cent sales tax approved by the voters in 2012. The Measure became operative in 2018 and will expire in 2043. Measure T generates roughly \$25 million annually. The Measure stipulates a fixed percentage distribution to each jurisdiction for the purposes of maintaining and repairing local streets and roads, which includes maintenance and upgrades to other infrastructure within the roadway, including sidewalk, curb and gutter as well as complete street amenities, and any other statutory or policy upgrade requirements. NVTA receives 1% to administer the Measure. An additional \$70,000 (adjusted by CPI) is reserved for the Independent Taxpayer Oversight Committee (ITOC), which is a citizen group that advises the NVTA-TA Board on activities associated with the Measure.

### **Proposed Changes:**

Prompted by declining Pavement Condition Index (PCI) Scores, NVTA staff have focused recent efforts to identify proposals that would make the Measure revenues more effective for residents and visitors by improving PCI scores and reducing traffic congestion. These proposed changes include:

- Increase the number of years the Measure is in place to 30 years from 25 years, beginning in 2025 until 2055.
- Allow bonding.
- Increase NVTA's Administrative Fees to 2.5% to cover consultant fees and new staffing associated with bonding and capital project oversight and include the roughly \$70,000 of Independent Taxpayer Oversight Committee's annual costs for auditing and member honoraria as part of NVTA's administrative fees.
- Replace the existing distribution to the jurisdictions with a return to source/lane mile formula which would be memorialized in the ordinance and updated periodically to reflect changes in development.
- Include a set aside for highway improvements.
- Replace the 6.67% equivalent requirement with an alternative that would improve active transportation infrastructure and that is easier to administer.
- Develop a sounder maintenance of effort (MOE) approach.

#### Accomplishments to date:

- Polling
  - A survey was conducted on June 14-21, 2023
  - Hybrid email/web/live including 600 interviews in English and Spanish
  - Repairing local roads and reducing traffic congestion were high priorities
  - Traffic congestion was ranked as most important problem
  - 77% stated that they would support a ballot measure
- Steering Committees Formed:
  - Policy Steering Committee (PSC): Liz Alessio, Anne Cottrell, Mark Joseph, and Alfredo Pedroza,
  - Executive Steering Committee (ESC): Ryan Alsop, Anil Comelo, Jason Holley, Steve Potter, Brad Raulston, and Laura Snideman
  - Technical Steering Committee (TSC): John Ferons, Joe Leach, Steve Lederer, Julie Lucido, Derek Raynor, and Erica Ahmann Smithies
- Proposed Transportation Measure Recommendations to Date:
  - Measure LSR Formula - Based on earlier iterations of the distribution proposal and discussions with the TSC, the PSC supported **Option 2** – return to source/lane mile hybrid - which would be updated every 5 years and calculated using the most recent three years to allow for planning and smoothing respectively. The committees also supported Calistoga's request to establish a floor; although 5% was suggested, the PSC supported a 3% floor with a variance cap set at 1% so that if the percentage of a jurisdiction's sales tax generations dropped, the floor would kick-in but only up to a 1% subsidy. Both the TSC and PSC supported this approach. Attachment 1 shows the two options that have been discussed.
  - 6.67% Requirement – NVTA and the steering committees reviewed several different options to replace the 6.67% requirement. The PSC strongly

recommended to retain a commitment to active transportation in the Measure. The preferred option that was reviewed by all the committees and the Napa Valley Vine Trail Coalition is listed below. At the November 2, 2023, Technical Advisory Committee, City of Napa staff raised concerns about whether the City would be able to meet the 7% requirement. Staff is working with the Technical Steering Committee and Napa Vine Trail to discuss alternative options.

- Currently Preferred Option: Retain the existing structure but change the 6.67% to 7% (which is the bike mode percent in Napa County) equivalent of Measure revenues using other eligible fund sources and expand eligible expenditures to include Class 4 facilities. The requirement would be certified as being completed through a resolution provided by each jurisdiction's governing body. Jurisdictions could separately commit to this requirement, and/or work together to meet the requirement.
- Maintenance of Effort (MOE) - The TSC approved the proposed MOE changes. Under Measure T, the MOE was based on a 3-year average (FY 2008-2010) of general fund expenditures. The changes would set the MOE at 20% of the eligible annual revenues a jurisdiction could receive (this would not include funds brought forward through bonding). Consistent with Measure T, jurisdictions would be allowed to meet this requirement using a three-year average, should a jurisdiction not be able to meet it in a single year.
- Bonding - NVTA staff completed modeling using NVTA's StreetSaver and a financial model developed by KNN Public Finance, NVTA's financial consultant, to estimate revenues for each jurisdiction over the 30-year period and to demonstrate how bonding affects PCI scores. Attachment 3 was distributed for discussion at the steering committees. The modeling shows that NVTA could take out \$80 million for capital improvements and the PCI scores increase significantly compared maintaining the existing Measure T pay-as-you-go model.
- Apportion \$80 million in congestion relief and emergency highway operations. NVTA polled prospective voters about a number of capital projects. The respondents overwhelmingly supported the following projects. A more detailed expenditure plan will be presented to the NVTA-TA board at its December meeting for consideration.
  - SR 29/SR 12 –Intersection Improvements at SR 29 and Jameson Canyon/Airport Road and SR 12/Kelly Road
  - SR 29-American Canyon – Operational Improvements on SR 29 between Napa Junction and American Canyon Road
  - SR 29-SR 12/121 – Intersection Improvements at SR 29/Carneros Highway

- Emergency Evacuation Routes – Highway Operations and Emergency Evacuation Center, which would include bus battery storage to operate Vine electric buses during a power outage, and adaptive message signs to proactively manage highway facilities during an emergency or event. Next Steps:
  - NVTA to present to local jurisdictions’ governing bodies
  - NVTA-TA Board – November Update/December - January Draft Ordinance Approval

Schedule:

Measure Extension – Next Steps	Start	Stop
Polling*	4/23	6/23
Establish Steering Committee Structure	8/23	8/23
Policy Steering Committee, City Managers/CEO, Public Works Directors, and TAC Updates (monthly or as needed)	8/23	8/24
<b>Finalize Draft Proposed Ordinance Changes</b>	<b>11/23</b>	<b>12/23</b>
Approval of NVTA-TA Board to proceed	1/24	1/24
Attend Stakeholder Meetings (jurisdictions, Napa Bike, Napa Valley Vintners, Napa Valley Grape Growers, Visit Napa Valley, NVTA Committees	9/23	10/24
Approval of ordinance by jurisdictions	4/24	5/24
Final approval of NVTA-TA and NVTA Board Approval	5/24	6/24
Approval of ordinance by County	6/24	7/24
Ballot initiative to Registrar	May 2024	June 2024
Impartial analysis due date (General Counsel)	July 2024	August 9, 2024
Election	November 5, 2024	

\*Additional polling may be requested by the Board.

**ATTACHMENT(S)**

- (1) Formula distribution options
- (2) Financial modeling and PCI scores

**ATTACHMENT 1**  
**NVTA-TA Agenda Item 10.1**  
**November 15, 2023**

**Attachment 1: Distribution Scenarios**

Updated: October 6, 2023

**Option 1: Return to Source all jurisdictions and 50% lane miles for County - FY 2022-23 Revenue Factors**

Jurisdiction	Return to Source Amount		Lane Miles		Sub-total	Final Distribution	Measure T	2021 Measure X %
Column Number	A	B	C	D	E	F		
	Value (in 1,000s)	%	Value	%	County = (B+D)/2; Cities=B	Normalize to 100%		
American Canyon	\$ 3,728	9%	112.8	7.5%	9.5%	8.5%	7.7%	7%
City of Napa	\$ 17,829	45%	467.6	31.0%	45.3%	40.4%	40.4%	41%
Yountville	\$ 1,788	5%	16.6	1.1%	4.5%	4.1%	2.7%	3%
St. Helena	\$ 2,595	7%	51.5	3.4%	6.6%	5.9%	5.9%	7%
County of Napa	\$ 12,177	31%	828.7	55.0%	42.9%	38.3%	39.7%	39%
Calistoga	\$ 1,241	3%	30.6	2.0%	3.2%	2.8%	2.7%	3%
<b>Total</b>	<b>\$ 39,358</b>	<b>100%</b>	<b>1,507.8</b>	<b>100.0%</b>	<b>112.0%</b>	<b>100.0%</b>		

**Option 2: Return to Source + County 50/50 Return to Source/Lane Miles Average of FY 2021, 2022, 2023 Sales Tax Generations**

Jurisdiction	Return to Source Amount		Lane Miles		Sub-total	Final Distribution	3% Floor	3% Floor Difference	3% Floor with 1% Variance Cap <sup>4</sup>	3% Floor with 1% Variance Difference	Measure T
Column Number	A	B	C	D	E	F					
	Value (in 1,000s)	%	Value	%	County = (B+D)/2; Cities=B	Normalize to 100%					
American Canyon	\$ 3,261	8.9%	112.8	7.5%	8.90%	8.0%	8.0%	-0.02%	8.0%	-0.08%	7.7%
City of Napa	\$ 16,493	45.0%	467.6	31.0%	45.00%	40.3%	40.2%	-0.10%	40.3%	-0.41%	40.4%
Yountville	\$ 1,401	3.8%	16.6	1.1%	3.82%	3.4%	3.4%	-0.01%	3.4%	-0.04%	2.7%
St. Helena	\$ 2,703	7.4%	51.5	3.4%	7.37%	6.6%	6.6%	-0.02%	6.6%	-0.07%	5.9%
County of Napa	\$ 11,665	31.8%	828.7	55.0%	43.39%	38.9%	38.8%	-0.09%	38.9%	-0.40%	39.7%
Calistoga	\$ 1,131	3.1%	30.6	2.0%	3.09%	2.8%	3.0%	0.23%	2.8%	1.00%	2.7%
<b>Total</b>	<b>\$ 36,654</b>	<b>100.0%</b>	<b>1,507.8</b>	<b>100.0%</b>	<b>111.57%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>0.00%</b>	<b>100.0%</b>	<b>0.00%</b>	

**Notes:**

1. Total Sales Tax generations used as proxy to calculate distribution %s.
2. Quarter 4 for FY 2022-23 are projections based on prior 3 quarters
3. The amended attached reflects American Canyon receiving \$1,276,561 retroactively on an appeal which was applied equally over seven quarters- Q3FY20-21 through Q1FY22-23

**ATTACHMENT 2  
NVTA-TA Agenda Item 10.1  
November 15, 2023**

**Napa Valley Transportation Authority- Tax Agency  
Summary of Measure X Bonding Scenarios  
\$80M Capital Set-Aside**

	Measure X Scenario 1	Measure X Scenario 2	Measure X Scenario 3
Local Bond Approach	"Equal Issuances"	"Issuance Ramp Up"	"Issuance Ramp Down"
Regional Bonding	\$80 Million Set-Aside	\$80 Million Set-Aside	\$80 Million Set-Aside
Measure Term	FY 26 - FY 55	FY 26 - FY 55	FY 26 - FY 55
Total Sales Tax Revenues @ 2.5% (Y1-Y5) - 3.0% (Y6-Y30) growth	\$ 1,278,323,221	\$ 1,278,323,221	\$ 1,278,323,221
<b>NVTA</b>			
Admin \$ (@ 2.5%)	\$ 31,958,081	\$ 31,958,081	\$ 31,958,081
Regional Bond 1 Proceeds (FY 27):	40,000,000	40,000,000	40,000,000
Regional Bond 2 Proceeds (FY 30):	40,000,000	40,000,000	40,000,000
Regional Bond Debt Service	52,224,750	52,224,750	52,224,750
<b>Regional Admin &amp; Debt Service \$</b>	<b>\$ 164,182,831</b>	<b>\$ 164,182,831</b>	<b>\$ 164,182,831</b>
<b>Jurisdictions</b>			
<b>Local Allocation \$ (less Regional D/S)</b>	<b>\$ 1,114,140,390</b>	<b>\$ 1,114,140,390</b>	<b>\$ 1,114,140,390</b>
Local Debt Service \$	445,789,000	419,081,750	480,577,500
<b>Local Allocation/PAYGO Revenues</b>	<b>\$ 668,351,390</b>	<b>\$ 695,058,640</b>	<b>\$ 633,562,890</b>
<b>Local Bond \$</b>			
Local Bond 1 Proceeds (FY 27):	\$ 72,000,000	\$ 20,000,000	\$ 120,000,000
Local Bond 2 Proceeds (FY 30):	72,000,000	65,000,000	95,000,000
Local Bond 3 Proceeds (FY 33):	72,000,000	85,000,000	65,000,000
Local Bond 4 Proceeds (FY 36):	72,000,000	110,000,000	20,000,000
<b>Total Local Bond Proceeds:</b>	<b>\$ 288,000,000</b>	<b>\$ 280,000,000</b>	<b>\$ 300,000,000</b>
<b>Total Jurisdictional Resources Available</b>	<b>\$956,351,390</b>	<b>\$975,058,640</b>	<b>\$933,562,890</b>

Proceeds- Measure X (PayGo + Bonding)	Measure X Scenario 1 "Equal Issuance"	Measure X Scenario 2 "Ramp Up"	Measure X Scenario 3 "Ramp Down"	Current Measure T Funding
City of Napa (40.2%; 40.35%)	\$ 384,453,259	\$ 391,973,573	\$ 375,292,282	\$ 346,974,600
County of Napa (38.8%; 39.65%)	371,064,339	378,322,752	362,222,401	339,939,500
American Canyon (8.0%; 7.7%)	76,508,111	78,004,691	74,685,031	66,055,041
St. Helena (6.6%; 5.9%)	63,119,192	64,353,870	61,615,151	52,740,600
Calistoga (3.0%; 2.7%)	28,690,542	29,251,759	28,006,887	23,517,500
Yountville (3.4%; 2.7%)	32,515,947	33,151,994	31,741,138	23,517,500
<b>Total- Jurisdictional Resources Available</b>	<b>\$ 956,351,390</b>	<b>\$ 975,058,640</b>	<b>\$ 933,562,890</b>	<b>\$ 852,744,741</b>

PCI Scores Measure X + HUTA + RMRA + MOE	Measure X Scenario 1 "Equal Issuance"	Measure X Scenario 2 "Ramp Up"	Measure X Scenario 3 "Ramp Down"	Current Measure T Scores
PCI Score in Year 10 General Funds are not included				
City of Napa	81.9 (+21.9)	81.1 (+21.1)	83.1 (+23.1)	60
County of Napa	71.3 (+27.3)	71 (+27)	71.9 (+27.9)	44
American Canyon	64.6 (+6.6)	64.2 (+6.2)	64.9 (+6.9)	58
St. Helena	76.4 (+24.4)	76 (+24)	76.3 (+24.3)	52
Calistoga	74.7 (+17.7)	74.2 (+17.2)	75.3 (+18.3)	57
Yountville	82.3 (+4.3)	82.5 (+4.5)	82.3 (+4.3)	78

HUTA: Highway Users Tax Account. Per gallon excise tax on gasoline/diesel fuel, sales tax and registration taxes on motor vehicles for transportation purposes.

RMRA: Road Maintenance and Rehabilitation Account (aka SB1): 12c a gallon excise tax, with annual inflation adjustments beginning in 11/1/2017.

MOE: Maintenance of Effort at a 20% match of PayGo revenues.