



Overall Work Program

Fiscal Years 2027 & 2028



As a recipient of numerous federal grants for various planning activities, NVTA must comply with the provisions of Title VI of the Civil Rights Act of 1964. The Civil Rights Act of 1964 states that “No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” The Environmental Justice (EJ) Executive Order (EO 12989) further amplifies Title VI by specifically addressing minority and low-income populations, early and continuously in the transportation planning process, so the values and interests of all segments of our communities are equally reflected in investment decisions.

NVTA embraces these tenets and has incorporated into its organizational structure and planning processes procedures to reinforce compliance with federal statute and regulations.

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I. Profile

Formed in 1998, the Napa Valley Transportation Authority (NVTA) serves as the county transportation agency and public transit provider for Napa County. In this capacity NVTA is responsible for developing transportation plans and programs for the county in cooperation with federal, state, regional, and local agencies.

In addition to local and regional transportation planning, NVTA offers a variety of public transportation services to most effectively serve the residents of Napa County. Fixed-route transit and paratransit services are offered in the City of Napa with major intercity and commuter bus lines serving American Canyon, Napa, Yountville, St. Helena, Calistoga, and destinations in Contra Costa, and Solano Counties. Local services are provided in each of the communities within Napa.

The actions of the NVTA are governed by a Joint Powers Agreement with the County of Napa and jurisdictions within the county. NVTA also has agreements with California Department of Transportation (Caltrans) and the Metropolitan Transportation Commission (MTC). These agreements identify the responsibilities of NVTA and provide the administrative structure to implement the agency's responsibilities.

Each year NVTA prepares an Overall Work Program (OWP) describing the comprehensive planning activities proposed to be undertaken during the next fiscal year using state, federal, and local funds. In addition, major non-planning initiatives undertaken by the agency are also included. This document provides detailed information on each activity, including a description of the work to be performed, the products of the effort, and funding information. Ultimately, the document serves three (3) important objectives:

- The OWP serves as a reference to be used by citizens, planners and elected officials throughout the year to understand the agency's objectives and how these will be met through the regional comprehensive planning process and agency efforts. As a public document, the OWP provides an opportunity for an open review of agency activities by the NVTA board, its partnering agencies and the general public.
- The OWP is used as a management tool for comprehensive planning of program and workload management. The division of the program into sections and individual work elements facilitates program review and management throughout the year to ensure that the planned activities are accomplished both on time and within budget.
- The OWP serves as documentation to support the various federal and state grants that finance the planning program. The preparation of the current OWP assumes financing in part through grants from the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), Caltrans, MTC, as well as local funds from and other agencies and private organizations providing revenues for transportation-related plans and projects.

Transportation Funding Sources



Federal Highway Administration (FHWA)

Federal Metropolitan Planning Funds
Congestion Mitigation Air Quality Funds (CMAQ)
Infrastructure Investment and Jobs Act (IIJA)
Surface Transportation Program (STP)



Federal Transit Administration (FTA)

Section 5303 Planning Funds
Section 5307 Urbanized Area Formula
Section 5311 Rural Transit
Section 5311f Intercity Bus Program
Section 5339a Bus and Bus Facilities
Section 5339c Low-No



State of California/California Department of Transportation (Caltrans)

Regional Transportation Improvement Program (RTIP) Funds
Planning, Monitoring and Maintenance (PPM) Funds
Low Carbon Transit Operations Program (LCTOP)
Senate Bill 1: Local Partnership Program (LPP) Formula Funds
Senate Bill 1: Solutions for Congested Corridors Program (SCCP)



Metropolitan Transportation Commission (MTC)

Regional Measure 2 (RM2)
Regional Measure 3 (RM3)
Transportation Development Act (TDA)
State Transit Assistance (STA) Funds
One Bay Area Grant (OBAG 3 and 4)



Bay Area Air District (BAAD)

Transportation For Clean Air (TFCA)



Member Agencies: County of Napa, City of Napa, Town of Yountville, City of Calistoga, City of St Helena, City of American Canyon

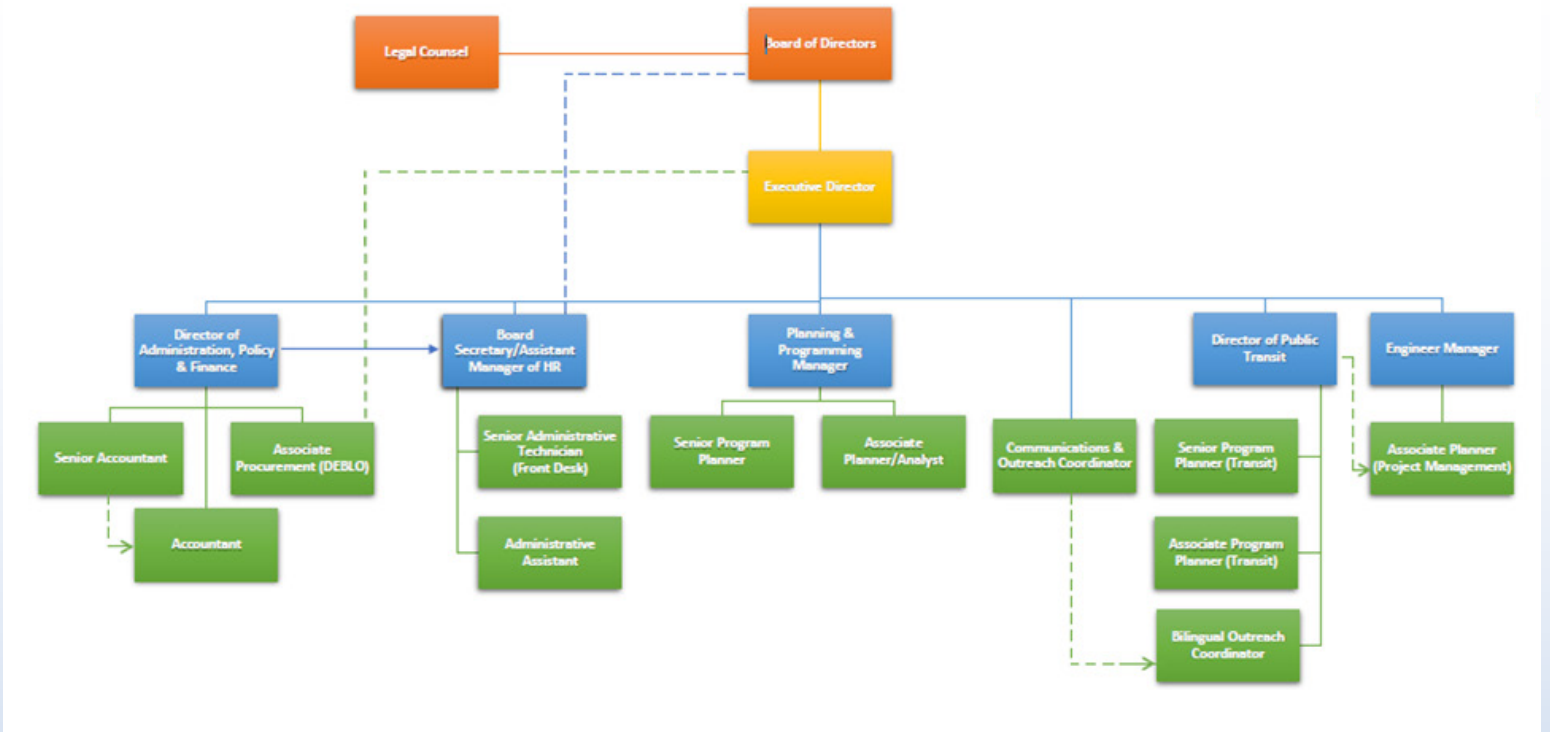
Member Contributions
Passenger Fares



Measure U

Measure U funds

NVTA Organizational Structure



NVTA Standing Committees

Five standing committees consider a wide range of questions on policies, planning and programs, and make recommendations to the NVTA Board. The five committees are the Paratransit Coordinating Council, Technical Advisory Committee, Active Transportation Advisory Committee, Community Advisory Committee, Independent Taxpayers Advisory Committee.

| Committee | Responsibilities |
|---|--|
| <p>Paratransit Coordinating Council (PCC)</p> | <p>The Paratransit Coordinating Council (PCC) serves in an advisory capacity to the NVTA Board of Directors on the transportation issues for persons with special needs, including elderly, those with disabilities, and low-income individuals.</p> |
| <p>Technical Advisory Committee (TAC)</p> | <p>The Technical Advisory Committee is made up of technical staff to advise the NVTA Board regarding transit and roadway issues, including planning, project, and policy aspects.</p> |
| <p>Active Transportation Advisory Committee (ATAC)</p> | <p>The Active Transportation Advisory Committee (ATAC) promotes and encourages safe bicycling and walking in Napa County. Members are appointed by the jurisdiction they represent. The committee supports Napa Valley’s efforts to expand safe, sustainable transportation options by promoting biking, walking, and other non-motorized travel to reduce congestion and improve air quality.</p> |
| <p>Community Advisory Committee (CAC)</p> | <p>The Community Advisory Committee (CAC) examines issues related to all modes of transportation such as automobile, transit, biking, walking, with a goal of updating transportation infrastructure and improving the health and wellbeing of our community.</p> |
| <p>Independent Taxpayer Oversight Committee (ITOC)</p> | <p>The ITOC reviews fiscal and program performance of the retail transaction and use tax through a biennial performance audit to ensure that all transportation retail transactions and use of tax revenues are spent by the Authority in accordance with all provisions of the voter-approved Expenditure Plan and Ordinance.</p> |

Alignment with Countywide Transportation Plan (CTP 2050) Adopted Agency Goals

The FY2027 and FY2028 biennial budgets and two-year outlook supports the goals of the adopted CTP 2050 by directing funding toward equitable transportation access, improved safety, climate-responsive investments, and stewardship of public resources. Budget allocations across transit operations, capital improvements, and regional planning programs advance these strategic objectives. Table 1 summarizes the strategic investments in Napa County's transportation future to the Countywide Transportation Plan.

Aligning the CTP 2050 Goals with the Biennial Budget



Investing in Napa Valley's Transportation Future

Table 1: Alignment with Countywide Transportation Plan (CTP 2050) Adopted Agency Goals

| CTP Goal Category | Goal | Budget Programs / Funding Areas | Budget Activities |
|---|--|--|--|
| Equity | Distribute resources so all community members have access to jobs, services, and education | <ul style="list-style-type: none"> Public Transit Operating Budget Vine Go / Local transit programs Mobility management Paratransit / ADA programs | <ul style="list-style-type: none"> Expand service coverage and hours in underserved areas Subsidized transit programs First/last mile connections |
| System Safety | Improve system safety for all users | <ul style="list-style-type: none"> CMA planning funds Capital improvement programs Local safety grants | <ul style="list-style-type: none"> Complete Streets projects Safe Routes to School Intersection and corridor safety improvements |
| Strong Stewardship of Public Funds | Optimize financial resources through partnerships and funding leverage | <ul style="list-style-type: none"> CMA (planning and programming) Grant management Federal & state funding programs | <ul style="list-style-type: none"> Leveraging local funds to secure federal/state grants Program oversight and fiscal accountability Regional transportation planning |
| Economic Vitality | Improve the movement of people and goods | <ul style="list-style-type: none"> Capital projects Corridor improvements Transit operations | <ul style="list-style-type: none"> Highway and arterial improvements Goods movement projects Transit service improvements supporting tourism and employment |
| Environmental Sustainability | Reduce transportation impacts on the environment | <ul style="list-style-type: none"> Transit capital fund Clean vehicle investments TFCAs programs | <ul style="list-style-type: none"> Low and Zero emission bus investments EV infrastructure Active transportation investments |
| Maintenance & Rehabilitation | Improve and modernize the existing transportation system | <ul style="list-style-type: none"> Capital maintenance programs Transit fleet replacement Infrastructure repair | <ul style="list-style-type: none"> Fleet replacement Facility upgrades Preventative maintenance programs |



II. How to read this document

The comprehensive work program is divided into five (5) distinct sections, each with its own introduction, that reflect the primary functions of the agency. The primary program sections are:

1. Agency Administration (AA series)
2. Transportation Planning and Programs (TP series)
3. Multimodal Mobility Management (MM series)
4. Transit Administration (TA series)
5. Communication & Representation (CR series)

Within each section are detailed explanations for each program or initiative of the agency called Work Elements (WE). Work Elements usually list specific tasks to be undertaken to advance the work element objective, products and deliverables, and the estimated cumulative staff hours over the course of the fiscal year dedicated to those tasks.

Each work element has a unique reference number that conforms to an established convention. As indicated above, agency administrative elements are in the AA series, planning elements can be found in the TP series, and so on.

At its core, NVTA derives its existence, authority and the scope of its activities from the Joint Powers Agreement (JPA). The JPA identifies areas of “Purpose” and specific duties, responsibilities and approved powers. Together these define the mission of the agency and the range of activities within which its member agencies have authorized it to engage.



III. Work Element

Most work elements within this OWP recur annually. They represent ongoing tasks and planning processes that are essential to NVTA's ability to complete its mission of continuing, cooperative, and comprehensive transportation planning. Some work elements are being carried over from previous OWPs and have been analyzed in those documents.

Many of the work elements included in the OWP are designed to support NVTA's responsibilities as the region's transportation planning agency. Since transportation planning and programming functions dominate the scope of NVTA's work program, most work elements reflect NVTA's responsibilities for meeting federal requirements under the most recent federal transportation legislation and Title VI of the Civil Rights Act. Other work elements may be shaped by needs and changes in the region, including growth in population, jobs and motor vehicle travel. The work program outlines a unified approach regardless of funding source.

The Federal Highway Administration (FHWA) established "Planning Emphasis Areas" in 1998 as part of the Transportation Equity Act for the 21st Century (TEA-21). These emphasis areas were largely left intact under SAFETEA-LU, the transportation authorization bill which succeeded TEA-21 in 2005. MAP-21, Fixing America's Surface Transportation (FAST), and the Infrastructure Investment and Jobs Act (IIJA) have continued these eight (8) themes, guiding planning efforts by MPOs and state planning agencies.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.

Agency Administration | Introduction

From human resources to accounting, NVTa undertakes initiatives to maintain government accountability, effectiveness and transparency to ensure compliance with Federal, State and local regulations and to be accountable to the public.

While capturing every administrative task of the organization is impractical, work elements in this section focus on the major operations, logistics, initiatives and areas of focus essential to the effective functioning of the organization.

Work Elements in this Section:

| | <u>Work Element</u> | <u>Page</u> |
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| Human Resources | AA – 03 | -15- |
| Grants and Capital Projects Administration | AA – 04 | -16- |
| Finance Administration | AA – 05 | -18- |
| Transportation Development Act Administration | AA – 06 | -19- |
| Audits and Reviews | AA – 07 | -20- |
| Policy Development | AA – 08 | -21- |
| Measure U Administration | AA – 09 | -22- |

Timesheet/Payroll Information: CMA Administration

Project/Grant: CMAAdmin

| Timesheet/Payroll Strings |
|---|
| NVTLvTime-PAID_LEAVE- - (Paid Leave) |
| NVTCMAAdmn-GENADMIN- - (GEN_ADMIN) |
| NVTCMAAdmn-Audits- - (Audits) |
| NVTCMAAdmn-Finance- - (Finance Administration) |
| NVTCMAAdmn-GRANTSADMN- - (Grants Administration) |
| NVTCMAAdmn-HR- - (HR Management) |
| NVTCMAAdmn-MEASURE_U- - (Measure U Admin) |
| NVTCMAAdmn-OWP_ADMIN- - (OWP Admin) |
| NVTCMAAdmn-Proj Mgmt- - (Project Management) |
| NVTCMAAdmn-TDA- - (TDA and STA Admin) |
| NVTCMAAdmn-TRNST_ADMN- - (Transit Administration) |

Overall Work Program

Work Element AA-01



New



Annual

ABSTRACT

To manage, support, coordinate and implement the Overall Work Program in accordance with the requirements of the state and federal transportation planning and programming regulations.

TASKS

1. Provide program and fiscal management for OWP.
2. Prepare quarterly progress and financial reports.
3. Coordinate with federal and state agencies.
4. Develop, present and monitor annual OWP budget.
5. Administer existing OWP.
6. Prepare the next Overall Work Program.
7. Revise and monitor work program to address federal fiscal year planning certification, review recommendations, revise or amend OWP as necessary and appropriate, incorporate recommendations.
8. Conduct administration of State and Federal grants.

| Products | Beginning Date | Ending Date |
|------------|-------------------|-------------|
| Draft OWP | As needed | |
| Final OWP | Ongoing/As needed | |
| Monitoring | Annually | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 40 |
| FTE | .02 |

| |
|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |

| |
|-------------------------------------|
| Timesheet String(s) |
| NVTCMAAdmn-OWP_ADMIN- - (OWP Admin) |

Agency Administration

Work Element AA-02



New



Annual

ABSTRACT

This program element identifies core efforts and initiatives undertaken to provide effective ongoing management and staff support for the Agency.

TASKS

1. Support NVTA Board and advisory committees.
2. Prepare and distribute agendas, minutes, staff reports to the board and committees
3. Maintain and post documents, reports, agendas, and minutes on the NVTA website for member agency, Board, and public consideration.
4. Provide governing board with adequate information for decision-making and program management. Orient all new Board and Committee members.
5. Manage and assist in contract administration, including funding agreements.
6. Provide general reception, support staff services, and staff training.
7. Maintain office filing systems, facility access and key control, and office computer network.
8. Oversight of office facility operations and maintenance.
9. Maintain, monitor, track and replenish equipment/office supplies.
10. Maintain, review and streamline all NVTA publications and the publication archive.
11. Review, track and disseminate all incoming correspondence.

| Products | Beginning Date | Ending Date |
|---|-------------------|-------------|
| Agendas, minutes, and staff reports | Monthly | |
| Correspondence/Publishing | As needed | |
| Progress reports | As needed | |
| Manage funding agreements | Ongoing/As needed | |
| Staff Training(s) | Ongoing | |
| Update bylaws, administrative, operating and office procedures, and personnel policies | As needed | |
| Maintain and update computer system and equipment, including all information technology related tasks | As needed | |
| Soscol Gate Transit Center operations and facilities maintenance | As needed | |

| | |
|-------------------------------|---------------|
| ESTIMATED STAFF HOURS: | 13,980 |
| FTE | 6.72 |

| |
|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |
| One Bay Area Grant |

| |
|------------------------------------|
| Timesheet String(s) |
| NVTCMAAdmn-GENADMIN- - (GEN_ADMIN) |

Human Resources

Work Element AA-03



New



Annual

ABSTRACT

The Human Resources management function employs people, develops their capacities, and ensures that their services and compensation are consistent with the job and organizational requirements. NVTAs human resource activities include on-going support functions and periodic initiatives.

TASKS

1. Interpret, apply and ensure compliance with general human resource administration practices as well as state and federal personnel laws and regulations such as drug free workplace, harassment, and OSHA requirements.
2. Maintain all personnel records.
3. Conduct personnel recruitment and provide orientation to new hires.
4. Maintain and update employees' benefits (457a plan, medical, dental, vision, Long Term Disability (LTD), Short Term Disability (STD), Employee Assistance Program (EAP), flexible benefits, and life insurance).
5. Manage personnel issues.
6. Revise and distribute Employee Handbook and update policies and procedures as required and monitor compliance.
7. Facilitate performance assessment process.
8. Facilitate on-going staff training.
9. Payroll and benefit processing and analysis.
10. Assess employee and organizational needs, implement training and development program
11. General staff supervision.

| Products | Beginning Date | Ending Date |
|--|----------------|-------------|
| Staff Training(s) and Development | Ongoing | |
| Employee performance reviews | Annually | |
| Maintain all personnel records | Ongoing | |
| Administer employee compensation and benefits program | As needed | |
| Revise Personnel Policies and Procedures Manual and Office Procedures Guide. | As needed | |

| | |
|-------------------------------|--------------|
| ESTIMATED STAFF HOURS: | 1,700 |
| FTE | .82 |

| Fund Source(s) |
|--------------------------------|
| Transportation Development Act |

| Timesheet String(s) |
|----------------------------------|
| NVTCMAAdmn-HR- - (HR Management) |

ABSTRACT

The agency acquires grant funds from a variety of sources. Grants, whether formula based or secured through a competitive process, have rigorous application, monitoring and reporting requirements.

TASKS

1. Identify capital needs.
2. Identify appropriate capital funding sources.
3. Seek grant funding opportunities to meet agency and countywide transportation needs, and monitor grant regulations for new or revised requirements.
4. Prepare grant applications, scopes of work or pilot projects and requests for proposals.
5. Review and respond to local and regional highway and transit proposals and plans; attend regional and local advisory committee and board meetings to ensure consistency with Regional Transportation Plan (RTP) and Long-Range Transit Plan (LRTP) policies.
6. Manage capital procurement and related RFPs/RFQs/IFBs. Manage contracts for capital projects.
7. Maintain and update agency resource files and/or databases for project tracking.
8. File required state and federal financial and milestone reports.
9. Track project revenues and expenses.
10. Strategically match grant funding opportunities to applicable projects.
11. Administer agency grants in accordance with sound management/financial principles to ensure compliance.
12. Submit all required reports within scheduled due dates.
13. Conduct liaison with federal, state and local funding agencies.
14. Track progress of grant funded projects to assure milestones are achieved.
15. Provide notification of funding availability; assist grant applicants in developing project proposals; participate, prioritize and adopt programs; and monitor project delivery.
16. Monitor progress in the implementation of adopted Short Range Transit Plans, Countywide Transportation Plan, and capital improvement programs.
17. Provide notification of funding availability; assist grant applicants in developing projects, proposals, and facilitate process for the FTA Sections, 5310 and 5339 competitive grants, Lifeline Transportation Program.
18. Establish agency annual goals for the participation by Disadvantage Business Enterprises (DBE).
19. Monitor requests for bids and contract solicitations to assure DBE conformity.
20. Prepare periodic reporting to state and federal agencies on DBE compliance.
21. Assure DBE goals met for outstanding contracts.
22. Work collaboratively with the County, Town and Cities, and Chamber to host an instructional DBE forum to assist local business become registered DBEs.

| Products | Beginning Date | Ending Date |
|--|-----------------------|--------------------|
| FTA 5307 Grant Application Process | Annual | |
| FTA TrAMS-web Reporting | Quarterly | On-going |
| State Planning, Programming, and Monitoring | Annual | On-going |
| FTA 5339, 5310, 5311, grants reporting and call for projects | Annual/Quarterly | On-going |
| One-time grant opportunities | As available | |
| TFCA grants, reporting and call for projects | Annual/Quarterly | Ongoing |
| CMA block grant call for projects | Annual | Ongoing |
| LCTOP reporting | Semi-Annual | Ongoing |
| National Transit Database | Quarterly/ Annual | Ongoing |
| Caltrans DBE Semi-Annual Reports | Apr and Oct | On-going |
| Federal Six Month DBE Reports | Dec and Jun | On-going |
| Contract/RFP/RFB compliance monitoring | Ongoing | On-going |
| DBE outreach and public information | Ongoing | On-going |
| DBE contract goal setting | Ongoing | On-going |
| CalSmart Database Reporting | Quarterly | On-going |
| Competitive State and Federal Grants | As Available | |

| | |
|-------------------------------|--------------|
| ESTIMATED STAFF HOURS: | 1,290 |
| FTE | .62 |

| Fund Source(s) | Funding Sources (cont'd), Loans |
|--|--|
| Transportation Development Act | DOT Build America Bureau TIFIA |
| State Transit Assistance, State of Good Repair | Private Bank Loan(s) |
| Senate Bill 1 | SB1 Local Partnership Program (LPP) Active Transportation Program (ATP) |
| Federal Transit Administration | SB1 Solutions for Congested Corridors (SCCP) |
| Transportation for Clean Air | Transportation Infrastructure Finance and Innovation Act Loan (TIFIA) |
| Federal Highway Administration (STP) | |
| Planning, Programming, and Monitoring (PPM) | |
| Special or one-time grant funds | |
| Low Carbon Transit Operations Program (LCTOP) | |

| |
|---|
| Timesheet String(s) |
| NVTCMAAdmn-GRANTSADMIN- - (Grants Administration) |

Finance Administration

Work Element AA-05



New



Annual

ABSTRACT

NVTA has the fiduciary responsibility to adhere to the highest standards of financial accountability.

TASKS

1. Monitor, develop and adopt biennial budgets for submission to Board of Director's.
2. Provide program and strategic management.
3. Prepare monthly/quarterly progress and financial reports.
4. Manage finances consistent with generally accepted standard accounting practices and prepare, review and present regular financial reports to the Board.
5. Manage accounts payable; ensure all vendors are paid regularly and consistently.
6. Manage accounts receivables; ensure invoicing is completed according to contracts and deposit revenues received timely.
7. Ensure proper cash management.
8. Forecast short- and long-term financial capabilities under various funding scenarios.
9. Review and update financial management policies, procedures and manuals as needed, and conduct an internal review for process re-engineering.
10. Coordinate development of line-item budgets by funding source for financial monitoring
11. Process cash receipts and disbursements.
12. Assist in contract administration.
13. Maintain, inventory, replenish and issue transportation passes to authorized agencies.
14. Provide financial analysis as necessary.

| Products | Beginning Date | Ending Date |
|---|----------------|-------------|
| Prepare and distribute financial statements and financial reports | Quarterly | |
| Prepare budget in advance of Board meetings | January | April |
| Finalize budget for upcoming fiscal year | May | May |
| Administer annual operating budget | Ongoing | |
| Administer day-to-day finance functions such as routing of invoice approval and accounts payable. | Ongoing | |
| Accounts receivable, journal entries, and other tasks. | Monthly | |
| Monitor and manage NVTA's general ledger for all funds and subdivisions. | Ongoing | |

| | |
|-------------------------------|--------------|
| ESTIMATED STAFF HOURS: | 2,150 |
| FTE | 1.03 |

| Fund Source(s) |
|--------------------------------|
| Transportation Development Act |
| Federal Highway Administration |
| Federal Transit Administration |
| Local Sources |
| State Sources |

| Timesheet String(s) |
|--|
| NVTCMAAdmn-Finance- - (Finance Administration) |

Transportation Development Act Administration

Work Element AA-06



New



Annual

ABSTRACT

The Transportation Development Act (TDA) provides two (2) major sources of funding for public transportation: the Local Transportation Fund (LTF) and the State Transit Assistance fund (STA). These funds are for the development and support of public transportation needs that exist in California and are allocated to areas of each county based on population, taxable sales and transit performance. NVTCA is responsible for effectively administering all aspects of the Transportation Development Act (TDA) in Napa County.

TASKS

1. Administer TDA funds in full compliance with laws and regulations.
2. Complete and submit annual reports and fiscal/compliance audits.
3. Update Transportation Development Act (TDA) claim manual as necessary.
4. Monitor proposed changes in TDA statutes and regulations. Update policies governing, review, approval, and process of all TDA claims to ensure timely compliance with TDA laws.
5. Apportion TDA funds, prepare and internally-approve claims, allocate funds, and submit annual reports (Art. 3, 4, 4.5, and 8) in accordance with state regulations, MTC policies, and local claims.
6. Receive and file State Controller's reports of transit entities (PUC Sec. 99243.5).
7. Perform Transit Needs Assessment of transit dependent groups (PUC Sec 99401.5b1).
8. Conduct unmet transit needs public hearings and evaluate requests from the public (PUC Sec. 99238.5) pursuant to adopted policy to maximize public participation.
9. Gather and review quarterly statistics on each transit operator as part of the TDA claim approval and to monitor trends from year to year by operator and by mode.
10. Development productivity improvement program in response to performance recommendations.

| Products | Beginning Date | Ending Date |
|---|----------------|-------------|
| State Controller's Report | - | Jan 31 |
| TDA Allocation instructions and application | April | |
| TDA-3 Project Programming | July | June |
| Triennial Audit Schedule | - | - |
| Productivity Improvement Program | Annual | Ongoing |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 90 |
| FTE | .04 |

| |
|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |

| |
|---------------------------------------|
| Timesheet String(s) |
| NVTCMAAdmn-TDA- - (TDA and STA Admin) |

Audits & Reviews

Work Element AA-07



New



Annual

ABSTRACT

In compliance with state and federal requirements and in adhering to the highest standards of fiduciary responsibility, the agency undergoes a variety of fiscal, compliance and performance audits and reviews.

External Audits

External auditors will annually audit NVTAs financial statements of governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information in accordance with generally accepted auditing standards, the standards set forth for financial audits in the General Accounting Office's (GAO) Government Auditing Standards (1994). Additional audits that comply with the Single Audit Act of 1984 and Uniform Guidance (formerly OMB Circular A-133), as well as a fiscal and compliance audit of Transportation Development Act funds which has been expanded to include State of Good Repair (SGR) Funds. Other reviews include FTA Triennial review, TFCA audits, and Regional Measure 2 audits.

TASKS

1. Submit audits to County Auditor, MTC, and State Controller, and other oversight organizations.
2. Submit annual "Reports of Financial Transactions" to State Controller.
3. Administer contract to prepare NVTAs fiscal and compliance audits.
4. Contract with independent auditor and submit scheduled performance audits.
5. Submit performance audit schedule to Caltrans for future years.
6. Assess progress made in implementing triennial performance audit recommendations, especially the most recent audits for the NVTAs, the Transit Authority.
7. Seek strategies to streamline the number of Performance Audits through consolidation where appropriate.
8. Complete and submit scheduled triennial performance audits and performance reviews
9. Monitor implementation of prior triennial performance audit recommendations.

| Products | Beginning Date | Ending Date |
|---|----------------|-------------|
| Preparation of external audit | July | Dec 31 |
| Financial auditors field work | September | December |
| Completion of external and single audit | Dec 31 | |
| State Controller's reports | | Jan 31 |
| FTA Triennial Audit | | |
| TDA Triennial Performance Audit | | |
| Prior Performance Audits follow-up | As Needed | |

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|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 300 |
| FTE | .14 |

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|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |

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|-------------------------------|
| Timesheet String(s) |
| NVTCMAAdmn-Audits- - (Audits) |

Policy Development

Work Element AA-08



New



Annual

ABSTRACT

NVTA serves as a policy body for transportation issues in Napa County. Staff supports this effort by development of draft policies. The draft policies are often an outcome of legislative or regulatory action or are generated with the interest of member jurisdictions and their funding partners. The member jurisdictions include the County Board of Supervisors and the city/town councils. Funding partners include MTC, Caltrans, and DOT. Policies are established as part of a long-term planning process but are particularly critical for operating the Vine transit system and ancillary services. Since the NVTA Board includes an elected official from each of the jurisdictions within the county, its policies and decisions directly reflect the concerns and needs of the region within the constraints of federal, state, and the MTC region. Conversely, the participation of local elected officials on the Board helps to ensure that decisions at the city and county level are informed by an understanding of federal, state, and regional considerations. Current policy considerations include:

TASKS

1. Development draft policies for board consideration.
2. Adoption of Policies
3. Implementation of Policies
4. Monitor outcome of policies

| Products (Stop/Shelter Policy) | Beginning Date | Ending Date |
|---|----------------|-------------|
| Develop Legislative platform | January | March |
| Committee presentations (TAC/CAC/PCC, ATAC) | TBD | TBD |
| Implement policy | Ongoing | |
| Monitor outcomes | Ongoing | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 230 |
| FTE | .11 |

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|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |

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|----------------------------|
| Timesheet String(s) |
| NVTComRep- LEGISLTVE - - |

Measure U Administration

Work Element AA-09



New



Annual

The Napa Valley Transportation Authority-Tax Agency (NVTA-TA) is comprised of twelve voting members: two from each member jurisdiction, with each member having one vote (cities of American Canyon, Calistoga, Napa and St. Helena, the Town of Yountville and the County of Napa). NVTA-TA responsibility includes the day-to-day operational decisions and to add/change projects to the Transportation Sales Tax Expenditure Plan. Napa Valley Transportation Authority-Tax Agency (NVTA-TA) is the agency that oversees the Transportation Sales Tax Expenditure Plan. In 2012, County voters approved Measure T, the ½ cent sales tax dedicated exclusively to repairing and maintaining Napa County’s local streets and roads. Measure T upgraded, paved, and maintained local roads, as well as fix potholes, improve sidewalks and make our roads safer for pedestrians, cars and motorists.

In 2024, voters renewed a modified sales tax- the Napa Valley Transportation Improvement Act, known as Measure U. Measure U extends the sales tax to 2055 and took effect July 1, 2025. Measure U continues funding for local streets and roads maintenance and provides flexibility to jurisdictions to make community transportation improvements. Additionally, Measure U:

- Provides funding to improve pavement quality through maintenance, reconstruction and rehabilitation of local streets and roads throughout Napa County
- Expands active transportation “Equivalent Funds” investment provision to include Class I shared use paths and Class IV bikeways. The previous measure limited eligibility to Class I facilities only.
- Provides flexibility to issue bond debt and bring funding forward to deliver road improvements faster.

Measure U Vision and Goals

Vision: To optimize the utility of the existing ½ cent transportation sales tax and to improve delivery of critical transportation projects in Napa Valley.

- Goal 1 – Maintain the existing expenditure plan that prioritizes maintenance and rehabilitation of local streets and roads.
- Goal 2 – Accelerate project delivery by bringing future revenues forward.
- Goal 3 – Take advantage of State funding programs by creating additional capacity for large infrastructure projects and advance local measure funds when state and federal funds are not yet available.
- Goal 4 – Streamline processes and procedures to improve sales tax performance and reduce unnecessary costs.
- Goal 5 – Minimize tax burden to Napa Valley taxpayers.

NVTA DUTIES, RESPONSIBILITIES and APPROVED POWERS

1. Sales Tax Authority
2. Administer Measure U Expenditure Plan
3. Oversee Measure U progress
4. Oversee Bonding Reporting and Disclosure Reporting

TASKS

1. Administer the Measure U program and oversee jurisdiction compliance with the ordinance; this includes collecting and evaluating Measure U reports, 5-year project lists, certifications and audits.
2. Support NVTATA and NVTATA Boards, Oversight and Advisory committees. Prepare and distribute agendas, minutes, staff reports. Provide committee meeting minutes to the full board and integrate into staff recommendations.
3. Provide governing board with adequate information for decision-making and program management. Orient all new Board and Committee members.

| Products | Beginning Date | Ending Date |
|---|----------------|-------------|
| Provide Administrative Support to ITOC | Ongoing | Ongoing |
| Provide Support for Bonding Subcommittee | Quarterly | |
| Prepare and distribute relevant documents | As needed | Ongoing |
| Work with Jurisdictions on MOE, project updates, and financial, compliance, or performance audits | Ongoing | Ongoing |
| Work with Financial Advisor, Bond Counsel, and Bond Underwriters | Ongoing | |

| | |
|-------------------------------|--------------|
| ESTIMATED STAFF HOURS: | 1,790 |
| FTE | .86 |

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|-----------------------|
| Fund Source(s) |
| Measure U |

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|---|
| Timesheet String(s) |
| NVTCMAAdmn-MEASURE_U- - (Measure U Admin) |



Transportation Planning & Program | Introduction

NVTA is the principal agency for regional transportation planning in Napa County. In this capacity the agency undertakes a host of statutorily required planning initiatives. In addition, the agency identifies needs, scopes service design, initiates and maintains programming and identifies and secures resources to address transportation related challenges faced by local jurisdictions, in coordination with regional partners.

Work Elements Included in this Section:

| | <u>Work Element</u> | <u>Page</u> |
|---|---------------------|-------------|
| Regional Transportation Improvement Program | TP – 01 | -25- |
| Strategic Plan Implementation | TP – 02 | -29- |
| Transit System Studies and Updates | TP – 03 | -31- |
| Active Transportation | TP – 04 | -32- |
| Grant Funded Projects and Programs | TP – 05 | -35- |
| Performance and Compliance Monitoring | TP – 06 | -37- |
| Transportation Fund for Clean Air | TP – 07 | -38- |
| State Route 37 | TP – 08 | -39- |
| SR29/SR12/Airport Blvd. Improvements | TP—09 | -38- |
| State Route 29 Canyon Corridor Improvements/ Napa Forward | TP – 10 | -42- |
| Roadway Safety and Vision Zero Programs/Projects | TP – 11 | -45- |

| Timesheet/Payroll Strings |
|--|
| NVTPInPrgm-Airpt_SR12- - (NVTA AIRPORT_SR12) |
| NVTPInPrgm-AT- - (Active Transportation) |
| NVTPInPrgm-CALTRANSPLN- - (Caltrans Planning) |
| NVTPInPrgm-CBTP- - (Comm Based Transport Plan) |
| NVTPInPrgm-Countywide- - (Countywide) |
| NVTPInPrgm-HWY_PROG- - (Highway Programming) |
| NVTPInPrgm-MONITORING- - (Subrecipient Monitor) |
| NVTMultimd-NAPA_FRWRD- - (Napa Forward) |
| NVTPInPrgm-PPM- - (Plan Prog Monitoring) |
| NVTPInPrgm-SR29_AmCan- - (SR29 American Canyon) |
| NVTPInPrgm-SR29_SR221- - (SR29 SR221) |
| NVTPInPrgm-SRTP- - (Short Range Transit Plan) |
| NVTPInPrgm-Strategic - - (Strategic Plan) |
| NVTPInPrgm-TFCA_Adm- - (TFCA ADMIN) |
| NVTPInPrgm-TRANS_PLAN- - (Transportation Planning) |
| NVTPInPrgm-TrvlBhvStd- - (Travel Behavioral Study) |
| NVTPInPrgm-VCommute- - (V Commute Program) |
| NVTPInPrgm-HWY_37- - (Highway 37) |
| NVTPInPrgm-VisionZero- - (Vision Zero) |
| NVTPInPrgm-Burnell_SW - - (Burnell Sidewalk) |

Regional Transportation Improvement Program

Work Element TP-01

New

Annual

Regional Transportation Plan (RTP) - Plan Bay Area 2050+

Regional Transportation Planning entails county-level participation to develop and contribute to the RTP, which is long-range (usually a 25-year planning horizon), comprehensive and financially constrained, air quality conformed and updated every four years. It must include a Sustainable Communities Strategy (SCS), be responsive to air quality issues and provide for adequate citizen participation in its development. The Metropolitan Transportation Commission (MTC) adopted Plan Bay Area 2050+ in March 2026, and NVTa was actively involved in the development of that plan. MTC updates this long-range plan every four years.

The RTP, long-range planning effort grew out of the California Sustainable Communities and Climate Protection Act of 2008 (California Senate Bill 375, Steinberg), which requires each of the state’s 18 metropolitan areas – including the Bay Area – to reduce greenhouse gas emissions from cars and light trucks.

Regional Transportation Planning

1. Assist in implementing the regional vision through establishing countywide priorities for proposals of projects for MTC's RTP.
2. Partner with regional agencies to implement “Plan Bay Area 2050” and other long-range plans.
3. Assist in the development and implementation of regional, countywide and local actions to address the goals and targets established in SB 375 and AB 32, in coordination with MTC and ABAG.
4. Develop and maintain prioritized countywide project lists.
5. Oversee administration of the One Bay Area Grant Program
6. Update the Priority Development Area (PDA) Investment and Growth Strategy and assist local jurisdictions in designating land use types for Priority Production, Conservation, and Development Areas.

| Products | Beginning Date | Ending Date |
|---------------------------|----------------|-------------|
| Administer OBAG 3 Program | Ongoing | |
| Administer OBAG 4 Program | Ongoing | |
| | | |

| Fund Source(s) |
|-----------------------------------|
| Surface Transportation Program |
| Federal Highway Administration |
| Congestion Management Air Quality |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 370 |
| FTE | .18 |

Regional Transportation Improvement Program (RTIP)

NVTA is responsible for preparing, adopting and submitting a RTIP to the Metropolitan Transportation Commission for consideration and adoption by the California Transportation Commission (CTC) every odd year. The RTIP identifies the region’s transportation programming recommendations for the State Transportation Improvement Program (STIP) that is adopted by the CTC for the five (5) fiscal year period beginning July 1st of every even year. NVTA’s most recent RTIP was adopted in 2019.

As part of the management of the RTIP, NVTA may need to make programming amendments to the RTIP and the STIP. These amendments will need to be reviewed with the public prior to adoption by the Board. Amendments to the RTIP will be done in consultation with the cities, town, county, Caltrans, and the public through the NVTA Technical Advisory Committee. Providing noticed public meetings of the advisory committees and NVTA Board will also provide opportunity for public participation.

In addition, NVTA will develop the next RTP in consultation with the cities, town, county, Caltrans, the public, and the NVTA Transportation Advisory Committee (TAC). Public noticed meetings of the advisory committee and NVTA Board will also provide public participation opportunities throughout the programming process.

TASKS

1. Work with Caltrans District IV, MTC, CTC, and member jurisdictions on RTIP project monitoring and amendments.
2. Ensure consistency between RTIP, FTIP, and RTP.
3. Work with TAC, Caltrans, MTC, and Board of Directors on development of 2024 RTIP.

| Products | Beginning Date | Ending Date |
|---|-----------------------|--------------------|
| Amend and monitor the RTIP and projects | As needed | |

| Fund Source(s) |
|--|
| Surface Transportation Program |
| Federal Highway Administration |
| Congestion Management Air Quality |
| State Transportation Improvement Program |

| Timesheet String(s) |
|--|
| NVTPInPrgm-HWY_PROG- - (Highway Programming) |

Transportation Improvement Plan (TIP)

The TIP is a four-year multi-modal program of transportation projects that is consistent with the statewide transportation plan and planning processes. For the Bay Area, the Metropolitan Transportation Commission is the agency responsible for developing the TIP. It contains all federally funded projects and projects that are deemed regionally significant. The MTC TIP is submitted to Caltrans, the Federal Transit Administration, and the Federal Highway Administration as a part of the Federal State Transportation Improvement Program (FSTIP).

NVTA also ensures that the general public has full opportunity to participate in the regional planning process, through hearings, meetings and project-specific outreach activities. NVTA conducts a continuous, cooperative, coordinated, and comprehensive planning process with the public, member agencies, MTC, Caltrans, and affected parties. A key dimension of this is to meet the requirements of MTC’s public participation plan.

Surface Transportation Improvement Plan

The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the Transportation Investment Fund and other funding sources. STIP programming generally occurs every two years. The programming cycle begins with the release of a proposed fund estimate in July of odd-numbered years, followed by California Transportation Commission (CTC) adoption of the fund estimate in August (odd years). The fund estimate serves to identify the amount of new funds available for the programming of transportation projects. Once the fund estimate is adopted, Caltrans and the regional planning agencies prepare transportation improvement plans for submittal by December 15th (odd years). Caltrans prepares the Interregional Transportation Improvement Plan (ITIP) and regional agencies prepare Regional Transportation Improvement Plans (RTIPs). Public hearings are held in January (even years) in both northern and southern California. The STIP is adopted by the CTC by April (even years).

TASKS

Transportation Improvement Plan

1. Submit necessary amendments to the TIP through a public hearing process; manage and file TIP amendments as necessary.
2. Assure projects are fiscally constrained and reflect accurate cost information to reflect the latest available information and include an estimate of the total project costs.
3. Monitor programmed project progress, review schedules and monitor costs; participate in interagency meetings to facilitate project delivery; reprogram funding, if necessary.
4. Prepare status of projects report for NVTA board review.

State Transportation Improvement Program

1. Work with the Metropolitan Transportation Commission (MTC), as appropriate, to nominate projects for inclusion or exclusion in the STIP.
2. Once projects are programmed, begin the project implementation process to insure timely use of funds.

| Products | Beginning Date | Ending Date |
|--|-----------------------|--------------------|
| Continue to Monitor RTP Projects in the TIP | Ongoing | |
| Administer the local 2026 STIP process through the RTIP call for projects. | | |

| Fund Source(s) |
|--------------------------------|
| Transportation Development Act |
| Surface Transportation Program |

| |
|-----------------------------------|
| Congestion Management Air Quality |
| Federal Highway Administration |

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|--|
| Timesheet String(s) |
| NVTPInPrgm-HWY_PROG- - (Highway Programming) |

Surface Transportation Program

Approximately every six years, the U.S. Congress adopts a surface transportation act - Congress’s authorization to spend tax dollars on highways, streets, roads, transit and other transportation related projects. The majority of Surface Transportation Authorization Act funding flows to the states, and in California these funds are administered by Caltrans. However, Caltrans assigns a significant portion of two of the programs, the Surface Transportation Program (STP) and the Congestion Mitigation & Air Quality Improvement Program (CMAQ) to the Metropolitan Transportation Commission (MTC), and other regional planning agencies to be used at their own discretion, subject to federal regulations. MTC develops and administers its own funding programs using STP and CMAQ funds to target Bay Area transportation needs according to the priorities of our Regional Transportation Plan.

Adoption of the legislation and its related funding programs and apportionments triggers a re-evaluation and realignment and prioritization of local projects programmed for jurisdictions.

TASKS

1. Evaluate implications of new legislation.
2. Collaborate with local jurisdictions to identify and prioritize projects.
3. Update TIP and related plans and documents.
4. Administer STP and CMAQ call for projects under OBAG.

| Products | Beginning Date | Ending Date |
|--|----------------|-------------|
| Update TIP and related plans and documents | Ongoing | |
| Monitor the OBAG projects and assist local jurisdictions in meeting project delivery deadlines | Ongoing | |

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| Timesheet String(s) |
| NVTPInPrgm-HWY_PROG- - (Highway Programming) |
| |

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|-----------------------------------|
| Fund Source(s) |
| Surface Transportation Program |
| Federal Highway Administration |
| Congestion Management Air Quality |

Strategic Plan & Implementation

Work Element TP-02



New



Annual

Develop NVTA’s first comprehensive Strategic Plan to establish a clear five-year direction for the agency, align Board and staff priorities, clarify roles and decision-making authority, and integrate strategic priorities into budgeting, programming, and operational practices.

This effort will focus approximately 50% on transit services and ancillary programs and 50% on NVTA’s broader responsibilities, including sales tax administration, countywide transportation planning, capital program management, and organizational development.

Objective

Prepare and adopt a Board-approved Strategic Plan that:

- Establishes 4–6 focused agency priorities
- Clarifies decision-making authority and delegation
- Identifies measurable outcomes and performance indicators
- Aligns with Measure U commitments and funding constraints
- Integrates with NVTA’s budget, work planning, and Board agenda processes
- Serves as a practical implementation framework rather than a policy document only

Previous Work

NVTA has not previously developed a formal agency-wide Strategic Plan. Existing guide documents include the Short-Range Transit Plan (SRTP), Measure U Expenditure Plan, capital programming documents, and various planning and policy documents. This effort will synthesize and align those commitments within a unified strategic framework.

TASKS

Task 1 – Project Initiation and Situational Assessment

- Develop detailed project work plan and schedule
- Conduct Board leadership and Executive Director interviews
- Conduct staff interviews and capacity assessment
- Review existing plans, funding commitments, policies, and contractual constraints
- Identify committed versus flexible resources
- Prepare Situational Assessment Report summarizing findings

Task 2 – Strategic Direction and Priority Setting

- Facilitate Board workshop/retreat
- Define five-year strategic direction
- Identify 4–6 strategic priorities
- Define “what success looks like” for each priority
- Establish decision-making criteria to guide staff actions
- Identify explicit tradeoffs and areas of focus

Task 3 – Stakeholder and Public Engagement

- Conduct targeted stakeholder interviews
- Hold two focused public workshops
- Conduct equity-focused outreach sessions
- Provide bilingual online input opportunity
- Synthesize engagement findings into themes

Task 4 – Implementation Framework

- Define delegation and decision boundaries
- Assign ownership for each strategic priority
- Develop implementation roadmap
- Identify simple performance measures
- Integrate plan into Board agenda, budgeting, and staff work planning processes

Task 5 – Final Plan Development and Adoption

- Prepare Administrative Draft Strategic Plan
- Conduct public review period
- Facilitate Board study session
- Incorporate feedback
- Present Final Strategic Plan for Board adoption
- Prepare one-page summary/fact sheet

| Products and Deliverables | Beginning Date | Ending Date |
|--|-----------------------|--------------------|
| Project Work Plan and Schedule | | |
| Situational Assessment Report | | |
| Board Workshop Materials | | |
| Strategic Framework (priorities and decision criteria) | | |
| Draft Strategic Plan | | |
| Implementation Roadmap | | |
| Performance Measurement Framework | | |
| Final Board-Adopted Strategic Plan (digital and print-ready formats) | | |
| Summary fact sheet | | |
| Adopted NVTAs Strategic Plan (Five-Year Horizon) | | Fall 2026 |
| Defined Strategic Priorities with Assigned Ownership | As assigned | |
| Implementation and Reporting Framework | | Ongoing |

| | |
|-------------------------------|--------------|
| ESTIMATED STAFF HOURS: | 1,000 |
| FTE | .48 |

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| Fund Source(s) |
| Transportation Development Act |

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| Timesheet String(s) |
| NVTAPInPrgm-Strategic - - (Strategic Plan) |

Transit System Studies & Update

Work Element TP-03



New



Annual

ABSTRACT

NVTA is responsible for the provision of fixed route, paratransit and specialized transit services within Napa County. Studies of the current system will be used to conduct an analysis of the system and recommend feasible route and schedule changes to improve service levels.

TASKS

1. Identify areas not currently served by public transit where the public has expressed a desire to have access to this service.
2. Identify areas served by the current transit system that are underutilized. As well, consider extending routes to enhance the transit services.
3. Analysis should include a review of (1) planned development (housing, schools and commercial/retail) for future demand; (2) travel times; (3) employment centers or annual/seasonal events that depend upon public transit; and (4) driver scheduling.
4. Conduct ridership surveys to capture boarding's and alighting's, and passenger opinions (routing, scheduling, ITS improvements, ride experience, bus stop amenities, fares, convenience, etc.).
5. Seek input from community groups and organizations whose clients may be transit dependent.
6. Identify service reductions due to the COVID-19 pandemic.

Project studies may include but are not limited to:

- Route Blocking/Optimization Review
- Shelter Priority List
- Short Range Transit Plan updates
- Comprehensive Operational Analysis
- Bus Maintenance Facility Expansion Lot Optimization Study

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| Timesheet String(s) |
|----------------------------|

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|---|
| NVTCMAAdmn-TRNST_ADMN- - (Transit Administration) |
|---|

| Products | Beginning Date | Ending Date |
|--|----------------|-------------|
| Ridership Surveys | Ongoing | |
| Comprehensive Operational Analysis | TBD | |
| Short Range Transit Plan | 2026 | |
| MTC Tier II Transit Asset Management Plan (TAM Plan) | | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 870 |
| FTE | .42 |

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| Fund Source(s) |
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|--------------------------------|
| Transportation Development Act |
|--------------------------------|

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|-------------------------|
| Special one-time grants |
|-------------------------|

ABSTRACT

To expand and improve the safety of bicycle and pedestrian travel in the region by integrating and enhancing access to facilities and services for walking and rolling with roadway and transit planning operations. Active Transportation planning is increasing in saliency not only because of improved funding capacity through various Federal and State programs, but also as a mechanism for meeting state climate goals to reduce Greenhouse Gas Emissions caused by transportation and statewide safety goals to reduce severe and fatal roadway injuries through safer streets for all roadway users. There is renewed State and Federal emphasis on funding active transportation facilities through the Active Transportation Program (ATP), and more recently the Federal Better Utilizing Investments to Leverage Development (BUILD) and Safe Streets for All (SS4A) grant programs. NVTA has recently completed development of a Countywide Active Transportation Plan that identifies key projects, programs, and policies to advance bicycle and pedestrian safety and mode share. Local jurisdictions will be adopting local elements of that Plan throughout 2026.

The California Complete Streets Act of 2008 requires local agencies to plan for a balanced, multimodal transportation network that meets the needs of all users of streets, roads, and highways upon any substantive revision of the circulation elements of the general plan. In addition to assisting in the reduction of greenhouse gas emissions pursuant to the requirements of AB 32, the complete streets program is intended to make the most efficient use of urban land and transportation infrastructure and improve public health by encouraging physical activity through the planning and construction of active transportation facilities which also improves air quality by increasing sustainable transportation mode share.

NVTA is committed to VMT reduction and increasing active transportation mode share throughout Napa County. In April 2026, the NVTA Board adopted the Napa Countywide Active Transportation Plan, which identifies key goals and objectives related to improving active transportation safety, access, and connectivity in Napa County.

TASKS

1. Serve as the regional active transportation coordinator for Napa County.
2. Create, maintain and facilitate the development of a comprehensive, safe and interconnected surface transportation system (roadway, bikeways, trail and pedestrian networks).
3. Develop finance strategies, identify, and support priority transportation projects for ATP, BUILD, SS4A and OBAG funding.
4. Improve safety for vulnerable road users at key trip origins/destinations (including schools, senior centers, transit stops) through application of Vision Zero principles and leveraging of roadway safety funds and programs.
5. Identify best practices for all modes and disseminate information to member agencies to incorporate complete streets elements.
6. Ensure complete streets compliance for OBAG funding
7. Provide technical assistance for and review of local roadway projects to support implementation of active transportation best practices and design guidelines.

8. Review and incorporate federal and state policies and emerging design strategies or innovative treatments on bikeway and pedestrian planning, focusing on safe and consistent integration into transportation projects and planning efforts.
9. Facilitate implementation of the Regional Transportation Plan Regional Active Transportation Plan through our local plans, proposed projects and proposed capital improvement programs and grants.
10. Coordinate and review applications for bicycle and pedestrian and transit funding.
11. Cooperate with jurisdictions to monitor system completion and maintain a current GIS version of the system, accessible on the internet.
12. Coordinate with Caltrans, MTC and local jurisdictions to ensure that planning of roadways, highways (particularly interchanges and intersections) and transit facilities consider the needs of all travelers, through implementation of Complete Streets and Transit Priority policies (MTC Resolutions 4493 and 4739).
13. Coordinate and engage with local and regional stakeholders including the NVTAA Active Transportation Advisory Committee, local and regional advisory bodies, advocacy organizations, and other interested parties to support dialogue and communication regarding issues of concern, proposed plans, projects, and funding opportunities.
14. Provide technical assistance to jurisdictions in preparing active transportation plans.
15. Prepare bikeway priorities for integration into Regional Transportation Plan (RTP), grant programs and the Regional Transportation Improvement Program (RTIP).
16. Support coordinated countywide and local jurisdiction bicycle education, safety, and encouragement programs.

| Products | Beginning Date | Ending Date |
|---|-----------------------|--------------------|
| Update Active Transportation Plans, including maps, user data, policies, and project priorities | Annually | |
| Conduct planning activities (including corridor studies, and other active transportation planning studies) to identify and develop candidate projects for future Transportation Improvement Programs. | Ongoing | |
| Provide input to Caltrans and local jurisdictions on transportation plans and projects: review for consistency with locally adopted plans & Regional and State Complete Streets requirements; recommend changes if inconsistent, require changes/ collaborate on changes if projects are to be funded with regional funds, consistent with projects listed in Information Elements; attend technical meetings to ensure consistency during project development and across regional boundaries. Examples of plans/projects to comment on: Circulation elements, active transportation plans, Napa Valley Vine trail, Caltrans SHOPP projects, local development projects and roadway maintenance/paving plans etc. | Ongoing | |
| Send announcements to local jurisdictions and agencies on the availability of grants: Active Transportation Program (ATP), Transportation Alternatives. | Ongoing | |

Support NVTA and local jurisdiction efforts to address Micromobility planning, coordination, and safety.

Ongoing

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 630 |
|-------------------------------|------------|

| | |
|------------|------------|
| FTE | .30 |
|------------|------------|

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| Fund Source(s) |
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|--------------------------------|
| Surface Transportation Program |
|--------------------------------|

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|---------------|
| General Funds |
|---------------|

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|--------------------------------|
| Transportation Development Act |
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|----------------------------|
| Timesheet String(s) |
|----------------------------|

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| NVTPlnPrgm-AT- - (Active Transportation) |
|--|



Grant Funded Projects & Programs

Work Element TP-05



New



Annual

ABSTRACT

This work element will conduct local and regional multimodal, grant funded transportation and transit projects that further the agency’s goals and objectives. Under this work element, NVTa staff will work with consultants, local jurisdictions, transportation partner agencies, Caltrans and key stakeholders to develop and implement key components and strategies of the project list for the next two years. NVTa will collaborate with local jurisdictions to provide various plans, strategies and data that will be used in developing and completing projects.

The funding plan for this project leverages the cooperation and financial assistance of multiple agencies at federal, regional, state and local levels.

The list of discretionary, grant funded is as follows:

| CMA Grant Funded Projects/Programs Professional/Consulting Fees | FY27 Budget | FY28 Budget | Total |
|--|----------------------|---------------------|----------------------|
| Accessible Transportation Needs Implementation | 100,000 | - | 100,000 |
| Active Transportation Biennial Report | 75,000 | - | 75,000 |
| ADA Evaluation Management Services | 60,000 | 60,000 | 120,000 |
| AHSC vanpool program | 40,000 | 40,000 | 80,000 |
| Bike Ped Counter Program | 25,000 | 25,000 | 50,000 |
| Capital Projects - Project Management/Coordination/Oversight (various tasks) | 300,000 | 300,000 | 600,000 |
| Carneros Intersection Environmental/Engineering | 350,000 | - | 350,000 |
| Community Based Transportation Plan Implementation | 300,000 | 200,000 | 500,000 |
| Comprehensive Operational Analysis (COA) and Short Range Transit Plan SRTP | 250,000 | 50,000 | 300,000 |
| Outreach Consultant-(for CTP, AT, CBTP Plans and transit survey) | - | - | - |
| Safe Routes to School/Transit- | 75,000 | 75,000 | 150,000 |
| Solano-Napa Rail Passenger Feasibility Study | | | - |
| Napa South County Station Area Plan | 200,000 | 100,000 | 300,000 |
| SR 29 American Canyon Corridor Improvements (South Valley) | 6,000,000 | 4,000,000 | 10,000,000 |
| SR29 Improvements/ Napa Forward (North Valley) | 3,500,000 | - | 3,500,000 |
| SR29/SR 12/Airport Environmental Document | 7,000,000 | 3,000,000 | 10,000,000 |
| V Commute/TDM/Ride Amigos (rideshare services) | 40,000 | 40,000 | 80,000 |
| Vision Zero Biennial Report | 50,000 | 50,000 | 100,000 |
| BMF Expansion Lot Preliminary Study | 40,000 | - | 40,000 |
| SR 29 AC CMCP Update | 400,000 | - | 400,000 |
| Vision Zero Implementation Programs | 75,000 | 75,000 | 150,000 |
| Fed/State Grant Application/Technical Support | 30,000 | 30,000 | 60,000 |
| Taxi Scrip PEX Card system (Napa and Upvalley) | 100,000 | 100,000 | 200,000 |
| TOTAL GRANT FUNDED PROJECTS/PROGRAMS | \$ 19,010,000 | \$ 8,145,000 | \$ 27,155,000 |

TASKS

1. Deliver high quality programs and projects on time and within budget.
2. Meet with consultants, local jurisdiction, and stakeholders.
3. Develop project schedules and implementation plans
4. Provide monitoring and oversight as needed

| Products | Beginning Date | Ending Date |
|--|----------------|-------------|
| Provide Monitoring as Project Oversight | Ongoing | |
| Provide reporting inputs as required by projects | Ongoing | |
| Submit Requests for Reimbursements | As needed | |

| | |
|-------------------------------|--------------|
| ESTIMATED STAFF HOURS: | 2,500 |
| FTE | 1.20 |

| Fund Source(s) |
|--------------------------------|
| Transportation Development Act |
| Federal Highway Administration |
| OBAG Funds |
| Special or One Time Grants |
| Regional Measure 3 |

| Timesheet String(s) |
|---|
| NVTMultimd-AT- - (Active Transportation) |
| NVTMultimd-MBLTY_MGMT- - (Mobility Management) |
| NVTMultimd-NAPA FRWRD- - (Napa Forward) |
| NVTMultimd-PPM- - (Plan Prog Monitoring) |
| NVTPlnPrm-Airpt_SR12- - (NVTA AIRPORT_SR12) |
| NVTPlnPrm-CALTRANSPLN- - (Caltrans Planning) |
| NVTPlnPrm-SR29_AmCan- - (SR29 American Canyon) |
| NVTPlnPrm-HWY_37- - (Highway 37) |
| NVTPlnPrm-MODELING- - (Modeling GIS Traffic) |
| NVTPlnPrm-SR29_SR221 -- (SR29 SR221) |
| NVTPlnPrm-SRTP -- (Short Range Transit Plan) |
| NVTPlnPrm-TRANS_PLAN- - (Transportation Planning) |
| NVTPlnPrm-TrvlBhvStd- - (Transportation Planning) |
| NVTPlnPrm-VCommute- - (V Commute Project) |
| NVTPlnPrm-VisionZero- - (Vision Zero) |
| NVTPlnPrm-Burnell_SW - - (Burnell Sidewalk) |

Performance & Compliance Monitoring

Work Element TP-06



New



Annual

ABSTRACT

Monitor performance and compliance of NVTA grant funded programs administered by subrecipients. Continuous monitoring of all State and Federal programming documents is necessary to ensure that all projects can move smoothly towards implementation. Staff will work with project sponsors or other appropriate agencies to make certain these documents to reflect the most current information and that no funding is lost.

TASKS

1. Prepare subrecipient funding agreements.
2. Review and approve as needed subrecipient invoices and quarterly reports.
3. Monitor compliance with federal or Caltrans requirements.
4. Submit reports as required.
5. Conduct program and compliance audits.

| Products | Beginning Date | Ending Date |
|-----------|----------------|-------------|
| Tasks 1-5 | Ongoing | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 690 |
| FTE | .33 |

| Fund Source(s) |
|--------------------------------|
| Transportation Development Act |
| OBAG |
| Special grant funds |

| Timesheet String(s) |
|---|
| NVTPInPrgm-PPM- - (Plan Prog Monitoring) |
| NVTPInPrgm-CALTRANSPLN- - (Caltrans Planning) |



Transportation Fund for Clean Air (TFCA)

Work Element TP-07

New Annual

ABSTRACT

NVTA annually allocates funds generated under AB 434. The funding is generated from a \$4 vehicle license fee imposed by the Bay Area Air District (BAAD) and is known as Transportation Fund for Clean Air (TFCA). 40% of these funds are returned to the NVTA for distribution to local projects that meet cost effectiveness requirements for reducing motor vehicle emissions. NVTA is the Program Manager for this portion of funding.

NVTA coordinates with the County and its jurisdictions on transportation-related air quality planning, analysis, documentation and policy implementation conducted on a local and regional level. Agency staff facilitates interagency consultation, holds annual call-for-projects on the TFCA Program and provides support to local project sponsors in submitting timely and cost-effective projects to the Air District.

TASKS

1. Administer program in accordance with sound management/financial principles and in compliance with Air District regulations and provisions.
2. Review participant’s project information forms, cost effectiveness sheets, and reporting forms.
2. Submit all required reports within scheduled due dates.
3. Develop, adopt, submit, and adhere to policies, procedures, budgets, and audits.
4. Submit eligible projects by due dates provided by BAAD.
5. Encumber and expend funds within two years of receipt of funds.
6. Review and evaluate TFCA programs for effectiveness and planning purposes.
7. Develop and adopt local criteria for the expenditure of TFCA funds.
8. Hold one or more public meetings each year for the purpose of adopting criteria for expenditure of the funds and to review expenditure of revenues received.
9. Attend/Participate in Air District TFCA Program Manager Regional Workgroup meetings.
10. Program eligible projects by due dates provided by BAAD.

| Products | Beginning Date | Ending Date |
|--|----------------|-------------|
| Attend TFCA Program Manager Workshops | Ongoing | |
| Submit claim forms for reimbursement of expenses | Ongoing | |
| NVTA Board Approval Projects | | July |
| Submit semi-annual and annual report(s) | | May/October |
| Project allocation list due to BAAD | | November |
| NVTA Board approval of FY Expenditure Plan | | February |
| Biennial Audits | Spring | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 100 |
| FTE | .05 |

| |
|------------------------------|
| Fund Source(s) |
| Transportation for Clean Air |

| | |
|------------------------|----------------|
| Payroll Code(s) | |
| Project/Grant | CMA_PLAN_PRGMS |
| Activity ID | TFCA |
| Resource Cat | OFUND |
| Resource Sub-Cat | GENRL |

State Route 37

Work Element TP-08

New Annual

The SR37 Policy Committee seeks to obtain funding to address sea level rise and congestion issues that plague the current corridor. Collectively, all four (4) North Bay County Transportation Authorities, Caltrans and the Metropolitan Transportation Commission (MTC) are working together on planning, environmental and design activities on the corridor.

TASKS

1. Improve SR37 between I-80 in Solano County to address sea level rise and reduce congestion.
2. Collaborate on SR37 Project Leadership Team
3. Collaborate on SR37 Executive Steering Committee
4. Collaborate on SR37 Policy Committee
5. Collaborate with Caltrans on the design of the Sears Point to Mare Island Improvement Project
6. Collaborate on the environmental phase of the Ultimate Resilient SR 37 corridor
7. Support tolling on the corridor through legislative advocacy

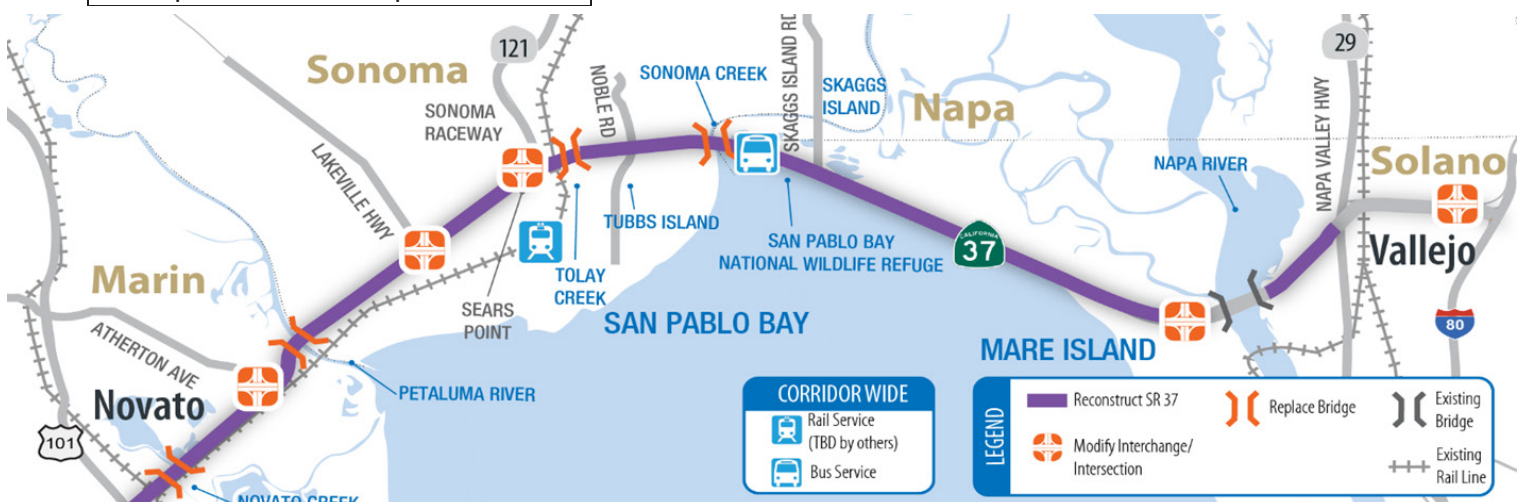


| Products | Beginning Date | Ending Date |
|---------------------------------------|----------------|-------------|
| Attend SR37 Policy Committee Meetings | Quarterly | |
| SR37 ESC Meetings | Monthly | |
| SR 37 SPMIIP | Weekly | |
| SR 37 Project Leadership Team | Weekly | |
| SR37 Legislation | As Needed | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 320 |
| FTE | .15 |

| |
|-----------------------------------|
| Timesheet String(s) |
| NVTPInPrgm-HWY_37- - (Highway 37) |

| |
|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |



SR29/SR12/Airport Blvd. Improvements

Work Element TP-09



New



Annual

The State Route 29 / State Route 12 / Airport Boulevard Interchange Project is being advanced to improve safety, operational performance, and regional connectivity at a critical junction within the Napa County state highway system. The project addresses existing congestion, collision risk, and limited multimodal access at the intersection of SR 29, SR 12, and Airport Boulevard, which serves as a key gateway to Napa Valley and an important connection for local, regional, and freight travel.

The existing at-grade intersection experiences operational challenges, including high traffic volumes, turning conflicts, and queuing that extends onto the mainline during peak periods. These conditions contribute to increased delay, reduced reliability, and a higher-than-average collision history. Multimodal accommodations are also limited, constraining pedestrian, bicycle, and transit access to nearby land uses, including industrial, commercial, and airport-related areas.

The project builds upon an environmental document approved in 2008. NVT A is reevaluating potential solutions at the intersection, including at-grade, partial grade separation, and full grade-separated alternatives. Once a preferred alternative is identified, the project will advance through the Project Approval and Environmental Document (PA&ED) phase to obtain environmental clearance and formal project approval.

The project aims to improve intersection operations by reducing conflict points, increasing vehicle throughput, and enhancing overall system reliability. Multimodal improvements, including upgraded bicycle, pedestrian, and transit facilities, are also incorporated.

TASKS

1. Project coordination and collaboration with Caltrans.
2. Oversee consultant contracts.
3. Submit all required grant reports within scheduled due dates.
4. Develop, adopt, submit, and adhere to policies.

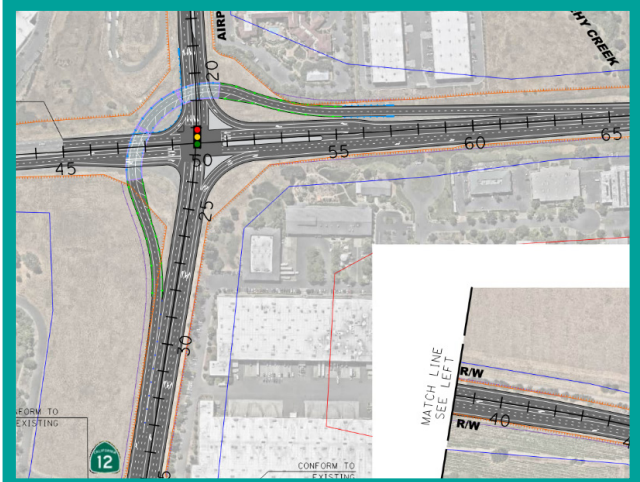
| Products (Optimal Case) | Beginning Date | Ending Date |
|---|----------------|-------------|
| Environmental Review and Clearance | 2026-2027 | |
| Preliminary Engineering and Conceptual Design | 2027-2028 | |
| Final Design (95%), Bid Contract and Award | 2028-2029 | |
| Construction and Project Delivery | 2030-2032 | |

| | |
|-------------------------------|--------------|
| ESTIMATED STAFF HOURS: | 1,700 |
| FTE | .82 |

Connector Ramp Alternative

| |
|--|
| Timesheet String(s) |
| NVTPInPrgm-SR29_AmCan - (SR29 American Canyon) |

| |
|--------------------------------|
| Fund Source(s) |
| Federal STP OBAG Funds |
| Transit Priority Funding Grant |
| Regional Measure 3 |
| Measure U for Highway Projects |
| American Canyon Impact Fees |



Displaced Left Turn Alternative



Current Conditions



As a major rural highway, SR 29 provides circulation between the cities of American Canyon, Napa, St. Helena, Calistoga and the Town of Yountville. It also provides access to Oakville and Rutherford which are noteworthy destinations within Napa Valley's renowned Wine Country. The SR 29 projects will provide congestion relief, economic growth, multimodal operational and safety improvements to the stretch of SR 29 between American Canyon Road to the south and SR 12 (Carneros Highway) to the north. Improvements include:

Carneros – SR 29/SR121/SR12

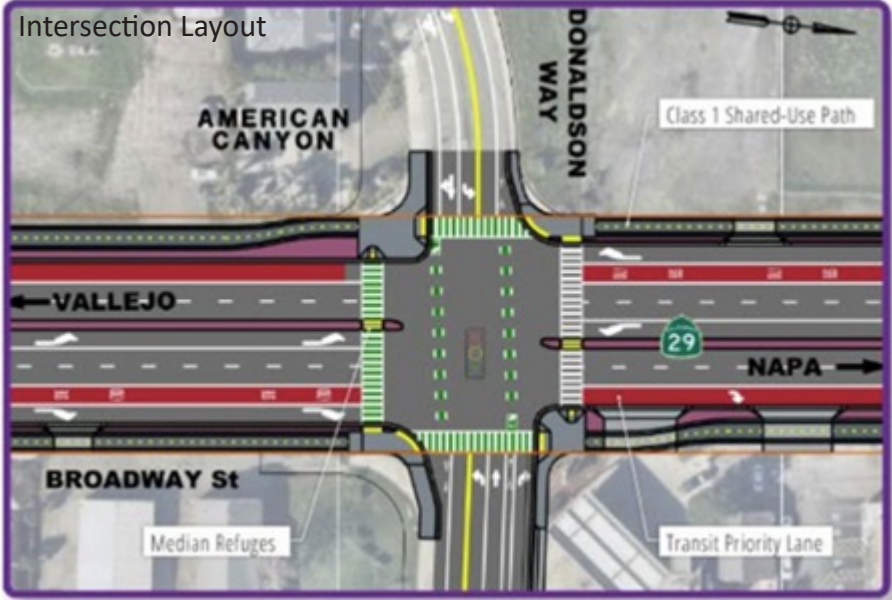
The project is located at the junction of State Route (SR) 12, SR-29, and SR-121 (Carneros Intersection) in southern Napa County. The intersection serves as a critical regional connection between Napa, Sonoma, and Solano Counties and accommodates regional commute traffic, agricultural and freight movements, and tourism-related travel associated with the Carneros wine region. The existing at-grade signalized intersection experiences recurring congestion and operational delay due to heavy turning movements, particularly between SR-29 and SR-12. Recent corridor improvements south of the intersection have increased travel efficiency along SR-29, resulting in higher demand at the Carneros intersection and further operational challenges.

The project will evaluate context-sensitive alternatives to improve intersection operations, safety, and reliability while maintaining the rural agricultural character of the surrounding area. Potential alternatives may include geometric reconfiguration, intersection control modifications, or grade-separated concepts that improve regional mobility while respecting the surrounding land use context.

American Canyon Multimodal and Operational Improvements

The SR 29 American Canyon Corridor Improvements Project will improve safety, mobility, and multimodal access along SR 29 in the City of American Canyon between approximately American Canyon Road and Napa Junction Road. This segment of SR 29 experiences recurring congestion, delay, and safety concerns at closely spaced intersections, while also serving as a key regional route for local trips, transit, goods movement, and travel between Napa County and Solano County. The project is intended to address these issues through corridor and intersection improvements that enhance traffic operations, improve transit performance, and provide safer and more connected bicycle and pedestrian facilities.

NVTA, in partnership with Caltrans and the City of American Canyon, has evaluated build alternatives for the corridor and is advancing a signal-based improvement concept as the preferred approach. The project includes intersection and signal improvements, roadway reconfiguration, median and access changes, upgraded crossings, curb ramps, transit enhancements, drainage and utility work, and new or improved active transportation facilities. Through environmental and design development, the project will refine a preferred alternative that improves corridor performance and safety while supporting planned growth and a more complete, multimodal transportation network in American Canyon.



Donaldson Way Street View Rendering



Highway 29 Current Conditions.

Napa Forward

The Napa Valley Transportation Authority (NVRTA), in coordination with the Metropolitan Transportation Commission (MTC) and Caltrans, is advancing the Napa Forward program to improve safety and operations at key intersections along the SR 29 corridor in north Napa County. The program includes improvements at SR 29 & Oakville Cross Road, SR 29 & Rutherford Road (SR 128), and SR 29 & Madison Street in Yountville. The 2024 environmental document identified a preferred build alternative consisting of a single-lane roundabout at Oakville Cross Road and a traffic signal at Rutherford Road, along with multimodal enhancements to improve bicycle and pedestrian access.

NVRTA is currently advancing the Oakville Cross Road roundabout into final design and right-of-way coordination, with construction targeted for summer 2027 pending funding. Improvements at Rutherford Road remain part of the approved project but are not currently funded for design or construction; in the interim, coordination with Caltrans is ongoing to evaluate near-term safety and traffic calming measures. The Madison Street improvements in Yountville are planned as a future phase of the program and will advance as funding and project priorities allow.

TASKS

1. Coordinate with Caltrans and partnering agencies to improve SR 29 corridor operations and safety, and implement complete street improvements at major highway intersections throughout Napa Valley.
2. Improve corridor aesthetics to conform to Napa County’s design context, including landscaping and roadway improvements.
3. Enhance safety and implement complete street improvements.
4. Coordinate with Caltrans on State Highway Operations and Protection Program maintenance priorities and litter control.
5. Promote private sector involvement and encourage involvement in programs designed to encourage private participation in the beautification of the highway.
6. Seek state and federal funding and develop other techniques to finance improvements.

| Products | Ending Date |
|---|-------------|
| Project oversight. Staff will provide oversight as the grant recipient and participate in the project development team. | Ongoing |
| Multimodal Project SR29/American Canyon – PID phase | TBD |
| Coordinate with Caltrans and MTC on Napa Forward improvements | Ongoing |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 790 |
| FTE | .38 |

| Timesheet String(s) |
|---|
| NVTPInPrgm-SR29_AmCan- - (SR29 American Canyon) |
| NVTPInPrgm-SR29_SR221- - (SR29 SR221) |
| NVTPInPrgm-NAPA_FRWRD- - (Napa Forward) |

Road Safety & Vision Zero Programs/Projects

Work Element TP-11

New

Annual

Vision Zero is a transportation system safety strategy to eliminate fatal and severe injury crashes on roadways. To advance the goal of improving roadway safety for all modes countywide, and to support the requirement under multiple grant funding programs, NVTA with the assistance of Fehr & Peers, a consultant with expertise in safety planning, developed the 2023 Napa Valley Vision Zero plan. This effort complements recent Local Roadway Safety Plans (LRSP) completed by Napa County, the City of Napa and the City of American Canyon, and helps to meet safety plan requirements for upper valley communities without an LRSP.

Building on the work of the Vision Zero Plan, in 2024 NVTA was awarded an [Office of Traffic Safety](#) (OTS) Grant to collect and analyze data associated with severe driving behaviors in Napa County. While crash data is helpful in identifying roadway safety issues after they occur, this data doesn't provide an understanding of the type of behaviors such as speeding or erratic driving that take place prior to a crash, or when a crash goes unreported.

NVTA also facilitates and leads a quarterly Vision Zero Working Group, comprised of local subject matter experts and leaders in roadway safety and project delivery to advance the goals and objectives from the Vision Zero Plan. Throughout 2026, NVTA will be updating the collision data in the Plan, evaluating progress on near-term strategies, and updating maps, visuals, and other Plan elements for consistency with Vision Zero best practices.

TASKS

| Products | Beginning Date | Ending Date |
|---|----------------|-------------|
| Organize and facilitate the Napa County Vision Zero Working Group. Support participation by key stakeholders and decision makers. | Ongoing | |
| Complete a limited data-based update of and develop a biennial report assessing progress toward the goals identified in the Napa Valley Vision Zero Plan | March '26 | October '26 |
| Facilitate information sharing and greater awareness of Vision Zero programs, policies, and best practices among local jurisdictions, partner agencies, and special districts. Advance opportunities to secure funding to implement safety projects on the transportation network, including local roadways, Caltrans facilities etc. | Ongoing | |

| |
|--|
| Timesheet String(s) |
| NVTPInPrgm-VisionZero- - (Vision Zero) |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 600 |
| FTE | .29 |

Multimodal Mobility Management | Introduction

Both the natural geography and desire to preserve agricultural lands has allowed Napa County to retain its mostly rural character and limit expanding its transportation highway infrastructure. At the same time, growth in the southern portion of the county and the county's expanding tourist economy have contributed to traffic congestion on the County's roadway system. While an expanded roadway is cost prohibitive given funding constraints, it is also not desired in many parts of the county nor conducive to meeting state and regional climate goals. Some local populations either cannot drive (youth, some disabled and elderly, and low-income populations) or choose not to drive and a majority of trips are shorter (between 2-5 miles). These factors create opportunities to encourage non-auto use and provide additional resources for individuals that cannot drive.

Mobility Management programs are intended to improve mobility and access for members of the community that cannot drive. NVTA partners with its jurisdictions and a number of non-profit organizations to provide a mobility options including fixed route and on-demand transit, paratransit, a shared vehicle program and subsidized taxi scrip.

Travel Demand Management (TDM) primarily focuses on encouraging individuals to switch from driving alone to more sustainable modes, such as transit, biking or carpooling. NVTA's V-Commute program supports individuals and employers by encouraging sustainable travel options using a Mobility as a Service (Maas) technology platform to distribute program benefits and provide resources on alternative transportation options. NVTA works with its partnering jurisdictions and a number of Napa Valley's non-profit organizations, employers and community members to encourage alternative or shared forms of transportation.

Travel demand may also involve employing certain technologies to improve system operations. This could include corridor management which employs signal timing, traffic alerts, changeable message signs, metering and other techniques that improve traffic flow or minimize congestion.

Combined, NVTA's travel demand programs:

- Facilitate the transportation choices for travelers and commuters
- Encourage mode shift from auto to other modes
- Provide transportation options for special needs populations
- Improve system operations (through alternative modes)
- Enhance emergency response by public safety officials
- Support investment decisions

Work Elements Included in this Section:

| | <u>Work Element</u> | <u>Page</u> |
|--|---------------------|-------------|
| V-Commute | MM – 01 | -47- |
| Mobility Management for Special Needs Population | MM – 02 | -49- |
| Transportation Network Companies | MM – 03 | -51- |



ABSTRACT

In an effort to promote residents, commuters and visitors to use alternative transportation modes, NVTA places an emphasis on reducing single occupancy vehicles and vehicle miles traveled (VMT). NVTA offers resources and incentives that encourage a modal shift from driving alone to other modes. NVTA is committed to reducing travel demand through rideshare coordination, employer commute solutions education, and public awareness of alternative modes of transportation.

NVTA contracts with RideAmigos, a premier Mobility as a Service (MaaS) platform provider to provide the Napa region rideshare and commute alternatives program, V-Commute. This includes rideshare matching for vanpool and carpool, Guaranteed Ride Home, Bucks for Bikes and other programs to encourage alternative commute modes. NVTA also provides two Commuter express bus routes offer single occupancy vehicle alternatives for riders commuting south into the greater Bay Area (Route 29 Express), and east into Solano County (Napa-Solano Express Route 21).

TASKS

The V-Commute Work Element includes the following major elements:

1. Expand employer outreach in a targeted marketing effort.
2. Provide the general public with personalized rideshare, transit, and other non-drive alone trip planning through the Ride Amigos platform. Continue to incorporate regional rideshare expansion through tools such as MTC MERGE (formerly 511.or rideshare) program.
3. Market directly to commuters – with outreach campaigns at worksites. (Including Regional Routes 21 & 29):
 - Coordination between the local chambers of commerce and other business organizations.
 - Implement countywide Napa Commute Challenges through the larger employers in Napa County.
 - Campaign with regional vanpool programs and rideshare resources in a collaborative support system that provides assistance with vanpool and carpool formations and retention.
 - Provide customers with alternative modes of transportation information.
4. Work cooperatively with other NVTA programs to provide information and materials about the Agency's TDM services.
5. Work closely with Chambers of Commerce, Downtown Associations, vanpool services, other transit agencies, bicycle organizations and other related organizations on common projects, including strategic planning, events, promotions and program implementation.
6. Through programs, public outreach and advocacy, reduce the number of single occupant vehicles and vehicle miles traveled to keep our air clean, roads clear and reduce demand on limited resources.
7. Encourage more effective use of the entire transportation system and promote the reduction in total vehicle miles traveled by encouraging ridesharing, vanpooling, transit, active transportation and other TDM strategies.

| Products | Beginning Date | Ending Date |
|--|----------------|-------------|
| Quarterly progress reports, invoice and billings | As needed | |
| Alternative Transportation Programs above | Ongoing | |
| Rideshare Programs above | Ongoing | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 630 |
| FTE | .30 |

| Timesheet String(s) |
|--|
| NVTMultimd-AT- - (Active Transportation) |
| NVTMultimd-MBLTY_MGMT- - (Mobility Management) |

| Fund Source(s) |
|--------------------------------|
| Transportation Development Act |
| Surface Transportation Program |
| Special Grant Funds |
| One Bay Area Grant |
| Active Transportation Program |



ABSTRACT

The agency provides five specific mobility management programs design to serve special needs populations. These are ADA Paratransit, Shared Vehicle Program, Taxi Scrip Program, and the Transit Ambassador Program.

NVTA is developing a countywide Accessible Transportation Needs Assessment (ATNA). The study will identify barriers to mobility for seniors and individuals with disabilities throughout Napa County and create recommendations for achieving equitable and improved transportation options for these populations.

A summit was held in Yountville in March 2022 to discuss the various transportation needs and gaps in services among these populations. NVTA has taken the lead in identifying countywide accessible transportation needs and analyzing solutions. NVTA will provide a countywide implementation plan that identifies potential funding sources and partners. NVTA has built in stakeholder participation into the assessment through formation of an project-specific working group with members from a broad-base of organizations.

The plan will include data collection and evaluation of existing plans and transportation service providers for the existing conditions report (ECR). A peer review of programs and projects in similarly sized counties will help assess feasibility of projects and programs in Napa County.

The NVTA project team is coordinating efforts with the County of Napa, currently working on a simultaneous effort, the Napa County Older Adults Needs Assessment (NOAA). The NOAA is focused on all services and needs for seniors countywide, particularly services that were highly impacted by the Covid-19 Pandemic.

TASKS

1. Respond to program inquiries
2. Provide assistance and oversight of contract when performing:
 - ADA enrollments and renewals through the third party contractor
 - Shared Vehicle enrollments and scheduling
 - Taxi program enrollments
 - Provide, update and maintain program applications, records, contracts and data bases
 - Perform background checks as appropriate
 - Provide training for program participants as appropriate
 - Produce program materials
 - Maintain records & provide all required reports
 - Coordinate travel training assignments
 - Coordinate and facilitate vehicle maintenance and assignments
3. Process invoices for payment as appropriate

4. Countywide Accessible Transportation Needs Oversight
 - Coordinate with stakeholder groups
 - Facilitate meetings and provide periodic updates to NVTA Board and committees
 - Project management and oversight
 - Documents review
 - Review project billings/invoices

| Products | Beginning Date | Ending Date |
|-------------|----------------|-------------|
| Tasks above | Ongoing | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 400 |
| FTE | .19 |

| Fund Source(s) |
|--------------------------------|
| Transportation Development Act |
| One Bay Area Grant |

| Timesheet String(s) |
|--|
| NVTMultimd-MBLTY_MGMT- - (Mobility Management) |



Transportation Network Companies

Work Element MM-03



New



Annual

NVTA recognizes that transit systems need to embrace change in the face of new mobility expectations. Transit systems can use TNCs and other partnerships to reinforce the strength that public transportation provides. Increased coordination between transit systems and TNCs and other partners can improve access to transit for community members who select transit as their primary mode or for other members of the community who rely on transit because they either do not have access to a vehicle or because they cannot drive, including members of our community that may be eligible for American with Disabilities (ADA) paratransit services. The existence of TNCs and other shared mobility options can reduce auto use and lead to greater transit use in the longer term. Staff is particularly interested in improving coordinating with TNCs and Paratransit partners to improve access to the Vine System when the more cost effective option would be a TNC.

The addition of TNCs can present opportunities for transit systems to coordinate services or partner with TNCs to enhance mobility choices. This can provide an opportunity for transit systems to expand their traditional role as transportation providers to include overseeing/organizing mobility in a city or region.

Opportunities to coordinate or partner with TNCs include:

- Provide first-mile/last mile services connecting to existing transit routes
- Connect outlying communities to existing urban transit services
- Substitute TNCs for low volume or late-night transit services
- Use TNCs to provide on-demand services in rural areas
- Use TNCs to replace or supplement some existing paratransit services
- Provide mobile technology (apps) that allows customers to seamlessly use TNC and transit
- Assist in providing service to special events
- Study TNCs to provide some paratransit type services

Tasks

1. Pursue grants and pilot programs to test and demonstrate partnerships with TNCs.
2. Share best practices and TNC model agreements with other transit systems and create a working list of lessons learned.
3. Identify legislative and regulatory barriers that can improve the delivery of mobility options and suggest workable solutions.

| Products | Beginning Date | Ending Date |
|---|----------------|-------------|
| Participate in TNC related workshops | TBD | |
| Develop guiding principles policy for TNCs | TBD | |
| Open a dialogue with TNCs | TBD | |
| Develop/create a joint mobility app with TNCs | TBD | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 170 |
| FTE | .08 |

| |
|--|
| Timesheet String(s) |
| NVTMultimd-MBLTY_MGMT- - (Mobility Management) |

| |
|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |

Transit Administration | Introduction

The provision of efficient, affordable and accessible public transit is an integral part of NVTA’s vision to improve traffic congestion.

From customized community shuttles to more traditional fixed-route public bus service, NVTA plans and operates a number of public transit services throughout the county. Elements in this section encompass on-going transit activities, one-time focused initiatives, and unique transportation programs of the agency.

| Elements Included in this Section: | <u>Work Element</u> | <u>Page</u> |
|---------------------------------------|---------------------|-------------|
| Transit Administration and Operations | PT - 01 | -53- |
| Public Transit Projects List | PT - 02 | -54- |
| Transit Asset Management | PT - 03 | -55- |
| Intelligent Transportation System | PT - 04 | -56- |

Timesheet/Payroll Information: Public Transit
Project/Grant: PUB_TRANSIT

| Timesheet String(s) |
|---|
| NVTPubTrns-AmCan- - (American Canyon Transit) |
| NVTPubTrns-Calistoga- - (Calistoga) |
| NVTPubTrns-StHelena- - (St Helena Shuttle) |
| NVTPubTrns-VINE- - (VINE) |
| NVTPubTrns-VINE_GO- - (VINE GO) |
| NVTPubTrns-VINE- - (VINE) |
| NVTPubTrns-Yountville- - (Yountville Trolley) |
| NVTPubTrns-TRNST_CAP- - (Transit Capital) |
| NVTPubTrns-TAXI_SCRIP- - (Taxi Scrip) |



Transit Administration & Operation

Work Element PT-01



New



Annual

ABSTRACT

NVTA is responsible for the provision of fixed route, paratransit and specialized transit services within Napa County. On-going activities associated with the administration of these programs appear below.

TASKS

1. Manage the transit service contract according to the executed contract.
2. Monitor the performance standards for Vine, Vine Go and shuttles.
3. Facilitate resolution of transit related concerns and accrue liquidated damages.
4. Provide managerial oversight of independent contractor for taxi scrip, shared vehicle, transit ambassador, mileage reimbursement program and other mobility services.
5. Provide oversight of ADA certification process, database, and service policies and implementation.
6. Comply with all federal, state and local regulations.
7. Staff support to advisory groups.
8. Facilitate improving fixed-route bus stop amenities.
9. Facilitate transit-related Intelligent Transportation Systems (ITS) improvements.
10. Attend transportation program workshops and training seminars.
11. Identify ways to minimize operational costs and improve the overall efficiency.
12. Incorporate transit planning statistics and performance data updates into regional transportation planning studies and plans.
13. Increase access, usability, efficiency, effectiveness, safety and security of transit services.
14. Implement system and service improvements.

| Products | Beginning Date | Ending Date |
|---|----------------|-------------|
| See project listing in Element PT-02 | Ongoing | |
| Complete RFP process for Transit Provider | As needed | |

| | |
|-------------------------------|--------------|
| ESTIMATED STAFF HOURS: | 1,750 |
| FTE | .84 |

| Timesheet String(s) |
|---|
| NVTPubTrns-AmCan- - (American Canyon Transit) |
| NVTPubTrns-Calistoga- - (Calistoga) |
| NVTPubTrns-StHelena- - (St Helena Shuttle) |
| NVTPubTrns-VINE- - (VINE) |
| NVTPubTrns-VINE_GO- - (VINE GO) |
| NVTPubTrns-VINE- - (VINE) |
| NVTPubTrns-Yountville- - (Yountville Trolley) |
| NVTPubTrns-TRNST_CAP- - (Transit Capital) |

| Fund Source(s) |
|--------------------------------|
| Transportation Development Act |
| Federal Transit Administration |



Public Transit Project List

Work Element PT-02

New Annual

ABSTRACT

The following major transit related projects are anticipated.

| Projects | Beginning Date | Ending Date |
|---|----------------|-------------|
| Point of Sale System | TBD | |
| TNC engagement | Ongoing | Ongoing |
| Next Level Real Time Trip Planning | | |
| 2 ZEBs acquisition | | 2028 |
| 6 Hybrid Bus acquisition | | 2028 |
| Additional Rolling Stock and Charger Acquisitions | Ongoing | |
| Shelter Replacements | Ongoing | |
| Vine Bus Maintenance Facility Oversight | Ongoing | |
| Redwood Park and Ride | Summer 2026 | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 450 |
| FTE | .22 |

| Fund Source(s) |
|--------------------------------|
| Transportation Development Act |
| Federal Transit Administration |
| State Transit Administration |
| LCTOP |
| State of Good Repair |

| Timesheet String(s) |
|---|
| NVTPubTrns-AmCan- - (American Canyon Transit) |
| NVTPubTrns-Calistoga- - (Calistoga) |
| NVTPubTrns-StHelena- - (St Helena Shuttle) |
| NVTPubTrns-VINE- - (VINE) |
| NVTPubTrns-VINE_GO- - (VINE GO) |
| NVTPubTrns-VINE- - (VINE) |
| NVTPubTrns-Yountville- - (Yountville Trolley) |
| NVTPubTrns-TRNST_CAP- - (Transit Capital) |
| NVTPubTrns-TAXI_SCRIP- - (Taxi Scrip) |

Imola Park and Ride



Transit Asset Management

Work Element PT-03



New



Annual

ABSTRACT

The Vine transit system owns almost \$50 million in assets. These assets were procured using public funding mechanisms. As part of NVTA’s fiduciary responsibility to protect these investments, NVTA maintains a State of Good Repair program that utilizes technology to manage schedule maintenance, in order to extend and/or optimize each asset’s useful life in order to reduce the agency’s maintenance and recapitalization costs.

FTA’s final rule on TAM and NTD Reporting contains a requirement for all public transit operators to develop a TAM plan by Oct. 1, 2018. The TAM/NTD rule allows Tier II operators—non-rail operators with 100 or fewer revenue vehicles to participate in the group plan.

MTC staff met with all the Tier II operators in the region to discuss using funding set aside for S RTPs in the current fiscal year to develop a group plan. All the Tier II operators were interested in participating in a group TAM plan and MTC staff proceeded with the procurement process for a TAM consultant after soliciting and receiving input from the operators on the scope of work. After evaluation of the proposals received, the panel (of Tier II agencies and MTC staff) selected WSP USA for this project and entered into a two (2) year contract with them mainly for developing a group TAM plan(s) for the Tier II operators in the region.

TASKS

1. Attend and collaborate with MTC on a group regional TAM Tier II operators.
2. Updates to Transportation Asset Management Policy.
2. Updates Transportation Asset Management Plan.

| Products | Beginning Date | Ending Date |
|---|----------------|-------------|
| NTD Report Updates | Annually | |
| Meet with MTC regarding updates to the TAM | As needed | |
| Make Updates to the Regional Transit Capital Investments (RTCI) | As needed | |
| | | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 90 |
| FTE | .04 |

| |
|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |

| |
|---|
| Timesheet String(s) |
| NVTPubTrns-TRNST_CAP- - (Transit Capital) |

Intelligent Transportation System

Work Element PT-04



New



Annual

Intelligent Transportation Systems (ITS) includes a broad range of solutions aimed at taking the transportation infrastructure currently in place and striving to make it more effective and efficient by generating information to refine planning processes and improving system operations. ITS also means improving communications to make it easier for public to navigate throughout the County and region using various modes.

The most common applications are the coordination of interconnected signals in cities and towns, changeable message signs along the roadway informing the traveling public of pending roadway delays or detours as a result of natural disasters, weather or construction. Other common, yet equally functional applications are closed circuit television to monitor flow at intersections, automatic vehicle location for transit vehicles and signal pre-emption. ITS are also deployed in the transit system and include a new dispatch system, vehicle location, and security system.

TASKS

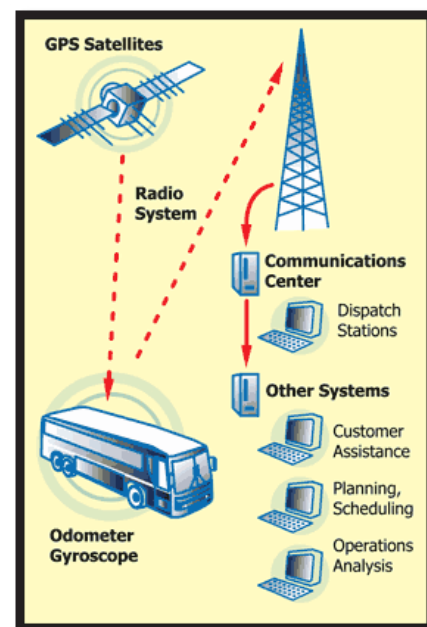
1. Work with current contractor- Avail Technologies to maintain Computer Aided Dispatch/ Automatic Vehicle Locator (CAD-AVL) system.
2. Work with Caltrans on SR29 signal prioritization project.
3. Continue discussions with City of Napa on signal prioritization at strategic areas in city to increase transit efficiency.
4. Support the use of technology to improve transit services through tracking vehicles, maintaining schedules, predicting demand, facilitating fare payment, and operating fleets more efficiently.

| Products | Beginning Date | Ending Date |
|------------------------------------|----------------|-------------|
| City of Napa Signal Prioritization | TBD | |
| CAD/AVL Implementation | March 2026 | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 300 |
| FTE | .14 |

| |
|---|
| Timesheet String(s) |
| NVTPubTrns-TRNST_CAP- - (Transit Capital) |

| |
|--------------------------------------|
| Fund Source(s) |
| Transportation Development Act |
| Federal Transit Administration |
| Low Carbon Transit Operating Program |



Communications & Representation | Introduction

As a Joint Powers Agency (JPA), NVTA has a responsibility to inform and engage its member agencies and the public in the development of policies, programs, plans and services and to represent the interests of the jurisdictions and residents of Napa County.

As part of this responsibility, NVTA engages with several funding agencies and industry groups. The common threads that link these activities are communication, public participation, consensus development, due process, and advocacy. Elements in this section represent how NVTA informs, supports, represents and connects with the public and other agencies and associations that are integral to successfully achieving the goals and meeting the responsibilities of the organization.

Pursuant to the roles and powers assigned in its Joint Powers Agreement (JPA), NVTA plays an important role in providing leadership and programming designed to meet statutory requirements and move our jurisdiction forward in addressing issues of sustainability.

| Elements Included in this Section: | Work Element | Page |
|--|--------------|------|
| Legislative Advocacy | CR – 01 | -58- |
| Regional/ Sub-regional Coordination | CR – 02 | -59- |
| Public Participation, Information, and Support | CR – 03 | -60- |
| Marketing and Promotions | CR – 04 | -62- |

| Timesheet/Payroll Codes | Description |
|-------------------------|--|
| LEGISLATIVE | NVTComRep-LEGISLTVE- - (Legislative Advocacy) |
| MARKETING | NVTComRep-MARKETING- - (Marketing) |
| OUTREACH | NVTComRep-OUTREACH- - (Public Outreach) |
| REGIONAL | NVTComRep-REGIONAL- - (Reg Sub-reg Coordination) |



Legislative Advocacy

Work Element CR-01

New Annual

ABSTRACT

NVTA develops and implements a legislative program related to a full range of issues under consideration by U.S. Congress or the California Legislature related to the roles and responsibilities of the NVTA to assure that the best interests of all the people of the region are addressed, including the general public, local government agencies and interest organizations.

NVTA's primary responsibility is to the citizens of Napa County. NVTA staff relies heavily on the media to provide information on agency activities through press releases and media articles.

TASKS

1. Attend intergovernmental meetings and participate in industry organizations.
2. Foster relationships with regional, state, and federal funding partners.
3. Formulate and communicate positions of legislative proposals when appropriate.
Note: State and federal funds *will not be used* for contracted lobbying efforts.
4. Develop annual State and Federal Legislative programs.
5. Review legislation, adopt positions and provide information to State and Federal legislators.
6. Prepare monthly legislative status reports.
7. Monitor and evaluate legislative proposals on issues of regional and local impact.
8. Provide information to the public about NVTA activities working with members of the press.

| Products | Beginning Date | Ending Date |
|--|----------------|-------------|
| Annual Legislative programs | Ongoing | |
| Review draft legislation | Ongoing | |
| Year-end Legislative Report | Ongoing | |
| Press releases and published reports as needed | Ongoing | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 380 |
| FTE | .18 |

| |
|--------------------------------------|
| Fund Source(s) |
| Transportation Development Act (LTF) |

| |
|-------------------------------------|
| Timesheet String(s) |
| NVComRep-LEGISLTVE- - (Legislative) |



Regional/Sub-Regional Coordination

Work Element CR-02



New



Annual

ABSTRACT

NVTA provides its member jurisdictions with ongoing technical assistance in various areas which aids them in their planning and funding of transportation improvement and programs. This includes but is not limited to monitoring and tracking project submittals to the Metropolitan Transportation Commission (MTC), California State Transportation Agency (CalSTA), Federal Highway Administration (FHWA), California Transportation Commission (CTC), Caltrans, and Bay Area Air District (BAAD).

TASKS

1. Data generation, procurement and dissemination that are needed by member governments in preparing grant applications, developing specific studies, or local projects.
2. Grant preparation assistance either in securing information on various grant programs, developing the grant information requirements, or preparing, submitting and following up on grant review and progress.
3. Staff training and assistance to local agencies in meeting federal requirements by holding workshops and briefing sessions.
4. Legislative assistance. This can include securing information on various pieces of legislation appearing before legislative committees or working with legislators in preparing and developing specific pieces of legislation that would benefit the member jurisdictions; however, this should not be construed as engaging in lobbying activities.
5. Upon request provide information to State and Federal agencies on transportation policy issues, continue to monitor, evaluate and comment upon State and Federal legislation dealing with transportation that is of concern and importance to this region.
6. Assist monitor agencies to complete procedural and administrative requirements and assist with issue resolution with Caltrans, CTC, FHWA, FTA and resource agencies.
7. Participate in Bay Area County Transportation Agencies (BACTA), North Bay Transportation Agencies meetings, COG Directors Association of California (CDAC), California Transportation Commission (CTC), California Transit Association (CTA), the California Association of Coordinated Transit (CalACT).
8. Coordinate with Caltrans, Bay Area County Transportation Agencies (BACTA), COG statewide committees, other statewide addressing issues of state and regional interest including State and Federal legislation. Federal funding implementation and reauthorization, state and federal transportation finance, Project Development, Project Programming, and Environmental and Project Delivery Streamlining.

| Products | Beginning Date | Ending Date |
|--------------------------------|----------------|-------------|
| Variable – depends on meetings | As needed | |

| | |
|-------------------------------|------------|
| ESTIMATED STAFF HOURS: | 940 |
| FTE | .45 |

| |
|--|
| Timesheet String(s) |
| NVTCOMREP-REGIONAL- - (Reg Sub-reg Coordination) |

| |
|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |
| Local Contributions |



To enhance public knowledge, NVTA holds public meetings, issues press releases and invites public participation in the state and regional transportation planning process. NVTA acknowledges the particular needs of Napa's communities of concern. These communities include low-income, minority and disabled populations. NVTA has enhanced its bilingual capabilities in recent years to ensure that the agency is adequately communicating opportunities to provide input on NVTA plans, programs, and policy discussion and to make a concerted effort to understand, acknowledge, and address the transportation needs of these populations. Following the COVID-19 pandemic, when NVTA engaged with the public virtually, staff is back in-person, hosting meetings and meeting with communities in their own spaces. .

Title VI

Title VI of the Civil Rights Act of 1964 is the Federal Law that protects individuals from discrimination on the basis of their race, color, or national origin in programs that receive Federal financial assistance.

NVTA's Title VI Program ensures that no person is excluded from participation in, denied the benefit of, or subjected to discrimination on the basis of race, color, or national origin under any programs that receive federal funding (as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987).

Every effort is made to ensure all of NVTA's programs and activities consider the needs of the community.

TASKS

1. Prepare media releases, public hearing notices and Rider Alerts. Identify agency activities and proposals. Assure special attention is granted in news releases, notices, etc. for minority, low income, disabled, and other under-represented groups.
2. Publicize opportunities for local and state funding/grants via websites, newsletters, advisory committee meetings, staff reports and notifications.
3. Maintain an active Community Advisory Committee reviewing and providing comments on any decision making or changes to the local transit system.
4. Facilitate project and corridor study reviews with interested groups and member agencies.
5. Include outreach to school districts, local agencies and non-profits.
6. Participate in public speaking engagements to provide community outreach and education regarding agency activities.
7. Prepare an Annual Report on the activities and accomplishments of the agency.
8. Meet with traditionally under-represented communities/leaders and hearing and speech impaired.
9. Develop effective public participation strategies. As appropriate, acknowledge and seek to overcome linguistic, cultural, institutional, geographic, and other barriers to meaningful participation, and incorporate active outreach to affected groups.
10. When developing a project consider the composition of the affected area to determine whether minority populations, low-income populations, or indigenous tribes are present in the area affected by the proposed action, and, if so, whether there may be disproportionately high and adverse human health or environmental effects on minority populations, low-income populations, or indigenous tribes.

11. Create awareness of statutory non-discriminatory requirements.
12. Maintain a systematic and ongoing public involvement process that engages communities affected by transportation projects.
13. Identify potential discriminatory impacts early. Early detection can often minimize and reduce negative impacts to minority and low-income populations and delays to project delivery.
14. Avoid, eliminate or minimize adverse impacts.
15. Make required revisions in Public Participation Plan.
16. Provide a safe, accessible, and well publicized forum for communicating and responding to Title VI complaints.

| Products | Beginning Date | Ending Date |
|---|----------------|-------------|
| Newsletters, press releases, public hearing notices, outreach activities, maintain website | Ongoing | |
| Comments and position statements on draft plans, and documents | Ongoing | |
| Document meetings with traditionally underrepresented communities/leaders | Ongoing | |
| Inform and involve stakeholders in environmental planning processes | Ongoing | |
| Hold periodic workshops on environmental justice and environmental mitigation | Ongoing | |
| Stakeholder and community forums/presentations | Ongoing | |
| Prepare appropriate environmental documentation for Regional Transportation Plan amendments | Ongoing | |
| Environmental documentation commentary period | As needed | |
| Engage in public outreach opportunities at community events | Ongoing | |

| | |
|-------------------------------|--------------|
| ESTIMATED STAFF HOURS: | 2,030 |
| FTE | .98 |

| |
|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |
| General Fund |

| |
|---|
| Timesheet String(s) |
| NVTComRep-OUTREACH- - (Public Outreach) |



Marketing & Promotions

Work Element CR-04

New Annual

ABSTRACT

Public awareness regarding the role and activities of the agency is paramount to community participation, collaboration, and support required fulfilling our organizational purpose. In addition, as it relates to transit services, specific marketing activities are essential to enhancing the utilization of public transit.

TASKS

1. Develop, implement, and monitor marketing campaigns for transit services, mobility programs, and Travel Demand Management programs.
2. Create program and project materials such as fact sheets, PowerPoints, schedules, brochures, pamphlets for the purpose of educating the public and marketing the transportation system
3. Table at various community events to promote transportation plans and programs and Public Transit
4. Conduct surveys

| Products | Beginning Date | Ending Date |
|----------------------------------|----------------|-------------|
| Ongoing marketing activities | Ongoing | Ongoing |
| NVTA Annual Report | | April |
| Measure U Biennial Report | | Summer |
| Create and/or Update Fact Sheets | Ongoing | |
| Keep social media sites current | Ongoing | |

| | |
|-------------------------------|--------------|
| ESTIMATED STAFF HOURS: | 1,240 |
| FTE | .60 |

| |
|--------------------------------|
| Fund Source(s) |
| Transportation Development Act |

| |
|------------------------------------|
| Timesheet String(s) |
| NVTComRep-MARKETING- - (Marketing) |



Appendix A: OWP Annual Staff Hours

| AGENCY ADMINISTRATION | | HOURS | FTE |
|------------------------------|---|---------------|--------------|
| AA – 01 | Overall Work Program | 40 | .02 |
| AA – 02 | Agency Administration and Support | 13,980 | 6.2 |
| AA – 03 | Human Resources Management | 1,700 | .82 |
| AA – 04 | Grants and Capital Projects Administration | 1,290 | .62 |
| AA – 05 | Finance Administration | 2,150 | 1.03 |
| AA – 06 | Transportation Development Act Administration | 90 | .04 |
| AA – 07 | Audits | 300 | .14 |
| AA – 08 | Policy Development | 230 | .11 |
| AA – 09 | Measure T Administration | 1,790 | .86 |
| SECTION TOTAL | | 21,570 | 10.37 |

| TRANSPORATION PLANNING AND PROGRAMS | | HOURS | FTE |
|--|---|--------------|-------------|
| TP – 01 | Regional Transportation Program | 370 | .18 |
| TP – 02 | Strategic Plan and Implementation | 1,000 | .48 |
| TP – 03 | Transit System Studies and Updates | 870 | .42 |
| TP – 04 | Active Transportation | 630 | .30 |
| TP - 05 | Grant Funded Projects/Programs | 2,500 | 1.20 |
| TP - 06 | Performance/ Compliance Monitoring | 690 | .33 |
| TP - 07 | Transportation for Clean Air | 100 | .05 |
| TP – 08 | State Route 37 Policy Committee | 320 | .15 |
| TP – 09 | SR29/SR12/Airport Environmental Document | 1,700 | .82 |
| TP – 10 | State Route 29 Corridor Improvements/Napa Forward | 790 | .38 |
| TP – 10 | Roadway Safety and Vision Zero | 600 | .29 |
| SECTION TOTAL | | 9,570 | 4.60 |

| MULTIMODAL MOBILITY MANAGEMENT | | HOURS | FTE |
|---------------------------------------|--|--------------|------------|
| MM – 01 | V Commute -Travel Demand Management | 630 | .30 |
| MM – 02 | Mobility Management for Special Needs Population | 400 | .19 |
| MM – 03 | Transportation Network Companies | 170 | .08 |
| SECTION TOTAL | | 1,200 | .58 |

| TRANSIT PROGRAM ADMINISTRATION | | HOURS | FTE |
|---------------------------------------|-----------------------------------|--------------|-------------|
| PT – 01 | Transit Administration | 1,750 | .84 |
| PT – 02 | Public Transit Projects List | 450 | .22 |
| PT – 03 | Transit Asset Management | 90 | .04 |
| PT – 04 | Intelligent Transportation System | 300 | .14 |
| SECTION TOTAL | | 2,590 | 1.25 |

| COMMUNICATION AND REPRESENTATION | | HOURS | FTE |
|---|-------------------------------------|--------------|-------------|
| CR – 01 | Legislative Advocacy | 380 | .18 |
| CR – 02 | Regional/ Sub-regional Coordination | 940 | .45 |
| CR – 03 | Public Participation | 2,030 | .98 |
| CR – 04 | Marketing and Promotion | 1,240 | .60 |
| SECTION TOTAL | | 4,590 | 2.21 |

| | | | |
|-------------------|--|---------------|--------------|
| OWP TOTALS | | 39,520 | 19.00 |
|-------------------|--|---------------|--------------|

Appendix B: Timesheet Codes & Payroll Strings

| |
|--|
| NVTLvTime-PAID_LEAVE- - (Paid Leave) |
| NVTLvTime-UNPAID_LV- - (Unpaid Leave) |
| NVTCMAAdmn-GENADMIN- - (GEN_ADMIN) |
| NVTCMAAdmn-Audits- - (Audits) |
| NVTCMAAdmn-Finance- - (Finance Administration) |
| NVTCMAAdmn-GRANTSADMN- - (Grants Administration) |
| NVTCMAAdmn-HR- - (HR Management) |
| NVTCMAAdmn-MEASURE_U- - (Measure U Admin) |
| NVTCMAAdmn-OWP_ADMIN- - (OWP Admin) |
| NVTCMAAdmn-Proj Mgmt- - (Project Management) |
| NVTCMAAdmn-TDA- - (TDA and STA Admin) |
| NVTCMAAdmn-TRNST_ADMIN- - (Transit Administration) |
| NVTFacs-BMF- - (Bus Maint Facility) |
| NVTFacs-PnRs- - (Park and Rides) |
| NVTFacs-SGTC- - (Soscol Gateway Transit Center) |
| NVTPInPrgm-Airpt_SR12- - (NVTA AIRPORT_SR12) |
| NVTPInPrgm-AT- - (Active Transportation) |
| NVTPInPrgm-CALTRANSPLN- - (Caltrans Planning) |
| NVTPInPrgm-CBTP- - (Comm Based Transport Program) |
| NVTPInPrgm-Countywide- - (Countywide) |
| NVTPInPrgm-HWY_PROG- - (Highway Programming) |
| NVTPInPrgm-MONITORING- - (Subrecipient Monitor) |
| NVTMultimd-NAPA_FRWRD- - (Napa Forward) |
| NVTPInPrgm-PPM- - (Plan Prog Monitoring) |
| NVTPInPrgm-SR29_AmCan- - (SR29 American Canyon) |
| NVTPInPrgm-SR29_SR221- - (SR29 SR221) |
| NVTPInPrgm-SRTP- - (Short Range Transit Plan) |
| NVTPInPrgm-TFCA_Adm- - (TFCA ADMIN) |
| NVTPInPrgm-TRANS_PLAN- - (Transportation Planning) |
| NVTPInPrgm-TrvlBhvStd- - (Travel Behavioral Study) |

| |
|--|
| NVTPInPrgm-VCommute- - (V Commute Program) |
| NVTPInPrgm-HWY_37- - (Highway 37) |
| NVTPInPrgm-VisionZero- - (Vision Zero) |
| NVTPInPrgm-Burnell_SW - - (Burnell Sidewalk) |
| NVTPubTrns-AmCan- - (American Canyon Transit) |
| NVTPubTrns-Calistoga- - (Calistoga) |
| NVTPubTrns-StHelena- - (St Helena Shuttle) |
| NVTPubTrns-VINE- - (VINE) |
| NVTPubTrns-VINE_GO- - (VINE GO) |
| NVTPubTrns-Yountville- - (Yountville Trolley) |
| NVTPubTrns-TRNST_CAP- - (Transit Capital) |
| NVTPubTrns-TAXI_SCRIP- - (Taxi Scrip) |
| NVTPubTrns-COA- - (Comprehensive OPS Analysis) |
| NVTComRep-LEGISLTVE- - (Legislative Advocacy) |
| NVTComRep-MARKETING- - (Marketing) |
| NVTComRep-OUTREACH- - (Public Outreach) |
| NVTComRep-REGIONAL- - (Reg Sub-reg Coordination) |

Appendix C: Glossary of Acronyms

| | |
|----------------|---|
| ABAG | Association of Bay Area Governments |
| ADA | American with Disabilities Act |
| ATAC | Active Transportation Advisory Committee |
| ATP | Active Transportation Program |
| BAAD | Bay Area Air District |
| CAC | Community Advisory Committee |
| CBTP | Community Based Transportation Plan |
| CEQA | California Environmental Quality Act |
| CMA | Congestion Management Agency |
| CTA | California Transit Association |
| CTC | California Transportation Commission |
| CY | Calendar Year |
| DBE | Disadvantage Business Enterprise |
| DOT | Department of Transportation |
| EIR | Environmental Impact Report |
| FHWA | Federal Highway Administration |
| FTA | Federal Transit Administration |
| FY | Fiscal Year |
| GHG | Greenhouse Gas |
| HOT | High Occupancy Toll |
| HOV | High Occupancy Vehicle |
| HTF | Highway Trust Fund |
| IFB | Invitation for Bid |
| IIJA | Infrastructure Investment and Jobs Act |
| ITOC | Independent Taxpayer Oversight Committee |
| IS/MND | Initial Study/Mitigated Negative Declaration |
| JPA | Joint Powers Agreement |
| MPO | Metropolitan Planning Organization |
| MTC | Metropolitan Transportation Commission |
| NEPA | National Environmental Policy Act |
| NVTA | Napa Valley Transportation Authority |
| NVTA-TA | Napa Valley Transportation Authority-Tax Agency |
| OBAG | One Bay Area Grant |
| PCC | Paratransit Coordination Council |
| PCI | Pavement Condition Index |
| PCA | Priority Conservation Area |
| PDA | Priority Development Area |

| | |
|-----------------|--|
| PSE | Plans, Specifications and Estimates |
| RFI | Request for Information |
| RFP | Request for Proposal |
| RFQ | Request for Qualifications |
| RHNA | Regional Housing Needs Allocation |
| RM2 | Regional Measure 2 (Bridge Toll) |
| RM3 | Regional Measure 3 |
| ROW | Right of Way |
| RTP | Regional Transportation Plan |
| SB 1 | The Road Repair and Accountability Act of 2017 |
| SHOPP | State Highway Operation and Protection Program |
| STIP | State Transportation Improvement Program |
| STP/CMAQ | State Transportation Program/Congestion Mitigation Air Quality funds |
| TAC | Technical Advisory Committee |
| TDA | Transportation Development Act |
| TFCA | Transportation Fund for Clean Air |
| TOC | Transit Oriented Communities |
| TOD | Transit-Oriented Development |
| VMT | Vehicle Miles Traveled |



Appendix D: FY 2026-27 & 2027-28 Budget & Financial Outlook

For a detailed budget, go to NVTA.ca.gov



NVTA Budget Outlook- Consolidated Budget CMA, Public Transit, Capital, Debt Service, TFCA

| CONSOLIDATED SUMMARY | | | | | | |
|--|----------------------|----------------------|-----------------------|-----------------------|----------------------|----------------------|
| | FY2027-FY2028 Budget | | | FY2029-FY2030 Outlook | | |
| | FY2027 | FY2028 | 2 Year Budget | FY2029 | FY2030 | 2 Year Outlook |
| Revenues By Fund | | | | | | |
| CMA (General Fund) | \$ 24,689,800 | \$ 14,011,900 | \$ 38,701,700 | \$ 14,280,700 | \$ 12,558,300 | \$ 26,839,000 |
| Public Transit | 22,357,300 | 23,385,400 | 45,742,700 | 24,325,200 | 26,824,755 | 51,149,955 |
| Transit Capital | 10,993,500 | 10,137,000 | 21,130,500 | 600,000 | 600,000 | 1,200,000 |
| Debt Service- Bus Maintenance Facility | 184,000 | 184,000 | 368,000 | 184,000 | 184,000 | 368,000 |
| Transportation for Clean Air | 500,000 | 500,000 | 1,000,000 | 500,000 | 500,000 | 1,000,000 |
| TOTAL | \$ 58,724,600 | \$ 48,218,300 | \$ 106,942,900 | \$ 39,889,900 | \$ 40,667,055 | \$ 80,556,955 |
| Expenses by Fund | | | | | | |
| CMA (General Fund) | \$ 24,689,800 | \$ 14,011,900 | \$ 38,701,700 | \$ 14,280,700 | \$ 12,558,300 | \$ 26,839,000 |
| Public Transit (Less Transit Capital) | 22,357,300 | 23,385,400 | 45,742,700 | 24,325,200 | 26,824,755 | 51,149,955 |
| Transit Capital | 10,993,500 | 10,137,000 | 21,130,500 | 600,000 | 600,000 | 1,200,000 |
| Debt Service- Bus Maintenance Facility | 184,000 | 184,000 | 368,000 | 184,000 | 184,000 | 368,000 |
| Transportation for Clean Air | 500,000 | 500,000 | 1,000,000 | 500,000 | 500,000 | 1,000,000 |
| TOTAL | \$ 58,724,600 | \$ 48,218,300 | \$ 106,942,900 | \$ 39,889,900 | \$ 40,667,055 | \$ 80,556,955 |



Vine Transit Maintenance Facility



NVRTA Budget Outlook- Consolidated Budget CMA, Public Transit, Capital, Debt Service, TFCA

| | FY25 | FY26 | FY2027-FY2028 Budget | | | FY2029-FY2030 Outlook | | |
|---|---------------------|---------------------|----------------------|---------------------|----------------------|-----------------------|---------------------|---------------------|
| | ACTUALS | Budget | FY2027 | FY2028 | 2 Year Budget | FY2029 | FY2030 | 2 Year Budget |
| Public Transit Service Projections | | | | | | | | |
| Service Hours | 128,056 | 131,596 | 130,724 | 133,068 | | 133,885 | 134,743 | |
| Revenue Hours | 95,813 | 99,887 | 98,091 | 99,532 | | 100,086 | 100,667 | |
| Service Miles | 1,692,442 | 1,785,666 | 1,743,333 | 1,772,139 | | 1,784,301 | 1,797,070 | |
| Revenue Miles | 1,449,864 | 1,548,427 | 1,409,477 | 1,435,122 | | 1,443,496 | 1,452,289 | |
| Ridership | 543,032 | 553,962 | 591,622 | 630,500 | | 673,156 | 721,279 | |
| REVENUES | | | | | | | | |
| Transportation Development Act | | | | | | | | |
| 41400 - Transportation Development Act | 12,303,486 | 10,846,000 | 13,786,730 | 13,915,490 | 27,702,220 | 15,233,470 | 17,680,315 | 32,913,785 |
| 41410 - Transportation Development Act- Capital | - | 1,100,000 | 3,075,000 | 2,242,400 | 5,317,400 | - | - | - |
| Total TDA | \$12,303,486 | \$11,946,000 | \$16,861,730 | \$16,157,890 | \$33,019,620 | \$15,233,470 | \$17,680,315 | \$32,913,785 |
| Intergovernmental Revenues | | | | | | | | |
| 43790 - State Funding | 6,947,386 | 4,060,000 | 3,196,300 | 3,412,000 | 6,608,300 | 3,512,000 | 3,612,000 | 7,124,000 |
| 43890 - FED - Other Funding- OBAG Planning | 7,004,341 | 7,800,000 | 6,871,600 | 5,093,000 | 11,964,600 | 4,512,000 | 4,531,000 | 9,043,000 |
| FTA Capital | 14,546,120 | 850,000 | 3,589,000 | 5,373,700 | 8,962,700 | - | - | - |
| 43950 - Other - Governmental Agencies | 3,102,100 | 5,915,000 | 17,623,700 | 9,371,300 | 26,995,000 | 9,413,100 | 7,487,700 | 16,900,800 |
| Other GA- Capital | - | - | 3,530,500 | 1,736,900 | 5,267,400 | - | - | - |
| Total Intergovernmental Revenues | \$31,599,946 | \$18,625,000 | \$34,811,100 | \$24,986,900 | \$59,798,000 | \$17,437,100 | \$15,630,700 | \$33,067,800 |
| Revenue from Use of Money and Property | | | | | | | | |
| 45100 - Interest | 2,301,957 | 1,089,000 | 912,000 | 712,000 | 1,624,000 | 712,000 | 712,000 | 1,424,000 |
| Total Revenue from Use of Money and Property | \$2,301,957 | \$1,089,000 | \$912,000 | \$712,000 | \$1,624,000 | \$712,000 | \$712,000 | \$1,424,000 |
| Farebox/Charges for Services | | | | | | | | |
| 46800 - Charges for Services | 1,002,554 | 1,005,755 | 1,117,700 | 1,132,000 | 2,249,700 | 1,160,800 | 1,188,800 | 2,349,600 |
| 46810 - Charges for Svcs - Am Canyon | 104,299 | 129,000 | 141,200 | 145,600 | 286,800 | 153,300 | 158,200 | 311,500 |
| 46815 - Charges for Svcs - Napa | 123,432 | 125,200 | 131,800 | 131,800 | 263,600 | 135,000 | 135,000 | 270,000 |
| 46820 - Charges for Svcs - Yountville | 46,643 | 62,300 | 50,670 | 52,310 | 102,980 | 54,630 | 56,640 | 111,270 |
| 46825 - Charges for Svcs - St. Helena | 52,223 | 52,100 | 52,500 | 53,900 | 106,400 | 56,000 | 57,800 | 113,800 |
| 46830 - Charges for Svcs - Calistoga | 73,217 | 63,300 | 63,300 | 63,300 | 126,600 | 63,600 | 63,600 | 127,200 |
| 46850 - Charges for Svcs - Napa County | 103,545 | 103,545 | 110,600 | 110,600 | 221,200 | 112,000 | 112,000 | 224,000 |
| Total Charges for Services | \$1,505,912 | \$1,541,200 | \$1,667,770 | \$1,689,510 | \$3,357,280 | \$1,735,330 | \$1,772,040 | \$3,507,370 |
| Other Financing Sources | | | | | | | | |
| 48100 - Sale of Capital Assets | 4,363 | 25,000 | - | - | - | - | - | - |
| 49900 - Transit Chargebacks and Adjustments | 1,174,857 | 1,233,600 | 4,472,000 | 4,672,000 | 9,144,000 | 4,772,000 | 4,872,000 | 9,644,000 |
| Total Other Financing Sources | \$1,179,220 | \$1,258,600 | \$4,472,000 | \$4,672,000 | \$9,144,000 | \$4,772,000 | \$4,872,000 | \$9,644,000 |
| TOTAL REVENUES | \$48,890,521 | \$34,459,800 | \$58,724,600 | \$48,218,300 | \$106,942,900 | \$39,889,900 | \$40,667,055 | \$80,556,955 |

| EXPENDITURES | | | | | | | | |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Salaries and Employee Benefits | | | | | | | | |
| 51100 - Salaries and Wages | 2,358,171 | 2,600,000 | 2,701,800 | 2,836,700 | 5,538,500 | 2,978,700 | 3,127,900 | 6,106,600 |
| 51110 - Extra Help | 6,080 | 10,000 | 98,000 | 30,000 | 128,000 | 30,000 | 30,000 | 60,000 |
| 51130 - Vacation Payout | 38,716 | - | 15,000 | 15,000 | 30,000 | 15,000 | 15,000 | 30,000 |
| 51200 - 401A Employer Contribution | 50,490 | 50,000 | 24,500 | 24,500 | 49,000 | 24,500 | 24,500 | 49,000 |
| 51205 - Cell Phone Allowance | 10,300 | 11,000 | 20,000 | 22,000 | 42,000 | 22,000 | 22,000 | 44,000 |
| 51300 - Medicare | 32,793 | 38,000 | 40,000 | 38,000 | 78,000 | 38,000 | 38,000 | 76,000 |
| 51305 - FICA | - | - | 108,000 | 90,000 | 198,000 | 90,000 | 90,000 | 180,000 |
| 51400 - Employee Insurance - Premiums | 460,876 | 480,000 | 500,000 | 525,000 | 1,025,000 | 525,000 | 525,000 | 1,050,000 |
| 51405 - Workers Compensation | 3,425 | 5,000 | 9,000 | 9,000 | 18,000 | 9,000 | 9,000 | 18,000 |
| 51410 - Unemployment Compensation | 2,201 | 5,000 | 5,000 | 5,000 | 10,000 | 5,000 | 5,000 | 10,000 |
| 51600 - Retirement | 363,249 | 375,000 | 400,000 | 425,000 | 825,000 | 450,000 | 475,000 | 925,000 |
| 51605 - Other Post Employment Benefits | 64,411 | 48,000 | 68,000 | 70,000 | 138,000 | 72,000 | 73,000 | 145,000 |
| 51990 - Other Employee Benefits | - | 53,700 | 71,300 | 71,000 | 142,300 | 71,000 | 71,000 | 142,000 |
| 49900 - Transit Chargebacks | (617,244) | (620,000) | - | - | - | - | - | - |
| Total Salaries and Employee Benefits | \$2,773,468 | \$3,055,700 | \$4,060,600 | \$4,161,200 | \$8,221,800 | \$4,330,200 | \$4,505,400 | \$8,835,600 |



NVTA Budget Outlook- Consolidated Budget CMA, Public Transit, Capital, Debt Service, TFCA

Services and Supplies

| | | | | | | | | |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 52100 - Administration Services | 5,191 | 5,000 | 1,000 | 1,000 | 2,000 | 1,000 | 1,000 | 2,000 |
| 52125 - Accounting/Auditing Services | 40,701 | 81,600 | 89,800 | 94,800 | 184,600 | 99,800 | 104,800 | 204,600 |
| 52130 - Information Technology Svcs | 181,844 | 215,000 | 251,800 | 258,800 | 510,600 | 265,800 | 273,800 | 539,600 |
| 52131 - ITS Communication Charges | 16,974 | 25,000 | 12,000 | 12,000 | 24,000 | 12,000 | 12,000 | 24,000 |
| 52140 - Legal Services | 93,231 | 100,000 | 75,000 | 75,000 | 150,000 | 75,000 | 75,000 | 150,000 |
| 52150 - Temporary/Contract Help | 19,691 | - | 2,000 | 2,000 | 4,000 | 52,200 | 2,000 | 54,200 |
| 52160 - Lobbyist Services | 67,000 | 50,000 | 100,000 | 109,000 | 209,000 | 118,000 | 127,000 | 245,000 |
| 52310 - Grant Funded Projects/Programs | 8,010,434 | 6,265,000 | 19,513,000 | 8,648,000 | 28,161,000 | 8,185,000 | 6,568,000 | 14,753,000 |
| 52325 - Waste Disposal Services | 25,704 | 57,900 | 60,000 | 66,000 | 126,000 | 72,000 | 78,000 | 150,000 |
| 52335 - Security Services | 34,433 | 23,000 | 16,000 | 16,000 | 32,000 | 60,300 | 16,000 | 76,300 |
| 52340 - Landscaping Services | 20,957 | 105,000 | 112,000 | 116,500 | 228,500 | 121,000 | 125,500 | 246,500 |
| 52490 - Other Professional Services | 12,413,226 | 13,405,200 | 13,264,700 | 14,034,400 | 27,299,100 | 14,691,300 | 17,031,455 | 31,722,755 |
| 52500 - Maint - Equipment | 271,014 | 340,000 | 514,500 | 515,500 | 1,030,000 | 569,000 | 524,500 | 1,093,500 |
| 52505 - Maint - Bldg & Improvements | 125,842 | 175,000 | 217,400 | 230,000 | 447,400 | 239,900 | 250,300 | 490,200 |
| 52515 - Maint - Software | 267,323 | 381,403 | 465,800 | 467,800 | 933,600 | 548,300 | 663,300 | 1,211,600 |
| 52520 - Maint - Vehicles | 28,381 | 62,000 | 336,000 | 336,000 | 672,000 | 392,500 | 341,000 | 733,500 |
| 52600 - Rents/Leases - Equipment | 11,266 | 10,500 | 10,000 | 12,000 | 22,000 | 14,000 | 16,000 | 30,000 |
| 52705 - Insurance - Premiums | 431,554 | 471,000 | 506,000 | 512,000 | 1,018,000 | 518,000 | 524,000 | 1,042,000 |
| 52800 - Communications/Telephone | 138,145 | 146,300 | 95,000 | 107,500 | 202,500 | 120,500 | 134,000 | 254,500 |
| 52810 - Advertising/Marketing | 211,231 | 182,000 | 181,000 | 186,000 | 367,000 | 191,000 | 196,000 | 387,000 |
| 52820 - Printing and Binding | 56,647 | 83,700 | 19,700 | 20,700 | 40,400 | 60,500 | 22,700 | 83,200 |
| 52825 - Bank Charges | 15,069 | 17,000 | 5,000 | 5,200 | 10,200 | 5,500 | 5,800 | 11,300 |
| 52830 - Publications and Legal Notices | 8,624 | 13,000 | 14,000 | 14,500 | 28,500 | 57,800 | 15,500 | 73,300 |
| 52840 - Permits/License Fees | 5,874 | 4,000 | 3,500 | 3,500 | 7,000 | 3,500 | 3,500 | 7,000 |
| 52900 - Training/Conference Expenses | 59,097 | 50,000 | 62,000 | 67,000 | 129,000 | 105,800 | 77,000 | 182,800 |
| 52905 - Business Travel/Mileage | 13,206 | 15,000 | 15,000 | 16,000 | 31,000 | 52,900 | 18,000 | 70,900 |
| 53100 - Office Supplies | 79,167 | 30,000 | 40,000 | 45,000 | 85,000 | 58,100 | 55,000 | 113,100 |
| 53110 - Freight/Postage | 5,745 | 3,000 | 5,000 | 5,500 | 10,500 | 53,100 | 6,500 | 59,600 |
| 53115 - Books/Media/Subscriptions | 17,816 | 6,000 | 22,000 | 25,000 | 47,000 | 53,100 | 31,000 | 84,100 |
| 53120 - Memberships/Certifications | 116,188 | 80,000 | 75,500 | 82,500 | 158,000 | 138,600 | 94,500 | 233,100 |
| 53205 - Utilities - Electric | 281,485 | 140,000 | 277,000 | 301,000 | 578,000 | 321,000 | 340,000 | 661,000 |
| 53220 - Utilities - Water | 38,342 | 65,000 | 54,500 | 54,500 | 109,000 | 62,000 | 69,500 | 131,500 |
| 53250 - Fuel | 1,739,272 | 1,850,200 | 2,424,300 | 2,449,400 | 4,873,700 | 2,511,200 | 2,529,000 | 5,040,200 |
| Total Services and Supplies | \$24,850,673 | \$24,457,803 | \$38,840,500 | \$28,890,100 | \$67,730,600 | \$29,829,700 | \$30,331,655 | \$60,161,355 |

Other Charges

| | | | | | | | | |
|--------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| 54315 - Interest on Other Debt | 216,901 | 183,059 | 184,000 | 184,000 | 368,000 | 184,000 | 184,000 | 368,000 |
| 54600 - Depreciation Expense | 3,396,859 | 3,987,742 | 4,019,000 | 4,219,000 | 8,238,000 | 4,319,000 | 4,419,000 | 8,738,000 |
| 54700 - Bad Debt Expense | 1,599,435 | 100,000 | - | - | - | - | - | - |
| Total Other Charges | \$5,213,195 | \$4,270,801 | \$4,203,000 | \$4,403,000 | \$8,606,000 | \$4,503,000 | \$4,603,000 | \$9,106,000 |

Capital Assets

| | | | | | | | | |
|----------------------------------|---------------------|--------------------|---------------------|---------------------|---------------------|------------------|------------------|--------------------|
| 55200 - Construction in Progress | - | - | 1,500,000 | 500,000 | 2,000,000 | - | - | - |
| 55400 - Equipment | 15,816,968 | 3,100,000 | 9,493,500 | 9,637,000 | 19,130,500 | 600,000 | 600,000 | 1,200,000 |
| 55900 - Capital Outlay Offset | 15,816,968 | - | - | - | - | - | - | - |
| Total Other Charges | \$31,633,936 | \$3,100,000 | \$10,993,500 | \$10,137,000 | \$21,130,500 | \$600,000 | \$600,000 | \$1,200,000 |

Salary/Overhead Chargebacks

| | | | | | | | | |
|---------------------------------|------------------|------------------|------------------|------------------|--------------------|------------------|------------------|--------------------|
| 57900 - Chargebacks- Timesheets | 620,622 | 625,000 | 627,000 | 627,000 | 1,254,000 | 627,000 | 627,000 | 1,254,000 |
| Total Special Items | \$620,622 | \$625,000 | \$627,000 | \$627,000 | \$1,254,000 | \$627,000 | \$627,000 | \$1,254,000 |

| | | | | | | | | |
|---------------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|
| TOTAL EXPENDITURES | \$65,091,895 | \$35,509,305 | \$58,724,600 | \$48,218,300 | \$ 106,942,900 | \$39,889,900 | \$40,667,055 | \$80,556,955 |
|---------------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|

NVTA Budget and Outlook- Congestion Management Agency

| | FY25 ACTUALS | FY26 Budget | FY2027-FY2028 Budget | | | FY2029-FY2030 Outlook | | |
|---|---------------------|---------------------|----------------------|----------------------|---------------------|-----------------------|----------------------|----------------------|
| | | | FY2027 | FY2028 | 2 Year Budget | FY2029 | FY2030 | 2 Year Budget |
| REVENUES | | | | | | | | |
| Transportation Development Act | | | | | | | | |
| 41400 - Transportation Development Act | 3,829,800 | 3,500,000 | 3,000,000 | 3,000,000 | 6,000,000 | 3,000,000 | 3,000,000 | 6,000,000 |
| Total TDA | \$3,829,800 | \$3,500,000 | \$3,000,000 | \$3,000,000 | \$6,000,000 | \$3,000,000 | \$3,000,000 | \$6,000,000 |
| Intergovernmental Revenues | | | | | | | | |
| 43790 - ST - Other Funding | 4,155,287 | 1,500,000 | 1,300,000 | 1,300,000 | 2,600,000 | 1,300,000 | 1,300,000 | 2,600,000 |
| 43890 - FED - Other Funding - OBAG Planning | 1,596,869 | 2,500,000 | 3,434,000 | 1,553,000 | 4,987,000 | 972,000 | 991,000 | 1,963,000 |
| 43950 - Other - Governmental Agencies | 478,255 | 3,500,000 | 15,620,200 | 7,061,300 | 22,681,500 | 7,955,400 | 6,161,700 | 14,117,100 |
| Total Intergovernmental Revenues | \$6,230,411 | \$7,500,000 | \$20,354,200 | \$9,914,300 | \$30,268,500 | \$10,227,400 | \$8,452,700 | \$18,680,100 |
| Revenue from Use of Money and Property | | | | | | | | |
| 45100 - Interest | 81,055 | 50,000 | 50,000 | 50,000 | 100,000 | 50,000 | 50,000 | 100,000 |
| Total Revenue from Use of Money and Property | \$81,055 | \$50,000 | \$50,000 | \$50,000 | \$100,000 | \$50,000 | \$50,000 | \$100,000 |
| Farebox/Charges for Services | | | | | | | | |
| 46800 - Charges for Services | 49,195 | 23,155 | 25,000 | 25,000 | 50,000 | 25,000 | 25,000 | 50,000 |
| 46810 - Charges for Svcs - Am Canyon | 31,365 | 31,800 | 33,500 | 33,500 | 67,000 | 36,000 | 36,000 | 72,000 |
| 46815 - Charges for Svcs - Napa | 123,432 | 125,200 | 131,800 | 131,800 | 263,600 | 135,000 | 135,000 | 270,000 |
| 46820 - Charges for Svcs - Yountville | 4,403 | 4,500 | 4,700 | 4,700 | 9,400 | 5,000 | 5,000 | 10,000 |
| 46825 - Charges for Svcs - St. Helena | 10,898 | 11,100 | 11,700 | 11,700 | 23,400 | 12,000 | 12,000 | 24,000 |
| 46830 - Charges for Svcs - Calistoga | 8,217 | 8,300 | 8,300 | 8,300 | 16,600 | 8,600 | 8,600 | 17,200 |
| 46850 - Charges for Svcs - Napa County | 103,545 | 103,545 | 110,600 | 110,600 | 221,200 | 112,000 | 112,000 | 224,000 |
| Total Charges for Services | \$331,055 | \$307,600 | \$325,600 | \$325,600 | \$651,200 | \$333,600 | \$333,600 | \$667,200 |
| Other Financing Sources | | | | | | | | |
| 49900 - Miscellaneous/Economic Adjustment | - | - | 622,000 | 622,000 | 1,244,000 | 622,000 | 622,000 | 1,244,000 |
| Total Other Financing Sources | \$0 | \$0 | \$622,000 | \$622,000 | \$1,244,000 | \$622,000 | \$622,000 | \$1,244,000 |
| TOTAL REVENUES | \$10,472,321 | \$11,357,600 | \$ 24,351,800 | \$ 13,911,900 | \$38,263,700 | \$ 14,233,000 | \$ 12,458,300 | \$ 26,691,300 |



City of American Canyon, State Route 29



NVTA Budget and Outlook- Congestion Management Agency

| | FY25 | FY26 | FY2027-FY2028 Budget | | | FY2029-FY2030 Outlook | | |
|---|---------------------|---------------------|----------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|
| | ACTUALS | Budget | FY2027 | FY2028 | 2 Year Budget | FY2029 | FY2030 | 2 Year Budget |
| EXPENDITURES | | | | | | | | |
| Salaries and Employee Benefits | | | | | | | | |
| 51100 - Salaries and Wages | 2,358,171 | 2,600,000 | 2,701,800 | 2,836,700 | 5,538,500 | 2,978,700 | 3,127,900 | 6,106,600 |
| 51110 - Extra Help | 6,080 | 10,000 | 30,000 | 30,000 | 60,000 | 30,000 | 30,000 | 60,000 |
| 51130 - Vacation Payout | 38,716 | - | 15,000 | 15,000 | 30,000 | 15,000 | 15,000 | 30,000 |
| 51200 - 401A Employer Contribution | 50,490 | 50,000 | 24,500 | 24,500 | 49,000 | 24,500 | 24,500 | 49,000 |
| 51205 - Cell Phone Allowance | 10,300 | 11,000 | 20,000 | 22,000 | 42,000 | 22,000 | 22,000 | 44,000 |
| 51300 - Medicare | 32,793 | 38,000 | 38,000 | 38,000 | 76,000 | 38,000 | 38,000 | 76,000 |
| 51305 - FICA | - | - | 90,000 | 90,000 | 180,000 | 90,000 | 90,000 | 180,000 |
| 51400 - Employee Insurance - Premiums | 460,876 | 480,000 | 500,000 | 525,000 | 1,025,000 | 525,000 | 525,000 | 1,050,000 |
| 51405 - Workers Compensation | 3,425 | 5,000 | 9,000 | 9,000 | 18,000 | 9,000 | 9,000 | 18,000 |
| 51410 - Unemployment Compensation | 2,201 | 5,000 | 5,000 | 5,000 | 10,000 | 5,000 | 5,000 | 10,000 |
| 51600 - Retirement | 363,249 | 375,000 | 400,000 | 425,000 | 825,000 | 450,000 | 475,000 | 925,000 |
| 51605 - Other Post Employment Benefits | 64,411 | 48,000 | 68,000 | 70,000 | 138,000 | 72,000 | 73,000 | 145,000 |
| 51990 - Other Employee Benefits | - | 53,700 | 71,300 | 71,000 | 142,300 | 71,000 | 71,000 | 142,000 |
| 49900 - Transit Chargebacks | (617,244) | (620,000) | - | - | - | - | - | - |
| Total Salaries and Employee Benefits | \$2,773,468 | \$3,055,700 | \$3,972,600 | \$4,161,200 | \$8,133,800 | \$4,330,200 | \$4,505,400 | \$8,835,600 |
| Services and Supplies | | | | | | | | |
| 52100 - Administration Services | 5,191 | 5,000 | 1,000 | 1,000 | 2,000 | 1,000 | 1,000 | 2,000 |
| 52125 - Accounting/Auditing Services | 36,193 | 70,000 | 78,000 | 83,000 | 161,000 | 88,000 | 93,000 | 181,000 |
| 52130 - Information Technology Svcs | 181,844 | 200,000 | 238,000 | 245,000 | 483,000 | 252,000 | 260,000 | 512,000 |
| 52131 - ITS Communication Charges | 16,974 | 25,000 | 12,000 | 12,000 | 24,000 | 12,000 | 12,000 | 24,000 |
| 52140 - Legal Services | 93,231 | 350,000 | 75,000 | 75,000 | 150,000 | 75,000 | 75,000 | 150,000 |
| 52150 - Temporary/Contract Help | 19,691 | - | 2,000 | 2,000 | 4,000 | 52,200 | 2,000 | 54,200 |
| 52160 - Lobbyist Services | 67,000 | 50,000 | 100,000 | 109,000 | 209,000 | 118,000 | 127,000 | 245,000 |
| 52310 - Grant Funded Projects/Programs | 7,560,100 | 6,000,000 | 18,760,000 | 8,045,000 | 26,805,000 | 7,582,000 | 5,965,000 | 13,547,000 |
| 52325 - Waste Disposal Services | 5,517 | 33,900 | 36,000 | 40,000 | 76,000 | 44,000 | 48,000 | 92,000 |
| 52335 - Security Services | (269) | 8,000 | 8,000 | 8,000 | 16,000 | 52,300 | 8,000 | 60,300 |
| 52340 - Landscaping Services | 7,462 | 75,000 | 80,000 | 80,000 | 160,000 | 80,000 | 80,000 | 160,000 |
| 52500 - Maint - Equipment | 1,093 | 25,000 | 74,500 | 75,500 | 150,000 | 129,000 | 84,500 | 213,500 |
| 52505 - Maint - Bldg & Improvements | 110,041 | 100,000 | 165,500 | 174,300 | 339,800 | 180,100 | 185,900 | 366,000 |
| 52515 - Maint - Software | 68,031 | 110,000 | 106,200 | 106,200 | 212,400 | 106,200 | 214,200 | 320,400 |
| 52520 - Maint - Vehicles | 186 | 2,000 | 1,000 | 1,000 | 2,000 | 52,500 | 1,000 | 53,500 |
| 52600 - Rents/Leases - Equipment | 11,266 | 10,000 | 10,000 | 12,000 | 22,000 | 14,000 | 16,000 | 30,000 |
| 52705 - Insurance - Premiums | 63,577 | 85,000 | 95,000 | 100,000 | 195,000 | 105,000 | 110,000 | 215,000 |
| 52800 - Communications/Telephone | 47,243 | 55,000 | 59,000 | 65,500 | 124,500 | 72,000 | 79,500 | 151,500 |
| 52810 - Advertising/Marketing | 43,251 | 75,000 | 105,000 | 110,000 | 215,000 | 115,000 | 120,000 | 235,000 |
| 52820 - Printing and Binding | 8,370 | 15,000 | 12,000 | 13,000 | 25,000 | 52,800 | 15,000 | 67,800 |
| 52825 - Bank Charges | 2,689 | 15,000 | 3,000 | 3,200 | 6,200 | 3,500 | 3,800 | 7,300 |
| 52830 - Publications and Legal Notices | 7,849 | 8,000 | 9,000 | 9,500 | 18,500 | 52,800 | 10,500 | 63,300 |
| 52840 - Permits/License Fees | 4,350 | 4,000 | 3,500 | 3,500 | 7,000 | 3,500 | 3,500 | 7,000 |
| 52900 - Training/Conference Expenses | 59,097 | 50,000 | 62,000 | 67,000 | 129,000 | 105,800 | 77,000 | 182,800 |
| 52905 - Business Travel/Mileage | 13,206 | 15,000 | 15,000 | 16,000 | 31,000 | 52,900 | 18,000 | 70,900 |
| 53100 - Office Supplies | 67,612 | 25,000 | 35,000 | 40,000 | 75,000 | 53,100 | 50,000 | 103,100 |
| 53110 - Freight/Postage | 5,745 | 3,000 | 5,000 | 5,500 | 10,500 | 53,100 | 6,500 | 59,600 |
| 53115 - Books/Media/Subscriptions | 17,816 | 6,000 | 22,000 | 25,000 | 47,000 | 53,100 | 31,000 | 84,100 |
| 53120 - Memberships/Certifications | 116,188 | 80,000 | 75,500 | 82,500 | 158,000 | 138,600 | 94,500 | 233,100 |
| 53205 - Utilities - Electric | 97,007 | 120,000 | 110,000 | 115,000 | 225,000 | 120,000 | 125,000 | 245,000 |
| 53220 - Utilities - Water | 18,467 | 45,000 | 20,000 | 25,000 | 45,000 | 30,000 | 35,000 | 65,000 |
| 53250 - Fuel | 750 | 1,000 | 1,000 | 1,000 | 2,000 | 53,300 | 1,000 | 54,300 |
| Total Services and Supplies | \$8,756,768 | \$7,666,400 | \$20,379,200 | \$9,750,700 | \$30,129,900 | \$9,902,800 | \$7,952,900 | \$17,855,700 |
| Other Charges | | | | | | | | |
| 54315 - Interest on Other Debt | 19,959 | 60,000 | - | - | - | - | - | - |
| Total Other Charges | \$19,959 | \$60,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL EXPENDITURES | \$11,550,195 | \$10,782,100 | \$24,351,800 | \$13,911,900 | \$38,263,700 | \$14,233,000 | \$12,458,300 | \$26,691,300 |



NVRTA Budget and Outlook- Vine Transit

| | FY25 | FY26 | FY2027-FY2028 Budget | | | FY2029-FY2030 Outlook | | |
|---|---------------------|---------------------|----------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|
| | ACTUALS | Budget/Forecast | FY2027 | FY2028 | 2 Year Budget | FY2029 | FY2030 | 2 Year Outlook |
| Public Transit Service Projections | | | | | | | | |
| Service Hours | 128,056 | 131,596 | 130,724 | 133,068 | | 133,885 | 134,743 | |
| Revenue Hours | 95,813 | 99,887 | 98,091 | 99,532 | | 100,086 | 100,667 | |
| Service Miles | 1,692,442 | 1,785,666 | 1,743,333 | 1,772,139 | | 1,784,301 | 1,797,070 | |
| Revenue Miles | 1,449,864 | 1,548,427 | 1,409,477 | 1,435,122 | | 1,443,496 | 1,452,289 | |
| Ridership | 543,032 | 553,962 | 591,622 | 630,500 | | 673,156 | 721,279 | |
| REVENUES | | | | | | | | |
| Transportation Development Act | | | | | | | | |
| 41400 - Sales and Use Tax | 8,273,686 | 7,346,000 | 10,301,130 | 10,245,890 | 20,547,020 | 11,667,370 | 12,252,260 | 23,919,630 |
| 41410 - Transportation Development Act- Capital | - | - | 3,075,000 | 2,242,400 | 5,317,400 | 600,000 | 600,000 | 1,200,000 |
| Total TDA | \$8,273,686 | \$7,346,000 | \$13,376,130 | \$12,488,290 | \$25,864,420 | \$12,267,370 | \$12,852,260 | \$25,119,630 |
| Intergovernmental Revenues | | | | | | | | |
| 43790 - State Transit Assistance | 2,720,099 | 2,560,000 | 1,896,300 | 2,112,000 | 4,008,300 | 2,212,000 | 2,312,000 | 4,524,000 |
| 43890 - FTA | 5,407,472 | 5,300,000 | 3,437,600 | 3,540,000 | 6,977,600 | 3,540,000 | 3,540,000 | 7,080,000 |
| FTA Capital | - | 250,000 | 3,589,000 | 5,373,700 | 8,962,700 | - | - | - |
| 43950 - Other - Governmental Agencies | 2,338,550 | 800,000 | 1,256,500 | 1,800,000 | 3,056,500 | 1,000,000 | 1,000,000 | 2,000,000 |
| Other GA- Capital | - | - | 4,329,500 | 2,520,900 | 6,850,400 | - | - | - |
| Total Intergovernmental Revenues | \$10,466,121 | \$8,910,000 | \$14,508,900 | \$15,346,600 | \$29,855,500 | \$6,752,000 | \$6,852,000 | \$13,604,000 |
| Revenue from Use of Money and Property | | | | | | | | |
| 45100 - Interest | 1,092,924 | 1,024,000 | 47,000 | 47,000 | 94,000 | 47,000 | 47,000 | 94,000 |
| Total Revenue from Use of Money and Property | \$1,092,924 | \$1,024,000 | \$47,000 | \$47,000 | \$94,000 | \$47,000 | \$47,000 | \$94,000 |
| Farebox | | | | | | | | |
| 46800 - Farebox | 953,358 | 982,600 | 1,017,700 | 1,032,000 | 2,049,700 | 1,060,800 | 1,088,800 | 2,149,600 |
| 46810 - Charges for Svcs - Am Canyon | 72,934 | 97,200 | 107,700 | 112,100 | 219,800 | 117,300 | 122,200 | 239,500 |
| 46820 - Charges for Svcs - Yountville | 42,240 | 57,800 | 45,970 | 47,610 | 93,580 | 49,630 | 51,640 | 101,270 |
| 46825 - Charges for Svcs - St. Helena | 41,325 | 41,000 | 40,800 | 42,200 | 83,000 | 44,000 | 45,800 | 89,800 |
| 46830 - Charges for Svcs - Calistoga | 65,000 | 55,000 | 55,000 | 55,000 | 110,000 | 55,000 | 55,000 | 110,000 |
| 46850 - Charges for Svcs - Napa County | - | - | - | - | - | - | - | - |
| Total Farebox | \$1,174,857 | \$1,233,600 | \$1,267,170 | \$1,288,910 | \$2,556,080 | \$1,326,730 | \$1,363,440 | \$2,690,170 |
| Other Financing Sources | | | | | | | | |
| 48100 - Sale of Capital Assets | 4,363 | 25,000 | - | - | - | - | - | - |
| 49900 - Miscellaneous/Economic Adjustment | 1,174,857 | 1,233,600 | 3,850,000 | 4,050,000 | 7,900,000 | 4,150,000 | 4,250,000 | 8,400,000 |
| Total Other Financing Sources | \$1,179,220 | \$1,258,600 | \$3,850,000 | \$4,050,000 | \$7,900,000 | \$4,150,000 | \$4,250,000 | \$8,400,000 |
| TOTAL REVENUES | \$22,186,807 | \$19,772,200 | \$33,049,200 | \$33,220,800 | \$66,270,000 | \$24,543,100 | \$25,364,700 | \$49,907,800 |





NVTA Budget and Outlook- Vine Transit

| | FY25 | FY26 | FY2027-FY2028 Budget | | | FY2029-FY2030 Outlook | | |
|---|---------------------|---------------------|----------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|
| | ACTUALS | Budget/Forecast | FY2027 | FY2028 | 2 Year Budget | FY2029 | FY2030 | 2 Year Outlook |
| EXPENDITURES | | | | | | | | |
| Services and Supplies | | | | | | | | |
| 52125 - Accounting/Auditing Services | 4,508 | 11,600 | 11,800 | 11,800 | 23,600 | 11,800 | 11,800 | 23,600 |
| 52130 - Information Technology Svcs | - | 15,000 | 13,800 | 13,800 | 27,600 | 13,800 | 13,800 | 27,600 |
| 52310 - Consulting Services | 34,702 | 40,000 | 68,000 | 68,000 | 136,000 | 68,000 | 68,000 | 136,000 |
| 52325 - Waste Disposal Services | 20,188 | 24,000 | 24,000 | 26,000 | 50,000 | 28,000 | 30,000 | 58,000 |
| 52335 - Security Services | 34,702 | 15,000 | 8,000 | 8,000 | 16,000 | 8,000 | 8,000 | 16,000 |
| 52340 - Landscaping Services | 13,495 | 30,000 | 32,000 | 36,500 | 68,500 | 41,000 | 45,500 | 86,500 |
| 52490 - Purchased Transportation | 12,413,226 | 13,405,200 | 13,264,700 | 14,034,400 | 27,299,100 | 14,691,300 | 17,031,455 | 31,722,755 |
| 52500 - Maint - Equipment | 269,921 | 315,000 | 440,000 | 440,000 | 880,000 | 440,000 | 440,000 | 880,000 |
| 52505 - Maint - Bldg & Improvements | 15,801 | 75,000 | 51,900 | 55,700 | 107,600 | 59,800 | 64,400 | 124,200 |
| 52515 - Maint - Software | 199,292 | 271,403 | 359,600 | 361,600 | 721,200 | 442,100 | 449,100 | 891,200 |
| 52520 - Maint - Vehicles | 28,195 | 60,000 | 335,000 | 335,000 | 670,000 | 340,000 | 340,000 | 680,000 |
| 52705 - Insurance - Premiums | 367,977 | 386,000 | 411,000 | 412,000 | 823,000 | 413,000 | 414,000 | 827,000 |
| 52800 - Communications/Telephone | 90,902 | 91,300 | 36,000 | 42,000 | 78,000 | 48,500 | 54,500 | 103,000 |
| 52810 - Advertising/Marketing | 167,980 | 107,000 | 76,000 | 76,000 | 152,000 | 76,000 | 76,000 | 152,000 |
| 52820 - Printing and Binding | 48,277 | 68,700 | 7,700 | 7,700 | 15,400 | 7,700 | 7,700 | 15,400 |
| 52825 - Bank Charges | 12,379 | 2,000 | 2,000 | 2,000 | 4,000 | 2,000 | 2,000 | 4,000 |
| 52830 - Publications and Legal Notices | 775 | 5,000 | 5,000 | 5,000 | 10,000 | 5,000 | 5,000 | 10,000 |
| 52840 - Permits/License Fees | 1,524 | - | - | - | - | - | - | - |
| 53100 - Office Supplies | 11,555 | 5,000 | 5,000 | 5,000 | 10,000 | 5,000 | 5,000 | 10,000 |
| 53205 - Utilities - Electric | 184,478 | 20,000 | 167,000 | 186,000 | 353,000 | 201,000 | 215,000 | 416,000 |
| 53220 - Utilities - Water | 19,874 | 20,000 | 34,500 | 29,500 | 64,000 | 32,000 | 34,500 | 66,500 |
| 53250 - Fuel | 1,738,522 | 1,849,200 | 2,423,300 | 2,448,400 | 4,871,700 | 2,510,200 | 2,528,000 | 5,038,200 |
| Total Services and Supplies | 15,678,273 | 16,816,403 | 17,776,300 | 18,604,400 | 36,380,700 | 19,444,200 | 21,843,755 | 41,287,955 |
| Other Charges | | | | | | | | |
| 54315 - Interest on Other Debt | 176,983 | 183,059 | 184,000 | 184,000 | 368,000 | 184,000 | 184,000 | 368,000 |
| 54600 - Depreciation Expense | 3,219,876 | 3,804,683 | 3,835,000 | 4,035,000 | 7,870,000 | 4,135,000 | 4,235,000 | 8,370,000 |
| 56600 - Loss on disposal of Assets | 1,599,435 | 100,000 | - | - | - | - | - | - |
| Total Other Charges | 4,996,294 | 4,087,742 | 4,019,000 | 4,219,000 | 8,238,000 | 4,319,000 | 4,419,000 | 8,738,000 |
| Capital Assets | | | | | | | | |
| 55400 - Equipment | 15,816,968 | 3,100,000 | 10,993,500 | 10,137,000 | 21,130,500 | 600,000 | 600,000 | 1,200,000 |
| Total Other Charges | 15,816,968 | 3,100,000 | 10,993,500 | 10,137,000 | 21,130,500 | 600,000 | 600,000 | 1,200,000 |
| Salary/Overhead Chargebacks | | | | | | | | |
| 57900 - Chargebacks- Timesheets | 620,622 | 620,000 | 622,000 | 622,000 | 1,244,000 | 622,000 | 622,000 | 1,244,000 |
| Total Special Items | 620,622 | 620,000 | 622,000 | 622,000 | 1,244,000 | 622,000 | 622,000 | 1,244,000 |
| TOTAL EXPENDITURES | \$37,112,158 | \$24,624,145 | \$33,410,800 | \$33,582,400 | \$66,993,200 | \$24,985,200 | \$27,484,755 | \$52,469,955 |



Soscol Junction Roundabouts



NVRTA Budget Outlook- Capital Fund

DRAFT BUDGET

This budget is for illustrative purposes only

| | FY25 | FY26 | FY2027-FY2028 Budget | | | FY2029-FY2030 Outlook | | |
|---|----------------------|---------------------|----------------------|---------------------|----------------------|-----------------------|-------------------|---------------------|
| | ACTUALS | Budget/ Forecast | FY2027 | FY2028 | 2 Year Budget | FY2029 | FY2030 | 2 Year Budget |
| REVENUES | | | | | | | | |
| Transportation Development Act | | | | | | | | |
| 41410 - Transportation Development Act- Capital | - | 1,100,000 | 3,075,000 | 2,242,400 | 5,317,400 | - | - | - |
| Total TDA | \$0 | \$1,100,000 | \$3,075,000 | \$2,242,400 | \$5,317,400 | \$0 | \$0 | \$0 |
| Intergovernmental Revenues | | | | | | | | |
| 43790 - ST - Other Funding | 72,000 | - | - | - | - | - | - | - |
| FIA Capital | 14,546,120 | 600,000 | 3,589,000 | 5,373,700 | 8,962,700 | - | - | - |
| 43950 - Other - Governmental Agencies | 108,000 | 1,400,000 | - | - | - | - | - | - |
| Other GA- Capital | - | - | 3,529,500 | 1,920,900 | 5,450,400 | - | - | - |
| Total Intergovernmental Revenues | \$14,726,120 | \$2,000,000 | \$7,118,500 | \$7,294,600 | \$8,962,700 | \$0 | \$0 | \$0 |
| Revenue from Use of Money and Property | | | | | | | | |
| 45100 - Interest | 1,110,807 | - | 800,000 | 600,000 | 1,400,000 | 600,000 | 600,000 | 1,200,000 |
| Total Revenue from Use of Money and Property | \$1,110,807 | \$0 | \$800,000 | \$600,000 | \$1,400,000 | \$600,000 | \$600,000 | \$1,200,000 |
| TOTAL REVENUES | \$ 15,836,927 | \$ 3,100,000 | \$10,993,500 | \$10,137,000 | \$ 15,680,100 | \$ 600,000 | \$ 600,000 | \$ 1,200,000 |
| EXPENDITURES | | | | | | | | |
| Other Charges | | | | | | | | |
| 54315 - Interest on Other Debt | 19,959 | - | - | - | - | - | - | - |
| Total Other Charges | \$19,959 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Capital Assets | | | | | | | | |
| 55200 - Construction in Progress | - | - | 1,500,000 | 500,000 | 2,000,000 | - | - | - |
| 55400 - Equipment | - | 3,100,000 | 9,493,500 | 9,637,000 | 19,130,500 | 600,000 | 600,000 | 1,200,000 |
| 55900 - Capital Outlay Offset | 15,816,968 | - | - | - | - | - | - | - |
| Total Other Charges | \$15,816,968 | \$3,100,000 | \$10,993,500 | \$10,137,000 | \$21,130,500 | \$600,000 | \$600,000 | \$1,200,000 |
| TOTAL EXPENDITURES | \$ 15,836,927 | \$ 3,100,000 | \$10,993,500 | \$10,137,000 | \$ 21,130,500 | \$ 600,000 | \$ 600,000 | \$ 1,200,000 |



Napa Valley Vine Trail



NVRTA Budget and Outlook- Debt Service

| | FY25 | FY26 | FY2027-FY2028 Budget | | | FY2029-FY2030 Outlook | | |
|---|-------------------|-------------------|----------------------|-------------------|-------------------|-----------------------|-------------------|-------------------|
| | ACTUALS | Budget/ Forecast | FY2027 | FY2028 | 2 Year Budget | FY2029 | FY2030 | 2 Year Budget |
| REVENUES | | | | | | | | |
| Transportation Development Act | | | | | | | | |
| 41400 - Transportation Development Act | 246,000 | 200,000 | 184,000 | 184,000 | 368,000 | 184,000 | 184,000 | 368,000 |
| Total TDA | \$246,000 | \$200,000 | \$184,000 | \$184,000 | \$368,000 | \$184,000 | \$184,000 | \$368,000 |
| Revenue from Use of Money and Property | | | | | | | | |
| 45100 - Interest | 19 | 24 | - | - | - | - | - | - |
| Total Revenue from Use of Money and Property | \$19 | \$24 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTAL REVENUES | \$ 246,019 | \$ 200,024 | \$ 184,000 | \$ 184,000 | \$ 368,000 | \$ 184,000 | \$ 184,000 | \$ 368,000 |
| EXPENDITURES | | | | | | | | |
| Other Charges | | | | | | | | |
| 54315 - Interest on Other Debt | 176,983 | 183,059 | 184,000 | 184,000 | 368,000 | 184,000 | 184,000 | 368,000 |
| Total Other Charges | \$176,983 | \$183,059 | \$184,000 | \$184,000 | \$368,000 | \$184,000 | \$184,000 | \$368,000 |
| TOTAL EXPENDITURES | \$ 176,983 | \$ 183,059 | \$ 184,000 | \$ 184,000 | \$ 368,000 | \$ 184,000 | \$ 184,000 | \$ 368,000 |



NVRTA Budget and Outlook- Transportation for Clean Air

| | FY25 | FY26 | FY2027-FY2028 Budget | | | FY2029-FY2030 Outlook | | |
|---|-------------------|-------------------|----------------------|-------------------|---------------------|-----------------------|-------------------|---------------------|
| | ACTUALS | Budget/ Forecast | FY2027 | FY2028 | 2 Year Budget | FY2029 | FY2030 | 2 Year Budget |
| REVENUES | | | | | | | | |
| Intergovernmental Revenues | | | | | | | | |
| 43950 - Other - Governmental Agencies | \$ 177,295 | \$ 215,000 | \$ 485,000 | \$ 485,000 | \$ 970,000 | \$ 485,000 | \$ 485,000 | \$ 970,000 |
| Total Intergovernmental Revenues | \$ 177,295 | \$ 215,000 | \$ 485,000 | \$ 485,000 | \$ 970,000 | \$ 485,000 | \$ 485,000 | \$ 970,000 |
| Revenue from Use of Money and Property | | | | | | | | |
| 45100 - Interest | \$ 17,147 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 30,000 | \$ 15,000 | \$ 15,000 | \$ 30,000 |
| Total Revenue from Use of Money and Property | \$ 17,147 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 30,000 | \$ 15,000 | \$ 15,000 | \$ 30,000 |
| TOTAL REVENUES | \$ 194,441 | \$ 230,000 | \$ 500,000 | \$ 500,000 | \$ 1,000,000 | \$ 500,000 | \$ 500,000 | \$ 1,000,000 |
| EXPENDITURES | | | | | | | | |
| Services and Supplies | | | | | | | | |
| 52310 - Consulting Services | 415,632 | 225,000 | 495,000 | 495,000 | 990,000 | 495,000 | 495,000 | 990,000 |
| Total Services and Supplies | \$415,632 | \$225,000 | \$495,000 | \$495,000 | \$990,000 | \$495,000 | \$495,000 | \$990,000 |
| Salary/Overhead Chargebacks | | | | | | | | |
| 57900 - Chargebacks- Timesheets | - | 5,000 | 5,000 | 5,000 | 10,000 | 5,000 | 5,000 | 10,000 |
| Total Special Items | \$0 | \$5,000 | \$5,000 | \$5,000 | \$10,000 | \$5,000 | \$5,000 | \$10,000 |
| TOTAL EXPENDITURES | \$415,632 | \$230,000 | \$500,000 | \$500,000 | \$1,000,000 | \$500,000 | \$500,000 | \$1,000,000 |



NVTA

NAPA VALLEY TRANSPORTATION AUTHORITY

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