



NAPA VALLEY TRANSPORTATION AUTHORITY ATAC Agenda Letter

TO: Active Transportation Advisory Committee
FROM: Danielle Schmitz, Executive Director
REPORT BY: Rebecca Schenck, Director of Transit
(707) 259-8636/ Email: rschenck@nvta.ca.gov
SUBJECT: Complete Streets Checklist Review – Vine Transit Forward Project

RECOMMENDATION

That the Active Transportation Advisory Committee (ATAC) review and approve Complete Streets Checklist for Vine Transit Forward Project.

EXECUTIVE SUMMARY

The Complete Streets (CS) Checklist is required pursuant to Metropolitan Transportation Commission (MTC) guidelines to ensure that projects funded within the Bay Area consider the accommodation of pedestrians, cyclists, and public transit users as part of project planning, design, funding, and construction. County Transportation Agencies (CTAs) are required to review and seek approval from the designated ATAC to ensure accommodation needs are incorporated early in the project development process.

FISCAL IMPACT

Is there a Fiscal Impact? No.

BACKGROUND AND DISCUSSION

In March 2022, the Metropolitan Transportation Commission adopted a new Complete Streets Policy ([MTC Resolution No. 4493](#)). The goal of the policy is to make sure that people who are biking, walking, rolling, and taking transit are safely accommodated within the transportation network. The Complete Streets Policy requires that projects funded with regional discretionary funds implement local Complete Streets plans and implement All Ages and Abilities design guidelines on the Active Transportation Network.

This checklist is required for all projects requesting \$250,000 or more in discretionary funds.

Vine Transit Forward Project

Vine Transit Forward is a strategic regional mobility investment designed to deliver faster, more frequent, and more reliable transit service across Napa Valley's busiest corridors. Through this initiative, the Napa Valley Transportation Authority (NVTA) will make a targeted capital investment in Transit Signal Priority (TSP) at six congested intersections along Trancas Street—one of the City of Napa's most heavily traveled corridors and a critical junction for regional transit operations. Trancas Street is where Vine Regional Routes 10 and 11 converge, providing continuous north–south service along the entire length of Napa Valley, from Calistoga in the north, to Vallejo just beyond the Napa County border. The intersections that will receive Transit Signal Priority hardware are as follows:

- Trancas St. and California Blvd.
- Trancas St. and Claremont Way
- Trancas St. and Jefferson St.
- Trancas St. and Beard Rd.
- Trancas St. and Villa Lane
- Trancas St. and Soscol Ave.

The implementation of TSP will significantly improve travel time reliability, on-time performance, and schedule adherence for Routes 10 and 11, which currently have the highest ridership of all 12 Vine routes despite operating on one-hour headways. These operational improvements, combined with additional operating assistance, will allow NVTA to cut headways in half to 30 minutes and double the number of weekday connections between Routes 10 and 11—using NVTA's existing fleet. This project directly advances the service enhancements identified in MTCs Transit 2050+ strategies, strengthening regional connectivity, improving transfers, and modernizing transit operations. Vine Transit Forward prioritizes transit through congested areas, reduces delays for riders, and delivers a more competitive, dependable regional transit system that supports mobility, economic vitality, and long-term sustainability throughout Napa Valley.

Funding for the project would come from both local and regional sources. NVTA applied for \$2 million in from the MTC Transit Performance Initiative (TPI) FY 2025-26 from the Low Carbon Transit Operations Program (LCTOP) to complete the project. As part of this grant application, NVTA submitted a Complete Streets (CS) Checklist and must have the project reviewed by ATAC no later than March 8, 2026 to support alignment with regional transportation policies and priorities.

ATTACHMENTS

- (1) MTC CS Checklist –Vine Transit Forward Project

1. Contact Name	Rebecca Schenck
2. Email Address	rschenck@nvta.ca.gov
3. Contact Phone Number	707259-8636
4. Project Sponsor	Napa Valley Transportation Authority (NVTA)
6. County	Napa
8. Is your project seeking regional discretionary funds or an endorsement?	Regional discretionary funding
9. If your project is seeking regional discretionary funding, please choose which funding program. If you are unsure, please email completestreets@bayareametro.gov.	Transit Performance Initiative through Low-Carbon Transit Operations
10. Project Name/Title	Vine Transit Forward
11. Project Location	Napa
12. Project Area Map (Attach if applicable) Please save the file "Project Name_YourJurisdictionName_Map." Add the name of the file being uploaded below. Then Click Here to upload your file.	Vine Transit Forward_NVTA_Map
13. Project Description (200 character limit). Please include scope of project, project extents, length of segment(s), street names, transit stop/stations, etc.	This project will cut wait times in half on regional Routes 10 and 11 by significantly reducing headways, while implementing transit signal priority at six of the City of Napa's most congested intersections.
14. Please choose the project phase(s).	Operating and Maintenance (O&M)
15. Please check all the modes that the project includes:	Roadway Transit (bus, light rail, streetcar)
16. Do you think your project qualifies for a Statement of Exception?	No
Topic: Bicycle, Pedestrian and Transit Planning	
17. Please check all of the relevant plans that this project helps to implement.	Community-Based Transportation Plan Transit Plan Plan Bay Area 2050+
18. Please provide details on the Plan recommendation(s) affecting the project	CBTP:"Expand and promote transportation options to healthcare and

area, if any, with Plan adoption date. If the project is inconsistent with adopted plans, please provide explanation.

other community service facilities. Continue to adjust transit and shuttle routes, timing and frequency to reflect the needs of those who travel outside of the bounds of the 9-to-5 business schedule, such as seniors, students, and essential workers"
Plan Bay Area 2050+: Transportation Project List 25-T11-151, Local Bus | Service Frequency Upgrades | NVTA

19. Does the project area contain segments of the regional Active Transportation (AT) Network? [See MTC's AT Network map here]

Yes

20. If yes, describe how the project adheres to the National Association of City Transportation Officials (NACTO's) "Designing for All Ages & Abilities Contextual Guidance for High-Comfort Bicycle Facilities" and/or the Architectural and Transportation Barriers Compliance Board's "Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way." Background: MTC's Complete Streets Policy states, "Projects on the AT Network shall incorporate design principles based on designing for "All Ages and Abilities" contextual guidance provided by the National Association of City Transportation Officials (NACTO), and consistent with state and national best practices. The Proposed Public Rights-of-Way Accessibility Guidelines (PROWAG) (adopted July 2024,) by the U.S. Access Board should also be referenced during design."

This project will only impact the signal boxes and corresponding signal timing and will not change the ROW for pedestrians or bicyclists.

21. Is there a MTC Mobility Hub (map) within the project area?

Yes

22. If yes, please describe outreach to mobility providers, and the project's Hub-supportive elements. Please view the Mobility Hubs Playbook Play 1.

Additional bus service to the Redwood Park and Ride, which is a MTC Mobility Hub

23. Is the project on a known High Injury Network (HIN) or has a local traffic safety analysis found a high incidence of killed or severely injured bicyclist/pedestrian-involved crashes within the project area?

Yes

24. Please summarize the traffic safety conditions and describe the project's traffic safety countermeasures. The Bay Area Vision Zero System may be a helpful resource.

The project should not impact existing traffic safety conditions

Please check all the infrastructure elements that will be included in this phase of the Project:

Transit Signal Priority

Will the project help to improve active transportation or transit in an Equity Priority Community (EPC)?

Yes

Please list census tracts that are designated as EPCs and affected by this project.

Additional transit service to 200301 and 200900

Will the Project integrate green infrastructure?

N/A

Compliance and Exemption with Bicycle and Pedestrian Committee (or Equivalent) Review

25. Please describe the transit routes, stations, etc., and include information about transit-supportive design elements included in the project.

Mainly Routes 10 and 11 which travel the length of Napa Valley from Calistoga down to Vallejo in neighboring Solano County. Transit Signal Priority through 6 congested intersections along these routes will increase speed and improve on-time performance.

26. If yes, list transit facilities (stop, station, and route) and all affected agencies.

Routes 10, 11, C and E all operated by NVTA, the project sponsor.

27. Have all potentially affected transit agencies had the opportunity to review this project? If yes, please save the email from transit operator(s) below.

Yes

Please upload the email documentation from the transit operator(s). Please save the files as "Project Name_YourJurisdictionName_TransitEmail" Add the name of the file being uploaded below. Then Click Here to upload your file.

NVTA is the transit operator

Is this project in compliance with MTC Complete Street's Policy (Resolution 4493)?

Yes

Has a local Bicycle and Pedestrian Advisory Committee/Commission (BPAC) reviewed this Checklist?

The Checklist is being submitted to send to the BPAC for review.

Please provide the meeting date(s).	February 23rd
Please provide a summary of meeting comments.	Will do after the meeting
1. The affected roadway is legally prohibited for use by bicyclists and/or pedestrians.	No
2. The costs of providing Complete Streets improvements are excessively disproportionate to the need or probable use (defined as more than 20 percent for Complete Streets elements of the total project cost).	No
3. There is a documented Alternative Plan to implement Complete Streets and/or on a nearby parallel route.	No
4. Conditions exist in which policy requirements may not be able to be met, such as fire and safety specifications, spatial conflicts on the roadway with transit or environmental concerns, defined as abutting conservation land or severe topological constraints.	No
Describe condition(s) that prohibit implementation of CS policy requirements.	N/A
Name of department director or equivalent for exceptions.	Rebecca Schenck, Director of Transit

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