

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559



## Agenda - Final

Wednesday, June 17, 2026  
1:00 PM

**JoAnn Busenbark Board Room**

### **NVTA Board of Directors**

All materials relating to an agenda item for an open session of a regular meeting of the NVTA Board of Directors are posted on the NVTA website at: <https://nvta.legistar.com/Calendar.aspx>

This meeting will be conducted as an in-person meeting at the location noted above. Remote teleconference access is provided for the public's convenience and in the event a Board Member requests remote participation due to just cause or emergency circumstances pursuant to Government Code section 54953(f). Please be advised that if a Board Member is not participating in the meeting remotely, remote participation for members of the public is provided for convenience only and in the event that the Zoom teleconference connection malfunctions for any reason, the Board of Directors reserves the right to conduct the meeting without remote access and take action on any agenda item. The public may participate telephonically or electronically via the methods below:

- 1) To join the meeting via Zoom video conference go to <https://zoom.us/join> and enter meeting ID 864 1754 4351
- 2) To join the Zoom meeting by phone: dial 1-669-900-6833, enter meeting ID: 864 1754 4351 If asked for the participant ID or code, press #.
- 3) Watch live on YouTube: <https://www.youtube.com/channel/UCrjLcW9uRmA0EE6w-eKZyw?app=desktop>

The agenda will be posted 72 hours prior to the meeting and will be available for public inspection, on and after at the time of such distribution, in the office of the Secretary of the NVTA Board of Directors, 625 Burnell Street, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 4:30 p.m., except for NVTA holidays. Should the office be closed or staff is working remotely due to a declared emergency, you may email [info@nvta.ca.gov](mailto:info@nvta.ca.gov) to request a copy of the agenda.

Public records related to an agenda item that are distributed less than 72 hours before this meeting are available for public inspection during normal business hours at the NVTA office at 625 Burnell Street, Napa, CA 94559 and will be made available to the public on the NVTA website at [nvta.ca.gov](http://nvta.ca.gov). Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

Members of the public may comment on matters within the subject matter of the Board's jurisdiction, that are not on the meeting agenda during the general Public Comment item at the beginning of the meeting. Comments related to a specific item on the agenda must be reserved until the time the agenda item is considered and the Chair invites public comment. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.

Members of the public may submit a public comment in writing by emailing [info@nvta.ca.gov](mailto:info@nvta.ca.gov) by 10:00 a.m. on the day of the meeting with PUBLIC COMMENT as the subject line (for comments related to an agenda item, please include the item number). All written comments should be 350 words or less, which corresponds to approximately 3 minutes or less of speaking time. Public comments emailed to [info@nvta.ca.gov](mailto:info@nvta.ca.gov) after 10 a.m. the day of the meeting will be entered into the record but not read out loud. If authors of the written correspondence would like to speak, they are free to do so and should raise their hand and the Chair will call upon them at the appropriate time.

1. To comment while attending via Zoom, click the "Raise Hand" button to request to speak when Public Comment is being taken on the Agenda item. You must unmute yourself when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will then be re-muted.

2. To comment by phone, press "\*9" to request to speak when Public Comment is being taken on the Agenda item. You must unmute yourself by pressing "\*6" when it is your turn to make your comment, for up to 3 minutes. After the allotted time, you will be re-muted.

The methods of observing, listening, or providing public comment to the meeting may be altered due to technical difficulties or the meeting may be cancelled, if needed.

Note: Where times are indicated for agenda items, they are approximate and intended as estimates only, and may be shorter or longer as needed.

Information on obtaining the agenda in an alternate format is noted below:

Americans with Disabilities Act (ADA): This Agenda shall be made available upon request in alternate formats to persons with a disability. Persons requesting a disability-related modification or accommodation should contact Laura Sanderlin, NVTA Board Secretary, at (707) 259-8633 during regular business hours, at least 48 hours prior to the time of the meeting.

Acceso y el Titulo VI: La NVTA puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Autoridad. Para solicitar asistencia, por favor llame al número (707) 259-8633. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Ang Accessibility at Title VI: Ang NVTA ay nagkakaloob ng mga serbisyo/akomodasyon kung hilingin ang mga ito, ng mga taong may kapansanan at mga indibiduwal na may limitadong kaalaman sa wikang Ingles, na nais na matugunan ang mga bagay-bagay na may kinalaman sa NVTA-TA Board. Para sa mga tulong sa akomodasyon o pagsasalin-wika, mangyari lang tumawag sa (707) 259-8633. Kakailanganin namin ng paunang abiso na tatlong araw na may pasok sa trabaho para matugunan ang inyong kahilingan.

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comment
5. Chairperson's, Board Members', Metropolitan Transportation Commissioner's, and Association of Bay Area Governments Update
6. Executive Director's Update
7. Caltrans' Update

Note: Where times are indicated for the agenda items, they are approximate and intended as estimates only and may be shorter or longer as needed.

## **8. PRESENTATIONS**

### **9. CONSENT AGENDA ITEMS**

#### **9.1 Meeting Minutes of May 20, 2026 (Laura Sanderlin) (Pages 7-10)**

**Recommendation:** Board action will approve the minutes of the May 20th regular meeting.

**Estimated Time:** 1:45 p.m.

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

#### **9.2 Community Advisory Committee (CAC) Member Appointments (Arcie Alvarado) (Pages 11-12)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board approve the appointments of members Ashley Tenscher, Jean-Vincent Deale, and Vincent Courtney to the Community Advisory Committee for a two (2) year term.

**Estimated Time:** 1:45 p.m.

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

**9.3 Fiscal Year (FY) 2026-27 Salary Ranges for Napa Valley Transportation Authority (NVTA) Job Classifications (Laura Sanderlin) (Pages 13-24)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board approve Resolution No. 26-06 approving the Fiscal Year (FY) 2026-27 Salary Ranges for NVTA Job Classifications.

**Estimated Time:** 1:45 p.m.

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

**9.4 Purchase Order for four Starcraft Commercial Vehicles for Vine Transit (Rebecca Schenck) (Pages 25-36)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board authorize the Executive Director, or designee, to execute and allow minor modifications to Purchase Orders 26-P01 to acquire four public transit vehicles under NVTA's membership with the California Association for Coordinated Transportation (CalACT) and Morongo Basin Transit Authority's Cooperative RFP 20-01 in an amount not to exceed \$930,000.

**Estimated Time:** 1:45 p.m.

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

**9.5 Federal and State Legislative Update (Danielle Schmitz) (Pages 37-56)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board receive the Federal Legislative update, State Legislative Update, and the updated Bill Matrix for June 2026.

**Estimated Time:** 1:45 p.m.

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

**10. REGULAR AGENDA ITEMS**

**10.1 Election of Chair and Vice Chair for Fiscal Year (FY) 2026-27  
(Laura Sanderlin) (Pages 57-58)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board receive a report out from the nominating committee and to nominate, discuss, and elect a Chair and Vice Chair for NVTA for Fiscal Year (FY) 2026-27 commencing on July 1, 2026.

**Estimated Time:** 1:45 p.m.

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

**10.2 Transportation Development Act Article 3 (TDA-3) Resolution and  
Countywide Claim (Patrick Band) (Pages 59-103)**

**Recommendation:** That the Napa Valley Transportation Authority Board of Directors approve Resolution No. 26-05, authorizing the submittal of a Countywide Coordinated Claim to the Metropolitan Transportation Commission (MTC) for allocation of Fiscal Year (FY) 2026-27 Program Funds to Claimants in Napa County.

**Estimated Time:** 2:15 p.m.

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

**10.3 Agreement No. 26-C08 with Sloan Sakai Yeung & Wong LLP for  
General Counsel and Professional Legal Advisory Services  
(Antonio Onorato) (Pages 104-121)**

**Recommendation:** That the Napa Valley Transportation Authority (NVTA) Board authorize the Executive Director, or designee, to execute and all for minor modifications to Agreement No 26-C08 with Sloan Sakai Yueng & Wong LLP (Sloan Sakai) for General Counsel and Professional Legal Advisory Services for an amount of \$356,850 over a five-year period.

**Estimated Time:** 2:30 p.m.

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

**11. FUTURE AGENDA ITEMS**

**12. CLOSED SESSION**

**12.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)(1))**

Title: Executive Director

Estimated Time: 2:50 p.m.

**12.2 CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

Authority Designated Representative: Board Chair  
Unrepresented Employee Title: Executive Director

Estimated Time: 3:00 p.m.

**13. ADJOURNMENT**

**13.1 The next Regular Meeting is July 15th.**

I hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NVTA Offices, 625 Burnell Street, Napa, CA by 5:00 p.m. by Friday, June 12th.

Laura M. Sanderlin, NVTA Board Secretary

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559

## Meeting Minutes - Draft NVRTA Board of Directors

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Wednesday, May 20, 2026

1:00 PM

JoAnn Busenbark Board Room

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### 1. Call to Order

Chair Joseph called the meeting to order at 1:00pm.

### 2. Pledge of Allegiance

Chair Joseph led the Pledge of Allegiance.

### 3. Roll Call

**Present:** 9 - Donald Williams  
Kevin Eisenberg  
Michelle Deasy  
Bernie Narvaez  
Mark Joseph  
Amber Manfree  
Pam Reeves  
Christopher DeNatale  
Brando Cruz

**Excused:** 3 - Liz Alessio  
Paul Dohring  
Eric Knight

### 4. Adoption of the Agenda

**Motion MOVED by WILLIAMS, SECONDED by DENATALE to APPROVE Item 4. Adoption of the Agenda. Motion passed with 18 ayes.**

**Aye:** 18 - Williams, Eisenberg, Deasy, Narvaez, Joseph, Reeves, DeNatale, and Cruz

**Absent:** 2 - Manfree

### 5. Public Comment

None

### 6. Chairperson's, Board Members', Metropolitan Transportation Commissioner's, and Association of Bay Area Governments Update

Director Manfree reported on recent MTC activities.

## 7. Executive Director's Update

Executive Director Schmitz reported:

- Agency outreach activities in the month of May, including BikeFest and Bike to Wherever Day
- Bike and Pedestrian Counter installation at Logvy Park in Calistoga and upcoming installations scheduled for St. Helena and Yountville
- Free Vine transit to Bottlerock music festival
- Submittal of Safe Streets for all grant application for SR 29 improvements through American Canyon
- Public workshop May 27th at American Canyon City Hall

## 8. Caltrans' Update

Amani Meligy, Caltrans reported recent project status.

{Director Manfree entered the meeting at 1:08pm}

Note: Where times are indicated for the agenda items, they are approximate and intended as estimates only and may be shorter or longer as needed.

## 9. PRESENTATIONS

### 9.1 NVTA Project Update (Grant Bailey)

Attachments: [9.1 Presentation.pdf](#)

Information only/No action taken

Director Williams inquired about measurable benefits of implementing the Oakville Roundabout project. Staff advised there would be a number of safety improvements for both bike and pedestrian crossing.

Director Manfree advised for staff to review proposed roundabout in Oakville with local emergency services that utilize the intersection and receive feedback on suitable configuration.

Director Narvaez inquired about the timeline for the SR29/12 project which staff confirmed there will be a selection for a suitable alternative in August 2026 and conduct environmental studies by the end of 2027.

## 10. CONSENT AGENDA ITEMS

Motion **MOVED** by EISENBERG, **SECONDED** by NARVAEZ to **APPROVE** Item 10 Consent Agenda Items 10.1 and 10.2. Motion passed unanimously.

**Aye:** 20 - Williams, Eisenberg, Deasy, Narvaez, Joseph, Manfree, Reeves, DeNatale, and Cruz

### 10.1 Meeting Minutes of April 15, 2026 (Laura Sanderlin) (Pages 8-11)

Attachments: [Draft Minutes](#)

**10.2** Federal and State Legislative Update (Danielle Schmitz) (Pages 12-29)

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

**11. REGULAR AGENDA ITEMS****11.1** Chair and Vice Chair Nominating Committee for Fiscal Year (FY) 2026-27 (Laura Sanderlin) (Pages 30-31)

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

**Motion MOVED by NARVAEZ, SECONDED by MANFREE to APPROVE Chair Joseph's recommendation for subcommittee to be comprised of current Chair, current Vice Chair and most recent previous Chair Alessio. Motion passed unanimously.**

**Aye:** 20 - Williams, Eisenberg, Deasy, Narvaez, Joseph, Manfree, Reeves, DeNatale, and Cruz

**11.2** Resolution No. 26-04 Adopting of the Napa Valley Transportation Authority (NVTA) Biennial Budget for Fiscal Years 2026-27 and 2027-28 (Antonio Onorato) (Pages 32-60)

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

**Motion MOVED by CRUZ, SECONDED by WILLIAMS to APPROVE Item 11.2 adoption of Resolution No. 26-04 Biennial Budget for Fiscal Years 2026-27 and 2027-28. Motion passed unanimously.**

**Aye:** 20 - Williams, Eisenberg, Deasy, Narvaez, Joseph, Manfree, Reeves, DeNatale, and Cruz

**11.3** Overall Work Program for Fiscal Year 2026-27 and Fiscal Year 2027-28 (Antonio Onorato) (Pages 61-144)

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

**Motion MOVED by EISENBERG, SECONDED by NARVAEZ to APPROVE Item 11.3 adoption of the 2026-27 and 2027-28 Overall Work Program. Motion passed unanimously.**

**Aye:** 20 - Williams, Eisenberg, Deasy, Narvaez, Joseph, Manfree, Reeves, DeNatale, and Cruz

**11.4** NVTA Unified Call for Projects - Cycle 1 (Diana Meehan) (Pages 145-158)

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

**Motion MOVED by NARVAEZ, SECONDED by WILLIAMS to APPROVE Item 11.4 releasing the Unified Call for Projects - Cycle 1. Motion passed unanimously.**

**Aye:** 20 - Williams, Eisenberg, Deasy, Narvaez, Joseph, Manfree, Reeves, DeNatale, and Cruz

**11.5** Programming of Local Partnership Program (LPP) Incentive Funds - Silverado Five-Way Intersection Improvements Project (Diana Meehan) (Pages 159-166)

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

**Motion MOVED by NARVAEZ, SECONDED by MANFREE to APPROVE Item 11.5 programming \$2 million in LPP funds for the ROW phase to the Silverado Five-Way Intersection Improvements Project. Motion passed unanimously.**

**Aye:** 20 - Williams, Eisenberg, Deasy, Narvaez, Joseph, Manfree, Reeves, DeNatale, and Cruz

## **11.6 Vine UpValley Link (Rebecca Schenck) (Pages 167-171)**

**Attachments:** [Staff Report](#)  
[11.6 Presentation.pdf](#)

The Board voiced overall support of the new program and engaged in discussion about operation and use of PECS card funds, trip tracking analytics, and public outreach strategy.

**Motion MOVED by DEASY, SECONDED by EISENBERG to APPROVE Item 11.6 establishing guidelines for the Vine UpValley Link Program. Motion passed unanimously.**

**Aye:** 20 - Williams, Eisenberg, Deasy, Narvaez, Joseph, Manfree, Reeves, DeNatale, and Cruz

## **12. FUTURE AGENDA ITEMS**

None

## **13. CLOSED SESSION**

The Board entered into Closed Session at 2:25pm.

### **13.1 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION Government Code Section 54956.9 (d)(2) Government Claim Received on April 13, 2026 from Monica Lynn Harris**

The Board returned to open session at 2:41pm with reportable action unanimously rejecting the claim received on April 13th from Monica Lynn Harris.

## **14. ADJOURNMENT**

Chair Joseph adjourned the meeting at 2:41pm.

### **14.1 The next Regular Meeting is June 17th.**

I hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at the NVTA Offices, 625 Burnell Street, Napa, CA by 5:00 p.m. by Friday, May 15th.

Laura M. Sanderlin, NVTA Board Secretary



## NAPA VALLEY TRANSPORTATION AUTHORITY

### Board Agenda Memo

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**TO:** NVTA Board of Directors  
**FROM:** Danielle Schmitz, Executive Director  
**REPORT BY:** Arcie Alvarado, Administrative Assistant (707) 259-8780  
Email: [aalvarado@nvta.ca.gov](mailto:aalvarado@nvta.ca.gov)  
**SUBJECT:** Community Advisory Committee (CAC) Member Appointments

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#### **RECOMMENDATION**

That the Napa Valley Transportation Authority (NVTA) Board approve the appointments of members Ashley Tenscher, Jean-Vincent Deale, and Vincent Courtney to the Community Advisory Committee for a two (2) year term.

#### **COMMITTEE RECOMMENDATION**

None

#### **EXECUTIVE SUMMARY**

Ashley Tenscher, Jean-Vincent Deale, and Vincent Courtney currently serve on the Community Advisory Committee (CAC). These members' terms are due to expire, and they wish to continue serving. At the May 19<sup>th</sup>, 2026 Yountville Town Council meeting, Courtney was approved to represent the Town of Yountville on the CAC. NVTA Board approval would appoint Member Tenscher, Deale and Courtney to serve on the CAC for a two (2) year term representing the fields of environmental interests, senior population and Town of Yountville, respectively.

#### **FISCAL IMPACT**

None

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**CEQA REQUIREMENTS**

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

**BACKGROUND**

Per CAC bylaws, the NVTA Board will appoint and approve Committee members to serve on the Community Advisory Committee. The CAC is composed of nineteen (19) members representing a diverse, cross-section of the community including underrepresented groups. Staff are actively recruiting to fill ten (10) vacant positions. If representation of a certain group cannot be filled after solicitation for that position, the vacancy may be filled with a member at large. City/Town/County member representatives are appointed by their respective Councils or Board of Supervisors, whichever is applicable, before being approved by the NVTA Board.

**ALTERNATIVES**

Without the appointments, the positions would remain vacant.

**COUNTYWIDE PLAN GOALS MET BY THIS PROPOSAL**

Goal 1 – Serve the transportation needs of the community regardless of age, income, or ability.

The CAC is composed of members from the community representing various interests in Napa Valley. The purpose of the CAC is to advise the NVTA Board on projects, programs, and plans that address traffic congestion within Napa Valley.

**ATTACHMENT(S)**

None



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## NAPA VALLEY TRANSPORTATION AUTHORITY Board Agenda Memo

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**TO:** Board of Directors  
**FROM:** Danielle Schmitz, Executive Director  
**REPORT BY:** Laura Sanderlin, Board Secretary & Human Resources  
(707) 259-8633/ Email: [lsanderlin@nvta.ca.gov](mailto:lsanderlin@nvta.ca.gov)  
**SUBJECT:** Fiscal Year 2026-27 Salary Ranges for Napa Valley Transportation Authority (NVTA) Job Classifications

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### **RECOMMENDATION**

That the Napa Valley Transportation Authority (NVTA) Board approve Resolution No. 26-06 (Attachment 1) approving the Fiscal Year (FY) 2026-27 Salary Ranges for NVTA Job Classifications.

### **COMMITTEE RECOMMENDATION**

None

### **EXECUTIVE SUMMARY**

In accordance with Section 2.10 Performance Evaluation of the NVTA Policies, Practices, and Procedures Personnel Policies, pay grades will be adjusted annually and indexed to the average of County of Napa, Sonoma County Transportation Authority, and Solano Transportation Authority increases for a given year or Bay Area Consumer Price Index (CPI) whichever is greater.

For FY 2026-27, the proposed salary ranges in Resolution No. 26-06 reflect a 3.8% increase to the minimum and maximum ranges for all classifications. The average increase for the County of Napa (3.5%), Sonoma County Transportation Authority (5%) and Solano Transportation Authority (2.9%) equaled 3.8% whereas the Bay Area CPI was 3%. Board approval would update the salary ranges in each job classification for the upcoming fiscal year.

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## **FISCAL IMPACT**

**There is no fiscal impact for this action.** Only the salary schedule will be adjusted, not employees' individual salaries.

## **BACKGROUND**

The Napa Valley Transportation Authority (NVTA) contracts with California Public Employees' Retirement System (CalPERS) for employee retirement benefits. As an employer, the Agency is responsible for establishing publicly available pay schedules compliant with the Public Employees' Retirement Law (PERL), Government (Gov.), Code and California Code of Regulations (CCR).

At the February 19, 2014, meeting, the Board approved a revision to Section 2.10 Performance Evaluation of the NVTA Policies, Practices, and Procedures Personnel Policies which established that pay grades are to be adjusted annually and indexed to the average of County of Napa, Sonoma County Transportation Authority, and Solano Transportation Authority increases for a given year or Bay Area Consumer Price Index (CPI), whichever is greater. This increase only applies to the job classification salary ranges and does not automatically increase employees' individual salaries. Employee salary increases are based on an employee's performance evaluation, as the agency provides annual merit increases.

## **ALTERNATIVES**

The Board could decide not to approve the annual proposed salary ranges and the current ranges would remain in place. However, this could result in some employees working "out of class" as their performance increases would place their salaries outside the current ranges.

## **STRATEGIC GOALS MET BY THIS PROPOSAL**

Not applicable.

## **ATTACHMENTS**

- (1) Resolution 26-06 FY 2026-27 Proposed Salary Ranges
- (2) Resolution 25-05 FY 2025-26 Salary Ranges

**RESOLUTION No 26-06**

**A RESOLUTION OF THE  
NAPA VALLEY TRANSPORTATION AUTHORITY (NVTA)  
APPROVING FISCAL YEAR (FY) 2026-27 SALARY RANGES FOR  
NVTA JOB CLASSIFICATIONS**

**WHEREAS**, the NVTA policy establishes and maintains a general compensation and classification structure for NVTA employees that is externally competitive and internally aligned; and

**WHEREAS**, the compensation plan, including salary ranges, are reviewed and updated regularly based on marketplace survey data, internal relationships, and NVTA financial constraints; and

**WHEREAS**, on October 19, 2011, the Board approved Resolution No. 11-25 establishing compensation ranges for NVTA job classifications; and

**WHEREAS**, on February 19, 2014, the Board revised Section 2.10 Performance Evaluation of the NVTA Policies, Practices, and Procedures Personnel policies which established that pay grade ranges will be adjusted annually and indexed to the average of County of Napa, Sonoma County Transportation Authority, and Solano Transportation Authority increases for a given year or Bay Area Consumer Price Index (CPI) for all labor within Napa County, whichever is greater; and

**WHEREAS**, on June 18, 2025 the Board approved Resolution No. 25-06 establishing compensation ranges for NVTA job classifications for FY2025-26; and

**WHEREAS**, the average increase in the 2025 indexes for the County of Napa (3.5%), Sonoma County Transportation Authority (5%) and Solano Transportation Authority (2.9%) equals 3.8%, and the Bay Area CPI Index ending December 2025 was 3.0%.

**WHEREAS**, on June 17, 2026 the Board of Directors of the Napa Valley Transportation Authority adopted the FY 2026-27 Salary Schedule for NVTA Job Classifications, which reflects a 3.8% increase to the minimum and maximum ranges based on the average cost of living adjustments by the three comparator agencies;

**NOW, THEREFORE, BE IT RESOLVED**, that the NVTA pay schedule for the FY 2026-27 attached hereto as Exhibit "A", effective July 1, 2026, is hereby established to include salary information required by applicable law; and

**BE IT FURTHER RESOLVED**, by the Napa Valley Transportation Authority Board of Directors adopts the Resolution 26-06 as the pay schedule for FY 2026-27; and

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Board of Directors of the Napa Valley Transportation Authority, at a regular meeting held on June 17, 2026 and by the following vote:

\_\_\_\_\_  
Mark Joseph, NVTA Chair

Ayes:

Nays:

Absent:

ATTEST:

\_\_\_\_\_  
Laura Sanderlin, NVTA Board Secretary

APPROVED:

\_\_\_\_\_  
Osman Mufti, NVTA Legal Counsel

Exhibit "A"

FY2026-27 Job Classifications & Salary Schedule Effective 07/01/2026

NVTA				
Department	Classification Level	FLSA/Range	Monthly Min	Monthly Max
<b>Executive Leadership</b>	Executive Director	E53-E60	\$16,671.77	\$26,752.43
	Deputy Executive Director	E52	\$16,265	\$21,958
<b>Administration, Finance &amp; Policy</b>				
<b>Finance</b>	Director	E44	\$13,349	\$18,022
	Manager	E38	\$11,511	\$15,540
	Assistant Manager	E32	\$9,925	\$13,400
	Senior Administrator	E26	\$8,559	\$11,555
	Associate Administrator	NE22	\$7,754	\$10,468
<b>Administrative</b>	Assistant Administrator	NE14	\$6,364	\$8,592
	Manager	E38	\$11,511	\$15,540
	Assistant Manager	E32	\$9,925	\$13,400
	Senior Administrator	E26	\$8,559	\$11,555
	Associate Administrator	NE16	\$6,687	\$9,026
Assistant Administrator	NE11	\$5,910	\$7,978	
<b>Capital Development &amp; Planning</b>				
<b>Planning</b>	Director	E44	\$13,349	\$18,022
	Manager	E38	\$11,511	\$15,540
	Assistant Manager	E32	\$9,925	\$13,400
	Senior Administrator	E26	\$8,559	\$11,555
	Associate Administrator	NE22	\$7,754	\$10,468
<b>Transit</b>	Assistant Administrator	NE16	\$6,687	\$9,026
	Director	E44	\$13,349	\$18,022
	Manager	E38	\$11,511	\$15,540
	Assistant Manager	E32	\$9,925	\$13,400
	Senior Administrator	E26	\$8,559	\$11,555
<b>Communications</b>	Associate Administrator	NE22	\$7,754	\$10,468
	Assistant Administrator	NE16	\$6,687	\$9,026
	Manager	E38	\$11,511	\$15,540
	Assistant Manager	E32	\$9,925	\$13,400
	Senior Administrator	E26	\$8,559	\$11,555
<b>Engineering</b>	Associate Administrator	NE16	\$6,687	\$9,026
	Assistant Administrator	NE11	\$5,910	\$7,978
	Manager	E38	\$11,511	\$15,540
	Assistant Manager	E32	\$9,925	\$13,400
	Senior Administrator	E26	\$8,559	\$11,555
<b>Engineering</b>	Associate Administrator	NE16	\$6,687	\$9,026
	Assistant Administrator	NE27	\$8,773	\$11,844
	Senior Administrator	E31	\$9,684	\$13,073
	Assistant Manager	E37	\$11,231	\$15,160
	Manager	E43	\$13,024	\$17,582
	Director	E47	\$14,376	\$19,407

NE: Non-Exempt  
E: Exempt

Salary Range	Annual		Monthly		Biweekly	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
1	\$ 55,400.04	\$ 74,789.68	\$ 4,616.23	\$ 6,232.92	\$ 2,130.78	\$ 2,876.55
2	\$ 56,785.01	\$ 76,660.40	\$ 4,732.08	\$ 6,388.10	\$ 2,184.04	\$ 2,948.45
3	\$ 58,205.06	\$ 78,576.83	\$ 4,850.07	\$ 6,547.54	\$ 2,238.64	\$ 3,022.17
4	\$ 59,660.19	\$ 80,541.09	\$ 4,971.24	\$ 6,711.23	\$ 2,294.61	\$ 3,097.72
5	\$ 61,151.45	\$ 82,554.25	\$ 5,095.60	\$ 6,879.17	\$ 2,351.98	\$ 3,175.16
6	\$ 62,679.92	\$ 84,618.42	\$ 5,223.15	\$ 7,051.36	\$ 2,410.77	\$ 3,254.54
7	\$ 64,246.65	\$ 86,733.62	\$ 5,353.89	\$ 7,227.80	\$ 2,471.05	\$ 3,335.91
8	\$ 65,853.78	\$ 88,901.96	\$ 5,487.81	\$ 7,408.50	\$ 2,532.82	\$ 3,419.30
9	\$ 67,499.16	\$ 91,124.51	\$ 5,624.93	\$ 7,593.44	\$ 2,596.14	\$ 3,504.79
10	\$ 69,187.07	\$ 93,402.33	\$ 5,765.23	\$ 7,783.70	\$ 2,661.04	\$ 3,592.41
11	\$ 70,916.43	\$ 95,737.55	\$ 5,909.79	\$ 7,978.22	\$ 2,727.57	\$ 3,682.21
12	\$ 72,689.36	\$ 98,131.22	\$ 6,057.54	\$ 8,178.04	\$ 2,795.76	\$ 3,774.27
13	\$ 74,506.94	\$ 100,584.43	\$ 6,208.47	\$ 8,382.12	\$ 2,865.65	\$ 3,868.63
14	\$ 76,369.16	\$ 103,099.28	\$ 6,363.65	\$ 8,591.52	\$ 2,937.29	\$ 3,965.34
15	\$ 78,279.22	\$ 105,676.84	\$ 6,523.09	\$ 8,806.23	\$ 3,010.73	\$ 4,064.48
16	\$ 80,236.04	\$ 108,318.17	\$ 6,686.78	\$ 9,026.25	\$ 3,085.99	\$ 4,166.09
17	\$ 82,241.75	\$ 111,026.47	\$ 6,853.66	\$ 9,252.65	\$ 3,163.14	\$ 4,270.25
18	\$ 84,297.42	\$ 113,801.74	\$ 7,024.79	\$ 9,483.30	\$ 3,242.22	\$ 4,377.00
19	\$ 86,405.18	\$ 116,647.15	\$ 7,200.17	\$ 9,720.33	\$ 3,323.28	\$ 4,486.42
20	\$ 88,565.02	\$ 119,563.78	\$ 7,380.86	\$ 9,963.74	\$ 3,406.36	\$ 4,598.58
21	\$ 90,779.06	\$ 122,552.69	\$ 7,564.74	\$ 10,212.46	\$ 3,491.52	\$ 4,713.55
22	\$ 93,049.44	\$ 125,616.00	\$ 7,753.94	\$ 10,467.56	\$ 3,578.80	\$ 4,831.39
23	\$ 95,375.09	\$ 128,756.91	\$ 7,948.46	\$ 10,730.10	\$ 3,668.28	\$ 4,952.17
24	\$ 97,759.21	\$ 131,975.41	\$ 8,146.16	\$ 10,997.95	\$ 3,759.99	\$ 5,075.98
25	\$ 100,203.90	\$ 135,274.68	\$ 8,350.24	\$ 11,273.24	\$ 3,853.98	\$ 5,202.88
26	\$ 102,709.19	\$ 138,656.87	\$ 8,558.57	\$ 11,554.92	\$ 3,950.33	\$ 5,332.95
27	\$ 105,276.12	\$ 142,123.03	\$ 8,773.28	\$ 11,844.03	\$ 4,049.09	\$ 5,466.27
28	\$ 107,907.89	\$ 145,676.34	\$ 8,992.24	\$ 12,139.52	\$ 4,150.32	\$ 5,602.93
29	\$ 110,605.56	\$ 149,317.88	\$ 9,217.57	\$ 12,443.51	\$ 4,254.08	\$ 5,743.01
30	\$ 113,371.26	\$ 153,050.82	\$ 9,447.16	\$ 12,753.88	\$ 4,360.43	\$ 5,886.58

Salary Range	Annual		Monthly		Biweekly	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
31	\$ 116,204.98	\$ 156,877.31	\$ 9,684.19	\$ 13,072.75	\$ 4,469.44	\$ 6,033.75
32	\$ 119,110.98	\$ 160,799.45	\$ 9,925.47	\$ 13,400.13	\$ 4,581.17	\$ 6,184.59
33	\$ 122,088.20	\$ 164,819.39	\$ 10,174.19	\$ 13,734.95	\$ 4,695.70	\$ 6,339.21
34	\$ 125,140.88	\$ 168,939.23	\$ 10,428.23	\$ 14,078.27	\$ 4,813.10	\$ 6,497.69
35	\$ 128,269.03	\$ 173,163.25	\$ 10,688.64	\$ 14,430.09	\$ 4,933.42	\$ 6,660.12
36	\$ 131,475.84	\$ 177,492.49	\$ 10,956.50	\$ 14,791.48	\$ 5,056.76	\$ 6,826.63
37	\$ 134,762.36	\$ 181,930.14	\$ 11,230.73	\$ 15,160.31	\$ 5,183.18	\$ 6,997.30
38	\$ 138,131.79	\$ 186,478.34	\$ 11,511.34	\$ 15,539.77	\$ 5,312.76	\$ 7,172.22
39	\$ 141,585.19	\$ 191,140.28	\$ 11,798.32	\$ 15,928.80	\$ 5,445.57	\$ 7,351.54
40	\$ 145,124.69	\$ 195,918.07	\$ 12,093.81	\$ 16,326.33	\$ 5,581.72	\$ 7,535.32
41	\$ 148,752.41	\$ 200,815.96	\$ 12,395.68	\$ 16,734.49	\$ 5,721.26	\$ 7,723.70
42	\$ 152,471.54	\$ 205,837.16	\$ 12,706.05	\$ 17,153.27	\$ 5,864.29	\$ 7,916.79
43	\$ 156,283.14	\$ 210,982.72	\$ 13,023.86	\$ 17,581.63	\$ 6,010.89	\$ 8,114.72
44	\$ 160,190.40	\$ 216,256.89	\$ 13,349.11	\$ 18,021.67	\$ 6,161.17	\$ 8,317.58
45	\$ 164,195.46	\$ 221,663.92	\$ 13,682.87	\$ 18,472.35	\$ 6,315.21	\$ 8,525.52
46	\$ 168,300.42	\$ 227,204.88	\$ 14,025.12	\$ 18,933.65	\$ 6,473.08	\$ 8,738.66
47	\$ 172,507.43	\$ 232,885.08	\$ 14,375.88	\$ 19,406.65	\$ 6,634.91	\$ 8,957.13
48	\$ 176,820.73	\$ 238,707.71	\$ 14,735.15	\$ 19,892.40	\$ 6,800.78	\$ 9,181.05
49	\$ 181,240.31	\$ 244,674.90	\$ 15,102.92	\$ 20,389.84	\$ 6,970.80	\$ 9,410.58
50	\$ 185,771.51	\$ 250,791.96	\$ 15,481.31	\$ 20,898.98	\$ 7,145.08	\$ 9,645.84
51	\$ 190,416.43	\$ 257,062.08	\$ 15,868.21	\$ 21,421.93	\$ 7,323.70	\$ 9,886.99
52	\$ 195,176.15	\$ 263,488.44	\$ 16,264.68	\$ 21,957.64	\$ 7,506.79	\$ 10,134.16
53	\$ 200,055.98	\$ 270,075.31	\$ 16,671.77	\$ 22,506.10	\$ 7,694.46	\$ 10,387.52
54	\$ 205,056.98	\$ 276,826.93	\$ 17,088.44	\$ 23,069.44	\$ 7,886.82	\$ 10,647.21
55	\$ 210,183.41	\$ 283,748.61	\$ 17,515.73	\$ 23,645.54	\$ 8,083.99	\$ 10,913.39
56	\$ 215,438.44	\$ 290,841.42	\$ 17,953.65	\$ 24,236.52	\$ 8,286.09	\$ 11,186.22
57	\$ 220,824.22	\$ 298,112.80	\$ 18,402.20	\$ 24,842.38	\$ 8,493.24	\$ 11,465.88
58	\$ 226,344.98	\$ 305,565.94	\$ 18,862.44	\$ 25,464.18	\$ 8,705.58	\$ 11,752.52
59	\$ 232,003.93	\$ 313,205.09	\$ 19,333.31	\$ 26,100.87	\$ 8,923.21	\$ 12,046.34
60	\$ 237,803.18	\$ 321,034.50	\$ 19,816.93	\$ 26,752.43	\$ 9,146.29	\$ 12,347.50



## RESOLUTION No 25-06, REVISED

### A RESOLUTION OF THE NAPA VALLEY TRANSPORTATION AUTHORITY (NVTA) APPROVING FISCAL YEAR (FY) 2025-26 SALARY RANGES FOR NVTA JOB CLASSIFICATIONS

**WHEREAS**, the NVTA policy establishes and maintains a general compensation and classification structure for NVTA employees that is externally competitive and internally aligned; and

**WHEREAS**, the compensation plan, including salary ranges, are reviewed and updated regularly based on marketplace survey data, internal relationships, and NVTA financial constraints; and

**WHEREAS**, on October 19, 2011, the Board approved Resolution No. 11-25 establishing compensation ranges for NVTA job classifications; and

**WHEREAS**, on February 19, 2014, the Board revised Section 2.10 Performance Evaluation of the NVTA Policies, Practices, and Procedures Personnel policies which established that pay grade ranges will be adjusted annually and indexed to the average of County of Napa, Sonoma County Transportation Authority, and Solano Transportation Authority increases for a given year or Bay Area Consumer Price Index (CPI) for all labor within Napa County, whichever is greater; and

**WHEREAS**, on May 22, 2024 the Board approved Resolution No. 24-09 establishing compensation ranges for NVTA job classifications for FY2024-25; and

**WHEREAS**, the average increase in the 2024 indexes for the County of Napa (4%), Sonoma County Transportation Authority (0%) and Solano Transportation Authority (3%) equals 2.3%, and the Bay Area CPI Index ending December 2024 was 2.4%.

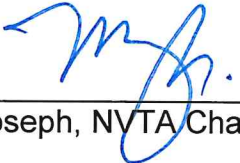
**WHEREAS**, on June 18, 2025 the Board of Directors of the Napa Valley Transportation Authority adopted the FY 2025-26 Salary Schedule for NVTA Job Classifications, which reflects a 2.4% increase to the minimum and maximum ranges based on the Bay Area CPI Index ending December 2024.

**WHEREAS**, a recent review of the publicly available pay schedule determined Exhibit "A" must be revised to reference an effective date and reflect salary ranges for all positions, including those established by separate agreement to comply with applicable law and regulations; and

**NOW, THEREFORE, BE IT RESOLVED**, that the NVTA pay schedule for the FY 2025-26 attached hereto as Exhibit "A", effective July 1, 2025, is hereby revised to include salary information required by applicable law; and

**BE IT FURTHER RESOLVED**, by the Napa Valley Transportation Authority Board of Directors adopts the revised Resolution 25-06 as the pay schedule for FY 2025-26; and

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Board of Directors of the Napa Valley Transportation Authority, at a regular meeting held on September 17, 2025 and by the following vote:



\_\_\_\_\_  
Mark Joseph, NVTA Chair

Ayes: Sedgley, Narvaez, Alessio,  
Ramos, Joseph, Cruz, Mohler,  
McKee, Dohring, Deasy, Eisenberg

Nays: None

Absent: Williams

ATTEST:

  
\_\_\_\_\_  
Laura Sanderlin, NVTA Board Secretary

APPROVED:

  
\_\_\_\_\_  
Osman Mufti, NVTA Legal Counsel

Exhibit "A"  
 Napa Valley Transportation Authority  
 Pay Schedule & Job Classifications  
 Fiscal Year 2025-2026  
 Effective 07/01/2025

NVRTA Department	Classification Level	Classification Title	FLSA/Range	Monthly Min	Monthly Max	
						Executive Director
<b>Executive Leadership</b>	Executive	Executive Director	E53-E60	\$16,061.44	\$25,773.06	
		Deputy Executive Director	E52	\$15,669	\$21,154	
<b>Administration, Finance &amp; Policy</b>	<b>Finance</b>	Director - Administration, Finance & Policy	E44	\$12,860	\$17,362	
	Manager	Finance Manager	E38	\$11,090	\$14,971	
	Assistant Manager	Assistant Finance Manager	E32	\$9,562	\$12,910	
	Senior Administrator	Senior Accountant	E26	\$8,245	\$11,132	
	Associate Administrator	Associate Accountant/Procurement & Contracts	NE22	\$7,470	\$10,084	
	Assistant Administrator	Accounting Assistant/Technician	NE14	\$6,131	\$8,277	
	<b>Administrative</b>	Manager	Administration, Human Resources Manager & Board	E38	\$11,090	\$14,971
	Assistant Manager	Principal Administrator	E32	\$9,562	\$12,910	
	Senior Administrator	Office Manager/Senior Administrator	E26	\$8,245	\$11,132	
	Associate Administrator	Office Coordinator/Administrative Technician	NE16	\$6,442	\$8,696	
	Assistant Administrator	Office Assistant	NE11	\$5,693	\$7,686	
<b>Capital Development &amp; Planning</b>	<b>Planning</b>	Director - Capital Development & Planning	E44	\$12,860	\$17,362	
	Manager	Planning Manager	E38	\$11,090	\$14,971	
	Assistant Manager	Principal Program Planner	E32	\$9,562	\$12,910	
	Senior Administrator	Senior Program Planner	E26	\$8,245	\$11,132	
	Associate Administrator	Associate Program Planner	NE22	\$7,470	\$10,084	
	Assistant Administrator	Assistant Program Planner	NE16	\$6,442	\$8,696	
	<b>Transit</b>	Director	Director - Public Transit	E44	\$12,860	\$17,362
	Manager	Transit Manager	E38	\$11,090	\$14,971	
	Assistant Manager	Principal Transit Planner	E32	\$9,562	\$12,910	
	Senior Administrator	Senior Transit Planner	E26	\$8,245	\$11,132	
	Associate Administrator	Associate Transit Planner	NE22	\$7,470	\$10,084	
<b>Communications</b>	Manager	Transit Coordinator/Assistant	NE16	\$6,442	\$8,696	
	Assistant Manager	Government & Community Affairs Manager	E38	\$11,090	\$14,971	
	Senior Administrator	Communications Manager	E32	\$9,562	\$12,910	
	Associate Administrator	Communications & Outreach Coordinator	E26	\$8,245	\$11,132	
	Assistant Administrator	Marketing Administrator	NE16	\$6,442	\$8,696	
		Outreach Coordinator	NE11	\$5,693	\$7,686	
	<b>Engineering</b>	Director	Director - Engineering	E47	\$13,850	\$18,696
	Manager	Engineering Manager	E43	\$12,547	\$16,938	
	Assistant Manager	Principal Engineer	E37	\$10,820	\$14,605	
	Senior Administrator	Senior Engineer	E31	\$9,330	\$12,594	
	Associate Administrator	Associate Engineer	NE27	\$8,452	\$11,410	
Assistant Administrator	Engineer Aide/Assistant	NE16	\$6,442	\$8,696		

Salary Range	Annual		Monthly		Biweekly	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
	\$	\$	\$	\$	\$	\$
1	53,371.90	72,051.71	4,447.23	6,004.74	2,052.77	2,771.24
2	54,706.18	73,853.95	4,558.85	6,154.24	2,104.08	2,840.51
3	56,074.24	75,700.22	4,672.51	6,307.84	2,156.69	2,911.53
4	57,476.10	77,592.58	4,789.25	6,465.54	2,210.61	2,984.31
5	58,912.77	79,532.03	4,909.06	6,627.33	2,265.88	3,058.92
6	60,385.28	81,520.64	5,031.94	6,793.22	2,322.51	3,135.40
7	61,894.66	83,558.40	5,157.89	6,963.20	2,380.58	3,213.78
8	63,442.94	85,647.36	5,286.91	7,137.28	2,440.10	3,294.13
9	65,028.10	87,788.54	5,419.01	7,315.46	2,501.10	3,376.49
10	66,654.21	89,982.98	5,554.18	7,498.75	2,563.62	3,460.89
11	68,320.26	92,232.70	5,693.44	7,686.14	2,627.72	3,547.41
12	70,028.29	94,538.75	5,835.78	7,878.66	2,693.41	3,636.10
13	71,779.33	96,902.14	5,981.18	8,075.26	2,760.74	3,727.00
14	73,573.38	99,324.93	6,130.69	8,276.99	2,829.76	3,820.18
15	75,413.50	101,808.13	6,284.29	8,483.84	2,900.51	3,915.68
16	77,298.69	104,352.77	6,441.98	8,695.81	2,973.02	4,013.58
17	79,230.98	106,961.92	6,602.75	8,913.92	3,047.34	4,113.92
18	81,211.39	109,635.58	6,767.62	9,136.13	3,123.53	4,216.76
19	83,241.98	112,376.83	6,936.58	9,364.48	3,201.62	4,322.18
20	85,322.75	115,186.69	7,110.66	9,598.98	3,281.65	4,430.23
21	87,455.74	118,066.18	7,287.81	9,838.59	3,363.70	4,540.99
22	89,643.01	121,017.34	7,470.08	10,084.35	3,447.79	4,654.52
23	91,883.52	124,043.26	7,657.47	10,337.28	3,533.99	4,770.88
24	94,180.35	127,143.94	7,847.94	10,595.33	3,622.34	4,890.15
25	96,535.55	130,322.43	8,044.54	10,860.54	3,712.89	5,012.41
26	98,949.12	133,580.80	8,245.25	11,131.90	3,805.72	5,137.72
27	101,422.08	136,920.06	8,452.10	11,410.43	3,900.86	5,266.16
28	103,957.50	140,343.30	8,663.04	11,695.10	3,998.38	5,397.81
29	106,556.42	143,851.52	8,880.13	11,987.97	4,098.34	5,532.76
30	109,220.86	147,447.81	9,101.31	12,286.98	4,200.80	5,671.08

Salary Range	Annual		Monthly		Biweekly	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
	\$	\$	\$	\$	\$	\$
31	111,950.85	151,134.21	9,329.66	12,594.18	4,305.82	5,812.86
32	114,750.46	154,912.77	9,562.11	12,909.57	4,413.46	5,958.17
33	117,618.69	158,785.54	9,801.73	13,232.13	4,523.80	6,107.14
34	120,559.62	162,754.56	10,046.46	13,562.88	4,636.90	6,259.81
35	123,573.25	166,823.94	10,297.34	13,901.82	4,752.81	6,416.30
36	126,662.66	170,994.69	10,555.39	14,249.98	4,871.64	6,576.71
37	129,828.86	175,269.89	10,819.58	14,605.31	4,993.43	6,741.14
38	133,074.94	179,651.58	11,089.92	14,970.88	5,118.27	6,909.66
39	136,401.92	184,142.85	11,366.40	15,345.66	5,246.22	7,082.40
40	139,811.84	188,745.73	11,651.07	15,728.64	5,377.38	7,259.46
41	143,306.75	193,464.32	11,941.89	16,121.86	5,511.81	7,440.95
42	146,889.73	198,301.70	12,240.90	16,525.31	5,649.60	7,626.97
43	150,561.79	203,258.88	12,547.07	16,937.98	5,790.84	7,817.65
44	154,326.02	208,339.97	12,860.42	17,361.92	5,935.62	8,013.09
45	158,184.45	213,549.06	13,181.95	17,796.10	6,084.01	8,213.41
46	162,139.14	218,887.17	13,511.68	18,240.51	6,236.11	8,418.74
47	166,192.13	224,359.42	13,849.60	18,696.19	6,392.01	8,629.22
48	170,347.52	229,968.90	14,195.71	19,164.16	6,551.81	8,844.94
49	174,605.31	235,717.63	14,550.02	19,643.39	6,715.61	9,066.07
50	178,970.62	241,610.75	14,914.56	20,133.89	6,883.50	9,292.72
51	183,445.50	247,651.33	15,287.30	20,637.70	7,055.59	9,525.04
52	188,030.98	253,842.43	15,669.25	21,153.79	7,231.98	9,763.16
53	192,732.16	260,188.16	16,061.44	21,682.18	7,412.78	10,007.24
54	197,550.08	266,692.61	16,462.85	22,224.90	7,598.09	10,257.43
55	202,488.83	273,360.90	16,874.50	22,779.90	7,788.04	10,513.86
56	207,551.49	280,194.05	17,296.38	23,349.25	7,982.75	10,776.71
57	212,740.10	287,199.23	17,728.51	23,932.93	8,182.31	11,046.12
58	218,058.75	294,379.52	18,171.90	24,531.97	8,386.88	11,322.28
59	223,510.53	301,739.01	18,625.54	25,145.34	8,596.54	11,605.34
60	229,097.47	309,281.79	19,091.46	25,773.06	8,811.46	11,895.47



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## NAPA VALLEY TRANSPORTATION AUTHORITY Board Agenda Memo

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**TO:** Board of Directors  
**FROM:** Danille Schmitz, Executive Director  
**REPORT BY:** Rebecca Schenck, Director Public Transit  
(707) 259-8636 / Email: [rschenck@nvta.ca.gov](mailto:rschenck@nvta.ca.gov)  
**SUBJECT:** Purchase Order for four Starcraft Commercial Vehicles for Vine Transit

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### **RECOMMENDATION**

That the Napa Valley Transportation Authority (NVTA) Board authorize the Executive Director, or designee, to execute and allow minor modifications to Purchase Orders 26-P01 (Attachment 1) to acquire four public transit vehicles under NVTA's membership with the California Association for Coordinated Transportation (CalACT) and Morongo Basin Transit Authority's Cooperative RFP 20-01 in an amount not to exceed \$930,000.

### **COMMITTEE RECOMMENDATION**

None

### **EXECUTIVE SUMMARY**

NVTA was awarded \$448,000 in Federal Transit Administration (FTA) Section 5310 grant funds which will be supplemented with up to \$482,000 of Transportation Development Act (TDA) funds to replace four (4) paratransit vehicles that have reached the end of their useful life. Staff is requesting that the Board authorize the Executive Director, or designee to execute a Purchase Order with Model 1 Commercial Vehicles. Execution of this Purchase Order is contingent upon Caltrans approval.

### **FISCAL IMPACT**

Is there a Fiscal Impact? Yes, up to \$930,000. The Table below illustrates the expenditure and funding plan. for the four new Starcraft Commercial Vehicles.

*Table 1: Expenditure and Financing Plan*

Description	Quantity	Total
Class B, Starcraft Allstar	4	\$874,350
add: Tax, Fees, After Delivery Opts.	4	\$12,478
Contingency		\$43,172
<b>Project Total</b>	<b>4</b>	<b>\$930,000</b>

Financing Plan

Fund Source	Funding Amount
FTA Section 5310	\$448,000
TDA Funds	\$482,000
<b>Total</b>	<b>\$930,000</b>

**CEQA REQUIREMENTS ENVIRONMENTAL DETERMINATION**

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

**BACKGROUND**

In 2023, NVTA was awarded \$448,000 in federal funds to procure four (4) medium-size vehicles. The necessary Caltrans standard funding agreement is pending. The four vehicles will become part of the Vine fleet and be used for paratransit and local routes as needed. These vehicles will replace FY 2011 and FY 2012 vehicles that have outlived their useful lives. These are gasoline cutaway vehicles, and they are included in NVTA’s California Air Resources Board approved Zero-Emission Bus Rollout Plan as 2023 purchases.

**ALTERNATIVES**

Without approval, the existing buses from FY 2011 and FY 2012 would need to be maintained in the fleet, negatively impacting maintenance costs and system performance.

**STRATEGIC GOALS MET BY THIS PROPOSAL**

Goal 2 – Improve system safety to support all modes and serve all users.

The new buses will result in higher quality service and reduced maintenance costs for the Vine system.

**ATTACHMENT**

(1) Purchase Order 26-P01



# Purchase

Napa Valley  
 Transportation  
 Authority  
 625 Burnell Street  
 Napa, CA 94559

Phone: 707-259-8631  
 Fax: 707-259-8638  
 www.nvta.ca.gov

## VENDOR

MODEL 1 COMMERCIAL VEHICLES (CREATIVE  
 BUS SALES)  
 13501 BENSON STREET  
 CHINO, CA 91710

Jay Holzhter | 650-222-2621  
 jholzhter@model1.com

**Purchase Order #: 26-P01**

**Date:**

**Vendor ID: 35349**

## Bill To:

Napa Valley Transportation Authority  
 ATTN: Accounts Payable  
**ap@nvta.ca.gov**  
 625 Burnell Street  
 Napa, CA 94559-2912

## Ship To:

Napa Valley Transportation Authority  
 625 Burnell Street  
 Napa, CA 94559  
 Rebecca Schenck, Director of Public Transit  
 Rschenck@nvta.ca.gov | 707-259-8636

Requested By	Delivery Date	Ship Via	FOB	Buyer	Terms	Tax ID
SCHENCK		ZONE 4		COOMBS	NET 30	68-0471080

ITEM NO.	QTY	UOI	DESCRIPTION	TAXED Y/N	UNIT PRICE	EXTENDED PRICE
001	04	EA	STARCRAFT BUS, CLASS B		\$116,485.00	\$465,940.00
002	04	EA	PUBLISHED OPTIONS		\$28,873.00	\$115,492.00
003	04	EA	NON-PUBLISHED OPTIONS		\$59,590.00	\$238,360.00
004	04	EA	FEES		\$3,204.47	\$12,817.88

**Notes: Quote Sheet (Attached) shows itemized pricing with taxable and non-taxable items.**

### NOTICE OF INCLUDED TERMS AND CONDITIONS

**PO is subject to the terms and conditions of the CALACT-Basin Transit Purchasing Cooperative No. 20-01 (Assignment #20-01-1267).**

SUBTOTAL	\$832,609.88
TAXES	\$54,218.08
SHIPPING	Included
LABOR	N/A
<b>TOTAL</b>	<b>\$886,827.96</b>

Invoices are to be submitted electronically to NVTA, ATTN: Accounts Payable, at [ap@nvta.ca.gov](mailto:ap@nvta.ca.gov). **Please identify taxable line items on invoice.**

**THIS ORDER WILL BECOME VALID UPON RECEIPT OF VENDOR ACCEPTANCE.**

### VENDOR ACCEPTANCE

Vendor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) contract/purchase order, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)

### ORDER AWARDED AND ISSUED BY

Individual listed below is hereby authorized to award ordered material/services as specified, or incorporated by reference herein, on behalf of the Napa Valley Transportation Authority.

\_\_\_\_\_  
 SIGNATURE AUTHORITY

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 DANIELLE SCHMITZ, Executive Director DATE

**FOR INTERNAL USE ONLY**

**FUND APPROPRIATION:**



2/11/2026

Rebecca Schenck  
625 Burnell Street  
Napa, CA 94559

Dear Rebecca:

The CALACT-Basin Transit Purchasing Cooperative is pleased to make an assignment as detailed in the Assignment to Purchase Agreement.

Additional information on the procurement process used by the Cooperative to solicit and award Contract No. 20-01 is available on the CALACT website at [www.calact.org/members/bid-documents](http://www.calact.org/members/bid-documents). Prior to acceptance of the vehicles you order, a Post-Delivery Audit must be conducted by your agency if you are using Federal Transit Administration funding to purchase the vehicle.

Thank you for purchasing your vehicles through the Cooperative. Please don't hesitate to contact me if you have any questions at 916-920-8018 or email [julia@calact.org](mailto:julia@calact.org).

Sincerely,

A handwritten signature in blue ink, appearing to read "Julia Marin", is written over a light blue horizontal line.

Julia Marin  
Program Specialist

CALACT



Assignment to Purchase Agreement  
Assignment #20-01-1267

The CALACT-Basin Transit Purchasing Cooperative, “Assignor”, hereby assigns to the Napa Valley Transportation Authority, “Assignee”, 4 options to purchase Transit Vehicles (“Vehicles”) from the Joint Procurement Cooperative at a price and under the terms and conditions contained in Assignor’s Contract No 20-01 with the Contractors awarded to on the Procurement. Only those vehicles and optional features may be purchased using the Solicitation and the purchase may only be from a Seller awarded to under the Joint Procurement. Specifically, the Assignment shall have the right to purchase:

Quantity and Type of Vehicle(s):

(4) Starcraft – Class B

Total # of Vehicles: 4

Such ability to purchase commenced, per terms of Contract, on 2/11/2026, and may be exercised at any time on or before 2/10/2027. Assignee must communicate any changes in the order in particular cancellation to the Cooperative as soon as possible.

With respect to the Vehicles assigned hereunder and this Assignment, Assignee agrees to perform all covenants, conditions and obligations required of Assignor under said Contract and agrees to defend, indemnify and hold Assignor harmless from any liability or obligation under said Contract. Assignee further agrees to hold Assignor harmless from any deficiency or defect in the legality or enforcement of the terms of said Contract or option to purchase thereunder. Assignee agrees and understands that Assignor is not acting as a broker or agent in this transaction and is not representing Seller or Assignee, but rather is acting as a principal in assigning its interest in the above-referenced assignment to purchase the Vehicles under the Contract to Assignee.

Please be advised that assignment of said vehicles does not constitute a recommendation or endorsement of this product by the Cooperative. The Assignee is responsible for its choice of vehicle product and options selected. Assignee is responsible for vehicle inspection, acceptance and enforcement of any contract provisions. While PreAward verifications of Buy America, FMVSS and Purchaser’s Requirements have been accomplished, Assignee is responsible for Post Award due diligence in this regard.

Purchasing agencies are responsible for and are to exercise due diligence in evaluating the suitability of these vehicles for their operating environment and are responsible for determining their eligibility for funding. In particular, the Cooperative urges you to review the Altoona test report for the vehicle you are purchasing.

Supporting documents for your records may be downloaded from our website at [www.calact.org](http://www.calact.org) for any reviews or audits your agency will be subject to. Please contact CALACT staff for any assistance you may need at 916-920-8018.

Assignee hereby unconditionally releases and covenants not to sue Basin Transit and/or CALACT upon any claims, liabilities, damages, obligations or judgments whatsoever, in law or in equity, whether known or unknown, or claimed, which they or either of them have or claim to have or which they or either of them may have or claim to have in the future against Assignor, with respect to the Vehicles or any rights whatsoever assigned hereunder.



Julia Marin  
Program Specialist  
CALACT  
"Assignor"

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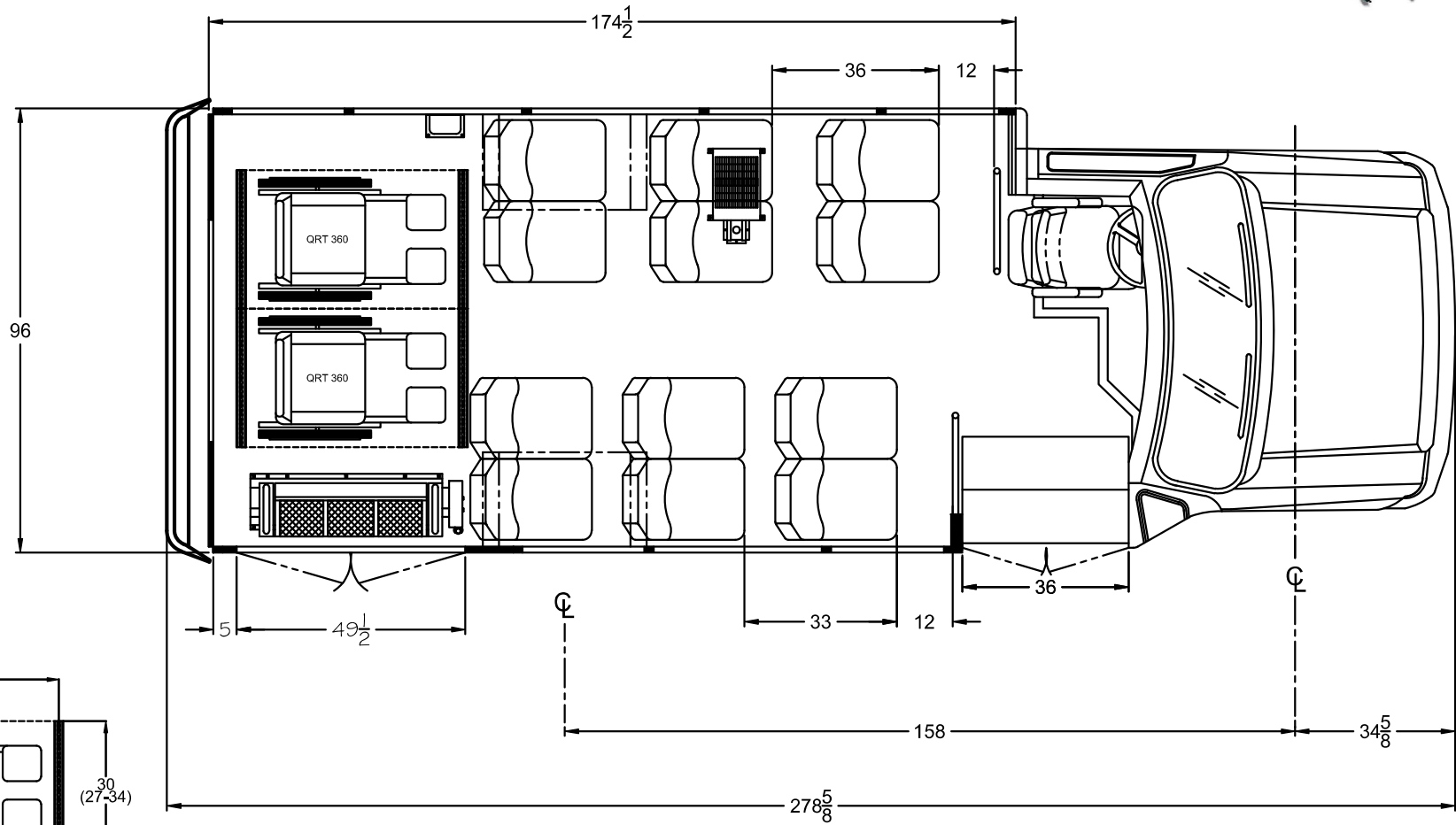
I acknowledge receipt of Assignment Letter #20-01-1267, for four (4) Starcraft - Class B buses.

NAPA VALLEY TRANSPORTATION AUTHORITY

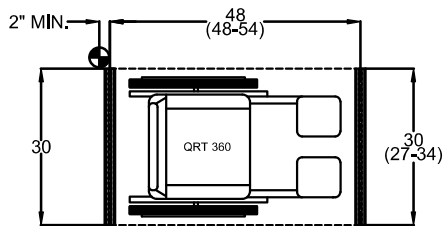
By: Rebecca Schenck  
Name: Rebecca Schenck  
Title: Public Transit Director  
Date: 02/11/2026

CalACT MBTA RFP #20-01 - Class B - Quote Sheet (Rev 2025)				
Vehicle Type:	Class B - Starcraft Bus (Allstar)		Date:	1/28/2026
Contact:	Renel Coombs		Lift Info:	<input checked="" type="checkbox"/> Braun <input type="checkbox"/> Front <input checked="" type="checkbox"/> Rear
Agency:	NVTA		Seat Material Level:	Docket 90 Vinyl
Address:	625 Burnell Street		Seat Color:	TBD
City, State, Zip:	Napa, CA 94559		Flooring and Color:	Gerflor Gray
Phone:	(707) 259-8790		Salesperson:	Jay Holzhuter
E-Mail:	<a href="mailto:rcoombs@nvta.ca.gov">rcoombs@nvta.ca.gov</a>		Salesperson Cell:	(650) 222-2621
Delivery:	180-210 days from PO		Salesperson E-Mail:	<a href="mailto:jholzhuter@model1.com">jholzhuter@model1.com</a>
NOTE:	<b>PER THE PURCHASING COOPERATIVE, PRICING SUBJECT TO CHANGE DUE TO PPI (PRODUCER PRICE INDEX) ESCALATION AND/OR MANUFACTURER PRICE INCREASES. PLEASE CONTACT YOUR SALES REPRESENTATIVE TO CONFIRM QUOTED PRICING IS STILL VALID PRIOR TO ISSUANCE OF PURCHASE ORDER.</b>			
Quantity:	Description	Price	Ext. Price	ADA
1	Starcraft Bus - Class B - (Ford E450)	\$116,485.00	\$116,485.00	\$23,414.00
<b>Published Options</b>				
1	12 - USSC G2 E Drivers Seat (If not standard)	\$1,338.00	\$1,338.00	
1	14 - ADNIK Power Seat Base	\$660.00	\$660.00	
12	16 - Freedman Docket 90 cloth (per seat)	\$85.00	\$1,020.00	
1	40 - Braun NCL 1000 (1k lbs capacity lift)	\$903.00	\$903.00	\$903.00
1	56 - Transair TA77R90 (Super 13 90k) Roof Top System	\$4,753.00	\$4,753.00	
1	64 - Telma Driveline Brake Retarder	\$10,562.00	\$10,562.00	
1	66 - Mor-RYD Suspension	\$1,287.00	\$1,287.00	
1	81 - Velvac Power Mirror	\$0.00	\$0.00	
1	84 - Roof Vent (SafeFleet)	\$350.00	\$350.00	
1	88 - Removable diamond floor access plate	\$73.00	\$73.00	
1	95 - Farebox rail/prewire	\$205.00	\$205.00	
1	117 - Hanover Front and Side Destination Signs (LED)	\$6,819.00	\$6,819.00	\$6,819.00
1	126 - Delivery Zone 4	\$903.00	\$903.00	
<b>Non-Published Options</b>				
1	Romeo RIM Rear Bumper w/Hawkeye (standard)	\$0.00	\$0.00	
1	Install Customer Supplied Farebox	\$250.00	\$250.00	
1	Two Way Radio & Antenna (DayWireless)	\$2,850.00	\$2,850.00	
1	Full Body Paint - Grey	\$6,900.00	\$6,900.00	
1	NVTA Bus Wrap	\$3,125.00	\$3,125.00	
1	Ground Plane w/pull wire	\$150.00	\$150.00	
1	GMV AVL & Voice Annunciation	\$24,860.00	\$24,860.00	
1	TSI Video System	\$15,880.00	\$15,880.00	
1	Sportworks APEX 3 Bike Rack	\$5,575.00	\$5,575.00	
<b>NOTE :</b>		Class B - Base Price	\$116,485.00	
<b>PER THE PURCHASING COOPERATIVE, PRICING SUBJECT TO CHANGE DUE TO PPI (PRODUCER PRICE INDEX) ESCALATION AND/OR MANUFACTURER PRICE INCREASES. PLEASE CONTACT YOUR SALES REPRESENTATIVE TO CONFIRM QUOTED PRICING IS STILL</b>		Published Options	\$28,873.00	
		Non-Published Options	\$59,590.00	
		<b>Total</b>	<b>\$204,948.00</b>	<b>\$31,136.00</b>
		Doc Prep Fee	\$85.00	
The Non-Taxable Amount is the ADA Equipment in the Base and Added as Options		Non-Taxable	\$31,136.00	
The Taxable Amount Includes the Mobility Rebate of \$1,000.00 For Ford Chassis		Taxable Amount	\$174,897.00	
Napa*		Tax Total	\$13,554.52	7.750%
		Sub-Total	\$218,587.52	
		CalACT Fee	\$3,074.22	
		DMV E-File Fee:	\$33.00	
		DMV Fee	\$0.00	(Estimated)
		Tire Fee	\$12.25	
		<b>Total</b>	<b>\$221,706.99</b>	
		Number of Units	4	
		<b>Final Total</b>	<b>\$886,827.95</b>	
<b>Purchasing of vehicles requires a CALACT membership, letter of assignment, and payment of procurement fee. If you have any questions, please contact CALACT direct at 916-920-8018</b>				

CLASS B REAR LIFT FORD CHASSIS GAS OR CNG 1 2+2 W.C.



Page 4 of 16



NOTE: SHOWN WITH MID HI FREEDMAN SEATS  
 ALLSTAR E-450 14,500 GVWR  
 THIS FLOOR PLAN IS FOR ILLUSTRATION PURPOSES ONLY.  
 A WEIGHT ANALYSIS HAS NOT YET BEEN PERFORMED.  
 FINAL APPROVAL WITH A WEIGHT ANALYSIS IS REQUIRED UPON RECEIPT OF A  
 COMPLETED ORDER WITH ALL OPTIONS SHOWN.  
 OPTIONAL EQUIPMENT MAY BE SHOWN.  
 THE SALES ORDER PLACED DICTATES ACTUAL OPTION CONTENT.  
 STORAGE POUCH.

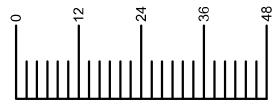
DEALER APPROVAL

APPROVED

*Rebecca Schack*

CUSTOMER SIGNATURE

SCALE  
 IN INCHES

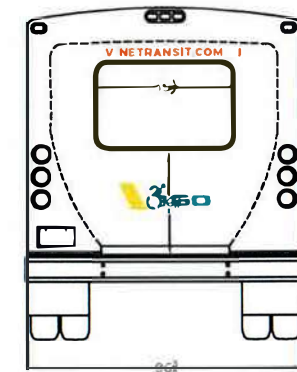
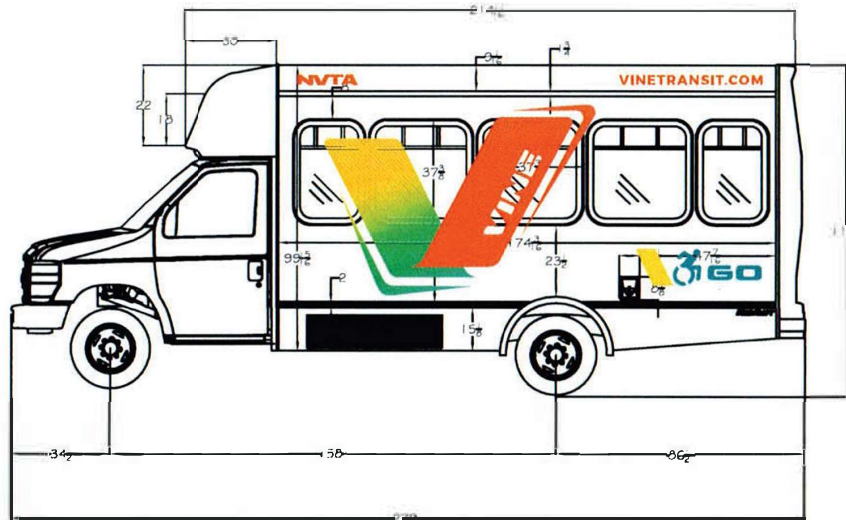
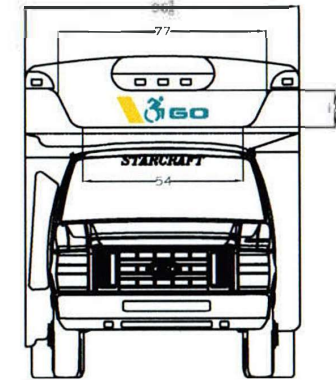
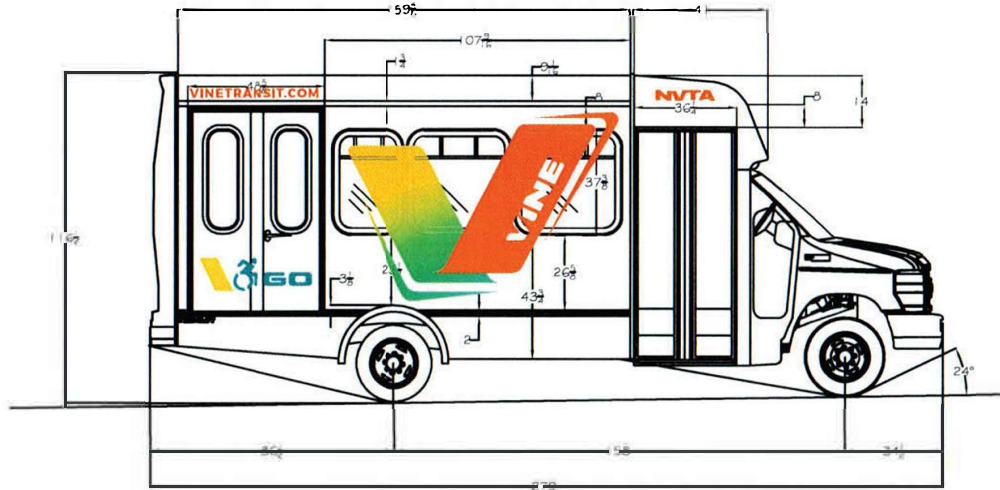


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REV. LET.	DESCRIPTION OF CHANGE	BY	CHK	DATE	ECN No.

TOLERANCE UNLESS OTHERWISE SPECIFIED		<b>STARCRAFT BUS</b> a division of Forest River, Inc.	
WOOD	OTHER	DATE: 12/15/20	TITLE: 12/2 WC 158" WB 163 BDY 22' ALLSTAR
± 1/8"	± 1/16"	NAME: MK	
± 1°	± 1/2"	DWG. No. 12 2 WC 158 163-73 USA QRT 360 CALACT	

NOTE: ADD 2" FOR ROMEO REAR BUMPER



2011 ALLSTAR  
FORD

126609-126612B

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REV	DESCRIPTION OF CHANGE	BY	CHK	DATE	ECN No.



STARCRAFT BUS

TOLERANCE UNLESS OTHERWISE SPECIFIED	DATE: 05/26/11	TITLE
WOOD	DFTSM: TAPS	158" WB 22' ALLSTAR ELEVATIONS
± 1/8"	CHKR	SCALE
± 1"	APRVD	DVG. No. 158 WB 22FT 2011
± 1/2"		DISK No.
		SHEET 1 OF 2



# Quote

700 South Flower Street, Suite 470, Los Angeles, CA 90017  
 310-728-6997, [sales-na@gmv.com](mailto:sales-na@gmv.com)

**Date** January 16, 2026  
**Quote #** 2026 011621  
**Valid** 180 days  
**Expires** July 15, 2026  
**Account Manager** Jeff Hunter  
**Phone** 213-328-5471  
**Email** [jhunter@gmv.com](mailto:jhunter@gmv.com)

**Person** Riley Brennan  
**Client** Forest River  
**Email** [rbrennan@forestriverinc.com](mailto:rbrennan@forestriverinc.com)  
**Phone** 574-377-3821  
**Tax Rate** N/A  
**Project** 1-4 Bus - Napa, CA

LN	Note	Item	Qty
		GMV Hub - VLU, Driver Display, AVAS system	1
		Vehicle Network Gateway - <i>Cradlepoint R1900</i> - <i>Exterior Wideband antenna</i> - <i>Integration with other onboard systems</i>	1
		Interior LED Sign	1
		VOIP Communications System (radio supplement)	1
		UTA APC Integration	1
		Farebox Integration	1
		Destination Sign System Integration	1
		DVR Integration for Live Video Streaming	1

**Notes:**

Pricing is specific to this particular job and will not be binding on any other job.  
 Annual service fees, cellular data service, and software renewals to be billed directly to end  
 Project Management fees assume that validation will occur at the manufacturer's site.  
 All equipment installations to be performed by bus manufacturer personnel, according to GMV  
 procedures.  
 No sales tax charged. Bus manufacturer to provide resellers certificate.  
 All equipment is provided with a standard 1 year warranty, GMV Hub has standard 2 year  
 warranty.  
 Pricing assumes work will be completed in 2026



# Quote

FROM: Name: TJ Nass  
 Company: Transit Solutions, LLC  
 Address: 525 W. New Castle St.  
 City, State, ZIP: Zelenople, PA 16063  
 Phone: 626-327-3537  
 Email: [tj.nass@tsivideo.com](mailto:tj.nass@tsivideo.com)

Quote #: FR-NAPA-00012726  
 Date: January 28, 2026  
 Expiration Date: Dec 31, 2026

TO: Attention Name: Riley Brennan  
 Company Name: Forest River Bus & Van  
 Address:  
 City, State, ZIP:  
 Phone: 574-642-1673  
 Email: [rbrennan@forestriverinc.com](mailto:rbrennan@forestriverinc.com)

QUOTE BY	DESCRIPTION OF JOB	SHIPPING METHOD	SHIPPING TERMS	PAYMENT TERMS
TJ Nass	Quote for TSI Video Surveillance Hardware Kit on (4) Cutaway vehicles, end user Napa Vine (Note: Wireless communications via Napa provided cellular routers.) See additional notes at the bottom of this quote.	Ground	FOB Origin	Net 30 Days
VEHICLE COMPONENTS (Paratransit - Napa provided cellular routers)				
TSI PART NUMBER	DESCRIPTION	QTY/BUS	KIT	
NEX-NVR-V	TSI Nexus-HVR Hybrid Video Recorder	1		
ENC-NVR	TSI Nexus-NVR Cover	1		
SSD-NEX-4TB	TSI Nexus-HVR 4TB SSD (with failover capability)	1		
NEX-PWR-DIS-005	TSI Nexus NVR Power Distribution Harness	1		
TSIP-27-FHD 2.8	TSI 3 Megapixel Slim Line IR Wedge IP Camera - With Microphone	3		
BRK-UNIV-MNT	TSI Universal Front Camera Mount	1		
TSIP-28-FHD 3.6	TSI 3 Megapixel Slim Line IR Wedge IP Camera - External Side Views - 3.6mm	2		
ACC-00005-V1	TSI Event Button.	1		
ACC-03-RJ45	TSI Garmin GPS Receiver.	1		
ACC-00002	TSI LED Status Display For Nexus-HVR	1		
CBL-EVENT-25	TSI 25' Event Button Cable	1		
CBL-NET-5	TSI CAT5e 5' Ethernet Patch Cable With Secure Lock Mechanism (DVR to AP)	1		
CBL-NET-15	TSI CAT5e 15' Ethernet Patch Cable With Secure Lock Mechanism	2		
CBL-NET-20	TSI CAT5e 20' Ethernet Patch Cable With Secure Lock Mechanism	2		
CBL-NET-25	TSI CAT5e 25' Ethernet Patch Cable With Secure Lock Mechanism	2		
CBL-NET-30	TSI CAT5e 30' Ethernet Patch Cable With Secure Lock Mechanism	1		

NOTES
1. Base Warranty - 3 Years Gold Level.
2. Shipping not included.
3. Sales tax not included. If not tax exempt, sales tax will be added to invoice.
4. Wireless communications via the Napa provided cellular router.
5. Forest River assumes responsibility for installation of all equipment provided in quote.



## NAPA VALLEY TRANSPORTATION AUTHORITY

### Board Agenda Memo

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**TO:** Board of Directors  
**FROM:** Danielle Schmitz, Executive Director  
**REPORT BY:** Danielle Schmitz, Executive Director  
(707) 259-5968 / Email: [dschmitz@nvta.ca.gov](mailto:dschmitz@nvta.ca.gov)  
**SUBJECT:** Federal and State Legislative Update

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#### **RECOMMENDATION**

That the Napa Valley Transportation Authority (NVTA) Board receive the Federal Legislative update, State Legislative Update, and the updated Bill Matrix for June 2026.

#### **BACKGROUND**

##### *Federal Update*

The latest Washington update reports positive progress for NVTA's federal funding priorities. Representative Mike Thompson's request for the American Canyon State Route 29 Improvements Project was included in the House appropriations markup at \$250,000, positioning NVTA to receive funding once Congress finalizes the Fiscal Year 2027 appropriations bill. Securing the bill in the committee "markup" is the most important step in the process, it all but guarantees NVTA will receive at least a minimum \$250,000. CFM will be working to increase that amount over the next several months. In addition, NVTA and CFM Advocates submitted a competitive \$10 million Safe Streets and Roads for All (SS4A) grant application for the same project, supported by letters from California's congressional delegation.

The report also highlights significant developments in the federal surface transportation reauthorization process. The House Transportation and Infrastructure Committee approved a five-year transportation bill authorizing approximately \$580 billion through FY 2031. Through advocacy efforts with The Bus Coalition, NVTA helped prevent what could have been a nearly 50% reduction in federal bus funding. The proposed legislation maintains stronger funding levels for the Section 5339 Bus and Bus Facilities Program, preserves competitive grant funding critical to smaller and mid-sized transit agencies, increases funding set-asides for smaller transit systems, and includes several

policy reforms intended to streamline project delivery and improve operational flexibility for transit agencies.

Finally, the report provides a broader Washington political update, noting continued turnover within the Trump Administration and growing political pressures as the 2026 midterm elections approach. The departure of Director of National Intelligence Tulsi Gabbard is the latest in a series of high-level administration exits, while both Republicans and Democrats face challenges related to voter dissatisfaction, economic concerns, and internal political divisions. NVTA and its lobbyist- CFM Advocates will continue monitoring these developments while advancing NVTA's transportation funding and policy priorities as Congress and the Senate continue work on transportation reauthorization legislation.

### State Update

The state legislative update focuses on Governor Newsom's May Revision to the 2026-27 State budget and ongoing debates over California's "Cap-and-Invest" program. While stronger-than-expected revenues driven by stock market gains and the artificial intelligence sector has improved the State's short-term fiscal outlook, California continues to face significant long-term budget challenges, including projected deficits reaching \$67 billion by 2029-30. The revised budget includes spending reductions, expanded sales tax treatment for software and software-as-a-service products, a new wildfire rebuilding fund, and record education spending.

For transportation agencies, the May Revision increases State Transit Assistance (STA) funding to approximately \$1.2 billion, although lower Cap-and-Invest revenue projections reduce funding available for programs such as the Low Carbon Transit Operations Program (LCTOP) and the Transit and Intercity Rail Capital Program (TIRCP).

Transit agencies opposed the changes because they reduce the number of available emissions credits and shift more credits to utilities and industry, potentially reducing revenue available for the Greenhouse Gas Reduction Fund, which supports transit and affordable housing programs. While estimates of the financial impact vary, there is concern that programs such as LCTOP and TIRCP could see reduced funding. NVTA receives approximately \$400 thousand in LCTOP formula funding annually.

In response, the State Senate has advanced budget language intended to limit implementation of the CARB changes and preserve funding for transit and other climate-related programs while negotiations continue between the Legislature and the Administration.

The report also highlights the recently completed State Auditor review of Bay Area transit agencies and the Metropolitan Transportation Commission (MTC). The audit found that transit agencies are already coordinating effectively and identified few

barriers to collaboration, while noting significant challenges to consolidation efforts. Recommendations included extending deadlines for zero-emission bus purchases or providing additional funding to support those mandates, identifying new funding sources for transit agencies at risk of service reductions, and strengthening MTC's implementation planning and timelines for regional transit initiatives.

**ATTACHMENTS**

- 1) May 2026 Federal Update (CFM Advocates)
- 2) May 2026 State Update (Platinum Advisors)
- 3) May 2026 State Bill Matrix (Platinum Advisors)



To: NVTA Board  
From: Joel Rubin and Tara Kroft, CFM Advocates  
Re: **June 2026 Washington Update**

### **Latest Washington Activity**

#### **NVTA Earmark Funding Progress - \$2 million NVTA Project Submitted by Rep. Thompson; Included in House Markup**

Representative Mike Thompson submitted NVTA's request for \$2 million for the American Canyon State Route 29 Improvements Project. The Appropriations Subcommittee released the Transportation and Housing and Urban Development bill (THUD), and NVTA's request is officially in the "markup" at the amount of \$250,000, which sets NVTA up to receive funding for the American Canyon Project. The final number is lower than we were hoping for; Democrats across the board saw smaller allocations for their projects this year.

Securing the bill in the committee "markup" is the most important step in the process. While nothing is certain in Congress, it all but guarantees NVTA will receive at least a \$250,000 award as long as Congress is able to finalize a Fiscal Year 2027 appropriations bill that includes earmarks. We don't anticipate Congress will finalize legislation until very late in the 2026 calendar-year or early 2027.

- Assuming that timeline, NVTA should be able to access this funding by Summer 2027 after working with FTA to finalize a grant agreement.

#### **Safe Streets and Roads for All (SS4A) Grant Program**

CFM and the NVTA team finalized and submitted a \$10 million application for implementation funding through the SS4A grant program for the American Canyon State Route 29 Improvements Project. The narrative came together nicely, and we feel the application will be competitive for the \$688 million USDOT program. CFM secured letters of support from all members of NVTA's congressional delegation, including Senators Padilla and Schiff and Representative Thompson and will continue advocacy work with the delegation and DOT throughout the review process.

#### **Transportation Reauthorization Update and Relevant Bus Coalition Work**

In the early hours of May 21, the House Transportation and Infrastructure Committee approved its sweeping five-year surface transportation reauthorization bill, advancing one of Congress' most significant legislative vehicles for federal transportation policy and infrastructure funding. The bipartisan package, approved by a 62-2 vote after a marathon 15-hour markup, authorizes roughly \$580 billion for highway and rail programs through fiscal year 2031.



The measure — dubbed the BUILD America 250 Act — would serve as the successor to the 2021 bipartisan infrastructure law and comes as current transportation funding authorities are set to expire in September 2026. The bill includes substantial investments in highways, freight, rail safety, and transit infrastructure while also creating new annual registration fees on electric vehicles and plug-in hybrids to supplement Highway Trust Fund revenues.

Despite broad bipartisan support from Chairman Sam Graves (R-MO) and Ranking Member Rick Larsen (D-WA), the lengthy markup highlighted several policy disputes likely to continue throughout the legislative process. Committee members considered nearly 160 amendments, with Democrats largely focused on preserving low-emission transportation and transit programs, while Republicans emphasized regulatory reform and operational flexibility for industry stakeholders.

Overall, the proposal represents a strong starting point for bus transit under extremely challenging fiscal and political conditions. At the same time, significant work remains ahead as the process now moves toward committee markup and possible Senate consideration. On behalf of NVTA and through our work with The Bus Coalition (TBC), CFM will continue aggressively advocating for additional improvements as the legislation advances, particularly in the Senate where additional opportunities remain to strengthen bus funding and policy provisions.

#### *Avoiding a 50 Percent Cut to the Bus Program*

At the beginning of the drafting process, we had reason to believe that the House would use baseline funding scenario that did not account for the Advanced Appropriations included in the Infrastructure Investment and Jobs Act (IIJA). Because the 5339 Bus and Bus Facilities Program relies heavily on Advanced Appropriations, the baseline scenario would have reduced annual bus funding from approximately \$2.2 billion to roughly \$1.1 billion annually — a nearly 50 percent cut from current levels.

This issue represented one of the most significant threats to bus funding in over a decade. As part of The Bus Coalition (TBC), we repeatedly raised concerns with NVTA's delegation and the Committee and highlighted the impact such a reduction would have on fleet replacement, facilities construction, and service reliability nationwide. Thanks to strong engagement from NVTA and other TBC members and allies, the House proposal now substantially exceeds that original baseline.

Under the draft legislation, the 5339 Buses and Bus Facilities Program is expected to begin at approximately \$1.695 billion in FY27 and increase to approximately \$2.295 billion by FY31.

While we will continue to advocate for the Senate to increase the available funding levels, particularly in the competitive grant program, this represents a major



improvement over the original baseline scenario and puts the bus program on a much stronger long-term trajectory moving forward.

Importantly, by increasing authorized funding levels over the life of the bill, the legislation effectively resets the future funding baseline for the bus program. This addresses one of the primary structural challenges created by Advanced Appropriations under IIJA and significantly improves the long-term outlook for federal bus capital funding.

As Senate committees begin to consider the bill text, we have set up additional meetings with key committees of jurisdiction to highlight the importance of this funding and encourage the committees to increase the funding on their end.

#### Major Progress Protecting Competitive Grants

One of NVTA and TBC's top share priorities throughout the reauthorization process was preserving strong competitive grant funding under Section 5339.

During negotiations, we heard repeatedly that some policymakers wanted to shift a much larger share of bus funding into formula programs. While formula funding is important, especially for the nation's largest urban transit systems, CFM and TBC strongly emphasized that midsize, rural, and smaller transit agencies depend heavily on competitive grants to support larger, "lumpy" capital purchases such as bus replacements and facility projects.

Under the original baseline scenario, competitive bus funding could have dropped below \$350 million annually. Instead, the House proposal funds the competitive program at approximately at \$516.4 million in FY27 and increases annually to \$744.6 million by FY31.

This is a significant improvement over where discussions began.

In addition, the legislation consolidates competitive funding into the 5339(b) program and makes the program technology neutral by folding the current 5339(c) competitive program into 5339(b).

While we are encouraged by the progress we made to restoring funds to the competitive pot, CFM will continue working aggressively in the Senate to further strengthen competitive funding levels.

#### New Support for Midsize and Smaller Transit Systems

CFM also worked closely on the Hill to improve formula access for smaller and midsize transit systems. The legislation includes several important provisions that will help smaller operators better utilize federal bus funds, including:



- Increasing the 5339a state set-aside from \$4 million per state to \$6 million, helping smaller transit systems gain more direct access to federal formula funding
- Creating a new 5 percent set-aside within the 5339(a) formula program for smaller transit systems
- Allowing transit systems additional time to accumulate formula funds by extending the obligation window from 4 years to 6 years.

These provisions collectively recognize the unique challenges smaller agencies face when trying to fund major bus and facility purchases and represent meaningful progress toward more equitable access to capital funding.

#### *Small Transit Intensive Cities (STIC) Increase Will Further Benefit Smaller Systems*

The legislation also increases the STIC set-aside from 3 percent to 5 percent. This change will direct additional 5307 formula resources toward smaller and highly efficient transit systems and represents another important win for communities outside the largest urbanized areas.

In addition to funding improvements, the bill includes several major policy reforms long supported by CFM.

#### *1. National Environmental Policy Act (NEPA) Reform for Real Property Acquisition*

The legislation would provide parity between Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) property acquisition rules by allowing transit systems to acquire property before completing the NEPA process.

This is a major reform that will help reduce project delays, avoid cost escalation, and provide transit agencies greater flexibility during project development.

#### *2. Elimination of the Spare Ratio Requirement*

TBC has strongly advocated for elimination of FTA's outdated spare ratio policy, and we are pleased the House bill includes this reform.

Transit agencies are already incentivized to carefully manage fleet procurement due to the rapidly increasing cost of buses. Eliminating the spare ratio requirement removes an unnecessary administrative burden and provides transit managers greater operational flexibility.

#### *3. 180-Day Shot Clock for Buy America Waivers*

The legislation also establishes a 180-day timeline for Buy America waiver decisions. This is a practical and important reform that will provide greater certainty for transit systems and manufacturers while helping ensure more timely federal decision-making.



While this legislation represents substantial progress under extremely difficult fiscal and political conditions, significant work remains ahead. The Senate has not yet released its transit proposal, and their timing is still uncertain. However, CFM will continue advocating aggressively to:

- Further strengthen overall bus funding
- Increase competitive grant funding
- Advance additional procurement and project delivery reforms
- Preserve local flexibility over propulsion decisions
- The reauthorization process began amid serious headwinds, including a projected Highway Trust Fund deficit exceeding \$130 billion and strong pressure to shift transit funding toward highway and formula programs. Despite these challenges, we helped secure meaningful gains for bus transit nationwide.

We will continue keeping NVTA updated as the House process moves forward and as the Senate begins developing its proposal.

### **Washington Update: Continued Turnover in the Trump Administration and Midterm Election Political Pressures**

#### **Continued Turnover Creates New Challenges for the Trump Administration**

While Congress continues working through major legislative priorities, the Trump Administration experienced another major personnel shakeup this week as Director of National Intelligence (DNI) Tulsi Gabbard announced plans to resign effective June 30. President Trump stated that Principal Deputy DNI Aaron Lukas will serve as acting director following her departure, describing him as “highly respected.”

Gabbard’s departure marks the latest in a growing series of high-level exits during the first 15 months of President Trump’s second term and continues a pattern of turnover that frequently defined his first administration. In addition to Gabbard, Attorney General Pam Bondi, Homeland Security Secretary Kristi Noem, Labor Secretary Lori Chavez-DeRemer, and several senior national security and immigration officials have either departed or announced plans to leave their positions.

The circumstances surrounding many of these departures have varied, ranging from policy disagreements and political infighting to disputes involving immigration enforcement operations, foreign policy, and internal management concerns. However, the cumulative effect has fueled broader questions in Washington regarding long-term stability and cohesion within the administration.

Gabbard’s tenure as DNI proved especially contentious. Earlier this year, she faced bipartisan scrutiny following her participation in a federal raid involving an election facility in Fulton County, Georgia. Critics argued the operation blurred the line between intelligence operations and domestic political matters, while administration officials



maintained the effort was tied to investigations involving foreign threats to election systems.

She also reportedly faced internal criticism over congressional testimony related to Iran's nuclear program and the administration's evolving justification for military operations in the region.

Her departure now creates another high-profile vacancy requiring Senate confirmation at a time when the congressional calendar is becoming increasingly compressed ahead of the 2026 midterm elections. More broadly, the continued turnover highlights the growing difficulty modern administrations face navigating an increasingly polarized and time-consuming Senate confirmation process, leaving critical agency positions vacant for extended periods during major legislative and regulatory fights.

### **Republicans and Democrats Face Growing Midterm Political Pressures**

As the 2026 midterm elections begin to take shape, both Republicans and Democrats are confronting a political environment defined by voter frustration and growing skepticism toward Washington.

For Republicans, the challenge is balancing the political strengths President Trump brings to the party with the realities of defending congressional majorities. That tension was particularly evident in Texas, where Trump's endorsement of Attorney General Ken Paxton over incumbent Senator John Cornyn sparked concerns among Senate Republicans that a divisive primary could create an otherwise avoidable general election challenge. Democrats quickly seized on the opportunity, with candidate James Talarico raising more than \$3 million within 24 hours of Paxton securing the nomination. While Texas remains a difficult state for Democrats to win statewide, the race may require Republicans to spend resources that otherwise could be directed toward more competitive battlegrounds.

Republicans also continue to navigate broader economic concerns that remain top-of-mind for many voters. Despite the administration's focus on immigration, foreign policy, and cultural issues, polling consistently shows that affordability and cost-of-living concerns remain dominant voter priorities. Some Republicans worry that proposals such as the administration's \$1.8 billion compensation fund for victims of alleged political "weaponization and lawfare" risk distracting from those kitchen-table issues heading into the election cycle.

Democrats, however, face challenges of their own. While the party hopes to benefit from traditional midterm dynamics and voter dissatisfaction with the administration, it continues to struggle with internal divisions over messaging and priorities. Progressive and moderate factions remain divided on how best to rebuild the party's coalition, particularly among working-class and independent voters.



Those challenges are unfolding against a backdrop of broader voter frustration. [Recent polling shows](#) that more than 43% of Americans express dissatisfaction with both major political parties, reflecting an increasingly anti-establishment electorate that appears less attached to traditional partisan loyalties than in previous cycles.

As a result, the 2026 midterms will likely be less of a referendum on one party and more as a test of which side can better convince frustrated voters that it offers a credible alternative to the status quo.

**Contact Information:**

Joel Rubin – 301.461.1532 (mobile)

Tara Kroft – 971.420.4184 (mobile)

# PLATINUM | ADVISORS

May 29, 2026

TO: Danielle Schmitz, Executive Director  
Napa Valley Transportation Authority

FR: Steve Wallauch  
Platinum Advisors

**RE: Legislative Update**

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**May Revise:** The updated version to Governor Newsom's January budget proposal reflects newer, better, revenue estimates and sets the stage for the final round of negotiations with the Legislature. The state has more money than expected thanks in large part to stock market gains tied to artificial intelligence and the possibility of major IPOs from companies like OpenAI, Anthropic, and SpaceX.

That gives Newsom a stronger short-term story than he had in January, but it does not erase the structural problem. California is still spending more than its revenue base can reliably support. The out-year deficits are still large, reaching \$67 billion in 2029-30. Health care costs are still pushing upward. Federal cuts are still a live threat. And the state is still heavily dependent on high-income earners and capital gains, which is great when the market is roaring and a lot less charming when it is not.

The May Revision is a plausible draft that includes spending reductions, a cap on certain corporate tax credits, record-high education spending, a new wildfire rebuilding fund, and expands the application of sales tax to include software sales. Governor Newsom's spending plan is restrained without sounding like he is taking a chainsaw to the safety net.

To take the edge off the out-year deficits, the Governor is proposing through the May Revise a 2-year budget solution. While the short-term revenue bump helps balance the 2026-27 budget, the May Revise proposes placing \$9.7 billion in the Projected Surplus Temporary Holding Account to help address the 2027-28 deficit. It will be difficult to protect these funds from efforts to divert it to legislative spending priorities.

To bump up revenues, the May Revise proposes to expand the application of the sales tax to digital prewritten software and software as a service. This would generate for the state \$450 million in 2026-27, growing to \$900 million in 2029-30. In addition, local sales tax revenue is projected to increase by \$560 million in 2026-27 and by approximately \$1.1 billion annually thereafter.

On the downside, the May Revise further downgrades the forecast of cap & invest revenue. According to the Department of Finance the update drops total auction revenues for 2027-28 to \$3.4 billion, down from the January forecast of \$3.8 billion. The funding target to fully fund the SB 840 expenditure plan is \$4.2 billion. With this adjustment, funding for Low Carbon Transit Operations Program (LCTOP) drops to \$105 million, and Transit and Intercity Rail Capital Program (TIRCP) drops to \$209 million. However, the drop in LCTOP funds is offset by higher sales tax returns due to higher diesel prices. The amount of revenue allocated via the STA formula has increased from a little under \$1 billion to \$1.2 billion.

**Cap & Divest:** After 18 hours of presentations, public comments and board deliberation, California Air Resources Board (CARB) adopted the April 14<sup>th</sup> amendments to the cap & invest program. Transit agencies led the charge in opposing this proposal. These controversial changes were applauded by Governor Newsom, but the impact these changes will have on public transit and affordable housing programs could be significant.

The amendments generally do 3 things. First, they reduce the total number of credits available between 2027 and 2030 by 118 million credits. This shrinks the pie. Second, of the remaining available credits, the amendments reallocate the amount to each share. The amendments increase the allocation to the Climate Credit, which is used to offset utility bills for consumers, by 7.4%, or 57 million credits, and increase the industrial allocation by 3.5%, or 26 million credits. This further reduces the slice of the pie set aside for the auction. It is the sale of these credits that funds the Greenhouse Gas Reduction Fund (GGRF), which is how the SB 840 expenditure plan is funded. Third, the amendments create a new program called the Manufacturing Decarbonization Incentive (MDI) program. MDI would provide assistance for near term Greenhouse Gas (GHG) reductions by backfilling the loss of federal funding programs. The number of credits available for this program between now and 2030 equals the total amount of credits reduced, or 118 million credits. CARB would revisit the MDI allocation in 2030.

This is a zero-sum game. Reducing the total amount of credits and allocating more credits to utilities and industry reduces the number of credits available for auction, and thus less funds available for the SB 840 expenditure plan. The most at risk are the Tier 3 programs because they will be the first ones cut. This includes funding for LCTOP, TIRCP, and Affordable Housing & Sustainable Communities programs. However, the level of impact is debatable.

The Legislative Analyst's Office (LAO) rang alarm bells when it estimated CARB's changes would impact to the GGRF by \$2 billion. At this level, all funding for Tier 3 would be eliminated and Tier 2 would be reduced. However, during the Board deliberations the discussion and debate raised questions about the accuracy of that number. CARB Executive Officer pointed out that fewer credits available do not translate into a dollar-for-dollar revenue reduction. The reduced number of credits

available should result in higher credit prices, simple supply v. demand. While CARB staff are reticent about forecasting auction outcomes, their on-the-spot estimate pegs the reduction at \$700 million. Still a significant impact, but it would not zero out Tier 3.

The Board did amend its resolution to direct the Executive Officer to report to the board on the impact of the MDI credits that are allocated to industry would have on GGRF funding. This report must be provided to the Board before any MDI credits are allocated. Surprisingly, the discussion about the MDI program appears to have changed Senator Stern's mind about the value of the MDI program. Senator Stern said he would see about having the LAO revisit its review of the cap & invest changes, and their estimated impact.

With the adoption of these amendments, these regulatory changes are now sent to the Office of Administrative Law (OAL) for review. If OAL does not find any significant problems, the changes are expected to take affect September 1<sup>st</sup>. This is not the end of the fight. The Senate Budget Subcommittee adopted language countering CARB's proposal. There is no expectation that the Senate's proposal will be enacted, but it sets the stage for additional negotiations on the cap & invest program.

***The Senate Strikes Back:*** Senate Budget Subcommittee 2 drew its line in the sand with the adoption of the "Deal is a Deal" budget bill language. This proposal is aimed at taking back control of the cap & invest funding program from CARB. It basically puts a hold on CARB's amendments.

This action is a place marker for negotiations between the Administration over who sets the priorities and parameters of the cap & invest program. It is unclear at this time whether the Assembly will join this effort or forge its own path. The Deal is a Deal language includes the following:

- Specifies that, notwithstanding existing law, no appropriations shall be made from the Greenhouse Gas Reduction Fund, including continuous appropriations and reappropriations, unless either of the following occurs:
  - Department of Finance makes a written determination that estimates at least \$5.7 billion will be generated for GGRF in 2026-27 & 2027-28, and there will be no Tier 3 reductions.
  - \$1 billion from the GGRF is appropriated in 2026 -27 for the Legislative priorities, and no Tier 3 reductions.
- Budget bill language that specifies no later than July 6, 2026, the Department of Finance shall provide the Legislature updated revenue estimates for 2026 -27 and 2027 -28, incorporating as applicable any decisions taken by the Air Resources Board on the cap-and-invest regulation at its May board meeting.

- Budget bill language that specifies that, notwithstanding existing law and regulations, the Air Resources Board shall not create or distribute any Manufacturing Decarbonization Incentive allowances, unless all the following conditions are met:
  - CARB makes a written determination, which is reviewed and accompanied by written comments from the Independent Emissions Market Advisory Committee that the use of any such allowances is consistent with the statewide emission reductions required by latest climate change scoping plan.
  - California Energy Commission makes a written determination that providing refiners with additional allowances will lower retail gasoline prices.
  - Finance makes a written determination estimating that at least \$5.7 billion will be generated for the Greenhouse Gas Reduction Fund in both 2026 - 27 and 2027 -28 and that no programs will receive reductions.

**Transit Audit:** Last year the Joint Legislative Audit Committee approved a request from Senator Aisha Wahab to audit the performance of transit operators in the Counties of Alameda and Contra Costa and Metropolitan Transportation Commission (MTC), and make recommendations on how to improve performance, coordination, and consolidation. The State Auditor posted the final report last week. The State Auditor said, *“We found that the transit agencies regularly coordinate, including directly with each other and as part of regional initiatives, and there are few barriers to their collaboration.”*

The audit found that any consolidation faced several obstacles, and made no findings with respect to the transit operators. However, the report does make the following findings:

- Recommend that the Legislature consider amending state law to extend the deadline that agencies currently have to make all new bus purchases zero-emission buses or allocate new funds to the transit agencies for these purchases.
- Recommend that MTC identify any additional funding sources, such as federal, state, or locally generated revenue, which could be obtained and directed to transit agencies at risk of reducing services.
- Recommend that MTC establish realistic and attainable time frames for each of its transit action plan items by setting major milestones and identifying risks and mitigation strategies for delays caused by interdependent activities.

# PLATINUM | ADVISORS

May 29, 2026

ATTACHMENT 3  
 NVTA Board Item 9.5  
 June 17, 2026

**TABLE 1: BOARD ADOPTED POSITIONS**

	Subject	Status	Position
<p><b>AB 259</b>  <b>(Rubio, Blanca D)</b>                      Open meetings:                      local agencies:                      teleconferences.</p>	<p>AB 259 was amended to extend the sunset date to January 1, 2030, rather than repealing the existing January 1, 2026, sunset. This bill would extend the existing authority allowing members of a legislative body to participate remotely if specific conditions are met.</p>	<p>Senate Judiciary                       Two-Year Bill</p>	<p>Watch</p>
<p><b>AB 954</b>  <b>(Bennett D)</b>                      State transportation improvement program: bicycle highway pilot program.</p>	<p>This bill would require Caltrans to prepare a proposal for the development, including the selection of sites for a pilot program establishing branded networks of bicycle highways that are numbered and signed within 2 of California's major metropolitan areas. The bill would require the department, on or before January 1, 2030, to include the proposal in the draft Interregional Transportation Improvement Program (ITIP) and would require the department to perform all other actions necessary for the pilot program to be programmed in the State Transportation Improvement Program (STIP).</p>	<p>Senate Floor                       Inactive File</p>	<p>Watch</p>
<p><b>AB 1821</b>  <b>(Pacheco D)</b>                      California Public Records Act: agency response time.</p>	<p>AB 1821 converts the California Public Records Act's (CPRA's) requirement to confirm that disclosable records are in the possession of the public agency must be done within 10 and 14 business days rather than currently required within calendar days.</p> <p>AB 1821 specifies that response times to a request should be tied to business days rather than calendar days. This small change ensures that agencies' timelines actually align with the hours they work. As a result, agencies may continue to respond to requests in a timely manner without being</p>	<p>Senate Rules</p>	<p>Support</p>

	<b>Subject</b>	<b>Status</b>	<b>Position</b>
<b>AB 1821</b> <i>(Continued)</i>	held to timelines that fall outside of standard business or processing hours.		
<b>AB 1837</b> <b>(González, Mark D)</b> Video imaging of parking violations.	<p>AB 1837, as amended, would extend the sunset date until December 31, 2034, on the authority to use video imaging to enforce parking violations in bus only lanes and at bus stops.</p> <p>The amendments would also prohibit an operator from commencing this program when the sunset date is less than two years away. The reports submitted by operators must also include “precise” data used to draw conclusions in the report.</p> <p>Language was also added increasing privacy protections by prohibiting the use of facial recognition systems and prohibiting access to the data by federal authorities. The video evidence must also blur out non-relevant license plates and pedestrians.</p>	Senate Rules	SUPPORT
<b>AB 1890</b> <b>(Aguiar-Curry D)</b> County of Napa: farmworker housing: funding.	<p>Assembly Appropriations approved AB 1890.</p> <p>If funds are appropriated in the budget, this bill would increase the amount of funding the Department of Housing and Community Development (HCD) awards to the Napa County Housing Authorities (NCHA) farmworker centers from \$250,000 to \$500,000, annually.</p> <p>AB 1890 builds upon AB 317 (Aguiar-Curry) that was enacted in 2016, which authorized \$200,000 in state General Fund to support the Napa County farmworker centers. The AB 317 funding is set to expire in the 2028-29 fiscal year.</p>	Senate Rules	Support
<b>AB 1944</b> <b>(Lee D)</b> Zero-emission transit buses: axle weight.	Since zero emission bus technology has not advanced as expected, zero emission transit buses continue to exceed the 22,000-pound axle weight limit. AB 1944 would create a new standard that allows for an axle weight limit for zero emission buses to be up to 25,000 pounds for zero emission buses	Senate Transp.	SUPPORT

	<b>Subject</b>	<b>Status</b>	<b>Position</b>
<b>AB 1944</b> <i>(Continued)</i>	<p>purchased by specified dates. Specifically, AB 1944 would create the following limits for buses purchased by specified dates, which is similar to prior existing law:</p> <ul style="list-style-type: none"> <li>• Purchases made from January 1, 2027, to December 31, 2027, the limit would be 25,000 pounds.</li> <li>• Purchases made from January 1, 2028, to December 31, 2029, the limit would be 24,000 pounds.</li> <li>• Purchases made from January 1, 2030, to December 31, 2031, the limit would be 23,000 pounds.</li> <li>• Purchases made after January 1, 2031, the limit would be 22,000 pounds.</li> </ul>		
<b>AB 2015</b> <b>(Wicks D)</b> Department of Transportation: third-party navigation applications: study and report.	<p>AB 2015 would require Caltrans in consultation with California State Transportation Agency (CalSTA) and local authorities, to conduct a comprehensive study and make recommendations on the impact of third-party navigation applications on the state highway system and local street and road networks by January 1, 2028.</p> <p>While the use of navigation apps has reduced travel times, the use of these apps has resulted in routing travelers down neighborhood streets. AB 2015 intends to examine the impact this re-routing has on traffic and pedestrian/bicycle safety.</p>	Senate Rules	Watch
<b>AB 2051</b> <b>(Wicks D)</b> Public resources: Coastal Resilience Permitting Working Group.	<p>AB 2051 requires the Secretary of the California Natural Resources Agency (CNRA), in consultation with the Secretary for Environmental Protection (CalEPA), to convene a Coastal Resilience Permitting Working Group (Working Group) for the purpose of developing a Coastal Resilience Permitting Roadmap (Roadmap) to accelerate coastal resilience projects.</p>	Senate Rules	Watch

	<b>Subject</b>	<b>Status</b>	<b>Position</b>
<b>AB 2051</b> <i>(Continued)</i>	The intent of this bill is to create a more consistent, cross-agency approach to coordination and streamlining for a broader set of climate adaptation and resilience projects and builds on existing permit streamlining efforts by addressing clear gaps in their scope rather than duplicating work.		
<b>AB 2168</b> <b>(Wicks D)</b> Active Transportation Program: guidelines	<p>This measure would amend the Active Transportation Program (ATP) to emphasize the need for ATP projects to increase access to public transit.</p> <p>AB 2168 expands the types of projects eligible for ATP funding to include projects that provide access to transit and requires the California Transportation Commission (CTC), on or after January 1, 2028, to include in its ATP guidelines penalties for failure to use ATP funds in a timely manner.</p>	Senate Rules	Watch
<b>SB 239</b> <b>(Arrequín D)</b> Open meetings: teleconferencing: subsidiary body.	<p>SB 239 was recently gutted and amended to now deal with issues related to criminal threats.</p> <p>SB 239 was introduced last year to make changes to the Brown Act that were later added to SB 707. SB 239 will be removed from future reports.</p>	Assembly Desk	Watch (prior version)
<b>SB 445</b> <b>(Wiener D)</b> Sustainable Transportation Project Permits and Cooperative Agreements.	<p>SB 445 was gutted and amended to apply only to the California High Speed Rail Authority (CHSRA).</p> <p>Similar to prior versions of the bill, SB 445 would authorize the CHSRA to develop and adopt regulations governing third-party permits and approvals that are necessary to deliver the project.</p>	<p>Assembly Approps</p> <p>Held on Suspende</p>	Watch
<b>SB 569</b> <b>(Blakespear D)</b> Department of Transportation: homeless encampments.	The bill would allow Caltrans to establish a dedicated liaison to facilitate the removal of homeless encampments on Caltrans' right-of-way and authorizes Caltrans to negotiate specified terms for Delegated Maintenance Agreements (DMA) with local jurisdictions.	<p>Assembly Transp.</p> <p>Two-Year Bill</p>	Support

	Subject	Status	Position
<p><b>SB 569</b> (Continued)</p>	<p>The DMA is a contract entered into by Caltrans and a local government, in which both work together to reduce and remove homeless encampments within Caltrans' jurisdiction. This would allow local governments, under an executed DMA, to utilize local policies and procedures to streamline encampment abatement, as well as streamlining the permit process.</p>		
<p><b>SB 1087</b> <b>(Cabaldon D)</b> Transportation planning: sustainable communities strategies: transportation funding programs.</p>	<p>SB 1087 makes numerous changes to existing Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) guidelines and requirements including, how greenhouse gas emissions (GHG) reduction targets are set, the timeline for updating the plans, and how GHG reduction strategies are evaluated. Extends GHG reduction targets to 2045.</p> <p>NVTA is taking a Support If Amended position to ensure projects in the Regional Transportation Plan that commence before 2045, but are currently scheduled for after 2035 remain eligible for funding. Senator Cabaldon's office has drafted amendments to address this concern, and the amendments should be in print in the next week or two. Once the changes are in print, we will send a letter in support of the bill.</p> <p>While additional changes are being considered, SB 1087 makes the following changes.</p> <ul style="list-style-type: none"> <li>• Shift the SCS planning cycle from every four years to every eight years.</li> <li>• Shifts oversight of the SCS plans from CARB to the CTC.</li> <li>• Exempt the development of the SCS, Regional Transportation Plan, or an alternative SCS from the California Environmental Quality Act (CEQA) if specified public outreach measures are met.</li> </ul>	<p>Assembly Rules</p>	<p>Support If Amended</p>

	<b>Subject</b>	<b>Status</b>	<b>Position</b>
<p><b><u>SB 1087</u></b> <i>(Continued)</i></p>	<ul style="list-style-type: none"> <li>• Requires projects receiving either Trade Corridor Enhancement Program funds or Solutions for Congested Corridor Funds must be consistent with the SCS and RTP.</li> <li>• Requires greater transparency in how CARB develops the GHG reduction targets for a region.</li> </ul>		



## NAPA VALLEY TRANSPORTATION AUTHORITY

### Board Agenda Memo

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**TO:** NVTA Board of Directors  
**FROM:** Danielle Schmitz, Executive Director  
**REPORT BY:** Laura Sanderlin, Board Secretary  
(707) 259-8633 / Email: [lsanderlin@nvta.ca.gov](mailto:lsanderlin@nvta.ca.gov)  
**SUBJECT:** Election of Chair and Vice Chair for Fiscal Year 2026-27

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#### **RECOMMENDATION**

That the Napa Valley Transportation Authority (NVTA) Board receive a report out from the nominating committee and to nominate, discuss, and elect a Chair and Vice Chair for NVTA for Fiscal Year (FY) 2026-27 commencing on July 1<sup>st</sup>, 2026.

#### **COMMITTEE RECOMMENDATION**

None

#### **EXECUTIVE SUMMARY**

The NVTA bylaws require an annual election of Chair and Vice Chair by the first meeting of the fiscal year. The term for Chair Joseph and Vice Chair Dohring will conclude in June of this year. The nominating committee composed of board members Mark Joseph, Paul Dohring and Liz Alessio will present nominations for the Board's consideration. Board action will elect a Chair and Vice Chair for FY 2026-27.

#### **FISCAL IMPACT**

None

#### **CEQA REQUIREMENTS**

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

**BACKGROUND**

In June of 2000, the Board adopted a policy that allows a two-year term for the Chair and Vice Chair with an annual vote of approval by the Board. The terms are consistent with the agency's fiscal year and begin on July 1 and end on June 30. The term for Chair Joseph and Vice Chair Dohring will end on June 30<sup>th</sup> this year.

**ALTERNATIVES**

Chair Joseph and Vice Chair Dohring would continue serving in those positions until new appointments are made.

**ATTACHMENT(S)**

None



## NAPA VALLEY TRANSPORTATION AUTHORITY

### Board Agenda Memo

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**TO:** NVTA Board of Directors  
**FROM:** Danielle Schmitz, Executive Director  
**REPORT BY:** Patrick Band, Senior Planner  
(707) 259-8781 / Email: [pband@nvta.ca.gov](mailto:pband@nvta.ca.gov)  
**SUBJECT:** Transportation Development Act Article 3 (TDA-3) Resolution and Countywide Claim Authorization

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#### **RECOMMENDATION**

That the Napa Valley Transportation Authority Board of Directors approve Resolution No. 26-05, authorizing the submittal of a Countywide Coordinated Claim to the Metropolitan Transportation Commission (MTC) for allocation of Fiscal Year (FY) 2026-27 Program Funds to Claimants in Napa County.

#### **COMMITTEE RECOMMENDATION**

At the May 18, 2026 meeting of the NVTA Active Transportation Advisory Committee (ATAC), staff presented an item on the proposed TDA-3 funding program. Due to a lack of quorum, the committee was unable to take formal action; instead, the committee members present provided their unanimous statement of support for the staff recommendation.

Staff presented an item to the NVTA Technical Advisory Committee (TAC) at their June 4<sup>th</sup> meeting. The TAC unanimously approved the staff recommendation.

#### **EXECUTIVE SUMMARY**

The TDA-3 program provides grants for local bicycle and pedestrian projects. The program is funded by approximately 2% of the ¼ cent statewide sales tax generated in Napa. This generates approximately \$220,000 per year in revenue for Napa jurisdictions.

On April 15, 2026, the NVTA Board released a Call for Projects for TDA-3 funds for Fiscal Years 2026-27 and 2027-28. The Call for Projects anticipates \$250,000 in

funding available for programming in FY 2026-27 and \$200,000 in available funding for FY 2027-28. Estimates of future funding availability will be trued-up annually following the release of TDA revenue totals.

Three (3) project applications were received by the application deadline and are preliminarily eligible for funding consideration. For FY 26-27, NVTA staff received applications totaling \$405,000. No applications requested funding for FY 2027-28. Applications were reviewed by the NVTA ATAC at their May 18 meeting. Due to a lack of quorum, no formal action was taken but the consensus of the committee members present was to support staff's recommendation.

### **FISCAL IMPACT**

There is no fiscal impact associated with this item. TDA-3 funds are passed through to project applicants by MTC and are not held or retained by NVTA.

### **CEQA REQUIREMENTS**

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

### **BACKGROUND**

TDA-3 funds may be used for capital infrastructure, maintenance, and/or Quick Build purposes, as well as limited safety education programs, as outlined in Attachment 1. In 2018, the NVTA Board requested a change to NVTA policy that prioritized infrastructure projects for TDA-3 funds.

As of February 2026, the MTC fund estimate for FY 2026-27 is \$224,481. Funds are held in interest-bearing accounts. Disbursements are made on a reimbursement basis.

Eligible expenditures may be incurred from the start of the fiscal year of award plus two additional fiscal years. Allocations expire at the end of the third fiscal year following allocation, unless a time extension is requested and submitted to NVTA consistent with Resolution 4108.

### **Project Summaries**

The City of Calistoga is requesting \$180,000 for PS&E (Project Specifications & Estimates) to support the \$2 million Oak Street Pedestrian Bridge & Community Facilities Access Improvements project. The project will construct a 189-foot multi-use bridge across the Napa River, connecting South Oak Street and North Oak Street, as well as provide 210 feet of off-street multi-use path, 600 feet of sidewalk gap closure,

and 6 new curb ramps. The project is within 0.5 miles of two local schools (Calistoga Elementary and Calistoga Junior/Senior High). This project previously received a total of \$300,000 under two prior TDA-3 funding cycles for PS&E.

The Town of Yountville is requesting \$125,000 for planning and design of multimodal improvements on California Drive between Solano Avenue and Washington Street. Concept-level improvements under consideration may include widening the pathway on the north side of California Blvd, modification of curb ramps and corner geometry, adding high visibility striping, and addressing key conflict points. This is a new project.

NVTA is requesting \$100,000 to complete design for approximately 850 feet of sidewalk, curb & gutter as part of the Burnell Sidewalk Improvements project. Project limits are on the east side of Burnell Street from 4th Street to 7th Street in the City of Napa. The project is immediately across from the NVTA Soscol Gateway Transit Center on City of Napa and Napa Expo property. Work is aligned to advance construction prior to anticipated Summer/Fall 2027 paving work on the corridor by the City of Napa. This is also a new project.

Full project applications are included as Attachments 3a, 3b, and 3c.

#### Staff Recommendation

Staff recommend that the ATAC support funding of the City of Calistoga Oak Street Bridge project at \$150,000, and the NVTA Burnell Street Sidewalk project at \$100,000 for a total of \$250,000 in funds for Fiscal Year 2026-27.

#### Additional Discussion

As no applications were received requesting anticipated available funding of \$200,000 for Fiscal Year 2027-28, NVTA staff plan to conduct a 1-year Call for Projects in Spring 2027. Staff recommend that the Town of Yountville California Drive project be prioritized for funding in the FY 27/28 cycle, pending submission of a complete application consistent with program guidelines.

### **ALTERNATIVES**

The Board may choose not to award funding to these projects. In that event, projects may be delayed as applicants seek to identify alternative funding sources. Funds available for programming but not awarded would roll over until the next Call for Projects and grant award, currently planned for Fiscal Year 2027.

### **COUNTYWIDE PLAN GOALS MET BY THIS PROPOSAL**

Goal #2 – Improve System Safety in order to Support All Modes and Serve All Users

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*Projects recommended for funding are consistent with adopted local or regional Active Transportation Plans and would enhance access and safety for pedestrians and bicyclists by providing dedicated active transportation facilities.*

**Goal #3 – Use Taxpayer Dollars Efficiently**

*TDA-3 funding is derived from sales tax revenues, paid for by Napa County residents and visitors. Funding is restricted to specific active transportation related purposes, and projects requesting funding are consistent with those purposes.*

**ATTACHMENT(S)**

- 1) TDA-3 Program Local Guidelines
- 2) MTC Resolution 4108
- 3) Project Applications Received by Deadline
  - a. City of American Canyon Application
  - b. Town of Yountville Application
  - c. Napa Valley Transportation Authority Application
- 4) Resolution 26-05
  - a. Prioritized List of Projects



**Guide and Application for**  
Transportation Development Act Article 3 (TDA-3)  
Funds for Napa County

FY 2026-27 & 2027-28  
Applications Due to NVTA:  
Friday, May 1<sup>st</sup> 2026 by 5:00 p.m.

NVTA  
625 Burnell Street  
Napa, CA 94559  
Phone: 707-259-8631  
Fax: 707-259-8638  
[www.nvta.ca.gov](http://www.nvta.ca.gov)

The Napa Valley Transportation Authority (NVTA) is pleased to announce a Call for Projects for Transportation Development Act, Article 3 (TDA-3) funds available to Napa County jurisdictions.

TDA-3 is a grant program under the Metropolitan Transportation Commission (MTC), funded by approximately 2% of the ¼ cent Statewide Sales Tax. This generates approximately \$220,000 per year in revenues for jurisdictions in Napa County. The purpose of the TDA-3 program is to provide funding for local bicycle and pedestrian projects.

The TDA-3 program can fund a wide range of project types including:

- Construction and/or engineering of a bicycle or pedestrian capital project
- Capital purchases for maintenance of a Class I or Class IV facilities
- Enhancement of Class II bicycle lanes
- Bicycle safety education programs (no more than 5% of county total)
- Development of a comprehensive bicycle and/or pedestrian facilities plan (once every 5 years)
- Quick Build Projects

This packet has been created to help guide local jurisdictions in submitting a successful application for funding.

The available funding for Napa County TDA-3 projects for FY 2026-27 and FY 2027-28 will be approximately \$450,000 dollars, with \$250,000 available in FY 2026-27 and \$200,000 in FY 2027-28, Applications are due to NVTA by 5:00 PM on Friday, May 1st 2026.

If you have any questions, you may contact Patrick Band, TDA-3 Program Manager at:

NVTA  
625 Burnell Street  
Napa, CA 94559  
Phone: 707-259-8631

Sincerely,

//SIGNATURE//

Danielle Schmitz  
Executive Director  
Napa Valley Transportation Authority

## **The TDA-3 Program**

The California State Legislature passed the Transportation Development Act (TDA) in 1971, which was subsequently signed into law by Governor Reagan. The TDA provides one of the major funding sources for public transportation in California. These funds are generated from a statewide ¼ cent sales tax. Article 3 of TDA is a set-aside of approximately 2% of those monies. Under Article 3 of the TDA, funds allocated to Napa County are available to local jurisdictions for bicycle and pedestrian projects.

The Metropolitan Transportation Commission (MTC) administers TDA 3, which is distributed based on population. Each year, an annual fund estimate or “entitlement” is developed for each County. A county’s claim in any given year cannot exceed the sum of their accumulated funds plus their projected entitlement for the following two years.

Funds are obtained by local jurisdictions via a three-step process: (1) apportionment, (2) allocation, and (3) payment (reimbursement). Apportionment in the San Francisco Bay Area follows a Metropolitan Transportation Commission (MTC) formula based upon population. Allocation is the discretionary action by MTC that designates funds for a specific claimant for a specific purpose. NVRTA submits TDA allocation requests to MTC on a regular basis, and unused TDA funds allocated to any project may be rolled over from one fiscal year to the next. No matching funds are required, but the project must meet the funding objectives and be developed in cooperation with the community. The basic objectives of the grant source are to fund projects that increase the safety, security, and efficiency of bicycle and pedestrian travel, and to provide for a coordinated system. MTC requires supporting resolutions from the sponsoring Council.

This “Call for Projects” will be issued on April 18, 2026 upon approval by the NVRTA Board of Directors. In addition to the application, project sponsors must provide documentation of environmental clearance and maps/documents showing project locations and design parameters. Projects must be approved by MTC.

TDA 3 projects are required to meet Caltrans safety design criteria and CEQA requirements; be completed within two years; be maintained; be consistent with adopted active transportation plans; and authorized by a governing council or board. Local authorization is not required at time of application submission, but shall be due within 90 days of NVRTA Board project approval and prior to annual submission of the Countywide TDA-3 claim to MTC.

As part of the grant process, MTC also requires the City Council to adopt a resolution making certain findings as follows:

- (i) There are no legal impediments regarding the project.
- (ii) Jurisdictional or agency staffing resources are adequate to complete the project.
- (iii) There is no pending or threatened litigation that might adversely affect the project or the ability of the project sponsor to carry out the project.
- (iv) Environmental and right-of-way issues have been reviewed and found to be in such a state that fund obligation deadlines will not be jeopardized.
- (v) Adequate local funding is available to complete the project.
- (vi) The project has been conceptually reviewed to the point that all contingent issues have been considered.

## **Basic Eligibility for TDA-3 Funding**

TDA Article 3 funds may be used for the following activities relating to pedestrian and bicycle facilities, including):

- Engineering expenses leading to construction.
- Right-of-way acquisition.
- Construction and reconstruction.
- Retrofitting existing bicycle and pedestrian facilities, including installation of signage, to comply with the Americans with Disabilities Act (ADA).
- Route improvements such as signal controls for cyclists, bicycle loop detectors, rubberized rail crossings and bicycle-friendly drainage grates.
- Purchase and installation of bicycle amenities such as:
  - secure bicycle parking,
  - benches, drinking fountains, changing rooms, rest rooms and showers which are adjacent to bicycle trails, employment centers, park-and-ride lots, and/or transit terminals and are accessible to the general public.
- Maintenance of Class I shared-use path or Class IV separated bikeways.
- Restriping of Class II bikeways. Countywide, the total funds allocated to Class II bikeway maintenance cannot exceed 20% of the total countywide TDA estimate
- Bicycle Safety Education Programs (and not more 5% of the countywide TDA Article 3 funds). Pursuant to NVTA Board policy, infrastructure projects are prioritized.
- Comprehensive Bicycle & Pedestrian Facilities Plans (not more than once per jurisdiction every 5 years)
- Projects identified in a recent (within 5 years) comprehensive local bicycle or pedestrian plan
- Quick-Build (also known as interim capital infrastructure) projects
- Capital purchases for maintenance of Class I or Class IV facilities (compact sweeping machine, blower, etc)
- Annual Audits in fiscal years funds are disbursed. Can be part of annual audit program, but must comply with additional TDA-3 requirements.

TDA Article 3 funds may not be used to fully fund the salary of any one person working on these programs.

### **Active Transportation Advisory Committee Requirement**

Cities and counties may not receive TDA Article 3 funds for projects unless the jurisdiction has established an Active Transportation Advisory Committee (ATAC) and the project is included in an adopted plan as stipulated in the MTC TDA Article 3 Policies and Procedures, [Resolution 4108](#). For Napa County, the NVTA Active Transportation Advisory Committee fulfills this requirement.

Note that for those jurisdictions with a local Active Transportation Advisory Committee, the approval of that committee is also required.

## **Project Selection Process**

The project selection process is as follows:

- NVTA staff will review prospective projects for eligibility based on TDA-3 requirements, and conduct a preliminary evaluation of cost-effectiveness, project readiness, potential to reduce serious/fatal collisions, and increase active transportation use. Staff will present their findings to the NVTA Active Transportation Advisory Committee (ATAC) which will serve as the initial selection and prioritization committee.<sup>1</sup>
- The ATAC recommendations will be forwarded to the NVTA Technical Advisory Committee (TAC) for their review and recommendation.
- The recommendation from both Committees will be forwarded to the NVTA Board for their decision.

## **TDA-3 Project Selection Criteria for Napa County**

For All Applications:

- The project provides a gap closure connecting two or more existing facilities
  - Note that this criteria does not apply to Quick Build safety projects
- The project is listed in the jurisdiction's adopted Bicycle or Pedestrian Plan, Local Roadway Safety Plan, the Countywide Vision Zero Plan, Safe Routes to School Plan, and/or related traffic safety or traffic calming program

Preference will be given to projects that meet the following criteria:

- Provides a safe route to school and/or transit are located at or along an identified High Injury Network intersection or corridor
- Provide additional local matching funds (not required)

NVTA intends to prioritize applications for Quick Build projects for funding. Applicants with eligible Quick Build projects are advised to consult Caltrans guidelines for such projects.<sup>2</sup> NVTA staff are available to provide additional resources and consultation regarding such projects.

Additional screening criteria for Quick Build projects include:

- Limit of \$50,000 per project application
  - Multiple applications for Quick Build projects may be submitted by a single jurisdiction
- Jurisdiction commitment to complete the project within 12 months. Failure to complete project within this timeframe may result in rescission of funds
- Jurisdiction commitment to maintain Quick Build improvements until permanent improvements are made (generally within 3 years). Removal of the project resulting in a return to prior conditions or functional equivalent require prior justification to MTC and NVTA

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<sup>1</sup> Pursuant to MTC Memorandum on TDA-3 Bicycle Pedestrian Advisory Committee (BPAC) review dated October 6, 2014, jurisdictions that have a local BPAC or similar advisory committee are generally required to have that body review and prioritization of projects. See [https://mtc.ca.gov/sites/default/files/TDA3\\_BAC\\_Guidance.pdf](https://mtc.ca.gov/sites/default/files/TDA3_BAC_Guidance.pdf)

<sup>2</sup> <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/atp/cy6/cy-6-finalquickbuild-supplementalguidance-v2.pdf>

### **Application Instructions:**

TDA-3 project applications for FY 2026-27 through FY 2027-28 must be submitted to NVTa no later than 5:00 pm on Friday, May 1st, 2026. Applications should be submitted via email to Patrick Band, [pband@nvtac.ca.gov](mailto:pband@nvtac.ca.gov).

Applications must include:

- MTC TDA-3 project application
- An 8.5x11" map of the project area clearly showing location and extent of project improvements
  - Preliminary or conceptual design plans are recommended but not required.
- Minimum of 5 representative photographs of existing conditions

As noted elsewhere in this document, a Resolution of Local Support, identification of approved bicycle, pedestrian or other relevant supporting plan, and other materials will be required subsequent to application submittal for successful projects/programs.

## **What Happens After Submission of the TDA-3 application?**

After applications are submitted to NVTA the evaluation process will begin. NVTA plans on the following action timeline:

<b>ITEM</b>	<b>DATE</b>
TAC Review & Recommend Call for Projects	April 2, 2026
NVTA Board – Issue Call for Projects	April 15, 2026
Applications - Due to NVTA by 5:00 PM	May 1, 2026
Draft Program Review by ATAC	May 18, 2026
Draft Program Review by TAC	June 4, 2026
Board Approval – Program of Projects	June 17, 2026
MTC Project Approval & Obligation of Funds	Estimated August 2026

### **Contact Information**

Napa County TDA-3 Program Manager:  
Patrick Band, Senior Planner  
625 Burnell Street  
Napa, CA 94559  
Phone: (707) 259-8781  
[pband@nvta.ca.gov](mailto:pband@nvta.ca.gov)

MTC  
Luis Garcia  
Transit Operations Funding Coordinator  
MTC, Funding Policy and Programs  
375 Beale St., Suite 800  
San Francisco, CA 94105  
Phone: (415) 778-6616  
[lgarcia@bayareametro.gov](mailto:lgarcia@bayareametro.gov)

Date: June 26, 2013  
W.I.: 1514  
Referred By: PAC  
Revised: 02/24/16-C  
12/16/20-C  
03/27/24-C

ABSTRACT

Resolution No. 4108, Revised

This resolution establishes policies and procedures for the submission of claims for Article 3 funding for pedestrian and bicycle facilities as required by the Transportation Development Act in Public Utilities Code (PUC) Section 99401.(a). Funding for pedestrian and bicycle projects is established by PUC Section 99233.3.

This resolution supersedes MTC Resolution No. 875, Revised commencing with the FY2014-15 funding cycle.

This resolution was revised on February 24, 2016 to make pedestrian safety education projects eligible for funding, in accordance with recent state law changes.

This resolution was revised on December 16, 2020 to add quick builds and separated bikeways as eligible project types and make other minor updates.

This resolution was revised on March 27, 2024 to add maintenance equipment capital purchases as an eligible project type, include the procedure for time extension on projects, and other minor updates.

Further discussion of these procedures and criteria are contained in the Programming and Allocations Summary Sheet dated June 12, 2013, February 10, 2016, December 9, 2020, and March 13, 2024.

Date: June 26, 2013  
 W.I.: 1514  
 Referred By: PAC

RE: Transportation Development Act, Article 3, Pedestrian and Bicycle Projects.

METROPOLITAN TRANSPORTATION COMMISSION

RESOLUTION NO. 4108

WHEREAS, the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., requires the Transportation Planning Agency to adopt rules and regulations delineating procedures for the submission of claims for funding for pedestrian and bicycle facilities (Article 3, PUC Section 99233.3); state criteria by which the claims will be analyzed and evaluated (PUC Section 99401(a); and to prepare a priority list for funding the construction of pedestrian and bicycle facilities (PUC Section 99234(b)); and

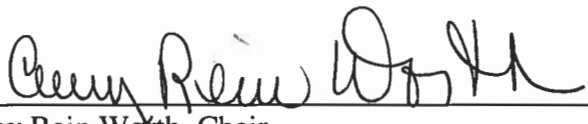
WHEREAS, the Metropolitan Transportation Commission (MTC), as the Transportation Planning Agency for the San Francisco Bay Region, adopted MTC Resolution No. 875 entitled "Transportation Development Act, Article 3, Pedestrian/Bicycle Projects", that delineates procedures and criteria for submission of claims for Article 3 funding for pedestrian and bicycle facilities; and

WHEREAS, MTC desires to update these procedures and criteria commencing with the FY2014-15 funding cycle, now therefore be it

RESOLVED, that MTC adopts its policies and procedures for TDA funding for pedestrian and bicycle facilities described in Attachment A ; and be it further

RESOLVED, that the prior policy governing allocation of funds contained in Resolution No. 875 is superseded by this resolution, effective with the FY 2014-15 funding cycle.

METROPOLITAN TRANSPORTATION COMMISSION

  
 \_\_\_\_\_  
 Amy Rein Worth, Chair

The above resolution was approved by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California, on June 26, 2013.

Date: June 26, 2013  
W.I.: 1514  
Referred By: PAC  
Revised: 02/24/16-C 12/16/20-C  
03/27/24-C

Attachment A  
Resolution No. 4108  
Page 1 of 7

TRANSPORTATION DEVELOPMENT ACT, ARTICLE 3,  
PEDESTRIAN/BICYCLE PROJECTS  
Policies and Procedures

Eligible Claimants

The Transportation Development Act (TDA), Public Utilities Code Sections 99233.3 and 99234, makes funds available in the nine-county Metropolitan Transportation Commission (MTC) Region for the exclusive use of pedestrian and bicycle projects. MTC makes annual allocations of TDA Article 3 funds to eligible claimants after review of applications submitted by county coordinator which may be the county, County Transportation Agency (CTA) or Congestion Management Agency (CMA) of the county.

All cities and counties in the nine counties in the MTC region are eligible to claim funds under TDA Article 3. Joint powers agencies composed of cities and/or counties are also eligible provided their JPA agreement allows it to claim TDA funds.

Application

1. The county coordinator will be responsible for developing a program of projects not more than annually, which they initiate by contacting the county and all cities and joint powers agencies within their jurisdiction and encouraging submission of project applications.
2. Claimants will send one or more copies of project applications to the county coordinator (see "Priority Setting" below).
3. A project is eligible for funding if:
  - a. The project sponsor submits a resolution of its governing board that addresses the following six points:
    1. There are no legal impediments regarding the project.
    2. Jurisdictional or agency staffing resources are adequate to complete the project.
    3. There is no pending or threatened litigation that might adversely affect the project or the ability of the project sponsor to carry out the project.
    4. Environmental and right-of-way issues have been reviewed and found to be in such a state that fund obligation deadlines will not be jeopardized.

5. Adequate local funding is available to complete the project.
  6. The project has been conceptually reviewed to the point that all contingent issues have been considered.
- b. The funding requested is for one or more of the following purposes:
1. Construction and/or engineering of a bicycle or pedestrian capital or quick build projects.
  2. Maintenance of a Class I shared-use path and Class IV separated bikeways.
  3. Bicycle and/or pedestrian safety education program (no more than 5% of county total).
  4. Development of a comprehensive bicycle or pedestrian facilities plan(s) (allocations to a claimant for this purpose may not be made more than once every five years).
  5. Restriping Class II bicycle lanes and buffered bicycle lanes.
  6. Purchase of maintenance equipment for exclusive use on Class I and/or Class IV facilities.
- Refer to Appendix A for examples of eligible projects.
- c. The claimant is eligible to claim TDA Article 3 funds under Sections 99233.3 or 99234 of the Public Utilities Code.
- d. If it is a Class I, II, III, or IV bikeway project, it must meet the mandatory minimum safety design criteria published in [Chapter 1000 of the California Highway Design Manual](#) (Available via Caltrans website); or if it is a pedestrian facility, it must meet the mandatory minimum safety design criteria published in [Chapter 100 of the California Highway Design Manual](#). Funds may not be used for Class III projects on arterials or streets with posted speed limits above 25 mph.
- e. The project is ready to implement and can be completed within the three-year eligibility period.
- f. If the project includes construction, that it meets the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.) and project sponsor submits an environmental document that has been stamped by the County Clerk within the past three years.
- g. A jurisdiction agrees to maintain the facility. If the project is a quick build project, the jurisdiction agrees to maintain the project until permanent improvements are implemented. If the project is removed before such time, justification shall be provided to MTC.
- h. The project is included in a locally approved bicycle, pedestrian, transit, multimodal, complete streets, or other relevant plan.

Priority Setting

1. The county coordinator shall create a process for establishing project priorities in order to prepare an annual list of projects being recommended for funding.
2. Each county and city is required to have a Bicycle and Pedestrian Advisory Committee (BPAC) or equivalent body review and prioritize TDA Article 3 bicycle and pedestrian projects and to participate in the development and review of comprehensive bicycle pedestrian, or active transportation plans. BPACs should be composed of both bicyclists and pedestrians.

A city BPAC shall be composed of at least 3 members who live or work in the city. More members may be added as desired. They will be appointed by the City Council. The City or Town Manager will designate staff to provide administrative and technical support to the Committee.

An agency can apply to MTC for exemption from the city BPAC requirement if they can demonstrate that the countywide BPAC provides for expanded city representation.

A countywide BPAC shall be composed of at least 5 members who live or work in the county. More members may be added as desired. The countywide agency will appoint BPAC members. The county or congestion management agency executive/administrator will designate staff to provide administration and technical support to the Committee.

3. All proposed projects shall be submitted to the county coordinator for evaluation/prioritization. Consistent with the county process, the Board of the county coordinator will adopt the countywide list and forward it to MTC for approval, along with the record of BPAC review.
4. The county coordinator will forward to MTC a copy of the following:
  - a) Applications for the recommended projects, including a governing body resolution, stamped environmental document, and map for each, as well as a cover letter stating the total amount of money being claimed; and confirmation that each project meets Caltrans' minimum safety design criteria and can be completed before the allocation expires.
  - b) The complete priority list of projects with an electronic version to facilitate grant processing.
  - c) A resolution of the county coordinator approving the priority list and authorizing the claim.

### MTC Staff Evaluation

MTC Staff will review the list of projects submitted by each county. If a recommended project is eligible for funding, falls within the overall TDA Article 3 fund estimate level for that county, and has a completed application, staff will recommend that funds be allocated to the project.

### Allocation

The Commission will approve the allocation of funds for the recommended projects. The County Auditor will be notified by allocation instructions to reserve funds for the approved projects. Claimants will be sent copies of the allocation instructions and funds should be invoiced in accordance with the “Disbursement” section below.

### Eligible Expenditures

Eligible expenditures may be incurred from the start of the fiscal year of award plus two additional fiscal years. Allocations expire at the end of third fiscal year following allocation. For example, if funds are allocated to a project in October 2021, a claimant may be reimbursed for eligible expenses that were incurred on or after July 1, 2021. The allocation expires on June 30, 2024 and all eligible expenses must be incurred before this date. All disbursement requests should be submitted by August 31, 2024.

### Disbursement

1. The claimant shall submit to MTC the following, no later than two months after the grant expiration date:
  - a) A copy of the allocation instructions along with a dated cover letter referring to the project by name, dollar amount and allocation instruction number and the request for a disbursement of funds;
  - b) Documents showing that costs have been incurred during the period of time covered by the allocation.
  - c) With the final invoice, the claimant shall submit a one paragraph summary of work completed with the allocated funds and photos of the project before and after completion. This information may be included in the cover letter identified in bullet “a” above and is required before final disbursement is made.

Reimbursement requests should be emailed to [acctpay@bayareametro.gov](mailto:acctpay@bayareametro.gov).

2. MTC will approve the disbursement and, if the disbursement request was received in a timely fashion and the allocation instruction has not expired, been totally drawn down nor been rescinded, issue an authorization to the County Auditor to disburse funds to the claimant.

### Rescissions and Expired Allocations

Funds will be allocated to claimants for specific projects, so transfers of funds to other projects sponsored by the same claimant may not be made. If a claimant has to abandon a project or cannot complete it within the time allowed, it should ask the county or congestion management agency to request that MTC rescind the allocation. Rescission requests may be submitted to and acted upon by MTC at any time during the year. Rescinded funds will be returned to the county's apportionment.

Allocations that expire without being fully disbursed will be disencumbered in the fiscal year following expiration. The funds will be returned to county's apportionment and will be available for allocation.

### Time Extensions

If a project cannot be completed within the time allowed, a claimant may request an extension through the county coordinator. County coordinators will coordinate time extensions with claimants by requesting a written status update of the given project and a summary of all expenditures to date. County coordinators will submit a list of extension requests with status update and summary materials to MTC no later than March 31<sup>th</sup> of the given year. MTC staff will review the list of extension requests and recommend extensions for the project.

### Fiscal Audit

All claimants that have received a disbursement of TDA funds are required to submit an annual certified fiscal and compliance audit for that fiscal year to MTC and to the Secretary of Business and Transportation Agency within 180 days after the close of the fiscal year, in accordance with PUC Section 99245. Article 3 applicants need not file a fiscal audit if TDA funds were not disbursed (that is, reimbursed by MTC) during a given fiscal year. Reimbursement may cover eligible expenditures from a previous fiscal year. Failure to submit the required audit for any TDA article will preclude MTC from making a new Article 3 allocation. For example, a delinquent Article 4.5 fiscal audit will delay any other TDA allocation to the city/county with an outstanding audit. Until the audit requirement is met, no new Article 3 allocations will be made.

TDA Article 3 funds may be used to pay for the fiscal audit required for this funding.

## Appendix A: Examples of Eligible Projects

Below are some examples of eligible projects. If you have questions about whether a proposed project is eligible for funding, please contact the MTC Program Coordinator.

1. Projects that eliminate or improve an identified problem area (specific safety hazards such as high-traffic narrow roadways or barriers to travel) on routes that would otherwise provide relatively safe and direct bicycle or pedestrian travel use. For example, restriping or parking removal to provide space for bicycles; a bicycle/pedestrian bridge across a stream or railroad tracks on an otherwise useful route; a segment of multi-purpose path to divert young bicyclists from a high traffic arterial; a multi-purpose path to provide safe access to a school or other activity center; replacement of substandard grates or culverts; adjustment of traffic-actuated signals to make them bicycle sensitive. Projects based on NACTO (National Association of City Transportation Officials) guidance or similar best practices guidance.
2. Roadway improvements or construction of a continuous interconnected route to provide reasonably direct access to activity centers (employment, educational, cultural, recreational) where access did not previously exist or was hazardous. For example, development of multi-purpose paths on continuous rights-of-way with few intersections (such as abandoned railroad rights-of-way) which lead to activity centers; an appropriate combination of shared-use paths (Class I), bike lanes (Class II), Class III, or separated bikeways (Class IV)
3. Secure bicycle parking facilities, especially in high use activity areas, at transit terminals, and at park-and-ride lots. Desirable facilities include lockers, sheltered and guarded check-in areas; self-locking sheltered racks that eliminate the need to carry a chain and racks that accept U-shaped locks.
4. Other provisions that facilitate bicycle/transit trips and walk/transit. For example, bike racks on buses, paratransit/trailer combinations, and bicycle loan or check-in facilities at transit terminals, bus stop improvements, wayfinding signage.
5. Maintenance of multiple purpose pathways that are closed to motorized traffic or for the purposes of restriping Class II bicycle lanes (provided that the total amount for Class II bicycle lane restriping does not exceed twenty percent of the county's total TDA Article 3 allocation).
6. Funds may be used for construction and plans, specification, and estimates (PS&E) phases of work. Funds may be used for quick build projects. Quick build projects are interim capital improvements that are built with durable, low to moderate cost material to immediately address pedestrian and bicycle needs until capital upgrades are possible. Project level environmental, planning, and right-of-way phases are not eligible uses of funds.

7. Projects that enhance or encourage bicycle or pedestrian commutes, including Safe Routes to Schools projects.
8. Projects that address bicycle and pedestrian safety such as those in the [Local Roadway Safety Manual](#). Intersection safety improvements including protected intersections, bulb-outs/curb extensions, transit stop extensions, installation of pedestrian countdown or accessible pedestrian signals, or pedestrian signal timing adjustments. Striping high-visibility crosswalks or advanced stop-back lines, where warranted.
9. Purchase and installation of pedestrian traffic control devices, such as High-intensity Activated crossWalk (HAWK) beacons, rectangular rapid flashing beacons (RRFB), or pedestrian safety “refuge” islands, where warranted.
10. The project may be part of a larger roadway improvement project as long as the funds are used only for the bicycle and/or pedestrian component of the larger project.
11. Bicycle and Pedestrian Safety Education Programs. Up to five percent of a county's Article 3 fund may be expended to supplement monies from other sources to fund public bicycle and pedestrian safety education programs and staffing.
12. Comprehensive Bicycle and Pedestrian Facilities Plan. Funds may be allocated for these plans (emphasis should be for accommodation of bicycle and walking commuters rather than recreational uses). A city or county may not receive allocations for these plans more than once every five years. Environmental documentation and approval necessary for plan adoption is an eligible expense.

**TDA Article 3 Project Application Form**

1. <b>Agency</b>	City of Calistoga		
2. <b>Primary Contact</b>	Derek Rayner, Public Works Director		
3. <b>Mailing Address</b>	414 Washington Street, Calistoga, CA 94515		
4. <b>Email Address</b>	drayner@calistogaca.gov	5. <b>Phone Number</b>	707-942-2828
6. <b>Secondary Contact</b> (in the event primary is not available)	David Fradelizio, Deputy Public Works Director		
7. <b>Mailing address</b> (if different) N/A <input checked="" type="checkbox"/>			
8. <b>Email Address</b>	dfradelizio@calistogaca.gov	9. <b>Phone Number</b>	707-339-3938
10. <b>Send allocation instructions to</b> (if different from above):	N/A		
11. <b>Project Title</b>	Oak St Pedestrian Bridge and Community Facilities Access Improvement		
12. <b>Amount requested</b>	\$180,000	13. <b>Fiscal Year of Claim</b>	2026/2027

**14. Description of Overall Project:**

See Attachment #14
--------------------

**15. Project Scope Proposed for Funding:** (Project level environmental, preliminary planning, and ROW are ineligible uses of TDA funds.)

See Attachment #15
--------------------

**16. Project Location:** A map of the project location is attached or a link to a online map of the project location is provided below:

Project Map Attached to Application.
--------------------------------------

**Project Relation to Regional Policies** (for information only)

17. Is the project in an MTC Identified [Equity Priority Community](#)? Yes  No
18. Is this project in a [Priority Development Area](#) or a [Transit-Oriented Community](#)? Yes  No

**19. Project Budget and Schedule**

Project Phase	TDA 3	Other Funds	Total Cost	Estimated Completion (month/year)
Bike/Ped Plan				
ENV				
PA&ED		165,000		
PS&E	\$180,000	300,000*		
ROW		255,000		
CON		1,305,950		
<b>Total Cost</b>	\$180,000	2,025,950	2,205,950	7/2029

**\* PREVIOUS TDA-3 AWARD**

**Project Eligibility**

- A. Has the project been reviewed by the Bicycle and Pedestrian Advisory Committee? Yes  No   
 If "YES," identify the date and provide a copy or link to the agenda.  
 If "NO," provide an explanation).
  
- B. Has the project been approved by the claimant's governing body? Yes  No   
 If "NO," provide expected date: \_\_\_\_\_
  
- C. Has this project previously received TDA Article 3 funding? Yes  No   
 (If "YES," provide an explanation on a separate page)
  
- D. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to [Chapter 1000 of the California Highway Design Manual](#)? Yes  No
  
- E. **1.** Is the project categorically exempt from CEQA, pursuant to CCR Section 15301(c), Existing Facility? Yes  No   
  
**2.** If "NO" above, is the project is exempt from CEQA for another reason? Yes  No   
 Cite the basis for the exemption. See Attachment #E2 N/A   
 If the project is not exempt, please check "NO," and provide environmental documentation, as appropriate.
  
- F. Estimated Completion Date of project (month and year): July 2029
  
- G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility, please identify below and provide the agreement. Yes  No
  
- H. Is a Complete Streets Checklist required for this project ? Yes  No   
 If the amount requested is over \$250,000 or if the total project phase or construction phase is over \$250,000, a Complete Streets checklist is likely required. Please attach the Complete Streets checklist or record of review, as applicable. More information and the form may be found here: <https://mtc.ca.gov/planning/transportation/complete-streets>

## Attachment # 14

The Project will construct an off-street Class I Multi-Use Path connecting South Oak Street and North Oak Street and enhance pedestrian facilities along Cedar Street to extend the reach of the pedestrian bridge. In total, the Project will construct 210 feet of multi-use path, 600 feet of sidewalk, and 6 curb ramps.

The proposed pedestrian bridge will consist of 189 feet of multi-use path that spans across the Napa River. The Project targets deficiencies in the City's active transportation network, where cyclists currently share the road with motorized vehicles along Berry Street and Lincoln Avenue, the City's primary routes across the Napa River. By providing a safer crossing over the Napa River, the Project will enhance bicycle and pedestrian access for students, families, and seniors to schools, community centers, parks, religious institutions, and residential single- and multi-family.

The Project will close 600 feet of sidewalk gaps and install 6 Americans with Disabilities Act (ADA) compliant curb ramps along Oak Street and Cedar Street to extend the reach of the pedestrian bridge and provide dedicated walking facilities. These improvements will provide separation between vehicles and pedestrians, establishing a safe pathway for students traveling by bike or foot to Calistoga Elementary School and Calistoga Junior/High School. The project is within 0.15 mile from Calistoga Elementary School and 0.5 mile to the Calistoga Junior/High School.

The Project addresses a significant gap in Calistoga's active transportation network by enhancing connectivity over the Napa River, which currently serves as a barrier between the north and south areas of the community. The residents and students living on the south side of the River have limited options for connecting to public facilities on the north side of the River, such as the Calistoga Junior-Senior High School, Logvy Park, Calistoga Community Pool, Boys & Girls Club, and the County Fairgrounds. Similarly, students and families living north of the river have limited access to Calistoga Elementary School, the only K-8 school in the City. The Project will provide a significant reduction in time and improve walkability to access the following facilities and amenities located within a ½ mile from the project area.

1. Logvy Park
2. Calistoga Community Pool
3. Calistoga Art Center
4. Sattui Preschool
5. Mt St Helena Golf Course
6. Boys and Girls Club
7. Calistoga Fairgrounds
8. Calistoga Elementary School

## 9. Calistoga Junior/High School

### 10. Logvy Softball Field

The Project is designated as a Proposed Safe Routes to School under the City's 2014 Active Transportation Plan and 2020 Walk Audit Report. Over 721 residences would directly benefit by gaining shortened walking or biking paths to Calistoga Junior-Senior High School and Calistoga Elementary School, avoiding longer routes via Berry Street, Highway 29, and the Heather Oaks Park bridge.

The Project will also extend access across the City for senior residents of the Rancho de Calistoga mobile home park. Currently, senior residents have direct access to neighborhoods south of the City via an existing Class I Multi Use Path along Cedar St. The Project will extend the reach to the north side and avoid a longer commute along Berry Street.

**15. Project Scope Proposed for Funding:**

The South Oak Street Pedestrian/Bicycle Bridge Project has been programmed in the City's FY 2025/26 adopted budget and is positioned to proceed into design. The City has completed a competitive consultant selection process and anticipates awarding the design contract to Mark Thomas. While initial funding supports near-term progress, the City anticipates requiring the requested \$180,000 in TDA-3 grant funds to sustain design and related work beyond March 2027 and advance the project toward construction readiness.

(Project level environmental, preliminary planning, and ROW are ineligible uses of TDA funds.)

Task 1 - Overall Project Management. The City will manage the consultant in the execution of all tasks. This includes budget management and tracking and updating the project schedule to prioritize task deliverables critical to project implementation.

Task 2 - Hire Consultant to Prepare Construction Plans, Specifications and Estimate; and to Obtain Regulatory Permits. The City will issue a request for proposals to qualified professionals to prepare construction plans, specifications and estimate and to obtain regulatory permits. The City will enter into a contract for services with the selected consultant.

Task 3 - Project Coordination. The consultant will provide ongoing coordination and communication with the project team to organize and facilitate project deliverables. Consultant will schedule and

lead progress meetings to summarize completed work, next steps, and adapt to changing project conditions, as required.

Task 4 - Prepare Construction Plans, Specifications and Cost Estimate. Consultant will prepare complete construction bid documents including design drawings, technical specifications and estimate of construction costs for the Project. The Project documents will include structural design sheets, structural calculations, tree removals, construction of the bridge abutments, placement of the bridge, and native plant revegetation, civil/site features, and ramps.

**Attachment #E2**

**E2.** If “NO” above, is the project is exempt from CEQA for another reason? Yes  No

Cite the basis for the exemption. **CEQA Statute Section 21080.25(b)(1): *Pedestrian and bicycle facilities that improve safety, access, or mobility, including new facilities within the public right-of-way***

<b>1. Contact Name</b>	David Fradelizio
<b>2. Email Address</b>	dfradelizio@ci.calistoga.ca.us
<b>3. Contact Phone Number</b>	7073393928
<b>4. City/Jurisdiction/Agency (If your option is not listed, select "Other")</b>	Calistoga
<b>6. County</b>	Napa
<b>8. Is your project seeking regional discretionary funds or an endorsement?</b>	Regional discretionary funding
<b>9. If your project is seeking regional discretionary funding, please choose which funding program. Please reach out to the grant Program Manager for confirmation.</b>	Transportation Development Act (TDA) Article 3
<b>10. Project Name/Title</b>	Sout Oak Street Pedestrian/Bicycle Footbridge
<b>Project Location</b>	Calistoga
<b>11. Project Area/Location - Please include jurisdiction name(s), project extents, length of segment, street names, transit stop/stations, etc.</b>	S. Oak St. crossing the Napa River to existing ped/bike facilities at Logvy Park,
<b>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.</b>	Attached through Box
<b>13. Project Description (200 character limit). Please provide a short description of your project.</b>	The Project will construct an off-street Class I Multi-Use Path connecting South Oak Street and North Oak Street and enhance pedestrian facilities along Cedar Street to extend the reach of the pedestrian bridge. In total, the Project will construct 210 feet of multi-use path, 600 feet of sidewalk, and 6 curb ramps.
<b>14. Please choose the project phase(s).</b>	Environmental (ENV) Design Engineering (PSE)
<b>15. Please check all the modes that the project includes:</b>	bicycle pedestrian

**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.**

City/County General + Specific Area Plans  
Bicycle, Pedestrian and/or Active Transportation Plan(s)  
Community-Based Transportation Plan  
ADA Transition Plan  
Vision Zero/Systematic Safety Plan

**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."**

The proposed project exemplifies the design principles of the National Association of City Transportation Officials' (NACTO) "Designing for All Ages & Abilities" contextual guidance by creating a safe, comfortable, and accessible active transportation corridor that accommodates users of varying ages and mobility levels. Specifically, the construction of a new Class I multi-use path and pedestrian bridge across the Napa River provides a high-comfort, physically separated route for cyclists and pedestrians, thereby addressing critical safety gaps on Berry Street and Lincoln Avenue, where no separated infrastructure currently exists.

The project design aligns with NACTO's key recommendations for All Ages & Abilities facilities by:

Providing complete separation from motor vehicle traffic, including a fully off-street multi-use path and bridge, to protect vulnerable users such as children, older adults, and individuals with disabilities.

Minimizing conflict points at intersections and driveways, particularly through the installation of ADA-compliant curb ramps and enhanced pedestrian facilities along Cedar Street and Oak Street.

Ensuring network connectivity and short, direct routes to major destinations, including Calistoga Elementary and Junior/Senior High Schools, community parks, and senior housing at Rancho de Calistoga.

In addition, the Project incorporates the July 2024 Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG), as adopted by the U.S. Access Board. Specifically, the project ensures:

ADA-compliant curb ramps at all crossings, designed to meet current slope, width, and landing specifications for accessibility.

Continuous, obstruction-free sidewalks with appropriate width and surface treatment to accommodate individuals using mobility devices. Accessible pedestrian crossings and connections that comply with PROWAG design criteria, including detectable warning surfaces and accessible pedestrian access routes.

By integrating both NACTO and PROWAG standards, the project will establish a safe, inclusive, and connected environment that enables children, families, older adults, and people with disabilities to walk or bike to key destinations throughout Calistoga with confidence and ease.

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

No

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

The project area currently exhibits several critical traffic safety concerns for vulnerable road users: Lack of dedicated bicycle and pedestrian infrastructure: Cyclists and pedestrians must navigate Berry Street and Lincoln Avenue—two high-traffic corridors that serve as the City's primary crossings over the Napa River—without physical separation from vehicles.

Gaps in sidewalk infrastructure: Approximately 600 feet of missing sidewalk and a lack of ADA-compliant curb ramps limit safe and continuous pedestrian access, particularly for children, seniors, and individuals with disabilities.

Unsafe school routes: Students walking or biking to Calistoga Elementary School and Calistoga Junior/Senior High School must use longer, less safe routes that include high-speed traffic corridors and indirect crossings.

Disconnected neighborhoods: The Napa River acts as a physical barrier that separates residential communities from key public amenities and schools, forcing pedestrians and cyclists onto routes that prioritize motor vehicle flow over safety. These conditions conflict with the Vision Zero goal of eliminating traffic-related fatalities and serious injuries by failing to prioritize the safety of non-motorized users in the street design.

In response, the project introduces a comprehensive set of safety improvements aligned with Vision Zero principles:

Construction of a Class I Multi-Use Path and Pedestrian Bridge:

Provides 189 feet of off-street, physically separated path across the Napa River, eliminating the need for pedestrians and cyclists to share road space with vehicles.

Reduces exposure to vehicle conflict points and creates an all-ages-and-abilities connection between north and south Calistoga.

Sidewalk Gap Closures (600 feet):

Completes critical links in the pedestrian network along Oak Street and Cedar Street.

Enhances walkability and reduces mid-block crossings and unsafe walking behavior.

Installation of Six ADA-Compliant Curb Ramps:

Facilitates safe crossings for individuals using wheelchairs, strollers, or other mobility devices.

Ensures intersections are accessible, visible, and easier to navigate, in line with PROWAG and Vision Zero design guidance.

Improved Access to Schools and Community Facilities:

Establishes a safer, more direct route for students traveling to nearby schools.

Encourages mode shift from car trips to walking and biking, reducing school-related congestion and crash risk.

Prioritization of High-Risk Users:

The project directly benefits over 721 residences, including senior residents at Rancho de Calistoga and families with school-aged children, groups identified as high-priority under Vision Zero equity frameworks.

**23. Does the project area include existing or planned public, fixed route transit service? Fixed route transit is defined as scheduled, publicly accessible transit where vehicles operate along established routes with designated stops at predetermined times or on a predetermined headway. This would exclude private shuttle services, special event services, and demand-responsive/paratransit services.**

No

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

No

**26. Please provide a 2-4 sentence overview of the project's estimated benefits and impacts to transit, once implemented (e.g., transit**

The project will improve first- and last-mile access to regional and local transit services by enhancing pedestrian and bicycle connectivity across the Napa River, making it safer and more convenient

**travel time impacts, changes to transit stop access). For projects in construction phase: please list project's temporary impacts to transit during construction (e.g., changes to transit stop location or access, transit travel time impacts).**

for residents, especially students, seniors, and low-income households, to reach nearby transit stops.

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

No

**If the project has completed conceptual design, please check all the infrastructure elements that will be included in this phase of the Project:**

Class I Multi-Use Trail or Path  
Sidewalk Gap Closure  
New Crosswalk  
Updated Crosswalk  
Ped/Bike Bridge

**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.**

202000

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

**Is this project in compliance with MTC Complete Street's Policy (Resolution 4493)? If Yes, please move to BPAC review. If No, please fill out the Statement of Exception section.**

Yes

**Has a local (city or county) Bicycle and Pedestrian Advisory Commission (BPAC) reviewed this Checklist? The CS Checklist will begin review once the BPAC meeting notes are included in this form. If a project is seeking an exception, a BPAC review is still required.**

Yes

**Please provide the meeting date(s).**

June 5, 2024

**Please provide a summary of meeting comments. If meeting date hasn't occurred yet, please share BPAC meeting comments here.**

Active Transportation Advisory Committee Members unanimously supported the project without exceptions

**1. The affected roadway is legally prohibited for use by bicyclists and/or pedestrians. Yes/No?** 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

This PDF is generated with the [Google Forms Notification](#) add-on.

To generate customized PDFs from Google Forms, download [Document Studio](#) ([video demo](#)).

These messages are not added in the [premium version](#).

**TDA Article 3 Project Application Form**

1. <b>Agency</b>	Town of Yountville		
2. <b>Primary Contact</b>	Rosalba Ramirez, Deputy Public Works Director		
3. <b>Mailing Address</b>	6550 Yount Street Yountville, CA 94599		
4. <b>Email Address</b>	rramirez@yville.com	5. <b>Phone Number</b>	(707) 944-9851
6. <b>Secondary Contact</b> (in the event primary is not available)	John Ferons, Public Works Director		
7. <b>Mailing address</b> (if different) N/A <input type="checkbox"/>			
8. <b>Email Address</b>	jferons@yville.com	9. <b>Phone Number</b>	707-944-8851
10. <b>Send allocation instructions to</b> (if different from above):			
11. <b>Project Title</b>	Multi- Modal Improvements on California Drive		
12. <b>Amount requested</b>	\$125,000	13. <b>Fiscal Year of Claim</b>	2026-2027

**14. Description of Overall Project:**

California Drive is a heavily used corridor for cyclists and pedestrians traveling on the Vine Trail into the Town of Yountville from the south. It is also the primary entry route for wheelchair users, including veterans traveling from the Cal-Vet Yountville to the west. Grant funds will be used to advance a contract for the design of multi-modal mobility improvements, coordinated with facilities and right-of-way controlled by Caltrans and the Napa Valley Wine Train.

**15. Project Scope Proposed for Funding:** (Project level environmental, preliminary planning, and ROW are ineligible uses of TDA funds.)

The Town has an active on-call contract with a transportation design engineering firm, and has begun evaluating improvements to the California Drive corridor. Due to the corridor s complex conditions, preliminary design cost estimates are higher than initially anticipated. Requested grant funds will be used to refine and finalize the project scope and complete design services with the on-call consulting firm. Once design is complete, the Town will advance the project to construction using other secured funding sources.

**16. Project Location:** A map of the project location is attached or a link to a online map of the project location is provided below:

See map attached.

**Project Relation to Regional Policies** (for information only)

17. Is the project in an MTC Identified [Equity Priority Community](#)? Yes  No

18. Is this project in a [Priority Development Area](#) or a [Transit-Oriented Community](#)? Yes  No

**19. Project Budget and Schedule**

Project Phase	TDA 3	Other Funds	Total Cost	Estimated Completion (month/year)
Bike/Ped Plan				
ENV				
PA&ED				
PS&E	\$125,000	\$25,000	\$150,000	
ROW				
CON				
Total Cost				

**Project Eligibility**

- A.** Has the project been reviewed by the Bicycle and Pedestrian Advisory Committee? Yes  No   
 If "YES," identify the date and provide a copy or link to the agenda.  
 If "NO," provide an explanation).
- B.** Has the project been approved by the claimant's governing body? Yes  No   
 If "NO," provide expected date: Council Meeting May 5,2026
- C.** Has this project previously received TDA Article 3 funding? Yes  No   
 (If "YES," provide an explanation on a separate page)
- D.** For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to [Chapter 1000 of the California Highway Design Manual](#)? Yes  No
- E. 1.** Is the project categorically exempt from CEQA, pursuant to CCR Section 15301(c), Existing Facility? Yes  No   
**2.** If "NO" above, is the project is exempt from CEQA for another reason? Yes  No   
 Cite the basis for the exemption. \_\_\_\_\_ N/A   
 If the project is not exempt, please check "NO," and provide environmental documentation, as appropriate.
- F.** Estimated Completion Date of project (month and year): March 1, 2027
- G.** Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility, please identify below and provide the agreement. Yes  No
- H.** Is a Complete Streets Checklist required for this project ? Yes  No   
 If the amount requested is over \$250,000 or if the total project phase or construction phase is over \$250,000, a Complete Streets checklist is likely required. Please attach the Complete Streets checklist or record of review, as applicable. More information and the form may be found here: <https://mtc.ca.gov/planning/transportation/complete-streets>

# Town of Yountville

## Resolution Number 26-XXXX

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF YOUNTVILLE 26-XXXX TO REQUEST THE METROPOLITAN TRANSPORTATION COMMISSION FOR THE ALLOCATION OFF FISCAL YEAR 2026/2027 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 PEDESTRIAN/BICYCLE PROJECT FUNDING FOR THE DESIGN OF MULTI-MODAL IMPROVEMENTS ON CALIFORNIA DRIVE.**

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### Recitals

- A. Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and
- B. The Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 4108, Revised, entitled "Transportation Development Act, Article 3, Pedestrian/Bicycle Projects," which delineates procedures and criteria for submission of requests for the allocation of "TDA Article 3" funding; and
- C. MTC Resolution No. 4108, Revised requires that requests for the allocation of TDA Article 3 funding be submitted as part of a single, countywide coordinated claim from each county in the San Francisco Bay region; and
- D. The Town of Yountville is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code, and desires to submit a request to MTC for the allocation of TDA Article 3 funds to support a project for the exclusive benefit and/or use of pedestrians and/or bicyclists.
- E. A certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county association of governments, as the case may be, of Napa County for submission to MTC as part of the countywide coordinated TDA Article 3 claim.

**Now, therefore, the Town Council of the Town of Yountville does resolve as follows:**

- 1. The Town of Yountville declares it is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code
- 2. There is no pending or threatened litigation that might adversely affect the project or projects described in this resolution, or that might impair the ability of the Town of Yountville to carry out the project
- 3. The Town of Yountville attests to the accuracy of and approves the statements in Attachment A to this resolution.
- 4. A certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county association of governments, as the case may be, of Napa Count for submission to MTC as part of the countywide TDA Article 3 claim.
- 5. The Resolution is hereby adopted and becomes effective and in full force immediately upon adoption.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Yountville, State of California, held on this 5 day of May 2026 by the following vote:

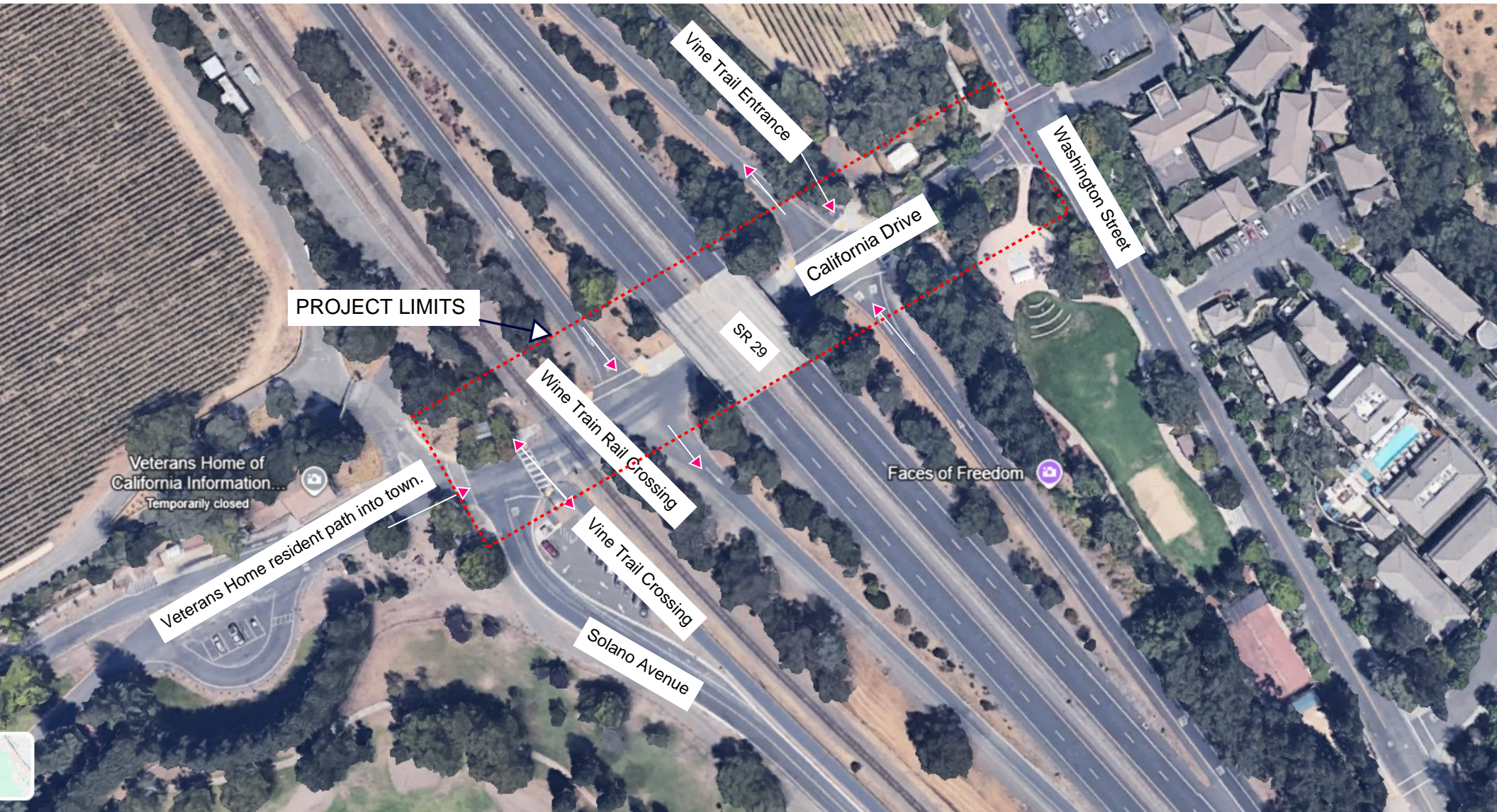
AYES:

NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Margie Mohler, Mayor

ATTEST:

\_\_\_\_\_  
Hilary Gaede, Communications Director/Town Clerk



**TDA 3-FY 26/27  
PROJECT LOCATION MAP  
CALIFORNIA DRIVE FROM WASHINGTON STREET TO SOLANO AVENUE  
TOWN OF YOUNTVILLE**

## Town of Yountville

12 participants responded to the Town of Yountville prioritization list.

8. Town of Yountville. Below are the street segments where we believe improved bike infrastructure is most needed in Yountville to improve connectivity. They are arranged so...

12 Responses



### 1. SR 29 undercrossing at California Boulevard – connections between town, Vine Trail, and the Veterans Home

- Desired improvement:
  - SR 29 on/off ramps where Vine Trail crosses: high-visibility crosswalks with green conflict markings (see example from City of Davis below), signage warning drivers of bicyclists/pedestrians ahead on off-ramps, shorten crossings/narrow ramps to improve visibility/crossing
  - Class II bike lane eastbound connecting Vine Trail to Class II heading into downtown Yountville. Conflict markings at on/off ramps

### 2. Madison Street (from the Vine Trail to Yount St) with a focus on intersections

- Desired improvement:
  - Washington St intersection: Conflict markings adjacent to crosswalks throughout intersection to facilitate two-step left turns
  - Yount St intersection: Bulb-out at northwest corner, move southbound stop up
  - Throughout corridor: Conflict markings where bike lanes become dotted, crosswalks on all four legs of intersections

*The Town of Yountville was not evaluated in the People for Bikes Bicycle Network Analysis.*



Figure 1. Napa County Bicycle Coalition Priority Improvements Recommendations.



Figure 2- Conceptual Improvement rendering by GHD for the Budget Council Meeting April 2026



Figure 3- Conceptual Improvement rendering by GHD for the Budget Council Meeting April 2026

**TDA Article 3 Project Application Form**

1. <b>Agency</b>	Napa Valley Transportation Authority (NVTA)		
2. <b>Primary Contact</b>	Jonathan Stanton		
3. <b>Mailing Address</b>	625 Burnell St. Napa, CA 94559		
4. <b>Email Address</b>	jstanton@nvta.ca.gov	5. <b>Phone Number</b>	(707) 259-8634
6. <b>Secondary Contact</b> (in the event primary is not available)	Grant Bailey		
7. <b>Mailing address</b> (if different) N/A <input checked="" type="checkbox"/>			
8. <b>Email Address</b>	gbailey@nvta.ca.gov	9. <b>Phone Number</b>	(707) 259-5951
10. <b>Send allocation instructions to</b> (if different from above):			
11. <b>Project Title</b>	Burnell St. Sidewalk Improvements		
12. <b>Amount requested</b>	\$100,000	13. <b>Fiscal Year of Claim</b>	2027

**14. Description of Overall Project:**

The Burnell st. Sidewalk Improvements project proposes to construct sidewalks, curb & gutter on the east side of Burnell st. between 4th st. and 7th st. There are sidewalks on the east side of Burnell North of 4th st., and south of 7th. st. The portion where the project proposes to build sidewalk is currently an unimproved shoulder, adjacent to Napa Valley Expo property.

**15. Project Scope Proposed for Funding:** (Project level environmental, preliminary planning, and ROW are ineligible uses of TDA funds.)

The proposed scope for TDA-3 funding would be for PS&E and to bring project to 100% design completion.

**16. Project Location:** A map of the project location is attached or a link to a online map of the project location is provided below:

Burnell st. from 4th st. to 7th st. See attached maps

**Project Relation to Regional Policies** (for information only)

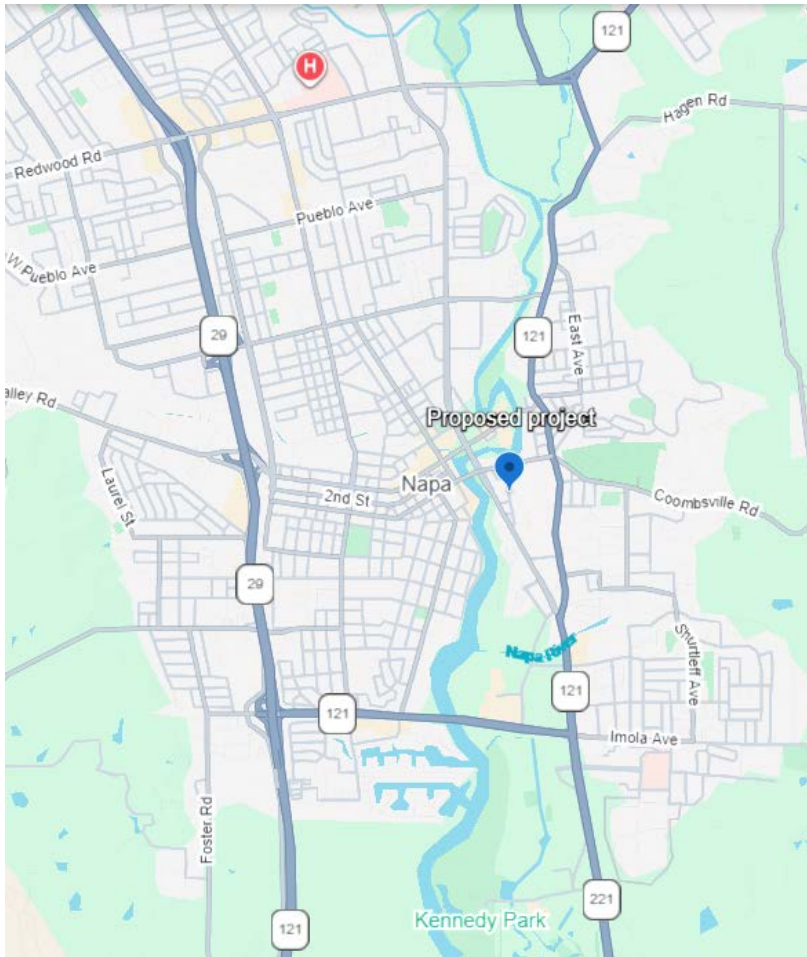
17. Is the project in an MTC Identified [Equity Priority Community](#)? Yes  No
18. Is this project in a [Priority Development Area](#) or a [Transit-Oriented Community](#)? Yes  No

**19. Project Budget and Schedule**

Project Phase	TDA 3	Other Funds	Total Cost	Estimated Completion (month/year)
Bike/Ped Plan				
ENV				
PA&ED				
PS&E	\$100,000		\$100,000	
ROW		\$25,000	\$25,000	
CON		\$500,000	\$500,000	
Total Cost	\$100,000	\$525,000	\$625,000	12/2027

**Project Eligibility**

- A.** Has the project been reviewed by the Bicycle and Pedestrian Advisory Committee? Yes  No   
 If "YES," identify the date and provide a copy or link to the agenda.  
 If "NO," provide an explanation). Project will be reviewed at June 2026 ATAC
- B.** Has the project been approved by the claimant's governing body? Yes  No   
 If "NO," provide expected date: July 15 2026
- C.** Has this project previously received TDA Article 3 funding? Yes  No   
 (If "YES," provide an explanation on a separate page)
- D.** For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to [Chapter 1000 of the California Highway Design Manual](#)? Yes  No   
 N/A
- E. 1.** Is the project categorically exempt from CEQA, pursuant to CCR Section 15301(c), Existing Facility? Yes  No
- 2.** If "NO" above, is the project is exempt from CEQA for another reason? Yes  No   
 Cite the basis for the exemption. Pedestrian and Bicycle Facilities  
 If the project is not exempt, please check "NO," and provide environmental documentation, as appropriate.
- F.** Estimated Completion Date of project (month and year): 07/2027
- G.** Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility, please identify below and provide the agreement. **Maintenance agreement discussions in progress**) Yes  No
- H.** Is a Complete Streets Checklist required for this project? Yes  No   
 If the amount requested is over \$250,000 or if the total project phase or construction phase is over \$250,000, a Complete Streets checklist is likely required. Please attach the Complete Streets checklist or record of review, as applicable. More information and the form may be found here: <https://mtc.ca.gov/planning/transportation/complete-streets>



**RESOLUTION No. 26-05**

**A RESOLUTION OF THE  
NAPA VALLEY TRANSPORTATION AUTHORITY (NVTA)  
AUTHORIZING THE SUBMITTAL OF COUNTYWIDE COORDINATED CLAIM TO  
THE METROPOLITAN TRANSPORTATION COMMISSION (MTC) FOR THE  
ALLOCATION OF FISCAL YEAR (FY) 2026-27 TRANSPORTATION DEVELOPMENT  
ACT ARTICLE 3 (TDA-3) PEDESTRIAN/BICYCLE PROJECT FUNDS TO  
CLAIMANTS IN NAPA COUNTY**

**WHEREAS**, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

**WHEREAS**, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 4108, Revised, which delineates procedures and criteria for submission of requests for the allocation of TDA Article 3 funds; and

**WHEREAS**, MTC Resolution No. 4108, Revised requires that requests from eligible claimants for the allocation of TDA Article 3 funds be submitted as part of a single, countywide coordinated claim, composed of certain required documents; and

**WHEREAS**, the Napa Valley Transportation Authority has undertaken a process in compliance with MTC Resolution No. 4108, Revised for consideration of project proposals submitted by eligible claimants of TDA Article 3 funds in Napa County, and a prioritized list of projects, included as Attachment A of this resolution, was developed as a result of this process; and

**WHEREAS**, each claimant in Napa County whose project or projects have been prioritized for inclusion in the fiscal year 2026-27 TDA Article 3 countywide coordinated claim, has forwarded to the Napa Valley Transportation Authority a certified copy of its governing body resolution for submittal to MTC requesting an allocation of TDA Article 3 funds;

**NOW THEREFORE BE IT RESOLVED:**

That the Napa Valley Transportation Authority does hereby approve the prioritized list of projects included as Attachment A to this resolution; and

**BE IT FURTHER RESOLVED**, that the Napa Valley Transportation Authority approves the submittal to MTC, of the Napa County fiscal year 2026-27 TDA Article 3 countywide, coordinated claim, composed of the following required documents:

- A. Transmittal letter;
- B. A certified copy of this resolution, including Attachment XX;
- C. One copy of the governing body resolution and required attachments, for each claimant whose project or projects are the subject of the coordinated claim;
- D. A description of the process for public and staff review of all proposed projects submitted by eligible claimants for prioritization and inclusion in the countywide, coordinated claim;
- E. Confirmation that each project meets Caltrans' minimum safety design criteria and is ready to implement within the next fiscal year.

Passed and Adopted the 17<sup>th</sup> day of June, 2026.

\_\_\_\_\_  
Chair Joseph, NVTA Chair

Ayes:

Nays:

Absent:

ATTEST:

\_\_\_\_\_  
Laura Sanderlin, NVTA Board Secretary

APPROVED:

\_\_\_\_\_  
Osman Mufti, NVTA Legal Counsel

**Resolution No. 26-05**  
**Attachment A**

Submittal of Countywide Coordinated Claim to MTC for the Allocation of  
 Fiscal Year 2026-27 TDA Article 3 Pedestrian/Bicycle Funds to Claimants in Napa County

Agency	Short Project Description	TDA Article 3 Award Amount	Total Project Cost
City of Calistoga	Fund PS&E for off-street Class I path connecting Logvy Park to South Oak Street including new bike/ped bridge over the Napa River.	\$150,000	\$2,205,950
Napa Valley Transportation Authority	Fund PS&E for ~875 feet of sidewalk, curb & gutter for gap closure on Burnell Street in City of Napa from 4th Street to approx 7th Street.	\$100,000	\$625,000
Total		\$250,000	



## NAPA VALLEY TRANSPORTATION AUTHORITY Board Agenda Memo

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**TO:** Board of Directors  
**FROM:** Danielle Schmitz, Executive Director  
**REPORT BY:** Antonio Onorato, Director of Administration, Finance and Policy  
(707) 259-8779 / Email: [anonorato@nvta.ca.gov](mailto:anonorato@nvta.ca.gov)  
**SUBJECT:** Agreement No. 26-C08 with Sloan Sakai Yueng & Wong LLP for  
General Counsel and Professional Legal Advisory Services

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### **RECOMMENDATION**

That the Napa Valley Transportation Authority (NVTA) Board authorize the Executive Director, or designee, to execute and allow for minor modifications to Agreement No 26-C08 (Attachment 1) with Sloan Sakai Yueng & Wong LLP (Sloan Sakai) for General Counsel and Professional Legal Advisory Services for an amount not to exceed \$356,850 over a five-year period.

### **COMMITTEE RECOMMENDATION**

None

### **EXECUTIVE SUMMARY**

NVTA has contracted with Sloan Sakai as legal counsel since 2018 with the current contract ending in July 2026. NVTA staff released request for proposals on May 8, 2026. Four proposals were received and reviewed by a committee made up of NVTA executive staff and the Chair and Vice Chair of the NVTA Board. The review committee determined that Sloan Sakai was the most qualified, responsive firm.

### **FISCAL IMPACT**

Yes, for an amount up to \$356,850 over five years. However, the cost incurred will be based on actual services rendered. Transportation Development Act funds will be used to pay for the legal services incurred.

**CEQA REQUIREMENTS**

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

**BACKGROUND**

On May 28, 2026, NVTA released a request for proposals for legal services. Four proposals were received:

- Sloan Sakai Yueng & Wong LLP
- Aleshire & Wynder LLP
- Hanson Bridgett
- White Brenner

In accordance with the RFP, all proposals were evaluated based on the following criteria: (1) Understanding of Work to be Done – 30 points, (2) Firm Experience with Public Entities – 30 points, (3) Qualifications of the Proposer and Project Staffing– 25 points, (4) Cost/ Rate Value – 15 points.

A selection committee composed of two Board Members, the Executive Director, and the Director of Administration and Finance evaluated the proposals. A firm can receive up to 100 points per evaluator or 400 points total. This is how the firms were ranked by combined scores:

<b>Firm</b>	<b>Total Points</b>	<b>Rank</b>
Sloan Sakai	366	1 <sup>st</sup>
Hanson Bridgett	335	2 <sup>nd</sup>
Aleshire & Wydner	294	3 <sup>rd</sup>
White Brenner	280	4 <sup>th</sup>

Since Sloan Sakai ranked first for all the evaluators, the selection committee determined interviews were not needed. The committee was unanimous that it recommends to the NVTA Board award a five-year contract with its existing legal counsel, Sloan Sakai, in an amount of \$356,860. Sloan Sakai’s hourly rates are consistent with existing services.

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**ALTERNATIVES**

Without an agreement, the current contract would lapse and NVTA would not have any legal representation.

If the Board does not approve award of contract to Sloan Sakai, the Board has the option to 1) Reject the contract and direct staff to issue a new request for proposals; or 2) Negotiate with other firms for legal services. However, NVTA would see a lapse in legal representation which would put the agency at risk if legal issues arose.

**STRATEGIC GOALS MET BY THIS PROPOSAL**

Goal 1: Use taxpayer dollars efficiently.

Legal counsel ensures that NVTA contracts and agreements meet the standards of general contracting practices, and federal and state guidelines.

**ATTACHMENTS**

(1) NVTA Agreement No. 26-C08

**NAPA VALLEY TRANSPORTATION AUTHORITY (NVTA)**

**AGREEMENT NO. 26-C08**

THIS AGREEMENT is made and entered into as of this \_\_\_\_ day of June, 2026, by and between the Napa Valley Transportation Authority, a joint powers agency under the laws of the State of California, hereinafter referred to as “NVTA”, and Sloan Sakai Yeung & Wong LLP, whose mailing address is 555 Capitol Mall, Suite 600, Sacramento, CA 95814, hereinafter referred to as “CONSULTANT”;

**RECITALS**

**WHEREAS**, NVTA wishes to obtain specialized services to perform professional legal services and act as General Counsel to NVTA and NVTA-TA, and their respective operations, inclusive of Napa Vine and VineGo public transit services; and

**WHEREAS**, NVTA has authorized the NVTA Executive Director to enter an agreement for services at its June 17, 2026 meeting; and

**WHEREAS**, CONSULTANT is willing and has been determined to be qualified to provide such specialized services to NVTA under the terms and conditions set forth herein.

**TERMS**

**NOW, THEREFORE**, NVTA hereby engages in the services of CONSULTANT, and CONSULTANT agrees to serve NVTA in accordance with the terms and conditions set forth herein:

1. **Term of the Agreement.** The term of this Agreement shall commence on the date first above written and shall expire three (3) years with the option to exercise two (2) one-year (1-yr) extensions unless earlier terminated as provided herein, except that the obligations of the parties under “Insurance” and “Indemnification” shall continue in full force and effect after said expiration date or early termination in relation to acts or omissions occurring prior to such dates during the term of the Agreement, and the obligations of CONSULTANT to NVTA shall also continue after said expiration date or early termination in relation to the obligations prescribed by “Confidentiality,” “Taxes,” and “Access to Records/Retention”).

2. **Scope of Services.** CONSULTANT shall provide NVTA with those services set forth in the Scope of Work (EXHIBIT A) and the CONSULTANT’s proposal (EXHIBIT B), attached hereto and incorporated by reference herein. EXHIBIT A and B are provided solely to describe the services to be provided. Any terms contained in EXHIBIT B that add to, vary or conflict with the terms of this Agreement are null and void.

3. **Compensation.**

(a) **Rates.** In consideration of CONSULTANT's fulfillment of the promised work, NVTA shall pay CONSULTANT at the rate set forth in EXHIBIT B, attached hereto and incorporated by reference herein.

(b) Expenses. Unless explicitly agreed in writing, no direct expenses, including travel or other expenses, will be reimbursed by NVTA.

(c) Maximum Amount. Notwithstanding subparagraphs (a) and (b), the maximum payments under this Agreement shall be a total of \$356,850 for professional services and expenses; provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services rendered.

#### 4. **Method of Payment.**

(a) Invoices. All payments for compensation shall be made only upon presentation by CONSULTANT to NVTA of an itemized billing invoice in a form acceptable to the NVTA Director Administration, Finance and Policy which indicates, at a minimum:

1. CONSULTANT's name, address, Social Security or Taxpayer Identification Number and contact information
2. Invoice Number and Date
3. NVTA corresponding agreement number
4. Itemization of the hours worked or, where compensation is on a per-task basis, a description of the tasks completed during the billing period
5. The person(s) performing the services and the position(s) held by such person(s) billed in accordance with the approved hourly or task rate.

Improperly submitted invoices will be rejected, requiring corrections before NVTA accepts them for payment.

CONSULTANT shall submit invoices not more often than every 30 days to NVTA Accounts Payable electronically to [Smartsheet website](#), who after review and approval as to form and content, shall submit the invoice to the NVTA Director Administration, Finance and Policy no later than fifteen (15) calendar days following invoice acceptance.

(b) Legal status. So that NVTA may properly comply with its reporting obligations under federal and state laws pertaining to taxation, if CONSULTANT is or becomes a corporation during the term of this Agreement, proof that such status is currently recognized by and complies with the laws of both the state of incorporation or organization and the State of California, if different, shall be maintained on file with the Secretary of NVTA's Board of Directors at all times during the term of this Agreement in a form satisfactory to the NVTA Director Administration, Finance and Policy. Such proof shall include, but need not be limited to, a copy of any annual or other periodic filings or registrations required by the state of origin or California, the current address for service of process on the corporation or limited liability partnership, and the name of any agent designated for service of process by CONSULTANT within the State of California.

5. **Independent Consultant.** CONSULTANT shall perform this Agreement as an independent CONSULTANT. CONSULTANT and the officers, agents and employees of CONSULTANT are not, and shall not be deemed, NVTA employees for any purpose, including workers' compensation and employee benefits. CONSULTANT shall, at CONSULTANT's own risk and expense, determine the method and manner by which duties imposed on CONSULTANT by this Agreement shall be performed; provided, however, that NVTA may monitor the work performed by CONSULTANT. NVTA shall not deduct or withhold any amounts whatsoever from the compensation paid to CONSULTANT, including, but not limited to amounts required to be withheld for state and federal taxes. As between the parties to this Agreement, CONSULTANT shall be solely responsible for all such payments.

6. **Specific Performance.** It is agreed that CONSULTANT, including the agents or employees of CONSULTANT, shall be the sole providers of the services required by this Agreement. Because the services to be performed by CONSULTANT under the terms of this Agreement are of a special, unique, unusual, extraordinary, and intellectual or time-sensitive character which gives them a peculiar value, the loss of which cannot be reasonably or adequately compensated in damages in an action of law, NVTA, in addition to any other rights or remedies which NVTA may possess, shall be entitled to injunctive and other equitable relief to prevent a breach of this Agreement by CONSULTANT.

7. **Insurance.** CONSULTANT shall obtain and maintain in full force and effect throughout the term of this Agreement, and thereafter as to matters occurring during the term of this Agreement, the following insurance coverage:

(a) Workers' Compensation insurance. CONSULTANT will provide workers' compensation insurance as required by law during the term of this Agreement, CONSULTANT shall provide workers' compensation insurance for the performance of any of the CONSULTANT's duties under this Agreement; including but not limited to, coverage for workers' compensation and employer's liability and a waiver of subrogation, and shall provide NVTA with certification of all such coverage's upon request by NVTA's Risk Manager.

(b) Liability insurance. CONSULTANT shall obtain and maintain in full force and effect during the term of this Agreement the following liability insurance coverage's, issued by a company licensed (admitted) to transact business in the State of California and/or having a A.M. Best rating of A VII or better:

1. General Liability. Commercial general liability [CGL] insurance coverage (personal injury and property damage) of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence, covering liability or claims for any personal injury, including death, to any person and/or damage to the property of any person arising from the acts or omissions of CONSULTANT or any officer, agent, or employee of CONSULTANT under this Agreement.

2. Professional Liability/Errors and Omissions. Professional liability/errors and omissions insurance for all activities of CONSULTANT arising out of or in connection with this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000) per claim.

3. Comprehensive Automobile Liability Insurance. Comprehensive automobile liability insurance (Bodily Injury and Property Damage) on owned, hired, leased and non-owned vehicles used in conjunction with CONSULTANT's business of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence.

(c) Certificates. All insurance coverage's referenced in 7(b), above, shall be evidenced by one or more certificates of coverage or, with the consent of NVTA's Risk Manager, demonstrated by other evidence of coverage acceptable to NVTA's Risk Manager, which shall be filed by CONSULTANT with NVTA's Deputy Executive Director prior to commencement of performance of any of CONSULTANT's duties; shall be kept current during the term of this Agreement; shall provide that NVTA shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, other termination, or material change, except that only ten (10) days prior written notice shall be required where the cause of non-renewal or cancellation is non-payment of premium; and shall provide that the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, the coverage afforded applying as though separate policies had been issued to each

insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability. For the commercial general liability insurance coverage referenced in 7(b)(1) and, where the vehicles are covered by a commercial policy rather than a personal policy, for the comprehensive automobile liability insurance coverage referenced in 7(b)(3) CONSULTANT shall also file with the evidence of coverage an endorsement from the insurance provider naming NVTA, its officers, employees, agents and volunteers as additional insureds and waiving subrogation, and the certificate or other evidence of coverage shall provide that if the same policy applies to activities of CONSULTANT not covered by this Agreement then the limits in the applicable certificate relating to the additional insured coverage of NVTA shall pertain only to liability for activities of CONSULTANT under this Agreement, and that the insurance provided is primary coverage to NVTA with respect to any insurance or self-insurance programs maintained by NVTA. The additional insured endorsements for the general liability coverage shall use Insurance Services Office (ISO) Form No. CG 20 09 11 85 or CG 20 10 11 85, or equivalent, including (if used together) CG 2010 10 01 and CG 2037 10 01; but shall not use the following forms: CG 20 10 10 93 or 03 94. Upon request by NVTA's Risk Manager, CONSULTANT shall provide or arrange for the insurer to provide within thirty (30) days of the request certified copies of the actual insurance policies or relevant portions thereof.

(d) Deductibles/Retentions. Any deductibles or self-insured retentions shall be declared to, and be subject to approval by, NVTA's Risk Manager, which approval shall not be denied unless the NVTA's Risk Manager determines that the deductibles or self-insured retentions are unreasonably large in relation to compensation payable under this Agreement and the risks of liability associated with the activities required of CONSULTANT by this Agreement. At the option of and upon request by NVTA's Risk Manager if it is determined that such deductibles or retentions are unreasonably high, either the insurer shall reduce or eliminate such deductibles or self-insurance retentions as respects NVTA, its officers, employees, agents and volunteers or CONSULTANT shall procure a bond guaranteeing payment of losses and related investigations, claims administration and defense expenses.

8. **Hold Harmless/Defense/Indemnification.** To the fullest extent permitted by law, CONSULTANT shall hold harmless, defend at its own expense, and indemnify NVTA and the officers, agents, employees and volunteers of NVTA from and against any and all liability, claims, losses, damages or expenses, including reasonable attorney's fees, for personal injury (including death) or damage to property, arising from all acts or omissions of CONSULTANT or its officers, agents, employees, volunteers, consultants and subconsultants in rendering services under this Agreement, excluding, however, such liability, claims, losses, damages or expenses arising from the sole negligence or willful acts of NVTA or its officers, agents, employees, volunteers, or other consultants or their subconsultants. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this Agreement.

9. **Employee Character and Fitness.** CONSULTANT accepts responsibility for determining and approving the character and fitness of its employees (including volunteers, agents or representatives) to provide the services required of CONSULTANT under this Agreement, including completion of a satisfactory criminal/background check and period rechecks to the extent permitted by law. Notwithstanding anything to the contrary in this Paragraph, CONSULTANT, shall hold NVTA and its officers, agents and employees harmless from any liability for injuries or damages resulting from a breach of this provision or CONSULTANT's actions in this regard.

10. **Termination for Cause.** If either party shall fail to fulfill in a timely and proper manner that party's obligations under this Agreement or otherwise breach this Agreement and fail to cure such failure or breach within 20 days of receipt of written notice from the other party describing the nature of

the breach, the non-defaulting party may, in addition to any other remedies it may have, terminate this Agreement by giving 10 days written notice to the defaulting party in the manner set forth in Paragraph 13 (Notices). NVTA hereby authorizes the NVTA Executive Director to make all decisions and take all actions required under this Paragraph to terminate the Agreement on behalf of NVTA for cause.

11. **Termination for Convenience.** This Agreement may be terminated by NVTA for any reason and at any time by giving no less than 30 days written notice of such termination and specifying the effective date thereof. NVTA hereby authorizes the NVTA Executive Director to make all decisions and take all actions required under this Paragraph to terminate the Agreement on behalf of NVTA.

12. **Disposition of Title to and Payment for Work upon Expiration or Termination.**

(a) Upon expiration of this Agreement or earlier termination of Agreement, all finished or unfinished documents and other materials, if any, and all rights therein shall become, at the option of NVTA, the property of and shall be promptly returned to NVTA, although CONSULTANT may retain a copy of such work for its personal records only. Unless otherwise expressly provided in this Agreement, any copyrightable or patentable work created by CONSULTANT under this Agreement shall be deemed a "work made for hire" for purposes of copyright or patent law and only NVTA shall be entitled to claim or apply for the copyright or patent thereof.

(b) CONSULTANT shall be entitled to receive compensation for any satisfactory work completed prior to receipt of the notice of termination or commenced prior to receipt of the notice and completed satisfactorily prior to the effective date of the termination; except that CONSULTANT shall not be relieved of liability to NVTA for damages sustained by NVTA by virtue of any breach of the Agreement by CONSULTANT whether or not the Agreement expired or was otherwise terminated, and NVTA may withhold any payments not yet made to CONSULTANT for purpose of setoff until such time as the exact amount of damages due to NVTA from CONSULTANT is determined.

13. **No Waiver.** The waiver by either party of any breach or violation of any requirement of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

14. **Notices.** All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval or communication that PARTIES desire to give the other party shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

NVTA  
Danielle Schmitz  
Executive Director  
625 Burnell Street  
Napa, CA. 94559

CONSULTANT  
Osman Mufti  
Partner  
555 Capitol Mall, Suite 600  
Sacramento, CA 95814

15. **Compliance with NVTA Policies on Waste, Harassment, Drug/Alcohol-Free Workplace, and Computer Use.** CONSULTANT hereby agrees to comply, and requires its employees and subconsultants to comply, with the following policies, copies of which are on file with the Board

Secretary of NVTA and incorporated by reference herein. CONSULTANT also agrees that it shall not engage in any activities, or permit its officers, agents and employees to do so, during the performance of any of the services required under this Agreement, which would interfere with compliance or induce violation of these policies by NVTA employees or consultants.

(a) NVTA Policy for Maintaining a Harassment Free Work Environment effective November 18, 2015.

(b) NVTA Drug and Alcohol Policy adopted by resolution of the Board of Directors on November 18, 2015.

(c) Napa County Information Technology Use and Security Policy adopted by resolution of the Napa County Board of Supervisors on April 4, 2005. To this end, all employees and subconsultant's of CONSULTANT whose performance of services under this Agreement requires access to any portion of the NVTA computer network shall sign and have on file with NVTA prior to receiving such access the certification attached to said Policy.

(d) NVTA System Safety Program Plan adopted by resolution of the Board of Directors on November 18, 2015.

16. **Confidentiality.** Confidential information is defined as all information disclosed to CONSULTANT which relates to NVTA's past, present, and future activities, as well as activities under this Agreement. CONSULTANT shall hold all such information as CONSULTANT may receive, if any, in trust and confidence, except with the prior written approval of NVTA, expressed through its Executive Director. Upon cancellation or expiration of this Agreement, CONSULTANT shall return to NVTA all written and descriptive matter which contains any such confidential information, except that CONSULTANT may retain for its files a copy of CONSULTANT's work product if such product has been made available to the public by NVTA.

17. **No Assignments or Subcontracts.**

(a) A consideration of this Agreement is the personal reputation of CONSULTANT; therefore, CONSULTANT shall not assign any interest in this Agreement or subcontract any of the services CONSULTANT is to perform hereunder without the prior written consent of NVTA, which shall not be unreasonably withheld. The inability of the assignee to provide personnel equivalent in experience, expertise, and numbers to those provided by CONSULTANT, or to perform any of the remaining services required under this Agreement within the same time frame required of CONSULTANT shall be deemed to be reasonable grounds for NVTA to withhold its consent to assignment. For purposes of this subparagraph, the consent of NVTA may be given by its Executive Director.

(b) Effect of Change in Status. If CONSULTANT changes its status during the term of this Agreement from or to that of a corporation, limited liability partnership, limited liability company, general partnership, or sole proprietorship, such change in organizational status shall be viewed as an attempted assignment of this Agreement by CONSULTANT. Failure of CONSULTANT to obtain approval of such assignment under this Paragraph shall be viewed as a material breach of this Agreement.

18. **Amendment/Modification.** Except as specifically provided herein, this Agreement may be modified or amended only in writing signed by both Parties. Only NVTA, through its Board of Directors in the form of an amendment of this Agreement, may authorize extra and/or changed work beyond the scope of services prescribed by EXHIBIT A. Failure of CONSULTANT to secure such authorization in

writing in advance of performing any of the extra or changed work shall constitute a waiver of all rights to adjustment in the contract price or contract time and no compensation shall be paid for such extra work.

**19. Interpretation; Venue.**

(a) Interpretation. The headings used herein are for reference only. The terms of the Agreement are set out in the text under the headings. This Agreement shall be governed by the laws of the State of California without regard to the choice of law or conflicts.

(b) Venue. This Agreement is made in Napa County, California. The venue for any legal action in state court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Superior Court of California, County of Napa, a unified court. The venue for any legal action in federal court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement lying within the jurisdiction of the federal courts shall be the Northern District of California. The appropriate venue for arbitration, mediation or similar legal proceedings under this Agreement shall be Napa County, California; however, nothing in this sentence shall obligate either party to submit to mediation or arbitration any dispute arising under this Agreement.

**20. Compliance with Laws.** CONSULTANT shall observe and comply with all currently applicable Federal, State and local laws, ordinances, and codes, including but not limited to the Federal laws contained in Attachment 1, and as amended from time to time. Such laws shall include, but not be limited to, the following, except where prohibited by law:

(a) Non-Discrimination. During the performance of this Agreement, CONSULTANT and its subconsultant's shall not deny the benefits thereof to any person on the basis of sex, race, color, ancestry, religion or religious creed, national origin or ethnic group identification, sexual orientation, marital status, age (over 40), mental disability, physical disability or medical condition (including cancer, HIV and AIDS), nor shall they discriminate unlawfully against any employee or applicant for employment because of sex, race, color, ancestry, religion or religious creed, national origin or ethnic group identification, sexual orientation, marital status, age (over 40), mental disability, physical disability or medical condition (including cancer, HIV and AIDS), or use of family care leave. CONSULTANT shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination or harassment. In addition to the foregoing general obligations, CONSULTANT shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), the regulations promulgated there under (Title 2, California Code of Regulations, section 7285.0, et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (sections 11135-11139.5) and any state or local regulations adopted to implement any of the foregoing, as such statutes and regulations may be amended from time to time. To the extent this Agreement subcontracts to CONSULTANT services or works required of NVTA by the State of California pursuant to Agreement between NVTA and the State, the applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a) through (f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are expressly incorporated into this Agreement by reference and made a part hereof as if set forth in full, and CONSULTANT and any of its subconsultant's shall give written notice of their obligations there under to labor organizations with which they have collective bargaining or other agreements.

(b) Documentation of Right to Work. CONSULTANT agrees to abide by the requirements of the Immigration and Control Reform Act pertaining to assuring that all newly-hired employees of CONSULTANT performing any services under this Agreement have a legal right to work in the United

States of America, that all required documentation of such right to work is inspected, and that INS Form 1-9 (as it may be amended from time to time) is completed and on file for each employee. CONSULTANT shall make the required documentation available upon request to NVTA for inspection.

(c) Inclusion in Subcontracts. To the extent any of the services required of CONSULTANT under this Agreement are subcontracted to a third party; CONSULTANT shall include all the provisions of this Section, and any applicable Federal provisions contained in Attachment 1 in all such subcontracts as obligations of the subconsultant.

21. **Taxes.** CONSULTANT agrees to file federal and state tax returns or applicable withholding documents and to pay all applicable taxes or make all required withholdings on amounts paid pursuant to this Agreement and shall be solely liable and responsible to make such withholdings and/or pay such taxes and other obligations including, without limitation, state and federal income and FICA taxes. CONSULTANT agrees to indemnify and hold NVTA harmless from any liability it may incur to the United States or the State of California because of CONSULTANT's failure to pay or withhold, when due, all such taxes and obligations. If NVTA is audited for compliance regarding any withholding or other applicable taxes or amounts, CONSULTANT agrees to furnish NVTA with proof of payment of taxes or withholdings on those earnings.

22. **Access to Records/Retention.** NVTA, any federal or state grantor agency funding all or part of the compensation payable hereunder, the State Controller, the Comptroller General of the United States, or the duly authorized representatives of any of the above, shall have access to any books, documents, papers and records of CONSULTANT which are directly pertinent to the subject matter of this Agreement for the purpose of making audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal or state law, CONSULTANT shall maintain all required records for at least seven (7) years after NVTA makes final payment for any other authorized work hereunder and all pending matters are closed, whichever is later.

23. **Authority to Contract.** CONSULTANT and NVTA each warrant hereby that they are legally permitted and otherwise have the authority to enter and perform this Agreement.

24. **Conflict of Interest.**

(a) Covenant of No Undisclosed Conflict. The parties to the Agreement acknowledge that they are aware of the provisions of Government Code section 1090, et seq., and section 87100, et seq., relating to conflict of interest of public officers and employees. CONSULTANT hereby covenants that it presently has no interest not disclosed to NVTA and shall not acquire any interest, direct or indirect, which would conflict in any material manner or degree with the performance of its services or confidentiality obligation hereunder, except as such as NVTA may consent to in writing prior to the acquisition by CONSULTANT of such conflict. CONSULTANT further warrants that it is unaware of any financial or economic interest of any public officer or employee of NVTA relating to this Agreement. CONSULTANT agrees that if such financial interest does exist at the inception of this Agreement, NVTA may terminate this Agreement immediately upon giving written notice without further obligation by NVTA to CONSULTANT under this Agreement.

(b) Statements of Economic Interest. CONSULTANT acknowledges and understands that NVTA has developed and approved a Conflict of Interest Code as required by state law which requires CONSULTANT to file with the Elections Division of the Napa County Assessor-Clerk Recorder "assuming office", "annual", and "leaving office" Statements of Economic Interest as a "consultant", as defined in section 18701(a)(2) of Title 2 of the California Code of Regulations, unless the NVTA Executive Director has determined in writing that CONSULTANT, although holding a "designated"

position as a consultant, has been hired to perform a range of duties so limited in scope as to not be required to fully comply with such disclosure obligation. CONSULTANT agrees to timely comply with all filing obligations for a consultant under NVTA's Conflict of Interest Code unless such a determination is on file on the filing dates for each of the required Statements of Economic Interest.

25. **Non-Solicitation of Employees.** Each party agrees not to solicit for employment the employees of the other party who were directly involved in the performance of the services hereunder for the term of this Agreement and a period of six (6) months after termination of this Agreement except with the written permission of the other party, except that nothing in this Paragraph shall preclude NVTA from publishing or otherwise distributing applications and information regarding NVTA job openings where such publication or distribution is directed to the general public.

26. **Third Party Beneficiaries.** Nothing contained in this Agreement shall be construed to create any rights in third parties and the parties do not intend to create such rights.

27. **Attorney's Fees.** If either party commences legal action of any kind or character to either enforce the provisions of this Agreement or to obtain damages for breach thereof, the prevailing party in such litigation shall be entitled to all costs and reasonable attorney's fees incurred in connection with such action.

28. **Severability.** If any provision of this Agreement, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this Agreement.

29. **Entirety of Contract.** This Agreement constitutes the entire agreement between the parties regarding this Agreement and supersedes all previous agreements, promises, representations, understandings and negotiations, whether written or oral, among the parties with respect to the subject matter hereof.

30. **Extensions Authorized.** The Executive Director is delegated authority to execute amendments to extend the term of this Agreement, if needed from time to time.

**IN WITNESS WHEREOF**, this Agreement was executed by the parties hereto as of the date first above written.

“NVTA”

“CONSULTANT”  
Sloan Sakai Yeung & Wong LLP

By \_\_\_\_\_  
DANIELLE SCHMITZ, Executive Director

By \_\_\_\_\_  
OSMAN MUFTI, Partner

ATTEST:

By \_\_\_\_\_  
LAURA SANDERLIN, Board Secretary

By \_\_\_\_\_  
NAME, Title, Signature

Approved as to Form:

By \_\_\_\_\_  
NVTA General Counsel

## EXHIBIT A

### SCOPE OF WORK

CONSULTANT shall provide NVTA with the following services:

#### NVTA GENERAL COUNSEL AND PROFESSIONAL LEGAL SERVICES

##### 1. SCOPE OF WORK

- A. Act as General Counsel to Napa Valley Transportation Authority (NVTA) and Napa Valley Transportation Authority-Tax Agency (NVTA-TA). General Counsel will provide advice and interpretation of public law as it applies to NVTA and NVTA-TA and their respective operations, inclusive of Napa Vine and VineGo public transit services. Such information may involve Federal and State laws as well as State and Local statutes and ordinances.
- B. Typical Duties (not exhaustive):
- Provide general legal and transactional advice.
  - Represent the Agency in litigation.
  - Maintain knowledge of issues facing NVTA, NVTA-TA, and Vine Transit system and be prepared to offer legal opinions.
  - Contracts--as needed prepare, review, consult, and approve.
  - Board of Directors actions--review and approve legislative documents.
  - Purchasing--participate and recommend appropriate purchasing actions, as needed.
  - Grants--assist Agency in Federal and State grant process when requested.
  - Work with other assigned Agency counsel.
  - Attend work sessions and meetings with Board and staff when requested.
- C. Specific Duties:
- Attend (monthly, generally the 3<sup>rd</sup> Wednesday unless holiday conflict) meetings of the NVTA and NVTA-TA to provide counsel.
  - Monthly, review and approve agenda and resolutions to be considered by the NVTA/NVTA-TA Board of Directors at their subsequent meetings.
  - Report to and receive assignments from the Board of Directors. The Executive Director and senior level staff may also contact the General Counsel with additional inquiries and Counsel is authorized to respond to those inquiries as well.
- D. Other:
- Regularly attend NVTA and NVTA-TA Board meetings (assigned attorney or qualified substitute).
  - Provide prompt response to inquiries by the Board or agency staff. Establish reasonable completion dates for assignments and be accountable for adherence to such dates.
  - Time spent by administrative staff on copying, faxing, mailing etc. should not be billed at the attorney rate, but at an appropriate administrative rate only.
  - Provide billing broken down by assignment or department when required by NVTA and/or NVTA-TA.
  - Provide specialized services to include but not limited to seeking and recommending other legal firms for cases not represented by NVTA General Counsel.

E. Excluded Duties:

- Bond Counsel.
- NVTA and NVTA-TA reserve the right on a specific case basis to use alternate counsel.

**II. COMPLIANCE WITH GOVERNMENT CODE SECTION 7550.** As required by Government Code section 7550, each document or report prepared by CONSULTANT for or under the direction of NVTA pursuant to this Agreement shall contain the numbers and dollar amounts of the Agreement and all subcontracts under the Agreement relating to the preparation of the document or written report. The Agreement and subcontract dollar amounts shall be contained in a separate section of the document or written report. If multiple documents or written reports are the subject of the Agreement or subcontracts, the disclosure section may also contain a statement indicating that the total contract amount represents compensation for multiple documents or written report

**EXHIBIT B**  
**CONSULTANT PROPOSAL**  
*(Attached)*

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## FEE SCHEDULE

Sloan Sakai purposes to provide the discounted public agency hourly rates proposed in this proposal as follows:

Nancy Miller	\$ 420
Osman Mufti	\$ 350
Genevieve Ng	\$ 370
Madeline Miller	\$ 340
Paul Chrisman	\$ 340
Chelsea Avent	\$ 335

If other Firm attorneys are needed for general or special legal services, they will provide services at the following rates:

Partners:	\$ 380 - \$450
Of Counsel:	\$ 350 - \$495
Senior Counsel:	\$ 335 - \$430
Associates:	\$ 295 - \$355
Law Clerks:	\$ 195 - \$250
Paralegals:	\$ 140 - \$220

Rates are subject to annual increase January 1<sup>st</sup> of each year up to an amount not to exceed 5%.

Hourly rates are broken down at 1/10-hour increments. We use a computerized billing system that is capable of tracking multiple account codes for each of our clients. We bill on a monthly basis for services performed and costs incurred. Our statements include billed amounts broken out by attorney, task, and time increments. Payment is due within 30 days of the date an invoice is rendered. Past due amounts will be shown on the invoice. We assume our billing practices are acceptable. However, we can work with the NVTa to make any necessary modifications.

The Firm charges separately for certain costs in the representation, as well as for any disbursements to third parties made on a client's behalf. Such costs and disbursements include, for example, the following: travel (at the IRS rate in effect at the time the travel occurs), computer-assisted research, overnight delivery, and messenger services. All costs and expenses are fully itemized. The Firm charges no administrative or overhead fee. The Firm will obtain advance client consent before purchasing transcripts or retaining outside investigators, consultants, or expert witnesses, or incurring filing.

