



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 5/5/2020

Agenda Placement: 6N

NAPA COUNTY BOARD OF SUPERVISORS

Board Agenda Letter

TO: Board of Supervisors

FROM: David Morrison - Director
Planning, Building and Environmental Services

REPORT BY: Brian Bordona, Deputy Director of PBES - (707) 259-5935

SUBJECT: Fehr & Peers Amendment 3

RECOMMENDATION

Director of Planning, Building, and Environmental Services (PBES) request approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 170474B with Fehr & Peers, increasing the amount by \$90,000 for a new maximum of \$300,935, amending the scope of work to include the development of guidelines for the analysis of Vehicle Miles Traveled (VMT) under the California Environmental Quality Act (CEQA) and completion of the Traffic Impact Study (TIS) guidelines.

EXECUTIVE SUMMARY

On August 11, 2015, the Board of Supervisors authorized the Chair to execute Agreement No. 170474B with Fehr & Peers for preparation of an update to the General Plan Circulation Element, development of Traffic Impact Study (TIS) guidelines, and evaluation of a county wide traffic impact mitigation fee (TIF). Through that effort, the Circulation Element has been adopted, a memorandum was prepared that has served to provide guidance to applicants' traffic consultants and to staff reviewing proposed projects' traffic impact studies, and the draft TIF has been completed and is in the process of being finalized by staff.

On May 22, 2018 the Board of Supervisors authorized the Chair to execute Amendment No. 1 to Agreement No. 170474B to include additional tasks related to the Napa County Circulation Element, increasing the contract amount by \$8,855 for a new maximum of \$164,365.

On November 12, 2019, the Board of Supervisors authorized the Chair to execute Amendment No. 2 to Agreement No. 170474B which included research and analysis to update the Traffic Mitigation Fee (TMF) schedule for the Napa Valley Business Park (NVBP) and to complete the Traffic Impact Study (TIS) guidelines, increasing the amount by \$46,570 for a new maximum of \$210,935.

The Director of Planning, Building, and Environmental Services (PBES) is now requesting Amendment No. 3 to Agreement No. 170474B, increasing the contract mount by \$90,000 for a new maximum of \$300,935, and amending the scope of work to include the development of guidelines for the analysis of Vehicle Miles Traveled (VMT) and completion of the TIS guidelines. The additional cost will be paid by General Plan impact fees.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Budgeted in Subdivision 17000-04
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	SB 743 mandates use of Vehicle Miles Traveled (VMT) as the standard for determining significant transportation impacts under CEQA. The VMT procedures developed as part of this contract would enable the County to adequately analyze and process discretionary land use projects Additional funding is also needed in order to complete the TIS guidelines.
Is the general fund affected?	Yes
Future fiscal impact:	This agreement is currently already budgeted for FY 20/21. It is budgeted in the General Plan subdivision, and the costs are expected to be offset by the General Plan surcharge that is collected on PBES development permits.
Consequences if not approved:	The VMT program would not be completed, which would complicate the County's ability to adequately assess transportation impacts for discretionary land use projects. Furthermore, the TIS guidelines would not be completed.
County Strategic Plan pillar addressed:	Livable Economy for All: Improve and maintain the existing transportation and roads system to safely accommodate all users.
Additional Information:	

ENVIRONMENTAL IMPACT

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

BACKGROUND AND DISCUSSION

On August 11, 2015, the Board authorized the Chair to execute a PSA (No. 170474B) with Fehr & Peers, a transportation consulting firm, for preparation of an update to the Circulation Element, development of Traffic Impact Study (TIS) guidelines, and evaluation of a county-wide Traffic Impact Fee (TIF). One of the first efforts that

Fehr & Peers undertook was reviewing adopted Circulation Element policy and establishing impact significance thresholds and guidelines for preparation of traffic impact analysis of requested discretionary permits. That effort, completed in December 2015, resulted in a memorandum that has since served to provide guidance to applicants' traffic consultants and to staff reviewing proposed projects' traffic impact studies under the California Environmental Quality Act (CEQA).

On May 22, 2018 the Board of Supervisors authorized the Chair to execute Amendment No. 1 to Agreement No. 170474B to include additional tasks related to the Napa County Circulation Element, increasing the contract amount by \$8,855 for a new maximum of \$164,365.

On November 12, 2019, the Board of Supervisors authorized the Chair to execute Amendment No. 2 to Agreement No. 170474B which included research and analysis to update the TIF schedule for the Napa Valley Business Park (NVBP) and to complete the TIS guidelines, increasing the amount by \$46,570 for a new maximum of \$210,935.

In 2013 Governor Jerry Brown signed Senate Bill (SB) 743 into law and started a process intended to fundamentally change transportation impact analysis as part of CEQA compliance. These changes include elimination of automobile delay, level of service (LOS), and other similar measures of vehicular capacity or traffic congestion as a basis for determining significant impacts. According to the legislative intent contained in SB 743, these changes to current practice were necessary to "...more appropriately balance the needs of congestion management with statewide goals related to infill development, promotion of public health through active transportation, and reduction of greenhouse gas emissions." The law requires that lead agencies start using Vehicle Miles Traveled (VMT) as the metric for CEQA impacts as of July 1, 2020. In order to meet this requirement, the TIS guidelines need to be amended to include procedures for VMT analysis, and County-specific significance thresholds for VMT that would comply with the requirements of SB 743.

The Director of Planning, Building, and Environmental Services (PBES) is requesting Amendment No. 3 to Agreement No. 17474B, increasing the contract amount by \$90,000 for a new maximum of \$300,935, and amending the scope of work to include the development of VMT analysis procedures and thresholds and completion of the TIS guidelines. This additional cost is expected to be paid for by General Plan impact fees. Originally this scope also included the study of a new process for determining left turn lane warrants (a previous request of the Board), but due to funding considerations this task (estimated at \$55,000) was deleted and will be accomplished with County staff later in the calendar year as time allows.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi