



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 8/11/2015

Agenda Placement: 6N

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** David Morrison - Director of Planning, Building and Environmental Services  
PBES - Building Department

**REPORT BY:** David Morrison, Director, Planning, Building & Environmental Servi - (707) 253-4805

**SUBJECT:** Professional Services Agreement with Fehr and Peers for Preparation of an Update to the Circulation Element in the General Plan

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### **RECOMMENDATION**

Director of Planning, Building, and Environmental Services requests approval of and authorization for the Chair to sign an agreement with Fehr and Peers, for a maximum of \$155,510 for the term August 11, 2015 through June 30, 2016 to prepare an update of the Circulation Element in the Napa County General Plan.

### **EXECUTIVE SUMMARY**

Approval of the recommended action will enable staff to prepare and complete the updated Circulation Element, as directed by the Board of Supervisors and Planning Commission at the special meeting of March 10, 2015.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Planning, Building and Environmental Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The contract to prepare the Circulation Element can be accommodated through the existing budget process and would be paid for by the General Plan surcharge fee. The surcharge is a 1.7% fee placed on Planning and Conservation applications and is collected to fund work associated with

General Plan updates.

Is the general fund affected?	Yes
Future fiscal impact:	Implementation of the Circulation Element would extend into future fiscal years.
Consequences if not approved:	If this contract is not approved, staff would be unable to complete the Circulation Element update. An update of the Circulation Element to incorporate "Complete Street" policies is necessary to ensure continued regional transportation funding. Not approving this contract will further delay General Plan implementation actions, including preparation of a traffic impact fee. Without the revised Circulation Element, staff will not be able to utilize updated regional traffic modeling, state-mandated new policies regarding Vehicle Miles Travelled (VMT), or guidelines regarding thresholds of significance for use in CEQA (California Environmental Quality Act) documents.

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. As a project under CEQA, environmental review of the update to the Circulation Element will be conducted prior to adoption.

### **BACKGROUND AND DISCUSSION**

At a special meeting of the Planning Commission and Board of Supervisors held on March 10, 2015, staff received direction to prepare the update to the Circulation Element.

The updated Circulation Element will include a review of the Napa-Solano Traffic Demand Model (Model). The 2007 version of the Model was used to prepare the 2008 General Plan update and Environmental Impact Report (EIR). However, the Model has recently been updated with lower projected future traffic levels, consistent with the forecasts in Plan Bay Area. Plan Bay Area is the strategy that integrates housing and transportation through 2040 for the nine-county region, and was jointly adopted by the Association of Bay Area Governments (ABAG) and the Metropolitan Transportation Commission (MTC).

Updating County traffic projections to be consistent with the regional model, supplemented by the results of the Traffic Behavioral Study prepared for the Napa County Transportation and Planning Agency (NCTPA), will create a more accurate and comprehensive picture of existing and future traffic conditions. Based on the results of the updated Model, Fehr and Peers will review and make recommendations to revise circulation-related mitigation measures from the EIR and policies in the General Plan. The revised mitigation measures and policies will then be used to create an updated draft Circulation Element and accompanying CEQA document.

As a part of this contract, Fehr and Peers will prepare a Transportation Impact Fee (TIF) Nexus Study. Cost estimates will be prepared for the capital improvements and traffic management strategies included in the updated Circulation Element, as well as those in other approved transportation plans. Roadway deficiencies will be analyzed, trip generation rates will be assigned to applicable land use categories, expected levels of future

development will be determined, and alternative available funding will be assessed. The study will then calculate the fair-share fee necessary, along with other available funding, to complete the projects listed in the TIF.

In addition, Fehr and Peers will provide guidance on applying significance criteria as they relate to potential traffic impacts under the California Environmental Quality Act (CEQA) for staff to use in evaluating applications in the interim until such time as the revised Circulation Element is updated. They will also prepare Transportation Impact Study (TIS) guidelines for use by the County to ensure that traffic studies submitted for land use applications in the future meet best practices and protocols. The updated Circulation Element will also include new state mandated policies regarding "complete streets" and Vehicle Miles Travelled (VMT).

Fehr and Peers was selected to prepare the Circulation Element update as a sole-source provider under County Purchasing guidelines based upon a number of factors including their history of work experience in Napa County. Fehr and Peers has regularly provided peer review work for the County on traffic studies submitted by applicants. They were competitively procured by NCTPA to prepare the Traffic Behavioral Study and Countywide Master Pedestrian Plan and has also provided traffic analysis for the City of Napa. Fehr and Peers has prepared Circulation Elements for a number of cities and counties, including agricultural jurisdictions, a wine region, and Bay Area cities. They regularly contract with Caltrans for transportation planning, and their staff teaches at UC Berkeley and UC Davis on transportation issues. The proposed contract calls for the Circulation Element update to be completed within one year and Fehr and Peers' unique capacity and knowledge are critical to achieving that goal.

Fehr and Peers is not a local vendor.

#### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Liz Habkirk