

***This meeting is also being noticed as a Board of Supervisors' meeting due to having 2 current Board Members (Supervisors Pedroza and Gregory) and 1 Supervisor-Elect (Councilmember Alessio) at the NVTa Board of Directors meeting.**

Napa Valley Transportation Authority

625 Burnell Street

Napa, CA 94559

Meeting Minutes NVTa Board of Directors

Wednesday, May 22, 2024

1:00 PM

JoAnn Busenbark Board Room

1. Call to Order

Chair Alessio called the meeting to order at 1:14pm.

2. Approval of Board Member remote participation

The Board was notified of Director Mohler and Director Mckee-Cant participating remotely under Just Cause.

3. Roll Call

Leon Garcia
Paul Dohring
Mark Joseph
Liz Alessio
Scott Sedgley
Margie Mohler
Donald Williams
Kevin Eisenberg
Ryan Gregory
Robin McKee-Cant
Anna Chouteau
Non-Voting:
Devereaux Smith
Absent:
Alfredo Pedroza

4. Adoption of the Agenda

Motion MOVED by JOSEPH, SECONDED by CHOUTEAU to APPROVE Item 4. Adoption of the Agenda. Motion was carried by the following roll call vote:

Aye: 22 - Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

Absent: 2 - Pedroza

5. Public Comment

None

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

Director Garcia reported recent ABAG activities.
Executive Director Miller reported recent MTC activities.

7. Executive Director's Update

Executive Director Miller reported:

- Staff attendance at the California Transit Association's annual Spring legislative conference
- Public meeting on the Napa Forward project on June 4th
- Weekend road closures on SR 37 for Caltrans work
- Energizer station for Bike to Work and School Day recap
- Staff participation at Up Valley Senior Health Fair
- Free rides and extended transit hours for Bottleorck and La Onda events
- Staff member acknowledgements

8. Caltrans' Update

Information only/No action taken

Report by Amani Meligy, Caltrans. Board requested construction update on Hwy 29 and California Drive overpass project.

9. CONSENT AGENDA ITEMS

Motion MOVED by JOSEPH, SECONDED by MCKEE-CANT to APPROVE Item 9 Consent Agenda items 9.1-9.7. Motion was carried by the following roll call vote:

Aye: 22 - Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

Absent: 2 - Pedroza

9.1 Meeting Minutes of April 17, 2024 (Laura Sanderlin) (Pages 11-15)

Attachments: [Draft Minutes](#)

9.2 Updates to Section 7.3: Fixed Assets NVTB Policy, Practices and Procedures Manual Chapter 7: Financial Management (Antonio Onorato) (Pages 16-113)

Attachments: [Staff Report](#)

9.3 Amendment to Agreement with Park Engineering for the St Helena to Calistoga Napa Valley Vine Trail Project (Grant Bailey) (Pages 114-126)

Attachments: [Staff Report](#)

9.4 Amendment No. 4 with Sequoia Ecological Consulting Inc. for Biological Monitoring and Archeological Services Agreement for the Napa Valley Vine Trail - St Helena to Calistoga

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Project (Grant Bailey) (Pages 127-134)

Attachments: [Staff Report](#)

9.5 Paratransit Coordinating Council (PCC) Member Appointments (Kathy Alexander) (Pages 135-140)

Attachments: [Staff Report](#)

9.6 Fund Transfer Agreement with the State of California Department of Transportation (Caltrans) for the SR 29 American Canyon Operational and Multimodal Improvements Environmental Document (Antonio Onorato) (Pages 141-155)

Attachments: [Staff Report](#)

9.7 Swainson Hawk Foraging Habitat Credits with Muzzy Ranch Conservation Bank for the Soscol Junction Project (Danielle Schmitz) (Pages 156-236)

Attachments: [Staff Report](#)

10. REGULAR AGENDA ITEMS

10.1 Election of Chair and Vice Chair for Fiscal Year (FY) 2024-25 (Laura Sanderlin) (Pages 237-238)

Attachments: [Staff Report](#)

Chair Alessio reported on behalf of the nominating committee to elect Director Joseph and Director Chouteau as the FY 2024-25 Chair and Vice Chair, respectively.

Motion MOVED by EISENBERG, SECONDED by DOHRING to APPROVE Item 10.1 in acceptance of the nominations for Director Joseph and Director Chouteau. Motion was carried by the following roll call vote:

Aye: 22 - Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

Absent: 2 - Pedroza

10.2 Fiscal Year 2024-25 Salary Schedule and Job Classifications for Napa Valley Transportation Authority (NVTa) and Organizational Structure (Laura Sanderlin) (Pages 239-286)

Attachments: [Staff Report](#)

Motion MOVED by JOSEPH, SECONDED by CHOUTEAU to APPROVE Item 10.2 Resolution 24-09. Motion MOVED by JOSEPH, SECONDED by GARCIA to APPROVE Item 10.2 adding one FTE.

Motion was carried by the following roll call vote:

Aye: 22 - Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Gregory,

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McKee-Cant, and Chouteau

Absent: 2 - Pedroza

10.3 California Red Legged Frog Mitigation Agreement with Land Trust of Napa County (Danielle Schmitz) (Pages 287-300)

Attachments: [Staff Report](#)

Motion MOVED by JOSEPH, SECONDED by EISENBERG to APPROVE Item 10.3 authorizing the Executive Director, or designee, to execute and make minor modifications to Agreement No. 24-C12 with the Land Trust of Napa County. Motion carried by the following roll call vote:

Aye: 22 - Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

Absent: 2 - Pedroza

10.4 Construction Contract for the James Diemer Dr Bus Stop Improvement Project (Grant Bailey) (Pages 301-317)

Attachments: [Staff Report](#)

Motion MOVED by GARCIA, SECONDED by CHOUTEAU to APPROVE Item 10.4 authorizing the Executive Director contract award authority for the James Diemer Dr Bus Stop Improvement Project. Motion carried by the following roll call vote:

Aye: 22 - Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

Absent: 2 - Pedroza

10.5 Construction Management Services Agreement with TYLin for the James Diemer Dr Bus Stop Improvements Project (Grant Bailey) (Pages 318-329)

Attachments: [Staff Report](#)

Motion MOVED by JOSEPH, SECONDED by WILLIAMS to APPROVE Item 10.5 authorizing the Executive Director to execute and make minor modifications to Project Work Order No. 23-OCE12-E04 with TYLin. Motion carried by the following roll call vote:

Aye: 22 - Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

Absent: 2 - Pedroza

10.6 Purchase of Zero-Emission, Battery-Electric Buses (Rebecca Schenck) (Pages 330-355)

Attachments: [Staff Report](#)

Motion MOVED by SEDGLEY, SECONDED by GREGORY to APPROVE Item 10.6 authorizing the Executive Director to execute Purchase Order 24-P4014 to acquire six zero-emission battery-electric buses. Motion carried by the following roll call vote:

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Aye: 22 - Garcia, Dohring, Joseph, Alessio, Sedgley, Mohler, Williams, Eisenberg, Gregory, McKee-Cant, and Chouteau

Absent: 2 - Pedroza

10.7 Vine Transit Update (Rebecca Schenck) (Pages 356-366)

Attachments: [Staff Report](#)

Information only/No action taken

Transdev staff with 15 years or more of service were recognized.

Director Eisenberg and Director Williams requested staff research electric alternatives for Calistoga shuttle.

10.8 Federal and State Legislative Update (Kate Miller) (Pages 367-389)

Attachments: [Staff Report](#)

Information only/No action taken

11. FUTURE AGENDA ITEMS

None

12. ADJOURNMENT

Chair Alessio adjourned the meeting at 2:57pm.

12.1 The next Regular Meeting is Wednesday, June 26 at 1:00pm.

Laura Sanderlin

Laura M. Sanderlin, NVTa Board Secretary