

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559

## Meeting Minutes NVRTA Board of Directors

Wednesday, May 21, 2025

1:00 PM

JoAnn Busenbark Board Room

### 1. Call to Order

Chair Joseph called the meeting to order at 1:08pm.

### 2. Board Member Remote Participation

None

### 3. Roll Call

**Present:**

Donald Williams  
Kevin Eisenberg  
Robin McKee  
Pierre Washington  
Michelle Deasy  
Bernie Narvaez  
Liz Alessio  
Margie Mohler  
Mark Joseph  
Paul Dohring  
Amber Manfree

**Non-Voting:**

Devereaux Smith

**Absent:**

Scott Sedgley

### 4. Adoption of the Agenda

**Motion MOVED by DOHRING, SECONDED by NARVAEZ to APPROVE Item 4. Adoption of the Agenda. Motion passed unanimously.**

**Aye:** 19 - Williams, Eisenberg, McKee, Washington, Deasy, Narvaez, Alessio, Mohler, Joseph, Dohring, and Manfree

**Absent:** 5 - Sedgley

### 5. Public Comment

**Public comment by Carlotta Sainato, Napa County Bicycle Coalition recognizing NVRTA for being a sponsor of May community events.**

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

Director Manfree reported on recent MTC activities.

Chair Joseph reported Executive Director Miller to receive WTS Lifetime Achievement Award in June.

## 7. Executive Director's Update

Director Miller reported:

-Agency hosted Energizer station for Bike to Anywhere Day

-Public workshop held in April for SR29 improvements in American Canyon recap

-Upcoming future community events

-Staff focused on solutions for SR29 traffic congestion at Intersection of Jameson Canyon and Airport Blvd.

-Soscol Junction Improvement Project is finalist for Project of the Year, California Transportation Foundation

-Usage data report from bicycle/pedestrian counter

## 8. Caltrans' Update

None

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. CONSENT AGENDA ITEMS

**Motion MOVED by DOHRING, SECONDED by ALESSIO to APPROVE Item 9 Consent Agenda 9.1-9.7. Motion passed unanimously.**

**Aye:** 19 - Williams, Eisenberg, McKee, Washington, Deasy, Narvaez, Alessio, Mohler, Joseph, Dohring, and Manfree

**Absent:** 5 - Sedgley

**9.1** Meeting Minutes of April 14, 2025 (Laura Sanderlin) (Pages 10-11)

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

**9.2** Meeting Minutes of April 16, 2025 at 11:00am (Laura Sanderlin) (Pages 12-14)

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

**9.3** Meeting Minutes of April 16, 2025 at 3:00pm (Laura Sanderlin) (Pages 15-16)

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

**9.4** Purchase Order 25-P5060 with Via Transportation Inc, doing business as (dba) Remix Technologies, LLC (Rebecca Schenck) (Pages 17-36)

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

**9.5** Napa Valley Transportation Authority (NVTA) Measure U Five-Year Project list (Addrell Coleman) (Pages 37-42)

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

- 9.6** Updates to Policies, Practices, and Procedures Manual: Transit Policy (Libby Payan) (Pages 43-90)

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

- 9.7** Construction Management Services Agreement with Kleinfelder for the Redwood Park and Ride Improvement Project (Grant Bailey) (Pages 91-104)

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

## **10. REGULAR AGENDA ITEMS**

- 10.1** Napa Valley Transportation Authority (NVRTA) Agreement No. 25-C27 for the position of Executive Director (Laura Sanderlin) (Pages 105-117)

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

**Public comment by Steve Lederer, County of Napa Public Works in support of the Board decision to extend offer of Executive Director position to Schmitz.**

**Motion MOVED by NARVAEZ, SECONDED by ALESSIO to APPROVE Item 10.1 Employment Agreement No. 25-C27 with Danielle Schmitz for services as the Agency Executive Director. Motion passed unanimously.**

**Schmitz responded to the unanimous vote by extending her appreciation to the Board, staff and Director Miller.**

**Aye:** 19 - Williams, Eisenberg, McKee, Washington, Deasy, Narvaez, Alessio, Mohler, Joseph, Dohring, and Manfree

**Absent:** 5 - Sedgley

- 10.2** Transportation Development Act Article 3 (TDA-3) Guidelines and Call for Projects (Patrick Band) (Pages 118-130)

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

**Motion MOVED by EISENBERG, SECONDED by WILLIAMS to APPROVE Item 10.2 TDA-3 guidelines and open a Call for projects for FY2025-26 through FY2026-27. Motion passed unanimously.**

**Aye:** 19 - Williams, Eisenberg, McKee, Washington, Deasy, Narvaez, Alessio, Mohler, Joseph, Dohring, and Manfree

**Absent:** 5 - Sedgley

- 10.3** Napa Valley Transportation Authority (NVRTA) Agreement No. 25-C04 with Stradling, Yocca, Carlson & Rauch LLP (“Stradling”) for Bond Counsel, Disclosure Counsel and Tax Attorney Advisory Services (Antonio Onorato) (Pages 131-148)

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

**Motion MOVED by ALESSIO, SECONDED by DOHRING to APPROVE Item 10.3. Agreement 25-C04 with Stradling, Yocca, Carlson & Rauch LLP. Motion passed unanimously.**

**Aye:** 19 - Williams, Eisenberg, McKee, Washington, Deasy, Narvaez, Alessio, Mohler, Joseph, Dohring, and Manfree

**Absent:** 5 - Sedgley

**10.4** Accessible Transportation Needs Assessment (ATNA) Plan Adoption (Diana Meehan) (Pages 149-152)

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

**Director Dohring inquired about the role of Mobility Manager and Director Alessio reported the potential for grant funding as a benefit of this plan.**

**Motion MOVED by ALESSIO, SECONDED by MANFREE to APPROVE Item 10.4.the Accessible Transportation Needs Assessment. Motion passed unanimously.**

**Aye:** 19 - Williams, Eisenberg, McKee, Washington, Deasy, Narvaez, Alessio, Mohler, Joseph, Dohring, and Manfree

**Absent:** 5 - Sedgley

**10.5** Vine Transit Frequency and Coverage Discussion (Rebecca Schenck) (Pages 153-167)

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

**Information only/No action taken**

**Staff presented on short term transit goals, route costs and ridership tradeoffs with proposed changes for August 2025. Board entered into discussion about potential options for increasing ridership and revenue while maximizing frequency.**

**10.6** Federal and State Legislative Update (Kate Miller) (Pages 168-189)

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

**Motion MOVED by DEASY, SECONDED by MCKEE to APPROVE Item 10.6. for staff recommendations on legislation on the Bill Matrix. Motion passed unanimously.**

**Aye:** 14 - Williams, Eisenberg, McKee, Washington, Deasy, Alessio, Mohler, Joseph, Dohring, and Manfree

**Absent:** 10 - Sedgley, and Narvaez

**11. FUTURE AGENDA ITEMS**

**None**

**12. CLOSED SESSION**

**Board entered into Closed Session at 2:51pm.**

**12.1** CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:  
Initiation of Litigation pursuant to Government Code Section 54956.9(d)(4) (1 potential case)

**Board returned to Open Session at 3:49pm with no reportable action.**

## **13. ADJOURNMENT**

Chair Joseph adjourned the meeting at 3:50pm.

**13.1 The next Regular Meeting is June 18th.**

*Laura Sanderlin*

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Laura M. Sanderlin, NVTA Board Secretary