

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559

## Meeting Minutes NVRTA Board of Directors

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Wednesday, December 17, 2025

1:00 PM

JoAnn Busenbark Board Room

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### 1. Call to Order

Chair Joseph called the meeting to order at 1:17pm.

### 2. Roll Call

**Present:**

Scott Sedgley  
Donald Williams  
Pierre Washington  
Michelle Deasy  
Liz Alessio  
Margie Mohler  
Mark Joseph  
Paul Dohring  
Amber Manfree

**Absent:**

Kevin Eisenberg  
Bernie Narvaez  
Devereaux Smith (Non-Voting)

### 3. Adoption of the Agenda

Motion **MOVED** by **ALESSIO**, **SECONDED** by **WASHINGTON** to **APPROVE** Item 3. Adoption of the Agenda. Motion passed unanimously.

**Aye:** 18 - Sedgley, Williams, McKee, Washington, Deasy, Alessio, Mohler, Joseph, Dohring, and Manfree

**Absent:** 6 - Eisenberg, and Narvaez

### 4. Public Comment

None

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

Director Manfree reported on recent MTC activities.

Director Williams and Director Deasy reported successful electric bus mascot naming contest events in their respective jurisdictions and extended appreciation for staff efforts.

### 6. Executive Director's Update

Executive Director Schmitz reported:

- Electric bus mascot naming celebrations in St. Helena and Calistoga
- Agency awarded \$6.8 million dollars from the FTA for purchase of 6 hybrid gas-electric buses
- Staffing update, Patrick Band promoted to Senior Planner

## 7. Caltrans' Update

Caltrans report was distributed in the Handout packet.

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

### 8.1 CFM and Platinum Legislative Update (Joel Rubin, CFM and Steve Wallauch, Platinum Advisors)

Presenters reported on scope of services from CFM Advocates, the projects and policy items under the Federal Agenda, transportation reauthorization status and 2026 midterm outlook. Platinum reported on the state budget and proposed legislation of interest.

## 9. CONSENT AGENDA ITEMS

Director Williams requested to pull Consent Agenda Item 9.2 for discussion.

Motion **MOVED** by MOHLER, **SECONDED** by WILLIAMS to **APPROVE** Consent Agenda Items 9.1 and 9.3-9.9. Motion passed unanimously.

**Aye:** 18 - Sedgley, Williams, McKee, Washington, Deasy, Alessio, Mohler, Joseph, Dohring, and Manfree

**Absent:** 6 - Eisenberg, and Narvaez

### 9.1 Meeting Minutes of November 19, 2025 (Laura Sanderlin) (Pages 9-12)

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

### 9.2 Approval to Establish December 26, 2025 as a Holiday (Laura Sanderlin) (Pages 13-14)

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

Director Williams expressed concern over the use of public funds to cover the cost for the one time paid holiday for staff.

Board Discussion continued regarding the number of Agency paid holidays comparative to the other jurisdictions, the absence of labor negotiations for Agency staff and practical considerations for the level of productivity on the proposed day.

Motion **MOVED** by ALESSIO **SECONDED** by DOHRING to **APPROVE** Consent Agenda Item 9.2 for establishing December 26, 2025 as a paid holiday for employees. Motion passed with 17 aye and 1 nay.

**Aye:** 17 - Sedgley, McKee, Washington, Deasy, Alessio, Mohler, Joseph, Dohring, and Manfree

**Nay:** 1 - Williams

**Absent:** 6 - Eisenberg, and Narvaez

- 9.3 2026 Federal and State Legislative Advocacy Program and Project Priorities and Federal and State Legislative Update (Antonio Onorato) (Pages 15-39)  
*Attachments:* [Staff Report](#)
  
- 9.4 Community Based Transportation Plan Final Approval (Libby Payan) (Pages 40-43)  
*Attachments:* [Staff Report](#)
  
- 9.5 Transportation Security-Plan and Assessment Review Toolkit (Libby Payan) (Pages 44-47)  
*Attachments:* [Staff Report](#)
  
- 9.6 Americans with Disabilities Act (ADA) Assessment Services (Rebecca Schenck) (Pages 47-75)  
*Attachments:* [Staff Report](#)
  
- 9.7 Countywide Transportation Plan Performance Metrics Revisions (Diana Meehan) (Pages 76-79)  
*Attachments:* [Staff Report](#)
  
- 9.8 Policies, Practices and Procedures Manual (Laura Sanderlin) (Pages 80-256)  
*Attachments:* [Staff Report](#)
  
- 9.9 Taxi Scrip Program Guidelines (Rebecca Schenck) (Pages 257-266)  
*Attachments:* [Staff Report](#)

**10. REGULAR AGENDA ITEMS**

- 10.1 Brown Act Updates and Senate Bill 707 (Osman Mufti) (Pages 267-273)  
*Attachments:* [Staff Report](#)

Information only/No action taken

**11. FUTURE AGENDA ITEMS**

None

**12. CLOSED SESSION**

The Board entered into Closed Session at 2:35pm.

- 12.1** CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:  
Initiation of Litigation pursuant to Government Code Section 54956.9(d)(4) (1 potential case)
- 12.2** PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)(1))  
Title: Executive Director
- The Board returned to open session at 3:02 with no reportable action.

### **13. ADJOURNMENT**

Chair Joseph adjourned the meeting at 3:02.

**13.1 The next Regular Meeting is January 21, 2026.**

*Laura Sanderlin*  
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Laura M. Sanderlin, NVTA Board Secretary