

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes NVTB Board of Directors

Wednesday, March 19, 2025

1:00 PM

JoAnn Busenbark Board Room

1. Call to Order

Chair Joseph called the meeting to order at 1:16pm.

2. Approval of Board Member Remote Participation

None

3. Roll Call

Scott Sedgley
Donald Williams
Kevin Eisenberg
Robin McKee
Pierre Washington
Michelle Deasy
Liz Alessio
Margie Mohler
Mark Joseph
Paul Dohring
Amber Manfree
Non-Voting:
Devereaux Smith
Absent:
Bernie Narvaez

4. Adoption of the Agenda

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

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

Absent: 5 - Narvaez

5. Public Comment

Public comment by Michael Baldini, Chair of the Citizen Advisory Committee and Member of the Policy Advisory Council for the Metropolitan Transportation Commission.

Public comment by Ashley Tenschler, Member of the Citizen Advisory Committee in support of the Vine system utilizing the vehicle positions completeness by day metric to enhance ridership.

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

Director Manfree reported recent MTC activities.

No further updates reported.

7. Executive Director's Update

Executive Director Miller reported:

- SGTC improvement project underway
- Staffing updates
- Overview of recent Open House for the Countywide Active Transportation Plan
- Staff participation at NCOE 8th grade career Fair
- Transit Transformation Task Force recent meeting topics
- Small Operator's visit to the Bus Maintenance Facility
- Participation in the SR37 Equity Workshop
- Transit staff attended Transdev corporate training
- Upcoming outreach events

8. Caltrans' Update

Amani Meligy, Caltrans reported project updates.

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 ALESSIO, SECONDED by MCKEE to APPROVE Consent Agenda Items 9.1-9.3. Motion passed unanimously.

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

Absent: 5 - Narvaez

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

Attachments: [Draft Minutes](#)

9.2 Measure T 6.67% Equivalent Fund Certification (Addrell Coleman) (Pages 13-18)

Attachments: [Staff Report](#)

9.3 Resolution No. 25-04 Authorization for the Execution of the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) (Joanne Au) (Pages 19-24)

Attachments: [Staff Report](#)

9.4 Napa Valley Transportation Authority (NVRTA) Agreement No. 25-C05 with Brown Armstrong Certified Public Accountants for Professional Audit Services (Antonio Onorato) (Pages 25-57)

Attachments: [Staff Report](#)

Agenda Item 9.4 pulled by Vice Chair Dohring to inquire about the number of proposals received and length of contract. Staff provided response noting the number of firms who received the RFP and continuity factor in determining term length.

Motion MOVED by DOHRING, SECONDED by ALESSIO to APPROVE Consent Item 9.4. Motion passed unanimously.

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

Absent: 5 - Narvaez

10. CLOSED SESSION

Board entered into Closed Session.

10.1 PUBLIC EMPLOYMENT

(Pursuant to Government Code Section 54957(b)(1)

Title: Executive Director

10.2 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 3:20pm with No Reportable Action.

11. REGULAR AGENDA ITEMS

11.1 Napa Valley Transportation Authority (NVTa) Organizational Structure (Laura Sanderlin) (Pages 58-65)

Attachments: [Staff Report](#)

Motion MOVED by MOHLER, SECONDED by MANFREE to APPROVE Item 11.1 adding one FTE position to the organizational structure under the condition that an offer of employment is made by the incoming Executive Director. Motion passed unanimously.

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

Absent: 10 - Sedgley, and Narvaez

11.2 Accessible Transportation Needs Assessment (ATNA) Draft Plan Release (Diana Meehan) (Pages 66-69)

Attachments: [Staff Report](#)

Information only/no action taken

11.3 Funding Agreement with the Solano Transportation Authority (STA) for the Solano-Napa North Bay Passenger Rail Feasibility Study (Danielle Schmitz) (Pages 70-82)

Attachments: [Staff Report](#)

Public comment made by Michael Baldini.

Motion MOVED by ALESSIO, SECONDED by DEASY to APPROVE Agenda Item 11.3 to enter into Agreement No. 25-C14 with the STA. Motion passed unanimously.

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

Absent: 10 - Sedgley, and Narvaez

11.4 Napa Valley Transportation Authority (NVTa) Agreement No. 25-C03 with KNN Public Finance for On-Call Financial Advisory Services (Antonio Onorato) (Pages 83-102)

Attachments: [Staff Report](#)

Motion MOVED by MANFREE, SECONDED by MCKEE to APPROVE Agenda Item 11.4 to enter into Agreement No. 25-C03 with KNN Public Finance. Motion passed unanimously.

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

Absent: 10 - Sedgley, and Narvaez

11.5 Federal and State Legislative Update (Kate Miller) (Pages 103-122)

Attachments: [Staff Report](#)

Motion MOVED by MOHLER, SECONDED by EISENBERG to APPROVE Agenda Item 11.5 taking support position for AB 697. Motion passed unanimously.

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

Absent: 10 - Sedgley, and Narvaez

12. FUTURE AGENDA ITEMS

None

13. ADJOURNMENT

Chair Joseph adjourned the meeting at 3:50pm.

13.1 The next Regular Meeting is Wednesday, April 16th.

Laura M. Sanderlin, NVTa Board Secretary