

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes NVTB Board of Directors

Wednesday, November 19, 2025

1:00 PM

JoAnn Busenbark Board Room

1. Call to Order

Chair Joseph called the meeting to order at 1:04pm.

2. Pledge of Allegiance

Chair Joseph recited the Pledge of Allegiance.

3. Roll Call

Present:

Donald Williams
Kevin Eisenberg
Robin McKee
Michelle Deasy
Bernie Narvaez
Margie Mohler
Mark Joseph
Paul Dohring
Anne Cottrell
Brando Cruz

Non-Voting:

Devereaux Smith

Absent:

Scott Sedgley
Liz Alessio

4. Adoption of the Agenda

Motion MOVED by MCKEE, SECONDED by DOHRING to APPROVE Item 4, Adoption of the Agenda, as amended, with removal of Consent Item 10.8. Motion passed unanimously.

Aye: 17 - Williams, Eisenberg, McKee, Deasy, Narvaez, Mohler, Joseph, Dohring, Cottrell, and Cruz

Absent: 7 - Sedgley, and Alessio

5. Public Comment

None

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

Chair Joseph reported update from the meeting of the ad hoc committee that was formed to review the Joint Powers Agreement. It was reported: to develop a strategic plan for the next 3-5 years, have legal counsel examine language regarding the mayoral requirement,

teleconferencing options and providing stipends.

ABAG and MTC updates were not provided.

7. Executive Director's Update

Executive Director Schmitz reported:

- Caltrans re-paving approved for Hwy 29 North of Yountville and will continue through February 2026
- Bike and Pedestrian counter installed in American Canyon and upcoming in Calistoga
- Staffing updates and acknowledgements
- Bus naming contest winners announced: Poppy (Bee) submitted by Calistoga 5th grader Genesis, Mari (Butterfly) submitted by St. Helena 5th grader Eleanor, Ollie (Owl) submitted by Alta Heights 2nd grader Kimber and Talon (Hawk) submitted by Willow 5th grader Cody.

8. Caltrans' Update

Updates provided in the handout packet.

9. PRESENTATIONS

9.1 Introduction to Federal Lobbyist (CFM Advocates) (Joel Rubin)

Information only

9.2 Draft Plan Bay Area 2050+ (Metropolitan Transportation Commission and Association of Bay Area Governments) (Michael Germeraad) (Pages 10-15)

Attachments: [Staff Report](#)

Information only

10. CONSENT AGENDA ITEMS

Motion MOVED by NARVAEZ, SECONDED by WILLIAMS to APPROVE Consent Agenda items 10.1-10.7 and 10.9-10.10. Motion passed unanimously.

Aye: 17 - Williams, Eisenberg, McKee, Deasy, Narvaez, Mohler, Joseph, Dohring, Cottrell, and Cruz

Absent: 7 - Sedgley, and Alessio

10.1 Meeting Minutes of October 15, 2025 (Laura Sanderlin) (Pages 16-19)

Attachments: [Draft Minutes](#)

10.2 Resolution No. 25-15 Setting the Regular Meeting Time, Place, and Schedule of the Napa Valley Transportation Authority (NVTa) Governing Board for Calendar Year (CY) 2026 (Laura Sanderlin) (Pages 20-23)

Attachments: [Staff Report](#)

10.3 Resolution No. 25-16 Authorizing the Destruction of Certain Agency Records (Laura Sanderlin) (Pages 24-32)

Attachments: [Staff Report](#)

- 10.4** Purchase Order 25-P5116 with Tolar Manufacturing for Bus Shelters (Jonathan Stanton) (Pages 33-39)
Attachments: [Staff Report](#)
- 10.5** Purchase Order 25-P5117 with RIDE Mobility, LLC for Two BYD 30' Battery Electric Buses (Dexter Cypress) (Pages 40-57)
Attachments: [Staff Report](#)
- 10.6** Purchase Order 25-P5087 with Chargepoint Inc. for three years of software, reporting and maintenance for all NVRTA owned stations (Rebecca Schenck) (Pages 58-68)
Attachments: [Staff Report](#)
- 10.8** Americans with Disabilities Act (ADA) Assessment Services (Rebecca Schenck) (Pages 78-97)
Attachments: [Staff Report](#)
- 10.10** Federal and State Legislative Update (Danielle Schmitz) (Pages 174-193)
Attachments: [Staff Report](#)
- 10.9** Resolution 25-17 Title VI Program Policy for Fiscal Years (FY) 2026-2028 (Libby Payan) (Pages 98-173)
Attachments: [Staff Report](#)
- 10.7** Amendment No. 1 to Purchase Order 25-P5039 with Cubic Transportation Systems for installation of the Clipper fare payment system (Libby Payan) (Pages 69-77)
Attachments: [Staff Report](#)

11. REGULAR AGENDA ITEMS

- 11.1** Travel Behavior Study (Addrell Coleman) (Pages 194-232)

Attachments: [Staff Report](#)

Motion MOVED by DOHRING, SECONDED by NARVAEZ to ACCEPT AND FILE Item 11.1, the Napa Valley Travel Behavior Study 2025 Report. Motion passed unanimously.

Aye: 17 - Williams, Eisenberg, McKee, Deasy, Narvaez, Mohler, Joseph, Dohring, Cottrell, and Cruz

Absent: 7 - Sedgley, and Alessio

- 11.2** Napa Valley Transportation Authority (NVRTA) Fiscal Year 2025-26, Quarter 1 Financial Review and Delegated Authority Matrix (Antonio Onorato) (Pages 233-262)

Attachments: [Staff Report](#)

Information only/No action taken

11.3 Vine Transit Update (Rebecca Schenck) (Pages 263-274)

Attachments: [Staff Report](#)

Information only/No action taken

Cheryl Drake, Transdev, provided insight on methods of driver coaching and feedback.

12. FUTURE AGENDA ITEMS

-Federal & State Lobbyist Presentation

13. ADJOURNMENT

Chair Joseph adjourned the meeting at 3:08pm.

13.1 The next Regular Meeting is December 17, 2025.

Laura M. Sanderlin, NVTA Board Secretary