

Napa Valley Transportation Authority

625 Burnell Street
Napa, CA 94559

Meeting Minutes - Draft Independent Taxpayer Oversight Committee (ITOC)

Wednesday, March 4, 2026

2:00 PM

JoAnn Busenbark Board Room

1. Call To Order

Chair Zizack-Morais called the meeting to order at 2:01pm.

2. Roll Call

Present: 6 - Chuck McMinn
Valerie Zizack-Morais
Robert Peterson
Pamela Kindig
Rose Figoni
Jill Barwick

Non-Voting: 4 - Tracy Schulze
Mark Joseph
Danielle Schmitz
Juan Arias

Excused: 1 - Richard Tippitt

3. Public Comment

None

4. Committee Member Comments

None

5. Staff Comments

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.

7. PRESENTATIONS

7.1 Project Overview from the Town of Yountville on Measure U Projects (Rosalba Ramirez)

Attachments: [Yountville ITOC March 2026.pdf](#)

Information only

7.2 Project Overview from the City of St. Helena on Measure U Projects (Mario Traverso)

Attachments: [St. Helena - Measure U Presentation.pdf](#)

Information only

7.3 Project Overview from the City of Calistoga on Measure U Projects (David Fradelizio)

Attachments: [Calistoga ITOC Presentation March 2026.pptx](#)

Information only

8. CONSENT AGENDA

Motion MOVED by MCMINN, SECONDED by BARWICK to APPROVE Item 8 Consent Agenda Items 8.1-8.2. Motion passed unanimously.

Aye: 6 - McMinn, Member Zizack-Morais, Peterson, Kindig, Fioni and Barwick

8.1 Meeting Minutes of December 3, 2025 (Laura Sanderlin) (Pages 7-9)

Attachments: [Draft Minutes](#)

8.2 July-September Quarter 3 Calendar Year 2025, Measure U Quarter 1 Fiscal Year 2026 Analysis and Financial Update (Antonio Onorato) (Pages 10-25)

Attachments: [Staff Report](#)

9. REGULAR AGENDA ITEMS

9.1 Executive Director Report (Danielle Schmitz) (Pages 26-28)

Attachments: [Staff Report](#)

Information only/No action taken

9.2 Measure U - Updated County of Napa Five-year Project List (Addrell Coleman) (Pages 29-35)

Attachments: [Staff Report](#)

Motion MOVED by PETERSON, SECONDED by KINDIG to APPROVE Item 9.2 the County of Napa five-year project list. Motion passed unanimously.

Aye: 6 - McMinn, Member Zizack-Morais, Peterson, Kindig, Fioni and Barwick

9.3 Measure U - Updated City of American Canyon Five-year Project List (Addrell Coleman) (Pages 36-43)

Attachments: [Staff Report](#)

Motion MOVED by PETERSON, SECONDED by KINDIG to APPROVE Item 9.3 the City of American Canyon five-year project list. Motion passed unanimously.

9.4 Annual Financial Statement with Independent Auditor's Report for the Years Ending June 30, 2025 and 2024 and Compliance and Performance Audit Report for the Cities of American Canyon and Calistoga (Antonio Onorato) (Pages 44-79)

Attachments: [Staff Report](#)

Information only/No action taken

9.5 Measure T - Equivalent Fund Certification Fiscal Year 2024-25 (Addrell Coleman) (Pages 80-101)

Attachments: [Staff Report](#)

Information only/No action taken

Member Kindig requested for the NVTA Resolution to be included in future equivalent fund certification staff report attachments.

9.6 Measure T - Maintenance of Effort (MOE) Certification Fiscal Year 2024-25 (Addrell Coleman) (Pages 102-128)

Attachments: [Staff Report](#)

Information only/No action taken

10. FUTURE AGENDA ITEMS

-NVTA Project update

-Measure U Presentation from City of Napa

Staff confirmed that informational items related to finance will be placed on Regular Agenda instead of Consent.

11. ADJOURNMENT

Chair Zizack-Morais adjourned the meeting at 3:08pm.

11.1 The next Regular Meeting is Wednesday June 3, 2026.

Laura Sanderlin, NVTA-TA Board Secretary (e-sign)