



SOLTRANS BOARD OF DIRECTORS AGENDA
Regular Meeting
3:30 PM
Thursday, May 15, 2025
Vallejo Council Chamber
555 Santa Clara Street, Vallejo, CA 94590

Public Comment: Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda or, for matters not on the agenda, issues within the subject matter jurisdiction of the agency. Comments are limited to no more than 3 minutes per speaker unless modified by the Board Chair, Gov't Code § 54954.3(a). By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency.

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact Suzanne Reyes, Transit Board Administrator/Office Manager, at (707) 736-6993 during regular business hours at least 72 hours prior to the time of the meeting.

Staff Reports: Staff reports are available for inspection at the SolTrans office, during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Transit Board Administrator/Office Manager via email at Suzanne@soltranside.com.

Supplemental Reports: Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the SolTrans Transit Board Administrator/Office Manager and copies of any such supplemental materials will be available on the table at the entry to the meeting room.

Agenda Times: Times set forth on the agenda are estimates. Items may be heard before or after the times shown.

PUBLIC PARTICIPATION NOTICE

*The SolTrans Board meeting will be conducted in person and may be accessed by the Zoom option below. The in-person SolTrans Board meeting will continue and not recess if there are technological issues in Zoom. To join remotely: <https://ZoomRegular.CityofVallejo.net> Option to join by phone: Dial (669) 900-6833 Enter Meeting ID: 914 0075 0676# Press *9 to digitally raise your hand from the phone For additional instructions on how to speak during public comment, please visit: www.cityofvallejo.net/publiccomment*

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Terry Scott, Chairperson, City of Benicia (3:30 p.m.)

2. CONFIRM QUORUM/STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Govt Code § 87200.

3. APPROVAL OF AGENDA

4. OPPORTUNITY FOR PUBLIC COMMENT

5. EXECUTIVE DIRECTOR'S REPORT

6. PROCLAMATIONS & PRESENTATIONS

7. CONSENT CALENDAR

Recommendation: Approve the following consent items in one motion. Note: Items under consent calendar may be removed for separate discussion.

7.A Board Meeting Minutes of April 17, 2025

Suggested Action: Approve the Board meeting minutes of April 17, 2025. (PRESENTER: Suzanne Reyes, Board Administrator/ Office Manager)
[DRAFT BOD Minutes 04.17.25.pdf](#)

7.B Public Advisory Committee (PAC) Meeting Minutes of April 30, 2025

Suggested Action: Receive and file the Public Advisory Committee (PAC) meeting minutes of April 30, 2025. (PRESENTER: Angel Anderson, Program Assistant/Deputy Clerk)
[DRAFT PAC Minutes 04.30.25.pdf](#)

7.C Fiscal Year (FY) 2025-26 Transportation Development Act (TDA), State Transit Assistance Funds (STAF) and Regional Measure 2 (RM2) and Regional Measure 3 (RM3)

Suggested Action: 1) Adopt the Board resolutions as shown in Attachments A through C; 2) Authorize the Executive Director to execute and submit the required documents to claim SolTrans' FY 2025-26 allocation requests for TDA and STAF funds as needed, FY 2025-26 allocation request for RM2 funds, and FY 2025-26 allocation request for RM3 funds. (PRESENTER: Karina Cervantes, Program Analyst II)
[RPT-FY 25-26 TDA STAF RM2 RM3.pdf](#)
[ATCH A-Reso No. 2025-03.pdf](#)
[ATCH B-Reso No. 2025-04.pdf](#)
[ATCH C-Reso No. 2025-05.pdf](#)

7.D Approve SolTrans' Project List for California State of Good Repair (SGR) Program Funds for the Fiscal Year (FY) 2025-26

Suggested Action: Adopt the Board Resolution as shown in Attachment A to approve the SGR Project list for FY 2025-2026. (PRESENTER: Karina Cervantes, Program Analyst II)
[RPT-SGR Project List FY25-26.pdf](#)
[ATCH A-Reso No. 2025-06 SGR Project List.pdf](#)

REGULAR CALENDAR

8. PUBLIC HEARING

8.A Systemwide Comprehensive Operational Analysis (COA) Draft Concepts Public Hearing

Suggested Action: 1) Open the public hearing; and 2) Close the public hearing and the public comment period for the SolTrans COA Draft Concepts. 3) Direct staff to bring a full summary of public input to a future meeting prior to presentation and discussion of any revised draft concepts. (PRESENTER: Mandi Renshaw, Planning and Marketing Manager)
[RPT-COA Draft Concepts Public Hearing.pdf](#)

9. ACTION ITEMS

9.A Youth Ride Free Pilot Extension

Suggested Action: Authorize Staff to extend the Youth Ride Free Pilot Program for two additional years (through June 30, 2027). (PRESENTER: Mandi Renshaw, Planning and Marketing Manager)
[RPT-Extend Youth Ride Free Pilot.pdf](#)

9.B Proposed Fiscal Year (FY) 2025-26 Performance Goals

Suggested Action: Approve the proposed FY 2025-26 Performance Goals as shown in Attachment A. (PRESENTER: Kristina Botsford, Executive Director)

[Cvr Memo.pdf](#)

[ATCH A-PPSD FY 25-26 Performance Goals.pdf](#)

9.C Information Technology (IT) Services Restructuring

Suggested Action: Authorize the Executive Director to restructure the existing IT managed service provider (MSP) contract with SDI Presence, LLC, pending legal counsel approval as to form, and initiate recruitment efforts for a DevOps Engineer. (PRESENTER: Bisi Ibrahim, Innovation and Technology Manager)

[RPT-IT Restructuring.pdf](#)

[ATCH A-IT Contract Analysis.pdf](#)

9.D Proposed Fiscal Year (FY) 2025-26 Operating and Capital Budget

Suggested Action: Approve the FY 2025-2026 proposed operating and capital budget, as presented in Attachments A and B. (PRESENTER: Kristina Botsford, Deputy Director)

[RPT-PPSD FY25-26 Budget.pdf](#)

[ATCH A-PPSD Operating Budget FY 25-26.pdf](#)

[ATCH B-PPSD Capital Budget FY 25-26.pdf](#)

NON-ACTION/ INFORMATIONAL

10. DISCUSSION ITEMS

10.A Fiscal Year (FY) 2024-25 Operating Revenue and Expenses through March 31, 2025

Suggested Action: Informational. (PRESENTER: Kristina Botsford, Deputy Director)

[RPT-FY 2024-25 Budget Update.pdf](#)

[ATCH A-Operating Revenue and Expenditures through 3-31-25.pdf](#)

10.B System Performance Report

Suggested Action: Informational. (PRESENTER: Myron Banez, Program Analyst I)

[Cvr Memo.pdf](#)

[ATCH A-under separate cvr.pdf](#)

11. NON-DISCUSSION ITEMS

11.A State Legislative Report

Suggested Action: Informational.

[Cvr Memo.pdf](#)

[05-2025 State Legislative Report.pdf](#)

12. BOARD OF DIRECTORS COMMENTS

13. ADJOURNMENT