



SOLTRANS BOARD OF DIRECTORS AGENDA
Regular Meeting
3:30 PM
Thursday, November 20, 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. CLOSED SESSION

PERSONNEL MATTERS (GC § 549547): Public Employee Performance Review – SolTrans Executive Director (3:30 p.m.)

2. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Terry Scott, Chairperson, City of Benicia (the regular meeting will call to order directly following closed session)

3. 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. CA Government Code Section 87200.

4. APPROVAL OF AGENDA

5. OPPORTUNITY FOR PUBLIC COMMENT

6. EXECUTIVE DIRECTOR'S REPORT

7. PROCLAMATIONS & PRESENTATIONS

7.A Recognition for Excellence in Incident and Emergency Response

Suggested Action: Informational. (PRESENTER: Terry Scott, Chairperson, City of Benicia)

8. CONSENT CALENDAR

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

8.A Board Meeting Minutes of October 16, 2025

Suggested Action: Approve the Board meeting minutes of October 16, 2025 (PRESENTER: Suzanne Reyes, Board Administrator/ Office Manager)

[DRAFT BOD Minutes 10.16.25.pdf](#)

8.B 2026 SolTrans Board Meeting Calendar

Suggested Action: Approve the proposed 2026 SolTrans Board Meeting Calendar, as shown in Attachment A. (PRESENTER: Suzanne Reyes, Board Administrator/ Office Manager)

[RPT-2026 Mtg Calendar.pdf](#)

[ATCH A-DRAFT 2026 Board Mtg Calendar.pdf](#)

8.C Memorandum of Understanding (MOU) with Napa Valley Transportation Authority (NVTA), College Riders Transfer Between Transit Systems

Suggested Action: Authorize the Executive Director to execute the MOU with NVTA, as shown in Attachment A, for college student transfers between transit systems, subject to legal counsel approval as to form. (PRESENTER: Mandi Renshaw, Planning and Marketing Manager)

[RPT-NVTA MOU.pdf](#)

[ATCH A-MOU SolTrans NVTA.pdf](#)

8.D Contract for Legal Services

Suggested Action: Authorize the Executive Director to execute a new agreement with Bernadette Curry (sole proprietor) for the provision of legal services, for an initial three-year term beginning on December 1, 2025, through June 30, 2028, with the option of a two-year contract extension. (PRESENTER: Suzanne Reyes, Board Administrator/ Office Manager)

[RPT-Legal Svcs Contract.pdf](#)

[ATCH A-Agreement for Legal Svcs.pdf](#)

REGULAR CALENDAR

9. ACTION ITEMS

9.A Selection of the 2026 Officers of the SolTrans Board

Suggested Action: Extend the current SolTrans Chairperson and Vice Chairperson terms through 2026 to ensure continuity with important coordination efforts with county partners. (PRESENTER: Bernadette Curry, SolTrans Legal Counsel)

[RPT-Board Officers.pdf](#)

NON-ACTION/ INFORMATIONAL

10. DISCUSSION ITEMS

10.A Fiscal Year (FY) 2025-26 Operating Revenue and Expenses through September 30, 2025

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

[RPT-Op Rev & Exp through 9-30-25.pdf](#)

[ATCH A-Rev and Exp through 9-30-25.pdf](#)

10.B Comprehensive Operational Analysis (COA) Update

Suggested Action: Informational. (PRESENTER: Mandi Renshaw, Planning and Marketing Manager)

[Cvr Memo.pdf](#)

11. NON-DISCUSSION ITEMS

11.A State Legislative Report

Suggested Action: Informational.

[Cvr Memo.pdf](#)

[11-2025 State Legislative Report.pdf](#)

12. BOARD OF DIRECTORS COMMENTS

13. ADJOURNMENT