



SOLTRANS BOARD OF DIRECTORS AGENDA
Regular Meeting
3:00 PM
Thursday, September 19, 2024
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@soltransride.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

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. Cal. Government Code Section 87200.

4. APPROVAL OF AGENDA

5. OPPORTUNITY FOR PUBLIC COMMENT

6. EXECUTIVE DIRECTOR'S REPORT

7. PROCLAMATIONS & PRESENTATIONS

7.A State Legislative Update

Suggested Action: Informational. (PRESENTER: Michael Pimentel, Shaw Yoder Antwih Schmelzer & Lange)

[Cvr Memo.pdf](#)

[ATCH A-09-2024 State Legislative Report.pdf](#)

[ATCH B-Legislative Update PPT.pdf](#)

7.B Transit 2030 Policy Committee Update

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

[Cvr Memo.pdf](#)

7.C Transdev Annual Employee Awards and Recognition

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

7.D SolTrans Employee Longevity Recognition

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 July 18, 2024

Suggested Action: Approve the Board meeting minutes of July 18, 2024. (PRESENTER: Rebecca DeMatteo, Program Assistant/Deputy Clerk)

[DRAFT BOD Minutes 07.18.24.pdf](#)

8.B Public Advisory Committee (PAC) Meeting Minutes of August 28, 2024

Suggested Action: Receive and file the Public Advisory Committee (PAC) meeting minutes of August 28, 2024. (PRESENTER: Angel Anderson, Program Assistant/Deputy Clerk)

[Draft PAC Minutes 08-28-24.pdf](#)

8.C Approval of the FY 2024-25 Safety Plan Updates

Suggested Action:

Approve the updated FY 2024-25 SolTrans Safety Plan in Attachment A including the changes as outlined in Attachment B. (PRESENTER: Patricia Carr, General Services Manager)

[RPT-FY 24-25 Safety Plan.pdf](#)

[ATCH A-SolTrans Safety Plan FY 24-25.pdf](#)

[ATCH B-Safety Plan Revision Record.pdf](#)

REGULAR CALENDAR

9. ACTION ITEMS

9.A Open Loop Demonstration Project and Resolution

Suggested Action: 1) Authorize the Executive Director to execute a funding agreement with the CalSTA; and 2) Authorize the Executive Director to execute contracts with Kuba, Inc. and Littlepay for five years in an amount not-to-exceed \$450,000, subject to Legal Counsel approval as to form; and 3) Approve Resolution 2024-09 as shown in Attachment A, authorizing funding of the open loop demonstration project through State Rail Assistance

funds as distributed by CalSTA. (PRESENTER: Bisi Ibrahim, Innovation and Technology Manager)

[RPT-Open Loop Demonstration Resolution.pdf](#)

[ATCH A-Reso No. 2025-09 Authorizing CalSTA SRA Funds.pdf](#)

NON-ACTION/ INFORMATIONAL

10. DISCUSSION ITEMS

10.A Operating Revenue and Expenses (Unaudited) for Fiscal Year Ended June 30, 2024

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

[RPT-Revenue & Expenses FYE 6-30-24.pdf](#)

[ATCH A-Operations YTD through 6-30-24.pdf](#)

10.B System Performance Report

Suggested Action: Informational. (PRESENTER: Ronald Freeman, Operations Manager)

[Staff RPT under separate cvr.pdf](#)

10.C Public Art Project Update

Suggested Action: Informational. (PRESENTER: Patricia Carr, Project Manager)

[Cvr Memo.pdf](#)

11. NON-DISCUSSION ITEMS

12. BOARD OF DIRECTORS COMMENTS

13. ADJOURNMENT