

SolTrans

SOLANO COUNTY TRANSIT FIRST BOARD MEETING AGENDA

4:00 p.m., Regular Meeting
Thursday, December 16, 2010
Benicia City Hall Council Chambers
250 East L Street
Benicia, CA 94510

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 (Agenda Item IV) although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency.

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Staff Reports: Staff reports are available for inspection at the STA Offices, One Harbor Center, Suite 130, Suisun City during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Clerk of the Board via email at jmasiclat@sta-snci.com. **Supplemental Reports:** Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the STA Clerk of the Board 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.

ITEM

BOARD/STAFF PERSON

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Elizabeth Patterson, Mayor
City of Benicia

(4:00 – 4:05 p.m.)

II. CONFIRM QUORUM/ STATEMENT OF CONFLICT

Johanna Masiclat
Clerk of the Board for the STA

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. Gov't Code § 87200.

III. APPROVAL OF AGENDA

SOLTRANS BOARD MEMBERS

Elizabeth Patterson	Mike Ioakimedes	Osby Davis	Erin Hannigan	Jim Spering	Harry Price
City of Benicia	City of Benicia	City of Vallejo	City of Vallejo	MTC Representative	STA Ex-Officio

IV. OPPORTUNITY FOR PUBLIC COMMENT

(4:05 – 4:10 p.m.)

V. SWEARING IN OF NEW SOLTRANS BOARD MEMBERS

Johanna Masielat,
STA Clerk of the Board

1. Elizabeth Patterson - City of Benicia
2. Mike Ioakimedes - City of Benicia
3. Osby Davis - City of Vallejo
4. Erin Hannigan - City of Vallejo
5. Jim Spering – MTC Representative
6. Harry Price – STA Ex-Officio

VI. SELECTION OF 2011 SOLTRANS CHAIR AND VICE-CHAIR

Bernadette Curry,
STA Legal Counsel

Recommendation:

Approve the following:

1. Selection of the Soltrans Chair for 2011
2. Selection of the Soltrans Vice Chair for 2011

VII. COMMENTS FROM STAFF

(4:10 – 4:15 p.m.)

VIII. CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

(Note: Items under consent calendar may be removed for separate discussion.)

(4:15 - 4:20 p.m.)

A. Appointment of Solano County Transit (SolTrans) Legal Counsel

Daryl Halls, STA

Recommendation:

Appoint Bernadette Curry as SolTrans Legal Counsel.

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IX. ACTION ITEMS – ADMINISTRATIVE/FINANCE

A. Solano County Transit (SolTrans) Joint Powers Agreement (JPA) Transition Team

Daryl Halls, STA

Recommendation:

Approve the following:

1. SolTrans Transition Team Project Manager John Harris and Transition Team of consultants and member agency staff as identified on Attachment A;
2. Authorize the Chair to enter into an agreement with Solano Transportation Authority to provide transitional services as outlined on Attachment B in an amount not to exceed \$130,000;and
3. Approve an updated Transition Plan Implementation Schedule as shown on Attachment C.

(4:20 – 4:30 p.m.)

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- B. Recruitment of Executive Director** Joy Apilado,
Consultant
Recommendation:
Review options and select process for recruitment of Executive Director.
(4:30 – 4:40 p.m.)
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- C. SolTrans Budget Update and Review of Benicia Breeze and Vallejo Transit Financial Reports** Nancy Whelan,
Consultant
Recommendation:
Direct the Transition Team to work with City of Benicia and City of Vallejo finance staffs to:
- 1. Obtain a copy of FY 2009-10 year-end audits for Benicia Breeze and Vallejo Transit as well as expenditures and revenues detail;*
 - 2. Obtain a copy of FY 2010-11 transit budgets and year-to-date expenditures and revenues for Benicia Breeze and Vallejo Transit; and*
 - 3. Report back to the SolTrans Board on preliminary FY 2011-12 budget at next SolTrans Board meeting.*
- (4:30 – 4:45 p.m.)
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- D. SolTrans Logo and Branding** John Harris,
Project Manager
Recommendation:
Approve the following:
- 1. Appoint a Board subcommittee to work with the Transition Team in developing a SolTrans Logo and Branding; and*
 - 2. Request the STA to release a Request for Proposal (RFP) in an amount not-to-exceed \$40,000 to secure a consultant firm to develop a SolTrans logo and branding.*
- (4:45 – 4:50 p.m.)
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X. ACTION ITEMS – PLANNING AND OPERATIONS

- A. Joint Short Range Transit Plan (SRTP) Work Program/Scope of Work** Jeanine Wooley,
City of Vallejo
Recommendation:
Approve the following:
- 1. The Joint SRTP Scope of Work as shown on Attachment A;*
 - 2. The Joint SRTP Steering Committee as shown on Attachment B;*
 - 3. The Joint SRTP Schedule on Attachment C; and*
 - 4. Support Vallejo staff's release of a Request for Proposals in the amount of \$90,000.*
- (4:50 – 5:00 p.m.)
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XI. INFORMATIONAL

A. Adoption of SolTrans Bylaws

Informational

(5:00 – 5:10 p.m.)

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Bernadette Curry,
STA Legal Counsel

B. SolTrans Employee Retirement Benefits Status

Informational

(5:10 – 5:15 p.m.)

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Joy Apilado,
Consultant

C. Securing Federal Grantee Status for SolTrans

Informational

(5:15 – 5:20 p.m.)

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Liz Niedziela, STA

XII. BOARD MEMBERS COMMENTS

XIII. ADJOURNMENT

The next regular meeting of the SolTrans Board is tentatively scheduled for **Thursday, January 20, 2011, 4:00 p.m., Vallejo City Hall Council Chambers.**