

SOLTRANS

SOLANO COUNTY TRANSIT BOARD MEETING AGENDA

3:30 Closed Session
4:00 p.m., Regular Meeting
Thursday, March 24, 2011
Benicia Council Chambers

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.

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 Johanna Masiclat, Clerk of the Board, at (707) 424-6008 during regular business hours at least 24 hours prior to the time of the meeting.

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. CLOSED SESSION:

A. ANTICIPATED LITIGATION

Pursuant to **CA Gov't Code §54956.9**

(3:30 – 4:00 p.m.)

II. CALL TO ORDER/PLEDGE OF ALLEGIANCE

(4:00 – 4:05 p.m.)

Osby Davis, Mayor
City of Vallejo

III. 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.

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
Alternate Board Member Mark Hughes		Alternate Board Member Stephanie Gomes (Pending)			

IV. APPROVAL OF AGENDA

V. OPPORTUNITY FOR PUBLIC COMMENT

(4:05 – 4:10 p.m.)

VI. SWEARING IN OF NEW SOLTRANS BOARD MEMBERS

1. Stephanie Gomes

Alternate Board Member Representing the City of Vallejo

Johanna Masiclat,
STA

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. Meeting Minutes of February 17, 2011

Johanna Masiclat, STA

Recommendation:

Approve the meeting minutes of February 17, 2011.

Pg. 1

B. Adoption of SolTrans Budget Policy

Nancy Whelan,
Finance Consultant

Recommendation:

Approve the attached SolTrans Budget Policy.

Pg. 7

C. Resolution Adopting SolTrans Purchasing Policy

Greg Anderson
City of Vallejo

Recommendation:

Adopt the attached resolution adopting the SolTrans Purchasing Policy.

Pg. 11

IX. ACTION ITEMS – ADMINISTRATIVE/FINANCE

A. Proposed Adoption of SolTrans Bylaws

Bernadette Curry,
Legal Counsel

Recommendation:

Adopt the attached SolTrans bylaws.

(4:20 – 4:30 p.m.)

Pg. 49

X. ACTION ITEMS – PLANNING AND OPERATIONS

A. None presented.

XI. INFORMATIONAL

- A. **Proposed SolTrans FY 2012 Budget Schedule, Assumptions, and Process**
Informational
(4:30 – 4:40 p.m.)
Pg. 57
Nancy Whelan,
Finance Consultant
- B. **Short Range Transit Plan (SRTP) Status**
Informational
(4:40 – 4:45 p.m.)
Pg. 59
Jeanine Wooley,
City of Vallejo
- C. **Status of Benicia Breeze and Vallejo Transit Fleet Capital**
 - **Procurements/Minor Projects**
 - **Presentation of Major Projects***Informational*
(4:45 – 5:00 p.m.)
Pg. 61
Liz Niedziela, STA
Gary Leach, City of Vallejo
Charlie Knox, City of Benicia
- D. **Status of SolTrans Branding and Marketing Request for Proposal (RFP)**
Informational
(5:00 – 5:05 p.m.)
Pg. 69
Liz Niedziela, STA

XII. BOARD MEMBERS COMMENTS

XIII. ADJOURNMENT

The next regular meeting of the SolTrans Board is *tentatively* scheduled for **Thursday, April 21, 2011, 4:00 p.m., Vallejo City Hall Council Chambers.**

This page intentionally left blank.