



## PUBLIC ADVISORY COMMITTEE

### Scope and Membership

SolTrans promotes an open and inclusive public involvement process.

#### i. SCOPE

Each Member Agency will appoint three members of the public with demonstrated expertise or special interest in transit issues, who reside within the boundaries of the agencies that they represent, to serve on a Public Advisory Committee (PAC). This will include representatives selected by each Member Agency.

The PAC will serve as an advisory committee to the SolTrans Board and will review and comment to the SolTrans Board on the following matters:

1. Service and fare adjustments,
2. Development of Short Range Transit Plans, and
3. Review SolTrans' annual work plan. (SolTrans JPA, pg. 6)

1. **Bus service adjustments** are typically implemented in January and August. Bus service adjustments that require a public process and PAC and Board approval include:

- Major changes that increase or reduce service hours and/or service miles by 10 percent of the entire system, eliminate an existing route, or create a new route; or
- Minor service changes that reduce a single route's or combined related routes' total mileage or daily vehicle revenue miles by at least 25% on the weekday(s) for which the change is made.

However, routine service adjustments that do not meet the above criteria are implemented by staff without formal public process or Board approval. Factors influencing routine adjustments include changing traffic patterns, interagency coordination, staffing levels, and public feedback. Staff plan and implement the changes, providing an informational update to the PAC and Board of Directors.

A **fare change** is any change to an existing, established fare rate, fare type, transfer policy, or fare media policy, applicable to regular fixed route or paratransit service.

2. **Short Range Transit Plans (SRTP)** outline how a public transit system will operate over a period of years. The SRTP assesses the transit system, fleet needs, capital and operating costs and revenue, and new transit services or projects. The SRTP planning period is usually five years.
3. **SolTrans' work plan** is updated annually and presented to the PAC and Board of Directors. The work plan document, Performance Goals and Objectives, is used to guide the agency's decision-making processes and organize activities in a meaningful manner, to effect positive change and improve performance, as desired by the Board of Directors for carrying-out SolTrans' mission to "provide safe, reliable, courteous, efficient and accessible transportation services that effectively link people, jobs and communities."

ii. MEMBERSHIP

The PAC typically meets quarterly, or as needed.

Appointments shall continue until a successor is duly appointed by the representing agency unless a term expiration is specified below. Some agencies permit members with expired terms to continue serving until a successor is appointed.

<b>City of Benicia Representatives</b>
Rachel Bhagwat ( <i>term expires 12/31/2027</i> )
Ginger Burnett ( <i>term expires 12/31/2027</i> ), 2025 Chair
Daniel Smith ( <i>term expires 12/31/2027</i> )
<b>Solano Transportation Authority Representatives</b>
Tom Bartee ( <i>term expires 12/31/2027</i> )
Adjoa McDonald ( <i>term expires 12/31/2027</i> )
Cynthia Tanksley ( <i>term expires 12/31/2027</i> )
<b>City of Vallejo Representatives</b>
Richard Burnett ( <i>term expires 5/13/2029</i> ), 2025 Vice-Chair
Avery Livengood ( <i>term expires 5/13/2029</i> )
Ethan Standafer ( <i>term expires 5/13/2029</i> )

Interested citizens may contact the Clerk's offices of the representing agencies above if they wish to apply to fill one of the current or upcoming vacancies.