STAFF REPORT

MEETING DATE:	**February 26, 2025**
SUBJECT:	**Approve Action Minutes of the December 19, 2024, SRTA Board of Directors Meeting**
AGENDA ITEM:	**10-1**
STAFF CONTACT:	**Amy Lindsey, Executive Assistant**

STAFF RECOMMENDATION:

It is recommended that the board of directors approve action minutes of the December 19, 2024, SRTA Board of Directors meeting.

____

Sean Tiedgen, AICP, Executive Director

Attachment: Action Minutes of the December 19, 2024, SRTA Board of Directors Meeting

UNAPPROVED ACTION MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
Thursday, December 19, 2024, 9:00 a.m.
Salmon Room
1255 East Street, Suite 202, Redding, California

MEETING WAS HELD IN-PERSON WITH REMOTE PUBLIC PARTICIPATION AVAILABLE VIA TELECONFERENCE

(Note: The following minutes are not intended to serve as a transcript or verbatim record of the proceedings of the Shasta Regional Transportation Agency, but rather as a record of the meeting time, place, attendance, and actions taken, if any. A video recording of the meeting is available on SRTA's agenda website, https://www.srta.ca.gov/AgendaCenter.

Item #1 **Call to Order/Roll Call**

SRTA Executive Director Sean Tiedgen called the meeting to order at 9:00 a.m.

Board members Audette, Crye, Jones, Kelstrom, Resner, and Watkins were present. Executive Assistant Amy Lindsey confirmed that a quorum was present.

Item #2 **Elect SRTA Chair and Vice Chair to Preside over SRTA Meetings Between now and February 2025**

It is recommended that the board of directors nominate and elect a chair and vice chair to serve between now and SRTA's February 2025 meeting, effective immediately.

Executive Director Sean Tiedgen asked for nominations for interim Chair and Vice Chair as the November 2024 election results created vacancies for both board positions. Board member Kelstrom made a motion to nominate board member Watkins as chair and board member Audette as vice chair. By motion made, seconded by roll call vote (Kelstrom/Crye) and unanimously carried, board member Watkins is the interim chair and board member Audette is the interim vice chair. Executive Director Sean Tiedgen handed the meeting over to Chair Watkins to preside over the remaining agenda items.

Item #3 **Pledge of Allegiance**

Item #4 **Staff Introductions**

Item #5 **Workshop** – None

Item #6 **Presentations** – None

Item #7 **Public Comment Period**

No public comments were made.

Consent Calendar

Item #8-1 Approve Action Minutes of the October 31, 2024, and the November 21, 2024, SRTA Board of Directors Meetings

Item #8-2 Receive Future Meeting Schedule Through December 2025—Information Item Only

Item #8-3 Receive Correspondence—Information Item Only

Item #8-4 Receive Cash Disbursements Report for August through October 2024

Item #8-5 Receive SRTA Comprehensive Budget Report for First Quarter of Fiscal Year 2024/25

Item #8-6 Receive Update on ShastaConnect Transit Services for Fiscal Year 2024/25

Item #8-7 Authorize Newly Elected Chair and Executive Director as Signatories for Agency Bank Accounts and Accounts held by the Shasta County Treasurer

Item #8-8 Receive Update on Distribution of Need-A-Ride Guides

By motion made, seconded (Resner/Kelstrom) and unanimously carried, the Consent Calendar passed unanimously.

Regular Calendar

Item #9 **Executive Director's Report—Information Item Only**

A verbal report was provided regarding the approval of the 2025 Federal Transportation Improvement Program (FTIP) and upcoming amendment, approval of the ten-year Master Fund Transfer Agreement (MFTA) with Caltrans, federal budget update, an update on California Association of Councils of Governments (CalCOG) and SB 375 Workgroup meeting activities, and staffing updates.

Item #10 **Receive SRTA Board Members Reports on Attendance at Conference/Meetings Reimbursed at SRTA Expense (Requirement of Assembly Bill 1234)—Information Item Only**

Board member Audette attended the December CalCOG Board of Directors meeting and gave a brief update.

Item #11 **Review and Provide Input on Preliminary Regional Planning Priorities for Fiscal Year (FY) 2025/26**

It is recommended that the board of directors' review and provide input on preliminary regional planning priorities for Fiscal Year (FY) 2025/26.

Senior Transportation Planner Michael Kuker presented the staff recommendation.

Caltrans District 2 Director Dave Moore answered questions to the board regarding the Fix 5 Cascade Gateway project.

Chair Watkins asked if language for the "Plan for Zero Emission Vehicle (ZEV) Infrastructure Transition" planning priority could be changed from "…*the gradual* transition to zero emission vehicles…" to "…*a realistic* transition to zero emission vehicles…" to reflect existing market conditions. All board members agreed, and Executive Director Sean Tiedgen stated it could be updated.

Item #12 **Receive Update on Development of the North State Intercity Bus to Rail Plan**

It is recommended that the board of directors receive a status update on the development of the North State Intercity Bus to Rail Plan.

AECOM consultants Daniel Krause and Jim Lightbody, and SRTA's Associate Transportation Planner Mehdi Moeinaddini gave a presentation and answered questions to the board. A community workshop is scheduled for January 16, 2025. The draft plan will be presented at the February board meeting.

Board member Resner would like a copy of the flyer to share. Executive Director Sean Tiedgen will make sure that a flyer is sent to all board members.

Board member Kelstrom asked RABA Transit Manager John Andoh about the range and capabilities of RABA's one electric fixed-route bus. Mr. Andoh replied 150 miles before it must be recharged. The recharge time is 30-45 minutes. New electric buses, at capacity with A/C or heat, can average 220 miles on flat ground. Mr. Kelstrom expressed concern about investing in electric buses when half the routes may not be feasible. Mr. Moeinaddini stated that until we have feasible options for electric buses, conventional renewable diesel fuel buses will be used. Executive Director Sean Tiedgen addressed questions regarding current Innovative Clean Transit (ICT) regulations.

Regarding the Community Questionnaire summary, board member Audette stated that some of the information is helpful, but the "age of the survey responder" doesn't really tell much. Ms. Audette would like more data on what the bus riders are looking for. Mr. Moeinaddini stated that there will be more comprehensive results of the survey posted soon. The board explored ideas to encourage greater participation in the Community Questionnaire. AECOM stated they will reopen the survey. Board member Crye requested a QR code to provide during the upcoming Board of Supervisors meeting. Transit Manager Andoh will work with AECOM and SRTA staff on getting the survey out to RABA and ShastaConnect riders via email and the VIA app.

Humboldt Transit Authority Planner Jerome Qiriazi thanked SRTA for their hard work, leadership, and collaboration on this project.

Update only, no motion made.

Item #13 **Approve the Social Services Transportation Advisory Council (SSTAC) Appointments**

It is recommended that the board of directors:

1. Appoint thirteen representatives to the SSTAC for three-year terms, from January 1, 2025, to December 31, 2027;
2. Authorize the executive director to make modifications to the appointed positions as needed; and
3. Authorize the executive director to appoint new applicants to vacant positions during the three-year term, consistent with SRTA's SSTAC Bylaws.

By motion made, seconded (Resner/Audette) and unanimously carried, the staff recommendations passed unanimously.

Item #14 **Approve Adding Local Government Investment Pools (LGIPs) to SRTA's Investment Portfolio and Update to Financial Policies**

It is recommended that the board of directors:

1. Receive a report on Local Government Investment Pools (LGIPs);
2. Approve the inclusion of the Statement of Investment to SRTA's Financial and Accounting Policies, allowing LGIPs as an investment option; and,
3. Authorize the executive director to submit documents to enroll in LGIPs and invest regional funds.

Chief Fiscal Officer (CFO) Jessica Carlson presented the staff recommendations and answered questions to the board.

Board member Audette stated she's more comfortable with CAMP vs. CLASS. Ms. Audette agrees with 'Option Two' investing $10,363,678.90 into CAMP. Ms. Audette also asked what's the penalty for having zero balance and for how long? Is there a penalty for withdrawing funds? Staff stated they would follow up with CAMP representatives on those questions and report back.

Board member Resner stated that she likes diversity and suggests that SRTA chooses 'Option One' and invest $10,528,623.50 into CLASS and $10,363,678.90 into CAMP.

Board member Kelstrom made the motion to invest the full $10,363,678.90 into CAMP. Mr. Kelstrom recommended holding off on investing in CLASS until CFO Jessica Carlson can report back in February on exit strategies (i.e., penalty fees for zero balance and withdrawal fees, if any). By motion made, seconded (Kelstrom/Jones) and unanimously carried, Board Member Kelstrom's motion and staff recommendations 2 and 3 related to the motion passed unanimously.

Item #15 **Receive Suggestions from Board Members Relative to Potential Topics for Future Board of Directors Meetings**

None.

There being no other business to discuss, Chair Watkins adjourned the meeting at 11:43 a.m.

Item #16 **Adjourn**

Respectfully submitted,

____

Sean Tiedgen, AICP, Executive Director
SMT/acl