

STAFF REPORT



MEETING DATE:	April 28, 2020
SUBJECT:	Approve Action Minutes of the February 25, 2020, SRTA Board of Directors Meeting
AGENDA ITEM:	5-1
STAFF CONTACT:	Amy Lindsey, Administrative Associate

STAFF RECOMMENDATION:

It is recommended that the board of directors approve the action minutes of the February 25, 2020, SRTA Board of Directors meeting.

A handwritten signature in blue ink, reading "Dan Little", is written over a horizontal line.

Daniel S. Little, AICP, Executive Director

Attachment: Action Minutes of the February 25, 2020, SRTA Board of Directors Meeting

UNAPPROVED MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
Tuesday, February 25, 2020, 3:00 p.m.
Shasta County Board Chambers
1450 Court Street, Suite 263, Redding, California

(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.)

Board members Schreder, Chimenti, Rickert, Moty, Browning, Winter, and Watkins were present.

1. **Call to Order**

Chair Schreder called the meeting to order at 3:10 p.m.

2. **Pledge of Allegiance & Moment of Silence for Norma Cornick**

3. **Staff Introductions**

4. **Elect SRTA Chair and Vice-Chair**

Staff recommendation: It is recommended that the board of directors nominate and elect a chair and vice-chair to serve a one-year term effective immediately.

By motion made, seconded (Winter/Chimenti) and unanimously carried, board member Moty was nominated the 2020 SRTA chair and board member Watkins was nominated 2020 SRTA vice-chair.

5. **Appoint SRTA Fiscal Committee**

Staff recommendation: It is recommended that the board of directors appoint two Fiscal Committee members and one alternate to serve with the newly-elected chair, effective through February 2021.

By motion made, seconded (Winter/Chimenti) and unanimously carried, Chair Moty, and board members Schreder and Watkins were appointed/reappointed to the SRTA Fiscal Committee.

6. **Appoint SRTA Human Resources Committee**

Staff recommendation: It is recommended that the board of directors appoint two Human Resources Committee members and one alternate to serve with the newly-elected chair, effective through February 2021.

By motion made, seconded (Winter/Chimenti) and unanimously carried, chair Moty, and board members Schreder and Watkins were appointed/reappointed to the SRTA Human Resources Committee.

7. **Public Comment Period**

John Hoeflich spoke regarding the proposed intercity bus service. It's Mr. Hoeflich's opinion that an electric railway from Redding to Sacramento would attract the most ridership and would be a

much faster, more efficient travel solution. Mr. Hoeflich would like planning participation input from the nine other counties incorporated in this service area.

Consent Calendar

- 8-1 **Approve Action Minutes of the December 10, 2019, SRTA Board of Directors Meeting**
- 8-2 **Future Meeting Schedule Through February 2021 – Information Only**
- 8-3 **Approve Disbursements**
- 8-4 **Approve SRTA Financial Statements**
- 8-5 **Correspondence – Information Only**
- 8-6 **Approve Allocating Fiscal Year 2019/20 Low Carbon Transit Operations Program Funding to the ShastaConnect Sunday On-Demand Transit Service**
- 8-7 **Receive ShastaConnect Sunday On-Demand Transit Performance Report Through January 2020**
- 8-8 **Approve Federal Transit Administration Section 5311 Projects for Rural Transit Needs for Federal Fiscal Year 2019/20**
- 8-9 **Approve Updated SRTA Procurement Policies**

By motion made, seconded (Rickert/Schreder), and unanimously carried, the consent calendar was approved.

Regular Calendar

- 9. **Executive Director's Report**
A verbal report was provided as an information item.
- 10. **SRTA Board Members Report on Attendance at Conference/Meetings Reimbursed at SRTA Expense (Requirement of Assembly Bill 1234)**
No conference/meetings attended.
- 11. **Review FY 2020/21 Annual Transit Needs Assessment and Preliminary Recommendations – Public Hearing**
Staff recommendation: It is recommended that the board of directors:
 - 1. Hold a public hearing to receive public comments on unmet transit needs;
 - 2. Provide any further direction to staff regarding preliminary FY 2020/21 Unmet Transit Needs recommendations; and
 - 3. Direct staff to prepare responses to any additional public comments received.

Public hearing opened.

John Hoeflich spoke regarding the unmet transit needs assessment. Mr. Hoeflich stated that all unmet transit needs could be funded by an urban transportation service area 4 property tax.

Executive Director Dan Little addressed this issue to the board. In 1977, voters approved the Shasta County Board of Supervisors the ability to levy a property tax assessment for public transit. Dan Little consulted with SRTA's legal counsel and with the Shasta County Treasurer and discovered that the property tax assessment was not in effect because the board never voted on it and it had expired.

Public hearing closed.

No vote was taken. The board directed staff to address all public comments received.

12. Adopt Resolution Approving an FTA Section 5311(f) Intercity Bus Program Application for Federal Fiscal Year 2020 by the Shasta Regional Transportation Agency to Operate the Salmon Runner

Staff recommendation: It is recommended that the board of directors:

1. Adopt Resolution 20-02 approving an FTA Section 5311(f) Intercity Bus Program application for Federal Fiscal Year 2020 by SRTA to operate the Salmon Runner; and
2. Authorize the executive director to provide certifications, assurances, and other requested information to Caltrans and FTA.

By motion made and seconded (Rickert/Schreder), the staff recommendation passed unanimously.

14. Approve, in Concept, Future Public Transit Funding Support of Boomtown Center Grant Project

Staff recommendation: It is recommended that the board of directors approve, in concept, future funding of on-demand transit to operate one van in the city of Shasta Lake for a minimum two-year period beginning in approximately 2026.

By motion made and seconded (Watkins/Browning), the staff recommendation passed unanimously.

15. Review Draft Work Elements and Planning Budget for the Fiscal Year (FY) 2020/2022 Overall Work Program (OWP)

Staff recommendation: It is recommended that the board of directors review draft FY 2020/2022 work element worksheets and planning budget and provide comments and guidance to staff.

No vote was taken. The board directed staff to proceed with the preparation of the final overall work program for April adoption.

16. Discuss Establishment of Councils of Government

Staff recommendation: It is recommended that the board of directors consider the merits of forming a Joint Powers Agreement (JPA) to become recognized as a council of governments (COG), and direct staff to develop a draft JPA for consideration at the April meeting.

The board suggested the item go the cities and county first, then to the board. By motion made and seconded (Chimenti/Rickert), the staff recommendation passed unanimously.

17. Receive Presentation from Caltrans Regarding the Draft 2020 State Highway Operation and Protection Program

Staff recommendation: It is recommended that the board of directors receive a presentation from Caltrans regarding the Draft 2020 State Highway Operation and Protection Program (SHOPP).

The board received a presentation from Caltrans Acting Asset Manager, Kristen Kingsley on all 2020 projects.

This was an informational item and no vote was taken.

18. SUGGESTIONS FROM BOARD MEMBERS RELATIVE TO POTENTIAL TOPICS FOR FUTURE BOARD OF DIRECTORS MEETINGS

No suggestions made.

There being no other business to discuss, Chair Moty adjourned the meeting at 4:10 p.m.

Respectfully submitted,

Daniel S. Little, AICP, Executive Director
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