STAFF REPORT

MEETING DATE:	**December 15, 2022**
SUBJECT:	**Approve Action Minutes of the October 27, 2022, 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 action minutes of the October 27, 2022, SRTA Board of Directors meeting.

____

Sean Tiedgen, AICP, Executive Director

Attachments:

A: Action minutes of the October 27, 2022, SRTA Board of Directors Meeting

UNAPPROVED ACTION MINUTES
SHASTA REGIONAL TRANSPORTATION AGENCY
REGULAR MEETING
Thursday, October 27, 2022, 3:00 p.m.
Salmon Room
1255 East Street, Suite 202, Redding, California

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

(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.)

Item #1 **Call to Order/Roll Call**
Chair Browning called the meeting to order at 3:00 p.m.

Board members Chimenti, Jones, Mezzano, Schreder, and Watkins were present. Board Member Rickert was absent. Board member Garman arrived at 3:02 p.m.

Item #2 **Pledge of Allegiance**

Item #3 **Staff Introductions**

Item #4 **Public Comment Period**
Resident Hoeflich asked for clarification on when public hearings for the 2022 Regional Transportation Plan took place. Executive Director Sean Tiedgen responded that SRTA has only issued a Notice of Preparation indicating that SRTA intends to prepare a Supplemental Environmental Impact Report (SEIR) for the 2022 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). No public hearings have been scheduled yet but will be provided in the future in line with release of the draft and final 2022 RTP/SCS.

Consent Calendar

Item #5-1 **Approve Action Minutes of the September 22,2022, SRTA Board of Directors Meeting**

Item #5-2 **Future Meeting Schedule Through December 2023—Information Only**

Item #5-3 **Approve Cash Disbursements for June 2022 through September 2022**

Item #5-4 **Correspondence—Information Only**

Item #5-5 **Approve Formal Amendment #1 to the Fiscal Year (FY) 2022/23 Overall Work Program (OWP)**

Item #5-6 **Accept SRTA Comprehensive Budget Report for Fiscal Year-End 2021/22**

Item #5-7 **Receive Update on ShastaConnect Transit Services**

UNAPPROVED

By motion made, seconded (Mezzano/Chimenti), by roll call vote, six (6) board members were in favor (Browning, Chimenti, Jones, Mezzano, Schreder, and Watkins); and one (1) board member (Garman) abstained. The consent calendar was approved.

Regular Calendar

Item #6 **Executive Director's Report**

A verbal report was provided as an information item.

Item #7 **SRTA Board Members Report on Attendance at Conference/Meetings Reimbursed at SRTA Expense (Requirement of Assembly Bill 1234)**

No conferences/meetings attended.

Item #8 **Review and Approve Updated 2022 Regional Transportation Plan (RTP) Goals**

It is recommended that the board of directors review and approve the updated 2022 Regional Transportation Plan (RTP) goals.

The board of directors discussed the updated 2022 Regional Transportation Plan (RTP) Goals. Resident Hoeflich asked clarifying questions of Senior Transportation Planner, Jennifer Pollom, including the timeframe for public comment, and requested to be notified of upcoming deadlines.

By motion made and seconded by roll call vote (Schreder/Mezzano), the staff recommendation passed unanimously.

Item #9 **Receive Update on Regional Early Action Planning (REAP) 2.0 Program**

It is recommended that the board of directors receive an update on the REAP 2.0 Program.

The board of directors received an update from Associate Transportation Planner, Mehdi Moeinaddini. SRTA began an outreach campaign on September 28, 2022, and issued a call for projects on October 18, 2022. Staff will present a list of recommended projects for approval at the December board of directors meeting.

Update only, no motion made.

Item #10 **Consider and Approve Reallocation of Unused Fiscal Year 2019/20 and 2020/21 State of Good Repair Funds to New Projects**

It is recommended that the board of directors adopt Resolution 22-11 to approve the reallocation of FY 2019/20 and FY 2020/21 SGR funds totaling $121,277.62 to new FY 2022/23 projects.

Chair Browning stated for the record that text in the staff report erroneously stated the reallocation of FY 2019/20 and FY 2020/21 SGR funds totaling $127,277.62 to new FY 2022/23 projects. Staff confirmed the correct amount is $121,277.62.

UNAPPROVED

Proposed FY 2022/23 Projects for Reallocation

Project Title	Project Description	Proposed Reallocation Amount
RABA Bus Stop Signs	Replace 375 bus stop signs for fixed route service.	$25,000.00
RABA Equipment for Buses and Maintenance Facility	Upgrade security camera systems at transit maintenance facility and downtown transfer center.	$96,277.62
	Total:	$121,277.62

By motion made and seconded by roll call vote (Schreder/Mezzano), the staff recommendation passed unanimously.

Item #11 **Receive Update on the Fix 5 Cascade Gateway Project**

It is recommended that the board of directors receive an update from SRTA Executive Director, Sean Tiedgen and Caltrans Project Manager, Eric Orr, regarding the Fix 5 Cascade Gateway project.

SRTA Executive Director, Sean Tiedgen, and Caltrans Project Manager, Eric Orr, gave an update to the SRTA board of directors and answered clarifying questions regarding the Fix 5 Cascade Gateway project.

Update only, no motion made.

Item #12 **Receive Presentation by Caltrans Project Manager Eric Orr on Caltrans Project Management (SB45) Reports**

It is recommended that the board of directors receive a presentation from Caltrans Project Manager, Eric Orr, on Caltrans project management (SB45) Reports.

Caltrans Project Manager, Eric Orr, gave a presentation to the board of directors and answered clarifying questions regarding Caltrans project management (SB45) reports.

Update only, no motion made.

Item #14 **Suggestions from Board Members Relative to Potential Topics for Future Board of Directors Meetings**

No suggestions were made.

There being no other business to discuss, Chair Browning adjourned the meeting at 4:50 p.m.

Respectfully submitted,

____

Sean Tiedgen, AICP, Executive Director
/acl

UNAPPROVED