STAFF REPORT

MEETING DATE:	**April 27, 2023**
SUBJECT:	**Approve Action Minutes of the February 23, 2023, 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 February 23, 2023, SRTA Board of Directors meeting.

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Sean Tiedgen, AICP, Executive Director

Attachments:

A: Action minutes of the February 23, 2023, SRTA Board of Directors Meeting

UNAPPROVED ACTION MINUTES
SHASTA REGIONAL TRANSPORTATION AGENCY
REGULAR MEETING
Thursday, February 23, 2023, 3:00 p.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.)

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

Vice-Chair Mezzano called the meeting to order at 3:01 p.m.

Board members Garman, Jones, Neutze, Rickert, and Watkins were present. Board member Audette participated remotely.

Item #2 **Pledge of Allegiance**

Item #3 **Staff Introductions**

Item #4 **Elect SRTA Chair and Vice-Chair**

Staff recommendation: It is recommended that the Shasta Regional Transportation Agency (SRTA) Board of Directors nominate and elect a chair and vice-chair to serve a one-year term effective immediately.

Board member Jones nominated current vice-chair Mezzano as chair. Board member Neutze seconded. Board member Mezzano nominated board member Jones as vice chair. Board member Watkins seconded. Both motions unanimously carried by roll call vote. Board member Mezzano is the 2023 SRTA chair and board member Jones is the 2023 SRTA vice-chair.

Item #5 **Appoint SRTA Fiscal and Policy Committee Primary and Alternate Members**

Staff recommendation: It is recommended that the board of directors appoint two Fiscal and Policy Committee members and one alternate to serve with the newly elected chair, effective through February 2024.

By motion made, seconded (Garman/Rickert) and unanimously carried by roll call vote, board members Audette and Gallagher were nominated to serve with Chair Mezzano on the SRTA Fiscal and Policy Committee. Board member Watkins will serve as the alternate.

Item #6 **Appoint a Board Member to Serve as SRTA's CALCOG Representative**

It is recommended that the board of directors appoint a representative to serve on the California Association of Council of Governments (CALCOG) board for a two-year term, effective immediately.

By motion made, seconded (Rickert/Mezzano) and unanimously carried by roll call vote, board member Audette was nominated to serve as the CALCOG representative.

Item #7 **Public Comment Period**
No one wished to speak.

Consent Calendar

Item #8-1 **Authorize Newly Elected Chair as Secondary Signer for Agency Bank Accounts and Accounts held by the Shasta County Treasurer**

Item #8-2 **Approve Action Minutes of the December 15, 2022, SRTA Board of Directors Meeting**

Item #8-3 **Future Meeting Schedule Through April 2024—Information Only**

Item #8-4 **Approve Cash Disbursements for October 1, 2022, through January 31, 2023**

Item #8-5 **Accept SRTA Comprehensive Budget Report for First and Second Quarters of Fiscal Year (FY) 2022/23**

Item #8-6 **Correspondence—Information Only**

Item #8-7 **Receive Update on ShastaConnect Transit Services**

Item #8-8 **Approve Preliminary Estimates of Local Transportation Fund (LTF) Apportionments for Fiscal Year (FY) 2023/24**

By motion made, seconded (Rickert/Watkins), Board members Audette, Rickert, Mezzano, Watkins, Neutze, and Jones voted in favor and board member Garman abstained, the consent calendar was approved.

Regular Calendar

Item #9 **Executive Director's Report**
A verbal report was provided as an information item.

Item #10 **SRTA Board Members Report on Attendance at Conference/Meetings Reimbursed at SRTA Expense (Requirement of Assembly Bill 1234)**
No conferences/meetings attended.

Item #11 **Approve Resolution 23-01 Authorizing the Executive Director to Submit a 2022 State Transportation Improvement Program (STIP) Amendment for the Cottonwood Active Transportation Trunk Line Express (CATTLE) Project**
It is recommended that the board of directors approve Resolution 23-01, authorizing the executive director to conduct a 2022 STIP amendment for the CATTLE project to exchange SRTA's local leverage of COVID-STIP funds with the Tulare County Association of Governments (TCAG) for TCAG's regular STIP funds toward construction of the CATTLE

project and to execute a memorandum of understanding with TCAG for the purpose of exchanging funds.

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

Item #12 **Review Draft Work Elements and Planning Budget for the Fiscal Year 2023/24 Overall Work Program**

It is recommended that the board of directors review draft FY 2023/24 Overall Work Program work element worksheets and planning budget and provide guidance to staff.

Associate Transportation Planner Michael Kuker gave a presentation to the board. A final Fiscal Year 2023/24 Overall Work Program will be provided at the April 27, 2023, meeting of the SRTA Board of Directors.

No action taken.

Item #14 **Review Fiscal Year 2023/24 Annual Transit Needs Assessment and Preliminary Recommendations (Public Hearing)**

It is recommended that the SRTA Board of Directors:

1. Hold a public hearing to receive public comments on unmet transit needs findings;
2. Provide any further direction to staff regarding preliminary FY 2023/24 Unmet Transit Needs recommendations, as documented in the draft FY 2023/24 Transit Needs Assessment; and
3. Direct staff to prepare responses to any additional comments received by March 17, 2023.

Public hearing opened.

No one spoke.

Public hearing closed.

Senior Transportation Planner Jennifer Pollom provided a presentation on the unmet transit needs process and preliminary recommendations were provided. Board member questions were answered, and comments were received. Unmet transit needs findings will be presented alongside the proposed FY 2023/24 TDA budget at the April 27, 2023, meeting of the SRTA Board of Directors.

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

Item #15 **Receive Update Regarding the 2022 Regional Transportation Plan**

It is recommended that the board of directors receive an update regarding the 2022 RTP/SCS and SEIR schedule.

Senior Transportation Planner Jennifer Pollom gave an update and answered questions to the board. SRTA will be holding a public workshop and two public hearings before certifying the SEIR and adopting the 2022 RTP/SCS at the June 22, 2023, board of directors meeting.

No action taken.

Item #16 **Receive Presentation on the State Route (SR) 273 Multimodal Corridor Plan**
It is recommended that the board of directors receive a presentation on the SR 273 Multimodal Corridor Plan effort.

Associate Transportation Planner Michael Kuker gave a presentation and answered questions to the board.

Work on the plan is expected to continue through February 2025. Key planned milestones include:

Anticipated Timeframe	Key Milestones
Spring 2023	Two open houses (Redding and Anderson) to engage with the public about current conditions and deficiencies on the corridor.
Spring 2023	Public visioning event to promote “blue sky thinking” on the corridor.
June 2023	Update the SRTA Board of Directors and collect board input.
February 2024	Update the SRTA Board of Directors and collect board input.
May 2024	Two open houses (Redding and Anderson) to engage with the public on identified proposed solutions.
October 2024	Presentation of draft plan to SRTA Board of Directors for review and input.
February 2025	Presentation of final plan to SRTA Board of Directors for adoption.

No action taken.

Item #17 **Suggestions from Board Members Relative to Potential Topics for Future Board of Directors Meetings**

Board member Neutze asked about more streets and roads money for basic curb and gutter needs, and better maintenance/upgrades to rural roads in, and areas leading into, the city of Anderson. Board member Neutze suggested less funds be spent for consultants and bike lanes. Board member Neutze also asked that the SRTA Board of Directors discuss possibly meeting more often.

Board member Jones believes the city of Anderson has received a very fair share of regional funds.

Executive Director Sean Tiedgen suggested staff could provide one or more funding workshops to help explain what fund sources are available, where they come from, and who is eligible to apply.

Chair Mezzano asked to have an update on grant funds brought to the region by SRTA.

There being no other business to discuss, Chair Mezzano adjourned the meeting at 5:04 p.m.

Respectfully submitted,

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Sean Tiedgen, AICP, Executive Director
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