

# STAFF REPORT



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| <b>MEETING DATE:</b>  | <b>October 21, 2021</b>                                                             |
| <b>SUBJECT:</b>       | <b>Approve Action Minutes of the June 28, 2021, SRTA Board of Directors Meeting</b> |
| <b>AGENDA ITEM:</b>   | <b>5-1</b>                                                                          |
| <b>STAFF CONTACT:</b> | <b>Amy Lindsey, Administrative Associate</b>                                        |

## **STAFF RECOMMENDATION:**

It is recommended that the board of directors approve action minutes of the June 28, 2021, SRTA Board of Directors meeting.

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**Daniel S. Little, AICP, Executive Director**

**Attachment:** Action Minutes of the June 28, 2021, SRTA Board of Directors Meeting

## **UNAPPROVED ACTION MINUTES**

SHASTA REGIONAL TRANSPORTATION AGENCY

Monday, June 28, 2021, 3:00 p.m.

Zoom Meeting

(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 Watkins called the meeting to order at 3:02 p.m.

Board members Chimenti, Moty, Browning, Schreder, Rickert, and Watkins were present. Board member Mezzano was absent.

**Item #2      Pledge of Allegiance**

**Item #3      Staff Introductions**

**Item #4      Public Comment Period**

There was no one who wished to speak during the public comment period.

**Consent Calendar**

**Item #5-1      Approve Action Minutes of the April 27, 2021, SRTA Board of Directors Meeting**

**Item #5-2      Future Meeting Schedule Through October 2022—Information Only**

**Item #5-3      Approve Cash Disbursements for April through May 2021**

**Item #5-4      Accept SRTA Third Quarter Comprehensive Budget Report for Fiscal Year (FY) 2020/21**

**Item #5-5      Accept Fiscal Year 2019/20 Fiscal and Compliance Audit and Financial Statements**

**Item #5-6      Correspondence—Information Only**

**Item #5-7      Receive Report of Executive Director Actions Taken (Resolution 20-14) Regarding Repairs to the SRTA Building at 1255 East Street, Redding, and Affirm Continuation of Emergency Declaration (Six Affirmative Votes Required)**

**Item #5-8      Approve New Agreement for Legal Services**

**Item #5-9      Receive Update on ShastaConnect Transit Services**

**Item #5-10     Approve Regional Surface Transportation Program (RSTP) Project Selection**

**Item #5-11     Approve Federal Transit Administration Section 5311 Projects for Rural Transit Needs (Regular and Pandemic-Related) for Fiscal Year 2021**

Item #5-2 was pulled for discussion to be discussed with Regular Calendar Item #16. By motion made, seconded (Browning/Moty), and unanimously carried by roll call vote, 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)**

Board member Kristen Schreder spoke about CALCOG board of director meetings attended.

**Item #8         Approve Preliminary Strategies for the 2022 Regional Transportation Plan and Sustainable Communities Strategy**

Staff recommendation: It is recommended that the board of directors approve preliminary strategies for the 2022 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS).

The Board provided comments and gave direction.

**Item #9         Accept a Caltrans Strategic Partnership Grant Award of \$291,819 for the North State Intercity Bus to Rail Plan**

Staff recommendation: It is recommended that the board of directors approve Resolution 21-12 to accept the Fiscal Year (FY) 2021/22 Sustainable Transportation Planning Grant Award of \$291,819 for the North State Intercity Bus to Rail Plan and direct staff to begin procurement of consultant services.

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

**Item #10        Accept a Caltrans Strategic Partnership Grant Award of \$500,000 for the State Route 273 Northern Section Multimodal Corridor Plan**

It is recommended that the board of directors:

1. Approve Resolution 21-13 accepting the Fiscal Year (FY) 2021/22 Caltrans Sustainable Transportation Grant Program award of \$500,000 for the SR-273 Northern Section Multimodal Corridor Plan; and
2. Direct staff to begin procurement of consultant services.

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

**Item #11      Approve the Fiscal Year (FY) 2021/22 Comprehensive Budget**

It is recommended that the board of directors:

1. Approve the FY 2021/22 Comprehensive Budget.
2. Authorize the chairperson to sign the Indirect Cost Allocation Plan (ICAP) submission certification, prior to the October 2021 SRTA Board of Directors meeting.

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

**Item #12      Item pulled from the Agenda**

**Item #14      Receive Presentation from Caltrans Regarding Caltrans Projects**

Staff recommendation: It is recommended that the board of directors receive a presentation from Caltrans Project Manager Eric Orr, regarding upcoming Caltrans construction projects.

Caltrans Project Manager Eric Orr gave a presentation regarding upcoming Caltrans construction projects and answered questions to the board.

Presentation only, no action taken.

**Item #15      Receive Presentation from Caltrans Regarding the Pit River Bridge**

Staff recommendation: It is recommended that the board of directors receive a presentation from Caltrans Project Manager Dale Widner, regarding the Pit River Bridge.

Caltrans Project Manager Dale Widner gave a presentation regarding the Pit River Bridge and answered questions to the board.

Presentation only, no action taken.

**Item #16      Consider Changes to Board Meeting Dates**

It is recommended that the board consider changing all regular meeting dates from Tuesdays to an alternate day of the same week.

The SRTA board of directors unanimously agreed that third or fourth Thursdays of the month would work best. A new tentative meeting schedule will be provided at the October 21, 2021, board of directors meeting.

**Item #17      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 Watkins adjourned the meeting at 4:52 p.m.

Respectfully submitted,

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Daniel S. Little, AICP, Executive Director  
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UNAPPROVED