

STAFF REPORT



MEETING DATE:	December 15, 2020
SUBJECT:	Approve Action Minutes of the October 20, 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 October 20, 2020, SRTA Board of Directors meeting.

A handwritten signature in blue ink, appearing to read "Jennifer Pollom", is written over a horizontal line.

Jennifer Pollom, AICP, Senior Transportation Planner

Attachment: Action Minutes of the October 20, 2020, SRTA Board of Directors Meeting

ACTION MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY

Tuesday, October 20, 2020, 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 Moty called the meeting to order at 3:08 p.m.

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

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 June 23, 2020, SRTA Board of Directors Meeting and Action Minutes of the September 30, 2020, SRTA Board of Directors Special Meeting

Item #5-2 Future Meeting Schedule Through December 2021 – Information Only

Item #5-3 Approve Cash Disbursements for June 2020 through August 2020

Item #5-4 Approve Financial Statements for Fiscal Year 2019/20

Item #5-5 Correspondence – Information Only

Item #5-6 Update on Safety, Pavement, and Bridge Condition, and System Performance Targets for the Shasta Region

Item #5-7 Approve Federal COVID-19 Relief Funding for Rural Public Transportation

Item #5-8 Approve Fiscal Year (FY) 2020/21 Indirect Cost Allocation Plan

Item #5-9 Approve Establishment of a California Employers' Pension Trust Account with CalPERS for Prefunding the Agency's Required Pension Contributions

- Item #5-10 Accept Caltrans Sustainable Transportation Planning Grant for Shasta Trunk Lines: Regional Active Transportation Network for All**
- Item #5-11 Approve Redding Regional Surface Transportation Program (RSTP) Project Reallocation**
- Item #5-12 Authorize the Executive Director to Enter into an Agreement to Lease Suite 201 of the SRTA Building to the Sierra-Sacramento Valley EMS Agency**

By motion made, seconded (Watkins/Winter), 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)**
No conferences/meetings attended.

- Item #8 Approve Low Carbon Transit Operations Program (LCTOP) Policy**
Staff recommendation: It is recommended that the SRTA Board of Directors:
1. Approve the Low Carbon Transit Operations Program (LCTOP) Policy to select and prioritize projects; and
 2. Authorize the executive director to make administrative edits to the policy as necessary to meet state guidelines.

A public comment was received by Pete Marsh in support of LCTOP. Mr. Marsh strongly encouraged the board to consider moving regional priorities 4 and 5 listed in the LCTOP Policy (Section 3.27.030) to become priorities 1 and 2, pushing the others down in current order. His basis for recommendation was "lower lifecycle cost and greatly reduced GHG emissions, particulates, other pollution, and noise." Senior Transportation Planner Sean Tiedgen addressed Mr. Marsh's concerns, highlighting that there is limited funding for operating funds, and recommended the policy stand as written and the board agreed. The board can choose annually which projects to support from any of the categories listed.

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

- Item #9 Receive Update on ShastaConnect Sunday Transit Service and Approve Relaunch of Service on November 1, 2020**
Staff recommendation: It is recommended that the SRTA Board of Directors:
1. Receive a status update on the ShastaConnect Sunday On-Demand Transit Service; and
 2. Approve the service relaunch scheduled for November 1, 2020.

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

Item #10 Receive Update Regarding Joint Powers Agreement (JPA) to Form Council of Governments (COG)

Staff recommendation: It is recommended that the board of directors receive an update regarding development of an agreement to form a council of governments (COG).

Executive Director Dan Little gave an update to the board regarding the current discussions between city managers and county chief executive officer (CEO) regarding the establishment of a COG. It was discussed that the SRTA RABA representative should be changed to a Redding representative. Chair Moty and board member Schreder were both in support of that change. The JPA is scheduled to come before the board for approval at the February 2021 board of directors meeting.

Update only, no action taken.

Item #11 Receive SRTA Building Repair Update and Report of Executive Director Actions Taken Under Delegated Emergency Authority (Resolution 20-14) and Affirm Continuation of Emergency Declaration (Six Affirmative Votes Required)

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

1. Receive an update regarding repairs to the SRTA building at 1255 East Street, Redding; and
2. Continue the emergency finding of Resolution No. 20-14 approved September 30, 2020.

Six affirmative votes are required.

A public comment was received by Northern Regional Compliance Manager for the Construction Industry Force Account Council (CIFAC) Richard Marks. Mr. Marks stated "It's CIFAC's opinion that this project should have been publicly bid earlier when the issues were first discovered." CIFAC stated "Public Contract Codes 1102 and 22050 are for use in an immediate, unforeseen, and eminent situations." Mr. Marks also stated "CIFAC disagrees that this is the case in this circumstance since, according to staff reports, there have been ongoing discussions regarding the issue since July 1, 2020."

SRTA's legal counsel John Kenny addressed Mr. Marks. "SRTA was not aware of all of the issues with mold and water damage on July 1, 2020." "The Emergency Declaration is sound, and it will uphold." "These issues must be taken care of before the weather hits."

Mr. Marks stated, "this was complaint driven," and he was just following up. Mr. Marks was satisfied with Mr. Kenny's comments.

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

Item #12. 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 Moty adjourned the meeting at 3:59 p.m.

Respectfully submitted,

Jennifer Pollom, AICP, Senior Transportation Planner
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