STAFF REPORT

MEETING DATE:	**October 30, 2025**
SUBJECT:	**Approve Action Minutes of the June 25, 2025, SRTA Board of Directors Meeting**
AGENDA ITEM:	**7-1**
STAFF CONTACT:	**Amy Lindsey, Executive Assistant**

STAFF RECOMMENDATION:

It is recommended that the board of directors approve action minutes of the June 25, 2025, SRTA Board of Directors meeting.

Keith Williams

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Keith Williams, AICP, Senior Transportation Planner

Attachment: Action Minutes of the June 25, 2025, SRTA Board of Directors Meeting

<u>UNAPPROVED ACTION MINUTES</u>
SHASTA REGIONAL TRANSPORTATION AGENCY
Wednesday, June 25, 2025, 9:00 a.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. A video recording of the meeting is available on SRTA's agenda website, https://www.srta.ca.gov/AgendaCenter.

Item #1 **<u>Call to Order/Roll Call</u>**
Chair Watkins called the meeting to order at 9:00 a.m.

Board members Audette, Crye, Gallagher, Kelstrom, Plummer, and Resner were present. Executive Assistant Amy Lindsey confirmed that a quorum was present.

Item #2 **<u>Pledge of Allegiance</u>**

Item #3 **<u>Staff Introductions</u>**

Item #4 **<u>Workshop</u>** – None

Item #5 **<u>Presentations</u> – Receive Presentation from Caltrans District 2 on Updates Regarding the Fix 5 Cascade Gateway Project, Including Review of the SB45 Project Report**

Caltrans District 2, Program/Project Management, Office Chief Kerry Molz gave a presentation on the Fix 5 Cascade Gateway project, including a review of their Senate Bill 45 (SB45) report, and answered board of directors' questions.

Item #6 **<u>Public Comment Period</u>**
No public comments were made.

<u>Consent Calendar</u>

***Item 7-7 was briefly discussed by board members or questions were asked of staff.*

Item #7-1 Approve Action Minutes of the April 30, 2025, SRTA Board of Directors Meeting

Item #7-2 Receive Future Meeting Schedule Through February 2026—Information Item Only

Item #7-3 Receive Correspondence—Information Item Only

Item #7-4 Receive Cash Disbursements Report for March to April 2025

Item #7-5 Receive SRTA Comprehensive Budget Report Through Third Quarter of Fiscal Year 2024/25

Item #7-6 Receive Update on ShastaConnect Transit Service for Fiscal Year 2024/25

**Item #7-7 Approve Redding Area Bus Authority (RABA) State Transit Assistance (STA) Reserve Request up to $300,000 to Purchase Two Trolleys
Chair Watkins asked about the condition of the Trolleys and if they come with battery warranties. Senior Transportation Planner Jennifer Pollom reviewed staff report Attachment B which lists the trolley specifications. RABA Transit Manager John Andoh confirmed that battery warranties are included and that the price includes delivery.

Item #7-8 Authorize a Five-Year Technical Services Agreement for Information Technology Support Services Totaling $300,000

Item #7-9 Retroactively Approve Federal Transit Administration Section 5311 Projects for Rural Transit Needs for Federal Fiscal Year 2025

Item #7-10 Retroactively Approve the Redding Area Bus Authority's (RABA) Federal Transit Administration Section 5311(f) Intercity Bus Program Applications for Federal Fiscal Year 2025 to Operate Route 299X – Burney Express, and I-5 Service Between Redding and Sacramento

Item #7-11 Approve Fiscal Year (FY) 2024/25 Regional Surface Transportation Program (RSTP) Project List

Item #7-12 Receive Update on Regional Early Action Planning 2.0 Program

Item #7-13 Adopt Resolution 25-08, Approving the Fiscal Year 2025/26 Project List for California State of Good Repair (SGR) Program for Public Transit Capital Improvements and Approve Amending SRTA's SGR Policies

Item #7-14 Receive Performance Update on Investments for April and May 2025

By motion made, seconded (Audette/Kelstrom) and unanimously carried, Consent Calendar passed.

Regular Calendar

Item #8 **Executive Director's Report—Information Item Only**
A verbal report was provided regarding the following updates: SRTA's summer internship position; Proposed three-year extension on the Secure Rural Schools Act; Proposed elimination of the federal electric vehicle charging program; Potential draft elements for a future Federal Transportation Bill; Directors from several North State transportation agencies met with staff from Congressmen LaMalfa and Kiley's offices to discuss the Surface Transportation Bill and provide feedback; State budget and

SB125 updates; New California state excise taxes on gasoline and diesel that will be effective July 1, 2025; and California Governor's Executive Order N-27-25 that was issued in response to federal decisions to rescind specific air quality waivers under the Clean Air Act and what this means to SRTA.

Item #9 **Receive SRTA Board Members Reports on Attendance at Conference/Meetings Reimbursed at SRTA Expense (Requirement of Assembly Bill 1234)— Information Item Only**

Board member Audette attended a CalCOG board meeting and gave a brief update.

Item #10 **Approve Fiscal Year 2025/26 Annual Transit Needs Assessment, Transportation Development Act Budget, and Unmet Transit Needs Findings in Resolution 25-09**

It is recommended that the board of directors:

1. Consider the Social Services Transportation Advisory Council's (SSTAC) FY 2025/26 Unmet Transit Needs recommendations;
2. Approve the FY 2025/26 Transit Needs Assessment and Unmet Transit Needs recommendations;
3. Authorize the Chair to sign Resolution 25-09, finding that no new unmet transit needs are considered reasonable to meet in FY 2025/26, to allow several transit service changes implemented in FY 2024/25 to get established and then evaluated;
4. Approve the FY 2025/26 TDA Budget of Apportionments and Transit Obligations;
5. Approve payment instructions to the Shasta County Auditor-Controller;
6. Approve amendments to SRTA's TDA policies regarding the State Transit Assistant (STA) spillover policies in the Non-Motorized Program (Section 3.25.10) and Estimating STA Revenue (Section 4.60.020(B)(5)) sections; and
7. Authorize the executive director to make minor administrative amendments to the TDA Budget and payment instructions as appropriate.

Senior Transportation Planner Jennifer Pollom presented staff recommendations 1, 2 and 3, Chief Fiscal Officer Jessica Carlson presented staff recommendations 4 and 5, and Executive Director Sean Tiedgen presented staff recommendations 6 and 7.

Chair Watkins opened the public comment period for Item #10. No one wished to speak. Chair Watkins closed the public comment period.

By motion made, seconded (Crye/Kelstrom) and unanimously carried, staff recommendations 1, 2, 3, 4, 5, 6, and 7 passed.

Item #11 **Approve the Fiscal Year 2025/26 Comprehensive Budget**

It is recommended that the board of directors approve the FY 2025/26 Comprehensive Budget.

Chief Fiscal Officer Jessica Carlson presented the staff recommendation.

Chair Watkins asked about the Pit River Bridge project. Executive Director Sean Tiedgen and Caltrans District 2, Office of Transportation Planning, Division Manger Tamy Quigley provided a project update to the board.

Chair Watkins opened the public comment period for Item #11. No one wished to speak. Chair Watkins closed the public comment period.

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

Item #12 **<u>Approve Resolution 25-10 Authorizing the Executive Director to Execute a Three-Year Agreement for EcoInteractive's Programming Software for a Maximum Cost of $139,320</u>**

It is recommended that the board of directors:

1. Approve Resolution 25-10, authorizing the executive director to execute a three-year agreement for EcoInteractive's programming software, for a maximum cost of $139,320; and
2. Authorize the executive director to make minor administrative amendments to the contract as appropriate.

Senior Transportation Planner Keith Williams presented the staff recommendations and answered board of directors' questions.

Board member Audette asked if the board and the public will be able to use the software. Executive Director Sean Tiedgen responded that there will be a public facing component for public and agency review each time there is an amendment or an administrative modification to SRTA's FTIP.

Board member Crye likes the idea of this programming software, however; because it's a sole source contract, Mr. Crye is concerned with a major cost increase after the three-year contract term. Executive Director Sean Tiedgen has reviewed other like government contracts with EcoInteractive and does not anticipate the cost will escalate more than the Consumer Price Index (CPI) escalation value.

Chair Watkins opened the public comment period for Item #12. No one wished to speak. Chair Watkins closed the public comment period.

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

Item #13 **<u>Receive Suggestions from Board Members Relative to Potential Topics for Future Board of Directors Meetings</u>**

Chair Watkins would like to hear a future presentation on the possibility of raising Shasta Dam 18.5 feet and its impact on transportation if efforts to raise the dam renew.

Item #14 **Adjourn**

There being no other business to discuss, Chair Watkins adjourned the meeting at 10:23 a.m.

Respectfully submitted,

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Sean Tiedgen, AICP, Executive Director
SMT/acl