# STAFF REPORT

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| **MEETING DATE:** | **December 18, 2025** |
| **SUBJECT:** | **Approve Action Minutes of the October 30, 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 October 30, 2025, SRTA Board of Directors meeting.

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**Sean Tiedgen, AICP, Executive Director**

**Attachment:** Action Minutes of the October 30, 2025, SRTA Board of Directors Meeting

**UNAPPROVED ACTION MINUTES**
SHASTA REGIONAL TRANSPORTATION AGENCY
Thursday, October 30, 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** **Call to Order/Roll Call**
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** **Pledge of Allegiance**

**Item #3** **Staff Introductions**

**Item #4** **Workshop** – None

**Item #5** **Presentations** – None

**Item #6** **Public Comment Period**
No public comments were made.

**Consent Calendar**

***Item 7-9 was briefly discussed by board members or questions were asked of staff.*

Item #7-1 Approve Action Minutes of the June 25, 2025, SRTA Board of Directors Meeting

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

Item #7-3 Receive Correspondence—Information Item Only

Item #7-4 Receive Information on Federal Transit Administration (FTA) Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) Applications

Item #7-5 Receive Final Update on ShastaConnect Transit Services for Fiscal Year 2024/25

Item #7-6 Adopt Resolution 25-11 to Approve Amendment 3 (Formal) to the Fiscal Year 2025/26 Overall Work Program (OWP)

Item #7-7 Receive Cash Disbursements Report for May to August 2025

Item #7-8 Receive Performance Update on Investments for June – September 2025

**Item #7-9 Receive Update on Regional Early Action Planning 2.0 Program
***Board member Audette asked for clarification on the type of construction project being built in the city of Shasta Lake. Senior Transportation Planner Michael Kuker responded that it's affordable housing known as Cascade Village.*

By motion made, seconded (Kelstrom/Plummer) 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: State Legislative Items: No new Brown Act bills that will affect SRTA; California bills that passed: Senate Bill (SB) 71 (Wiener) California Environmental Quality Act: Exemptions: Transit Projects; California's Cap & Invest program extended until December 2045 (AB 1207 and SB 840); Federal Updates: Government shutdown – currently, SRTA is not directly affected; North state RTPA directors met with staff from Congressmen LaMalfa and Kiley's offices to discuss the Surface Transportation Bill and provide feedback on how it could benefit rural counties; Surface Transportation Block Grant Program (STBG) update; Other Activities: Executive Director asked to participate in a statewide Sustainable Communities Task Force. The task force will assist California State Transportation Agency (CalSTA) in advising on how state activities can support sustainable communities in areas of transportation, housing, and land use. CalSTA staff intend to provide a final report of recommendations to the Governor and state legislature in November 2026; SB 375 working group update; and SRTA staff participated in a workshop for Whiskey Creek Bridge. Caltrans will provide an update at SRTA's December board of directors meeting.

**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. Ms. Audette is also serving on the CalCOG Fiscal & Policy Committee.

**Item #10** **Approve Preliminary 2026 Regional Transportation Improvement Program (RTIP) Recommendations**

It is recommended that the board of directors review and provide feedback on preliminary project recommendations for the 2026 RTIP prior to incorporation into a draft 2026 RTIP document.

Executive Director Sean Tiedgen presented the staff recommendations and answered board of directors' questions.

Board member Plummer asked for clarification on STIP/RTIP eligible projects. Specifically, road and transit maintenance. Mr. Tiedgen responded and provided examples of eligible use of funds per STIP guidelines.

Board member Kelstrom asked for clarification on Fix 5 Cascade Gateway (F5CG) proposed truck-only lane logistics and hours of operation. Caltrans District 2, Deputy District Director, Planning and Local Assistance Brett Ditzler answered board of directors' questions.

The board of directors agrees with SRTA staff's preliminary 2026 RTIP recommendations. The final 2026 RTIP will be presented at the December board of directors meeting for approval.

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

**Item #11** **Approve Senate Bill 125 Transit Project Modifications and Additions for Submission to the California State Transportation Agency (CalSTA)**

It is recommended that the board of directors:

1. Approve the proposed modifications to existing SB 125 projects and the addition of new projects; and
2. Authorize the executive director to submit the updated allocation package materials to CalSTA for review and approval, and to make minor administrative amendments in coordination with the Redding Area Bus Authority (RABA), as appropriate, in response to CalSTA comments.

Assistant Transportation Planner Laurent Beauregard presented the staff recommendations and answered board of directors' questions.

Board member Kelstrom asked what's the range of RABA's electric vans. RABA Transit Operations Program Manager Brody Wilbourn and RABA Transit Manager John Andoh responded that the vans can range 90-120 miles per charge in stop-and-go traffic, fully occupied, with heat or A/C running. These vans are only used for demand response service.

Board member Gallagher asked the age of the fareboxes being replaced. Mr. Andoh responded that units are from 1999 and 2019. The 1999 fareboxes are no longer supported. The 2019's can no longer be purchased, and although functional, they will also soon be unsupported. For better support and data collection, Mr. Andoh suggests that all 46 fareboxes be replaced at the same time.

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

**Item #12** **Approve a Technical Services Agreement to Develop the Shasta Regional Freight Plan with Transpo Group, Not to Exceed $200,000**

It is recommended that the board of directors:

1. Approve a TSA with Transpo Group to develop the SRFP, for a term ending June 30, 2027, not to exceed $200,000; and

2. Authorize the executive director to make minor administrative amendments as appropriate.

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

Board member Gallagher asked who's telling us that we would be out of compliance without a freight plan. Mr. Williams responded that Assembly Bill (AB) 98, signed into law in September 2024, requires various freight-related elements be updated and include in local General Plans. SRTA staff are helping at the regional level so that local jurisdictions have the data and draft planning language necessary to meet that requirement. Additionally, a freight plan is necessary to support requests for federal and state freight funding on non-highway corridors.

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

**Item #13** **<u>Receive Update on Regional Railroad Crossing Plan and Direct Staff to Apply for a Strategic Partnerships Planning Grant</u>**

It is recommended that the board of directors:

1. Receive an update on efforts to fund and develop a regional railroad crossing plan;
2. Provide input on the draft scope of work; and
3. Direct staff to apply for a Strategic Partnerships planning grant.

Senior Transportation Planner Michael Kuker presented the staff recommendations and answered board of directors' questions.

Board member Audette suggested clarifications on public vs private railroad crossings and suggested staff include conducting outreach to neighborhoods and contacting our trail alliance partners who maintain the trails and receive feedback from the folks who are walking and biking regularly on those trails as part of the project, if funded.

Board member Resner suggested including coordination with Amazon and their partners building out at the Stillwater business park.

Board member Plummer asked if this would be a comprehensive study in terms of looking at all crossings. Mr. Kuker responded that the project will look primarily at crossings in the South County Urbanized Region (SCUR), which is the three cities plus Cottonwood; but the study will highlight all crossings.

Shasta County Public Works Principal Engineer Shawn Ankeny made the following comments: suggested reaching out to Healthy Shasta for input; mentioned Latona Road has a significant amount of truck traffic and is of interest to the County; County staff has done a cursory review and feel that a couple [railroad] crossings could be considered for removal if it helps for locations like Latona Road.

Board member Plummer asked if it's known which crossings are most problematic and which ones we could give up? Can we be more focused and expedite this process or do we need to be broad in our initial research? Executive Director Sean Tiedgen responded that a partner agency meeting was held to discuss regional needs, how to address Union Pacific requirements as well as transportation and safety needs. The goal of the effort is to make sure that we have a good inventory of all the different crossings, who owns it, and who was or was not there first. If local agencies have identified a near-term need they can move forward with projects at those crossings.

Board member Wakins mentioned locations in the city of Shasta Lake including their Industrial Park which has an at-grade emergency exit route crossing, through Knauf, with a locked gate on both sides. Union Pacific blows the horn every time they go through. He believes the city would be willing to give up an at-grade crossing if someone built another emergency exit. Mr. Watkins also suggested the study should look at underground utilities that go under the railroad.

By motion made, seconded (Watkins/Kelstrom) and unanimously carried, the board directed SRTA staff to apply for a Strategic Partnerships planning grant.

**Item #14** **<u>Receive Suggestions from Board Members Relative to Potential Topics for Future Board of Directors Meetings</u>**

Board member Crye asked about biodiesel fuel for the RABA fleet and Mr. Andoh's previous work experience in Hawaii where this was used. RABA Transit Manager John Andoh responded regarding specific use of biodiesel in transit fleets and challenges for transitioning. Mr. Crye asked Mr. Andoh how he is vetting different ways to use the most cost-effective fuel and bringing those ideas back to the RABA board for discussion. Mr. Andoh stated that the Innovation Clean Transit (ICT) rules that CARB has placed upon transit fleets to transition to zero-emission vehicles will not recognize other clean, renewable, or biofuels in the future.

**Item #15** **<u>Adjourn</u>**

There being no other business to discuss, Chair Watkins adjourned the meeting at 10:47 a.m.

Respectfully submitted,

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Sean Tiedgen, AICP, Executive Director
SMT/acl