STAFF REPORT

MEETING DATE:	**September 26, 2024**
SUBJECT:	**Approve Amended Action Minutes (Agenda Item #12 Review and Comment on the DRAFT Shasta 2025 Federal Transportation Improvement Program) of the June 20, 2024, SRTA Board of Directors Meeting**
AGENDA ITEM:	**7-2**
STAFF CONTACT:	**Amy Lindsey, Executive Assistant**

STAFF RECOMMENDATION:

It is recommended that the board of directors approve amended action minutes of the June 20, 2024, SRTA Board of Directors meeting. Staff recommends that the action minutes be changed as follows to Agenda Item #12 to Review and Comment on the DRAFT Shasta 2025 Federal Transportation Improvement Program.

> "Senior Transportation Planner Keith Williams presented the staff recommendations.~~, and answered board of directors' questions.~~ There were no questions or comments by the board of directors. (Amended 9/26/24)"

Jennifer Pollom, AICP, Senior Transportation Planner

Attachment: Amended Action Minutes of the June 20, 2024, SRTA Board of Directors Meeting

APPROVED ACTION MINUTES
SHASTA REGIONAL TRANSPORTATION AGENCY
REGULAR MEETING
Thursday, June 20, 2024, 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 Mezzano called the meeting to order at 9:03 a.m.

Board members Crye, Eisenbeisz, Jones, Kelstrom, and Neutze were present.

Item #2 **Pledge of Allegiance**

Item #3 **Staff Introductions**

Item #4 **Workshop** – None

Item #5 **Presentations** – **Receive a Presentation from Caltrans District 2 on Multi-Modal Activities**

Caltrans District 2 Complete Streets Branch Lead, Christina Prosperi, gave a presentation on their multi-modal efforts at Caltrans and answered board of directors' questions.

Board member Audette participated remotely and joined the meeting at 9:13 a.m.

Item #6 **Public Comment Period**
No one wished to speak.

Consent Calendar

Item #7-1 **Approve Action Minutes of the May 23, 2024, SRTA Special Board of Directors Meeting**

Item #7-2 **Receive Future Meeting Schedule Through October 2025 – Information Item Only**

Item #7-3 **Receive Correspondence – Information Item Only**

Item #7-4 **Receive Cash Disbursements Report for April through May 2024**

Item #7-5 **Receive Update on ShastaConnect Transit Service for Fiscal Year 2023/24**

Item #7-6 **Approve Fiscal Year (FY) 2023/24 Regional Surface Transportation Program (RSTP) Project List**

Item #7-7 **Approve Project List for Fiscal Year 2024/25 California State of Good Repair (SGR) Program for Public Transit Capital Improvements**

Item #7-8 **Approve Amendments to SRTA's Conflict of Interest Code (Section 2.05.050)**

By motion made, seconded (Kelstrom/Eisenbeisz) and unanimously carried, the Consent Calendar was approved.

Regular Calendar

Item #8 **Executive Director's Report—Information Item Only**

A verbal report was provided as an information item.

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

No conferences/meetings attended.

Item #10 **Approve Fiscal Year 2024/25 Annual Transit Needs Assessment, Transportation Development Act Budget, and Unmet Transit Needs Findings in Resolution 24-06**

It is recommended that the board of directors:

1. Consider the Social Services Transportation Advisory Council's (SSTAC) FY 2024/25 Unmet Transit Needs recommendations;
2. Approve the FY 2024/25 Transit Needs Assessment and Unmet Transit Needs recommendations;
3. Authorize the Chair to sign Resolution 24-06, finding that all current TDA-funded and grant-funded services including anticipated changes to RABA's service delivery models (e.g., adding micro-transit zones), incorporation of Sunday transit into RABA's system, and adding a rural bus service to Shingletown are reasonable to meet;
4. Approve the FY 2024/25 TDA Budget of Apportionments and Transit Obligations;
5. Approve payment instructions to the Shasta County Auditor-Controller; and
6. Authorize the executive director to make minor administrative amendments to the TDA Budget and payment instructions as appropriate.

Senior Transportation Planner Jennifer Pollom and Chief Fiscal Officer Jessica Carlson presented the staff recommendations and answered board of directors' questions.

By motion made and seconded (Audette/Kelstrom), and unanimously carried by roll call vote, the recommendations passed.

Item #11 **Receive Update on Proposed Assembly Bill 3093 (Ward) Addressing Extremely-Low and Acutely-Low Housing Needs and Provide Direction to Staff Regarding any Potential Response**

It is recommended that the board of directors:

1. Receive a presentation from the executive director regarding proposed Assembly Bill (AB) 3093 (Ward) addressing extremely-low and acutely-low housing needs; and
2. Provide direction to staff on any potential response or future action.

Executive Director Sean Tiedgen provided an update on AB 3093 and presented information on how it may impact the region's future Regional Housing Need Allocation (RHNA), Housing Elements, and the Regional Transportation Plan (RTP), and answered board of directors' questions.

The SRTA Board of Directors gave Mr. Tiedgen direction to draft a letter of opposition on AB 3093 (Ward) for review and signature by Chair Mezzano. Because the SRTA Board of Directors next planned meeting is not until September and the opposition letter is due by September, Mr. Tiedgen recommended informal review from the Fiscal & Policy Committee before Chair signature and submittal.

By motion made and seconded (Audette/Mezzano), and unanimously carried by roll call vote, the board recommendation to prepare and send a letter of opposition on AB 3093 (Ward) passed.

Item #12 **Review and Comment on the DRAFT Shasta 2025 Federal Transportation Improvement Program**

It is recommended that the board of directors:

1. Review and comment on the DRAFT Shasta 2025 FTIP; and
2. Authorize the executive director to prepare the DRAFT Shasta FTIP for a 30-day public review period and make revisions and administrative modifications to the DRAFT Shasta 2025 FTIP in response to public and agency comments before submitting to Caltrans for review by August 2024.

Senior Transportation Planner Keith Williams presented the staff recommendations. ~~and answered board of directors' questions.~~ There were no questions or comments by the board of directors. (Amended 9/26/24)

By motion made and seconded (Jones/Crye), and unanimously carried by roll call vote, the recommendations passed.

Item #13 **Receive Suggestions from Board Members Relative to Potential Topics for Future Board of Directors Meetings**
None received.

Item #14 **CLOSED SESSION (Gov. Code 54957.6(a))**

Public Comment Period
No one wished to speak.

At 10:23 a.m., the SRTA Board of Directors recessed to a Closed Session to discuss the following item. At the conclusion of the Closed Session, Open Session will reconvene and reportable action, if any, will be announced.

Item #14A **Conference with Agency Representative to Discuss Matters Relating to Wages, Hours, and Working Conditions of the Following Unrepresented Positions: Executive Director; Chief Fiscal Officer; Senior Transportation Planner; Associate Transportation Planner; Assistant Transportation Planner; and Administrative Associate.**

Subject of Discussions - All Unrepresented Employees

Agency Representative: Executive Director

OPEN SESSION

Directions were given to Executive Director Sean Tiedgen to bring the closed session item back to the board for approval at a special meeting on July 1, 2024, at 9 a.m.

There being no other business to discuss, Chair Mezzano adjourned the meeting at 11:15 a.m.

Item #15 **Adjourn**

Respectfully submitted,

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Sean Tiedgen, AICP, Executive Director
/acl