STAFF REPORT

MEETING DATE:	**June 19, 2018**
SUBJECT:	**Action Minutes of the April 24, 2018, SRTA Meeting**
AGENDA ITEM:	**5-1**
STAFF CONTACT:	**Amy Lindsey, Executive Assistant**

STAFF RECOMMENDATION:

It is recommended that the board of directors approve the action minutes of the April 24, 2018, SRTA meeting.

Daniel S. Little, AICP, Executive Director

Attachment: Action Minutes of the April 24, 2018, SRTA Meeting

UNAPPROVED MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
Tuesday, April 24, 2018, 3:00 p.m.
Shasta County Board Chambers
1450 Court Street, Suite 263, Redding, California

(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.)

Board members Rickert, Moty, Baugh, Schreder, Sullivan, and Steve Morgan were present. Watkins arrived at 3:08.

1. **Call to Order**
   Chair Baugh called the meeting to order at 3:05 p.m.

2. **Pledge of Allegiance**

3. **Staff Introductions**

4. **Public Comment Period**
   There was no one who wished to speak during the public comment period.

Consent Calendar

5-1 **Action Minutes – February 27, 2018, SRTA Meeting**

5-2 **Future Meeting Schedule Through April 2019 – Information Only**

5-3 **Approve Disbursements**

5-4 **Correspondence – Information Only**

5-5 **Approve Amendment #1 to the FY Fiscal Year 2017-18 Transportation Development Act Claims Budget**

5-6 **Approve Amendment #4 to SRTA's Fiscal Year 2017-18 Budget and Overall Work Program**

5-7 **Approve Memorandum of Understanding Addendum with Caltrans for Performance-Based Planning and Programming**

By motion made, seconded (Moty/Morgan) and unanimously carried, the consent calendar was approved with the exception of item 5-5 which was recommended that the item be tabled until there's an opportunity to work out a solution amongst staff. No action was taken at this time.

City of Redding Assistant Public Works Director Chuck Aukland noted his concern for how BLAST money would be distributed and his concern for Redding's streets and roads budget needs.

Regular Calendar

6. Executive Director's Report
Informational item only.

7. SRTA Board Members Report on Attendance at Conference/Meetings Reimbursed at SRTA Expense (Requirement of Assembly Bill 1234)
SRTA Board Members Schreder and Rickert gave reports on their attendance at the annual CALCOG Regional Leadership Forum.

8. Approve FY 2018-19 Unmet Transit Needs Findings and Transportation Development Act Budget
Staff recommendation: It is recommended that the board of directors:
1. Consider FY 2018/19 Unmet Transit Needs public comments and staff responses (Attachment A, Appendix 8);
2. Receive a presentation on the Social Services Transportation Advisory Council's (SSTAC) FY 2018/19 Unmet Transit Needs recommendation (Attachment A, Appendix 9) from Chair Steve Smith;
3. Approve Resolution Number 18-06 (Attachment C), which finds that the current level of transit services are reasonable to meet, except for "Beach Bus" service to Whiskeytown;
4. Approve the FY 2018/19 TDA Budget of Apportionments and Transit Obligations (Attachment D); and
5. Approve payment instructions to the Shasta County Auditor-Controller (Attachment E).

Social Services Transportation Advisory Council's (SSTAC) Chair Steve Smith gave a presentation to the board on unmet needs recommendations.

Board Member Moty stated that he would like to see the "Beach Bus" service to Whiskeytown continue and asked City of Redding Assistant Public Works Director Chuck Aukland for cost estimates. After discussion, the board was unanimous in its decision to recommend continuation of the service.

By motion made and seconded (Moty/Schreder), the staff recommendation passed unanimously with the exception of Resolution 18-06, which will be amended to show revisions for the continuation of the seasonal Whiskeytown "Beach Bus" service with a budget of $25,000.

9. Approve SRTA's Fiscal Year (FY) 2018-2020 Comprehensive Budget, Including the FY 2018-2020 Overall Work Program
Staff recommendation: It is recommended that the board of directors:
1. Approve the FY 2018-2020 comprehensive budget, including the FY 2018-2020 Overall Work Program pursuant to Resolution 18-05 (Attachment A);
2. Authorize the executive director to sign the Indirect Cost Allocation Plan Submission Certificate; and
3. Authorize the executive director to sign the FY 2018-19 Overall Work Program Agreement and certifications and assurances that all OWP requirements have been met and make any future amendments to these documents as requested by Caltrans.

By motion made and seconded (Sullivan/Moty), the staff recommendation passed unanimously.

10. <u>Amend Regional Surface Transportation Program (RSTP) Policies; Authorize Exchange for State Funds; Authorize Call for Projects</u>

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

1. Approve the attached amended RSTP policies, pursuant to Resolution 18-08;
2. Affirm that SRTA elects to receive state exchange funds for federal funds; and
3. Authorize the executive director to solicit call for projects for FY 2016/17 and 2017/18 RSTP funding.

By motion made and seconded (Moty/Sullivan), the staff recommendation passed unanimously.

11. <u>Approve and Roll-Over Fiscal Year 2017/18 Low Carbon Transit Operations Program Funding for the Sunday Transit Demonstration Project in a Future Year</u>

Staff recommendation: It is recommended that the board of directors adopt Resolution #18-07, approving the roll-over of FY 2017/18 LCTOP funds to FY 2018/19 for the Sunday Transit Demonstration Project and authorizing the Executive Director to execute certifications and assurances and authorized agent forms for the LCTOP application, including any amendments as may be necessary.

By motion made and seconded (Schreder/Moty), the staff recommendation passed unanimously.

There being no other business to discuss, Chair Baugh adjourned the meeting at 4:17 p.m.

Respectfully submitted,

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Daniel S. Little, AICP, Executive Director
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