APPROVED MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
Tuesday, February 23, 2016, 3:00 p.m.
City of Shasta Lake Council Chambers
4488 Red Bluff Avenue, Shasta Lake, 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 Moty, Baugh, Giacomini, Watkins, Kehoe. Sullivan and Schreder were present.

1. **Call to Order**
Vice-Chair Moty called the meeting to order at 3:02 p.m.

2. **Pledge of Allegiance**

3. **Staff Introductions**

4. **Elect SRTA Chair and Vice-Chair**
Staff recommendation: The board of directors nominate and elect a chair and vice-chair to serve a one-year term effective immediately.

By motion made, seconded (Kehoe/Schreder) and unanimously carried, board member Moty was nominated the 2016 SRTA chair.

By motion made, seconded (Kehoe/Baugh) and unanimously carried, board member Watkins was nominated the 2016 SRTA vice-chair.

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

Consent Calendar

6-1 **Action Minutes – December 8, 2015, SRTA Meeting**

6-2 **Future Meeting Schedule Through February 2017 – Information Only**

6-3 **Approve Disbursements**

6-4 **Correspondence – Information Only**

6-5 **Approve Local Transportation Fund (LTF) Apportionments**

6-6 **Accept Fiscal Year 2014/15 Fiscal and Compliance Audit**

6-7 Approve 2016 Low Carbon Transit Operations Program Project

6-8 Amend SRTA'S Non-Motorized Program Policy

6-9 Authorize Agreement for Aerial Imagery Procurement

By motion made, seconded (Giacomini/Baugh) and unanimously carried, the consent calendar was approved with the exception of item 6-9 which board member Schreder requested be removed for discussion.

Dave Powers of Shasta County Department of Information Technology noted that several departments of Shasta County were invited to participate in the joint purchase of aerial imagery, but all declined.

By motion made, seconded (Watkins/Baugh) and unanimously carried, item 6-9 was approved.

Regular Calendar

12. Update on the 1551 Market Street Redevelopment Project – Review and Possible Action

Staff recommendation: The board of directors receive an update on the 1551 Market Street redevelopment project.

Daniel Knott of K2 Development, Sam Kingore of Mogavero Notestine Associates, Jeff Schwein of Green Dot Transportation Solutions and Brian Crane, City of Redding Director of Public Works, gave updates on their area of involvement in the 1551 Market Street Redevelopment Project.

7. Executive Director's Report

Informational item only.

8. Amend Shasta Regional Transportation Agency (SRTA) Bylaws

Staff recommendation: The board of directors amend the agency bylaws.

By motion made and seconded (Schreder/Sullivan), the staff recommendation passed with six board members in favor (Giacomini, Sullivan, Moty, Schreder, Watkins and Kehoe); and one board member opposed (Baugh).

9. Appoint SRTA Human Resources Committee

Staff recommendation: The board of directors appoint or reappoint two additional Human Resources Committee members to serve with the newly-elected Chair, effective through February 2017.

By motion made and seconded (Watkins/Kehoe) and unanimously carried, board member Giacomini and board member Baugh were appointed as additional Human Resources Committee members.

10. Appoint SRTA Fiscal Committee

Staff recommendation: The board of directors appoint or reappoint two additional Fiscal Committee members to serve with the newly-elected Chair, effective through February 2017.

By motion made and seconded (Watkins/Kehoe) and unanimously carried, board member Giacomini and board member Baugh were appointed as additional Fiscal Committee members.

11. Appoint Delegate to California Association of Councils of Government

Staff recommendation: The board of directors select a delegate to the California Association of Councils of Government (CalCOG) for a three-year term.

By motion made and seconded (Watkins/Giacomini) and unanimously carried, board member Schreder was selected as delegate to the California Association of Councils of Government (CalCOG) for a three-year term.

14. Amend Agreement with Shasta Senior Nutrition Program (SSNP) for the Consolidated Transportation Services Agency (CTSA)

Staff recommendations:

1. Adopt Resolution 16-03 introducing the new performance standard for CTSA services; and
2. Amend SRTA's agreement with SSNP for CTSA services to include a mandatory performance standard, and extend the agreement through June 30, 2017.

By motion made and seconded (Schreder/Baugh), the staff recommendations passed unanimously.

15. Accept Fiscal Years 2013-15 Triennial Performance Audit

Staff recommendation: The board of directors accept the Triennial Performance Audit for the years ending June 30, 2013-15.

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

16. Review Draft Fiscal Year 2016/17 Overall Work Program and Direct Staff

Staff recommendations:

1. Provide guidance on the draft FY 2016/17 OWP work elements (Attachment B); and
2. Select the regional partner project concepts recommended by staff (Table 2) for further development and inclusion in the final draft FY 2016/17 OWP, to be presented in April for adoption.

Brian Crane, City of Redding Director of Public Works, provided comment on the Churn Creek North Extension Project Study Report and the Hilltop Drive Corridor Signal Optimization Study.

By motion made and seconded (Sullivan/Giacomini) and unanimously carried, project numbers 1, 2, 3, 4 and 6 were selected from Table 2 for further development and inclusion in the final draft FY 2016/17 OWP.

By motion made and seconded (Schreder/Sullivan), the draft FY 2016/17 OWP work elements (Attachment B) passed with six board members in favor (Giacomini, Sullivan, Moty, Schreder, Watkins and Kehoe); and one board member opposed (Baugh).

17. Approve Contract for the SRTA 1255 East Street Building Remodel Project

Staff recommendations:

1. Determine that Goehring & Son Construction Inc. is the lowest, responsive and responsible bidder;
2. Authorize the executive director to enter into a contract with Goehring & Son Construction Inc. for the remodeling of SRTA's building at 1255 East Street in the amount of $673,000; and
3. Approve a construction contingency fund not to exceed $67,000, and authorize the executive director to approve any contingency change orders.

By motion made and seconded (Kehoe/Schreder), the staff recommendations passed unanimously.

18. Authorize Technical Services Agreement for Far-Northern California Goods & Freight Hub Study

Staff recommendation: The board of directors authorize the executive director to enter into a standard technical services agreement (TSA) with New Venture Advisors to carry out the *Far-Northern California Consolidated Goods & Freight Hub Study*, for a term ending June 30, 2019, not to exceed $110,000.

Mary Rickert of Prather Ranch; Glenn and Greg Hawes of Hawes Farm; and Steve Sibilsky of Growing Local spoke in favor of a consolidated goods and freight hub in the region.

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

19. Delay and Deletion of Regional Transportation Improvement Program (RTIP) Construction Projects

Staff recommendation: The board of directors authorize the chair to sign the attached letter to the California Transportation Commission (CTC) suggesting SRTA projects that can be delayed or removed from the 2016 Shasta Regional Transportation Program (RTIP).

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

20. **Caltrans District 2 Director Introduction and Agency Update**
Informational item only.

21. **Update Regarding Transit and Intercity Rail Capital Program Grant Application – Review and Possible Action**
Staff recommendation: The board of directors receive an update on the development of a FY 2016/17 Transit and Intercity Rail Capital Program (TIRCP) grant application and provide further direction, if any, to staff.

The board gave no further direction to staff.

There being no other business to discuss, Chair Moty adjourned the meeting at 5:45 p.m.

Respectfully submitted,

Daniel S. Little, AICP, Executive Director

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