APPROVED ACTION MINUTES
SHASTA REGIONAL TRANSPORTATION AGENCY
REGULAR MEETING
Thursday, April 25, 2024, 2:30 p.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**

Vice-Chair Eisenbeisz called the meeting to order at 2:30 p.m.

Board members Crye, Gallagher, Jones, and Kelstrom were present. Board member Audette arrived just after roll call at 2:33 p.m.

Item #2 **Pledge of Allegiance**

Item #3 **Staff Introductions**

Item #4 **Workshop – Note: Transit funding workshop to be conducted as part of agenda item #10.**

Item #5 **Presentations** –

5a. Receive a Presentation from Redding Rancheria Economic Development Corporation regarding their Hydrogen Fuel Project

Redding Rancheria Hydrogen 2 Energy Corporation President Jeremy Hayward gave a presentation regarding their planned green hydrogen production facility in Tehama County and answered board of directors' questions.

5b. Receive a Presentation from Caltrans District 2 on their 2024 Construction Project Look Ahead and Senate Bill (SB) 45 Report

Caltrans District 2 Project Manager Kelly Timmons gave a presentation on their 2024 Construction Project Look Ahead and Senate Bill (SB) 45 Report on the Fix 5 Cascade Gateway project and answered board of directors' questions.

Item #6 **Public Comment Period**

No one wished to speak.

Consent Calendar

Item #7-1 **Approve Action Minutes of the February 29, 2024, SRTA Board of Directors Meeting**

Item #7-2 **Receive Future Meeting Schedule Through June 2025—Information Item Only**

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

Item #7-4 **Receive Cash Disbursements Report for January through March 2024**

Item #7-5 **Receive SRTA Comprehensive Budget Report through Second Quarter of Fiscal Year 2023/24**

Item #7-6 **Receive Findings of Apportionment Report for the Fiscal Year 2024/25 Local Transportation Fund (LTF)**

Item #7-7 **Authorize the Executive Director to Execute a Technical Services Agreement for the Shasta Planning Data Dashboard**

Item #7-8 **Adopt a Proclamation Designating May as "Bike Month" in the Shasta Region**

Item #7-9 **Approve Federal Transit Administration Section 5311 Projects for Rural Transit Needs for Federal Fiscal Year (FFY) 2024**

Item #7-10 **Approve the Redding Area Bus Authority's (RABA) Federal Transit Administration Section 5311(f) Intercity Bus Program Application for Federal Fiscal Year 2024 to Operate the Burney Express Bus Service**

Item #7-11 **Approve Formal Amendment #2 to the Fiscal Year (FY) 2023/24 Overall Work Program (OWP)**

Member of the public Denise Highfill asked to speak on Item #7-9. Ms. Highfill spoke in favor of transit funding for the rural areas of Shasta County, specifically transportation needs to and from Shingletown.

Board member Kelstrom asked if Shingletown service is currently being looked at by RABA. RABA Transit Manager, John Andoh, replied that it is included in the recently adopted Short-Range Transit Plan. Board member Audette asked if Mr. Andoh could meet with Ms. Highfill and give her more information.

By motion made, seconded (Crye/Audette) five (5) board members (Audette, Crye, Eisenbeisz, Jones, and Kelstrom) voted in favor of all consent items and one (1) board member (Gallagher) voted opposed on Items 7-6, 7-7, and 7-10. The consent calendar was approved.

Regular Calendar

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

A verbal report was provided as an information item.

Item #9 **Receive 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 **Conduct Transit Funding Workshop, Hold Fiscal Year 2024/25 Unmet Transit Needs Public Hearing and Review Draft Transit Needs Assessment**

It is recommended that the SRTA Board of Directors:

1. Conduct a public transit funding workshop and receive a presentation on the Unmet Transit Needs process;
2. Hold a public hearing to receive public comments on unmet transit needs;
3. Provide any further direction to staff regarding preliminary FY 2024/25 Unmet Transit Needs recommendations, (presented at the board meeting); and
4. Direct staff to prepare responses to any additional comments received by May 1, 2024.

Senior Transportation Planner Jennifer Pollom conducted a transit funding workshop, presented the staff recommendations, and answered board of directors' questions.

Public hearing was opened.

A public comment was received via email from Deena Matagulay. Administrative Associate Amy Lindsey read the email into record.

Public hearing was closed.

In Ms. Matagulay's email she noted that children are waiting for the school bus in the dark at the corner of a complex located on Riddle Road in the city of Shasta Lake. She asked if a light and a cover could be provided there. Board members Crye and Eisenbeisz would like more information and an update on this request. Executive Director Sean Tiedgen stated staff will look into it and report back.

Board member Audette asked that Ms. Matagulay's email be forwarded to RABA Transit Manager John Andoh for follow-up. Senior Transportation Planner Jennifer Pollom stated that all comments regarding RABA operations will be forwarded to Mr. Andoh for response.

Board member Eisenbeisz requested a copy of the unmet transit needs survey responses in the city of Shasta Lake.

The board of directors discussed and requested SRTA staff work with RABA to explore options for transportation services to/from Shingletown, including looking at any transit service needs of students and veterans, and whether service to Shingletown could be considered reasonable to meet.

Review only, no action.

Item #11 **<u>Adopt Resolution 24-01 Approving the 2024 Shasta Coordinated Transportation Plan and Authorize the Executive Director to Make Technical Corrections</u>**

It is recommended that the board of directors:

1. Receive a presentation from SRTA staff and SRTA's Social Services Transportation Advisory Council Chair on the 2024 Shasta Coordinated Transportation Plan;
2. Adopt Resolution 24-01, approving the 2024 Shasta Coordinated Transportation Plan; and
3. Authorize the executive director to make any minor, technical corrections.

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

Social Services Transportation Advisory Council (SSTAC) Chair Patrick Gaegan and SSTAC Member Wendy Longwell read the SSTAC's recommendation of approval letter to the board of directors.

Vice-Chair Eisenbeisz asked about transportation options for homeless and low-income persons who need to receive services. RABA Transit Manager John Andoh responded that RABA will be offering free rides from May to September and that RABA is working with homeless organizations to fund a shuttle to offer rides from homeless camps to various services.

By motion made and seconded (Audette/Jones), five (5) board members voted in favor (Audette, Crye, Eisenbeisz, Jones, and Kelstrom) and one (1) board member was not present during the vote (Gallagher), the recommendation passes with a 5-1 vote.

Item #12 **<u>Receive Update on ShastaConnect Transit Services for Fiscal Year 2023/24</u>**

It is recommended that the board of directors receive a ShastaConnect service update for Fiscal Year (FY) 2023/24.

Senior Transportation Planner Jennifer Pollom gave an update and answered board of directors' questions.

Update only, no action.

Item #13 **Approve Contributing Regional Low Carbon Transit Operations Program (LCTOP) Funds to Three Redding Area Bus Authority (RABA) Projects and Adopt Resolution 24-05 Delegating Authority to the Executive Director to Serve as SRTA's LCTOP Authorized Agent for Now and In the Future**

It is recommended that the board of directors:

1. Approve contributing regional FY 2023/24 LCTOP funds totaling $475,286 to RABA's projects;
2. Adopt Resolution 24-05 (Attachment C), delegating authority to the executive director to serve as the Authorized Agent for LCTOP funds now and in the future; and
3. Authorize the executive director to execute the necessary documents and forms, including any minor amendments, for the distribution and contribution of FY 2023/24 LCTOP funds.

Senior Transportation Planner Jennifer Pollom presented the staff recommendations and answered board of directors' questions.

By motion made and seconded (Audette/Crye), five (5) board members voted in favor (Audette, Crye, Eisenbeisz, Jones, and Kelstrom) and one (1) board member was opposed (Gallagher), the recommendation passes with a 5-1 vote.

Item #14 **Receive an Update on Active Transportation Program Cycle 7 Project Assistance**

It is recommended that the board of directors receive an update on Active Transportation Program (ATP) Cycle 7 project assistance.

Senior Transportation Planner Keith Williams gave an update and answered board of directors' questions.

Caltrans District 2 Acting Lead, Office of Complete Streets, Christina Prosperi, City of Shasta Lake Associate Civil Engineer Shelby Millingar, Shasta County Public Works Principal Engineer Don Renz, and City of Redding Director of Public Works Michael Webb gave praise and spoke in favor of the technical assistance provided by SRTA and answered board of directors' questions on projects.

Update only, no action.

Item #15 **Discuss History of Intercity Transportation Planning Coordination and Reconsider Action to Award a Contract for the North State Intercity Bus to Rail Plan**

It is recommended that the board of directors:

1. Receive a presentation on the history of SRTA's coordination activities related to intercity transportation with agency partners across the North State;
2. Discuss and consider rescinding action voted on at the February 29, 2024, board meeting regarding not awarding a technical services agreement (TSA) with AECOM to prepare the North State Intercity Bus to Rail Plan;

3. Discuss and consider authorizing the executive director to execute a technical services agreement (TSA) with AECOM to prepare the North State Intercity Bus to Rail Plan, for a term ending August 30, 2025, not to exceed $189,956.43 ***(this action will only be discussed and voted on if the board votes to rescind their February 2024 meeting action***); and
4. Authorize the executive director to make minor administrative amendments to the TSA as appropriate ***(this action will only be voted on if the board votes to rescind their February 2024 meeting action)***.

At the request of Chair Mezzano, who is sick and unable to attend the meeting, this item was requested to be postponed to a special meeting at a date and time to be determined.

By motion made and seconded (Crye/Jones), and unanimously carried, this item was postponed to a future meeting at a date and time yet to be determined.

Item #16 **<u>Adopt Fiscal Year 2024/25 Overall Work Program</u>**

It is recommended that the board of directors:
1. Approve the FY 2024/25 Overall Work Program, pursuant to Resolution 24-02 (Attachment A);
2. Authorize the executive director to sign the FY 2024/25 Overall Work Program Agreement and certifications and assurances that all requirements have been met, including future amendments to these documents as needed;
3. Authorize the executive director to make administrative edits to the OWP in order to correct errors and address further comments from state and federal partners as part of the approval process; and
4. Authorize the executive director to sign the FY 2024/25 Indirect Cost Allocation Plan (ICAP) submission certification.

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

By motion made and seconded (Crye/Audette), and unanimously carried, the recommendations passed.

Item #17 **<u>Receive a Legislative Update and Consider Taking Action on Specific Legislation</u>**

It is recommended that the board of directors:
1. Receive a legislative update and consider taking positions on specific legislation; and
2. Authorize the Chair to sign a letter of support for Assembly Bill 817 (Pacheco).

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

By motion made and seconded (Crye/Kelstrom), and unanimously carried, the recommendations passed.

Item #18 **Suggestions from Board Members Relative to Potential Topics for Future Board of Directors Meetings**

Board members Audette and Crye requested staff bring an item to the board to explore moving future SRTA board of directors' meetings to the mornings, with possibly a 9:00 a.m. start time.

There being no other business to discuss, Vice-Chair Eisenbeisz adjourned the meeting at 5:15 p.m.

Item #19 **Adjourn**

Respectfully submitted,

Sean Tiedgen, AICP, Executive Director
/acl