APPROVED MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
Tuesday, December 12, 2017, 3:00 p.m.
City of Anderson Council Chambers
1887 Howard Street, Anderson, 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 Kehoe, Rickert, Moty, Baugh, Schreder, Sullivan, and Watkins were present. (Board Member Rickert arrived at 3:17 p.m.)

1. **Call to Order**
   Chair Watkins called the meeting to order at 3:03 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 – October 10, 2017, SRTA Meeting**

5-2 **Future Meeting Schedule Through December 2018 – Information Only**

5-3 **Approve Disbursements**

5-4 **Approve SRTA Financial Statements**

5-5 **Correspondence – Information Only**

5-6 **Accept Fiscal Year 2016/17 Fiscal and Compliance Audits**

5-7 **Approve Updated Social Services Transportation Advisory Council Bylaws**

5-8 **Consider Adopting the 2018 Statewide Safety Performance Measure Targets as the Safety Targets for the Shasta Region**

5-9 **Authorize Request for Proposals (RFP) for Audit Services**

By motion made, seconded (Moty/Sullivan) and unanimously carried (Board Member Rickert was absent from this motion), the consent calendar was approved.

Regular Calendar

6. Executive Director's Report

Informational item only.

7. Approve 2018 Shasta Regional Transportation Improvement Program (RTIP) (Public Hearing)

Staff recommendations:

1. Hold a public hearing;
2. Approve the 2018 Shasta RTIP pursuant to Resolution 17-13; and
3. Authorize the executive director to make minor modifications in response to state comments.

Eric Orr, Caltrans Project Manager, gave an update on the I-5 Redding to Anderson Six-Lane (I-5 RASL) and the North Redding Six-lane projects.

Public hearing opened.

No one spoke.

Public hearing closed.

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

8. Adopt Resolution 17-14, Authorizing Submittal of a Joint Application with Caltrans Under the Trade Corridors Enhancement Program (TCEP) for the I-5 Union Pacific Redding-to-Anderson (I-5 UP RASL) Project

Staff recommendation: It is recommended that the board of directors adopt Resolution 17-14, authorizing submittal of a joint application with Caltrans under the Trade Corridors Enhancement Program (TCEP) for the I-5 Union Pacific Redding-to-Anderson (I-5 UP RASL) Project.

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

9. Approve Preliminary Regional Planning Priorities for the Fiscal Year (FY) 2018-2020 Overall Work Program (OWP)

Staff recommendation: It is recommended that the board of directors approve preliminary regional planning priorities for the 2018-2020 OWP.

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

10. Adopt Unsolicited Proposals Policy

Staff recommendation: It is recommended that the board of directors approve the Unsolicited Proposals Policy to establish a procurement process for unsolicited proposals.

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

11. Approve Agreement for SRTA as Lessor, to Lease 1255 East Street, Suite 100

Staff recommendation: It is recommended that the board of directors authorize the executive director to enter into a tenant agreement to lease approximately 4,273 square feet of SRTA office space to Stifel, Nicolaus & Company for a one-year term at a base rate of $4,915 monthly.

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

Closed Session

12. Executive Director's Evaluation

At 3:45 p.m., Chair Watkins recessed the board to a closed session to perform the executive director's evaluation.

Open Session

At 4:23 p.m., Chair Watkins reconvened the Regular Meeting to Open Session.

Chair Watkins reported that the executive director evaluation was completed.

13. Approve any Changes to Executive Director Benefits and/or Compensation

The board of directors approved Resolution 17-15, authorizing a merit-based, five-percent (5%) salary increase for the executive director as part of the performance evaluation process. The salary increase will be effective on the first pay period in January 2018.

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

There being no other business to discuss, Chair Watkins adjourned the meeting at 4:30 p.m.

Respectfully submitted,

Daniel S. Little, AICP, Executive Director
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