APPROVED ACTION MINUTES
SHASTA REGIONAL TRANSPORTATION AGENCY
REGULAR MEETING
Thursday, December 15, 2022, 3:00 p.m.
Salmon Room
1255 East Street, Suite 202, Redding, California

MEETING WAS HELD VIA TELECONFERENCE WITH IN-PERSON AND REMOTE PUBLIC PARTICIPATION

(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.)

Item #1 **Call to Order/Roll Call**
Chair Browning called the meeting to order at 3:02 p.m.

Board members Dacquisto, Jones, Mezzano, Rickert, and Watkins were present. Board Member Chimenti was absent.

Item #2 **Pledge of Allegiance**

Item #3 **Staff Introductions**

Item #4 **Public Comment Period**

Consent Calendar

Item #5-1 **Approve Action Minutes of the October 27, 2022, SRTA Board of Directors Meeting**

Item #5-2 **Future Meeting Schedule Through February 2024—Information Only**

Item #5-3 **Correspondence—Information Only**

Item #5-4 **Receive Update on ShastaConnect Transit Services**

Item #5-5 Authorize Technical Services Agreement to Prepare Zero-Emission Fleet Transition Rollout Plan

By motion made, seconded (Watkins/Rickert), and unanimously carried, the consent calendar was approved.

(At the request of vice-chair Mezzano, Item No. 5-5 on Consent Calendar was further discussed after the consent calendar was approved. Associate Transportation Planner Kimi Taguchi and Executive Director Sean Tiedgen provided clarifying questions to the board of directors regarding federal and state requirements to prepare a Zero-Emission Fleet Transition Rollout Plan.)

Regular Calendar

Item #6 **Executive Director's Report**

A verbal report was provided as an information item.

Item #7 **SRTA Board Members Report on Attendance at Conference/Meetings Reimbursed at SRTA Expense (Requirement of Assembly Bill 1234)**
No conferences/meetings attended.

Item #8 **Receive Update on Active Transportation Program Cycle 6**
It is recommended that the board of directors receive an update on Active Transportation Program Cycle 6 project awards.

Senior Transportation Planner Keith Williams gave an update on Active Transportation Program Cycle 6 funding awards. Two of the four city of Redding projects were successful, securing $14.4 million in funding. Those projects are the Victor Improvement Project (VIP) and the Butte Street Boogie (BSB).

Update only, no motion made.

Item #9 **Accept the Fiscal Year 2020/21 Single Audit of Federal Awards and Approve Amending SRTA Policies on Advance Payments**
It is recommended that the board of directors:
1. Accept the single audit final report, dated September 29, 2022;
2. Approve adding a new policy titled Chapter 3.21 – Federal and State Awards Cash Management, 3.21.010 Advance Payments to SRTA's Policies and Procedures Manual; and
3. Authorize the executive director to make minor administrative amendments to the policy as appropriate to address any follow-up clarifications or comments by Caltrans Internal Audit Office staff.

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

Item #10 **Approve the Fiscal Year 2022/23 Comprehensive Budget and Resolution 22-15 Approve Cost-of-Living Adjustments for All Job Classifications, Including Executive Director, for Fiscal Years 2022/23, 2023/24, 2024/25, and 2025/26**
It is recommended that the board of directors:
1. Approve the SRTA Fiscal & Policy Committee's recommended cost-of-living adjustments for all SRTA staff of 5.0% for FY 2022/23, 5.0% for FY 2023/24, 4.0% for FY 2024/25, and 4.0% for FY 2025/26, pursuant to Resolution 22-15 (attached); and
2. Approve the FY 2022/23 Comprehensive Budget.

By motion made and seconded (Watkins/Mezzano) the SRTA Board of Directors authorized cost-of-living increases for all job classifications, including the Executive Director, of 5% in fiscal year (FY) 2022/23, effective January 1, 2023, and 5% in FY 2023/24, effective July 1, 2023, and to evaluate future cost-of-living increases by June 2024. The motion passed unanimously.

Item #11 **Approve the 2022 Shasta Public Participation and Title VI Plan**
It is recommended that the board of directors:

1. Hold a public comment period;
2. Approve the 2022 Shasta Public Participation and Title VI Plan pursuant to Resolution 22-13; and
3. Authorize the executive director to make minor administrative amendments to the plan in response to federal and state review and approval processes.

Public comment period opened. No one provided public comments on this item in person or virtually. Public comment period closed.

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

Item #12 **Approve Preliminary Projects for Regional Early Action Planning (REAP) 2.0 Program Funding**

It is recommended that the board of directors:

1. Adopt Resolution 22-14 and approve the recommended projects for the Regional Early Action Planning Grant Program of 2021 (REAP 2.0); and
2. Authorize the executive director to submit REAP 2.0 applications for the board-approved projects and make any administrative amendments necessary to meet state requirements.

Project Funding Recommendations

Applicant	Score (out of 100)	Project Summary	Recommend Award?	Recommended Funding
City of Redding	73.18	• Transitional and permanent housing for homeless individuals and families (12 residential units); Mixed land use; Improving walking facilities	Yes	$750,000
City of Shasta Lake	70.30	• Increasing opportunities to reduce VMT by improving active transportation facilities for nearby neighborhoods and supports development opportunities for 38 affordable housing units in the project area. • Compliments and connects to an approved $36.5 million 49-unit Affordable Housing Sustainable Communities project.	Yes	$950,000
Emergent 3D	63.30	• Adding 8 affordable housing units; The project is close to walking, biking, and transit routes	Yes	$431,713.62
Regional Benefits:		• Adding 20 affordable housing units • Connecting more than 850 households to key destinations and reducing VMT by improving active transportation facilities	Total Award: $2,131,713.62	

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

Item #14 **Approve Preliminary Regional Planning Priorities for Fiscal Year (FY) 2023/24**
It is recommended that the board of directors approve preliminary regional planning priorities for FY 2023/24.

By motion made, seconded (Dacquisto/Mezzano), and unanimously carried, the staff recommendation passed unanimously.

Item #15 **Suggestions from Board Members Relative to Potential Topics for Future Board of Directors Meetings**

No suggestions were made.

CLOSED SESSION

Item #16 **Executive Director's Evaluation**
(Government Code Section 54957)

At 4:43 p.m., Chair Browning recessed the board to a closed session to perform the executive director's evaluation.

OPEN SESSION

At 5:17 p.m., Chair Browning reconvened the Regular meeting to Open Session.

Chair Browning reported that the executive director evaluation was completed.

No reportable action.

There being no other business to discuss, Chair Browning adjourned the meeting at 5:18 p.m.

Respectfully submitted,

Sean Tiedgen, AICP, Executive Director
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