STAFF REPORT

MEETING DATE:	**4/28/15**
SUBJECT:	**Action Minutes of the February 24, 2015, SRTA Meeting**
AGENDA ITEM:	**5-1**
STAFF CONTACT:	**Janie Coffman, Executive Assistant**

STAFF RECOMMENDATION:

It is recommended that the board of directors approve the action minutes of the February 24, 2015, SRTA meeting.

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Daniel S. Little, AICP, Executive Director

Attachment: Action Minutes of the February 24, 2015, SRTA Meeting

UNAPPROVED MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
Tuesday, February 24, 2015, 3:00 p.m.
Shasta County Board of Supervisors 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 McArthur, Moty, Watkins, Kehoe, Schreder, Giacomini and Hunt (alternate) were present. Board member Baugh was absent.

1. **Call to Order**
Vice-chair McArthur called the meeting to order at 3:03 p.m.

2. **Pledge of Allegiance**

3. **Staff Introductions**

4. **Elect SRTA Chair and Vice-Chair**
By motion made, seconded (Kehoe/Giacomini) and unanimously carried, Missy McArthur was nominated the 2015 SRTA chair and Leonard Moty the 2015 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 9, 2014, SRTA Meeting**

6-2 **Action Minutes – January 20, 2015, Special SRTA Meeting**

6-3 **Future Meeting Schedule Through February 2016 – Information Only**

6-4 **Review and Approve Disbursements**

6-5 **Review and Approve SRTA Financial Statements**

6-6 **Correspondence**

6-7 **Local Transportation Fund (LTF) Apportionments**

6-8 **Issue Request for Proposals for Agency Information Technology (IT) Support Services**

6-9 **Issue Request for Proposals for On-Call Travel Demand Modeling Services**

6-10 **Adopt Resolution 15-01 Certifying Federal Transit Administration Section 5310 Applications from Golden Umbrella**

6-11 **Support for County of Shasta's Sustainable Agricultural Lands Conservation Program Grant Application**

Board member Moty: On item 6-8, RFP for IT support services, suggested to consider vendors who provide Cloud services.

By motion made, seconded (Giacomini/Watkins) and unanimously carried, the consent calendar was approved with board member Giacomini abstaining from items 6-1 and 6-2.

Regular Calendar

7. **Executive Director's Report**
Informational item only.

8. **Draft FY 2015/16 Overall Work Program**
Staff recommendation is that the board of directors provide guidance on the draft FY 2015/16 OWP scope of work.

SRTA Staff Dan Wayne: requested that the board of directors provide guidance regarding the selection of local agency planning projects, including the alternative of procuring a consultant for a not-to-exceed amount of $100,000.

Motion was made by board member Schreder to support staff recommendation to procure consultant services to develop projects for upcoming capital grant funding opportunities. Motion seconded by board member McArthur.

Debbie Israel, City of Shasta Lake Senior Planner, explained the process and understanding that the City of Shasta Lake had in submitting their planning project proposals.

The staff recommendation passed with five board members in favor (Giacomini, McArthur, Moty, Schreder and Hunt); and two board members opposed (Watkins and Kehoe).

9. **Caltrans Presentation of Stillwater Drive at State Route 44 Interchange Project**
Informational item only.

10. **Regional Transportation Improvement Program (RTIP) Funds for Interstate 5 (I-5)**
Staff recommendation:
    1. Reaffirm the expectation of state or federal funding contributions toward the widening of Interstate 5 (I-5) from four lanes to six lanes between Redding and Anderson; and
    2. Direct staff to prepare a resolution of intent for consideration in April that would remove $12.122 million in SRTA funds, currently programmed to widen I-5, should no state or federal contributions be identified.

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

11. **Request for Proposals for Administration of Development Incentives**
Staff recommendation is that the board of directors authorize distribution of Request for Proposals for the Strategic Growth Area Infill & Redevelopment Incentive Program.

By motion made and seconded (Moty/Giacomini), the staff recommendation passed unanimously with the agreement that the city of Redding and Turtle bay will be added to the proposed distribution list.

12. Amend SRTA Policies Related to Federal Transit Administration Section 5311; Transportation Development Act; and SRTA's Non-Motorized Program

Staff recommendation is that the board of directors amend SRTA policies related to Federal Transit Administration (FTA) Section 5311; the Transportation Development Act; and SRTA's non-motorized programs.

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

14. Lender and Finance Terms for the 1255 East Street Building

Informational item only.

There being no other business to discuss, Chair McArthur adjourned the meeting at 4:20 p.m.

Respectfully submitted,

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Daniel S. Little, AICP, Executive Director

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