

STAFF REPORT



MEETING DATE:	June 27, 2017
SUBJECT:	Action Minutes of the April 25, 2017, SRTA Meeting
AGENDA ITEM:	5-1
STAFF CONTACT:	Amy Lindsey, Executive Assistant

STAFF RECOMMENDATION:

It is recommended that the board of directors approve the action minutes of the April 25, 2017, SRTA meeting.

Daniel S. Little, AICP, Executive Director

Attachment: Action Minutes of the April 25, 2017, SRTA Meeting

UNAPPROVED MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
Tuesday, April 25, 2017, 3:00 p.m.
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 Kehoe, Rickert, Moty, Cornnick, Schreder, Sullivan, and Watkins were present.

1. **Call to Order**

Chair Watkins called the meeting to order at 3:05 p.m. Board members Schreder and Sullivan arrived after roll call at 3:06 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 – February 28, 2017, SRTA Meeting**

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

5-3 **Approve Disbursements**

5-4 **Correspondence – Information Only**

5-5 **Approve Updated SRTA Financial and Accounting Policies**

5-6 **Amend SRTA Policies Related to Federal Transit Administration (FTA) Grant Programs for Small Urban Areas**

5-7 **Approve Contract for On-Call Environmental Support Services**

5-8 **Approve 2017 Low Carbon Transit Operations Program for the Crosstown Express Bus Route Providing Service Between the Downtown Transit Center, the Redding Civic Auditorium, and the Canby Road Transfer Center**

- 5-9 Approve Contract with Citilabs for Renewal of Enterprise License Agreement for Travel Demand Modeling Software
- 5-10 Approve Amendment #3 to SRTA's Fiscal Year 2016/17 Budget and Overall Work Program
- 5-11 Approve Federal Transit Administration Section 5310 Mobility for Seniors and Disabled Persons Scoring of Applicants for Capital Funding

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

Regular Calendar

- 6. Executive Director's Report
Informational item only.
- 7. Approve FY 2017/18 Unmet Transit Needs Findings
Staff recommendations:
 - 1. Consider FY 2017/18 Unmet Transit Needs public comments and staff responses;
 - 2. Receive a presentation on the Social Services Transportation Advisory Council's (SSTAC) FY 2017/18 Unmet Transit Needs recommendation from Chair Steve Smith; and
 - 3. Provide feedback to staff regarding draft Resolution Number 17-xx which finds that the current level of transit services is reasonable to meet, except for service to Cottonwood.

Steve Smith, SSTAC Chair, gave the Advisory Council's 2017/18 Unmet Transit Needs recommendations and additional proposals.

By motion made and seconded (Sullivan/Schreder), the staff recommendation passed unanimously.
- 8. Receive Presentation from the Resource Conservation District of Tehama County on the Crowley Gulch Pedestrian Bridge Project
Staff recommendation: It is recommended that the board of directors receive a presentation from the Resource Conservation District of Tehama County on the Crowley Gulch pedestrian bridge project.

Rob Rianda, Project Manager, Resource Conservation District of Tehama County gave an update on the Crowley Gulch pedestrian bridge that connects the Cottonwood Community Center, Cottonwood Little League Park, and West Cottonwood School.
- 9. Receive Presentation from Caltrans on the State Route 273 Multi-Modal Corridor Plan Outreach Process
Staff recommendation: It is recommended that the board of directors receive a presentation from Caltrans regarding the State Route 273 Multi-Modal Corridor Plan outreach process.

Kelly Zolotoff, Project Lead for Caltrans District 2, gave an update on the State Route 273 Multi-Modal Corridor Plan outreach process. Kelly spoke about several public feedback sessions where

comments were received for future suggestions for the corridor plan. Caltrans District 2 will be working with SRTA and local agencies to pursue Active Transportation Program grant funds to address needs identified by the public.

10. Receive Caltrans Presentation on Regional Transportation Projects

Staff recommendation: It is recommended that the board of directors receive a presentation from Caltrans regarding Regional Transportation Projects.

Eric Orr, Project Manager for Caltrans District 2, gave an update on the following projects: 1) Lower Manzanita Curve Improvement Project, located on Highway 44 near Viola; 2) Stillwater Improvement Project with an overpass located near Highway 44 and Gilbert Road; and 3) The Side Hill Viaduct/Dog Creek Bridge Project, located off I-5 near O'Brien.

11. Approve SRTA's Comprehensive Budget, including the Fiscal Year (FY) 2017-2019 Overall Work Program

Staff recommendations:

1. Approve the FY 2017-19 comprehensive agency budget, FY 2017-2019 OWP, and FY 2017/18 OWP budget per Resolution 17-07;
2. Authorize the chair and executive director to sign the Indirect Cost Allocation Plan Submission Certificate; and
3. Authorize the executive director to sign the Y 2017/18 Overall Work Program Agreement and certifications and assurances that all OWP requirements have been met.

Board member Moty was excused at 4:10 p.m. By motion made and seconded (Kehoe/Rickert), the staff recommendation passed unanimously. Board member Moty did not vote on this item or any subsequent items.

12. Authorize Request for Proposals for Sustainable Shasta: A Walk and Bike Network for Downtowns

Staff recommendation: It is recommended that the board of directors authorize the executive director to use an RFP for Sustainable Shasta: A Walk and Bike Network for Downtowns, pending award of a Caltrans Sustainable Transportation Planning Grant.

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

14. Authorize Request for Proposals for the North State Express Connect Business Plan for Intercity Bus Service Between Redding and Sacramento

Staff recommendation: It is recommended that the board of directors authorize the executive director to issue an RFP for the North State Express Connect Business Plan, pending award of a Caltrans Sustainable Transportation Planning Grant.

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

15. Authorize Request for Proposals (RFP) to Receive Technical Assistance Resulting in an Affordable Housing and Sustainable Communities (AHSC) Program Grant Application that

Combines an Infill or Redevelopment Project with Infrastructure and Programs that Support Walking, Bicycling, and Public Transportation

Staff recommendation: It is recommended that the SRTA Board of Directors authorize the executive director to distribute a Request for Proposals (RFP) for Cycle II of the SRTA Infill and Redevelopment Incentive Program.

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

There being no other business to discuss, Chair Watkins adjourned the meeting at 4:43 p.m.

Respectfully submitted,

Daniel S. Little, AICP, Executive Director

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