

STAFF REPORT



MEETING DATE:	June 28, 2016
SUBJECT:	Action Minutes of the April 26, 2016, 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 April 26, 2016, SRTA meeting.

Daniel S. Little, AICP, Executive Director

Attachment: Action Minutes of the April 26, 2016, SRTA Meeting

UNAPPROVED MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
Tuesday, April 26, 2016, 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 Moty, Baugh, Giacomini, Watkins, Kehoe, Sullivan and Schreder were present.

1. **Call to Order**

Chair Moty called the meeting to order at 3:02 p.m.

2. **Pledge of Allegiance**

3. **Staff Introductions**

4. **Public Comment Period**

Ed Valenzuela, Siskiyou County Supervisor and Local Transportation Commission Delegate, spoke in favor of the Transit and Intercity Rail Capital Program grant application for bus service between Redding and Sacramento (agenda item #8).

Consent Calendar

5-1 **Action Minutes – February 23, 2016, SRTA Meeting**

5-2 **Future Meeting Schedule Through April 2017 – Information Only**

5-3 **Approve Disbursements**

5-4 **Approve SRTA Financial Statements**

5-5 **Correspondence – Information Only**

5-6 **Approve Amendment #2 to the FY 2015/16 Transportation Development Act Claims Budget**

5-7 **Approve Request for Proposals (RFP) for SRTA Legal Services**

5-8 **Approve Federal Transit Administration Section 5311 Projects for Rural Transit**

- 5-9 Adopt Resolution Authorizing Submittal of 2016 Federal Transit Administration Section 5311(f) Intercity Bus Program Grant Application for Burney Express Transit
- 5-10 Authorize Amendment to Technical Services Agreement with Green Dot Transportation Solutions to Add \$23,486 for Additional In-Scope Work
- 5-11 Adopt Resolution 16-05 Approving Amendment #2 to the Fiscal Year 2015/16 Overall Work Program, Which Corrects Estimated Expenditures and Approve SRTA'S Comprehensive FY 2015/16 Budget

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

Regular Calendar

- 6. Executive Director's Report
Informational item only.

- 7. FY 2016/17 Annual Unmet Needs Hearing (Public Hearing)

Staff recommendations:

1. Hold a public hearing to receive public comments on unmet transit needs;
2. Receive a presentation on the Social Services Transportation Advisory Council's (SSTAC) 2016/17 Unmet Transit Needs recommendation from Chair Steve Smith;
3. Provide any further direction to staff regarding 2016/17 unmet transit needs; and
4. Direct staff to prepare responses to public comments as part of the Unmet Transit Needs findings, prerequisite to approving the TDA budget in June.

Steve Smith, SSTAC Chair, gave the Advisory Council's 2016/17 Unmet Transit Needs recommendations and additional proposals.

Public hearing opened.

Anne Thomas, Executive Director, Shasta Living Streets, spoke in support of transit.

Public hearing closed.

By motion made and seconded (Kehoe/Sullivan), the staff recommendations passed unanimously.

8. **Approve the Transit and Intercity Rail Capital Program Grant Application for Bus Service Between Redding and Sacramento**

Staff recommendation: The board of directors approve the attached 2016/17 TIRCP grant application.

Polly Chapman, Senior Transportation Planner, Trinity County Transportation Commission; Mardy Thomas, Principal Planner, Glenn County Planning and Public Works Agency; and Melissa Cummins, Executive Director, Siskiyou County Local Transportation Commission spoke in favor of the grant application and bus service between Redding and Sacramento.

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

9. **Approve Fiscal Year 2016/17 Overall Work Program Budget, Salary Resolution, and Corresponding SRTA Comprehensive FY 2016/17 Budget**

Staff recommendations:

1. Approve the Human Resources Committee recommendation and adopt Resolution 16-07 which approves salary increases of 3% in FY 2016/17; 3% in FY 2017/18; and 3% in FY 2018/19 to all classifications;
2. Adopt the FY 2016/17 OWP pursuant to Resolution 16-06 (attached);
3. Authorize the chair and executive director to sign the Indirect Cost Allocation Plan Submission Certificate;
4. Authorize the executive director to sign the Overall Work Program Agreement and certifications and assurances that all OWP requirements have been met; and
5. Approve the corresponding FY 2016/17 comprehensive agency budget of \$14,408,019.

By motion made and seconded (Giacomini/Baugh) staff recommendation numbers 2-5 passed unanimously and staff recommendation number 1 passed with six board members in favor (Giacomini, Sullivan, Moty, Schreder, Watkins and Baugh); and one board member opposed (Kehoe).

10. **Authorize SRTA Sponsorship of FASTLANE and TIGER grants requesting \$52.87 million each for the Interstate 5 Redding to Anderson six-lane project**

Staff recommendation: The board of directors affirm SRTA's role as project "sponsor" for two USDOT grants seeking \$52.87 million each for the I-5 RASL Project.

Brian Crane, City of Redding Director of Public Works, stated that the city of Redding is supportive of the grants, however, needs city council approval in order to be a sponsor or co-applicant.

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

11. Caltrans update on regional transportation projects

Informational item only.

There being no other business to discuss, Chair Moty adjourned the meeting at 4:48 p.m.

Respectfully submitted,

Daniel S. Little, AICP, Executive Director

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