STAFF REPORT

MEETING DATE:	**October 10, 2017**
SUBJECT:	**Action Minutes of the June 27, 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 June 27, 2017, SRTA meeting.

____
Daniel S. Little, AICP, Executive Director

Attachment: Action Minutes of the June 27, 2017, SRTA Meeting

UNAPPROVED MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
Tuesday, June 27, 2017, 3:00 p.m.
Shasta County Board 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 Kehoe, Rickert, Moty, Baugh, McElvain, Sullivan, and Watkins were present.

1. <u>Call to Order</u>
Chair Watkins called the meeting to order at 3:00 p.m.

2. <u>Pledge of Allegiance</u>

3. <u>Staff Introductions</u>

4. <u>Public Comment Period</u>
There was no one who wished to speak during the public comment period.

<u>Consent Calendar</u>

5-1 <u>Action Minutes – April 25, 2017, SRTA Meeting</u>

5-2 <u>Future Meeting Schedule Through June 2018 – Information Only</u>

5-3 <u>Approve Disbursements</u>

5-4 <u>Approve SRTA Financial Statements</u>

5-5 <u>Correspondence – Information Only</u>

5-6 <u>Approve Amendment #4 to SRTA's Fiscal Year 2016/17 Comprehensive Budget</u>

5-7 <u>Approve Federal Transit Administration Section 5311 Projects for Rural Transit Needs for Fiscal Years 2016/17 and for 2017/18</u>

5-8 <u>Adopt Resolution Approving FTA Section 5311 (f) Intercity Bus Program Application for Federal Fiscal Year 2018 by the County of Shasta to Operate the Burney Express</u>

5-9 <u>Adopt Regional Surface Transportation Program (RSTP) Fiscal Year 2016/17 Budget</u>

5-10 <u>Approve Amendment #1 to SRTA's Fiscal Year 2017/18 Budget and Overall Work Program</u>

By motion made, seconded (Moty/Kehoe) the consent calendar was approved with six board members in favor (Kehoe, Rickert, Moty, Baugh, Sullivan, and Watkins); and one board member wished to abstain from the vote (McElvain).

Regular Calendar

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

7. **Provide Direction to Staff on Draft Agency Report**
   Staff recommendation: It is recommended that the board of directors provide comment and direction to staff regarding the general design and content of the attached draft agency report.

Staff received direction from the board of directors to proceed with the development of the Agency Report.

8. **Approve FY 2017/18 Unmet Transit Needs & Transportation Development Act (TDA) Budget**
   Staff recommendations:
   1. Approve Resolution Number 17-05, finding that the current level of transit service is reasonable to meet for FY 2017/18, except for RABA fixed route service to Cottonwood;
   2. Approve the FY 2017/18 TDA Budget of Apportionments and Transit Obligations; and
   3. Approve payment instructions to the county auditor.

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

9. **Award SRTA Infill & Redevelopment Incentive Program Funds and Authorize Technical Services Agreement with Lead Consultant**
   Staff recommendation: It is recommended that the board of directors authorize the executive director to execute a technical services agreement with Kuchman Architects, for technical assistance under Cycle II of SRTA's Infill & Redevelopment Incentive Program, for a term ending December 31, 2018, not to exceed $175,000.

   Daniel Knott of K2 Development answered board member questions regarding the proposed project concept. Daniel stated that the final details will be worked out through the TSA process and the update of the Downtown Specific Plan.

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

10. **Approve Consolidated Transportation Services Agency (CTSA) Technical Services Agreement for Public Transit Services**
    Staff recommendation: It is recommended that the board of directors authorize the executive director to approve a five-year technical services agreement with Dignity Health Connected Living (DHCL) for Consolidated Transportation Services Agency (CTSA) and other transit services.

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

11. Receive Presentation from the Shasta Senior Nutrition Program on their Capital Improvements & Transit Modernization Feasibility Study

Staff recommendation: It is recommended that the board of directors receive a presentation from Jennifer Powell, executive director of Shasta Senior Nutrition Program (SSNP), on their Capital Improvements & Transit Modernization Feasibility Study.

Jennifer Powell, executive director of Shasta Senior Nutrition Program (SSNP), gave a presentation to the board regarding their Capital Improvements & Transit Modernization Feasibility Study. Jennifer answered board member questions regarding the proposed electric charging stations and suggested online options to finding the right charging station for specific vehicles. Jennifer stated that SSNP is merging with Golden Umbrella and will now be formally known as Dignity Health Connected Living (DHCL).

12. Authorize Technical Services Agreement for Sustainable Shasta: A Walk and Bike Network for Downtowns to Develop Grant-Ready Non-motorized Projects

Staff recommendation: It is recommended that the board of directors authorize the executive director to enter into a technical services agreement (TSA) with Alta Planning & Design to carry out Sustainable Shasta: A Walk and Bike Network for Downtowns, for a term ending June 30, 2020, not to exceed $447,198.

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

14. Authorize Technical Services Agreement for 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 chair to sign a technical services agreement (TSA) with Green Dot Transportation Solutions (Green DOT) to complete the North State Express Connect Business Plan, for a term ending June 30, 2020, not to exceed $205,852.

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

15. Receive Presentation of Local Agency Transportation Projects

Staff recommendation: It is recommended that the board of directors receive a presentation from the city of Redding, regarding local agency transportation projects.

Chuck Aukland, assistant director of city of Redding Public Works-Transportation, gave a presentation to the board regarding updates on various projects. Capital Improvement projects: 1) Old Alturas widening with bike and pedestrian improvements; 2)Buenaventura widening with bike and pedestrian improvements; 3) Cypress crosswalk; 4) Quartz Hill Road at Caldwell Park; and 5) pavement maintenance projects. ATP projects updates included: 1) Placer Street improvements; 2) Diestlehorst to downtown; 3) Bechelli Lane; and 4) Churn Creek and Maraglia. Other project updates mentioned were the Victor Avenue Safety Project, street improvements through the Promenade for the K-2/Dicker's project, various city round-a-bouts, and the Hilltop Drive Signal Optimization Project funded by SRTA.

16. Receive Presentation from Caltrans Regarding the 2018 State Highway Operation and Protection and Protection Program (SHOPP)

Staff recommendation: It is recommended that the board of directors receive a presentation from Caltrans, regarding the proposed 2018 State Highway Operation and Protection Program (SHOPP).

Kristen Kingsley, SHOPP Coordinator for Caltrans District 2, gave a presentation on Senate Bill 1 (SB1) funding, how Caltrans develops projects for SHOPP, and updates on various upcoming projects for the 2020 SHOPP: 1) RASL; 2) rest stop wastewater treatment projects; 3) O'Brien, Oregon, and Lake Boulevard rehabilitation projects; and 4) pavement jobs.

Eric Orr, Project Manager for Caltrans District 2, gave an update on 2017/18 SHOPP developing projects: 1) RASL; 2) Whiskey Creek resurfacing, restoration and rehabilitation pavement project; 3) Burney pavement overlay; 4) South Market Street Americans with Disabilities Act (ADA) west side; and 5) O'Brien deck and rail rehabilitation. Eric provided the board with project manager-staff names, and contact information for further questions, if needed.

There being no other business to discuss, Chair Watkins adjourned the meeting at 4:45 p.m.

Respectfully submitted,

____

Daniel S. Little, AICP, Executive Director

/acl