STAFF REPORT

MEETING DATE:	**October 9, 2018**
SUBJECT:	**Approve Action Minutes of the June 19, 2018, SRTA Board of Directors 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 19, 2018, SRTA board of directors meeting.

Daniel S. Little, AICP, Executive Director

Attachment: Action Minutes of the June 19, 2018, SRTA Board of Directors Meeting

UNAPPROVED MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
Tuesday, June 19, 2018, 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, Schreder, and Pam Morgan were present.

1. **Call to Order**
Chair Baugh called the meeting to order at 3:03 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 – April 24, 2018, SRTA Meeting**

5-2 **Future Meeting Schedule Through June 2019 – Information Only**

5-3 **Approve Disbursements**

5-4 **Approve SRTA Financial Statements**

5-5 **Correspondence – Information Only**

5-6 **Amend Technical Services Agreement (TSA) with Kenny & Norine**

5-7 **Approve Federal Transit Administration Section 5311 Projects for Rural Transit Needs for Fiscal Year 2018/19 and Adopt Resolution Approving an FTA Section 5311(f) Intercity Bus Program Application for Federal Fiscal Year 2019 by the County of Shasta to Operate the Burney Express**

5-8 **Authorize MOU Between SRTA, RABA, and County of Shasta for Coordination of Transit Planning and Programming of State and Federal Funds**

5-9 **Whiskeytown Beach Bus Update and Direction to Staff**

5-10 Approve Amendment to the Technical Services Agreement with Mobility Planners for the Sunday Transit Service Demonstration Project and Micro-Transit Feasibility Study to Extend Until June 30, 2019

5-11 Approve Amendment to Extend the Technical Services Agreement with DKS Associates for Travel Demand Modeling Support Until December 31, 2018

By motion made, seconded (Moty/Schreder) and unanimously carried, the consent calendar was approved with the exception of Item 5-9, which was moved to regular calendar for further discussion.

Regular Calendar

5-9 Whiskeytown Beach Bus Update and Direction to Staff

Due to National Park Service fees, the Beach Bus will not run this year but will be tabled with plans to restart the service next spring. No action was taken at this time.

6. Executive Director's Report

Informational item only.

7. Review Service Alternatives for the Sunday Transit Demonstration Project, Hold a Public Comment Period and Consider Development of a Business Plan

Staff recommendations: It is recommended that the board of directors:

1. Receive a presentation on project outreach and preliminary analysis results;
2. Provide a public comment period to receive comments regarding the service alternatives; and
3. Consider directing staff and Mobility Planners to move to the business plan development stage for the 'General Public Demand Response Service with an App' alternative.

Mobility Planners Owner Clifford Chambers gave a presentation to the board of directors.

Public comment period opened. No one wished to speak. Public comment period was closed.

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

8. Approve the Shasta 2019 Federal Transportation Improvement Program (Public Hearing)

Staff recommendations: It is recommended that the board of directors:

1. Hold a public hearing;
2. Adopt the Shasta 2019 FTIP, pursuant to Resolution Number 18-09; and
3. Authorize the executive director to make minor revisions and administrative modifications to the Shasta 2019 FTIP in response to agency comments.

Public hearing opened. No one wished to speak. Public hearing was closed.

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

9. **Receive Comments on Draft 2018 Regional Transportation Plan (RTP) and Draft Supplemental Environmental Impact Report (SEIR)**

Staff recommendations: It is recommended that the board of directors:

1. Receive public comments on the Draft 2018 RTP (including the SCS) and Supplemental Environmental Impact Report (SEIR); and
2. Provide feedback to staff regarding the content, format, or any other aspect of the Draft 2018 RTP (including SCS) and Draft SEIR.

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

10. **Interstate 5 Redding to Anderson Six-Lane Project Update and Ratify Project Agreements**

Staff recommendation: It is recommended that the board of directors ratify the cooperative agreement to the TCEP grant for the I-5 RASL Project. Staff and Caltrans will also provide an update.

Caltrans Deputy Director Phil Baker and Caltrans Project Manager Eric Orr gave presentations to the board of directors.

Board Member Moty asked for further clarification on city of Anderson's contribution shortfall toward the project and stated a concern should the project run over budget. SRTA Executive Director Dan Little stated that he would reach out to Anderson City Manager Jeff Kiser for clarification and report back to the board.

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

11. **Amend SRTA Non-Motorized Program Policies and Authorize SRTA Non-Motorized Program Call for Projects**

Staff recommendations: It is recommended that the board of directors:

1. Amend SRTA policies, Section 5.18, Non-Motorized Program, thereby consolidating the 2% Non-Motorized and Rural BLAST programs for implementation of the GoShasta Regional Active Transportation Plan; and
2. Direct staff to distribute Regional Active Transportation Program Guidelines and follow-up with prospective applicants to develop joint proposals for the board of directors to consider in October 2018.

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

12. **Approve the North State Intercity Bus System Business Plan and Delegate Authority to the Executive Director to Perform Related Administrative Actions**

Staff recommendations: It is recommended that the board of directors:

1. Approve the North State Intercity Bus System Business Plan;
2. Adopt Resolution #18-11 delegating authority to the executive director to perform all administrative actions necessary to obtain Transit and Intercity Rail Capital Program (TIRCP) funds, including agreements with Caltrans and other project partners of the North State Intercity Bus System.

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

14. Approve Regional Surface Transportation Program (RSTP) Project Selection

Staff recommendations: It is recommended that the board of directors:

1. Approve RSTP exchange funds to local agency partners in the priority order and amounts for projects as enumerated in Attachment A; and
2. Have the executive director execute RSTP exchange Sub-recipient Cooperative Agreements (SCAs) with each local agency partner for receipt of RSTP exchange funds.

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

15. Receive Presentation from Caltrans Regarding Major Projects

It is recommended that the board of directors receive a presentation from Eric Orr, Caltrans Project Manager, regarding major projects.

The board received a presentation from Caltrans Project Manager Eric Orr on all 2018 projects under construction.

There being no other business to discuss, Chair Baugh adjourned the meeting at 4:35 p.m.

Respectfully submitted,

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Daniel S. Little, AICP, Executive Director

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