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Daniel S. Little, Executive Director

**Fiscal Committee Meeting
Tuesday, February 9, 2021
1:00 p.m.**

**PARTICIPATING IN SHASTA REGIONAL TRANSPORTATION AGENCY MEETINGS
DURING THE COVID-19 PANDEMIC**

Until further notice during the COVID-19 Pandemic, all Fiscal Committee members, SRTA staff, and interested parties will be attending the meeting by telephone or videoconference. **There will be no centralized meeting location open to public attendance.** Reasonable accommodations will be made for individuals with disabilities.

Here are ways that you can participate in Fiscal Committee Meetings during this time:

Listen by phone by calling 1-888-788-0099 or 1-877-853-5247 (both toll-free) and entering webinar ID: 850 9953 8913 or join by visiting the following URL and entering <https://us02web.zoom.us/j/85099538913?pwd=UDc1TC9NeTV0eHE4TVNQZTVWZnJOdz09> and if prompted for a passcode, enter: 064826. This meeting is open to the public.

- Submit public comments on any agenda item electronically before or during the meeting. Email your comments to questions@srta.ca.gov. Emailed comments will be accepted and read into the record throughout the duration of the meeting. If possible, please submit your comments prior to the agenda item being heard to ensure timely consideration. Please limit your written comments to 250 words or less.
- Submit public comments by U.S. Mail to Administrative Associate Amy Lindsey, Shasta Regional Transportation Agency, 1255 East Street, Suite 202, Redding, CA, 96001, to arrive no later than 5:00 P.M. one day prior to the meeting.

If you are unable to participate and would like to request an accommodation for accessibility or are having technical problems joining the meeting, please contact Amy Lindsey at (530) 262-6190.

AGENDA

- ITEM #1 INTRODUCTION
- ITEM #2 PUBLIC COMMENT PERIOD – This is the time set aside for citizens to address the committee on items or matters not on the agenda within the jurisdiction of the committee. By law, the committee cannot take action on matters not on the agenda but may schedule an item for a future meeting.
- ITEM #3 APPROVE OCTOBER 6, 2020, FISCAL COMMITTEE MEETING ACTION MINUTES
- ITEM #4 DISCUSS REVISING REGIONAL SURFACE TRANSPORTATION PROGRAM (RSTP) EXCHANGE FUNDS POLICY AND PROCEDURES
- ITEM #5 REVIEW STATE ACTIVE TRANSPORTATION PLAN GRANT AWARDS
- ITEM #6 CONSIDER MATCHING FUNDS FOR PLANNING GRANTS AND PROVIDE DIRECTION TO STAFF
- ITEM #7 REVIEW FISCAL YEAR 2021/22 BUDGET
- ITEM #8 RECEIVE LEGISLATIVE UPDATE AND PROVIDE ANY DIRECTION TO STAFF
- ITEM #9 RECEIVE SRTA BUILDING UPDATE
- ITEM #10 ADJOURN

If information is needed in another language, or parties with a disability as provided by the American Disabilities Act require special accommodations or aides in order to participate in the public meeting, SRTA should be contacted at least 48 hours prior to the meeting. If needed, please call 530-262-6190.

Si se necesita información en otro idioma, o si alguien con una discapacidad según la Ley de Discapacidades de los Estados Unidos requieren adaptaciones especiales o asistentes para participar en la reunión pública, se debe contactar a SRTA al menos 48 horas antes de la reunión. Si se necesita, por favor llame 530-262-6190.

ACTION MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY FISCAL COMMITTEE

Tuesday, October 6, 2020
2:30 p.m., or as soon thereafter as may be heard
Zoom Meeting

(Note: The following minutes are not intended to serve as a transcript or verbatim record of the proceedings of the Shasta Regional Transportation Agency Fiscal Committee, but rather as a record of the meeting time, place, attendance, and actions taken, if any.)

Committee members Moty, Schreder, and Watkins were present.

The following SRTA staff were present: Executive Director Daniel Little, Chief Fiscal Officer Jessica Carlson, and Senior Transportation Planner Jennifer Pollom.

1. **Call to Order/Introductions**

Board Member Moty called the meeting to order at 2:53 p.m.

2. **Public Comment Period**

No comments were received during the public comment period.

3. **Approve October 15, 2019, Fiscal Committee Meeting Action Minutes**

By motion made and seconded (Watkins/Schreder), the minutes passed unanimously.

4. **SRTA Building Repair Update and Contract Award**

Executive Director Daniel Little gave an update to the Fiscal Committee regarding repairs to the SRTA building at 1255 East Street, Redding; and will continue the emergency finding of Resolution No. 20-14 approved at the September 30, 2020, Special Board of Directors Meeting. A meeting is scheduled to occur on October 14, 2020, which will include the SRTA Chair, Vice Chair, Executive Director, the SRTA architect, and the contractor. Negotiated costs will be reviewed and options will be considered. A final scope of work and cost proposal will be presented to the board of directors at the upcoming meeting on October 20, 2020.

No action was taken.

5. **Authorize the Executive Director to Enter into an Agreement to Lease Suite 201 of the SRTA Building to the Sierra-Sacramento Valley EMS Agency – Consider Recommendation to the Board of Directors**

It is recommended that the executive director be authorized to sign the lease to enter into a tenant agreement to lease approximately 612 square feet of SRTA office space to the Sierra-Sacramento Valley Emergency Medical Services (EMS) Agency for a three-year term at a base rate of \$826.20 monthly, escalated by 3% annually.

By motion made and seconded (Schreder/Watkins), the motion passed unanimously. The Fiscal Committee reviewed the lease agreement and recommends approval to the SRTA Board of Directors at the upcoming October 20, 2020 meeting.

6. **Pre-Funding Pension Liability – Consider Recommendation to the Board of Directors**

Chief Fiscal Officer Jessica Carlson gave an update to the Fiscal Committee. It is recommended that the Fiscal Committee agree to authorize the executive director to sign the California Employers' Pension Prefunding Trust Program Agreement with CalPERS and approve all administrative edits; and approve a resolution to delegate authority to the executive director and chief fiscal officer to administer and request disbursements from the California Employer's Pension Prefunding Trust.

By motion made and seconded (Schreder/Watkins), the motion passed unanimously. The Fiscal Committee reviewed this item, concurs with the staff recommendation, and recommends approval to the SRTA Board of Directors at the upcoming October 20, 2020 meeting.

7. **JPA Update**

Executive Director Daniel Little gave an update regarding development of an agreement to form a council of governments (COG). A meeting has been set for October 15, 2020, with city managers, CEO, and SRTA executive director to meet for further discussion. A verbal outcome will be provided at the October 20, 2020, board of directors meeting.

No action was taken.

8. **ATP Grant Projects Update and Matching Funds**

Executive Director Daniel Little gave an update on the following ATP Cycle 5 Grant Projects:

- Cottonwood Active Transportation Trunk Line Express (CATTLE) Network
- North Redding Active Transportation Trunk Line (NRATTL)
- Victor Avenue & Cypress Avenue Active Transportation (VCAT) Project
- Turtle Bay to Downtown Gap Completion Project
- California Street Bikeway
- Ashby-to-Downtown

No action was taken.

6. There being no further business, board member Moty adjourned the meeting at 3:39 p.m.

Respectfully submitted,

Daniel S. Little, AICP, Executive Director
DSL/acf

SRTA RSTP Exchange Funds Expenditure Tracking Spreadsheet

	RSTP Fund Years	Funding Expiration Date	SCA Notice to Proceed Date	Project	Budget	Expended
Anderson	2016-17 and 2017-18	6/30/2021	8/13/2018	Citywide Grinder	\$ 276,248.00	\$ -
	2018-19	6/30/2022	7/17/2019	Anderson Hts. Cape Seal	\$ 134,407.00	\$ 134,407.00
	2019-20	6/30/2023	7/10/2020	General Street Maintenance	\$ 143,663.00	\$ -
Redding	2016-17 and 2017-18	6/30/2021	7/20/2018	Citywide Force Work	\$ 928,392.00	\$ 928,392.02
				Residential Cape Seal (amnd #2A)	\$ 712,142.00	\$ 712,142.13
				Sidewalk Repair (amnd #2A)	\$ 26,070.00	\$ 26,070.48
				General Street Maintenance (#2A)	\$ 761,787.00	\$ -
	2018-19	6/30/2022	7/17/2019	General Street Maintenance	\$ 1,329,770.00	\$ 767,091.77
	2019-20	6/30/2023	8/25/2020	Residential Cape Seal in 3 Subdivisions	\$ 1,000,000.00	\$ -
				Citywide Street Maintenance	\$ 364,094.00	\$ -
Shasta Lake	2016-17 and 2017-18	6/30/2021	6/29/2018	2018/19 General Street Maintenance	\$ 273,771.00	\$ 273,771.00
	2018-19	6/30/2022	8/8/2019	2019/20 General Street Maintenance	\$ 147,173.00	\$ 147,173.00
	2019-20	6/30/2023	6/25/2020	2020/21 Citywide Street Maintenance	\$ 158,455.00	\$ -
County	2016-17 and 2017-18	6/30/2021	7/3/2018	Gas Point & Park Dr. Improvement (amnd)	\$ 434,318.00	\$ 434,317.97
				Cottonwood Front St. Rehab (amnd)	\$ 3,717.00	\$ 3,717.00
	2018-19	6/30/2022	7/29/2019	Olinda Road Widening (amnd)	\$ 74,140.47	\$ 74,140.47
	2019-20	6/30/2023	7/22/2020	Gas Point Road Pavement Rehab	\$ 293,907.00	\$ 293,907.00
				West Anderson Dr. Pavement Rehab (amnd #2)	\$ 187,978.00	\$ 187,978.00
				Total	\$ 7,250,032.47	\$ 3,983,107.84