

APPROVED 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 (NRATTTL)
- 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/acl