

STAFF REPORT



MEETING DATE:	April 14, 2025
SUBJECT:	Review Fiscal & Policy Committee Meeting Schedule Dates and Times for 2025
AGENDA ITEM:	10
STAFF CONTACT:	Sean Tiedgen, AICP, Executive Director

STAFF RECOMMENDATION:

It is recommended that the Fiscal and Policy Committee review the proposed committee meeting schedule and provide feedback to staff regarding any potential meeting conflicts.

DISCUSSION:

SRTA Bylaws state that the Fiscal and Policy Committee should meet as needed, but no less than two times a year. Primarily, the Committee meets to review the results of the agency's audits and to conduct the annual review of the executive director. The Committee has typically met prior to each SRTA Board of Directors meeting to review with SRTA staff a number of financial, human resources, and policy items and provide feedback or direction.

Previously, Committee members asked staff to set up a recurring schedule so that scheduling and maintaining meetings to conduct the agency's business are planned well in advance, to the extent possible. The Fiscal and Policy Committee meetings are typically scheduled approximately one week prior to board meeting packets being finalized so that staff have time to incorporate feedback from Committee members on any items going to the upcoming board of directors meeting. Staff requests Committee review of the planned meeting schedule below and input on any potential schedule conflicts that may require adjustments to the meetings:

- Monday, June 16, 2025 – at 2:00 p.m.
- Thursday, October 9, 2025, or Monday, October 13, 2025 – at 2:00 p.m.
 - TBD for final date due to staff review of possible October board meeting date change.
- Monday, December 8, 2025 – at 2:00 p.m.
- Monday, February 16, 2026 – at 2:00 p.m. (tentative)

A handwritten signature in blue ink, appearing to read "Sean Tiedgen", is written over a horizontal line.

Sean Tiedgen, AICP, Executive Director