STAFF REPORT

MEETING DATE:	**October 22, 2025**
SUBJECT:	**Approve Action Minutes of the June 16, 2025, Fiscal and Policy Committee Meeting**
AGENDA ITEM:	**4**
STAFF CONTACT:	**Amy Lindsey, Executive Assistant**

STAFF RECOMMENDATION:

It is recommended that the Fiscal and Policy Committee approve action minutes of the June 16, 2025, Fiscal and Policy Committee meeting.

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Sean Tiedgen, AICP, Executive Director

Attachment: Action Minutes of the June 16, 2025, Fiscal and Policy Committee Meeting

UNAPPROVED ACTION MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
FISCAL & POLICY COMMITTEE
Monday, June 16, 2025
9:00 a.m., or as soon thereafter as may be heard
1255 East Street, Suite 202, Salmon Room

(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 & Policy Committee, but rather as a record of the meeting time, place, attendance, and actions taken, if any.)

The following SRTA staff were present: Executive Director Sean Tiedgen, Chief Fiscal Officer Jessica Carlson, Senior Transportation Planner Jennifer Pollom, Senior Transportation Keith Williams, and Executive Assistant Amy Lindsey.

1. **Call to Order/Roll Call**
   Chair Watkins called the meeting to order at 9:00 a.m.

   Committee members, Audette and Plummer, were present.

2. **Staff Introductions**

3. **Public Comment Period**
   No comments were received during the public comment period.

4. **Approve Action Minutes of the April 14, 2025, Fiscal and Policy Committee Meeting**

   By motion made and seconded (Plummer/Audette), the minutes passed unanimously.

5. **Review and Discuss Proposed June Board Agenda Item #7-7: Approve Redding Area Bus Authority (RABA) State Transit Assistance (STA) Reserve Request up to $300,000 to Purchase Two Trolleys**
   It is recommended that the board of directors approve RABA's request for $300,000 from the regional STA reserves for the purchase of two trolleys.

   Senior Transportation Planner Jennifer Pollom presented the staff recommendation and answered Fiscal & Policy Committee questions.

   The committee requested that trolley images and specifications be included as an attachment to the staff report at the SRTA Board of Director's meeting on June 25, 2025.

   The committee concurs with the staff recommendation. By motion made and seconded (Audette/Plummer), the motion passed unanimously.

6. **Review and Discuss Proposed June Board Agenda Item #7-11: Approve Regional Surface Transportation Program (RSTP) Projects Selection**
   It is recommended that the board of directors:
   1. Approve FY 2024/25 RSTP exchange funds for local agency projects pursuant to the attachment; and

2. Authorize the executive director to execute RSTP exchange sub-recipient cooperative agreement amendments with each local agency partner to receive RSTP exchange funds.

Executive Director Sean Tiedgen presented the staff recommendations and answered Fiscal & Policy Committee questions.

The committee concurs with the staff recommendation. By motion made and seconded (Audette/Plummer), the motion passed unanimously.

7. **Review and Discuss Proposed June Board Agenda Item #11: Approve Fiscal Year 2025/26 Annual Transit Needs Assessment, Transportation Development Act (TDA) Budget & Unmet Transit Needs Findings in Resolution 25-09**

   It is recommended that the board of directors:

   1. Consider the Social Services Transportation Advisory Council's (SSTAC) FY 2025/26 Unmet Transit Needs recommendations;
   2. Approve the FY 2025/26 Transit Needs Assessment and Unmet Transit Needs recommendations;
   3. Authorize the Chair to sign Resolution 25-09, finding that no new unmet transit needs are considered reasonable to meet in FY 2025/26, to allow several transit service changes implemented in FY 2024/25 to get established and then evaluated;
   4. Approve the FY 2025/26 TDA Budget of Apportionments and Transit Obligations;
   5. Approve payment instructions to the Shasta County Auditor-Controller;
   6. Approve amendments to SRTA's TDA policies regarding the State Transit Assistant (STA) spillover policies in the Non-Motorized Program (Section 3.25.10) and Estimating STA Revenue (Section 4.60.020(B)(5)) sections; and
   7. Authorize the executive director to make minor administrative amendments to the TDA Budget and payment instructions as appropriate.

Chief Fiscal Officer Jessica Carlson and Senior Transportation Planner Jennifer Pollom presented the staff recommendations and answered Fiscal & Policy Committee questions.

Board member Plummer requested a flow chart of apportionments and transit obligations as an attachment to the final staff report at the SRTA Board of Director's meeting on June 25, 2025.

The committee concurs with the staff recommendation. By motion made and seconded (Audette/Plummer), the motion passed unanimously.

8. **Review and Discuss Proposed June Board Agenda Item #12: Adopt Resolution 25-08, Approving the Fiscal Year 2025/26 Project List for California State of Good Repair (SGR) Program for Public Transit Capital Improvements and Approve Amending SRTA's SGR Policies**

   It is recommended that the board of directors:

   1. Adopt Resolution 25-08, approving the FY 2025/26 SGR project list totaling $315,891;

2. Approve amending SRTA's State of Good Repair (SGR) policies related to fund distribution to eligible recipients; and
3. Authorize the executive director to make administrative amendments to the approved projects pending final FY 2025/26 SGR allocations by the California State Controller and any necessary documentation required by Caltrans.

Senior Transportation Planner Jennifer Pollom presented the staff recommendations and answered Fiscal & Policy Committee questions.

Chair Watkins requested policy edits made in track changes to be in different colors for easier reading (i.e., blue and purple), with no edits in red. The Fiscal & Policy Committee suggested that this item be moved from the Regular Calendar to the Consent Calendar for the June 25, 2025 board of directors meeting.

The committee concurs with the staff recommendation. By motion made and seconded (Plummer/Audette), the motion passed unanimously.

9. **<u>Review and Discuss Proposed June Board Agenda Item #13: Approve Fiscal Year 2025/26 Comprehensive Budget</u>**

It is recommended that the board of directors approve the FY 2025/26 Comprehensive Budget.

Chief Fiscal Officer Jessica Carlson presented the staff recommendations and answered Fiscal & Policy Committee questions.

The committee concurs with the staff recommendation. By motion made and seconded (Plummer/Audette), the motion passed unanimously.

10. **<u>Receive Verbal Update on Legislative and other SRTA Activities</u>**

Executive Director Sean Tiedgen gave a staffing update on SRTA's summer internship position.

Mr. Tiedgen gave an update on legislative activities: Secure Rural Schools Act funding has been extended for three more years; Congress House of Representatives budget introduced and included annual fees for battery electric and hybrid vehicles; Directors from several North State transportation agencies met with congress members' staff to discuss the next Surface Transportation Bill, including getting feedback on how the bill could benefit rural regions; and Updates on California Air Resources Board (CARB) Advanced Clean Cars II regulations and the proposed Advanced Clean Cars III regulations.

Board member Audette left the meeting at 10:40 a.m., just before Item #11.

Update only, no motion made.

11. **<u>Receive Performance Update on Investments for April and May 2025</u>**

It is recommended that the Fiscal & Policy Committee receive a performance update on SRTA's investment pools for the months ending April 30, 2025 and May 31, 2025.

Chief Fiscal Officer Jessica Carlson presented the staff recommendations and answered Fiscal & Policy Committee questions.

Chair Watkins would like the staff report attachment to only include the consolidated summary statements for both CAMP and CLASS. In the staff report **DISCUSSION** section regarding all three tables, board member Plummer asked Ms. Carlson to include the totals at the bottom of each CAMP and CLASS table.

Chair Watkins requested the full board receive this report at its upcoming June 25, 2025 board of directors meeting.

Update only, no motion made.

12. There being no further business, Chair Watkins adjourned the meeting at 11:00 a.m.

Respectfully submitted,

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Sean Tiedgen, AICP, Executive Director
SMT/acl