APPROVED ACTION MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
FISCAL & POLICY COMMITTEE
Monday October 16, 2023
2:00 p.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.)

Committee members Audette, Gallagher, and Mezzano were present.

The following SRTA staff were present: Executive Director Sean Tiedgen, Chief Fiscal Officer Jessica Carlson, and Administrative Associate Amy Lindsey.

1. **Call to Order/Introductions**
   Board Chair Mezzano called the meeting to order at 2:02 p.m.

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

3. **Approve August 22, 2023, Fiscal & Policy Committee Meeting Action Minutes**
   By motion made and seconded (Gallagher/Mezzano), the minutes passed unanimously. Board member Audette was not present during this action item and joined the meeting at 2:04 p.m.

4. **Approve Cash Disbursements for June through August 2023**
   It is recommended that the board of directors review the new report format and approve disbursements for the period of June through August 2023.

   Chief Fiscal Officer Jessica Carlson gave a report and answered clarifying questions.

   By motion made, seconded (Gallagher/Audette), and unanimously carried, the staff recommendation passed unanimously.

5. **Accept Financial Statements and Fiscal and Compliance Audit for Fiscal Year 2021/22**
   It is recommended that the board of directors accept the independent audit and financial statements for the fiscal year ending June 30, 2022.

   Chief Fiscal Officer Jessica Carlson and Eide Bailly Audit Manager Tommy Bowen gave a report, discussed financial statements, audit findings, and answered clarifying questions.

   By motion made, seconded (Audette/Gallagher), and unanimously carried, the staff recommendation passed unanimously.

6. **Delegate Authority to Executive Director to Accept and Execute Documents for Competitive Caltrans Sustainable Transportation Planning Grants**
   It is recommended that the board of directors adopt Resolution 23-10, delegating authority to the executive director to perform all actions necessary to accept and execute agreements for current and future awarded competitive Caltrans Sustainable Transportation Planning Grants.

   Executive Director Sean Tiedgen gave a report and answered clarifying questions.

   By motion made, seconded (Gallagher/Audette), and unanimously carried, the staff recommendation passed unanimously.

7. **Receive Verbal Update on SRTA Building Activities**
   Executive Director Sean Tiedgen gave an update and answered clarifying questions regarding upcoming SRTA building maintenance items. Those items include 1) Two HVAC systems in Suite 100; 2) Parking Lot Maintenance; and 3) Fencing.

   Update only, no action taken.

8. **Receive Verbal Update on Legislative Activities**
   Executive Director Sean Tiedgen gave a report, discussed legislative matters, and answered clarifying questions.

   Update only, no action taken.

9. There being no further business, board member Mezzano adjourned the meeting at 2:47 p.m.

   Respectfully submitted,

   Sean Tiedgen, AICP, Executive Director
   SMT/acl