

UNAPPROVED ACTION MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
FISCAL & POLICY COMMITTEE
Wednesday, August 31, 2022
1:00 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 Schreder, Rickert, and Browning were present.

The following SRTA staff were present: Executive Director Sean Tiedgen, Chief Fiscal Officer Jessica Carlson, Administrative Associate Amy Lindsey, Senior Transportation Planner Jennifer Pollom, Associate Transportation Planner Michael Kuker, Associate Transportation Planner Kimi Taguchi, and Associate Planner Mehdi Moeinaddini.

1. **Call to Order/Introductions**

Chair Browning called the meeting to order at 1:09 p.m.

2. **Public Comment Period**

No comments were received during the public comment period.

3. **Approve June 15, 2022, Fiscal & Policy Committee Meeting Action Minutes**

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

4. **Accept Fiscal Year 2020/21 Fiscal and Compliance Audit, Single Audit, And Financial Statements**

It is recommended that the board of directors accept the independent audit, the Single Audit, and financial statements for the fiscal year ending June 30, 2021.

Eide Bailly Audit Manager Tommy Bowen provided an update to the committee. Eide Bailly, LLP has completed their fiscal and compliance audit of SRTA, and the Single Audit of MPR funding, for the fiscal year ending June 30, 2021. SRTA received an unqualified audit opinion, meaning that SRTA's financial condition, position, and operations are:

1. In accordance with generally accepted accounting principles;
2. In compliance with statutory requirements and regulations; and
3. Supported by adequate documentation.

Eide Bailly, LLP completed SRTA's FY 2020/21 Financial Statements.

There were two findings as a result of the audit process: financial reporting and segregation of duties. The audit findings, although material weaknesses, are not reportable, and therefore considered minor and can be resolved.

Chief Fiscal Officer (CFO) Jessica Carlson addressed the committee regarding the two findings. CFO Carlson answered clarifying questions and gave solutions to better achieve segregation of duties and to better achieve timely financial reporting. New procedures will be put in place to remediate these issues. SRTA management does not anticipate these findings being future issues.

The Fiscal and Policy Committee concurs with the staff recommendation. Committee members also recommended that staff consider contracting with a Certified Public Accounting Firm annually, to further remediate the segregation of duties finding. By motion made and seconded (Schreder/Rickert), the motion passed unanimously.

5. Update Special District Signature Authorization Form with Shasta County Treasurer

It is recommended that the board of directors:

1. Sign the county's Special District Signature Authorization form; and
2. Authorize the chair and executive director to administer the accounts held with the Shasta County Treasurer.

The Fiscal and Policy Committee concurs with the staff recommendation. By motion made and seconded (Schreder/Rickert), the motion passed unanimously.

6. Recommendation Regarding Fiscal Year 2022/23 State of Good Repair Funding Project List

It is recommended that the board of directors adopt Resolution 22-10 approving the FY 2022/23 SGR project list for a total of \$278,758.

Recommended FY 2022/23 SGR Project List:

Project	Lead Agency	Allocation Amount
RABA Van Replacement	RABA	\$29,025
RABA Zero Emission Bus Replacement and Add a New Charger	RABA	\$128,325
CTSA Vehicle Wash Machine	SRTA	\$37,700
Regional Zero-Emission Infrastructure Project	SRTA	\$83,708
Total		\$278,758

The Fiscal and Policy Committee concurs with the staff recommendation. By motion made and seconded (Schreder/Rickert), the motion passed unanimously.

7. Receive Update Regarding Intercity Bus Service to Sacramento, California's Statewide Hydrogen Hub Efforts, and Recommendation to Enter into Memorandum of Cooperation with Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES)

It is recommended that the board of directors authorize the executive director to sign a Memorandum of Cooperation with the Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES).

Senior Transportation Planner Jennifer Pollom gave an update to the committee on the Intercity Bus Service to Sacramento.

Executive Director Sean Tiedgen gave an update on California's Hydrogen Hub efforts and answered clarifying questions to the committee. Mr. Tiedgen stated the following: 1) Infrastructure Investment and Jobs Act (IIJA) will provide \$8 billion, through the U.S. Department of Energy, over the next six to twelve years to establish regional hydrogen hubs across the country; 2) The Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES) is a public-private partnership responsible for overseeing the submittal of the state of California's application for federal hydrogen hub funding; 3) Formally entering into a business relationship with ARCHES is required to submit project ideas and to potentially be part of the state's application; and 4) A Memorandum of Cooperation must be signed to participate in ARCHES.

The Fiscal and Policy Committee concurs with the staff recommendation to sign the ARCHES Memorandum of Cooperation. By motion made and seconded (Schreder/Rickert), the motion passed unanimously.

8. **Discuss Federal Safe Streets for All (SS4A) Program and Possible Recommendation to Submit Grant for Regional Safety Action Plan**

Executive Director Sean Tiedgen and Associate Transportation Planner Michael Kuker gave an update to the committee on new federal funding available under the Federal Safe Streets for All (SS4A) Program. SRTA staff recommends SRTA discuss and work with regional partners to consider applying for a grant for a Regional Safety Action Plan if applicable. Due to the application deadline prior to the next board meeting and the need for a 20% match in planning funds, SRTA staff is seeking Fiscal and Policy Committee support to move forward and offer up SRTA's regional planning funds for the match requirement if a regional application is pursued.

The Fiscal and Policy Committee concurs with the staff recommendation and recommends SRTA work together with local agencies on pursuing the opportunity for funding a Regional Safety Action Plan. By motion made and seconded (Schreder/Rickert), the motion passed unanimously.

9. **Receive Update on Regional Early Action Plan (REAP) Program Funds**

Executive Director Sean Tiedgen and Associate Transportation Planner Mehdi Moeinaddini gave an update to the committee. The Shasta Region has the opportunity to apply for up to \$2,243,909 in Regional Early Action Planning (REAP) 2.0 funds that will help further housing development opportunities in the region that connect people closer to jobs and essential services, and mobility options such as public transit and active transportation. SRTA will issue a call for projects in October 2022 from eligible agencies, organizations, and private developers to identify projects for possible funding. SRTA will review project submittals, submit a list of recommended projects for the board directors consideration at the December meeting, and must submit approved projects by December 31, 2022.

No motion made, item for discussion only.

9. There being no further business, board member Browning adjourned the meeting at 2:29 p.m.

Respectfully submitted,

Sean Tiedgen, AICP, Executive Director
SMT/acl