STAFF REPORT

MEETING DATE:	**September 21, 2026**
SUBJECT:	**Approve Action Minutes of the June 15, 2026, 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 15, 2026, Fiscal and Policy Committee meeting.

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Sean Tiedgen, AICP, Executive Director

Attachment: Action Minutes of the June 15, 2026, Fiscal and Policy Committee Meeting

UNAPPROVED ACTION MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
FISCAL & POLICY COMMITTEE
Monday, June 15, 2026
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, Accounting Clerk I Kelli Irving, Senior Transportation Planner Jenn Pollom, and Executive Assistant Amy Lindsey.

1. **Call to Order/Roll Call**
   Vice-Chair Audette called the meeting to order at 9:05 a.m.

   Committee members, Watkins and alternate Kelstrom (filling in for member Crye), 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 20, 2026, Fiscal and Policy Committee Meeting**
   By motion made, seconded, and unanimously carried (Watkins/Kelstrom), the minutes for April 20, 2026, were approved.

5. **Review and Discuss Proposed April Board Agenda Item 7-5: Receive Performance Update on Investments for April and May 2026**
   It is recommended that the board of directors receive a performance update on SRTA's investment pools for the months ending April and May 2026.

   Accounting Clerk I Kelli Irving presented the staff recommendation.

   Review and discussion only, no motion made.

6. **Review and Discuss Proposed April Board Agenda Item 7-8: Approve the Fiscal Year 2026/27 California State of Good Repair Program Project List for Public Transit Capital Improvements in Resolution 26-06 and Approve Transfer of Regional Zero Emission Vehicle Infrastructure Project Funding to the Redding Area Bus Authority**
   It is recommended that the board of directors:
   1. Approve the FY 2026/27 SGR project list totaling $320,977 for RABA preventative maintenance and authorize the Chair in signing Resolution 26-06;
   2. Approve transfer to RABA of $183,020.13 in project funding, plus any interest for the previously approved Regional ZEV Infrastructure Project; and
   3. Authorize the executive director to make administrative amendments as appropriate, pending final FY 2026/27 SGR allocations by the California State Controller and any necessary documentation required by Caltrans.

   Senior Transportation Planner Jennifer Pollom presented the staff recommendations. Executive Director Sean Tiedgen and Ms. Pollom answered board questions.

Vice-Chair Audette asked staff to include information on the best path of where this money could be spent, and any applicable alternatives.

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

7. **Review and Discuss Proposed April Board Agenda Item 10: Hold Fiscal Year 2026/27 Unmet Transit Needs Public Hearing and Approve Fiscal Year 2026/27 Annual Transit Needs Assessment, Unmet Transit Needs Findings in Resolution 26-05, Transportation Development Act (TDA) Budget, and TDA Payment Instructions**

It is recommended that the board of directors:

1. Hold a public hearing to receive public comments on unmet transit needs;
2. Approve the FY 2026/27 Transit Needs Assessment and Unmet Transit Needs recommendations;
3. Authorize the Chair to sign Resolution 26-05, finding that there are no unmet transit needs considered reasonable to meet in FY 2026/27;
4. Approve the FY 2026/27 TDA Budget of Apportionments and Transit Obligations;
5. Approve payment instructions to the Shasta County Auditor-Controller; and
6. Authorize the executive director to make minor administrative amendments to the TDA Budget and payment instructions as appropriate.

Senior Transportation Planner Jennifer Pollom and Chief Fiscal Officer Jessica Carlson presented the staff recommendations. Ms. Pollom, Ms. Carlson, and Executive Director Sean Tiedgen answered board questions.

Vice-Chair Audette asked if the Executive Director Tiedgen can update the SRTA Board of Directors on SRTA/RABA meetings, funding strategies, and planning to help ensure better coordination between the SRTA and RABA board members who might serve on both boards. Mr. Tiedgen indicated that information can be provided during the executive director's report at board meetings or in applicable staff reports.

By motion made, seconded (Kelstrom/Watkins) and unanimously carried, the staff recommendations passed.

8. **Review and Discuss Proposed April Board Agenda Item 7-12: Approve Fiscal Year (FY) 2025/26 Regional Surface Transportation Program (RSTP) Project List**

It is recommended that the board of directors:

1. Approve $3,082,244 in FY 2025/26 RSTP exchange funds and earned interest and dividends for local agency projects and SRTA programming; 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.

Senior Transportation Planner Jennifer Pollom presented the staff recommendations. Chief Fiscal Officer Jessica Carlson, Executive Director Tiedgen, and Ms. Pollom answered board questions.

By motion made, seconded (Watkins/Kelstrom) and unanimously carried, the staff recommendations passed.

9. **Review Draft Purchase Card (P-Card) Policy and Provide Feedback and Direction to Staff**
Executive Director Tiedgen presented a Draft Purchase Card (P-Card) policy and answered board questions.

The Fiscal & Policy Committee made the following recommendations:

- Consider including SRTA board of director's members, who are appointed and actively sitting on the board, and regularly travel to represent the agency in an official capacity or attend agency-related training, such as members serving as CalCOG representatives.
- Consider disbursing the cards on more of an as needed basis, such as employees who travel regularly or buy office supplies, and not automatically given to all employees.
- Consider starting with a low $200 threshold and approve higher amounts on an as needed basis.
- Receive reports every six months (June and December) unless an issue arises that needs immediate committee attention. Any policy changes would be brought back to the committee for approval.

By motion made, seconded (Watkins/Kelstrom) and unanimously carried, the staff recommendations passed.

10. **Review and Discuss Proposed April Board Agenda Item 12: Approve Fiscal Year 2026/27 Comprehensive Budget**
It is recommended that the board of directors approve the FY 2026/27 Comprehensive Budget.

Chief Fiscal Officer Jessica Carlson presented the staff recommendation. Executive Director Sean Tiedgen and Chief Fiscal Officer answered board questions.

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

***Due to potential Committee member time constraints Item #12 was heard before Item #11.*

CLOSED SESSION

12. **Closed Session Pursuant to California Government Code Section 54956.8**
CONFERENCE REGARDING LEASE OF PROPERTY

Location:	1255 East Street, Suite 201, Redding, CA
Agency Representatives:	Sean Tiedgen, Executive Director and Jessica Carlson, Chief Fiscal Officer
Parties:	SRTA and Sierra-Sacramento Valley Emergency Medical Services Agency
Under Negotiation:	Length of Lease, Price, Terms and Conditions

At 10:25 a.m., Vice-Chair Audette recessed the Fiscal & Policy Committee to a closed session to discuss lease of property at 1255 East Street, Suite 201, Redding, CA.

OPEN SESSION

At 10:37 a.m., Vice-Chair Audette reconvened the Fiscal & Policy Committee to Open Session.

Vice-Chair Audette reported that the Fiscal & Policy Committee had no reportable action.

11. **Receive a Verbal Legislative Update and Provide Direction to Staff**
Executive Director Tiedgen gave the following updates: Assembly Member James Gallagher was sworn in on June 10, 2026, and now represents our region; SB 1087 updates; SRTA's 2022 Regional Transportation Plan (RTP) Sustainable Communities Strategy (SCS) was approved by CARB; the Federal Environmental Protection Agency issued four additional California Pollution Waivers to congress for review which may halt current state-allowed processes; and an update on the Federal Transportation Bill (Build America 250 Act).

Board member Watkins left the meeting at 10:53 a.m.

13. **Adjourn**
There being no further business, Vice-Chair Audette adjourned the meeting at 10:54 a.m.

Respectfully submitted,

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Sean Tiedgen, AICP, Executive Director
SMT/acl