



1255 East Street, Suite 202 • Redding, CA 96001 • 530-262-6190 • Fax: 530-262-6189  
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Sean Tiedgen, AICP, Executive Director

**Fiscal & Policy Committee Meeting**  
**Friday, April 7, 2023**  
**1255 East Street, Suite 202, SRTA Salmon Room**  
**2:00 p.m., or as soon thereafter as may be heard**

**SRTA has returned to in-person meetings. If you would like to participate in SRTA Fiscal & Policy Committee meetings virtually, please see below:**

**Using the Zoom client on your computer, tablet, or smartphone: Visit:**

<https://us02web.zoom.us/j/85761289237?pwd=YXljam1xb0xvMXZ6bkxnVW8zUVpoZz09>

- and if prompted for a passcode, enter: **377109**
- **or telephone:** Dial 1 (888) 788-0099 (toll free) and enter meeting ID: **857 6128 9237**
- if prompted for a passcode, enter: **377109**
- Submit public comments on any agenda item electronically before or during the meeting. Email your comments to [questions@srta.ca.gov](mailto:questions@srta.ca.gov). Emailed comments will be accepted and read into the record throughout the duration of the meeting. If possible, please submit your comments prior to the agenda item being heard to ensure timely consideration. Please limit your written comments to 250 words or less.
- Submit public comments by U.S. Mail to Administrative Associate Amy Lindsey, Shasta Regional Transportation Agency, 1255 East Street, Suite 202, Redding, CA, 96001, to arrive no later than 5:00 P.M. one day prior to the meeting. If you are unable to participate and would like to request an accommodation for accessibility or are having technical problems joining the meeting, please contact Amy Lindsey at (530) 262-6190.

**This meeting is open to the public.**

## AGENDA

- ITEM #1 INTRODUCTION
- ITEM #2 PUBLIC COMMENT PERIOD – This is the time set aside for citizens to address the committee on items or matters not on the agenda within the jurisdiction of the committee. By law, the committee cannot take action on matters not on the agenda but may schedule an item for a future meeting.
- ITEM #3 APPROVE DECEMBER 2, 2022, FISCAL & POLICY COMMITTEE MEETING ACTION MINUTES
- ITEM #4 REVIEW AND DISCUSS FY 2023/24 TRANSPORTATION DEVELOPMENT ACT (TDA) BUDGET
- ITEM #5 RECEIVE UPDATE ON RESOLUTION OF FY 2020/21 SINGLE AUDIT FINDING AND DISCUSS FY 21/22 FISCAL AND COMPLIANCE AUDIT UPDATE
- ITEM #6 DISCUSS AND PROVIDE DIRECTION REGARDING FUTURE FUNDING WORKSHOPS
- ITEM #7 DISCUSS SRTA BOARD OF DIRECTORS MEETING FREQUENCY

### CLOSED SESSION

- ITEM #8 CLOSED SESSION PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54956.8:  
CONFERENCE WITH REAL PROPERTY NEGOTIATOR  
Location: 1255 East Street, Suite 201, Redding, CA  
Agency Representatives: Sean Tiedgen, Executive Director  
Jessica Carlson, Chief Fiscal Officer  
Parties: SRTA and Sierra-Sacramento Valley Emergency  
Medical Services Agency  
Under Negotiation: Price and Terms

### OPEN SESSION

Reportable action, if any, will be reported in open session.

- ITEM #9 ADJOURN

**If information is needed in another language, or parties with a disability as provided by the American Disabilities Act require special accommodations or aides in order to participate in the public meeting, SRTA should be contacted at least 48 hours prior to the meeting. If needed, please call 530-262-6190.**

**Si se necesita información en otro idioma, o si alguien con una discapacidad según la Ley de Discapacidades de los Estados Unidos requieren adaptaciones especiales o asistentes para participar en la reunión pública, se debe contactar a SRTA al menos 48 horas antes de la reunión. Si se necesita, por favor llame 530-262-6190.**

## **UNAPPROVED ACTION MINUTES**

SHASTA REGIONAL TRANSPORTATION AGENCY  
FISCAL & POLICY COMMITTEE  
Friday, December 2, 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 Committee, but rather as a record of the meeting time, place, attendance, and actions taken, if any.)

Committee members Chimenti and Schreder were present. Board member Rickert arrived at 1:12 p.m.

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 Member Schreder 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 August 31, 2022, Fiscal & Policy Committee Meeting Action Minutes**

By motion made and seconded (Chimenti/Schreder), the minutes passed unanimously. Board member Rickert was not present for this motion.

4. **Review and Recommend Acceptance of Final Fiscal Year 2020/21 Single Audit of Federal Funds and Consider Recommendation to add a Policy Regarding Fund Advances (Single Audit Finding)**

It is recommended that the board of directors:

1. Accept the single audit final report, dated September 29, 2022;
2. Approve adding a new policy, Chapter 3.21 – Federal and State Awards Cash Management, Advance Payments; and
3. Authorize the executive director to make minor administrative amendments to the policy as appropriate.

Chief Fiscal Officer (CFO) Jessica Carlson addressed the committee regarding the Fiscal Year (FY) 2020/21 Single Audit of Federal Awards that was submitted September 29, 2022. The final report contained a compliance finding that was not discussed when the draft was provided from the consultant and presented to the board of directors. SRTA staff developed and proposes an addition to SRTA's Cash Management policies relating to advance payments that will resolve the finding.

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

5. **Review and Recommend Approval of the Fiscal Year (FY) 2022/23 Comprehensive Budget and Consider Recommendation to the Board of Directors Regarding Cost-Of-Living Adjustments as Part of the FY 2022/23 Comprehensive Budget**

It is recommended that the board of directors:

1. Approve the FY 2022/23 Comprehensive Budget, and
2. Approve Resolution 22-15 Cost-of-Living Adjustments for all Job Classifications, including Executive Director, for Fiscal Years 2022/23, 2023/24, 2024/25, and 2025/26.

Executive Director Sean Tiedgen and CFO Jessica Carlson gave an update to the Fiscal and Policy Committee on the comprehensive budget and answered committee questions. The Fiscal and Policy Committee concurs with the staff recommendation to approve the FY 2022/23 Comprehensive Budget.

Executive Director Sean Tiedgen and CFO Jessica Carlson provided information on SRTA staffing and available data on current job market and labor market inflation. Consistent with prior committee direction, cost-of-living adjustment (COLA) comparisons were provided for comparable regional agencies as well as local agencies. The Fiscal and Policy Committee reviewed comparable employee compensation, compensation history, and employee benefits.

The Fiscal and Policy Committee recommended that the SRTA Board of Directors consider approving COLAs for all employees, including the Executive Director of 5% in Fiscal Year (FY) 2022/23, beginning January 1, 2023; 5% for FY 2023/24, beginning July 1, 2023; 4% for FY 2024/25, beginning July 1, 2024; and 4% for FY 2025/26, beginning July 1, 2025.

The Fiscal and Policy Committee concurs with the staff recommendation Nos. 1 and 2. By motion made and seconded (Rickert/Chimenti), the motion passed unanimously.

**CLOSED SESSION**

6. **Recommend Executive Director Evaluation to SRTA Board of Directors**  
(Government Code Section 54957)

**OPEN SESSION**

No Reportable action.

7. There being no further business, board member Schreder adjourned the meeting at 2:24 p.m.

Respectfully submitted,

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Sean Tiedgen, AICP, Executive Director  
SMT/acl