

Tillamook County Transportation District
FY 2024-2025 TCTD Budget Committee Meeting
Wednesday, May 8, 2024- 6:00PM
Transportation Building
3600 Third Street, Tillamook, OR
Meeting Minutes



1. **Call to Order:**

Budget Officer Brian Vitulli called the meeting to order at 6:04PM

2. **Roll Call:**

TCTD Board Members Present:

Mary Johnson, TCTD Board Chair **Absent**
Linda Adler, TCTD Board Director **Via Zoom**
Gary Hanenkrat, TCTD Board Director
Marni Johnston, TCTD Board Director
Jonathan Bean, TCTD Board Director
Thomas Fiorelli, TCTD Board Director **Absent**

TCTD Budget Committee Members Present:

Chris Kell, TCTD Budget Committee
Justin Aufdermauer, TCTD Budget Committee **Absent**
Ron Rush, TCTD Budget Committee
Tamra Perman, TCTD Budget Committee
Debbie Van Winkle, TCTD Budget Committee **Absent**

TCTD Staff Members Present:

Brian Vitulli, General Manager/Budget Officer
Cathy Bond, Finance Supervisor
Jules Hooter, NW Brokerage Manager
Mike Reed, Operations Superintendent **Absent**

Guests:

Jim Heffernan
Anita Redheart

3. **Public Comments and/or Concerns**

Anita Redheart said she is attending out of curiosity and would like to be of assistance if she can. She is concerned about service cuts and ADA access for locations such as Golden Eagle Apartments and other apartments on the Town Loop (Route 1).

4. **Election of TCTD Budget Committee Chair for FY 2024-2025:**

Motion by Committee Member Marni Johnston to appoint Ron Rush as Budget Committee Chair for FY 2024-2025. *Motion Seconded* by Committee Member Jonathan Bean.

Motion Passed Unanimously

5. Reading and acceptance of the Budget Officer's message:

Budget Officer Brian Vitulli read the Budget Officer's message for FY 2024-2025 into the record.

6. Line-by-line discussion of the FY 2024-2025 budget by fund:

(1B) LB20- General Fund Resources

No changes or comments.

(2B) LB30A TCTD Administration - General Fund

FS Bond noted an increase in line item 5120 as it relates to membership dues and line item 5160 due to updated information from the insurance provider indicating a 7% increase in property and casualty coverage.

Regarding Fund 01, Dept. 001: Dir. Adler asked if line items 5145 and 5170 may be budgeted a little low. FS Bond said she would double check the numbers.

(3B) LB-30A TCTD Operations - General Fund

FS Bond noted an increase in line item 5210. The internet company that provides two-way radio coverage has left the area so coverage will have to be built out and will need some capital outlay. Our provider is looking for ways to make the service sustainable and not rely on the equipment from other agencies.

* (4B) LB-30A TCTD Maintenance - General Fund

FS Bond noted an increase in line item 5160 due to updated information from the insurance provider indicating a 7% increase in property and casualty coverage.

(5B) LB-30A TCTD Not Allocated - General Fund

FS Bond noted that since this is the Not Allocated fund, Total Transfers and Unappropriated Ending Fund Balance will be adjusted after all other line items are finalized.

(6B) LB-11 Property Management - Enterprise Fund

No changes or comments.

(7B) LB-11 Capital Reserve Fund

This fund is up for review and will need to be reauthorized to continue.

(8B) LB-11 Vehicle Purchase Reserve

No changes or comments.

(9B) LB-11 Bus Wash Maintenance Reserve

No changes or comments.

(10B) LB-10 Special Transportation Fund

This fund was merged with STIF at the end of FY22-23. This fund was up for review this year and will be discontinued this FY.

(11B) LB-10 Northwest Oregon Transit Alliance - Special Fund

FS Bond noted changes to the partner contributions. The partners agreed to add an extra \$1,000 each to be added to line item 5190 for a total of \$5,000 to be held in reserve for marketing. FS Bond also explained that TCTD and Lincoln County have a larger partner contribution due to the capital bus stop improvement projects. These revisions also changed line item 9180 Unappropriated Ending Fund Balance. This fund is up for review and will need to be reauthorized to continue.

(12B) LB-10 NW Rides - Special Fund

Dir. Johnston asked if line item 5140 was correct. FS Bond noted that NW Rides will need to replace most of the computer equipment this year. All of it was purchased in 2018 and has exceeded its useful life. Also includes expansion of NW Rides staff.

(13B) LB-10 Statewide Transportation Improvement Fund

No changes or comments.

7. Approval of the TCTD FY 2024-2025 budget as presented or amended:

MOTION by Committee Member Jonathan Bean to approve the FY 2024-2025 Tillamook County Transportation District budget, with noted review of items 5145 and 5170 on 2B, and send it to the Tillamook County Transportation District Board of Directors for a public Budget Hearing. *Motion seconded* by Committee Member Chris Kell.

MOTION PASSED UNANIMOUSLY

MOTION by Committee Member Chris Kell that the Tillamook County Transportation District Budget Committee approves the 2024-2025 fiscal year budget in the amount of \$18,898,435. *Motion seconded* by Committee Member Tamra Perman.

MOTION PASSED UNANIMOUSLY

MOTION by Committee Member Gary Hanenkrat that the Tillamook County Transportation District Budget Committee approves taxes for the 2024-2025 fiscal year at the rate of \$0.20 per \$1,000 (\$1,215,625) of assessed value for operating purposes in the General Fund. *Motion seconded* by Committee Member Jonathan Bean.

MOTION PASSED UNANIMOUSLY

MOTION by Committee Member Jonathan Bean that the Tillamook County Transportation District Budget Committee approves the continuation of the Capital Reserve Fund 04 and NWOTA Fund 08. The committee approves the discontinuation of the Special Transportation Fund 07 (STF). *Motion seconded* by Committee Member Gary Hanenkrat.

MOTION PASSED UNANIMOUSLY

8. Committee Member Comments/ Concerns

Dir. Johnson: Absent.

Dir. Adler: Good job.

Dir. Hanenkrat: None.

Dir. Bean: Good job.

Dir. Johnston: Thanked GM Vitulli and FS Bond for their hard work.

CM Perman: None.

CM Van Winkle: Absent.

CM Kell: Good job.

CM Aufdermauer: Absent.

CM Rush: Good job.

9. Adjournment:

Committee Chair Ron Rush adjourned the meeting at 7:49PM.

These minutes are approved on this 19th day of June, 2024.

Attest:


Mary Johnson, Board Chair


Brian Vitulli, General Manager