



Sunset Empire Transportation District

BUDGET COMMITTEE MEETING

FISCAL YEAR 2024-2025

May 23, 2024, 9:00 AM

Budget Meeting Minutes

Astoria Transit Center, 900 Marine Drive Astoria, OR

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL: Present: Chair Debbie Boothe-Schmidt, Vice Chair Tracy MacDonald, Secretary/Treasurer Pamela Alegria, Commissioner Rebecca Read, Commissioner Paul Lewicki and Charles Withers

Budget Committee Citizen Members- Mary Ann Brandon, Tita Montero, Paul Putkey, Jim Aalberg and John Lansing excused.

Staff- Executive Director Craig Johnston, Executive Assistant Mary Parker, Finance Officer Kelly Smith, Mobility Manager Jason Jones,

4. APPROVAL OF May 2, 2024, BUDGET COMMITTEE MEETING MINUTES (01:23)

Commissioner MacDonald moved to approve May 2, 2024 Budget Meeting Minutes

Commissioner Read seconded the motion.

Discussion- Commissioner Alegria had a question about the wording in the minutes about a 9.2% raise that would be received this year but not continuing next year. Tita suggested clarifying the statement by amending the minutes to say that the raise “is only for this fiscal year.” Chair Boothe-Schmidt asked for approval of the amended minutes. Motion passed unanimously.

5. BUDGET OFFICER REPORT – (6:09) Budget Officer Kelly Smith said there had been no changes made to the Budget. Kelly also said that she had been on vacation gone on vacation after the last meeting and just got back so she and Craig had not had time to go to the bank to check on the \$250,000 FDIC account but said and had not been able to go to the bank and check on the FDIC interest for the \$250,000 but assured the committee that they would check on it as soon as possible.

Chair Boothe-Schmidt commented that having this second meeting allows the public to be more involved and have an opportunity to make comments on what took place in the first budget meeting. Chair Boothe-Schmidt also said that we have made it a policy that there will always be at least 2 Budget Committee meetings every year.

Commissioner Alegria had a question about transferring in and transferring out of STIFF funds and asked where they go when transferred out. Kelly said in the General Fund, and it is spread out in District Operations. Tita Montero said there should be a line showing where the STIFF is coming in as a resource. Kelly said that there were 3 lines of resources where funds were transferred. Craig said it is used for many things in Operations. Tita said what was transferred in totaled \$850,000, and what was transferred out of STIFF totaled \$1,000,000, so where did the rest of the STIFF go? Kelly said the amount in resources is what they are going to receive from ODOT. Tita asked if that was the cash and Kelly said yes, that is the money we actually will receive from ODOT and then on page 12 it breaks out how we are going to expend it. Tita said if you have a transfer in you have to have a transfer out. Paul Putkey said he understood what both were saying but asked if page 7 is actually the resources from Oregon that are coming in and it has nothing to do with page 12. Kelly said yes, page 12 is just there for a reference to show how we are going to expend that money. There was further discussion between the committee about the importance of what was being received and what was being expended and if they did or did not have to match. Chair Boothe-Schmidt asked if Jim Aalberg who had more experience in this than all of us if he had a comment. Jim said he thought things were fine. Kelly has gone to the great detail of breaking down these 2 exhibits that show the funds are there and like Charles said you know the money is there but you may spend more of it and you may get more of it but the money is not going to disappear. Jim also said the exhibits are 2 different exhibits and you're not going to tie them together and from an accounting position I think that it is fine from a perspective position it might be confusing for some people and he added that if you did not have the exhibit you would still make this all work and the master budget is really the document and it works. Chair Boothe-Schmidt asked for Public Comment. There was none. (31:27)

Commissioner MacDonald moved to approve the SETD FY 2025 Budget of \$ 5,726,633

Commissioner Lewicki seconded the motion.

Discussion- Tita Montero asked if she could ask a technical question and asked: Does the Budget Committee actually approve the budget or does the Budget committee recommend that the Board approve and adopt the budget. Commissioner MacDonald said that the Budget Committee recommends it to the Board. Tita said that was not what she heard in the motion. Commissioner MacDonald said that there is another part. Chair Boothe-Schmidt said this is in two parts, the second part will say we are recommending the budget be approved by the Board. Chair Boothe-Schmidt asked for a roll call vote.

Tita Montero-Yes

Paul Putkey-Yes

Mary Ann Brandon-Yes

Jim Aalberg-Yes

Debbie Boothe-Schmidt-Yes

Paul Lewicki-Yes

Charles Withers-Yes

Pamela Alegria-Yes

Rebecca Read-Yes

Tracy MacDonald-Yes

(34:18) Commissioner MacDonald moved that the Sunset Empire Transportation District Board of Commissioners approve and adopt property taxes for the 2024-2025 fiscal year at the rate of 16.2¢ (sixteen point two cents) per \$1,000 (one thousand dollars) of assessed value for the permanent tax levy and recommend the approval by the board.

- Tita Montero-Yes
- Paul Putkey-Yes
- Mary Ann Brandon-Yes
- Jim Aalberg-Yes
- Debbie Boothe-Schmidt-Yes
- Paul Lewicki-Yes
- Charles Withers-Yes
- Pamela Alegria-Yes
- Rebecca Read-Yes
- Tracy MacDonald-Yes

Budget Chair Debbie Boothe asked if there were any other comments. There were none.

SETD Budget Committee Meeting adjourned (36:24)

DEBBIE BOOTHE-SCHMIDT, BUDGET CHAIR

MARY PARKER, EXECUTIVE ASSISTANT