



**Wednesday, June 7th, 2023**  
**Hood River County Transportation District**  
**3<sup>rd</sup> Meeting of the Budget Committee**

**224 Wasco Loop, Board Conference Room**  
**Hood River, OR 97031**

**5:00pm – 6:00pm**

**Meeting Minutes**

**Budget Committee Meeting Attendees:**

**Committee Members:** Darrell Roberts, Megan Ramey, Meghan Larivee, Cindy Walbridge

Note: Megan Ramey attended in place of Greg Pack and Meghan Larivee attended in place of Lara Dunn. Darrell Roberts was Chair of this meeting in the absence of Jeremy Hull.

**Staff:** Amy Schlappi, Tiah Mayhew

**Absent:** Jeremy Hull, Lara Dunn, Greg Pack and Bridget Bailey

Darrell called the meeting to order at 5:01pm.

**Approval of the May 10<sup>th</sup> Budget Meeting Minutes:**

No changes were requested.

Cindy Walbridge made a motion to approve the Meeting Minutes, Megan Ramey seconded the motion. Approved by all.

**Review of the updated FY 2023-24 Budget Message and LB-20:**

Amy addressed all the changes that were made to the updated Budget.

- **Unallocated Beginning Fund Balance** – This was increased by \$45k due to building repairs not being completed prior to the end of the FY, specifically the air conditioning. The funds are being moved from FY23 to FY24.
- **Building Expenses** – This was increased by \$45k due to the air conditioning unit needing repaired and was unable to be completed during FY23.
- **Administrative Expenses** – This was increased after a suggestion from the prior Budget meeting to ensure there are funds available for the HRCTD Board members to attend conferences.
- **Administrative Personnel** – The administrative wage and benefits were increased due to the increased expense for medical benefits. We learned after the last Budget meeting that we were not in compliance with our medical benefits, specifically offering early retiree benefits. This is a requirement as Special District that was mandated per ORS



243.303 in 2021. The increase in medical insurance premiums will also increase the wages due to HRCTD offering a healthcare stipend for those employees who have health benefits from an outside source to alleviate some of those expenses. The healthcare stipend is included in wages, resulting in an increase.

- **Operations Personnel** – The operations wage and benefits were also increased for the same reasons that the administrative wage and benefits were.
- **Employer Tax** – This was updated as it was found that the formula that was used was incorrect so was updated by a \$4k increase.
- **Contingency** – The contingency was reduced due to the increased expenses.

Amy highlighted that the reason we are using allocated funds is for our grant match requirement for new vehicle purchases. The Budget Message has been updated to show the specific grant match requirements that we have to provide clarity. Our vehicle and special project match requirements are \$175k of which \$89k will be paid with unallocated/reserved funds. If we did not have the match requirement, we would not have a deficit.

**Public Comment:**

No members of the public were in attendance.

**Approval of the FY23-24 Budget and Tax Rate:**

No changes were requested by the Budget Committee.

Megan Ramey made a motion to approve the FY23-24 Budget, the motion was seconded by Cindy Walbridge. Approved by All.

Cindy Walbridge made a motion to approve the current Tax Rate of \$0.0723 per \$1k, the motion was seconded by Meghan Larivee. Approved by All.

**Adjournment:**

Meghan Larivee made a motion to adjourn the Budget Meeting, the motion was seconded by Cindy Walbridge. Approved by All.

Darrell adjourned the meeting at 5:20pm