

**MINUTES OF THE SPECIAL BOARD MEETING
COLUMBIA COUNTY TRANSIT AUTHORITY
November 9, 2023**

A. CALL TO ORDER AND ROLL CALL:

Columbia County Public Transportation Special Board Meeting Minutes November 9, 2023

Chairman Weatherford opened the meeting at 4:01 PM. Those present were Board Members, Hall, Rundell, Miller, and Dedloff (both via telephone).

Staff present: Finance Manager Steve Mertens, General Manager David Ocampo (via zoom), Transit Supervisor Darla Miller, Maintenance Technician Ivan Moreno,

Others – None

Absent: None

B. APPROVAL OF MEETING AGENDA

There were no proposed changes to the agenda – Weatherford for approval of the presented agenda, Hall motioned for approval, Rundell second, all in favor.

C. PUBLIC COMMENT

None

D. PUBLIC HEARING ON 2024 PRELIMINARY BUDGET

1) At 4:03 Chairman Weatherford opened the public hearing regarding the proposed 2024 budget.

Before presenting the preliminary report Steve provided the October Treasurer report detailing current fund balances so the board and attendees could get a basic understanding of the agency's current financial position. CCPT currently has about 1.75 million in total fund balance, including around \$950,000 between the two reserve funds. There is an estimated \$395,000 of grant eligible expenses from 3rd quarter 2023 we may be able to claim 100% of as a receivable.

Steve explained in detail the various revenue and expense budgets for 2024. He noted that wages and payroll related lines were based on current employees and anticipated step increases as well as a 3% COLA which we will ask for approval at the next meeting. There was some discussion on the potential effect of some employees retiring. The board asked questions on some other lines and Steve and David explained what those lines covered and the reason for the change on each. Zak asked Ivan if the lines related to maintenance seemed adequate for the year and he confirmed he felt it was.

Steve also briefly discussed the Vanpool and reserve accounts.

After a variety of questions and explanations no major changes were suggested by the board.

ADJOURNMENT:

Weatherford asked for motion to adjourn the meeting Hall moved, Miller second at 4:59 all in favor.

Submitted By:



Steve Mertens

Accountant

Transportation Authority Board

Approved:



Zach Weatherford

Transportation Authority Board-Chair