



**Selkirks - Pend Oreille Transit Authority**  
31656 HWY 200, Box 8 Ponderay, ID 83852 (mailing address)  
31656 HWY 200, Suite 102 Ponderay, ID 83852 (physical address)  
**208-263-377**

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**Public Notice of *Finance Committee* Meeting**

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10:00 a.m., Wednesday, August 14, 2024  
SPOT Office, 31656 Hwy 200, Suite 102, Ponderay, ID 83852  
Zoom Meeting ID: 830 1152 5297  
Passcode: 883335

## **Agenda**

1. Call to Order and Roll Call
2. Action and Discussion Items:
  - a. Action Item: Approve Minutes of July 17, 2024, Finance Committee Meeting
  - b. Action Item: Approve Minutes of July 26, 2024, Finance Committee Special Meeting
  - c. Action Item: Review SPOT July 2024 Financial Statements
  - d. Action Item/updates: Financial considerations
    1. Partner Funding Status
    2. Budget 2024-2025
    3. Additional Financial Considerations
3. Adjournment

Note: Public information on agenda items is available from the SPOT office at 31656 Highway 200 Suite 102, Ponderay, ID or call (208) 263-3774. Any person needing special accommodation at the above noticed meeting should contact SPOT three days prior to the meeting at (208) 263-3774.



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***Finance Committee Meeting Minutes – July 17, 2024***

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Present: Zale Palmer, Clif Warren, Colleen Culwell, and Donna Griffin.

Zale called the meeting to order at 10:31 a.m.

Clif moved to approve the minutes of the June 19, 2024, Finance Committee meeting. Colleen seconded the motion. Passed, all in favor.

The June 2024 financial statements were reviewed. Zale pointed out that Administration expenses are low and Preventative Maintenance is very high. Colleen noted that we received a couple of small checks and Schweitzer has not cashed the April and May 2024 checks. Zale moved to approve the May 2024 Financial Statements. Colleen seconded. Passed all in favor.

The Committee talked about using the vehicle refurbish grant to fund fixing other buses to keep them running until we receive new buses. Since the refurbish grant requires 20% match and Preventative Maintenance = 7.34 % match, the committee recommended to continue using 5311 preventative maintenance funding.

For the upcoming fiscal year, the committee discussed having a special meeting to prepare a proposed budget. Donna sent letters to our partners asking them to consider allocating funding to help SPOT bus in this upcoming budget cycle. The letters explained in short that in addition to the amount required for existing operations, SPOT will incur expenses for match on other projects. Donna provided a presentation to Bonner County Commissioners and the City of Ponderay. Neither committed match funding. Sandpoint scheduled a presentation for August 7, 2024. The committee set a special meeting up for Friday, July 26, 2024, to discuss allocations to date, budget projections, as well as timelines for the approval process.

Clif made a motion to adjourn the meeting at 11:00. Passed, all in favor.



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***Finance Committee Special Meeting Minutes – July 26, 2024***

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Present: Zale Palmer, Clif Warren, Gary Kunzeman, Colleen Culwell, and Donna Griffin.

Zale called the meeting to order at 11:05 a.m.

The committee reviewed financial information including past actuals. The committee worked through numbers to draft a proposal and budget projections for consideration by funding partners and the SPOT Board.

Because some partners have indicated that they may not contribute funds as requested, the committee also considered options for balancing the budget. Since CARES funding is close to being exhausted the Committee brainstormed options to balance the budget. Options include altering schedules to shorten hours, considering alternative service plans, and cutting routing service/availability. Staff will continue exploring additional match options.

After the work session there was a motion made to adjourn the meeting at 1:00 p.m.. Passed, all in favor.