

# MINUTES OF FINANCE COMMITTEE MEETING

## LANE TRANSIT DISTRICT

Tuesday, September 12, 2017

Pursuant to notice given to *The Register-Guard* for publication on September 7, 2017, and distributed to persons on the mailing list of the District, the Finance Committee of the Lane Transit District held a meeting on Tuesday, September 12, 2017, beginning at 4:00 p.m., at the LTD Board Room, 3500 E. 17th Avenue, Eugene, Oregon.

Present: Gary Wildish, Chair  
Ed Necker, Secretary  
Carl Yeh  
Aurora Jackson, General Manager  
Kristin Denmark, General Counsel  
Lynn Taylor, Minutes Recorder

**CALL TO ORDER/ROLL CALL:** Mr. Wildish convened the meeting and called the roll.

**MOTION APPROVAL OF MEETING MINUTES:** Mr. Necker moved to approve the minutes of the July 10, 2017, Finance Committee meeting as presented. Mr. Yeh provided the second.

**VOTE** The motion passed as follows:  
AYES: Necker, Wildish, Yeh (3)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: None

**INTERGOVERNMENTAL AGREEMENT (IGA) – RIVER ROAD TRANSIT COMMUNITY IMPLEMENTATION PLAN BETWEEN THE CITY OF EUGENE AND LANE TRANSIT DISTRICT:** Senior Project Manager Sasha Luftig noted that a work plan for the project had been presented at the Board's last meeting. She said the project was funded by a Federal Transit Administration (FTA) Transit-Oriented Development (TOD) planning grant awarded to LTD last fall. She said TOD grants required that a transit agency be the lead applicant, although a majority of the work would be completed and monitored by the City of Eugene. She said the IGA identified the city as the administrator of the planning grant and responsible for providing LTD with the information it required to provide reports to the FTA. Match requirements would be shared by LTD and the city. The required match was \$114,000; the city would provide \$79,800 and LTD would provide \$34,200. She said match would be in-kind match of staff time. She asked the committee to forward the IGA to the Board of Directors with a recommendation of approval.

In response to a question from Mr. Necker, Ms. Luftig said the terms of the IGA and match had been developed in conjunction with the city.

Mr. Wildish remarked that the River Road and Santa Clara neighborhoods were excited about the project.

**MOTION** Mr. Necker moved to forward Contract 2017-61 to the Board of Directors with a recommendation of approval. Mr. Yeh provided the second.

**VOTE** The motion passed as follows:  
AYES: Necker, Wildish, Yeh (3)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: None

**NEXT MEETING:** Mr. Wildish raised the question of how to schedule and conduct Finance Committee meetings in an efficient manner, while complying with open meeting requirements. Committee members and staff discussed a number of issues, including:

- whether the Board's three subcommittees (Finance, Service and Human Relations) could conduct meetings via teleconference
- whether subcommittees would/should include an opportunity for public comment
- identify a physical meeting location so the public could attend, even if the meeting was via teleconference
- arrange for recording of meeting minutes
- publicize to community how meetings would be held

Staff and counsel would research various options and present them to the Board for consideration.

Mr. Necker questioned the need to bring the IGA before the Board as the amount of match from LTD was below the threshold of \$150,000. Ms. Jackson explained that because it was the FTA grantee, it was ultimately responsible for the \$450,000 in FTA funds and therefore subject to Board approval.

Purchasing Manager Collina Washington said staff had discussed whether an IGA that was essentially a working agreement without funds attached should be presented to the Board for approval or just as an information item. Ms. Jackson said the IGA Ms. Washington had in mind was being referred to the Board at the request of FTA. She said LTD and Lane Council of Governments (LCOG) agreed that when the agencies published information about projects they should include information about federal funds and required match, in compliance with a finding in the comprehensive federal review.

**ADJOURNMENT:** Mr. Wildish adjourned the meeting at 4:17 p.m.

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Board Secretary