

MINUTES OF FINANCE COMMITTEE MEETING

LANE TRANSIT DISTRICT

Monday, January 8, 2018

Pursuant to notice given to *The Register-Guard* for publication on January 4, 2018, and distributed to persons on the mailing list of the District, the Finance Committee of the Lane Transit District held a meeting on Monday, January 8, 2018, beginning at 4:00 p.m., at the LTD Board Room, 3500 E. 17th Avenue, Eugene, Oregon.

Present: Gary Wildish, Chair
Carl Yeh (via teleconference)
Aurora Jackson, General Manager
Camille Gandolfi, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Ed Necker, Secretary

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

MOTION APPROVAL OF MEETING MINUTES — Mr. Yeh moved to approve the minutes of the December 4, 2017, Finance Committee meeting as presented. Mr. Wildish provided the second.

VOTE The motion passed as follows:
AYES: Wildish, Yeh (2)
NAYS: None
ABSTENTIONS: None
EXCUSED: Necker (1)

CONTRACT APPROVAL – CENTER FOR TRANSPORTATION AND THE ENVIRONMENT (CTE) — Assistant General Manager Service Delivery Mark Johnson explained that the NoLo grant LTD was awarded for the purchase of five electric vehicles required that LTD use a contractor to conduct a study to optimize deployment of the electric buses as well as collect data for a side-by-side comparison with hybrid vehicles. He said the NoLo grant included 75 percent of the funds for the study and LTD would provide the remaining 25 percent through \$105,000 in General Funds match. He noted that LTD had already purchased five electric vehicles and the NoLo grant would fund the purchase of an additional five. It was agreed by all parties that the contract with CTE could be entered into now in order to conduct the study for the first five electric buses, with payment to be made once the NoLo grant was executed.

Mr. Wildish stated that the information provided by the study would be very valuable to the LTD Board and organization in making future decisions.

MOTION Mr. Yeh moved to forward the contract with the Center for Transportation and the Environment to the Board of Directors with a recommendation of approval. Mr. Wildish provided the second.

VOTE The motion passed as follows:
AYES: Wildish, Yeh (2)
NAYS: None
ABSTENTIONS: None
EXCUSED: Necker (1)

IGA AMENDMENT – SMART TRIPS AND CITY OF EUGENE — Mr. Johnson stated that the City of Eugene had requested that \$30,000 remaining in the University Station/SmartTrips federal grant be added to the IGA to enhance the West Eugene SmartTrips program. The City would provide \$3,081 in additional match. The amendment to the IGA would add \$30,000 to the Point2point spending authority.

Mr. Wildish asked if it was necessary for the amendment to come before the Board for approval, rather than as an information matter, since the amendment was of a small amount and consistent with the intended use of the funds. Mr. Johnson said that finance law required Board approval for increasing the District's spending authority.

Ms. Beard noted that the amendment was also subject to the Board's adopted policies on procurement and authorizations, including the requirement that contract amendments over \$150,000 or ten percent of the contract amount would go to the Board for approval. She said the \$30,000 increase was in excess of ten percent of the existing contract amount of \$248,360.

Ms. Jackson said it had been a year since the Board adopted the new policies and the upcoming Board retreat would be an opportunity to discuss whether any changes were desirable now that the District had a year of implementation experience to review. An example might be this type of amendment, which was fairly routine and might come before the Board in the monthly delegated authority report instead of requiring formal approval.

Mr. Wildish agreed that the matter should be on the Board's retreat agenda for discussion.

MOTION Mr. Yeh moved to forward the amended IGA between the City of Eugene and SmartTrips to the Board of Directors with a recommendation of approval. Mr. Wildish provided the second.

VOTE The motion passed as follows:
AYES: Wildish, Yeh (2)
NAYS: None
ABSTENTIONS: None
EXCUSED: Necker (1)

NEXT MEETING — Mr. Wildish said the Finance Committee would meet in February 2018 on a date to be determined.

ADJOURNMENT — Mr. Wildish adjourned the meeting at 4:15 p.m.