

MINUTES OF MEETING
LANE TRANSIT DISTRICT
ACCESSIBLE TRANSPORTATION COMMITTEE
DISCRETIONARY GRANT SUBCOMMITTEE
OCTOBER 26, 2016

Pursuant to notice given to *The Register-Guard* for publication on October 23, 2016, and distributed to persons on the mailing list of the District, the Lane Transit District Accessible Transportation Committee's Discretionary Grant Subcommittee held a meeting on Wednesday, October 26, 2016, beginning at 10:00 a.m., at the Next Stop Center, 1099 Olive Street, Eugene.

PRESENT:

Subcommittee Members: Peter Barron (Chair), Bill Morganti, Ellen Currier, April Wick, and Stefan Kwiatkowski

Staff: Cosette Rees, Kris Lyon, John Ahlen, and Jeanne Schapper

Guests: Janice Friend, closed captioning; and Hannah Parks, minutes recorder

ABSENT:

Subcommittee Member: Josh Haring

CALL TO ORDER/INTRODUCTIONS: Mr. Ahlen called the meeting to order at 10:11 a.m., and announced that the first order of business would be introductions and to elect a Subcommittee chair. Everyone present introduced themselves.

ELECTIONS:

MOTION: Mr. Kwiatkowski, seconded by Mr. Morganti, moved to elect Mr. Barron as chair of the Subcommittee.

Mr. Barron commented that he would be available, however, the Subcommittee would require a substitute from January through March.

The motion passed unanimously.

ANNOUNCEMENTS AND AGENDA REVIEW: Those present introduced themselves.

Mr. Ahlen provided the following handouts:

1. ODOT RAIL and Public Transit Division 2017-2019 Advance Grant Notice
2. LTD 2015-2016 Discretionary Grant Application's Approved Funding List
3. Lane Coordinated Public Transit - Human Services Transportation Plan, 2013 Update FINAL ("Lane Coordinated Plan")

PROGRAM OVERVIEW: Mr. Ahlen introduced the previous biennium's Approved Funding List and the coming biennium's ODOT Advance Grant handouts. He explained how funds were allocated to different programs two years ago. He stated that this Subcommittee would review the applications for programs and evaluate the funding necessary to operate for fiscal years 2018 and 2019. He said there were three sources for funds: 5310, 5311, and Surface Transportation Fund (STF). He explained that in this grant cycle, LTD would receive almost \$1.9 million through 5310 funds, which represents a decrease of 11 percent from the last budget cycle; 5311 funds remained flat at \$160,000. For STF, the District was allocated to receive \$1.75 million, a decrease of nearly 18 percent.

Ms. Rees explained that LTD is the agency in Lane County authorized to request or apply for STF funds and that the Accessible Transportation Committee has traditionally overseen the process. She expressed that the process was very prescriptive and included solicitation for projects, receiving applications, application evaluation, and decision making on what would be recommended for fund allocation. She said that the Subcommittee's recommendation would need to be consistent with the adopted Lane Coordinated Public Transit – Human Services Transportation Plan (Coordinated Plan) dated 2013, which also is in the process of being reviewed and updated. She referenced the three priorities on Page 18 of the Coordinated Plan, and she asked the Subcommittee to keep the priorities in mind when reviewing applications and to consider where they believed revision in the Plan was necessary.

Ms. Wick asked for clarification on the revision process. Ms. Rees responded that the Coordinated Plan needed to be reviewed every two years, and had been regularly reviewed as required, but it was decided that an update was unnecessary in 2015.

As an example of updates for the Coordinated Plan, Ms. Lyon referenced that the partnership with health care agencies, community health assessment, and the community improvement plan should be reflected in the new update.

Ms. Rees clarified that LTD was the recipient and agent of the funds, but that the funds were not specifically LTD funds.

Ms. Currier asked about the funds for RideSource. Ms. Rees replied that RideSource ADA was paratransit service, a complimentary origin-to-destination service that operates within the metro area, and an unfunded mandate required by the ADA. ADA paratransit can be and has been partially funded through these programs in the past.

Mr. Ahlen commented that the decreased STF and 5310 funds could impact programs such as RideSource and could lead to an inclination to use money from the general fund. He cautioned that a consequence of using the general fund money would be a decrease in fixed-route service.

Ms. Rees said that staff would provide at a future Subcommittee meeting statistics of how much money was being used for past programs.

Ms. Wick requested that each applicant be given a time to give a presentation. She suggested that they create a rubric for these presentations. Ms. Rees suggested that an afternoon be scheduled for presentations and that each applicant would be given 20-30 minutes.

SCHEDULING: Mr. Ahlen stated that staff expected to receive finalized numbers from ODOT in November and that a schedule is being developed that allows for: 1) the Subcommittee to develop its list of recommendations; 2) the ATC to hold a public hearing and review and forward its list of recommendations to the LTD Board; and 3) the LTD Board to approve a final list by the February deadline to apply for the funds from ODOT. Ms. Reese said that 5310 and STF applications would be due to the state by February 17.

The Subcommittee set future meetings for November 9, 8:30 to 10:00 a.m., and November 22, 10:30 a.m. to 12 noon; after which meetings would be scheduled for every other Wednesday from 10:30 a.m. to 12 noon through February 8.

NEXT MEETING: Wednesday, November 9, 8:30 a.m.

ADJOURNMENT: Mr. Baron adjourned the meeting at 11:01 a.m.

(Recorded by Hannah Parks)