

MINUTES OF FINANCE COMMITTEE MEETING  
LANE TRANSIT DISTRICT BOARD OF DIRECTORS

February 18, 2009

Pursuant to notice given to *The Register-Guard* for publication on February 15, 2009, a meeting of the Lane Transit District Board of Directors Finance Committee was held at 4:30 p.m. on February 18, 2009, at Lane Transit District, 3500 East 17th Avenue, Eugene.

**PRESENT** - Mike Dubick, Dean Kortge, Ed Necker

**CALL TO ORDER** – Mr. Kortge, chair of the committee, called the meeting to order at 4:30 p.m.

**ROLL CALL** – All committee members were in attendance. The following LTD staff also was present: Diane Hellekson, Mark Pangborn, Carol James, Andy Vobora, Todd Lipkin, Mark Johnson, Terry Parker, Steve Parrott, and Chris Thrasher.

**MINUTES** – Minutes from the November 4, 2008, meeting were approved by the committee.

**AUDIT SERVICES CONTRACT** – Carol James, chief accountant/internal auditor, stated that the contract for audit services will expire May 30, 2009. Since the auditors report directly to the Board, the committee was asked if they would like to select the auditors independently of staff. All members of the committee agreed to participate in selection of the auditors. A draft Request for Proposals with a tentative timeline has been created and would be distributed for review at a later date.

**DISCRETIONARY GRANT PROGRAM** – Terry Parker, accessible services manager, gave an overview of the Public Transit Division's Discretionary Grant Program and applications for the 2009-2011 biennium. This state program combines several sources of federal and state funds. There is approximately \$15 million for distribution statewide, with nearly \$1.3 million designated for Lane County for transportation projects that benefit older adults and people with disabilities. For the first time ever, the program allocated funding by a statewide formula giving LTD a targeted amount of money to program.

LTD is the direct recipient of the grant funds for Lane County and has the responsibility to select how the funds are disbursed. The Lane Coordinated Plan outlines the funding priorities for Lane County projects, which are used to rank project proposals as follows:

- (1) Maintain Service – Support existing service levels of viable operations.
- (2) Expand Service – Respond to growth within existing services.
- (3) New Service – Respond to emerging community needs.

This selection process provides an opportunity to combine projects for greater flexibility and streamline administration. There is also an opportunity to trade capital for ADA operations.

Changes in the process this year are that preventive maintenance is not limited to a per-vehicle amount or cap; ADA paratransit operations are allowed for the first time under contracted

service; vehicles can meet either age or mile criteria, not both; and LTD is given flexibility in conducting local application and review process.

The selection process started with ODOT and LTD workshops in October and November. Forms and information were distributed, the local Grant Review Committee was convened, communication process and procedures were established, and technical assistance was provided. Deadline for applications was January 9, 2009.

LTD received 15 applications for the Older Adults and People with Disabilities Program. Two of the projects were for RideSource vehicle replacement and ADA operations of which only one will be funded. One project for assistance with insurance for South Lane Wheels was pulled due to cancellation of the program. One project application each was received for the Metro – Job Access Reverse Commute (JARC) and the New Freedom programs.

The Grant Review Committee prioritized the projects as outlined in Lane Coordinated Plan, did an independent scoring, reviewed and ranked the projects, and assigned funding and allocations. Applicants were then allowed to make individual presentations. A public hearing on February 17 generated no public testimony.

Ms. Parker directed the committee to a list that was provided in the agenda packet, which showed all the applications and the amount that was recommended for funding.

**NEXT MEETING** – A joint meeting of the Board Human Resources and Finance Committees would be held on February 24, 2009, to discuss pension issues and review the draft Request for Proposals for audit services. The full Board would hold a work session on March 2 to discuss budget planning options.

**ADJOURNMENT** – There was no further discussion, and the meeting adjourned at 5:05 p.m.

(Recorded and transcribed by Chris Thrasher, Lane Transit District)