

Minutes of Meeting
FTA Funding Discussion
November 2, 2012
1:30 p.m.

The Kootenai County Board of Commissioners: Chairman Todd Tondee, Commissioner Dan Green and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Finance Director Dave McDowell, FTA Grant Administrator Christine Fueston, BOCC Grant Writer Jody Bieze, Staff Accountant Willeen Corey, Staff Accountant in Training Grace Blomgren and Deputy Clerk Pamela Bogaert.

- A. Call to Order:** Chairman Tondee called the meeting to order at 1:35 p.m.
- B. Introductions:** There were no introductions made.
- C. Changes to the Agenda:** There were no changes made to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**
FTA Grant Administrator Christine Fueston explained to the Board how Federal Transit Authority (FTA) grant funds are apportioned and presented an overview and summary of the history of FTA grants over the past 5 years including the expenditure periods.

Finance Director Dave McDowell advised the Board that Citylink expenses are paid from the County's General Fund based on the amount of FTA authorized funds and that the Board is, in fact, lending the resources of the County to run the Citylink Program. However, due to the terms of the Grant, funds must be expended prior to drawing authorized dollars.

Staff Accountant Willeen Corey explained the process for drawing funds from the FTA and the purpose of the Amendments to the Grant.

The Board agreed that the drawing of funds from the authorized grant dollars should be more frequent and suggested either a monthly or dollar amount trigger. Mr. McDowell advised the Board that funds are generally received from the FTA within two to three days of request.

- F. Staff Reports:** There were no staff reports.
- G. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 2:32 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Pamela B. Bogaert, Deputy Clerk