

MINUTES

Finance Committee Meeting

Wednesday, May 27, 2026

Virtual Meeting

Committee Members Participating: Eliza Canty-Jones, Chair; John Hamilton

TIC Staff Participating: Mac Lynde; Michelle Roth; Heather Swanson; Diane Cheyne; Jessica Carbone

Canty-Jones called the meeting to order at 11:00 a.m.

Roll Call: Canty-Jones called roll for the record. Committee members, Canty-Jones and Hamilton were present.

Canty-Jones acknowledged that this would be the first Finance Committee meeting without Mike Drennan, who recently passed away. Canty-Jones said that Drennan served with commitment, good humor, and through thoughtful questions and oversight for just under 20 years.

Business Meeting

Approval of February 25, 2026, Minutes:

Hamilton made a motion to approve the February 25, 2026, meeting minutes as presented. Canty-Jones seconded. 2-0 Vote, Canty-Jones- yes; Hamilton- yes.

Public Comment: None.

Director's Update: Lynde spoke to the committee about a few of the main topics staff would be bringing before the committee. Lynde said that Roth and the Finance team have done a great job working with staff to prepare the amended budget. Lynde shared his appreciation that this amended budget includes the additional funds needed to maintain TIC's current staffing and level of service. The additional funding is scheduled to begin July 1, 2026. The Governor has convened another transportation vision group to work on a transportation funding package for the next legislative session. Lynde said he has been invited as a representative of TIC to be part of the maintenance operations preservation workgroup. Lynde will be able to speak about the operational needs of rest areas and truck parking, as well as opportunities to modernize.

Lynde said that he and Roth are working on the best possible forecast for when more funding will be required to maintain current service levels to prepare for future legislative conversations. As part of the preparation of the amended budget staff did a mid-cycle review of

the two-year budget, Lynde recommended continuing to do a similar deeper review mid-budget to see if things are lining up the way it was thought they would for the full biennium.

Lynde said that staff have been doing a great job of managing costs throughout the first year of the biennium, examples include the organizational structure changes for rest areas and changes in how IT needs are being managed.

Lynde asked the committee to consider if the Finance Committee, as it is currently structured, meets the needs of the Council or if they want to consider any changes. Lynde asked for feedback from the committee to be able to draft amended TIC operating procedures to bring to the full Council. Hamilton said that he feels a finance committee is part of the process that helps to establish ongoing trust and confidence. In his experience, the committee is a place for deeper discussions of details and the health of the organization that isn't necessarily needed at the Council level. The Council takes recommendations from the committee with the trust that they have gone through every line item, asked all the questions of staff, and gotten the answers to be able to make a confident recommendation. Hamilton said that given the size and scope of this organization and the budget, he thinks it needs closer consultation, oversight, and conversation with staff about what's going on. Lynde asked Hamilton if he felt the conversations held at the finance committee were duplicative of the conversations with Council. Hamilton said he didn't think it was duplicative. It is another way to support staff because it adds another layer of due diligence and vetting. The Council can feel confident in the staff's decisions and recommendations because the Finance Committee has performed its due diligence. Canty-Jones said that a committee for the budget is necessary. The budget is where so much of the financial work happens. It is a useful practice to have a group looking closely even when patterns are consistent to build and maintain a high level of trust so it is established if patterns became inconsistent. Lynde thanked Hamilton and Canty-Jones for their responses.

Finance Department Update: Roth was excited to announce that EBizCharge, an SAP B1 add-on for payment processing, had been set up and launched for sign customers. With this change, TIC is now paying the payment processing fees. All sign customers with an active e-mail now receive their invoices electronically and can pay through a portal. Roth said we are receiving positive feedback from customers and getting quicker payments. With the change, there was a 99% reduction in printed and mailed invoices for the first invoice run in May. There have been some small bumps along the way, and fine-tuning continues for the next run, but overall, it went well.

The finance team has also been working on the amended budget and participated in a process improvement workshop with Pivotal Resources. The finance team found the workshop to be very beneficial and was provided with new tools that have been helpful for the EBizCharge launch.

Review of March 2026 Financial Reports: Roth said that the March 2026 financials show a continuation of previous trends. There was higher than planned interest income of about \$760,000 and overall lower than planned expenses. These lower than planned expenses are the result of the changes staff have been making to ensure operational effectiveness. Restructuring IT and rest area program leadership, keeping rest area positions vacant until there was clarity on rest area funding,

and replacing rented offices with owned offices are just some examples. Overall, the agency's change in net position is running better than budgeted. As of March 31, 2026, in Other funds there was position retention of \$63,000, which was \$258,000 better than planned. In Rest Area operating funds there was a loss of \$260,000, but that was \$1.2 million better than planned. Rest area operations costs continue to exceed \$9.16 million in annual funding so staff are happy to be receiving the additional \$3 million in rest area funding in July. Roth said that interest rates remained steady over the past quarter. The Local Government Investment Pool is earning 4% in interest and the funds in the Summit Bank ICS account are earning 3.39% in interest.

Review of FY 26-27 Amended Budget:

Voting Items

- a) **FY 26-27 Amended Budget:** Roth reviewed the factor that led to the FY 26-27 budget needing to be amended. The 2025-2027 biennial budget was approved in June of 2025. Later in 2025, the Oregon Legislature took action to increase funding for rest area maintenance and operations beginning July 1, 2026. This necessitated the need to amend the budget to include the additional funding. Opening the budget for amendment also allowed for several additional adjustments based on updated information and realities. Revenue changes to the amended budget included increasing annual rest area funding to \$12.16 million, increasing planned interest income, increasing rental income, updating the timing of revenue for the Oregon Trail Kiosk Project, and additional minor changes to projected heritage and other rest area revenues. Expense changes included removing \$1.9 million in rest area personnel and service and supplies cuts as well as updated personnel costs to reflect restructuring changes, results of the equal pay assessment, finalized COLA amount for January 2027, updated PERS rates, and the addition of a \$1,700 one-time payment (that does not include senior staff) in anticipation of the transition to bi-weekly pay in July 2027. Lynde said that the decision to include the one-time payment negotiated by the unions was led by the Governor and is a way for TIC to align its compensation with the rest of the state. Service and Supplies expense changes in the amended budget included updating rest area janitorial and landscape contractor rates to reflect new actual and planned rate changes, moving \$200,000 budgeted for rest area repairs and maintenance to the capital budget, adding \$300,000 for the rest area facility condition assessment, updating the overhead expense recapture amount to reflect the change to the time and effort indirect cost allocation method beginning July 1, 2026 and other changes to IT expenses, director discretion funds, DAS assessments and lobbyist rates. Roth said the budget was amended to reflect the July 1, 2025, capitalization threshold change from \$5,000 to \$10,000 which included disposing of all fixed assets with a cost of less than \$10,000, moving \$155,000 from the sign capital budget to sign repairs and maintenance and moving \$25,000 from the historical marker capital budget to historical marker repairs and maintenance. The capital outlay schedule was also amended. Beginning cash balances were also updated based on an updated forecast: Other funds beginning cash was updated from \$3.1 million to \$5.3 million, Rest Area operating funds were updated from \$137,999 to \$3.4 million and Rest Area

capital funds were updated from \$4.2 million to \$6 million. Roth said in the amended budget the change in net position in Other funds is a \$ 7,761 loss and in Rest Areas it is a \$875,405 loss. The forecasted ending cash balances at June 30, 2027 are: \$4.8 million in unrestricted Other funds, \$3.3 million in Rest Area operating funds, \$750,000 in Rest Area reserves and \$3.2 million in Rest Area capital funds.

Hamilton made a motion to approve the recommendation of the FY 26-27 Travel Information Council Amended Budget to Council as presented. 2-0 Vote. Canty-Jones – yes, Hamilton- yes.

Adjournment: The meeting adjourned at 11:42 a.m.

Next Meeting: August 26, 2026, at 11:00 a.m.