

## **Agenda Item Number 4.**

### **Report of the Executive Committee**

**Presenter:** George Kloeppe

**Action Recommended:** None. Information Only

**Meeting Notes:**

**Meeting of January 10, 2008**

The LCOG Executive Committee was called to order at 5:30 on Thursday, January 10 by Board Chair Greg James in the LCOG Main Office in Eugene. Members present were:

LCOG Board Chair, Greg James, Willamalane  
LCOG Vice Chair, Chris Pryor, Eugene  
SD 19 Director, Al King  
Coburg Mayor Judy Volta  
LCC Director, Susie Johnston  
Florence Mayor Phil Brubaker  
Oakridge Mayor Don Hampton (via phone)

Lowell Mayor Warren Weathers was also present as a guest

Staff members attending included Bob Swank, Byron Vanderpool, Kay Metzger, Jamon Kent, Ann Mortenson, Jody Cline and George Kloeppe. The Committee considered:

**Agenda Items for February LCOG Board of Directors Meeting**

Kloeppe distributed a listing of the topics expected to be on the February 28 Board meeting agenda. He noted that the Committee had previously heard a report from the Oregon Toxics alliance and had agreed to provide time on the February agenda for a report on benzene containment and reduction. In addition, Kloeppe indicated that, in lieu of a “special discussion topic,” the Board would spend some time in planning for the year ahead (see notes on this subject below). The Coordinated

Population Forecasts issue, deferred at the December Board meeting would be on the agenda (see notes on this subject below), and the Board would be asked to confirm Budget Committee appointments and accept the mid-year financial report. Kloepfel stated that ongoing reports would be made to the Board regarding the move to a new office building (see notes on this subject below).

### **Second Quarter Financial Report**

Kloepfel noted that the Report had not been included on the Committee's agenda because it was not certain that the December 31 data would be available. He presented the report, which included a memorandum, tabular summary of revenue and expenses, compared to budget, and a graphic representation of the data. He noted that the organization was in a favorable position at the mid-year point with an appropriate reserve, even after the purchase of the Park Place Building. He noted that personnel costs at December 31 were at 48 percent of budget, and that higher-than-planned expenses for "capital outlay" were attributed to improvements to the Springfield building for the benefit of the tenant (recouped through rental revenue) and to the purchase in the second quarter of a new delivery vehicle for the Senior Meals Program. The Mid-Year Report will be presented to the Board of Directors at the February meeting.

### **New Executive Committee**

As this was the first meeting of the year and the Committee included two new members, the question of most convenient meeting date and time was discussed. It was agreed to continue to meet on the second Thursday of the month at 5:30, but to adjust the meeting start time on February 14 to 4:00. The Committee discussed the roles established by the Charter and LCOG Bylaws for the Executive Committee (previously distributed) and reviewed the Board's acknowledgement of the division of responsibility of May 2004. Kloepfel noted that it was very helpful to staff to have the Committee's review and, when appropriate, endorsement of proposals that are ultimately decided by the Board.

### **Board Planning on February 28**

Greg James noted that a portion of the February Board meeting would be devoted to a planning session. Kloepfel recommended that this year's event not utilize a facilitator, but that Board members be polled in advance for their opinions about the most pressing regional issues. He suggested that the two related objectives of the session, from his perspective, were to identify issues that crossed jurisdictional and governmental boundaries about which the Board members wanted to learn

more and possibly engage collectively, and to elicit from the Board any course adjustments that seem appropriate for the agency. There was general agreement regarding the approach, although it was suggested that staff “prime the pump” with respect to the solicitation of pressing regional issues—providing respondents with some framework to offer opinions.

### **Coordinated Population Forecast**

Greg James reminded the Committee that the Board of Directors had considered recommended adjustments to the regional Coordinated Population Forecasts at the December 13 meeting, and the Board had deferred a decision until a later time. In public comment, questions had been raised regarding LCOG’s status as a “voluntary association of governments” and also regarding the statistical validity of the recommended population levels. Kloeppel reported that the Board of County Commissioners had, by motion on January 2, expressed the desire to “reassume the responsibility to perform tasks related to these coordinated population forecasts for Lane County.” It was acknowledged that several of the cities of the region remained anxious to have the Forecasts updated to account for present-day growth patterns. It was also noted that a substantial amount of work had been done by the jurisdictions and the staff over the past year to develop an acceptable (to the cities and the County) Coordinated Forecast. The Committee agreed with staff that there was no purpose to be served in asking the LCOG Board to formally adopt the recommended Forecast. However, staff was directed to prepare a resolution for the Board’s consideration by which the Forecast would be endorsed and submitted to the Lane County Board of Commissioners for consideration and adoption. Staff was directed to craft the resolution in such a manner as to recognize the County’s authority as the “coordinating body” for such land use matters and to encourage adoption by the County. Staff was also asked to convey the report and findings associated with the work that had been done on the Coordinated Population Forecast to the County. It was noted that, as a result of HB 3337, another update of the Forecasts for the individual UGBs of Eugene and Springfield would be needed within the foreseeable future, and Lane County would, as a result of its action on January 2, be in a position to perform that analysis. Greg James noted that he was sending a letter to Governor Kulongoski asking for a designation of LCOG as a “voluntary association of governments” under ORS 197.015(22), recognizing that such a designation would have no impact of the Board of Commissioners’ decision regarding Coordinated Population Forecasts. Staff was urged to contact the DLCDD Director and seek clarification on the issue of land use coordinating body.

## **Park Place Building Report**

Bob Swank reported to the Board that the purchase of the Park Place Building had been completed and that a relocation date would be determined based upon efforts to secure a replacement tenant for the agency's Wells Fargo Building space prior to the end of the lease with the bank. Kloepfel noted that a coordinated effort with the architect was underway by which the wishes and needs of the staff were being factored into the remodeling plans. Swank reported that a component of the Eugene Public Works Department had expressed serious interest in occupying the 3<sup>rd</sup> and 4<sup>th</sup> floors of the Wells Fargo Building; if such an arrangement was agreed upon, an LCOG move to the Park Place Building might be scheduled for the late summer or fall of 2008.

## **Appreciation Dinner**

Kloepfel indicated that the plans for the January 24 Appreciation Dinner at LCC's Center for Meeting and Learning were well in place. Ann Mortenson made available invitations/reservation forms to Committee members. And all were encouraged to attend.

## **Lane Mayors' Association Meeting**

It was noted that the mayors of Lane County cities would hold their second meeting immediately following the Executive Committee meeting (7:00 in LCOG's Large 4<sup>th</sup> Floor Conference Room). Invited guests included Sonny Chickering, ODOT Area Manager, and Mayor John McArdle of Independence, chair of the Mid-Willamette Valley Mayors' Association. The first meeting of the Mayors' group had been held on October 25, and the participants, finding value in the association, had supported a continuation of the meetings.

## **Board Meeting Hosts for 2008**

Kloepfel noted that the September and December meetings of the Board of Directors did not as yet have host jurisdictions. Greg James volunteers Willamalane Park and Recreation District to host the September 25 meeting at the district's Adult Activity Center in Springfield. He suggested that the refreshments could be catered by LCOG's Senior Meals Program, which utilizes that facility. A host for the December 11, 2008 meeting will be solicited at the Board meeting.

### **Meeting of February 14, 2008**

The LCOG Executive Committee was called to order at 4:00 on Thursday, February 14 by Board Chair Greg James in the LCOG Main Office in Eugene. Members present were:

LCOG Board Chair, Greg James, Willamalane  
LCOG Vice Chair, Chris Pryor, Eugene  
SD 19 Director, Al King  
Oakridge Mayor, Don Hampton  
EWEB Commissioner, Patrick Lanning (via phone)  
Florence Mayor, Phil Brubaker (via phone)

Staff members attending included Bob Swank, Byron Vanderpool, Kay Metzger, Jamon Kent, Ann Mortenson, Paul Thompson and George Kloeppel. The Committee considered:

### **Agenda Items for February LCOG Board of Directors Meeting**

Kloeppel distributed a draft agenda for the February 28 Board meeting. He noted that the Committee had previously heard a report from the Oregon Toxics alliance and that a presentation on benzene containment and reduction had been scheduled for the Board in February. However, a conflict will prevent Lisa Larkin's attendance, so this information item was rescheduled to April. Kloeppel indicated that, in lieu of a "special discussion topic," the Board would engage in a planning session (see item below). The Coordinated Population Forecasts issue, (Committee discussion outlined below) is expected to be the most substantial action topic. Kloeppel stated that ongoing reports would be made to the Board regarding the move to a new office building (see notes on this subject below), and it was requested that the building item be moved from Information Items to the Executive Management and Administration section of the agenda. It was further requested that an information item on the Regional Investment Board be added to the Board's February agenda.

### **Board February Planning Session**

Kloeppel distributed an outline of a proposed approach to the session and noted that his efforts in late January to elicit priority topics from Board members had not generated much response. He reminded the Committee that for this purpose "regional issues" needed to touch multiple jurisdictions and involve different kinds of governments. Kloeppel noted the Joint Elected Officials (Eugene, Springfield

and Lane County) meeting two days previous and “regional” priorities were identified for the metro area. Among them were at least two topics that were county-wide in scope—public safety finance (a “back-up plan”) and transportation maintenance funding. Both had been included in the feedback that he had received from the solicitation of LCOG Board members. The Committee endorsed the recommendation that Board members be requested to bring two multi-jurisdictional topics to the February 28 meeting, and that the process include a determination about which topics required additional information or staff research and/or a scheduled presentation and discussion at the Board level. There was interest in determining which topics could lead to follow-up action by the Board. Kloepfel noted that Byron Vanderpool would facilitate the discussion on the 28<sup>th</sup>.

### **Appointments to the Lane Economic Committee**

The Committee heard a recommendation for the reappointment of five members of the LEC and appointment of four new committee members, with the shift of Jay Bozievich to an ex officio position. After some discussion about the role of the LEC, the Executive Committee endorsed the recommended appointments. Kloepfel indicated that, as a result of the endorsement, the confirmation would be placed on the Board’s consent agenda.

### **2008 LCOG Budget Committee Appointments**

The Committee recommended the appointment of Dennis Shine to the open citizen position on the Budget Committee (three-year term) and Board members Chris Pryor, Don Hampton and Susie Johnston to the Committee for 2008 (one-year term). Kloepfel indicated that these recommended appointments would be placed on the Board’s consent agenda for February 28.

### **Coordinated Population Forecast**

It was reported that the Board of County Commissioners had on the previous day formally passed a Board Order (confirming the prior action) to assume direct responsibility for the preparation of Coordinated Population Forecasts under ORS 197. It was recommended that the LCOG Board be advised to endorse the Forecasts that had been prepared and to refer them to the County for consideration and possible adoption. Greg James asked about LCOG’s request to Governor Kulongoski to designate LCOG as a “voluntary association of governments” and Kloepfel reported that Ms. Amber Holister, the Governor’s Deputy General Counsel, had contacted him and indicated that the Governor was not inclined to make such a delegation, since it would be tied to the now-moot “A-95

Clearinghouse” process for project notification and review. The Governor’s office did suggest, however, that LCOG seek the assistance of its congressman to research the original designation (circa 1968) and/or to seek state legislative action to correct the language in ORS 197.015(22) to eliminate the reference to the A-95 regional clearinghouse. Kloepfel noted that he would explore both recommended avenues, but reminded the Committee that the County Commissioners had the primary statutory responsibility for preparing, in coordination with the cities, periodic Coordinated Population Forecasts. He also noted that 10 of the county’s 12 mayors had subscribed to a letter to the County Commissioners dated February 4 asking the Board to expeditiously process the update of the Forecasts.

### **Park Place Building Report**

Bob Swank reported that an RFP would be released within the next two weeks for the renovation work required for LCOG occupancy of the 4<sup>th</sup> and 5<sup>th</sup> floors of the Park Place Building. He also reported that it was now likely that a replacement tenant for one or both floors of the Wells Fargo Bank Building space would be secured and that agency relocation would be scheduled in the August time frame.

### **Appreciation Dinner Retrospective**

Kloepfel sought comments from the Executive Committee members on the January 24 Appreciation Dinner. There was general agreement that the event had gone well and the venue was ideal for the agency’s needs. Patrick Lanning suggested that the agency consider a procedural change by which the previous year’s Chair would preside at the January Appreciation Dinner.

### **S&DS Legislative Dialogue**

SDSD Director Kay Metzger reported on the January 26 “Legislative Dialogue” which attracted 9 of the region’s legislators. A memorandum, distributed with the Committee’s meeting agenda provided background information regarding this successful event. It was noted that the Chair’s letter of January \_\_\_ to members of the delegation was acknowledged at the Dialogue by one member of the delegation.

### **S&DS Area Plan**

Kay Metzger reviewed a memorandum that had been distributed with the Committee’s agenda in which the process and schedule for the adoption of the Area Plan for FY 2008-09 was described. She emphasized the work of the

Planning and Budget Committee in the decision making for the best use of the Older Americans Act resources available to the Area Agency on Aging. She informed the Committee that a public hearing on the Area Plan would be held on Tuesday, February 26 at the Hilyard Community Center in Eugene, beginning at 2:00. The LCOG Board is scheduled to act on the Plan at its June 26 meeting.