

Agenda Item Number 4.

Report of the Executive Committee

Presenter: George Kloeppe

Action Recommended: None. Information Only

Meeting Notes:

Meeting of March 11, 2010

The LCOG Executive Committee was called to order at 5:30 on Thursday, March 11, by Board Chair Chris Pryor in the LCOG Park Place Office in Eugene.

Members present were:

Willamalane P&R District Director Greg James
Florence Mayor Phil Brubaker (on phone)
Coburg Mayor Judy Volta
Lowell Mayor Warren Weathers
Eugene Councilor Chris Pryor
Lane County Commissioner Faye Stewart
Lane ESD Board Member Sherry Duerst-Higgins

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

April 22 Board of Directors Meeting Topics

Kloeppe distributed a listing of topics expected to be on the Board of Directors' agenda on April 22. The agency program presentation was to be on the LCOG Business Assistance Program and a substantial report was anticipated from the "Climate of Prosperity" Task Force. In addition a report and discussion was planned concerning the recently-announced ARRA grant for the Fiber Consortium. A Third Quarter Financial Report was scheduled for presentation and, with the

anticipated recommendation of the Budget Committee, a Revised FY 2009-10 LCOG Budget was to be presented for Board approval. The Committee reviewed and discussed the anticipated items for the agenda and considered them appropriate.

“Climate of Prosperity” Project

Kloeppe outlined the plans for the Task Force meeting, charged with identifying steps that LCOG could take in three broad areas to develop a “climate of Prosperity” in the region. The initial meeting date had to be scrubbed due to participants’ scheduling conflicts. It was announced that the Task Force would now be meeting on either the 29th or 31st of March [the latter date ultimately confirmed] at 6 pm in the LCOG office. The Committee discussed the Task Force and suggested additional participants.

2010 Budget Committee Appointments

It was noted that the Budget Committee would be meeting on April 8 and May 13. Two of the three non-elected members will carry forward. For the vacant non-elected (citizen) position, two applications had been received. It was also noted that three members of the Board of Directors needed to be appointed to one-year terms. By motion (Brubaker-Volta), the Committee named Mark Shrives, Creswell City Administrator, to the non-elected seat for a three-year term and Board members Greg James, Sherry-Duerst-Higgins, and Tony McCown to one-year terms.

Fiber Consortium Grant Award

LCOG program manager Milo Mecham presented background information regarding the recently approved grant from the Department of Commerce to “light” approximately 124 miles of the fiber managed by the Regional Fiber Consortium. He noted that the grant to LCOG totaled \$8,325,530, with an additional \$2.1 million match (provided by the Consortium). Mecham described the geographic areas and communities to be served in Lane, Douglas and Klamath Counties, noting that the project will bring high-speed broadband capability to a substantial area of un-served and underserved communities. The Committee discussed the project and congratulated Mecham for the successful grant application.

In a related matter, George Kloeppe recommended that the Committee consider a motion to authorize Mecham to accept the grant on behalf of the LCOG Executive

Director. He indicated that, as the name on the application, Mecham's name had appeared on the electronically generated acceptance material. Concerned that requesting a change—even a name change—might delay the project, Kloepfel suggested that a one-time authorization would be satisfactory. It was moved and seconded (Weathers and Brubaker) that Milo Mecham be authorized to accept the Department of Commerce grant award under ARRA for the Regional Fiber Consortium Lighting the Fiber Middle Mile Project. Motion carried unanimously.

Administrative Items

Property Management: Bob Swank reported that work was progressing to prepare space on the 2nd and 1st floors of the Park Place Building for tenants this spring. A third incoming tenant in a small office on the third floor was arriving in March. Swank reported that the S&DS Adult Protection Service had relocated to space on the first floor (Willamette Street side) and the staff was finding the accommodations appropriate to meet their needs.

Potential Regional Conference Room: Bob Swank described the staff's initial planning for a large meeting room on the 3rd floor of the Park Place Building. It was noted that finding meeting room space for gatherings larger than could be accommodated in the Buford Room was difficult. The northeast corner of the 3rd floor, while currently occupied, would be coming vacant and the prospect of converting some of that space to a well-equipped conference facility had been explored.

Meeting of April 13, 2010

The LCOG Executive Committee was called to order at 6:30 on Thursday, April 8, by Board Chair Chris Pryor in the LCOG Park Place Office in Eugene. Members present were:

Willamalane P&R District Director Greg James
Coburg Mayor Judy Volta
Eugene Councilor Chris Pryor
Lane ESD Board Member Sherry Duerst-Higgins

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

April 22 Board of Directors Meeting Agenda

Kloeppel distributed a draft agenda for the Board of Directors' meeting on April 22 in Springfield. Agency program presentations were to be on the LCOG Business Assistance Program (the major presentation), the Senior and Disabled Services Division's Aging and Disability Resource Center and the recently awarded broadband infrastructure grant. However, the most substantial agenda item was anticipated from the "Climate of Prosperity" Task Force. The Committee determined that the latter should be moved up on the agenda, to a position following the Executive Management and Administration section. The Committee, determined to increase the personal familiarity of Board members with one another, decided to try replacing the traditional "roll call" with self-introductions, which the Chair will manage. Action items anticipated for April 22 included the adoption of a Revised FY 2009-10 LCOG Budget, approval of a nomination of Mayor Williams to a third term on the National Association of Regional Councils board of directors, approval of a loan from Umpqua Bank for tenant improvements in the Park Place Building, and filling by election a vacancy on the Executive Committee.

"Climate of Prosperity" Project

Kloeppel reported on the March 31 Task Force meeting, at which the participation was virtually 100 percent. He noted that the three subcommittees had completed their work with one or two meetings, and that the reports and recommendations were being drafted. He shared the model for the report that would go to the Board from the Task Force and its subcommittees. The background material will urge the Board to carefully consider the action steps recommended by the subcommittees in light of the goal of enhancing the well-being of the regional community and creating a "climate of Prosperity" in Lane County. The Committee discussed how best to approach this task. It was suggested that the final direction to staff might not be crafted until the June meeting—however, it was acknowledged that the Board and all of the Task Force participants were anxiously looking for actions to be taken. It was suggested that the recommended "steps" emanating from the subcommittees should be "blown up" and shown on the wall at the meeting. The individual facilitators would provide a brief report on their groups' work and recommendations. Though not at the end of the meeting, it was agreed that sufficient time should be allowed for the Board to digest and consider the recommendations, and yet leave time for the remaining agenda items.

Revised FY 2009-10 Budget Recommendation

The Committee was informed that the Budget Committee had met immediately prior to the Executive Committee and that it had considered and approved a recommended revision to the current year's budget. Kloepfel described the board outlines of the revision, noting that the increase of approximately 9 percent was attributable to increased revenues from the state and federal governments. He noted, however, that the anticipated increased authorization would not result in any significant (less than 1 FTE) increase in staffing, but would for the balance of the year be primarily utilized on "materials and services" cost centers. It was also reported that the Budget Committee had received the initial proposal for the FY 2010-11 agency budget. The document will be the subject of the Budget Committee's deliberation at its next meeting on May 13.

Umpqua Bank Loan

Bob Swank reported that On April 22 the Board will be asked to adopt a resolution authorizing a loan from Umpqua Bank to finance the improvements for the Federal Public Defender staff that will locate on the second floor of the Park Place Building later this spring. As has been stated previously, borrowing money for tenant improvements—even when fully backed by the repayment provisions of a lease agreement—has been more difficult than in years past. However, Swank noted that for the present need LCOG was fortunate to have a positive response from Umpqua Bank. Stating that the proposed five-year loan would be repaid by the tenant during the term, Swank asked the Committee to consider recommending the approval of the resolution to the Board. By motion (Volta/James) the Committee endorsed the proposed loan and recommended the approval of Resolution 2010-02.

Administrative Items

Property Management: Bob Swank provided a brief report on the management of LCOG owned real estate. The Committee asked for a "P&L Statement" at a future meeting. It was noted that the Schaefers Building and the Springfield Building were fully occupied and that there were constant tenant changes in the Park Place Building.

Agency Auditor RFP Results: Bob Swank reported that two responses had been received to the RFP for audit services. It was the Audit Committee's recommendation that both be rejected and that the agency exercise the one year

renewal option of the current contract with Jones and Roth for the FY 2009-10 audit, and then revisit the subject at the end of the calendar year.

Information Items

Lane County initiative for Rural Economic Development

Kloeppel reported that Lane County had embarked upon an effort to assist the non-metro communities of the region to “strategically focus on (their) economic development.” He noted that the County had retained the services of Glenda Poling, most recently of Liberty Bank and previously of the Lane Metro Partnership, under a personal services contract. The “Scope of Work” for the contract asks that the top economic development projects of each of the rural cities be identified, and that assistance be provided. Kloeppel stated that Ms. Poling asked if office space might be available at the COG for her efforts. In response, LCOG has rented space—with some limited support—to her.

Aging and Disability Resource Center

Kay Metzger provided an update to the Committee on the implementation of the ADRC. She reminded the group of the federal grant to the State (\$1.6 million) and the State’s subgrant to LCOG of \$550,000 over three years. Metzger noted the hires/appointments that have been made to offer enhanced information, assistance and “options counseling.” She reminded the Committee that the ADRC was not a place as much as a system, which was expected to be increasingly used in Oregon to provide support and assistance, both to Medicaid clients and to seniors and disabled adults who are not Medicaid-eligible.