

MEETING: LCOG Executive Committee

DATE: Thursday, November 18, 2004

TIME: 5:30 p.m.

LOCATION: LCOG Main Office
Wells Fargo Office Building
Fourth Floor Small Conference Room
99 East Broadway, Suite 400
Eugene, Oregon

CONTACT: George Kloeppe, 682-4395

AGENDA

1. December 9 Board of Directors Agenda

The draft agenda for the Board meeting in December can be discussed. The final agenda will not be distributed until December 2, so the Committee's input regarding content and order would be timely. A copy of one of the versions of the invitation to legislators is attached. Versions were mailed to all twelve members of the delegation right after the election.

2. FY 2003-04 Financial Statements

The Financial Statements and Audit Report for the fiscal year ended in June will be before the Board of Directors on December 9. Under this item, the most important elements of the Statements can be presented and described.

No Committee action is required. However, if Committee members have questions, answers can be provided and/or incorporated within the presentation to the Board in December.

3. FY 2005-06 Member Dues Schedule

The proposed methodology and rates for member dues in the coming fiscal year were discussed at the last meeting of the Committee. From that discussion, it would appear that the key variable would be the “inflation factor” that was applied (in the proposal) to the current year’s rates. Board of Directors will be asked to adopt the Dues Schedule for the next fiscal year at the December 9 meeting. At this month’s Executive Committee meeting, a clear recommendation should be formulated. See George Kloeppel’s October 14 memo, attached for reference.

4. Budget Process and Assumptions for 2005 Budget Committee

Under our new decision making process, the Executive Committee is charged with adopting the annual Budget Assumptions and Process. It is proposed that the Committee take final action on this matter under this agenda item. Management’s recommendation is attached.

5. Public Infrastructure, Topic for Board Discussion in February

At the Board’s September meeting, direction was given to staff regarding the topical discussions that would be held for the balance of this fiscal year’s Board meetings. It was agreed that in February the focus would be on “public infrastructure.” This topic was selected because of the issues raised at the July planning session. Specifically, the issues from last summer that tie to the infrastructure topic were:

- Wastewater projects
- Utility services—water and wastewater
- Freight route designation and land use impact
- Transportation planning
- Small city water and wastewater planning to address growth
- Regional dialogue on capital funding projects under consideration
- Storm water control projects

The Committee is encouraged to discuss and provide guidance to staff regarding how best to approach this topic for a constructive exploration by the Board.

6. Business Assistance Program, IRP Portfolio

A question was asked last month about the USDA-funded “IRP,” or Rural Business Development Fund (RBDF), as we call it. Attached for the Committee’s information is a summary of the RBDF portfolio, or the loans currently outstanding under this program. The RBDF has been in place for several years and provides a valuable tool for LCOG’s business assistance staff. It should be noted, however, that the fund is only available to assist businesses in the non-metro area—outside of the Eugene-Springfield UGB. County-wide, our program staff also “packages” business loans to be funded through the U.S. Small Business Administration (SBA). As a separate attachment, a listing of loans currently outstanding through the SBA program is presented. Finally, the EDA-funded RLF, the subject of the next agenda item, will provide staff with yet another tool that is applicable to business needs county-wide.

7. Revolving Loan Program (EDA-Funded) Administrative Work Plan

At its December 9 meeting, it is hoped that the Board can be asked to approve a work plan for the newly capitalized Revolving Loan Fund (RLF). This action is required by the U.S. Economic Development Administration, which provided a \$500,000 grant in support of the RLF, but staff continues to work with the EDA regarding the specific wording of the work plan. Under this item, Steve Dignam will describe the relevant components of the proposed plan as already reviewed by the Lane Economic Committee. Depending upon the state of negotiations with EDA, it may be possible on the 18th for the Committee to recommend its adoption by resolution. With the Committee’s recommendation and that of the LEC, the item can be placed on the Board’s Consent Agenda in December. Until the plan has been agreed upon by the parties and approved by the Board, the Revolving Loan Fund is not available for use.

8. Election Outcomes, Implications

9. Other Items