

## **LANE COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS**

### **Lane Council of Governments**

**LCOG, 859 Willamette Street, Suite 500, Eugene**

**The meeting was held in person and via teleconference.**

**June 22, 2023**

**6:00 p.m.**

### **VOTING MEMBERS**

#### **Present**

Bd. Member Heather Buch, Chair (Lane County)  
Bd. Member Sonja Carlson, Vice Chair (Eugene Water and Electric Board (EWEB))  
Bd. Member Mike Eyster, Lane Community College (LCC)  
Mayor Candace Solesbee (City of Cottage Grove)  
Councilor Randy Groves (City of Eugene)  
Mayor Rob Ward (City of Florence, Port of Siuslaw)  
Mayor Ken Wells (City of Junction City)  
Mayor Bryan Cutchen (City of Oakridge)  
Councilor Kori Rodley (City of Springfield)

Councilor Robbie McCoy (City of Veneta)  
Bd. Member Jonathan Light (School District 19)  
Bd. Member Steve Recca (Fern Ridge Library Board)  
Bd. Member Greg James (Willamalane Park & Recreation District)  
Bd. Member Donna Oshel (Siuslaw Public Library District)  
Bd. Member Patti Chappel (Emerald People's Utility District)  
Bd. Member Jim Palisi (Siuslaw Valley Fire and Rescue, Western Lane Ambulance District)  
Bd. Member Curt Kendall (River Road Parks & Rec. District)

#### **Absent**

Representative City of Coburg  
Representative City of Creswell  
Representative City of Dunes City  
Representative City of Lowell  
Representative City of Westfir  
Representative Heceta Water PUD  
Representative Rainbow Water and Fire District  
Representative School District 4J

Representative School District 40  
Representative School District 45J3  
Representative School District 52  
Representative School District 68  
Representative Lane Education Service District (ESD)  
Representative Lane Library District  
Representative Junction City RFPD

### **OTHERS**

Pete Knox, Lane Transit District (LTD), Non-voting member  
Brenda Wilson, LCOG Executive Director  
Josh Burstein, LCOG Human Resources Manager  
Keina Wolf, LCOG Finance Director  
Beth Bridges, Minutes Recorder

### **CALL MEETING TO ORDER**

#### **1. Welcome & Introductions**

Chair Heather Buch called the meeting of the Lane Council of Governments (LCOG) Board of Directors to order at 6:02 p.m. Those present introduced themselves.

## **2. Requests for Additions to the Agenda**

No requests were submitted.

## **3. Public Comment**

No one wished to provide public comment to the Board.

## **PRESENTATIONS**

### **4. FY24 Budget**

Chair Buch opened the public hearing for the FY24 Proposed Budget at 6:06 p.m.

LCOG Executive Director Brenda Wilson gave a Powerpoint presentation entitled *FY24 Proposed Budget*. She described the factors in the budget that were knowns, including the Cost of Living Adjustment (COLA), step increases and one-time top step bonuses, and increases in health and dental insurance, liability insurances, Public Employees Retirement System (PERS) and the Oregon Retirement Service Plan (OPSRP). Ms. Wilson relayed she recently received an update on liability insurances rates and they were higher than anticipated, especially automobile liability. Ms. Wilson said there were areas where they needed to make estimates to build the budget, including the State allocation for Senior and Disability Services (S&DS), the amount of federal funding, and the impact of workforce availability. Therefore, it was standard practice for LCOG to process a revised budget in the spring.

Ms. Wilson summarized the Proposed FY24 Budget was \$78,728,264, an increase of almost \$5 million from the Adopted FY23 Budget but only \$481,147 above the Revised FY23 Budget. Ms. Wilson discussed LCOG's sources of revenue. She said the biggest change was an anticipated drop in state and federal revenues, primarily in transportation areas. In S&DS, Oregon Project Independence was a new program enacted by the state after the Adopted FY23 Budget. Ms. Wilson explained Interfund transfers increased because of changes in COVID funding and fund raising for the senior meals program. She added Beginning Reserves, the carryover from the current fiscal year, had increased.

Turning to requirements, Ms. Wilson highlighted Personnel Services was LCOG's largest expenditure. The increase in the FY24 Proposed Budget reflected the changes outlined above and an optimistic projection that vacant positions were filled. She also listed changes in Material and Services (including increased in-person training and related travel expenses), Services to Others, Debt Service, and Capital Outlay (Willamette Internet Exchange (WIX) battery, kitchen equipment placeholder, building repair contingency).

Looking at the employee Full Time Equivalent (FTE) breakdown, Ms. Wilson stated the Proposed FY24 Budget included a net increase of 7.85 FTE over the FY23 Adopted Budget. She discussed restricted reserves: operations contingency account (set by the Board), dedicated reserves (coast transportation and senior meals fundraising), and the Park Place Building contingency (which includes a line item for the HVAC replacement). Ms. Wilson detailed the 13.9% increase in indirect costs for internal operations, which included the liability insurance increases.

Seeing no one wishing to make public comment, Chair Buch closed the public hearing at 6:24 p.m.

**Greg James?** moved to adopt Resolution 2023-01 (1. That the LCOG Board of Directors hereby adopts the attached Budget for fiscal year 2024, and 2. That the following amounts are hereby appropriated for the purposes specified for the fiscal year beginning July 1, 2023: Personal Services \$ 36,913,084; Materials and Services \$ 12,671,984; Capital Outlay \$ 767,500; Services by Other Organizations \$3,484,345; Debt Service \$ 438,754; Transfers Out \$ 6,159,230; Reserves \$ 18,293,367; Total Requirements \$ 78,728,264. Councilor Rodley seconded the motion. The chair asked if anyone was opposed to the motion or wished to abstain. Seeing none, she announced the motion passed unanimously,

Mr. James recognized the fine work done by LCOG's finance staff and management team and an engaged and involved Budget Committee.

## **BUSINESS ITEMS**

### **5. Public Contracting Rules**

Chair Buch opened a joint meeting of the LCOG Board of Directors and Local Contract Review Board (aka the LCOG Executive Committee) at 6:27 p.m. and a public hearing on the proposed Public Contracting Rules for LCOG at 6:28 p.m.

Mr. James, resident of Springfield, observed the rule changes proposed aligned LCOG with Oregon's legislative changes.

Seeing no one else wishing to make public comment, Chair Buch closed the public hearing at 6:29 p.m.

Mike Eyster moved to adopt Joint Resolution 2023-02 of the Board of Directors and Local Contract Review Board (opting out of the Attorney General's Model Public Contracting Rules and Amending Public Contracting Rules for the Lane Council of Governments). Councilor Rodley seconded the motion. The chair asked if anyone was opposed to the motion or wished to abstain. Seeing none, she announced the motion passed unanimously.

Chair Buch closed the joint meeting of the LCOG Board of Directors and Local Contract Review Board (aka the LCOG Executive Committee) at 6:31 p.m. and re-opened the June meeting of the LCOG Board of Directors.

### **6. Consent Agenda**

#### **a. Minutes of April 27, 2023**

#### **b. Executive Director's Review**

#### **c. Low-Income Home Energy Assistance (LIHEAP) and Low-Income Household Water Assistance (LIHWAP) Programs**

Mr. James moved to approve the Consent Agenda as submitted. Mr. Eyster seconded the motion. The chair asked if anyone was opposed to the motion or wished to abstain. Seeing none, she announced the motion passed unanimously,

When Mr. Eyster asked if there was a public announcement regarding the Executive Director's review, Ms. Wilson replied they had not done so in the past. Mr. James suggested going forward the Executive Director's Review not be part of the Consent Agenda.

When Ms. Carlson asked if there was an update on the LIHEAP and LIHWAP programs, Ms. Wilson said she had not yet received one from staff. Ms. Carlson added the LIHWAP portion was sunseting this fall.

#### **7. Appoint members to the Senior Services Advisory Committee (SSAC)**

Ms. Wilson reviewed the membership requirements for the SSAC. She said SSAC members had received applications for vacant position, interviewed them, and were recommending those listed in the memo.

Steve Recca moved to appoint Rae VanZandt, Dianne Robertson, Katy Lenn, and Lisa Lightner to the SSAC. Candace Solesbee seconded the motion. The chair asked if anyone was opposed to the motion or wished to abstain. Seeing none, she announced the motion passed unanimously.

### **REPORTS**

#### **8. Executive Committee Report**

Ms. Wilson referred to the report in the agenda packet. She highlighted the discussion about the LIHEAP and LIHWAP programs, explaining S&DS had been backfilling the program with Medicaid funds. The program had expanded and was very labor intensive. The Executive Committee directed one-time one-year funding for .5 FTE General Fund until a sustainable solution was identified. Pete Knox observed the problem had been brought to the Board last year as well. Ms. Wilson concurred it was an ongoing problem. Councilor Rodley stressed rural low-income people were very dependent on the program. When Patti Chappel asked who might take over the program, Ms. Wilson explained there were other agencies that provided the service. They had the same issue with the insufficient overhead payments.

#### **9. Advisory Council Reports**

Ms. Wilson announced Springfield Councilor Mo was elected chair of the Metropolitan Policy Committee (MPC) for 2023 and Lane County Commissioner Loveall was elected vice-chair. The MPC had also discussed amending their bylaws to include the City of Coburg in the governance structure for the Climate Friendly Equitable Communities scenario planning. Ms. Wilson also announced Greg Ervin was elected chair and Anne Fifield was elected co-chair of the Lane Economic Committee.

### **WRAP UP**

When Chair Buch asked about emerging issues to discuss at upcoming meetings, topics raised included a legislative update, cybersecurity, broadband strategy and funding, and the updated RLID system.

Chair Buch adjourned the June LCOG Board of Directors meeting at 6:51 p.m.