



## BOARD MEETING AGENDA

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**Date:** Thursday, February 22, 2024

**Time:** 6:00 p.m.

**Location:** Hybrid Meeting – LCOG, 859 Willamette St., Suite 500, Eugene, OR 97401

**Virtual Link:**

<https://us06web.zoom.us/j/82024558329?pwd=ZF0XziBXtaBcOMIZBlN8PiRLf0MICA.d7ufCx1Vth0z4u2j>

**Passcode:** 418897

**One tap mobile:** +16694449171,,82024558329#,,, \*418897# US

**Telephone:** +1 669 444 9171; **Webinar ID:** 820 2455 8329; **Passcode:** 418897

\*denotes packet attachment

### **6:00 Call to Order**

1. Welcome & Introductions
2. Requests for Additions to the Agenda

### **Public Comment\***

3. Comments from the Public

### **Presentation**

4. a.\*\* FY21 Financial Statements, Isler CPA – Audit Report, Accept  
\*\* Hard copies will also be available at the meeting  
b.\* MPO Annual Report

### **Action Items**

5. Consent Agenda [*Board members may request an item be removed from the Consent Agenda to discuss separately under Item 6*]  
a.\* January 25, 2024 Minutes, Approve
6. Items removed from the Consent Agenda
- 7.\* Audit Committee Members, Appoint
- 8.\* Budget Committee Members, Appoint
- 9.\* CWEDD Board Members, Appoint
- 10.\* LEC Members, Appoint

### **Information Items**

11. a. Annual Awards

### **Reports**

12. a.\* Advisory Council Reports
13. Roundtable

\* Public Comment is limited to 3 minutes. Comments will be taken on agenda items only.

The Board has the right to ask disruptive attendees to leave the meeting. The Board may choose not to respond to comments and lack of response does not indicate support or disagreement. Location is wheelchair accessible.

American Sign Language interpretation is available with 48 hours notice.

859 Willamette Street, Suite 500, Eugene, OR 97401 Phone (541) 682-4283. TTY (541) 682-4567. Fax (541) 682-4099



## **Agenda Item Number 4.a.**

### **FY23 Financial Statements and Audit Report**

**Date:** February 22, 2024

**Presenter:** Brenda Moore

**Action Recommended:** Accept the FY23 Financial Statements and Audit

#### **Background:**

The “*Annual Financial Report*” for the year ending June 30, 2023, was prepared by the LCOG fiscal staff in accordance with applicable statutes and regulations and audited by the accounting firm of Isler, CPA. The auditor has presented a summary of the audit and the agency’s *Financial Statements* for the past year to the LCOG Audit Committee. The draft report is available digitally on the LCOG Internet site for your consideration.

Isler conducted a thorough examination of the agency’s financial transactions for FY23. The report of the auditors confirms that LCOG’s financial statements fairly represent LCOG’s financial condition and position at June 30, 2023, and operations are fairly presented in the financial statements.

LCOG’s overall financial position can be discerned from the statements in this document. The statements depict the transactions that were performed within and between LCOG’s General Fund, its Special Revenue Funds, and Enterprise Funds. For a more explicit representation of how LCOG performed during the past fiscal year, and some of the key factors

that influenced LCOG's operations, your attention is directed to the narrative entitled "Management's Discussion and Analysis."

If you have questions regarding the *Financial Report* or the independent audit, please contact Brenda Moore at 541- 682-4395.

**RECOMMENDED ACTION:** Accept the FY23 Financial Statements and Audit.

Attachment: FY21 Financial Statements – Hard copies will also be provided at meeting.



**Agenda Item Number  
4b.  
Annual Report from the  
Metropolitan Policy Committee (MPC)  
on its Performance of  
Metropolitan Planning Organization (MPO)  
Policy Board Duties**

**Date:** February 22, 2024

**Presenter:** Paul Thompson, MPO Program Manager

**Action Recommended:** None. Information Only.

**Background:** In October 2002, the LCOG Board, through Resolution 2002-08, delegated responsibilities associated with the Metropolitan Planning Organization (MPO) process to the Metropolitan Policy Committee (MPC). As part of that resolution, the Board included a provision that:

*“ . . . the Metropolitan Policy Committee shall provide a report to the Board of Directors at least annually on performance of its Metropolitan Planning Organization duties, including the results of any federal certification review; . . . ”*

LCOG staff Paul Thompson will provide the LCOG Board with a review of MPO activities from January through December 2023. His presentation will include the topics summarized in the attached memos (the first covering the MPC activities, the second providing more detail on the day-to-day work of the MPO), as well as an overview of the non-MPO work of the LCOG Transportation Program, summarized in the third attachment. Finally, during the Board meeting he will provide a preview of activities planned during 2024.

For additional information please contact Paul Thompson at [pthompson@lcog.org](mailto:pthompson@lcog.org).

**Attachments:** 1. MPC Annual Report to the LCOG Board  
2. Central Lane Metropolitan Planning Organization Overview  
3. LCOG Transportation Overview



METROPOLITAN POLICY COMMITTEE (MPC)  
ANNUAL REPORT  
TO THE LCOG BOARD OF DIRECTORS  
February 2023



## Introduction

In the Eugene-Springfield-Coburg metropolitan area, planning our highway, rail, transit, bicycle, and pedestrian transportation system is a coordinated effort between a number of local, regional, state, and federal agencies, including the Cities of Eugene, Springfield, and Coburg, Lane County, Lane Transit District, and the Oregon Department of Transportation (ODOT). The Central Lane Metropolitan Planning Organization (MPO) – the Lane Council of Governments – works with these agencies to provide ***continuing, cooperative, and comprehensive*** regional transportation planning within the greater metropolitan area.



Point2point



While the origins of MPOs can be traced back to the Federal-Aid Highway Act of 1962, currently, under federal law established in the 1973 Highway Act and the Urban Mass Transit Act, organizations in urbanized areas are designated as MPOs by their Governors to perform significant planning and programming of federally funded highway and transit projects. The policy leadership, committees, professional staff, and consultants, combined with the administrative capability to support MPO planning processes, constitute the core elements of an MPO's activities. Metropolitan Planning Organizations were created to ensure local elected officials are involved in the planning and implementation of federal transportation dollars in urbanized areas with populations greater than 50,000. There are over 400 MPOs around the country, seven other MPOs fully in the state of Oregon, and three MPOs which have a portion of their geography in Oregon, but are mainly based in Washington State. Many of these operate as part of a regional council or council of governments.

The primary activities of the Central Lane MPO consist of developing, maintaining and implementing core transportation planning and programming (funding) products adopted and amended by the Metropolitan Policy Committee (MPC), including the Regional Transportation Plan (RTP), the Metropolitan Transportation Improvement Program (MTIP), Air Quality Conformity Determinations (AQCDs), a Public Participation Plan (PPP), a Title VI Plan, a

Transportation Safety and Security Plan, an Intelligent Transportation System (ITS) Plan, a Congestion Management Process, and the MPO's and region's overall Unified Planning Work Program (UPWP). Timely development, adoption, maintenance, and implementation of these products ensures that federal and state funds continue to flow to projects vital to the region's economic development and quality of life, and that regional transportation projects are developed, planned, and prioritized in a coordinated and efficient manner.

As a larger MPO (over 200,000 population), the Central Lane MPO is designated as a federal Transportation Management Area (TMA), a designation that brings with it more responsibilities, and more local control over the use of federal discretionary transportation funds.

## **MPO and the LCOG Board of Directors**

In 2002, the LCOG Board delegated the MPO policy making responsibilities to the Metropolitan Policy Committee (MPC). For over a decade prior to that, the MPC had performed some of these tasks on behalf of the LCOG Board. As part of its resolution, the LCOG Board included a provision that the Metropolitan Policy Committee provide an annual report to the LCOG Board of Directors describing their performance of the Metropolitan Planning Organization duties.

# MPC Highlights

## Metropolitan Policy Committee

<b>2023 MPC Members</b>		
<b>Agency</b>	<b>Name, Title</b>	<b>Committee Responsibilities</b>
City of Coburg	Nancy Bell, Mayor (partial year)	
City of Eugene	Lucy Vinis, Mayor Randy Groves, City Councilor	
City of Springfield	Sean VanGordon, Mayor Steve Moe, City Councilor	2023 MPC Chair; Representative to the Oregon MPO Consortium (OMPOC)
Lane County	David Loveall, Commissioner Pat Farr, Commissioner	2023 MPC Vice Chair
Lane Transit District	Susan Cox, LTD Board Member Kelly Sutherland, LTD Board Member	Representative to OMPOC
ODOT	Vidal Francis, Area Manager	
<b><i>MPC Ex officio Members</i></b>		
City of Coburg	Adam Hanks, City Administrator	
City of Eugene	Matt Rodrigues	
City of Springfield	Mary Bridget Smith	
Lane County	Steve Mokrohisky, County Administrator	
Lane Transit District	Jameson Auten, General Manager	
ODOT	Agency Director or Designee	
<b><i>Other Committee Assignments</i></b>		
MPO/MPC Representative to the Lane ACT	LCOG Executive Director or designee	
Transportation Planning Committee (TPC is the Staff Advisory Committee to MPC)	2023 Chair: Andrew Martin, LTD	

## Detailed Report

The Metropolitan Policy Committee meets monthly, however in calendar year 2023 MPC did not meet in January, August, or September. This report summarizes MPC's major month-to-month accomplishments as the MPO Policy Board from January through December 2023.

### ***February 2, 2023***

- Elected Springfield Councilor Moe as Chair and Lane County Commissioner Loveall as Vice Chair of MPC for 2023.
- Appointed Councilor Moe and LTD Board Member Susan Cox as MPC representatives to the Oregon MPO Consortium (OMPOC) for 2023.
- Heard a presentation, held a public hearing, discussed, and provided input on project proposals for MPO redistribution funding.
- Heard a presentation on, and reviewed, the MPO's annual listing of obligated projects for 2022.
- Heard a presentation on the Safe Lane Coalition.
- Heard a preview of transportation related legislation anticipated during the 2023 Oregon legislative session.

### ***March 2, 2023***

- Unanimously approved MPO redistribution funding.
- Heard a report and provided direction on OMPOC's legislative priorities for 2023.

### ***April 6, 2023***

- Heard a presentation, held a public hearing, discussed, and provided input on the draft 2024-2027 Metropolitan Transportation Improvement Program (MTIP) and Air Quality Conformity Determination (AQCD).
- Heard a presentation, held a public hearing, discussed, and provided input on the MPO's draft FY24/FY25 Unified Planning Work Program (UPWP).
- Heard an update on Oregon's 2023 legislative session.

### ***May 4, 2023***

- Unanimously approved the 2024-2027 MTIP and AQCD.
- Unanimously approved the FY24/FY25 UPWP.
- Heard a report on the implementation of the Climate Friendly Equitable Communities (CFEC) rulemaking.
- Heard a report on May is Bike Month.
- Heard a report on the MPO's Youth Council.
- Heard an update on Oregon's 2023 legislative session.



***June 1, 2023***

- Heard a presentation on the proposed amendments to the MPC Bylaws to incorporate Coburg into the governance structure for the CFEC scenario planning work.
- Heard an overview of the MPO's long-range Regional Transportation Plan (RTP) and a report on the upcoming update of the plan.
- Heard a report on the current update of the MPO's Public Participation Plan (PPP).

***July 6, 2023***

- Unanimously approved a letter of support for the MPO's Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT) federal grant application.
- Unanimously approved a letter of support for the City of Eugene's Safe and Active Streets for All (SS4A) federal grant application.
- Heard an update on ODOT's budget challenges.

***October 5, 2023***

- Unanimously approved an amendment to the MPC Bylaws to include Coburg in the Climate Friendly Equitable Communities (CFEC) governance structure.
- Unanimously approved a letter to the U.S. Congress expressing concerns regarding the proposed Transportation, Housing and Urban Development (THUD) legislation.
- Unanimously approved a letter for support for the Eugene Connecting Communities Grant application for improvements to the River Road/Santa Clara Bicycle Bridge.
- Heard a presentation on LCOG's application for funding from the federal Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT) grant program for the Resilient Lane project. The project will a robust, data-driven joint planning effort to understand and address the multi-modal transportation network's vulnerability to hazards.
- Heard a staff presentation on LCOG's Link Lane public transit service and the draft Link Lane Transit Development Plan.
- Heard a staff update on the regional Transportation Options (TO) Program, including the Get There Challenge, Walktober, the Coffee Shop Hop and the Be Safe/Be Seen outreach.

***November 2, 2023***

- Heard a report from Federal Highway Administration, Federal Transit Administration, and LCOG staff on the MPO's quadrennial Certification Review report.
- Heard a report and held a public hearing on proposed adjustments to the MPO boundary.

***December 7, 2023***

- Unanimously approved adjustments to the MPO boundary.
- Heard a staff report on the update of the MPO's Public Participation Plan (PPP).
- Heard a staff presentation on the MPO's Annual Obligation report on the use of federal funds.



# Central Lane Metropolitan Planning Organization Annual Report February 2024



## Introduction

In the Eugene-Springfield metropolitan area, planning our highway, rail, transit, bicycle, and pedestrian transportation system is a coordinated effort between a number of local, regional, state, and federal agencies, including the Cities of Eugene, Springfield, and Coburg, Lane County, Lane Transit District, and the Oregon Department of Transportation. The Central Lane Metropolitan Planning Organization (MPO) – the Lane Council of Governments – works with these agencies to provide ***continuing, cooperative, and comprehensive*** regional transportation planning within the greater metropolitan area.



The primary activities of the MPO consist of developing, maintaining, and implementing five core transportation planning products adopted and amended by the Metropolitan Policy Committee (MPC), including the Regional Transportation Plan (RTP); Metropolitan Transportation Improvement Program (MTIP); Air Quality Conformity Determinations (AQCDs); Public Participation Plan (PPP); and Unified Planning Work Program (UPWP). Timely development and adoption of these products ensures that federal and state funds continue to flow to projects vital to the region's economic development and quality of life, and that regional transportation projects are developed and planned in a coordinated and efficient manner.

## AN OVERVIEW OF ACCOMPLISHMENTS

The following summarizes key MPO accomplishments during 2023.

## **Principle accomplishments described by program area, include:**

### **Regional Long-Range Planning**

- The MPO is now continuously working to implement aspects of the new RTP, including building data sets in support of the new goals and objectives, planning for a more resilient surface transportation system, and more.
- The MPO continued the Safe Lane Coalition program to implement regional safety priorities outlined in the 2017 Regional Safety Plan. The Safe Communities Coordinator works with regional partners to program education and outreach efforts to prevent DUIIs, unsafe speeds, and distracted driving. The Coalition continue the strategic planning work that began last year with the University of Oregon Planning Department Strategic Planning course to create a draft strategic plan for the coalition and creating a strong foundation for future safety efforts.
  - The Safe Lane Coalition launched new working groups to address the topics of DUII prevention, Speed Reduction, Education, and Tactical Urbanism.
  - The Safe Lane Coalition posted a Request for Proposals for marketing and design support for the DUII prevention and speed reduction campaigns. Work will begin in FY24.
- The MPO unanimously approved the MPO's support of six state (Oregon Department of Transportation) targets for the federal performance measures related to pavement and bridge conditions, transportation system performance, and congestion mitigation and air quality.

### **Programming and Implementation**

- The MPO solicited and selected projects for programming of 2025-2027 federal funds as well as unanticipated Carbon Reduction Program (CRP), Highway Infrastructure Program (HIP), and redistribution funds for 2022-2024.
- The MPO adopted the 2024-2027 MTIP in May 2023.
- The Central Lane MPO continued to lead the statewide engagement and coordination between ODOT, Oregon's TMAs, and the vendor in the development and implementation of the electronic Transportation Improvement Program (eTIP) platform. The eTIP will be fully implemented in the first half of 2024.
- The MPO programmed funds to support local PeaceHealth Rides bike share operations.
- The MPO completed the annual obligation report for FFY 2023.
- The MPO adopted the 2-year work program, the FY24 & FY25 Unified Planning Work Program (UPWP).

### **Public Participation**

- MPO staff started the update process on the Public Participation Plan with anticipated adoption in early 2024. A public survey was conducted in late 2023, garnering nearly 200 responses regarding how the public engages, and would like to engage, with the MPO.
- The MPO complied with its adopted Public Participation Plan to ensure public engagement and participation in transportation planning and programming decisions.

- The MPO created new social media accounts to connect with the community. Public notices will continue to be posted on our website and sent out through our mailing list in addition to a growing social media presence:
  - [CLMPO Facebook page](#)
  - [X \(Twitter\)](#)
- The MPO completed its annual Title VI report in October 2023.
- The MPO launched a youth council to engage community members aged 13-19 in transportation planning and programming issues, and Safe Routes to School implementation.
- The MPO continued to update and improve its visual representation of planned and funded projects, in conjunction with a major update to the MPO's web site.
- The MPO created an online map to highlight MTIP projects:  
<https://storymaps.arcgis.com/stories/194cd02f22d2410881e81da0f288b00d>

### **Air Quality Planning**

- The MPO completed a Conformity Determination for the 2024-2027 MTIP, adopted in May 2023. The MPO received Federal acceptance of the Determination.
- The MPO has maintained the air quality conformity of the 21-24 MTIP.
- The MPO has maintained a cooperative partnership with Lane Regional Air Protection Agency (LRAPA) to provide each other with data necessary for our respective models and reporting requirements.
- The MPO actively participated in a statewide committee to develop Oregon's Carbon Reduction Strategy.
- The MPO actively participated in an Advisory Committee on Metropolitan Transportation Planning and Greenhouse Gas (GHG) Reduction Targets which, advised, along with the TPR changes, on better integration of GHG emission reductions planning with other land use and transportation planning efforts. Amendments to the GHG reduction targets in OAR 660-044 were made based upon this committee's recommendations.

### **Transportation System Modeling and Data Maintenance**

The MPO continued to upgrade its technical capabilities and models to meet the evolving demands of regional planning, and to use its regional travel model and land allocation model to assist local agencies in their planning efforts.

- The MPO continues to develop the UrbanSim land use platform used in the RTP process and for other purposes.
- The MPO continued the regional traffic count program, collecting counts in Eugene and Springfield. The MPO continued to upgrade its analysis tools for bicycle related transportation planning. The deployment of bike counters continued throughout the region, providing data to the cities for use in their TSPs, associated Bicycle and Pedestrian plans, and in project funding applications. The counts data are also being used to determine factors that will enable annual average daily bike counts to be computed and compared. These counts continue to be added to the bike count web map on the MPO data portal.

- The MPO continued development of a Data Portal site whereby collected data can be housed and web-based visualizations provided for use by public as well as local agencies (<https://www.lcog.org/themopo/page/data>). Several data themes have been produced: crashes, transit, traffic count, commuter, transportation, and population. The Data Portal is intended to house the MAP-21/FAST Act data statistics and demonstrate the progress toward the targets.
- MPO technical staff continued collaboration and cooperation with ODOT and the other MPOs through participation in the Oregon Modeling Statewide Collaborative, the Model Program Committee and the Oregon Household Activity Survey Committee.
- The MPO programmed funds to help support the statewide Travel Behavior Survey (<https://oregontravelstudy.com/>) effort. LCOG is managing the contract and implementation of this major multi-part study.
- The MPO continued the IGA with Metro for travel model maintenance. Metro built the MPO's travel model using the framework of its Kate model.

### **Transportation Options (TO)**

- LCOG began providing regional support for TO and SmartTrips programming in Springfield.
- Delivered Be Safe Be Seen programming in collaboration with local community-based organizations. This program provides lights to the community to increase visibility of people walking and biking.
- Contracted funds to City of Eugene to support Smart Trips and TO programs.
- Regional collaboration meetings occur between all MPO partners and the University of Oregon to continue Transportation Options work.
- Transportation options staff from all jurisdictions continue to collaborate monthly on public outreach and programming.

### **Intergovernmental Coordination**

- The MPO continued to coordinate with regional partner agencies, holding regular meetings with policymakers and staff, as well as coordinating with federal and state agencies.
- The MPO serves on the ODOT Local Program Committee, representing all Oregon MPOs.
- Two members of the Central Lane MPO Policy Board continue to serve on the Oregon MPO Consortium (OMPOC) and the MPO staff, under separate contract with ODOT, also manage and staff OMPOC.
- The MPO serves as a member of the Lane Area Commission on Transportation (Lane ACT), and the MPO staff, under separate contract with ODOT, also staffed the Lane ACT through June 2023.
- The MPO participates in several statewide committees that meet regularly including the Certified Users Group, the TIP/STIP Coordination Committee, the Air Quality Conformity Coordination Group, the ODOT/MPO/Transit Providers Group, and others.

- MPO staff participated in the Oregon Modeling Statewide Collaborative and its various subcommittees working on travel model and data improvements and updates, and statewide estimation of Activity Based Travel Models.
- LCOG is the contract administrator for the Oregon Household Activity Survey and MPO staff are on project leadership team as well as the Travel Survey Subcommittee.
- MPO staff and Policy Board are working with ODOT to increase coordination between the MPO and ODOT's Public Transportation Division. Policy Board provided direction to appoint a PTD staff person to the MPO's staff advisory committee.
- The MPO met with FHWA, FTA, and ODOT staff in June for the Quadrennial Certification Review. The Certification Report found only two areas for improvement in the functioning of the MPO, and re-certified LCOG as the MPO for another four years.
- LCOG completed the process of becoming a Locally Certified Agency with the planning services contracting functional area of certification.



## LCOG Transportation Program Overview February 2024

### Introduction

The Transportation Program at the Lane Council of Governments has three functional areas: serving as the Central Lane MPO, serving as the Link Lane public transit provider, and performing contractual work in transportation and other infrastructure planning. This attachment summarizes work performed and ongoing in 2023 in the latter two areas.

#### LINK LANE

As a Public Transportation Service Provider (PTSP) LCOG provides the Link Lane transit service currently running two routes, Eugene to Florence and Florence to Yachats. Link Lane originated and is operating to fill a critical public transportation need to connect coastal communities with each other and the Eugene urban area. The Florence to Yachats route filled the only gap in public transit on the Oregon coast, and the Eugene to Florence route connects the entire central coast to the Willamette Valley.

In operation now for approximately four years, the Link Lane service exhibited stronger than expected ridership from the beginning and has grown and maintained that level of service. Throughout 2023 Eugene to Florence ridership averaged more than 600 passengers per month, with high ridership months recording around 900 passengers. Ridership on the Florence to Yachats route grew significantly in 2023, nearing 400 passengers per month, up from an average of 150 in 2022.

Funded largely by a Transportation and Growth Management (TGM) grant from the state, LCOG recently completed work on the first Link Lane Public Transit Development Plan (TDP). The TDP is a long-range plan to 1) define Link Lane as a PTSP under Oregon law; 2) understand community needs; 3) identify transportation barriers, 4) develop implementation strategies to address identified barriers, and 5) identify funding opportunities consistent with the implementation strategies.

In 2023 LCOG transportation staff continued to work with the City of Cottage Grove and Lane Transit District to reorganize the provision of transit in southern Lane County. LCOG has assumed management of rural service in the southern part of the County outside of Cottage Grove.

## **TRANSPORTATION PLANNING & MANAGEMENT**

The following work was part of the Transportation Program's activities during 2023:

- Through June, 2023, manage and staff the Lane Area Commission on Transportation (ACT). The ACT is an advisory body to the Oregon Transportation Commission (OTC).
- Manage and staff the Oregon MPO Consortium (OMPOC). Formed by LCOG in 2005, OMPOC brings together representatives from all of Oregon's eight MPO Policy Boards to discuss and coordinate areas of common interest.
- Manage and staff the Safe Lane Coalition. The coalition is a collaborative group of individuals, organizations, and governmental agencies that are working to reduce fatalities and severe injuries from crashes in Lane County.
- Staff the Lane Transit District (LTD) Statewide Transportation Improvement Fund (STIF) process. The STIF program was established in Section 122 of House Bill 2017 to provide a dedicated source of funding for improving, maintaining, and expanding public transportation for all users. Every two years, public transportation funding is made available to support access to jobs, improve mobility, relieve congestion, and reduce greenhouse gas emission in Oregon.
- Manage and staff ODOT's Get There transportation options program in Lane County.
- Deliver ODOT's Oregon Friendly Driver program in Lane County.
- Fund, manage, and staff the regional transportation options program. LCOG works with partner agencies to implement programs that influence travel behavior for the purpose of reducing or redistributing the demand on roads. The TO program implements strategies that improve the efficiency of the existing transportation system and works to provide a wide variety of mobility options including biking walking, scooting, taking transit, and telecommuting.
- Fund, manage, and staff Safe Routes to School (SRTS) programs throughout Lane County. SRTS programs aim to create safe, healthy, convenient, and fun opportunities for children to use active transportation for the school commute. These initiatives promote livable, vibrant communities, increase physical activity, and improve unsafe walking, biking, and skating conditions throughout the community. This includes a commitment to providing safe bicycle and pedestrian infrastructure and reducing crash rates in all communities, including those with low-income families and non-English speakers. Lane County Safe Routes to School is a collaboration between Lane Council of Governments; Lane County; Lane Education Service District; and the Oregon Department of Transportation.
- Provide funding and support for bicycle education programs.
- Provide additional planning assistance for the City of Eugene, Lane Transit District, and other member agencies.
- Under a contract with ODOT, LCOG is managing and staffing the Climate Friendly & Equitable Communities (CFEC) Implementation in the Eugene-Springfield metropolitan area. This work will complete the area's Scenario Planning work originally conducted in 2015.



**LANE COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS**

**Lane Council of Governments  
LCOG, 859 Willamette Street, Suite 500, Eugene  
The meeting was held via teleconference.**

**January 25, 2024  
4:30 p.m.**

**VOTING MEMBERS**

**Present**

Bd. Member Sonya Carlson, Chair, Eugene  
Water and Electric Board (EWEB)  
Bd. Member Greg James, Vice-Chair,  
Willamalane Park & Recreation District  
Bd. Member Heather Buch, Lane County  
Bd. Member Mike Eyster, Lane Community  
College (LCC)  
Bd. Member Sherry Duerst-Higgins, Lane  
Education Service District (ESD) and School  
District 45J3  
Mayor Nancy Bell, City of Coburg  
Mike Fleck, City of Cottage Grove  
Councilor Randy Groves, City of Eugene  
Mayor Rob Ward (City of Florence)

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 Jenny Jonak (School District 4J)  
Bd. Member Ken Kohl (School District 19)  
Ashley Espinoza (School District 52)  
Bd. Member Steve Recca (Fern Ridge Library  
Board)  
Bd. Member Donna Oshel (Siuslaw Public  
Library District)  
Bd. Member Patti Chappel (Emerald People's  
Utility District)

**Absent**

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 40  
Representative Siuslaw Valley Fire and Rescue  
Representative Western Lane Ambulance District

Representative School District  
Representative School District 68  
Representative Lane Library District  
Representative Junction City RFPD  
Representative Port of Siuslaw  
Representative River Road Parks & Rec. District

**OTHERS**

Pete Knox, Lane Transit District (LTD), Non-voting member  
Brenda Moore, LCOG Executive Director  
Laura Campbell, LCOG Public Information Officer  
Tom Schwetz, LTD Director of Mobility Planning and Policy  
Beth Bridges, Minutes Recorder

## **CALL MEETING TO ORDER**

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

Chair Sonya Carlson called the meeting of the Lane Council of Governments (LCOG) Board of Directors to order at 4:33 p.m.

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

LCOG Executive Director Brenda Moore added an update to the Board on LCOG's financial statements and Heather Buch asked to discuss the Cascades West Economic Development District (CWEDD).

### **3. Public Comment**

No one wished to address the Board.

## **BUSINESS ITEMS**

### **4. Consent Agenda**

#### **a. Minutes of December 21, 2023**

Greg James moved to adopt the Consent Agenda. Mike Eyster provided the second. The motion carried unanimously.

### **5. LCOG Financial Statements**

Ms. Moore announced the auditor had notified her they had not been able to complete the financial statements. LCOG had been granted an extension to the end of February by the federal government, state government, and the Government Finance Officers Association (GFOA). She had set a deadline for the auditor of February 8, 2024 so staff could finish preparing the material before the Board's February meeting. When Mr. James asked if the Audit Committee would review the financial statements first, Ms. Moore said she was uncertain if that would be possible.

### **6. CWEDD Update**

Heather Buch described the Cascades West Economic Development District, a regional economic development district. She said she will no longer be serving as the Chair or be on the Executive Committee. Commissioner Buch explained the current Vice Chair would become Chair and they needed someone from a Lane County jurisdiction to volunteer as Vice Chair and work on the Executive Committee.

### **7. Executive Committee Members for 2024**

Ms. Moore listed the five members and their jurisdictions appointed by the Chair: Greg James (Willamalane Parks and Recreation District), Donna Oshel (Siuslaw Public Library District), Sherry Durst-Higgins (Lane Education Service District (ESD) and School District 45J3), Kori Rodley (City of Springfield), and Jenny Jonak (School District 4J).

Mr. James moved to approve the Chair's appointees to the Executive Committee. Steve Recca and Patti Chappel provided the second. The Chair asked if anyone was opposed to the motion or abstained. Seeing none, she declared the motion passed unanimously.

Mr. James nominated Randy Groves (City of Eugene) and Robbie McCoy (City of Veneta). Ms. Chappel seconded. The Chair asked if anyone was opposed to the motion or abstained. Seeing none, she declared the motion passed unanimously.

## **6. Letter of Support for LTD**

Ms. Moore introduced Tom Schwetz, LTD Director of Mobility Planning and Policy. He described the federal Advanced Transportation Technology and Innovation (ATTAIN) grant program and discussed LTD's grant application. It built on their success in Cottage Grove with a mobility on demand program. If approved, the grant would fund work between LTD, their technology partner (VIA), and the Bethel School District to upgrade the mobile app to serve high school students.

Mike Fleck and Nancy Bell endorsed the mobility on demand program.

Mr. Recca moved to approve the draft letter of support from the LCOG Board, and the motion was seconded. The Chair asked if anyone was opposed to the motion or abstained. Seeing none, she declared the motion passed unanimously.

## **7. Disability Services Advisory Committee**

Ms. Moore referred to the agenda item memorandum in the agenda packet. She outlined the roles of the Disability Services Advisory Committee (DSAC) and described the membership requirements. The nominating committee recommended the five people described in the memorandum.

Mr. Eyster moved to appoint Lynne Schwartz, Ivy Meadow, Shengxiao (Alex) Li, Sherri Freund, and Alison Hunter members of the Disability Services Advisory Committee. Mr. Recca provided the second. The Chair asked if anyone was opposed to the motion or abstained. Seeing none, she declared the motion passed unanimously.

Councilor Rodley thanked those willing to serve on the DSAC.

## **8. Legislative Issues**

Mr. James asked about recreational immunity: was it going to be addressed in the upcoming state legislative session? should LCOG officially take a position? Ms. Moore responded there had been a lot of discussion regarding the issue. A recent Court ruling had expanded the definition of the use of public property which had led some jurisdictions to close trails and park lanes. She outlined ways the LCOG Board might collaborate with the League of Oregon Cities (LOC) and the Special Districts Associations of Oregon (SDAO), including testifying before the legislature.

Ms. Moore raised another issue she hoped the upcoming legislative session addressed. She explained how the State allocated funding for Senior and Disability Services (S&DS) based on caseload counts. Ms. Moore said the Oregon Health Authority was not accurately counting their caseloads which meant S&DS (and other Oregon counties) were not receiving the funds they were due.

## **WRAP UP**

Chair Carlson adjourned the January LCOG Board of Directors meeting at 5:03 p.m.



## **Agenda Item Number 7. Audit Committee Members**

**Date:** February 22, 2024

**Presenter:** Brenda Moore

**Action Recommended:** Appoint Audit Committee Members

### **Background:**

Per the LCOG Bylaws, in February of each year, the Executive Committee must select three members of the Board to serve on the Audit Committee and recommend those members to the Board for appointment. The LCOG Audit Committee has three fundamental goals: it must satisfy itself that management is maintaining a comprehensive framework of internal control; it must ensure that management's financial reporting practices are assessed objectively; and it must determine, to its own satisfaction, that the financial statements are properly audited and that any problems disclosed in the course of the audit are satisfactorily resolved.

The Audit Committee will begin its work for FY24 at the end of March with the pre-audit meeting with the auditor. The Committee will then meet with the auditor at the conclusion of the audit. It may decide to have additional meetings. Meetings are usually scheduled prior to LCOG Executive Committee meetings and typically take an hour.

The Committee should have three to five members. Last year, Sonya Carlson, Greg James, and Steve Recca served on the Audit Committee.

**Suggested Action: Motion to Appoint Members to the Audit Committee.**



## **Agenda Item Number 8. Budget Committee Members**

**Date:** February 22, 2024

**Presenter:** Brenda Moore

**Action Recommended:** Appoint Budget Committee Members

**Background:**

LCOG's Bylaws call for a six-person Budget Committee comprised of three Board members and three citizen members\*. Per the LCOG Bylaws, in February of each year, the Executive Committee must select three members of the Board to serve on the Budget Committee and recommend those members to the Board for appointment.

Meetings for this budget season will most likely consist of one meeting for the FY24 Revised Budget in late March/early April and two meetings for the FY25 Budget in May. Meetings typically last 2 hours and will be scheduled upon agreement by the Budget Committee members.

Last year, LCOG Board members on the Budget Committee were: Sonya Carlson, Sherry Duerst-Higgins, and Robert Ward.

\*We currently have two citizen members and are in the process of recruiting another member.

**Suggested Action:** Motion to Appoint Members to the Budget Committee.



## **Agenda Item Number 9. CWEDD Committee Members**

**Date:** February 22, 2024

**Presenter:** Brenda Moore

**Action Recommended:** Appoint CWEDD Committee Members

### **Background:**

Cascades West Economic Development District (CWEDD) is a four-county district comprised of Lane, Linn, Benton, and Lincoln Counties, coordinated through a partnership between Oregon Cascades West Council of Governments and Lane Council of Governments. The CWEDD is designated by the U.S. Department of Commerce Economic Development Administration (EDA) to work on economic development efforts in the four-county region.

The primary focus of CWEDD is the preparation and implementation of the Comprehensive Economic Development Strategy (CEDS). The CEDS undergoes a major review and update every five years. The CEDS is currently being updated.

The CWEDD is governed by a board of 20 members. LCOG is allowed to select six members from its Executive Committee to be members of the CWEDD board. In addition, the Chair and Vice-Chair of CWEDD rotate between representatives of the region. This year, a representative from Lane County will serve as the Vice-Chair.

The CWEDD Board meets quarterly on the 2nd Thursday of these months 9:00 – 11:00 am: May 09, August 08, and November 14. The CWEDD Executive Committee meets quarterly on the last Thursday of these months 11:00 am – 12:00 pm (opposite month of the CWEDD Board): April 25, July 25, and October 31.

**Suggested Action: Motion to Appoint six members to the Cascades West Economic Development District Board.**



## **Agenda Item Number 10. Lane Economic Committee Appointment**

**Date:** February 22, 2024

**Presenter:** Brenda Moore

**Action Recommended:** Re-Appointment

### **Background:**

The Lane Economic Committee (LEC) operates under Bylaws approved by the LCOG Board. Under those Bylaws, appointments or re-appointments of LEC members are to be approved by the Board of Directors. Per the Bylaws appointees serve a three-year term with the exception of members representing government, in which case they may serve as long as they hold position with the government they represent.

Mark Bodie is a business lending specialist with Wells Fargo whose LEC term expired December 2023. The *recommended action* is to reappoint Mr. Bodie to the LEC given his ongoing contributions to the work of the body.

Attachment A is the current full member roster and assumes favorable action on the proposed re-appointment. A number of members' terms will expire in December 2024 with recruitment beginning in fall of 2024.

**Suggested Action: Appoint Mark Bodie to the LEC.**

Attachment: A. LEC Member Roster

## LANE ECONOMIC COMMITTEE - 2024

MEMBER	Phone	Email	EMPLOYER	REPRESENTING	Term Began	Term Ends	Alternate	Phone	Email
TBD				TBD-pursuing Education (K-12) representative					
Jake Clifton	541-912-6371	<a href="mailto:jake.clifton@gmail.com">jake.clifton@gmail.com</a>		Business	2019	12/24			
Allie Camp	541-726-3700	<a href="mailto:acamp@springfield-or.gov">acamp@springfield-or.gov</a>	City of Springfield Economic Development	Government	3/23	NA	Nancy Newton		
Anne Field	541-682-5451	<a href="mailto:anne.e.fifield@ci.eugene.or.us">anne.e.fifield@ci.eugene.or.us</a>	City of Eugene	Government	12/21	NA			
Chantelle Meyer	541-590-4019	<a href="mailto:chantelle.meyer@ci.florence-or.us">chantelle.meyer@ci.florence-or.us</a>	City of Florence Economic Development	Government	2/23	12/24			
Ashley Espinoza	541-913-2284	<a href="mailto:ashley@laneworkforce.org">ashley@laneworkforce.org</a>	Lane Workforce Partnership	Business / Labor	2018	12/24	Nicole Desch		<a href="mailto:nicoled@collaborativeedo.org">nicoled@collaborativeedo.org</a>
Faye Stewart	541-942-3340	<a href="mailto:pwdirector@cottagegrove.org">pwdirector@cottagegrove.org</a>	City of Cottage Grove Public Works/ED Director	Economic Development / Government	2020	12/24	Robert Scoggin	541-942-8711	<a href="mailto:scogginrob@msn.com">scogginrob@msn.com</a>
Greg Ervin*	541-556-8953	<a href="mailto:greg@ervinitconsulting.com">greg@ervinitconsulting.com</a> <a href="mailto:councilorevin@cottagegrove.org">councilorevin@cottagegrove.org</a>	City of Cottage Grove Councilor	Government	12/21	12/24			
Jeremy Caudle	541-937-2157	<a href="mailto:jcaudle@ci.lowell.or.us">jcaudle@ci.lowell.or.us</a>	City of Lowell City Administer	Government	7/12	12/24	Mike Galvin	541-937-2393	<a href="mailto:mgalvin@pacbell.net">mgalvin@pacbell.net</a>
Jenna Cusimano	541-636-7802	<a href="mailto:jenna.cusimano@lanecountyor.gov">jenna.cusimano@lanecountyor.gov</a>	Lane County Economic Development	Government	12/21	NA			
Kari Westlund	541-743-8750	<a href="mailto:kari@travellanecounty.org">kari@travellanecounty.org</a>	Travel Lane County	Ex-Officio	2017	NA	Andy Vobora	541-743-8770	<a href="mailto:andy@travellanecounty.org">andy@travellanecounty.org</a>
Mark Bodie	541-913-5564	<a href="mailto:mark.bodie1@usbank.com">mark.bodie1@usbank.com</a>	U.S. Bank	Business / Finance	2020	12/23	Gary Collins	541-334-4121	<a href="mailto:gary.collins@fib.com">gary.collins@fib.com</a>
Matt Michel	541-935-2191	<a href="mailto:mmichel@ci.veneta.or.us">mmichel@ci.veneta.or.us</a>	City of Veneta City Administrator	Government	2020	12/24	Jacob Thode	541-935-2191	<a href="mailto:jthode@ci.veneta.or.us">jthode@ci.veneta.or.us</a>
Mike Eyster	541-954-6451	<a href="mailto:salsamike@comcast.net">salsamike@comcast.net</a>	Lane Community College Board Member	Education	12/21	12/24			
Paul Berger	541-357-8236	<a href="mailto:paulberger@saavsus.com">paulberger@saavsus.com</a>	Saavsus	Business	12/21	12/24	Larry Brice	541-954-2619	<a href="mailto:ldbrice@comcast.net">ldbrice@comcast.net</a>
Larissa Ennis	541-346-2054	<a href="mailto:lennis@uoregon.edu">lennis@uoregon.edu</a>	University of Oregon	Education	12/23	12/26	Karen Hyatt	541-346-5351	<a href="mailto:khyatt@uoregon.edu">khyatt@uoregon.edu</a>

\* This position is selected by the LCOG Board as the unspecified jurisdiction per Article III, Section 2 of the Bylaws.





## **Agenda Item Number 12. a. Advisory Council Reports**

**Date:** February 22, 2024

**Presenter:** Brenda Moore

**Action Recommended:** None. Information Only

### **Metropolitan Policy Committee (MPC)**

*Annual report will be provided at meeting*

### **Lane Economic Committee (LEC)**

*September 11, 2023*

- Sandra Easdale, Loan Program Manager brought forth nominations to the LEC members to recommend the appoint of Loan Administration Committee members to the LCOG Board. LEC recommended the nominations to the LCOG Board.
- Denise Walters, LEC Staff and Jude Anderson, Lane County Eco. Dev. Mgr. asked LEC members to consider recommending the LCOG Board provide a letter of support for Lane County's proposal to the Recompete Program. The request was made to the LCOG Board.

### **Lane Economic Committee (LEC)**

*October 9, 2023*

- Denise Walters, LEC Staff asked LEC members for volunteers for the Nomination Committee. Matt Michael and Paul Berger volunteered.
- Heard from Natalie Inouye and Stephanie Hoshaw of Travel Lane County. Travel Lane County briefed the LEC on the research and business intelligence tools they use to market Lane County as a destination. Travel Lane County is sharing

access to these tools with community partners, who may use them for tourism strategies or broader economic development work to support business recruitment and expansion.

### **Lane Economic Committee (LEC)**

*November 13, 2023*

- Heard from Madeline Baron and John Tapogna of EConorthwest. For many years EConorthwest has conducted numerous analyses of Oregon housing policy at local, regional, and state levels. Madeline Baron and John Tapogna presented their findings regarding economic drivers and costs of homelessness in Lane County.

### **Lane Economic Committee (LEC)**

*December 11, 2023*

- Denise Walters, LEC Staff, held a discussion reminding LEC members who are representing local jurisdictions to please check in with their appointing authority and confirm who will serve on the LED for 2024.
- Discussion and motions for appointment and vote for LEC Chair and Vice Chair. Current Chair Greg Ervin and Vice Chair Anne Fifield were appointed to serve another term.
- Heard from Heidi Larwick, Executive Director for Connected Lane County  
Connected Lane County (CLC) works with Lane County school districts, industry partners, workgroups, and community organizations to create opportunities and prepare youth for their lives beyond high school. CLC identifies and bridging gaps, works to change systems, and creates safe spaces to help youth succeed via three core programs: Elevate, Navigate, and Spark. Elevate provides career-connect learning opportunities for youth and professional development opportunities for educators. Navigate offers individualized work readiness and school re-engagement services for youth facing significant barriers to employment and education. Spark is a safe place to learn, innovation, collaborate, and create through out-of-school training opportunities that help youth grow their skills, become confident problem solvers, and gain hands-on experiences. Spark experiences currently include Invention Lab, Invention Club, and The Agency.

## **Lane Economic Committee (LEC)**

*January 18, 2024*

- Heard from Denise Walters, LEC Staff, and Justin Peterson, OCWCOG Staff  
Denise Walters said a comprehensive development strategy would be developed this year. Justin Peterson said Oregon Cascades West was working on a scope of work for the CEDS update. The scope of work would span five years between 2025 to 2030. Background data for each county needed to be updated, a new SWAT analysis would be developed, and an assessment of the previous CEDS would be conducted to build the framework for the new CEDS document. Vice Chair Anne Fifield asked what the timeframe was to update the CEDS. Justin Peterson said the goal was to have the draft CEDS ready by the end of 2024 and adopt the new CEDS at the start of 2025.

Denise Walters said in the past, a survey was conducted to determine if the CEDS was serving member organizations well. The survey showed that most people were happy with the CEDS. However, she suggested that now would be a good time for members to share their critiques, so they could be taken into consideration while the draft CEDS was being developed.

- Heard from Matt Sayre, Executive Director and Caitlin Vargas from CEDO (Collaborative Economic Development Oregon) CEDO is a county-wide economic development organization. Matt Sayre's discussion focused on CEDO Priority One; Regional Collaboration, Priority Two; Sector Diversification, and Priority Four; CEDO / Lane Workforce Partnership Collaboration. CEDO worked collaboratively with regional partners to accelerate the creation on new high-wage jobs across Lane County. Their vision entailed growing Lane County's targeted industries, which was in alignment with the CEDS. CEDO was focused on the following three initiatives:
  - Welcome – Attract High-wage Employers to the Region
  - Innovate – Help Entrepreneurs in the Region
  - Thrive – Help Existing Companies in the Region

## **Senior & Disability Services – Disability Services Advisory Council (DSAC)**

*November 18, 2022*

- Heard report that there were 167 people on Oregon Project Independence (OPI) 60+ and 34 people on OPI Pilot. ADRC completed 897 calls in September and 531 calls in October. The Oregon Money Management program has served 148 consumers to date. Oregon Legal Services has served 293 consumers for a collective 1,460 hours fiscal year to date. The Family Caregiver Respite program

has provided 2,018 traditional respite hours fiscal year to date. Fiscal year to date, the Meals on Wheels Program has served 49,718 meals and the Café 60 program has served 20,524 meals.

- Staff presentation on the \$158,000 Innovation Grant from Oregon Department of Human Services S&DS was recently awarded in partnership with HIV Alliance. This funds one ADRC Specialist for S&DS who will be housed on site at HIV Alliance and funds one HIV Alliance Peer Support Specialist. The goal of this grant to bridge the gap to S&DS services for consumers who are receiving services on site at HIV Alliance.

### **Senior & Disability Services – Senior Services Advisory Council (SSAC)**

***November 18, 2022***

- Staff presentation on the S&DS Area Plan and the new Service Equity Plan. It is a requirement of ODHS that each Area Agency on Aging have these documents in place and that they are reviewed annually. The Area Plan is a four-year document that maps out the goals and vision for the agency. The Service Equity Plan is a new requirement and is in place to ensure all services provided by S&DS are accessible and inclusive to all. Included in the Service Equity Plan is the Workforce Development Plan that provides goals & action items for recruiting and retaining employee's representative of the racial demographics that S&DS serves. The Workforce Development Plan provides data on the current S&DS staff demographics compared to the consumers served by S&DS.
- Staff presentation from the S&DS Outreach and Volunteer Coordinator. This position was put in place in May and has since participated in 11 outreach events throughout the community reaching over 1,700 people. She has provided 5 presentations to community partners to talk about what S&DS is and what services we provide. Discussion regarding volunteer recruitment efforts and ideas for recruiting in rural areas.

### **Senior & Disability Services – Disability Services Advisory Council (DSAC)**

***November 17, 2023***

- Heard report on the Senior Meals Program. This update included fundraising efforts and the plan for fundraising for the current fiscal year. Also discussed the reopening of all the Café 60 locations, with the remaining two opening in January and February of 2024. Discussed the December 2023 closure of the Springfield

Meal Site and the Olive Plaza closure that will begin in January 2024 for 15-18 months and the impacts on the program.

- ADRC received 775 calls in September and 1,041 calls in October. The Oregon Money Management program has served 150 consumers to date. Oregon Legal Services has served 201 consumers for a collective 1,189 hours fiscal year to date. The Family Caregiver Respite program has provided 941 traditional respite hours fiscal year to date.
- Nominating Committee interviewed five applicants for the DSAC. The Committee met with the DSAC to identify which candidates to recommend to the Council. All five applicants were recommended for membership.

**Senior & Disability Services – Senior Services Advisory Council (SSAC)**  
**November 17, 2023**

- Discussion regarding updates on many of the Senior Connections programs including the Family Caregiver Program and the waitlist for this program is currently experiencing for Respite services. Discussion regarding LIHEAP season starting October 1st and funding levels for this program county wide.
- Senior Meals - MOW/Café 60. 13,782 meals have been served at Café 60 locations and Meals on Wheels has served 51,580 meals this fiscal year.

**Senior & Disability Services – DSAC & SSAC Joint Advisory Council Meeting**  
**November 17, 2023**

- Heard presentation from Micah Goodman, S&DS Medicaid Program Manager, on the current status of the OPI 60+ program. Heard report that due to State funding and the delay of the OPI-M program, the OPI 60+ program has reinstated a waitlist and cuts were made to the program in November 2023 to ensure the program could operate at current funding levels through fiscal year 2024.