

**MINUTES**  
**LANE COUNCIL OF GOVERNMENTS**  
**BOARD OF DIRECTORS**

**LCOG Main Office**  
**4<sup>th</sup> Floor Large Conference Room**  
**99 East Broadway, Eugene**

**December 12, 2002 - 7:00 P.M.**

**VOTING MEMBERS**

**Present**

Councilor Winn Wendell (Junction City), Chair	Councilor Christine Lundberg (Springfield)
Mayor Alan Burns (Florence)	Commissioner Anna Morrison (Lane County)
Mayor Mike Dean (Coburg)	Councilor Pat Patterson (Cottage Grove)
Mayor Michael Dubick (Creswell)	Director Chris Pryor (School District 4J)
Councilor Marion Esty (Veneta)	Director Dennis Shine (LCC)
Director Alan Laisure (School District 52)	Mayor Warren Weathers (Lowell)
Commissioner Patrick Lanning (EWEB)	Sandi Young (Siuslaw Public Library)

**Absent**

Commissioner Richard Eymann (EPUD)	Mayor Diana Tonkin (Westfir)
Mayor Don Hampton (Oakridge)	Mayor Jim Torrey (Eugene)
Director Al King (School District 19)	Director Helen Wagner (Willamalane)
Director Tom Lininger (School District 68)	Councilor Rob Ward (Dunes City)
Director Jerry Miller (Lane ESD)	Commissioner Cindy Weeldreyer (Lane County)
Councilor Robert Petersdorf (Dunes City)	Commissioner Lynette Wikstrom-Smith (Port of Siuslaw)
Director Bob Sneddon (Western Lane Ambulance District)	

**STATE ELECTED OFFICIALS**

None

**GUESTS**

Liz Cawood, John Falzone, Keyte Hladky, Philip Jones, Mike Lewis, Kate O'Donnell, Jennifer Pratt, Bill Sullivan, Fred Welding

**LCOG STAFF**

George Kloeppe, Eric Brandt, Steve Dignam, Mark Stevens, Ted Stevens, Tom Schwetz, Bob Swank, Byron Vanderpool

**1. CALL TO ORDER – ROLL CALL**

Chairperson Win Wendell called the meeting of the Lane Council of Governments (LCOG) Board of Directors to order at 7:00 p.m.

LCOG Executive Director George Kloeppe called the roll of members. He noted that a quorum was present.

## **2. REQUESTS FOR ADDITIONS TO THE AGENDA**

Chairperson Wendell requested that Agenda Items 11.D and 17.A be considered immediately after Agenda Item 6.

**MOTION:** *Commissioner Anna Morrison moved, seconded by Director Sandi Young, to approve the requested change in the Agenda order. The motion was adopted unanimously, 14:0.*

*Note: Items adjusted in sequence or added to the agenda are reported in these minutes with the original agenda numbering.*

## **3. CONSENT CALENDAR**

Chairperson Wendell noted that the Consent Calendar contained three items, as follows:

- A. Approve Minutes of October 24, 2002, Meeting
- B. Approve Plan for Provision of “Family Caregiver Support Services”
- C. Approve Appointments to Lane Economic Committee

**MOTION:** *Mayor Michael Dubick moved, seconded by Director Chris Pryor, to approve the Consent Calendar. The motion was adopted unanimously, 14:0.*

## **COMMENTS AND PRESENTATIONS**

### **4. COMMENTS FROM THE PUBLIC**

None

### **5. COMMENTS FROM THE CHAIR AND EXECUTIVE COMMITTEE**

Chairperson Wendell reported that the Executive Committee had not met since the last meeting of the Board of Directors.

### **6. COMMENTS FROM THE EXECUTIVE DIRECTOR**

Mr. Kloeppe reported LCOG staff member Janet Minter was not present because her father had died. He said he would express the sympathy of the staff and Board to her and her family.

Mr. Kloeppe reported that October 30 had marked the thirtieth anniversary of the employment of LCOG Associate Director Bob Swank. He expressed appreciation for his

management of the Administrative Services Division and overseeing Human Resources, Fiscal Affairs, Information Services, and Support Services work groups. He noted that Mr. Swank also headed the Regional Technology Services Division, which included the Telecommunications Consortium, Metro TV, Regional Technology Coordinator, and Regional Land Information Database (RLID) services.

Mr. Kloeppe referred to Agenda Support Material #6 entitled “Comments from the Executive Director” distributed at the beginning of the meeting. He reviewed information it contained, as follows:

- The next meeting of the Board is scheduled for January 23 in Building 19 at Lane Community College. He noted that hosts for April, June, and December meetings were needed. (Councilor Marion Esty stated that Veneta would host the June meeting.)
- Jamon Kent has accepted a temporary LCOG position to work with key stakeholders to develop a plan for the future of the Public Safety Coordinating Council.
- LCOG will sponsor a training session for newly elected officials led by attorneys from the firm of Harrang, Long, Gary, Rudnick. Topics to be covered include state land use law, personnel issues, public expenditures, public meetings, public records, contracting, ethics, and liability.
- LCOG staff contributed \$8,306 to the 2002 United Way campaign.
- The LCOG Appreciation Dinner will be held January 16 at the Eugene Hilton Conference Center.
- The Governing Board of the Oregon Department of Geology and Mineral Industries has suspended its rule dealing with Senate Bill 12 adopted in the 1999 Legislative Session related to local government adopting building and land use codes in landslide hazard areas. (Commissioner Morrison added that the suspension does not apply to the land of private timber owners.)
- The LCOG Brownfields Study to assist in the re-development of industrial and commercial properties with environmental contamination problems held a kick-off meeting on December 2. (Commissioner Morrison requested a copy of the list of those who attended the meeting.)

## **11. EXECUTIVE MANAGEMENT AND ADMINISTRATION**

### **D. 2002-02 Financial Statements and Audit Report**

Mr. Michael G. Lewis stated that he represented the accounting firm of Jones & Roth that had conducted the annual audit of LCOG’s Financial Statements. He referred to a

document entitled “Lane Council of governments – Financial Statements and Supplementary Information for the Year Ended June 30, 2002” distributed with the agenda of the meeting. He expressed appreciation to the LCOG staff for their assistance in preparing the audit.

Mr. Lewis referred to the Independent Auditors’ Report included in the document and described the standards by which the LCOG audit was conducted and its conclusion:

*In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the position of Lane Council of Governments as of June 30, 2002, and the results of its operations and the cash flows of its enterprise funds for the year then ended, in conformity with accounting principles generally accepted in the United States of America.*

Mr. Lewis reviewed Audit Comments and Disclosures Required by State Regulations included in the document. He noted that the audit showed LCOG practices to be in compliance with federal guidelines. He referred to a note regarding the Intermediary Re-lending Program, which was included, and commented on the high quality of the records maintained by LCOG staff.

Mr. Lewis explained that new standards and time-consuming reporting models were being developed for audits of government agencies. He said he was working with LCOG staff to prepare for the new processes.

Members discussed the report.

**MOTION:** *Commissioner Morrison moved, seconded by Director Pryor, to accept the Fiscal Year 2001-02 Financial Statements and Audit Report and to authorize their submission to the State of Oregon. The motion was adopted unanimously, 14:0.*

## **17. EXECUTIVE MANAGEMENT AND ADMINISTRATION**

### **A. Lane Library League**

Mr. Bill Sullivan stated that he was president of the Lane Library League. He distributed copies of material in a folder entitled “Lane County needs LIBRARIES for EVERYONE.” He referred to a map entitled “Lane County Library Districts” included among the material and explained that his organization was spearheading an effort to get voter approval for the establishment of the districts in 2004.

Mr. Sullivan referred to a document included with the material entitled “Lane Library League – Some Questions and Answers.” He reviewed information it contained. He said the purpose of his presentation was to inform the members of the effort and seek their support in it. He said he would keep the Board informed with periodic reports.

## **7. SPECIAL PRESENTATION**

### **A. Regional Land Information Database System**

Mr. Eric Brandt stated that he was LCOG Manager of the Geographic Information System that maintained the RLID system. He explained that RLID was the tool for sharing geographic and property based tax information in Lane County. He said its development was user driven and required extensive ongoing maintenance.

Mr. Brandt reviewed services provided by RLID and demonstrated their capabilities.

Members discussed the presentation and commented on the usability of the system by the public, government agencies, and private businesses.

Councilor Pat Patterson asked if a master list of Brownfields was available. LCOG Director of Local Government Services Byron Vanderpool replied that lists developed by the Oregon Department of Environmental Quality were being used as a starting point, and that a complete list was one of the goals of the LCOG Brownfield Project.

## **BUSINESS ITEMS**

### **8. ITEMS REMOVED FROM CONSENT CALENDAR**

None.

### **9. SENIOR AND DISABLED SERVICES**

#### **A. Budget Revision for Current Year Area Plan on Aging and Disability Services**

LCOG Director of Senior and Disabled Services Ted Stevens referred to Agenda Support Material #9.A and discussed the Issue Summary it contained. He said the Area Plan on Aging and Disability Services budget, adopted by the Board, had contained many uncertainties. He explained that the most current information projected that revenue would be \$140,965 more than had been assumed. He reviewed the expenditure plan for it recommended to the Board by the Senior Services and Disability Services Advisory Councils included in the material.

Commissioner Morrison asked why a budget amendment was being recommended when additional changes were likely in the near future. Mr. Stevens replied that adopting a revised budget would provide a more accurate base from which to make future changes.

Chairperson Wendell opened the Public Hearing on the proposed revisions to the 2002-02 Area Plan on Aging and Disability Services budget.

Chairperson Wendell determined that there was no one present who wished to present testimony and closed the public hearing.

**MOTION:** *Mayor Dubick moved, seconded by Director Young, to approve the proposed revisions to the 2002-03 Area Plan on Aging and Disability Services budget. The motion was adopted unanimously, 14:0.*

**10. LOCAL GOVERNMENT SERVICES**

**A. Countywide Project Priorities for Needs and Issues Inventory**

LCOG Business Financing Program Manager Steve Dignam reviewed Background Information contained in Agenda Support Material #10.A. He said the Needs and Issues Inventory served two purposes – to provide the Oregon Economic and Community Development (OECD) department with a list of projects that local jurisdictions hope to undertake in the near future; and to provide federal and state agencies with prioritized lists used in reviewing funding for various sources.

Ms. Liz Cawood stated that she had served on the subcommittee of the Lane Economic Committee (LEC) responsible for developing proposals for evaluating and prioritizing proposals for projects submitted for the Lane County Needs and Issues Inventory. She reviewed criteria used in the process. She referred to Priority Lists for Community Facilities Projects, Infrastructure Projects, and Community Readiness Projects included in the Agenda Support Material.

Commissioner Morrison asked if the Needs and Issues Inventory would continue to be a project of the OECD with its new Executive Director. Ms. Cawood said she believed it would continue, but that it might become a project of the private sector.

Commissioner Morrison said she was disappointed that applicants had not been able to identify Oregon Benchmarks related to their projects. She also said other additional information from applicants would be helpful in reviewing projects.

Mr. Dignam said the Needs and Issues Inventory ranking process was being changed to a biennial effort beginning in 2003. He said the LEC was seeking ways to help applicants provide better information from applicants.

Director Young requested that the LEC process for submitting applications to be included in the Needs and Issues Inventory begin earlier than it had in the past to allow inexperienced applicants time to gather the needed information. Mr. Dignam replied that he would seek to fulfill the request, insofar as the process was within local control.

**MOTION:** *Director Young moved, seconded by Commissioner Morrison, to approve the Countywide 2003 Needs and Issues Inventory Priority Lists for Community Facilities Projects, Infrastructure Projects, and Community Readiness Projects as*

*recommended by the Lane Economic Committee. The motion was adopted unanimously, 14:0.*

Mr. Dignam reported that Ms. Cawood had submitted her resignation from the LEC after eight years of leadership. He expressed appreciation for her contributions to LCOG and community development in Lane County.

## **B. Recommendation Regarding Coast Fork Willamette Watershed Council**

Lane County Community and Economic Development staff Michael Meyers referred to Agenda Support Material #10.B. He reviewed information it contained about the Coast Fork Willamette Watershed Council seeking official recognition by Lane County. He explained that the Board of County Commissioners had requested the LCOG Board of Directors to be the required group of elected officials to consider whether the watershed council was comprised of a sufficient balance of affected stakeholders in the watershed.

Councilor Paterson reported on his positive experience in participating in the development of the Coast Fork Willamette Watershed Council. He said the City of Cottage Grove supported its recognition. He described it as an “umbrella organization” of interested groups and individuals.

John Falzone stated that he was Coordinator of the Coast Fork Willamette Watershed Council. He referred to a map showing the area included in its geographical region. He explained that the council was a grass roots’ group composed of local citizens and municipal agencies with an interest in the watershed and its habitat. He said there were 90 councils in Oregon, five in Lane County. He said there were 140 participants in the Coast Fork council.

Mayor Dubick stated that support for the Coast Fork Willamette Watershed Council had never been presented to the Creswell City Council. Mr. Falzone replied that support for the council was included in the city budget.

**MOTION:** *Mayor Warren Weathers moved, seconded by Director Pryor, to report to the Lane Board of County Commissioners that the LCOG Board accepts the responsibility of serving as the local government group required in Lane Manual section 3.508(1)(d), and that it recommends that the Coast Fork Willamette Watershed Council is comprised of a sufficient balance of interested and affected stakeholders in the watershed and that a high level of citizen involvement in its action program is assumed as required by Lane Manual section 3.508(1)(c) and Oregon Revised Statute 541.388(2).*

Commissioner Morrison asked if the Coast Fork Willamette Watershed Council would seek recognition by the Internal Revenue Service as a 501(c)(3) nonprofit organization. Mr. Falzone replied that he did not anticipate that it would, because funding from sources that did not require the status was available.

Director Dennis Shine said he did not believe he had enough information about the participants in the Council to certify that its membership was balanced or that there would be a high level of citizen involvement in its programs.

Councilor Esty reported that the Long Tom Watershed Council had 600 participating stakeholders and that it was a highly cohesive and participating group. Mr. Falzone said organization of the Coast Fork Willamette Council had been patterned after the Long Tom Council.

*The motion to accept the responsibility of the required local government group and to recommend that the Coast Fork Willamette Watershed Council was comprised of a sufficient balance of affected stakeholders was adopted, 13:0:1, with Director Shine abstaining from voting.*

## 11. ADMINISTRATION AND SPECIAL PROJECTS

### A. Nominating Committee Report and Election of Officers

Director Pryor reported that he, Mayor Alan Burns, and Mayor Gary Williams had met as the Nominating Committee and agreed to nominate Director Jerry Miller as Board Chairperson for 2003 and Mayor Warren Weathers as Board Vice Chairperson for 2003.

Chairperson Wendell determined that there were no further nominations.

*Director Young moved, seconded by Mayor Burns that Director Jerry Miller be elected Chairperson and Mayor Warren Weathers be elected Vice Chairperson of the LCOG Board of Directors for 2003. The motion was adopted unanimously, 14:0.*

Mr. Kloeppe presented a plaque and expressed appreciation to Chairperson Wendell for his service as Board Chairperson during 2002.

### B. 2003-04 Member Dues Rates

Mr. Kloeppe referred to Agenda Support Material #11.B. He pointed out that the LCOG Member Dues Schedule used for a number of years had been maintained, with a cost-of-living factor increase applied to each rate class. He said the dues rates were proposed for adoption under this agenda item, and that the final dues amounts would be communicated after 2002 population estimates were certified as final. He reviewed the proposed rate schedule, as follows:

<u>Member Class</u>	<u>2003-04 Rate</u>
Lane County	0.230
Cities	0.415
School Districts	0.104
Utilities	0.104

Special Districts

\$415

**MOTION:** *Mayor Dubick moved, seconded by Mayor Weathers, to adopt the proposed LCOG Member Dues for fiscal year 2003-04. The motion was adopted unanimously, 14:0.*

### **C. 2003-04 Budget Assumptions and Process**

Mr. Swank referred to Agenda Support Material #11.C with documents attached entitled "Proposed FY 2003-04 Budget Assumptions" and "2003-2004 LCOG Budget Process." He reviewed significant assumptions and highlights of the Budget Planning Process.

Commissioner Morrison left the meeting at 8:55 p.m.

Members discussed the information presented by Mr. Swank.

**MOTION:** *Director Pryor moved, seconded by Director Young, to approve the 2003-04 Budget Assumptions and Budget Process, as presented. The motion was adopted unanimously, 13:0, Commissioner Morrison having left the meeting.*

## **MEMBER AGENCY AND ADVISORY COUNCIL REPORTS**

### **12. ADVISORY COUNCIL REPORTS**

Mr. Kloeppe referred to Agenda Support Material #12 that contained reports of meetings of the Disability Services Advisory Council and Senior Services Advisory Council.

Mr. Kloeppe reported that the Metropolitan Policy Committee (MPC) had met on December 12 and discussed the proposal to have transportation planning responsibilities delegated to it by the LCOG Board. He said the MPC had tabled a motion that would have accepted those responsibilities because the group determined that it should consider Bylaw changes implementing the new responsibilities at the same time. He said the issue would be revisited at the January 9 MPC meeting.

### **13. REPORTS OF STATE AND NATIONAL ASSOCIATIONS**

None.

### **14. REPORTS OF MEMBER AGENCIES**

Chairperson Wendell stated that, due to time limitations, reports from member agencies would be postponed until the January meeting.

After the meeting Director Shine requested that the following items be included in the Minutes as a report from Lane Community College (LCC).

1. Paul Holman from Florence has been appointed as a new member of the Board of Education.
2. The Board of Education adopted a resolution supporting approval by voters of Measure 28, regarding a State Income Tax Surcharge.
3. The proposed 2003 increase in LCC Public Employee Retirement System (PERS) adds \$1.2 million to the \$3.1 estimated deficit for the year.
4. Representatives from LCOG and the LEC are participating in a LCC Citizen's Advisory Committee, providing valuable helpful advice.
5. The Board of Education has adopted a method of indexing student tuition to offset inflation.

### **INFORMATION ITEMS**

#### **15. SENIOR AND DISABLED SERVICES**

##### **A. Legislative Budget Update**

Mr. Ted Stevens referred to Agenda Support Material #15.A. He reviewed information about Budget cuts to services for senior citizens and person with disabilities if Ballot Measure 28 is rejected by voters. He also noted that the material contained the determination that services to clients in Priority Levels 4 through 17 would be terminated if the measure was rejected.

Members discussed concerns about the reduction in services, as follows:

- Persons whose services are unfunded lack advocates. (*Esty*)
- The State Legislature needs to make budget cuts in different services. (*Patterson*)
- The published reductions are a "cheap political move" to win support for Ballot Measure 28. (*Weathers*)
- LCOG is doing contingency planning to address the need through volunteers (*Ted Stevens*)
- Is it possible to get specific information about persons who are affected by the cuts? (*Weathers*) Confidentiality issues prohibit much personal information being made available, but numbers can be provided. (*Ted Stevens*)
- "Home Share" programs were successful in similar concerns in the past. (*Lundberg*)

## **B. Change in Food Services Rates for Senior Meals**

Mr. Ted Stevens referred to Agenda Support Material #15A. He noted that it was a report of how LCOG Senior Meals programs were forced to increase its payment for meals because of an increase in Oregon's Minimum Wage that goes into effect January 1. He reviewed information contained in the report.

## **16. LOCAL GOVERNMENT SERVICES**

### **A. Transportation Funding Meeting Recap**

LCOG Transportation Program Manager Tom Schwetz referred to Agenda Support Material #16.A and reviewed information it contained about the outcomes of a meeting coordinated by LCOG staff on October 30 regarding the possibility of a countywide transportation finance measure. He reported that the Lane County Board of Commissioners had determined that the timing was not favorable to proceed with such an issue. He also reported that the Springfield City Council had expressed interest in a local gas tax as a component of its overall funding strategy. He said the Eugene City Council was scheduled to discuss a gas tax on January 27.

Councilor Patterson said he believed it was important that any gas tax enacted locally be charged to all users, not just businesses.

## **17. ADJOURNMENT**

Mayor Dubick, Councilor Lundberg, and Chairperson Wendell stated that they would no longer be representing their cities on the LCOG Board of Directors. They were unanimous in expressing appreciation for their experience of serving.

The meeting adjourned at 9:25 p.m.

*(Recorded by Dan Lindstrom)*