

# Agenda Item Number 4

## Report of the Executive Committee

**Presenter:** George Kloeppe

**Action Recommended:** None. Information Only

**Meeting Notes:**

### Meeting of January 18, 2007

The LCOG Executive Committee met on Thursday, January 18, at the LCOG office in Eugene. Members present for the meeting were LCOG Board Chair, Commissioner Patrick Lanning, Mayor Judy Volta, Director Alan Laisure, and Director Greg James. Staff members attending included Bob Swank, Byron Vanderpool, Kay Metzger, Jamon Kent, Ann Mortenson, and George Kloeppe. The Committee considered:

### February Board Agenda Topics

Kloeppe distributed and reviewed the preliminary topic listing for the February Board meeting. The Committee reviewed and briefly discussed the items with the understanding that there would be additional topics by the time the agenda was finalized. The “special discussion” topic for February—opportunities in small communities, enhancing a “sense of place,” revitalization and economic development—was explored. Kloeppe suggested that a way of stimulating a constructive discussion might be to have two city administrators (Zimmerman and [Spies-Shrives](#) were suggested) speak briefly to the topic from their own experience. As an alternative, asking RDI to provide a backdrop for the discussion was considered. Swank reported on the economic development discussion at the Regional Managers meeting earlier in the day, and specifically the view that rural communities were not adequately represented in economic development decision making. The Committee encouraged Kloeppe to pursue the city administrator approach to catalyzing the February discussion.

## **Lane Transit District Participation**

Kloeppe reported that discussions had been underway for some months about how the Lane Transit District Board and LCOG could have a closer working relationship at the policy level. The suggestion that has emerged was an arrangement similar to that applied to the legislative delegation—that members of the delegation be provided with all LCOG Board meeting material and that, when present, they be afforded “seat and voice” in all COG deliberations. It was recommended that the Committee endorse such a policy for LTD and that a designated member of the District Board be afforded “seat and voice” at LCOG meetings. It was noted that there might be other public agencies, ineligible to join the COG, that might deserve similar treatment. However, it was generally concluded that the Transit District was uniquely appropriate for this courtesy at the present time. By motion (James and Laisure) it was agreed to recommend the proposed policy to the Board. Motion carried.

## **RFP for Audit Services**

Bob Swank reviewed the proposed schedule (memo dated January 13) for procuring audit services through an RFP process. There was general agreement that the schedule was appropriate. Staff was directed to send the RFP material to potentially interested firms in the Portland area, as well as locally. Regarding a second Board member (joining Greg James) on the Audit Committee, it was agreed to ask Mayor Ron Petitti of Creswell. The Chair agreed to pursue that suggestion with the Mayor and to personally serve on the Committee if Mayor Petitti was unable.

## **Economic Development Planning Coordination**

Kloeppe noted that the discussion of the subcommittee’s September recommendation at the December 14 Board meeting had surfaced some dissatisfaction that the Lane Economic Committee had not more aggressively processed the issue referred by the Board and delivered a recommendation. It was noted that the LEC would be addressing the topic at its January 22 meeting and was expected to present its recommendation at the February Board meeting.

## **Joint MPC-Executive Committee Meeting**

The Committee reviewed a background memo (January 8) from Byron Vanderpool which described the status of discussions about the MPC’s (transportation

planning) dispute resolution obligations. It was suggested that a joint meeting be convened on February 13 to explore the interests of both the LCOG Executive Committee (on behalf of the Board) and the MPC with respect to transportation decision making. Byron Vanderpool was requested to set up the meeting and to provide the participants with background information. Vanderpool noted that Jim Johnson had been tentatively contracted to serve as facilitator of the meeting. Kloepfel shared his belief that the basic *interests* of the parties were compatible and often identical, and that discussions that focus on primary interests, rather than previously staked out positions, could be fruitful. He further opined that getting references to the WEP out of the discussion process would be positive—preferring to focus on present-day shared values and needs. Vanderpool outlined the three general courses of action for the MPO—stressing that the pursuit of a compromise with the MPC was clearly the staff’s recommendation.

### **Executive Director’s Performance Review**

A memo from Marianne Griffin, LCOG’s HR Manager, was reviewed and discussed. It included a proposed timeline for the conduct of a “360 Degree” performance review. The schedule was considered appropriate by the Committee. Staff was requested to put the topic on the February 22 Board agenda (already included on the preliminary list) for an exploration of ways of enhancing the data for the Review.

### **S&DS Funding Outlook for FY 2007-08, Governor’s Budget**

S&DS Director Kay Metzger reviewed a background memo (January 7) on the potential funding for the work of the division and services it provides to citizens. She noted that there was some reason for optimism at this early stage of the state legislative process. However, she noted that financial support from the federal government, notably from the Older Americans Act, remained flat and, therefore, a growing problem. A potentially significant improvement in the agency’s relationship with the State was highlighted in the Governor’s Recommended Budget. Metzger reported that, for the first time in several years, the GRB did not include significant cuts to services; indeed, the proposal directly addressed the long-standing “equity” issue by calling for funding for transfer agencies, such as LCOG, at the 95 percent level. She noted that, if the Legislature approves that proposal, S&DS should be able to rebuild some of its staff losses by the end of this calendar year. At the Committee’s request, Metzger will draft an advocacy letter in support of “equity funding” for the Committee’s consideration at its February meeting.

## **Other Items**

Swank reported that a commitment letter had been signed with Umpqua Bank for a refinance of the agency-owned Schaefers Building. Proposed is the retirement of the existing bond financing with a new loan of \$3 million at 5.125 percent interest. Swank emphasized that this was a very attractive arrangement for LCOG. He further reported that full occupancy of the agency's Springfield office building was anticipated within the next two to three months—thereby making that asset a better candidate for sale or refinance.

Kloeppe presented the mid-year (second quarter) Financial Report that would go to the Board in February. He called the attention of the Committee to a \$2.8 million positive cash position (revenues over expenses) and a staffing expenditure at the mid-year point of approximately 48 percent of budget. Kloeppe highlighted the high (129 percent of budget) Capital Outlay expense and explained that this was incurred for carpeting in making the third floor of the Schaefers Building ready for new long-term tenants.

Metzger reviewed the written report on the proposed schedule for the development of the (S&DS) Area Plan Update for Program Year 2007-08. She noted that the advisory councils and the Planning & Budget Committee would be working hard to apply the results of the Needs Assessment to a strategic plan that was scheduled to come before the Board of Directors in April.