

T. T. E. I.

**AGENDA COVER MEMO**

**DATE:** September 19, 2011 (Date of Memo)  
September 27, 2011 (Date of Meeting)

**TO:** Lane County Board of Commissioners

**DEPT.:** Public Works/Land Management Division

**PRESENTED BY:** Kent Howe, Planning Director

**AGENDA ITEM TITLE:** ORDER / In the Matter of Re-appointing One Member (Lisa Arkin) to the Lane County Planning Commission

**I. MOTION**

MOVE TO RE-APPOINT ONE MEMBER TO THE LANE COUNTY PLANNING COMMISSION.

**II. ISSUE OR PROBLEM**

There is a need to re-appoint one member to serve on the Lane County Planning Commission (LCPC) due to term expiration for Lisa Arkin.

**III. DISCUSSION**

**A. Background**

Lane Code and Lane Manual provide that the Planning Commission shall be established and that the Lane County Planning Commission shall consist of nine voting members to perform the duties and functions of the Planning Commission. Also, at least one member shall be from the coastal area of Lane County, and another must be a resident or own property on the coast. The current position on the Lane County Planning Commission expired in 2008 and staff inadvertently missed preparing an order for Ms. Arkin's re-appointment.

**B. Analysis**

County Administration advertised the vacancy in August and September 2011. Applications were reviewed and Commissioner Sorenson requests the Board re-appoint Lisa Arkin for the remaining year of her second term as a representative for District 3.

Lane Manual and the ORS require that no more than two members of the Planning Commission be engaged in the buying, selling, or developing of real estate for profit as individuals, or be members of any partnership or officers or employees of any corporation that is engaged principally in the buying, selling or developing of real estate for profit. Also, no

more than two voting members of the Planning Commission shall be engaged in the same kind of occupation.

Lane Manual requires the Lane County Planning Commission to consist of nine voting members, each of whom shall be a resident of Lane County, and at least three of the voting members shall reside outside cities and at least two shall reside within cities.

The Board has decided that each Board member appoint a member of the Planning Commission from their district and the four remaining positions are at-large. Commissioner Sorenson requests the Board re-appoint Lisa Arkin (administrator/Oregon Toxics Alliance) for the remaining year of her second term on the Lane County Planning Commission as a representative for District 3.

The present planning commission with the proposed appointment would meet the Lane Manual geographic and occupational requirements.

**C. Alternatives/Options**

1. Accept the recommendations to re-appoint Lisa Arkin from Commissioner District 3 for the completion of her second term on the LCPC.
2. Appoint another applicant for this position
3. Re-advertise and reopen the search for the vacancy
4. Do not re-appoint Lisa Arkin to the Lane County Planning Commission

**D. Recommendations**

Alternative 1, above.

**E. Timing**

Staff will follow-up on the Board's recommendation, immediately. Appointment and thank you letters are not included with this packet. The letters will follow pending the Board's decision.

**IV. IMPLEMENTATION/FOLLOW-UP**

1. Send appointment letter to successful candidate.
2. Send appreciation letters.
3. Prepare information packets and orientation session for new members.
4. Re-open application process if so directed.

**V. ATTACHMENTS**

1. Board Order
2. Lane County Planning Commission Roster
3. Copy of Lisa Arkin's application

**IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON**

**ORDER NO.** ) **IN THE MATTER OF RE-APPOINTING**  
 ) **ONE MEMBER TO THE LANE**  
 ) **COUNTY PLANNING COMMISSION**

**WHEREAS**, one vacancy exists on the Lane County Planning Commission due to the expiration of the first term of Lisa Arkin on September 30, 2008; and

**WHEREAS**, the vacancy was duly advertised and applications were reviewed by Commissioner Sorenson (District 3) and the re-appointment of this position is necessary for the continued and efficient functioning of the Lane County Planning Commission; and

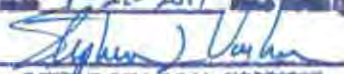
**WHEREAS**, this matter having been fully considered by the Lane County Board of Commissioners; now, therefore it is hereby

**ORDERED**, that the one vacancy on the Lane County Planning Commission be filled by the person and term specified below, effective the date of this order:

<u>Name</u>	<u>Term</u>
Lisa Arkin	10/01/08 to 09/30/12 2 <sup>nd</sup> Term District 3

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_ 2011.

\_\_\_\_\_  
Chair, Lane County Board of Commissioners

APPROVED AS TO FORM  
Date 9-21-2011 Issued Pursuant To  
  
OFFICE OF LEGAL COUNSEL



**LANE COUNTY PLANNING COMMISSION  
MEMBERSHIP LIST**

<b>MEMBER</b>	<b>PROFESSION</b>	<b>TERM EXPIRES</b>	<b>CITY</b>	<b>Commissioner Dist. Appt. and Geographical Reqmnt.</b>
Tony McCown Eugene, Oregon	Education Researcher	09/30/2012	IN (1 <sup>st</sup> Term)	Comm. Leiken
Lisa Arkin Eugene, Oregon	Administrator/Oregon Toxics Alliance	09/30/2012	OUT (2 <sup>nd</sup> Term)	Comm. Sorenson
Jozef Siekiel-Zdzienicki Eugene, Oregon	Landscaper & Const. Contractor	09/30/2011	IN (2 <sup>nd</sup> Term)	At-large
Ryan Sisson Eugene, Oregon	Private Surveyor .	09/30/2014	OUT (1 <sup>st</sup> Term)	Comm. Stewart
Nancy Nichols Deadwood, Oregon	Real Estate Broker	09/30/2011	OUT (1 <sup>st</sup> Term)	<b>COASTAL</b> At-large
John Sullivan Vida, Oregon	Farmer	09/30/2013	OUT (2 <sup>nd</sup> Term)	At-large
Robert Noble Eugene, Oregon	Executive Director / Airport Management Association	09/30/2014	OUT (2 <sup>nd</sup> Term)	At-large
Dennis Sandow Eugene, Oregon	Research Consultant	09/30/2013	IN (1 <sup>st</sup> Term)	Comm. Handy
George Goldstein Swisshome, Oregon	Retired	09/30/2013	OUT (1 <sup>st</sup> Term)	<b>COASTAL</b> Comm. Bozievich

Tony McCowan, Chair  
John Sullivan, Vice-Chair



Lane County  
**PLANNING COMMISSION ADVISORY COMMITTEE**  
**APPLICATION**

<b>APPLICANT'S NAME AND CITY:</b> Lisa C. Arkin, Eugene	<b>DATE:</b> 9-5-04
<b>NAME OF ADVISORY COMMITTEE:</b> Planning Commission	<b>PLEASE CHECK ONE:</b> <input checked="" type="checkbox"/> New Applicant <input type="checkbox"/> Application for Reappointment

1. Give a brief description of the experience or training that qualifies you for membership on this advisory committee (If you wish, you may attach a resume or other pertinent material.)
  
2. Why do you want to become a member of this committee, and what specific contributions do you hope to make?  
*Want to work toward the future livability of Lane County. Can contribute a perspective that seeks prudent land use to support economic opportunity, tourism and a clean environment. Will support public input.*
3. List the community concerns related to this committee that you would like to see addressed if you are appointed.
  - County transportation (TransPlan) (coordination and long-term planning)
  - Planning for renewal of the MetroPlan in 2015
  - Increase Tourism
  - Land use rules and statutes re: Rural-Residential, Exclusive Farm Use Lands
  - County Parks and Recreational Opportunities
  - Airport
4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)  
*\* See attached resume*
5. Lane County is committed to reflecting diverse cultures on its boards/committees and does not discriminate against any person on the basis of gender, race, color, national origin, religion, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities. If selected, how would you contribute to this effort?  
*I am committed to educating each other and the community about diversity and outreach to rural and low-income areas of the county. I welcome public input from diverse geographic regions and personal backgrounds.*
6. Are you currently serving on any Advisory Boards or Committees? If so, which ones?  
*NO*
7. Are you presently, or have you within the last five years, engaged in the buying, selling or development of real estate for profit?  Yes  No
8. Are, or were you within the last five years, a member of any partnerships that engage in the buying, selling or development of real estate for profit?  Yes  No
9. Are you, or have you been within the last five years, an officer or employee of any corporation that buys, sells or develops real estate for profit?  Yes  No
10. How did you learn about this vacancy?  Newspaper  Word of mouth  Other: *Website*
11. In which County Commissioner District do you reside? please check one:  
 Unsure  West Lane County  Springfield  South Eugene  North Eugene  East Lane County

*\*The Board of Commissioners has adopted the following policy on reappointments:*

- a. *Members of County advisory groups will serve a maximum of two consecutive terms when term lengths are three or more years in length.*
- b. *The deadline for incumbent applications will be the same as the deadline for new applications.*

*\* Unless waived by the Board.*

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SEP 08 2011

LANE COUNTY  
 BOARD OF COMMISSIONERS



Lane County  
PLANNING COMMISSION ADVISORY COMMITTEE  
APPLICATION

Please Print

Name: Arkin Lisa  
(Last) (First)

Address: [Redacted] Eugene 97402  
(Street) (City) (Zip)

Home Phone: [Redacted] How Long Have You Lived in Lane County? 16 Years  Months

Occupation: Administrator Place of Employment: Oregon Toxics Alliance

Business Address: [Redacted] Business Phone: [Redacted]

E-Mail Address: [Redacted] Fax: \_\_\_\_\_

NOTE: Information in this box consisting of home addresses and phone numbers may be exempt from disclosure per ORS 192.502(3).

OPTIONAL INFORMATION

Lane County is required under state and federal guidelines to identify applicants by ethnicity, race, gender and age. Supplying this information will also assist Lane County in evaluating its Diversity Implementation Plan to achieve more diversity on its advisory committees. Providing this information will not adversely affect your opportunity to serve on this committee or board and this information is processed separately from the application. Completion of this section is entirely voluntary and remains confidential.

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Male                    | <input checked="" type="checkbox"/> Female            | <input type="checkbox"/> Asian American     |
| <input type="checkbox"/> African American        | <input checked="" type="checkbox"/> European American | <input type="checkbox"/> Native American    |
| <input type="checkbox"/> Hispanic/Chicano/Latino | <input type="checkbox"/> Other:                       | <input type="checkbox"/> Disability: *Type: |

\*This information is used to ensure there is reasonable accommodation and representation on advisory boards.

Is your age over 40?  Yes  No

Lane County does not discriminate against any person on the basis of race, color, national origin, gender, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities.

Signature of Applicant Lisa Arkin

Date: 9-5-04

Except as noted above, all information provided as part of this application is a public record subject to disclosure.

Please Return to: Lane County Administration  
Public Service Building  
125 East 8<sup>th</sup> Avenue  
Eugene, OR 97401

NOTE: If you are not selected at this time, your application will be kept on file for 12 months from the date it was received and will be reconsidered as vacancies occur.

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LANE COUNTY  
BOARD OF COMMISSIONERS

# LISA C. ARKIN

[REDACTED] Eugene, OR 97402  
Phone/Fax: (541) [REDACTED] • Email: [REDACTED]

## PROFESSIONAL OBJECTIVE

My skills as an educator, writer, and citizen advocate are utilized to contribute toward prudent planning that integrates transportation, zoning and smart growth, provide livability through protection of community health, and promote interchanges between citizens, advocacy groups, and government organizations.

## EDUCATION

<b>Doctoral studies</b> , <i>Physiological Psychology</i> , Tulane University, LA	9/78-9/79
<b>Master of Arts</b> , <i>Education</i> , San Francisco State University, CA	1978
<b>Bachelor of Arts</b> , Performing Arts, UCLA, graduated <i>Magna Cum Laude</i>	1976

## PROFESSIONAL EXPERIENCE

2001-2004 **Administrator**, Oregon Toxics Alliance, Eugene, OR  
1987-1996 **Associate Professor**, Department of Dance, University of Oregon  
1983-1987 **Lecturer and Program Coordinator**, College of Human Development ('85-'87), Stanford University

## ADDITIONAL INFORMATION ON PROFESSIONAL BACKGROUND

**ADMINISTRATION:** I have three years experience as the administrator of Oregon Toxics Alliance, a statewide non-profit organization specializing in responding to communities facing contamination issues. This position requires research skills, self-motivation and self-direction, and an ability to coordinate multiple projects.

Grant Writing	Campaign Coordination
Website Content and Design	News Releases
Database (ebase 2.0; Excel)	Supervising Interns and Volunteers
Budgets	Educational Materials

## COMMUNITY SERVICE

- Finance Committee (Current Member), Temple Beth Israel
- Sustainable Eugene Advisory Panel (Current Member)
- Volunteer, Twin Oaks Elementary School & Destination Imagination Program
- Center for the Study of Women in Society (Member), (1992-1999)
- International Institute for Sport and Human Performance (Board Member), (1992-1994)

## CONFERENCE PRESENTATIONS AND GUEST LECTURES

2003 Citizens' State of the City Address • University of Oregon • Oregon Festival of Music • Congress on Research in Dance (Washington DC) • Statewide Arts Education Conferences • Santa Barbara Museum of Natural History • Oregon International Council