

AGENDA COVER MEMO

AGENDA DATE: April 8, 2003

TO: LANE COUNTY BOARD OF COMMISSIONERS

DEPARTMENT: Public Works – Land Management Division

PRESENTED BY: Greta Utecht, Task Force Chair

AGENDA ITEM TITLE: IN THE MATTER OF RECEIVING A REPORT AND
RECOMMENDATIONS FROM THE LAND MANAGEMENT
TASK FORCE.

I. Introduction

The Land Management Task Force, charged with scrutinizing the Land Management Division (LMD) programs and recommending changes to the Board of Commissioners was established by the Board in Board Orders 02-6-26-3, 02-7-24-2, 02-9-11-3 and 02-10-2-10 (Attached). Over the last two years, a LMD revenue shortfall has resulted in layoffs and eroded its ability to perform long-range planning activities. Both short-term and long-term factors make revenue stability for the Division elusive. The Lane County Strategic Plan encourages review of existing programs to find opportunities to operate more efficiently and improve service delivery. The task force's job was to review the Division's programs of service and some key policy issues and come up with effective recommendations to stabilize LMD and create a base for greater productivity and service. The review of the structure and policies of the Division's non-surveying programs - planning, building, subsurface sanitation, compliance, and administration - were intended to result in recommended policy changes to the Board that will better define the scope of services to be offered by LMD, improve efficiency and effectiveness of the Division, and develop a stable, sustainable revenue base.

A. Membership

- Chris Clemow – Lane County Planning Commission
- David Crowell – Citizen-at-large
- Allen DeGeneault – Lane County Home Builders Association
- Michael Evans – Land Use Consultant
- Norm Maxwell – LandWatch
- Terrie Monroe – Citizen-at-large
- Anna Morrison – Board of County Commissioners
- Cheryl Neu – Board of Realtors
- Larry Olson – Citizen-at-large
- Lauri Segel – 1,000 Friends of Oregon
- Ollie Snowden – Public Works Director
- Peter Sorenson – Board of County Commissioners
- Greta Utecht – Human Resources Manager
- Bill Van Vactor – County Administrator

B. Meetings

The Task Force met 13 times: September 30, October 21 and 28, November 4 and 25, December 2 and 16, January 6, 13 and 27, February 3, 10 and 24. Reports, information and staff support were provided by Public Works (Administration and LMD), Internal Auditor, County Counsel, Information Services and County Administration.

C. Task Force Charge

- Review the Division's non-surveying programs – planning, building, subsurface sanitation, compliance, and administration – for policy and structural adequacy.
- Recommend policy changes to the Board that will a) better define the scope of services to be offered by LMD; b) improve efficiency and effectiveness of the Division; and, c) develop a stable, sustainable revenue base.

II. ISSUE – Long-Range Planning

A. Problem Statement – The County's long-range planning capacity was curtailed by staff reductions in FY 01-02. The County currently has very limited ability to meet state-mandated planning requirements, participate in multi-jurisdictional planning studies, and respond to Board requests for planning investigations and code changes.

- How extensive a long-range planning program should the County have?
- Should it address only mandated topics?
- How much reserve capacity is necessary to respond to planning issues of importance to the Board of Commissioners?
- Should Lane County participate in multi-jurisdictional planning studies? If so, at what level?
- Is long-range planning a service of countywide benefit?
- How should long-range planning be funded?

B. Discussion

At a minimum, the County must adopt a Comprehensive Plan and implementing land use regulations that comply with the statewide planning goals. In addition, the County must make land use decisions in compliance with the Comprehensive Plan utilizing the processes and timelines required by the statutes. The Comprehensive Plan and implementing regulations are required to be maintained so that they remain consistent with new statutes and rules. They also must be periodically updated to address changing circumstances. Failure to comply with these basic requirements can result in enforcement orders which could lead to the withholding of state grant revenue or judicial intervention to help enforce those orders.

The Lane County Rural Comprehensive Plan (RCP) provides policy direction for County growth and development and includes programs for dealing with various planning issues. The RCP is part of the overall comprehensive plan for Lane County, which includes other city plans and the Eugene/Springfield Metropolitan Area General Plan. The County recognizes that its role is to provide planning services that offer countywide benefit and that all products of the County planning process are to be made available for

public review and comment and shall be adopted through the applicable public hearings process provided for by state law or County regulation.

While recognizing the value of the open process for citizen involvement and the countywide benefit provided by the land use decisions resulting from implementation of the Rural Comprehensive Plan and other long-range planning services, it is also important to acknowledge/observe that Lane County government cannot be all things to all people. Although Lane County plays a significant role in the spectrum of services provided at the federal, state, Eugene/Springfield metropolitan area, small cities and other local government levels, Lane County must rely on the participation of other government and community organizations in its partnership role to provide the range of land use planning services that are valued by the larger community of Lane County.

The following chart identifies the staffing levels and costs of the current and Task Force recommended long-range planning programs.

Long-Range Planning Program – FY03-04				
Classification	Current		LMTF Rec.	
	FTE	Cost	FTE	Cost
Planning Program Manager	0.2	\$20,501	0.3	\$30,752
Associate Planner	1.0	86,894	1.0	86,894
Planner	0.0		2.0	122,908
Land Management Technician	0.0		1.0	55,106
Senior Office Assistant	0.2	10,683	0.2	10,683
Materials & Services		37,590		49,700
Total	1.4	\$155,668	4.5	\$356,043

A wide range of funding options was reviewed including: Planning Surcharge, Video Lottery, Recording Fees, Title III and Discretionary General Fund. There was consensus about the importance of supporting an expanded long-range planning program with a stable revenue source(s) in addition to those currently provided by development activities. Several motions were ultimately passed as follows:

- Recommend no increase in Planning Surcharge.
- Recommend additional Recording Fee to support entire Planning Program.
- Recommend not increasing recording and/or processing fees but look at raising fees that can be raised now to support all of Planning, not limited to subdivisions that are applicable including lot lines, and pursue changes in the Statutes for general recording fees.
- Recommend looking at opportunity to use recording fees, Corners Fund, or new fees for recording plats & subdivisions as a funding source for LMD Planning Program.
- Recommend additional video lottery funds and other sources of funding as an interim revenue source for long-range planning.

The expanded long range planning program is shown as an add package in the FY 03-04 budget.

III. ISSUE – Customer Service

A. Problem Statement – Land Management serves two broad types of customers – those who have paid fees for permit processing and those who have not paid fees who are seeking information related to zoning, planning and codes. Some of those who seek information may become fee-paying customers when they apply for permits. Some may not. Substantial portions of LMD's customers are non-paying.

- What level of service should be provided to non-paying customers?
- How should the County fund support for these non-fee based services?

B. Discussion

The costs below are estimated based on review of time records and discussions with employees and supervisors. There are no costs included for the LMD Manager and no costs for supervisory activities by any program managers.

Lane County - Land Management Division Estimated Cost of Non-Paying Customers FY 03-04

	Planning	Building	Sanitation	Compliance	Admin.	Total
FTE	1.40	0.45	1.00	0.20	1.42	4.47
Personnel	97,300	36,500	63,000	14,500	78,500	289,800
M&S	34,055	12,775	22,050	5,075	27,475	101,430
Total	131,355	49,275	85,050	19,575	105,975	391,230

Several approaches to address and/or defray the costs to provide customer service were identified and reviewed.

- E-Government Project funded by Video Lottery dollars.

A phased project would restructure the LMD Web Site and Automate a Decision Tree Tool in an effort to increase opportunities for customer self-help. The expected outcomes include: increased level of customer service, reduction of non-paying customers at the Front Counter, and reduced cost and turnaround time for servicing permit customers.

The preliminary cost estimates for Lane County Information Services total \$47,500 for Phases 1 and 2. LMD staff costs would be accommodated in the Division's annual budget by reallocating existing resources and managing work plans for current staff or through the utilization of any additional staff authorized. The Task Force supports Phases 1 and 2 for customer self-help and recommend pursuing strategic investment video lottery funds to pay for the project.

- **Reallocate Staff**

With the retirement of a Sr. Planner, a Land Management Technician position has been authorized and filled effective approximately April 1 of this year. The result will be that Planners and Associate Planners will no longer staff the customer counter on a regular basis, thereby redirecting about \$30,000 in personnel resources to permit and planning application processing. An additional Planner, funded primarily by savings from the Sr. Planner position, is included in the FY 03-04 budget to further support permit and planning application processing.

- **Research Fee**

Lane Manual currently allows for research fees to be charged when: "requests for information with regard to Land Management activities require...research necessitating the use of staff with specialized or professional expertise...". Those fees have been charged infrequently in the past. There are several instances where special research occurs on an ongoing basis. As those situations arise (and new requests are received), they are evaluated with regard to the appropriateness of a research fee. Circumstances that could lead to a fee being charged include requests requiring total effort exceeding ½ hour of staff time, the effort of more than one employee, and out-of-pocket expense to the division (duplication, mailing, etc.). It is difficult to forecast any revenue impact from such an initiative, but any substantial revenue would lessen the subsidy provided to these customers and could limit the need for future fee increases. The Task Force supports increasing opportunities for Customer Self-Help and then charging for all direct contact time with staff.

- **Surcharge**

A surcharge could be established to offset the expense of non-paying customers. While the County currently collects about \$280,000 in revenue from the Administrative surcharge, it should be noted that the Internal Auditor identified over \$273,000 for the Division's administrative costs in FY 01-02. Those figures do not include the cost of non-paying customers for any of the other programs in LMD. This approach does not remedy the subsidy of non-paying customers. It simply provides additional resources from the current customer base. This approach was not supported by the Task Force.

- **Recording Fees**

A flat fee on recorded documents or a surcharge could generate revenue from customers that lessen the subsidy provided to these customers and could limit the need for future fee increases. It could also allow for additional resources to be targeted to the LMD staff costs E-Government Project described above. Anticipated legal and/or legislative barriers to such an approach were outlined for the Task Force, leading to consensus (but no formal action) to not pursue this funding source.

IV. ISSUE – Revenues

- A. Problem Statement** – The non-surveying programs of LMD are to be supported by permit fees. Permit revenues have fluctuated recently based on economic and other factors. In some cases, the County does not fully recover its costs through permit fees.

- Can revenues be stabilized? If so, how? If not, how can the disruptions caused by the recent revenue shortfalls be avoided in the future?
- Is the current permit fee structure appropriate?
- What percent of cost recovery is appropriate?
- Should permit fees be adjusted annually?
- Should LMD establish a reserve account?

B. Discussion

There was a significant amount of information provided to the Task Force related to the overall financial status of the Division along with more detailed discussions focused on the areas presented below.

◦ Planning Application Permits

For two types of action in particular, planning sign-off for building permits and Comprehensive Plan Amendments, the workload involved can vary greatly from one case to the next. It would seem appropriate to establish multiple levels within the fee schedule. A slightly different approach, used by some other jurisdictions, could be considered for Plan Amendments. A standard fee could be set for all amendments. Complex actions such as Metro Plan Amendments or those requiring the County to address Goal 5 could require a deposit that the County would access as workload exceeded a predetermined standard. Upon completion, the balance remaining would be returned to the applicant. The Task Force recommended adjusting the fee for Plan Amendments based on complexity or level of effort. In addition, there was a recommendation that the fee be adjusted for Planning sign-off on Building Permits to reflect level of effort and that the revenue impact of changes be neutral. Those recommendations were incorporated into the proposed fee increase for building and planning that was presented to the Finance and Audit Committee in February and will be carried to the Board in April.

◦ Fuel Break Permits

Currently these actions are eligible for reimbursement under Title III. Last year, the County received Federal funds roughly equal to the applicants' fees. Any increase in these fees could be used to reduce the subsidy provided to this activity by both the Road Fund and the General Fund. The Task Force recommended that Fuel Break Permits and others recover the cost of processing those permits. The proposed fee increase for building and planning that will be carried to the Board in April includes an option to address this issue.

◦ Subsurface Sanitation

While the Task Force did not review activities of this program, several aspects of the Task Force's efforts were indirectly related. First, is the general sentiment consistently voiced that the Division's programs should accurately reflect and seek to gather the full cost of providing services. Second, the changes brought about by the Rapid Process Improvement project, related to building permit review, involves the program. Third, compliance cases do involve this program regularly. In an effort to address the

increasing costs of the program, a fee increase has been presented to the Finance and Audit Committee and subsequently adopted by the full Board.

V. ISSUE – Compliance Program

A. Problem Statement – The Compliance Program does not generate enough infractions revenue to be self-supporting. The program does not have a reserve account with which to initiate clean-up and mitigation on foreclosed properties.

- What level of enforcement should the compliance program exercise?
- What level of staffing is needed for the desired level of enforcement?
- Is the current structure of the program appropriate?
- How should the program be funded?

B. Discussion

The Compliance Program enforces the County's land use, building, and nuisance ordinances by responding to and investigating reports and inquiries from the public, county staff, and the Board of County Commissioners. Investigation is complaint-driven with the goal of achieving voluntary compliance with the Lane Code requirements rather than imposing fines to the property owner or responsible party. In the majority of instances, compliance is obtained by voluntary cooperation. After a detailed review of the program, the Task Force approved a series of recommendations to the Board for consideration. The primary focus was to encourage the Board to adopt statements that include Guiding Principles and Philosophy and Priorities for Code Enforcement.

In addition, there were several recommendations related to funding and operations that the Task Force forwarded to the Board for consideration.

- Investigation Fee

Lane Manual authorizes an investigation fee of \$300 for a compliance case. That fee has been used infrequently and inconsistently until December 2001. Given current resources and case loads, it is reasonable to expect this fee will generate about \$40,000 annually. Supported by the Task Force.

- Doubling the Building Permit Fee

The Uniform Building Code authorizes a penalty on permit fees deemed in violation of the code (primarily construction without a permit). Each year, about \$12,000 is generated by doubling fees, about \$7,000 of which is related to compliance cases. Supported by the Task Force.

- Doubling the Fee for Planning and Sanitation Permits

Lane Manual does not currently authorize a penalty on these types of permit fees deemed in violation of Lane Code. Staff is unaware of any legal barrier to establishing such a penalty. While the revenue stream is not expected to generate a significant sum, any revenue would lessen the subsidy provided to compliance cases by other paying customers and could limit the need for future fee increases. By separate motions, the Task Force supports doubling the planning sign-off fee when a violation is found that

requires obtaining a Building Permit and doubling Sanitation Permit fees when connected with a Compliance action.

- **Compliance Surcharge**

While compliance activities do not generate the revenues necessary to fund all expenses, enforcement of the Building Code is an appropriate use of building permit revenues. A surcharge could be established, similar to Deschutes County, to offset the expense of the program. This approach does not remedy the subsidy of non-paying customers however, it simply provides additional resources from the current customer base. The Task Force recommended that a Compliance Surcharge not be established.

- **Encourage Consistency and Accuracy in Application and Budgeting Program Revenue**

By applying penalties more consistently, revenue to the program will be increased and accountability enhanced. Forecasting those revenues in the budget document will more fairly represent the true costs of the program. Supported by the Task Force.

Finally, the Task Force supports abatement by utilizing liens and foreclosures to fund cleanup of violating properties.

VI. ISSUE – Reorganization and Staffing Opportunities

A. Problem Statement – To what extent can the LMD planning and development functions be reorganized or consolidated with other agencies to improve efficiency and effectiveness? In what program areas can flexible staffing, including contracting out, improve efficiency and effectiveness?

B. Discussion

In light of the Board's direction to fill the Building Official position and the time required to do so, the Public Works Director submitted that the Task Force would not be able to adequately address reorganization and complete its other work in a timely manner. It was noted that the Board could choose to reconvene the Task Force or another group to participate in that effort at its discretion. While there was discussion voicing a variety of perspectives on the matter, there was no action taken by the Task Force related to this matter.

VII. ISSUE – Lot Line Adjustments

A. Problem Statement – This issue was initiated by Task Force members and no formal problem statement was crafted. There was consensus that formal reviews of legal lot determination and lot line adjustments as land use decisions, with appropriate notification, would address a wide range of concerns.

B. Discussion

On June 14, 2000, the Board discussed Lane Code Requirements for Legal Lot Verifications and Property Line Adjustments. The Board supported the staff recommendation to draft Lane Code language that would change and establish

requirements for review of legal lot status and property line adjustments. The Board did not make a policy decision on any detailed aspect of the staff recommendation or prioritize the project as part of a work plan, but did give support and direction for staff to prepare changes.

As an alternative to a significant code revision, the Task Force discussed steps that would call for a legal lot determination to be a land use decision subject to notice requirements to those parties impacted by a property line adjustment. The goal was to put in place a process that could be implemented quickly and allow for a long-term resolution of the matter. There was concern voiced that some property line adjustments might not be consistent with recent case law. In an effort to address the wide range of concerns identified, the Task Force recommends that a legal lot determination be considered a land use decision when resulting from complex property line adjustments and that notification of those decisions be sent to surrounding property owners with opportunity for appeal. To address additional concerns, the Task Force recommends that any legal lot verification not involving a property line adjustment may be considered a land use decision and noticed at the discretion or option of the property owner or authorized agent.

VIII. Possible Board Actions

- To receive and file the report.
- To request additional information.
- To give direction regarding any or all of the recommendations.

IX. Attachments

- Proposed statements on Guiding Principles and Philosophy/Priorities for Code Enforcement
- Board Order 02-6-26-3
- Board Order 02-7-24-2
- Board Order 02-9-11-3
- Board Order 02-10-2-10

Lane County
Code Enforcement Guiding Principles and Philosophy

Guiding Principle – Protect the health and safety of County residents by protecting the environment.

The Board of County Commissioners has put a process in place to resolve code violations that impact citizens' health, life, safety and the environment.

Guiding Principle – Administer the abatement and compliance program in an aggressive and uniform manner utilizing realistic and consistent practices to achieve compliance, such as incentive programs, not just penalties.

Investigations will be both complaint-driven and self-initiated at the professional discretion of the compliance staff with the goal of achieving voluntary compliance with the Lane Code requirements rather than imposing fines on the property owner or responsible party. Penalty provisions have been designed to provide a method of enforcement that is flexible enough to accomplish the purpose of enforcement, but also constrained enough so that enforcement actions are taken responsibly. If ultimately, voluntary compliance cannot be reached, a formal enforcement process involving a hearings officer or the Court will be instituted. Typically, cases will progress to more aggressive enforcement steps when customers are not responsive to requests for voluntary correction.

Guiding Principle – Increase service by providing clear direction and information about activities that require building permits (i.e. deck heights, garage conversion).

By incorporating more information about the Compliance Program into public information such as application materials and the Lane County web site, violations will be avoided and compliance will be encouraged.

Guiding Principle – Processing of complaints should apprise complainant of progress on the issue.

The program will be administered with the care necessary to preserve the rights and interests of all citizens of Lane County. Compliance files are public records and when applicable, formal progress reports will be provided to interested parties.

Guiding Principle – Support and actively enforce regulations consistent with enforcement priorities adopted by the Board of County Commissioners.

Because of limited code enforcement resources, there may be times when all code violations cannot be given the same level of attention and when some code violations may receive no attention at all. In circumstances where not all code violations can be investigated, the most serious violations, as determined by priorities adopted by the Board, should be addressed before the less serious violations are addressed, regardless of the order in which the complaints are received. Efforts to bring an entire property into compliance could result in actions that address complaints of varying priorities.

Lane County
Priorities for Code Enforcement

The following levels were prioritized with consideration given to the most serious impact to citizens' health, life, and safety, and to the environment. Examples given are intended to illustrate typical violations rather than provide an all-inclusive list.

Level 1 Priority – Violations that present an imminent threat to public health and safety or the environment.

Building: This would include property owners or contractors failing to obtain the permits and approval for primary structures, detached structures greater than 300 square feet which involve improvements that compromise structural integrity or new buildings without permits.

Dangerous Buildings: These are buildings that consist of violations from Section 302 of the Dangerous Building Code. Examples include buildings damaged by fire, earthquake, wind or flood; those likely to partially or completely collapse due to dilapidation, deterioration or decay, faulty construction or ground instability; a building or structure that is unsafe for use.

Planning: Violations involving land use activities that impact environmental or natural resources (adverse impact has occurred or appears to be imminent such as riparian violations, illegal mining, illegal mass gatherings, illegal dump sites).

Nuisance: Methamphetamine labs or other properties that have been deemed "Unfit for Use" by the State of Oregon Department of Human Services.

Level 2 Priority – Violations that will have an adverse impact on citizens, including surrounding property owners and the environment.

Building: Failing to obtain the permits and approval for free standing structures less than 300 square feet; decks, covered and uncovered; building without permits.

Nuisance: Solid waste, inoperable vehicles.

Planning: Businesses operating without land use approval, temporary mobile home violations, residential use of RVs, floodplain/floodway violations.

Level 3 Priority – Violations will have a minimal impact on surrounding property owners and the environment.

Planning: Number of animals allowed within a zone.

Nuisance: Overgrown vegetation, noise and signs.

Exceptions – At the discretion of the compliance officer, complaints may be processed in any order that maximizes the efficiency of enforcement. There are violations of environmental standards, particularly within certain waterways, that other agencies are better suited to enforce. In those instances, a referral to the appropriate agency may occur.

PASSED

IN THE BOARD OF COMMISSIONERS OF LANE COUNTY
STATE OF OREGON

ORDER NO.

02-6-26-3

(IN THE MATTER OF CREATING A
(LAND MANAGEMENT TASK FORCE
(TO REVIEW THE STRUCTURE AND
(OPERATION OF THE LAND
(MANAGEMENT DIVISION

WHEREAS, Lane Manual 3.507(1) provides for creation of task forces by the Board of Commissioners; and,

WHEREAS, the Land Management Division revenue has fallen short of budget forecasts in the last two years; and,

WHEREAS, the ability of the Division to perform long range planning activities has been significantly reduced because of layoffs necessary to help balance the budget; and,

WHEREAS, short and long-term factors make revenue stability for the Division elusive; and

WHEREAS, the Lane County Strategic Plan encourages review of existing programs to evaluate reorganization opportunities and improve service delivery; **NOW THEREFORE BE IT**

ORDERED, that a Land Management Task Force be created, comprised of the members to be determined by the Board; and, **BE IT FURTHER**

ORDERED, that the charge of the Task Force be to review the structure and operation of the non-surveying programs of the Land Management Division, and **BE IT FURTHER**

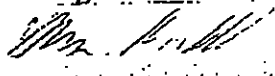
ORDERED, that the Task Force make recommendations to the Board of County by December 2002, or at any intervening time that the Task Force deems appropriate.

DATED this 26th day of June, 2002


Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date 6-18-02 Lane County



PASSED

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER

) IN THE MATTER OF ESTABLISHING THE
) MEMBERSHIP STRUCTURE AND
) REPRESENTATION OF THE LAND
) MANAGEMENT TASK FORCE

02-7-24-2

WHEREAS, Lane Manual 3.507(1) provides for creation of task forces by the Board of Commissioners; and,

WHEREAS, the Board of Commissioners created the Land Management Task Force on June 26, 2002; and,

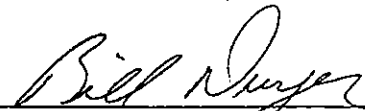
WHEREAS, the charge of the Task Force is to review the structure and operation of the non-surveying programs of the Land Management Division; and,

WHEREAS, the Task Force will make recommendations to the Board of County Commissioners by December 2002, or at any intervening time that the Task Force deems appropriate; NOW THEREFORE BE IT

ORDERED, that the Land Management Task Force be comprised of the membership representation as described in Option B on Attachment B; and, BE IT FURTHER

ORDERED, that the Public Works Director and County Administrator identify possible candidates to fill the membership representatives.

Signed this 24th day of July, 2002


Chair, Lane County Board of Commissioners

IN THE MATTER OF
Of establishing the membership structure and representation of the Land Management Task Force

Land Management Task Force

Agency Represented	Name	Main Experience / Interest	A	B	C	D	E
County Commissioner		Policy	2	2	2		
County Administrator	Bill VanVactor	Administration	1	1	1		
Planning Commission	Chair	Long Range Planning	1	1	1		
Public At Large		Business Operations	1	2	2		
Public At Large		Change / Reorganization			1		
Public At Large		to be determined	1				
Public Works Director	Ollie Snowden	Administration	1	1	1		
Human Resources Manager	Greta Utecht	Customer Service	1	1	1		
Lane Co Homebuilders Association		Permit Processing		1			
Lane Co Landwatch		Long Range Planning		1			
1000 friends of Oregon		Long Range Planning		1			
Board of Realtors		Long Range Planning		1			
Oregon DCBS Building Codes Division		Permit Processing		1			
	Size of Task Force		8	13	9	0	0

Stake holder List

Lane County Homebuilders Association		Permit Processing					
Lane County Landwatch		Long Range Planning					
1000 friends of Oregon		Long Range Planning					
Board of Realtors		Long Range Planning					
Planning Consultants		Long Range Planning					
Lane County cities							
Oregon DCBS Building Codes Division		Permit Processing					
Admin-Professional Bargaining Unit		Employee Relations					
AFSCME		Employee Relations					

PASSED

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO. 02-9-11-3

) IN THE MATTER OF APPOINTING
) MEMBERS TO THE LAND
) MANAGEMENT TASK FORCE

WHEREAS, the Board of County Commissioners has approved creation of the Land Management Task Force to review the structure and operation of the Land Management Division of Public Works; and

WHEREAS, the Board requested nominations from the Homebuilders of Lane County, the Boards of Realtors of Lane County, Lane County Land Watch and 1000 Friends of Oregon to serve as members of the Task Force; and

WHEREAS, the Board solicited applications from the general citizenry for two public-at-large representatives to serve as members of the Task Force; and

WHEREAS, the individual Commissioners have reviewed the nominees and the applications and have expressed their preferences; IT IS HEREBY

ORDERED that the following named persons be appointed to the Land Management Task Force:


1. Allen DeGeneault
(Representing the Homebuilders of Lane County)
2. Cheryl Neu
(Representing the Boards of Realtors of Lane County)
3. Richard Fairbanks
(Representing Land Watch of Lane County)
4. Lauri Segel
(Representing 1000 Friends of Oregon)
5. Michael Evans
(Representing Land Use Consultants)
6. David Crowell
(Representing the public-at-large)
7. Terrie Monroe
(Representing the public-at-large)
8. Larry Olson
(Representing the public-at-large)

and, BE IT FURTHER


ORDERED that the remainder of the Task Force be comprised of the following members:

1. Commissioner Anna Morrison (non-voting)
2. Commissioner Peter Sorenson (non-voting)
3. Bill Van Vactor, County Administrator
4. Chris Clemow, Planning Commission Chair
5. Greta Utecht, Human Resources Manager (non-voting)
6. Ollie Snowden, Public Works Director

DATED this 17th day of September, 2002.



Chair, Lane County Board of Commissioners

APPROVED AS TO FORM
Date <u>9-11-2002</u> lane county

OFFICE OF LEGAL COUNSEL

IN THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

PASSED

ORDER NO.

02-10-2-10

) IN THE MATTER OF AMENDING BOARD
) ORDER NOS. 02-7-24-2 AND 02-9-11-3 TO
) CHANGE THE MEMBERSHIP STRUCTURE,
) REPRESENTATION AND APPOINTMENT
) OF MEMBERS ON THE LAND MANAGEMENT
) TASK FORCE

WHEREAS, the Board of County Commissioners approved creation of the Land Management Task Force through Board Order No. 02-7-24-2;

WHEREAS, after reviewing the nominees and applications for the Land Management Task Force, the Board decided at their September 11, 2002, meeting to increase the public-at-large representatives to three and add a representative representing the land use consultants;

WHEREAS, the Board received notice that the State of Oregon Building Codes Division declined to participate on this Task Force;

WHEREAS, the Board received notice that the Land Watch of Lane County representative appointed September 11, 2002, by Board Order No. 02-9-11-3 has withdrawn and that organization has recommended another representative appointee; IT IS HEREBY

ORDERED that Board Order No. 02-7-24-2 be amended to change the membership structure of the Land Management Task Force as determined by the Board on September 11, 2002 so that the Land Management Task Force is comprised of the following representatives: Board of Commissioners (2) [non-voting], County Administrator (1), Public Works Director (1), Human Resources Manager (1) [non-voting], Lane County Planning Commission (1), Homebuilders of Lane County (1), Boards of Realtors of Lane County (1), Land Watch of Lane County (1), 1000 Friends of Oregon (1), Land Use Consultants (1), Public-at-Large (3); IT IS FURTHER

ORDERED that Board Order No. 02-9-11-3 be amended to change the appointment of the Land Watch of Lane County representative to Norman Maxwell.

DATED this 2nd day of October, 2002.


Vice Chair, Lane County Board of Commissioners

APPROVED AS TO FORM

Date 10-1-2002 lane county


OFFICE OF LEGAL COUNSEL