



UGB / Commercial Industrial Buildable Lands (CIBL) Stakeholder Committee

Meeting Minutes

Thursday, April 24th, 2008

6:00pm – 8:00pm

Springfield City Hall
225 Fifth Street, Springfield, OR
Library Meeting Room

I. Attendance:

Johnny Kirschenman, Dave Marra, Mike Kelly, Dan Egan, Donna Lentz, Lee Beyer, George Grier, Vernon Herrick, Sid Leiken, Eve Montanaro, Guy Weese, Phil Farrington, Tim Stokes, Lauri Segel, Kari Westlund, Greg Mott, Linda Pauly, David Reesor, Bob Parker, Beth Goodman

II. Welcome:

Mayor Leiken welcomed the group and discussed the importance of the Stakeholder Committee in the process.

III. Introductions:

David Reesor led the group with introductions. Each Committee Member introduced themselves and was asked to draw/read a piece of paper from a box. Each piece of paper contained a brief written statement which each Committee Member had previously wrote stating what their expectations of the Committee are.

IV. Guidelines of Stakeholder Committee process:

David Reesor presented a brief PowerPoint presentation regarding guidelines for the Stakeholder Committee process. Mr. Reesor described how the Stakeholder Committee is advisory to the Planning Commission and City Council; Stakeholder Committee meetings are open to the public; and gave expectations of the Stakeholder Committee including the need for all voices to be heard. Mr. Reesor also noted that every Committee member has a vote for recommendations.

Mr. Reesor also asked for volunteers to serve as Committee Chair and Co-Chair. After a brief group discussion, Dan Egan and Lee Beyer volunteered to each serve as Co-Chair for the Committee.

V. Project Description:

Bob Parker presented a PowerPoint regarding project description to the Committee. Mr. Parker reviewed the work program with the Committee, as well as described the applicable Statewide Planning Goals and other legal requirements related to the project. Mr. Parker also discussed City Council direction given during the March 11th, 2008 kickoff meeting.

Group discussion ensued regarding future meeting process.

Mike Kelly mentioned that there may be a need for longer than two hour meetings at certain key decision points in the project. Mr. Egan suggested that he and Mr. Beyer work with Staff to identify points when the committee may need more meeting time.

Mr. Egan mentioned that scheduling meetings as far out in advance as possible are important given people's busy schedules.

Mr. Reesor mentioned that the Committee will sometimes be given homework assignments to provide additional time to review materials prior to scheduled meetings.

Phillip Farrington requested a calendar for the next few months. Bob Parker suggested that an agenda be handed out at the next meeting, for the next 3 or 4 months if possible.

Group discussion ensued regarding setting a set date / time for future meetings. Committee members agreed to set monthly Stakeholder Committee meetings for the fourth Thursday of each month.

Mayor Liken reiterated the importance of the project and noted that the project timeline may lengthen if need be, as the Committee works through each issue.

Mr. Egan asked Staff to clarify which topics the upcoming Public Workshop will cover.

Mr. Reesor explained that the upcoming Public Workshop will cover economic development and future growth issues, similar to the online survey.

Discussion ensued about when materials will be available for the Committee before each meeting.

Mr. Reesor stated that most materials will be available approximately 7 – 10 days before each meeting.

Group discussion ensued regarding printed copies of materials versus electronic copies. Committee members noted that some items may be more appropriate as printed copies than electronic, especially graphics.

The group further discussed Committee process for reaching decisions. Committee members agreed that the Stakeholder Committee should try to reach consensus, but, if that is not possible, have a vote. Majority and minority opinions would then still be forwarded to the Planning Commission / City Council. Mr. Egan suggested that opinions can be encapsulated in the minutes. The Committee agreed to this method.

VI. Identify Key Issues:

David Reesor led the group in a “snow card” process. Each Committee member was given several blank cards and instructed to write what each person thought are the key issues that should be identified/addressed in this project.

After writing key issues on individual pieces of paper, Mr. Reesor instructed the group to post their written issues on the wall. The group then briefly discussed the issues posted on the wall, and noted that these would be addressed throughout the project.

VII. Next Steps/Next Meeting:

After asking for a show of hands on the next meeting date, Mr. Parker and Mr. Reesor noted the next meeting date of May 22nd, 2008 (fourth Thursday of May).

Mr. Parker briefly reviewed highlights of the evening’s discussion and upcoming Public Workshop. He also mentioned future discussion of inventory work and the Economic Opportunities Analysis.

VIII. Meeting Adjourned

Approximately 8:10pm