

T. G. a.

Supplemental Memo

Memorandum Date: July 21, 2008
Work Session Date: August 5, 2008

TO: Board of County Commissioners

DEPARTMENT: Public Works – Land Management Division

PRESENTED BY: Matt Laird, LMD Manager

AGENDA ITEM TITLE: WORK SESSION / IN THE MATTER OF DIRECTING LAND MANAGEMENT DIVISION TO BEGIN AN UPDATED COORDINATED POPULATION FORECAST PROJECT.

On June 25, 2008, LMD staff presented the Board of Commissioners with five options for conducting population forecasting in Lane County. Please use that agenda packet for details on all five options. At that meeting, the Board requested that staff develop additional information on the "Top Down" method, (Option 3) that could include contracting with Portland State University Population Research Center (PSU-PRC). The purpose of this work session is to present the cost estimate produced by Portland State University Population Research Center for conducting a coordinated population forecast for Lane County and each of its urban areas, to advise of staff efforts to contact additional sources of funding, to provide a tentative work program, and to receive specific direction from the Board to begin a coordinated population forecast.

A project involving hiring experts to perform preliminary population forecasts could be funded primarily by three sources 1) the \$200,000 contingency account set up by the Board, 2) a DLCD Technical Assistance Grant, and 3) Land Management Division Long Range Planning fund. At the June 25, 2008, Board Meeting the Board placed \$200,000 into a contingency account for possible future funding of the coordinated population forecast effort and requested LMD staff to look into additional funding from public and private sources. Since then, staff has spoken with several cities and with EWEB and NW Natural. To date, all have either not commented or respectfully declined to participate in the project.

On July 7, 2008, LMD staff submitted a Technical Assistance grant to the Department of Land Conservation and Development (DLCD) in the amount of \$73,736.30. At the time of this memo, no response to the grant application has been provided.

The cost estimate produced by PSU-PRC is included as an attachment to this memo. In summary, it includes a fee of \$41,400 for the final report and \$1,485 for an additional 2-hour meeting in Eugene, for a total of \$42,885.

Conducting a coordinated population forecast as described in Option Three of the 6/25/08 Agenda Cover Memo, would use approximately .5 FTE (\$50,000) and the process would take approximately 12 months to complete.

Total project cost estimate for Option Three = \$92,885

Creating a new population special purpose plan in accordance with Option Four is more variable, but is estimated to use approximately 1 FTE (\$100,000) and the process would take approximately 18-24 months.

Total project cost estimate for Option Four = \$142,885 - \$192,885

The ultimate choice among the options presented on June 25, 2008, remains with the Board. An application for an RCP amendment recently filed by the smaller cities seems to follow Option Two. The information provided in this supplemental memo primarily address the request of the Board for more information on the cost, timing and scope of a countywide effort that would rely on PSU-PRC developed population forecasts.

In summary, if the Board directs LMD to proceed with Option Three, the PSU-PRC final report will be presented in March 2009. LMD staff will then process the coordinated population forecast as a PAPA. The land use process is expected to take at least 90 days, with an estimated adoption date of June 2009. A more detailed timeline is attached.

It should be noted that the City of Springfield is working with very short timelines on its implementation of House Bill 3337. (Reference attached email dated July 21, 2008). Due to this fact, the City has requested that specific language be inserted into any Board action with regards to population forecasting. The specific sentence is as follows:

“Notwithstanding any other provision of this [order], including the purpose of its enactment and effective date, it is not the intent of the Board to preclude other jurisdictions within Lane County from seeking the safe harbor alternative population forecast as provided for by state law.”

Proposed Motion:

I hereby direct Land Management Division staff to begin the process of developing a countywide coordinated population forecast following Option _____, outlined in the June 25, 2008 agenda report.

Alternative Option: Any action may include specific language requested by Springfield, if acceptable to the Board.

“Notwithstanding any other provision of this [order], including the purpose of its enactment and effective date, it is not the intent of the Board to preclude other jurisdictions within Lane County from seeking the safe harbor alternative population forecast as provided for by state law.”

FOLLOW-UP

If a motion is passed by the Board giving direction to staff, LMD Long Range Planning staff will immediately begin to implement the coordinated population forecast as directed by the Board and return with an Order reflecting that direction.

ATTACHMENTS

1. PSU-PRC Research Proposal and Cost Estimate
2. LMD Grant Application to DLCDC
3. Springfield email dated 7/21/08
4. Tentative LMD Work Program for Option Three

**RESEARCH PROPOSAL
JULY 15, 2008**

LANE COUNTY 2030 POPULATION FORECASTS

BACKGROUND

Lane County (County) has requested that Portland State University's Population Research Center (PRC) prepare long-term population forecasts to the year 2030 for its thirteen cities and unincorporated area. The County seeks to maintain coordinated 20-year population forecasts for the county and its cities as mandated by OAR 660-023-0030. The forecasts are intended to aid the County's long-range planning efforts.

POPULATION FORECAST METHODOLOGY

Two primary demographic models will be utilized to produce the population forecasts:

Forecasts for Lane County and the cities of Eugene and Springfield Forecasts for the County and its two largest cities will rely primarily on the Cohort-Component Method¹. This method predicts future populations as outcomes of life events: births, deaths, and in- and out-migration. It involves estimating key vital rates: fertility, mortality, and net migration. Fertility rates are derived from birth records and female population from Census and PRC annual population estimates; mortality rates are extrapolated from existing life tables, such as those for Oregon. Estimates of migration are based on recent trends from the decennial Census, and on employment and housing trends. Regional and local plans for transportation, housing, and land use also factor into the analysis. Three scenarios of future population changes will be developed to account for different demographic assumptions: a most-likely, or medium growth scenario, a lower growth scenario, and a scenario for higher growth.

Forecasts for the remaining cities and unincorporated area Forecasts for the remaining cities and the unincorporated portion of the County will be based on the medium growth scenario. These forecasts will rely primarily on the Housing Unit Method², which projects future household populations based on recent and expected housing trends. This method involves estimating changes in housing stock for a given area, housing vacancy rates, and average household sizes. Base figures are developed from the decennial Census summary tabulations; post-Census figures are based on analysis of building permits, planned residential development, buildable land, and other land use characteristics. Birth data and data on the composition of age, race, and Hispanic origin of the population are used to evaluate likely changes in average household size. This methodology also requires the adding of the number of persons residing in group quarters

¹ For a discussion, see: Smith, S., J. Tayman, and D. A. Swanson. 2001. "State and Local Population Projections: Methodology and Analysis." New York, NY: Kluwer Academic Press, pp. 43-159.

² For a discussion, see Siegel, J. and D. A. Swanson (Eds). 2004. "The Methods and Materials of Demography", 2nd Edition., New York, NY: Elsevier Academic Press, p. 550.

facilities (such as college dormitories or prisons) to the forecasted household population. The group quarters populations are predicted based on recent trends.

Additional models will be used to provide support or verification of the results produced by the primary models. These include a population trends model based on recent historical changes in population and the shares of the County that individual cities represent, and a simple economic model based on employment projections developed by the Oregon Employment Department.

DATA SOURCES

The forecasts will be based on data either explicitly entered into the forecasting models or used implicitly to make judgments about future trends. These data and their sources include:

- U.S. Census Bureau, 1990 and 2000 Censuses of Population and Housing and the 2005-2006 American Community Survey— age and sex structure, racial and ethnic composition, housing inventory by the type of structure, household composition.
- Center for Health Statistics, Oregon Human Services Department – 1990-2007 births.
- Population Research Center, Portland State University – Annual Population Estimates, 2001-2007.
- Oregon Department of Education, K-12 school enrollment data for school years 1989-1990 to 2007-2008.
- Workforce and Economic Research, Oregon Employment Department – labor trends and employment projections.
- Office of Economic Analysis, Oregon Department of Administrative Services – state and county population forecasts by age and sex, 2000 to 2040.
- Population Division, U.S. Census Bureau – state population projections, 2004-2030.
- City and County Offices – taxlot-level data on developed and vacant land, current and past land uses including type and yearbuilt of existing housing, current and planned future zoning, historic and recent building permit data, locations of new subdivisions, urban growth boundaries, streets, comprehensive plans, previously adopted forecasts, and other relevant data and related planning documents.

MAJOR PROJECT TASKS

Develop a tabular & spatial data set. An integrated data set covering the study area is needed to assess recent-historical and current demographic and socio-economic characteristics of the County, its cities and the unincorporated area, and to establish and analyze population and housing trends.

Summarize key demographic/housing, characteristics trends and rates. Key trends and rates, such as changes in migration, fertility, and housing characteristics, will be assessed for the County, each city, and the unincorporated area. These will be described in the final report.

Produce population forecasts for the County, Eugene, and Springfield. Long-term population forecasts by 5-year age groups and sex for years 2010, 2020, and 2030 will be prepared. Alternate low- and high-growth scenarios for the population forecasts will be developed based on possible changes in population and housing growth in the County and its two largest cities.

Produce population forecasts for ten remaining cities and the unincorporated area. Long-term population forecasts for the years 2010, 2020, and 2030 will be prepared. These forecasts will rely on the area-wide medium, most-likely growth scenario.

Prepare final report. Results of the population forecasts will be reported. Assumptions about future growth and the methods used in producing the forecasts will be described. Data sources used in the study will be documented. A summary of major demographic trends that have occurred during the 2000-2007 period will also be included.

Present the final report. PRC will prepare and make one presentation to County staff and interested stakeholders at a venue of the County's choice.

PROJECT DEADLINE AND DELIVERABLES

The deadline for delivery of the final report is March 16, 2009. Other deliverables include:

- An initial meeting between PRC and County staff in Eugene to discuss details about the project and the study area.
- Preliminary County and city population forecasts prepared for review by County staff in mid-January, 2009 (sent electronically via email).
- Final county and city population forecasts prepared by mid-February, 2009 for review by County staff.
- Presentation of the results of the study at a public meeting after the report is reviewed by County staff.

An additional meeting may be requested by Lane County staff and scheduled before or after the preliminary population forecasts are developed and reviewed by Lane County staff at an additional cost.

Lane County will provide professionally maintained spatial and attribute data typical of county or metropolitan service area GIS services providers, particularly data items under the third bullet under "data sources" above. The County will provide assistance with collecting data and information from its jurisdictions as needed to complete the project.

COST

The fee for the final report and other deliverables is **\$41,400.**

The cost for an additional 2-hour meeting in Eugene would be \$1,485.

PROJECT STAFF

The project team will consist of demographic researchers who collectively have over 30 years of experience in developing population forecasts. Project team members are listed below.

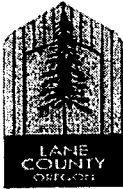
Ms. Proehl, Demographic Analyst, has been with PRC since 1998. She manages the Oregon Population Estimates Program and is responsible for preparing the population estimates for the State of Oregon and its counties and cities. Ms. Proehl is a member of the Federal-State Cooperative Program for Population Estimates (FSCPE), which is an organization of U.S. Census Bureau staff and state representatives who work together for the improvement and advancement of methodologies for sub-national population estimates. In addition to her responsibilities as Estimates Program Manager, Ms. Proehl develops population forecasts for school districts and special areas, community needs assessments, and affordable housing market analyses.

Ken Radin, GIS & Planning Analyst, has been with PRC since 2004. He is primarily responsible for demographic and land use spatial analysis, and Geographic Information Systems (GIS) utilization. He also develops small-area population estimates, demographic profiles, and integrates area-wide housing and population projections with sub-area projections. Mr. Radin served as co-investigator or principal investigator on several recent studies, including the Tualatin Valley Fire & Rescue District Demographic Profile and 2020 Forecast, the Gresham Parks Demographic & Parks Access Analysis (which included forecasts through 2020), and population estimates for a number of smaller Oregon service districts and cities.

Charles Rynerson, Demographic Analyst. Mr. Rynerson has over 20 years of experience as an Applied Demographer at PRC, the San Diego Unified School District, and the San Diego Association of Governments (SANDAG). At PRC between 1984 and 1995 and again since 2006, he has conducted county and special district forecasts, school enrollment forecasts, city and county population estimates, and has planned and coordinated census and survey fieldwork throughout Oregon.

Additional staff may include a research assistant to assist in data collection, mapping, graphical and copyediting support, and/or similar tasks.

For further information contact:
Risa Proehl (503-725-5103), proehlr@pdx.edu
Population Research Center
Portland State University
POB 751
Portland, OR 97207



Lane County

LAND MANAGEMENT DIVISION
125 EAST 8TH AVENUE
EUGENE, OREGON 97401

PHONE: 541-682-3823
FAX: 541-682-3947

July 7, 2008

Larry French,
DLCD Grants Administrative Specialist
635 Capitol Street NE, Suite 150
Salem, OR 97301-2524

Via Email to: larry.french@state.or.us and US Post

RE: Technical Assistance Grant Application – FY 2007-2009

Dear Larry,

The Lane County Land Management Division (LMD) is submitting the attached application requesting a Technical Assistance Grant to help offset costs associated with the development of coordinated population forecasts for Lane County and each of its incorporated cities pursuant to ORS 195.036.

Included in the submittal is a proposed work program that identifies the first week of September 2008, as the beginning of the intended TA Grant agreement period. From past experience we recognize that this start date is optimistic considering the time required to competently review grant applications. However, LMD is confident that the application is thorough and exceeds the review criteria requirements. Additionally, as DLCD is well aware, Lane County and its incorporated cities are eager to properly develop and adopt coordinated forecasts in a timely manner. For these reasons, LMD respectfully requests that DLCD expedite review of the enclosed application.

Please let me know if you need any additional documentation or have questions regarding the submittal.

Sincerely,

Keir Miller
Associate Planner
(541) 682-4631
keir.miller@co.lane.or.us

cc: Matt Laird, Lane County Land Management Division Manager
Kent Howe, Lane County Planning Director
Ed Moore, DLCD Southern Willamette Representative (w/o hardcopy attachments)

Enclosures: 07-09 DLCD TA Grant Application

Exhibit

2

1. Goals and Objectives:

The goal of the proposed project is to establish coordinated population forecasts for Lane County and each of its incorporated cities for use in maintaining and updating comprehensive plans.

Forecast established through this project will be:

1. Responsive to the planning needs of the Lane County and its incorporated cities
2. Developed using commonly accepted standards and practices in the field of demography
3. Based upon current, reliable and objective sources of verifiable information such as: birth and death rates, immigration and emigration rates, building permits, land use patterns and census data
4. Conducted in an open and transparent manner with opportunity for public review and comment
5. Legally defensible

Population forecasts will be developed out to the year 2035. In order to maintain figures that are viable to a 20-year planning horizon Lane County will update its forecasts approximately every five years. It is anticipated that future updates will be funded through a combination of long-range planning surcharge (applied to building permits and land use applications) and/or grant opportunities.

2. Products and Outcomes:

As the coordinating body for regional planning activities as described in ORS 195.025(1), Lane County intends to retain the services of the Population Research Center (PRC) at Portland State University. PRC is an interdisciplinary public service, research, and training unit focused on population-related data and research for the State of Oregon. The mission of PRC is to provide population data, information, and research analysis for Oregon and its communities. PRC staff are regionally recognized as experts in the field of demography.

Under the direction of Lane County Land Management Division, the Population Research Center will develop coordinated twenty-year population forecasts for Lane County and its incorporated communities consistent with the requirements of ORS 195.036. Forecasts will be developed using commonly accepted practices and standards (per OAR 660-024-0030). Developed forecast will then be brought forward as a Post Acknowledgement Plan Amendment to the Lane County Rural Comprehensive Plan and, upon adoption, will be referenced in RCP as an Addendum to the *Population Working Paper*.

For the purposes of this application the deliverables developed under the proposed Work Program are categorized as follows:

Product 1: will be an interim submittal and will consist of a detailed population forecast report developed by Portland State University. The report will feature forecasted population figures for both unincorporated Lane County and its incorporated cities to the year 2035. In addition to the forecast figures, the report will include extensive documentation of the forecast methods, data sources and assumptions used in the analysis.

Product 2: will be the final submittal consisting of the adopted Rural Comprehensive Plan text amendment materials including a new addendum to the *Population Working Paper*, the enacting Ordinance, the official record and the Notice of Adoption. The adopted addendum will contain the forecast figures developed by Portland State University.

Anticipated Outcomes: It is expected that newly adopted population forecasts will be used in a variety of meaningful ways within Lane County, particularly in urban-area planning. Uses will likely include the calculation of residential or commercial land needs or urban growth boundary analysis – all of which are reliant upon forecasts of future population growth. Additionally, important facilities plans to address sewerage, transportation and other infrastructure must incorporate the expected population to be served during the planning period.

3. Work Program, Timeline & Payment:

Phase 1 - Project Development: June 2008 through September 2008 (Note: this phase of the project predates the anticipated TA grant period. No funding is being requested for work performed during this phase.

June 2008

Week 1: -Conference call and correspondence with consultant to discuss project and distribute background materials

Week 4: -Discussion with Board of Commissioner to provide options and seek policy direction concerning population projection alternatives

July 2008

Week 1: -Coordinate Scope of work with Portland State University (PSU)
-Develop and submit TA Grant Application to DLCD

Week 3: -Report back to Board of Commissioners to provide an update on PSU's proposed scope of work

August 2008

Weeks 1-4: -Process purchase order or IGA through appropriate review channels at PSU and Lane County

Phase 2 - Population Forecast Development: September 2008 through February 2009

September 2008

Week 1: - Enter into TA Grant Agreement with DLCD
-Hold a coordination meeting amongst principals (LMD, incorporated cities, PSU) to discuss project methodologies, assumptions, and data sources

- Advertise future public meeting to discuss project methodology and assumptions in *Register Guard* and on Lane County Webpage

Week 2 - Circulate invitation and any background material for upcoming meeting to known parties of interest
- PSU begins gathering and scrubbing required data for analysis

Week 3: - Hold meeting in Eugene between PSU staff and public to discuss project methodology and assumptions

Week 4: - PSU/ LMD review comments received regarding project methodology

October 2008

Week 1: -PSU/LMD co-develop summary report describing the proposed methodology to be used in the forecast
-LMD develops background materials for Work Session with Board of Commissioners

Week 2: -LMD circulates summary methodology report to principals and interested parties

Week 4: - Work session with Board of Commissioners to discuss methodology
-PSU begins generating forecasts based upon reviewed methodology and assumptions

November 2008

Weeks 1-4: - PSU generating forecasts

December 2008

Weeks 1-4: - PSU generating forecasts

January 2009

Weeks 1-4: - PSU generating forecasts
- LMD schedules tentative coordination meeting with cities (Week 4)

February 2009

Week 1: - PSU submits draft forecasts figures to Lane County

Week 2: - Coordination meeting between LMD and cities to review initial figures and submit comments/clarifications to PSU

Weeks 3-4: - PSU develops draft forecast report
- LMD develops architecture for addendum to RCP Working Paper

Phase 3 - Population Forecast Adoption: March 2009 through June 2009

March 2009

Week 1: - PSU delivers draft population forecast report (**Product 1**)
- LMD begins generating PAPA materials: Population Forecast Addendum to RCP, implementing ordinance language, etc.

Product Submittal **Submittal of Product 1 to DLCD for review under provisions of the Technical Assistance grant**

Interim Payment **Submittal to DLCD for partial reimbursement of expenses for Portland State University and PW-GIS**

Week 2: - LMD continues to generate PAPA materials
 - LMD develops background material for upcoming Planning Commission work session

Week 3: - LMD continues to generate PAPA materials

Week 4 - PAPA materials hearing ready
 - LMD sends 45 day notice of proposed amendment to DLCD

April 2009

Week 2: - Hold work session with Planning Commission to familiarize them with the population forecasting project - discuss background, statutory requirements, methodology and process to-date

Week 3: - LMD generates materials for upcoming Public Hearing with the Lane County Planning Commission - LCPC staff report, hearing notice
 - Notice of upcoming LCPC public hearing is sent to the *Register Guard*

Week 4 - Notice of upcoming Planning Commission Hearing is published in the *Register Guard*

May 2009

Week 1: -Staff report for upcoming Planning Commission Hearing is available

Week 2: - Hold Public Hearing with Planning Commission (PSU presents findings of forecast to the public)
 - LMD refines PAPA materials based on any LCPC recommendations

Week 3: - LMD generates materials for public Hearing with Board of Commissioners- BCC staff report, hearing notice, final language for *Addendum to Population Working Paper*
 - Notice of upcoming public hearing of the Lane County Board of Commissioners is sent to the *Register Guard*

Week 4: - Notice of upcoming public hearing of the Lane County Board of Commissioners public hearing is published the *Register Guard*

June 2009

Week 1: -LMD submits BCC PAPA packet for review by Delta/Legal/BCC Review Committee

-
- Week 3 - Hold Public Hearing with Board of Commissioners on proposed amendment to the RCP to adopt an addendum to the Population Working Paper (PSU presents findings of forecast to BCC)
 -LMD sends notice to parties with standing and DLCD

Product Submittal **Submittal of final Products to DLCD for review under provisions of the Technical Assistance grant**

Final Payment **Submittal of request for final reimbursement to DLCD for Technical Assistance grant funds**

4. Review Criteria

Per DLCD's *General Fund Grant Allocation Plan* coordinated population projection work is an eligible and PRIORITY category of for Technical Assistance Grant assistance. As described throughout this application and incorporated herein by reference, the proposed project has clearly stated and measurable objectives which are realistic and achievable under the work plan attached. Further, the proposed project is consistent with the statewide planning goals because it seeks to provide Lane County and each of its incorporated communities updated coordinated population forecasts (as required by ORS 195.036) to assist in better planning efforts. New population forecasts will be developed in an open and public fashion with opportunity for review and comment by the public and will be referenced into Lane County's Rural Comprehensive Plan, which is acknowledged as being compliant with statewide planning goals. For all these reasons the proposed project successfully meets the review criteria of a Technical Assistance grant.

5. Project Partners

- o Lane County Land Management Division
- o The incorporated cities of Lane County: Florence, Veneta, Cottage Grove, Creswell, Coburg, Oakridge, Lowell, Westfir, Dunes City, Junction City Eugene and Springfield
- o Oregon Department of Land Conservation & Development
- o Portland State University, Population Research Center
- o Lane County Public Works Transportation Planning- GIS

6. Cost-Sharing and Local Contribution

Like many counties throughout Oregon Lane County's current financial outlook is poor. In the last two months the county has reduced its workforce by eight percent due to the loss of federal Secure Rural Schools funding. Yet despite a tight budget, Lane County recognizes its statutory obligation to develop and adopt sound population forecasts. To this end Lane County is proposing a local contribution of \$40,171.80 towards this effort. This funding will primarily cover the indirect costs and operational overheads of county staff working on the project. A detailed accounting of these staff labor hours and costs are provided with the attached Grant Budget Summary.

2007-2009 DLCD GRANT APPLICATION
Grant Budgets

Grant Budget Summary

	Grant Request	Local Contribution	Total Budget
<u>Personal Services</u>			
* Public Works GIS	\$ 425.70	\$ 698.14	\$ 1,123.84
** Land Mgmt Division	\$ 23,337.60	\$ 38,273.66	\$ 61,611.26
<u>Supplies/Expenses</u>	\$ ---	\$ 1,200	\$ 1,200
*** Misc. expenses			
<u>Contract Services</u>	\$ 50,000.00	\$ ---	\$ 50,000.00
**** PSU- Population Research Center			
<u>Other</u>	\$ ---	\$ ---	\$ ---
TOTAL	\$ 73,736.30	\$ 40,171.80	\$ 113,935.10

* GIS Analyst (assist consultant with regional data needs) @ \$23.65/hours x 18 hours = \$425.70 + \$ 698.14 benefits/overhead.

** Planner (coordinate forecasts w/ stakeholders and process PAPA) 0.5 FTE @ \$22.44 x 1040 hours = \$23,337.60 + \$38,273.66 benefits/overhead.

*** Miscellaneous expenses including: postage, printing, Planning Commission meals, mileage reimbursement and minutes recorder fees.

**** Consultant expenses Portland State University Population Research Center -*Scope of work and cost estimates available upon request*

Grant Product Cost Summary

Product	Grant Request	Local Contribution	Total Budget
1	\$ 57,426.98	\$ 12,180.24	\$ 69,607.22
2	\$ 16,336.32	\$ 27,991.56	\$ 44,327.88
TOTAL	\$ 73,763.30	\$ 40,171.80	\$ 113,935.10

LAIRD Matt P

From: MOTT Gregory [gmott@ci.springfield.or.us]
Sent: Monday, July 21, 2008 11:15 AM
To: LAIRD Matt P
Cc: HOWE Kent; GARDNER Lisa A; GRILE Bill; MUIR Susan L; VANVECTOR Bill (HL); JEROME Emily N; VORHES Stephen L; GRIMALDI Gino; TOWERY Jeffrey
Subject: Lane County Population Forecast

Matt,

The cities of Springfield and Eugene have provided testimony to the Board regarding our preference, request actually, to rely upon the safe harbor provisions provided for by law to establish new population forecasts for our future separate urban growth boundaries. As you know, safe harbor is both a methodology to calculate population numbers and a process to have these numbers validated for incorporation into the comprehensive plan.

Our most recent testimony was a joint letter from Lisa Gardner and me, dated June 25, 2008 wherein we related that both city councils had initiated Metro Plan amendments utilizing the safe harbor population forecast methodology. That letter identified HB 3337 as a principal reason for our request, and specifically the requirement that we determine, independent of each other, that we have adequate residential inventories to accommodate projected growth for the 20-year period following the effective date of the law (12/31/09). Neither Eugene nor Springfield can comply with this requirement without a population forecast for our own individual urban growth boundary area. No past or current forecast for the metro area has disaggregated these forecasts for the cities nor do these forecasts extend to the necessary horizon year of 2030.

We are aware that the county is considering funding a comprehensive coordinated population forecast for all the cities in the county as well as a rural population component. We understand that preliminary estimates of the time necessary to complete this study may be as long as nine months or a year, to be followed by some additional months to conduct post-acknowledgment plan amendments which may or may not then be subject to the appeals process. Speaking for Springfield, were it not for the requirements of HB 3337 we would almost certainly be participating in the coordinated population forecast process. However, timing and process certainty provided by the safe harbor method is of critical importance to our current circumstances, so we respectfully request that you consider adding the following sentence to any motion, resolution, ordinance or order adopted by the Board in furtherance of any population forecast effort:

"Notwithstanding any other provision of this [order], including the purpose of its enactment and effective date, it is not the intent of the Board to preclude other jurisdictions within Lane County from seeking the safe harbor alternative population forecast as provided for by state law."

Thank you for your consideration of this request.

gmott

**Tentative LMD Work Program
For contracting with Portland State University Population Research Center
And adopting a coordinated population forecast pursuant to Option Three in the
6/25/08 Board Agenda Cover Memo**

Phase 1 - Project Development: June 2008 through September 2008

June 2008

- Week 1: -Conference call and correspondence with consultant to discuss project and distribute background materials
- Week 4: -Discussion with Board of Commissioner to provide options and seek policy direction concerning population projection alternatives

July 2008

- Week 1: -Coordinate Scope of work with Portland State University
- Week 2 -Develop and submit TA Grant Application to DLCD

August 2008

- Week 1 -Report back to Board of Commissioners to provide an update on PSU's proposed scope of work
-Seek direction from the Board to proceed with population forecast
- Weeks 2-4 -Process purchase order or IGA through appropriate review channels at PSU and Lane County if directed by Board

Phase 2 - Population Forecast Development: September 2008 through February 2009

September 2008

- Week 1: - Enter into TA Grant Agreement with DLCD
-Hold a coordination meeting amongst principals (LMD, PSU) to discuss project implementation and data sources
- Week 2 - PSU begins gathering and scrubbing required data for analysis

October 2008

Weeks 1-4: - PSU generating preliminary forecasts

November 2008

Weeks 1-4: - PSU generating preliminary forecasts

December 2008

Weeks 1-4: - PSU generating preliminary forecasts

Week 4 - Advertise public meeting on website, and news media, send invitations to interested stakeholders.

January 2009

Week 1 -LMD receive and review preliminary report from PSU
-LMD sends 45 day notice of proposed amendment to DLCD

Week 2: -LMD circulates preliminary report with methodologies and assumptions to principals and interested parties

Week 3: - Coordination meeting with cities to discuss preliminary report.
- Public meeting to discuss preliminary report, assumptions and methodologies.

Week 4: - PSU/ LMD review comments received regarding project methodology

February 2009

Week 1: - PSU makes revisions to report based on comments received at public meeting.

Weeks 3-4: - PSU develops draft forecast report
- LMD develops architecture for addendum to RCP Working Paper

Phase 3 - Population Forecast Adoption: March 2009 through June 2009

March 2009

- Week 1: - LMD begins generating PAPA materials: Population Forecast Addendum to RCP, implementing ordinance language, etc.
- Week 1: - LMD generates materials for upcoming Public Hearing with the Lane County Planning Commission - LCPC staff report, hearing notice
- Week 2: - LMD continues to generate PAPA materials
- LMD develops background material for upcoming Planning Commission work session
- Week 4 - Hold work session/public hearing with Planning Commission to familiarize them with the population forecasting project - discuss background, statutory requirements, methodology and process to date
- Week 4 - LMD generates materials for 2nd Public Hearing with the Lane County Planning Commission - LCPC staff report

April 2009

- Week 2: - LCPC holds 2nd public hearing on draft forecast

May 2009

- Week 1: - LMD generates materials for public Hearing with Board of Commissioners- BCC staff report, hearing notice, final language for *Addendum to Population Working Paper*
- Week 4 : -Hold Public Hearing with Board of Commissioners on proposed amendment to the RCP to adopt an addendum to the Population Working Paper (PSU presents findings of forecast to BCC)

June 2009

- Week 1: -LMD sends notice of adoption to parties with standing and DLCD
- Weeks 2-4 -21 Day Appeal Period until ordinance becomes final