

ORMAP Advisory Committee Meeting

March 22, 2001

South Salem Field Office

Members Attending: Elizabeth Harchenko (facilitator), Jim Manary, Cy Smith, George Lewis, Greg Baker, Marc Thomas, Jerry Hanson

Others Attending: Teresa Burch, Dean Anderson, TC Curlee, Andrea Westersund, John Prychun, Keith Massie, Scott Jackson, Brett Juul, Dan Malaer, Xann Welsh

Agenda Item: *Introductions - Elizabeth Harchenko*

Xann Welsh is filling in for Monica Warren who has joined the Property Tax Division of the Department of Revenue as an appraiser. Teresa Burch is sitting in from Pacificorp.

Agenda Item: *Goal 1 Status/Cost Recovery - Cy Smith*

Cy Smith reported on the services that will be provided by the clearinghouse for the ORMAP project. The state GIS clearing house will host TIF images provided over the Internet with an index. A browser will be used to select and download maps. The clearinghouse has applied for a grant and is working with the Technical Group to finalize standards. The next step is to get data from the counties beginning in May.

Concern was expressed about the need to fund the maintenance of the ORMAP system as it is built. The current funding level for the program will not cover on going costs to keep the system running and current. ORMAP is an eight-year project that will create a valuable product.

Action: Committee will continue to work with CY and keep posted.

Agenda Item: *Tech group Report*

Dan Malaer reported on the Technical Group. The Tech Group came up with a simple option for goal one funding. Several counties have digital maps so the Tech Group is recommending to the Advisory Committee to give counties with digital maps \$1 per map plus \$300 for equipment to create a digital image. Nondigital counties will get \$2 per map plus \$300 for equipment. Cy's group needs \$8400 to host the site. An estimated total of \$66,821 will be spent on goal one. Counties will need to request additional funds either from discretionary or regional funds to complete the project if established funding plan doesn't meet their cost.

The Dept. of Revenue is trying to get the last of the details nailed down and looking for the simplest way to get funding out. A written agreement between the Dept. of Revenue and the counties receiving funding is needed. The Dept. of Revenue is working with DAS to set up intergovernmental contracts.

Motion: To accept the recommendation from the Technical Group for the method to distribute goal one funds. If a county needs additional funds they will not be limited to the automatic \$1 per map amount. Motion has been seconded.

Vote: All members recommend the Technical Group proposal for goal one funding.

Agenda Item: *Discussion of funding for goals 2-4*

Jim Manary presented documents to explain the ORMAP funding process.

ORMAP Funding Flow Chart: The flow chart summarizes the funding process.

ORMAP County Proposal Format: The Technical Group devised this form as a uniform way to organize the proposal. Dean Anderson presented his draft of the proposal that started with the technical outline and reworded the original proposal to follow the outline. This is what the Tech Group would look at and refer to the

Advisory Committee. The idea is that the Advisory Committee would have a general idea of what the proposal is by reading a short summary. The Technical Group will present what they believe are the important issues to the Advisory Committee for each proposal.

The Technical Group will also look at effective cost spending. The ability of counties to use resources available within other counties may be more cost effective than hiring outside vendors. We would like to see counties collaborate in conversion for the lowest cost. It was recommended to add a line on the ORMAP County Proposal Format form for "if using private contractor, please explain".

Technical Group Review: The Technical Group is trying to keep the proposal process simple for the Advisory Committee. The important issue of whether they believe the project is reasonable, would achieve the purpose, and adheres to the technical standards needs to be addressed.

Interaction with regions would be very beneficial to the small counties who are expressing concern about writing formal proposals. They would be able to use the regional resources to draft their proposal.

Committee agrees that keeping the process simple is important.

The regions need to decide how they want to use their partnerships. The Advisory Committee will be looking for how creative the proposals will be in using resources a region has available and getting the best bang for the buck instead of starting from scratch.

Dean Anderson reviewed the process from the time the proposal is submitted until it is presented to the Advisory Committee. If exceptions are large enough, then Technical Group member with questions will contact county for additional

information or clarification of proposal.

An additional question will be added to the Technical Group review identifying whether the region supports the county proposal.

After the Department approves funding, there will be an intergovernmental agreement with each county for formula dollars. A written agreement is needed before funds will be disbursed. The same is true for discretionary funds.

ORMAP Discretionary Fund Request- Policy Considerations Information: The committee had no issues with the Discretionary Fund Request- Policy Considerations Information. Key points are innovation and maintenance. The Technical Group and Advisory Committee will be looking for a different way of benefiting everyone in long run and what the maintenance plan is for each proposal.

ORMAP Discretionary Fund Request- Summary For Advisory Committee:

The form is one page of critical issues as a quick reference for the Advisory Committee. The Advisory Committee will look at the big picture. The proposal will need to identify how the project meets the regional strategy.

The Advisory Committee would like the technical review to include checking a box as to whether the proposal will meet the regional strategy.

Agenda Item: *Next Meeting*

The next Advisory Committee meeting is tentatively scheduled for June 28, 2001 at the South Salem Field Office from 10:00 am to 3:30 p.m.

How often will advisory meet to discuss the proposals to disburse the funds?

Money is submitted to the Dept. of Revenue quarterly. Depending upon the size of grant applications and when we know how much money is coming in, a quarterly deadline will most likely be established. ORMAP will not be able to

fund every proposal instantly due to the limitation of the funds available. It will be up to the regions to set their priorities to reach each of goals one through four, as funds are available.

The timing of funds coming in will determine when the Advisory Committee will meet to approve proposals for funding. The Technical Group will also need to organize their meetings to review the proposals before submitting to the Advisory Committee.

Vote: Advisory Committee agrees to meet every 6 months to review and approve proposals for funding.

Announcement: George Lewis is leaving his position with the City of Dundee.

George hopes to continue working on the ORMAP project if he moves to another city within the State of Oregon.