

COUNCIL AGENDA



AUGUST 9, 1995

LEBANON CITY COUNCIL

August 9, 1995

7:30 p.m.

A G E N D A

Lebanon School District Board Room
485 South Fifth Street

NO NOON SESSION

CALL TO ORDER/FLAG SALUTE

ROLL CALL

APPROVAL OF MINUTES

- 1) Minutes of the July 26, 1995 City Council Meeting

LEGISLATIVE ACTION

- 2) 1994-95 PRIORITY SIDEWALKS

Presented by: Jim Ruef, Public Works Director

Approval/Denial of RESOLUTION

- 3) WILLIAMS STREET NO PARKING ZONE

Presented by: Jim Ruef, Public Works Director

Approval/Denial of RESOLUTION

- 4) TRAFFIC CONTROL SIGNS AT THE MORTON AND SEVENTH STREET INTERSECTION

Presented by: Jim Ruef, Public Works Director

Approval/Denial of RESOLUTION

5) HANSARD AREA IMPROVEMENT PROJECT FINANCIAL AGREEMENT

Presented by: Jim Ruef, Public Works Director

Approval/Denial of RESOLUTION

6) TOWING ORDINANCE

Presented by: Tom McHill, City Attorney

Approval/Denial of ORDINANCE

OTHER MATTERS

7) PUBLIC PURPOSE GRANT - SENIOR AND DISABLED SERVICES

8) PEDESTRIAN SAFETY IMPROVEMENTS ON AIRPORT ROAD

9) STATEWIDE TRANSPORTATION IMPROVEMENT PLAN UPDATE

10) STATUS REPORT - CAPITAL IMPROVEMENT GRANTS

MONTHLY BOARD MINUTES

11) SENIOR AND DISABLED SERVICES ADVISORY BOARD MINUTES

CITIZEN COMMENTS

ADJOURNMENT

AGENDA ITEM 1

**MINUTES
LEBANON CITY COUNCIL MEETING
JULY 26, 1995**

MEMBERS PRESENT Mayor Bob Smith, Councilors, Diane Branson, Ken Toombs, John Richard, Wayne Rieskamp and Floyd Fisher.

STAFF PRESENT Joseph Windell, City Administrator; Tom McHill, City Attorney; Walt Richmond, Chief of Police; Doug Parker, City Planner; Jim Clark, Engineering Division Manager and Dorothy Nicholson, Secretary.

CALL TO ORDER / ROLL CALL

The meeting was called to order by Mayor Smith at 7:30 P.M. in the Lebanon School District Board Room at 485 S. 5th Street. Roll call was taken with four members present. Councilor Toombs arrived at 7:35 P.M. Councilor Ron Miller was absent.

APPROVAL OF MINUTES

1) MINUTES OF JUNE 28, 1995 CITY COUNCIL MEETING

The Minutes of the June 28, 1995 meeting were approved as submitted.

PUBLIC HEARING

Attorney McHill noted the following regarding Agenda Items #3, #4, #5 for record: on the agenda this is listed as Legislative Action, however it should be Public Hearing. Notices were sent out as required.

**3) PROPOSED ZONE TEXT AMENDMENT ZTA-95-1
(SUPPLEMENTARY PROVISION - ACCESS)**

City Planner Parker explained the amendment was recommended by the Lebanon Planning Commission to relax regulations regarding large developed lots and for the development of irregularly shaped lots with limited street access, reducing the minimum required street frontage per lot and to facilitate the use of access easements. Councilor Rieskamp asked how many lots are in the city that could be affected by this amendment. City Planner Parker responded there could be at least 50 lots where this would be an advantage.

Lebanon Zoning Ordinance, Article 5 - Supplemental Provisions be amended by adding the following (new language added indicated in bold):

Section 5.020 - (Access)

1. Single family dwelling - a lot containing a single family dwelling must abut a street for a minimum width of 14 feet including a minimum 12-foot wide driveway.
2. Two adjacent single family dwellings - two adjacent lots, each containing a single family dwelling, must abut a street for a minimum of 24 feet (minimum of 12 feet for each lot) which may include a shared 12-foot wide driveway serving both dwellings. Perpetual

reciprocating access easements and maintenance agreements for the driveway are required.

3. Three or four single family lots - up to a maximum of four single family dwelling lots may be served by a minimum 30-foot wide access easement with a minimum 24-foot wide two-way driveway. All buildings must be set back at least 5 feet from the access easement. Perpetual reciprocating access easements and maintenance agreements for all lots proposed to use the driveway are required.

Mayor Smith opened the Public Hearing for the taking of testimony. The Public Hearing was declared closed after receiving no public comments.

City Attorney McHill read the following Ordinance Bill by title:

A BILL FOR AN ORDINANCE AMENDING SECTION 17.38.100 OF THE LEBANON MUNICIPAL CODE, EXCEPTIONS, SETBACKS AND MISCELLANEOUS PROVISIONS, AND DECLARING AN EMERGENCY.

It was moved by Councilor Branson, seconded by Councilor Rieskamp and passed unanimously by four members by roll call (Councilor Toombs had not arrived in time for this vote) to:

Adopt the Ordinance.

4) **ANNEXATION AND ZONING OF A CERTAIN PROPERTY**

City Attorney McHill explained this Public Hearing is different than that of Item #3 in that it specifically involves a land use planning decision. Those who are in attendance must give testimony directed toward the relevant criteria that has been identified by City Staff in Councilor's packet. At close of Public Hearing Councilors will have opportunity to question staff and then make their decision.

Presented by City Planner Doug Parker. This is a request for annexation of a 9.02 acre portion of a vacant 28.60 acre parcel Tax Lot 800 located on the east side of Airway Road, north of Airport Road.

Mayor Smith opened the Public Hearing for the taking of testimony. The Public Hearing was declared closed after receiving no public comments.

City Attorney McHill read the following Ordinance by title:

A BILL FOR AN ORDINANCE ANNEXING AND ZONING PROPERTY FOLLOWING HEARING AND UPON THE WRITTEN CONSENT FILED WITH THE CITY COUNCIL BY LANDOWNERS IN SAID AREA PURSUANT TO ORS 222.120 AND ORS 222.170.

A motion was made by Councilor Rieskamp, seconded by Councilor Richard and passed unanimously by five members by roll call to:

Adopt the Ordinance.

5) ADOPTION OF REVISIONS TO THE URBAN GROWTH MANAGEMENT AGREEMENT

City Planner Doug Parker explained that Lebanon and Linn County have had an Urban Growth Management Agreement (UGMA) since 1982. This past year the City and County have worked to update and revise this agreement. Councilors were given a Zoning and Development Guide for Lebanon area. Mr. Parker pointed out that UGMA coordinates with City's Facility Plans for roads, water, sewer, storm drainage and parks. The Lebanon Planning Commission held a Public Hearing on this issue. The UGMA has been reviewed by City Staff and City Attorney. City Staff recommends City Council adopt the revised UGMA.

A motion was made by Councilor Toombs, seconded by Councilor Rieskamp and passed unanimously by roll call that:

We adopt the Revisions to the Urban Growth Management Agreement.

ADDITION TO AGENDA

PRESENTATION OF LEBANON'S NEW POLICE DOG

Police Officer Dave Chaput introduced the new Lebanon Police dog, Chris. He is a 3-1/2 year old Belgium Mallanois imported from Germany. He is trained in tracking.

LEGISLATIVE ACTION

2) TAX ANTICIPATION NOTE FOR 1995-96

City Administrator Joe Windell explained this is a resolution authorizing short term borrowing to make up for the deficit in the General Fund from July 1 until receipt of tax receipts in November. This year the city will be borrowing \$300,000. This loan will be made by Key Bank who offered the lowest interest rate, lowest fee and available for 12 months if needed.

City Attorney McHill read the resolution by title:

A RESOLUTION AUTHORIZING SHORT TERM BORROWING BY MUNICIPAL CORPORATIONS, QUASI-MUNICIPAL CORPORATIONS AND CIVIL SUBDIVISIONS PURSUANT TO ORS 287.442.

A motion was made by Councilor Rieskamp, seconded by Councilor Fisher and passed unanimously to:

Approve the Resolution.

6) DECLARING SURPLUS PROPERTY

Police Chief Richmond reported there is a 1992 Chevrolet Caprice with more than 96,000 miles on it. He requested this vehicle declared as surplus property enabling them to sell or trade it.

City Attorney McHill read the resolution by title:

A RESOLUTION AUTHORIZING THE SALE OR DISPOSAL OF CITY OWNED PERSONAL PROPERTY

A motion was made by Councilor Toombs, seconded by Councilor Richard and passed unanimously to:

Approve the resolution

7) STREET CLOSURE REQUEST

Police Chief Richmond explained that Natalie Adams has requested a street closure, barricading Kari Place, a cul-de-sac, for their third annual block party from 3:00 P.M. to 10:00 P.M., August 5, 1995.

A motion was made by Councilor Branson, seconded by Councilor Toombs and passed unanimously:

In favor of their request.

OTHER MATTERS

8) PEDESTRIAN SAFETY ISSUES ON AIRPORT ROAD

Ms. Valeryn Michaels presented Council with 60 petitions requesting additional crosswalks, additional stop signs, etc. on Airport Road between 7th Street and Stoltz Hill Road. Engineering Division Manager Jim Clark stated a 4-way stop sign on Airport Road had been requested but there has been no response to a letter written to the County.

Sherry Steele, Principal of Cascadia School also asked for consideration of this situation.

Councilor Branson asked if the PTA could furnish a crossing guard for the 7th Street crossing. Engineering Division Manager Jim Clark agreed this was a very good recommendation.

Councilor Fisher inquired regarding police enforcement. Chief Richmond responded that in this year there have been 130 separate violations cited in this area - 28 speeding. As of August 11, there will be a new officer in the department allowing more enforcement.

High visibility crosswalks with flashing lights were also recommended.

City Planner Parker stated this road is slated for reconstruction in one year. This must be considered.

9) **CABLE TV ADVISORY COMMITTEE REPORT**

Terry Finch, member of the Citizen's Advisory Committee to the Regional Cable Commission, appointed by Mayor Smith, asked that the Council contact him at any time for suggestions on how to improve cable TV in Lebanon. Councilor Rieskamp complimented Mr. Finch on the extensive reports prepared by him and presented to the Council. Administrator Windell stated he felt there are not enough channels available in the Lebanon area.

MONTHLY BOARD MINUTES

10) **SENIOR AND DISABLED SERVICES ADVISORY BOARD MINUTES**

Senior and Disabled Services Advisory Board Minutes of June 21, 1995

CITIZENS' COMMENTS

There were no citizens' comments.

ADJOURNMENT

There being no further business to come before the Lebanon City Council, the meeting was adjourned at 8:40 P.M.

Recorded by: Dorothy Nicholson, Secretary

Robert G. Smith, Mayor

ATTEST:

Joseph A. Windell, City Recorder

AGENDA ITEM 2



CITY OF LEBANON

MEMORANDUM

TO: Joseph A. Windell
City Administrator

DATE: August 4, 1995

FROM: James P. Ruef
Director of Public Works *JPR*

SUBJECT: 1994-95 Priority Sidewalks

The deadline has passed for those property owners who are part of the 1994-95 Priority Sidewalk Program. City Council asked to have these sidewalks installed by June 30, 1995 and backed the request with a \$3.78 per lineal foot incentive. The original list contained 33 properties. At this time, 18 have been installed and 2 are currently under construction. Of the 13 remaining locations, two have new owners which staff is recommending that they be given an extension of time. The two parcels on Market Street, which are included in the attached Resolution, may also ask for an extension of time due to the possibility of development of the parcels.

I recommend that City Council adopt the attached Resolution giving the remaining property owners two additional months in which to construct their sidewalks without benefit of the incentive program. After the new October 9, 1995 deadline, City staff will add those sidewalks still not constructed to our next sidewalk/curb access ramp project and place a lien upon the property to recover our costs.

dm



CITY OF LEBANON

MEMORANDUM

TO: JIM RUEF, DIRECTOR OF PUBLIC WORKS

DATE: AUGUST 2, 1995

FROM: ANNA RAE GOETZ, ADMINISTRATIVE ASSISTANT

SUBJECT: 1994-95 HIGH PRIORITY SIDEWALKS

Sidewalk construction within the 1994-95 High Priority Area was scheduled to be completed by June 30, 1995.

The CIP Committee identified 33 properties as needing sidewalks installed. At this time, 18 have been completed and 2 are currently under construction.

The 2 properties listed below have been sold, and staff is recommending that the new property owners be notified and granted a one year extension, until June 30, 1996, to complete sidewalk installation.

Map 12-2W-10BD, TL 210 (790 Tangent St.)

Map 12-2W-15DC, TL 400 (2590 S. Fifth St.)

The property owners at 2320 S. Fifth Street submitted a letter (attached) requesting that the City install their sidewalk. I notified them by telephone of the August 9 City Council meeting.

In accordance with Chapter 12 of the Lebanon Municipal Code, the remaining property owners were notified on July 28, 1995, by registered mail that a resolution would be presented to Council at the August 9 City Council meeting. The resolution ordering construction of sidewalks prior to October 9, 1995, is attached for Council consideration.

5/5/95

Dear Siss,

We wish to have the City of Lebanon install our sidewalk at our property on 2320 So 5th St.

We understand that the City will put a lean on our property for payment of the sidewalk installation.

Thank you,

Sharon K Snyder
Robert R. Snyder
2320 So 5th St.
Lebanon, OR 97355
451-7628

P.S. Our reason is we prefer the City of Lebanon perform the sidewalk work.

RESOLUTION REGARDING SIDEWALK)
CONSTRUCTION IN THE CITY OF)
LEBANON)

RESOLUTION NO. _____
for 1995

WHEREAS, the Lebanon City Council adopted a Sidewalk Incentive Program.

WHEREAS, certain areas of the city have been designated as high priority areas for sidewalk construction.

WHEREAS, property owners have been given proper notice and a one-year time period for sidewalk construction.

WHEREAS, sidewalk construction at the locations indicated below has not been completed within the one-year time period.

WHEREAS, the Lebanon City Council has deemed it reasonable, necessary and expedient to order the construction of sidewalks at the following locations.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LEBANON AS FOLLOWS:

1. It is hereby ordered that sidewalks at the following locations be constructed in accordance with Chapter 12 of the Lebanon Municipal Code:

<u>Location</u>	<u>Property Owner</u>
Map 12-2W-10AD, TL 3900 (410 Rose St.) Sidewalk placement along Rose Street	Patricia E. Purcell
Map 12-2W-15AD, TL 1601 (1695 Second St.) Sidewalk placement along Second Street	Steven & Merle Duncan
Map 12-2W-15AD, TL 3900 Sidewalk placement along Second Street	Timothy Mangan
Map 12-2W-23B, TL 807 (200 Market St.) Sidewalk placement along Market Street	William & Barbara Walsh

<u>Location</u>	<u>Property Owner</u>
Map 12-2W-23B, TL 808 Sidewalk placement along Market Street	Janice M. Horner, etal
Map 12-2W-10AD, TL 201 (111 Third St.) Sidewalk placement along Tangent Street	Robert Ostrom
Map 12-2W-15DC, TL 102 (387 Walker Rd.) Sidewalk placement along S. Fifth Street	Anneliese Hess
Map 12-2W-15DC, TL 104 (2565 S. Fifth St.) Sidewalk placement along S. Fifth Street	Brian & Theresa Messmer
Map 12-2W-15DC, TL 202 and 203 (2494 S. Fifth St.) Sidewalk placement along S. Fifth Street	Lavern Melton
Map 12-2W-15DC, TL 207 (2430 S. Fifth St.) Sidewalk placement along S. Fifth Street	James & Patricia Gulliksen

2. If sidewalks are not constructed before October 9, 1995, the City Engineer is hereby ordered to cause the construction of sidewalks, and the costs associated with the construction shall be placed as a lien against the property.
3. The City Engineer is hereby ordered to notify the above-mentioned property owners of City Council action.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this ____ day of _____, 1995.

Robert G. Smith, Mayor

ATTEST:

Joseph A. Windell, City Administrator

AGENDA ITEM 3



CITY OF LEBANON

MEMORANDUM

TO: Joseph A. Windell
City Administrator

DATE: August 4, 1995

FROM: James P. Ruef
Director of Public Works *JPR*

SUBJECT: Williams Street No Parking Zone

It is obvious to anyone who drives on Williams Street from Wheeler to Grant that the street is failing. A project to rebuild this section of Williams would cost approximately \$1,400,000 and has been under consideration by the Capital Improvement Committee for at least the past two years. As much as everyone agrees that the project is needed, the funding just has not been available.

In the late 1980's City Council moved parking from the east side of Williams Street to the west side to relieve the existing wheel ruts from further damage. This change moved the heavy wheel traffic over to areas of the paved surface that were not showing the damaging effects of the traffic. This effort successfully delayed the inevitable reconstruction project but did not eliminate the need. As we expected, new wheel ruts have now developed and we are again faced with the high annual maintenance costs of patching a "failed" street.

The CIP Committee has been working on ways to fund our unmet street maintenance needs, this project being only one of the more visible ones. Meanwhile, there is the possibility of wringing a few more years of life out the existing pavement and reducing our maintenance costs on this section of the street. By removing all parking on Williams Street from Wheeler to Grant, we will allow the traffic to travel down those sections of pavement that remain in fair condition. This is already happening when traffic is light; most drivers prefer to travel outside the rutted sections. If there is no opposing traffic, it is common to see vehicles travel over the painted centerline of the street to avoid the ruts. If the street parking can be removed, maintenance staff can move the painted centerline more toward the center of the street to allow traffic more freedom to find the best path. Regrettably, this will mean fewer options for local residents along Williams Street to find overflow parking for their property.

We have given notice to those property owners along this section of Williams Street as outlined in the attached memo from Jim Clark, Engineering Services Division Manager. I concur with his recommendation.

dm

Williams St. Parking Response List

- | | | | |
|----|------------------|------------------|---|
| 1. | Tom Simonson: | 319 E. Rose | Wrong owner
Correct owner: Novina Roth |
| 2. | Victor Neal: | 45 Williams St. | *Suggestion: No Parking - Both sides
*Agrees with parking change |
| 3. | Mr. Milton: | 104 Williams St. | *Move Truck Route!!!
*Strongly Disagrees with parking change |
| 4. | Ross MacKay | 309 Dodge St. | *Move Truck Route
*Agrees with parking change |
| 5. | Carolyn Punteney | 426 Williams St. | *Agrees with parking change |



CITY OF LEBANON
925 MAIN STREET
LEBANON, OREGON 97355-3200
FAX: (503)451-1260

August 3, 1995

Taunya Seifert
54 Williams Street
Lebanon, OR 97355

Dear Property Owner/Resident:

Recently, we wrote to ask your opinion about a plan to stripe the center of Williams and eliminate street parking on both sides. We proposed this change to prolong the pavement life of Williams Street from Wheeler to Grant Street.

We received a total of five responses, most of which agreed with the proposed change.

The next step is for City Council to consider a resolution eliminating all on-street parking from Wheeler to Grant. This will take place at the next City Council meeting:

Date: August 9, 1995
Time: 7:30 pm
Location: School District Administrative Office - Board Room
5th and Rose Streets

If you have any comments please attend the meeting, call or write to me at City Hall, 925 Main Street. I can be reached by phone at 451-7433.

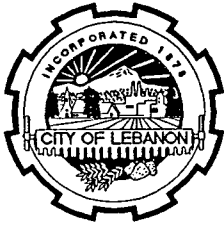
Sincerely,

Jeff A. Kent
Engineering Technician

JAK/dm

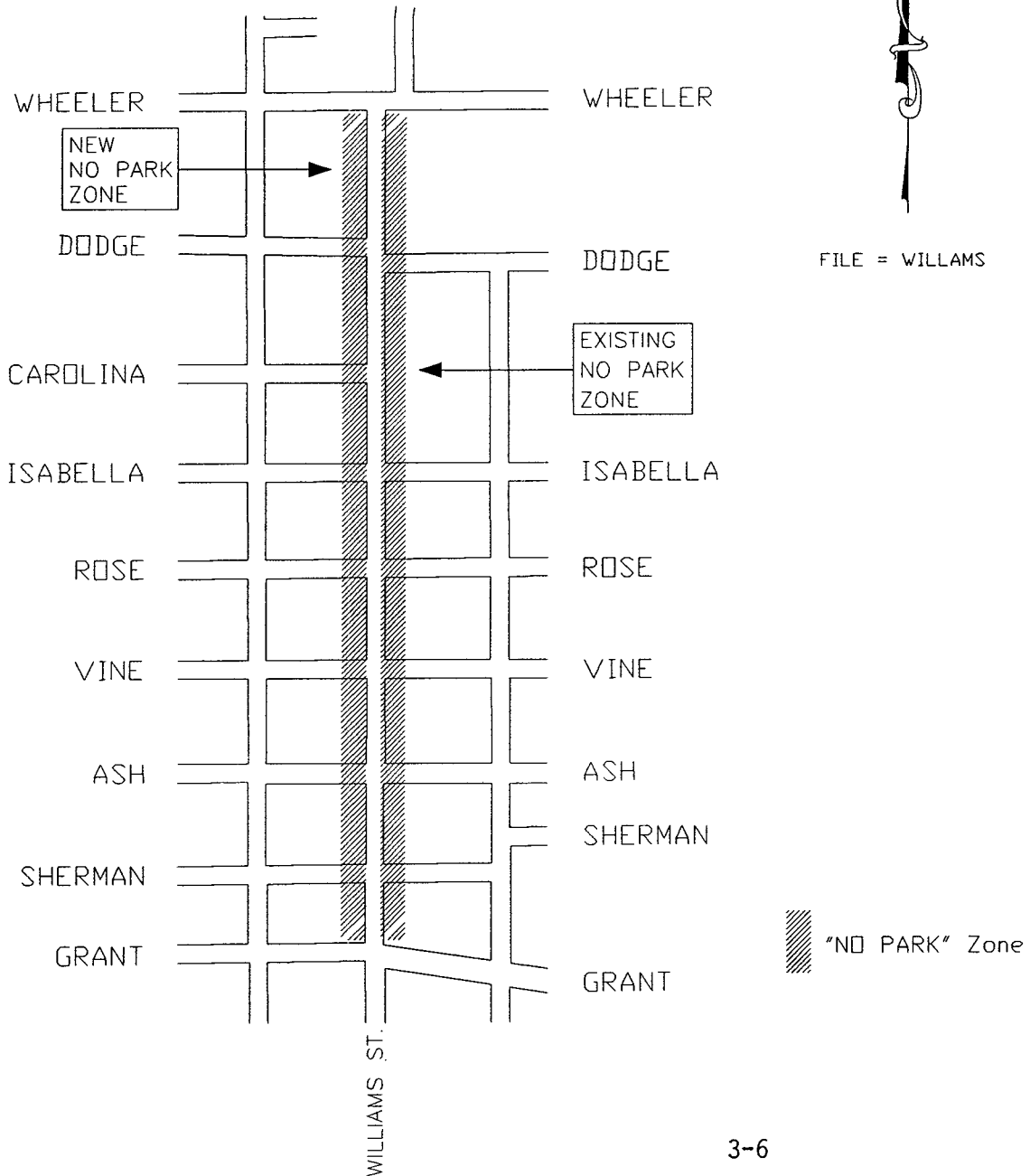
3-5

ACCOUNTS PAYABLE	451-7476	CIP PROJECTS OFFICE	451-7441	PLANNING	451-7435
ADMINISTRATION	451-7421	ENGINEERING	451-7433	PUBLIC WORKS	451-7437
BUILDING	451-7431	FINANCE	451-7474	WATER/SEWER BILLING	451-7471



City of Lebanon

Williams Street Parking Change



A RESOLUTION RESTRICTING STREET)
PARKING ON A PORTION OF WILLIAMS STREET)

RESOLUTION NO. ___
for 1995

WHEREAS, the City Engineer has recommended that street parking be eliminated on Williams Street between Wheeler Street and Grant Street; and,

WHEREAS, such regulation is deemed to be reasonable and necessary for the safe movement of traffic in the City of Lebanon,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LEBANON AS FOLLOWS:

Street parking shall be eliminated on Williams Street between Wheeler Street and Grant Street. Specifically parking shall be eliminated on both the east and west sides of Williams Street from Wheeler Street to Grant Street.

Suitable signs shall be erected and/or markings painted and such designation shall be part of the traffic regulations of the City of Lebanon.

This Resolution supersedes and replaces conflicting portions of previous Resolutions governing parking at this location.

Passed by the Council by a vote of ____ for and ____ against and approved by the Mayor this ____ day of _____, 1995.

Mayor

ATTEST:

City Administrator

AGENDA ITEM 4



CITY OF LEBANON

MEMORANDUM

TO: Joseph A. Windell
City Administrator

DATE: August 4, 1995

FROM: James P. Ruef *JPR*
Director of Public Works

SUBJECT: Traffic Control Signs at the Morton and 7th Street Intersection

We have received a request for some traffic control changes at the Morton and 7th Street Intersection as outlined in the attached memos. This is the only uncontrolled intersection in this area of Lebanon which may contribute to the problem. I concur with the recommendation from Jim Clark, Engineering Services Division Manager, to install "Yield" Signs on Morton Street at 7th Street. There is a Resolution attached for City Council's consideration.

dm



CITY OF LEBANON

MEMORANDUM

TO: Jim Ruef, Director of Public Works

DATE:

July 31, 1995

FROM: Jim Clark, Engineering Services Division Manager

SUBJECT: Yield Signs on Morton Street at 7th Street

The attached memo from Jeff Kent reviews the situation which has led to the request for yield signs on Morton Street at the intersection of 7th Street.

Recommendation

Because of the neighborhood request, discretion allowed by MUTCD on yield sign warrants, and the subject intersection being the only one uncontrolled on Morton Street, I recommend approval of this traffic control change.



CITY OF LEBANON

MEMORANDUM

TO: Jim Clark
Engineering Division Manager

DATE: July 11, 1995

FROM: Jeff A Kent
Engineering Technician

SUBJECT: Yield Sign Request At 7th and Morton

Having received several complaints regarding the traffic conditions at the intersection of 7th and Morton I have investigated the matter. The complaints are of two issues; one, is the safety of the children which play in the area. Secondly, the complaints city hall has received about the near misses involving vehicles traveling through the intersection and neither car yielding the Right-Of-Way.

I have talked to John Birch on several occasions and he has a concern for the great number of children which play in the street, John realizes the children should not be in the street but finds it difficult to preach to all the parents in the area. John has had several near collisions with "Kids racing their cars down Morton St. and not slowing down".

On April 4, 1995 there was an accident at the intersection and the citation issued was the failure to "Yield" to the Right-Of-Way. This is the only recorded accident for the intersection.

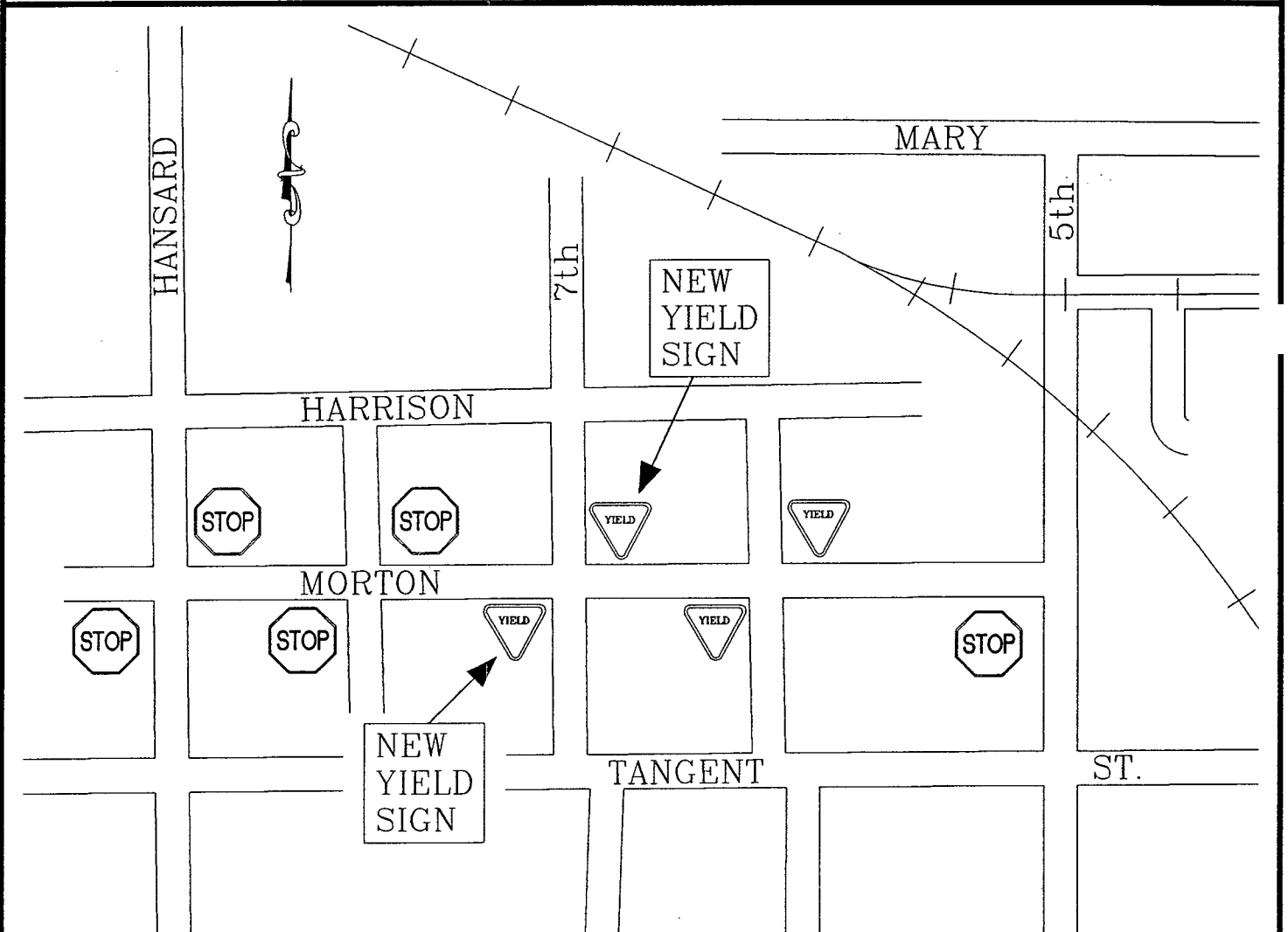
Having reviewed the MUTCD my recommendation for the intersection would be the installation of a "Yield" sign controlling the east and west bound traffic. I have included for your review a copy of the accident report, the complaint from John Birch, and the drawing illustrating the controlled intersections along Morton St.

If there are any questions regarding this matter or others please let me know and we can discuss them.



CITY OF LEBANON

NEW "YIELD" SIGNS ON MORTON AT 7th St.



*NOTE: North & South bound
traffic has ROW

A RESOLUTION YIELDING TRAFFIC)
ON MORTON STREET AT THE)
INTERSECTION OF SEVENTH STREET)

RESOLUTION NO. _____
for 1995

WHEREAS, the City Engineer has recommended yielding traffic on Morton Street at the intersection of Seventh Street and,

WHEREAS, such regulation is deemed to be reasonable and necessary for the safe movement of traffic in the City of Lebanon,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LEBANON AS FOLLOWS:

Traffic on Morton Street shall yield to Seventh Street traffic. Two yield signs shall be installed at the intersection of Seventh Street and Morton Street with Seventh Street having the Right-Of-Way. The yielding traffic will be the West and East bound vehicles on Morton Street.

Suitable signs shall be erected and/or markings painted and such designation shall be part of the traffic regulations of the City of Lebanon.

This Resolution supersedes and replaces conflicting portions of previous Resolutions governing traffic control devices at this location.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this _____ day of _____, 1995.

Mayor

ATTEST:

City Administrator

AGENDA ITEM 5



CITY OF LEBANON

MEMORANDUM

TO: Joseph A. Windell
City Administrator

DATE: August 4, 1995

FROM: James P. Ruef
Director of Public Works *JPR*

SUBJECT: Hansard Area Improvement Project Financial Agreement

The Hansard Area Improvement Project is moving along at a fast pace with 70% of the design-related work completed. This project was developed to allow two Lebanon industries, Pennington Seed and Entek, to expand their operations resulting in approximately 47 new jobs. The work consists of approximately \$300,000 of new public water mains and approximately \$1,584,700 in street and storm drainage improvements. The funding package consists of 85% Federal and State grants and the 15% matching City funds are broken down as follows:

\$1,093,000	Economic Development Administration (EDA)
\$ 500,000	Immediate Opportunity Funds (IOF)
\$ 230,000	City Capital Improvement Funds (Linn County Timber Receipt Funds)
\$ 61,700	Northwest Urban Renewal Funds
<u>\$1,884,700</u>	TOTAL

There is a housekeeping item remaining however, on one part of the financial package which we should finalize. Our application for IOF Funds from the Oregon Department Of Transportation (ODOT) has previously been approved by both City Council and ODOT's Transportation Commission, but a written agreement has not been available until now. I recommend that City Council approve the attached Resolution authorizing the Mayor and Recorder to sign the IOF Construction-Financing Agreement.

dm



CITY OF LEBANON

MEMORANDUM

TO: Jim Ruef
Director of Public Works

DATE: August 03, 1995

FROM: Charles Eaton, Senior Engineer

SUBJECT: IOF Agreement
Hansard Area Improvements

This memo requests Council approval of a resolution authorizing the Mayor and City Recorder to sign an Oregon Department of Transportation Local Agency Agreement. This agreement would allocate Immediate Opportunity Funds to finance the construction of public roadway improvements as part of the Hansard Area Infrastructure Improvements.

Background Information

Immediate Opportunity Funds (IOF) were available to be used to construct roadway improvements associated with the Hansard Area as part of Pennington Seeds expansion requirements.

The State IOF Program reimburses 50 percent of the actual cost of construction and engineering associated with public roadways directly benefitting an expanding industry up to a maximum of \$500,000.

This project allocates the maximum amount of funds available from the IOF Program.

Recommendation

Attached find three copies of the ODOT Construction-Finance Agreement and the resolution authorizing signing the agreement for participation in the Immediate Opportunity Fund on the subject project.

I recommend the Council's approval authorizing the Mayor and City Recorder to sign the agreement for Immediate Opportunity Funds in the amount of \$500,000.

CE:dw

July 13, 1995

Miscellaneous Contracts & Agreements
No. 13,689

CONSTRUCTION - FINANCE AGREEMENT
IMMEDIATE OPPORTUNITY FUND PROJECT

THIS AGREEMENT is made and entered into by and between the STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State", and the CITY OF LEBANON, acting by and through its elected officials, hereinafter referred to as "City".

W I T N E S S E T H

RECITALS

1. The Oregon Transportation Commission, at its July 15, 1988 meeting, approved establishing an Immediate Opportunity Fund. The purpose of the Immediate Opportunity Fund is to support specific economic development in Oregon through the construction or improvement of public roads. Funding is reserved for cases where there is an actual transportation problem to be solved, and where a development location, expansion, or retention decision hinges upon an immediate commitment of road construction resources.
2. By the authority granted in ORS 366.770 and 366.775, State may enter into cooperative agreements with the counties and cities for the performance of work on certain types of improvement projects with the allocation of costs on terms and conditions mutually agreeable to the contracting parties.
3. Pennington Seed, a corporation licensed to do business in the state of Oregon, is considering expanding operations in Lebanon's industrial park. Said expansion will consist of two new facilities representing an investment by the company of over \$1.8 million. The transportation improvements necessary include: the extension of 12th Street to the north across State Highway 34 (hereinafter referred to as "Highway 34"), safety improvements to the intersection of 12 Street and Highway 34 (left turn refuges), the extension of Harrison Street to the west, and severing the intersection at Highway 34 and 9th Street, hereinafter referred to as "project". The location of project is approximately as shown on Exhibit A, attached hereto and by this reference made a part hereof.

4. Project meets the Immediate Opportunity Fund (IOF) criteria. The cost of the transportation construction portion of the improvements is estimated to be \$1,747,800. The Oregon Economic Development Department recommends assistance on this project up to the maximum amount of \$500,000. City is providing the matching funds and is also dedicating right-of-way.
5. State agrees to provide IOF funds up to an amount not to exceed \$500,000. Any project costs over this amount will be the responsibility of City.
6. IOF funds are to be applied to preliminary engineering and actual construction costs only, on a reimbursement basis. IOF funds will not be used for right-of-way acquisition, if any is needed.
7. The parties hereto agree and understand that they will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

NOW, THEREFORE, the premises being in general as stated in the foregoing RECITALS, it is agreed by and between the parties hereto as follows:

STATE OBLIGATIONS

1. State shall, at its own expense, assign a liaison person to monitor the work performed on project. State shall review all environmental documents, project plans, specifications, and cost estimates prepared by City or its consultant within 20 working days of submittal by City and prior to advertisement for construction bids.
2. State hereby grants City or its consultant the right to enter onto and occupy State right-of-way for construction of project.
3. State shall, upon receipt of itemized billing of actual preliminary engineering and construction costs incurred by City, reimburse City for said costs up the IOF maximum of \$500,000.

CITY OBLIGATIONS

1. City shall fund \$500,000 of the transportation construction project costs. Said funding is the required IOF match of 50%.
2. City or its consultant shall, for all portions of project, perform all preliminary engineering and design work required to produce plans, specifications, and cost estimates; obtain all required permits; and arrange for utility relocations.

3. City or its consultant shall acquire all necessary right-of-way and/or easements in the name of City, in order to expedite acquisition process. Right-of-way acquired alongside State right-of-way on Highway 34 shall be turned over to State upon completion of project.
4. City or its consultant shall acquire all necessary right-of-way and/or easements in accordance with State Right-of-Way Manual, Chapter 13, Policy 13.120 in particular. City should contact Region 2 Right-of-Way office for right-of-way acquisition advice.
5. City or its consultant shall forward to State, through the assigned liaison person, all environmental documents, project plans, specifications, and cost estimates prior to advertisement for construction bid proposals.
6. City or its consultant shall prepare the contract and bidding documents, advertise for bid proposals, and award all contracts.
7. City or its consultant shall award a contract for construction of project within two years of the date State executes this agreement, unless an extension is granted by State. Construction must be completed within 5 years of this agreement.
8. Immediately after award of contract, City or its consultant shall furnish State with a copy of the itemized bid.
9. City or its consultant shall furnish all construction engineering, materials testing, technical inspection, and project manager services for the administration of the contract.
10. City or its consultant shall compile accurate cost accounting records. State may request a statement of costs to date at any time by submitting a written request. When the actual total construction cost of the project has been computed, City or its consultant shall furnish State with an itemized statement of said total costs.
11. City shall be wholly responsible for any project costs over the amount of \$500,000, if actual total costs of project exceed said amount.
12. City shall approve execution of this agreement during a duly authorized session of its City Council.

GENERAL PROVISIONS

1. The cost records and accounts pertaining to the work covered by this agreement are to be retained for inspection by representatives of City and State for a period of three years following final payment. Copies shall be made available upon request.

2. In no event shall State's portion of the project costs exceed the maximum amount specified above in paragraph 5, Recitals.
3. This agreement shall terminate automatically if a contract is not awarded by City within two years of execution of this agreement, or construction completed within five years.
4. The Contractor, its subcontractors, if any, and all employers working under this agreement are subject employers under the Oregon Workers Compensation Law and shall comply with ORS 656.017, which requires them to provide workers compensation coverage for all their subject workers.

IN WITNESS WHEREOF, the parties hereto have set their hands and affixed their seals as of the day and year hereinafter written.

This Immediate Opportunity Fund project was approved by the Oregon Transportation Commission on May 9, 1995. At that time the Director of the Department of Transportation was authorized and directed to sign the necessary agreements for and on behalf of the Commission. Said authority is set forth in the files of the Oregon Transportation Commission.

APPROVAL RECOMMENDED

By _____
Region Manager

Date _____

STATE OF OREGON, by and through its
Department of Transportation

By _____
Director

Date _____

APPROVED AS TO LEGAL
SUFFICIENCY

By _____
Assistant Attorney General

Date _____

CITY OF LEBANON, by and through its
City Officials

By _____

Title _____

APPROVED AS TO LEGAL
SUFFICIENCY

By _____
City Counsel

Date _____

By _____

Title _____

Date _____

421002

UNOFFICIAL ENGINEERING

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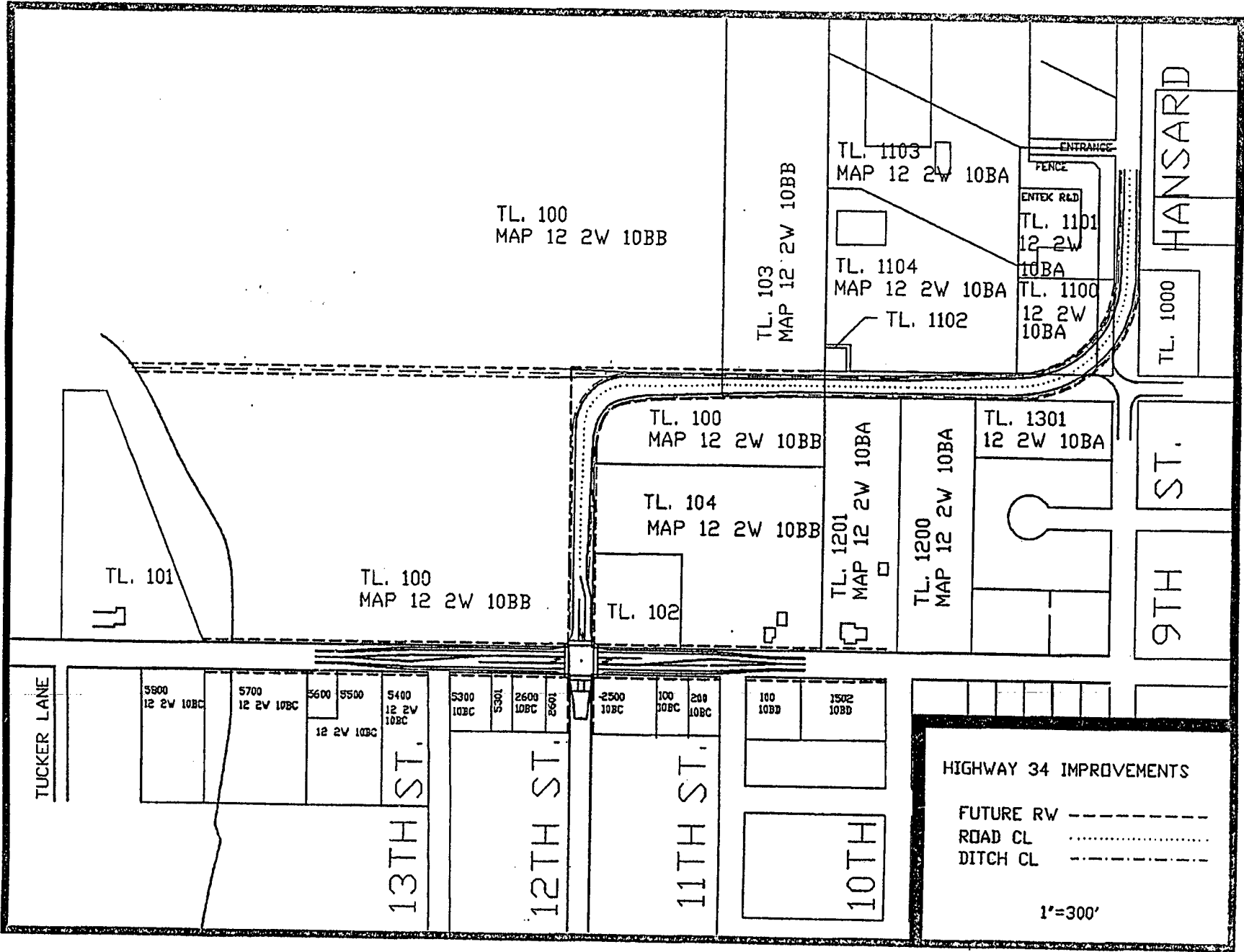


EXHIBIT A

City of Lebanon
 I.O.F. Project
 CMA #13,689

A RESOLUTION AUTHORIZING)
THE SIGNING OF A CONSTRUCTION)
FINANCE AGREEMENT WITH THE)
STATE FOR AN IMMEDIATE)
OPPORTUNITY FUND PROJECT)

Resolution No. _____
for 1995

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LEBANON AS FOLLOWS:

Section 1. Whereas the City Engineer has found it necessary to improve the infrastructure within the Hansard area, and

Section 2. Whereas State funding, through the Immediate Opportunity Fund is available to aid in offsetting the project cost, and

Section 3. Whereas the City Council hereby finds that it is in the public interest to pursue the funding agreement,

Section 4. Therefore the City Council hereby authorizes the Mayor and City Recorder to sign the agreement between the State and the City for the funding.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this _____ day of _____, 1995.

Mayor

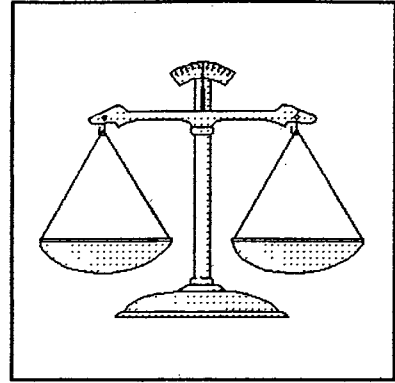
ATTEST:

City Recorder

AGENDA ITEM 6

City of Lebanon
Office of the
City Attorney

80 E. Maple St.
Lebanon, OR 97355
(503) 451-7419



MEMORANDUM

TO: JOSEPH A. WINDELL
CITY ADMINISTRATOR

DATE: July 19, 1995

FROM: THOMAS McHILL
CITY ATTORNEY

SUBJECT: Towing Ordinance

Attached is a proposed ordinance which I would appreciate being placed upon the Council Agenda for the Council's consideration at the first meeting in August. This is the ordinance which would allow a police officer, under certain situations, to impound an automobile which has been driven by a driver who is under the influence of intoxicants, driving without a license, or driving without liability insurance as required by Oregon law. The ordinance allows for the release of the vehicle to an owner, or to somewhat designated by the owner, who has a license, insurance and after the payment of storage, tow and administrative fees. In addition, the ordinance provides for hearings in order to provide due process to those drivers who disagree with the decision of the officer, or to challenge towing or storage fees. These hearing would be conducted in the Municipal Court, with the decision of the judge final on either validating the storage or towing charge or the impoundment of the vehicle, or invalidating the action of the officer.

It would be an understatement to emphasize the importance of taking drunk drivers, drivers with suspended licenses, and drivers without insurance off of the road. This ordinance, modelled after an ordinance in place in Stayton, may give officers another tool in keeping these drivers off of the road, and

perhaps providing an incentive to others to stay off of the road until they can abide by the law. The police department and I firmly believe that this ordinance can have a strong impact in helping law enforcement and protecting law abiding citizens in this community.

I also want to acknowledge the important role of Lebanon Police Officer Quinn Stutheit in drafting this ordinance. Officer Stutheit comes to our department from Stayton where a similar ordinance has proven to be effective in aiding law enforcement. Quinn's assistance in drafting the ordinance which you saw previously, and his suggested changes in our original proposal, has been much appreciated. He has also indicated that he would like to be present at the Council meeting when this ordinance is considered to answer any questions of the Council.

**cc: Chief Richmond w/ enclosure
Officer Stutheit w/ enclosure**

3-2

**A BILL FOR AN ORDINANCE CREATING)
CHAPTER 10,22 OF THE LEBANON)
MUNICIPAL CODE ALLOWING FOR)
THE TOWING, IMPOUNDMENT AND)
STORAGE OF MOTOR VEHICLES)
FOR VIOLATIONS OF CERTAIN)
VEHICLE CODE PROVISIONS)**

Bill number _____
for 1995

Ordinance No. _____

WHEREAS, the City Council finds that public policy and state law require that motorists comply with the financial responsibility laws of the state of Oregon; and

WHEREAS, the City Council has determined that vehicles which are operated in violation of the financial responsibility laws of the State of Oregon are a nuisance, and that drivers whose licenses have been suspended or revoked by the state should not be allowed access to motor vehicles; and

WHEREAS, the City Council has determined that Oregon law allows a municipality to deal with impounding of uninsured vehicles, pursuant to the provisions of ORS 806.014; and

WHEREAS, the City Council hereby determines that the impoundment of vehicles operated illegally or for which the driver has no insurance is in the best interests of its citizens: NOW, THEREFORE,

IT IS HEREBY ORDAINED BY THE CITY OF LEBANON:

SECTION 1 There is hereby created a new Chapter 10.22 of the Lebanon Municipal Code which will read as follows:

10.22.010 Whenever a traffic citation is issued, or an arrest is made for violation of Oregon's Vehicle Code or local traffic ordinances and probable cause exists that the driver's license of the operator of the motor vehicle is suspended or revoked, or probable cause exists that the vehicle or its operator are without liability insurance as required by the financial responsibility laws of the state of Oregon, or probable cause exists that the operator of the motor vehicle was under the influence of intoxicants at the time of the operation, the vehicle shall be impounded, without prior notice, and towed at the owner's expense, and stored at the owner's expense.

10.22.020 If a vehicle has been impounded under the authority of this chapter, written notice shall be given by certified mail within 48 hours of the impoundment, with written explanation of procedures available for obtaining a hearing under section 10.22.040 of this code to the owners of the vehicle and any lessors or security interest holders as shown in the records of the Oregon Department of Transportation. The notice shall state that the vehicle has been taken into custody and shall give the location of the vehicle and describe

procedures for the release of the vehicle and for obtaining a hearing under this section. The 48-hour period does not include holidays, Saturdays or Sundays. Notice of the impoundment of the vehicle given personally to the owner or person entitled to possession may be made in lieu of notice given by certified mail.

10.22.025 The person operating the motor vehicle at the time it is towed and impounded shall be liable for the expenses incurred in the towing and storage of the motor vehicle under this chapter, including an administrative fee of \$50, whether or not the motor vehicle is returned to the person who was operating it at the time of the impoundment. The administrative fee represents the costs incurred by the City of Lebanon in administering this chapter.

10.22.030 Any notice given under this section after a vehicle is taken into custody and removed shall describe the vehicle, including the make, model, license plate number and vehicle identification number, and shall state all of the following:

- A. That the vehicle has been taken into custody and removed, the identity of the authority that took the vehicle into custody and removed the vehicle and the ordinance under which the vehicle has been taken into custody and removed.
- B. The location of the vehicle or the telephone number and address of the appropriate authority that will provide the information.
- C. That the vehicle is subject to towing and storage charges, including administrative fees, the amount of charges that have accrued to the date of the notice and the daily storage charges.
- D. That the vehicle and its contents are subject to a lien for payment of the towing and storage charges and that the vehicle and its contents will be sold to cover the charges if the charges are not paid by a date specified by the City.
- E. That the owner, possessor or person having an interest in the vehicle and its contents is entitled to a prompt hearing to contest the validity of taking the vehicle into custody and removing it and to contest the reasonableness of the charges for towing and storage if a hearing is timely requested.
- F. The time within which a hearing must be requested and the method for requesting a hearing.
- G. That the vehicle and its contents may be immediately reclaimed by presentation to the Lebanon Police Department of satisfactory proof of ownership or right to possession, proof of current insurance on the vehicle, payment of City fees, including either payment of the towing and storage charges or the deposit of cash security or a bond equal to the charges with the City, and presentation of a current driver's license

by either the owner, or driver designated by the owner to operate the vehicle upon its release.

10.22.035 A vehicle which has been impounded pursuant to this chapter may be reclaimed at any time upon presentation to the Police Department of satisfactory proof of the information contained in Section 10.22.030(G). In the event that the vehicle is stored by a commercial towing company or similar business, the vehicle may be released only upon the presentation of a signed release form from the Police Department.

10.22.040 A person provided notice under this section, or any other person who reasonably appears to have an interest in the vehicle, may request a hearing under this section to contest the validity of the removal and custody or proposed removal and custody of a vehicle under this chapter by submitting a request for hearing with the Municipal Court not more than five days from the mailing date of the notice or delivery of actual notice. The five-day period in this section does not include holidays, Saturdays or Sundays. A hearing under this section will comply with all of the following:

A. A request for hearing shall be in writing and shall state grounds upon which the person requesting the hearing believes that the custody and removal of the vehicle is not justified.

B. Upon receipt of a request for a hearing under this section, the municipal court shall set a time for the hearing within 72 hours of the receipt of the request and shall provide notice of the hearing to the person requesting the hearing and to the owners of the vehicle and any lessors or security interest holders shown in the records of the Oregon Department of Transportation, if not the same as the person requesting the hearing. The 72-hour period in this subsection does not include holidays, Saturdays or Sundays. The parties may by agreement, or at the request of the person making the request for hearing, set the hearing for a later date.

C. The city shall have the burden of showing the validity of the taking of the vehicle.

D. If the court finds, after hearing and by substantial evidence that the custody and removal of a vehicle was:

1. Invalid, the court shall order the immediate release of the vehicle to the owner or person with right of possession. If the vehicle is released under this paragraph, the person to whom the vehicle is released is not liable for any towing or storage charges. If the person has already paid the towing and storage charges on the vehicle, the city shall reimburse the person for the charges. New storage costs on the vehicle will not start to accrue, however, until more than 24 hours after the time the vehicle is officially released under this paragraph.

2. Valid, the city shall order the vehicle to be held in custody until the costs of the hearing and all towing and storage costs are paid by the party claiming the vehicle.

E. A person who fails to appear at a hearing under this section is not entitled to another hearing unless the person provides reasons satisfactory to the municipal court for the person's failure to appear.

F. The court is only required to provide one hearing under this section for each time the police department takes a vehicle into custody and removes the vehicle or proposes to do so.

G. A hearing under this section may be used to determine the reasonableness of the charge for towing and storage of the vehicle. Towing and storage charges set by law, ordinance or rule or that comply with law, ordinance or rule are reasonable for purposes of this subsection.

H. The city shall provide a written statement of the results of a hearing held under this section to the person requesting the hearing.

I. Hearings held under this section may be informal in nature, but the presentation of evidence in a hearing shall be consistent with the presentation of evidence required for contested cases under ORS 183.450.

J. The determination of the municipal court at a hearing under this section is final and is not subject to appeal.

10.22.040 The provisions of this chapter shall not apply to a vehicle that is being held as part of any criminal investigation.

10.22.050 If a vehicle taken into custody under this chapter is not reclaimed within 30 days after it is taken into custody, the vehicle may be disposed of in accordance with the procedure set forth in ORS 819.180, 819.190, 819.210, 819.220 and 819.240 to 819.260.

10.22.060 If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions.

Enacted by the Lebanon City Council on this _____ day of _____, 1995 by a
vote of _____ for and _____ against.

Mayor

Attest:

City Recorder

AGENDA ITEM 7

MDL-150 PUBLIC PURPOSE GRANT
PROGRAM: COVER SHEET

APPLICANT (GOVERNMENT ENTITY REQUESTING GRANT):

GOVT. NAME LINN COUNTY COMMISSIONERS

ADDRESS COURT HOUSE

PO BOX 100 ALBANY OR 97321

CONTACT PERSON(S) RICHARD STACH

PHONE 967-3825

COUNTY LINN COUNTY

PROJECT TITLE: SWEETHOME/LEBANON

ELDERLY & DISABLED TRANSPORTATION

AMOUNT REQUESTED: 377,400

TOTAL PROJECT COST: 943,040

SOURCE OF OTHER FUNDS: STF, COUNTY GENERAL FUND

CITY GENERAL FUND, CONTRACTS, RIDER FEES

RANK OF THIS PROPOSAL: _____

(If you are submitting or co-sponsoring more than one proposal, you must rank them in order of your priority on Application Page 3. List the ranking for this proposal here as well as on Application Page 3.

CATEGORY FROM LIST OF ELIGIBLE ACTIVITIES ON PAGES 2 AND 3 OF SECTION I:

(Check the space or spaces that best fit your proposal. Please read the list of eligible activities in Section I carefully; the descriptions below are incomplete.)

- | | | | |
|-------------------------------------|-----------------------------|--------------------------|-----------------------------|
| <input checked="" type="checkbox"/> | a. Senior and Disabled | <input type="checkbox"/> | h. Mass Transit Capital |
| <input type="checkbox"/> | b. School Children | <input type="checkbox"/> | i. Drug & Alcohol Accidents |
| <input type="checkbox"/> | c. Disabled School Children | <input type="checkbox"/> | j. Drug & Alcohol Training |
| <input type="checkbox"/> | d. Earthquakes | <input type="checkbox"/> | k. School Traffic Safety |
| <input type="checkbox"/> | e. Dangerous Conditions | <input type="checkbox"/> | l. Special Cities |
| <input type="checkbox"/> | f. Scenic Highways | <input type="checkbox"/> | m. Fuel Quality Testing |
| <input type="checkbox"/> | g. Air Quality/Environment | <input type="checkbox"/> | n. Oil Recycling |

MDL-150 PUBLIC PURPOSE GRANT
PROGRAM: PROJECT SUMMARY

(200 WORDS OR LESS!)

Over the last five years we have relied on STG funds for financial support. These funds were intended for three years grants, but, due to the fact that we are the only available transportation that connects the small rural communities of East Linn County, the State was generous enough to extend their support two extra years. As of July 1, 1996 these funds will no longer be available to us. The Shuttle also has endured cuts through the STF funding as well. Therefore, we are requesting \$150,000 over the three years to off set these losses.

The Lebanon Dial-A-Bus Program is requesting funds to help off set lost funding through the STF Program and funds to expand the hours of service an additional 35 hours per week which will allow elderly and disabled persons better access to services and community events in the Lebanon area.

The Sweet Home Senior Center and the Lebanon Senior Center are requesting funds to purchase a ~~thirty two (32)~~ ^{twenty two (22)} passenger vehicle to provide recreational opportunities for elderly and disabled persons. The vehicle will be used for trips and tours, joint Senior Center functions, transportation to community events, and will be used as a back-up vehicle for the Linn County Shuttle. When not in use the vehicle will be made available to other community agencies.

** As you will note in this grant application, funds are being requested by the Linn County Shuttle and the Lebanon Dial-A-Bus to help off-set funding that has diminished through the STG and STF programs. Based on the history of trip and tour programs through other senior centers locally and around the state, and the few trips that Sweet Home does each year, we are confident that we can create a revenue generating program within three (3) years. The revenue beyond the program expenses can then be used to supplement the Linn County Shuttle and the Lebanon Dial-A-Bus.

LIST OTHER GOVT'S CO-SPONSORING THIS PROPOSAL:

(Use additional page if necessary; include government name, contact person, and phone number. If applicant itself is multi-jurisdictional, do not list all member governments.)

1. _____
2. _____
3. _____
4. _____
5. _____

MDL-150 PUBLIC PURPOSE GRANT
PROGRAM: PROPOSAL RANKING SHEET

Is your government entity submitting or co-sponsoring more than one proposal? If so, complete this page.

Rank: 1 Applicant: Linn County Commissioners

Project Title: Sweet Home Lebanon

Senior/Disabled transportation

Cost: \$ _____

Rank: _____ Applicant: _____

Project Title: _____

Cost: \$ _____

Rank: _____ Applicant: _____

Project Title: _____

Cost: \$ _____

Rank: _____ Applicant: _____

Project Title: _____

Cost: \$ _____

Rank: _____ Applicant: _____

Project Title: _____

Cost: \$ _____

PLEASE COPY THIS PAGE IF ADDITIONAL RANKING SHEETS ARE NEEDED.

**MDL-150 PUBLIC PURPOSE GRANT
PROGRAM: PROPOSAL NARRATIVE**

A. PROJECT DESCRIPTION

Please do not use additional pages. Find a way to condense the most important features of the project on this page.

The Linn County Shuttle has been providing service to the elderly and disabled for the last seven (7) years. The general public is welcome to ride on a space availability basis. The system has been supported through a combination of funds from the cigarette tax revenue (STG and STF, rider fees, and Linn County General Fund money.

The Shuttle operates several routes Monday through Friday to transport disabled individuals to and from their jobs at anyone of three (3) sheltered workshops in Linn County. Each weekday (M-F) five (5) public routes are available to the elderly, disabled and general public to access social services, medical appointments, professional services, shopping and other forms of personal business. This service has been crucial to the residents of East Linn County as most of the services and business are located in Albany - 30 to 35 miles from Sweet Home and Brownsville.

The Lebanon Dial-A-Bus program has been transporting elderly and disabled persons nearly twenty (20) years. The program primarily serves inside the city limits but in the last two years expanded into the rural areas to provide transportation to wheelchair bound individuals on an appointment basis. The Dial-A-Bus currently operates from 8:30 - 11:30 AM and from 12:30 - 4:00 Pm, Monday through Friday. The projected requested, would expand hours of operation from 8:00 AM to 7:30 PM Monday through Friday and from 10:00 AM to 4:00 PM on Saturdays and Sundays.

The Dial-A-Bus Program funding through the STF Program has been cut by over \$12,000 during the last two fiscal years. Our program has been told that STF funding will not be available to us possibly as early as next year, which means our deficit will be \$22,000 per year.

The Sweet Home Senior Center and the Lebanon Senior Center plan for the ~~thirty two~~ ²⁹ (32) passenger vehicle include trips and tours, joint Senior Center functions, transportation to community events, back-up vehicle for the Linn County Shuttle. and use by other community agencies. The benefits of this program include opening up opportunities for elderly and disabled persons to participate in local events and a trips and tour program specifically designed to meet their needs. Local travel agencies do not provide access for wheelchair/disabled individuals. This program will give these people options and the ability to make their own choices concerning their recreational and social desires.

**MDL-150 PUBLIC PURPOSE GRANT
PROGRAM: PROPOSAL NARRATIVE**

B. PROBLEM STATEMENT - What special need does this project meet?

1. Transportation for disabled to job sites.
2. Transportation for disabled for recreational, social, social service, professional services, and personal business needs.
3. Transportation for elderly to meet their needs as state above.
4. Expanded service in Lebanon will provide better access to the local resources as stated above.
5. Provides transportation to many persons who have no other means of travel.

C. METHODOLOGY - How will you carry out this project and how will you manage it?

The management for this project is well established. The Linn County Shuttle has been managed by the Sweet Home Senior Center since its inception. The program is monitored by the Linn County STF Committee which reports directly to the Linn County Commissioners. The Shuttle Manager is responsible for all administrative duties.

As a part of the Senior and Disabled Services Program (SDSP) department for the City of Lebanon, the Dial-A-Bus program is managed from within this department and is financially accountable to the City Finance Department as well as the Linn County STF Committee.

The vehicle being requested would be located with the Linn County Shuttle. Scheduling will be done jointly by the Director of the Sweet Home Senior Center and the Program Manager for the City of Lebanon's SDSP. The two agencies will have in place all of the policies, procedures and a letter of agreement to identify the roles and responsibilities of each party before the vehicle is put into service.

**MDL-150 PUBLIC PURPOSE GRANT
PROGRAM: PROPOSAL NARRATIVE**

D. PROJECT GOALS -

1. Describe the nature and scope of the project's benefits. Please indicate what population will be served, directly and indirectly, and what geographic area will be served.

Providing transportation to those individuals who are transportation disadvantaged, either by lack of a vehicle or being mentally or physically unable to drive. Elderly and disabled individuals have priority over the general public in both the Linn County Shuttle Program and the Lebanon Dial-A-Bus. The Shuttle serves Sweet Home, Lebanon, Albany, Holley, Crawfordsville and Brownsville while the Lebanon Dial-A-Bus serves within the city limits with the exception of wheelchair needed transportation.

2. How long will the project's benefits last?

The benefits to the Linn County Shuttle and Dial-A-Bus will last indefinitely as we are actively pursuing the development of a transportation system that would meld existing Linn County providers. It is vital that the Shuttle program is kept at the current level of service; as this system is being developed, to ensure the continued support by the communities and local governments in the areas being served.

The vehicle benefits will also last indefinitely as the program will be designed to be financially self sufficient including future vehicle replacement.

3. What efforts have been made to coordinate with other organizations?

The Shuttle coordinates with the Lebanon Dial-A-Bus, Albany Transit and the Linn Benton Loop to ensure passengers can arrive at the scheduled stops for each of these program to connect with the buses. Coordination is also maintained with Willamette Valley Rehab. Center in Lebanon, Center Enterprises in Albany, and Sunshine Industries in Sweet Home to transport disabled persons to their jobs on time. We also work closely with Linn County Mental Health and Vocational Rehab. to provide necessary rides to their services.

The Sweet Home and Lebanon Senior Centers are working together to develop a jointly sponsored trip and tour program for the elderly and disabled in East Linn County.

**MDL-150 PUBLIC PURPOSE GRANT
PROGRAM: BUDGET**

A. EXPENSES

1. Total Project Cost: \$ 483,726.00

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
a. Labor, Parts & Tires	<u>12,000.</u>	<u>12,360.</u>	<u>12,731.</u>
b. Drivers Gross Wages	<u>86,000.</u>	<u>88,580.</u>	<u>91,237.</u>
c. Admin, Ins., advet, post.	<u>28,500.</u>	<u>29,355.</u>	<u>30,236.</u>
d. Fuel, Oil, & Supplies	<u>30,000.</u>	<u>30,900.</u>	<u>31,827.</u>
Annual Totals	<u>156,500.</u>	<u>161,195.</u>	<u>166,031.</u>

B. RESOURCES

1. Total Needs: \$ 150,000.00

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
a. Grant Requested	<u>50,000.</u>	<u>50,000.</u>	<u>50,000.</u>
b. Local S.T.F.	<u>70,000.</u>	<u>72,910.</u>	<u>74,696.</u>
c. Service Contracts	<u>18,500.</u>	<u>19,745.</u>	<u>21,237.</u>
d. Rider Fares	<u>18,000.</u>	<u>18,540.</u>	<u>20,098.</u>
Annual Totals	<u>156,500.</u>	<u>161,195.</u>	<u>166,031.</u>

2. Will this project be carried out if this grant request is not funded? Yes/No

Please explain briefly.

Routes would have to be cut. Service would be impacted. There is no other service like us in east Linn County.

LEBANON DIAL-A-BUS

MDL-150 PUBLIC PURPOSE GRANT PROGRAM: BUDGET

A. EXPENSES

1. Total Project Cost: \$ 274,218

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
a. Labor	<u>35,895</u>	<u>37,330</u>	<u>38,823</u>
b. Contract/Consulting	<u>18,200</u>	<u>18,200</u>	<u>18,200</u>
c. Capital Purchases	<u>0</u>	<u>0</u>	<u>40,000</u>
d. Other Materials	<u>22,525</u>	<u>22,525</u>	<u>22,525</u>
Annual Totals	<u>76,620</u>	<u>78,050</u>	<u>119,548</u>

B. RESOURCES

1. Total Needs: \$ 97,400

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
a. Grant Requested	<u>27,800</u>	<u>34,800</u>	<u>34,800</u>
b. Local/Other Resources	<u>44,320</u>	<u>28,750</u>	<u>80,248</u>
* c. In-Kind Contribution	<u>0</u>	<u>0</u>	<u>0</u>
d. Other	<u>4,500</u>	<u>4,500</u>	<u>4,500</u>
Annual Totals	<u>76,620</u>	<u>78,050</u>	<u>119,548</u>

2. Will this project be carried out if this grant request is not funded? Yes No

Please explain briefly.

No, this project will not be carried out because local funding is not available.

7-8

* The administrative costs for the transportation program are included with another department budget. The actual admin. costs (provided as in-kind) are expected to total a minimum of \$15,680 over the 3 yrs. of this project.

SWEET HOME/LEBANON JOINT VEHICLE PURCHASE

MDL-150 PUBLIC PURPOSE GRANT PROGRAM: BUDGET

A. EXPENSES

1. Total Project Cost: \$ 185,096

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
a. Labor	<u>7296</u>	<u>9936</u>	<u>11,904</u>
b. Contract/Consulting	<u>0</u>	<u>0</u>	<u>0</u>
c. Capital Purchases	<u>130,000</u>	<u>0</u>	<u>0</u>
d. Other Materials	<u>6500</u>	<u>7960</u>	<u>11,500</u>
Annual Totals	<u>143,796</u>	<u>17,896</u>	<u>23,404</u>

B. RESOURCES

1. Total Needs: \$ ~~130,000~~

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
a. Grant Requested	<u>130,000</u>	<u>0</u>	<u>0</u>
b. Local/Other Resources	<u>—</u>	<u>—</u>	<u>—</u>
c. In-Kind Contribution	<u>—</u>	<u>—</u>	<u>—</u>
d. Other Fees	<u>13,796</u>	<u>17,896</u>	<u>23,404</u>
Annual Totals	<u>143,796</u>	<u>17,896</u>	<u>23,404</u>

2. Will this project be carried out if this grant request is not funded? Yes/No

Please explain briefly.

No, this project will not be carried out because local funding is not available.

MDL-150 PUBLIC PURPOSE GRANT
PROGRAM: BUDGET

B. RESOURCES [Continued]

3. Are other funding sources assured? Please identify them and explain.

The Shuttle is the first priority for funding by the local STF committee as long as funds are available. Fare revenues make up a small portion of our budgeted funding as well. Dial-A-Bus receives seventy percent (70%) of its funding (current level of operation) from the City of Lebanon's general fund. Due to the nature of the available revenue, additional general fund support is not likely to occur. For the procurement of a vehicle there are no other funds for support.

4. If this grant request is funded, will local funds be re-allocated to purposes outside this proposed project? If so, how much will be re-allocated? Please explain.

Linn County Shuttle - NO
Lebanon Dial-A-Bus - NO
Vehicle Purchase - NO

5. Please describe plans, if appropriate, for long-term funding of the project activity. Projects with no operating costs beyond 3 years should skip this question.

As stated in section D.2 on page 6, Linn County providers are actively working toward the development of a transportation system that would be operated by one agency that would meet the transportation needs of Linn County residents.

6. Please identify the official who has fiscal responsibility for this project.

Name Shannon Willard
Title County Treasurer
Phone 967-3859

LINN COUNTY SHUTTLE

MDL-150 PUBLIC PURPOSE GRANT PROGRAM: BUDGET

C. BUDGET NARRATIVE

Please describe relevant budget information that will help us to evaluate the need for various expenditures and the plans in place to manage the budget responsibly. Large line items in the budget should be justified and information on how they were determined should be included.

First year figures, following years increase by .03%.

Parts = \$3,000.00 Labor = \$5,250.00 Tires = \$2,750.00

Drivers Gross Wages - 5 drivers at \$8.25, 8 hrs. daily, 5 days weekly, 52 weeks a year.

Total Admin includes - 10,000.00 = Vehicle Ins. 1,250.00 Phone, Utilities, & Rent,
Advert. = \$500.00, Postage & Licenses = \$500.00, Supplies = \$250.00,
Admin. Salary = 16,000.00

Fuel = \$25,500 approx fuel for 5 vehicles.

Oil = \$ 1,500. 5 vehicles oil changed monthly at 25.00 per vehicle per month.

Resources

Local S.T.F. - Local share of Cigarette Tax Funds.

Service Contracts - Sheltered work Shops paying for their clients transportation.

MDL-150 PUBLIC PURPOSE GRANT
PROGRAM: BUDGET

C. BUDGET NARRATIVE

Please describe relevant budget information that will help us to evaluate the need for various expenditures and the plans in place to manage the budget responsibly. Large line items in the budget should be justified and information on how they were determined should be included.

The Lebanon Dial-A-Bus is requesting a total of \$27,800 the first grant year and then \$34,800 the following two years. These figure were determined by the loss of STF funding and the amount required to contract the extra hours of service coverage. Program operating costs total \$7,000 (1st year) and \$14,000 (2nd and 3rd yr.) . Contracting for the extended hours will be \$18,200 per year.

This program will be replacing its current vehicle during FY 97-98. The program has submitted its application for state grant funds (\$40,000) to replace the vehicle. Other materials include maintenance, gas, office supplies, driver training, volunteer reimbursements (medical/rural program), contracted relief drivers, and equipment acquisition.

SWEET HOME/LEBANON JOINT VEHICLE PURCHASE

MDL-150 PUBLIC PURPOSE GRANT PROGRAM: BUDGET

C. BUDGET NARRATIVE

Please describe relevant budget information that will help us to evaluate the need for various expenditures and the plans in place to manage the budget responsibly. Large line items in the budget should be justified and information on how they were determined should be included.

Labor has been calculated at the minimum number of trips per year. Other expenses include maintenance, gas, insurance, driver training, an emergency contingency, equipment acquisition, and communications.

This program is designed to be self-sufficient. All costs up and beyond the initial vehicle purchase, will be derived from user fees. The first year it is estimated that 4 trips per month will be scheduled. The participant will be charge \$9.41 to cover our costs plus any additional expense the trip may encounter (admissions, lunch, etc...). It is realistic that a full-day trip to the coast would cost an individual \$15 - \$20. The program is cost effective for the East Linn County residents we serve.

** If this program becomes as popular as we are anticipating, it has the potential for raising revenue up and beyond our costs. This revenue could be used in the future to off-set the reductions in the STG and STF funds both the Linn County Shuttle and Lebanon Dial-A-Bus have endured. This three (3) year grant program will allow us sufficient time to determine a realistic projection on potential profit from the trip and tour program.

Contacts were made with Champion Motor Coach, Inc and through the Portland Ellderodo, Transmark dealer. Both companies provided estimated based on meeting all ADA requirements. The two estimates were identical.

MDL-150 PUBLIC PURPOSE GRANT
PROGRAM: AFFIRMATIONS

Government Agency
Requesting Grant: _____

Address: _____

Contact Person: Richard Stack Phone: _____

Indicate with "yes" or "no" to the following:

- yes 1. Proposed project and current and future needs of the service area are accurately portrayed in this proposal.
- yes 2. If more than one proposal has been submitted, each proposal been ranked as to priority. No two proposals have the same rank.
- yes 3. The government agency has thoroughly read this application packet and fully understands the intended use of the grant money.
- yes 4. The government agency understands and accepts the obligation to submit annual reports on the progress of any funded projects.

I swear, under penalty of perjury, and under the laws of the State of Oregon that the information contained in this grant application is true and correct.

(signature)

STATE OF OREGON)
) ss
County of _____)

There appeared before me this _____ day of _____, 1995, _____, who first being duly sworn on oath, stated he/she was and is the _____ of _____, and is authorized and empowered to sign this MDL-150 Public Purpose Grant Application on behalf of _____, and bind same to the terms.

(Notary Public Stamp)

DP:kgl/EWF04800

AGENDA ITEM 8



CITY OF LEBANON

MEMORANDUM

TO: Jim Ruef, Director of Public Works

DATE: July 31, 1995

FROM: Jim Clark, Engineering Services Division Manager

SUBJECT: Pedestrian Safety Improvements on Airport Road

At the July 26 council meeting, pedestrian safety issues along Airport Road, and the intersection of 7th Street in particular, were discussed. Representatives from the Cascades Middle School discussed their concerns and staff reviewed the engineering evaluation.

In addition to adding the high visibility crosswalks recommended by staff, council requested staff present a plan and cost for pedestrian crossing flashing warning lights.

This memo presents our recommended plan, cost, and funding.

Recommended Plan

While the concerns dealt with the 7th Street & Airport Road intersection, I recommend we consider the entire Airport Road School zone - from 2nd Street to 7th Street (city limits). Within this zone, the following improvements are recommended:

1. Install high-visibility pedestrian crosswalks across Airport Road at the east side of 7th Street (aligned with the pedestrian path) and the west side of 5th Street.
2. Add a standard crosswalk across 7th Street on the north side of Airport Road.
3. Repaint remaining existing crosswalks.
4. Add a School Crossing sign for eastbound traffic at the 5th street crosswalk.
5. Add a School advance sign for westbound traffic prior to the 5th Street crosswalk.
6. Change the existing school zone speed limit signs to "School - Speed Limit 20 when flashing" signs, accompanied by a timed flashing yellow light. The western sign is outside city limits and will require a county permit.

The existing condition and proposed improvements are shown on the attached drawings. Items 1 through 5 were previously recommended by staff; item 6 is included as requested by council.

Costs

The cost for the flashing yellow school zone speed limit signs is about \$5,000. This cost includes permanent power drops, poles, mast arms, new signs, timers, miscellaneous materials and labor.

Funding

Potential funding for the flashing school zone signs is available from the existing street fund contingency budget.

Recommendation

I recommend proceeding with all the above improvements - the flashing school zone lights included.

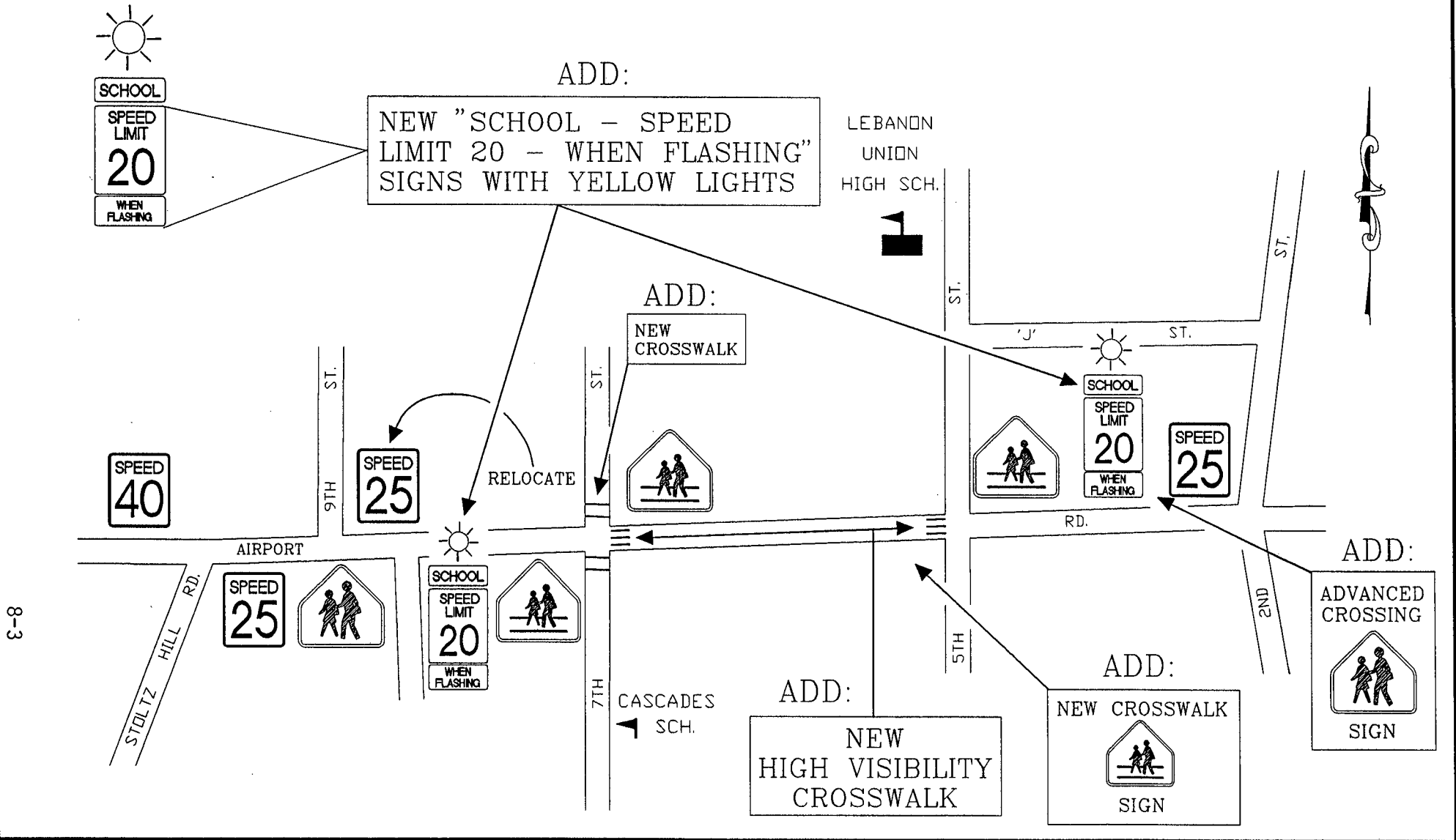
For the future, we should establish the condition justifying this solution. The reason why I recommend these improvements is because we have significant school zone pedestrian traffic crossing a high volume, high speed, unstopped arterial street.

I recommend council adopt this basic requirement for any future application of high visibility crosswalks and flashing light school zones.

To test the effectiveness of this approach, city staff will duplicate the traffic evaluation after the improvements are in place and "settled".

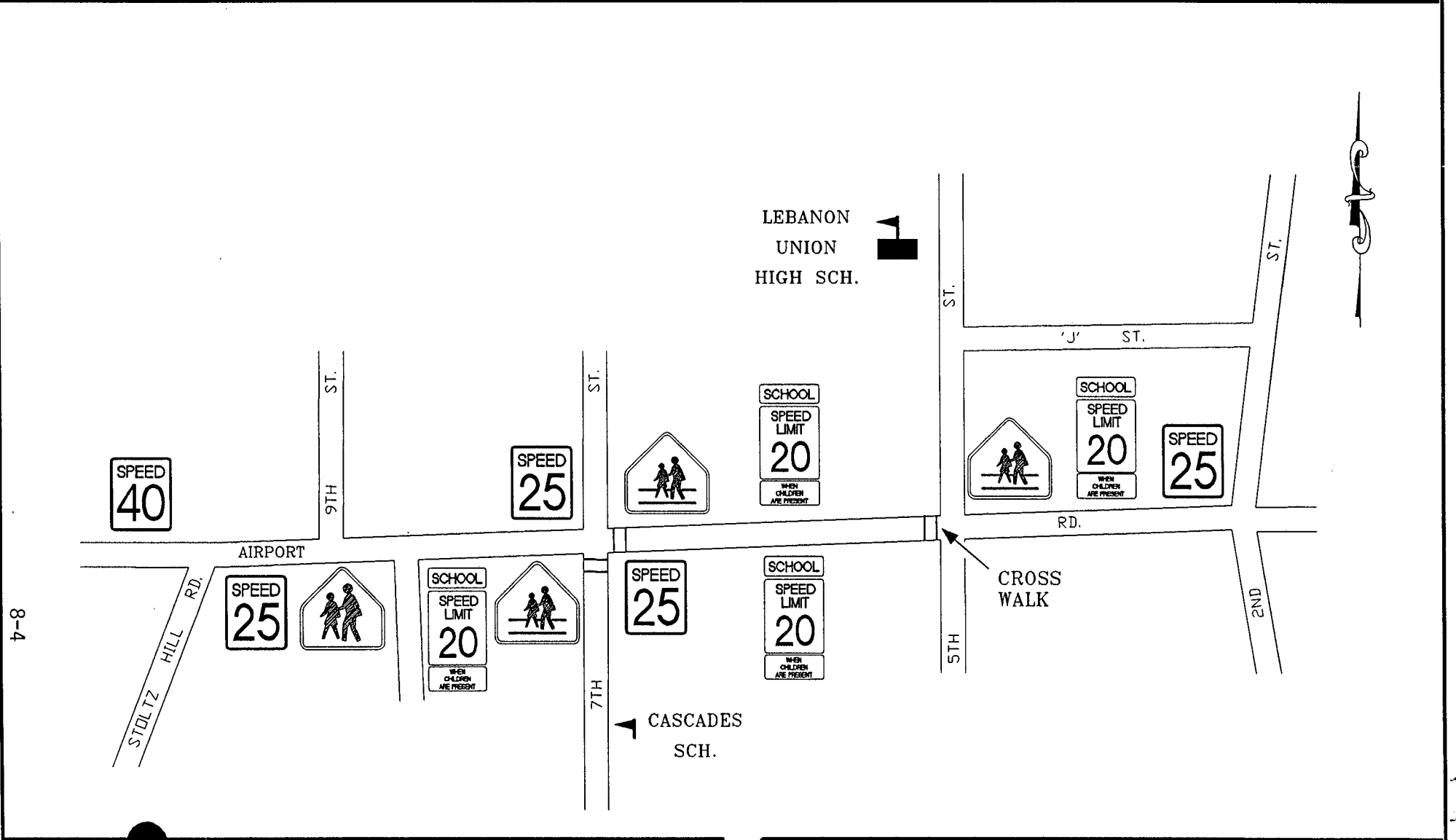


CITY OF LEBANON AIRPORT RD. SCHOOL ZONE PROPOSED





CITY OF LEBANON AIRPORT RD. SCHOOL ZONE EXISTING



8-4

AGENDA ITEM 9



CITY OF LEBANON

MEMORANDUM

TO: Joseph A. Windell
City Administrator

DATE: August 4, 1995

FROM: James P. Ruef
Director of Public Works

SUBJECT: Statewide Transportation Improvement Plan Update

The Oregon Department of Transportation (ODOT) is in the process of updating the Statewide Transportation Improvement Plan (STIP). This plan is usually updated every two years. ODOT just finished an update last year. If you are surprised by the timing of this update, you have good reason to be. ODOT is "jump-starting" a new schedule for reasons listed in their STIP NEWSLETTER, which is attached.

Because of the quick turn around on the process and the need to go from a four-year STIP to a three-year STIP, they are proposing no new projects. In fact, they say that they need to cut or delay projects because the current STIP has far more "development" projects than they have construction funds for. ODOT staff is saying that if they maintained the same number of development projects, many would end up on the shelf due to lack of construction funds. Most of the engineering work done in development would still be valid after a period on the self, but the environmental/wetlands work has a short (3 to 5 year) shelf life and would be wasted for many of the stalled projects.

The attached letter from the Council of Governments outlines those projects which the Preliminary STIP has proposed changing. These are high-priority, highly promoted projects for CWCOG's Regional Transportation Committee, on which I am the representative for the City of Lebanon. These projects deserve our support because from a regional viewpoint, they are very necessary for Lebanon. We should be resisting the proposed changes in the projects.

In addition, ODOT has proposed to delay the Highway 34 Overlay/Improvement Project one year, to 1998. While I do not like to see the delay, especially since it now coincides with the Highway 20 Overlay/Improvement Project, it is probable that the project cannot be accomplished any sooner. A request to move construction to its original 1997 date may be fruitless. A delay in either project by even one year (to 1999) would move it outside the proposed three-year STIP. A delay outside of the STIP would place a project in serious jeopardy of additional delays. We should be resisting any further delays in both projects.

As before, the project most needed by Lebanon, namely widening Highway 34 to four lanes from I-5 to Lebanon, is not included in the Preliminary STIP. ODOT needs to continue to hear our disappointment at not seeing the project included. The Overlay/Improvement Project, which is included in the STIP, will help highway safety and will help to reduce the economic development liability that the existing Highway 34 configuration represents to Lebanon and to all of east Linn County, but it does not go far enough.

The STIP Update Meeting held in Salem on August 15 will be another opportunity for City Hall and the citizens of Lebanon to address all of these issues. Staff will be developing additional information as it becomes available.

dm



Community and Economic Development

1400 Queen Ave. SE • P.O. Box 686 • Albany, Oregon 97321
 (503) 967-8551 • FAX (503) 967-4651

DATE: August 2, 1995

TO: City Managers/Recorders
 CWCOG Transportation Planning Advisory Committee
 CWCOG Area Legislators
 Interested Parties

FROM: Scott Wilson, Community Development Planner

RE: Statewide Transportation Improvement Program Update

The Oregon Department of Transportation is in the process of revising the Statewide Transportation Improvement Program (STIP). Due to budget restrictions, ODOT is proposing that many projects in the current STIP be moved back on the schedule. Among the projects that will be delayed are projects that have been promoted through the regional transportation advocacy efforts coordinated by CWCOG. Those projects are:

<u>Projects</u>	<u>Description</u>	<u>Current Status</u>	<u>Proposed Status</u>
US 20 Pioneer Mtn.- Eddyville	This project will realign a 10 mile section of the highway. It is in the Development section of the STIP.	Final Plans in FY 98	Final Plans in FY 2000
OR 34 Willamette River (Van Buren) Bridge, Corvallis	Replacement of existing bridge. The project is currently in the Development section of the STIP.	Final EIS in FY 97	Reconnaissance FY 97
Pacific Blvd.-Ninth Ave. Couplet (Albany)	Construction of a 3 lane couplet.	Construction FY 96	Construction FY 97

There has been considerable effort over many years to get these projects to this point in the STIP process. That has included attending numerous ODOT public hearings. Just last summer there was a concerted effort from our region that convinced the Transportation Commission to keep the Pioneer Mtn.-Eddyville project in the STIP.

Once again, we are mounting an effort to influence the proposed STIP and try to maintain the projects at their current status. We would like you to be a part of that effort by providing oral or

written testimony about the importance of each of the projects. There will be a public meeting, in Salem, where you can submit oral or written comments. The time and place of the meeting are:

**Tuesday, August 15
4:30-7:30pm
Salem Public Library
Anderson Meeting Room
1585 Liberty St. SE
Salem**

The format for the meeting allows you to make your statement at any time during the meeting, so it is not necessary to stay for the entire time or arrive promptly.

Written comments may be mailed, by August 31, to:

Allison Hamilton
ODOT Region 2
2960 State St.
Salem, OR 97310

We have found in the past that a strong show of support from the governments in our region can be effective in convincing the Transportation Commission. **Please take some time to have your Council or Board of Commissioners endorse these projects and urge that they be maintained at their current status.** Also, a personal appearance by a mayor or commissioner at the public meeting will show that there is substantial commitment to these projects.

I hope to see you at the meeting on the 15th.

If you have any questions or would like assistance in preparing your comments, please contact me at 924-8473.



State Starts STIP* Update

We're jump-starting a new schedule in response to changing times

"More STIP meetings already?"

That's right. It's time to revise the state's current program of transportation improvement projects. The Oregon Department of Transportation is re-setting the clock on the Statewide Transportation Improvement Program update cycle in response to changing times. We need your help at public meetings scheduled in July and August.

The 1995-1998 Statewide Transportation Improvement Program was recently approved by the Oregon Transportation Commission. It lists the schedule of transportation projects to be built or developed over the next four years. Normally, we'd wait a year before starting work on the next revision. Problem is, that keeps the update cycle "out of sync" with funding decisions made by the Legislature. And that makes it difficult to know exactly how much money is available to build local transportation projects.

We're going to fix the problem by moving the update cycle to follow each session of the Oregon Legislature. That way, we'll know exactly how many state dollars we have available for transportation improvements. The new cycle also will allow us to comply with Congress' requirement to create a STIP that is balanced to available revenue.

"Why should I come?"

The 1996-1998 STIP update happening now will re-affirm the remaining three years of the current program. It's important for you to know how this summer's STIP update affects projects in your community. We also want to discuss with you changes needed in the 1998-2001 STIP process that begins this fall. Our ODOT staff will be at each meeting with information

about proposed changes and how we can work together to meet current and future transportation needs.

We'd also like to discuss some other important changes we are making at ODOT.

It's not easy coming to a meeting on a summer evening during the week. But we need your help.

STIP Meetings again?
I just went to those meetings last year!



There's a Different Future at ODOT

- No new revenue; no gas tax increase in 3 years
- Increased demand for projects
- Need to maintain the existing transportation system
- Promotion of alternative transportation modes

And Starting this Fall

In response to this changing environment, the Oregon Department of Transportation is working on a new STIP process which includes the following improvements:

- Early and continuous public involvement
- Emphasizing early identification of issues
- Building partnerships with jurisdictions and stakeholders
- Improving the project selection and development process
- Balancing the STIP reconnaissance, development and construction projects to available dollars.



*Statewide Transportation Improvement Program

More Than "Information Only" Meetings

We know it's not easy coming to a meeting on a summer evening. But we need your help. The July/August 1995 STIP Update meetings are more than "information only"... even more than STIP information only. The format is similar to last year: informal, open house style, with staffed stations. There will be opportunities to learn about the new ways ODOT is doing business and to tell agency representatives how you think that business should be done. The stations also will have examples of ODOT projects and activities in your community. You can expect the following:

Planning

You'll get information about current local, regional and state planning efforts and have an opportunity to participate in the corridor planning process (where applicable). Part of the new STIP process

is to identify transportation issues early in the planning stages. Come and find out what is going on with transportation planning in your community, and how planning will influence project selection and development.

Project Selection and Development

ODOT is revamping the way it selects and develops projects for construction. We're doing this to save time and money. Come and find out what these changes mean. And give us your opinion about how the new process should work.

1996-1998 STIP

The 1996-1998 STIP document has a new format – to make it easier for you to read – and just a few changes from last year's. It's now available for your review and comment. We are especially interested in your comments on the new

format and content. ODOT staff will be available at the meetings to point out the changes. There will also be a list of Community Transportation Projects for 1997-1998 for your review and comment.

Transportation Finance

ODOT's revenues are decreasing while needs are increasing. Come and find out where state transportation funds come from, how they are spent, and what the future holds.

District Operations, Maintenance, Safety

Wondering when a road will be resurfaced? Curious about new safety techniques? Interested to know when an intersection will be improved? District staff will be available to talk with you directly and answer your questions about local issues.



Oregon Transportation Commissioners

How do you think transportation dollars should be spent? What should be the transportation priorities for your region and the state?

Transportation Commissioners will attend as many meetings as possible. The Commissioners, together with region representatives, are interested to know what is on your mind about transportation priorities for Oregon.

Short Presentations Throughout the Evening

Repeated three times during each meeting, at 4:45pm, 5:45pm, and 6:45pm, 15-minute presentations will address new challenges ODOT faces and how we can all participate in meeting them.

Most of the meetings will be held from 4:30pm - 7:30pm (check calendar for specific times). Look in this newsletter for the calendar with information about the meeting dates, locations in your region, and what kind of specific information will be available. Children are welcome at the meetings.

The meetings will be held within a 45-day public review period. Draft STIP documents will be available for your review at your local public library, city hall, and county courthouse. If you would rather review the document in the comfort of your own home, complete and return the Request Form in this newsletter, and a copy of the document will be mailed directly to you.

The bottom line is: We want to hear from you!

Request Form for a STIP document

If you would like to review a copy of the Draft STIP document, or if the mailing label is incorrect, please complete the form below and mail it to: Linda Smith, 140 Transportation Building, Salem, OR 97310. Or call: 503-986-3434

Please send me the STIP document. Please correct my address.

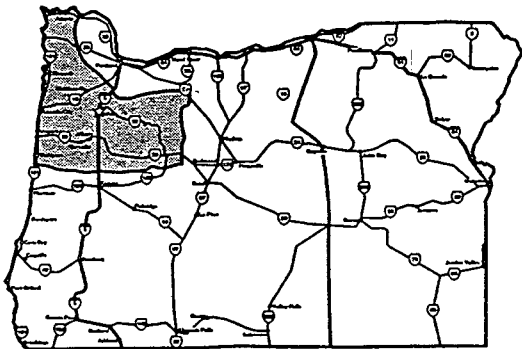
Name: _____

Address: _____

City/Zip: _____

Help us save money on mailing! If you have received more than one copy of this newsletter, please check the box below. Thank you.

Yes, I have received more than one of these mailings. (Send labels you wish to have removed)



Calendar of Meetings

Below is a listing of the STIP meetings in your area - ODOT Region 2. For a complete listing of STIP meetings statewide, contact:
 Linda Smith, # 986-3434

Calendar of Meetings

Region 2

2960 State St

Salem, OR 97310

Contact: Allison Hamilton, #986-2651

Meeting Information: All Meetings 4:30-7:30p.m.

August 1 - Eugene
 EWEB Building, 400 E. 4th Ave.
 Conference and Training Rooms
Local Topics: TRANSPlan; Cottage Grove Transportation System Plan; Corridor Planning Highway 126; Florence Transportation System Plan

August 9 - Tillamook
 City Hall
 210 Laurel Ave.
Local Topics: Rockaway Beach RR crossing project; Tri-State Scenic Byway(Hwy 101)

August 15 - Salem
 Public Library
 Anderson Meeting Room
 1585 Liberty St. SE
Local Topics: Salem Area Transportation Plan; Corridor Planning Hwys 22, 20/34, & 99W/18; Newberg Access Management Project; McMinnville Refinement Plan.

AGENDA ITEM 10




CITY OF LEBANON

MEMORANDUM

TO: James Ruef
Director of Public Works

DATE: August 2, 1995

FROM: Charles Eaton 
Senior Engineer

SUBJECT: Status Report
Capital Improvement Grants

Hansard Area Infrastructure Improvements (EDA Grant)

Work has continued on all design related activity which is currently 70 percent complete. Property appraisals and acquisition have been delayed and descriptions and mapping are expected to begin next week. The project is currently six weeks behind schedule due to problems encountered during design relating to drainage along highway 34. Construction should commence sometime after the new year.

Santiam Travel Station (ISTEA Grant)

The property appraisal and review has been completed with a formal offer being made to Southern Pacific for acquisition. Approval has been obtained from Willamette Valley Railroad with Southern Pacific approval scheduled within the next 60 days. Architectural firms have submitted proposals and have been evaluated by ODOT. City staff negotiations continue with the most qualified consultant, and an agreement is expected to be approved by ODOT during August. Work will stop once an agreement is reached with ODOT, the City, and the consultant until all railroad approvals have been obtained and an agreement is signed.

Airport Area Infrastructure Improvements (SPWF Grant)

A Memorandum of Understanding concerning preliminary engineering reimbursements has been executed. Authorization to begin design activities has been obtained.

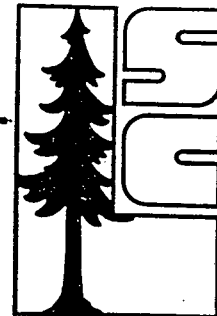
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AGENDA ITEM 11



SENIOR AND DISABLED SERVICES

LEBANON SENIOR CENTER
585 PARK STREET
LEBANON, OREGON 97355
(503) 451-7481 Fax 451-1260



ADVISORY BOARD MEETING JULY 26, 1995

The meeting was called to order by Chairperson Pro Tem, Linda Learn. Members present included Betsy Miller, Gene Shannon, and Margaret Spaeth. Also in attendance were John Richard, Lebanon City Councilman, Cheryl Wagner, ENP Representative, and Lou Ann Grosch; Lebanon Senior Center Director.

Absent: Maxine Gassner, Elsie Stoldt, Charles Wilson, Amanda Anderson and Patty Basey

Minutes of the June 21, 1995 meeting were reviewed; noted was Wanda Schwartzengraber's name misspelled on page 2. Approval of minutes was postponed until August's meeting, due to the lack of a quorum.

REPORTS

ELDERLY NUTRITION PROGRAM

Meals served at the site are declining, while Meals-On-Wheels deliveries have increased; 159 listed with an average of 135 - 145 meals being delivered per day and 105 frozen meals delivered each week.

- ◆ Changes for the ENP this coming year. -- Reusable meal trays will be used; made of acrylic they can be microwaved, placed in an oven and refrigerator. They will allow the hot food to be served hotter and cold food, colder. Complications include storage and accountability at the site and educating the users of how the program will be handled.
- ◆ Six routes are being implemented into the Meals-On-Wheels schedule and could go up to eight by the end of the year. This means 15-20 new drivers needed to do one to two hours per week.
- ◆ Fundraising Goal for 1995/96 is \$7,000.00.

STAFF

SENIOR SERVICES TRUST

- ◆ Ending balance as of June 1995 was \$53,399.50. Revenues for the month were \$1,005.49. Expenditures were \$1,366.99, which included \$200.00 which was mismarked, and transferred into the Library/Senior Center Building Trust.

PROGRAMS/ACTIVITIES

- ◆ 2nd Annual Linn-Benton Picnic will be August 8th. This is a catered event and therefore a head count must be turned in no later than August 1st, when registration ends. Lou Ann will add an additional five spots and those without funds that would like to go, still will be able to attend. Key Bank will be doing their annual Community Service September 20th. From 11:00 a.m. - 1:00 p.m. they will assist with Meals-On-Wheels routes and from 1-5 p.m. they will be available to assist seniors with fall yard cleaning, flower boxes or beds, etc.

CHAIRPERSON

UNFINISHED BUSINESS

- ◆ Community Business Representatives: Nominees are Mary Blanchan, at the U.S. Bank, and Margaret Spaeth will invite her; and Claire Arnold from Speedway, and Gene Shannon will invite her.
- ◆ Mental Health Program: The Counseling Program expanded services to East Linn County. The new Counseling Program Brochures were passed out at the meeting. The Meyer Foundation grant proposal was denied but Betsy said that she and her father will continue writing grants until they get one accepted. Presently they are applying for a Pacific Care and Secure Horizon's Grant, up to \$10,000.00. The deadline is October 31.
- ◆ Dial-A-Bus ID Cards - Joyce has single-handedly prepared and mailed out all (approximately 157) ID Cards to current Dial-A-Bus riders.
- ◆ Senior Center Building Committee - next meeting in September.
- ◆ Dial-A-Bus driver full-time position filled. Jessie Ballew on-board July 5th.

NEW BUSINESS

- ◆ Dial-A-Bus Grant - Staff has received notification of a new grant that provides funding for senior and disabled transportation. The funds can not be used to supplement existing funding. Lou Ann presented two (2) possible grant options for applying to expand service in Lebanon.
 1. Extend hours with the bus from 8:00 a.m. to 7:30 p.m. Monday-Friday and from 10:00 a.m. to 4:00 p.m. on Saturdays and Sundays. This option would include hiring two (2) part-time drivers. additional money for maintenance and gas and purchasing a cellular phone with monthly billing costs.
 2. Option two would also expand the service hours as stated in option one, but would contract the extra hours with the Town Taxi. This option could also include the purchase of a handicapped accessible mini-van which would be available to the Taxi to transport wheelchair passengers. The vehicle would also be available to the daytime program to pick up wheel chair passengers as needed and accommodate calls when the DAB schedule is full.

After much discussion the Board decided that option two would be more beneficial over the long run. In response to a Board members question, Lou Ann stated that City vehicles can not be used to transport in emergency situations. Our receptionists offer to call for an ambulance; and if called: stay on the phone with the caller until it arrives.

OPEN DISCUSSION

- ◆ John Richard reminded everyone the Soup Kitchen serves Free Meals Monday, Wednesday, and Fridays. He would like to see more of our Seniors take advantage of this service. Donations may be given, but are not necessary. After 5:45 p.m. meals can be taken out.

NEXT MEETING: WEDNESDAY, AUGUST 23, 1995

LOCATION: Boys & Girls Club, 10:00 am - 12 noon

**PROGRAM: Senior Center Accreditation; Presentation by: Donna Shewey,
the NW representative to the National Council on Aging 11-2**

Please wear your name badges - (if you need one call Dayle Ann)