

Archive

Lebanon City Council Agenda



February 4, 2004
Santiam Travel Station
6:00 p.m.

LEBANON CITY COUNCIL MEETING
Wednesday, February 4, 2004
6:00 p.m.

Santiam Travel Station
750 3rd Street

A G E N D A

CALL TO ORDER/FLAG SALUTE

ROLL CALL

CONSENT CALENDAR

LEBANON CITY COUNCIL AGENDA: February 4, 2004

CITY OF LEBANON MINUTES:

- Lebanon Park Committee/Tree Board – January 20, 2004

APPOINTMENTS:

- System Development Charge (SDS) Citizen's Advisory Committee – Mike Wells, Bob Armstrong, Jon Erwin and Todd Gestrin

LEGISLATIVE SESSION

1) Approval of Plans and Bid Authorization for West Side Interceptor

Presented by: Jim Ruef, Public Works Director

Approval/Denial by MOTION

2) Lebanon Middle School Gymnasium Update

Presented by: Jim Ruef, Public Works Director

DISCUSSION ONLY

3) Proposed Ordinance to Repeal Chapter 2.34 of the Lebanon Municipal Code, which created the Tourism Commission

Presented by: John Hitt, City Administrator

Approval/Denial by ORDINANCE

CITIZEN COMMENTS - *Those citizens with comments concerning public matters may do so at this time. Please identify yourself before speaking and enter your name and address on the sign-up sheet.*

ITEMS FROM COUNCIL

ADJOURNMENT

Consent Calendar

LEBANON CITY COUNCIL AGENDA: February 4, 2004

CITY OF LEBANON MINUTES:

- Lebanon Park Committee/Tree Board – January 20, 2004

APPOINTMENTS:

- System Development Charge (SDS) Citizen's Advisory Committee – Mike Wells, Bob Armstrong, Jon Erwin and Todd Gestrin



CITY OF LEBANON MEMORANDUM

TO: Jim Ruef, Public Works Director DATE: 1/28/04
FROM: Rob Emmons, Senior Engineer *(RE)*
CC: File

SUBJECT: System Development Charge Update - Committee Selection

The Facility Planning group is in the process of forming the System Development Charge (SDC) Citizen's Advisory Committee (CAC). The CAC is a cross section of varied interests within the city that come together for the common goal of helping to select an equitable and legally acceptable methodology to update SDC charges.

Currently we have verbal commitments to serve on the CAC from Building Industry representatives Mike Wells and Bob Armstrong; Private Engineering representative Jon Erwin; Financial Institution representative Todd Gestrin. We are still seeking a representative from the general public.

A key part in the configuration of the CAC is city government representation. We have reserved two spots for interested council persons who would like to volunteer their time to this group. I respectfully request that you appoint two interested council persons to serve on this committee. At a minimum we would like to have one City councilor on the CAC.

Please contact me at 451-7718 or email me at remmons@ci.lebanon.or.us if you have any questions.



LEBANON PARK COMMITTEE / TREE BOARD

Minutes

January 20, 2004

5:15 p.m. – Santiam Travel Station

ATTENDANCE:

John Dinges, Co-Chair
Bob Johnson
Sally Skaggs

Pat Dunn, Guest
Wayne Dahlenburg, Guest

Rod Sell
Shannon Hammagren
Dale Ivan

CALL TO ORDER The Park Committee / Tree Board meeting was called to order by John Dinges, Co-Chair at 5:20 p.m.

MINUTES The December 16, 2003 minutes were approved as written.

STREET TREE REQUEST UPDATES

Pedestrian Plaza (Grant and Main Street) This project has been dropped due to cost.

5th and J Street The type of trees planted at this location are in accordance with the Street Tree Policy, however the limbs are hanging over the street and Udell Engineering has been contacted to trim the trees.

High school Tennis Court Drainage Update Udell Engineering is investigating this problem and will be correcting it.

ADOPT A PARK

Academy Square The Lebanon Rotary Club was not in attendance but will bring their completed Adopt A Park forms to the February 17, 2004 meeting.

River Park Wayne Dahlenburg, Kiwanis, discussed the Kiwanis adopting River Park. Shannon will send an Adopt A Park packet to Mr. Dahlenburg for review along with an invitation to the February meeting.

RECREATIONAL TRAIL SYSTEM PLAN The January 14, 2004 Regional Recreational Trails meeting was discussed which focused "connectivity". In late January, the Trail group will meet again to discuss ideas for the 2005-2014 State Planning Tool for trails and its that will include water trails. The next Regional Trails meeting needs to be scheduled and will be announced at a later date.

PIONEER CEMETERY GRANT APPLICATION Pat and Rod have been working together to finish the grant application for Pioneer Cemetery which includes items such as: Restoring the Kees Family plot fencing, monument repair, kiosk for signage, fence replacement along three sides of the cemetery, head stone replacement for Dr. Ballard and other items.

SANTIAM WAGON TRAIL MAINTENANCE STANDARDS Rod has been working on a "maintenance standards" for the 30-foot easement from Market Street and extending beyond the Drive-In. Included was a handout showing the needed monies to care for this property and it will be used for negotiations with Wal-Mart.

ARBOR DAY PLANNING The 2004 Arbor Day celebration to include the Tree City USA presentation along with the growth award was discussed. The need for extra meetings to plan for this event was recognized and a special meeting was tentatively set for February 3, 2004 at the Travel Station.

NEXT MEETING

A special Arbor Day planning meeting will be on February 5, 2004, 5:15 p.m. to 6:45 p.m. at the Santiam Travel Station, 750 S. 3rd Street in Lebanon.

The next meeting is February 17, 2004, 5:15 p.m. to 6:45 p.m. at the Santiam Travel Station, 750 S. 3rd Street in Lebanon.

Meeting adjourned at 6:42 p.m.

Submitted By: Shannon Hammagren
Secretary, Maintenance Services Division

Agenda Item 1



CITY OF LEBANON

PUBLIC WORKS DEPARTMENT - CAPITAL IMPROVEMENTS MEMORANDUM

TO: Jim Ruef, Director of Public Works **DATE:** January 23, 2004
FROM: Ron Whitlatch, Senior Engineer (RW)
APPROVAL TO ADVERTISE FOR PROJECT
SUBJECT: Westside Interceptor Phase 2A, Project No. 00714

This memo requests City Council approval of the contract documents for the Westside Interceptor Phase 2A project and authorization for City staff to advertise for bids.

BACKGROUND

Westside Interceptor (WSI) Phase 2A is the next phase of a long-range plan to expand sanitary sewer service area and capacity in Lebanon. It picks up where last phase, which was the Westside Interceptor Force Main Diversion ended, on Harrison Street, just west of Hansard Avenue. The project will extend the interceptor to the future intersection of Twelfth and Harrison Streets as well as remove the current pump station on Harrison Street from the system.

In 2001, City staff began the preliminary design of this phase of the Westside Interceptor, but due to a lack of bond proceeds in the Northwest Urban Renewal District, the project was scaled back to what was known as the Westside Interceptor Force Main Diversion. In the year 2003, the Entek Corporation indicated to the City their plans to expand their current facility. In order to complete the expansion of one of their existing buildings, the Harrison Street Pump Station must be removed.

The time frame to complete the design and construction for this phase of the Westside Interceptor has been expedited to meet Entek's need for proposed expansion during the summer of 2004. On December 16, 2003, City Staff began the process to complete the design of this phase, with the goal of bringing it before the city Council for approval in February 2004. The scope of the project includes 1135 lineal feet of 54" reinforced concrete sewer pipe, 2 manholes, approximately 445 lineal feet of 12" waterline extension, and other miscellaneous items to complete the pipe installation. The current engineers estimate for construction is between \$792,000 and 968,000.

Currently, staff is working on several options for funding the project. These options will be discussed with the City Council at the February 4th meeting. Staff will also be presenting the contract documents and plans for approval.

RECOMMENDATION

I recommend that City Council pass a motion approving the contract documents and authorizing City staff to advertise for bids once funding for the project has been secured.

Agenda Item 2



CITY OF LEBANON

PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: John Hitt, City Administrator

DATE: March 20, 2003

FROM: Jim Ruef, Director of Public Works *JR*

SUBJECT: Academy Square Gyms

The City Council has asked for some information on the costs to protect the Academy Square Gyms from farther water damage. This request originally came from a group of citizens headed by Chuck Nugent who are preparing a proposal which would completely remodel/repair the gyms so they could be reopened to the public. His specific request was to:

- Remove the standing water from the gym floors.
- Temporarily patch/caulk the roof to limit farther intrusion of rainwater as much as possible.
- Temporarily provide some kind of minimum heat to help drive the moisture out of the building.

The request was to preserve the gyms for the next two or three months to give the citizen group the time to formulate their proposal.

City crews have already cleaned up the water off the floors and will check it every two days to keep clean. We have also met with a roofer to explore what can be done on a temporary basis to stop the rainwater leaks on the roof. I will be giving the City Council a projected cost of this work at their February City Council meeting.

Agenda Item 3

CITY OF LEBANON

925 Main Street ▪ Lebanon, OR 97355-3200 ▪ FAX: (541) 258-4950

MEMORANDUM

January 29, 2004

TO: Mayor and Council
FROM: Thomas McHill, City Attorney
RE: Tourism Commission

Pursuant to your direction on January 28, 2004, I have prepared appropriate legislation which will repeal Chapter 2.34 of the Lebanon Municipal Code which created the Tourism Commission. In the event that you decide to proceed in the fashion mentioned at the Council meeting, my only great or immediate concern would be that under the existing structure, where the Tourism Commission is a committee of the City, appropriate control can be placed over the finances of the Commission. Without a valid legal entity, the control for finances could be lessened.

However, John Hitt's suggestion that the City would merely make reimbursements for expenses or pay the bills might be a solution. The only real danger in that sense would be that the persons who are contracting for the services, or are purchasing items, cannot be given the authority, or apparent authority, to be acting for the City. In other words, you will not want a well meaning volunteer to bind the City to some sort of contract, or to incur a liability without your authority or permission to do so. John's policy of reimbursement will probably stem that problem, but it is a concern that needs your attention.

A BILL FOR AN ORDINANCE REPEALING)
CHAPTER 2.34 OF THE LEBANON)
MUNICIPAL CODE, ORDINANCE NUMBER)
2288 FOR 2002, TOURISM COMMISSION)

Ordinance Bill Number _____

Bill Number _____

THE PEOPLE OF THE CITY OF LEBANON ORDAIN AS FOLLOWS:

Section 1. Ordinance Number 2288, enacted by the Lebanon City Council in 2002, and made a part of the Lebanon Municipal Code as Chapter 2.34, TOURISM COMMISSION, is hereby repealed.

PASSED this ___ day of February, 2004 by the Lebanon City Council by a vote of ____ for and _____ against.

Mayor

ATTEST:

City Recorder

