

LEBANON CITY COUNCIL
MEETING AGENDA

SEPTEMBER 13, 2006

LEBANON CITY COUNCIL MEETING
Wednesday, September 13, 2006
7:00 p.m.
(Santiam Travel Station - 750 3rd Street)

A G E N D A

CALL TO ORDER REGULAR SESSION / FLAG SALUTE

ROLL CALL

APPROVAL OF CITY COUNCIL MINUTES – August 9, 2006

CONSENT CALENDAR

- ❖ City Council Agenda for September 13, 2006
- ❖ Park/Tree Board Minutes for July 18, 2006
- ❖ Planning Commission Minutes for July 19, 2006
- ❖ Library-Senior Center Trust Minutes for June 13, 2006
- ❖ Senior Center Advisory Board Minutes for June 21, 2006

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

PUBLIC HEARINGS

- 1) **New Liquor License Request – 1170 S. Main (Wing Ming Restaurant, Limited On-Premise Sales)**

Presented by: Mike Healy, Chief of Police

Approve/Denial by MOTION

LEGISLATIVE

- 1) **Second Street Traffic/Speed Bump Report**

Presented by: Malcolm Bowie, City Engineer

Discussion Only

- 2) **City Manager's Report**

Presented by: John Hitt, City Manager

Discussion Only

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

ADJOURNMENT

September 8, 2006

REMINDER:

We will not be meeting with the Aquatic Center on Monday,
September 11, 2006

Approval of Minutes

**LEBANON CITY COUNCIL MEETING
MINUTES
August 9, 2006**

Council Present: Mayor Ken Toombs and Councilors Bob Elliott, Rebecca Grizzle, Ron Miller, Dan Thackaberry and Ray Weldon.

Staff Present: City Manager John Hitt, Finance Director Casey Cole, Police Chief Mike Healy, Community Development Manager Doug Parker, Assistant Planner Terry Lewis, City Engineer Malcolm Bowie and City Clerk/Recorder Linda Kaser.

CALL TO ORDER / FLAG SALUTE / ROLL CALL

Mayor Toombs called the regular session of the Lebanon City Council to order at 7:00 p.m. in the Santiam Travel Station Board Room. Roll call was taken; Councilor Fox was absent.

APPROVAL OF COUNCIL MINUTES – July 26, 2006

Councilor Grizzle moved, Councilor Miller seconded, to approve the July 26, 2006 City Council Minutes as presented. The motion passed unanimously by roll call vote.

CONSENT CALENDAR

- ❖ City Council Agenda for August 9, 2006
- ❖ Library Advisory Board Appointments: Garry Browning and Kathy Benneth
- ❖ Library Advisory Board Meeting Minutes - July 12, 2006

Councilor Grizzle moved, Councilor Elliott seconded, to approve the Consent Calendar as presented. The motion passed unanimously by roll call vote.

CITIZEN COMMENTS - *There were no comments.*

ITEMS FROM COUNCIL

Councilor Thackaberry recommended using speed bumps to alleviate the speeding problem on 2nd Street, south of Academy Street. He submitted photos of those used on an Albany neighborhood street and asked that staff check into this and report back at the next meeting. Councilor Miller suggested that Chief Healy speak with the City of Albany about this. Councilor Grizzle stated that she is in favor of looking into this, but cautioned against discouraging business traffic.

Councilor Weldon asked for more information about the lien placed on a Scio home due to a tenant's past due water bill. Finance Director Cole explained the Municipal Code states that any unpaid bill becomes a lien on that property after thirty days, whether the bill is incurred by the owner or the tenant. He also explained the City's water deposit and billing procedures.

PUBLIC HEARINGS

Community Development Manager Parker provided a map of the properties involved in the land use public hearings and stated that it demonstrates where the properties fit into the overall scheme of the City.

Parker reviewed public hearing procedures and explained that ORS 197.763 requires that at the commencement of a public hearing, the applicable substantive criteria pertinent to the public hearings are identified in the staff reports and are posted. He went on to say that all testimony, arguments and evidence presented must be directed according to the criteria listed or other criteria specifically identified by the individual presenting the testimony. The identified criteria must be listed in the Comprehensive Plan or Land Use Regulations documents. Failure to raise an issue accompanied by statements or evidence sufficient to afford the Council and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based upon that issue.

1) Blossom Management Comprehensive Plan Map Amendment - north of Hansard Avenue and Reeves Parkway

Mayor Toombs declared the Public Hearing open at 7:15 p.m. to consider an amendment to the Comprehensive Plan Map, Application CPMA-06-02, Map 12-2W-3C, Tax Lot 200, 1.27 acres north of the intersection of Hansard Avenue and Reeves Parkway.

Mayor Toombs asked the Council to disclose any conflicts of interest or ex parte contacts. Hearing none, he asked for the staff report.

Parker briefed the Council on the applicant's request to amend the Comprehensive Plan Map designation on a 1.27 acre parcel from Residential Mixed Density (C-RM) to Industrial (C-IND). The property is located east of the Lowe's Regional Distribution Center and north of the intersection of Hansard Avenue and Reeves Parkway. It is currently developed with a single-family dwelling, but the applicant feels that the site is no longer an appropriate residential environment. It is sandwiched between lands designated Industrial to the west, northwest and south, and Mixed Use to the east and southeast. He added that there is interest in developing this property with a use conducive to and supported by an Industrial zoning designation.

Parker stated that on June 27, 2006, the Planning Commission conducted a public hearing and voted unanimously to recommend approval of this proposed Comprehensive Plan Map amendment to the City Council. He added that the Department of Land Conservation and Development has no issue with this amendment.

Mayor Toombs called for the applicant's testimony.

Brian Vandetta, 63 E. Ash Street, the applicant's representative, felt that the current Residential zoning for this property is not very conducive to development and is not compatible with the surrounding properties. He presented their site plan and explained their intended use as a workshop/office space and storage facility.

Mayor Toombs asked if anyone would like to speak in favor of or in opposition to the annexation request. Hearing none, he closed the Public Hearing at 7:22 p.m.

Parker read the title of the Ordinance.

Councilor Elliott moved, Councilor Grizzle seconded, to approve A BILL FOR AN ORDINANCE AMENDING THE MAP OF THE COMPREHENSIVE PLAN FOR THE CITY OF LEBANON (File CPMA-06-02, BLOSSOM MANAGEMENT CORPORATION - north of Hansard Avenue and Reeves Parkway.) The motion passed unanimously by roll call vote.

2) Blossom Management Annexation - north of Hansard Avenue and Reeves Parkway

Parker presented an annexation request for the property discussed in the prior hearing. The 1.27 acre parcel is located immediately east of the Lowe's Distribution Center and north of the intersection of Hansard Avenue and Reeves Parkway. Upon annexation, the Zoning Map assignment would be Limited Industrial (ML); this is not a zone map amendment or a zone change. This property is within the Grand Prairie Water Control District.

Parker stated that on June 27, 2006, the Planning Commission conducted a public hearing and voted unanimously to recommend approval of this proposed annexation and zoning assignment to the City Council.

Mayor Toombs declared the Public Hearing open at 7:25 p.m. to consider Annexation A-06-06, Map 12-2W-3C, Tax Lot 200, 1.27 acres north of the intersection of Hansard Avenue and Reeves Parkway.

Parker stated that the same public hearing procedures would be followed and added that the applicable criteria were discussed earlier and are posted on the wall.

Mayor Toombs asked the Council to disclose any conflicts of interest or ex parte contacts. Hearing none, he asked the applicant's representative to come forward.

Brian Vandetta, 63 E. Ash Street, the applicant's representative, stated that this property is contiguous to City limits on the west side with all utilities available.

Mayor Toombs asked if anyone would like to speak in favor of or opposition to the annexation request. Hearing none, he closed the Public Hearing at 7:27 p.m.

There was Council consensus that the findings met the annexation criteria.

Parker read the title of the Ordinance.

Councilor Miller moved, Councilor Elliott seconded, to approve A BILL FOR AN ORDINANCE ANNEXING AND ZONING PROPERTY FOLLOWING CONSENT FILED WITH THE CITY COUNCIL BY LANDOWNERS IN SAID AREA PURSUANT TO ORS 222.120 AND ORS 222.170 (File A-06-06, BLOSSOM MANAGEMENT CORPORATION - north of the intersection of Hansard Avenue and Reeves Parkway.) The motion passed unanimously by roll call vote.

3) Lebanon Hardboard Annexation - near May Lane and Fuller Lane

Parker stated that the same public hearing procedures would be followed. He added that the criteria from the last hearing also apply to this hearing; these criteria are posted on the wall and are included in the staff report.

Assistant Planner Lewis briefed the Council on the applicant's request to annex an approximately 8.23 acre parcel comprised of one tax lot located east of the Albany & Eastern Railroad tracks, northwest of the Lebanite complex and southwest of the residential neighborhood along May and Fuller Lanes. The property is contiguous to City limits on the east and south. A General Industrial (MG) zoning designation is being requested upon annexation; this zoning designation is consistent with the Comprehensive Plan and is not a zoning map amendment. The wooded property is undeveloped, although merchantable timber has been removed. This property is not within the Grand Prairie Water Control District.

Lewis stated that on June 7, 2006, the Planning Commission conducted a public hearing and voted unanimously to recommend approval of this proposed annexation and zoning assignment to the City Council. He also stated that there was some ambiguity as to whether this property had vehicular, pedestrian or utility access. A condition of approval was to demonstrate that this access issue is addressed. An easement received on June 28th [2006] was reviewed by City Attorney McHill who indicated that the condition was satisfied.

Mayor Toombs declared the Public Hearing open at 7:34 p.m. to consider Annexation A-06-04, Map 12-2W-14CD, Tax Lot 6400, approximately 8.23 acres near May Lane and Fuller Lane.

Mayor Toombs asked the Council to disclose any conflicts of interest or ex parte contacts. Hearing none, he asked the applicant's representative to come forward.

Kelly Hossani, 3500 US Bancorp Tower, 111 SW 5th Avenue Suite 3500, Portland, the applicant's representative, stated that they support staff's recommendation and explained the reason for obtaining the access easement.

Mayor Toombs asked if anyone would like to speak in favor of or opposition to the annexation request. Hearing none, he closed the Public Hearing at 7:36 p.m.

There was Council consensus that the findings met the annexation criteria.

Parker read the title of the Ordinance.

Councilor Elliott moved, Councilor Miller seconded, to approve A BILL FOR AN ORDINANCE ANNEXING AND ZONING PROPERTY FOLLOWING CONSENT FILED WITH THE CITY COUNCIL BY LANDOWNERS IN SAID AREA PURSUANT TO ORS 222.120 AND ORS 222.170 (File A-06-04, LEBANON HARDBOARD LLC - near May Lane and Fuller Lane.) The motion passed unanimously by roll call vote.

4) Bjarnson Annexation - Airport Road

Parker stated that the same public hearing procedures would be followed. He added that the criteria from the last hearing also apply to this hearing; these criteria are posted on the wall and are included in the staff report.

Parker stated that the following two annexations are part of the City's effort to support job creation and industrial recruitment. Annexing-vacant industrial lands that are available for development will help to avail them to the State Site Certification Program and will strengthen local job recruitment efforts. There are no immediate development proposals for these properties at this time.

Mayor Toombs declared the Public Hearing open at 7:40 p.m. to consider Annexation A-06-05, Map 12-2W-16, Tax Lot 2201, approximately 84.51 near Airport Road and Airway Road.

Mayor Toombs asked the Council to disclose any conflicts of interest or ex parte contacts. Hearing none, he asked for the staff report.

Parker briefed the Council on the applicant's request to annex an approximately 84.51 acre territory comprised of one tax lot located on the south side of Airport Road immediately west of Willamette Speedway and southwest of the Lebanon State Airport. The property is designated as Industrial on the Comprehensive Plan Map. A Limited Industrial (ML) zoning designation is being requested upon annexation; this zoning designation is consistent with the Comprehensive Plan and is not a zoning map amendment. The property is currently an agricultural field and includes Oak Creek and its adjacent riparian zone. The subject property is not within the Grand Prairie Water Control District.

Parker stated that on June 7, 2006, the Planning Commission conducted a public hearing and voted unanimously to recommend approval of this proposed annexation and zoning assignment to the City Council.

In response to Councilor Weldon's question, Parker answered that the Parkway would likely go through this site. He added that annexing this property would better protect that future right-of-way and utility alignment. Councilor Thackaberry felt that the alignment should be established now and the location "set in stone." He added that every movement to the south or west will increase the length of the road, thereby raising the cost. Parker stated that staff was close to concluding the draft Transportation System Plan. City Manager Hitt noted that any development proposal would require staff to work with the developer to determine the alignment and explained the process of obtaining the land. City Engineer Bowie stated that he also believes the Parkway will likely go through this site and added that the Master Plan identifies this alignment, but the draft Transportation System aligns it a little differently. He agreed with Hitt and Parker that a development proposal may adjust it even more. There was a brief discussion regarding the City/County agreement for property development in the Urban Growth Boundary. Parker noted *City Engineering Transportation Comment 2C, Proposed Findings #7, #10 and #16* of the staff report, which clearly states that there is full acknowledgement of a proposed transportation facility going through this property. He added that, in the absence of having an adopted Transportation System Plan and without establishing a nexus to require a dedication of right-of-way, we cannot ask for that right-of-way at this juncture.

Mayor Toombs asked the applicant's representative to come forward.

Brian Vandetta, 63 E. Ash Street, the applicant's representative, stated that they are aware that they will have to incorporate the Parkway into their development plan and are fully confident that they can work with staff on the alignment. He agreed with staff that the line on the Transportation System Master Plan does not define the actual route; without annexation, the actual alignment

would never be defined.

Mayor Toombs asked if anyone would like to speak in favor of or opposition to the annexation request. Hearing none, he closed the Public Hearing at 7:58 p.m.

Councilors Weldon, Grizzle, Miller and Elliott felt that the findings met the criteria for annexation. Councilor Thackaberry stated that he did not support this annexation based on his earlier comments.

Parker read the title of the Ordinance.

Councilor Grizzle moved, Councilor Miller seconded, to approve A BILL FOR AN ORDINANCE ANNEXING AND ZONING PROPERTY FOLLOWING CONSENT FILED WITH THE CITY COUNCIL BY LANDOWNERS IN SAID AREA PURSUANT TO ORS 222.120 AND ORS 222.170 (File A-06-05, BJARNSON TRUST - Airport Road.) The motion passed by roll call vote with 4 yeas (Councilors Elliott, Grizzle, Miller and Weldon) and 1 nay (Councilor Thackaberry).

5) Hellberg Annexation - Hwy. 34

Parker stated that the same public hearing procedures would be followed and that the criteria from the last hearing also apply to this hearing; these criteria are posted on the wall and are included in the staff report. Failure to raise an issue accompanied by statements or evidence sufficient to afford the Council and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based upon that issue.

Mayor Toombs declared the Public Hearing open at 8:01 p.m. to consider Annexation A-06-09, Map 12-2W-9, Tax Lots 400 and 500, State Highway 34 near Sunset Road.

Mayor Toombs asked the Council to disclose any conflicts of interest or ex parte contacts. Hearing none, he asked for the staff report.

Parker briefed the Commission on the applicant's request to annex an approximately 56.73 acre territory comprised of two tax lots located on the south side of Highway 34, west of Sunset Road, and at the west end of the Urban Growth Boundary. The property is designated as Industrial (C-IND) on the Comprehensive Plan Map and will be assigned a Limited Industrial (ML) zoning designation upon annexation. This does not constitute a zoning map amendment or a zone change. The two properties are in agricultural use with a vacant house occupying Tax Lot 500. There is no specific development proposal at this time. This property is not within the Grand Prairie Water District.

Parker stated that on July 19, 2006, the Planning Commission conducted a public hearing and voted unanimously to recommend approval of this proposed annexation and zoning assignment to the City Council.

In response to Councilor Weldon's question, Parker stated that the Parkway will be adjacent to or very close to this parcel. He also stated that discussion about the Parkway from the previous hearing would also pertain to this hearing. Parker added that annexing this property would give the City more control and would help further the urban development of the property, which will help with construction of the future Parkway and help to establish the nexus by which we could obtain right-

of-way. Regarding the staff report's annexation map, Hitt stated that the public road is an actual dedicated easement given to the City by the property owner. Depending on the type of development, this easement/road alignment may remain there or may be vacated and moved over. The property owner realizes this and is flexible on the alignment. Councilor Weldon stated that he would like to see something happen with the Parkway.

Mayor Toombs asked the applicant's representative to come forward.

Brian Vandetta, 63 E. Ash Street, the applicant's representative, stated that they feel their application satisfies all of the relevant criteria and asked for annexation approval. In response to Councilor Elliott's question, Mr. Vandetta stated that there would not be any capacity deficiency that would preclude water and sanitary sewer from being extended out to the site.

Mayor Toombs asked if anyone would like to speak in favor of or opposition to the annexation request. Hearing none, he closed the Public Hearing at 8:10 p.m.

Councilors Elliott, Miller, Grizzle and Weldon felt that the findings met the criteria for annexation. Councilor Thackaberry stated that he would not support this annexation until there is a completed and approved Transportation Master Plan designating the alignment for the bypass.

Parker read the title of the Ordinance.

Councilor Elliott moved, Councilor Grizzle seconded, to approve A BILL FOR AN ORDINANCE ANNEXING AND ZONING PROPERTY FOLLOWING CONSENT FILED WITH THE CITY COUNCIL BY LANDOWNERS IN SAID AREA PURSUANT TO ORS 222.120 AND ORS 222.170 (File A-06-09, HELLBERG, GOGGIN AND ERICKSEN - State Hwy. 34 near Sunset Road.) The motion passed by roll call vote with 4 yeas (Councilors Elliott, Grizzle, Miller and Weldon) and 1 nay (Councilor Thackaberry).

6) Liquor License Change of Ownership/Name/License Type (300 N. Santiam Hwy.)

Healy presented a request to consider a recommendation to the OLCC for a change of ownership, name and license type for an existing liquor license at 300 Santiam Highway from Nite Food Mart/Erin and Thomas L. Lee/Off-Premises Sales to Nite Mini Mart/Khae Saetern/Off-Premises Sales with Fuel Pumps. He stated that the Police Department does not possess any documented evidence to support the denial of this request and added that the Fire District and Planning Department have also given approval.

Mayor Toombs declared the Public Hearing open at 8:15 p.m. to consider a recommendation for a change of ownership, name and license type for an existing liquor license at 300 Santiam Highway.

Mayor Toombs asked the Council to disclose any conflicts of interest or ex parte contacts. There were none.

Hearing no public comments regarding this change request, Mayor Toombs closed the Public Hearing at 8:16 p.m.

Councilor Grizzle moved, Councilor Elliott seconded, to approve a change of ownership, name and liquor license type for 300 Santiam Hwy. The motion passed by roll call vote with 4 yeas (Councilors Elliott, Grizzle, Thackaberry and Weldon) and 1 nay (Councilor Miller).

LEGISLATIVE SESSIONS

7) Award Contract for "Design Build" Lebanon Industrial Subdivision, Phase 1

Bowie distributed a photo showing the proposed Airport Industrial improvements and explained that the first phase will serve RC Ventures, Lane Manufacturing and David Hunter; the improvements for Pace American will take place during the second phase. He requested that Council award the Phase 1 Improvements to the design-build team of Udell Engineering and RJ Armstrong & Associates.

Councilor Miller moved, Councilor Grizzle seconded, to award the Airport Industrial Improvements Phase 1 contract to Udell Engineers and RJ Armstrong & Associates. The motion passed unanimously by roll call vote.

8) City Administrator's Report

Hitt provided a brief report on the following:

Joint Lebanon/Albany City Council Meeting - The meeting is tentatively scheduled for Monday, October 2nd [2006]; the date and place will be confirmed. Agenda items will include the Albany-Lebanon Canal and the property immediately north of River Park owned by the City of Albany.

Joint Lebanon City Council/Lebanon Aquatics District Board Meeting - Because two Councilors are unable to attend the scheduled September 12th [2006] meeting, Hitt will try to reschedule the meeting for Monday, September 11th [2006] at 5:00 p.m.

CITIZEN COMMENTS -

Evan Degenfelder, also representing other 2nd Street residents, thanked Councilor Thackaberry for bringing up the speeding problem on the residential section of their street. She asked that something be done now and suggested removing the bump-out to route more traffic to Main Street. She also stated that a speed zone sign is needed in that area.

There were no further comments.

ADJOURNMENT

Mayor Toombs adjourned the meeting at 8:32 p.m.

Meeting recorded & transcribed by: Donna Trippett

Kenneth I. Toombs, Mayor []
Ron Miller, Council President []

ATTESTED:

Linda G. Kaser, City Clerk/Recorder

CONSENT CALENDAR



City of Lebanon
Parks Committee Tree Board

Meeting Minutes

July 18, 2006

MEMBERS PRESENT: John Dinges, Joan Williams, Bob Elliott, and Sally Skaggs

STAFF PRESENT: Rod Sell, Cecil Bridge, and Shannon Muskopf

GUESTS PRESENT: Pat Dunn

CALL TO ORDER: John Dinges called the meeting of the City of Lebanon Parks Committee Tree Board to order at 5:15 p.m. on July 18, 2006 in the Santiam Travel Station Board Room at 750 3rd Street.

APPROVAL OF MINUTES the May 16, 2006 minutes were approved as written. The June 20, 2006 minutes were approved with the addition of Linda Kaser and Ronn Passmore added to the attendance list.

COMMENTS

Bob Elliott commented on this months packets and liked the addition of the news articles and photos.

CENTURY PARK SHELTER REHABILITATION

Don Wonsley was absent from the meeting and unable to present this item. Rod Sell stated he thought that Don wanted to ask that the counter at Century Park be removed due to vandalism. This item will be on the August Agenda.

TERM EXPIRATIONS

REAPPOINTMENTS the mayor reappointed Joan Williams and John Dinges and the news article was included with the agenda packet.

VACANT POSITION Sally knows someone who may be interested in the position that represents the American with Disabilities Act and will invite her to the meeting. Jim McDaniel, who has vast knowledge of the parks, also inquired to Rod about a vacant position on the committee. It was thought we should pursue both these interested parties.

MEMORIAL TREE

Sally presented an idea that her non-profit group has for planting a tree in either Bob Smith or Christopher Columbus Park in memory of a member that passed away. Memorials were discussed along with past meeting minutes on memorial trees. Benches were thought to be a better option than memorial trees. After further discussion, Sally decided that a tree planted in "memory of" with no plaque was the better option. It was thought this could be done during the next Arbor Day celebration. Sally will make a recommendation to her group to plant a tree for Arbor Day and to work with the plans for the Arbor Day Celebration. Sally will report on the progress at the August Parks Committee meeting.

SUB COMMITTEE MEETINGS

TRAILS COMMITTEE 26 people attended the Mark's Slough trail hike. There was no update on the grant. August 8 at 5:30 p.m there will be a hike up Peterson Butte. Those interested in attending need to meet at the Lebanon High School parking lot.

PIONEER CEMETERY COMMITTEE The clean up took place on June 17. Pat told the group what great condition the cemetery is in this year partially due to the Day of Caring that took place before the clean up. It was thought that since the weeds were removed earlier in the year and did not have a chance to go to seed this might help. Other weed abatement solutions were also discussed. Plans are in the works for Halloween night in the Cemetery and the rein actors have been contacted. The Pioneer Cemetery book will soon be available for purchase. The 2006-revised addition includes better photo quality and some additions. A newsletter is also being created for mailing to those with past or current interest in the cemetery. Having a directional sign put up for the cemetery was also discussed. Sally moved and Joan seconded that a sign advertising the location of the

cemetery stating Pioneer Cemetery 1 block be placed on the back of the stop sign at Dodge Street. The motion passed unanimously by roll call (4-0).

ADOPT A TRAIL

Revisions have been made to the Adopt a Park plan to include trails. Terry Deacon is interested in a trail connection to Mark's Slough. Kris Richardson had previously presented her wish to develop a trail from Had Irvine Park to Mark's Slough. In the Mountain River Area, a park is being established. The parking accesses a partial trail development. The contractor is going to light the trail. Lighting specifications need to be developed so a standard light can be used on future trails. Rod discussed that sometimes the power companies allow paying per light that helps with the utility fee.

PARKS TOUR DEBRIEF

Everyone liked the tour but there was not enough time. Shannon will put Park Tours on the February 2007 agenda so another tour can be planned for.

JAYCEE PARK GRANT UPDATE

No updates to report

PLAY STRUCTURE

The River Park play structure will be installed in May. The cost for the equipment was \$28,450 and approximately \$1,000 for the volunteer professionals to install. This leaves \$20,000 dollars in the budget if we want to purchase additional play structures for another park. It was recommended at the June Parks Committee Tree Board meeting that Booth Park get the play equipment. There is a 30% discount if ordered before August 30, 2006 after that it would only be an 18% discount. Joan moved and Sally seconded to recommend the purchase of the Gametime play structure offered by Sitelines using the savings from the River Park play structure. The motion passed unanimously by roll call (4-0). It was noted, after the vote, that the recommendation is to be for the neutral toned play equipment.

PARK SIGNAGE SPECIFICATIONS

The quotes are still in process and Cecil will try to have them for the next meeting. Rod had some example of precast concrete that were 1700.00 for single sided and 2200.00 for double sided. The base would be 500.00.

PARK FACILITIES UPDATE

The National Guard did volunteer work at Century Park, painting the shelter; Bob Smith Park, the bark beds; River Park, cleared along the riverbank and at Gills Landing, they cleared the trail to the bench. The paint for the shelters is being changed to a standard color of eggshell white with brown trim, as this will allow for easier repainting over vandalism. The well is up and running at Bob Smith Park and estimates will go to council on the amount of money being saved. A danger tree was moved from Santiam School the tree was dead and full of ants. The Parks staff has been busy spraying, mowing, edging and trimming in the Parks.

COMMENTS

The Maintenance Worker for Parks is still in process. There is currently a recruitment in process for Park Hosts. If there are not good applicants, Porter Russell Park may go without a park host. This is our last year of the agreed free advertising with the Oregon Jamboree; Gills Landing is listed second under lodging.

NEXT MEETING

The next Parks Committee Tree Board meeting date is August 15, 2006 from 5:15 p.m. to 6:45 p.m. meeting at the Santiam Travel Station, 750 S. 3rd Street in Lebanon.

ADJOURN

There being no further business, John Dinges adjourned the Parks Committee Tree Board meeting at 6:55 p.m.



City of Lebanon Planning Commission

Meeting Minutes July 19, 2006

MEMBERS PRESENT: Chairman Barry Scott, Vice-Chairman Don Robertson, Commissioners Tom Owen, Jon Davis, Duston Denver, Mike Reineccius, Israel Garcia, Lita Dyson, Shelley Garrett and Walt Rebmann

STAFF PRESENT: Community Development Manager/City Planner Doug Parker, Assistant Planner Terry Lewis, City Manager John Hitt, Mayor Ken Toombs, City Attorney Tom McHill, City Engineer Malcolm Bowie and CD Administrative Assistant Jamie Bilyeu-Libra

1. FLAG SALUTE / CALL TO ORDER / ROLL CALL

Chairman Scott called the meeting of the City of Lebanon Planning Commission to order at 7:01 p.m. in the Santiam Travel Station Board Room at 750 3rd Street. Roll call was taken; Commissioner Peggy Snyder was absent.

3. APPROVAL OF MINUTES – June 27, 2006

Vice-Chairman Robertson moved, Commissioner Reineccius seconded, that the June 27, 2006 minutes be approved as presented. The motion passed unanimously.

4. **CITIZEN COMMENTS** – There were none.

5. PUBLIC HEARINGS

Chairman Scott announced that the agenda included three public hearings: two subdivisions and an annexation. He briefly explained public hearing procedures as was shown overhead and posted on the wall. City Attorney McHill further reviewed public hearing procedures and explained that ORS 197.763 requires that at the commencement of a public hearing, the applicable substantive criteria pertinent to the public hearings are identified in the staff reports and are posted. He went on to say that all testimony, arguments and evidence presented must be directed according to the criteria listed or other criteria specifically identified by the individual presenting the testimony. The identified criteria must be listed in the Comprehensive Plan or Land Use Regulations documents. Failure to raise an issue with statements and evidence sufficient to allow the Commission and the parties to respond to the issue precluded any appeal on that issue. He also announced that only those who testify will have the opportunity to appeal the Commission's decision to City Council or to the Land Use Board of Appeals; those who do not testify will not have that opportunity.

A. Subdivision S-06-04 1010 9th Street (King Konstruktion)

Chairman Scott opened the public hearing at 7:14 p.m. and asked the Commissioners to disclose any conflicts of interest or ex parte contacts. Vice-Chairman Robertson excused himself because his firm has a portion of the subject property listed. Commissioner Davis stated that, as a representative of the Fire Department, he took part in the access easement portion of the development review of this proposal. He added that he did not feel this would have any bearing on his decision. Planner Parker clarified that everything discussed at the development review will be included in this hearing. There were no other disclosures.

Parker briefed the Commission on the applicant's request to build a five-lot subdivision at 1010

9th Street on an approximately 30,400 square foot lot. The property is designated as Residential Mixed Density (C-RM) on the City Comprehensive Plan Map and Residential Mixed Density (Z-RM) on the Zoning Map (Assessor's Map T12S-R2W-Section 10CD, Tax Lot 4800).

Parker reviewed the staff report and stated that the proposed subdivision plat included in the staff report was incorrect and provided the Commissioners with the correct one. He explained how this proposal was revised to meet the lot area requirements exclusive of the access easement. He stated that a curbside sidewalk is proposed along the east side of Lot 1 to provide for the setback requirement of the existing house on that lot. A ten-foot easement along the east side of Lot 5 would provide for a City standard planter strip. Parker felt that it would be in the public's best interest to obtain the additional five feet even though this would reduce the net lot area to 130 square feet below the minimum requirement. In response to Commissioner Rebmann's question as to whether a driveway easement was the same as a public sidewalk easement, Parker stated that, to avoid reducing the net lot area, an option would be to require a five-foot dedication and a five-foot pedestrian public access easement.

Slides of the subject property and surrounding area were shown. Parker briefly reviewed the relevant Comprehensive Plan, Subdivision Ordinance and Zoning Ordinance criteria. After reviewing the Planning staff comments, he directed the Commission to City Engineer Bowie who reviewed the Engineering staff comments. Bowie noted that the City has a program to help developers recover costs for infrastructure improvements.

Parker stated that staff concludes that the proposed subdivision complies with the standards of the Zoning and Subdivision Ordinances as well as the cited Comprehensive Plan Policies. The subdivision plat is professionally designed so as to be compatible with the adjacent properties and the neighborhood. Staff does not foresee any likely adverse impacts associated with the residential development of the subject property. This proposal would provide much-needed City standard infrastructure improvements to an area that is substantially deficient in such enhancements. Staff recommends that the Planning Commission approve the proposed subdivision along with the Department Comments and requirements. He offered the staff report and proposed findings for the record. Chairman Scott accepted them.

Chairman Scott asked if there were any questions of staff.

Some of the Commissioners were concerned that Lot 5 did not meet the minimum lot size. Options were discussed to meet that requirement: extending the curbside sidewalk down the east side of Lot 5; moving the access road over by 1½ feet to give Lot 5 an additional 135 square feet; or requiring a five-foot dedication and a five-foot pedestrian easement.

In response to Commissioner Rebmann's question about setbacks for Lot 1, Parker stated that the house on this lot is considered a pre-existing condition.

Chairman Scott suggested that the Commissioners hear the applicant's testimony and opened the public testimony portion of the hearing at 7:48 p.m. He invited the applicant or the applicant's representative to come forward.

Jeff Kropf, 4181 Cascade Highway SE, Sublimity, Oregon, and Cris King, 1010 9th Street, Lebanon, Oregon, the applicants, introduced their consulting engineer, Jon Erwin, 33923 Bond Road, Lebanon, Oregon. Mr. Erwin felt that a simple way to resolve Lot 5's easement issue would be to continue the five-foot dedication with a curbside sidewalk along 9th Street.

Regarding *Engineering Transportation Comment 7*, Mr. Erwin felt that this was not a valid request because a letter from the County stated that this property did not appear to be in their jurisdiction. Regarding *Storm Drainage System Comment 1*, he stated that Lot 1 should be excluded from the overall storm water detention because of existing historic run-off. He also stated that Lot 2 should be excluded because the lot drains to Oak Street. He felt that storm

water detention would be minimal and frugal for one lot. Mr. Erwin stated that they would like to be able to recover some of the costs for the oversized 21-inch storm line because their subdivision would not require that volume of water. In response to Mr. Erwin's question about the erosion control plan, Bowie answered that this standard DEQ requirement is included whether the applicant needs it or not.

Chairman Scott invited anyone who wished to speak in favor of or in opposition to the application to come forward. Seeing no one, he closed the Public Hearing at 7:58 p.m. and announced that all further discussion would be between the Commissioners and staff.

Chairman Scott asked if there were any questions or comments.

To meet the minimum lot size, some of the Commissioners felt that the curbside sidewalk should be extended down Lot 5. Some felt that the suggestion to move the road over by 1½ feet would allow Lot 5 to meet the minimum lot size, in addition to the setback sidewalk City standard. Parker felt that the applicant might be concerned that the access and utility easements would be too close to the house.

Chairman Scott suggested that the applicant address this question and reopened the public testimony portion of the hearing at 8:03 p.m. He invited the applicant or the applicant's representative to come forward.

Mr. Erwin stated that they are trying to maintain the twenty-foot setback from the edge of the access road to the back of the house.

Chairman Scott invited anyone who wished to address the Commission to come forward. Seeing no one, he closed the Public Hearing at 8:05 p.m. and announced that all further discussion would be between the Commissioners and staff.

There was extensive discussion about different options for approving this proposal: extending the curbside sidewalk along Lot 5 to meet the lot area requirement, even though the City standards calls for a setback sidewalk; requiring a ten-foot dedication to allow for a setback sidewalk, and making an exception to the minimum lot area requirement; or requiring a five-foot dedication with a five-foot pedestrian easement allowing for a setback sidewalk without reducing Lot 5's square footage.

In response to concerns about consistency in the sidewalk down 9th Street, Parker stated that staff could further research the other properties to ascertain the impacts of a curbside versus setback sidewalk. Several Commissioners felt that, although this is a valid consideration, it would be hard to predict what would happen in the future. After looking at the aerial photos, Parker noted that it is reasonable to presume that requiring City standard sidewalks would be a challenge.

Chairman Scott asked Bowie to respond to the applicant's testimony regarding the Engineering comments. Bowie felt that it was still prudent to include *Transportation Comment 1* to give the County fair opportunity to include any comments. He concurred that a 21-foot storm line would be oversized and stated that they would be able to calculate what the SDC credit would be. Regarding *Storm Drainage System Comment 1*, he stated that Lot 1 is grandfathered for storm and water; he did not feel that Lot 2 should be excluded because there presently is no structure on the lot. When questioned about the sidewalk along Lot 5, he stated that, after hearing the discussion and viewing the aerial photos of existing structures along 9th Street, he would not be opposed to extending the curbside sidewalk.

McHill read the comment from the County's July 3, 2006 letter that was referenced by Mr. Erwin. He added that this letter is included as Exhibit B of the staff report for Subdivision S-06-05.

Commissioner Davis moved, Commissioner Denver seconded, that the Planning Commission approve the proposed subdivision S-06-04 along with the Department Comments, requirements, and testimony, with the following specific modifications: 1. delete Lot #1 from the storm water detention requirements; and 2. continue the five-foot access easement for the entire length of the east property line to provide for a curbside sidewalk; and further that the proposed findings in the staff report be adopted and the applicant be directed to prepare the Final Plat in accordance with Lebanon Subdivision Ordinance Articles 4, 6, and 7.

The motion passed with 7 yeas (Commissioners Scott, Owen, Davis, Denver, Reineccius, Garcia and Dyson), and 2 nays (Commissioners Garrett and Rebmann). 8:34 p.m.

The Commission took a 5-minute recess.

B. Subdivision S-06-05 784 Wassom Street (DTTW Development)

Chairman Scott opened the public hearing at 8:42 p.m. and asked the Commissioners to disclose any conflicts of interest or ex parte contacts. Vice-Chairman Robertson excused himself because his firm has a portion of the subject property listed. There were no other disclosures.

Parker briefed the Commission on the applicant's request to build an eight-lot subdivision at 784 Wassom Street on an approximately 1.075 acre lot. The property is designated as Residential Mixed Density (C-RM) on the City Comprehensive Plan Map and Residential Mixed Density (Z-RM) on the Zoning Map (Assessor's Map T12S-R2W-Section 15CD, Tax Lot 2900).

Parker showed maps of the subject property and reviewed the staff report. He noted that there has been a lot of development and re-development in this area. He described the surrounding uses, which includes duplexes on Wassom Street to the northwest, and duplexes and multi-family dwellings to the south. Parker also pointed out that the five-foot public utility easements do not impact the lot area calculations.

After Parker briefly reviewed the relevant Comprehensive Plan, Subdivision Ordinance and Zoning Ordinance criteria, he read the Planning and Building staff comments. Assistant Planner Lewis showed slides of the site and surrounding area. Bowie then reviewed the Engineering staff comments clarifying that because this property is within city limits, all City comments govern; Linn County's comments on this proposal do not apply. Parker noted that inclusion of testimony does not validate the merit of the comments.

Parker stated that staff concludes that the proposed subdivision complies with the standards of the Zoning and Subdivision Ordinances as well as the Comprehensive Plan Policies. The subdivision plat is professionally designed so as to be compatible with and beneficial to the adjacent properties and the neighborhood through the public improvements. Staff does not foresee any likely adverse impacts associated with the residential development of the subject property. Staff recommends that the Planning Commission approve the proposed subdivision along with the Department Comments and requirements. All of the proposed lots conform to the Residential Mixed Density zone minimum lot area standards and can be developed in conformance with relevant Zoning Ordinance development standards. In approving the proposed subdivision, staff recommends that the Planning Commission directs the applicant to prepare the Final Plat in accordance with Lebanon Subdivision Ordinance Articles 4, 6 and 7 and with the Department Comments contained in this staff report. He offered the staff report and proposed findings for the record. Chairman Scott accepted them.

Chairman Scott asked if there were any questions of staff.

Bowie and Parker explained the difference in transportation system requirements for Wassom Street and Walker Road.

Chairman Scott opened the public testimony portion of the hearing at 9:03 p.m. and invited the applicant or the applicant's representative to come forward.

Jim Udell, 63 E. Ash Street, Lebanon, Oregon, the applicant's representative, stated that he has no issues with the City's findings and added that there will be setback sidewalks on Wassom Street and Walker Road.

In response to Commissioner Rebmann's question, Mr. Udell answered that there is a vacant lot with no improvements between the two bollards on Walker Road.

Chairman Scott invited anyone who wished to speak in favor of or in opposition to the application to come forward. Seeing no one, he closed the public hearing at 9:06 p.m. and announced that all further discussion would be between the Commission and staff.

Chairman Scott asked if there were any questions or comments. There were none.

Commissioner Reineccius moved, Commissioner Owen seconded, that the Planning Commission approve the proposed subdivision S-06-05 along with the Department Comments, requirements, and testimony, and further that the findings be adopted and the applicant be directed to prepare the Final Plat in accordance with Lebanon Subdivision Ordinance Articles 4, 6, and 7.

The motion passed unanimously. 9:07 p.m.

C. Annexation A-06-09 Highway 34 (Hellberg - Goggin - Erikson)

Chairman Scott opened the public hearing at 9:07 p.m. and asked the Commissioners to disclose any conflicts of interest or ex parte contacts. There were none.

Parker briefed the Commission on the applicant's request to annex an approximately 56.73 acre territory comprised of two tax lots located on the south side of Highway 34, west of Sunset Road (at the west end of the City's Urban Growth Boundary). The property is designated as Industrial (C-IND) on the City Comprehensive Plan Map and will be assigned a Limited Industrial (ML) zoning designation upon annexation (Assessor's Map T12S-R2W-Section 9, Tax Lots 400 and 500).

Parker reviewed the staff report and noted that the property abuts city limits to the south and east. He noted that the State advises aggregating adjacent vacant industrial sites because it has a much wider appeal to recruitment prospects. He also stated that this annexation would bring critical infrastructure to an underserved area and will be opening up other properties for development.

Lewis showed photos of the subject property and surrounding area. Parker reviewed the Annexation Ordinance and relevant Comprehensive Plan and Zoning Ordinances. He also read the Planning staff comments. Bowie made a correction to *Engineering Infrastructure Comment A: The closest existing City sanitary sewer is a 2nd 42" line located approximately 2800 feet easterly at the intersection of 12th Street and State Highway 34.*

Parker stated that unless the public hearing identifies hitherto unknown reasons why the

proposed annexation would be to the detriment of surrounding properties, the neighborhood or the City, staff recommends that the Planning Commission recommend to the City Council that the proposed annexation be approved. He offered the staff report and proposed findings for the record. Chairman Scott accepted them.

Chairman Scott asked if there were any questions of staff. Hearing none, he opened the public testimony portion of the hearing at 9:19 p.m. and invited the applicant or the applicant's representative to come forward.

Jim Udell, 63 E. Ash Street, Lebanon, Oregon, the applicant's representative, stated that he agrees with the staff comments. He also stated that there is an approximately four-foot elevation change, which should provide for adequate drainage north into a ditch on the northeast corner. Mr. Udell noted that their narrative should read: *There are no identified floodplains, inventoried wetlands, steep slopes or other significant environmentally sensitive areas on the territory.* He added that a developer would do a wetland delineation.

Chairman Scott invited anyone who wished to speak in favor of or in opposition to the application to come forward. Seeing no one, he closed the public hearing at 9:21 p.m. and announced that all further discussion would be between the Commission and staff.

Chairman Scott asked if there were any questions or comments. There were none.

Commissioner Davis moved, Commissioner Denver seconded, that the Planning Commission adopt the proposed findings in the staff report and recommend to City Council that the proposed Annexation A-06-09 be approved based upon Department comments, staff's recommendation, and testimony submitted.

The motion passed unanimously. 9:22 p.m.

6. OLD BUSINESS:

- a. **LZOU-TAC Update.** Sandwiches will be provided at the 6:00 meeting on July 25. The subsequent meetings were scheduled for August 15 and 29. Parker invited the Commissioners to attend these open public meetings.

7. OTHER BUSINESS:

- a. **PC Meeting Date.** The next Planning Commission hearing was scheduled for August 16 and will involve a multi-family residential development and an industrial planned development.

8. COMMISSIONER COMMENTS: There were none.

9. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:31 p.m.

Meeting recorded and transcribed by Donna Trippett.

LEBANON PUBLIC LIBRARY-SENIOR CENTER TRUST

Senior Center Conference Room

June 13th, 2006

MINUTES

BOARD MEMBERS PRESENT: Linda Darling, Remona Simpson, Bob Elliott, Lori McNulty, Ray Garboden, Joyce Weatherly, Thelma Toombs, Sheri Miller, Phyllis Wimer
Staff: Denice Lee, Kindra Oliver

ABSENT:

1. Call to Order

Chair Linda Darling called the meeting to order.

2. Minutes - May 9th, 2006

Joyce moved, Bob seconded for approval of the May 9th, 2006 meeting minutes. All in favor. Motion passed unanimously.

3. Treasurer's Report

Phyllis explained the Treasurer's Report included closing entries as of 4/30/06. The balance sheet at year end had a balance of \$11,743.40, which coincides with the beginning balance of the new fiscal year.

The annual reports are complete and need to be signed and sent to DOJ and the IRS. She will be sending a copy of the by-laws with the reports since we amended them.

Ray moved, Sheri seconded to accept the Treasurer's Report. All in favor. Motion passed unanimously.

4. Council Update

City Council will be discussing the results of the survey for the new city facilities tomorrow. The results showed overwhelming support for constructing both facilities. Results indicated if voters had to choose only one facility that it would be a new PD, however, the unified response was these are two very different services and our community feels we need to move forward with both.

Staff will present four options to City Council for the bond measure in November:

- 1 - Do nothing
- 2 - Fund entire project
- 3 - Build P.D. only (police, courts, jail, I.S.)
- 4 - Build Library only.

Staff is recommending option #2, fund the entire project.

Our timeline is dependent on what City Council decides and then what the voters decide at the poll. If people vote for only one facility it wouldn't increase taxes and may even decrease them. If voters decide to do the whole package it would increase .40 per \$1,000. For example, if someone has a \$100,000 home, their taxes would increase \$40 per year.

Whether Council approves the whole package or the Library only, we will need to be doing some serious work. We will need to plan some events to have opportunities to share information with people. We can give people tours of the current Library so they see first hand what our limitations are and explain to them what we would be able to accomplish with a new Library facility.

If City Council approves both facilities we would need to partner with P.D. to form a PAC. We will need to identify some key people to come forward and join the PAC.

Bob explained that the City Council meeting tomorrow (June 14th) is to discuss the options, not to make a formal decision at this point. He would like consensus from this group on which option we would like to see City Council pursue.

The cost for both facilities would be approximately \$18.5 million, which includes the cost of refinancing existing debt. The cost for the P.D. alone would be approximately \$8 million and the cost of the Library alone would be approximately \$6 million.

Denice said by refinancing some of our existing bond debt, it would save tax payers thousands of dollars in interest. Doing both facilities seems like such an affordable and responsible package.

Joyce commented that our community has been divided for so long, it is important to show a united front.

Bob added if the \$18.5 million option passes, we wouldn't necessarily have to do everything all at once. We could wait until 2008 when the geo-bond matures before moving forward with construction. It will quite a bit of time to go through the RFP process, obtaining architects, bonds, etc..

Consensus of the group was to support moving forward with the package to construct both facilities.

5. LPLSCT Budget

Linda suggested going over figures from the 05-06 budget to help us determine our 06-07 budget.

	<u>05-06 Budget</u>	<u>05-06 Actual</u>	<u>06-07 Budget</u>
Mat & Supp.	\$1,000	\$ 81	
Pub. Rel	750	237	
Book Keep.	2,100	703	
Events	2,000	90	

Engraving	3,200	53
Consult.	3,000	1,125
Dues & Sub.	150	95

Last year we had a carryover of approximately \$14,000 and this year it is \$11,743.40. Last year we budgeted \$1,000 for materials and supplies and only spent \$81. However, we may be spending more for supplies this year. Printing for presentation packets would most likely come out of the P.R. line item. The amount determined for events would depend upon the timeline associated with new Library facility.

We can build a budget but we need to know which direction Council wants to go before we can accurately determine our budget figures.

Joyce moved, Sheri seconded to table budget discussion and review until the next LPLSCT meeting. All in favor. Motion passed unanimously.

6. Updates

Library:

None

Senior Center:

None

7. Continuing Business

None

8. New Business

Linda said the next LPLSCT meeting is scheduled for July 11th but she will be in training that day and wanted to reschedule. The group tentatively scheduled the next LPLSCT meeting for Thursday, July 13th, 8:30 a.m.

The next City Council meeting that might include the City Facilities as an action item is Wednesday, June 28th. We may want to meet briefly on Thursday, June 29th, 8:30 a.m. to follow up after Council makes their decision. Kindra will email the group once the Council agenda for June 28th has been finalized.

9. Items from Floor

Joyce has talked to some civic groups in the community that have many pieces of history but really no place to store them. There are only a few boxes that would need to be stored. Kindra said they could store them in the supply room at the Senior Center.

10. Adjournment

Lori moved, Ray seconded for adjournment. All in favor. Motion passed unanimously.

Next Board meeting: Tuesday, August 8th, 2006 at the Senior Center.



City of Lebanon

Senior Center

65 B Academy
Lebanon OR 97355
(541) 258-4919 fax (541) 258-4956

ADVISORY BOARD MEETING

June 21st, 2006

MINUTES

Members present: Bob Elliott, Alice Unger, Fran Bonnarens, Remona Simpson, Cleora Wymore, Lori McNulty, Mac McNulty, Frances West, Kindra Oliver, Tori Hartman

Absent: Mary Lail, Bonnie Prince

1) WELCOME:

Remona Simpson welcomed members and opened the meeting.

2) MINUTES:

Cleora moved; Frances seconded to accept the minutes from the May 10th meeting. All in favor. Motion passed unanimously.

3) CHAIRPERSON'S REPORT:

- Remona handed out a Linn County demographics sheet which included projected growth through 2025. Linn County's projected population for 65+ will increase 17% (19,345) in 2015 and 21% (25,330) in 2025. The 2000 Census figures showed that 18% of Lebanon's population was age 65 or above, which was higher than any other community in Linn County. These figures confirm that there is going to be a continual, greater need for health care, programs and services for seniors as time progresses.

4) REPORTS:

Meal Site:

- Meals-on-Wheels (MOW) numbers are down slightly. At least six of her clients will no longer be getting their meals through MOW as of July 1st. The government subsidy for getting MOW is going to be much less starting July 1st so many seniors can't afford the meals.

Remona explained that this change comes from the state, not senior meals or the federal government. Remona explained that it is more than just a meal for seniors, MOW checks on these people everyday.

Tori said she plans on calling the seniors who stop receiving meals to encourage them to sign back up, as it is only a "suggested" donation per meal, not a required fee. Tori added, without MOW some home-bound seniors could go weeks without seeing

someone. She is pretty sure that a couple of the seniors won't sign back up, even if it is a "suggested" donation; some people don't have a problem taking a free lunch but some people won't do it. Tori added that the deli meals will no longer be served as of July 1st. Seniors will still have two options for meal choices.

- Tori said she has lots of kitchen help and things are going smoothly in that area.
- Tori announced that another meal site gave her their old freezer.

Senior Center:

- Kindra talked to Pacific Power and they would be willing to install a pole in the parking lot to help with lighting deficiencies. She talked to the Public Works Director regarding the lighting issues because we will want lighting, signage, etc. to be consistent with other buildings that will eventually be on Academy Square. Kindra will start the process with Pacific Power to get the pole installed on the far corner of the northeast parking lot in the front of the Senior Center. She will have City Suburban & Electric increase the wattage (currently 35 watt max) on the existing lights mounted on the back of the Senior Center.
- We received the Lebanon Community Hospital grant for \$900 to install emergency pull cords in the three restrooms.
- We still have six Firemed Subscriptions to give away. Kindra will talk to Tori to give the free subscriptions to some of the MOW seniors that are homebound.
- Kindra reported that Bob Williams is interested in starting a hearing support group at the Senior Center. Mr. Williams is hoping to have their first meeting in September.
- We will be recruiting for the additional part time Dial-a-Bus driver within the next month. With the addition of the part time driver, we will be able to extend our hours of operation.
- Kindra called LBCC and the high school to find out if they had a drama class that would be interested in getting the stage lights, etc. back into working order but both thought a project like that wouldn't fit into their class schedule.
- Dave Wagner with Central Bark donated 5-yards of bark for the Senior Center. Mac said he would be happy to help spread the bark when it is delivered.
- Attendance has slowed down a bit during the summer months as it has historically in the past.
- We have a broken window in the health screening room. L & R Windows has ordered a new window and should be able to install it next week. The cost for fixing the window will be paid out of the City's insurance reserves. The PD caught the person who broke the window but it is uncertain if the City will recover the cost of damages.
- The Budget Committee and City Council have approved the city budget so the Senior Center is now able to contract with TCMS to perform building maintenance on the Senior Center. The maintenance includes routine maintenance for the HVAC system(s) and equipment replacement. Our air conditioner is in need of assistance, as it hasn't worked properly since we moved into the building in 2005.
- Kindra said she is going to make contact with some of the mobile home parks in town in order to establish relationships and hopefully bring more people into the center. At this point the list includes Foxfield, Santiam Village, Twin Cedars, Mountain Shadows and Halcyon.

CONTINUING BUSINESS:

- Bob said that the survey results for the new city facilities showed favorable support for a combined bond to build both a new library and police department. Results indicated if voters had to choose only one facility that it would be a new PD, however, the unified response was these are two very different services and our community feels we need to move forward with both.

NEW BUSINESS:

- Consensus of the group was to cancel the July meeting and meet at our next scheduled meeting on Wednesday, August 16th, 10:00 a.m.
- Lori commented that she would be happy to write up something for the newspapers when we receive donations for the Senior Center. It would be good to give some people and businesses that recognition. It was noted that some businesses might not want their name in the paper because they would get more requests for donations. We can determine that on a case-by-case basis.

ITEMS FROM THE FLOOR:

-

ADJOURNMENT:


There being no further business, Alice moved for adjournment and Lori seconded the motion. All approved and the meeting was adjourned.

Next Meeting: **Wednesday, August 16th, 2005.**

Agenda Item 1



**LEBANON POLICE DEPARTMENT
MEMORANDUM**

TO: John Hitt, City Administrator
FROM: Michael Healy, Police Chief 
DATE: 31 August 2006
RE: LIQUOR LICENSE APPLICATIONS
CC:

The following Lebanon, Oregon establishment is requesting consideration for a new liquor license:

Wing Ming Restaurant, LLC, 1170 S. Main St., Lebanon, OR 97355
Owners: Yan Yu & Chiu Man Wong
License Type: Limited On-Premises Sales

The Police Department does not possess any documented evidence to support the denial of this request.

LIQUOR LICENSE APPLICATION APPROVAL/DENIAL FORM
 FINANCE DEPARTMENT
 CITY OF LEBANON

Date: 14 August 2006
 New License: Wing Ming Restaurant, LLC, 1170 S. Main, Lebanon, OR 97355
 Owners: Zong Yan Yu & Chiu Man Wong
 License: Limited On-Premises Sales

RECOMMENDATION:	APPROVAL	DENIAL	DATE
FIRE DISTRICT <u><i>Walt Widby</i></u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>8/24/06</u>
POLICE DEPT <u><i>W. H. King</i></u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>8/22/06</u>
PLANNING DEPT <u><i>D. Baker</i></u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>8/23/06</u>
COUNCIL _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NOTE: Recommendation for denial must be accompanied by supporting documentation.

September 13, 2006

SCRIPT FOR PUBLIC HEARING FOR RECOMMENDATION OF A
NEW LIQUOR LICENSE. THE WING MING RESTAURANT.

Mayor: Now is the time and place for a Public Hearing to determine whether the City of Lebanon will recommend either an approval or denial for a new liquor license for Limited On-Premises liquor sales at the Wing Ming Restaurant, LLC, 1170 S. Main St., Lebanon. Yan Yu and Chiu Man Wong applicants

I declare the Public Hearing open at 1:51 PM.

Mayor: At this time, I would ask the staff to provide a staff report.
(Staff gives report) Are there any questions of the staff from any City Councilor?)

Mayor: Is there any member of the public here tonight who would like to speak in favor of this Liquor License? If so, please come forward and provide your name and address for the record.
(Public gives input)

Mayor: is there any member of public here tonight who would like to speak in opposition to this Liquor License? If so, please come forward and provide your name and address for the record.
(Public Gives input)

Mayor: Is there any one else who hasn't already spoken, who would like to address this issue?

Mayor: Seeing none, I declare the Public Hearing closed at
8:00 PM.

Mayor: Are there any further questions of the staff?

Mayor: If not, the chair will entertain a motion to either recommend approval or denial of this license application to the Oregon State Liquor Control Commission.

Mayor: (After motion made) Is there any discussion on this motion?

Mayor: (After discussion) I will ask the clerk to take a roll call vote.

Mayor: (After vote) I declare the Motion passed and instruct staff to submit the appropriate forms to the OLCC.

Agenda Item 2



CITY OF LEBANON
PUBLIC WORKS DEPARTMENT – ENGINEERING
MEMORANDUM

TO: John Hitt, City administrator

DATE: 9-08-2006

FROM: Malcolm Bowie City Engineer

SUBJECT: Discussion item regarding traffic speed issues on 2nd street

This agenda item will serve as a discussion item to further discuss concerns of excessive traffic speed on 2nd street and discover possible solutions.

Agenda Item 3



City of Lebanon Memorandum

To: Mayor Toombs and City Council

DATE: September 7, 2006

From: John Hitt, City Manager

RE: City Manager's Report

At the September 13th City Council meeting I will give a brief update on the following matters:

1. Project Sand
2. South Main Road
3. Police Bait Car
4. Miscellaneous Matters