

Lebanon City Council Meeting Agenda



October 25, 2006

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LEBANON CITY COUNCIL MEETING

Wednesday, October 25, 2006

7:00 p.m.

(Santlam Travel Station - 750 3rd Street)

AGENDA

CALL TO ORDER REGULAR SESSION / FLAG SALUTE

ROLL CALL

APPROVAL OF CITY COUNCIL MINUTES – September 27, 2006

CONSENT CALENDAR

- ❖ City Council Agenda – October 25, 2006
- ❖ Parks Committee Appointment – Jim McDaniel
- ❖ Accept Library Advisory Board Meeting Minutes – September 13, 2006
- ❖ Accept Parks Committee Tree Board Meeting Minutes – June 20, 2006
- ❖ Accept Parks Committee Tree Board Meeting Minutes – August 15, 2006
- ❖ Accept Senior Advisory Board Meeting Minutes – September 27, 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

PRESENTATION

1) **Boys & Girls Club Property Report**

Presented by: Jason Yutzie, Director of the Lebanon Boys & Girls Club

Discussion

LEGISLATIVE SESSION

2) **City Manager's Report**

Presented by: John Hitt, City Manager

Discussion

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.*

EXECUTIVE SESSION - *Executive Sessions are closed to the public due to the highly confidential nature of the subject.*

- *Per ORS 192.660(1)(h) To consult with legal counsel concerning legal rights and duties of the Council regarding current litigation or litigation likely to be filed.*

ADJOURNMENT

Approval of Minutes

**LEBANON CITY COUNCIL MEETING
MINUTES
September 27, 2006**

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

Staff Present: City Manager John Hitt, City Attorney Tom McHill, Police Chief Mike Healy, Director of Public Works Jim Ruef, City Engineer Malcolm Bowie, Maintenance Division Manager Rod Sell and Public Works Administrative Assistant Debi Shimmin.

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; all Councilors were present.

APPROVAL OF COUNCIL MINUTES – September 13, 2006

Councilor Grizzle moved, Councilor Elliott seconded, to approve the September 13, 2006 City Council Minutes as presented. The motion passed unanimously by roll call vote.

CONSENT CALENDAR

- ❖ City Council Agenda for September 27, 2006

Mayor Toombs moved Agenda Item 2, Award of Consultant Contract - Project Walden, to the Legislative Session.

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

CITIZEN COMMENTS -

Hearing none, Mayor Toombs asked for items from Council.

ITEMS FROM COUNCIL

Regarding the Grant Street Bridge construction, Councilor Thackaberry stated that because the north sidewalk (on the west side of the bridge) has been taken out, mud forces pedestrians to walk in the road. He felt that this public safety issue should be remedied by laying some kind of narrow hard surface in its place.

Councilor Thackaberry moved, Councilor Weldon seconded, to put down a hard surface in place of the sidewalk in that area.

Mayor Toombs ruled the motion to be out of order because he stated that this must be advertised 24 hours prior to the meeting as per Municipal Code.

Councilor Thackaberry moved to appeal the ruling of the chair. The motion failed by roll call vote with 3 nays (Councilors Elliott, Fox and Grizzle) and 3 yeas (Councilors Miller, Thackaberry and Weldon).

Councilors Grizzle and Miller requested that this issue be discussed. Councilor Miller stated that he voted to appeal the chair because he wanted to see a consensus that staff comes back with a solution, which can then be discussed. Councilor Thackaberry felt that this should be addressed now before we get more rain. City Manager Hitt suggested that staff take care of this without coming back to Council if the cost is under \$10,000. Director of Public Works Ruef asked if gravel was acceptable; Councilor Thackaberry stated that it was.

Councilor Thackaberry presented an [Albany Democrat Herald] newspaper article which stated that Sweet Home Municipal Judge Larry Houchin's contract would not be renewed until an investigation by the Department of Justice is complete. Because Judge Houchin is also the Municipal Court Judge in Lebanon, Councilor Thackaberry questioned whether the City also received a letter from the Department of Justice. Hitt and Police Chief Healy stated that they did not. Councilor Thackaberry asked City Attorney McHill if this should be a concern and asked what the City's options are. McHill stated that staff will bring it to Council's attention if the outcome of the investigation warrants it. Councilor Miller read a quote from the article: *"We have no details of the investigation and we know absolutely nothing about it," Sweet Home Mayor Craig Fentiman said. "The council found it prudent not to renew the contract until the details of the investigation are available."* In response to Councilor Thackaberry's question, Hitt stated that the Judge's contract is to up for renewal in the fall. Councilor Thackaberry asked that Council be given notice of this.

Councilor Thackaberry asked about the joint Lebanon/Albany City Council meeting. Hitt stated that two Councilors are not able to attend the scheduled October 12th date and asked if Council wished to propose an alternative date. He stated that Albany indicated that they might prefer to meet after the first of the year, but were open to other dates. Councilor Grizzle thought that it would make sense to meet after the beginning of the year so that any newly elected Councilors could be there, but felt that it should take place in early January.

Councilor Thackaberry questioned the status of the Hobbs Street residents' concerns. Hitt stated that he has not received a response to the letter sent a week ago.

Councilor Weldon read a [Lebanon Express] newspaper article entitled *"Girl's death shows urgency of 'safe routes'."*

"Even before the accident Monday that killed eighth-grader Claire Fuesler as she was walking to class, the Lebanon Community School District was exploring a state and federal program called Safe Routes to School."

This week's tragedy just highlights the need for that program and more, said Pat Green, the school district's director of transportation.

Green said she hopes to meet next week with Oregon Department of Transportation officials to talk more about Safe Routes to School and what the district can do until that program is fully under way.

Born in Denmark in the 1970s, Safe Routes to School came to the United States about six years ago with pilot programs in Chicago, New York, Portland and Palo Alto, Calif. In 2005, federal legislation began providing funding for programs in every state.

Oregon's funding - \$1 million per year through 2009 - probably won't be in place till next spring, said Julie Yip of ODOT. At that point, school districts will be able to apply for grants to help them build sidewalks, install traffic lights, kick off community education initiatives and other safety projects.

Until then, she said, ODOT has other safety education programs to share with school districts. The department also encourages communities to work together on safety projects.

"We believe we can offer pedestrian safety education in the Lebanon area," Yip said.

ODOT didn't learn of Fuesler's death until Wednesday, she added. "We feel deeply concerned and saddened."

Lebanon has long been aware that Seven Oak Middle School isn't the easiest place to reach on foot.

The district already provides an extra bus route for that school because of increased housing developments and the lack of sidewalks and road shoulders in the area, Green said.

Claire Fuesler was eligible for that route, Green said. It wasn't clear why she was walking Monday on Wagon Wheel Drive.

Other problem areas include Highway 20 just south of town and Highway 34 where it becomes Tangent Street, Green said.

Families with school-age children live on both sides of both roads, drivers tend to accelerate early to highway speeds, and few drivers appear to remember that traffic going both directions is required to stop when a school bus flashes its red lights, she said.

Airport Road near Lebanon High School also is a concern, but the high school this year restricted open-campus privileges during lunchtime, which she said should limit the number of students walking in the area, Green said.

Yip said the state encourages students to walk and bike to school rather than add to morning and afternoon car traffic. The Seven Oak tragedy, she acknowledged, complicates the situation because now even more parents will be inclined to drive.

"That just endangers the kids who are out there walking and bicycling to school," she said."

Councilor Weldon suggested that the City become involved with the Safe Routes to School group.

Councilor Miller felt that it might be prudent to find out who they are and what their connection to the School District is. He also noted that a joint collaboration may help this cause. It was decided that Ruef and Councilor Weldon would represent the City in a possible collaboration with the County, School District and the Safe Routes group. Hitt mentioned that the Planning department requires that developers consider safe routes to school. In response to Councilor Grizzle's question, Ruef stated that the Transportation System Plan will come before Council in November or December.

PUBLIC HEARINGS

1) Right-of-Way Vacation (Jadon Drive)

Mayor Toombs declared the Public Hearing open at 7:20 p.m. to consider vacating an existing 50-foot wide public right-of-way extending approximately 717 feet east of South Main Road and north of Crowfoot Road.

City Engineer Bowie stated that this vacation will facilitate the platting of the new Eagle View Subdivision, which will provide an eastward extension of Jadon Drive.

Mayor Toombs asked if there were any questions of staff. There were none.

Hearing no public comments in favor of or opposition to the proposed right-of-way vacation, Mayor Toombs closed the Public Hearing at 7:22 p.m. McHill read the title of the Ordinance.

Councilor Elliott moved, Councilor Fox seconded, to approve A BILL FOR AN ORDINANCE VACATING RIGHT-OF-WAY. The motion passed unanimously by roll call vote.

LEGISLATIVE SESSION

2) Award of Consultant Contract - Project Walden

Ruef stated that the Preliminary Design Report by West Yost and Associates was complete and explained the reason for splitting the design project into two phases. He stated that staff recommends approval of a \$459,000 contract to West Yost and Associates to prepare the Project Walden construction documents, with the understanding that staff also recommends that the project go forward without a pedestrian bridge.

Councilor Fox moved, Councilor Weldon seconded, to award the Project Walden final design contract to West Yost and Associates. The motion passed unanimously by roll call vote.

3) Second Street Traffic Update - Additional Statistics

Bowie distributed traffic speed data taken from the 2nd and Academy Street intersection as requested by Council. The data collected from September 18-24 showed the northbound average speed to be 21.5 mph; the speed at the 85th percentile was 23.5 mph. The southbound average speed was 18.9 mph; the speed at the 85th percentile was 21.4 mph. Bowie stated that the data shows what staff has felt, which is that the curve is a built-in traffic calming device. Radar data was also collected during the a.m. and p.m. peak times from September 20-22; this data showed two counts close to 40 mph. Bowie explained for Councilor Thackaberry that the "maximum" figures on the data sheets are part of the computer program and does not reflect the actual data.

Councilor Thackaberry stated that staff spent a lot of time on this and felt that it would have been less expensive to remove the bump-out. He felt that the road should be put back the way it used to be and questioned the reason for keeping the bump-out. Councilor Thackaberry also recommended that there be a revision in the new Transportation Master Plan excluding 2nd Street as an arterial. In response to Councilor Weldon's question, Bowie stated that he did not have figures on the traffic flow on 2nd Street versus Main Street. Councilor Grizzle stated that she will be glad when there is a new Transportation Plan, so that there is a procedure to prioritize projects. She stated that there is nothing wrong with responding to citizen complaints, which the City has done in this case, but Council has a responsibility to everyone in the City to look at things fairly by prioritizing needs. Councilor Miller felt that removing the bump-out would not reduce the amount of traffic on 2nd Street because of the bottle-neck at Academy and Main Streets. Councilor Elliott also felt that removing the bump-out would not solve anything. Councilor Fox felt that a three-way stop would be a better solution than removing the bump-out because of the bottle-neck. As an alternative, he suggested that a curb be put in to stop southbound traffic onto 2nd from Tangent Street. Councilor Thackaberry stated that he would accept that solution because he feels that it is inappropriate to have that much traffic on 2nd Street. Councilor Grizzle stated that businesses further down 2nd Street were purchased with the knowledge that this is a main thoroughfare through town. She added that 2nd Street traffic has probably changed dramatically since the early 1970's and feels that anyone who purchased their home since the 1980's likely knew what the traffic situation was like. [Evan Degenfelder, speaking from the audience, responded to Councilor Grizzle that she purchased her home in 2002, but she did not know what the traffic was like since she had never been to Lebanon before.] Councilor Fox stated that this is a law enforcement issue and added that more police officers should be hired. Councilor Miller questioned whether a three-way stop would cause traffic accumulation from Tangent Street at certain times of the day. Ruef confirmed that there would likely be stacking. There was further discussion about the effect this would have on traffic. Bowie stated that he would rather do a redesign in the Capital Improvement Program. Councilor Miller felt that a traffic circle would be the ideal fix. Councilor Grizzle stated that a decision would be premature until the result of the bond measure is known. Councilor Miller agreed that a decision would be premature at this point. Hitt added that this comment was stated three or four times. Mayor Toombs felt that Council should move on. Councilor Elliott agreed with Mayor Toombs.

4) Parks Master Plan (Academy Square)

Maintenance Division Manager Sell distributed drawings of the Academy Square Park Concept Plan and described the design, which was the result of public meetings and the process to revise the Parks Master Plan.

Sell asked for Council's direction regarding the dead black walnut tree at this site. The Parks Committee recommends that it be removed because it poses a traffic/park user hazard. There was a brief discussion about methods of disposing the tree. [Michael Mustoe, speaking from the audience, stated that unwanted chipped trees were used as a temporary walkway in Jefferson and suggested that they be used for the Grant Street Bridge walkway.] Sell stated that staff likes to recycle as much wood as possible. Based upon the Parks Committee's recommendation, there was Council consensus to remove the tree.

Sell stated that the Parks Committee approves the concept and design of the labyrinth walk as submitted by Barb Langford to be installed in the City of Lebanon's Park System. He added that the Parks Committee holds reservation on the final placement and asked for Council's direction on that placement.

Barbara Langford, 3308 Lupine Street, and Maryann Ewing, 37906 Middle Ridge Drive, gave a PowerPoint presentation showing examples of labyrinths around the state. The proposed labyrinth design was described and has an estimated cost of \$10,000. (materials \$3,000 and labor \$7,000). She stated that they are not asking for City funds; they intend to build the labyrinth using grants, donations and volunteer labor. She added that Paul Nichols has agreed to oversee and supervise the project.

Mayor Toombs asked what their timeframe was. Ms. Langford replied that they will start looking at grants following approval and hope to be able to complete the labyrinth within a year.

Councilor Grizzle thanked them for all of their work and stated that she likes the tree design.

Regarding Councilor Weldon's question about skateboarders, Ms. Langford and Ms. Ewing stated that there are strategies to implement so that the labyrinth will not be attractive to skateboarders. Mayor Toombs asked Sell to come back to Council with the final design to address Councilor Weldon's concerns.

Based upon the Parks Committee's recommendation, there was Council consensus to go forward and come back with the final design of the labyrinth. Mayor Toombs added that he did not see any problem in authorizing them to start on it. Mayor Toombs confirmed for Ms. Langford that the placement would be at Academy Square Park.

In response to Councilor Weldon's safety concerns, Sell stated that the park is designed with an open Academy-type setting. Trees which can be trimmed up to an appropriate height were carefully selected. There will also be sufficient lighting for police officers to see through the park without any obstructions.

5) City Public Complaint / Inquiry Tracking System

Public Works Administrative Assistant Debi Shimmin gave a PowerPoint presentation on the City's citizen complaint tracking system. She explained the current system and presented recommendations for a new system: an electronic online format; name changed to citizen request/inquiry; create a database, which would be useful in planning and evaluating current issues; and a process which is able to redirect and alert staff of incoming requests. Staff is looking at different ways of implementing this process, such as using a software program or developing something similar to other cities.

Councilor Weldon asked if any of the proposed bond funds could be used to fund this new system. Hitt stated that this presentation is to provide Council with an update and to solicit any input regarding the system features. Staff will come back with a proposal in a month or two after deciding which electronic system would work best. He believed that the City would be able to purchase a system within the current budget and added that the bond would not be involved in this.

Councilor Grizzle stated that she tracks citizen inquiries in her ward and felt that it would be beneficial for each Councilor to be able to do that. Councilor Weldon stated that it would be nice to have the capacity to go into the system to determine the status of an inquiry. Mayor Toombs added that the State Insurance Department also tracks their inquiries electronically.

6) Support for City Bond Measure 22-64

In response to Cathy Benneth's request for unanimous Council support of the new library/police station bond measure, Mayor Toombs asked that a resolution be drawn up.

Councilor Miller moved, Councilor Grizzle seconded, to approve A RESOLUTION IN SUPPORT OF CITY BOND MEASURE 22-64. The motion passed unanimously by roll call vote.

Mayor Toombs stated that this approval shows a great deal of support for staff's hard work in presenting this measure.

7) City Administrator's Report

Hitt provided a brief report on the following:

City Council Goal Status - Regarding the updated Goal Status Report, Hitt requested that he or the appropriate department manager be contacted if anyone has any questions or needs additional information. He noted on page 3, Public Works #7, that the City was recently awarded the Connect Oregon Grant for nearly \$2 million. Hitt thanked the property owner, Entek, as well as Mike Root from Albany & Eastern Railroad for their cooperation in helping to preliminarily identify a site. Ruef will be coordinating with the State to make sure that the site and proposed site layout will work. Hitt added that staff is optimistic that this will allow the City to move forward with this project reasonably quickly. Ruef stated that he received an email copy of the agreement; the hard copy should be following shortly.

50's in the Fall Event - Hitt stated that this event went very well and thanked the Rolling Oldies Club. He also stated that they liked the Academy Square site and may want to return.

City Council Meeting Schedule - The next Council meetings were scheduled for October 11th and 25th, November 8th and December 13th.

Assessed Value - Lebanon's tax value rose 9.65%, which includes all of the taxing districts. Hitt stated that the good news is that the City's budget of 8% is a conservative estimate.

CITIZEN COMMENTS

Evan Degenfelder, 242 S. 2nd Street, asked what Council planned to do about the amount of traffic and the speed of traffic on 2nd Street. Councilor Miller gave Ms. Degenfelder a copy of the traffic data report. She stated that she was suspect of the statistics because she lives there and sees what is happening. Councilor Grizzle stated that she suggested that this discussion may be premature because it will have to be discussed in depth after the bond election in six weeks. Ms. Degenfelder stated to Councilor Grizzle that a lot of people in her ward would be interested to know that she does not care and that she is more interested in a few businesses on that street. Mayor Toombs asked Ms. Degenfelder not to personally attack Councilor Grizzle. Ms. Degenfelder stated that Councilor Grizzle said that this problem is not as important as other problems. Hitt and other Councilors stated that they did not hear that. Councilor Grizzle replied that this is completely a mischaracterization of what she said. There was brief discussion about the inability to stop all speeding at any location. Ms. Degenfelder stated that Council is not addressing the problem. Councilor Miller felt that Councilor Grizzle did address it by saying that Council will have a better idea about the development of the site, and will have a solution, after the bond election. Ms. Degenfelder felt that the Councilors' discussion on this issue was over, and stated that Council

should have said that this would be tabled until after the elections. Councilor Miller and Hitt stated that this was what they understood Councilor Grizzle's remarks to be. Councilor Grizzle stated that this was completely her intention.

Healy stated that the violations in this area are infrequent, but it could be because the officers are being seen. Because the street is fairly narrow, he understands the perception that vehicles seem to be moving faster than what the radar records. He added that this is a problem on any street in Lebanon; 2nd Street is no exception. Councilor Miller again stated to Ms. Degenfelder that Council does hear their problem and wants to come up with a plan.

There was a brief discussion about how a round-about would work at that intersection.

Michael Mustoe, 525 S. 12th Street #4, stated that Newport used concrete barriers to temporarily close a street. He described how this would force traffic around the 2nd and Academy Street area.

ADJOURNMENT

Hearing no further comments, Mayor Toombs adjourned the meeting at 8:53 p.m.

Meeting recorded & transcribed by: Donna Trippett

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

ATTESTED:

Linda G. Kaser, City Clerk/Recorder

LEBANON CITY COUNCIL WORK SESSION MINUTES
Surface Effluent Discharge System (Project Walden)
September 27, 2006
6:00 p.m.

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

Staff Present: City Administrator John Hitt, City Attorney Tom McHill, Finance Director Casey Cole, Public Works Director Jim Ruef, City Engineer Malcolm Bowie and Senior Engineer Rob Emmons.

[A packet was distributed to Council: "Project Walden - Subsurface Effluent Discharge System."]

A PowerPoint presentation on Project Walden included:

- I. Introduction
 - a. History
 - b. Where we are today

- II. Project Overview
 - a. Transmission System Improvements
 - Gravity flow under river
 - Pump over river via bridge
 - b. Subsurface Discharge System
 - c. Dechlorination System
 - d. Outfall Improvements
 - e. Access Road Improvements

- III. What's Next
 - a. Property Access - Lease Status
 - b. Permit / Funding Status

Jim Ruef explained how the effects of the continually changing regulations for the wastewater system led to Council's goal of researching what it would take to get the City's wastewater effluent entirely out of the river.

Rob Emmons described the project and discussed cost estimates for the three alternative systems: effluent gravity flow under river, effluent pumped over a pre-cast girder bridge, and effluent pumped over a suspension bridge.

Councilor Miller questioned why both mechanical and dechlorination systems are needed. Ruef stated that, at times, both systems will be in operation, such as at high capacity (over 12 mgd) or during a flood. He also confirmed for Councilor Miller that the City will not have to use ultraviolet light for dechlorination. Councilor Miller asked what the horsepower and operating costs of the pump station will be. Emmons stated that he anticipates it to be larger than the existing pump station. Ruef and Councilor Miller briefly discussed this further.

Councilor Fox asked if it is possible to landfill to bring the elevation of the infiltration channels up, because this might become an issue over time. Ruef stated that this may be something to look at in the future during expansion.

Councilor Weldon asked why different bridge alternatives are being looked at. Councilor Miller stated that the three alternatives were driven by Council requests. Ruef stated that even if the bridge is constructed, it still may not be a good idea to hang the pipe on it because of its vulnerability. He also stated that another advantage to building the discharge system under the bridge is that it would not dictate where the pedestrian bridge has to be built. In response to Councilor Weldon's questions about which budget this would come out of, Ruef stated that they were not to the point where financing was discussed. Councilor Weldon felt that the pedestrian bridge would be less expensive if it is not constructed as part of the discharge system because it would not have to be as long. Ruef stated that staff's recommendation is the Effluent Gravity Flow Under River alternative with no bridge at this time. He added that this does not mean that the bridge is not warranted or that it will not be put in someday.

Regarding the access road improvements, Emmons stated that staff is concerned about the long-term stability of the levy due to erosion. A roadway is proposed to be constructed between the two ponds. Ruef stated that they fear the river will wash through, resulting in the loss of the bigger pond. It may also drive through to the toe of the old landfill; the roadbed has been moved over and large pieces of concrete are being backfilled in its place to armor the area. He added that FEMA is not interested in helping to protect this area because it is not open to the public and is not a major thoroughfare. There was a brief discussion regarding creating a jetty which the river can run into.

Malcolm Bowie stated that the City has been granted temporary access to the property and does not anticipate any problems obtaining a permanent access agreement. He added that they intend to complete design this fall, start construction next spring, and hope to be operational by the end of 2007.

Adjourned

Mayor Toombs adjourned the work session at 6:50 p.m.

Meeting recorded & transcribed by: Donna Trippett

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

ATTESTED: _____
Linda Kaser, City Clerk/Recorder



CITY OF LEBANON

MEMORANDUM

TO:	Ken Toombs, Mayor	DATE:	9/21/2006
FROM:	Rodney Sell, Maintenance Services Division Manager		
SUBJECT:	Park Committee/Tree Board		

In March of 2006 the Parks Committee began recruitment for the committee position vacated by Stan Usinger. The open position was announced in the Lebanon Express with a request for letters of interest. The Parks Committee knows of only one official letter of interest that was generated. The letter was from Jim McDaniel. I believe the letter may have been sent to you for consideration. I have attached the letter for your reference.

At last night's public meeting the Parks Committee voted unanimously to recommend Jim McDaniel for the open Parks Committee position. Jim McDaniel has been actively involved with the community and with the parks system for over 30 years. He has been the driving force in the development of numerous parks and recreation facilities in Lebanon including the building of several desperately needed ball fields in the 1970's.

With your approval and appointment the Parks Committee is anxiously awaiting the opportunity to welcome Jim McDaniel to the Parks Committee.

Sincerely,

Rodney Sell
Maintenance Services
Division Manager
541-258-4283



City of Lebanon

LEBANON PUBLIC LIBRARY

Advisory Board Meeting Minutes

September 13, 2006

The Library Advisory Board meeting was called to order at 5:30 p.m. by Co-Chair Tom Stewart. Attending were Cathy Benneth, Garry Browning, Sharon Follingstad, Harlan Mastenbrook, Sue Spiker, Tom Stewart, City Council Representative Ron Miller and Library Director Denice Lee.

Minutes of the August 9th meeting were approved.

Director's Report:

Circulation:

August	2006	8,669	YTD 2006	17,327
August	2005	8,218	YTD 2005	16,128

Clicker Brigade/Annual Report:

To provide required information for the annual report required by the Oregon State Library, the Lebanon Public Library will be scheduling the annual Clicker Brigade for October 16-21. Sheri Miller will be contacting volunteers who will sit at the front door and count each patron as they enter the library. The library uses board members, Friends, and volunteers to cover all hours the library is open to the public for the entire week.

Christmas Volunteer Appreciation/gift:

The annual Christmas Volunteer Appreciation luncheon has been scheduled for Friday, December 1 at 11:30 a.m. at the Mennonite church on Second Street. Staff is looking into the idea of having volunteers select a new book they'd like an appreciation book plate placed in to honor their service to the library. Other plans are continuing.

Trust Management Grant:

The materials purchased for the redo of the toddler area being funded with Trust Management funds have been received. The original plan was to place the new items in the children's area at the first meeting of the pre-school storytime on September 14th. Due to illness, the placement was delayed so we will place the carpet, bean bag chairs and CD player in the room when our regular story time staff person returns to work.

Braemar Gift:

To the delight of the library staff, the library received an \$8,000 check from the Braemar Charitable Trust. They are associated with Trust Management and have selected the Lebanon Public Library to receive this one time monetary gift. The gift has no restrictions or directives attached to it.

City Hall
 225 Main Street
 Administration
 41.258.4902
 Finance
 41.258.4914
 Human Resources
 41.258.4925
 Mayor/City Council
 41.258.4904
 Public Works Admin
 41.258.4918
 T/GIS

City Attorney
 30 E. Maple Street
 41.258.3194

Library
 26 2nd Street
 41.258.4926

Community
 Development Center
 35 1st Street
 Building
 41.258.4907
 Engineering
 41.258.4923
 Environmental
 41.258.4921
 Planning
 41.258.4906

Municipal Court
 10 E. Maple Street
 41.258.4909

Police Department
 10 E. Maple Street
 41.451.1751

Public Works
 Maintenance/Parks
 105 Oak Street
 41.258.4281

Senior Center
 5 "B" Academy
 41.258.4919

Fact Sheet For Ballot Measure:

The City of Lebanon has prepared a Fact Sheet with information about the bond on the November ballot for refinancing existing city debt, and building both a new library and a new police/courts facility. The director made the fact sheet available to Advisory Board members.

Speaking Dates:

The library director and police chief have both been scheduled to give presentations at numerous civic groups in Lebanon. Denise has given presentations to Kiwanis and the Lion's Club, and is scheduled for presentations to a Lebanon political action committee, Optimists, Altrusa and Rotary.

Friends Report:

At the August book sale the Friends profit was \$160.05. The split with the Senior Center for the month of August earned the Friends an additional \$40.40 for a total August profit of \$200.45.

Unfinished Business:

As a follow-up on the discussion of safety issues at the library, the director reported that she is working on a job description for a children's librarian, and city staff has submitted a request for salary range to LGPI. The director reported to the board the results of a search of the State of Oregon Sex Offender Inquiry System, and is scheduling Awareness training for the library staff.

Communications:

The Advisory Board heard a report from the Citizens for Police and Library Facilities. This is the PAC (political action committee) working for the passage for bond 22-64 which will fund a new police/courts building and a new library. Cathy Benneth and Sue Spiker presented a draft of a letter to the editor and requested that Advisory Board members sign as a show of support for the bond project.

Adjournment:

The meeting was adjourned at 6:24 p.m.

Next meeting October 11, 2006

5:30 p.m.

750 3rd Street

Santiam Travel Station



City of Lebanon
Parks Committee Tree Board

Meeting Minutes

June 20, 2006

MEMBERS PRESENT: John Dinges, Bob Elliott, Linda Kaser, Joan Williams, Don Wonsley and Sally Skaggs

STAFF PRESENT: Rod Sell, and Cecil Bridge

PLAYGROUND PRESENTATION The SiteLines representative Doug Buell presented information on the Gametime playground equipment. After Doug left the group reviewed playground proposals from 4 supplies and numerous play structure configurations.

The discussion concluded with a committee recommendation to purchase the structure provided by SiteLines and built by Gametime. The structure was offered in a Spring Cleaning Sale brochure for a dramatically reduced price. The original price is \$34,197 with the sale price reduced by 30% to \$23,940.

Ron Passmore had discussed his recommendations with Rod earlier in the day and Rod shared his comments with the committee.

Rod discussed the grant opportunity provided through MACS with OPRA for the installation of the structure. If the application is successful the SiteLines representative has offered to work with MACS free of charge to coordinate the installation and cover the meal expenses for the MACS construction group. The City will be responsible for providing a training room and for overnight lodging for the MACS coordinators and trainers. The total expense to the City for the MACS grant would be approximately \$1,000 to \$1500.

The City will need to purchase the wear mats, geo-textile fabric, an under-drain system and engineered wood fiber for fall material for the play structure. The estimated cost of these necessities is \$3283.

If the grant request is successful the Parks Committee recommends the remainder of the budgeted funds be used to purchase additional play equipment for other parks. Play equipment in several parks needs to be replaced. A new play ground at Booth Park was initially submitted for consideration in the proposed 06/07 budget and was subsequently removed.

FIELD TRIP John, Don, and Sally took a tour of some of the City Parks.



City of Lebanon
Parks Committee Tree Board

Meeting Minutes

August 15, 2006

MEMBERS PRESENT: John Dinges, Joan Williams, Ronn Passmore, Linda Kaser, and Sally Skaggs
STAFF PRESENT: Rod Sell, and Shannon Muskopf
GUESTS PRESENT: Pat Dunn, Barb Langford, and Maryann Ewing

CALL TO ORDER: John Dinges called the meeting of the City of Lebanon Parks Committee Tree Board to order at 5:23 p.m. on August 15, 2006 in the Santiam Travel Station Board Room at 750 3rd Street.

APPROVAL OF MINUTES the July 18, 2006 minutes were approved as written. A motion was made to correct the June minutes to reflect the playground presentation and recommendation. In addition, a correction to the June minutes was requested to remove Ronn Passmore from the members' present list, as he was not in attendance.

COMMENTS

Mr. Langford suggested that City workers carry a map of the city to help the public who need directions.

LABRYINTH AT ACADEMY SQUARE

Barb presented information on Labyrinths. They would like to build a labyrinth at Academy Square. Barb estimated the price at 5 to 10 thousand dollars to build a colored concrete tree shaped labyrinth 37 foot in diameter not including the trunk. By using concrete, this would be virtually maintenance free and allow wheel chair accessibility. **A recommendation to city council stating we conceptually agree to approve a labyrinth walk in concept and design in our park system and hold reservation on the final placement location was made by Passmore and Kaser seconded. The motion passed unanimously by roll call (5-0).**

CENTURY PARK SHELTER REHABILITATION

A letter from Linda Darling regarding the shelter was included in the agenda packets. After reading the letter, Kaser recommend that staff look into it further and discuss with the issues with the police department.

TERM EXPIRATION

A letter of interest was received from Jim McDaniel regarding the vacant position on the committee and the letter was included with the agenda packet. The interested party that Sally knows was not in attendance. She should submit a letter of request if she is interested. **Passmore moved and Kaser seconded that this be tabled to the next meeting to allow the interested party to attend. The motion passed unanimously by roll call (5-0).**

REVIEW OF STREET TREE REQUESTS

The Key Bank tree removal was discussed. The committee is interested in what criteria was used for the Key Bank tree removals. The committee felt that the Street Tree and Potential Street Tree Policy was not enforced in this case and asked Rod if he could get a written answer for clarification on these trees removal. Passmore suggested the person who made the decision should review the Street Tree Policy.

SUB COMMITTEE MEETINGS

TRAILS COMMITTEE 60 People were in attendance at the last hike. The next hike, the second Tuesday of September at 5:30 p.m., is starting at Gills landing and walking through several short trails ending with a picnic at River Park. A BLT flyer was created and is waiting approval from Samaritan Health Services and the City of Lebanon.

PIONEER CEMETERY COMMITTEE A newsletter was created to inform past purchasers of the book and volunteers of future events in the cemetery to help keep interest. Shannon will get estimates of printing cost and turn them into the city to see if they will allow the funding from the Pioneer Cemetery line item.

JAYCEE PARK

No news on the scope of work development. The park was #2 on the Local Government Grant Program. In a past meeting, there was discussion on renaming the park. Originally, the park was built by the Jaycee's but in the last ten years they have had no involvement. Shannon will see if she can find history of the park, which was thought to have been established in the 1960's. **Passmore moved and Kaser seconded that item to be tabled until the next meeting. The motion passed unanimously by roll call (5-0).**

PARK SIGNAGE SPECIFICATIONS

Cecil is still working on quotes. This item is tabled until the next meeting.

PARK FACILITIES UPDATE

The maintenance worker for Parks still has not been filled. Rod is hoping for an answer by the end of the week. Jim Ruef and Rod will meet with the consulting firm on the refinement plans for Cheadle Lake. An open recruitment is underway for a new park host, the previous Gill's Landing Park hosts have left. Shannon will put Memorial Trees with Sally as the speaker on the next agenda.

NEXT MEETING

The next Parks Committee Tree Board meeting date is September 19, 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 7:00 p.m.



Senior Center
65 B Academy
Lebanon OR 97355
(541) 258-4919 fax (541) 258-4956
www.ci.lebanon.or.us

ADVISORY BOARD MEETING
September 27th, 2006

MINUTES

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

Guests: Charlotte Jones, Eva Smith, Albert Davenport, Lois Flannigan

Absent:

1) WELCOME:

Remona Simpson welcomed everyone, went through introductions and opened the meeting.

2) MINUTES:

Bonnie moved, Cleora seconded to accept the minutes from the August 16th, 2006 meeting. All in favor. Motion passed unanimously.

3) CHAIRPERSON'S REPORT:

- Remona thanked the guests for coming to the Advisory Board meeting.

Charlotte Jones was pleased that she and the others could come to the meeting to keep apprized of the happenings at the Senior Center. All four of them have taken the bus trips and were a bit disappointed that the Senior Center wasn't able to provide them at this point in time. She did talk to Kindra a couple of weeks ago and does appreciate the efforts that the Senior Center staff goes to in order to provide services to seniors.

Kindra explained that all three of the buses are federally funded and there are lots of restrictions placed on the use of the buses. She is in the process of contacting local charter services again to determine their interest in providing services for bus trips. We have to advertise annually in the newspaper to determine if there are any charter services that would be interested in providing the types of trips we would like to take, which is why we haven't been able to take any trips since July 1, 2006. Advertising is expensive so Kindra was looking into other options of advertising. Also, one of the issues with having a charter service provide transportation for bus trips is they are very expensive, as they have to cover costs and make a profit. In talking with ODOT

(Oregon Department of Transportation), if the charter services still aren't interested in providing services because there isn't enough interest, we can probably start providing the services in-house as long as we cover our costs for the driver and fuel. In the meantime, Kindra has contacted Sweet Home Senior Center and it is a possibility that we can do some joint trips. She will also contact the Albany Senior Center to find out information on what trips they will be taking in the next few months. If it doesn't work out with the charters, we're hopeful to get the trips started back up in the next 3-5 months. Another option is to purchase a used bus or van with Senior Center Trust Fund dollars and we would be able to use that vehicle for trips.

4) REPORTS:

Meal Site:

- Tori said she has two high school boys helping out through the high school work program.
- Craig, the volunteer dish washer, found a job so she now needs more kitchen help, as well as more drivers.
- Meals-on-Wheels (MOW) numbers have dropped to 89 delivered meals on M-W-F and 99 delivered meals on T-Th.

Senior Center:

- Bonnie Sparks, our new part-time Dial-a-Bus (DAB) driver started training with Matt this week. The new DAB schedule will start on Monday, October 2nd. Matt will start his shift at 6:30 a.m. and run through 3:00 p.m. Bonnie will start at 1:00 p.m. and end at 4:30 p.m. So, the first scheduled ride of the day is 6:45 a.m. and the last scheduled ride is 4:00 p.m. We will evaluate changes to the schedule at the end of October to make sure everything is running smoothly and efficiently.
- We have started providing transportation services to Willamette Valley Rehabilitation Center (WVRC) clients. At this time we are transporting ten individuals to and from WVRC, daily. There is still a need to transport more of their clients as well. Approximately 12 WVRC clients are currently being transported by the Linn Shuttle, who runs from Sweet Home to Albany. We are working with Linn Shuttle to start taking over some of their Lebanon-to-Lebanon rides so they have open seats to provide more rides from Sweet Home to Albany. We are working with both agencies and will re-evaluate our schedule at the end of October to determine how many more riders we can "fit" into the schedule. Matt's schedule has been full.
- Kindra came across another Advisory Board policy that needed to be updated. The Dial-a-Bus policy in the Advisory Board handbook doesn't match up with other pieces of information regarding the Dial-a-Bus "boundaries". She will get that policy cleaned up and bring it back to the next Advisory Board meeting for discussion and approval of the revisions.
- The Linn County Transportation Advisory Council met last month and is looking into creating a tri-county brochure outlining available transportation within Linn, Benton and Lincoln counties. There will be a cost associated with the brochures but it would certainly help riders to have that piece of information to know what is available to them and how to get to and from cities in the regional area. Lori McNulty said she would like to donate \$100 toward the purchase of brochures for distribution at the Lebanon Senior Center and DAB.

- Kindra has renewed the Title XIX contract with Oregon Department of Human Services for providing non-medical rides for seniors. The new contract will run through September 30, 2010.
- Tori talked to Kindra the other day about possibly having a combined float of some sort for the Strawberry Festival Parade. We would be able to hand out brochures for MOW, the Senior Center and the Dial-a-Bus. Kindra will find out what the theme is this year and we can start brainstorming.
- We have lots of activities going on in the month of October, including:
 - October 2nd & 3rd - AARP
 - October 4th & 6th - Diabetes Clinic
 - October 18th - Potluck (pumpkin decorating)
 - October 27th - Flu Clinic
 - October 31st - Joint Halloween Party with Century Fields

CONTINUING BUSINESS:

- Last month we talked about recruiting another rotating community business member for the Advisory Board. Heather Marshall from Willamette Manor said she would be happy to serve on the board. Kindra will contact Heather and get her on board.
- Bonnie asked if the money that the Lebanon High School Class of 1986 raised for the Library and Senior Center had been donated yet. The last Kindra heard was they were going to approach Walmart to see if they would be willing to match their donation of \$506.

NEW BUSINESS:

- Alice asked Tori if she would be able to send out a Senior Health Insurance Benefits Assistance (SHIBA) brochure with MOW deliveries. Tori said that would be fine and that she would need 100 hard copies for her clients.

ITEMS FROM THE FLOOR:

- Frances brought in some paper plates to donate for potlucks.
- Tori said that the LBCC exercisers use a lot of MOW's cups for water. Kindra said she would get some cups to replenish what LBCC uses.
- Lori said that the Seniors and Law Enforcement Together (SALT) group wanted to know if it would be possible to get coffee for their meetings. Kindra said that a SALT member had already called and she said the S.C. could make coffee for their group.
- It was suggested that the S.C. have a wheel chair on hand should someone come into the Senior Center who needs assistance. Recently, there have been two individuals that would have benefited from the use of a wheel chair while at the S.C. Kindra will contact the Pill Box and Bear Creek Medical Center to see if one of them can give us a deal on a wheel chair.

ADJOURNMENT:

There being no further business, the meeting was adjourned.

Next Meeting: **Wednesday, October 18th, 10:00 a.m.**

Agenda Item 1



City of Lebanon

Memorandum

To: Mayor Toombs and City Council

From: John Hitt, City Manager *[Signature]*

Subject: **Boys & Girls Club Property Report**

Date: October 19, 2006

Jason Yutzie, the Boys and Girls Club Director, asked me to place him on the City Council Agenda. He would like to discuss with the City Council the approximately 1.2 acre parcel of land that the City donated to the Boys & Girls Club about 5 years ago.

JEH/lgk

Agenda Item 2



City of Lebanon

Memorandum

To: Mayor Toombs and City Council

Date: October 19, 2006

From: John Hitt, City Administrator *JHitt*

Subject: **City Manager's Report**

At the October 25 City Council Meeting I would like to briefly discuss the following:

1. Lebanon Bond Measure 22-64 (Voter's Pamphlet)
2. Introduction of Michael Blasen, Community Services Coordinator of the Lebanon Police Department
3. Review City Council Schedule
4. Miscellaneous Matters

JEH/igk

Linda Kaser

From: Linda Kaser
Sent: Monday, October 09, 2006 10:43 AM
To: Patrick Lair (patrick.lair@lee.net); Lebanon Express (ak.dugan@lee.net); Weldon Gregg; Shelly Garrett; Mary Meader
Subject: FW: Oct. 11th City Council Meeting
Importance: High

Please note that the October 11, 2006 Lebanon City Council Meeting has been cancelled as described below.

Linda G. Kaser
 City Clerk/Recorder
 City of Lebanon
 925 Main Street
 Lebanon OR 97355
lkaser@ci.lebanon.or.us
 (541)258-4264

DISCLOSURE NOTICE: Messages to/from this email address may be subject to Oregon Public Records Law.

-----Original Message-----

From: John Hitt
Sent: Friday, October 06, 2006 1:36 PM
To: Ken Toombs; 'ray@dswebnet.com'; 'Rebeccag@Linncofcu. Org (E-mail)'; 'Ron Miller'; 'farmerdan17@centurytel.net'; 'rcelliott@centurytel.net'; 'tim_carrie@hotmail.com'
Cc: Doug Parker; Casey Cole; Denice Lee; Jim Ruef; Mike Healy; Tom Oliver; Tom McHill; Kindra Oliver; Ginger Allen; Linda Kaser; Reva Frost; Jamie Libra; Malcolm Bowie; 'Lebanon Express (ak.dugan@lee.net)'; 'news@dhonline.com'
Subject: Oct. 11th City Council Meeting
Importance: High

After meeting with Mayor Toombs this morning, it was decided that due to almost no items of business, to CANCEL the Oct. 11th City Council meeting.

The next meeting of the Lebanon City Council is currently scheduled for 7:00 PM, Wednesday, Oct. 25th.

John Hitt
 City Manager
 City of Lebanon

Linda Kaser

From: John Hitt
Sent: Friday, October 06, 2006 1:36 PM
To: Ken Toombs; 'ray@dswebnet.com'; 'Rebeccag@Linncofcu. Org (E-mail)'; 'Ron Miller'; 'farmerdan17@centurytel.net'; 'rcelliott@centurytel.net'; 'tim_carrie@hotmail.com'
Cc: Doug Parker; Casey Cole; Denice Lee; Jim Ruef; Mike Healy; Tom Oliver; Tom McHill; Kindra Oliver; Ginger Allen; Linda Kaser; Reva Frost; Jamie Libra; Malcolm Bowie; 'Lebanon Express (ak.dugan@lee.net)'; 'news@dhonline.com'
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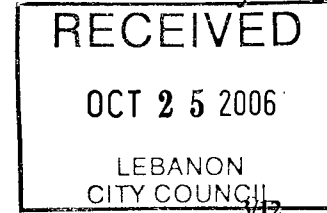
The next meeting of the Lebanon City Council is currently scheduled for 7:00 PM, Wednesday, Oct. 25th.

John Hitt
City Manager
City of Lebanon

General Ledger
Revenue vs. Expenses by Account Type

July 1, 2006 - Sept. 30, 2006
First Quarter FY

City of Lebanon, Oregon



User: ccole
Printed: 10/24/2006 - 10:43
Period 3, 2007
Full Year Budget

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	Budg Amt	% Budg Expended
100	GENERAL FUND						
REVENUE							
	Rev.-Taxes & Assess	2,840,750.00	11,119.89	30,844.52	2,809,905.48	710,187.51	1.09
	Rev.-Licenses & Permits	1,418,100.00	88,133.47	193,995.46	1,224,104.54	354,525.00	13.68
	Rev.-Fines & Forfeits	222,500.00	17,277.58	52,305.18	170,194.82	55,625.01	23.51
	Rev.-Intergovernmental	289,000.00	0.00	0.00	289,000.00	72,249.99	0.00
	Rev.-Chgs for Services	30,700.00	805.00	2,751.00	27,949.00	7,674.99	8.96
	Rev.-Miscellaneous	146,400.00	7,460.44	28,831.91	117,568.09	36,600.00	19.69
	Rev.-Transfers In	4,000.00	0.00	0.00	4,000.00	999.99	0.00
	Rev.-Other Sources	558,855.00	0.00	305,901.67	252,953.33	139,713.75	54.74
	REVENUE Totals:	5,510,305.00	124,796.38	614,629.74	4,895,675.26	1,377,576.24	11.15
EXPENSES							
100-110	ADMIN & ECON DEVELOP						
	Exp.-Personal Services	29,140.00	1,525.91	4,281.26	24,858.74	7,284.99	14.69
	Exp.-Materials & Services	54,096.00	1,841.16	2,465.22	51,630.78	13,524.00	4.56
	Exp.-Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
	Exp.-Transfers Out	3,195.00	0.00	0.00	3,195.00	798.75	0.00
	100-110 Totals:	86,431.00	3,367.07	6,746.48	79,684.52	21,607.74	7.81
100-116	HUMAN RESOURCES						
	Exp.-Personal Services	9,298.00	763.36	2,290.65	7,007.35	2,324.49	24.64
	Exp.-Materials & Services	10,000.00	0.00	375.10	9,624.90	2,499.99	3.75
	Exp.-Transfers Out	911.00	0.00	0.00	911.00	227.76	0.00
	100-116 Totals:	20,209.00	763.36	2,665.75	17,543.25	5,052.24	13.19
100-120	CITY ATTORNEY						

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
	Exp.-Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
	Exp.-Transfers Out	1,937.00	0.00	0.00	1,937.00	484.26	0.00
	100-160 Totals:	43,441.00	2,422.17	7,692.73	35,748.27	10,860.24	17.71
100-165	LIBRARY						
	Exp.-Personal Services	224,596.00	18,708.38	53,764.36	170,831.64	56,148.99	23.94
	Exp.-Materials & Services	59,920.00	5,542.22	10,699.42	49,220.58	14,979.99	17.86
	Exp.-Capital Outlay	2,560.00	0.00	0.00	2,560.00	639.99	0.00
	Exp.-Transfers Out	53,098.00	0.00	2,000.00	51,098.00	13,274.49	3.77
	100-165 Totals:	340,174.00	24,250.60	66,463.78	273,710.22	85,043.49	19.54
100-170	MUNICIPAL COURT						
	Exp.-Personal Services	117,865.00	9,504.66	28,458.06	89,406.94	29,466.24	24.14
	Exp.-Materials & Services	138,554.00	9,685.29	33,360.35	105,193.65	34,638.51	24.08
	Exp.-Capital Outlay	500.00	0.00	429.30	70.70	125.01	85.86
	Exp.-Transfers Out	15,933.00	0.00	0.00	15,933.00	3,983.25	0.00
	100-170 Totals:	272,852.00	19,189.95	62,247.71	210,604.29	68,213.01	22.81
100-180	POLICE						
	Exp.-Personal Services	2,369,999.00	191,531.40	582,400.32	1,787,598.68	592,499.76	24.57
	Exp.-Materials & Services	418,248.00	24,743.20	97,530.60	320,717.40	104,562.00	23.32
	Exp.-Capital Outlay	188,450.00	7,462.85	36,915.62	151,534.38	47,112.51	19.59
	Exp.-Transfers Out	106,413.00	0.00	6,000.00	100,413.00	26,603.25	5.64
	100-180 Totals:	3,083,110.00	223,737.45	722,846.54	2,360,263.46	770,777.49	23.45
100-190	SENIOR SERVICES						
	Exp.-Personal Services	79,393.00	6,042.87	17,818.30	61,574.70	19,848.24	22.44
	Exp.-Materials & Services	43,913.00	2,059.70	5,016.71	38,896.29	10,978.26	11.42
	Exp.-Capital Outlay	7,000.00	3,404.00	4,033.77	2,966.23	1,749.99	57.63
	Exp.-Transfers Out	25,319.00	1,667.00	4,997.00	20,322.00	6,329.76	19.74
	100-190 Totals:	155,625.00	13,173.57	31,865.78	123,759.22	38,906.25	20.48
100-195	NON-DEPARTMENTAL						
	Exp.-Materials & Services	231,329.00	13,116.41	105,204.42	126,124.58	57,832.26	45.48

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
	Exp.-Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
	Exp.-Transfers Out	98,016.00	6,250.00	23,240.00	74,776.00	24,504.00	23.71
	Exp.-Contingencies	303,291.00	0.00	0.00	303,291.00	75,822.75	0.00
	Exp.-Debt Service	0.00	0.00	0.00	0.00	0.00	0.00
	Exp.-Unappropriated	0.00	0.00	0.00	0.00	0.00	0.00
	100-195 Totals:	632,636.00	19,366.41	128,444.42	504,191.58	158,159.01	20.30
	EXPENSES Totals:	5,510,305.00	364,539.56	1,220,375.92	4,289,929.08	1,377,576.24	22.15
	100 Totals:	0.00	239,743.18	-605,746.18	605,746.18	0.00	0.00
	REVENUE TOTAL	5,510,305.00	124,796.38	614,629.74	4,895,675.26	1,377,576.24	11.15
	EXPENSE TOTAL	5,510,305.00	364,539.56	1,220,375.92	4,289,929.08	1,377,576.24	22.15
	GRAND TOTAL	0.00	-239,743.18	-605,746.18	605,746.18	0.06	???????

General Ledger

Revenue vs. Expenses by Account Type

City of Lebanon, Oregon

User: ccole
 Printed: 10/24/2006 - 10:44
 Period 3, 2007
 Full Year Budget

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
430	WATER UTILITY						
REVENUE							
	Rev.-Chgs for Services	2,360,000.00	272,423.76	710,808.69	1,649,191.31	590,000.01	30.12
	Rev.-Miscellaneous	131,500.00	18,462.51	40,704.91	90,795.09	32,874.99	30.95
	Rev.-Transfers In	0.00	0.00	0.00	0.00	0.00	0.00
	Rev.-Other Sources	374,000.00	0.00	446,307.02	-72,307.02	93,500.01	119.33
	REVENUE Totals:	2,865,500.00	290,886.27	1,197,820.62	1,667,679.38	716,375.01	41.80
EXPENSES							
430-430	WATER UTILITY						
	Exp.-Personal Services	860,342.00	69,981.37	206,593.29	653,748.71	215,085.51	24.01
	Exp.-Materials & Services	534,226.00	24,622.80	103,317.86	430,908.14	133,556.49	19.34
	Exp.-Capital Outlay	69,592.00	313.84	1,319.85	68,272.15	17,397.99	1.90
	Exp.-Transfers Out	1,299,652.00	100,421.00	395,863.00	903,789.00	324,912.99	30.46
	Exp.-Contingencies	101,688.00	0.00	0.00	101,688.00	25,422.00	0.00
	Exp.-Debt Service	0.00	0.00	0.00	0.00	0.00	0.00
	Exp.-Unappropriated	0.00	0.00	0.00	0.00	0.00	0.00
	430-430 Totals:	2,865,500.00	195,339.01	707,094.00	2,158,406.00	716,375.01	24.68
	EXPENSES Totals:	2,865,500.00	195,339.01	707,094.00	2,158,406.00	716,375.01	24.68
430 Totals:		0.00	-95,547.26	490,726.62	-490,726.62	0.00	0.00

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
	REVENUE TOTAL	2,865,500.00	290,886.27	1,197,820.62	1,667,679.38	716,375.01	41.80
	EXPENSE TOTAL	2,865,500.00	195,339.01	707,094.00	2,158,406.00	716,375.01	24.68
	GRAND TOTAL	0.00	95,547.26	490,726.62	-490,726.62	0.03	???????

General Ledger

Revenue vs. Expenses by Account Type

City of Lebanon, Oregon

User: ccole
 Printed: 10/24/2006 - 10:44
 Period 3, 2007
 Full Year Budget

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
470	WASTEWATER UTILITY						
REVENUE							
	Rev.-Taxes & Assess	0.00	0.00	0.00	0.00	0.00	0.00
	Rev.-Chgs for Services	2,610,000.00	197,075.52	592,401.99	2,017,598.01	652,500.00	22.70
	Rev.-Miscellaneous	84,000.00	8,577.27	16,516.47	67,483.53	21,000.00	19.66
	Rev.-Other Sources	330,000.00	0.00	627,827.48	-297,827.48	82,500.00	190.25
	REVENUE Totals:	3,024,000.00	205,652.79	1,236,745.94	1,787,254.06	756,000.00	40.90
EXPENSES							
470-470	WASTEWATER UTILITY						
	Exp.-Personal Services	594,411.00	41,289.30	122,574.19	471,836.81	148,602.75	20.62
	Exp.-Materials & Services	399,402.00	16,762.08	87,213.21	312,188.79	99,850.50	21.84
	Exp.-Capital Outlay	68,362.00	313.80	5,316.49	63,045.51	17,090.49	7.78
	Exp.-Transfers Out	1,743,543.00	145,039.00	438,192.00	1,305,351.00	435,885.75	25.13
	Exp.-Contingencies	215,066.00	0.00	0.00	215,066.00	53,766.51	0.00
	Exp.-Debt Service	3,216.00	0.00	211.49	3,004.51	804.00	6.58
	Exp.-Unappropriated	0.00	0.00	0.00	0.00	0.00	0.00
	470-470 Totals:	3,024,000.00	203,404.18	653,507.38	2,370,492.62	756,000.00	21.61
	EXPENSES Totals:	3,024,000.00	203,404.18	653,507.38	2,370,492.62	756,000.00	21.61
470 Totals:		0.00	-2,248.61	583,238.56	-583,238.56	0.00	0.00

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
	REVENUE TOTAL	3,024,000.00	205,652.79	1,236,745.94	1,787,254.06	756,000.00	40.90
	EXPENSE TOTAL	3,024,000.00	203,404.18	653,507.38	2,370,492.62	756,000.00	21.61
	GRAND TOTAL	0.00	2,248.61	583,238.56	-583,238.56	0.03	???????

General Ledger

Revenue vs. Expenses by Account Type

City of Lebanon, Oregon

User: ccole
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 Period 3, 2007
 Full Year Budget

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
558	STREET MAINTENANCE						
REVENUE							
	Rev.-Licenses & Permits	1,800.00	0.00	0.00	1,800.00	450.00	0.00
	Rev.-Intergovernmental	660,000.00	51,756.13	101,410.53	558,589.47	165,000.00	15.37
	Rev.-Miscellaneous	21,000.00	160.62	1,376.07	19,623.93	5,250.00	6.55
	Rev.-Transfers In	0.00	0.00	0.00	0.00	0.00	0.00
	Rev.-Other Sources	119,000.00	0.00	153,276.70	-34,276.70	29,750.01	128.80
	REVENUE Totals:	801,800.00	51,916.75	256,063.30	545,736.70	200,450.01	31.94
EXPENSES							
558-558	STREET MAINTENANCE						
	Exp.-Personal Services	334,963.00	25,348.54	76,283.83	258,679.17	83,740.74	22.77
	Exp.-Materials & Services	334,201.00	15,263.62	76,302.03	257,898.97	83,550.24	22.83
	Exp.-Capital Outlay	11,730.00	1,391.80	1,800.37	9,929.63	2,932.50	15.35
	Exp.-Transfers Out	115,644.00	6,243.00	59,457.00	56,187.00	28,911.00	51.41
	Exp.-Contingencies	5,262.00	0.00	0.00	5,262.00	1,315.50	0.00
	558-558 Totals:	801,800.00	48,246.96	213,843.23	587,956.77	200,450.01	26.67
	EXPENSES Totals:	801,800.00	48,246.96	213,843.23	587,956.77	200,450.01	26.67
558 Totals:		0.00	-3,669.79	42,220.07	-42,220.07	0.00	0.00

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
	REVENUE TOTAL	801,800.00	51,916.75	256,063.30	545,736.70	200,450.01	31.94
	EXPENSE TOTAL	801,800.00	48,246.96	213,843.23	587,956.77	200,450.01	26.67
	GRAND TOTAL	0.00	3,669.79	42,220.07	-42,220.07	-0.00	???????

General Ledger

Revenue vs. Expenses by Account Type

City of Lebanon, Oregon

User: ccole
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 Period 3, 2007
 Full Year Budget

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
920	LEBANON URBAN RENEWAL						
REVENUE							
	Rev.-Taxes & Assess	70,176.00	244.75	895.28	69,280.72	17,544.00	1.28
	Rev.-Miscellaneous	2,700.00	462.21	1,076.02	1,623.98	675.00	39.85
	Rev.-Transfers In	0.00	0.00	0.00	0.00	0.00	0.00
	Rev.-Other Sources	126,000.00	0.00	127,048.97	-1,048.97	31,500.00	100.83
	REVENUE Totals:	198,876.00	706.96	129,020.27	69,855.73	49,719.00	64.87
EXPENSES							
920-920	LEBANON URBAN RENEWAL						
	Exp.-Personal Services	17,178.00	1,377.86	4,140.70	13,037.30	4,294.50	24.10
	Exp.-Materials & Services	31,459.00	2.00	133.84	31,325.16	7,864.74	0.43
	Exp.-Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
	Exp.-Transfers Out	15,766.00	0.00	15,766.00	0.00	3,941.49	100.00
	Exp.-Contingencies	134,473.00	0.00	0.00	134,473.00	33,618.24	0.00
	920-920 Totals:	198,876.00	1,379.86	20,040.54	178,835.46	49,719.00	10.08
	EXPENSES Totals:	198,876.00	1,379.86	20,040.54	178,835.46	49,719.00	10.08
920 Totals:		0.00	672.90	108,979.73	-108,979.73	0.00	0.00

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
	REVENUE TOTAL	198,876.00	706.96	129,020.27	69,855.73	49,719.00	64.87
	EXPENSE TOTAL	198,876.00	1,379.86	20,040.54	178,835.46	49,719.00	10.08
	GRAND TOTAL	0.00	-672.90	108,979.73	-108,979.73	-0.03	???????

General Ledger

Revenue vs. Expenses by Account Type

City of Lebanon, Oregon

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Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
925	NORTHWEST URBAN RENEWAL						
REVENUE							
	Rev.-Taxes & Assess	999,032.00	2,290.17	6,822.74	992,209.26	249,758.01	0.68
	Rev.-Intergovernmental	0.00	25,048.00	25,048.00	-25,048.00	0.00	0.00
	Rev.-Miscellaneous	5,000.00	3,423.68	7,279.13	-2,279.13	1,250.01	145.58
	Rev.-Transfers In	0.00	0.00	0.00	0.00	0.00	0.00
	Rev.-Other Sources	418,000.00	0.00	766,699.18	-348,699.18	104,499.99	183.42
	REVENUE Totals:	1,422,032.00	30,761.85	805,849.05	616,182.95	355,508.01	56.67
EXPENSES							
925-925	NORTHWEST URBAN RENEWAL						
	Exp.-Personal Services	297,290.00	24,681.50	76,685.81	220,604.19	74,322.51	25.79
	Exp.-Materials & Services	637,804.00	746.44	4,327.81	633,476.19	159,450.99	0.68
	Exp.-Capital Outlay	440,601.00	3,662.30	3,662.30	436,938.70	110,150.25	0.83
	Exp.-Transfers Out	38,013.00	1,972.00	20,265.00	17,748.00	9,503.25	53.31
	Exp.-Contingencies	8,324.00	0.00	0.00	8,324.00	2,081.01	0.00
	925-925 Totals:	1,422,032.00	31,062.24	104,940.92	1,317,091.08	355,508.01	7.38
	EXPENSES Totals:	1,422,032.00	31,062.24	104,940.92	1,317,091.08	355,508.01	7.38
925 Totals:		0.00	300.39	700,908.13	-700,908.13	0.00	0.00

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
	REVENUE TOTAL	1,422,032.00	30,761.85	805,849.05	616,182.95	355,508.01	56.67
	EXPENSE TOTAL	1,422,032.00	31,062.24	104,940.92	1,317,091.08	355,508.01	7.38
	GRAND TOTAL	0.00	-300.39	700,908.13	-700,908.13	0.03	???????

General Ledger

Revenue vs. Expenses by Account Type

City of Lebanon, Oregon

User: ccole
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 Full Year Budget

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
935	CHEADLE LAKE URD						
REVENUE							
	Rev.-Taxes & Assess	0.00	335.38	940.10	-940.10	0.00	0.00
	Rev.-Intergovernmental	0.00	0.00	0.00	0.00	0.00	0.00
	Rev.-Miscellaneous	2,000.00	339.10	746.75	1,253.25	500.01	37.34
	Rev.-Other Sources	244,160.00	0.00	108,428.30	135,731.70	61,040.01	44.41
	REVENUE Totals:	246,160.00	674.48	110,115.15	136,044.85	61,539.99	44.73
EXPENSES							
935-935	CHEADLE LAKE URD						
	Exp.-Personal Services	67,313.00	5,161.90	15,540.91	51,772.09	16,828.26	23.09
	Exp.-Materials & Services	62,116.00	500.69	1,673.12	60,442.88	15,528.99	2.69
	Exp.-Capital Outlay	98,466.00	0.00	0.00	98,466.00	24,616.50	0.00
	Exp.-Transfers Out	17,365.00	0.00	17,365.00	0.00	4,341.24	100.00
	Exp.-Contingencies	900.00	0.00	0.00	900.00	225.00	0.00
	935-935 Totals:	246,160.00	5,662.59	34,579.03	211,580.97	61,539.99	14.05
	EXPENSES Totals:	246,160.00	5,662.59	34,579.03	211,580.97	61,539.99	14.05
935 Totals:		0.00	4,988.11	75,536.12	-75,536.12	0.00	0.00

Account	Description	Budget	Period Amount	YTD Amount	YTD Variance	3/12 Budg Amt	% Budg Expended
	REVENUE TOTAL	246,160.00	674.48	110,115.15	136,044.85	61,539.99	44.73
	EXPENSE TOTAL	246,160.00	5,662.59	34,579.03	211,580.97	61,539.99	14.05
	GRAND TOTAL	0.00	-4,988.11	75,536.12	-75,536.12	0.03	???????

***Executive Session**

Per ORS 192.660(1)(h) To consult with legal counsel concerning legal rights and duties of the Council regarding current litigation or litigation likely to be filed.

** Executive Sessions are closed to the public due to the highly confidential nature of the subject. It is unlawful to discuss anything outside of the Executive Session.*



City of Lebanon

Memorandum

To: Mayor Toombs and City Council

Date: October 19, 2006

From: John Hitt, City Manager *JH*

Subject: **Executive Session**

We will hold an Executive Session to discuss the Jim Beck et al v. City of Lebanon lawsuit.

It is anticipated that the City Council will come back into public session for the purpose of selecting city legal representation for this litigation.

As you will recall CIS, our insurance carrier, has declined any defense on the basis of policy language that limits their involvement when no monetary damages are sought.

JEH/igk