

LEBANON CITY COUNCIL MEETING
Wednesday, December 12, 2007
7:00 p.m.
(Santiam Travel Station - 750 3rd Street)

A G E N D A

CALL TO ORDER / FLAG SALUTE

ROLL CALL

APPROVAL OF CITY COUNCIL MINUTES: November 28, 2007

CONSENT CALENDAR *(Approve/Amend by Motion)*

APPOINTMENT: SDC Citizens Advisory Committee - Floyd Fisher

LEBANON CITY COUNCIL AGENDA: December 12, 2007

CITY OF LEBANON MINUTES:

- 1) Library-Senior Center Trust – October 8, 2007
- 2) Senior Advisory Board Meeting – October 17, 2007

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.*

ITEMS FROM COUNCIL

PUBLIC HEARING

- 1) **Liquor License Request for Limited On-Premises Sales – Bobo's Eats & Grog,
1765 S. Main Street**

Presented by: Mike Healy, Chief of Police

Approval/Denial by MOTION

REGULAR SESSION

- 2) **Support of Proposed Ballot Measure**

Presented by: Robyn Galloway, OSU Extension Service

Approval/Denial by RESOLUTION

3) Allied Waste Services Request for Garbage and Collection Rates Increase

Presented by: Kevin Hines, Operations Manager, Allied Waste Services

Approval/Denial by RESOLUTION

4) Guidelines for City Acceptance of Donations (Skate Park)

Presented by: Casey Cole, Finance Director

Discussion Only

5) S. Santiam Enterprise Zone Extended Abatement Agreement – Pacific Cast Technologies

Presented by: John Hitt, City Manager

Approval/Denial by RESOLUTION

6) S. Santiam Enterprise Zone Extended Abatement Agreement – Peak Sun of Millersburg

Presented by: John Hitt, City Manager

Approval/Denial by RESOLUTION

7) Declaring City Owned Property as Surplus

Presented by: Mike Healy, Chief of Police

Approval/Denial by RESOLUTION

8) City Manager's Report

Presented by: John Hitt, City Manager

Discussion Only

EXECUTIVE SESSION – The following Executive Session is closed to the public and the press due to the highly confidential nature of the subject. *Per ORS 192.660(4) Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d).*

Per ORS 192.660(2)(d) To conduct deliberations with persons designated by the Council to carry on labor negotiations.

REGULAR SESSION

9) Proposed Ratification of Collective Bargaining Agreement, City of Lebanon and Lebanon Police Association

Presented by: John Hitt, City Manager

Approval/Denial by Motion

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

Per ORS 192.660(2)(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
November 28, 2007**

Council Present: Mayor Ken Toombs and Councilors Bob Elliott, Floyd Fisher, Tim Fox, Rebecca Grizzle, Don Thoma and Ray Weldon.

Staff Present: City Manager John Hitt, City Attorney Tom McHill, Finance Director Casey Cole, Police Chief Mike Healy, Public Works Director Jim Ruef, Community Development Manager Walt Wendolowski, Environmental Specialist Darrell McLaughlin, IS Manager Tom Oliver 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; all Councilors were present.

APPROVAL OF COUNCIL MINUTES – November 14, 2007

Councilor Fox moved, Councilor Grizzle seconded, to approve the November 14, 2007 City Council Minutes as presented. The motion passed unanimously by roll call vote.

CONSENT CALENDAR

❖ City Council Agenda – November 28, 2007

Mayor Toombs indicated that the revised agenda includes an additional Regular Session and two Executive Session items.

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

CITIZEN COMMENTS - *There were no citizen comments.*

ITEMS FROM COUNCIL - *There were no items from Council.*

PUBLIC HEARING

1) Coe Annexation – 1855 9th Street

Mayor Toombs declared the Public Hearing open at 7:04 p.m. to consider Annexation A-07-09, Map 12-2W-15BD, Tax Lot 2600, 1.01 acres, 1855 9th Street, Lebanon, Oregon.

McHill stated that the Planning Commission voted unanimously to recommend approval of this annexation. He reviewed public hearing procedures and noted that those procedures are posted on the wall. He indicated that staff has identified the annexation criteria beginning on page 6 of the staff report. These criteria include the Annexation Ordinance, Comprehensive Plan Chapter 3, Urbanization Policies, and Zoning Ordinance Section 4.030. He explained that all testimony,

Employee Holiday Party – Councilors and Commissioners are invited to attend the employee holiday party at the Senior Center on December 13 from 1:00 to 4:30 p.m.

Mayor Toombs felt that it is important to have full Council representation at the party, because this is a chance to interact with City staff. Hitt added that staff appreciates Council attending these events.

Mayor Toombs temporarily adjourned the Regular Session at 7:35 p.m. and stated that Council would convene into Executive Session after a ten-minute recess. Council will reconvene into Regular Session after the Executive Session.

EXECUTIVE SESSION *Per ORS 192.660(1)(e) To conduct deliberations with persons designated by the Council to negotiate real property transactions.*

As a result of Executive Session discussions, Mayor Toombs removed Item 5 from the agenda.

5) Proposed Property Purchase *(removed from agenda)*

As per ORS, McHill noted that the press would not be allowed to attend the next Executive Session.

The following Executive Session is closed to the public and the press due to the highly confidential nature of the subject. Per ORS 192.660(4) Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d).

EXECUTIVE SESSION *Per ORS 192.660(2)(d) To conduct deliberations with persons designated by the Council to carry on labor negotiations.*

ADJOURNMENT

Mayor Toombs adjourned the meeting at 8:28 p.m.

[Meeting recorded and transcribed by: Donna Trippett]

Kenneth I. Toombs, Mayor
Bob Elliott, Council President

ATTESTED:

Linda Kaser, City Clerk/Recorder

Consent Calendar

LEBANON CITY COUNCIL AGENDA: December 12, 2007

CITY OF LEBANON MINUTES:

1. Library-Senior Center Trust – October 8, 2007
2. Senior Advisory Board Meeting – October 17, 2007

APPOINTMENT

SDC CITIZENS ADVISORY COMMITTEE – FLOYD FISHER

LEBANON PUBLIC LIBRARY-SENIOR CENTER TRUST

Senior Center Conference Room

October 8th, 4:00 p.m., 2007

MINUTES

BOARD MEMBERS PRESENT: Bob Elliott, Lori McNulty, Remona Simpson, Sheri Miller, Phyllis Wimer; Sue Spiker **Staff:** Denice Lee, Kindra Oliver

ABSENT: Linda Darling, Thelma Toombs, Joyce Weatherly

1. Call to Order

Remona Simpson called the meeting to order at 4:00 p.m.

2. Minutes - September 10th, 2007

Lori moved, Bob seconded to approve the September 10th, 2007 meeting minutes. Motion passed unanimously.

3. Donor Acknowledgement

None

4. Treasurer's Report

Activity for the last month included the \$5,000 deposit from the Louis V. Schuldt donation to the Senior Center and checks written in the amount of \$1,517.84, as discussed at the September meeting. Phyllis reported an ending balance of \$15,392.26.

Bob moved, Lori seconded to accept the Treasurer's Report as presented. Motion passed unanimously.

Phyllis explained that she received a letter from Department of Revenue (DOR) that our 501c3 was no longer registered. She called and talked to someone from DOR and it ended up being their mistake because they never changed our address from Park Street. She now has a few days to get the \$50 to DOR so they will reinstate us. With Joyce gone, Phyllis said she could pay the \$50 herself and then get reimbursed when Joyce returns.

5. Grant Writing Report

Denice sent an email to LPLSCT officers to get bios for grant writing purposes. The grant writers are currently working on gathering background information and historic pieces in order to write the grants.

Denice is still working with the architects, cost estimators, contractors and project managers to get budget numbers for the specific projects. We should get some pretty accurate figures by October or November.

6. Fundraisers

Phyllis handed out pledge cards for members to fill out and return. It is up to each individual as to how much money they'd like to donate.

Following are some ideas for fund raising:

- Penny Drive, or something to do with kids/schools
- Garage Sale, in conjunction with book sale – fourth Sat in April?
- Neighborhood Night Out
- Quilt Raffle
- Art Show
- Raffle off “dinners” – volunteers would cook meals
- Rock-a-Thon
- Scavenger Hunt
- Murder Mystery Dinner

Denice reminded the group that the fund raiser ideas will need to be passed through John Hitt. We don't want to be asking the same people over and over for money for our project. Consensus was to invite John Hitt to our November meeting.

It was suggested that we also invite the Library Advisory Board to one of our meetings before we move too far forward with our fund raising ideas. Consensus was to invite the Library Advisory Board to our November meeting as well.

Sue said she will talk to Linda about possible fund raising ideas for the kids and schools, in order to define it a bit more.

The fund raising projects will require lots of involvement from our group members. We need to choose two or three projects and do them very well, rather than do many projects and spread ourselves too thin.

7. Updates

Library:

The Design Advisory Committee and the architects will be meeting on October 9th. We will be finalizing the schematic design, which includes a rough floor plan. We will be moving into the design phase, which is very detailed. They are presenting information to Council on October 10th.

Senior Center:

We have hired our two new part-time Dial-a-Bus drivers.

8. Continuing Business

10. New Business

11. Items from Floor

Remona's new email address is simpsonr@peak.org.

12. Adjournment

Bob moved, Sheri seconded for adjournment. Motion passed unanimously.

Next Board meeting: Monday, November 19th, 4:00 – 5:30 p.m., at the Senior Center.



Senior Center

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

ADVISORY BOARD MEETING

October 17th, 2007

MINUTES

Members present: Lori McNulty, Mac McNulty, Frances West, Fran Bonnarens, Bob Elliott, Bonnie Prince, Cleora Wymore, Heather Beeson, Tori Hartman, Kindra Oliver

Guests: Don Thoma, Darlene Johnson

1) WELCOME:

Lori welcomed everyone and opened the meeting.

Bob introduced Don Thoma, City Councilor, who is interested in finding out more about this group and possibly becoming a non-voting member.

Lori reintroduced Darlene Johnson and announced that she was going to fill out an application to become a board member.

2) MINUTES:

Bonnie moved, Cleora seconded to accept the minutes from the September 19th, 2007 meeting. All in favor. Motion passed unanimously.

3) CHAIRPERSON'S REPORT:

4) REPORTS:

Meal Site:

- Tori reported that things are going smoothly in the kitchen and with Meals-on-Wheels (MOW).
- The numbers are going back up in the dining room, with an average of 20 or more people served daily.
- Tori received a request to deliver meals to two couples in Jordan but that is too far out of the way to add to any of the routes. She is going to give them the option of having someone come in and pick up frozen meals for them every Monday.
- Tori received the emergency food boxes to deliver to MOW recipients when MOW is closed due to inclement weather.
- Bonnie said that Mill City started sending library books with the meal deliveries, which MOW recipients are enjoying. Lori said she would bring that idea up at the next Friends of the Library meeting.

- Tori said they have some new heating bricks to place in the coolers to keep the food warm, but she needs some sort of cover for them so they don't melt the plastic. Fran said that she and her sewing group would be happy to come up with some sort of cover for them.

Senior Center:

- We have hired our two new part-time Dial-a-Bus drivers, Fern Cantrell and Mac McNulty. We're very excited to have them on board!!
- The new elliptical machine is up and running in the Wellness Room. We hope to get the bars and tension bands purchased and in place before the end of the year. These equipment purchases were made possible through the Samaritan Hospital Social Accountability grant. Once the Wellness Room is complete, Kindra will talk to the LBCC instructors and classes to remind them that the equipment is available for their use and encourage them to use it.
- The Senior Center received an electric wheel chair donation from the family of someone who recently passed away. The Legion no longer has their loan equipment program and the Elks Club only has smaller pieces of equipment to loan. Heather said that Willamette Manor might be able to use the wheel chair for their residents.
- Upcoming events include:
 - Joint Harvest Festival with Sweet Home Senior Center: Thursday, October 18th, 11:30 a.m.
 - Thanksgiving Banquet: Thursday, November 15th, 11:30 (Cambridge is sponsoring for the third year in a row)
 - Winter Dessert: Friday, December 14th, 12:30 (Alterras will be providing desserts)

CONTINUING BUSINESS:

- Kindra talked to Ginger Allen, of the Lyon's Club, who is going to talk to the group about scheduling one of their mobile testing units for the Senior Center. Their mobile units do onsite testing for glaucoma, cholesterol, glucose, diabetes, blood pressure, hearing checks, sight checks, etc..
- To date, we have not received any scholarship applications.

NEW BUSINESS:

- None

ITEMS FROM THE FLOOR:

- Consensus was to combine the November and December meeting, and meet on Wednesday, November 28th, 10:00 a.m.

ADJOURNMENT:

- *There being no further business, Fran moved and Bonnie seconded to adjourn the meeting.*

Next Meeting: **Wednesday, November 28th, 10:00 a.m.**

Agenda Item 1




MEMORANDUM

Police Department

To: John Hitt, City Manager

Date: 27 November 2007

From: Michael Healy, Police Chief 

Subject: Liquor License Request

The following Lebanon, Oregon establishment has requested consideration for an OLCC liquor licenses.

Bobo's Eats & Grog, 1765 S. Main St. Lebanon, OR 97355
Owner: James Edward Fox
License: Limited On-Premises Sales.

The Police Department does not possess any documented evidence to support the denial of these requests

Integrity, Professionalism & Teamwork

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

Date: 9 November 2007

New License:

Bobo's Eats & Grog, 1765 S. Mian St.; Lebanon, OR 97355

Owners:

James Edward Fox

License: Limited On-Premises Sales

RECOMMENDATION:	APPROVAL	DENIAL	DATE
FIRE DISTRICT <u><i>[Signature]</i></u>	<u>✓</u>	<u>_____</u>	<u>11-20-07</u>
POLICE DEPT <u><i>[Signature]</i></u>	<u>✓</u>	<u>_____</u>	<u>11/13/07</u>
PLANNING DEPT <u><i>[Signature]</i></u>	<u>_____</u>	<u>✓</u>	<u>11/16/07</u>
COUNCIL <u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>

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

OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

NOV 09 2007



PLEASE PRINT OR TYPE

Application is being made for:

LICENSE TYPES	ACTIONS
<input type="checkbox"/> Full On-Premises Sales (\$402.60/yr)	<input type="checkbox"/> Change Ownership
<input type="checkbox"/> Commercial Establishment	<input checked="" type="checkbox"/> New Outlet
<input type="checkbox"/> Caterer	<input type="checkbox"/> Greater Privilege
<input type="checkbox"/> Passenger Carrier	<input type="checkbox"/> Additional Privilege
<input type="checkbox"/> Other Public Location	<input type="checkbox"/> Other _____
<input type="checkbox"/> Private Club	
<input checked="" type="checkbox"/> Limited On-Premises Sales (\$202.60/yr)	
<input type="checkbox"/> Off-Premises Sales (\$100/yr)	
<input type="checkbox"/> with Fuel Pumps	
<input type="checkbox"/> Brewery Public House (\$252.60)	
<input type="checkbox"/> Winery (\$250/yr)	
<input type="checkbox"/> Other: _____	

Applying as:

Individuals Limited Partnership Corporation Limited Liability Company

FOR CITY AND COUNTY USE ONLY

The city council or county commission:

_____ (name of city or county)

recommends that this license be:

Granted Denied

By: _____ (signature) _____ (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: OLCC (Pending)

Date: 9-17-07

90-day authority: Yes No

1. Applicant(s): [See SECTION 1 of the Guide]

① James Edward Fox ③ Lorraine Diane Fox

② _____ ④ _____

2. Trade Name (dba): Bobo's Fats & Greg

3. Business Location: 1765 S. Main St. Labanon Linn OR 97355

(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: 842 NW Garden Valley Blvd Roseburg OR 97470

(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 1-541-979-5001

(phone) (fax)

6. Is the business at this location currently licensed by OLCC? Yes No

7. If yes to whom: _____ Type of License: _____

8. Former Business Name: CURVES

9. Will you have a manager? Yes No Name: _____
(manager must fill out an individual history form)

10. What is the local governing body where your business is located? City of Labanon
(name of city or county)

11. Contact person for this application: _____
(name) (phone number(s))

(address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① [Signature] Date 8/30/07

② [Signature] Date 8-30-07

1-800-452-OLCC (6522)
www.olcc.state.or.us

SALEM REGIONAL OFFICE

RECEIVED

SEP 17 2007

OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY



PLEASE PRINT OR TYPE

YOU MUST ANSWER ALL QUESTIONS ON THIS FORM. IF THE QUESTION DOES NOT APPLY, WRITE N/A IN THE SPACE. ATTACH ADDITIONAL SHEETS IF NECESSARY.

Trade Name (d.b.a.): Bobo's Eats & Grag City: Lafayette

1. Name: Fox (last) Lorraine (first) Diane (middle)

2. Other names used (maiden, other): [REDACTED]

3. Residence Address: [REDACTED] (city) [REDACTED] (state) [REDACTED] (ZIP code)

4. Home Phone: [REDACTED] Business Phone: [REDACTED]

5. *SSN: [REDACTED] Place of Birth: [REDACTED] (State/Country) DOB: [REDACTED] (mm) (dd) (yyyy) Sex: M [REDACTED] F [REDACTED]

6. Driver License or State ID #: [REDACTED] State: [REDACTED] Spouse's name: [REDACTED]

7. List all states, other than Oregon, where you have lived during the past ten years: N/A

8. Do you currently hold, or have you ever held a liquor license in this or any other state? Yes No
If yes, when and where? SEE Attached

9. In the past twelve years, have you been convicted of **any** violation, misdemeanor or felony?
(include traffic violations, if the fine was more than \$50.00) Yes No
If yes, what, when and where? _____

10. Have you ever entered into a diversion agreement? Yes No
If yes, when and where? _____

11. Do you have any arrests or citations that have not been resolved? Yes No
If yes, arrested/cited for: _____ Date _____ County/City/State/ _____

12. If you are applying for a retail liquor license:
a. Do you have any financial interest, direct or indirect, in any manufacturer or distributor of alcohol? Yes No If yes, what and where: _____
b. Does any person having a financial or ownership interest in a manufacturer or distributor have an interest in, or potential claim upon your business or premises, for instance through investment, a loan, lease or contract? Yes No If yes, who? _____

13. Have you ever had a warning, violation, suspension, fine, cancellation or refusal as a licensee or service permittee, in Oregon or any other state? Yes No If yes, when: _____ where: _____

I UNDERSTAND THE OLCC WILL USE THE ABOVE INFORMATION TO CHECK FOR CRIMINAL RECORDS. I UNDERSTAND IF MY ANSWERS ARE NOT TRUE AND COMPLETE, THE OLCC MAY DENY MY LICENSE APPLICATION.

Applicant Signature: Lorraine D Fox Date: 8.30.07

***SOCIAL SECURITY NUMBER DISCLOSURE** As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). The OLCC will refuse a license to any applicant or licensee who fails to provide his/her SSN. Your SSN will be used only for child support enforcement purposes unless you sign below.
Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)). If you consent to these uses, please sign here:
Applicant Signature: Lorraine D Fox Date: 8.30.07



1-800-452-OLCC (6522)
www.olcc.state.or.us

(rev. 05/03)

12/21 NO CCH 11-9-07 par



OREGON LIQUOR CONTROL COMMISSION INDIVIDUAL HISTORY

PLEASE PRINT OR TYPE

YOU MUST ANSWER ALL QUESTIONS ON THIS FORM. IF THE QUESTION DOES NOT APPLY, WRITE N/A IN THE SPACE. ATTACH ADDITIONAL SHEETS IF NECESSARY.

Trade Name (d.b.a.): Babo's Eats & Grog City: Lebanon

1. Name: Fox (last) James (first) Edward (middle)

2. Other names used (maiden, other): N/A

3. Residence Address: 216 Nw Andra (number and street) Roseburg (city) OR (state) 97470 (ZIP code)

4. Home Phone: [REDACTED] Business Phone: (541) 677-1874

5. *SSN: [REDACTED] Place of Birth: [REDACTED] (State/Country) DOB: [REDACTED] (mm) (dd) (yyyy)

6. Driver License or State ID: [REDACTED] State: OR Spouse's name: [REDACTED]

7. List all states, other than Oregon, where you have lived during the past ten years: N/A

8. Do you currently hold, or have you ever held a liquor license in this or any other state? Yes No
If yes, when and where? SEE Attached

9. In the past twelve years, have you been convicted of any violation, misdemeanor or felony?
(include traffic violations, if the fine was more than \$50.00) Yes No
If yes, what, when and where? _____

10. Have you ever entered into a diversion agreement? Yes No
If yes, when and where? _____

11. Do you have any arrests or citations that have not been resolved? Yes No
If yes, arrested/cited for: _____ Date _____ County/City/State/ _____

12. If you are applying for a retail liquor license:
a. Do you have any financial interest, direct or indirect, in any manufacturer or distributor of alcohol? Yes No If yes, what and where: _____
b. Does any person having a financial or ownership interest in a manufacturer or distributor have an interest in, or potential claim upon your business or premises, for instance through investment, a loan, lease or contract? Yes No If yes, who? _____

13. Have you ever had a warning, violation, suspension, fine, cancellation or refusal as a licensee or service permittee, in Oregon or any other state? Yes No If yes, when: _____ where: _____

I UNDERSTAND THE OLCC WILL USE THE ABOVE INFORMATION TO CHECK FOR CRIMINAL RECORDS. I UNDERSTAND IF MY ANSWERS ARE NOT TRUE AND COMPLETE, THE OLCC MAY DENY MY LICENSE APPLICATION.

Applicant Signature: [Signature] Date: 8/30/07

***SOCIAL SECURITY NUMBER DISCLOSURE** As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). The OLCC will refuse a license to any applicant or licensee who fails to provide his/her SSN. Your SSN will be used only for child support enforcement purposes unless you sign below.

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)). If you consent to these uses, please sign here:

Applicant Signature: [Signature] Date: 8/30/07



1-800-452-OLCC (6522)
www.olcc.state.or.us

(rev. 05/03)

12/21 NM-Crim CCH for CCW per 11-9-07

OREGON LIQUOR CONTROL COMMISSION
BUSINESS INFORMATION



Please Print or Type

Applicant Name: James & Lorraine Fox Phone: 541-677-1874

Trade Name (dba): Bobo's Eats & Drink

Business Location Address: 1765 S. Main St.

City: Lebanon OR ZIP Code: 97355

DAYS AND HOURS OF OPERATION

Business Hours:
 Sunday 7 AM to 2 AM
 Monday | to |
 Tuesday | to |
 Wednesday | to |
 Thursday | to |
 Friday | to |
 Saturday | to |

Outdoor Area Hours:
 Sunday N/A to N/A
 Monday | to |
 Tuesday | to |
 Wednesday | to |
 Thursday | to |
 Friday | to |
 Saturday | to |

The outdoor area is used for:
 Food service Hours: _____ to _____
 Alcohol service Hours: _____ to _____
 Enclosed, how _____
 The exterior area is adequately viewed and/or supervised by Service Permittees.
 _____ (Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: _____

ENTERTAINMENT

Check all that apply:
 Live Music
 Recorded Music
 DJ Music
 Dancing
 Nude Entertainers
 Karaoke
 Coin-operated Games
 Video Lottery Machines
 Social Gaming
 Pool Tables
 Other: _____

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday N/A to N/A
 Monday | to |
 Tuesday | to |
 Wednesday | to |
 Thursday | to |
 Friday | to |
 Saturday | to |

SEATING COUNT

Restaurant: X Outdoor: _____
 Lounge: _____ Other (explain): _____
 Banquet: _____ Total Seating: 14

OLCC USE ONLY
 Investigator Verified Seating: _____ (Y) _____ (N)
 Investigator Initials: _____
 Date: _____


I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [Signature] Date: 8/30/07

1-800-452-OLCC (6522)
 www.olcc.state.or.us

MEMORANDUM

TO: Lin Masterson
Accounts Payable – Business Licenses

FROM: Walt Wendolowski
Community Development 

SUBJECT: Liquor License – Bobo's Eats & Grog

DATE: November 16, 2007

This memorandum is a follow-up to your November 16, 2007 e-mail.

Community Development received the license application but must deny the request at this time. The applicant made improvements to the building and now requires a building permit. A copy of the Building Official's investigation and comments is attached.

As of this date the building permit application was not submitted. The license application may be approved by Community Development once the building permit application is received.

Please call if you have any questions.

HAND DELIVERED TO X Thomie Lorne



INSPECTION REPORT

City of Lebanon

Community Development Center
853 Main Street, Lebanon, Oregon 97355
Phone: 541-258-4907 / Fax: 541-258-4955
24 Hour Inspection Request Line: 541-258-4908

Date: 11/14/07 a.m. p.m. M T W T F

Job Address: 1765 MAIN Permit No. NONE
Contact Name: Contact Phone No.

APPROVED NOT APPROVED CORRECTION REQUIRED STOP WORK UNTIL:
REPAIR & RE-INSPECT OK TO CONTINUE (SEE BELOW)

BUILDING

- Footing / Foundation / UFER
- Under Floor Framing
- Framing
- Insulation: Floor / Wall / Ceiling
- Wallboard / Fire Rated Assembly
- Shear Walls / IBP
- Final Structural

MECHANICAL

- Under Floor
- Gas Line Test
- Wood / Gas / Pellet Stove
- Rough Mechanical
- Final Mechanical

PLUMBING

- Under Floor / Under Slab
- Rough / Top-Out
- Utilities: Water / Sewer / Storm
- Backflow Device
- Final Plumbing

MANUFACTURED HOME

- Setback / Site
- Utilities: Water / Sewer / Storm
- Blocking / Connections
- Final MH

OTHER

PERMITS ARE REQ'D FOR THE PLUMBING & ELECTRICAL WORK.

OCCUPANCY CHANGE PERMIT (BUILDING) MAY BE REQ'D

PROVIDE DRAWN TO SCALE FLOOR PLAN OF "BEFORE" AND "AFTER" INDICATING ALL NEW EXISTING, AND CHANGED WORK, EQUIPMENT, AND APPLIANCES.

SHOW COUNTERS, DOOR SWINGS, WATER HEATERS ECT.

SUBMIT 2 COMPLETE SETS OF PLANS & SPECIFICATIONS TO INCLUDE A SUMMARY OF OPERATIONS. WITHIN 7 BUSINESS DAYS.

Jason Bush 11/14/07
INSPECTOR SIGNATURE DATE
BLDG OFFICIAL

Agenda Item 2



MEMORANDUM

Administration Department

To: Mayor and City Council

Date: December 6, 2007

From: City Manager / *jmw*

Subject: Allied Waste Request for Solid Waste Collection/Recycling Rate Increase

You have in your agenda packet a request by Allied Waste Services to raise their overall rates by an average of 8.0% effective March 1, 2008.

The last rate increase of 3.5% was approved in July of 2006. In the last 18 months, the company has experienced higher than anticipated increases in fuel costs and disposal (tipping) fees. Moreover, the company plans an expanded recycling system.

Generally, Lebanon Municipal Code 8.16.130 provides for changes in solid waste collection rates based on considerations of:

- A. The cost of performing the service
- B. Anticipated increases in the cost of providing the service
- C. The need for equipment replacement
- D. The necessity for a "reasonable return on revenue"
- E. The rates in other cities, and
- F. The public interest

It is the city council's role to determine whether the proposed rate change is appropriate based on the factors (A-F) above.

JEH/jc

APPROVING AN INCREASE OF FRANCHISE FOR) RESOLUTION NO. _____
ALLIED WASTE SERVICES OF ALBANY- LEBANON) For 2007

WHEREAS, the cost of providing garbage collection services by Allied Waste Services (the franchisee) has, or likely will, increase almost 8% per year between 2006 and 2008.

WHEREAS, the franchisee has experienced sharp increases in fuel costs and landfill fees.

WHEREAS, the franchisee has the necessity of a reasonable return on their investment,

WHEREAS, the proposed rates in Exhibit "A" are similar to other cities for similar service,

WHEREAS, a rate increase is in the public interest in order to meet basic service needs,

THEREFORE BE IT RESOLVED, that the City of Lebanon approves the proposed refuse collection rates as shown in Exhibit "A".

Section 1. Effective March 1, 2008.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this 12th day of December, 2007.

Kenneth I. Toombs, Mayor
Bob Elliott, Council President

ATTEST:

Linda G. Kaser, City Clerk/Recorder

Revised 12/12/05

Allied Waste of Albany-Lebanon Proposed and Current Monthly Residential Service Rates for Lebanon

	Current	Proposed
1 Can	\$ 15.75	\$ 17.25
Each add can	\$ 12.50	\$ 12.85
32 gal cart	\$ 13.20	\$ 14.40
90 gal cart	\$ 20.80	\$ 22.80
2 can special	\$ 9.00	\$ 10.10
Up-drive fee	\$ 15.00	\$ 15.00
Enclosure fee	\$ 20.00	\$ 20.00

Additional 32 gallon carts are 14.40 per month
Additional 90 gallon carts are 22.80 per month

Yard Carts/Composters

One 90 gallon cart with every other week collection or a home composter available at no extra charge when on weekly garbage service

Current- \$6.00 per month for additional carts or composters; or if not on weekly service

Proposed \$7.00

Curbside Recycling

Carts with weekly collection available upon request at no extra charge

Carts provided at residents even if no garbage collection service

Temporary Containers

3 cubic yards

Current Cost = \$56.00 per dump (includes delivery, pickup, and three days use)

Proposed Cost = \$66.00 per dump (includes delivery, pickup and seven day's rent)

Current Rent = \$3.00/day beyond original three days or \$25.00 maximum per month

Proposed Rent = \$3.00/day beyond original seven day's or \$25.00 maximum per month

Excessive Weight = Containers loaded with heavy debris (dirt, concrete, asphalt, shingles) weighing more than 500 lbs/yard may be subject to an additional \$15.00/500lbs fee per dump.

Yard Debris Tubs

300 gallon tub

(Current) Cost = \$21.50 per dump (includes delivery, pickup and seven day's use)

Proposed \$29.50

Rent = \$21.00 per month

Allied Waste of Albany-Lebanon
Proposed Commercial Manual Container Rates for Lebanon

Size	1/week Current	1/week Proposed	2/week Current	2/week Proposed	3/week Current	3/week Proposed	4/week Current	4/week Proposed	5/week Current	5/week Proposed
1.5 yd	\$ 104.00	\$ 110.20	\$ 197.35	\$ 209.20	\$ 290.75	\$ 308.20	\$ 384.10	\$ 407.10	\$ 477.40	\$ 506.00
2 yd	\$ 127.35	\$ 135.00	\$ 242.55	\$ 257.10	\$ 357.70	\$ 379.20	\$ 472.90	\$ 501.30	\$ 588.00	\$ 623.30
3 yd	\$ 162.50	\$ 172.30	\$ 309.60	\$ 328.20	\$ 462.50	\$ 490.30	\$ 605.00	\$ 641.30	\$ 755.20	\$ 800.50
4 yd	\$ 194.15	\$ 205.80	\$ 370.45	\$ 392.70	\$ 545.50	\$ 578.20	\$ 721.30	\$ 764.60	\$ 896.30	\$ 950.10
6 yd	\$ 269.85	\$ 286.00	\$ 518.20	\$ 549.30	\$ 764.00	\$ 809.80	\$ 1,009.90	\$ 1,070.50	\$ 1,255.55	\$ 1,330.90
8 yd	\$ 327.05	\$ 346.70	\$ 624.85	\$ 662.30	\$ 917.00	\$ 972.00	\$ 1,209.10	\$ 1,281.60	\$ 1,495.60	\$ 1,585.30

Locking Containers

Current- One time setup fee of \$40 applies to all locking containers (Proposed \$60)

Excessive Weight

Current- Material weighing more than 500lbs/yard may be subject to an additional \$15.00/500lbs fee per dump

Proposed & Current Commercial Container Stab Rates for Inside City Limits (Lebanon)

Size	1/week current	1/week proposed	2/week current	2/week Proposed	3/week Current	3/week Proposed	4/week Current	4/week Proposed	5/week Current	5/week Proposed
1.5 yd	\$ 89.40	\$ 93.00	\$ 166.50	\$ 173.20	\$ 243.60	\$ 253.30	\$ 320.75	\$ 333.60	\$ 397.85	\$ 413.80
2 yd	\$ 108.70	\$ 113.00	\$ 203.70	\$ 211.80	\$ 289.70	\$ 301.30	\$ 393.70	\$ 409.40	\$ 488.70	\$ 508.20
3 yd	\$ 135.40	\$ 140.80	\$ 254.65	\$ 264.80	\$ 373.80	\$ 388.80	\$ 493.10	\$ 512.80	\$ 612.25	\$ 636.70
4 yd	\$ 161.35	\$ 167.80	\$ 304.70	\$ 316.90	\$ 448.10	\$ 466.00	\$ 591.45	\$ 615.10	\$ 734.80	\$ 764.20
6 yd	\$ 222.30	\$ 231.20	\$ 423.75	\$ 440.70	\$ 625.25	\$ 650.30	\$ 826.75	\$ 859.80	\$ 1,028.20	\$ 1,069.30
8 yd	\$ 271.40	\$ 282.30	\$ 517.05	\$ 537.70	\$ 762.70	\$ 793.20	\$ 1,008.35	\$ 1,048.70	\$ 1,254.00	\$ 1,329.20

On Call Containers

Size	Current Dump Fee	Proposed Dump Fee	Current Rent	Proposed Rent
1.5 yd	\$ 28.50	\$ 31.10	\$ 22.00	\$ 23.00
2 yd	\$ 34.30	\$ 37.40	\$ 24.00	\$ 25.00
3 yd	\$ 42.85	\$ 46.70	\$ 26.00	\$ 27.00
4 yd	\$ 54.20	\$ 58.60	\$ 28.00	\$ 29.00
6 yd	\$ 78.15	\$ 84.40	\$ 30.00	\$ 31.00
8 yd	\$ 100.75	\$ 108.80	\$ 30.00	\$ 33.00

Off route service fee

Current - \$20.00 service fee will be applied to all requests not on scheduled routes (Proposed \$25)

No change to current

Commercial Compactor Rates

Size	1/week Current	2/week Current	3/week Current	4/week Current	5/week Current
2 yd	\$ 270.00	\$ 514.20	\$ 758.40	\$ 1,002.60	\$ 1,246.60
3 yd	\$ 344.60	\$ 656.40	\$ 980.60	\$ 1,282.60	\$ 1,601.00
4 yd	\$ 411.60	\$ 785.40	\$ 1,156.40	\$ 1,529.20	\$ 1,900.20
5yd	\$ 464.00	\$ 888.65	\$ 1,309.50	\$ 1,731.20	\$ 2,151.85
6 yd	\$ 572.00	\$ 1,098.60	\$ 1,619.60	\$ 2,141.00	\$ 2,661.80
8 yd	\$ 693.40	\$ 1,324.60	\$ 1,944.00	\$ 2,563.20	\$ 3,170.60

Allied Waste of Albany-Lebanon

Proposed and Current Industrial Drop Box Rates for Lebanon

Size	Current Haul Fee	Proposed Haul Fee	Current Delivery Fee	Proposed Delivery Fee	Current Daily Rental	Proposed Daily Rental	Current Monthly Rental	Proposed Monthly Rental
10 yd	\$178.00	\$184.00	\$37	\$38	\$13	\$13	\$89	\$117
20 yd	\$178.00	\$184.00	\$37	\$38	\$13	\$13	\$89	\$117
30 yd	\$188.00	\$194.00	\$37	\$38	\$13	\$13	\$89	\$117
40 yd	\$198.00	\$204.00	\$37	\$38	\$13	\$13	\$94	\$117

Compactor size	Current	Proposed
	Haul Fee	Haul Fee
15	\$200	\$220
20	\$200	\$220
30	\$215	\$245
40	\$215	\$245

Current Daily Rental	Proposed Daily Rental	Current Monthly Rental	Proposed Monthly Rental
\$13	\$13	\$89	\$94
\$13	\$13	\$89	\$94
\$13	\$13	\$89	\$94
\$13	\$13	\$94	\$94

Compactor pullout rate is the same as an open top haul fee

Crank Lidded Boxes	Current	Proposed
	Rent	Rent
10	\$109.50	\$109.50
20	\$109.50	\$109.50
30	\$109.50	\$109.50
40	\$114.50	\$114.50

Roll Lidded Boxes	Current	Proposed
	Rent	Rent
10	\$132	\$132
20	\$132	\$132
30	\$132	\$132
40	\$137	\$137

	Current	Proposed
	Hourly	Hourly
Loader charges	\$85	\$100
Labor charges	\$57	\$75

Notes

- All drop box rates pay current disposal fees at Coffin Butte Landfill.
- All industrial rates are maximum allowable rates charged
- All drop box rates pay current Environment Fee per load at Coffin Butte

Miscellaneous Charges

	Current	Proposed
T-special/not on regular route day	\$ 20.00	\$ 21.00
Extra 32 gal can/garbage	\$ 6.00	\$ 7.00
Extra can larger than 32 gal can	\$ 9.00	\$ 9.00
55 gal drum dump & leave \$30	\$17.00 dump & take	\$20.00 dump & take
Heavy can/dirt/rock/cement	\$ 7.00	\$ 7.00
Extra box/garbage (no larger than a 32 gal can)	\$ 6.00	\$ 7.00
Extra loose garbage per yard	\$ 17.00	\$ 18.00
Time per minute to pick up loose garbage	\$.95/per minute	\$ 1.25/per minute
Wash Cart	\$ 16.00	\$ 18.00
Wash Container	\$ 33.50	\$ 33.50
Cart exchange (service change one time per year free)	\$ 16.00	\$ 16.00
Lock & Key Deposit for container	\$ 19.00	\$ 19.00
Late Fee will be 1.5% or a minimum charge of \$5.00, whichever is greater		
Service interrupt Fee(fee assessed for non-payment)	\$ 30.00	\$ 30.00
Account Origination Fee		\$ 10.00

Single Items

Bathtub	\$ 28.00	\$ 29.00
Chair – recliner or large chair	\$ 18.00	\$ 19.00
Couch	\$ 24.00	\$ 25.00
Couch (Hide-a-bed)	\$ 27.00	\$ 28.00
Dishwasher	\$ 18.00	\$ 19.00
Dryer	\$ 18.00	\$ 19.00
Freezer	\$ 29.00	\$ 31.00
Mattress or boxspring – queen or king	\$ 21.00	\$ 22.00
Mattress or boxspring – twin or double	\$ 18.00	\$ 19.00
Refrigerator	\$ 29.00	\$ 30.00
Stove or Range (electric or gas)	\$ 25.00	\$ 26.00
Car Tires	\$ 7.00	\$ 10.00
with rim	\$ 11.00	\$ 15.00
Truck Tires	\$ 20.00	\$ 22.00
with rim	\$ 30.00	\$ 32.00
TV – console	\$ 22.00	\$ 23.00
Washing Machine	\$ 24.00	\$ 25.00
Water Heater	\$ 18.00	\$ 19.00

Rate Comparisons	Current City of Lebanon	Proposed City of Lebanon	Current City of Albany	Proposed City of Albany	Current City of Corvallis	City of Bend	City of Medford	City of Sweet Home	City of Springfield	City of Salem	City of Tualatin	City of Beaverton	Canby	City of Gresham
Hauler Name	AW of Albany Lebanon	AW of Albany Lebanon	AW of Albany Lebanon	AW of Albany Lebanon	AW of Corvallis	Cascade Disposal	Rogue Waste Systems Inc	Sweet Home	Sanipac	Capital	Rossman/Keller DB	Valley Garbage	Canby Disposal	Gresham Sanitary
Service Type														
32 gallon can service	15.75	17.25	15.75	17.25	20.30	18.60	12.47	20.00	15.90	20.10	n/a	18.00	18.45	21.70
32 gallon cart	13.20	14.40	13.20	14.40	14.50	15.50	13.78	20.00	12.90	20.10	20.30	18.00	18.45	23.05
65 gallon cart	n/a	n/a	n/a	n/a	19.85	22.80	23.09	n/a	18.70	26.95	27.30	29.5*	29.55	29.90
90 gallon cart	20.80	22.80	20.80	22.80	25.25	28.00	32.40	24.70	22.50	30.55	n/a	37.00	32.75	33.70
2 yd front load container 1x/week	127.35	135.00	127.35	135.00	139.50	134.64	120.22	n/a	136.85	120.95	125.45	n/a	158.75	127.05
2 yd rear load container 1x/week	n/a	n/a	n/a	n/a	139.50	n/a	n/a	156.05	n/a	110.85	125.45	126.11	n/a	n/a
30 yd drop box (haul only)	188.00	194.00	164.00	169.00	157.00	115.00	377.01	190.00	153.00	449.50	n/a	n/a	119.95	79.00



November 28, 2007

City of Lebanon
925 Main Street
Lebanon, OR 97355

Dear Mr. Mayor and Members of Council:

Enclosed is a request for an increase in garbage and collection rates in the City of Lebanon. Pending approval, we are requesting an effective date of March 1, 2008.

The new rates represent an overall increase of 8.0%. Specifically, residential rates would increase 10.9%, commercial rates an average of 6.5% and industrial rates an average of 3.1%.

We have added one additional rate for your consideration: an account origination fee of \$10.00. This fee is to cover the cost of account setup, as well as the delivery of carts/containers/bins and would be assessed on all new residential and commercial accounts.

This request is the result of several factors:

- We are proposing the implementation of an automated co-mingle cart collection system to replace the current bin collection system in April 2008. We believe this system will improve recovery rates in our service areas, as well as improve our recycling services to customers. Attached is a brief overview and benefits of this program.
- The disposal rate at the landfill increased 14.8% from July 1, 2006 to July 1, 2007.
- An average 3% COLA increase for most expenses, except as noted in the financial statements.

Included in the attached information is the following:

- Financial statements showing actual 2006 results, actual 2007 results Jan-Oct. Projections Nov-Dec 2007 and 2008 assuming the rate increase is approved and effective on March 1, 2008.
- Tables showing current and proposed rates for the services offered in Lebanon.
- A table comparing a sample of AW of Lebanon's current and proposed rates with those in other Cities in Oregon.
- A brief overview and benefits of this program

I appreciate the opportunity to present this new program and to propose this rate change. I look forward to your comments and questions.

Best Regards,

A handwritten signature in cursive script, appearing to read 'Carol Dion'.

Carol Dion
General Manager
Allied Waste of Albany-Lebanon

Automated Curbside Recycling Collection Implementation April, 2008

Overview:

Lebanon has enjoyed the benefits of an automated garbage system for almost 20 years and yard debris collection system for almost 14 years. The automation of curbside recycling collection is a logical step in our quest for improving our recovery rates, and providing an easier, cleaner and more efficient system of collection. Below is our estimated schedule for implementation.

- Carts delivered weeks of April 7, April 14 and April 21, 2008. Automated collection implemented the week of April 28, 2008.
- Each recycling customer would be provided one 64gallon cart to replace the multiple recycling bins they are currently using.
- All co-mingle recycling material would be placed into the cart. The carts may be rolled out to the curb weekly for collection.
- We anticipate that glass and oil will be picked up every other week on your regular yard debris collection day.
- Recycling day will continue to be the same day as garbage collection.

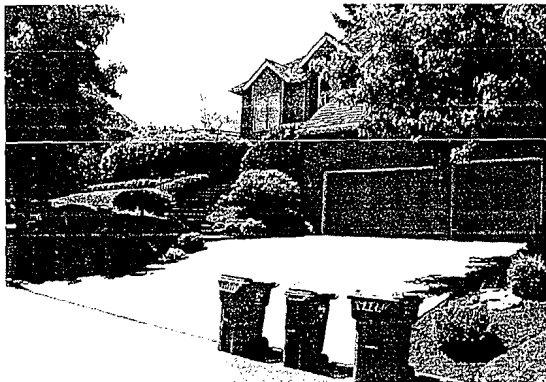
Equipment Needed:

- Automated recycle trucks – 4
- Recycle Carts – 64 gallon – 25,000 (total number of carts needed for all service areas)

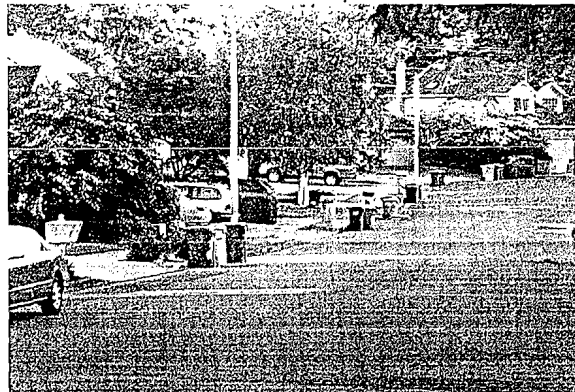
Roll out Schedule:

- December, 2007 – rate increase packets delivered to jurisdictions
- February, 2007 – Program overview announced in customer newsletter
- March, 2008 – Trucks delivered
- March, 2008 – Rate Increase to fund program (assuming approval) implemented
- February, 2008 – First direct mail program outline to all customers/City residents delivered
- Week of March 31, 2008 – Second direct mail delivered to all customers/City residents
- Weeks of March 31 – April 28, 2008 – Cable advertising
- Week of April 7, 2008 – Cart delivery begins (information included with cart)
- Week of April 14, 2008 – Cart delivery continues
- Week of April 21, 2008 – Cart delivery completed
- Week of April 28, 2008 – Automated collection rollout completed

Recycle, trash, yd waste cart placement



Street view of cart placement



Allied Waste of Albany-Lebanon
City of Lebanon
Proforma Statement of Income
For the twelve months ended December 31, 2006, 2007, and 2008

	2006	2007 Act / Proj **	2008 Projected	Annualized % Increase
Revenue	1,687,176	1,832,759	1,954,645	7.9%
Cost of Operations	1,210,458	1,340,894	1,407,024	8.1%
Gross Profit	476,718	491,866	547,621	7.4%
Salaries, General and Administrative	246,726	264,261	272,358	5.2%
Operating Income	229,992	227,605	275,263	9.8%
Provision for Income Taxes	91,997	91,042	110,105	9.8%
Net Income	137,995	136,563	165,158	9.8%
Net Income as a Percent of Sales	8.18%	7.45%	8.45%	

Rate Increase Summary:

Commercial = 6.56%
Industrial = 3.19%
Residential = 10.96%
Overall = 8.0%

** Actual Figures Jan - Oct, Projected Figures Nov, Dec

Allied Waste of Albany-Lebanon
City of Lebanon
Proforma Schedule of Direct Expenses
For the twelve months ended December 31, 2006, 2007, and 2008

	2006	2007 Act / Proj **	2008 Projected	Annualized % Increase
COST OF OPERATIONS				
Labor	360,351	371,776	384,354	3.3%
Repairs and Maintenance	111,129	116,867	120,589	4.3%
1 Vehicle Operating Costs	102,012	112,484	130,372	13.9%
2 Equipment Rent	(450)	(738)	(757)	34.1%
Facility Operating	34,531	39,286	40,331	8.4%
3 Safety, Insurance and Claims	24,833	46,738	47,953	46.6%
4 Disposal	413,356	450,756	468,754	6.7%
5 Recycling Purchases	4,625	7,296	7,486	30.9%
Franchise Fees	69,161	76,680	78,186	6.5%
6 Other Operating Costs	3,695	24,005	19,354	211.9%
7 Depreciation and Interest	87,216	95,745	110,402	13.3%
TOTAL COST OF OPERATIONS	1,210,458	1,340,894	1,407,024	
SALARIES, GENERAL & ADMINISTRATIVE				
Salaries	63,476	87,104	90,024	20.9%
Rent and Office Expense	26,249	24,508	25,162	-2.1%
Travel and Entertainment	6,034	5,814	5,965	-0.6%
Professional Fees	2,883	2,308	2,368	-8.9%
Bad Debt Expense	8,319	8,216	8,429	0.7%
Management Services	100,922	98,217	99,829	-0.5%
Other Expenses	37,969	37,422	39,898	2.5%
Depreciation	873	672	682	-10.9%
TOTAL SALARIES, GENERAL & ADMINISTRATIVE	246,726	264,261	272,358	

Explanation of Significant Inflationary Costs:

- 1) Fuel rates year to date have averaged \$2.47/gallon, which is an 11% increase over the 2006 average. From January to October of this year we have seen an increase of nearly 31% to a high of \$2.93/gallon in October. In 2008 we are expecting fuel rates to average \$2.93/gallon, an 18.6% increase over what we are currently averaging.
- 2) Equipment Rent expense decreased year over year because of a one time expense in 2006 for an industrial loader that was not repeated in 2007.
- 3) Safety, Insurance & Claims expense increased year over year between 2006 and 2007 due to a change in the way we account for our driver safety incentive program. In previous years the program was accounted for as a labor expense and is now accounted for as a safety expense. This change resulted in a 44% year over year increase in Safety Expense. Between 2006 and 2007 our accident frequency rate experienced a decline.
- 4) Effective January 1, 2007, disposal rates at Coffin Butte are \$30.50. Over the last sixteen months there has been a 15% increase in the per ton disposal rate. In 2008 we expect rates to increase 4% to \$31.75/ton.
- 5) Recycling Purchases increased significantly year over year as a direct result of increased market commodity prices for recycled materials, especially in the market for recycled cardboard, which has seen a 64% increase in the per ton price year over year.
- 6) Other Operating expenses saw a large jump between 2006 and 2007 as the hauling companies are absorbing the additional costs of maintaining the Lebanon Transfer Station. In previous years the transfer station operated at a loss through the landfill, by sharing the burden with the hauling company the site is able to maintain its service to the community. In addition, 2007 included a one time expenses related to the purchase of trailers.
- 7) Depreciation Expense on operating equipment is expected to grow 13.3% in 2008 due to the capital investment related to the co-mingle program. We will be purchasing 4 automated side load vehicles and 25,000 recycle carts.

** Actual Figures Jan - Oct, Projected Figures Nov, Dec

Agenda Item 3



Extension Service Linn County

Oregon State University, 4th and Lyons, PO Box 765, Albany, Oregon 97321

T 541-967-3871 | F 541-967-9169 | <http://extension.oregonstate.edu/linn/>

November 15, 2007

Dear Mayor and City Council Member,

Enclosed is back ground information about the Linn County OSU Extension Service programs and activities. The OSU Extension Service has operated on a countywide basis in Linn County since 1911.

Also enclosed is a feasibility study regarding the formation of a 4-H and Extension Service District with a tax base of \$0.07 per thousand dollars valuation, plus a copy of the petition that has been filed with the county clerk, and a template for city resolutions.

In order to form a county wide service district, incorporated cities in Linn County need to pass a formal resolution to be a part of a service district should it be approved by the voters. City resolutions accomplish two things.

- 1) Your resolution would allow the voters in your city to vote on the question, and participate in the decision whether or not to form a 4-H Youth and Extension Service District.
- 2) Your resolution would allow the Linn County OSU Extension to continue to provide service to the citizens of your city should the majority of voters in Linn County decide in favor of forming a district.

Robin Galloway, Mark Mellbye, or I will be in touch with you in the next few weeks to answer any of the questions that you may have about the proposed district. We look forward to working with you on this important decision.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan", written over a large, stylized circular flourish.

Dan McGrath, Staff Chair
Linn County OSU Extension

A RESOLUTION SUPPORTING THE)
FORMATION OF A 4-H AND EXTENSION)
SERVICE DISTRICT)

RESOLUTION NO. _____
for 2007

WHEREAS, a Petition for the formation of the Linn County 4-H and Extension District has been initiated; and

WHEREAS, pursuant to ORS 198.720(1), the territory of a city cannot be included within the boundaries of a district without adoption of a resolution approving the inclusion; and

WHEREAS, the City of Lebanon is included within the proposed boundaries of the District; and

WHEREAS, the Petition proposes to limit the authority and services of the District to operation of OSU Extension Service in Linn County; and

WHEREAS, the District shall not perform any other services or spend funds for any other services without prior approval of the voters; and

WHEREAS, the permanent tax rate of the District for OSU Extension Service operations is proposed at \$0.07 per thousand dollars of assessed value; and

WHEREAS, the Lebanon City Council has reviewed the Petition for formation of the District and other supporting documents;

NOW, THEREFORE, BE IT RESOLVED that the Lebanon City Council resolves that the petition for formation of the 4-H and Extension Service District is hereby approved.

Passed by the Council of the City of Lebanon by a vote of ___ for and ___ against, and approved by the Mayor this 12th day of December, 2007.

Kenneth I. Toombs, Mayor
Bob Elliott, Council President

ATTEST:

Linda Kaser, City Clerk/Recorder

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

Introduction

The Linn County OSU Extension Service has provided useful, applied research and practical education programs throughout Linn County since 1911. Popular Extension programs include the 4-H Youth Development, Master Gardener, Master Woodland Manager, Master Watershed Stewards, Family Food Education Volunteer Program, Small Farms Programs, Family Community Leadership, Grass Seed Certification, Livestock and Forage Programs, and others. You have probably read about 4-H and Extension programs in the Linn County Extension Association (LCEA) newspaper known as UPDATE.

Due to the loss of federal timber receipts, county funding for Extension is in jeopardy. In 2007, the Linn County Extension budget was reduced by \$56,866 (23% reduction). Projected future declines in federal support suggest that county government funding for 4-H and Extension programs will continue to decline. The Linn County Extension Association (LCEA) is initiating a campaign to establish a countywide 4-H and Extension Service District to stabilize funding for Extension programs with a permanent tax rate of seven cents (\$0.07) per \$1,000 dollars of property value. LCEA is working to put this question to the voters in November 2008.

This document examines Extension's contributions to Linn County, its relationship to other county service providers, and the feasibility of supporting it through formation of a countywide 4-H and Extension Service District.

Extension's Role in Linn County

Extension's long history in Linn County started in the agricultural roots of the region. In the early 1900s the emphasis of Extension's education was to improve farming practices. Early work with families at the time was to bring the latest information about food preservation and canning to homemakers.

Today, agriculture continues to be a significant Extension program and is responsible for supporting farmers growing grass seed, other specialty seed crops, livestock, vegetables, nursery crops, and many products produced by small acreage farmers working with niche markets. Linn County is one of the state's largest agricultural counties with a combined farm gate value of over \$282,000,000 last year. Linn County OSU Extension has played a significant role in economic and workforce development in Linn County for nearly one hundred years.

Linn County OSU Extension Service is in a unique position to provide lifelong educational opportunities to Linn County citizens. Extension is community-based, research-based, and responsive to community needs. Extension works cooperatively with numerous community partners, and develops networks of volunteers that expand its reach into all corners of Linn County.

Over a Thousand Volunteers Working in Your Community

The impact of Extension is multiplied many times through the efforts of hundreds of volunteers who serve as 4-H leaders, Master Gardeners, Master Woodland Managers, Family Food Education Volunteers, and Master Watershed Stewards. 4-H has more than 200 adults who lead

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

youth clubs throughout the county. There are 120 Master Gardeners in Linn County, many working at the Extension office to staff a daily clinic for gardening questions. Altogether, the Linn County OSU Extension office trains and supports nearly 1,100 volunteers. Collectively, these volunteers contribute more than 60,000 hours of service annually worth an estimated nearly \$1,000,000 of time to the community. Extension's volunteers help enhance the quality of life in our community.

Extension activities in Linn County are currently organized into the following program areas, each of which provides a combination of applied research, educational programs and information services, supplemented by a vast library of user-friendly publications and web-based resources:

4-H Youth Development

- Club projects in civics and leadership, science and technology, animals, family science, natural science, horticulture, and expressive arts
- After-school and summer youth natural resource programs
- Fair, Horse, Lamb, and Cattle Shows and Market Animal Auction
- Interstate and International Exchanges
- Junior and Teen Leadership development
- Know Your State Government program
- OSU Summer Conference
- 4-H Leader volunteer training program

Commercial Agriculture

- Grass Seed Field Inspection and Seed Certification Program
- Reduced Tillage for Soil and Water Conservation
- Pesticide Applicator Safety Training
- Efficient use of fertilizers and pesticides
- On farm research and demonstration plots
- Mint and wheat variety trials and new crops
- Disease, weed, and insect pest control research
- Stewardship marketing and integrated pest management

Master Gardener and Small Farms

- Master Gardener volunteer program
- Plant Clinic (plant health advice for homeowners)
- Tree fruit pruning and grafting, landscape maintenance
- Fire-wise and water-wise plant selection and landscape design
- Direct Farm Marketing and Local Farmers Markets

Food Safety & Nutrition

- Food preservation, preparation and safety, pressure canner testing service
- Nutrition and health education for low income families
- Family Food Education (Master Food Preserver) volunteer program
- Family Financial Management Training
- Family Community Leadership Training

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

Livestock & Forages

- Beef and sheep production, marketing, nutrition and reproduction
- Pasture and hay-ground management
- Hay testing and feeding regimen assistance
- Noxious weed management and pesticide safety
- Soil testing and fertilization recommendations

Forestry & Wood Products

- Reforestation, timber harvesting and marketing, tax mitigation, habitat development, watershed management, vegetation management, estate planning, wood products & biomass utilization, tree health advice & forest management plan development
- Christmas Tree Research and Education Programs
- School Forestry Tours and Tree Schools
- Master Woodland Manager volunteer program
- Master Watershed Steward volunteer program

Community Collaborations and Partnerships

Linn County Oregon State University Extension Service works closely with many other partner organizations and agencies in Linn County. OSU Extension adds value to these educational partnerships because Extension is unique in scope and capacity. Extension works cooperatively with these agencies and organizations so that together we can more effectively serve the people of Linn County.

- For example, our partners the Linn County's K-12 schools do an excellent job of educating youth, but teachers can not do it all alone. Linn County's Extension 4-H Youth program provides an array of after-school and club-based learning opportunities that build leadership skills, foster responsibility, and enhance their appreciation of natural resources and our environment. Extension trains and helps to manage hundreds of adult volunteer 4-H leaders who add a great deal of value to the public school system.
- For example, our partner Linn Benton Community College provides class room instruction and workforce training programs. Extension collaborates in work force development initiative by providing informal, out-of-the-class room teaching, bringing cutting-edge research knowledge to farmers, ranchers, foresters and other natural resource managers and their employees. Extension does more than teaching; it helps business owners and their employees to integrate new information and knowledge into their production and marketing practices.
- For example, while our various state, federal and county program partners provide technical and financial assistance to landowners, their primary focus is enforcement of land use regulations. Linn County Extension is a non regulatory organization that adds value by working proactively with landowners to implement best management practices on a voluntary basis, practices that maintain productivity and financial viability of natural resource based industries.

Feasibility Study Linn County 4-H & Extension Service District

- For example, our partners in the county's health and human services division and our local health care industry partners provide clinical services to treat health conditions, but they have limited resources for prevention education. Linn County Extension's nutrition education helps to promote self management of nutrition related diseases including diabetes, obesity, and osteoporosis. Extension food safety programs help Linn County residents avoid food-related health problems and take better advantage of our abundant, locally-grown produce.

The Linn County OSU Extension Service teaches hundreds of educational programs and makes over 20,000 educational contacts each year. Thousands of youth participate in its 4-H youth development and after school programs and tours. Extension serves county residents across all age groups, social classes, occupations and avocations. Extension is also an important information broker; if an Extension faculty, staff or volunteer can't answer your question they will pursue someone at Oregon State University or anywhere in the national Extension education system who can help you.

Linn County Funding Situation

Extension Service relies on a variety of funding sources to carry out its mission. Extension Agents (faculty members of Oregon State University) are funded by state and federal dollars. Support for office space, secretaries and supplies have traditionally been provided by county general fund dollars. A variety of grants support special projects.

Our Linn County funding partner has traditionally received a significant amount of its operating dollars through revenue-sharing agreements with federally-managed timberlands. Timber harvest levels on these lands have declined by more than 90 percent since the late 1980s, greatly reducing payments to the county. This loss of funding was offset for a period of time by the Secure Rural Schools and Communities Self Determination Act of 2000. The act expired in 2006, leaving Linn County with the immediate prospect of a nearly 40 percent reduction in its county general fund income.

A one-year continuation of the act, recently approved by the federal government, will merely forestall the inevitable. Linn County has identified no alternative but to scale back on expenditures, and will no longer be able to support a number of valued public services at past levels. The Linn County Commissioners are very supportive of the Linn County OSU Extension Service but further declines in county government funding for Extension are inevitable. A new source of operating funds must be secured if OSU Extension Service is to remain viable in Linn County.

Extension Funding Options

Extension stakeholders (persons who actively utilize Extension services) have met and considered an array of potential funding alternatives, including fee for service education and training programs, development of an endowment, recruitment of grant funds, short-term fund-raising, and formation of a service district. Persons committed to Extension's continued presence in Linn County are currently pursuing all of these options.

Feasibility Study Linn County 4-H & Extension Service District

An endowment program may serve as a long-term mechanism to allow Extension to continue in Linn County using privately-generated revenues, but it will take many years (perhaps decades) to generate sufficient revenues to provide a meaningful funding stream. Grant writing is a regular component of Extension faculty members' jobs, but it yields funds targeted to specific projects and issues. Shifting a significant portion of Extension's programs to grants would, in all likelihood, result in a dramatic change in faculty emphasis and fail to preserve the programs and services to which Linn County residents have become accustomed. Fund-raisers are being planned to fill funding gaps should the need arise, but it would be extremely difficult to maintain a viable Extension presence in Linn County on fund-raisers alone.

Thus, on September 18, 2007, the Linn County Extension Association voted to move forward with a campaign to form a county wide 4-H and Extension Service District. The Linn County Board of Commissioners has expressed support for the formation of a county service district if the voters approve it because it would liberate tens of thousands of dollars of general fund dollars that could then be applied to law enforcement and health department clinical services. The 4-H and Extension Service District would provide operational support for the Linn County Extension Office, including office space, secretarial support and program assistance, office and program supplies, travel, utilities, and equipment.

Community Needs Assessments

Needs assessments conducted in Linn County in 1995, 2000 and 2006 have consistently identified a cadre of issues to which Extension is well positioned to address. These include rural economies dependent upon the wood products and agricultural industries, increasing urban/rural interface friction, an increasing proportion of the population in older age brackets and a desire to age in place, the desire for sustainable management of natural resources, maintenance of healthy families, work force development and provision of positive youth development activities. Extension stakeholders have consistently rated youth development as the highest priority for Extension faculty staffing, followed closely by agriculture, forestry, master gardener and small farms programs, and food safety. Faculty positions (funded by state and federal dollars) provide programming in these areas, but depend upon county-based resources for program support. Continuation of Oregon State University faculty assignments in Linn County is dependent on county-level operational support; thus, if no replacement of county base funding is secured, Extension will decrease and could one day cease to operate in Linn County.

Proposal

The Linn County Extension Association (LCEA) recommends that a countywide 4-H and Extension Service District be formed to provide support for continued Extension programs in Linn County.

LCEA recommends that the Linn County Extension Office maintain its current programs in 4-H youth development, grass seed certification, Master Gardener training program, commercial forestry and Master Woodland Manager program, livestock and forages research and education, family community development, and commercial horticulture and small farms programs. Staff support for this level of faculty presence would be funded by the proposed service district and

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

consist of three full-time secretaries, a full time 4-H program assistant, and partial support for the community horticulture agent. Funding for additional program aides for community horticulture and livestock/forage production is also needed.

District Governance

Pursuant to ORS 451.485 the county court shall be the governing body of the special district. Financial management would be carried out in compliance with local budget law, which requires annual preparation of a publicly reviewed budget. The Extension Staff Chair would serve as the district's budget officer. Funds collected by the district would be used solely in support of OSU Extension programs/services, which would be provided under memorandum of understanding with Oregon State University Extension Service. Program priorities would be established by Extension faculty members working in concert with citizen advisory groups.

Proposed Budget

Budgets for the proposed district's first and third years of operation are attached as Appendix A. They reflect the anticipated salaries and other payroll expenses (OPE) for the level of staffing described above, and supplies and services adequate to facilitate Extension programs of the nature reflected in the needs assessment. The first-year personnel budget was based upon contract rates for OSU classified staff and current OPE rates, adjusted for cost of living and length of service. The associated supplies and services budget was based on historical expense levels of the Linn County Extension Office, adjusted for inflation. The third-year budget assumes four percent annual increases in personnel costs and four percent annual increases in supplies and services cost (both historically typical). Total costs in both years have been offset by anticipated generated revenue where feasible. Thus, anticipated needs to be covered by district revenues total \$360,403 in the first year and \$411,099 in the third year. Note that the proposed budget includes funding for rent and utilities. These items have, in the past, been provided as in-kind (no-cost) contributions from Linn County. The budget assumes that at some point, Linn County will require Extension to begin paying for these items.

The total taxable value for Linn County in Fiscal Year 2007-2008 was approximately \$7,093,536,000. For Year-One and Year-Three budgeting purposes, value was increased by 5.4 percent per year to arrive at the anticipated total taxable value of \$7,476,586,944 for Fiscal Year 2008-2009 and \$8,305,860,996 in Fiscal Year 2011-2012. The scaling factor is the average rate of increase over the last eight years. Factoring in county-wide compression based on the most recent available data and a first-year collection rate of 95 percent (per Assessor's Office), the tax rate necessary to generate the district's targeted first-year revenue level is \$0.052 per \$1,000 dollars of taxable value. In the future, a 4-H and Extension Service District will experience compression¹⁾ as other local and countywide districts form. For Year-Three the tax rate rises to \$0.065 per \$1,000 based on the assumption that new districts supporting public safety and the library system will be passed, resulting in considerably higher compression. Regardless of future compression, the 4-H and Extension Service District will always be restricted a maximum tax rate of \$0.07 per \$1,000 valuation.

Based on these calculations, the Linn County Extension Association recommends a permanent tax rate limit of \$0.07 per \$1,000 assessed value be adopted for the Linn County 4-H and

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

Extension Service District. If district requirements or compression impacts prove less than anticipated, a lower tax rate could be applied during actual budget preparation – but the rate could never exceed the permanent rate limit of \$0.07 per \$1,000 assessed value.

Summary

OSU Extension Service provides valued non-formal education and a wealth of practical information to Linn County residents. The Extension office has traditionally received the majority of its direct financial support from the county general fund. Reductions in general fund revenues have forced the county to significantly reduce funding for the Extension office. This trend is likely to continue. The Linn County Extension Association recommends formation of a countywide Extension Service District, with a permanent tax rate limit of \$0.07 per \$1,000 assessed value, to provide base operating support for the Extension office and ensure OSU Extension Service continues to serve the citizens of Linn County.

¹⁾ Ballot Measure 5, passed by voters in 1990, imposed limits on the maximum tax rate a property could experience. The caps were set at \$10 per thousand dollars of real market value for the general government category (e.g. county government, cities, sanitation, water, fire protection, etc.), and \$5 per thousand for education (e.g. K-12 schools, education service districts, and community colleges). When an individual property experiences a combination of taxes that reaches either of these limits, its overall tax rate is capped at the legal limit and the resulting loss of tax revenue is known as “compression.” The tax rate proposed for the Extension Service district of \$0.07 per \$1,000 assessed value will have a very small effect on the compression of current districts and operating levies, a maximum increase of less than one half of one percent. Formation of other districts with high tax rates could significantly increase compression, as reflected in this document’s third-year estimate.

Feasibility Study Linn County 4-H & Extension Service District

Appendix A

Proposed Budget: Linn County 4-H & Extension Service District

(not including grant-funded projects & associated personnel)

Projected Requirements	Year 1	Year 3
	July 2008 - June 2009	July 2011 - June 2012
Salaries & Other Payroll Expenses		
Secretarial Staff	\$162,782	\$169,293
4-H Program Assistant	\$48,471	\$50,410
Master Gardener faculty (0.15 FTE)	\$13,500	\$14,040
Total Salaries & OPE	\$224,753	\$233,743
Supplies & Services		
Supplies	\$9,000	\$9,360
Books & Publications	\$4,000	\$4,160
Equipment	\$7,000	\$7,280
Telephone	\$9,000	\$9,360
Network Connection & Support	\$11,000	\$11,440
Postage	\$8,000	\$8,320
Copy Costs	\$7,000	\$7,280
Travel & Training	\$11,000	\$11,440
Rent (office space)	\$50,000	\$55,600
Teaching Facilities Use Fees	\$1,000	\$1,040
4-H Insurance	\$1,000	\$1,040
Annual Audit	\$2,500	\$2,600
District Insurance	\$3,000	\$3,120
Total Supplies & Services	\$123,500	\$132,040
Contingency (5%)	\$28,150	\$30,816
Total Projected Requirements	\$376,403	\$396,599
Projected Resources		
Generated Revenues	\$5,000	\$7,000
Tax Revenues Required to Balance	\$371,403	\$389,599
Total Projected Resources	\$376,403	\$396,599
Tax Rate Calculation		
County taxable value	\$7,476,586,885	\$8,305,859,996
Anticipated compression*	\$476	\$120,000
Collection Rate	95%	95%
Tax Rate (per \$1000 assessed value)	\$0.052	\$0.065

* Year 3 budget assumes 11% increase in valuation, 14% increased costs, and a compression¹⁾ increase due to the formation of both Sheriff and Library Districts

OSU Extension Linn County Directory

Web: <http://extension.oregonstate.edu/linn>
Phone: (541) 967-3871 FAX (541) 967-9169
Toll Free (888) 883-0522
Hours: 8 a.m. to 5 p.m. Monday - Friday

OSU Extension Agents Serving Linn County

4-H Youth Development..... (541) 967-3871

Robin Galloway
robin.galloway@oregonstate.edu



4-H Youth Development

Melanie McCabe
melanie.mccabe@oregonstate.edu

Family & Community Development.. (541) 967-3871

Janice Gregg
gregg.j@oregonstate.edu
Tina Dodge Vera
tina.dodge@oregonstate.edu



Field Crops..... (541)967-3871

Mark Mellbye
mark.mellbye@oregonstate.edu

Forestry (541)766-6750

Rick Fletcher
rick.fletcher@oregonstate.edu



Commercial Horticulture..... 1-800-872-8980

Ross Penhallegon
ross.penhallegon@oregonstate.edu

Home Horticulture (541) 967-3871

Barb Fick
barb.fick@oregonstate.edu



Livestock..... 1-800-883-7568

Shelby Filley
shelby.filley@oregonstate.edu

Small Farms (541) 766-6750

Melissa Fery
melissa.fery@oregonstate.edu



Vegetable Crops

Linn County Staff Chair (541) 967-3871

Daniel McGrath
daniel.mcgrath@oregonstate.edu

Here's How to Find Our Office



Location: We are located on the corner of 4th and Lyons Streets in the Old Armory Building, Room 102, 104 Fourth Street SW, Albany.

From I-5 southbound: Take exit 234B; this puts you on Pacific Boulevard. Move into the middle lane. Travel approximately 3 miles to the exit that says City Center/Corvallis Highway 20. Now you're on Lyons Street. Move into the left lane and go to 4th Avenue. Turn left. The Old Armory Building is on the left on the corner.

From Lebanon, Sweet Home: Take Highway 20 into Albany. Continue on Hwy 20 until you reach the City/Center/Corvallis exit. Take the City Center/Corvallis exit to the right. Travel for 6 blocks. The Old Armory Building is on the left on the corner of Fourth and Lyons Streets. Or: take Highway 34 to Highway 99E. At the bottom of the off-ramp, turn left onto Highway 99E. Highway 99E becomes Pacific Boulevard at Beta Drive. Take the City Center/Corvallis exit right off Pacific Boulevard, then turn left at the light. Travel for 6 blocks. The Old Armory Building is on the corner of Fourth and Lyons Streets.

From Highway 99 E South: You will enter Albany on Pacific Boulevard. Take the City Center Corvallis exit right off Pacific Boulevard. Turn left at the light. Travel for 6 blocks. The Old Armory Building is on the left on the corner of Fourth and Lyons Streets.

Making a Difference In Your Community



OSU
Oregon State
UNIVERSITY

Extension Service

OSU Extension Service
Linn County
104 Fourth Street SW
Albany, OR 97321
(541) 967-3871
(541) 967-9169 FAX

<http://extension.oregonstate.edu/linn>

About Our Volunteer Programs

OSU Extension staff and volunteers are busy making a difference in your community. They can help you learn new skills and meet others with similar interests.

- 4-H Youth Development
- Master Gardener Program
- Master Woodland Managers
- Family Food Education Volunteers
- On farm research cooperators



Multi-Media

- Publications
- Videos
- *UPDATE* monthly newsletter
- Online publications and videos
<http://extension.oregonstate.edu/linn/>



Family & Community Development

- Nutrition and Health
- Food safety/food preservation
- Family finances/estate planning



4-H Youth Program

- Learning and fun for youth in grades K-12
- More than 40 different project areas for urban and rural youth
- Volunteer leaders learn along with the youth.
- 4-H Wildlife Stewards program

Forestry & Christmas Trees

- Educational tours, classes, publications
- Volunteer training program for Master Woodland Managers



Home Horticulture & Gardening

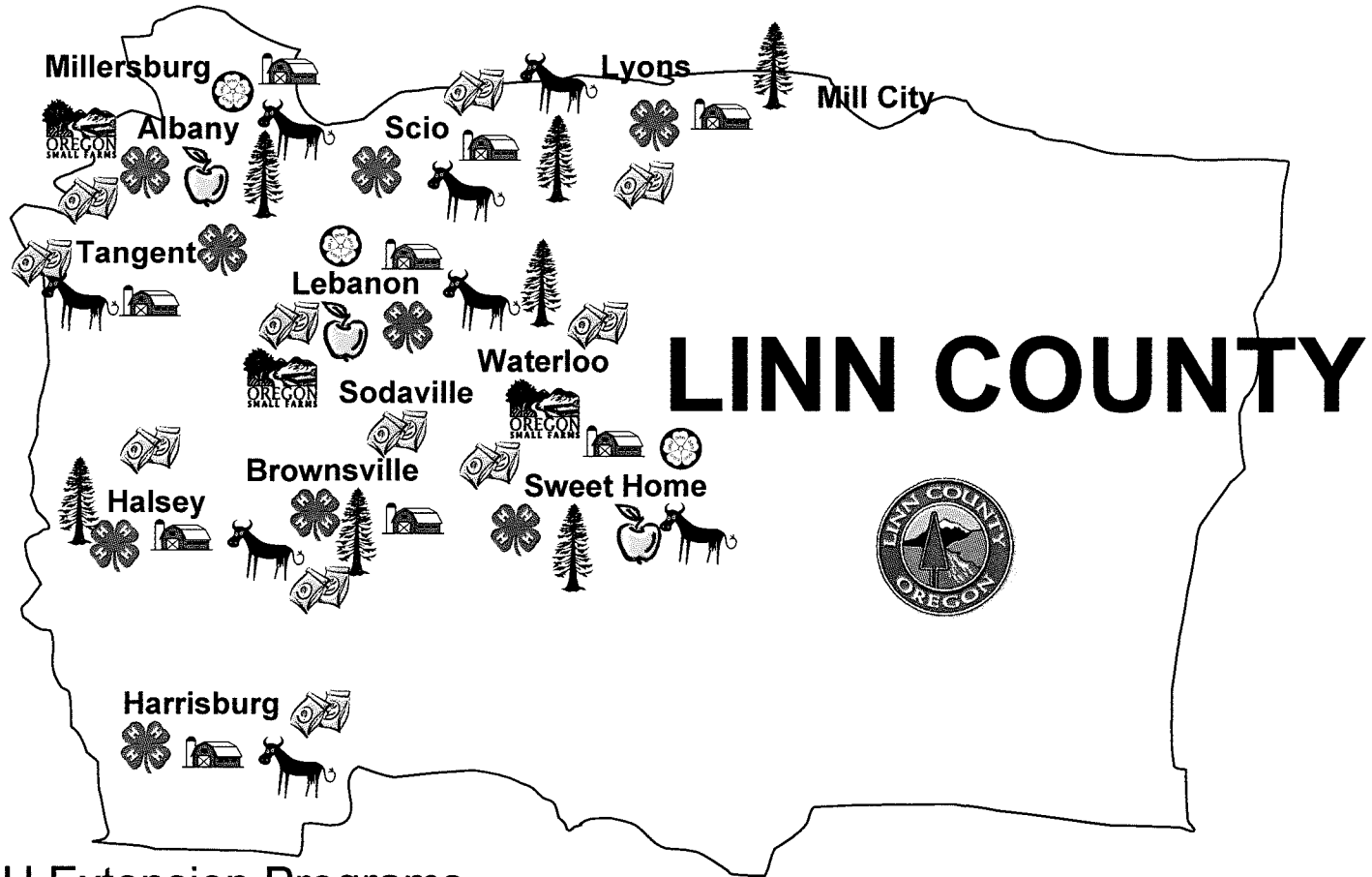
- Master Gardener volunteers trained by OSU Extension faculty and specialists in all aspects of home horticulture
- Master Gardener volunteers answer customer questions in the OSU Extension Office as well as providing gardening information at special events



Commercial Agriculture

- Field crops assistance
- Seed certification service
- Pesticide safety training
- Agricultural economics information
- Assistance with commercial vegetable production
- Assistance with commercial livestock production
- Grower assistance for tree fruits, small fruits and nuts
- Master Watershed Stewardship Education Program
- Workshops for small scale farming, new crops, and marketing





Current OSU Extension Programs



4-H Clubs



On Farm Trials



Master Woodland Managers



Seed certification



Master Gardeners



Nutrition education



Livestock Cooperators



Small Farms

Linn County Resident Faculty and Staff

- Robin Galloway and Melanie McCabe ~ *4-H Youth Development*
- Barb Fick ~ *Master Gardener Program and Community Horticulture*
- Mark Mellbye ~ *Agriculture, Grass Seed, and Field Crops*
- Janice Gregg and Tina Dodge-Vera ~ *Family Nutrition and Health*
- Dan McGrath ~ *Agriculture and Vegetable Crops*

Regional Faculty and Staff Serving Linn County

- Rick Fletcher ~ *Forestry, Christmas trees, & Master Woodland Managers*
- Garry Stephenson and Melissa Fery ~ *Small Farms Programs*
- Shelby Filley ~ *Livestock and Forage*
- Ross Penhallegon ~ *Agriculture and Tree Crops*



Dan McGrath

Vegetable Crops



-
- The VegNet Regional Pest Monitoring program, which informs growers of pest population trends, reduces crop losses due to insect contamination and saves growers thousands of dollars every year.
 - Twelve spot beetle pest management project reduces insecticide use in snap beans by forty one percent (41%) last year.
 - National Frozen Foods and NORPAC Foods launch environmental stewardship programs with assistance of OSU Extension.
 - Sweet corn root rot problem resolved as growers switch to new sweet corn varieties that are resistant to the disease.
 - Hispanic agricultural workers and mid-managers receive supervisory skills and pesticide safety training.
 - Research and demonstration projects on cover crops and reduced tillage planting systems help growers to protect water quality and enhance soil conservation.
 - Sales of fresh market and processed vegetable crop produced in Linn County had a combined farm gate value of over 16 million dollars last year.

Oregon State University Extension Service offers educational programs, activities, and materials without discrimination based on race, color, religion, sex, sexual orientation, national origin, age, marital status, disability, or disabled veteran or Vietnam-era veteran status. Oregon State University Extension Service is an Equal Opportunity Employer.

Precision Application Saves Money and Protects the Environment



Soil testing improves fertilizer application efficiency.



Sprayer calibration & drift prevention nozzles



... improve pesticide application efficiency and accuracy.



Linn County OSU Extension
"We put knowledge to work in your community."



Barb Fick

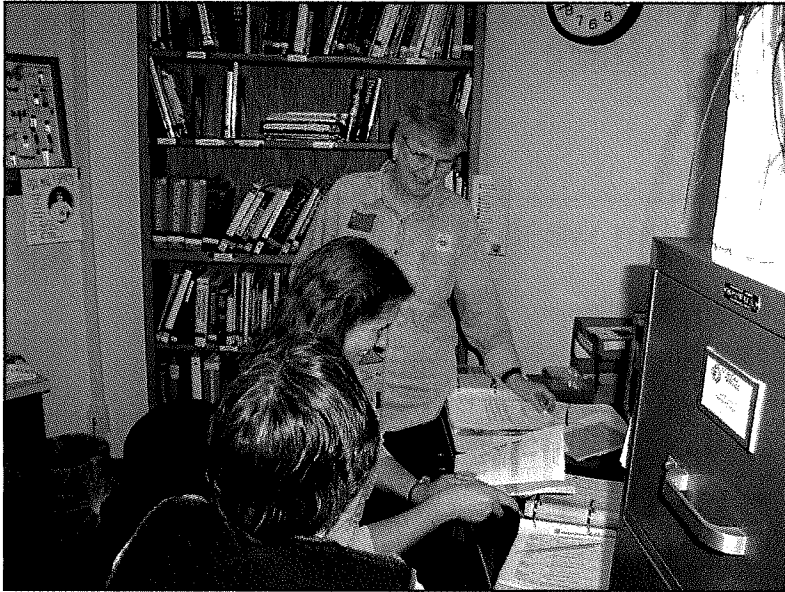
Community Horticulture



-
- Over 40 adult volunteers complete ten week OSU Master Gardener training each year.
 - Twenty two percent (22%) of the Master Gardener trainees are professionals who make their living in commercial horticulture (nurseries, landscaping, small farm operators, park employees, others).
 - Over 30 gardening classes taught by adult volunteers, over 450 participants last year.
 - Each Master Gardener adult volunteer contributes a minimum of 66 hours for a total of 2500 hours of community service in Linn County each year. The dollar value of the volunteer hours is approximately \$40,000 to the community.
 - Gardening programs at the Albany Boys & Girls Club engage young people with natural science education.
 - Master Gardener workshops and events through out the community contribute to community vitality in Linn County. Many of these activities are conducted in cooperation with local businesses.
-

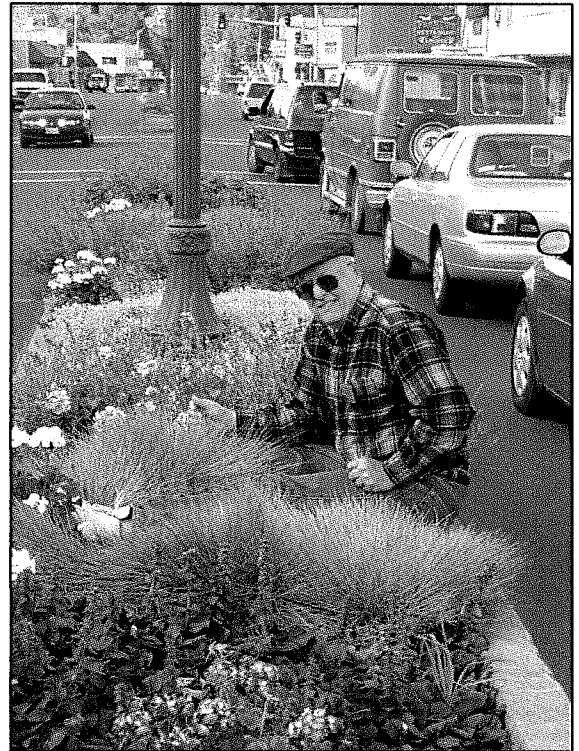
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OSU Master Gardeners Contribute Thousands of Hours of Community Service



Answer gardening questions

Main Street beautification



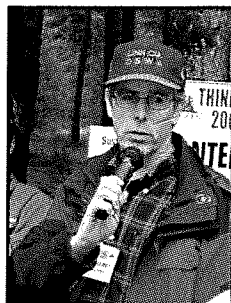
Teaching classes for all ages



Demonstration gardens & tours

***Linn County OSU Extension
“We put knowledge to work in your community.”***

Linn County OSU Extension Program 2007-2008



Rick Fletcher

Extension Forestry



Research and demonstration projects include:

- thinning methods for forests
- agro-forestry
- hybrid poplar production
- Christmas tree genetics and productivity
- Restoration of native ponderosa pine.



Over 125 Trained Master Woodland Managers

Sales of private small woodland and Christmas tree crops produced in Linn County had a combined farm gate value of 21 million dollars last year.



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Linn County OSU Extension Service Forestry Emerging Opportunities



**Native Oak
and Pine
Restoration**

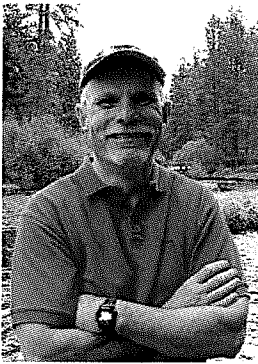
Agroforestry



Fiber Farms

**Linn County OSU Extension
“We put knowledge to work in your community.”**

Linn County OSU Extension Program 2007-2008



Garry Stephenson

Small Farms



Melissa Fery

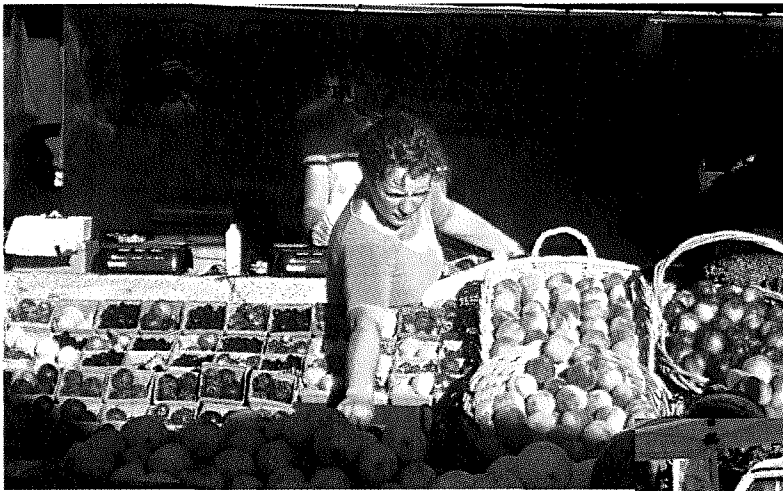
Small Farms

- Hundreds of small farms (less than 50 acres) in Linn County have regular contacts with OSU Extension.
- 23% of the participants in the OSU Extension Farm Direct Marketing Conference have started new business enterprises.
- Farmers' markets are a profitable outlet for local small farmers, with over \$1 million in sales locally.
- Farmers' markets draw people downtown and provide significant economic spillover and social benefits to the community.



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Farmers Markets Benefit Local Farmers and Local Communities



Farmers markets are profitable outlets for local growers.

Local sales total \$1 million annually.

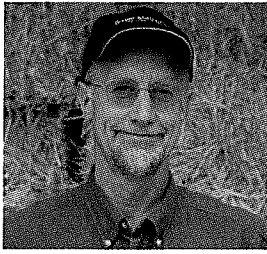


Farmers markets draw people to downtown and provide significant economic and social benefits.

Linn County OSU Extension

"We put knowledge to work in your community."

Linn County OSU Extension Program 2007-2008



Mark Mellbye

Field Crops



-
- Over 85 million dollars of Linn County grass seed is sold each year; most of it is certified by the OSU Grass Seed Certification program
 - Approximately 6,000 grass seed fields are inspected each year.
 - Over 50% of the Linn County perennial seed crop is certified for purity through the Linn County OSU Extension office and thus made ready for international sales.
 - Tours, seminars, and educational workshops attended by over 600 growers and 120 agricultural professionals last year.
 - Ten to fifteen on-farm field trials each year, practical and useful field research on mint, grass seed, and small grains enhances yield and profitability.
 - Improved nitrogen management. Grass lined ditches protect water quality. Improved spray drift reduction. Pesticide safety training, 375 participants.
 - Sales of grass and legume seed, mint, grain, hay, and other field crops produced in Linn County had a combined farm gate value of 176 million dollars last year.
 - Over 5000 individuals contacted the Linn County OSU Agricultural Extension faculty and staff directly by phone or visit or attended workshops and demonstrations last year.

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Seed Certification

An Important OSU Extension Program

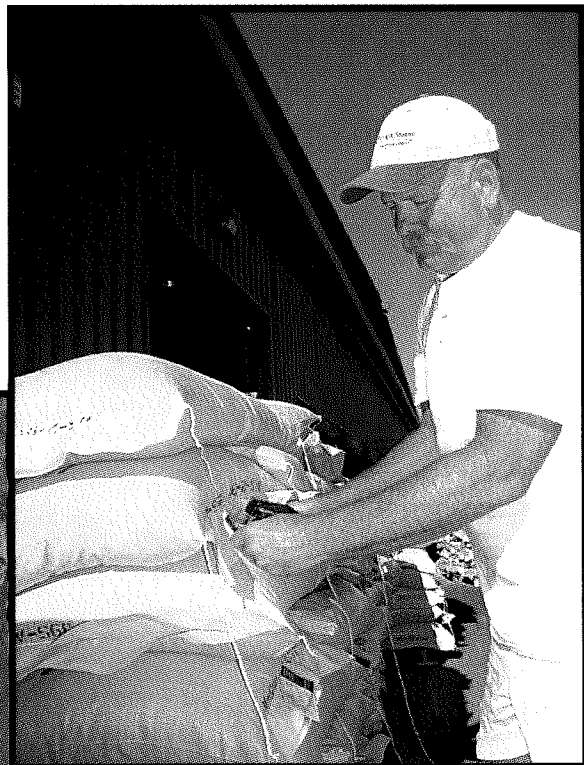
Last year, Oregon produced a little over \$260 million dollars worth of grass seed.



Certified seed sells at a premium.



Seed sampling & field inspection, helps assure identity and purity of Oregon grown seed crops.

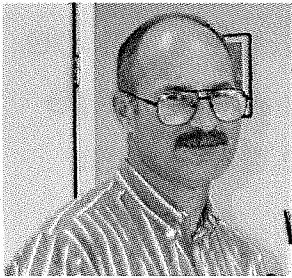


Tagged for international shipment



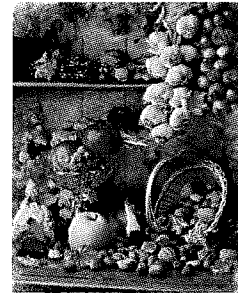
Linn County OSU Extension
"We put knowledge to work in your community."

Linn County OSU Extension Program 2007-2008

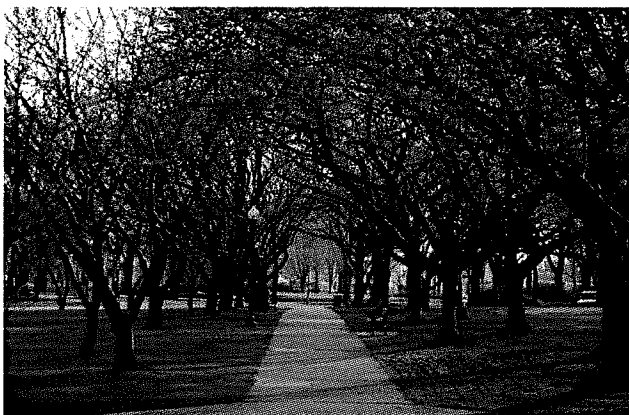


Ross Penhallegon

Agriculture, Horticulture



-
- Lingonberry, a new Willamette Valley Crop
 - Eastern Filbert blight management program
 - Tree Crops Workshops, 500 participants last year
 - Sales of apple, hazelnut, other tree and small fruit crops produced in Linn County had a combined farm gate value of 18 million dollars last year.



Oregon State University Extension Service offers educational programs, activities, and materials without discrimination based on race, color, religion, sex, sexual orientation, national origin, age, marital status, disability, or disabled veteran or Vietnam-era veteran status. Oregon State University Extension Service is an Equal Opportunity Employer.

Linn County OSU Extension Grass Waterways Protect Water Quality



Surface runoff can be a problem with bare drainage ditches.



Ditch-shaping
and
hydroseeding...



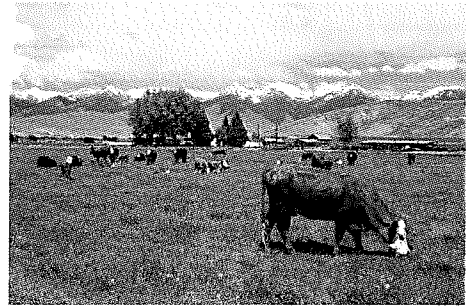
...can control
weeds and
enhance water
quality.

Linn County OSU Extension Program 2007-2008

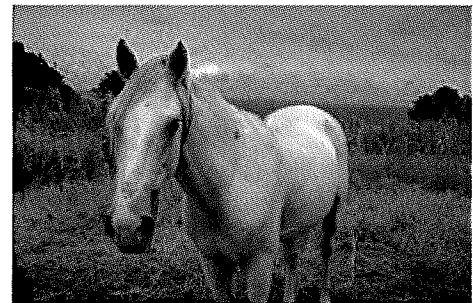
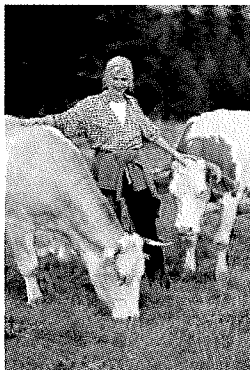


Shelby Filley

Livestock and Forages



-
- Livestock and Forage monthly educational breakfast meetings. On going programs on beef cattle, sheep, and forage production, health, management, and marketing.
 - OSU Annual Lambing School, OSU Annual Calving School, Oregon Grazing Conferences and pasture walks, Oregon Quality Beef workshop, and home study courses.
 - Consultation via ranch visits, telephone, email, or web based communication.
 - Combined sales of cattle, sheep, dairy products, poultry, and other animal products produced in Linn County had a farm gate value of over 51 million dollars last year.

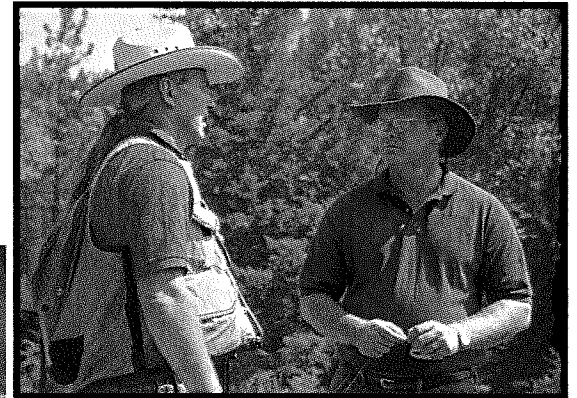


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Linn County OSU Extension Integrated Predator Control



Work with your trapper.



Use predator control fencing.



Bunch them up at night.



Try a guard dog.



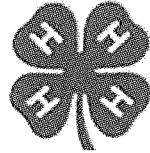
Linn County OSU Extension Program 2007-2008



Robin Galloway
4H Youth



Melanie McCabe
4H Youth



-
- Over 200 adult volunteers were screened and trained and are active in over 50 project clubs with over 750 Linn County Youth. On average, each adult volunteer donates fifty hours per year to the program. The dollar value of adult volunteer hours is approximately \$120,000 to the community.
 - Over 30 Linn County teenagers fill club and countywide leadership roles.
 - 1,600 elementary school students in 6 Linn County schools use out- door learning habitats on school grounds sponsored by OSU Extension.
 - After school programs for 250 youth in computers, forestry, arts and crafts, natural science, fitness, cooking, wildlife stewardship.
 - 600 youth participate in Agriculture in the Classroom as part of 4-H Youth program.
 - 120 participants in 4-H Horse Project educational clinics on safety and protecting the environment.
 - 40 Linn County teachers active in the 4-H Wildlife Stewardship Program achieve Oregon Educational Benchmarks.
 - Over 300 Linn County businesses contribute in-kind and cash support totaling over \$200,000 annually for the youth livestock auction and other 4-H programs.
 - Education and Leadership Development at the County and State Fairs.
 - Nearly 7,000 individuals contacted Linn County OSU Extension youth development faculty and staff last year, either directly by phone or visit or by attending workshops and special events.
-

Oregon State University Extension Service offers educational programs, activities, and materials without discrimination based on race, color, religion, sex, sexual orientation, national origin, age, marital status, disability, or disabled veteran or Vietnam-era veteran status. Oregon State University Extension Service is an Equal Opportunity Employer.

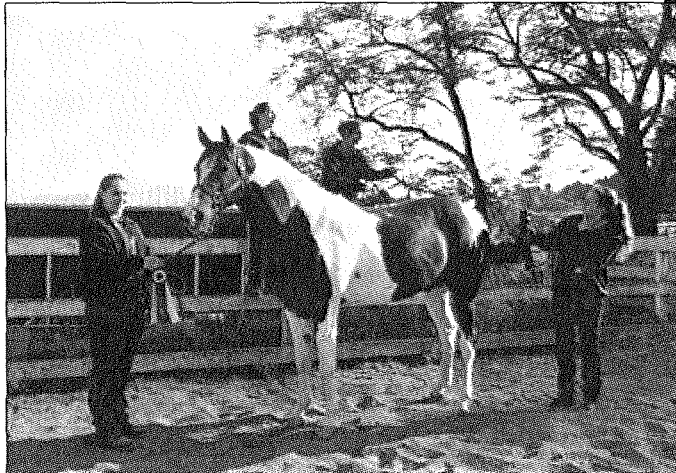
4-H is a Community of Young People Across America Who are Learning Leadership, Citizenship, and Life Skills

Hands-on experiences help us learn



Recreation & fun help us learn

Youth work closely with caring adults



Teamwork & competition produce champions in 4-H projects – and in life!

Linn County OSU Extension
“We put knowledge to work in your community.”

Linn County OSU Extension Program 2007-2008



Janice Gregg

Family Programs

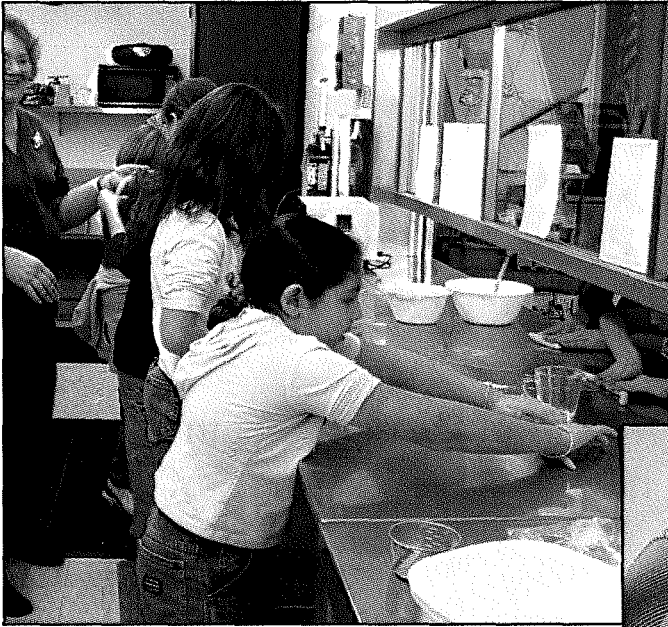


Tina Dodge Vera

-
- Hundreds of low income families participate in **Oregon Family Nutrition Education Program**.
 - Linn County adult volunteers provide training sessions in cooking-for-one, nutrition, and managing medicines to hundreds of participating senior citizens.
 - Over twenty five Linn County women participate in “Women Secure Your Financial Future” training program. Eighty percent (80%) of participants in the financial management workshops report that they have decreased debt and increased savings since taking the training program.
 - Over three hundred Linn County residents participate in food preservation and safety training sessions taught by **Family Food Education Volunteers**. One fourth of the pressure canning gauges tested last year was defective and was replaced so that families could preserve food safely.
 - **Las Comidas Latinas** program reaches hundreds of low income Spanish language families with nutrition and food safety education.
 - Over 4,000 individuals contacted Linn County OSU Extension family and community development faculty and staff directly, by phone or visit, or by attending workshops and demonstrations last year.
-

Oregon State University Extension Service offers educational programs, activities, and materials without discrimination based on race, color, religion, sex, sexual orientation, national origin, age, marital status, disability, or disabled veteran or Vietnam-era veteran status. Oregon State University Extension Service is an Equal Opportunity Employer.

Family Community Development New Programs for Our Families & Community



**After school
programs explore
healthy eating in a
fun setting.**

**Hispanic homemakers
build skills to ensure
healthy, active lives.**



**Women make
changes, save
and invest for
their future.**



**Linn County OSU Extension
“We put knowledge to work in your community.”**



Extension Service Linn County

Oregon State University, 4th and Lyons, PO Box 765, Albany, Oregon 97321
T 541-967-3871 | F 541-967-9169 | <http://extension.oregonstate.edu/linn/>

November 15, 2007

Dear Mayor and City Council Member,

Enclosed is back ground information about the Linn County OSU Extension Service programs and activities. The OSU Extension Service has operated on a countywide basis in Linn County since 1911.

Also enclosed is a feasibility study regarding the formation of a 4-H and Extension Service District with a tax base of \$0.07 per thousand dollars valuation, plus a copy of the petition that has been filed with the county clerk, and a template for city resolutions.

In order to form a county wide service district, incorporated cities in Linn County need to pass a formal resolution to be a part of a service district should it be approved by the voters. City resolutions accomplish two things.

- 1) Your resolution would allow the voters in your city to vote on the question, and participate in the decision whether or not to form a 4-H Youth and Extension Service District.
- 2) Your resolution would allow the Linn County OSU Extension to continue to provide service to the citizens of your city should the majority of voters in Linn County decide in favor of forming a district.

Robin Galloway, Mark Mellbye, or I will be in touch with you in the next few weeks to answer any of the questions that you may have about the proposed district. We look forward to working with you on this important decision.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan McGrath". The signature is written in a cursive style with a large, looping initial "D".

Dan McGrath, Staff Chair
Linn County OSU Extension

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

Introduction

The Linn County OSU Extension Service has provided useful, applied research and practical education programs throughout Linn County since 1911. Popular Extension programs include the 4-H Youth Development, Master Gardener, Master Woodland Manager, Master Watershed Stewards, Family Food Education Volunteer Program, Small Farms Programs, Family Community Leadership, Grass Seed Certification, Livestock and Forage Programs, and others. You have probably read about 4-H and Extension programs in the Linn County Extension Association (LCEA) newspaper known as UPDATE.

Due to the loss of federal timber receipts, county funding for Extension is in jeopardy. In 2007, the Linn County Extension budget was reduced by \$56,866 (23% reduction). Projected future declines in federal support suggest that county government funding for 4-H and Extension programs will continue to decline. The Linn County Extension Association (LCEA) is initiating a campaign to establish a countywide 4-H and Extension Service District to stabilize funding for Extension programs with a permanent tax rate of seven cents (\$0.07) per \$1,000 dollars of property value. LCEA is working to put this question to the voters in November 2008.

This document examines Extension's contributions to Linn County, its relationship to other county service providers, and the feasibility of supporting it through formation of a countywide 4-H and Extension Service District.

Extension's Role in Linn County

Extension's long history in Linn County started in the agricultural roots of the region. In the early 1900s the emphasis of Extension's education was to improve farming practices. Early work with families at the time was to bring the latest information about food preservation and canning to homemakers.

Today, agriculture continues to be a significant Extension program and is responsible for supporting farmers growing grass seed, other specialty seed crops, livestock, vegetables, nursery crops, and many products produced by small acreage farmers working with niche markets. Linn County is one of the state's largest agricultural counties with a combined farm gate value of over \$282,000,000 last year. Linn County OSU Extension has played a significant role in economic and workforce development in Linn County for nearly one hundred years.

Linn County OSU Extension Service is in a unique position to provide lifelong educational opportunities to Linn County citizens. Extension is community-based, research-based, and responsive to community needs. Extension works cooperatively with numerous community partners, and develops networks of volunteers that expand its reach into all corners of Linn County.

Over a Thousand Volunteers Working in Your Community

The impact of Extension is multiplied many times through the efforts of hundreds of volunteers who serve as 4-H leaders, Master Gardeners, Master Woodland Managers, Family Food Education Volunteers, and Master Watershed Stewards. 4-H has more than 200 adults who lead

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

youth clubs throughout the county. There are 120 Master Gardeners in Linn County, many working at the Extension office to staff a daily clinic for gardening questions. Altogether, the Linn County OSU Extension office trains and supports nearly 1,100 volunteers. Collectively, these volunteers contribute more than 60,000 hours of service annually worth an estimated nearly \$1,000,000 of time to the community. Extension's volunteers help enhance the quality of life in our community.

Extension activities in Linn County are currently organized into the following program areas, each of which provides a combination of applied research, educational programs and information services, supplemented by a vast library of user-friendly publications and web-based resources:

4-H Youth Development

- Club projects in civics and leadership, science and technology, animals, family science, natural science, horticulture, and expressive arts
- After-school and summer youth natural resource programs
- Fair, Horse, Lamb, and Cattle Shows and Market Animal Auction
- Interstate and International Exchanges
- Junior and Teen Leadership development
- Know Your State Government program
- OSU Summer Conference
- 4-H Leader volunteer training program

Commercial Agriculture

- Grass Seed Field Inspection and Seed Certification Program
- Reduced Tillage for Soil and Water Conservation
- Pesticide Applicator Safety Training
- Efficient use of fertilizers and pesticides
- On farm research and demonstration plots
- Mint and wheat variety trials and new crops
- Disease, weed, and insect pest control research
- Stewardship marketing and integrated pest management

Master Gardener and Small Farms

- Master Gardener volunteer program
- Plant Clinic (plant health advice for homeowners)
- Tree fruit pruning and grafting, landscape maintenance
- Fire-wise and water-wise plant selection and landscape design
- Direct Farm Marketing and Local Farmers Markets

Food Safety & Nutrition

- Food preservation, preparation and safety, pressure canner testing service
- Nutrition and health education for low income families
- Family Food Education (Master Food Preserver) volunteer program
- Family Financial Management Training
- Family Community Leadership Training

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

Livestock & Forages

- Beef and sheep production, marketing, nutrition and reproduction
- Pasture and hay-ground management
- Hay testing and feeding regimen assistance
- Noxious weed management and pesticide safety
- Soil testing and fertilization recommendations

Forestry & Wood Products

- Reforestation, timber harvesting and marketing, tax mitigation, habitat development, watershed management, vegetation management, estate planning, wood products & biomass utilization, tree health advice & forest management plan development
- Christmas Tree Research and Education Programs
- School Forestry Tours and Tree Schools
- Master Woodland Manager volunteer program
- Master Watershed Steward volunteer program

Community Collaborations and Partnerships

Linn County Oregon State University Extension Service works closely with many other partner organizations and agencies in Linn County. OSU Extension adds value to these educational partnerships because Extension is unique in scope and capacity. Extension works cooperatively with these agencies and organizations so that together we can more effectively serve the people of Linn County.

- For example, our partners the Linn County's K-12 schools do an excellent job of educating youth, but teachers can not do it all alone. Linn County's Extension 4-H Youth program provides an array of after-school and club-based learning opportunities that build leadership skills, foster responsibility, and enhance their appreciation of natural resources and our environment. Extension trains and helps to manage hundreds of adult volunteer 4-H leaders who add a great deal of value to the public school system.
- For example, our partner Linn Benton Community College provides class room instruction and workforce training programs. Extension collaborates in work force development initiative by providing informal, out-of-the-class room teaching, bringing cutting-edge research knowledge to farmers, ranchers, foresters and other natural resource managers and their employees. Extension does more than teaching; it helps business owners and their employees to integrate new information and knowledge into their production and marketing practices.
- For example, while our various state, federal and county program partners provide technical and financial assistance to landowners, their primary focus is enforcement of land use regulations. Linn County Extension is a non regulatory organization that adds value by working proactively with landowners to implement best management practices on a voluntary basis, practices that maintain productivity and financial viability of natural resource based industries.

Feasibility Study Linn County 4-H & Extension Service District

- For example, our partners in the county's health and human services division and our local health care industry partners provide clinical services to treat health conditions, but they have limited resources for prevention education. Linn County Extension's nutrition education helps to promote self management of nutrition related diseases including diabetes, obesity, and osteoporosis. Extension food safety programs help Linn County residents avoid food-related health problems and take better advantage of our abundant, locally-grown produce.

The Linn County OSU Extension Service teaches hundreds of educational programs and makes over 20,000 educational contacts each year. Thousands of youth participate in its 4-H youth development and after school programs and tours. Extension serves county residents across all age groups, social classes, occupations and avocations. Extension is also an important information broker; if an Extension faculty, staff or volunteer can't answer your question they will pursue someone at Oregon State University or anywhere in the national Extension education system who can help you.

Linn County Funding Situation

Extension Service relies on a variety of funding sources to carry out its mission. Extension Agents (faculty members of Oregon State University) are funded by state and federal dollars. Support for office space, secretaries and supplies have traditionally been provided by county general fund dollars. A variety of grants support special projects.

Our Linn County funding partner has traditionally received a significant amount of its operating dollars through revenue-sharing agreements with federally-managed timberlands. Timber harvest levels on these lands have declined by more than 90 percent since the late 1980s, greatly reducing payments to the county. This loss of funding was offset for a period of time by the Secure Rural Schools and Communities Self Determination Act of 2000. The act expired in 2006, leaving Linn County with the immediate prospect of a nearly 40 percent reduction in its county general fund income.

A one-year continuation of the act, recently approved by the federal government, will merely forestall the inevitable. Linn County has identified no alternative but to scale back on expenditures, and will no longer be able to support a number of valued public services at past levels. The Linn County Commissioners are very supportive of the Linn County OSU Extension Service but further declines in county government funding for Extension are inevitable. A new source of operating funds must be secured if OSU Extension Service is to remain viable in Linn County.

Extension Funding Options

Extension stakeholders (persons who actively utilize Extension services) have met and considered an array of potential funding alternatives, including fee for service education and training programs, development of an endowment, recruitment of grant funds, short-term fund-raising, and formation of a service district. Persons committed to Extension's continued presence in Linn County are currently pursuing all of these options.

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

An endowment program may serve as a long-term mechanism to allow Extension to continue in Linn County using privately-generated revenues, but it will take many years (perhaps decades) to generate sufficient revenues to provide a meaningful funding stream. Grant writing is a regular component of Extension faculty members' jobs, but it yields funds targeted to specific projects and issues. Shifting a significant portion of Extension's programs to grants would, in all likelihood, result in a dramatic change in faculty emphasis and fail to preserve the programs and services to which Linn County residents have become accustomed. Fund-raisers are being planned to fill funding gaps should the need arise, but it would be extremely difficult to maintain a viable Extension presence in Linn County on fund-raisers alone.

Thus, on September 18, 2007, the Linn County Extension Association voted to move forward with a campaign to form a county wide 4-H and Extension Service District. The Linn County Board of Commissioners has expressed support for the formation of a county service district if the voters approve it because it would liberate tens of thousands of dollars of general fund dollars that could then be applied to law enforcement and health department clinical services. The 4-H and Extension Service District would provide operational support for the Linn County Extension Office, including office space, secretarial support and program assistance, office and program supplies, travel, utilities, and equipment.

Community Needs Assessments

Needs assessments conducted in Linn County in 1995, 2000 and 2006 have consistently identified a cadre of issues to which Extension is well positioned to address. These include rural economies dependent upon the wood products and agricultural industries, increasing urban/rural interface friction, an increasing proportion of the population in older age brackets and a desire to age in place, the desire for sustainable management of natural resources, maintenance of healthy families, work force development and provision of positive youth development activities. Extension stakeholders have consistently rated youth development as the highest priority for Extension faculty staffing, followed closely by agriculture, forestry, master gardener and small farms programs, and food safety. Faculty positions (funded by state and federal dollars) provide programming in these areas, but depend upon county-based resources for program support. Continuation of Oregon State University faculty assignments in Linn County is dependent on county-level operational support; thus, if no replacement of county base funding is secured, Extension will decrease and could one day cease to operate in Linn County.

Proposal

The Linn County Extension Association (LCEA) recommends that a countywide 4-H and Extension Service District be formed to provide support for continued Extension programs in Linn County.

LCEA recommends that the Linn County Extension Office maintain its current programs in 4-H youth development, grass seed certification, Master Gardener training program, commercial forestry and Master Woodland Manager program, livestock and forages research and education, family community development, and commercial horticulture and small farms programs. Staff support for this level of faculty presence would be funded by the proposed service district and

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

consist of three full-time secretaries, a full time 4-H program assistant, and partial support for the community horticulture agent. Funding for additional program aides for community horticulture and livestock/forage production is also needed.

District Governance

Pursuant to ORS 451.485 the county court shall be the governing body of the special district. Financial management would be carried out in compliance with local budget law, which requires annual preparation of a publicly reviewed budget. The Extension Staff Chair would serve as the district's budget officer. Funds collected by the district would be used solely in support of OSU Extension programs/services, which would be provided under memorandum of understanding with Oregon State University Extension Service. Program priorities would be established by Extension faculty members working in concert with citizen advisory groups.

Proposed Budget

Budgets for the proposed district's first and third years of operation are attached as Appendix A. They reflect the anticipated salaries and other payroll expenses (OPE) for the level of staffing described above, and supplies and services adequate to facilitate Extension programs of the nature reflected in the needs assessment. The first-year personnel budget was based upon contract rates for OSU classified staff and current OPE rates, adjusted for cost of living and length of service. The associated supplies and services budget was based on historical expense levels of the Linn County Extension Office, adjusted for inflation. The third-year budget assumes four percent annual increases in personnel costs and four percent annual increases in supplies and services cost (both historically typical). Total costs in both years have been offset by anticipated generated revenue where feasible. Thus, anticipated needs to be covered by district revenues total \$360,403 in the first year and \$411,099 in the third year. Note that the proposed budget includes funding for rent and utilities. These items have, in the past, been provided as in-kind (no-cost) contributions from Linn County. The budget assumes that at some point, Linn County will require Extension to begin paying for these items.

The total taxable value for Linn County in Fiscal Year 2007-2008 was approximately \$7,093,536,000. For Year-One and Year-Three budgeting purposes, value was increased by 5.4 percent per year to arrive at the anticipated total taxable value of \$7,476,586,944 for Fiscal Year 2008-2009 and \$8,305,860,996 in Fiscal Year 2011-2012. The scaling factor is the average rate of increase over the last eight years. Factoring in county-wide compression based on the most recent available data and a first-year collection rate of 95 percent (per Assessor's Office), the tax rate necessary to generate the district's targeted first-year revenue level is \$0.052 per \$1,000 dollars of taxable value. In the future, a 4-H and Extension Service District will experience compression¹⁾ as other local and countywide districts form. For Year-Three the tax rate rises to \$0.065 per \$1,000 based on the assumption that new districts supporting public safety and the library system will be passed, resulting in considerably higher compression. Regardless of future compression, the 4-H and Extension Service District will always be restricted a maximum tax rate of \$0.07 per \$1,000 valuation.

Based on these calculations, the Linn County Extension Association recommends a permanent tax rate limit of \$0.07 per \$1,000 assessed value be adopted for the Linn County 4-H and

Exhibit C

Feasibility Study Linn County 4-H & Extension Service District

Extension Service District. If district requirements or compression impacts prove less than anticipated, a lower tax rate could be applied during actual budget preparation – but the rate could never exceed the permanent rate limit of \$0.07 per \$1,000 assessed value.

Summary

OSU Extension Service provides valued non-formal education and a wealth of practical information to Linn County residents. The Extension office has traditionally received the majority of its direct financial support from the county general fund. Reductions in general fund revenues have forced the county to significantly reduce funding for the Extension office. This trend is likely to continue. The Linn County Extension Association recommends formation of a countywide Extension Service District, with a permanent tax rate limit of \$0.07 per \$1,000 assessed value, to provide base operating support for the Extension office and ensure OSU Extension Service continues to serve the citizens of Linn County.

¹⁾ Ballot Measure 5, passed by voters in 1990, imposed limits on the maximum tax rate a property could experience. The caps were set at \$10 per thousand dollars of real market value for the general government category (e.g. county government, cities, sanitation, water, fire protection, etc.), and \$5 per thousand for education (e.g. K-12 schools, education service districts, and community colleges). When an individual property experiences a combination of taxes that reaches either of these limits, its overall tax rate is capped at the legal limit and the resulting loss of tax revenue is known as “compression.” The tax rate proposed for the Extension Service district of \$0.07 per \$1,000 assessed value will have a very small effect on the compression of current districts and operating levies, a maximum increase of less than one half of one percent. Formation of other districts with high tax rates could significantly increase compression, as reflected in this document’s third-year estimate.

Feasibility Study Linn County 4-H & Extension Service District

Appendix A

Proposed Budget: Linn County 4-H & Extension Service District

(not including grant-funded projects & associated personnel)

Projected Requirements	Year 1	Year 3
	July 2008 - June 2009	July 2011 - June 2012
Salaries & Other Payroll Expenses		
Secretarial Staff	\$162,782	\$169,293
4-H Program Assistant	\$48,471	\$50,410
Master Gardener faculty (0.15 FTE)	\$13,500	\$14,040
Total Salaries & OPE	\$224,753	\$233,743
Supplies & Services		
Supplies	\$9,000	\$9,360
Books & Publications	\$4,000	\$4,160
Equipment	\$7,000	\$7,280
Telephone	\$9,000	\$9,360
Network Connection & Support	\$11,000	\$11,440
Postage	\$8,000	\$8,320
Copy Costs	\$7,000	\$7,280
Travel & Training	\$11,000	\$11,440
Rent (office space)	\$50,000	\$55,600
Teaching Facilities Use Fees	\$1,000	\$1,040
4-H Insurance	\$1,000	\$1,040
Annual Audit	\$2,500	\$2,600
District Insurance	\$3,000	\$3,120
Total Supplies & Services	\$123,500	\$132,040
Contingency (5%)	\$28,150	\$30,816
Total Projected Requirements	\$376,403	\$396,599
Projected Resources		
Generated Revenues	\$5,000	\$7,000
Tax Revenues Required to Balance	\$371,403	\$389,599
Total Projected Resources	\$376,403	\$396,599
Tax Rate Calculation		
County taxable value	\$7,476,586,885	\$8,305,859,996
Anticipated compression*	\$476	\$120,000
Collection Rate	95%	95%
Tax Rate (per \$1000 assessed value)	\$0.052	\$0.065

* Year 3 budget assumes 11% increase in valuation, 14% increased costs, and a compression¹⁾ increase due to the formation of both Sheriff and Library Districts

PETITION FOR FORMATION OF THE SPECIAL DISTRICT TO BE KNOWN AS "4-H AND EXTENSION SERVICE DISTRICT"

SIGNATURE SHEET

This is a special district petition. Signers must be registered voters within the proposed boundaries of the 4-H and Extension Service District, Linn County, Oregon

THE BOARD OF COUNTY COMMISSIONERS AND ELECTIONS FILING OFFICER, COUNTY OF LINN

The undersigned voters request this measure be submitted to the residents of the proposed district for their approval or rejection. A full and correct copy of this measure was made available for review and we have not previously signed a petition sheet for this measure.

Shall the 4-H and Extension Service District be formed with a tax rate of \$0.07 per thousand dollars of real property valuation?

Signature	Date Signed Mo/Day/Yr	Print Name	Residence Address Street and number	City or Post Office	Zip Code	Acres Owned	Precinct Voting in
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

I, (print circulator's name) _____, hereby certify every person who signed this sheet did so in my presence and I believe each person is a qualified voter in the county/ city / district (ORS 250.165, 250.265, 255.135).

Sheet Number _____ SIGNATURE OF CIRCULATOR _____

CIRCULATOR'S ADDRESS (street, city, and zip code) _____

I hereby certify _____ signatures on this petition are those of registered voters within the proposed 4-H and Extension Service District in Linn County, Oregon. Date Certified _____ Signature of County Elections Filing Office _____

BEFORE THE BOARD OF COUNTY COMMISSIONERS, LINN COUNTY, OREGON

IN THE MATTER OF FORMATION
OF A SPECIAL DISTRICT

PETITION

Pursuant to ORS Chapter 451 (County Service Facilities) and ORS Chapter 198 (Special Districts Generally), we being owners of land proposed for FORMATION OF A SPECIAL DISTRICT, or electors registered in the area proposed for FORMATION, hereby petition and request that Linn County Board of Commissioners initiate proceedings for, and approve the formation of, the real property described in Exhibit B (Linn County) into the proposed Special District. In accordance with the provisions of Chapter 451 and Chapter 198 of Oregon Revised Statutes, the following information is provided by the petitioners.

1. The petition is filed pursuant to ORS 451.010 to 451.990 and ORS 198.010 to 198.955.
2. The name and principal act of all affected districts and counties are listed in Exhibit A (Attached)
3. The action proposed in this petition is the formation of a Special District, the principal act of which is ORS 451 (County Service Facilities), specifically ORS 451.010 (Agriculture educational extension services). Pursuant to ORS 451.485 the county court shall be the governing body of the special district.
4. The legal description of the proposed district (Linn County) is shown on Exhibit B, attached to this Petition, and is depicted on the map attached hereto to as Map #1.
5. The name of the proposed district is the 4-H and Extension Service District.
6. The proposed permanent tax is \$0.07 per thousand dollars assessed valuation.
7. The chief petitioners of the petition are:

<u>Name</u>	<u>Address (Street/City)</u>
1. Sudy Lamb	37477 Highway 228, Brownsville, OR 97327
2. Skip Gray	38024 Conser Rd, Albany, OR 97321
3. Kraig Ohling	2596 Creek Bend Dr, Halsey, OR 97348
8. It is proposed that the special district formation be subject to the following terms & conditions:
 - The formation of the Special District will be for the purpose of maintaining and operating Oregon State University Extension Service within Linn County, Oregon.
 - Funds derived for this purpose are only to be used for operation of Oregon State University Extension Service within Linn County Oregon.
9. The economic feasibility statement required by ORS 198.749 is attached hereto as Exhibit C.
10. The petitioners have conferred with the incorporated cities within Linn County in determining the boundaries and lands to be include within the 4-H and Extension Service District as indicated by the attached letters, marked Exhibit D.
11. This Petition consists of counterparts, which contain signatures of electors and/or landowners in the proposed district.
12. The territory to be subject to the petition includes approximately 2,292.18 square miles and is inhabited as those terms are defined in ORS 198.705.
13. The petitioners request that proceedings for the formation of the 4-H and Extension Service District proceed.

DATED this _____ day of _____ (month), 2007

1. Chief Petitioner

2. Chief Petitioner

3. Chief Petitioner

Name of District	ORS Statute	Name of District	ORS Statute
Linn County	ORS 201-215	Idanha City	ORS 221
Linn County Local Option	ORS 201-215	Lebanon City	ORS 221
Linn County Bond	ORS 201-215	Lebanon City Bond	ORS 221
Linn Benton ESD	ORS 334	Lyons City	ORS 221
Willamette RG ESD	ORS 334	Lyons City Local Opt	ORS 221
Lane ESD	ORS 334	Mill City City	ORS 221
LBCC	ORS 341	Scio City	ORS 221
LBCC Bond	ORS 341	Sodaville City	ORS 221
Lane Com Col	ORS 341	Sweet Home City	ORS 221
Lane Com Col Bond	ORS 341	Sweet Home City Loc Opt	ORS 221
Chemeketa CC	ORS 341	Sweet Home City Loc Opt 2	ORS 221
Chemeketa Bond	ORS 341	Sweet Home City Bond	ORS 221
Chemeketa Library	ORS 357	Albany RFD	ORS 478
Benton County Library	ORS 357	Brownsville RFD	ORS 478
Eugene 4J	ORS 332	Brownsville RFD Bond	ORS 478
Eugene 4J Loc Opt	ORS 332	Corvallis RFD	ORS 478
Eugene 4J Bond	ORS 332	Gates RFD	ORS 478
Eugene 4J Bond 2	ORS 332	Gates RFD Loc Option	ORS 478
Harrisburg SD 7	ORS 332	Halsey-Shedd RFD	ORS 478
Harrisburg SD 7 Bond	ORS 332	Harrisburg RFD	ORS 478
GAPS 8J	ORS 332	Idahna RFD	ORS 478
GAPS 8J Bond	ORS 332	Jefferson RFD	ORS 478
GAPS 8J Bond #2	ORS 332	Jefferson RFD Bond	ORS 478
Jefferson 14J	ORS 332	Lebanon RFD	ORS 478
North Santiam SD 27	ORS 332	Lebanon RFD Bond	ORS 478
North Santiam SD 27 Bond	ORS 332	Lyons RFD	ORS 478
Sweet Home #55	ORS 332	Lynons RFD Bond	ORS 478
Sweet Home #55 Bond	ORS 332	Mill City RFD	ORS 478
Marcola #79J	ORS 332	Mill City RFD Loc Opt	ORS 478
Scio #95	ORS 332	Scio RFD	ORS 478
Scio #95 Bonds	ORS 332	Stayton RFD	ORS 478
Santiam Canyon #127J	ORS 332	Stayton RFD Bond	ORS 478
Corvallis #509J SD	ORS 332	Stayton RFD Bond 2	ORS 478
Corvallis #509J SD Loc Opt	ORS 332	Sweet Home Fire/AMB	ORS 478
Corvallis #509 Bond 1	ORS 332	Sweet Home Fire/AMB Bond	ORS 478
Corvallis 509 Bonds	ORS 332	Sweet Home Fire/AMB 2	ORS 478
Central Linn #552	ORS 332	Mohawk Valley RFD	ORS 478
Central Linn #552 Bond	ORS 332	Mohawk Valley RFD Bond	ORS 478
Lebanon SD #9	ORS 332	Tangent RFD	ORS 478
Lebanon SD #9 Bond	ORS 332	Jefferson Park	ORS 266
Albany City	ORS 221	Sweet Home Cemetery	ORS 265
Albany City Loc Option	ORS 221	Lyons Mehama Water	ORS 450
Albany City Bond	ORS 221	North Lebanon Water	ORS 450
Brownsville City	ORS 221	South Santiam Water	ORS 450
Brownsville City Bond	ORS 221	Dever Conner Water	ORS 450
Gates City	ORS 221	Dever Conner Water Loc Opt	ORS 450
Gates City Bond	ORS 221	Lebanon Aquatic	ORS 266
Halsey City	ORS 221	Leb Spec Levy UR II	ORS 457
Halsey City Bond	ORS 221	Leb Spec Levy UR III	ORS 457
Harrisburg City	ORS 221	Harrisburg Spec Levy UR	ORS 457
Harrisburg City Bond	ORS 221	Albany Revit Spec Levy	ORS 457

Exhibit B ~ LEGAL DESCRIPTION OF PROPOSED 4-H AND EXTENSION SERVICE DISTRICT

ORS 201.220 Linn County

1) The boundary of Linn County is as follows:

(a) All that portion of Oregon lying south of Marion County and east of Benton County.

(b) The southern boundary of Linn County is as follows: Beginning in the middle of the main channel of the Willamette River, due west from where the south line of section 3, township 16 south, range 4 west intersects the river; running thence east on the section line to the southwest corner of section 2, township 16 south, range 2 west; thence north on the section line to the northwest corner of section 23, township 15 south, range 2 west; thence east on the section line to the northeast corner of section 24, township 15 south, range 2 west; thence north on the township line between township 15 south, range 1 west, and township 15 south, range 2 west, to the summit of the ridge dividing the waters of the tributaries of the Calapooia River from the waters of the tributaries of the Mohawk River; thence easterly along the summit of the ridge dividing the waters of the Calapooia River and its tributaries from the waters of the tributaries of the Mohawk River and the tributaries of the McKenzie River to where the same intersects the west line of section 35, township 15 south, range 3 east; thence north to the southwest corner of the northwest quarter of the northwest quarter of section 35; thence east to the east line of section 35; thence south to the quarter section corner between sections 35 and 36; township 15 south, range 3 east; thence east to the east line of section 36; thence south to the summit dividing the waters of Calapooia River from the waters of the tributaries of the McKenzie River; thence easterly along the summit of the ridge to the intersection of the summit with the present southern boundary of Linn County, in township 15 south, range 4 east; thence east along the present boundary line between the counties to the summit of the Cascade Mountains.

2) When the Willamette River serves as the boundary between Linn and Lane Counties in subsection (1)(b) of this section, a reference to the river refers to the middle of the Willamette River as it existed on January 8, 2003, and may be further identified using coordinates and other location information determined by the affected county surveyors and filed by the appropriate counties with the appropriate county assessors and the Department of Revenue under ORS 308.225. [Amended by 2003 c.622 §3]

Note: In addition to the boundary described in 201.220, the eastern boundary of Linn County is the summit of the Cascade Range adjacent to parts of the western boundaries of Deschutes (see 201.090) and Jefferson (see 201.160) Counties. The northern boundary of Linn County is the southern boundary of Marion County (see 201.240). The western boundary of Linn County is the Willamette River adjacent to parts of the eastern boundaries of Benton (see 201.020) and Polk (see 201.270) Counties.

For description of area removed from Linn County and annexed to Lane County, see 201.200.

3) From ORS 201.200 Lane County

(1)(c) Beginning at a point on the left bank of the Willamette River where the south line of section 16, in township 15 south, range 4 west of the Willamette Meridian intersects such bank, such point being 58 links east of the one-quarter section corner on the south line of section 16; thence running along the meanders of such left bank north 49 degrees east 4.50 chains; thence north 10 degrees east 14.50 chains; thence north 28 degrees west 13.50 chains; thence north 7 degrees west 28.70 chains; thence north 15 degrees east 7.30 chains; thence north 30 degrees east 3.50 chains; thence north 59 degrees east 7.85 chains; thence north 82 degrees east 4.50 chains; thence north 40 degrees east four chains; thence north 10 degrees east 4.50 chains to the meander corner on the north line of section 16 where the section line intersects the left bank of such river, such point being south 89 degrees 30 minutes east 14.18 chains distant from the one-quarter section corner on the north line of section 16 in such township and range; thence south 89 degrees 30 minutes east four chains more or less to the center of the present main channel of the Willamette River; thence following the center of the present main channel of such river in a southerly direction up stream to the south line of section 16; thence north 89 degrees 30 minutes west 10 chains more or less to the point of beginning, and containing 120 acres more or less.

Note: In addition to the boundary described in this section, the eastern boundary of Lane County is the summit of the Cascade Range adjacent to parts of the western boundaries of Deschutes County (see 201.090) and Klamath County (see 201.180). The northern boundary of Lane County is the southern boundaries of Linn (see 201.220), Benton (see 201.020), and Lincoln (see 201.210) Counties. The western boundary of Lane County is the Pacific Ocean.

CERTIFICATE OF SURVEYOR

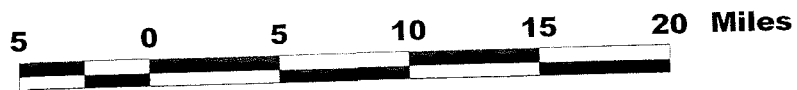
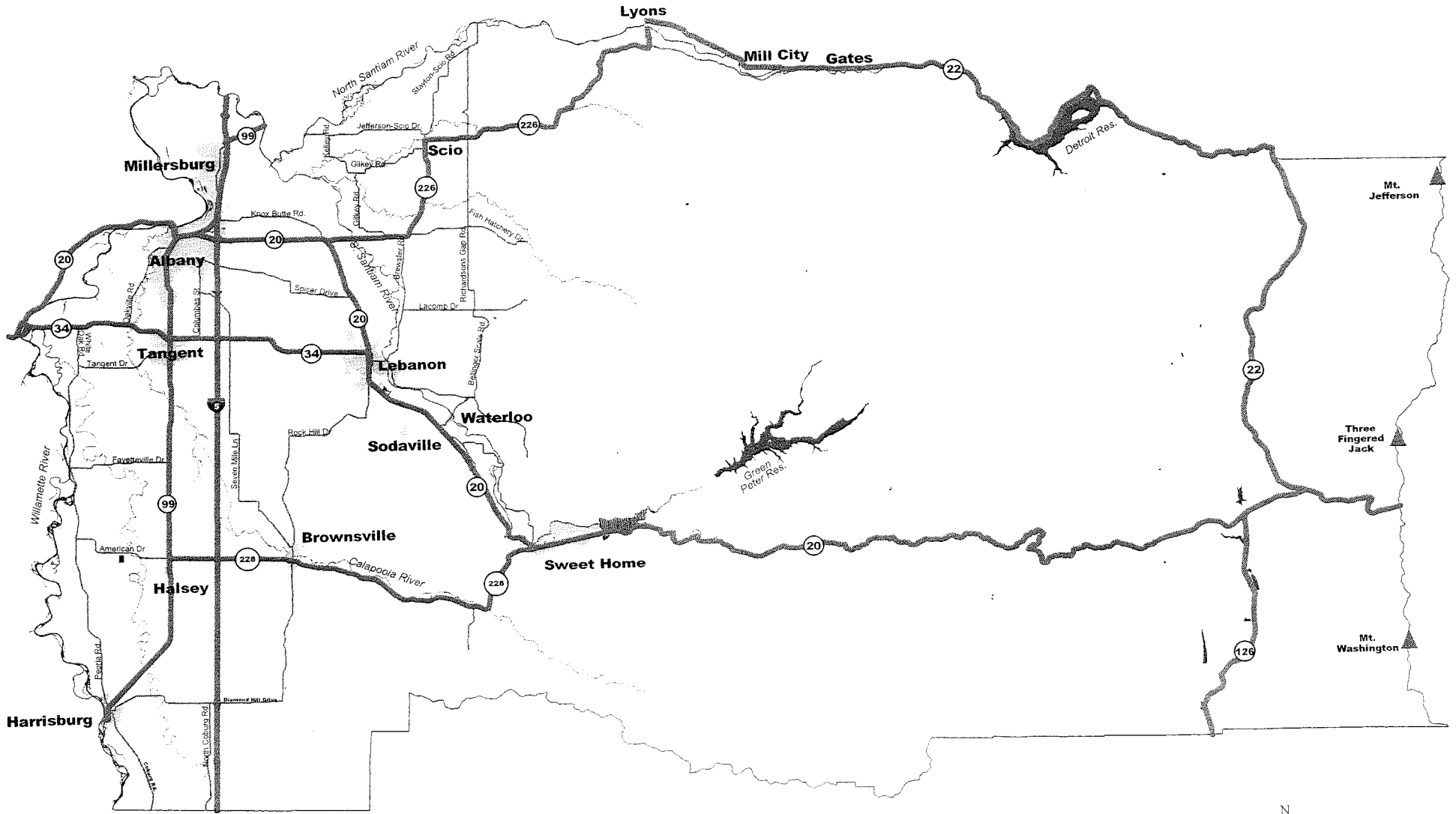
The undersigned, an Oregon Registered Professional Land Surveyor, certifies that the above attached description complies with the requirements of ORS 308.225 (2) (b).

Date

Signature

Registration #

Linn County, Oregon



A RESOLUTION SUPPORTING
FORMATION OF A 4-H &
EXTENSION SERVICE DISTRICT

)RESOLUTION NO. _____
)
) For 200__
)

WHEREAS, a Petition for the formation of the Linn County 4-H & Extension District has been initiated; and

WHEREAS, pursuant to ORS 198.720(1), the territory of a city cannot be included within the boundaries of a district without adoption of a resolution approving the inclusion; and

WHEREAS, the City of _____ is included within the proposed boundaries of the District; and

WHEREAS, the Petition proposes to limit the authority and services of the District to operation of OSU Extension Service in Linn County; and

WHEREAS, the District shall not perform any other services or spend funds for any other services without prior approval of the voters; and

WHEREAS, the permanent tax rate of the District for OSU Extension Service operations is proposed at \$0.07 per thousand dollars of assessed value; and

WHEREAS, the City Council of _____ has reviewed the Petition for formation of the District and other supporting documents;

NOW, THEREFORE, BE IT RESOLVED the City Council of _____ resolves that the petition for formation of the 4-H & Extension Service is hereby approved.

Passed by the Council of the City of _____
by a vote of _____ for and _____ against, and approved by the Mayor
this _____ day of _____ 200__.

MAYOR

ATTEST:


City Recorder

Agenda Item 4



MEMORANDUM

Finance Department

To: John Hitt, City Manager **Date:** December 7, 2007
From: Casey Cole, Finance Director 
Subject: Skate Park Donations

The City of Lebanon as a political subdivision of the State of Oregon is considered to be an organization that qualifies to receive deductible contributions. Kimberly Clark and Councilor Ray Weldon have indicated that they would like to use this designation so that donations for a skate park be tax deductible.

The purpose of this agenda item is to have the Council determine if they want me to set up general ledger accounts to record donation transactions and balances. If the Council directs this to occur, I recommend certain guidelines be established so that everyone is clear as to how it would work. I will then bring back to the Council at the next meeting (in January) a resolution that incorporates these guidelines for approval.

Here are the items I suggest be addressed if the Council directs the accounts mentioned above be established:

1. Should a formal skate park group be established for City staff to work with at any stage of this project?
2. Who will be authorized to approve expenditures of these donated funds?
3. Who will the City report the monthly financial status of the funds to?
4. Who will keep track of donor's information (name, address, donation amount) during fundraising activities?
5. Is there a timeline? How long will the City be expected to hold the funds?
6. Will there be a target amount established for fundraising?
7. What will be the disposition of any remaining funds at the end of the project, or if the skate park effort does not succeed?
8. What is the expectation of what City staff will do (so that we all know what to expect)?
9. A budget needs to be established and approved prior to expenditure of the funds. Who will the City work with in establishing an annual budget for these donated funds?

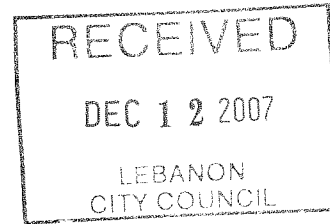
There was a meeting on December 5 where these items were discussed and presented to Kimberly Clark and Mr. Weldon. I believe she plans to attend this next Council meeting to provide input and be available to answer other questions the Council may have.

Once these dollars are received into the City's books, it becomes subject to Oregon budget law. This means it will become part of the City's annual budget, and approval of a budget amount to expend funds will come from the Budget Committee and City Council. The skate park project will most likely be subject to prevailing wage, but running the project through the City books will definitely make it subject.

ACADEMY SQUARE SKATE PLAZA

Academy Square Skate Plaza Managing Committee:

Raleigh Henshaw
Mark A. Bilodeau
Ray Weldon
Kimberly Clarke
Mason McConnell



Bios:

Raleigh Henshaw has lived in the area his entire life, has been in Lebanon for 25 years, and has been employed at Wah Chang for 18 years. Raleigh is married with five grown children and is a member of the First Baptist Church of Lebanon. This is his first community improvement project and his faith led him to seek out us out in his desire to work on a project that will draw Lebanon closer together as a community.

Mark A Bilodeau is currently the co-owner of Hidden Treasures Antiques and Collectibles and President of the Lebanon Downtown Association. Mark is an OSU graduate and was employed at Hewlett-Packard for 17 years. Mark is currently working with multiple groups on projects to revitalize and improve Lebanon's downtown and the overall cityscape. Mark firmly believes that groups such as the Chamber of Commerce, City Offices, Downtown Associations and informed community members working together will be the key to success for Lebanon.

Ray Weldon is currently a member of the Lebanon City Council from Ward 1 and has a degree in Accounting Technology and Business Management. Ray has lived in Lebanon since 1957 and has been involved in a myriad of community projects such as Excursion Days, Car Shows, Poker Walks, the Human Society and the American Legion. His financial and city government expertise will be well served and very helpful in this project.

Kimberly Clarke is currently co-owner of GamerZ Cyber Café. Kimberly was born in Lebanon and raised in the area except for a sixteen year hiatus in Arizona. Kimberly has spent many hours driving children to skate parks, sitting with other skate moms and dads and is hoping to use her large event and corporate building reconstruction planning in assisting the City of Lebanon in getting its first skate park.

Mason McConnell is a student at Lebanon High School. Mason was born in Corvallis and has lived in Lebanon his entire life. Mason has skateboarded since he was thirteen and was involved in other community efforts to build a skate park in Lebanon. He spent his summers coordinating transportation to and from skate parks around the valley and is willing to work again to get a skate park in Lebanon. Mason plans on moving to Arizona after graduation and make full use of the multitude of skate parks available to him there.

ACADEMY SQUARE SKATE PLAZA

Questions asked by Casey Cole:

1. Does the council want to see a skate park group established for City staff to work with at any stage of this project?

-This is a question for City Council.

2. Who will be authorized to approve expenditures of these donated funds?

-Dual signatures of Ray Weldon and Kimberly Clarke will be required for expenditures.

-Dual notification by Ray Weldon and Raleigh Henshaw on all monies raised and deposits into account.

-Information on each transaction will be emailed to managing committee members to ensure transparency in the fundraising process.

3. Who will the city report the monthly financial status of the funds to?

-Kimberly Clarke, who will dispense to all managing committee members

4. Who will keep track of donor's information during fundraising activities?

-Kimberly will be keeping a log of all donors and will dispense donation letters.

(Information will be available online for those who wish to view it.)

5. Is there a timeline? How long will the City be expected to hold the funds?

-The committee needs the skate park company for a complete timeline which wouldn't be available until the plans are completed. Park is planned to be built in stages.

6. Will there be a target amount established for fund raising?

-Not at this time. (See answer on #5) Once the plans are finished there will be a target amount.

7. What will be the disposition of any remaining funds at the end of the project, or if the skate park does not succeed?

-The committee believes there will be enough to complete a skate park, but the possibility exists that the scale would just have to be smaller. Any funds should be used to complete a skate park even if there isn't enough to complete the full project. Any disposition of funds should go to the City Parks Department.

8. What is your expectation of what City staff will do (so that we know what to expect)?

-We were offered the services of grant writing by Mayor Toombs. Rod Sell has agreed to sit in on any apropos meetings with the skateboard company to assist with Park Master Plan goals and give his expertise in community parks. Ginger Allen has offered to assist as City Liason on an as-needed basis. The committee just asks for the backing, nee~ encouragement, of the City Council and Mayor in giving the citizens of Lebanon a skating park.

9. A budget needs to be established and approved prior to expenditure of the funds. Who will the city work with in establishing an annual budget for these donated funds?

-This, again, depends on the finished Skate Plaza plans. This budget will be developed by the builder.

Agenda Item 5



M E M O R A N D U M

Administration Department

To: Mayor and City Council

Date: December 4, 2007

From: City Manager

Subject: Request for Enterprise Zone Extended Abatement – South Santiam Enterprise Zone

Enclosed in your packet is a Resolution for the purpose of granting extended (5 year) property tax relief to Pacific Cast Technologies of Albany.

Approval of this resolution has no effect on the tax revenues of the City of Lebanon. State law requires separate approval of all of the South Santiam Enterprise Zone sponsors in order to grant a tax abatement in excess of 3 years.

JEH/jc

A RESOLUTION APPROVING AN EXTENDED) RESOLUTION NO. _____
PROPERTY TAX ABATEMENT AGREEMENT)
BETWEEN THE CITY OF LEBANON, A COSPONSOR)
OF THE SOUTH SANTIAM ENTERPRISE ZONE, AND)
PACIFIC CAST TECHNOLOGIES, INC.) for 2007

WHEREAS, Pacific Cast Technologies, Inc., is expanding and investing in plant construction and equipment, and

WHEREAS, Pacific Cast Technologies, Inc., intends to add 42 new employees; and

WHEREAS, Pacific Cast Technologies, Inc., anticipates providing average pay and benefits to these employees equal to or greater than 150 percent of the Linn County average, as required under ORS 285C.160; and

WHEREAS, Pacific Cast Technologies, Inc., which is located in the City of Albany, has applied to extend the property tax abatement for which it qualifies through its inclusion in the South Santiam Enterprise Zone; and

WHEREAS, the City of Albany has requested the support of this agreement from the other cosponsors of the South Santiam Enterprise Zone; and

WHEREAS, the City of Lebanon is a cosponsor of the South Santiam Enterprise Zone.

NOW, THEREFORE, BE IT RESOLVED that the attached Extended Abatement Agreement of November 16, 2007 is herein approved.

Section 1. This Resolution becomes effective December 12, 2007.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this 12th day of December, 2007.

Kenneth I. Toombs, Mayor
Bob Elliott, Council President

ATTEST:

Linda G. Kaser, City Clerk/Recorder

Agreement for Oregon Enterprise Zone Extended Abatement

AGREEMENT WITH THE SOUTH SANTIAM ENTERPRISE ZONE SPONSORS TO EXTEND PROPERTY TAX EXEMPTION TO FIVE CONSECUTIVE YEARS IN TOTAL FOR CAPITAL INVESTMENT BY PACIFIC CAST TECHNOLOGIES, INC.

The sponsors of the South Santiam Enterprise Zone, comprising the governing bodies of the Cities of Albany, Lebanon, and Millersburg and Linn County (hereinafter "The Zone Sponsor") and Pacific Cast Technologies, Inc., (hereinafter "The Firm") do hereby enter into an agreement for extending the period of time in which The Firm shall receive an exemption on its investment in qualified property in the South Santiam Enterprise Zone contingent on certain special requirements under ORS 285C.160 (2003).

The Zone Sponsor and The Firm jointly acknowledge that subject to submission and approval of an application for authorization and the satisfaction of other requirements under ORS 285C.050 to 285C.250:

- The Firm is eligible for three years of complete exemption on its qualified property;
- Nothing in this agreement shall modify or infringe on this three-year exemption or the requirements thereof; and
- This agreement becomes null and void if The Firm does not qualify for these three years of the exemption.

The Zone Sponsor extends The Firm's property tax exemption an additional two years on all property that initially qualifies in the South Santiam Enterprise Zone in the assessment year beginning on January 1, 2008, and, thus, sets a total period of exemption of five consecutive years during which statutory requirements for the standard three-year enterprise zone exemption must also be satisfied and maintained.

CONFIRMATION OF STATUTORY PROVISIONS

In order to receive the additional two years of enterprise zone exemption granted herein, The Firm agrees herewith under 285C.160(3)(a)(A) that for each year of the entire exemption period all of The Firm's new employees shall receive an average level of compensation equal to or greater than 150 percent of the county average annual wage, in accordance with the specific definitions and guidelines in Oregon Administrative Rules (OAR), Chapter 123, Division 65 (123-065-41##), which provides that:

1. Such compensation may include nonmandatory benefits that can be monetized;
2. The county average annual wage is set at the time of authorization, except as pursuant to ORS 285C.160(4), according to the 2005 Linn County average annual wage rate of \$31,912 for which 150 percent equals \$ 47,868;
3. Only employees working at jobs filled for the first time after the application for authorization but by December 31 of the first full year of the initial exemption and performed within the current boundaries of the South Santiam Enterprise Zone are counted; and
4. Only full-time, year-round and nontemporary employees engaged a majority of their time in The Firm's eligible operations consistent with ORS 285C.135 & 285C.200(3) are counted, regardless if such employees are leased, contracted for or otherwise obtained through an external agency, or employed directly by The Firm.

LOCAL ADDITIONAL REQUIREMENTS

For The Firm to receive the additional two years of enterprise zone exemption granted herein, The City of Albany, a Zone Sponsor, and The Firm agree that The Firm shall meet the following additional requirements in addition to statutory requirements as reasonably requested by The Zone Sponsor under ORS 285C.160(a)(B):

The FIRM agrees to the conditions required by the City of Albany as outlined in Resolution No. 4401 and as summarized in Exhibit A attached.

ACCEPTING FOR THE CITY OF ALBANY, A ZONE SPONSOR OF THE SOUTH SANTIAM ENTERPRISE ZONE:

Wes Hare
Wes Hare, City Manager

Date: 11/16/07

ACCEPTING FOR PACIFIC CAST TECHNOLOGIES, INC.:

James S. Smith
James S. Smith, Controller

Date: 11/20/07

The other Zone Sponsors; City of Lebanon, City of Millersburg, and Linn County approve this Agreement by passing separate resolutions, copies of which will be attached upon their adoption by their respective governing bodies.

Exhibit A
Agreement for Oregon Enterprise Zone Extended Abatement

Compliance with City of Albany Resolution No. 4401 for Extension of Benefits

Description of Project

The \$12.9 million investment includes \$6.9 million for building expansion, \$5.0 million for a new furnace with the balance for numerous additional new pieces of equipment. The investment is designed to increase production and productivity.

Name and Business Characteristics

Pacific Cast Technologies, Inc.

Investment casting of titanium parts for the aerospace industry. PCT has operated in Albany for almost 40 years.

Projected Jobs, Pay, and Benefits

Average annual employment in the zone over the past 12 months is 283 jobs. Projected number of new jobs created with this new investment is 42 jobs. Note however, that as a result of PCT gearing up for this expansion project, full-time employment at the end of September 2007 was 298 people, an increase of 15 people already.

Impact on City Services

We believe that the building expansion and new equipment will have no measurable impact on the City's infrastructure.

The Certification Application and Agreement meets all state requirements for extended benefits.

The estimated number of new qualifying jobs equals one for \$307,143 in investment, rather than the one job per \$100,000 requirement. We believe that the nature of this investment, especially the \$5 million investment in the new furnace, will result in long-term benefits to the city. Also, in a competitive global economy, huge investments are required to remain competitive and increase productivity; and many similar investments do not create large employment increase. In fact, Enterprise Zone rules recognize that some investments do not produce more jobs but still qualify for benefits because the investments strengthen companies and preserve and retain existing jobs.

We believe that there are no outstanding environmental, land use, city infrastructure, or permit violation issues. (That will not be resolved by the time of occupancy or mutually agreeable deadline.)

The Firm agrees to contribute to the City one-third (1/3) of the total property taxes abated in years four and five, not to exceed the total property taxes that would have been paid to the City had the extended abatement not been approved.

RESOLUTION NO. 5519

A RESOLUTION APPROVING AN EXTENDED PROPERTY TAX ABATEMENT AGREEMENT BETWEEN THE CITY OF ALBANY, A COSPONSOR OF THE SOUTH SANTIAM ENTERPRISE ZONE, AND PACIFIC CAST TECHNOLOGIES, INC.

WHEREAS, Pacific Cast Technologies, Inc., is expanding and investing in plant construction and equipment; and

WHEREAS, Pacific Cast Technologies, Inc., intends to add 42 new employees; and

WHEREAS, Pacific Cast Technologies, Inc., anticipates providing average pay and benefits to these employees equal to or greater than 150 percent of the Linn County average, as required under ORS 285C.160; and

WHEREAS, Pacific Cast Technologies, Inc., which is located in the city of Albany, has applied to extend the property tax abatement for which it qualifies through its inclusion in the South Santiam Enterprise Zone; and

WHEREAS, the City of Albany has requested support of this agreement from the other cosponsors of the South Santiam Enterprise Zone; and

WHEREAS, the City of Albany is a cosponsor of the South Santiam Enterprise Zone.

NOW, THEREFORE, BE IT RESOLVED that the attached Extended Abatement Agreement is hereby approved by the Albany City Council.

DATED AND EFFECTIVE THIS 14TH DAY OF NOVEMBER 2007.


Council President

ATTEST:


City Clerk

Agenda Item 6



MEMORANDUM

Administration Department

To: Mayor and City Council

Date: December 4, 2007

From: City Manager

Subject: Request for Enterprise Zone Extended Abatement – South Santiam Enterprise Zone

Enclosed in your packet is a Resolution for the purpose of granting extended (5 year) property tax relief to Peak Sun of Millersburg.

Approval of this resolution has no effect on the tax revenues of the City of Lebanon. State law requires separate approval of all of the South Santiam Enterprise Zone sponsors in order to grant a tax abatement in excess of 3 years.

JEH/jc

A RESOLUTION APPROVING AN EXTENDED) RESOLUTION NO. _____
PROPERTY TAX ABATEMENT AGREEMENT)
BETWEEN THE CITY OF LEBANON, A COSPONSOR)
OF THE SOUTH SANTIAM ENTERPRISE ZONE, AND)
PEAK SUN SILICON CORPORATION) for 2007

WHEREAS, Peak Sun Silicon Corporation is investing in plant construction and equipment, and

WHEREAS, Peak Sun Silicon Corporation intends to add 15 - 25 new employees; and

WHEREAS, Peak Sun Silicon Corporation anticipates providing average pay and benefits to these employees equal to or greater than 150 percent of the Linn County average, as required under ORS 285C.160; and

WHEREAS, Peak Sun Silicon Corporation, which is located in the City of Millersburg, has applied to extend the property tax abatement for which it qualifies through its inclusion in the South Santiam Enterprise Zone; and

WHEREAS, the City of Millersburg has requested the support of this agreement from the other cosponsors of the South Santiam Enterprise Zone; and

WHEREAS, the City of Lebanon is a cosponsor of the South Santiam Enterprise Zone.

NOW, THEREFORE, BE IT RESOLVED that the attached Extended Abatement Agreement of November 13, 2007 is herein approved.

Section 1. This Resolution becomes effective December 12, 2007.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this 12th day of December, 2007.

Kenneth I. Toombs, Mayor
Bob Elliott, Council President

ATTEST:

Linda G. Kaser, City Clerk/Recorder

Agreement for Oregon Enterprise Zone Extended Abatement

AGREEMENT WITH THE SOUTH SANTIAM ENTERPRISE ZONE SPONSORS TO EXTEND PROPERTY TAX EXEMPTION TO FIVE CONSECUTIVE YEARS IN TOTAL FOR CAPITAL INVESTMENT BY PEAK SUN SILICON CORPORATION.

The sponsors of the South Santiam Enterprise Zone comprising the governing bodies of the Cities of Albany, Lebanon, Millersburg and Linn County (hereinafter "The Zone Sponsor") and Peak Sun Silicon Corporation (hereinafter "The Firm") do hereby enter into an agreement for extending the period of time in which The Firm shall receive an exemption on its investment in qualified property in the South Santiam Enterprise Zone contingent on certain special requirements, under ORS 285C.160 (2003).

The Zone Sponsor and The Firm jointly acknowledge: that subject to submission and approval of an application for authorization and the satisfaction of other requirements under ORS 285C.050 to 285C.250, The Firm is eligible for three years of complete exemption on its qualified property; that nothing in this agreement shall modify or infringe on this three-year exemption or the requirements thereof, and that this agreement becomes null and void if The Firm does not qualify for these three years of the exemption.

The Zone Sponsor extends The Firm's property tax exemption an additional two years on all property that initially qualifies in the South Santiam Enterprise Zone in the assessment year beginning on January 1, 2009, and, thus, sets a total period of exemption of five consecutive years during which statutory requirements for the standard three-year enterprise zone exemption must also be satisfied and maintained.

CONFIRMATION OF STATUTORY PROVISIONS

In order to receive the additional two years of enterprise zone exemption granted herein, The Firm agrees herewith under 285C.160(3)(a)(A) that for each year of the entire exemption period, all of The Firm's new employees shall receive an average level of compensation equal to or greater than 150 percent of the county average annual wage, in accordance with the specific definitions and guidelines in Oregon Administrative Rules (OAR), Chapter 123, Division 65 (123-065-4100 et.seq.), which provide that:

1. Such compensation may include non-mandatory benefits that can be monetized;
2. The county average annual wage is set at the time of authorization, except as pursuant to ORS 285C.160(4), according to the 2006 Linn County average annual wage rate of \$ 33,486 for which 150 percent equals \$50,229.
3. Only employees working at jobs filled for the first time after the application for authorization but by December 31 of the first full year of the initial exemption and

performed within the current boundaries of the South Santiam Enterprise Zone are counted; and

4. Only full-time, year-round and non-temporary employees engaged a majority of their time in The Firm's eligible operations consistent with ORS 285C.135 & 285C.200(3) are counted, regardless if such employees are leased, contracted for or otherwise obtained through an external agency or are employed directly by The Firm.

LOCAL ADDITIONAL REQUIREMENTS


For The Firm to receive the additional two years of enterprise zone exemption granted herein, The City of Millersburg, a Zone Sponsor and The Firm agree that: So long as such services are provided to Peak Sun's facilities by Albany's fire and emergency response units or, thereafter, by the Fire and EMS Provider, and Peak Sun is not paying property taxes with respect to the facilities serviced, Peak Sun agrees to pay the providing district a fee equal to: (i) an amount determined by multiplying the providing district's tax rate (currently Albany's tax rate is \$2.15 per \$1,000 of assessed value) generally applicable to properties within the district times the assessed value of the Property owned by Peak Sun; and, (ii) its equitable share of any bond and any local option indebtedness (currently Albany's bond rate is \$.4871 per \$1,000 of assessed value) as it pertains to providing such fire and emergency services to Peak Sun facilities, in addition to statutory requirements under ORS 285C.160(a)(B).

ACCEPTING FOR THE CITY OF MILLERSBURG, A ZONE SPONSOR OF THE SOUTH SANTIAM ENTERPRISE ZONE:


Clayton Wood
Mayor, City of Millersburg

11/13/07
Date

ACCEPTING FOR PEAK SUN SILICON CORPORATION:


Vice President, Sect.

11-20-07
Date

The other Zone Sponsors; City of Albany, City of Lebanon and Linn County approve this Agreement by passing separate Resolutions. Copies of which are attached.

RESOLUTION NO. 2007-11

A RESOLUTION APPROVING AN EXTENDED PROPERTY TAX ABATEMENT AGREEMENT BETWEEN THE CITY OF MILLERSBURG, A COSPONSOR OF THE SOUTH SANTIAM ENTERPRISE ZONE AND PEAK SUN SILICON CORPORATION.

WHEREAS, PEAK SUN SILICON CORPORATION is investing in plant construction and equipment; and,

WHEREAS, PEAK SUN SILICON CORPORATION intends to add 15-25 new employees; and,

WHEREAS, PEAK SUN SILICON CORPORATION anticipates providing average pay and benefits to these employees equal to or greater than 150% of the Linn County average, as required under ORS 285C.160; and,

WHEREAS, PEAK SUN SILICON CORPORATION, which is located in the City of Millersburg, has applied to extend the property tax abatement for which it qualifies through its inclusion in the South Santiam Enterprise Zone; and,

WHEREAS, the City of MILLERSBURG has requested support of this agreement from the other cosponsors of the South Santiam Enterprise Zone; and,

WHEREAS, the City of MILLERSBURG is a cosponsor of the South Santiam Enterprise Zone.

NOW, THEREFORE BE IT RESOLVED that the attached Extended Abatement Agreement is hereby approved by the MILLERSBURG City Council.


Clayton Wood
Mayor

11/13/07
Date

ATTEST:


City Administrator/Recorder

11/13/07
Date

Agenda Item 7



MEMORANDUM

Police Department

To: John Hitt, City Manager

Date: December 12, 2007

From: Chief Mike Healy

Subject: Request to Declare Certain Property as Surplus

I have attached a Resolution with a list of surplus property as Exhibit "A" and am requesting that the City Council declare the property to be surplus. This will allow the property to be sold through State surplus or disposed of using other methods.

Integrity, Professionalism & Teamwork

A RESOLUTION AUTHORIZING THE) RESOLUTION NO. _____
SALE OR DISPOSAL OF CITY OWNED)
PERSONAL PROPERTY) For 2007

WHEREAS, the attached Exhibit "A," incorporated herein at this point, lists personal property owned by the City of Lebanon for public purpose; and

WHEREAS, the City of Lebanon wishes to sell such items through State Surplus or otherwise dispose of the items listed on Exhibit "A"; and

WHEREAS, such action is deemed to be reasonable and in the public interest of the City of Lebanon;

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

The items listed upon the attached Exhibit "A," incorporated herein, are hereby declared surplus personal property which has ceased to be used by the public of the City of Lebanon, and the City Manager, or his designee, is hereby authorized and directed to offer the sale or disposal of such items and the City Manager, or his designee, is authorized to dispose of any items as the City Manager deems reasonable and in the best interest of the City of Lebanon.

PASSED by the Council of the City of Lebanon by a vote of _____ for and _____ against, and approved by the Mayor this _____ day of _____, 2007.

Kenneth I. Toombs, Mayor []

ATTEST:

Linda Kaser, City Recorder

EXHIBIT "A"

ITEM	FIXED ASSET NO.	DEPARTMENT
1997 Ford 2FALP71W7VX189054		Police
1999 Ford 2FAFP71WXXX141855		Police
Printer	1582	Police
2-Drawer wooden file cabinet (broken)	0053	Police
Bookcase	1444	Police
Cell phone	1756	Police
Desk chair	1548	Police
Dispatch console equipment	1716	Police
Dispatch console equipment	1833	Police
Dispatch console equipment	3646	Police
Model 22 Glock firearm, serial #EYU331		Police
Model 22 Glock firearm, serial #BSK224US		Police
Camera monitor	1843	Police
Modem	1583	Police
Office chair	1547	Police
PC monitor	1576	Police
PC monitor	1489	Police
PC monitor	0339	Police
PC monitor	1581	Police
PC monitor	1578	Police
PC tower	3174	Police
PC tower	1660	Police
PC tower	1525	Police
Printer	1743	Police
Printer	1509	Police
TV with remote	1852	Police
Printer	1657	Police

Agenda Item 8



MEMORANDUM

Administration Department

To: Mayor and City Council

Date: December 4, 2007

From: City Manager *Jeh*

Subject: City Manager's Report

At the December 12, 2007 City Council Meeting, I will provide an oral update on the following:

1. City Hall Holiday Schedule
2. Justice Center/Library Projects Update
3. City Manager's Schedule
4. Miscellaneous Matters

JEH/jc

*Executive Session

Per ORS 192.660(2)(d) To conduct deliberations with persons designated by the Council to carry on labor negotiations.

** 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.*

Agenda Item 9



MEMORANDUM

Police Department

To: John Hitt, City Manager

Date: 12-07-07

From: Michael D. Healy, Chief of Police

CC:

Subject: Ratification of Labor Agreement with Lebanon Police Association/Teamsters

I am prepared to present the proposed labor agreement to the Council in their scheduled executive session on December 12th. As you are aware, the Lebanon Police Association, represented by the Teamsters Union ratified the proposed contract earlier this week.

I will recommend to the Council that the proposed agreement be ratified based upon the information I will present to them in the executive session.

Integrity, Professionalism & Teamwork



CITY OF LEBANON

MEMORANDUM

TO:	Jim Ruef, Public Works Director	DATE:	12/7/07
FROM:	Rodney Sell, Maintenance Services Division Manager		
SUBJECT:	Recreational Trails Grant Application		

On December 12th the Parks Section of the Maintenance Services Division of Public Works will be presenting a resolution to City Council. The resolution is a request for authorization to apply for a Recreational Trails Grant (RTGP) through the Oregon Parks and Recreation Department.

The deadline for application for the grant is January 7, 2008. A letter of intent to apply for a grant was submitted to OPRD in December of 2007.

The grant application is currently under development and will be for the acquisition of a 50 feet wide trail corridor on a parcel of land on the south side of Cheadle Lake.

If the grant is successful the granted funds will be used to purchase the trail corridor. In addition the granted funds can then be reused as grant match for the 2008 grant cycle of the Local Government Grant Program.

The City was successful with their grant application during the 2006 RTGP grant cycle and on December 8th opened the 3600 foot long Marks Slough Trail to the public.

A RESOLUTION AUTHORIZING THE CITY OF LEBANON) RESOLUTION NO. _____
TO APPLY FOR A RECREATIONAL TRAILS GRANT FROM)
THE OREGON PARKS AND RECREATION DEPARTMENT) FOR 2007
FOR ACQUISITION OF TRAIL CORRIDOR AT CHEADLE LAKE)

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Recreational Trails Grant; and

WHEREAS, the City of Lebanon desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements and enhancements; and

WHEREAS, the City Council, the Parks Advisory Committee, and the Parks Master Plan has identified the need to develop an interconnected trail system; and

WHEREAS, the applicant hereby certifies that the matching share for this application is readily available at this time.

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

Section 1. The City of Lebanon is authorized to apply for a Recreational Trails Grant from the Oregon Parks and Recreation Department for the development of trails as specified above.

Section 2. This resolution is effective immediately upon passage.

Passed by the Lebanon City Council by a vote of _____ for and _____ against this 12th day of December, 2007.

Kenneth I. Toombs, Mayor
Bob Elliott, Council President

ATTEST:

Linda Kaser, City Clerk/Recorder

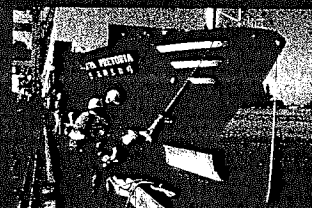
*Executive Session

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.*

OREGON'S LOGISTICS ADVANTAGES

CONNECTING PEOPLE, PLACES & PRODUCTS

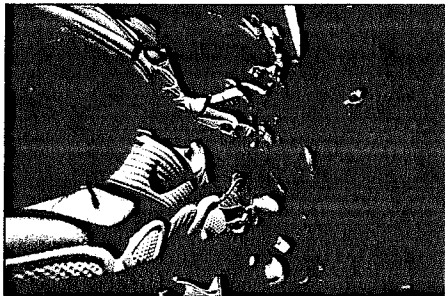


OREGON BUSINESS. COME FOR A WEEK. STAY FOREVER.™

WELCOME TO OREGON WE'RE OPEN FOR BUSINESS

"The partnership with Lowe's has enabled the city of Lebanon to make substantial progress toward making our industrial sites truly 'shovel-ready.' We believe that the Lowe's distribution center project sets a pattern for others to follow and demonstrates the effectiveness of interdepartmental and intergovernmental cooperation."

- John Hitt, City of Lebanon, Oregon



Oregon understands the need to expedite your products to market. You want to drive both time and cost from your supply chain and increase reliability. Whether your business is conducted by land, sea, air, rivers, railways or roads, Oregon's economic development professionals will help you find solutions to your logistics needs.

Logistics leaders such as Wal-Mart, Nike, Kroger/Fred Meyer, Target, Columbia Sportswear, Toyota and Lowe's rely on Oregon distribution centers to streamline their operations and boost their bottom lines. These companies succeed in Oregon because of the state's location relative to the world marketplace, excellent transportation infrastructure and investments in business development that give them a competitive edge.

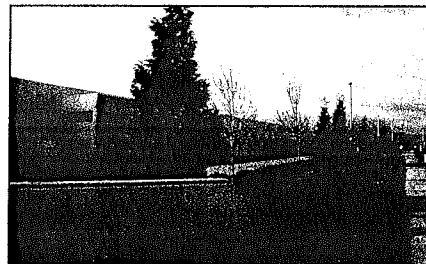
Oregon offers several ports – two of which are international deep-draft ports – as well as Portland International Airport. Portland, Oregon's largest city, is also one of the Pacific Northwest's premier freight transportation and warehousing hubs.

Portland offers a number of logistics advantages:

- Existing warehouse capacity
- An abundance of project-ready property
- Positioning at the intersection of I-5 (north-south) and I-84 (east-west) interstate corridors
- An uncongested, deep-draft container port
- Two of the Pacific Northwest's highest-capacity transcontinental railroad main lines:

Union Pacific Railroad and BNSF Railway

- A highly educated and skilled work force



OREGON BUSINESS. COME FOR A WEEK. STAY FOREVER.™

OREGON: WE'RE CLOSER THAN YOU THINK

Oregon's transportation infrastructure and Portland's geographic location offer unmatched connectivity and time savings to international and domestic markets.

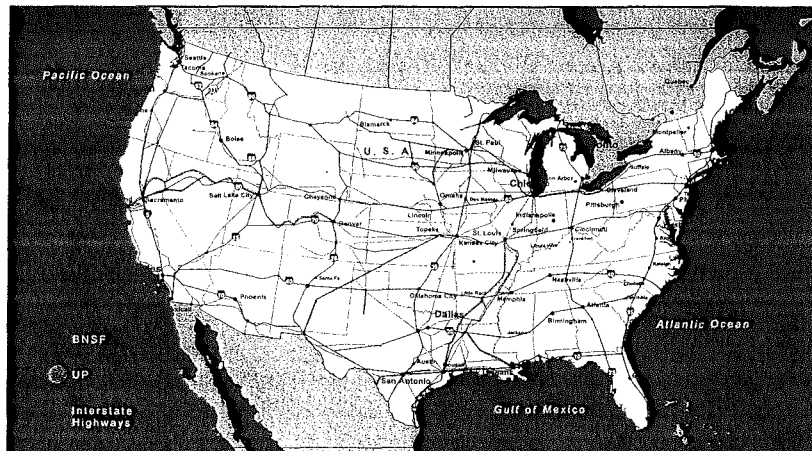
ROAD: The I-5 and I-84 interstate corridors provide Oregon distribution centers easy access to truck routes less than 12 hours from the following population hubs:

- San Francisco, California
- Seattle, Washington
- Vancouver, Canada
- Boise, Idaho

This enables you to reach:

- 13 million Northern California residents
- 6.2 million Washington residents
- 3.6 million Oregon residents
- 1.4 million Idaho residents

Major North American Railroads and Interstates



RAIL: With the Pacific Northwest's only river-grade access to the U.S. interior via BNSF Railway and Union Pacific Railroad, Portland boasts more daily intermodal departures to domestic locations than any other point in the Pacific Northwest.

Oregon's rail advantages include:

- Fewer engines required on river-grade rail routes, translating to lower operating costs
- Union Pacific's eastbound intermodal service is faster from Portland than from Seattle or Tacoma. The Hinkle switching yard, Union Pacific's largest, is located in Hermiston, just three hours east of Portland, and serves the East/West markets. Delivery times for containers from Portland to select inland destinations are:
 - 84 – 104 hours to Chicago
 - 84 – 104 hours to Detroit
 - 108 – 152 hours to Minneapolis
 - 156 – 180 hours to New York

AIR: Portland International Airport (PDX) provides nonstop passenger and cargo service to Asia, Canada, Europe and Mexico. PDX's 200-acre AirTrans Center is specially designed for air cargo and aircraft maintenance.

- 5 concourses, 60 gates
- More than 13,000,000 passengers in 2004
- 265,623 short tons of cargo in 2004

OREGON BUSINESS. COME FOR A WEEK. STAY FOREVER.™

Advantages of the Linn Library District for the Citizens of Lebanon

Better services for Lebanon citizens

Increased library open hours (from 48 to 55), increased budget for books and other materials (53 percent overall), and increased staffing (from 4.25 to 7.5 FTEs).

Stable funding

The rate will be permanent, and there will be no competition between library needs and other municipal needs.

Economies of scale

Sharing an electronic catalog and checkout system, online databases, technical expertise, ordering and cataloging, and program planning will greatly reduce per-library costs. Interlibrary-loan costs will drop.

Equal access for schoolchildren

About 2,150 students in the Lebanon Community School District, or 50 percent, live outside the city limits. Today, they can't check out books without buying a card.

Access to books and other materials that reside in other libraries

There will be a one- to two-day courier service from other library to another. Lebanon patrons will have access to collections at libraries with different strengths.

One card for all district residents, good at all the libraries

There will be no more confusion or frustration, for library staff or patrons, over who can and who can't check out materials.

No staff or salary cuts

Salaries and benefits will stay the same or increase.

Security for Friends groups and foundations

They will keep their monies and use them as they see fit.

Tax support from *all* patrons

Currently, many nonresidents use the library's magazines, computers, and research help for free, and others buy cards at a subsidized rate.

Minor tax increase for Lebanon taxpayers

The proposed tax rate is slightly higher than the effective rate Lebanon residents have been paying in recent years. Taxes will stay approximately the same provided the city underlevies by the amount currently levied for library services.

Proposed Linn County Library District

