

**LEBANON CITY COUNCIL
MINUTES
August 10, 2016**

Council Present: Mayor Paul Aziz and Councilors Bob Elliott, Robert Furlow, Rebecca Grizzle and Wayne Rieskamp

Staff Present: City Attorney Tré Kennedy, City Manager Gary Marks, City Clerk Linda Kaser, Police Chief Frank Stevenson, Engineering Services Director Ron Whittlatch and Finance Director Dean Baugh

CALL TO ORDER: Mayor Aziz called the Regular Session of the Lebanon City Council to order at 6:02 p.m. in the Santiam Travel Station Board Room.

ROLL CALL: Roll call was taken with Councilors Bolen and Fisher absent.

APPROVAL OF CITY COUNCIL MINUTES

Councilor Furlow moved, Councilor Elliott seconded, to approve the July 13, 2016 Regular and Work Session Minutes as presented. The motion passed unanimously.

CONSENT CALENDAR

AGENDA: City of Lebanon Council Agenda – August 10, 2016
BOARD MINUTES: Bike & Pedestrian Advisory Board – May 26 & June 23, 2016
Library Advisory Board – June 14, 2016
Parks Committee/Tree Board – April 12, 2016
EASEMENTS: River Drive (Hill) – Water Treatment Plant Project
River Drive (Cheadle Lake Properties) – Water Treatment Plant Project
REAL PROPERTY LICENSE: Fuller Lane (Coy) – Water Treatment Plant Project

Councilor Rieskamp moved, Councilor Grizzle seconded, to approve the Consent Calendar as amended [added Agenda Item 5 – Authorizing Saturday Sidewalk Sale]. The motion passed unanimously.

READINGS OF PROCLAMATIONS

Mayor Aziz proclaimed September as **Preparedness Month** and as **Senior Center Month**.

PRESENTATION – Lebanon Blue Zones Project

Robyn Dreibelbis, DO, Lebanon Blue Zones Team, introduced other members of their leadership team. She spoke about and showed a YouTube video encapsulating the Blue Zones project – a nationwide effort encouraging healthy changes to communities based on research of cities where the population lives the longest. Oregon is only one of six states across the nation that has a Blue Zones project. Klamath Falls was chosen to be the pilot demonstration for Oregon; there will only be two demonstration communities in the state. Cambia Health Foundation will contribute \$1 million for three years towards these efforts.

Deb Fell-Carlson, RN, MSPH, COHN-S, Lebanon Blue Zones Team, stated that this is much broader than what is typically seen in a traditional wellness program. Their original intent was to include all of East Linn County but, for measurement purposes, it was recommended that only area code 97355 be included, although this will also affect people outside of this zip code. She spoke about the documents included in the Council packets.

Dr. Dreibelbis stated that, due to the resounding support, they are applying for the project; applications are due on August 26, 2016. An email was sent out to many organizations because the community's voice is needed to help define the application. She requested 10,000 letters of support from individuals, business and organizations to include in the application packet. Even though a sample guide is provided, she asked people to use their own words to make the letter unique. The template can also be found on the Lebanon Blue Zones Facebook page. Letters of support can be sent to lebanonbluezones@gmail.com. Ms. Fell-Carlson added that a letter of support from the Council is an important piece because it shows backing from the community's leadership.

Mayor Aziz stated that two concerns he has are the total cost (\$200,000-\$400,000 annually for three years) and possible changes in legislation or policies. Dr. Dreibelbis explained that the financial commitment of \$200,000-\$400,000 is to show that we can sustain the efforts of those who are resourcing the project at \$1 million for those three years. Much of the policy work (including built structure and infrastructure) will have already occurred during the first three years, so it will be continuing those initial programs of creating the environment and culture and then allowing it to flourish after the three-year process. Councilor Furlow asked if funding can also come from in-kind contributions by organizations. Dr. Dreibelbis read a portion of the application and stated that there can be in-kind donations, mostly of space and people.

Regarding legislative issues that may have to come before the Council, Dr. Dreibelbis stated that policies are defined from within the community. Councilor Grizzle added that Council would make any decisions based on the group's recommendations. Ms. Fell-Carlson read examples of community policies, many of which Lebanon is already doing.

Responding to a question from Councilor Rieskamp, Dr. Dreibelbis stated that all leadership would come from the community because it is about sustainability. Five people from the community will be hired to devote their time and effort to this project full-time. National members will be integrally involved in the process to ensure that Oregon leaders have what they need to be successful.

Councilor Furlow asked City Manager Marks to comment about how this fits into our strategic plan. Marks stated that this lines up very nicely with what we wanted to accomplish, in regards to the healthy community focus area. It would be ideal to do this in an organized fashion through a program like this. Also, this is the kind of message we would like to send out when promoting our community. Regarding funding, this is either something the community will be able to raise or not.

While concern was expressed for long-term financing of the project, Council stated that they like the program. ***There was consensus to provide a letter supporting the Blue Zones Project.***

PUBLIC COMMENTS – *There were none.*

PUBLIC HEARING(S)

1) Water Treatment Plant Competitive Bid Exemption

Mayor Aziz opened the Public Hearing at 6:49 p.m. There were no objections to the notice that was sent out or to the jurisdiction of the body to hear and consider this case. There were also no declarations of ex parte contact, conflict or bias by any member of the Council.

Engineering Services Director Whitlatch stated that staff feels the findings have been met and he requested Council approval exempting the City from competitive bidding for the new Water Treatment Plant Project and proceeding with using a CM/GC to deliver the project. Staff believes this is the best route to take control – using a contractor and his knowledge to value engineer the project down to real-time costs. Firms will need to meet criteria set forth in the RFP, which is scheduled to go out on Monday.

In response to Councilor Rieskamp's question about timeline, Whitlatch said that he believes September 8 is the deadline to submit proposals, which will be reviewed and scored. Depending on how many are received, staff plans to interview the top three firms. Approval of the pre-construction work and the percentage portion of the CM/GC contract will be brought back to Council in October. The hope is to get to a maximum guaranteed price by February.

Responding to Councilor Furlow's question, Whitlatch indicated that an engineer's estimate is not part of the CM/GC process. The initial piece is an upfront fee based on the time they spend and the team they bring in. City staff, Carollo Engineers and the contractor will work as a team to develop the guaranteed maximum price, which will include the initial cost.

Councilor Rieskamp asked how the contractor will be selected. Whitlatch stated that the contractor will be selected based on five or six selection criteria.

Councilor Elliott asked whether Corolla Engineers will have a major part in this. Whitlatch said that Carollo will help the City through this process at no cost until the point of value engineering. Without throwing away everything designed to date, this is the fastest and least expensive route.

Hearing no comments in favor of or opposition to the proposal, Mayor Aziz closed the Public Hearing at 6:55 p.m.

Responding to Councilor Elliott's question, Whitlatch stated that the project is only being delayed by about six months. He added that the goal of the RFP is \$22 million-\$23 million, which is aggressive, but it may or may not end up being that price. Staff will be meeting on Friday with the IFA Board, who made a recommendation to add \$3 million to the project at 1% interest over 30 years with \$250,000 being forgivable.

Councilors Grizzle and Elliott commended City staff for doing a good job.

Councilor Furlow moved, Councilor Elliott seconded, to APPROVE EXEMPTING THE CITY FROM COMPETITIVE BIDDING FOR THE NEW WATER TREATMENT PLANT PROJECT AND PROCEEDING WITH USING A CM/GC TO DELIVER THE PROJECT. The motion passed unanimously.

2) Approval to Apply for a 2016 Community Development Block Grant from Oregon Business Development Department for the Linn Co. Housing Rehabilitation Program

Mayor Aziz opened the Public Hearing at 7:00 p.m. There were no objections to the notice that was sent out or to the jurisdiction of the body to hear and consider this case. There were also no declarations of ex parte contact, conflict or bias by any member of the Council.

Finance Director Baugh spoke about the Linn County Housing Rehabilitation Partnership Program and the Community Development Block Grant (CDBG) process. He requested Council approval of a resolution authorizing staff to apply for the 2016 CDBG and authorizing the City Manager to sign the necessary documents. If this is approved by Council, further required resolutions will be brought back in September.

Jim Moorefield, Willamette Neighborhood Housing Services Executive Director, spoke about the organization and the assistance they offer. The housing rehabilitation program is similar to the Blue Zones Program in that it is a

healthy community's sort of program. They have been grateful to the City more than once for sponsoring CDBG applications.

Liza Newcomb, Willamette Neighborhood Housing Services Manager, submitted for the record and read information on the 2016 CDBG and the Linn County Housing Rehabilitation Partnership Program.

Ms. Newcomb spoke about the marketing they use to inform people about their program, including being listed as a 211 resource.

Councilor Grizzle asked whether their delinquency ratio is measured. Ms. Newcomb explained that payment is deferred to when ownership changes or when the person who owns the home no longer lives there. Mr. Moorefield added that there is a lien on the home but non-payment could occur in rare instances.

Ms. Newcomb explained how funds stay in the service area. If someone pays their loan, those funds are loaned out again, so it is ongoing and serves many more homes than the original grant amount. She confirmed for Councilor Grizzle that, theoretically, their budget grows every year. Mr. Moorefield clarified that the amount they have to loan out varies since the loans have no terms.

Councilor Furlow asked how the \$400,000 grant number was figured. Ms. Newcomb stated that the IFA Oregon Business Development Department sets the funding level for rehab programs. Regarding the statement that "The maximum grant that a city or county can receive is \$2,500,000," Mr. Moorefield explained that this is the maximum amount associated with all programs that use CDBG funds.

In response to Councilor Furlow's question, Mr. Moorefield stated that they apply for this grant every two to three years. Local governments work together to ensure that they have a continuous program.

Councilor Elliott asked how the households are chosen. Ms. Newcomb explained that applications are made by the homeowners, processed in the order received, and evaluated to make sure they are eligible. She confirmed for Mayor Aziz that their organization, and not the City, is involved in the selection process. Mr. Moorefield made clear that households within the entire service area of the program are eligible to apply; applicants are not limited to residents of Lebanon for 2016 CDBG funds. Ms. Newcomb indicated that, to show need, 25 households must be on the waiting list; they currently have 23. Mr. Moorefield added that the State and HUD require that coalitions of local governments work together, which is what allows loan repayments to stay in local communities.

Hearing no comments in favor of or opposition to the request, Mayor Aziz closed the Public Hearing at 7:19 p.m.

City Attorney Kennedy read the title of RESOLUTION NO. 2016-27. ***Councilor Elliott moved, Councilor Rieskamp seconded, to APPROVE RESOLUTION NO. 2016-27, A RESOLUTION AUTHORIZING THE SUBMISSION OF THE GRANT APPLICATION FOR THE 2016 COMMUNITY DEVELOPMENT BLOCK GRANT. The motion passed unanimously.***

Mayor Aziz called for a five-minute recess.

REGULAR SESSION

3) Proposed City of Lebanon Logo

Strategic Plan Task Force Member Dala Johnson provided background, discussed the process and reported on their recommendations for a new City logo. They were unanimous in supporting the proposed logo, which is based on thematic concepts developed by the Task Force. It fits the Vision and Strategic Plan and captures Lebanon's uniqueness, as well as current progress and long-standing aspects of the community.

Marks stated that the existing logo served the City well for the time it has been in use. The upward facing chevrons speak to the City picking itself up from economic stagnation, but it does not say much more about the City unless abstract things are assigned to it. Since coming up with a community vision, it seemed appropriate to look at the visual messaging of who we are now. He showed a PowerPoint presentation on how the logo was developed based on thematic ideas (community values, friendliness, inclusivity, progress, community, optimism, a bright future and natural environment) and iconic images, including the north end water tower. The design portrays the blending of three major elements of our community – residential life, local government and the business community.

Committee Member Wyatt King stated that it was a good idea to ask the Task Force to review this because the group is made up of community members who spent months thinking about what Lebanon is. The logo represents the Strategic Plan perfectly and is unique and simple but also iconic and reproducible. It represents the City, both who we are and where we are going. In addition to the long standing aspects, the paint strokes metaphorically represent both the community's artistic quality and that we are a work in progress.

Councilor Grizzle commented that she likes the logo and thanked the Task Force for their work and for being able to come to a consensus. She also expressed appreciation to Marks for being able to take a step back. Mayor Aziz agreed.

Mr. King stated for Councilor Rieskamp that he sees the paint strokes as the City being a work in progress. Mayor Aziz added that he also saw the brush strokes as bringing the arts to downtown as part of its revitalization. The Mayor and Councilors spoke about different elements of the logo they liked.

Councilor Rieskamp asked about the logo's size. Marks stated that the proportions will remain the same and it will graphically give a lot of flexibility in placement. On City vehicles, he would like it to be the size that was shown, so that it is visible.

Marks thanked the Task Force and stated that their work on the Strategic Plan and logo will resonate positively for a very long time.

Councilor Furlow moved, Councilor Rieskamp seconded, to ADOPT THE NEW CITY LOGO. The motion passed unanimously.

4) Authorizing the Interfund Loan for Strawberry Plaza Construction

Baugh requested that Council authorize a short-term loan of up to \$300,000 with 0.5% interest from the Parks SDC's Fund to the VIP Fund for construction of Strawberry Plaza. Payments will be approximately \$62,000 per year for five years. This was originally approved last year but staff learned that interfund loans need to be approved by resolution.

Responding to Mayor Aziz's question, Baugh stated that Council previously approved a memo on this. In response to Councilor Furlow's question, Baugh indicated that the auditors identified this error.

Kennedy read the title of RESOLUTION NO. 2016-28. ***Councilor Rieskamp moved, Councilor Elliott seconded, to APPROVE RESOLUTION NO. 2016-28, A RESOLUTION AUTHORIZING THE INTERFUND LOAN FOR STRAWBERRY PLAZA CONSTRUCTION. The motion passed unanimously.***

5) Authorizing Saturday Sidewalk Sale

Lebanon Downtown Association President Dala Johnson introduced Main Street Program Manager Monica Pepin and asked for approval of a resolution allowing temporary downtown sidewalk sales from August through October.

She confirmed for Councilor Elliott that the Ralston Park Saturday Market will continue through the end of August. Councilor Furlow commented that this adds to the summer feel and encourages walking traffic.

Kennedy read the title of RESOLUTION NO. 2016-29. **Councilor Grizzle moved, Councilor Furlow seconded, to APPROVE RESOLUTION NO. 2016-29, A RESOLUTION ALLOWING TEMPORARY DOWNTOWN SIDEWALK SALES ON SELECTED SATURDAYS. The motion passed unanimously.**

6) City Manager's Report – Marks provided updates:

Homelessness Initiative – Two action items call for creation of a coalition of community organizations involved with poverty and homelessness issues. A working group consisting of City department heads, Kris Latimer and Marks is working to engage Dr. Robert Marbut, an expert who has developed an effective way of addressing this problem, for a homelessness summit. He would assess Lebanon's homeless population and advise us on ways to better manage and improve the situation.

The City will contribute \$2,000 and a little more than \$2,000 has already been raised, so about \$5,000 more from the community is needed. The resulting product will help us do meaningful work to address this issue, which will be inspiring and instructive to neighboring communities.

There will be an extensive outreach inviting people to the summit, which is projected for late October and will be held at the Boulder Falls Inn. A breakout session for practitioners will be held the following morning.

Councilor Rieskamp asked if neighboring communities will also be invited. Marks stated that they will be encouraged to, but it will be an assessment of Lebanon. Responding to Councilor Rieskamp's question, Marks stated that the question of other communities contributing funds can be broached. He confirmed for Councilor Furlow that county agencies will also be invited.

ITEMS FROM COUNCIL

Councilor Rieskamp asked whether strategic plan items have been given to the appropriate lead groups. Marks stated that the intent is to hold a Council goal setting session to look at action items that specify the City as the lead partner. Determining priorities in this five-year plan will help to guide staff. He recently met with Kris Latimer to discuss elements of the plan that the City is not the lead partner on, so we are beginning to work on something to bring those other lead partners together.

Mayor Aziz shared that the correct day of Congressman DeFazio's town hall meeting is Monday at 11:00 a.m.

Mayor Aziz commended Police Chief Stevenson and Johnson on the National Night Out event.

Councilor Elliott shared that he joined the Boys & Girls Club kids to see the totem pole that Marks has been working on. He commended Marks and stated that he cannot wait to see it painted.

ITEMS FROM PRESS

Mayor Aziz confirmed for Jennifer Moody, from the Albany Democrat-Herald, that the Blue Zones Project support letter is all that is needed at this point.

Ms. Moody asked about the cost involved in changing the logo on everything. Marks stated that it will take place over time. Supplies will be replaced as needed. If it is a significant expense, logos on City vehicles will be put on the new ones as others are retired. The north entry sign was included in this year's budget and will have the new logo. Over the next couple of years, the objective is to use transient room tax funds for entry signs at the east and west ends and major entry points, hopefully one per year. He confirmed that the electronic logo change would be done immediately.

Ms. Moody asked if the design was done by Marks. He stated that this was the product of graphic artist Rachel Urista, but he contributed extensively.

Regarding shrinking the logo to use on business cards, Ms. Moody asked how the City plans to combat the issue of losing detail. Marks stated that that the logo shows very well on business cards. Councilor Grizzle added that the smaller print may be difficult to read but something could be worked out.

PUBLIC COMMENTS

Deb Fell Carlson stated that it has been a long time since she has been to a Council meeting and she enjoyed it. She also thanked Council for the opportunity to speak about the Blue Zones Project. In response to her comment that she is intrigued about the homeless initiative, Marks stated that he would make sure she gets the flyer about the summit.

NEXT SCHEDULED COUNCIL MEETING(S)

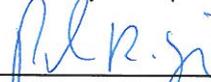
- September 14, 2016 (6 p.m.) Regular Session
- October 12, 2016 (6 p.m.) Regular Session

ADJOURNMENT

Mayor Aziz adjourned the meeting at 8:30 p.m.

[Minutes prepared by Linda Kaser & Donna Trippett]

Minutes Approved by the Lebanon City Council on this 14th day of September 2016.



 Paul R. Aziz, Mayor
 Bob Elliott, Council President

ATTESTED:



 Linda Kaser, City Clerk