

**AGENDA  
LEBANON CITY COUNCIL  
JUNE 19, 2019**

**9. NEW BUSINESS:**

**9.E – DISCUSSION & SET PUBLIC HEARING FOR JULY 10, 2019:  
AMEND THE PURPOSE OF THE  
PROPERTY ACQUISITION CAPITAL RESERVE FUND**

**BACKGROUND**

At the December 19, 2018 Budget Hearing, the City Council voted unanimously under Resolution No. 12 to establish a new Property Acquisition Capital Reserve Fund. The purpose of the fund being to aggregate resources to acquire real estate, or interests in real estate, as deemed in the City's interest; and that the City Manager shall be the agent of the City to carry out the purpose of this Fund as established by the City Council.

The primary objective in creating this account was to have funds available when needed to purchase abutting property to the Kilton Library. The adjacent property is not presently on the market however it may come on the market in the next several years. This would provide base funds that could be leveraged with donations to purchase this property to expand parking for the Library.

The present purpose and name of the fund is very broad. Capital Reserve Funds are required to be used for a designated purpose. The objective is to narrowly define this Capital Reserve Fund for the purposes intended. The purpose of the fund is proposed to be redefined as follows:

"Library Facilities Capital Improvement Fund – The purpose of the fund will be to acquire property, construct new facilities, or renovate existing library facilities." The City Manager shall be the agent of the City to carry out the purpose of this Fund as established by the City Council."

**ACTION**

***MOVED, that the Lebanon City Council hereby schedules a public hearing for Wednesday, July 10, 2019, beginning at 7:00pm in Council Chambers, City Hall, for the purpose of receiving public input and taking action to amend the purpose of the Property Acquisition Capital Reserve Fund, originally established December 19, 2018.***

**Included in this Section:**

1. Excerpt of December 19, 2018 Lebanon City Council Meeting Minutes

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**FINAL - EXCERPT**

**CITY OF LEBANON  
CITY COUNCIL SESSION  
Minutes, Wednesday, December 19, 2018  
City Hall – Council Chambers  
7:00 p.m.**

**MEMBERS PRESENT:** Mayor Suzanne Prentiss, Assistant Mayor Tim McNamara, Councilors Clifton Below, Bruce Bronner, Erling Heistad, Karen Liot Hill, Shane Smith, Jim Winny, and Karen Zook

**MEMBERS ABSENT:** None

**STAFF PRESENT:** City Manager Shaun Mulholland, Deputy City Manager Paula Maville, Planning & Zoning Director David Brooks, Public Works Deputy Director Bruce Temple, Public Works Administrative Services Manager Kelly Crate, Public Works Assistant Director Jay Cairelli, City Engineer Christina Hall, Finance Director Len Jarvi, City Clerk Sandra Allard, Fire Chief Chris Christopoulos, Recreation Director Paul Coats, Airport Manager Rick Dymont, Library Director Sean Fleming, Human Services Director Lynne Goodwin, Information Services Director Josh Kahan, Public Works Director James Donison, Deputy Finance Director Vicki Lee, Police Chief Richard Mello, Assistant Fire Chief Jeff Libby, Energy and Facilities Manager Tad Montgomery, GIS Coordinator/Senior Planner Mark Goodwin, Chief Assessor Rick Vincent, Human Resources Director Gloria Leskiewicz

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The December 19, 2018 Lebanon City Council Meeting was called to order at 7:00 p.m. by Mayor Suzanne Prentiss.

**III. PUBLIC HEARING ITEMS**

**E. ADOPTION OF 2019 CITY BUDGET**

Public hearing for the purpose of receiving public input on the adoption of the 2019 City Budget as proposed by the City Manager and taking action to authorize the issuance of bonds or notes to finance 2019 capital improvements; to authorize the City Manager to apply for Drinking Water and/or Clean Water State Revolving Fund Loan(s) and to designate the City Manager as authorized representative of the City; to authorize the City Manager to apply to the New Hampshire Drinking Water and Groundwater Trust Fund for Water Treatment Facility Upgrades and authorizations for the issuance of bonds or notes; to authorize the disbursement of Capital Reserve Funds by the Trustees of the Trust Funds and to establish a new property acquisition Capital Reserve Fund; and to authorize the disbursement of Recreation Public Facilities Impact Fees.

**RESOLUTION NO. 12**

*Mayor Prentiss MOVED* passage of Resolution No. 12 to authorize the disbursement of Capital Reserve Funds by the Trustees of the Trust Funds and to establish a new Property Acquisition Capital Reserve Fund:

**RESOLVED**, by the City of Lebanon, that funds held by the Trustees of the Trust Funds, in an amount not to exceed \$1,020,000 (One Million Twenty Thousand Dollars) be disbursed to the Capital Improvements Fund as follows:

<u>Purpose</u>	<u>Capital Reserve Fund</u>	<u>Amount</u>
Fleet and Equipment Replacement	DPW Equipment and Vehicles	\$250,000
Personal Protective Equipment Replacement	Fire Department Equipment and Vehicles	\$135,000
Fleet and Equipment Replacement		\$50,000
Water System Mapping	Water Treatment and Distribution Improvements and Equipment	\$270,000
Fleet and Equipment Replacement		\$50,000
CMOM (Capacity Management Operations Maintenance Plan)	Sewage Collection and Disposal Improvements and Equipment	<u>\$265,000</u>
Total		<u>\$1,020,000</u>

**BE IT FURTHER RESOLVED**, that the Property Acquisition Capital Reserve Fund be established to aggregate resources to acquire real estate, or interests in real estate, as deemed in the City’s interest; and that the City Manager shall be the agent of the City to carry out the purpose of this Fund as established by the City Council.

This resolution shall be effective January 1, 2019.

*Seconded by Councilor Winny.*

*\* Resolution No. 12 Motion passed 9/0.*