

**AGENDA**  
**VENETA CITY COUNCIL**  
**MONDAY, JANUARY 11, 2016 – 6:30 P.M.**  
 Veneta Administrative Center, 88184 8th Street, Veneta, Oregon

- 6:30 **1. CALL TO ORDER**
  
- 6:35 **2. PUBLIC COMMENT** - Maximum time 20 minutes. Speakers will be limited to 3 minutes each. The Council will not engage in any discussion or make any decisions based on public comment at this time; however, they may take comments under advisement for discussion and action at a future Council meeting.
  
- 6:40 **3. CONSENT AGENDA**
  - a. Minutes for December 14, 2015 (pgs. 3-9)
  - b. Accounts Payable
    - i. Checks for Approval – Paid through December 29, 2015 (pgs. 11-17)
    - ii. To be Paid – Payable through January 5, 2016 (pgs. 19-26)
  
- 6:45 **4. COUNCIL BUSINESS AND REPORTS**
  - a. Business
    - (1) Appointment to Fill a Planning Commission Vacancy (pg. 27)
  
  - 7:05 b. Council/Committee Liaison Reports
    - (1) Economic Development and Legislative Committee Updates
  
- 7:25 **5. STAFF REPORTS**
  - a. Community Development Director.....Kay Bork
    - (1) 2015 Year End Planning and Building Activity Report (pgs. 29-30)
  
  - b. City Administrator.....Ric Ingham
    - (1) Request from Proponents of the Fern Ridge Community Policing District (FRCPD) (pgs. 31-43)
    - (2) Questions from Councilors
  
- 7:50 **6. OTHER**
  
- 8:00 **7. ADJOURN**

Times are approximate. This meeting will be digitally recorded. Location is wheelchair accessible (WCA). Communication interpreter, including American Sign Language (ASL) interpretation, is available if notice is given at least 48 hours prior to the start of the meeting. Contact the City Recorder, Darci Henneman, via phone (541) 935-2191, Email dhenneman@ci.veneta.or.us, or TTY Telecommunications Relay Service 1-800-735-1232.

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# Minutes of the Veneta City Council

## December 14, 2015

Present: Sandra Larson, Tim Brooker, Thomas Cotter, Victoria Hedenstrom and Thomas Laing

Others: Ric Ingham, City Administrator; Ken Jones, Legal Counsel; Shauna Hartz, Finance Director; Kyle Schauer, Public Works Director; Darci Henneman, City Recorder; Liz Killam, Fire Chief Terry Ney, Karen McKenzie, David Vollbrecth, Robbie McCoy, Lane County Commissioner, Jay Boziviech, Don Morrill, Steve Reister, Lt. Halvorson, LCSO; and Joan Mariner, Fern Ridge Review

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### 1. CALL TO ORDER THE VENETA CITY COUNCIL

Mayor Larson called the Veneta City Council to order at 6:31 p.m.

### 2. PUBLIC COMMENT

#### Liz Killam

Ms. Killam said she wants to urge the Council to approve Resolution No. 1184 to include Veneta in the special policing district. She said the policing district will provide better coverage and it will show citizens that they have the power to decide what our police force should look like.

### 3. CONSENT AGENDA

**MOTION: Thomas Cotter made a motion to approve the consent agenda as presented. Tim Brooker seconded motion.**

**VOTE: Thomas Laing, aye; Thomas Cotter, aye; Sandra Larson, aye; Victoria Hedenstrom, aye; Tim Brooker, aye.**

The consent agenda as approved included Minutes for November 23, 2015 Work Session, Minutes for November 23, 2015, Accounts Payable - To be Paid – Payable through December 1, 2015

### 4. COUNCIL BUSINESS AND REPORTS

#### a. Business

None

#### b. Council/Committee Liaison Reports

Tim Brooker said the Lane ACT met and Veneta's project is the no. 1 project on the list. Lane County Commissioner, Sid Liken will become the LACT Chair in January and said he would push Veneta's project at the super ACT as well. Tim Brooker said he was elected Vice Chair of LACT also beginning in January. He said things look very good for Veneta and there was a good response to Veneta's proposal and everyone was impressed.

Mayor Larson said Senators Prozanski and Holvey testified on behalf of Veneta's project.

Victoria Hedenstrom said at the December 2<sup>nd</sup> meeting, the Park Board created event subcommittees and assignments. She said the West Lane Technical Learning Center had an open house during the Tree Lighting and the Park Board provided crowd control for the event which went very well. She said the Park Board approved an expenditure for the fall Tree City scavenger hunt. She said the Easter Egg Hunt eggs and candy need to be ordered soon and the egg stuffing will be at 10:00 a.m. on Saturday, March 19<sup>th</sup> at the Community Center and the Easter Egg Hunt will be Saturday, March 26<sup>th</sup> at Veneta Elementary. She said volunteers can arrive at 9 a.m.

Thomas Laing said the Mid Lane Health Clinic will be at the Methodist Church beginning January. He said they hired a doctor and Mary Jo Wade is resigning as Mid Lane Cares Treasurer. He said the next meeting is Thursday, December 17<sup>th</sup>.

Thomas Cotter said the Chamber of Commerce will vote in January to change their bylaws and also elect officers. He said the Veneta Economic Development Committee (EDC) will host an open house in the Konnie Room of the Fern Ridge Community Library on January 14<sup>th</sup> at 6:30 p.m.

Mayor Larson said the school district will revisit its wellness policy to focus on teachers. She said the School Board decided to raise the District's construction excise tax from \$1.05 to \$1.20 per sq. ft. of residential buildings. She said 90 plus high school students participated in drug testing and there were no complaints. She said it went well but they haven't received the results. Mayor Larson said the new class rooms at Veneta Elementary should be finished over the Christmas break. She said the modular buildings were constructed with many hazardous materials so they likely cannot be salvaged. She said the Garcia Center consists of two buildings so it was determined that it's not practical to try to save the building.

**5. STAFF REPORTS**

a. Finance Director.....Shauna Hartz

(1) Update Rates, Rules and Agreement for Use of Community Center

i. Agenda Item Summary

Hartz reviewed her AIS with the Council. She said the main objective of Resolution No. 1172 is to increase the deposit amount from \$30 to \$50 and to remove some language in the rules that wasn't practical for the City to enforce.

In response to questions from Mayor Larson, Hartz said the current language states the City requires \$1,000,000 in insurance which is not practical for everyone using the community center. She said she is proposing to change the language to require insurance on a case by case basis. Hartz said another change will require renters to pay the rental fee at the time of the reservation which is not currently required. She said in the past there has been some confusion for who has the use of the center if we had an application but not the payment and someone else called and requested it for the same day. Requiring payment at the time the application is submitted will make it exclusive to that renter and eliminate any confusion for who has exclusive right to rent. Hartz said also, from a liability standpoint, legal counsel suggested we remove language regarding compliance with state laws because we cannot enforce it.

In response to a question from Victoria Hedenstrom, Ingham said there is a higher impact to the center when a party of 50 use it verses a party of 10 so there is some direct correlation between the number of users and the impact to the building.

In response to a question from Mayor Larson, Ingham said when the Housing Authority deeded the property to the City, they required we offer a discount to seniors wanting to rent the center.

After a thorough discussion, it was the consensus of the Council to modify the language in section C of Exhibit A to Resolution No. 1172 to read as follows: "Non-profit organizations may submit written requests to the City for fee reductions or fee waivers for consideration by City staff or City Council".

ii. Public Comment  
None

iii. **Resolution No. 1172** - A RESOLUTION ADOPTING RATES, RULES AND AGREEMENTS GOVERNING THE USE OF THE VENETA COMMUNITY CENTER AND REPEALING RESOLUTION NO. 827

**MOTION: Thomas Cotter made a motion to approve Resolution No. 1172 to include the following modification to Section C of Exhibit A “Non-profit organizations may submit written requests to the City for fee reductions or fee waivers for consideration by City staff or City Council”. Tim Brooker seconded motion which passed with a vote of 5-0.**

(2) Proposed Water Rate Increase

i. Agenda Item Summary

Hartz suggested for now, the City continue with the annual 2% increase to the water rates. She said the rate model she used was much simpler compared to the model created by FCS. She said in the future, the Council may direct staff to contract with FCS again but for now, she felt the 2% increase is adequate.

In response to a question from Mayor Larson, Hartz said projections for minimum fund balance are based on four months of operating expenditures which can fluctuate. She said she used flat percentages to predict the expenditure changes which averages out to a 2 to 3% annual increase.

ii. Public Comment

None

iii. **Resolution No. 1185** – A RESOLUTION ESTABLISHING WATER FEES AND RATES FOR USERS OF THE VENETA MUNICIPAL WATER SYSTEM AND REPEALING RESOLUTION NO. 1160

**MOTION: Thomas Cotter made a motion to approve Resolution No. 1185. Tim Brooker seconded motion which passed with a vote of 5-0.**

(3) Proposed Bulk Water Rate Increase

i. Agenda Item Summary

Hartz said in 2014 when the City purchased a bulk water station, staff decided to separate the bulk water rates from the municipal water rates because the rules and guidelines differ from one to the other. She said she is also proposing a rate increase for the bulk water rates in order to keep increases consistent.

In response to a question from Thomas Laing, Hartz said after a few kinks were worked out, the bulk water station is working very well.

ii. Public Comment

None

iii. **Resolution No. 1186** – A RESOLUTION ESTABLISHING BULK WATER FEES, RATES, POLICIES AND PROCEDURES AND REPEALING RESOLUTION NO. 1161

**MOTION: Thomas Cotter made a motion to approve Resolution No. 1186. Thomas Laing seconded motion which passed with a vote of 5-0.**

b. City Administrator.....Ric Ingham

(1) Formation of the Fern Ridge Community Policing District

i. Letter from Legal Counsel, Ken Jones

ii. Lane County Board of Commissioners Board Order

Ingham said before the Council is Resolution No. 1184. He said the City Council originally expected that tonight we would discuss some of the conditions and requests that we wanted

included in future board orders. He said last Tuesday, December 8<sup>th</sup>, County legal counsel suggested the Board of Commissioners, (BOC) pass a Board Order suggesting that the formation process begin so they could set public hearing dates. He said that means we now need to work on a co-adoption resolution with that Board Order earlier than we had planned.

Legal Counsel Ken Jones said the resolution tonight accomplishes one basic thing which is necessary so formation of the District can move forward and that is to include the boundaries of the City of Veneta within the proposed District. The second item in the resolution is a listing of items that the City Council wanted to include in the information sent to the County for consideration. He said the BOC will hold public hearings on January 12<sup>th</sup> and February 9<sup>th</sup>. The Lane County Board Order can be modified to include important issues which would be the same types of things the City requested the County to consider. In past discussions, even though those things are in the Board Order, and not in the ballot, the County is not obligated to do any of those things, as the governing body, if the District is formed. He said the analogy and process is in place but it is not guaranteed. Politically it's guaranteed but from a legal standpoint it probably is not. He said this changed the order of how it was presented to the Council and adopting the Board Order allows this to proceed, and Lane County had to adopt the Board Order when they did in order to meet the public hearing dates.

In response to questions from Mayor Larson, Mr. Jones said he cannot guarantee it will be modified. He said we are asking the BOC to modify the Board Order and it can be modified. He said informal discussions have indicated our requests will be considered but no one is bound at this point. Mr. Jones said the political guaranty would apply realistically to future BOCs but as this entity moves along, there will be obvious changes made over time to stay fluid and address issues that we haven't even thought of that may occur.

In response to a question from Mayor Larson, Commissioner Boziviech said the idea of an Advisory Committee was presented in the first request by the citizens to start this process. He said having an Advisory Commission has always been on the Board's mind.

In response to a question from Victoria Hedenstrom, Mr. Jones said there is a section in the statutes that allow citizens to petition for dissolution but it would have to go through an election process.

Mayor Larson said if for some reason, the BOC decided not to honor the City's requests in the Board Order, before the election, then the City would not support the District but it's unlikely that will happen.

Mr. Jones said the City's most recent resolution was reviewed and included a few recommended changes by County counsel and we're comfortable it will meet the County's needs.

### iii. Public Comment

#### **Terry Ney, Lane Fire Authority Fire Chief**

Chief Ney said this is a unique opportunity for the City to improve services and tax rates for citizens. The benefit to citizens of Veneta and surrounding community is that we can do something about crime in our area and increasing our patrol hours is only a part of it. He said this proposal brings so much more to the table. He said Lane Fire Authority believes this adds tremendous value to our community.

#### **Karen McKenzie**

Ms. McKenzie said she is proud to live in Veneta but Veneta has the perception of high taxes, high water bills, and high crime. She said it makes her nervous that there are so many bold crimes being committed. She supports the District and asked the Council to support it as well.

**David Vollbrecht**

Mr. Vollbrecht said Chief Ney spoke for the entire community. He said the City has an opportunity to provide police presence and also do something with the criminals once they're caught. He said he had two incidents in the two years he has lived in Veneta and the response was good but it could have been better.

**Robbie McCoy**

Ms. McCoy said she owns a business in Veneta which has been broken into twice and vandalized several times. She urged the Council to approve the resolution.

**Jay Bozviech**

Commissioner Bozviech explained why the BOC passed the Board Order before the timeline indicated it would. He said legal counsel tried to define the difference between ORS Chapters 451 and 198 which defines the public hearing process. He said these two ordinances are the most amended sections of state statute. He said the BOC determined that conducting the public hearings is the most conservative way to get this on the ballot. He said the City Council needs to adopt the order of formation to ensure the BOC has worked the Council's requests in the order.

**Don Morrill**

Mr. Morrill asked the Council to adopt Resolution No. 1184, to also work with the District, and to publically state the roll back amount to residents. He also cautioned the Council to consider not including the 2% water rate increase because it may look deceiving. He said he hopes the Council pays attention because it going to take all of us to get this to go through.

**Steve Reister**

Mr. Reister said Chief Ney stated it best and the City should have an open dialogue with residents about what needs to be done. He said the roll back needs to be significant enough that the citizen's trust the City and he said we should avoid any arguments that makes us look distrustful.

**MOTION: Thomas Cotter made a motion to approve the revised Resolution No. 1186. Thomas Laing seconded motion which passed with a vote of 5-0.**

**iv. Resolution No. 1184 – A RESOLUTION APPROVING THE INCLUSION OF THE BOUNDARIES OF THE CITY OF VENETA WITHIN THE BOUNDARIES OF THE PROPOSED SPECIAL LAW ENFORCEMENT DISTRICT**

In response to questions from Victoria Hedenstrom, Ingham said we really can't address the roll back and fee issue prior to budget season. He said the final decision would be made in May, during the budget process, with the 10 member budget committee which coincides with the ballot measure. Staff will have some meetings to solicit direction from Council but in the end, the Budget Committee makes that final decision.

Ingham said staff will likely create two budgets; one if the District passes and one if it doesn't pass.

There was a thorough discussion about the roll back.

In response to a question from Mayor Larson, Hartz said management starts the budget process in mid-January for the upcoming fiscal year.

Mr. Jones said the utility fees are not covered by the general fund and the City is required to maintain certain reserves to pay back bonds and other obligations.

In response to question from Mr. Vollbrecht, Mr. Jones said the City's current public safety contract with Lane County Sheriff's Office is paid from the City's general fund and not from water revenue. He said the Lane County Assessor's office and the citizen group provided the budget and the County came up with the probable figure of \$1.80 per thousand for the FRCPD rate.

There was a general consensus of the Council to cancel the December 28, 2015 meeting and to direct staff to provide information at the January 11, 2016 meeting regarding policy decisions for the FRCPD.

Mayor Larson said it's important that the City's intent be as clear and transparent as possible.

In response to a question from Tim Brooker, Commissioner Boziviech said the BOC will adopt the order of formation at the January 12<sup>th</sup> BOC meeting at Harris Hall and sometime after that but before the February 9<sup>th</sup> meeting, the City Council will adopt the ordinance then at the February 9<sup>th</sup> public hearing the BOC will co-adopt the ordinance.

## **6. OTHER**

Ingham asked Schauer to provide the Council with an update on the damage around town from last week's storm.

Schauer said Thursday's storm caused a lot of personal property damage but City facilities fared very well. He said there was no damage to any City facilities but there were a few near misses. He said the wastewater plant and emergency systems functioned very well. He said City Park lost 18 trees and a very large pine had to be removed because the roots pulled out of the ground. The very old swing set and monkey bars sustained substantial damage. We lost a significant tree in Fern Park which fell on the property line fence but no structures were damaged. He said the large amount of debris caused some flooding and the public works crew spent a lot of time keeping the water flowing. He said Sertic Rd. was closed because of downed trees in roadway. He said 430 dumpsters of yard debris were filled and many citizens assisted with the clean-up.

Ingham said the first call went out at 12:30 a.m. and continued throughout the night. He said the City's current system and backup generators allow crews to be out assisting with the storm and rather than trying to get the plant up and running which, a few years ago, was the case. Ingham said the Council should have a discussion on the condition of City Park. He said since we lost so many trees, the ones still standing will likely come down in high winds. He said we may want to think about removing all of the trees to create larger open grassy area.

Tim Brooker said a tree fell on his truck and it was a mess.

Ingham asked for Council direction to begin drafting an ordinance to require tobacco and e-cigarettes retailers to be licensed and work with County staff to enter into a Memorandum of Understanding (MOU) for enforcement. He said as Tim Brooker mentioned earlier, it was a major coup for the City that our Veneta Elmira multi-use path project ranked as the top priority project and will be carried to the Region 2 Super Act level. He said from there, hopefully it will be referred to ODOT staff and then on to the Oregon Transportation Commission for a final decision this next fall. If all goes well, we could be in a position to have construction beginning 2018 and hopefully no later than 2020. He said Kay Bork and many others played a hand with this project, including several letters showing support for the project. He said he will continue to work with Mayor Larson but it doesn't look like there will be a Council meeting on December 28<sup>th</sup>. He said the parade was a great success.

Hartz said staff has contacted all but a couple of the E. Bolton residents regarding payment arrangements for their sewer improvement assessments. She said a few paid their entire assessment but most signed





# Accounts Payable Checks for Approval



User: mindy  
Printed: 12/31/2015 - 2:29 PM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19702	12/31/2015	GENERAL FUND	Admin Supplies & Services	ASI	3.75
Check Total:					3.75
19703	12/31/2015	GENERAL FUND	Admin Supplies & Services	Banner Bank	16.25
19703	12/31/2015	PLANNING FUND	Admin Services & Supplies	Banner Bank	8.75
19703	12/31/2015	PARKS and RECREATION	Training & Conferences	Banner Bank	25.00
19703	12/31/2015	STREET FUND	Training & Conferences	Banner Bank	25.00
19703	12/31/2015	GENERAL FUND	Computer System Support-Maint	Banner Bank	25.74
19703	12/31/2015	GENERAL FUND	Computer System Support-Maint	Banner Bank	2.86
19703	12/31/2015	GENERAL FUND	Computer System Support/Maint	Banner Bank	2.86
19703	12/31/2015	PARKS and RECREATION	Computer System Support-Maint	Banner Bank	5.87
19703	12/31/2015	PARKS and RECREATION	Computer System Support/Maint	Banner Bank	2.87
19703	12/31/2015	PLANNING FUND	Computer System Support-Maint	Banner Bank	10.86
19703	12/31/2015	WATER FUND	Computer System Support-Maint	Banner Bank	10.86
19703	12/31/2015	SEWER FUND	Computer System Support-Maint	Banner Bank	15.86
19703	12/31/2015	STREET FUND	Computer System Support-Maint	Banner Bank	5.86
19703	12/31/2015	STORMWATER DRAINAGE	Computer System Support-Maint	Banner Bank	3.86
Check Total:					162.50
19704	12/31/2015	GENERAL FUND	Admin Supplies & Services	Bi-Mart Corporation	39.27
19704	12/31/2015	GENERAL FUND	Animal Control Supplies/Admin	Bi-Mart Corporation	40.85
19704	12/31/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	Bi-Mart Corporation	30.48
19704	12/31/2015	PLANNING FUND	Admin Services & Supplies	Bi-Mart Corporation	21.14
19704	12/31/2015	PARKS and RECREATION	Tools & Small Equipment	Bi-Mart Corporation	11.97
19704	12/31/2015	STREET FUND	Tools & Small Equipment	Bi-Mart Corporation	11.97
19704	12/31/2015	PLANNING FUND	City Hall Maint/Janitorial Sup	Bi-Mart Corporation	7.62
19704	12/31/2015	PARKS and RECREATION	Equipment Repairs	Bi-Mart Corporation	6.99
19704	12/31/2015	STREET FUND	Equipment Repairs	Bi-Mart Corporation	7.00
19704	12/31/2015	PARKS and RECREATION	Park Maintenance	Bi-Mart Corporation	7.89
19704	12/31/2015	STREET FUND	Landscape Maint & Supplies	Bi-Mart Corporation	7.90
19704	12/31/2015	STREET FUND	Street Maintenance	Bi-Mart Corporation	29.96

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19704	12/31/2015	WATER FUND	Bldg & Yard Maintenance	Bi-Mart Corporation	6.99
19704	12/31/2015	PARKS and RECREATION	Pool Maintenance	Bi-Mart Corporation	23.94
19704	12/31/2015	GENERAL FUND	Safety Program and Supplies	Bi-Mart Corporation	6.99
19704	12/31/2015	PARKS and RECREATION	Safety Program & Supplies	Bi-Mart Corporation	9.48
19704	12/31/2015	STREET FUND	Safety Programs & Supplies	Bi-Mart Corporation	9.48
Check Total:					279.92
19705	12/31/2015	GENERAL FUND	Bail Payable	Tony Brown	40.00
Check Total:					40.00
19706	12/31/2015	GENERAL FUND	Bail Payable	Vance Buford	25.00
Check Total:					25.00
19707	12/31/2015	GENERAL FUND	Building Permit Inspections	The Building Department	4,092.79
19707	12/31/2015	GENERAL FUND	Electrical Permit Inspections	The Building Department	1,007.25
Check Total:					5,100.04
19708	12/31/2015	SEWER FUND	System Improvements	Cascade Water Works Inc	5,727.32
19708	12/31/2015	CAP CONSTRUCTION-SEWER	System Expansion	Cascade Water Works Inc	10,636.43
Check Total:					16,363.75
19709	12/31/2015	STORMWATER DRAINAGE	Admin Supplies & Services	Centro Print Solutions	0.41
19709	12/31/2015	GENERAL FUND	Admin Supplies & Services	Centro Print Solutions	13.16
19709	12/31/2015	PARKS and RECREATION	Admin Supplies & Services	Centro Print Solutions	2.40
19709	12/31/2015	PARKS and RECREATION	Administrative Supplies	Centro Print Solutions	2.91
19709	12/31/2015	PLANNING FUND	Admin Services & Supplies	Centro Print Solutions	5.94
19709	12/31/2015	WATER FUND	Admin Supplies & Services	Centro Print Solutions	24.61
19709	12/31/2015	SEWER FUND	Admin Supplies & Services	Centro Print Solutions	17.81
19709	12/31/2015	STREET FUND	Admin Supplies & Services	Centro Print Solutions	14.97
Check Total:					82.21
19710	12/31/2015	WATER FUND	Telephone Services	CenturyLink Communications, LL	162.07
Check Total:					162.07
19711	12/31/2015	GENERAL FUND	Computer System Support-Maint	Chaves Consulting Inc	1,250.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19712	12/31/2015	LAW ENFORCEMENT FUND	Admin Supplies & Services	C & K Market Inc	1,250.00
				Check Total:	1,250.00
19713	12/31/2015	WATER FUND	Admin Supplies & Services	Credit Services of Oregon	10.96
				Check Total:	10.96
19714	12/31/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	Daily Journal of Commerce	59.52
				Check Total:	59.52
19715	12/31/2015	GENERAL FUND	Public Relations	Milton Decker	110.40
				Check Total:	110.40
19716	12/31/2015	GENERAL FUND	Admin Supplies & Services	Staples Credit Plan	142.00
19716	12/31/2015	PLANNING FUND	Admin Services & Supplies	Staples Credit Plan	76.48
19716	12/31/2015	WATER FUND	Bldg & Yard Maintenance	Staples Credit Plan	26.00
19716	12/31/2015	SEWER FUND	Bldg & Yard Maintenance	Staples Credit Plan	25.99
19716	12/31/2015	LAW ENFORCEMENT FUND	Building Maint & Janitorial	Staples Credit Plan	10.79
19716	12/31/2015	GENERAL FUND	Admin Supplies & Services	Staples Credit Plan	47.24
19716	12/31/2015	PARKS and RECREATION	Admin Supplies & Services	Staples Credit Plan	8.60
19716	12/31/2015	PARKS and RECREATION	Administrative Supplies	Staples Credit Plan	10.44
19716	12/31/2015	PLANNING FUND	Admin Services & Supplies	Staples Credit Plan	21.33
19716	12/31/2015	WATER FUND	Admin Supplies & Services	Staples Credit Plan	88.28
19716	12/31/2015	SEWER FUND	Admin Supplies & Services	Staples Credit Plan	63.90
19716	12/31/2015	STREET FUND	Admin Supplies & Services	Staples Credit Plan	53.70
19716	12/31/2015	STORMWATER DRAINAGE	Admin Supplies & Services	Staples Credit Plan	1.46
19716	12/31/2015	GENERAL FUND	Admin Supplies & Services	Staples Credit Plan	-9.75
19716	12/31/2015	GENERAL FUND	Admin Supplies & Services	Staples Credit Plan	-5.25
				Check Total:	561.21
19717	12/31/2015	GENERAL FUND	Admin Supplies & Services	DocuTRAK Imaging, Inc	30.00
				Check Total:	30.00
19718	12/31/2015	GENERAL FUND	Bail Payable	Christopher Duplissis	5.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	5.00
19719	12/31/2015	WATER FUND	Admin Supplies & Services	EDMS Inc	118.44
19719	12/31/2015	WATER FUND	Postage	EDMS Inc	260.78
19719	12/31/2015	SEWER FUND	Admin Supplies & Services	EDMS Inc	177.66
19719	12/31/2015	SEWER FUND	Postage	EDMS Inc	391.16
19719	12/31/2015	GENERAL FUND	Public Relations	EDMS Inc	252.67
19719	12/31/2015	WATER FUND	Admin Supplies & Services	EDMS Inc	23.04
19719	12/31/2015	WATER FUND	Postage	EDMS Inc	47.20
19719	12/31/2015	SEWER FUND	Admin Supplies & Services	EDMS Inc	34.56
19719	12/31/2015	SEWER FUND	Postage	EDMS Inc	70.81
				Check Total:	1,376.32
19720	12/31/2015	WATER FUND	Electricity	EPUD	1,836.09
				Check Total:	1,836.09
19721	12/31/2015	WATER FUND	Water Purchase	Eugene Water & Electric Board	892.24
19721	12/31/2015	WATER FUND	Water Purchase	Eugene Water & Electric Board	8,452.08
				Check Total:	9,344.32
19722	12/31/2015	GENERAL FUND	Public Relations	Figaro's Pizza	122.44
				Check Total:	122.44
19723	12/31/2015	SEWER FUND	Admin Supplies & Services	Fern Ridge Review	56.00
19723	12/31/2015	PLANNING FUND	Publishing Costs	Fern Ridge Review	77.00
				Check Total:	133.00
19724	12/31/2015	GENERAL FUND	Animal Control Contract	Greenhill Humane Society	140.00
				Check Total:	140.00
19725	12/31/2015	GENERAL FUND	Internet & Web Site Fees	Hunter Communications, Inc	91.48
19725	12/31/2015	PLANNING FUND	Internet & Web Site Fees	Hunter Communications, Inc	30.50
19725	12/31/2015	WATER FUND	Internet & Web Site Fees	Hunter Communications, Inc	121.98
19725	12/31/2015	SEWER FUND	Internet & Web Site Fees	Hunter Communications, Inc	60.99
19725	12/31/2015	LAW ENFORCEMENT FUND	Telephone Services	Hunter Communications, Inc	20.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	324.95
19726	12/31/2015	GENERAL FUND	Ordinance Enforcement	Lane County Deeds & Records	37.00
19726	12/31/2015	SEWER FUND	Admin Supplies & Services	Lane County Deeds & Records	37.00
				Check Total:	74.00
19727	12/31/2015	GENERAL FUND	Judicial Services	Law Office of Alan J Leiman, P	371.00
				Check Total:	371.00
19728	12/31/2015	WATER FUND	Telephone Services	One Call Concepts Inc	11.22
19728	12/31/2015	SEWER FUND	Telephone Services	One Call Concepts Inc	11.22
				Check Total:	22.44
19729	12/31/2015	GENERAL FUND	Professional Dues	O C C M A	220.00
				Check Total:	220.00
19730	12/31/2015	WATER FUND	Training & Conferences	OHA - State of Oregon	120.00
				Check Total:	120.00
19731	12/31/2015	WATER FUND	Equipment Repairs	O'Reilly Automotive, Inc	32.98
				Check Total:	32.98
19732	12/31/2015	GENERAL FUND	Professional Dues	Oregon Mayors Assoc	97.00
				Check Total:	97.00
19733	12/31/2015	PARKS and RECREATION	Training & Conferences	OSU Extension Lane County	42.50
19733	12/31/2015	STREET FUND	Training & Conferences	OSU Extension Lane County	42.50
				Check Total:	85.00
19734	12/31/2015	GENERAL FUND	Office Machine Leases	Pitney Bowes	33.70
19734	12/31/2015	PLANNING FUND	Office Machine Lease	Pitney Bowes	5.80
19734	12/31/2015	GENERAL FUND	Office Machine Leases	Pitney Bowes	14.15
19734	12/31/2015	GENERAL FUND	Office Machine Leases	Pitney Bowes	21.79
19734	12/31/2015	PARKS and RECREATION	Office Machine Leases	Pitney Bowes	0.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19734	12/31/2015	WATER FUND	Office Machine Leases	Pitney Bowes	141.07
19734	12/31/2015	SEWER FUND	Office Machine Leases	Pitney Bowes	155.14
				Check Total:	372.60
19735	12/31/2015	GENERAL FUND	Office Machine Maintenance	Ricoh USA, Inc.	100.86
19735	12/31/2015	PLANNING FUND	Office Machine Maintenance	Ricoh USA, Inc.	33.62
				Check Total:	134.48
19736	12/31/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	SANIPAC	23.76
19736	12/31/2015	PLANNING FUND	City Hall Maint/Janitorial Sup	SANIPAC	5.94
19736	12/31/2015	SEWER FUND	WW Treatment Plant Maintenance	SANIPAC	102.74
19736	12/31/2015	WATER FUND	Bldg & Yard Maintenance	SANIPAC	121.96
19736	12/31/2015	STREET FUND	Street Maintenance	SANIPAC	394.20
				Check Total:	648.60
19737	12/31/2015	PARKS and RECREATION	Park Board Events & Activities	Craig Soderberg	41.93
				Check Total:	41.93
19738	12/31/2015	LAW ENFORCEMENT FUND	Other Professional Services	Speer Hoyt LLC	2,497.80
19738	12/31/2015	GENERAL FUND	Attorney & Legal Services	Speer Hoyt LLC	525.80
19738	12/31/2015	GENERAL FUND	Attorney & Legal Services	Speer Hoyt LLC	108.60
19738	12/31/2015	GENERAL FUND	Attorney & Legal Services	Speer Hoyt LLC	36.20
19738	12/31/2015	PLANNING FUND	Attorney & Legal Services	Speer Hoyt LLC	289.60
19738	12/31/2015	GENERAL FUND	Attorney & Legal Services	Speer Hoyt LLC	90.50
				Check Total:	3,548.50
19739	12/31/2015	GENERAL FUND	Admin Supplies & Services	Subway #21078	45.75
19739	12/31/2015	GENERAL FUND	Admin Supplies & Services	Subway #21078	39.00
				Check Total:	84.75
19740	12/31/2015	PARKS and RECREATION	Community Ctr Janitorial&Maint	Swanson's Pest Mgt	33.00
19740	12/31/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	Swanson's Pest Mgt	31.20
19740	12/31/2015	PLANNING FUND	City Hall Maint/Janitorial Sup	Swanson's Pest Mgt	7.80
				Check Total:	72.00
19741	12/31/2015	STREET FUND	Street Maintenance	Thermo Imaging & Analysis, LLC	962.55

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	962.55
19742	12/31/2015	WATER FUND	Accounts Payable	Veronica Bosquez	8.73
19742	12/31/2015	SEWER FUND	Accounts Payable	Veronica Bosquez	18.55
19742	12/31/2015	STORMWATER DRAINAGE	Accounts Payable	Veronica Bosquez	0.93
				Check Total:	28.21
19743	12/31/2015	WATER FUND	Accounts Payable	Matthew Strand	11.46
19743	12/31/2015	SEWER FUND	Accounts Payable	Matthew Strand	16.19
19743	12/31/2015	STORMWATER DRAINAGE	Accounts Payable	Matthew Strand	0.81
				Check Total:	28.46
19744	12/31/2015	WATER FUND	Accounts Payable	Patricia Aldal	1.92
19744	12/31/2015	SEWER FUND	Accounts Payable	Patricia Aldal	4.72
19744	12/31/2015	STORMWATER DRAINAGE	Accounts Payable	Patricia Aldal	0.24
				Check Total:	6.88
19745	12/31/2015	GENERAL FUND	Miscellaneous/Discretionary	Valley United Methodist Church	250.00
				Check Total:	250.00
19746	12/31/2015	GENERAL FUND	Animal Control Feral Program	Willamette Animal Guild	45.00
				Check Total:	45.00
				Report Total:	44,869.83

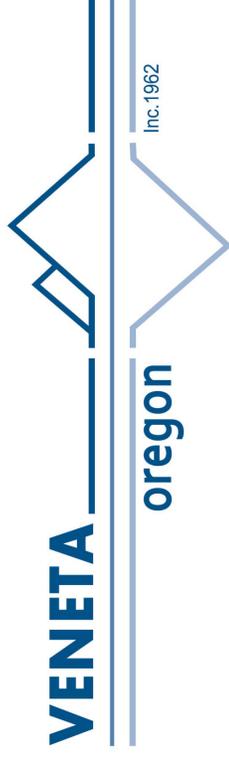


# Accounts Payable To Be Paid Proof List

User: mindy

Printed: 01/07/2016 - 8:40 AM

Batch: 002-01-2016



Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
AbvMess Above The Mess										
1203	12/30/2015	459.90	0.00	01/12/2016	Monthly Contract		-			No 0000
100-100-52055	Janitorial Services Contract									
1203	12/30/2015	114.98	0.00	01/12/2016	Monthly Contract		-			No 0000
140-140-52055	Janitorial Services Contract									
1203	12/30/2015	191.62	0.00	01/12/2016	Monthly Contract		-			No 0000
130-530-52055	Community Ctr Janitorial&Maint									
	1203 Total:	766.50								
	AbvMess Total:	766.50								
AnalyLab Analytical Laboratory Group										
73642	01/06/2016	896.40	0.00	01/06/2016	Wastewater		-			No 0000
220-220-53055	System Quality Tests									
	73642 WW Total:	896.40								
73642	01/06/2016	140.00	0.00	01/06/2016	Drinking water		-			No 0000
210-210-53055	System Quality Tests									
	73642 DW Total:	140.00								
	AnalyLab Total:	1,036.40								
ApexSys Apex Systems										
216796	12/21/2015	55.20	0.00	01/06/2016	Quarterly alarm system monitoring		-			No 0000
100-100-51050	Bldg Maint/Janitorial Sup									
216796	12/21/2015	13.80	0.00	01/06/2016	Quarterly alarm system monitoring		-			No 0000
140-140-51050	City Hall Maint/Janitorial Sup									
216796	12/21/2015	75.00	0.00	01/06/2016	Quarterly alarm system monitoring		-			No 0000
210-210-53065	Bldg & Yard Maintenance									
216796	12/21/2015	75.00	0.00	01/06/2016	Quarterly alarm system monitoring		-			No 0000
220-220-53050	WW Treatment Plant Maintenance									
216796	12/21/2015	69.00	0.00	01/06/2016	Quarterly alarm system monitoring		-			No 0000
130-520-54045	Pool Bldg Janitorial - Maint									
	216796 Total:	288.00								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
ApexSys Total:		288.00								
BorkKay Bork Kay										
KBork 10/15	12/31/2015	32.00	0.00	01/12/2016	Planning Conf expense reimbursement		-		No	0000
140-140-51070	Training & Conferences	32.00								
	KBork 10/15 Total:	32.00								
	BorkKay Total:	32.00								
BranEng Branch Engineering, Inc										
5958	12/23/2015	542.50	0.00	01/12/2016	Multi use Pathway - svcs through 12/23		-		No	0000
230-230-52290	Other Professional Services	542.50								
	5958 Total:	542.50								
	BranEng Total:	542.50								
BucSan Buck's Sanitary Service										
A-44620	01/06/2016	53.00	0.00	01/06/2016	Fern Park unit		-		No	0000
130-130-53210	Park Maintenance	53.00								
	A-44620 Total:	53.00								
A-44621	01/06/2016	53.00	0.00	01/06/2016	City Park Unit		-		No	0000
130-130-53210	Park Maintenance	53.00								
	A-44621 Total:	53.00								
A-44622	01/06/2016	98.50	0.00	01/06/2016	Skate Park unit		-		No	0000
130-130-53210	Park Maintenance	98.50								
	A-44622 Total:	98.50								
	BucSan Total:	204.50								
BuiDep Building Department The										
December 2015	01/05/2016	5,046.00	0.00	01/12/2016	Inspection Services		-		No	0000
100-100-52025	Building Permit Inspections									
December 2015	01/05/2016	802.50	0.00	01/12/2016	Inspection Services		-		No	0000
100-100-52030	Electrical Permit Inspections									
December 2015 Total:		5,848.50								
	BuiDep Total:	5,848.50								
CivWest Civil West Engineering Service										
3101-006.15	12/28/2015	446.53	0.00	01/12/2016	Air Piping - 11/26-12/25/2015		-		No	0000
220-220-53050	WW Treatment Plant Maintenance									
3101-006.15	12/28/2015	829.27	0.00	01/12/2016	Air Piping - 11/26-12/25/2015		-		No	0000
314-314-60130	System Expansion									
	3101-006.15 Total:	1,275.80								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
3101-007.03	12/28/2015	4,664.50	0.00	01/12/2016	WW Mstr plan	- 11/26-12/25/2015	-	No		0000
314-314-52290	Other Professional Services									
	3101-007.03 Total:	4,664.50								
	CivWest Total:	5,940.30								
<hr/>										
Ditmar Ditmar & Co	01/05/2016	3,825.00	0.00	01/12/2016	Fiber Optic Lne Jeans Rd. 2/14 - 11/15		-	No		0000
377	Economic Development									
100-100-52060	377 Total:	3,825.00								
	Ditmar Total:	3,825.00								
<hr/>										
EPUD EPUD										
104799 12/15	12/23/2015	21.20	0.00	01/12/2016	Skate Park		-	No		0000
130-130-53110	Territorial Park Electricity									
	104799 12/15 Total:	21.20								
107383 12/15	12/23/2015	442.78	0.00	01/12/2016	Pool		-	No		0000
130-520-54055	Pool Utilities									
	107383 12/15 Total:	442.78								
122635 12/15	01/06/2016	30.24	0.00	01/12/2016	Bulk Water Station		-	No		0000
210-210-51035	Electricity									
	122635 12/15 Total:	30.24								
51043 12/15	12/23/2015	442.45	0.00	01/12/2016			-	No		0000
100-100-51035	Electricity									
51043 12/15	12/23/2015	110.61	0.00	01/12/2016			-	No		0000
140-140-51035	Electricity									
	51043 12/15 Total:	553.06								
60675 12/15	12/23/2015	189.55	0.00	01/12/2016	Pine St Station		-	No		0000
220-220-51035	Electricity									
	60675 12/15 Total:	189.55								
61380 12/15	12/23/2015	100.17	0.00	01/12/2016	Jeans Lift Station		-	No		0000
220-220-51035	Electricity									
	61380 12/15 Total:	100.17								
8229 12/15	12/23/2015	21.08	0.00	01/12/2016	Territorial Rd Pump		-	No		0000
210-210-51035	Electricity									
	8229 12/15 Total:	21.08								
Dec 2015	12/23/2015	2,550.14	0.00	01/12/2016	Various Street Lights		-	No		0000
230-230-51035	Electricity-Street Lights									
	Dec 2015 Total:	2,550.14								
	EPUD Total:	3,908.22								
<hr/>										
Ferg3021 FEI #3011 Waterworks										
497330	12/22/2015	603.54	0.00	01/12/2016	System mneeds - PO 4826		-	No		0000
210-210-53040	System Maintenance									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	497330 Total:	603.54								
	Ferg3021 Total:	603.54								
GreHill Greenhill Humane Society										
3090	11/29/2015	40.00	0.00	01/12/2016	Daily fee for care of stray dogs	10/15	-	No		0000
100-170-52110	Animal Control Contract									
	3090 Total:	40.00								
	GreHill Total:	40.00								
InfoStru Info Structure										
2299494	12/21/2015	399.36	0.00	01/12/2016	Cust #C7930 - City Hall		-	No		0000
100-100-51030	Telephone Services									
2299494	12/21/2015	99.84	0.00	01/12/2016	Cust #C7930 - City Hall		-	No		0000
140-140-51030	Telephone									
	2299494 Total:	499.20								
2299695	12/21/2015	45.82	0.00	01/12/2016	Cust #61227 - WWTP		-	No		0000
220-220-51030	Telephone Services									
	2299695 Total:	45.82								
2299745	12/21/2015	49.05	0.00	01/12/2016	Cust #62054 - Pool		-	No		0000
130-520-54055	Pool Utilities									
	2299745 Total:	49.05								
	InfoStru Total:	594.07								
IngR Ingham R Ric										
Ringham 12/15a	01/06/2016	147.90	0.00	01/12/2016	Expense Reimbursement		-	No		0000
100-100-51075	Travel - Staff									
	Ringham 12/15a Total:	147.90								
Ringham 12/15cp	01/06/2016	50.00	0.00	01/12/2016	Expense Reimbursement		-	No		0000
100-100-51030	Telephone Services									
	Ringham 12/15cp Total:	50.00								
	IngR Total:	197.90								
JerBro Jerry Brown Co										
40050 12/15	12/31/2015	31.93	0.00	01/12/2015	Fuel usage		-	No		0000
100-100-51075	Travel - Staff									
40050 12/15	12/31/2015	63.85	0.00	01/12/2015	Fuel usage		-	No		0000
130-130-53030	Vehicle Operation/Maintenance									
40050 12/15	12/31/2015	63.85	0.00	01/12/2015	Fuel usage		-	No		0000
230-230-53030	Vehicle Operation-Maintenance									
40050 12/15	12/31/2015	255.42	0.00	01/12/2015	Fuel usage		-	No		0000
210-210-53030	Vehicle Operation&Maintenance									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
40050 12/15	12/31/2015	223.49	0.00	01/12/2015	Fuel usage		-	No		0000
220-220-53030	Vehicle Operation&Maintenance									
	40050 12/15 Total:	638.54								
	JerBro Total:	638.54								
LanCoDe Lane County Deeds & Records										
17053130 3703	01/04/2016	37.00	0.00	01/12/2016	S Harp - Satisfaction		-	No		0000
220-220-51010	Admin Supplies & Services									
	17053130 3703 Total:	37.00								
	LanCoDe Total:	37.00								
LanCoSh Lane County Sheriff's Ofc										
SO5440	01/04/2016	210,843.75	0.00	01/12/2016	2nd Qtr FY 2015-16		-	No		0000
120-120-52210	Law Enforcement Contract									
	SO5440 Total:	210,843.75								
	LanCoSh Total:	210,843.75								
LanEle Lane Electric Coop Inc										
42000 12/15	12/31/2015	1,319.34	0.00	01/12/2016	Various Street Lights		-	No		0000
230-230-51035	Electricity-Street Lights									
	42000 12/15 Total:	1,319.34								
42002 12/15	12/31/2015	215.22	0.00	01/12/2015	Community Center		-	No		0000
130-530-51035	Electricity-Community Center									
	42002 12/15 Total:	215.22								
42007 12/15	12/31/2015	129.54	0.00	01/12/2016	Hwy 126 Welcome Sign		-	No		0000
100-100-51100	Welcome Sign Maintenance									
	42007 12/15 Total:	129.54								
42008 12/15	12/31/2015	5,422.67	0.00	01/12/2016	Wastewater Treatment Plant		-	No		0000
220-220-51035	Electricity									
	42008 12/15 Total:	5,422.67								
42009 12/15	12/31/2015	137.15	0.00	01/12/2016	Bolton Hill Reservoir		-	No		0000
210-210-51035	Electricity									
	42009 12/15 Total:	137.15								
42013 12/15	12/31/2015	42.10	0.00	01/12/2016	Huston/Tidball pump		-	No		0000
210-210-51035	Electricity									
	42013 12/15 Total:	42.10								
	LanEle Total:	7,266.02								
MidSta Mid-State Industrial Svc										
162533	12/31/2015	1,830.00	0.00	01/12/2016	Monthly Contract		-	No		0000
230-230-53150	Street Sweeping Contract									
	162533 Total:	1,830.00								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
MidSta Total:		1,830.00								
NatiPest National Pest Control & Constr										
12072049	01/06/2016	125.00	0.00	01/12/2016	Comm Ctr roof damage repair		-		No	0000
130-530-52055	Community Ctr Janitorial&Maint	125.00								
12072049 Total:		125.00								
NatiPest Total:		125.00								
NexCom Nextel Communications										
886952530-121	12/27/2015	39.54	0.00	01/12/2016	Cell phones - December 2015		-		No	0000
100-100-51030	Telephone Services	39.53	0.00	01/12/2016	Cell phones - December 2015		-		No	0000
886952530-121	12/27/2015	59.31	0.00	01/12/2016	Cell phones - December 2015		-		No	0000
130-130-51030	Telephone Services	59.31	0.00	01/12/2016	Cell phones - December 2015		-		No	0000
886952530-121	12/27/2015	39.53	0.00	01/12/2016	Cell phones - December 2015		-		No	0000
210-210-51030	Telephone Services	237.22								
886952530-121	12/27/2015	237.22								
220-220-51030	Telephone Services									
886952530-121	12/27/2015									
230-230-51030	Telephone Services									
886952530-121 Total:		237.22								
NexCom Total:		237.22								
OneCal One Call Concepts Inc										
5120498	12/31/2015	11.22	0.00	01/12/2016	Utility Locates MM/Year		-		No	0000
210-210-51030	Telephone Services	11.22	0.00	01/12/2016	Utility Locates MM/Year		-		No	0000
5120498	12/31/2015									
220-220-51030	Telephone Services									
5120498 Total:		22.44								
OneCal Total:		22.44								
O'Reilly O'Reilly Automotive, Inc										
Dec 2015	12/28/2015	24.47	0.00	01/12/2016	Various needs		-		No	0000
130-130-51515	Tools & Small Equipment	24.48	0.00	01/12/2016	Various needs		-		No	0000
Dec 2015	12/28/2015	19.32	0.00	01/12/2016	Various needs		-		No	0000
230-230-51515	Tools & Small Equipment	19.31	0.00	01/12/2016	Various needs		-		No	0000
Dec 2015	12/28/2015	67.65	0.00	01/12/2016	Various needs		-		No	0000
130-130-53130	Equipment Repairs									
Dec 2015	12/28/2015									
230-230-53130	Equipment Repairs									
Dec 2015	12/28/2015									
220-220-53050	WW Treatment Plant Maintenance									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
Dec 2015	12/28/2015	51.15	0.00	01/12/2016	Various needs		-	No		0000
210-210-53040	System Maintenance									
	Dec 2015 Total:	206.38								
	OReilly Total:	206.38								
OrmKip Orme Kip										
KOrme 12/15	01/06/2016	50.00	0.00	01/12/2016	Cell phone stipend		-	No		0000
220-220-51030	Telephone Services									
	KOrme 12/15 Total:	50.00								
	OrmKip Total:	50.00								
RegGua Register Guard The										
Ad #6517122	12/31/2015	70.00	0.00	01/12/2016	Invitation to bid - breakroom remodel		-	No		0000
100-100-51050	Bldg Maint/Janitorial Sup									
	Ad #6517122 Total:	70.00								
	RegGua Total:	70.00								
SchKyl Schauer Kyle										
KSchauer 12/15	01/06/2016	50.00	0.00	01/12/2016	Cell phone stipend		-	No		0000
210-210-51030	Telephone Services									
	KSchauer 12/15 Total:	50.00								
	SchKyl Total:	50.00								
SunsetAu Sunset Auto Parts, Inc										
Dec 2015	12/31/2015	28.80	0.00	01/12/2016	Various needs		-	No		0000
130-130-53030	Vehicle Operation/Maintenance									
Dec 2015	12/31/2015	28.80	0.00	01/12/2016	Various needs		-	No		0000
230-230-53030	Vehicle Operation-Maintenance									
Dec 2015	12/31/2015	5.99	0.00	01/12/2016	Various needs		-	No		0000
130-130-53130	Equipment Repairs									
Dec 2015	12/31/2015	5.99	0.00	01/12/2016	Various needs		-	No		0000
230-230-53130	Equipment Repairs									
	Dec 2015 Total:	69.58								
	SunsetAu Total:	69.58								
TomPaint Tommy's Paint Pot										
D0280073	12/31/2015	81.80	0.00	01/12/2016	Pipe paint - PO 4784		-	No		0000
210-210-53040	System Maintenance									
	D0280073 Total:	81.80								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
TomPaint Total:		81.80								
VenAce Veneta Ace Hardware	12/31/2015	74.48	0.00	01/12/2016	Various needs		-	No		0000
130-130-51515	Tools & Small Equipment									
Dec 2015	12/31/2015	9.89	0.00	01/12/2016	Various needs		-	No		0000
130-130-53130	Equipment Repairs									
Dec 2015	12/31/2015	1.50	0.00	01/12/2016	Various needs		-	No		0000
210-210-51515	Tools & Small Equipment									
Dec 2015	12/31/2015	9.99	0.00	01/12/2016	Various needs		-	No		0000
210-210-53040	System Maintenance									
Dec 2015	12/31/2015	25.98	0.00	01/12/2016	Various needs		-	No		0000
210-210-51055	Safety Programs & Supplies									
Dec 2015	12/31/2015	92.48	0.00	01/12/2016	Various needs		-	No		0000
230-230-51515	Tools & Small Equipment									
Dec 2015	12/31/2015	15.98	0.00	01/12/2016	Various needs		-	No		0000
220-220-53020	System Operating Supplies									
Dec 2015	12/31/2015	6.50	0.00	01/12/2016	Various needs		-	No		0000
230-230-53130	Equipment Repairs									
Dec 2015 Total:		236.80								
VenAce Total:		236.80								
VenVet Veneta Vet Hospital	12/18/2015	79.05	0.00	01/12/2016	Services 12/11/2015		-	No		0000
121815	Animal Control Feral Program									
100-170-51122	121815 Total:	79.05								
VenVet Total:		79.05								
WilAnim Willamette Animal Guild	12/17/2015	45.00	0.00	01/12/2016	Feral Cat program	Spay / Neuter	-	No		0000
42764	Animal Control Feral Program									
100-170-51122	42764 Total:	45.00								
42771	Animal Control Feral Program									
100-170-51122	42771 Total:	90.00	0.00	01/12/2016	Feral Cat program	Spay / Neuter	-	No		0000
WilAnim Total:		135.00								
Report Total:		245,806.01								

Name Lillian M. Rees

Committee Applying for Planning

Date 12/2/15

1. Please give a brief description of the experience or training that qualifies you for membership on this commission/committee. (If you wish, you may attach a resume or other pertinent material.)

I have served on the Planning Commission since 2002 and have been instrumental in recommending codes and standards for my city.

2. Why do you want to become a member of the above-mentioned commission/committee and what specific contribution would you hope to make?

I wish to continue working towards smart development for my neighbors and community.

3. Please list the community concerns related to this commission/committee that you would like to see addressed if you are appointed.

Continue to help my community grown and face the challenges that growth creates. Focus on helping to make Veneta a more attractive city for both new residents and businesses. Help foster business development in Veneta and making it less of a bedroom community for Eugene.

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.)

I am currently serving as a Planning Commissioner and have been since 2002.

5. Are you currently serving on any Advisory Boards, Commissions or Committees? If so, which ones?

Yes, I am a current Planning Commissioner.

6. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the City that might be within the purview of the committee on which you are seeking appointment?

No



# VENETA CITY COUNCIL

## AGENDA ITEM SUMMARY

**Title/Topic:** 2015 Year End Planning and Building Activity Report

Meeting Date: January 11, 2016  
 Department: Community Development

Staff Contact: Kay Bork, Community  
 Development Director  
 Email: kbork@ci.veneta.or.us  
 Telephone Number: 541-935-2191 Ext.314

### Current Planning Activity Summary

The table below summarizes 2015 Land Use applications and inquiries approved or in process as of December 31, 2015. The most significant applications for the year include Applegate Landing Phase 3 Final Plat, re-location of West Lane Technical Learning Center at the West Lane Shopping Center, Veneta Elementary School expansion, and approval of the Veneta Veterinary Hospital on Jeans Road. A complete list and details of land use applications approved in 2015 is on the City's web site at <http://www.venetaoregon.gov/planning/page/land-use-decisions>

<b>Planning Applications &amp; Inquiries for 2015</b>	
<b>Application Type</b>	<b>Year to Date Total</b>
Pre Development	1
Amendment	1
Subdivisions	0
Subdivision Final Plat	1
Site Plan Reviews	1
Site Plan Amendment	6
Partitions	1
Property Line Adjustments	0
Variances	0
Temporary Use Permits Renewal	2
Temporary Use Permit	0
Conditional Use Permits	0
Zone Changes	0
Appeals	0
Tree Removal Type A	17
Tree Removal Type B	4
Tree Removal Type C	1
Chicken Permits	2
Inquiries	96
<b>Total Permits/Applications</b>	<b>37</b>

**Building Permit Activity Summary**

The table below summarizes building permits issued for each calendar year from 1999-2015. In 2015, the City issued 25 single family residential permits and 76 other building permits so far. The City has collected a total of \$473,615.25 in System Development Charges this year as of December 31, 2015.

<b>Building Permits Issued By Year</b>			
<b>YEAR</b>	<b>New SFR</b>	<b>Other</b>	<b>Total</b>
1999	23	72	95
2000	10	73	83
2001	35	140	175
2002	56	71	127
2003	115	67	182
2004	126	79	205
2005	112	108	220
2006	120	112	232
2007	55	125	180
2008	25	79	104
2009	23	64	87
2010	15	59	74
2011	12	63	75
2012	11	58	69
2013	30	81	111
2014	13	116	129
2015	25	76	101

**Long Range Planning and Other Activities Summary**

An Amendment and adoption of the Urban Renewal Plan including updated projects occurred in 2015.

Staff adopted proposed amendments to the Veneta Comprehensive Plan and Land Development Ordinance to reflect the recently adopted Residential Buildable Land Inventory and Housing Needs Analysis (2014) and Economic Opportunity Analysis (2015).

Staff will be bringing potential code updates to the Planning Commission in 2016 including options to amend off-street parking standards. City will likely enter into a contract with ODOT in the spring of 2016 to hire a consultant to update the City’s Transportation System Plan.

# VENETA CITY COUNCIL AGENDA ITEM SUMMARY

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Title/Topic: Request from Proponents of the Fern Ridge Community Policing District (FRCPD)

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Meeting Date: January 11, 2016  
Department: City Administration

Staff Contact: Ric Ingham  
Email: ringham@ci.veneta.or.us  
Telephone Number: 541-935-2191 Ext. 306

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## ISSUE STATEMENT

Proponents of the formation of the FRCPD are asking the Council to respond to changes in services being proposed and are requesting the Council respond to several budget related issues.

## BACKGROUND (include prior council or committee action)

On December 30, 2015 the proponents seeking the formation of the Fern Ridge Community Policing District held a press conference outlining proposed changes to the services that will be delivered within the proposed Policing District. **Attachment A** is the press release provided by the proponents outlining changes and the rationale for such changes.

Proponents have submitted those proposed changes to Lane County. The Lane County Board of Commissioners (BOC) will consider those changes at their January 12<sup>th</sup> board meeting as it deliberates Board Order 16-01-12-07. At the January 12<sup>th</sup> meeting a public hearing will be held on the formation of the District, after which the BOC is scheduled to adopt the board order outlining next step formation provisions. (At the time of drafting this AIS the board order was not yet available for review by City staff).

As a follow-up to the proposed changes, Steve Reister, acting on behalf of the Fern Ridge Community Policing group, is asking that the City Council respond to several requests/questions. Mr. Reister's letter, included as **Attachment B**, includes:

- 1) Requests the Council express continued support of the formation of the Policing District with the suggested service changes; and
- 2) Council's co-adoption of Lane County Board Order (this is scheduled to be done at the January 25<sup>th</sup> Council meeting);
- 3) What is the Council's intended roll back amount on the tax rate to be assessed for Fiscal Year 2016-17?; and
- 4) Based on the eventual new permanent rate established by the Policing District and the City's tax rate levied, where would those net property tax revenues likely be directed?

## RELATED CITY POLICIES (include existing resolutions and ordinances)

The process and proponents' requests would be perceived as a logical progression in the formation of a new special service district.

## **CITY ADMINISTRATOR'S RECOMMENDATION**

In response to the first request, I believe the Council should continue to express support for the citizen led process and that the Council shouldn't hinder the measure being placed before Veneta voters, so they may make the final determination.

Staff's recommendation is to continue to express support for the Policing District and the next opportunity to formally express that support is when the Council is scheduled to co-adopt Lane County's Board Order 16-01-12-07 at their January 25<sup>th</sup> meeting.

In response to request number three (3), Shauna Hartz the City's Finance Director has prepared several financial documents that should aid in the Council's discussion. **Attachment C** is a breakdown of the revenue and expenses for the Law Enforcement Fund for the current fiscal year and the preceding four years. **Attachment D** is a breakdown of the City's tax rate, revenue generated and the allocation to the four funds that have traditionally received property tax proceeds. **Attachment E** also contains information on three scenarios if the Council chooses to roll back the amount of tax levied. That same information is presented in graph form on **Attachment F**.

At this time staff has no recommendation on which scenario the Council should focus on; however, I do believe it should not exceed a roll back greater than \$1.95. I believe if the Council wants to provide a response to Mr. Reister, it should continue to analyze the financial information provided and make that decision at the January 25<sup>th</sup> meeting when it considers co-adoption of the County's board order. It's important to note that any decision by the Council will be in the form of a 2016-17 budget note to the Budget Officer while acknowledging that only the Budget Committee can approve the amount of taxes to be levied.

Regarding request number four (4), using the \$1.95 roll back scenario the likely net tax revenue proceeds would be \$213,568. Based on discussions with Council members they view the first priority would be to back fill for the lost revenue of not implementing the Transportation Utility Fee. That would require directing 50% of the net revenue to street preservation activities. The second and third priority would be to direct the remainder equally to the Law Enforcement Fund and the Parks & Recreation Fund. The intent would be to maintain a balance in the Law Enforcement Fund until the unknowns about law enforcement services, after the formation of the District, are clearly known to the City's satisfaction. Also, resources will be needed in the Law Enforcement Fund to construct a new sub-station in the event the District is formed. The final 25% directed to the Parks & recreation Fund could be used to bolster youth activities in the community.

## **COUNCIL OPTIONS (include financial impacts)**

- 1) Choose to respond to one or more of Mr. Reister's request.
- 2) Postpone responding to any of the requests until which time the Council has reviewed County Board Order 16-01-12-07 and to further analyze the financial impact of rolling back the 2016-17 tax rate to be levied.

## **SUGGESTED MOTION**

None to note at this time.

# Fern Ridge Community Policing District

FOR A SAFER FERN RIDGE COMMUNITY.

PRESS RELEASE: Community Group Sponsoring Police District makes changes after hearing from the public.

Press Conference

Who: Members of the Fern Ridge Community Policing Group,

Sheriff Byron Trapp, County Commissioner Jay Bozievich

Where: Wayne Morse Free Speech Plaza/Lane County Courthouse

Why: Fern Ridge Community Policing District Makes Changes

When: Wednesday December 30<sup>th</sup>, 2015

Time: 1pm

A group of concerned citizens sponsoring creation of a Fern Ridge Community Policing District said all along it wanted to hear from the public and would make changes if people in the proposed district asked for them.

The group held six town hall meetings, visited with neighbors, and met with community groups including the Fern Ridge Chamber of Commerce, VFW, Lions and Kiwanis clubs and attended numerous other public meetings including sessions with the Veneta City Council and the Lane County Board of Commissioners. Members of the group wanted to hear from the community about the plan

and what people in the proposed district thought of the services.

Lane County recently did a phone survey of 367 random voters in the proposed district.

What supporters are gleaning from all this information is people in the area understand crime is on the rise and most support increased patrols and support the idea of having 24-hour deputy coverage including rural patrol and response.

What people also like about the plan is adding a school resource officer inside the proposed district.

But what some people have told us in our meetings and in the county survey is that cost is a concern and they would like to see cutbacks in some of the additional services.

At our town hall meetings the community got involved and helped come up with other ideas, places to cut and ways to reduce the cost.

We've listened, crunched the numbers and drafted a revised plan we believe gives people inside the proposed district the coverage they want at a lower cost.

The Plan:

The plan contracts with the Lane County Sheriff's Department to keep a total of 10 deputies and one Sergeant on duty inside the proposed district to provide at least 2 deputy deep 24-hour coverage 7 days a week.

Families in the proposed district want us to keep the school resource officer so we will.

Instead of contracting with the jail for three beds set aside for the district we heard a lot of people say "let's just use the beds we already pay for with the current levy" and we believe that we can do this and re-evaluate adding this feature back at a later time, if needed.

Also, we want to prosecute those committing crime in our district and keep them from getting out of jail too quickly but in order to cut costs people suggested we reduce the full time deputy DA position to half time, and we are going to do that in our proposal.

People also like the idea of formation of a Youth Corp and bringing mental health crises intervention services (Cahoots) to the district, but plan proponents believe this can be achieved outside of the District plan. The Fern Ridge Community Policing group will find other ways, through grants and private donations, to make that happen.

This means we will cut the community service resource officer from the plan.

What all this means is the plan we are asking to be on the ballot on May 17<sup>th</sup> will not be at a rate of \$1.80 per thousand dollars of assessed property value but instead cut back to \$1.67 per thousand dollars. For someone with a property with

assessed value of \$200,000 dollars the monthly bill would run close to \$28.00.

Plan proponents will also be asking the Board of Commissioner's to support a sunset clause for review of the District at every 5 years. This is in line with the Sheriff's office 5-year renewable contract for services to the District.

For updated information people can go to our website <http://fernridgecpd.com>

For questions or other information contact Rick Dancer at [rick@rickdancer.com](mailto:rick@rickdancer.com) or 541 232 3143

The Veneta City Council

Mayor: Sandra Larson

City Administrator: Ric Ingham

The Fern Ridge Crime Watch Group

Sent Via Email

Dear Mayor, City Council and City Staff

First, we thank you for working with us in getting the due diligence, structure and tax implications fully vetted with respect to the proposed Fern Ridge Community Policing District. As you know, there have been changes made to the platform of services. While we have finalized completion of the proposed boundary and a district structure, we have many details to work out as move closer to the requirements for a Ballot Measure. The final rate is 1.67/1000. The budgets and reaching a consensus on the exact structure of the district has all developed from input solicited from residents at many different forums including prior City Council meetings, work sessions and town halls.

As we all know, this is a huge project that potentially has considerable benefit to the Community. The decisions we make regarding public safety moving forward will shape our ability to deal with continued growth and livability for all Veneta residents and our neighbors in the unincorporated communities, both current and future. Our group will continue to explore Cahoots and the Youth Corp outside of the tax District via grant and private funding sources. We are working on the potential to add jail beds back into the budget after the Jail Levy expires if needed. All other plan elements remain in place.

We know that a Service District Ballot Measure will continue to mean that city staff will need to focus on addressing several issues in an effort to get many of the open questions answered regarding our general fund. The City staff and City Council will now be asked to review and evaluate all of the options which must be considered with respect to taxation both in terms of a "roll back" amount and what is planned for any savings of the estimated 3.40/1000 that has been paid for Public Safety in the current budget. Further, addressing and finalizing the intent of both the "roll back" and where the "savings" could be directed is in our view now *a critical issue*.

Our group continues to believe that the City and other taxing Districts will benefit from the formation of the Fern Ridge Community Policing District.

We would respectfully request that City Council members continue to support the proposed District and adopt the remaining BOC board orders. Lastly, we would request that a consensus vote addressing support and the City Council's intent for rolling back taxes be taken during the Jan 11<sup>th</sup> 2016 Council meeting.

Regards,

Steve Reister

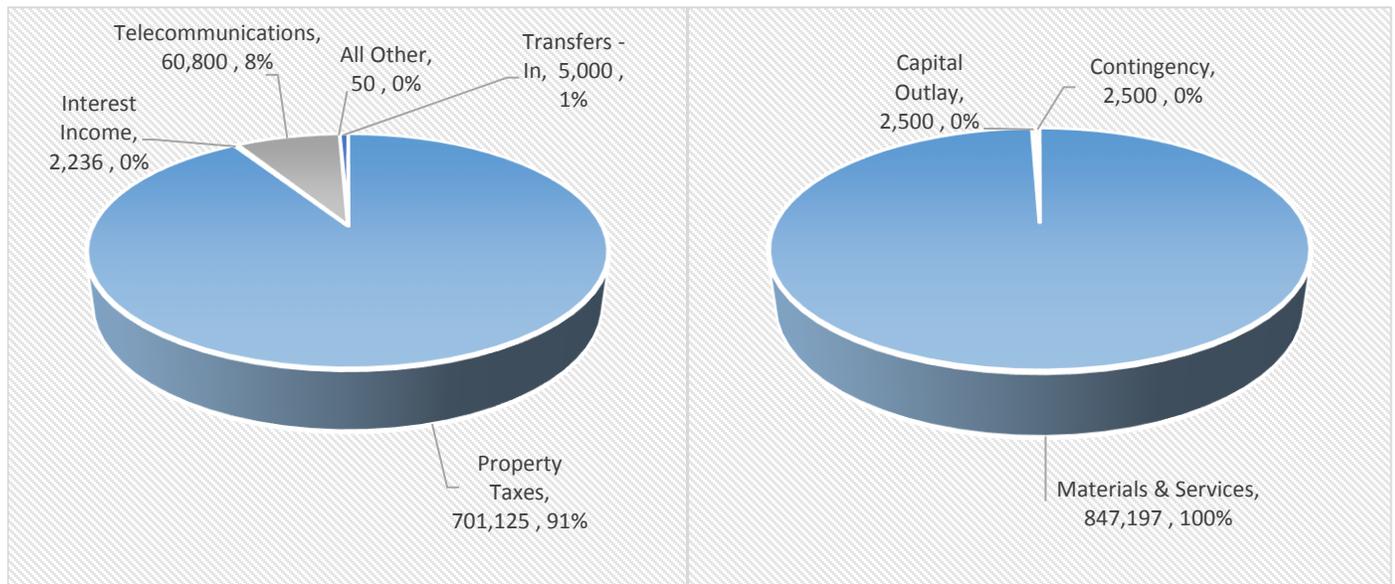
[WWW.fernridgecpd.com](http://WWW.fernridgecpd.com)



LAW ENFORCEMENT FUND

	Actual FY1112	Actual FY1213	Actual FY1314	Actual FY1415	Adopted Budget FY1516	% Change in Adopted Budget from Last Year
<b>Beginning Fund Balance</b>	\$ 492,375	\$ 500,899	\$ 508,017	\$ 449,514	\$ 314,231	-30%
<b>Revenue</b>						
Property Taxes	650,392	651,262	607,769	645,694	701,125	9%
Interest Income	3,530	3,004	2,994	2,489	2,236	-10%
Telecommunications	61,591	59,060	60,749	49,923	60,800	22%
All Other	18,705	28,084	20,364	17,724	50	0%
Transfers - In	-	-	-	-	5,000	0%
<b>Total Revenue</b>	<b>734,218</b>	<b>741,410</b>	<b>691,876</b>	<b>715,830</b>	<b>769,211</b>	<b>7%</b>
<b>Expenditures</b>						
Materials & Services	725,694	729,876	750,379	806,818	847,197	5%
Capital Outlay	-	4,416	-	-	2,500	0%
Contingency	-	-	-	-	2,500	0%
<b>Total Expenditures</b>	<b>725,694</b>	<b>734,292</b>	<b>750,379</b>	<b>806,818</b>	<b>852,197</b>	<b>6%</b>
<b>Ending Fund Balance</b>	<b>\$ 500,899</b>	<b>\$ 508,017</b>	<b>\$ 449,514</b>	<b>\$ 358,526</b>	<b>\$ 231,245</b>	<b>-36%</b>

The pie charts below contain figures for this fund as they appear in the upcoming fiscal year budget. The chart on the left shows the revenue by type. The chart on the right shows the expenditures by classification. The percent of the totals are also displayed





City of Veneta  
 Historical Property Tax Allocations  
 FY2011-12 through FY2014-15

Attachment D

	FY2011-12		FY2012-13		FY2013-14		FY2014-15	
	Rate per \$1,000	Taxes	Rate per \$1,000	Taxes	Rate per \$1,000	Taxes	Rate per \$1,000	Taxes
Permanent Rate								
\$5.6364								
Assessed Value		216,911,901		220,803,504		225,295,138		236,992,980
Assessed Value/\$1,000		216,911.90		220,803.50		225,295.14		236,992.98
Rate per \$1,000	1.000	5.6364	5.6364	5.6364	5.6364	5.6364	5.6364	5.6364
Property Taxes Received/To Receive:		1,222,602.24	1,244,536.87	1,269,853.52	1,335,787.23			
Adjustments Discounts Compression		(9,218.00)	(20,727.00)	(23,097.00)	(7,775.29)			
		1,213,384.24	1,223,809.87	1,246,756.52	1,328,011.94			
Amount to Collect		1,213,384.24	1,223,809.87	1,246,756.52	1,328,011.94			
Fund								
General	0.97	0.1712	0.96	0.1700	1.01	0.1800	1.12	0.1993
Law Enforcement	3.22	0.5707	3.21	0.5700	2.93	0.5200	2.93	0.5200
Parks & Rec	0.71	0.1252	0.85	0.1500	1.13	0.2000	1.02	0.1807
Planning	0.75	0.1329	0.62	0.1100	0.56	0.1000	0.56	0.1000
	5.6364	1.0000	5.6364	1.0000	5.6364	1.0000	5.6364	1.0000
		1,139,616	1,142,565	1,168,792	1,241,719			

Potential Scenarios based on Fiscal Year 2014-15

	Permanent Rate	Perm less	Perm less	Perm less	Perm less
Assessed Value	\$5,6364	\$1.67	\$1.80	\$1.80	\$1.95
Assessed Value/\$1,000	236,992,980	236,992,980	236,992,980	236,992,980	236,992,980
Rate per \$1,000	1,000	3,9664	3,8364	3,8364	3,6864
Property Taxes Received/To Receive:	1,335,787.23	940,008.96	909,199.87	909,199.87	873,650.92
Adjustments Discounts Compression	(7,775.29)	(7,775.29)	(7,775.29)	(7,775.29)	(7,775.29)
% Uncollectible	1,328,011.94	932,233.67	901,424.58	901,424.58	865,875.63
Amount to Collect	0.07	0.07	0.07	0.07	0.07
Rate per	1,241,691.17	871,638.48	842,831.98	842,831.98	809,593.72
\$1,000	Allocation *	Allocation **	Allocation **	Allocation **	Allocation **
1.12 General	0.1993	0.5995	0.5860	0.5690	0.5690
2.93 Law Enforcement	0.5200	-	-	-	-
1.02 Parks & Rec	0.1807	0.2575	0.2660	0.2770	0.2770
0.56 Planning	0.1000	0.1430	0.1480	0.1540	0.1540
5.6365	1.0000	1.00	1.00	1.00	1.00
	Taxes	Taxes	Taxes	Taxes	Taxes
	247,433.02	522,547.27	493,899.54	460,658.82	460,658.82
	645,693.99	-	-	-	-
	224,420.30	224,446.91	224,193.31	224,257.46	224,257.46
	124,171.92	124,644.30	124,739.13	124,677.43	124,677.43
	1,241,719.23	871,638.48	842,831.98	809,593.72	809,593.72
	Rate per	Rate per	Rate per	Rate per	Rate per
	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
	2.38	2.25	2.25	2.10	2.10
	-	-	-	-	-
	1.02	1.02	1.02	1.02	1.02
	0.57	0.57	0.57	0.57	0.57
	3.97	3.84	3.84	3.69	3.69
	Property Taxes with Reductions	(370,052.69)	(398,887.25)	(432,125.51)	(432,125.51)
	Contract Amount from Taxes	645,694.00	645,694.00	645,694.00	645,694.00
	Net Change	275,641.31	246,806.75	213,568.49	213,568.49

\* Allocation based on actual current year taxes received.

\*\* Allocations calculated by holding the dollar amount of taxes to the Park & Rec and Planning Funds roughly the same.

