

AGENDA
VENETA CITY COUNCIL
MONDAY, JANUARY 25, 2016 – 6:30 P.M.
Veneta Administrative Center, 88184 8th Street, Veneta, Oregon

- 6:30 **1. CALL TO ORDER**
- 6:35 **2. STATE OF THE CITY ADDRESS – MAYOR SANDRA LARSON**
- 6:50 **3. 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.
- 6:55 **4. CONSENT AGENDA**
- a. Minutes for December 14, 2015 Work Session (pgs. 3-4)
 - b. Minutes for January 11, 2016 Work Session (pgs. 5-7)
 - c. Minutes for January 11, 2016 (pgs. 9-12)
 - d. Accounts Payable
 - i. To be Paid – Payable through January 19, 2016 (pgs. 13-18)
 - e. Civic Calendar for February 2016 (pg. 19)
 - f. Public Works Activity Report for November and December, 2015 (pgs. 21-24)
 - g. Temporary OLCC liquor license for St. Catherine of Siena Catholic Church (pgs. 25-27)
- 7:00 **5. COUNCIL BUSINESS AND REPORTS**
- a. Business
 - (1) Lane County Sheriff’s Office Activity Report (pgs. 29-31)
 - b. Council/Committee Liaison Reports
- 7:15 **6. STAFF REPORTS**
- a. Teresa WarrickMunicipal Court Clerk
 - (1) Municipal Court Report (pg. 33)
 - (2) 2015 Crime Trend Report (pgs. 35-37)
 - b. City Attorney.....Ken Jones
 - (1) Formation of the Fern Ridge Community Policing District
 - i. Agenda Item Summary (pgs. 39)
 - ii. Lane County Board of Commissioners Board Order (pgs. 41-42)
 - iii. **Resolution No. 1187** – A RESOLUTION APPROVING LANE COUNTY BOARD ORDER 16-01-15-07 FOR THE PURPOSE OF FORMING A SPECIAL LAW ENFORCEMENT DISTRICT AND REPEALING RESOLUTION NO. 1184 (pg. 43)
 - c. Finance Director.....Shauna Hartz
 - (1) Financial Activity and Fund Balance Report FY 2015-16 (pgs. 45-49)
 - (2) Budget Schedule for FY 2016-17 (pgs. 51-52)
 - d. City Administrator.....Ric Ingham
 - (1) 2016 Goal Setting Summary Report (pgs. 53-58)
 - (2) 2016-17 Workplan (pgs. 59-60)
 - (3) Questions from Councilors

8:30 7. **OTHER**

8:40 8. **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.

To access City Council meeting materials please go to <http://www.venetaoregon.gov/meetings>

Minutes of the Veneta City Council Work Session December 14, 2015

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

Others: Ric Ingham, City Administrator; Shauna Hartz, Finance Director; Darci Henneman, City Recorder; Karen Gaffney, Dr. Luedtke, and Christy Inskip, Lane County Public Health and Joan Mariner, Fern Ridge Review

1. CALL TO ORDER THE VENETA CITY COUNCIL WORK SESSION

Mayor Larson called the Veneta City Council Work Session to order at 5:34 p.m.

2. LANE COUNTY PUBLIC HEALTH – LICENSING OF RETAIL

Dr. Luedtke introduced himself and reviewed his power point presentation.

In response to questions from Thomas Laing and Mayor Larson, Ms. Inskip explained what a hookah pipe is and said they use a specific type of tobacco. She said in Oregon an establishment is required to become a certified smoke shop to allow smoking indoors. She said there are two hookah lounges in Eugene.

In response to a question from Thomas Laing, Ms. Gaffney said throughout the year the Board of Health (BOH) randomly checks retailers for illegal tobacco sales to minors. When they find a retailer has sold tobacco to a minor, a citation is not issued but the list of offenders is given to the Oregon State Police (OSP) and the citations are given to the clerk and not to the store owner.

Ms. Gaffney said the BOH developed the ordinance for unincorporated Lane County and the ordinance language differs from what was brought to the Council last summer. Ms. Gaffney reviewed the updated ordinance language.

In response to a question from Mayor Larson, Ms. Gaffney said if the City adopted Lane County's ordinance tobacco retailers within City limits would be required to have a license and if they violated the law, there would be penalties. She said the City can decide who would enforce the penalty; we can enforce it ourselves or enter into a Memorandum of Understanding (MOU) with Lane County to enforce penalties.

In response to a question from Victoria Hedenstrom, Ms. Inskip said mobile sales refer to trucks that drive around the city selling tobacco and tobacco products. She said the mobile vending requirement included in the ordinance, would ban mobile sales.

In response to a question from Thomas Cotter, Ms. Gaffney said retailers located within 1000 ft. from any school would be required to place all tobacco products behind the counter.

In response to a question from Thomas Laing, Ms. Gaffney said the retail license would be \$200 annually and if they have no sales to minors (violations), then the following year the renewal license is reduced by \$75.

In response to a question from Thomas Cotter, Ms. Gaffney said the Lane County Environmental Health inspectors would conduct tobacco retail inspections at the same time they conduct restaurant inspections. She said inspectors are assigned specific regions so in terms of travel time, it is an efficient use of their time.

Ms. Gaffney said Cottage Grove adopted an e-cigarette ordinance as well as a tobacco retail licensing policy based on Lane County's ordinances and both ordinances align with their city code.

She said Lane County hasn't heard if Cottage Grove will enforce the retail licensing or if they will enter into a Memorandum of Understanding (MOU) with Lane County by provide enforcement.

In response to a question from Thomas Laing, Dr. Luedtke said a recent 12 month study indicated the use of e-cigarettes showed no reduction in smokers cutting back or quitting smoking.

Ingham said with direction from the Council, staff would work with legal counsel on drafting an ordinance for first and second reading with enactment 30 days after the second reading.

In response to questions from Thomas Cotter, Ingham said he and legal counsel will identify key issues and will bring a draft ordinance to the Council for review at the second meeting in January. He said rural Lane County and City of Veneta laws need to be consistent with one another. For example, the law should be the same for the Dari Mart in Lane County as it is for the Dari Mart in City limits.

Mayor Larson said another reason for consistency is if the City Council chose to have Lane County provide enforcement.

Ingham said a number of sections of the ordinance would be modified to address City issues and concerns so it's reflective of a municipal ordinance and not a County ordinance. He said requesting the County provide enforcement would also trigger drafting an ordinance.

Mayor Larson said she would prefer the County provide enforcement.

Dr. Luedtke said there have been two deaths from children ingesting liquid tobacco because the containers are not required to have child proof caps.

Ms. Inskip said starting in 2016 the Indoor Clean Air Act was updated which authorizes the Oregon Health Board to create rules to address packaging and labeling of electronic liquid nicotine products throughout the state.

3. ADJOURN

Mayor Larson adjourned the Veneta City Council at 6:30 p.m.

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Sandra H. Larson, Mayor

ATTEST:

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Darci Henneman, City Recorder
(Minutes prepared by DHenneman)

Minutes of the Veneta City Council Work Session January 11, 2016

Present: Sandra Larson, Tim Brooker, Thomas Cotter, Victoria Hedenstrom (arrived at 5:08) and Thomas Laing

Others: Ric Ingham, City Administrator; Kay Bork, Community Development Director; Darci Henneman, City Recorder; and Joan Mariner, Fern Ridge Review

1. CALL TO ORDER THE VENETA CITY COUNCIL WORK SESSION

Mayor Larson called the Veneta City Council Work Session to order at 5:00 p.m.

2. 2016 GOAL SETTING

Ingham said Council directed staff to provide information in order for Council to rank existing goals and rewrite the identified tasks. He said 63 projects and activities were identified of which 36 directly relate to the goals being discussed tonight. Based on all the information, staff drafted a goal setting summary report. Ingham reviewed the goals, changes and Council's reprioritization.

Each Councilor reviewed their goal survey and reprioritizations.

Mayor Larson said it makes sense to keep the old goal 6, improve community awareness as a public relations perspective to make sure our communication activities are part of the work plan.

Thomas Cotter said we have it listed as a project because we reworked the website but he felt it's not important enough to maintain the status of a goal but maybe as a task. He suggested improve community awareness and communication could be combined. He suggested fiber optics build out and our communication network be cultivated to create a goal.

Ingham said either we find ourselves working with providers and vendors about building additional fiber or we take a pro-active approach and we start building our own fiber network which other communities have done but it's expensive and we have to have a business model to support it.

Thomas Cotter said what he meant was to elevate fiber optics to a task and not build it up but completing what we have available. He said fiber optics need to be available where businesses will build and before we develop businesses.

Ingham said we have the grant funds to provide it to the Northeast Employment Center and completion of the build-out in the Veneta Business Park is included in the Work Plan.

In response to a question from Mayor Larson, Ingham said completion of fiber optics at the Veneta Business Park is on the Work Plan.

Mayor Larson said her intention to combine task 2 and 4 into a single goal would be if we have some net left over from the LCSO contract.

Tim Brooker said the emergency response plan needs to be elevated, maybe not to a goal but definitely a priority.

Ingham said the R.A.R.E. participant was hired and will start next week to work on the emergency response plan.

After a brief discussion, it was determined that the youth corp. would be included in law enforcement rather than in parks and recreation and would more than likely be a 2017-18 goal.

Ingham said if the FRCPD passes, the proponents move forward with the youth corp. as opposed to the City taking the lead. From a staff standpoint, funding the kiddy pool would feed more kids into our aquatic and swim programs. He said movie nights are difficult to pull off with just a volunteer Park Board and because the library is already engaged in those things, we could take some of any net proceeds from the LCSO contract and maybe bolster the library's activities, rather than doing our own events.

In response to a question from Thomas Cotter, Ingham said the pool events are very successful and so was the one movie night we had but as far as a series of movie nights throughout the summer, we haven't taken that on. He said the pool would fit in with the 2016 task 2 family activities. He asked if the Council would like to align two of those park tasks 2 and 4 and create a new goal.

Mayor Larson said the public safety goal could be more general and emphasize public safety and include the emergency response plan.

The Council made the following decisions:

Combine 2016 tasks 2 and 3 AND 2015-16 tasks 2 and 4 to create one 2016 goal.

Add 2016 task 1 to 2016 goal 1 to make it more general public safety and include the emergency response plan.

Make 2016 goal 4 a 2016 task.

Make 2015-15 goal 6 a 2016 goal.

There was a through discussion about the frequency of Council work sessions and regular meetings. It was suggested to consolidate work sessions, hold a monthly work session in lieu of a regular council meeting, or incorporate a work session into a regular meeting but in doing so, could extend the meeting much later into the evening.

Ingham said the Council has dealt with a lot of topics recently, the TUF, marijuana, smoking ban, e-cigarette ban, FRCPD, Economic Opportunity Analysis and the Comprehensive Plan.

Mayor Larson felt the work sessions provide more communication for the Council and she suggested the Council address the matter if we continue to have several meetings a month but she felt things should start to slow down soon.

Ingham said management has created a Council meeting calendar which includes several months in advance. He said if a work session is needed, Mayor Larson could cancel a regular Council meeting and replace it with a work session from 6:00 p.m. to 8:00 p.m. to cover a couple of topics.

Victoria Hedenstrom said she found it very helpful to meet one on one with Ingham.

Ingham said he'd like to start those meetings again. He said it's always a goal to lighten up the May meeting schedule since Hartz has three budget meetings planned for May. He said the election is also in May. He said staff will get a draft of the goals back to the Council for adoption in February which follows last year's adoption schedule. He said the draft will include the 63 tasks and the projects will be rolled into a draft work plan to reflect how the goals will play off of that.

Mayor suggested the work plan include the goals each item addresses.

In response to a question from Thomas Laing, Ingham said if the FRCPD doesn't pass, it's up to the Council to determine if we bring back the TUF. He said the Council was ready to adopt the Ordinance for first reading at the November 9, 2015 Council meeting and the council can direct staff to bring the ordinance back for adoption.

3. RECOGNITION IDEAS FOR FORMER COUNCILOR FRED MILLER

Thomas Cotter suggested something around the skate park. He said Mr. Miller was a TSP coach for a long time and he was very sincere about getting wheelchair access included in City projects. He suggested something that includes an access ramp.

Victoria Hedenstrom suggested the mosaic water fountain at the skate park could be repaired and include a plaque for Mr. Miller.

Thomas Cotter said Mr. Miller was passionate about kids and the skate park was built when he was on the City Council. He suggested maybe an ADA pad be included at the Bolton Hill Sports Complex or replace something at City Park since the storm damage.

Thomas Cotter agreed to talk with Mr. Miller’s wife and it was the consensus that whatever is done, it should be tied to ADA compatibility.

Victoria Hedenstrom suggested dedicating an ADA swingset at City Park to replace the one that was damaged in the storm.

Tim Brooker said we should have more altered able or ADA equipment in City parks.

For reference, Victoria Hedenstrom said Medford’s Bear Creek Park has a lot of ADA accessible playground equipment.

Ingham said staff will include this expenditure in the upcoming budget under “Other”.

4. ADJOURN

Mayor Larson adjourned the Veneta City Council at 6:15 p.m.

XXXXXXXXXXXXXXXXXXXX
Sandra H. Larson, Mayor

ATTEST:

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Darci Henneman, City Recorder
(Minutes prepared by DHenneman)

Minutes of the Veneta City Council

January 11, 2016

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

Others: Ric Ingham, City Administrator; Shauna Hartz, Finance Director, Darci Henneman, City Recorder; Len Goodwin; Steve Reister; and Joan Mariner, Fern Ridge Review

1. CALL TO ORDER THE VENETA CITY COUNCIL

Mayor Larson called the Veneta City Council to order at 6:30 p.m.

2. PUBLIC COMMENT

Steve Reister

Mr. Reister said he wanted to simplify the three critical issues included in his request he submitted to the Council which was included in the Council packet. He said he would like to see the Council make formal support of the intended rollback of City taxes. He said there is some confusion in the community about how the proposed District impacts the other taxing districts. District proponents have said all along if addressed correctly from the Council, the other taxing district could benefit. He said if the Council's intent is to roll back to \$1.67 per 1000 or beyond, will it alleviate compression for the other districts, if so, it should be made known. He said lastly, he felt the Council has all the information they need, from the District, City staff, and Lane County, to move forward with the District and give the proponents the power. He said it's okay to have unanswered questions but let residents know what the Council intends to do. He said the longer the confusion is out there, the more problems it will cause. He said let's not keep it hanging because everyone needs to understand where we're going.

3. CONSENT AGENDA

MOTION: Thomas Cotter made a motion to approve the consent agenda as presented. Thomas Laing 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 December 14, 2015, Accounts Payable Checks for Approval – Paid through December 29, 2015, and Checks To be Paid – Payable through January 5, 2016

4. COUNCIL BUSINESS AND REPORTS

a. Business

(1) Appointment to Fill a Planning Commission Vacancy

Mayor Larson said Planning Commissioner, Lily Rees has applied to be reappointed to her current position on the Veneta Planning Commission which expires January 25, 2016. With no objections from the Council, Mayor Larson reappointed Lily Rees to the Planning Commission.

b. Council/Committee Liaison Reports

(1) Economic Development and Legislative Committee Updates

Len Goodwin, Chair of the Economic Development Committee (EDC) said the EDC is meeting every two weeks. The first open house will be in the Library Konnie Room on January 14th, at 6:00 p.m. He said every business in Veneta and the surrounding area have been invited (about 250) to express what their businesses need to prosper and/or expand. He said the EDC wants businesses to tell them what the community and City can do for them, to hear from the community what is needed to make Veneta and the Fern Ridge area succeed and prosper, and what do residents feel are the critical needs for businesses to thrive and expand. From there the EDC wants to come to the Council to see if any of those things are achievable. He said the EDC will also publish a newsletter periodically. On January 28th at Our Daily Bread Restaurant, the EDC will kick off the Business Retention and Expansion program. He explained how the EDC intends to implement that program. He said the Council is welcome to attend the meetings but

the meetings are not designed for formal Council involvement. He said they want to separate the EDC from City government. He said they want to position the EDC as an entity that can talk to the Council if the business community needs something addressed. Mr. Goodwin thanked Ingham and Claudia Denton for their efforts in making the EDC function smoothly and simply.

Mr. Goodwin also provided an update on the upcoming legislative session. He said he was recently reappointed President of the League of Oregon Cities (LOC) General Government Committee. He said he will attend those meetings on a regular basis and he will be available if there is something the Council would like him to say or not say at those meetings. He said the Oregon Legislative Session starts February 1, 2016 and ends March 6, 2016. He said some of the topics discussed during that session will be the minimum wage, two ballot measures, marijuana regulations, and develop some way to address active shooter situations in schools by funding a school safety hotline and create a data base of school layouts. He said the budget will continue to be an issue which includes an expected one billion dollars in new revenue. He said it will take 400 million dollars to deal with the fallout from the recent Public Employees Retirement System (PERS) decision as well as 300 to 400 million dollars for the ramp down of federal support for funding under the Affordable Care Act. He said also there is expected litigation expense and lastly they have started to draft legislature for a initiative to create a 2.5% gross receipts tax (sales tax) on in-state business sales over 25 million dollars.

Mayor Larson thanked Mr. Goodwin for the updates.

Tim Brooker said Lane ACT will not meet in January but a steering committee will meet on January 29, 2016 to set next month's agenda. He said the Super ACT will discuss the transportation issues and the 2018-21 STIP. He said he and Commissioner Sid Liken will continue to push the Veneta project and will move on from there.

Victoria Hedenstrom said she attended the January 6th Park Board meeting. She said the Light Parade was successful and they discussed how to prevent candy being thrown to the crowd to keep kids from entering the street for the candy. She said the City lost 18 trees in City Park so there needs to be a discussion on whether trees should be replanted or should we create an open space area. She said the Easter Egg Hunt is in March and biodegradable eco eggs were purchased rather than plastic eggs. She said they were a little more expensive but the Park Board felt the extra expense was worth it. She said the egg stuffing event will be held at the community center on March 19th and they are always looking for volunteers. She said the next meeting is February 3rd at City Hall.

Mayor Larson said today, the Veneta Elementary cafeteria served lunch for the first time. She said the School District has determined that the Garcia Center is not worth selling and they are still hoping that someone will remove it at their own cost. She said the District doesn't want to tear it down without making the effort to solicit takers. She said Superintendent Sally Storm is still out on medical leave after having major heart surgery. She said Elmira High School Principal, Gary Carpenter is serving as interim Superintendent along with his duties as principal. She said funding for outdoor school at the Middle School was lost and Mr. Carpenter is looking at funding options for this very valuable program. The District is also looking into purchasing bus cameras to photograph vehicles speeding pass buses, not stopping and ignoring bus signals. Mayor Larson said she visited the High School Leadership Class and talked about the "If I were Mayor" contest as well as economic development.

5. STAFF REPORTS

- a. Community Development Director.....Kay Bork
 - (1) 2015 Year End Planning and Building Activity Report
Ingham briefly reviewed the Activity Report. He said site plans for the West Lane Technical Learning Center (WLTLC), Veneta Elementary expansion, and Veneta Veterinary Hospital were approved and staff can provide more information to the Council if requested. He said it looks like we're on an upswing. He said new home construction is up 100% from last year and we should

see an additional 20% to 30% uptick this year. He said the planning staff and Planning Commission completed amendments to the Veneta Comprehensive Plan, Land Development Ordinance to include the recently adopted Residential Buildable Land Inventory and Housing Needs Analysis, and the Economic Opportunity Analysis. He said the planning staff was very busy in 2015.

In response to a question from Mayor Larson, Ingham said the Veneta Veterinary site plan has been approved but they still need to submit their building permits.

b. City Administrator..... Ric Ingham

(1) Request from Proponents of the Fern Ridge Community Policing District (FRCPD)
Ingham said December 14th was the last time the Council discussed the District and a number of things happened in the last three weeks. He said the proponents provided a summary of their proposed changes and we believe the Lane County Board of Commissioners (BOC) will include all of those proposed changes. Ingham said Mr. Reister's requests were included in the Council packet, staff provided a lot of background information and some financial analysis. He also reviewed the Council's options for responding to Mr. Reister's requests.

Ingham said in his letter, Mr. Reister mentioned the impact to other taxing districts. He said state statute recommends an economic analysis be conducted but because this is a public safety issue, the BOC is not required to complete an economic analysis. He said eventually the Veneta Budget Committee will determine what amount of taxes is levied.

In response to a question from Mayor Larson, Ingham said Commissioner Bozievich could act as a liaison with the Lane County Assessment and Taxation to provide some calculations on roll back amounts.

Mr. Reister said he has the calculations on his computer which he will get to Ingham.

In response to a question from the gallery, Ingham explained what and how compression works.

Hartz reviewed the law enforcement fund history, the City's historical property tax allocations, and the four property tax scenarios which didn't include allocations of the net change.

Ingham said when Mr. Reister refers to net change, he is requesting the Council provide direction to the Budget Officer on where to budget the additional property tax proceeds. The intent is for Mr. Reister's group to have a number for their campaign. Based on previous Council direction, if we didn't proceed with the TUF the first priority for any net proceeds would be to cover what the TUF would cover. Any additional funds could be split between the parks and recreation fund to bolster youth activities and it's staff's recommendation to allocate some net proceeds to the Law Enforcement Fund to cover construction of a substation or until we're more clear about what those services look like in the long run.

Mayor Larson said the Council could continue moving forward with the suggested changes to the services.

Tim Brooker said he supports it but he's disappointed that some of the services were removed. He said hopefully, through grants or other ways, we can find a way to bring some of those services back.

Victoria Hedenstrom suggested we start at \$1.80 per thousand.

A member of the gallery suggested some of the net proceeds 25% could cover one or more of the services that was omitted from the District.

Thomas Cotter said he would like to think about it more and review some items that may have been overlooked and bring it back to the January 25th meeting.

Mr. Reister said we're creating some distrust by not announcing what the rollback will be. Ingham said there are a lot of moving pieces to this and to try to lock the Council in on a set rollback is not appropriate at this point.

Ingham said the Council convenes on February 8, 2016 and February 22, 2016. He said we could work with those dates or the Council could hold a special meeting on February 10, 2016 after the BOC meeting on February 9th, and release an announcement at that time.

In response to a question from Mr. Reister, Mayor Larson said the City's intent regarding the rollback would be documented in the Council minutes, included in the City's newsletter and by way of a press release.

After a thorough discussion, it was the consensus of the Council to move forward with the intent of rolling back at least an amount equal to the Districts permanent rate. Any additional rollback will be announced on February 10, 2016. The Council will also tentatively announce on February 10th, where the net proceeds, if any, will be allocated.

In response to a question from Mr. Reister, Ingham said staff can provide an announcement of the minimum rollback by the end of this week as well as after February 10, 2016.

In response to a question from Ingham, Mayor Larson said if we don't move forward with the TUF, street preservation should be a priority.

- (2) Questions from Councilors
None

6. OTHER

Ingham said a resident brought up a question about why mailing addresses were included in the minutes as part of the public comment. Staff found, after reading the City Charter, Council Rules and state statute, that the City is not required to include addresses in the minutes. However, it is highly recommended that addresses are included on the written sign-up sheet and oral comments, which the City will continue to do. On another note, the Lane Council of Governments annual award banquet is coming up. Staff will provide the Council with information when it becomes available.

7. ADJOURN

Mayor Larson adjourned the Veneta City Council at 8:00 p.m.

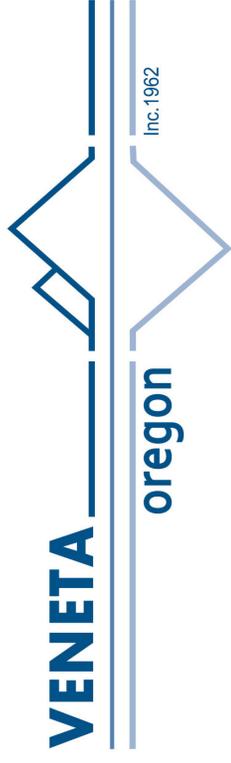
XXXXXXXXXXXXXXXXXXXXX
Sandra H. Larson, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXXXXX
Darci Henneman, City Recorder
(Minutes prepared by DHenneman)

Accounts Payable To Be Paid Proof List

User: mindy
 Printed: 01/21/2016 - 1:26 PM
 Batch: 004-01-2016



Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
BarnScot Barnes Scottie										
116	01/11/2016	264.00	0.00	01/26/2016	Monthly Newsletter		-			0000
100-100-51095	Public Relations	264.00				MM/XXXXX Newslet				
	116 Total:	264.00								
	BarnScot Total:	264.00								
BiMart Bi-Mart Corporation										
12/2015	01/02/2016	23.68	0.00	01/26/2016	Various needs		-			0000
100-100-51010	Admin Supplies & Services	4.79	0.00	01/26/2016	Various needs		-			0000
12/2015	01/02/2016	12.75	0.00	01/26/2016	Various needs		-			0000
100-100-51050	Bldg Maint/Janitorial Sup	1.20	0.00	01/26/2016	Various needs		-			0000
12/2015	01/02/2016	11.71	0.00	01/26/2016	Various needs		-			0000
140-140-51010	Admin Services & Supplies	27.97	0.00	01/26/2016	Various needs		-			0000
12/2015	01/02/2016	164.69	0.00	01/26/2016	Various needs		-			0000
12/2015	01/02/2016	66.24	0.00	01/26/2016	Various needs		-			0000
140-140-51050	City Hall Maint/Janitorial Sup	11.73	0.00	01/26/2016	Various needs		-			0000
12/2015	01/02/2016	24.97	0.00	01/26/2016	Various needs		-			0000
130-130-51055	Safety Program & Supplies	349.73								
12/2015	01/02/2016	349.73								
130-530-52055	Community Ctr Janitorial&Maint									
12/2015	01/02/2016									
210-210-53040	System Maintenance									
12/2015	01/02/2016									
220-220-53050	WW Treatment Plant Maintenance									
12/2015	01/02/2016									
230-230-51055	Safety Programs & Supplies									
12/2015	01/02/2016									
230-230-51515	Tools & Small Equipment									
12/2015	01/02/2016									
	12/2015 Total:	165.34	0.00	01/26/2016	Public Works/Wtr plant phone & internet		-			0000
	BiMart Total:	165.34								
CentLink CenturyLink Communications, LL										
3680	12/15	01/02/2016								
210-210-51030	Telephone Services									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	3680 12/15 Total:	165.34								
	CentLink Total:	165.34								
CKMar C & K Market Inc										
Dec 2015	12/31/2015	26.46	0.00	01/26/2016	Monthly - various needs		-	No		0000
100-100-51010	Admin Supplies & Services									
Dec 2015	12/31/2015	7.29	0.00	01/26/2016	Monthly - various needs		-	No		0000
100-100-51095	Public Relations									
	Dec 2015 Total:	33.75								
	CKMar Total:	33.75								
EDMS EDMS Inc										
19299	01/06/2016	117.65	0.00	01/26/2016	Dec utility bills		-	No		0000
210-210-51010	Admin Supplies & Services									
19299	01/06/2016	259.33	0.00	01/26/2016	Dec utility bills		-	No		0000
210-210-51015	Postage									
19299	01/06/2016	176.48	0.00	01/26/2016	Dec utility bills		-	No		0000
220-220-51010	Admin Supplies & Services									
19299	01/06/2016	389.00	0.00	01/26/2016	Dec utility bills		-	No		0000
220-220-51015	Postage									
	19299 Total:	942.46								
19299 NL	01/06/2016	662.97	0.00	01/26/2016	Monthly Newsletter		-	No		0000
100-100-51095	Public Relations									
	19299 NL Total:	662.97								
19358	01/13/2001	22.24	0.00	01/26/2016	Jan late notices		-	No		0000
210-210-51010	Admin Supplies & Services									
19358	01/13/2001	44.60	0.00	01/26/2016	Jan late notices		-	No		0000
210-210-51015	Postage									
19358	01/13/2001	33.37	0.00	01/26/2016	Jan late notices		-	No		0000
220-220-51010	Admin Supplies & Services									
19358	01/13/2001	66.89	0.00	01/26/2016	Jan late notices		-	No		0000
220-220-51015	Postage									
	19358 Total:	167.10								
	EDMS Total:	1,772.53								
EPUD EPUD										
8257 Dec 15	01/06/2016	3,840.39	0.00	01/26/2016	Water Treatment Plant		-	No		0000
210-210-51035	Electricity									
	8257 Dec 15 Total:	3,840.39								
	EPUD Total:	3,840.39								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
EWEB Eugene Water & Electric Board										
Dec 2015 A	01/22/2016	892.24	0.00	01/26/2016	Meter #76100316		-	No		0000
210-210-53135	Water Purchase									
	Dec 2015 A Total:	892.24								
Dec 2015 B	01/22/2016	8,265.64	0.00	01/26/2016	Meter #76100315		-	No		0000
210-210-53135	Water Purchase									
	Dec 2015 B Total:	8,265.64								
	EWEB Total:	9,157.88								
FerRiCh Fern Ridge Chamber										
2510	01/15/2016	116.00	0.00	01/26/2016	2016 membership dues		-	No		0000
100-100-51020	Professional Dues									
	2510 Total:	116.00								
	FerRiCh Total:	116.00								
FRRRev Fern Ridge Review										
16041 BC	01/04/2016	128.00	0.00	01/26/2016	Committee vacancy notice		-	No		0000
100-100-51025	Publishing Costs									
	16041 BC Total:	128.00								
16041 Plng	01/04/2016	96.00	0.00	01/26/2016	Commission vacancy notice		-	No		0000
140-140-51025	Publishing Costs									
	16041 Plng Total:	96.00								
	FRRRev Total:	224.00								
HunComm Hunter Communications, Inc										
Feb 2016	01/15/2016	91.48	0.00	01/26/2016	Fiber Internet Service		-	No		0000
100-100-52050	Internet & Web Site Fees									
Feb 2016	01/15/2016	30.50	0.00	01/26/2016	Fiber Internet Service		-	No		0000
140-140-52050	Internet & Web Site Fees									
Feb 2016	01/15/2016	121.98	0.00	01/26/2016	Fiber Internet Service		-	No		0000
210-210-52050	Internet & Web Site Fees									
Feb 2016	01/15/2016	60.99	0.00	01/26/2016	Fiber Internet Service		-	No		0000
220-220-52050	Internet & Web Site Fees									
Feb 2016	01/15/2016	20.00	0.00	01/26/2016	Fiber Internet Service		-	No		0000
120-120-51030	Telephone Services									
	Feb 2016 Total:	324.95								
	HunComm Total:	324.95								
JankRay Jankowski Raymond										
SR-4-15(A)	01/15/2016	31.90	0.00	01/26/2016	Refund balance of deposit		-	No		0000
140-140-51105	Refunds-Land Use Appl									
	SR-4-15(A) Total:	31.90								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	JankRay Total:	31.90								
LanCoAc Lane Co Accts Receivable	01/02/2016	951.06	0.00	01/26/2016	Assmnts collected less 15% collection		-	No		0000
100-000-20330 County Fine Assessment Payable	Dec 2015 Total:	951.06								
LanCoAc Total:		951.06								
LangHol Lang Holly	01/14/2016	12.50	0.00	01/26/2016	Replace lost check # 19374		-	No		0000
100-100-51105 Refunds	Lang01/2016 Total:	12.50								
LangHol Total:		12.50								
LeiAlan Law Office of Alan J Leiman, P	01/21/2016	371.00	0.00	01/26/2016	Monthly contrat		-	No		0000
100-160-52080 Judicial Services	Jan 2016 Total:	371.00								
LeiAlan Total:		371.00								
ODOR ODOR - Court	01/07/2016	935.62	0.00	01/26/2016	Unitary Assessment / other St fees		-	No		0000
100-000-20320 State Fine Assessments Payable	Dec 2015 Total:	935.62								
ODOR Total:		935.62								
OrAssCou Oregon Assoc For Court Admin	01/14/2016	50.00	0.00	01/26/2016			-	No		0000
100-160-51020 Professional Dues	2016 Total:	50.00								
OrAssCou Total:		50.00								
SpeHoy Speer Hoyt LLC	01/01/2016	1,213.00	0.00	01/26/2016	General Legal Services		-	No		0000
100-100-52010 Attorney & Legal Services	33701 Total:	1,213.00								
33701 CPD	01/01/2016	1,049.80	0.00	01/26/2016	Community Policing District		-	No		0000
120-120-52290 Other Professional Services	33701 CPD Total:	1,049.80								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
33702	01/01/2016	217.20	0.00	01/26/2016	LID		-	No		0000
100-100-52010	Attorney & Legal Services									
	33702 Total:	217.20								
33702 UB	01/01/2016	171.95	0.00	01/26/2016	Utility Terminology		-	No		0000
210-210-52010	Attorney & Legal Services									
33702 UB	01/01/2016	171.95	0.00	01/26/2016	Utility Terminology		-	No		0000
220-220-52010	Attorney & Legal Services									
	33702 UB Total:	343.90								
33703	01/01/2016	253.40	0.00	01/26/2016	Personnel		-	No		0000
100-100-52010	Attorney & Legal Services									
	33703 Total:	253.40								
33704	01/01/2016	488.70	0.00	01/26/2016	Planning		-	No		0000
140-140-52010	Attorney & Legal Services									
	33704 Total:	488.70								
33706	01/01/2016	72.40	0.00	01/26/2016	Public Works		-	No		0000
230-230-52010	Attorney & Legal Services									
	33706 Total:	72.40								
	SpeHoy Total:	3,638.40								
SwaPes Swanson's Pest Mgt										
576926	01/07/2016	33.00	0.00	01/26/2016	Community Ctr pest management		-	No		0000
130-530-52055	Community Ctr Janitorial&Maint									
	576926 Total:	33.00								
576927	01/07/2016	16.17	0.00	01/26/2016	PWD shops / Water Trmmt Plant		-	No		0000
210-210-53065	Bldg & Yard Maintenance									
576927	01/07/2016	16.66	0.00	01/26/2016	PWD shops / Water Trmmt Plant		-	No		0000
220-220-53065	Bldg & Yard Maintenance									
576927	01/07/2016	16.17	0.00	01/26/2016	PWD shops / Water Trmmt Plant		-	No		0000
230-230-53065	Bldg & Yard Maintenance									
	576927 Total:	49.00								
576929	01/07/2016	31.20	0.00	01/26/2016	CH pest management		-	No		0000
100-100-51050	Bldg Maint/Janitorial Sup									
576929	01/07/2016	7.80	0.00	01/26/2016	CH pest management		-	No		0000
140-140-51050	City Hall Maint/Janitorial Sup									
	576929 Total:	39.00								
	SwaPes Total:	121.00								
UB*00393 Burns Krystina										
Burns01/2016	01/14/2016	0.40	0.00	01/26/2016	Replace lost check		-	No		0000
240-000-20010	Accounts Payable									
Burns01/2016	01/14/2016	0.58	0.00	01/26/2016	Replace lost check		-	No		0000
210-000-20010	Accounts Payable									
Burns01/2016	01/14/2016	7.93	0.00	01/26/2016	Replace lost check		-	No		0000
220-000-20010	Accounts Payable									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
Burns01/2016	01/14/2016	72.65	0.00	01/26/2016	Replace lost check		-	No		0000
210-000-20010	Accounts Payable									
	Burns01/2016 Total:	81.56								
	UB*00393 Total:	81.56								
UB*00407 Nix Anthony										
Nix01/2016	01/14/2016	0.30	0.00	01/26/2016	Replace lost check # 19303		-	No		0000
240-000-20010	Accounts Payable									
Nix01/2016	01/14/2016	1.17	0.00	01/26/2016	Replace lost check # 19303		-	No		0000
210-000-20010	Accounts Payable									
Nix01/2016	01/14/2016	1.97	0.00	01/26/2016	Replace lost check # 19303		-	No		0000
210-000-20010	Accounts Payable									
Nix01/2016	01/14/2016	5.92	0.00	01/26/2016	Replace lost check # 19303		-	No		0000
220-000-20010	Accounts Payable									
	Nix01/2016 Total:	9.36								
	UB*00407 Total:	9.36								
WilSan Wildfish Sand & Gravel										
102207	01/07/2016	66.96	0.00	01/26/2016	Cold mix PO 4788		-	No		0000
230-230-53045	Street Maintenance									
	102207 Total:	66.96								
	WilSan Total:	66.96								
	Report Total:	22,517.93								



CITY OF VENETA - CIVIC CALENDAR - FEBRUARY 2016

Veneta City Hall - 88184 8th Street, Veneta, Oregon

2	Veneta Planning Commission Meeting - City Hall	6:30 p.m.
3	Veneta Park Board Meeting - City Hall	4:30 p.m.
8	Veneta City Council Meeting - City Hall Veneta Urban Renewal Agency - Immediately following	6:30 p.m.
10	Veneta Economic Development Committee Meeting - City Hall	2:00 p.m.
14	Happy Valentine's Day 	
15	President's Day - City Hall Closed 	Closed
18	Municipal Court - City Hall	8:30 a.m.
20	Meet Sgt. Doyle (Lane County Sheriff's Office contract Sergeant for the City of Veneta) - Fern Ridge Library	1:00 p.m.
22	Veneta City Council Work Session only no Regular Council Meeting - City Hall	6:30 p.m.
	<p>Calendar updates will be posted on the City's website at www.venetaoregon.gov This Civic Calendar was sent to: Fern Ridge Review, Fern Ridge School District 28J, The Fern Ridge Public Library, and Lane Fire Authority</p>	

City of Veneta
M E M O R A N D U M

Date: December 9, 2015
To: City Council
From: Kyle Schauer, Public Works Director
Subject: Monthly Significant Activities Report for November 2015

Water

Monthly water production: Wells-4.551 MG, EWEB-5.948 MG.

Total of 10.499 MG.

Installed five new meters.

Replaced one service line due to water leak.

Replaced two MXU radio transmitters.

Took five bacteriological samples. All were negative.

Performed 60 service calls.

Delivered 0 Shut Off Notices.

Performed 0 shut offs for non-payment.

Began annual valve exercising program.

Prepared water treatment plant for winter.

Wastewater

Took five influent and five effluent samples of treatment plant. No violations.

Monitored Jeans and Pine Street lift pump stations.

Worked with contractor on Air-piping project.

Removed above ground irrigation pipe and stored for winter.

Prepared Big Gun irrigators for winter.

Replaced motor contactor at Pine Street Lift Station.

Street/Storm Drainage

Issued three Right of Way Construction Permits.

Replaced/repared three street signs.

Inspected detention ponds. Cleaned inlets and outlets.

Continued leaf pick up around town.

Performed street light inspection. Called in list of lights needing maintenance to power utilities for repair.

Cleaned out catch basins around town.

Sanded roads as needed due to ice.

Parks & Recreation

Cleaned parks weekly.

Raked and removed leaves from City Parks.

Prepared irrigation systems for winter.

Other

Completed eight miscellaneous service orders.

Performed 17 utility locates.

Community center use: paying-nine, non-profit-eight.

Building Permits: Three

Certificates of Occupancy: Three

Had entry doors to City Hall refinished. Also refinished lobby entry doors.

Prepped and repainted door jambs in City Hall entryway.

Procured Christmas tree for Community Tree Lighting celebration.

City of Veneta
M E M O R A N D U M

Date: January 12, 2016
To: City Council
From: Kyle Schauer, Public Works Director
Subject: Monthly Significant Activities Report for December 2015

Water

Monthly water production: Wells-4.464 MG, EWEB-6.161 MG.

Total of 10.625 MG.

Installed two new meters.

Replaced one service line due to water leak.

Took five bacteriological samples. All were negative.

Performed 42 service calls.

Delivered 24 Shut Off Notices.

Performed 5 shut offs for non-payment.

Continued annual valve exercising program.

Serviced back up power generator at PW yard.

Prepped the water distribution pumps and piping for new paint.

Began painting pumps, piping, and floor of Water Distribution Pump Room.

Replaced 2-inch meter at West Lane Center.

Wastewater

Took five influent and five effluent samples of treatment plant. No violations.

Monitored Jeans and Pine Street lift pump stations.

Worked with contractor on Air-piping project.

Serviced back up power generator at WWTP.

Street/Storm Drainage

Issued three Right of Way Construction Permits.

Replaced/repared two street signs.

Inspected detention ponds. Cleaned inlets and outlets.

Cleaned out and removed debris from drainage swales on Bolton Hill, Brooker Lane, and Broadway.

Continued leaf pick up around town.

Filled potholes and added rock to East Hunter by culvert crossings.

Assisted power utility with closing of Sertic Road for repairs of storm damage.

Cleared streets of fallen trees and debris from wind storm.

Uncovered and raised manhole on Dunham Loop.

Parks & Recreation

Cleaned parks weekly.

Removed leaves from all parks.

Removed large fallen tree from Fern Park.

Removed large pine tree that was leaning towards pool lobby after wind storm.

Procured contractor to clean up numerous fallen trees in City Park. Assisted contractor as necessary.

Other

Completed six miscellaneous service orders.

Performed 17 utility locates.

Community center use: paying-nine, non-profit-nine.

Building Permits: One

Certificates of Occupancy: One

Picked up and assisted EPUD with installation of community Christmas Tree.

Put up Light Parade Banners along parade route.

Assisted with canned food pick up for Love Project.

Assisted with Christmas Tree Lighting ceremony.

Assisted with Light Parade.

Assisted with set up and clean-up for SANTA Project.

Picked up and set up Christmas tree for City Hall.

Dispatched six Turkeys and took to Eugene Mission.

Installed new brakes and fuel filter on Ford Ranger.



TEMPORARY SALES LICENSE APPLICATION

The Temporary Sales License (TSL) allows you to sell distilled spirits, malt beverages, wine, and cider for drinking within the special event licensed area, manufacturer-sealed containers of malt beverage, wine, and cider for drinking out of the special event licensed area, and malt beverages, wine, or cider in a securely covered container (i.e. growlers) for taking out of the special event licensed area.

- **Process Time:** OLCC needs your completed application in sufficient time to approve it. Sufficient time is typically 1 to 3 weeks before the first event date listed in #11 below. Some events may need extra processing time. OLCC may refuse to process your application if it is not submitted in sufficient time for the OLCC to investigate it.
- **License Fee:** \$50 per license day or any part of a license day. **Make payment by check or money order, payable to OLCC.** A license day is from 7:00 am to 2:30 am on the succeeding calendar day.
- **License Days:** In #11 below, you may apply for a maximum of **seven** license days per application form.

PLEASE PRINT

1. Applicant Name: JOSEPH A. ISAAC 2. E-Mail: _____
3. Mailing address: _____
4. City: JUNCTION CITY 5. State: OR 6. Zip Code: 97448 7. Fax: _____
8. Contact Person: DEANNA VALENZUELA 9. Contact Phone: 531-9 3
10. Event Name: ST CATHERINE OF SIENA CRAB FEED
11. Date(s) of event (no more than seven days): 2-14-16
12. Start/End hours of alcohol service: 5:00 AM PM to 9:PM AM PM
13. Address of **Special Event** Licensed Area: 25181 E. BROADWAY Veneta
(Street) (City/Zip)
14. Is the event outdoors? Yes No
- 14a. If no, in what area(s) of the building is the event located? PARISH HALL
- 14b. If yes, submit a drawing showing the licensed area and how the boundaries of the licensed area will be identified.
15. List the primary activities within the licensed area: meetings
16. Will minors be allowed at the event? Yes No
17. If yes, will minors and alcohol be allowed in the same area? Yes No
18. What is the expected attendance per day in the licensed area (where alcohol will be sold or consumed)? 50 to 60.

PLAN TO MANAGE THE SPECIAL EVENT LICENSED AREA: If your answer to #18 is 501 or more, in addition to your answers to questions 19, 20, and 21, you will need to complete the OLCC's **Plan to Manage Special Events** form, unless the OLCC exempts you from this requirement.

19. Describe your plan to prevent problems and violations. I.D. Checks, monitor consumption, visually monitor patrons - Restricted service area.
20. Describe your plan to prevent minors from gaining access to alcoholic beverages and from gaining access to any portion of the licensed premises prohibited to minors.
There will be a separate ARAR FOR SERVING ALCOHOLIC BEVERAGES
21. Describe your plan to manage alcohol consumption by adults.
only one drink per person at anytime - This will be monitored by bartender AND committee members.

A nonprofit or charitable organization with a Registry Number issued by the Oregon Secretary of State's office (see TSL Application Guide) may use servers who don't hold a service permit. These servers must attend training provided by the applicant and read, sign, and date the OLCC provided brochure What Every Volunteer Alcohol Server Needs to Know.

22. Nonprofit or Charitable Organization Oregon Registry Number (or "N/A" if not applicable): N/A

23. List name(s) and service permit number(s) of alcohol manager(s) on duty and in the licensed area:

Joseph A. ISAAC

LIQUOR LIABILITY INSURANCE: If the licensed area is open to the public and **expected attendance is 301** or more per day in the licensed area, you must have at least \$300,000 of liquor liability insurance coverage as required by ORS 471.168.

Insurance Company: INSURANCE BROKERS OF CA BP1000815
ARTHUR J. 25. Policy #: RRG1061-13 26. Expiration Date: 7-1-16

27. Name of Insurance Agent: ARTHUR J. GALLAGHER + CO 28. Phone 415-546-9300

29. Will you serve distilled spirits by the drink? Yes No

If yes, list three different substantial food items; if no, list two:

1) _____ 2) _____ 3) _____

GOVERNMENT RECOMMENDATION: Once you've completed this form to this point, you must obtain a recommendation from the local city or county named in #30 below **before** submitting this application to the OLCC.

30. Name the city if the event address is within a city's limits or name the county if the event address is outside the city's limits:

I affirm that I am authorized to sign this application on behalf of the applicant.

31. Applicant Name (please print): _____

32. APPLICANT SIGNATURE: _____ 33. Date: _____

CITY OR COUNTY USE ONLY

The city/county named in #30 above recommends:

Grant Acknowledge Deny (attach written explanation of deny recommendation)

City/County Signature: _____ Date: _____

FORM TO OLCC: This license is valid only when signed by an OLCC representative. Submit this form to the OLCC office regulating the county in which your special event will happen.

OLCC USE ONLY

Fee Paid: _____ Date: _____ Receipt #: _____

License is: Approved Denied

OLCC Signature: _____ Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/2/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher & Co. Insurance Brokers of CA, Inc. LIC #0726293 1255 Battery Street, Suite 450 San Francisco CA 94111	CONTACT NAME: PHONE (A/C, No, Ext): (415) 546-9300		FAX (A/C, No):
	E-MAIL ADDRESS:		
INSURED Roman Catholic Archbishop of Portland in Oregon, A Corporation Sole, etal 2838 East Burnside Street Portland OR 97214-1895	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A :National Catholic RRG , Inc		10083
	INSURER B :Safety National Casualty Corporatio		15105
	INSURER c :Lloyds of London Syndicate 1919		
	INSURER D :Church Mutual Insurance Company		18767
	INSURER E :		
INSURER F :			

COVERAGES **CERTIFICATE NUMBER: 1438278271** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A C	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SIR \$200,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y		RRG1061-13 BP1000815	7/1/2015 7/1/2015	7/1/2016 7/1/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$
A C D	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			RRG1061-13 BP1000815 050014909804947	7/1/2015 7/1/2015 7/1/2015	7/1/2016 7/1/2016 7/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	SP4053252	7/1/2015	7/1/2016	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: St. Catherine of Siena, 25181 E. Broadway, PO Box 277, Veneta, OR 97487. As respects Fern Ridge Beef Pit BBQ Fundraiser being held on Parish Grounds July 26, 2015 and hanging of promotional banners over Luther Lane and Territorial Highway. City of Veneta is listed as Additional Insured only where contract requires per attached endorsement form.

CERTIFICATE HOLDER

City of Veneta
88184 8th Street, P. O. Box 458
Veneta OR 97487 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

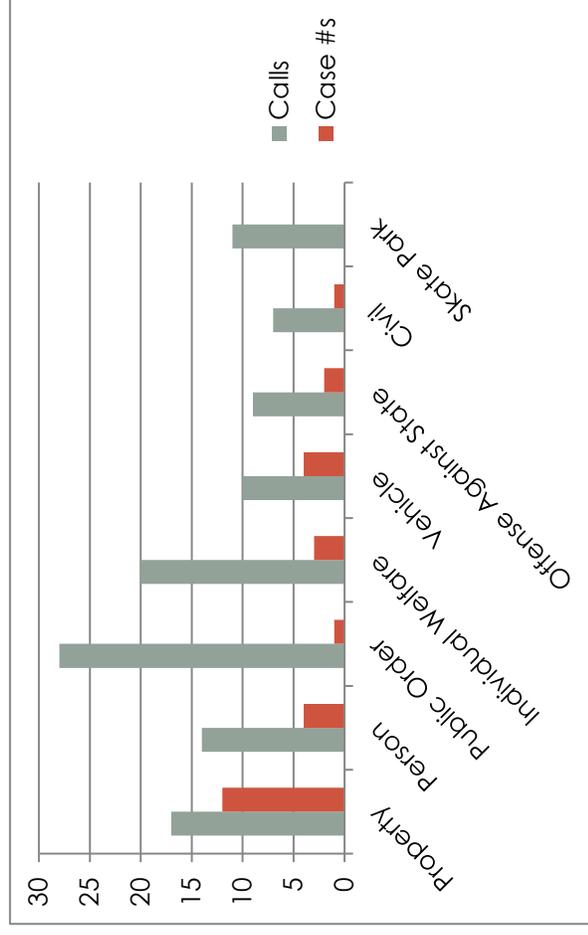
AUTHORIZED REPRESENTATIVE
ATZ

City of Veneta Monthly Police Activity- November 2015

Prepared by Sgt. Chris Doyle, LCSO

Calls for Service by Incident Types:

<u>Incident Type</u>	<u>Calls</u>	<u>Case #s</u>
<u>Property</u>	17	12
<u>Person</u>	14	4
<u>Public Order</u>	28	1
<u>Individual Welfare</u>	20	3
<u>Vehicle</u>	10	4
<u>Offense Against State</u>	9	2
<u>Civil</u>	7	1
<u>Skate Park</u>	11	
<u>Total</u>	116	27



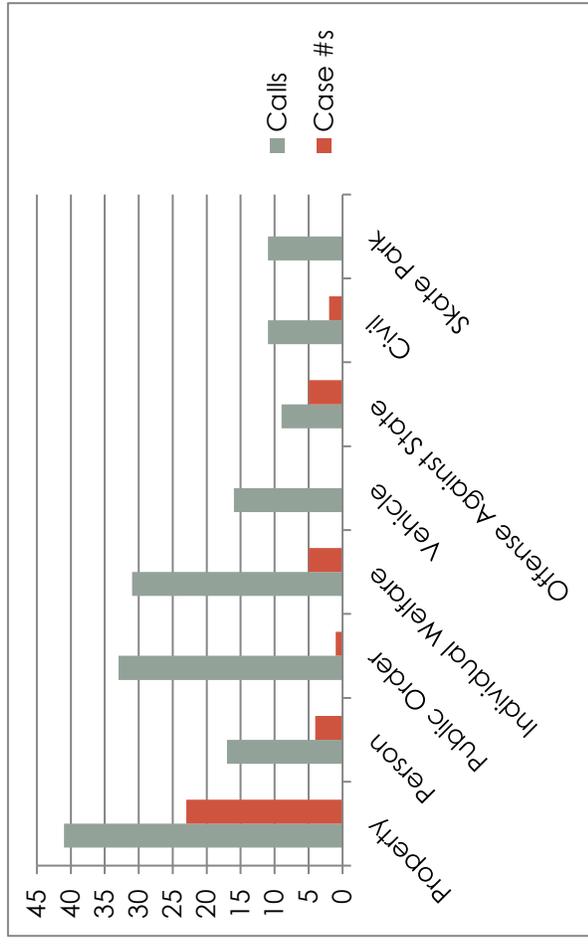
Property (Thefts, Criminal Mischief, Trespass)
Person (Assaults, Menacing, Harassment, Viol. Restraining Order)
Public Order (Disorderly Subjects, Suspicious Vehicles/Persons)
Individual Welfare (Welfare Checks, Missing Persons, Overdose, Suicidal Subjects)
Vehicle (DUI, DWS, Illegal Parking/Vehicles, Traffic Hazard)
Offense Against State (Drug, Warrants)
Civil (Civil Service, Eviction Process)

City of Veneta Monthly Police Activity- December 2015

Prepared by Sgt. Chris Doyle, LCSO

Calls for Service by Incident Types:

<u>Incident Type</u>	<u>Calls</u>	<u>Case #s</u>
<u>Property</u>	41	23
<u>Person</u>	17	4
<u>Public Order</u>	33	1
<u>Individual Welfare</u>	31	5
<u>Vehicle</u>	16	0
<u>Offense Against State</u>	9	5
<u>Civil</u>	11	2
<u>Skate Park</u>	11	
<u>Total</u>	169	40



- Property** (Thefts, Criminal Mischief, Trespass)
- Person** (Assaults, Menacing, Harassment, Viol. Restraining Order)
- Public Order** (Disorderly Subjects, Suspicious Vehicles/Persons)
- Individual Welfare** (Welfare Checks, Missing Persons, Overdose, Suicidal Subjects)
- Vehicle** (DUI, DWS, Illegal Parking/Vehicles, Traffic Hazard)
- Offense Against State** (Drug, Warrants)
- Civil** (Civil Service, Eviction Process)

VENETA MUNICIPAL COURT STATISTICS

Information is based on calendar year

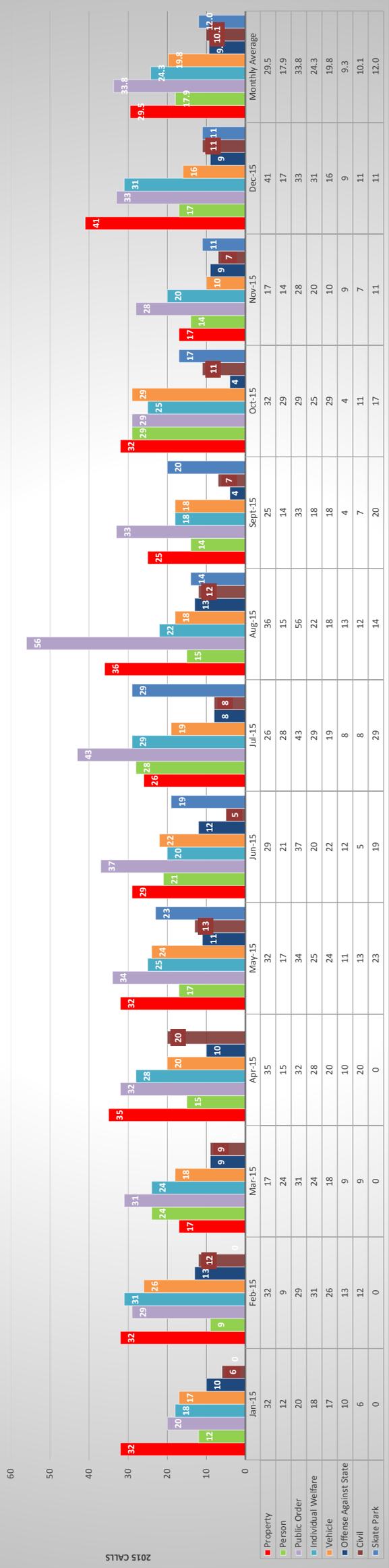
Information as of January 19, 2016

NON-MOVING TRAFFIC																	
MOVING TRAFFIC VIOLATIONS																	
YEAR	# of Citations	Driving Susp.	Driving Uninsured	Speeding	Fail to Obey Traffic C.D.	Speeding School Zone	Other Violation	Poss	Theft III	Illegal Parking	Animal Control	Criminal Mischief/Careless Driving/Fir to Maintain/Follow too close	Harassment	Seat Belt/No Helmet/Misc.	Total Charges	Total Collected	% Collected
2015	339	55	51	100	14	3	57	7	8	8	16	4	0	16	\$ 76,177.00	\$ 25,757.01	33.81%
2014	364	51	73	68	14	13	62	15	6	25	2	13	0	22	\$ 86,206.00	\$ 36,398.24	42.22%
2013	266	26	42	32	18	19	50	9	3	42	9	2	1	13	\$ 58,168.00	\$ 31,489.00	54.13%
2012	298	43	37	94	11	10	49	13	1	34	4	0	0	2	\$ 64,363.00	\$ 37,196.77	57.79%
2011	320	41	52	63	7	26	54	16	0	45	11	2	0	3	\$ 80,629.00	\$ 42,969.70	53.29%
2010	280	20	26	113	14	20	49	15	3	8	8	0	1	3	\$ 66,690.23	\$ 40,697.23	61.02%
2009	233	28	17	59	17	9	46	8	5	4	20	3	4	13	\$ 56,491.30	\$ 29,346.02	51.95%
2008	306	19	45	51	20	3	101	16	15	9	6	6	1	14	\$ 61,142.00	\$ 32,654.86	53.41%
2007	366	38	61	65	18	3	130	11	7	2	12	3	2	14	\$ 74,102.98	\$ 33,383.98	45.05%
2006	386	52	64	64	13	0	134	16	10	2	5	2	2	22	\$ 86,386.00	\$ 36,186.00	41.89%
2005	221	23	29	47	19	2	54	7	1	18	4	0	3	14	\$ 38,684.56	\$ 20,808.83	53.79%
2004	460	42	80	55	17	0	157	16	0	5	2	2	0	84	\$ 80,518.00	\$ 38,536.78	47.86%
2003	217	32	34	31	20	0	65	15	0	1	6	0	0	13	\$ 32,226.00	\$ 18,057.00	56.03%
Totals	4056	470	611	842	202	108	1008	164	59	203	105	37	14	233	\$ 861,784.07	\$ 423,481.42	49.14%

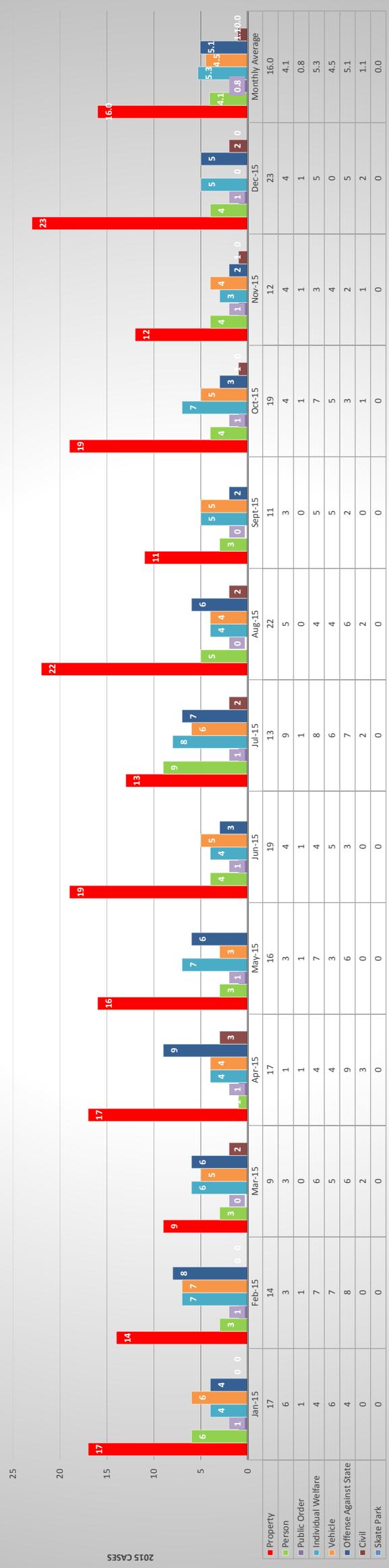
Other Violations Covers

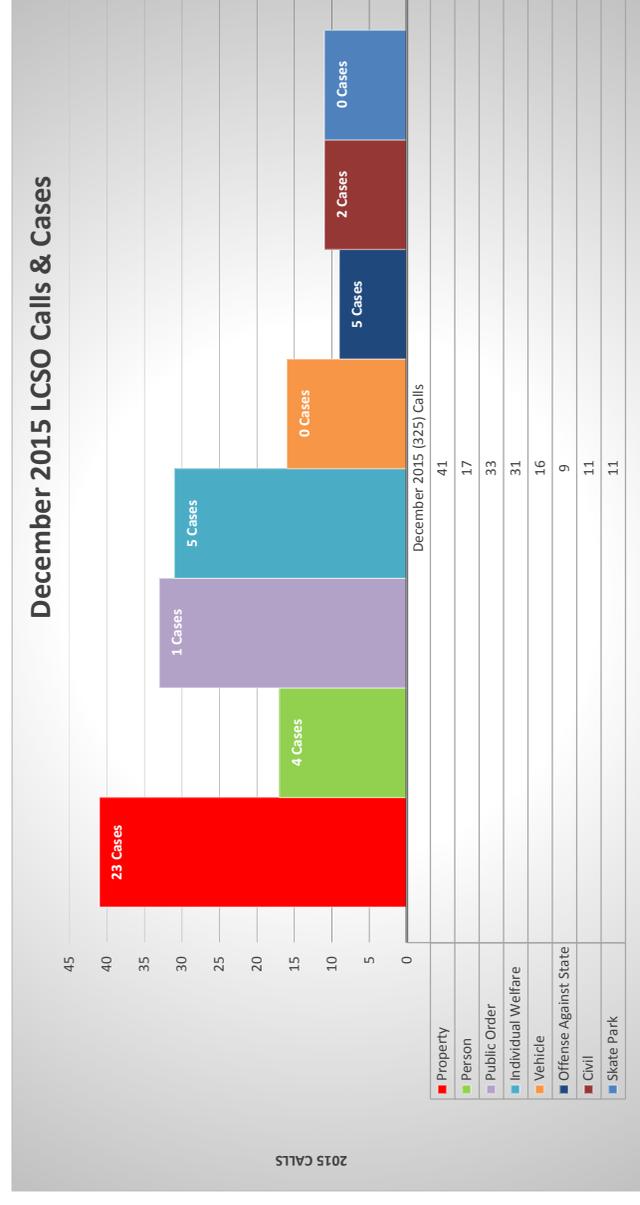
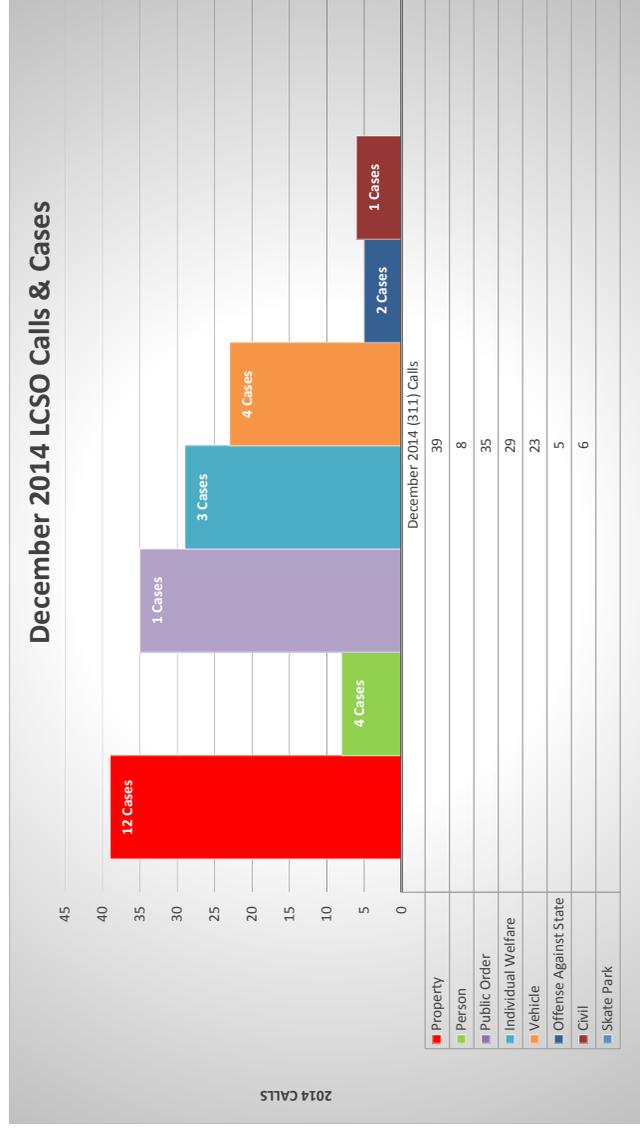
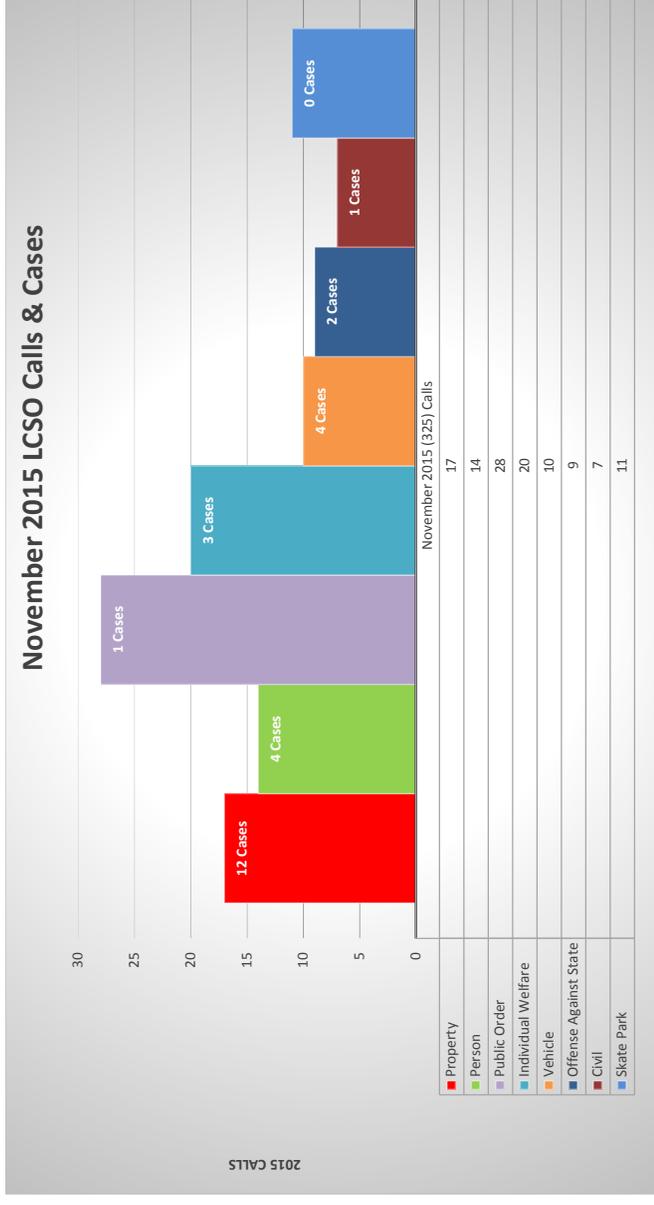
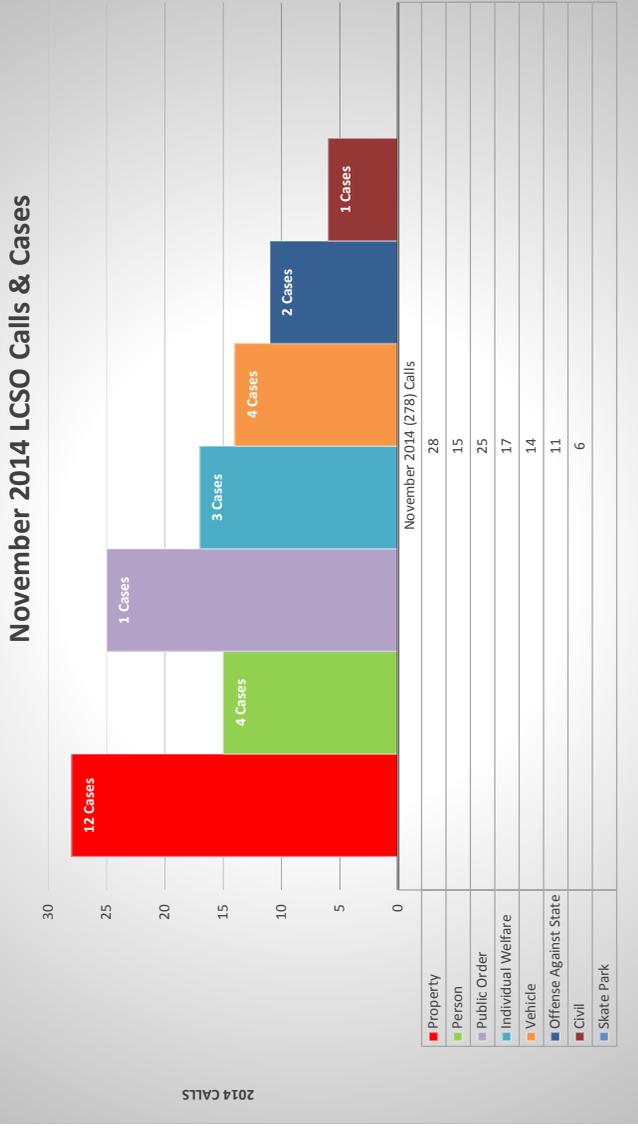
- Unlawful use of Cell phone
- Display of Expired Stickers
- Defective Taillight
- Failure to Reg. Vehicle
- Failure to Signal
- Failure to Display plate
- Failure to Yield
- Failure Change of Address
- Illegal Turn
- No Drivers Lic on person
- No headlights
- Oper. w/o privileges
- Throwing Lighted Material
- Trespass
- Urinating in Public
- Visible exhaust Emiss.

2015 LCSD MONTHLY & ANNUAL CALLS



2015 LCSD MONTHLY & ANNUAL CASES





VENETA CITY COUNCIL AGENDA ITEM SUMMARY

Title/Topic: Adoption of Resolution No. 1187

Meeting Date: January 25, 2016
Department: City Administration

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

ISSUE STATEMENT

Does the Council wish to adopt Resolution No. 1187, which approves Lane County Board of Commissioners Board Order 16-01-12-07?

BACKGROUND (include prior council or committee action)

On January 12, 2016 the Lane County Board of Commissioners adopted Board Order 16-01-12-07 regarding the formation of the Fern Ridge Community Policing District (FRCPD). The board order identified changes in the services to be delivered by the FRCPD as well as a new permanent rate of \$1.67. The Board of Commissioners is requesting the City co-adopt the board order since the proposed District boundary includes all properties within Veneta's City limits.

Along with the changes in the services to be delivered, the board order identifies the creation of a seven (7) member Advisory Committee. The Advisory Committee will have no fewer than two (2) members appointed by the Veneta City Council.

RELATED CITY POLICIES (include existing resolutions and ordinances)

Related Resolution No. 1184 is being repealed with adoption of Resolution No. 1187.

COUNCIL OPTIONS (include financial impacts)

The Council has several options:

- 1) Approve Resolution No. 1187 as presented.
- 2) Suggest revisions to Resolution No. 1187.
- 3) Don't pass Resolution No. 1187, choosing not to be included in the formation of the Fern Ridge Community Policing District.

CITY ADMINISTRATOR'S RECOMMENDATION

Approve Resolution No. 1187 as presented.

SUGGESTED MOTION

"I make a motion to adopt Resolution No. 1187 which approves Lane County Board of Commissioners Board Order 16-01-12-07 and repeal Resolution No. 1184."

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 16-01-12-07

IN THE MATTER OF AMENDING
FORMATION OF THE FERN RIDGE
COMMUNITY POLICING DISTRICT

WHEREAS, the Board of Commissioners previously adopted Order No. 15-12-08-03 in the matter of Formation of the Fern Ridge Community Policing District, and

WHEREAS, the Board of Commissioners held a public hearing as required under Oregon law on the topic of formation at their regularly scheduled Board meeting of January 12, 2016; and

WHEREAS, proponents of the proposed District have suggested changes to the services provided by the District and county staff have illustrated the benefits of establishing a pre-determined date of dissolution of the District.

NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. The District will provide law enforcement services per ORS 451.010(3)(c);
2. As required by ORS 451.485, the district shall be known as the Fern Ridge Community Policing District;
3. As required by ORS 451.435(3), the Fern Ridge Community Policing District is hereby declared initiated;
4. As required under ORS 198.720 (3) and (4), the legal description of the boundary of the Fern Ridge Community Policing District is found in Attachment A to this Order;
5. As required by ORS 451.485, the Fern Ridge Community Policing District by that name shall exercise and carry out the powers and duties declared in the Oregon Revised Statutes chapter 451;
6. As required by ORS 451.485(1), the service facilities to be provided by the Fern Ridge Community Policing District to be constructed, maintained and operated include, but are not limited to the following: The Fern Ridge Community Policing District intends to enter into related contracts with Lane County for:
 - a. Lane County Sheriff services: Sufficient to fund 24 hour patrol and provide a school resource officer; and,
 - b. District Attorney services: A long term and renewable contract for prosecutorial support.
7. As outlined by ORS 198.805 (3) and subject to the provisions in ORS 451.620 (4), the Fern Ridge Community Policing District shall be dissolved prior to June 30, 2021 unless continuation procedures are completed as outlined in ORS 451.620(2);

8. As required by ORS 451.485(2), the manner of financing the construction and operation of the service facilities is to be accomplished by establishing a voter approved (May 2016) Permanent Tax Rate for property owners inside of the District Boundary. The Fern Ridge Community Policing District has submitted an operating budget to the Lane County Budget & Financial Planning Manager;
9. As required by ORS 451.485(3), the method by which the Fern Ridge Community Policing District shall bear and share the cost of construction of service facilities and shall be accomplished by having the residents of the district approve a permanent tax rate for property owners currently estimated at \$1.67/\$1000.00 of Taxable Assessed Value (TAV). The 2015 estimated current Taxable Assessed Value (TAV) estimate within the boundary of the District is 1,379,427.754.00.
10. As required by ORS 451.485(4), it does not appear that any service district facilities will provide service to areas outside the district, therefore no finding or order is required;
11. As required by ORS 451.485(5), none of the service district facilities are to be integrated into another district or public body as defined in ORS 174.109, therefore no finding or order is required;
12. As required by ORS.451.485(6) the Fern Ridge Community Policing District will not provide sewage works, therefore no finding or order is required;
13. As required by ORS 451.485(7), none of the cost of the work is to be assessed against benefitted property, therefore no finding or order is required.
14. The Fern Ridge Community Policing District will create an up to seven member Advisory Committee. The Committee will have no fewer than two members appointed by the Veneta City Council.
15. As required by ORS 198.840, the next public hearing to seek input regarding the benefit of this District will be held at Deep Woods Events, 89980 Territorial Highway, Elmira, OR on February 9th at 6PM.
16. As required by ORS 198.835, this Order will be delivered to the City Council of the City of Veneta for purposes of their action on a Resolution approving this Order.

ADOPTED this 12th day of January, 2016.

APPROVED AS TO FORM
 Date 1/13/16
 LANE COUNTY OFFICE OF LEGAL COUNSEL

Faye Stewart
 Faye Stewart, Chair
 Lane County Board of Commissioners

RESOLUTION NO. 1187

A RESOLUTION APPROVING LANE COUNTY BOARD ORDER 16-01-15-07 FOR THE PURPOSE OF FORMING A SPECIAL LAW ENFORCEMENT DISTRICT AND REPEALING RESOLUTION NO. 1184

WHEREAS, the City Council of the City Veneta has been presented a detailed proposal regarding the provision of special law enforcement services within the boundaries of a proposed Special Law Enforcement District (ORS Chapter 451); and

WHEREAS, the proponents of that District have requested that its boundaries include the City of Veneta; and

WHEREAS, the City Council acknowledges that the members of the Lane County Board of Commissioners will serve as the governing body of the proposed Special Law Enforcement District; and

WHEREAS, the City Council has reviewed the proposed changes to services, permanent rate and dissolution to the proposed Special Law Enforcement District contained in Board Order 16-01-12-07 of the County Commissioners; and

WHEREAS, the City has a current contract for law enforcement services with Lane County and the Lane County Sheriff's Office.

NOW, THEREFORE, BE IT RESOLVED by the Veneta City Council that:

SECTION 1. Subject to the conditions, as stated in the above-referenced Board Order, the City Council approves the inclusion of the boundaries of the City into the boundaries of the proposed Special Law Enforcement District.

SECTION 2. Subject to the conditions, as stated in the Board Order, the City Council approves Board Order 16-01-12-07 for the formation of the proposed Special Law Enforcement District.

SECTION 3. This Resolution shall take effect on January 25, 2016.

SECTION 4. Resolution No. 1184 is hereby repealed and replaced with Resolution No. 1187.

PASSED AND ADOPTED by the Veneta City Council this 25th day of January, 2016.

XXXXXXXXXXXXXXXXXXXX

Sandra Larson, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder

City of Veneta
Financial Activity and Fund Balance Report
For July 1, 2015 through June 30, 2016

Fund	Beginning Fund Balance July 1, 2015		New Revenue		Expenditures		Ending Fund Balance December 31, 2015	
	Adopted Budget	Actual	Adopted Budget	Actual Year-to-Date	Adopted Budget	Actual Year-to-Date	Adopted Budget	Actual
GENERAL:	829,886	\$ 1,073,922.49					689,185	\$ 1,285,365.03
Property Taxes			253,404	\$ 240,626.17				
Governmental Agencies			71,565	36,190.06				
Franchise Fees			107,542	29,979.65				
User Fees			58,277	33,405.98				
Interest Earnings			4,152	2,983.00				
Grants and Donations			6,550	57,276.44				
Licenses & Permits			32,188	68,483.90				
Fines			13,000	10,278.15				
Loan Proceeds			-	-				
All Other			16,200	4,994.68				
Transfers-In			1,000	1,000.00				
Personal Services					311,833	\$ 140,091.94		
Materials & Services					259,746	133,588.55		
Transfers-Out					-	-		
Capital Outlay					58,000	95.00		
Contingency					75,000	-		
DEBT SERVICE:	104,000	125,417.39					105,329	125,418.08
Property Taxes			87,800	88,073.39				
Interest Earnings			529	349.17				
Debt Service								
LAW ENFORCEMENT:	314,231	358,526.72					231,245	797,545.17
Property Taxes			701,125	646,519.42				
Interest Earnings			2,236	1,003.79				
Licenses & Permits			60,800	118.51				
Grants and Donations			-	-				
Transfers-In			5,000	5,000.00				
All Other			50	-				
Materials & Services								
Capital Outlay								
Contingency								
PARKS & RECREATION:	392,087	493,873.30					307,365	599,060.30
Property Taxes			204,543	202,158.14				
Governmental Agencies			40,268	11,182.03				
User Fees			46,700	26,763.92				
Interest Earnings			1,000	1,373.00				
Grants and Donations			50	-				
All Other			100	185.00				
Transfers-In			20,000	20,000.00				
Personal Services					220,517	115,150.29		
Materials & Services					117,066	41,324.80		
Capital Outlay					39,800	-		
Contingency					20,000	-		

City of Veneta
Financial Activity and Fund Balance Report
For July 1, 2015 through June 30, 2016

Fund	Beginning Fund Balance July 1, 2015		New Revenue			Expenditures			Ending Fund Balance December 31, 2015	
	Adopted Budget	Actual	Adopted Budget	Actual Year-to-Date	% of Budget Received	Adopted Budget	Actual Year-to-Date	% of Budget Expended	Adopted Budget	Actual
PLANNING	177,850	212,257.35	136,033	125,318.76	92%	154,891	73,342.98	47%	95,067	265,816.01
Property Taxes			-	-	n/a	39,623	24,811.57	63%		
Governmental Agencies			6,000	25,783.76	430%	6,400	-	0%		
User Fees			1,023	590.69	58%	25,000	-	0%		
Interest Earnings			25	-	0%					
Grants and Donations			50	20.00	40%					
All Other										
Personal Services										
Materials & Services										
Capital Outlay										
Contingency										
MUNICIPAL WATER:	1,583,616	1,949,117.05	951,389	530,883.67	56%	284,051	132,628.26	47%	1,657,385	1,949,116.50
User Fees			9,359	5,408.13	58%	409,428	190,219.36	46%		
Interest Earnings			12,000	14,397.44	120%	5,000	5,000.00	100%		
Licenses & Permits			180,500	3,211.58	2%	22,000	-	0%		
All Other			-	-	n/a	259,000	252,156.00	97%		
Transfers-In						100,000	-	0%		
Personal Services										
Materials & Services										
Transfers-Out										
Capital Outlay										
Debt Service										
Contingency										
MUNICIPAL SEWER:	1,789,683	2,030,536.27	989,405	504,774.14	51%	346,085	162,121.17	47%	1,122,372	2,031,101.93
User Fees			8,188	3,777.60	46%	652,844	156,862.32	24%		
Interest Earnings			3,000	3,000.00	100%	430,000	430,000.00	100%		
Licenses & Permits			25	14,184.47	56738%	22,000	-	0%		
All Other			-	-	n/a	117,000	231,298.00	198%		
Transfers-In						100,000	-	0%		
Personal Services										
Materials & Services										
Transfers-Out										
Capital Outlay										
Debt Service										
Contingency										

City of Veneta
Financial Activity and Fund Balance Report
For July 1, 2015 through June 30, 2016

Fund	Beginning Fund Balance July 1, 2015		New Revenue			Expenditures			Ending Fund Balance December 31, 2015	
	Adopted Budget	Actual	Adopted Budget	Actual Year-to-Date	% of Budget Received	Adopted Budget	Actual Year-to-Date	% of Budget Expended	Adopted Budget	Actual
CAPITAL CONSTRUCT: SEWER	2,094,829	2,373,445.32							1,818,989	2,369,950.62
User Fees			82,020	87,074.24	106%					
Interest Earnings			11,140	6,585.50	59%					
Transfers-In			-	-	n/a					
Materials & Services						34,000	12,137.00	36%		
Capital Outlay						174,000	63,346.40	36%		
Debt Service						161,000	21,671.04	13%		
2007 INVERSE CONDEMNATION	21,000	56,233.36							28,898	111,345.39
Interest Earnings			10	156.03	1560%					
Transfers-In			100,000	100,000.00	100%					
Materials & Services						100	-	0%		
Debt Service						92,012	45,044.00	49%		
ZUMWALT CAMPGROUND:	130,000	108,299.77							129,175	124,639.41
User Fees			66,050	67,563.00	102%					
Interest Earnings			400	300.49	75%					
All Other			50	490.00	980%					
Materials & Services						42,325	27,013.85	64%		
Transfers-Out						25,000	25,000.00	100%		
BUSINESS ASSISTANCE GRANT:	156,346	155,864.67							116,766	155,297.14
Interest Earnings			450	432.47	96%					
All Other			20	-	0%					
Materials & Services						39,050	-	0%		
Transfers-Out						1,000	1,000.00	100%		
CAP PROJ-NEW POOL FACILITE	6,500	7,083.48							6,525	7,083.48
Interest Earnings										
Grants and Donations			-	19.66	n/a					
Materials & Services			25	-	0%					
CAP PROJ-W. B'WAY DEVELOP	44,600	57,632.17							44,650	57,792.08
Interest Earnings			150	159.91	107%					
Grants and Donations			50	-	0%					
All Other			-	-	n/a					
Transfers-In										
Materials & Services						150	-	0%		
Capital Outlay						-	-	n/a		
LOCAL IMPROVEMENTS	108,036	100,460.64							158,077	303,225.53
Interest Earnings			360	278.74	77%					
All Other			66,367	80,455.89	121%					
Transfers-In			350,000	350,000.00	100%					
Materials & Services						550	-	0%		
Capital Outlay						350,000	219,958.15	63%		
Debt Service						16,136	8,011.59	50%		

City of Veneta
 Financial Activity and Fund Balance Report
 For July 1, 2015 through June 30, 2016

Fund	Beginning Fund Balance July 1, 2015		New Revenue		Expenditures			Ending Fund Balance December 31, 2015	
	Adopted Budget	Actual	Adopted Budget	Actual Year-to-Date	Adopted Budget	Actual Year-to-Date	% of Budget Received	Adopted Budget	Actual
RESERVE: GOV'T	1,149,593	1,150,549.60	2,214	3,192.38			144%	1,051,807	1,153,741.98
Interest Earnings			-	-			n/a		
Transfers-In					100,000				
Transfers-Out							0%		
RESERVE: ENTERPRISE	1,336,800	1,339,739.12	6,119	3,717.36			61%	1,342,919	1,343,456.48
Interest Earnings									
CITY WIDE TOTALS:	\$ 12,969,519	\$ 14,472,378.56	\$ 5,612,877	\$ 3,862,818.85	\$ 7,218,394	\$ 3,289,582	45.6%	\$ 11,364,002	\$ 15,522,933

Property Taxes	1,382,905.00	1,302,695.88	Personal Services	1,512,420.00	716,058.49
Franchise Fees	215,084.00	59,959.30	Materials & Services	3,024,826.00	968,879.04
Governmental Agencies	342,447.00	163,162.36	Transfers-Out	591,000.00	291,918.31
Interest Earnings	62,310.00	38,317.33	Capital Outlay	746,500.00	821,726.20
Loan Proceeds	-	-	Debt Service	911,148.00	491,000.00
Transfers-In	591,000.00	491,000.00	Contingency	432,500.00	-
Grants and Donations	56,700.00	57,276.44	Total	\$ 7,218,394.00	\$ 3,289,582.04
All Other	263,412.00	103,541.62			
Licenses & Permits	108,588.00	86,599.85			
Fines	13,000.00	10,278.15			
User Fees	2,577,431.00	1,549,987.92			
Total	\$ 5,612,877.00	\$ 3,862,818.85			

DETAILED BUDGET PREPARATION SCHEDULE

DUE DATES IN 2016	BUDGET ACTIVITY
1/21	1. Managers receive budget preparation packet
1/26	2. Review of preparation packet (regular management meeting)
1/27-2/8	3. Develop preliminary plans, figures and proposals
2/8-2/9	4. Review preliminary plans, figures and proposals with City Administrator
2/10-2/19	5. Adjust and refine plans, figures and proposals until City Administrator approves
2/25	6. Complete questionnaires, worksheets and budget detail pages
2/26	7. Review documents in Step 6 (above) with City Administrator
2/29-3/4	8. Adjust and refine document information until City Administrator approves
3/4 (EOD)	9. Submit worksheets, questionnaires and detail pages to Finance Director
3/11	10. Managers and City Administrator receive draft budget work papers
3/14-3/18	11. Review draft work papers
3/21 (EOD)	12. Submit corrections/revisions to Finance Director
3/25	13. Managers and City Administrator receive detail pages
3/28-4/1	14. Review detail pages
4/1 (EOD)	15. Submit changes to Finance Director
4/7	16. City Administrator and Managers receive PRELIMINARY Documents
4/8 - 4/15	17. Review PRELIMINARY Documents
4/15 (EOD)	18. Submit changes to Finance Director
4/15	19. Submit Notice of Budget Committee Meetings
4/20	20. First Notices of Budget Committee Meetings Published
4/22	21. Submit Notice for State Shared Revenue Hearing (Budget Committee)
4/22	22. City Administrator and Managers receive DRAFT Proposed Budget Document
4/25-4/29	23. Review DRAFT Proposed Budget Document
4/27	24. State Shared Revenue Hearings Notice Published (Budget Committee)
4/27	25. Second Notice of Budget Committee Meetings Published
4/29 (EOD)	26. Submit changes to Finance Director
5/2-5/5	27. Revise, copy and compile FINAL Proposed Budget Document
5/6	28. Deliver FINAL Proposed Budget Document to Committee Members
5/9	29. Proposed Budget on Website and Public Review table

DUE DATES IN 2016	BUDGET ACTIVITY
5/12 Thursday	30. Budget Committee Meeting: - Elect Officers - Receive Budget Messages - Budget Presentation - Discussion & Review - Public Hearing on State Shared Revenue - Receive Public Comment - Finalization and Committee Approval of City and Agency Budgets
5/19 Thursday	31. Budget Committee Meeting: (if needed) - Continue Budget Discussion and Revisions - Finalization and Committee Approval of City and Agency Budgets
5/26	32. Submit Public Hearing Notices (3) to Fern Ridge Review
6/01	33. Public Hearing Notices Published
6/13 Monday *	34. Joint Meetings: City Council/Agency Board and Budget Committee 35. Public Hearings: Uses of State Shared Revenue City's Approved Budget Urban Renewal Agency's Approved Budget
6/27 Monday *	36. Adoption of the Budgets and Related Resolutions
7/15	37. Deadline to submit Budget Forms to Lane County Assessor
9/09	38. Deadline to submit for GFOA Distinguished Budget Document Award
9/30	39. Deadline to submit Budget Forms to Lane County Clerk

Dates in **BOLD** denotes involvement of the budget committee members/council. * Regularly scheduled City Council meeting; however, may need a Special URA meeting for the 27th.



**2016
GOAL SETTING
JANUARY 11, 2016 WORK SESSION
SUMMARY REPORT**

PREPARED BY

**CITY STAFF
JANUARY 21, 2016**

PURPOSE

City Council identified that the goals defined in the 2015/16 Goal Setting Session remain pertinent, and directed staff to survey Council on the re-prioritization of the goals for the 2016 calendar year.

PROCESS

Between 2005 and 2011, the City Council held bi-annual goal setting sessions and established new short-term objectives and tasks based upon the goals originally established in 2005. In the fall of 2013, the Goal Setting Session was completed and new goals were identified. As the beginning of 2015 unfolded, Council was able to identify that the goals still represented their focus, and each Council member identified their ranking of the goals for the 2015-2016 Work Plan. That same process was repeated for the 2016 goal setting process. The only change to the 2016 goals was the swapping of ranking of goals two (2) and four (4). There was limited enthusiasm to maintain the old goal six (6) in this year's ranking.

Three Councilors had a single request for additional modification to the goals. One was to incorporate Task 1 from the 2015/16 Task List as a standalone goal. Suggestion number two was to combine Task two (2) and four (4) into a new goal; and a third suggestion was to add a goal pertaining to fiber optics and communication network buildout. Those items can be added if the Council has consensus that any of the suggestions should be incorporated into the 2016 goals.

City Council met January 11, 2016 to discuss their ranking and finalize goals for adoption at their next meeting. Council direction is summarized as follows:

- Generalize Goal #1 to include 2016 Other Identified Tasks, Task #1 – *“Emergency response plan, coordinated with Lane County, Fire, Schools, etc.”*
- Goal #3 should focus on modernization since the City has adopted the six year pavement preservation plan.
- Goal #4 (sewer build out) should be moved to a Task
- Combine 2016 Goal Ranking Task 2 and Task 3 into a new Goal.
- Move Goal #6 from 2015/16 Goal Ranking to a 2016 Goal

- *Staff reworded Goal #2 to reflect the current business & retention efforts by the Economic Development Committee and to capture the City's desire to implement the fiber optic project at the NE Employment Center (create community development opportunities).*
- *Staff reworded Goal #4 to remove “continue to urbanize city streets” since urbanization has not yet begun.*

2016 Goal Ranking (FINAL DRAFT)					
1	2	3	4	5	6
Improve community safety through enhanced community policing, emergency preparedness, and code enforcement efforts.	Create community and economic development opportunities for business and industry to retain and create jobs.	Improve city streets through modernization efforts.	Urbanize city streets in order to improve bicycle and pedestrian connectivity and continue to develop multi-use paths for the betterment of the community.	Promote parks and recreation projects and improvements that support healthy and active lifestyles for all ages.	Improve community awareness of city issues and public engagement opportunities.

2016 Goal Ranking (DRAFT)					
1	2	3	4	5	6
Improve upon community policing , youth relations and code enforcement efforts	Provide development opportunities for businesses and industry to create jobs	Improvement of City streets through preservation and modernization	Complete sewer system build out in current serviceable area	Continue to urbanize city streets in order to improve bicycle and pedestrian connectivity within the City. Continue to develop multi-use paths for the betterment of the community	

2015/2016 Goal Ranking					
1	2	3	4	5	6
Improve upon community policing, youth relations and code enforcement efforts	Complete sewer system build out in current serviceable area	Improvement of City streets through preservation and modernization	Provide development opportunities for businesses and industry to create jobs	Urbanize city streets to improve bicycle and pedestrian connectivity within the City. Continue to develop multi-use paths for the betterment of the community	Improve community awareness of City issues and public engagement opportunities

In addition to re-prioritizing the goals, Council also returned a survey ranking the Other Identified Tasks from the 2014 and subsequent 2015/16 Goal Setting Session. As a result of the

2016 Identified Tasks (FINAL DRAFT)					
1	2	3	4	5	6
Complete sewer system build out in current serviceable area	Continued increase of communication with council by way of educational work sessions and by Councilors attending training & conferences.				

work session, only two tasks are remaining.

2016 Other Identified Tasks					
1	2	3	4	5	6
Emergency response plan, coordinated with Lane County, Fire, Schools, etc.	Continued and increased support for positive activities for youth and families (movie nights, swim, concerts, festivals, etc.)	Maintain and improve park structures and cleanliness	Continued increase of communication with council by way of educational work sessions and by Councilors attending training & Conf.		

2015/2016 Other Tasks Ranking					
1	2	3	4	5	6
Emergency response plan, coordinated with Lane County, Fire, Schools, etc.	Maintain and improve park structures and cleanliness	Continued increase of communication with council by way of educational work sessions	Continued and increased support for positive activities for youth and families (movie nights, swim, concerts, festivals, etc.)	Historic recognition and preservation, placing historical plaques and developing better relationship with the museum	Council members to participate in learning opportunities such as conferences, training workshops, etc.

STAFF WORK PLAN

The next step in the goal setting process will be for staff to implement the Council Goals and Tasks into the current Work Plan. The Management Team did provide a list of 63 likely, programs, projects and activities. If the Council agrees upon a proposed list of goals we will prioritize the list of activities to fit within the 2016 Goals and develop an 18 month Work Plan that will cover the period from January 11, 2016 to June 30, 2017.

**CITY OF VENETA
OVERLAPPING FISCAL YEAR WORK PLAN
JANUARY 2016 - DECEMBER 2016**

Council Goals:

1. Improve community safety through enhanced community policing, emergency preparedness, and code enforcement efforts.
2. Create community and economic development opportunities for business and industry to retain and create jobs.
3. Improve city streets through modernization efforts.
4. Urbanize city streets in order to improve bicycle and pedestrian connectivity and continue to develop multi-use paths for the betterment of the community.
5. Promote parks and recreation projects and improvements that support healthy and active lifestyles for all ages.
6. Improve community awareness of city issues and public engagement opportunities.

Criteria for Prioritization:

1. Council Priority
2. Essential for Maintaining Basic Service
3. Efforts to Support Future Projects and Activities
4. Enhances Community Livability and Safety

Council Goal	Program Area:	Start Date	End Date	Budget	Lead	Status
1	Public Safety					
	Law Enforcement/FCRPD:					
	City co-adoption of BOC Board orders forming district					
	Council talking points/FAQ					
	Community response to permanent rate roll back					
	Design, permitting and construction of new substation (if measure passes)					
	Disaster Preparedness:					
	Placement & Start-up of new RARE participant					
	Adoption of Natural Hazard Mitigation Plan					
	Draft & Adopt Emergency Operation Plan					
Disaster Preparedness Training						
2	Economic Development					
	Fiber contract and buildout industrial park					
	Implementation of Business Retention & Expansion Program					
	Development of economic incentive program					
	Re-work business loan criteria and program rules					
Second year evaluation of RARE position						
2	Urban Renewal (UR Agency)					
	Revised redevelopment tool-kit and adoption					
	Legislative passage of New Market Tax Credits					
	Issue RFP and secure a consultant to conduct Market Analysis and Downtown Development & Implementation Strategy					
	Implement projects prioritized by City Council					
	Continue to address blighted properties (Video Store)					
3 & 4	Bicycle & Pedestrian Projects					
	Develop sidewalk connectivity plan including project list, construction costs, and schedule and potential for LIDs					
	Conduct preliminary work for Veneta-Elmira Path (environmental studies)					
	Sidewalk Improvements on Territorial at R/R Tracks					
	Advance design and engineering for Southern Route Multi-Use Path					
	Update Regional Trails & Multi-use Path Plan – coordinate with Lane County and City TSP update					
	Lane County Rural Bike & Ped Connectivity Plan (eco-devo, tourism & recreation)					
5	Parks, Recreation & Cultural Enhancement					
	Review Park Master Plan and prioritize projects (including BHSC)					
	Seek Input on Completing Design and Const. of Toddler Pool/Water Feature					
	Short & long range plan for City Park					
	Garden Club/Boy Scout Recognition Sign at 4-Corners					
	Cameras at Skate Park					
	SWAP Park Design and Implementation					
6	Community Awareness					
	Implement Social Media program					
Sewer	Alir piping project					
	Mixing Zone Study					
	Wastewater Master plan					
	In-stream diffuser					
	8th Street wastewater improvement design and engineering					
	Design & Engineering, Jeans Rd. Lift Station					

CITY OF VENETA
OVERLAPPING FISCAL YEAR WORK PLAN
JANUARY 2016 - DECEMBER 2016

Council Goal	Program Area:	Start Date	End Date	Budget	Lead	Status
	Streets					
	Next phase of street preservation					
	Next phase of Four-corners improvements					
	Animal Control					
	Reduction in turkey population					
	Continuation of PetsSmart feral cat program					
	Planning					
	Jeanes & Territorial Intersection: Work with ODOT identifying timing of mitigation measures and finance plan					
	Transportation System Plan Update: ODOT Agrmnt, Project Plan, Adoption					
	Stormwater Manual Review and Adoption					
	Amend Municipal Code to define sidewalk maintenance responsibilities					
	Amend Development Code: Tree felling, Greenway, stormwater, marijuana, parking, commercial design standards					
	Assist with Tiny House Project (affordable housing project)					
	Water					
	Secure water reservoir site					
	Water line Hope Lane to Luther Lane					
	Fiscal & Administrative Services					
	Development of 2016-17 budget					
	Fall General Elections					
	Re-finance water and sewer loans					
	Surplus property process					
	Update of Council Rules					
	Reporting liens on-line					
	VMC amendments regarding utility billing					
	Develop plan for upgrading accounting software					
	Create "lay-persons" financial pamphlet					
	Council Direction & Other					
	Municipal Code:					
	Tobacco Retail Licensing					
	Place on ballot: Recreational Marijuana Tax					
	ADA project in honor of Fred Miller					
	Implement Lane County Ticketing Program for Zumwalt					