

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

- 6:30 **1. CALL TO ORDER**
- 6:30 **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 January 25, 2016 (pgs. 3-13)
 - b. Accounts Payable
 - i. To be Paid – Payable through February 2, 2016 (pgs. 15-25)
- 6:45 **4. COUNCIL BUSINESS AND REPORTS**
 - a. Business
None
 - b. Council/Committee Liaison Reports
- 6:55 **5. STAFF REPORTS**
 - a. Community Development Director.....Kay Bork
 - (1) Amendments to Veneta Municipal Code
 - i. Agenda Item Summary (pgs. 27-28)
 - ii. **Ordinance No. 526** – AN ORDINANCE AMENDING VENETA MUNICIPAL CODE CHAPTERS 8.05 AND 12.10 REGARDING SIDEWALK REPAIR OBLIGATIONS (pgs. 29-30)
 - b. Finance Director.....Shauna Hartz
 - (1) Update on Workers’ Compensation
 - i. Agenda Item Summary (pgs. 31-34)
 - ii. **Resolution No. 1188** –A RESOLUTION EXTENDING WORKERS’ COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF VENETA AND REPEALING RESOLUTION NO. 1140 (pgs. 35-36)
 - c. City Administrator.....Ric Ingham
 - (1) FRCPD Update
 - (2) Questions from Councilors
- 7:55 **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.

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

Minutes of the Veneta City Council

January 25, 2016

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; Teresa Warrick, Municipal Court Clerk; Darci Henneman, City Recorder; Sgt. Chris Doyle, LCSO; 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. STATE OF THE CITY ADDRESS – MAYOR SANDRA LARSON

Mayor Larson read her State of the City address. A copy is attached.

3. PUBLIC COMMENT

None

4. 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 December 14, 2015 Work Session, Minutes for January 11, 2016 Work Session, Minutes for January 11, 2016, Accounts Payable - To be Paid – Payable through January 19, 2016, Civic Calendar for February 2016, Public Works Activity Report for November and December, 2015, Temporary OLCC liquor license for St. Catherine of Siena Catholic Church.

5. COUNCIL BUSINESS AND REPORTS

a. Business

(1) Lane County Sheriff's Office Activity Reports

Sgt. Doyle provided his report. He said case numbers increased somewhat in December as did property crimes and individual welfare checks. He said the investigation of the double homicide/suicide on Jeans Rd. has concluded but deputies are still responding to theft calls at that address.

In response to a question from Mayor Larson, Sgt. Doyle said to his knowledge, Veneta Neighborhood Watch has not been patrolling that residence on Jeans Rd.

In response to questions from Thomas Cotter, Sgt. Doyle said the Jeans Rd. residence is literally the last house in City limits. He said deputies have patrolled the area but they cannot be there all the time. Sgt. Doyle said deputies usually do not respond to a standard fire call unless the fire department requests their presence. He said there is no state statute that requires LCSO to respond but it is policy, in situations where a weapon or assault is involved, deputies will clear the area before fire or emergency staff enter a building. Other examples are overdoses or an intentional or suspicious fire that causes the fire department to be uneasy. Also, deputies are dispatched if a fire alarm goes off. Again, he said it's not a requirement that LCSO personnel be on the scene but it is policy they will respond if the fire dept. has requested their presence.

In response to a question from Mayor Larson, Sgt. Doyle said regarding the double homicide/suicide at the Jeans Rd. residence, the EMTs did not want to enter the property until LCSO personnel arrived and cleared the area.

b. Council/Committee Liaison Reports

Thomas Laing said Mid Lane Cares has run into a snag in setting up the health clinic at Valley United Methodist Church. He said the clinic must have a clinically approved air conditioning system and estimates for that went from \$20,000 to \$108,000. He said things are on hold for now and they don't know what they will do with the \$285,000 grant from Trillium. He said the dental van will be on site in May. Two fundraising events are the Mr. Falcon contest in April and Benefit by the Glass in June. He said the budget process is moving along and tax returns are being filed.

Thomas Cotter said the Economic Development Committee (EDC) held an open house which was well attended. He said it was a good opportunity to meet new people. He said Thursday, January 28th is the kick off of the Business Retention and Expansion program at Our Daily Bread Restaurant.

Tim Brooker said he attended the Lane ACT steering committee meeting where they reviewed the February agenda as well as a very full meeting schedule for 2016. He said they also discussed the Super ACT and said that everything is a go for the February meeting.

Mayor Larson said this is "School Board Appreciation Month". She said Superintendent, Sally Storm attended the last board meeting and Ms. Storm has returned to work part-time after heart surgery. Mayor Larson said Elmira High School principal Gary Carpenter said this year all freshman are invited to visit the University of Oregon and NW Christian College along with juniors and seniors. She said the high school has started a radio class, have resurrected the spirit club due to a low turn-out for cheerleading, and are working on an athletic hall of fame. She said state testing scores at Elmira High School are above state average but enrollment is declining. Since open enrollment took effect in 2012, 162 students have transferred out of the district.

6. STAFF REPORTS

a. Teresa WarrickMunicipal Court Clerk

(1) Municipal Court Report

Warrick provided statistic for citations issued through Veneta Municipal Court from 2003 through 2015.

In response to a question from Mayor Larson, Warrick said we collected 33% of the fine revenue issued in 2015 and will continue to receive payments on the outstanding citations for years to come.

In response to a question from Thomas Laing, Warrick said the high number of citations issued in 2004 was due to one specific deputy who is no longer with LCSO.

Ingham said these statistics are a result of the LCSO log and the work Rachel Sykes did last year. He said Sgt. Doyle's report does not include citations written into Veneta Municipal Court.

In response to a question from Mayor Larson, Ingham said since there were only three speeding citations issued in 2015 in the Veneta Elementary school zone, deputies should concentrate patrols in that area.

In response to a question from Mayor Larson, Warrick said the City has contracted with Credit Services of Oregon (CSO) to provide collection services. She said the City also suspends drivers licenses of individuals sent to collections. She said the City has sent over \$367,000 in uncollected citations to CSO of which about 9% has been collected. She said CSO returns the full amount due to the City and they charge an additional 40% to the individuals. She said revenue we receive only covers about 40% of the total Municipal Court costs.

In response to a question from Thomas Cotter, Hartz said the City budgets around \$50,000 for Municipal Court expenditures.

In response to a question from Tim Brooker, Warrick said we average a rate of 50% collection.

(2) 2015 Crime Trend Reports

Ingham said this was a new task for Warrick and again, in 2014 Rachel Sykes provided the basis for the crime trend report. He said 2015 will be the first full year of data and as we do this year after year, we should be able to track the trends. He reviewed the charts provided in the packet.

The Council thanked Warrick for putting the information together.

In response to a question from Mayor Larson, Sgt. Doyle said the monthly report included many calls for suspicious activity but again, in most situations, once the deputies respond to the call, its determined that the activity wasn't suspicious or unlawful. However, property crimes were up in the month of November.

b. City Attorney.....Ken Jones

(1) Formation of the Fern Ridge Community Policing District

i. Agenda Item Summary

ii. Lane County Board of Commissioners Board Order

Mr. Jones said Resolution No. 1187 is basically a continuation of Resolution No. 1184. He said as Lane County Commissioners change the content of the Board Order, the District changes. He said the Council is required to adopt Resolution No. 1187 which addresses those changes and includes the boundaries of the City in the District. He said Resolution No. 1187 repeals Resolution No. 1184.

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

MOTION: Thomas Cotter made a motion to approve Resolution No. 1187. Thomas Laing seconded motion which passed with a vote of 5-0.

c. Finance Director.....Shauna Hartz

(1) Financial Activity and Fund Balance Report FY 2015-16

Hartz said this report spans the period of July 1, 2015 to December 31, 2015 so we're six months into the fiscal year. She said she uses this report as a guideline in our operational funds for user fees and operational expenditures. She said we like to be at about 50% at this time of the year. For the most part the user fees are about 50%. One exception is in the general fund – the 213% is due to an increase in building permit revenue which reflects more activity than expected. She said in the sewer fund, under "All Other" is slightly higher because E. Bolton residents paid more of their assessments than anticipated. On the expenditure side, personnel, materials and services are at 50% or lower. The exception to that would be capital outlay- which is a result of large projects that haven't yet started. She said on the flip side, most of the budgeted transfers have been done so they will show at 100% as will the debt service payments which are done once a year. Lastly in the planning fund, we have more expenditures than anticipated but that is offset by the revenue from land use applications and associated fees. She said at this point, City wide, we've collected about \$500,000 more than we've spent.

Ingham said this is the second or third time the Council has seen the financials in this new format. He said Hartz is available to answer any questions the Council may have regarding this new format.

(2) Budget Schedule for FY 2016-17

Hartz reviewed the draft budget schedule for the upcoming budget year. She said if all goes as planned, the Budget for FY 2016-17 will be adopted at the June 27th Council meeting. She said

at this point, the budget schedule is information only so if Council members have any conflicts with the meeting dates please notify her as soon as possible so that she can adjust the schedule if needed. She asked Councilors if they wanted to formally adopt the Budget Schedule, which is something we haven't done in the past but we can start doing if the Council would like to.

After a brief discussion, it was the consensus of the Council that it isn't necessary to formally adopt the Budget Schedule but to continue with the current process of posting the budget meetings on the City's website and include the meetings on the May and June civic calendars.

In response to a question from Ingham, Mr. Jones said since the Budget Calendar has been properly presented, he sees no reason why it would require formal adoptions. However, he suggested if the calendar is included on the City's website the meeting dates should be referenced as "tentative dates".

d. City Administrator.....Ric Ingham

(1) 2016 Goal Setting Summary Report

Ingham said staff provided the Council with a draft goal ranking at the January 11th work session which at that time, the Council had a thorough discussion on what goals should be combined, removed, or repositioned to reflect the Council's intent. He said based on the decisions made at that work session, staff finalized the Goal Setting Summary Report for possible adoption by the Council at tonight's meeting.

MOTION: Thomas Cotter made a motion to adopt the 2016 Goal Summary Report as presented. Tim Brooker seconded the motion which passed with a vote of 5-0.

In response to a question from Mayor Larson, Ingham said staff will post the Goal Summary Report on the City's website.

(2) 2016-17 Work plan

Ingham the work plan is intended to be an 18 month work plan from January 1, 2016 to June 30, 2017. He said with a possible new Council in January 2017 we would have a more robust goal setting session after January, 2017. He said staff will flush out start dates and bring the work plan back to the Council for future adoption.

(3) Questions from Councilors

In response to questions from Thomas Cotter, Schauer said the orange cone near the creek by Councilor Cotter's house was placed there during the high water to indicate where the sholder rock eroded away and left an abrupt edge. He said public works needs to place some rock there to support the edge of the asphalt. He said he will have public works check on the water leak at the first house on the right at Fern Meadows.

In response to a question from Victoria Hedenstrom, Ingham said construction of the bus loop at Veneta Elementary this summer should alleviate traffic congestion on Territorial. He said he will ask the deputies to look into the traffic congestion to see if there is anything that can be done.

7. OTHER

Ingham reminded the Council of the upcoming LCOG appreciation banquet. He said staff will put banquet information in Councilors' mailboxes. He said attendance is not mandatory, but our LCOG partners would like to see the City represented.

In response to a question from Thomas Laing, Schauer said he hasn't heard from the insurance company about replacement of the damaged playground equipment, however, the merry go round was not damaged.

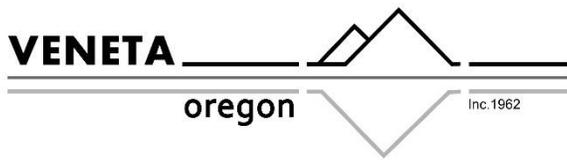
8. ADJOURN

Mayor Larson adjourned the Veneta City Council at 7:41 p.m.

Sandra H. Larson, Mayor

ATTEST:

Darci Henneman, City Recorder
(Minutes prepared by DHenneman)



State of the City Address 2016

Mayor Sandra H. Larson

2016 follows a year of opportunity, accomplishment and progress in Veneta, but with opportunity often comes challenge.

PUBLIC SAFETY

Among the City Council's goals for 2015, enhancing public safety—specifically community policing, youth relations and code enforcement—continued to be the Council's top priority.

In January, our contract sergeant Billy Halvorson began hosting informal and well-attended monthly community meetings at the Fern Ridge Library, and in July we renewed our law enforcement contract with the Lane County Sheriff's Office, increasing Sgt. Halvorson from one-third to one-half time, providing him more time to focus on Veneta's contract and oversight of our contract deputies.

Deputies stepped up their patrols and engagement with youth at the skate park, as well as their morning presence in Veneta Elementary's school zone.

Recognizing the nexus between health and public safety, the Council enacted a ban on smoking in all city parks, for which second graders from both Veneta and Elmira gave us a thumbs up on their annual field trips to City Hall. In addition, we prohibited the possession of e-cigarettes by minors and their sale to minors.

Both the City and Lane County Sheriff's Office supported resumption of a local Neighborhood Watch Program, a proactive citizen response to concerns about property crimes, in particular, which has continued to grow in both numbers and effectiveness.

In October, this citizen group advanced a plan to form a special law enforcement district encompassing the communities of Noti, Elmira, Walton, Crow, Alvadore and Veneta and surrounding rural areas. Council and staff have devoted a lot of study to the proposal. Because Oregon law dictates that law enforcement districts can be formed only by counties, the City of Veneta has resolved to support Lane County's placement of the citizen-driven initiative on the May ballot and agreed to be included in the proposed district, believing that the proposal has merit and that voters within the proposed district's boundaries, including Veneta, should have the opportunity to decide whether or not it will be established.

The proposed district would eliminate the need for Veneta's separate law enforcement contract with the sheriff's office, while providing 24-hour deputy coverage for the Fern Ridge area. The sheriff's sub-station headquartering the force of eleven deputies (including one school resource officer) and a full-time sergeant will be located adjacent to Veneta City Hall. Formation of the district could help to ameliorate public safety and budget issues for both Veneta and Lane County.

Our city administrator has been working for well over a year with Lane County and Lane Fire Authority on an Emergency Operations Plan addressing local response to large-scale catastrophic events, including the predicted Cascade seismic cataclysm. Lane County secured Federal Emergency Management funds for development of a template that will be applicable to other small cities.

CODE ENFORCEMENT

Better code enforcement results in more livable and attractive communities. To that end, we turned our attention to three blighted properties in Veneta, all of which are no longer deemed hazardous. Staff and Council intend to continue to pursue abatement of blighted properties within the city.

A serious dog attack in the city prompted a review and revision of our dangerous animal ordinance, clarifying the definition of "dangerous animal" and providing more latitude to our code enforcement officer and municipal judge to impose restrictions based on the level of threat.

Thanks to Veneta's dedicated Friends of Ferals volunteers, we met our second-year spay and neuter quota, and PetSmart Charities renewed Veneta's "Don't Litter" program grant. 281 formerly fecund feral felines were spayed or neutered over the two-year grant period.

INFRASTRUCTURE

The Council's number two goal for 2015 was to advance our sewer system buildout in the serviceable area of the city. Veneta was incorporated 53 years ago primarily to provide clean, safe, water and modern, sanitary sewer services to residents. Last year, we came closer to completing the incorporators' vision with construction of a sewer line along East Bolton Road between Applegate Court and Pine Street.

Veneta's Public Works Department manages a network of 21.5 miles of asphalt, concrete and gravel streets within our city limits. Steps one and two in pursuing the Council's goal to improve and preserve those streets were completion of a pavement condition survey and adoption of a six-year pavement preservation plan with an estimated cost of \$3.4 million.

First repairing roads that are in fair condition rather than those in poor condition may seem counterintuitive, but in fact, it is more cost-effective to preserve them before they are critically deteriorated. The first round of work completed in September filled potholes and cracks, and patched and sealed 25 different street sections around town.

Council suspended consideration of a Transportation Utility Fee to fund the preservation plan pending the outcome of the Fern Ridge Community Policing District vote in May.

Sidewalk conditions were also surveyed, with the result that most of Veneta's sidewalks are rated good to excellent. Of course, there are still major streets that lack sidewalks including 6th and 8th Streets, Hunter, and parts of Perkins.

Those same second-grade field trippers got a once-in-a-lifetime look into the cavernous interior of the city's two-million gallon water reservoir when their visit to the public works yard coincided with preventative maintenance. The tank's original 1978 interior coating was sandblasted to bare metal and recoated, preserving future water quality. They also heard the roar of McKenzie River water moving through the EWEB pipeline, the sole source of city water while the tank was off-line, so there was no disruption of service.

As projected, Veneta's annual water rate increase was a moderate 2%. The sewer base rate continued at a 5% reduction, enacted in July of 2013.

GROWTH AND ECONOMIC DEVELOPMENT

The best laid plans don't always go awry. Following completion of a major update of our 208-page Comprehensive Plan, accomplished in record time with no legal challenges thanks to Community

Development Director Kay Bork, and the adoption of a five-year economic development action plan, we believe that Veneta is poised to capitalize on a rebounding economy.

To that end, the Council reconvened Veneta's Economic Development Committee, appointing nine representatives of the local business community to help shape the plan's focus on business retention and expansion and recruitment of smaller, more professional businesses.

Rural Development Initiatives, a non-profit organization that supports rural communities as they work through challenging economic conditions, selected Veneta and The Dalles to pilot its Business Retention and Expansion Program at no cost to the City. Local businesses are invited to the program's kick-off on Jan. 28th at 6 p.m. at Our Daily Bread.

West Broadway said goodbye to Kelley's Hardware last year, but welcomed two new businesses. West Lane Fitness moved into the former Moose Lodge, a move the City helped to facilitate with Urban Renewal funds for facade improvements. Broadway Grill just missed its December 31 opening, but has since been thronged with local diners.

Building permits and business inquiries both were up, and three new subdivisions are in the planning stages for 2016.

Recognizing that fiber access is critical to today's businesses, the City pursued and won a \$20,000 Regional Fiber Consortium grant to extend our fiber buildout to the Veneta Business Park, to be accomplished this year.

COMMUNICATION AND CIVIC ENGAGEMENT

Our ongoing drive to improve citizen awareness and understanding of issues before the city, as well as citizen participation in civic activity, is reflected in the City of Veneta Communication Plan, adopted last January.

Since then, we have updated our City logo and launched a new, more user-friendly website.

The plan recognizes the importance of social media in today's communication and commits the City to developing guidelines for effective and responsible use of it.

For several years, the City has joined the Oregon Mayors' Association in sponsoring an annual "If I Were Mayor" contest, encouraging young citizens to learn about the functions of local government and to think either inside or outside the box about ways to improve quality of life in Veneta. Last year, fourth-grader MacKenzie Corbett thought very much outside the box with her proposal to control marauding cats with squirt guns, and high school sophomore Riley Craig was rewarded for his creative video entry.

Supported by a generous grant from the Lane County Cultural Coalition, the Veneta Historical Advisory Committee partnered with Applegate Pioneer Museum to install a plaque at the museum honoring Veneta's founders Edmund Hunter and Charles Dunham, designed to further interest in and knowledge of Veneta's history.

MISCELLANEOUS

There are, of course, other activities and developments of significance that don't fall strictly under specific council goals.

In December, the Lane Area Commission on Transportation ranked our proposal for a bike/pedestrian path improving safety for all who walk or ride between Veneta and Elmira first of seven county-wide proposals. If approved by ODOT at the state level, construction could begin in the next three to four years.

Life in Veneta may not be all fun and games, but we have our share.

Veneta's community pool concluded another successful season that included water aerobics and swim lessons as well as a Summer Solstice Party, Night Waves for teens with deejay Barry MacGuire and a Family Fun Night.

For 23 years, the City has operated Zumwalt Campground, originally a response to illegal camping during the Oregon Country Fair. The popular venue, a money-maker for Veneta's parks fund and Mid Lane Cares, sold out again this year. Campers took time out from fair revelry to partner with the Friends of Zumwalt on their trail restoration project.

The heat was on when Veneta staff, aka the City Slickers, entered the Harvest Festival chili cook-off, but, alas, they did not win. Mid Lane's annual fund raiser to support the Fern Ridge Service Center is becoming a signature event for the city.

Veneta celebrated its sixth year as a Tree City USA with a celebration at the Veneta Community Center, featuring arborist Matt Horowitz and an apple cider pressing demonstration by Marion Lil of Apple Springs Organic Farm.

Lane Council of Governments named Veneta's nominee Tom Laing its Outstanding Citizen of the Year for his long service to his fellow veterans.

A year of opportunity, accomplishment and progress, yes.....and challenge.

We were certainly challenged as 2015 came to a tempestuous close with a sudden December storm that blew through Veneta on a wild and erratic path. Trees fell on houses and automobiles. Streets were blocked by fallen trees and debris. Veneta City Park lost 18 trees, some of them falling on the swing set and monkey bars.

In typical Veneta fashion, however, we weathered the storm. Best of all, no one was seriously injured in spite of some close calls.

There was also little or no damage to city facilities. The Community Center lost a few shingles but the pool building was unscathed, thanks to the timely removal of a large pine tree that threatened to fall on it.

Generators at the water and wastewater plant worked the way they were supposed to in the resulting power outages.

Public Works staff along with crews from EPUD and Lane Electric plus several stalwart community volunteers cleared streets and storm drains in record time, preventing flooding from more rain that came later in the day.

The annual holiday tree lighting was somewhat soggy, but it's Oregon, and we didn't let a little moisture dampen our celebration, especially our enjoyment of the sweet voices of the Veneta and Elmira Elementary School choirs.

And Mother Nature didn't rain on our holiday parade—much. Weather-defying families lined the streets for the 12th annual Fern Ridge Light Parade, and the rains held off almost to the end.

Speaking of challenges, if 2014 was the "year of the chicken" in Veneta, as I suggested in last year's State of the City, 2015 was the "year of the turkey." Flocks of them are roaming the city and their numbers were not reduced at Thanksgiving! We would suggest that kind hearted residents rethink their practice of feeding them because the fowl invaders will necessarily meet a cruel fate, eventually. "Eventually" is the key word, however, because Department of Fish and Wildlife limits the City to six kills at a time, and my husband recently counted 24 in just one of many flocks.

At least the breasts of harvested birds are donated to locations like the Eugene Mission, but our public works staff has the unenviable task of cleaning and preparing them.

THE YEAR TO COME

Many of the opportunities, accomplishments, progress and challenges of 2015 laid the groundwork for work still to be done. The Council reordered but did not significantly change its goals for 2016, except that we placed new emphasis on parks and recreation in support of healthy lifestyles.

In May, Fern Ridge residents will decide whether or not to establish the Fern Ridge Community Policing District. Either decision will present challenges for the City.

In addition, candidates for three of our five council seats, including the mayor, will be on the November ballot, as will a measure establishing a city tax on recreational marijuana.

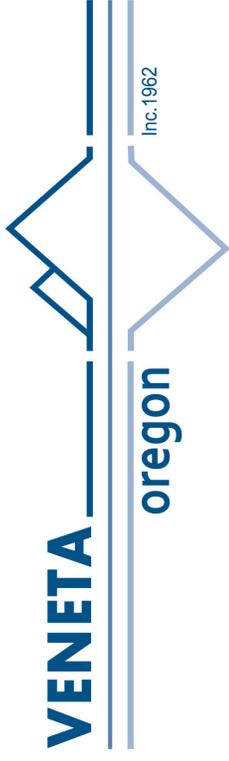
We will turn attention to city sidewalks and retail licensing of tobacco, and Veneta's beloved Easter Egg Hunt will go green with biodegradable candy-filled eggs.

It's probably clear that the annual visit of second graders is a highlight of the year for me. They come to learn, but we also learn, as, like little barometers, they provide valuable insight into the attitudes of our residents as a whole. Last year, they told us that they see Veneta as a safe place with friendly people, naming their homes, school, library, pool, parks and Dairy Queen among their favorite places.

I look forward to reassuring this year's group that, even with the city's inevitable growth and change, Veneta will remain the family-oriented community that they know and love.

Accounts Payable To Be Paid Proof List

User: mindy
 Printed: 02/04/2016 - 11:37 AM
 Batch: 001-02-2016



Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
AbvMess Above The Mess										
1217	01/29/2016	459.90	0.00	02/09/2016	Monthly Contract		-	No		0000
100-100-52055	Janitorial Services Contract									
1217	01/29/2016	114.98	0.00	02/09/2016	Monthly Contract		-	No		0000
140-140-52055	Janitorial Services Contract									
1217	01/29/2016	191.62	0.00	02/09/2016	Monthly Contract		-	No		0000
130-530-52055	Community Ctr Janitorial&Maint									
	1217 Total:	766.50								
	AbvMess Total:	766.50								
ALSCO ALSCO										
JAN 2016	01/13/2016	144.03	0.00	02/09/2016			-	No		0000
100-100-51050	Bldg Maint/Janitorial Sup									
JAN 2016	01/13/2016	36.01	0.00	02/09/2016			-	No		0000
140-140-51050	City Hall Maint/Janitorial Sup									
	JAN 2016 Total:	180.04								
	ALSCO Total:	180.04								
AnalyLab Analytical Laboratory Group										
74668WTR	01/06/2016	140.00	0.00	02/09/2016	Drinking water		-	No		0000
220-220-53055	System Quality Tests									
	74668WTR Total:	140.00								
74668WW	01/06/2016	1,299.60	0.00	02/09/2016	Wastewater		-	No		0000
220-220-53055	System Quality Tests									
	74668WW Total:	1,299.60								
	AnalyLab Total:	1,439.60								
ASI ASI										
Jan 2016	01/31/2016	3.75	0.00	02/09/2016	FSA admin fee		-	No		0000
100-100-51010	Admin Supplies & Services									
	Jan 2016 Total:	3.75								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
ASI Total:		3.75								
AutoPlus Automation Plus										
2016-01-17	01/27/0206	9.00	0.00	02/09/2016	Computer class- Excel		-	No		0000
100-100-51070	Training & Conferences									
2016-01-17	01/27/0206	1.00	0.00	02/09/2016	Computer class- Excel		-	No		0000
130-130-51070	Training & Conferences									
2016-01-17	01/27/0206	1.00	0.00	02/09/2016	Computer class- Excel		-	No		0000
230-230-51070	Training & Conferences									
2016-01-17	01/27/0206	12.00	0.00	02/09/2016	Computer class- Excel		-	No		0000
210-210-51070	Training & Conferences									
2016-01-17	01/27/0206	1.00	0.00	02/09/2016	Computer class- Excel		-	No		0000
240-240-51070	Training & Conferences									
2016-01-17	01/27/0206	2.00	0.00	02/09/2016	Computer class- Excel		-	No		0000
140-140-51070	Training & Conferences									
2016-01-17	01/27/0206	1.00	0.00	02/09/2016	Computer class- Excel		-	No		0000
130-520-51070	Training & Conferences									
2016-01-17	01/27/0206	12.00	0.00	02/09/2016	Computer class- Excel		-	No		0000
220-220-51070	Training & Conferences									
2016-01-17	01/27/0206	1.00	0.00	02/09/2016	Computer class- Excel		-	No		0000
100-160-51070	Training & Conferences									
2016-01-17 Total:		40.00								
AutoPlus Total:		40.00								
BanBkCC Banner Bank										
1/16 Display	01/18/2016	18.68	0.00	02/09/2016	Jan 2016		-	No		0000
100-100-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	2.08	0.00	02/09/2016	Jan 2016		-	No		0000
130-130-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	2.08	0.00	02/09/2016	Jan 2016		-	No		0000
230-230-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	24.91	0.00	02/09/2016	Jan 2016		-	No		0000
210-210-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	2.08	0.00	02/09/2016	Jan 2016		-	No		0000
240-240-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	4.16	0.00	02/09/2016	Jan 2016		-	No		0000
140-140-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	2.08	0.00	02/09/2016	Jan 2016		-	No		0000
130-520-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	24.91	0.00	02/09/2016	Jan 2016		-	No		0000
220-220-51500	Office Equipment & Furnishings									
1/16 Display	01/18/2016	2.08	0.00	02/09/2016	Jan 2016		-	No		0000
240-240-51500	Office Equipment & Furniture									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
1/16 Display	01/18/2016	33.22	0.00	02/09/2016	Jan 2016		-			No 0000
100-100-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	2.08	0.00	02/09/2016	Jan 2016		-			No 0000
130-130-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	4.15	0.00	02/09/2016	Jan 2016		-			No 0000
230-230-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	4.15	0.00	02/09/2016	Jan 2016		-			No 0000
210-210-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	4.15	0.00	02/09/2016	Jan 2016		-			No 0000
220-220-51500	Office Equipment & Furnishings									
1/16 Display	01/18/2016	2.07	0.00	02/09/2016	Jan 2016		-			No 0000
240-240-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	22.43	0.00	02/09/2016	Jan 2016		-			No 0000
100-100-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	8.73	0.00	02/09/2016	Jan 2016		-			No 0000
140-140-51500	Office Equipment & Furniture									
1/16 Display	01/18/2016	2.08	0.00	02/09/2016	Jan 2016		-			No 0000
130-520-51500	Office Equipment & Furniture									
1/16 Eggs	01/18/2016	166.12								
130-130-54620	Park Board Events & Activities	609.70	0.00	02/09/2016	Jan 2016		-			No 0000
1/16 MS online	01/18/2016	609.70								
100-100-52045	Computer System Support-Maint	25.74	0.00	02/09/2016	Jan 2016		-			No 0000
1/16 MS online	01/18/2016	2.86	0.00	02/09/2016	Jan 2016		-			No 0000
100-160-52045	Computer System Support-Maint									
1/16 MS online	01/18/2016	2.86	0.00	02/09/2016	Jan 2016		-			No 0000
100-170-52045	Computer System Support/Maint									
1/16 MS online	01/18/2016	5.87	0.00	02/09/2016	Jan 2016		-			No 0000
130-130-52045	Computer System Support-Maint									
1/16 MS online	01/18/2016	2.87	0.00	02/09/2016	Jan 2016		-			No 0000
130-520-52045	Computer System Support/Maint									
1/16 MS online	01/18/2016	10.86	0.00	02/09/2016	Jan 2016		-			No 0000
140-140-52045	Computer System Support-Maint									
1/16 MS online	01/18/2016	10.86	0.00	02/09/2016	Jan 2016		-			No 0000
210-210-52045	Computer System Support-Maint									
1/16 MS online	01/18/2016	15.86	0.00	02/09/2016	Jan 2016		-			No 0000
220-220-52045	Computer System Support-Maint									
1/16 MS online	01/18/2016	5.86	0.00	02/09/2016	Jan 2016		-			No 0000
230-230-52045	Computer System Support-Maint									
1/16 MS online	01/18/2016	3.86	0.00	02/09/2016	Jan 2016		-			No 0000
240-240-52045	Computer System Support-Maint									
1/16 Training	01/18/2016	87.50								
240-240-51070	Training & Conferences	40.00	0.00	02/09/2016	Jan 2016		-			No 0000

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
1/16 Training 140-140-51070	01/18/2016 Training & Conferences	80.00	0.00	02/09/2016	Jan 2016		-	No		0000
	1/16 Training Total:	120.00								
Jan 2016 FLW 100-100-51010	01/18/2016 Admin Supplies & Services	60.00	0.00	02/09/2016	Flowers		-	No		0000
	Jan 2016 FLW Total:	60.00								
	BanBKCC Total:	1,043.32								
	BranEng Branch Engineering, Inc									
6075 140-140-52140	01/21/2016 Technical Review Services	878.75	0.00	02/09/2016	Sproat Ranch Review		-	No		0000
	6075 Total:	878.75								
6076 140-140-52140	01/21/2016 Technical Review Services	142.50	0.00	02/09/2016	Vet Clinic Review		-	No		0000
	6076 Total:	142.50								
6077 140-140-52140	01/21/2016 Technical Review Services	142.50	0.00	02/09/2016	Yurtel Review		-	No		0000
	6077 Total:	142.50								
6078 140-140-52140	01/21/2016 Technical Review Services	856.25	0.00	02/09/2016	Applegate PH 4&5 Review		-	No		0000
	6078 Total:	856.25								
	BranEng Total:	2,020.00								
	BucSan Buck's Sanitary Service									
A45681 130-130-53210	01/28/2016 Park Maintenance	53.00	0.00	02/09/2016	Fern Park unit		-	No		0000
	A45681 Total:	53.00								
A45682 130-130-53210	01/28/2016 Park Maintenance	53.00	0.00	02/09/2016	City Park Unit		-	No		0000
	A45682 Total:	53.00								
A45683 130-130-53210	01/28/2016 Park Maintenance	98.50	0.00	02/09/2016	Skate Park unit		-	No		0000
	A45683 Total:	98.50								
	BucSan Total:	204.50								
	CivWest Civil West Engineering Service									
3101-006.16 314-314-60130	01/26/2016 System Expansion	704.74	0.00	02/09/2016	Air piping- Inv per	12/26/15-1/25/16	-	No		0000
3101-006.16 220-220-61610	01/26/2016 System Improvements	379.47	0.00	02/09/2016	Air piping- Inv per	12/26/15-1/25/16	-	No		0000
	3101-006.16 Total:	1,084.21								
3101-008.07 220-220-52070	01/26/2016 Engineering Fees	1,849.50	0.00	02/09/2016	Mixing zone- Inv per	12/26/15-1/25/16	-	No		0000

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	3101-008.07 Total:	1,849.50								
	CivWest Total:	2,933.71								
DeptOfEn	Dept of Environmental Quality									
WQ16DOM-0919	01/13/2016	1,833.00	0.00	02/09/2016	NPDES-DOM-Db File # 92762		-	No		0000
220-220-51010	Admin Supplies & Services	1,833.00								
	WQ16DOM-0919 Total:	1,833.00								
	DeptOfEn Total:	1,833.00								
DocuTrak	DocuTRAK Imaging, Inc									
5104	01/19/2016	30.00	0.00	02/09/2016	On site shredding service		-	No		0000
100-100-51010	Admin Supplies & Services	30.00								
	5104 Total:	30.00								
	DocuTrak Total:	30.00								
EDMS	EDMS Inc									
19451	02/01/2016	116.86	0.00	02/09/2016	Jan utility bills		-	No		0000
210-210-51010	Admin Supplies & Services	290.89								
19451	02/01/2016	175.29	0.00	02/09/2016	Jan utility bills		-	No		0000
210-210-51015	Postage	436.33								
19451	02/01/2016	1,019.37	0.00	02/09/2016	Monthly Newsletter		-	No		0000
220-220-51010	Admin Supplies & Services	249.12								
	19451 Total:	249.12								
100-100-51095	Public Relations	1,268.49								
	19451 NL Total:	1,268.49								
	EDMS Total:									
EPUD	EPUD									
104799 01/16	01/27/2016	21.38	0.00	02/09/2016	Skate Park		-	No		0000
130-130-53110	Territorial Park Electricity	21.38								
	104799 01/16 Total:	495.16								
107383 01/16	01/27/2016	495.16	0.00	02/09/2016	Pool		-	No		0000
130-520-54055	Pool Utilities	495.16								
	107383 01/16 Total:	32.23								
122635 01/16	01/27/2016	32.23	0.00	02/09/2016	Bulk water station		-	No		0000
210-210-51035	Electricity	521.43								
	122635 01/16 Total:	521.43								
51043 01/2016	01/27/2016		0.00	02/09/2016	City Hall		-	No		0000
100-100-51035	Electricity									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
51043 01/2016	01/27/2016	130.36	0.00	02/09/2016	City Hall		-	No		0000
140-140-51035	Electricity									
	51043 01/2016 Total:	651.79								
60675 01/16	01/27/2016	332.27	0.00	02/09/2016	Pine St Station		-	No		0000
220-220-51035	Electricity									
	60675 01/16 Total:	332.27								
61380 01/16	01/27/2016	139.11	0.00	02/09/2016	Jeans Lift Station		-	No		0000
220-220-51035	Electricity									
	61380 01/16 Total:	139.11								
8229 01/16	01/27/2016	21.44	0.00	02/09/2016	Territorial Rd Pump		-	No		0000
210-210-51035	Electricity									
	8229 01/16 Total:	21.44								
ST Lights 01/16	01/27/0216	2,554.15	0.00	02/09/2016	Various Street Lights		-	No		0000
230-230-51035	Electricity-Street Lights									
	ST Lights 01/16 Total:	2,554.15								
	EPUD Total:	4,247.53								
<hr/>										
FerRiCh Fern Ridge Chamber										
2572	01/29/2016	2,000.00	0.00	02/09/2016	RTMp Funds-Visitor Info Ctr		-	No		0000
100-100-52065	Tourism Support/Projects									
	2572 Total:	2,000.00								
	FerRiCh Total:	2,000.00								
<hr/>										
GrnStrk Green Streak Automotive										
19706	01/12/2016	229.25	0.00	02/09/2016	P/W Ford truck repair		-	No		0000
230-230-53030	Vehicle Operation-Maintenance									
19706	01/12/2016	114.63	0.00	02/09/2016	P/W Ford truck repair		-	No		0000
210-210-53030	Vehicle Operation&Maintenance									
19706	01/12/2016	114.62	0.00	02/09/2016	P/W Ford truck repair		-	No		0000
220-220-53030	Vehicle Operation&Maintenance									
	19706 Total:	458.50								
	GrnStrk Total:	458.50								
<hr/>										
InfoStru Info Structure										
2303766	01/21/2016	398.08	0.00	02/09/2016	Cust #C7930 - City Hall		-	No		0000
100-100-51030	Telephone Services									
2303766	01/21/2016	99.52	0.00	02/09/2016	Cust #C7930 - City Hall		-	No		0000
140-140-51030	Telephone									
	2303766 Total:	497.60								
2303967	01/21/2016	45.81	0.00	02/09/2016	Cust #61227 - WWTP		-	No		0000
220-220-51030	Telephone Services									
	2303967 Total:	45.81								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
2304017	01/21/2016	49.04	0.00	02/09/2016	Cust #62054 - Pool		-	No		0000
130-520-54055	Pool Utilities	49.04								
	2304017 Total:	49.04								
	InfoStru Total:	592.45								
JerBro Jerry Brown Co										
Jan 2016	01/31/2016	29.51	0.00	02/09/2016	Fuel usage		-	No		0000
100-100-51075	Travel - Staff	59.03	0.00	02/09/2016	Fuel usage		-	No		0000
Jan 2016	01/31/2016	59.03	0.00	02/09/2016	Fuel usage		-	No		0000
130-130-53030	Vehicle Operation/Maintenance	236.12	0.00	02/09/2016	Fuel usage		-	No		0000
Jan 2016	01/31/2016	206.60	0.00	02/09/2016	Fuel usage		-	No		0000
230-230-53030	Vehicle Operation-Maintenance	590.29								
Jan 2016	01/31/2016	590.29								
210-210-53030	Vehicle Operation&Maintenance									
Jan 2016	01/31/2016									
220-220-53030	Vehicle Operation&Maintenance									
Jan 2016	01/31/2016									
	JerBro Total:									
JerHom Jerry's Home Improvement										
398883	01/31/2016	59.04	0.00	02/09/2016	City Hall kitchen project		-	No		0000
100-100-51050	Bldg Maint/Janitorial Sup	29.39	0.00	02/09/2016	City Hall kitchen project		-	No		0000
398883	01/31/2016	29.23	0.00	02/09/2016	City Hall kitchen project		-	No		0000
130-130-53220	Building Maintenance	52.61	0.00	02/09/2016	City Hall kitchen project		-	No		0000
398883	01/31/2016	62.64	0.00	02/09/2016	City Hall kitchen project		-	No		0000
140-140-51050	City Hall Maint/Janitorial Sup	28.47	0.00	02/09/2016	City Hall kitchen project		-	No		0000
398883	01/31/2016	5.85	0.00	02/09/2016	City Hall kitchen project		-	No		0000
210-210-53065	Bldg & Yard Maintenance	16.71	0.00	02/09/2016	City Hall kitchen project		-	No		0000
398883	01/31/2016	283.94								
220-220-53065	Bldg & Yard Maintenance	283.94								
398883	01/31/2016									
230-230-53065	Bldg & Yard Maintenance									
398883	01/31/2016									
240-240-53065	Building & Yard Maintenance									
398883	01/31/2016									
120-120-51050	Building Maint & Janitorial									
Jan 2016	01/31/2016									
	JerHom Total:									
JPCook J P Cooke Co										
368632/FC10831	02/01/2016	118.44	0.00	02/09/2016	2016 dog tags		-	No		0000
100-170-51120	Animal Control Supplies/Admin	118.44								
	368632/FC10831 Total:									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	JPcook Total:	118.44								
LanCoDe Lane County Deeds & Records										
00600	01/29/2016	37.00	0.00	02/09/2016	Lien recording fee - map	17-05-31-20	-	No		0000
210-210-51010	Admin Supplies & Services									
	00600 Total:	37.00								
1400	01/29/2016	37.00	0.00	02/09/2016	Lien recording fee - map	17-05-31-14	-	No		0000
220-220-51010	Admin Supplies & Services									
	1400 Total:	37.00								
	LanCoDe Total:	74.00								
LanEle Lane Electric Coop Inc										
42002 01/16	01/29/2016	277.51	0.00	02/09/2016	Community Center		-	No		0000
130-530-51035	Electricity-Community Center									
	42002 01/16 Total:	277.51								
42007 01/16	01/29/2016	136.17	0.00	02/09/2016	hwy 126 Welcome Sign		-	No		0000
100-100-51100	Welcome Sign Maintenance									
	42007 01/16 Total:	136.17								
42008 01/16	01/29/2016	5,719.85	0.00	02/09/2016	Wastewater Treatment Plant		-	No		0000
220-220-51035	Electricity									
	42008 01/16 Total:	5,719.85								
42009 01/16	01/29/2016	146.78	0.00	02/09/2016	Bolton Hill Reservoir		-	No		0000
210-210-51035	Electricity									
	42009 01/16 Total:	146.78								
42013 01/16	02/02/2016	42.10	0.00	02/02/2016	Huston/Tidball pump		-	No		0000
210-210-51035	Electricity									
	42013 01/16 Total:	42.10								
St lights 01/16	01/29/2016	1,364.90	0.00	02/09/2016	Various Street Lights		-	No		0000
230-230-51035	Electricity-Street Lights									
	St lights 01/16 Total:	1,364.90								
	LanEle Total:	7,687.31								
MidSta Mid-State Industrial Svc										
0162899	01/28/2016	1,830.00	0.00	02/09/2016	Monthly Contract		-	No		0000
230-230-53150	Street Sweeping Contract									
	0162899 Total:	1,830.00								
	MidSta Total:	1,830.00								
NetAsset Net Assets										
88-201601	02/01/2016	11.00	0.00	02/09/2016	Lien search request		-	No		0000
100-100-51010	Admin Supplies & Services									
	88-201601 Total:	11.00								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
NetAsset Total:		11.00								
NexCom Nextel Communications										
886952530-122	01/27/2016	39.86	0.00	02/09/2016	Cell phones Jan 2016		-	No		0000
100-100-51030	Telephone Services									
886952530-122	01/27/2016	39.85	0.00	02/09/2016	Cell phones Jan 2016		-	No		0000
130-130-51030	Telephone Services									
886952530-122	01/27/2016	59.79	0.00	02/09/2016	Cell phones Jan 2016		-	No		0000
210-210-51030	Telephone Services									
886952530-122	01/27/2016	59.79	0.00	02/09/2016	Cell phones Jan 2016		-	No		0000
220-220-51030	Telephone Services									
886952530-122	01/27/2016	39.84	0.00	02/09/2016	Cell phones Jan 2016		-	No		0000
230-230-51030	Telephone Services									
886952530-122 Total:		239.13								
NexCom Total:		239.13								
OrmKip Orme Kip										
KOrme 01/16	02/01/2016	50.00	0.00	02/09/2016	Cell phone stipend		-	No		0000
220-220-51030	Telephone Services									
KOrme 01/16 Total:		50.00								
OrmKip Total:		50.00								
PowelJust Powell Justin										
01/16 JP	01/28/2016	9.00	0.00	02/09/2016	Clay Valvue training meal		-	No		0000
210-210-51070	Training & Conferences									
01/16 JP Total:		9.00								
PowelJust Total:		9.00								
SanMin Sandford Mindy S										
MSandford 01/16	01/29/2016	4.30	0.00	02/09/2016	Training mileage/parking reimbursement		-	No		0000
100-100-51070	Training & Conferences									
MSandford 01/16	01/29/2016	0.48	0.00	02/09/2016	Training mileage/parking reimbursement		-	No		0000
130-130-51070	Training & Conferences									
MSandford 01/16	01/29/2016	0.48	0.00	02/09/2016	Training mileage/parking reimbursement		-	No		0000
230-230-51070	Training & Conferences									
MSandford 01/16	01/29/2016	5.73	0.00	02/09/2016	Training mileage/parking reimbursement		-	No		0000
210-210-51070	Training & Conferences									
MSandford 01/16	01/29/2016	0.48	0.00	02/09/2016	Training mileage/parking reimbursement		-	No		0000
240-240-51070	Training & Conferences									
MSandford 01/16	01/29/2016	0.96	0.00	02/09/2016	Training mileage/parking reimbursement		-	No		0000
140-140-51070	Training & Conferences									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
MSandford 01/16	01/29/2016	0.48	0.00	02/09/2016	Training mileage/parking reimbursement		-	No		0000
130-520-51070	Training & Conferences									
MSandford 01/16	01/29/2016	5.73	0.00	02/09/2016	Training mileage/parking reimbursement		-	No		0000
220-220-51070	Training & Conferences									
MSandford 01/16	01/29/2016	0.48	0.00	02/09/2016	Training mileage/parking reimbursement		-	No		0000
100-160-51070	Training & Conferences									
	MSandford 01/16 Total:	19.12								
	SanMin Total:	19.12								
SchKyl Schauer Kyle										
KSchauer 01/16	02/01/2016	50.00	0.00	02/09/2016	Cell phone stipend		-	No		0000
210-210-51030	Telephone Services									
	KSchauer 01/16 Total:	50.00								
	SchKyl Total:	50.00								
Subway Subway #21078										
11116	01/20/2016	34.00	0.00	02/09/2016	Work session meal		-	No		0000
100-100-51010	Admin Supplies & Services									
	11116 Total:	34.00								
	Subway Total:	34.00								
SunsetAu Sunset Auto Parts, Inc										
10898	01/31/2016	4.78	0.00	02/09/2016	Various needs		-	No		0000
210-210-53030	Vehicle Operation&Maintenance									
10898	01/31/2016	56.31	0.00	02/09/2016	Various needs		-	No		0000
220-220-53040	System Maintenance									
	10898 Total:	61.09								
	SunsetAu Total:	61.09								
TherImag Thermo Imaging & Analysis, LLC										
5047	02/01/2016	57.29	0.00	02/09/2016	City Hall kitchen remodel		-	No		0000
100-100-51050	Bldg Maint/Janitorial Sup									
5047	02/01/2016	28.52	0.00	02/09/2016	City Hall kitchen remodel		-	No		0000
130-130-53220	Building Maintenance									
5047	02/01/2016	28.37	0.00	02/09/2016	City Hall kitchen remodel		-	No		0000
140-140-51050	City Hall Maint/Janitorial Sup									
5047	02/01/2016	51.05	0.00	02/09/2016	City Hall kitchen remodel		-	No		0000
210-210-53065	Bldg & Yard Maintenance									
5047	02/01/2016	60.78	0.00	02/09/2016	City Hall kitchen remodel		-	No		0000
220-220-53065	Bldg & Yard Maintenance									
5047	02/01/2016	27.63	0.00	02/09/2016	City Hall kitchen remodel		-	No		0000
230-230-53065	Bldg & Yard Maintenance									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
5047	02/01/2016	5.68	0.00	02/09/2016	City Hall kitchen remodel		-			No 0000
240-240-53065	Building & Yard Maintenance									
5047	02/01/2016	16.21	0.00	02/09/2016	City Hall kitchen remodel		-			No 0000
120-120-51050	Building Maint & Janitorial									
	5047 Total:	275.53								
	TherImag Total:	275.53								
VenAce Veneta Ace Hardware										
400 01/16	01/31/2016	83.18	0.00	02/09/2016	Various needs		-			No 0000
100-100-51050	Bldg Maint/Janitorial Sup									
400 01/16	01/31/2016	1.99	0.00	02/09/2016	Various needs		-			No 0000
130-130-51055	Safety Program & Supplies									
400 01/16	01/31/2016	6.08	0.00	02/09/2016	Various needs		-			No 0000
210-210-51515	Tools & Small Equipment									
400 01/16	01/31/2016	18.46	0.00	02/09/2016	Various needs		-			No 0000
210-210-53040	System Maintenance									
400 01/16	01/31/2016	13.99	0.00	02/09/2016	Various needs		-			No 0000
230-230-51055	Safety Programs & Supplies									
400 01/16	01/31/2016	3.49	0.00	02/09/2016	Various needs		-			No 0000
230-230-51515	Tools & Small Equipment									
400 01/16	01/31/2016	6.49	0.00	02/09/2016	Various needs		-			No 0000
220-220-51515	Tools & Small Equipment									
400 01/16	01/31/2016	21.72	0.00	02/09/2016	Various needs		-			No 0000
220-220-53040	System Maintenance									
	400 01/16 Total:	155.40								
	VenAce Total:	155.40								
VenVet Veneta Vet Hospital										
12/29-1/20	01/20/2016	331.25	0.00	02/09/2016	Spay/Neuter services		-			No 0000
100-170-51122	Animal Control Feral Program									
	12/29-1/20 Total:	331.25								
	VenVet Total:	331.25								
WilAnim Willamette Animal Guild										
42852	02/02/2016	90.00	0.00	02/09/2016	Feral Cat program	Spay / Neuter	-			No 0000
100-170-51122	Animal Control Feral Program									
	42852 Total:	90.00								
	WilAnim Total:	90.00								
	Report Total:	30,970.89								

VENETA CITY COUNCIL AGENDA ITEM SUMMARY

Title/Topic: PROPOSED AMENDMENTS TO VENETA MUNICIPAL CODE
RELATED TO SIDEWALK REPAIR OBLIGATIONS

Meeting Date: February 8, 2016
Department: Community Development

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

ISSUE STATEMENT

Staff is presenting Ordinance No. 526 for Council adoption. Ordinance No. 526 adopts new code provisions clarifying who is responsible for sidewalk maintenance and repair.

BACKGROUND

On November 9, 2015 Council held a work session where staff presented a summary of the sidewalk and bike lane inventory and visual survey conducted by Pavement Services Inc.

The information from the inventory is intended to help the City prioritize future sidewalk projects and will be used to assist the City in the update of the City's Transportation System Plan in 2016-17. As part of their report PSI recommended several sidewalk repair projects throughout the City. At the work session staff informed Council the Veneta Municipal Code did not include clear language stating who is responsible for maintaining and repairing sidewalks of abutting property. It has been City practice to require property owners to repair and maintain sidewalks. At that time staff recommended adopting code language to clarify this issue.

Staff has prepared amendments to the Veneta Municipal Code presented in Ordinance No. 526. New code language is added to Section 12.15 - Public Rights-of-Way and to Article III and Nuisances Affecting Public Safety, entitled "Sidewalks."

Adding language to the nuisance section will allow the City to notify owners to repair and maintain sidewalk and when necessary abate sidewalks that are in disrepair. Legal counsel has reviewed the code language and adopting Ordinance.

RELATED CITY POLICIES

None.

COUNCIL OPTIONS

1. Adopt Ordinance No. 526.
2. Do not adopt Ordinance No. 526.
3. Recommend changes and adopt Ordinance No. 526.

CITY ADMINISTRATOR’S RECOMMENDATION

Adopt Ordinance No. 526 as presented.

RECOMMENDED MOTION

If Council wishes to read the Ordinance for a first and second reading at one meeting, staff has presented both motions below.

Council can also read the Ordinance for a first reading only. Staff will bring back the Ordinance to the next Council meeting, for a second reading and adoption.

1. *“I make a motion to adopt Ordinance No. 526; an Ordinance amending Veneta Municipal Code Chapter 8.05 and 12.10 regarding sidewalk repair obligations, for first reading by title only.”*
2. *“I make a motion to adopt Ordinance No. 526; an Ordinance amending Veneta Municipal Code Chapter 8.05 and 12.10 regarding sidewalk repair obligations, for second reading by title only and final enactment.”*

CITY OF VENETA

ORDINANCE NO. 526

AN ORDINANCE AMENDING VENETA MUNICIPAL CODE CHAPTERS 8.05 and 12.10 REGARDING SIDEWALK REPAIR OBLIGATIONS

WHEREAS, it is the City's policy that property owners, not the City, are responsible for maintaining and repairing damaged sidewalks abutting private property; and

WHEREAS, the City wishes to clarify this allocation of responsibility to property owners for maintaining and repairing sidewalks abutting private property; and

WHEREAS, the City Council finds these proposed code revisions necessary to promote a safe pedestrian environment.

NOW, THEREFORE, THE CITY OF VENETA ORDAINS AS FOLLOWS:

Section 1. Amending VMC 8.05. Veneta Municipal Code (VMC) 8.05 is hereby amended to insert subsection 8.05.095 under Article III, Nuisances Affecting Public Safety, as follows:

"8.05.095 Sidewalks

No owner or person in charge of property shall allow a sidewalk abutting that owner's or person's property to fall into disrepair, in violation of applicable City sidewalk design standards and VMC 12.15.060."

Section 2. Amending VMC 12.15. VMC 12.15 is hereby amended to insert subsection 12.15.060, as follows:

"12.15.060 Obligations of Property Owners.

It shall be the duty of all property owners of record to keep all sidewalks abutting owner's property clean and in good repair. All property owners shall be required to keep the sidewalks abutting owner's property free and clear of any defects, obstructions, and hazardous materials. Failing in such duty, the property owner shall be liable to any person injured thereby and shall hold harmless and indemnify the City for any costs the City may incur as a result of the defective sidewalk."

Section 3. Unamended Provisions. All existing Sections of Chapter 8.05 and Chapter 12.15 shall remain in full force and effect.

Section 4. Savings. Notwithstanding these amendments, the City Code provisions in existence at the time any criminal or civil enforcement actions were commenced shall remain valid and in full force and effect for purposes of all cases filed or commenced during the times said provision(s) or portions thereof were operative.

Section 5. Severability. The sections, subsections, paragraphs and clauses of this ordinance and the attached Code provisions are severable. The invalidity of one

section, subsection, paragraph, or clause shall not affect the validity of the remaining sections, subsections, paragraphs and clauses.

Section 6. Codification. Provisions of this Ordinance shall be incorporated into the City Code, and the words "ordinance" or "section" may be changed to "code," "article," "chapter," "division," or another word, and the sections of this Ordinance may be renumbered or re-lettered, provided however, that any recital clause and boilerplate provisions of this Ordinance (i.e., Section Nos. 3 through 7) will not be codified, and the City Recorder is authorized to correct any cross-references and any typographical errors.

Section 7. Effective Date. This ordinance will go into full force and effect on the 30th day after City Council enactment.

READ FOR A FIRST TIME, BY TITLE ONLY, this ____ day of February, 2016, no Council person in attendance having requested that it be read in full.

READ FOR A SECOND TIME, BY TITLE ONLY, AND FOR FINAL ADOPTION, this ____ day of _____, 2016, no Council person present having requested that it be read in full.

PASSED AND ADOPTED by a ____ vote for and ____ against by the City of Veneta Council this ____, day of _____, 2016.

XXXXXXXXXXXXXXXXX

Sandra H. Larson
Executed on _____

ATTEST:

XXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder
Executed on _____

VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

Title/Topic: UPDATE TO VOLUNTEER WORKERS' COMPENSATION INSURANCE COVERAGE

Meeting Date: February 8, 2016
Department: Finance

Staff Contact: Shauna Hartz
Email: shartz@ci.veneta.or.us
Telephone Number: 541-935-2191 Ext. 305

ISSUE STATEMENT

City-County Insurance Services (CIS) requires updating our resolution electing to provide volunteers with workers' compensation insurance whenever we have any changes related to volunteers.

BACKGROUND

Most municipal entities are governed by a board or council made up of volunteers. Beyond the board and councils, entities also make use of volunteers for a number of events, activities, adhoc committees, other committees required by law, public safety, and other services.

Volunteers, working under the direction of City staff, enable the City to provide leisure, community building and quality of life activities (services) beyond the basic services. While they are essential in this manner, there is added risk to the City. To minimize this risk the City has opted, since at least 1990, to cover volunteers under workers' compensation insurance as allowed by Oregon Revised Statutes.

This coverage is provided through CIS. The caveat is that all types of volunteers and the type of work volunteers are involved in must be included in the resolution electing the coverage and reported to CIS. The last such resolution (No. 1140) was approved in February 2014. Since then the City has reactivated the Economic Development Committee, has added Arbor Day/Tree City activities to its events for which volunteers are used, and there are plans to create a Transportation System Plan Advisory Committee within the next year or so.

RELATED CITY POLICIES

Resolution No. 1140

COUNCIL OPTIONS

1. Approve the resolution as presented.
2. Approve the resolution with suggested changes.
3. Deny the resolution and provide direction to staff.

CITY ADMINISTRATOR'S RECOMMENDATION

Approve the resolution as presented.

SUGGESTED MOTIONS

"I make a motion to approve Resolution No. 1188, a resolution extending workers' compensation insurance to volunteers of the City of Veneta and repealing Resolution No. 1140."

ATTACHMENTS

- A. ORS 656.031 Coverage for municipal volunteer personnel
- B. Summary of Estimated Premium Cost for FY 2015-16

656.030 [Repealed by 1959 c.448 §14]

656.031 Coverage for municipal volunteer personnel. (1) Except as provided in ORS 404.215, all municipal personnel, other than those employed full-time, part-time, or substitutes therefor, shall, for the purpose of this chapter, be known as volunteer personnel and shall not be considered as workers unless the municipality has filed the election provided by this section.

(2) The county, city or other municipality utilizing volunteer personnel as specified in subsection (1) of this section may elect to have such personnel considered as subject workers for purposes of this chapter. Such election shall be made by filing a written application to the insurer, or in the case of a self-insured employer, the Director of the Department of Consumer and Business Services, that includes a resolution of the governing body declaring its intent to cover volunteer personnel as provided in subsection (1) of this section and a description of the work to be performed by such personnel. The application shall also state the estimated total number of volunteer personnel on a roster for each separate category for which coverage is elected. The county, city or other municipality shall notify the insurer, or in the case of self-insurers, the director, of changes in the estimated total number of volunteers.

(3) Upon receiving the written application the insurer or self-insured employer may fix assumed wage rates for the volunteer personnel, which may be used only for purposes of computations under this chapter, and shall require the regular payment of premiums or assessments based upon the estimated total numbers of such volunteers carried on the roster for each category being covered. The self-insured employer shall submit such assumed wage rates to the director. If the director finds that the rates are unreasonable, the director may fix appropriate rates to be used for purposes of this section.

(4) The county, city or municipality shall maintain separate official membership rosters for each category of volunteers. A certified copy of the official membership roster shall be furnished the insurer or director upon request. Persons covered under this section are entitled to the benefits of this chapter and they are entitled to such benefits if injured as provided in ORS 656.202 while performing any duties arising out of and in the course of their employment as volunteer personnel, if the duties being performed are among those:

- (a) Described on the application of the county, city or municipality; and
- (b) Required of similar full-time paid employees.

(5) The filing of claims for benefits under this section is the exclusive remedy of a volunteer or a beneficiary of the volunteer for injuries compensable under this chapter against the state, its political subdivisions, their officers, employees, or any employer, regardless of negligence. [Formerly 656.088; 1969 c.527 §1; 1977 c.72 §1; 1979 c.815 §2; 1981 c.854 §5; 1981 c.874 §1; 2009 c.718 §14a]

656.032 [Amended by 1959 c.451 §1; repealed by 1965 c.285 §95]

City of Veneta
 Workers' Compensation Insurance Report
 ESTIMATE of Volunteer Coverage For Fiscal Year 2015-16

Minimum Wage: 9.25
 Estimate Rate Increase: 1.00%

Code	Description	Estimate of Hours to be Worked	Estimated Wages	Estimated Rate	Estimated Premium with Rate Increase	1.00
0042V	Landscape Gardening Planting, pruning, clean-up (10 people * 3 hours * 12 months * 3 parks)	1,080	9,990.00	0.083	827.17	130-130-50060
8742V	Boards City Council Planning Commission Park Board Budget Committee Historical Committee Transportation System Plan Advisory Committee Economic Development Committee		2,500.00 2,500.00 2,500.00 2,500.00 2,500.00 2,500.00 2,500.00	0.005	82.08	100-100-50060
9015V	LifeGuards/Bldg Maint/RV Park Zumwalt	700	6,475.00	0.056	363.90	130-130-50060
9102V	Parks Maintenance/Rec/Teen Activities (Easter Egg Hunt, Earth Day, Harvest Festival, Arbor Day/Tree City celebrations)	221	2,044.25	0.067	136.41	130-130-50060
8831V	Animal Control Trapping and transporting feral cats (15 people * 1 hour mtg * 4 qtrly)+(4 people * 4 hours * 6 days/wk * 52	6,092	56,351.00	0.024	1,346.79	100-100-50060
Totals By Column			\$92,360.25		\$ 1,929.17	

CITY OF VENETA

RESOLUTION NO. 1188

**A RESOLUTION EXTENDING WORKERS' COMPENSATION COVERAGE TO
VOLUNTEERS OF THE CITY OF VENETA AND REPEALING RESOLUTION NO.
1140**

WHEREAS, pursuant to ORS 656.031, unless the City files an election with its insurer, all municipal personnel, other than those employed full-time, part-time, or substitutes therefore, shall be known as volunteer personnel and not covered by workers' compensation; and

WHEREAS, the City Council for the City of Veneta wishes to file an election with its insurer to allow its volunteer workers to be covered by workers' compensation coverage.

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

SECTION 1. Election. The City hereby elects to have its volunteer personnel considered subject workers for purposes of ORS 656.031 as set forth within this Resolution, and adopts the above findings of fact to support this election.

SECTION 2. Description of work. The Council intends to provide workers' compensation to the classes of volunteers listed below, as shall be noted on CIS payroll schedule, and verified at audit:

- 1. Volunteer boards, commissions and councils for the performance of administrative duties.** An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission or council for the performance of administrative duties. The covered bodies are:
 - a. City Council
 - b. Planning Commission
 - c. Budget Committee
 - d. Park Board
 - e. Economic Development Committee
 - f. Historical Committee
 - g. Transportation System Plan Advisory Committee

- 2. Non-public safety volunteers**

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed. (List specific non- public safety volunteers below)

 - a. Parks and recreation
 - b. Landscape maintenance
 - c. Campground/RV park
 - d. Court ordered work for youth
 - e. Animal control: Feral cat trap neuter and return program

3. Public Events

Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation:

- a. Earth Day
- b. Arbor Day/Tree City Event
- c. Easter Egg Hunt
- d. Holiday Tree Lighting
- e. Holiday Light Parade
- f. Special Nights/Parties at the swimming pool

3. Community Service Volunteers/Inmates

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by the City of Veneta. Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

4. Other volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that the City of Veneta:

- a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage.
- b. CIS approves the coverage and date of coverage
- c. CIS provides written confirmation of coverage

SECTION 3. Rosters. The City of Veneta agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service and hours of service and make them available at the time of a claim or audit to verify coverage.

SECTION 4. Repealing Clause. Resolution No. 1140 is hereby repealed.

PASSED AND ADOPTED by the Veneta City Council this ____ day of _____, 2016.

XXXXXXXXXXXXXXXXXXXX

Sandra H. Larson, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder