

# Minutes of the Veneta City Council

## March 28, 2016

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

Others: Ric Ingham, City Administrator; Shauna Hartz, Finance Director; Kay Bork, Community Development Director; Kyle Schauer, Public Works Director; Darci Henneman, City Recorder; Candi Unger, Sanipac; Craig Soderberg; Cathy Coulson-Keegan, Veneta Park Board; Sgt. Billy Halvorson, LCSO; Cathy Lundeen, VFW Post 9448; Joan Mariner, Fern Ridge Review,

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

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

### 2. PUBLIC COMMENT

None

### 3. CONSENT AGENDA

**MOTION: Thomas Cotter made a motion to approve the consent agenda as presented. Victoria Hedenstrom 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 February 22, 2016, Minutes for March 7, 2016 Special Meeting, Minutes for March 14, 2016 Work Session, Accounts Payable - Checks for Approval – Paid through March 15, 2016, To be Paid – Payable through March 21, 2016, Civic Calendar for April, 2016, Public Works Activity Report for February, 2016, Banner Permit from Territorial Sports Program Annual Auction, Request from Elmira High School Leadership Class to waive the Community Center rental fee for a fundraising event for the Mr. Falcon contest (no action required - previously approved by Mayor Larson), Request from Levi Hanson to waive the Community Center rental fee for a fundraising event for the Mr. Falcon contest (no action required – previously approved by Mayor Larson).

### 4. COUNCIL BUSINESS AND REPORTS

#### a. Business

#### (1) 2015 Sanipac Annual Report

Candi Unger, Office Manager at Sanipac, reviewed the annual rate increase as well as the Annual Report to the City. She said the consumer price index increased 1.2% which means monthly rates will increased on March 1, 2016 by 1.2% or 23 cents per month on a 35 gallon weekly can. She said the Department of Environmental Quality (DEQ) Report states the City is in compliance with recycling standards and in 2015, Sanipac, on behalf of the City, processed 400 tons of recycled material and 480 tons of yard debris. She said the annual clean up in May yielded 210 cubic yards of debris, 2.2 tons of metal and 10.76 tons of garbage. She said 40 more homes are being served by Sanipac for a total of 1358 Sanipac customers in Veneta. She said the Veneta franchise fees totaled \$25,200 in 2015 compared to \$20,000 in 2014 and in 2015 Sanipac donated \$18,333 in services to the City.

#### (2) 2015 Annual Report from the Park Board

Veneta Park Board Chair Craig Soderberg and Vice Chair Cathy Coulson-Keegan introduced themselves.

Ms. Coulson-Keegan gave a brief recap of the Easter Egg Hunt that took place last Saturday which went very well.

Mr. Soderberg reviewed the annual report which included past and present board members. He said the Park Board had another successful year and he thanked staff for the assistance the Board receives and he also thanked Victoria Hedenstrom as Council Liaison. He said the Park Board's signature events are the Tree Lighting, Easter Egg Hunt, Earth Day, and a fairly new event is the Fall Tree Planting. He said the Park Board is also the City's Tree Board. He said the Board also assists with pool events in the summer. He said an area they are starting to spend more time on is assisting the City Council in the development and improvement of Veneta's park facilities. On behalf of the entire Board, he thanked the Council for the financial support and said they appreciate being a viable Board and they do not take their positions lightly.

Mayor Larson said the Park Board is a very viable Board and she said the Easter Egg Hunt was a great event. She thanked Mr. Soderberg and Ms. Coulson-Keegan for the annual report.

(3) Lane County Sheriff's Office Activity Report

Sgt. Halvorson reviewed the February activity report. He said welfare checks peaked in February but that's somewhat common across the county and statewide. He said the deputies have been pretty active and are also working with the main office on property crimes in Veneta and other areas of Lane County. He said last week Lane County Sheriff's Office used armored vehicles to issue a search warrant on a 6<sup>th</sup> St. resident. He said based on a point scale, determined after following a state established matrix (based on the type of offense, history of the individuals, including a history of weapons, and individuals associated with the address), it was determined that the use of the armored vehicles was warranted. He said the search warrant was issued without incident and there was no show of force. He said the warrant was based on three separate cases in the Fern Ridge area where stolen property had been funneled into the 6<sup>th</sup> St. residence. One individual was released due to having no criminal history but the other individual is well known to law enforcement because of a consistent pattern of criminal behavior. He said the investigation continues.

In response to a question from Victoria Hedenstrom, Sgt. Halvorson said the two residents have returned to the home on 6<sup>th</sup> St. and all of the deputies are aware of that. He said our deputies as well as other general county patrols will make extra efforts to patrol that residence at different hours to look for future activity.

In response to a question from Thomas Laing, Sgt. Halvorson said the use of armored vehicles is based on the matrix and standards established through the Oregon Tactical Officers Association (OTOA). He said OTOA looks at current case law and national standards, and they establish the standards and guidelines for special response or SWAT teams. He said some of those persons at that residence are known to carry weapons, and for deputy protection, the show of force was deemed necessary. He said that kind of show of force actually calms a situation down because there's a perception of overwhelming force.

(4) Appointments to the Veneta Park Board (Positions 6 and 7 expire March 31, 2016)

With no objections from the Council, Mayor Larson appointed Jody Kenney to position 6 and Robert McCarthy to position 7 on the Veneta Park Board.

(5) Arbor Day Proclamation

Mayor Larson reviewed the Arbor Day Proclamation and declared the fifth Friday of April, (April 29<sup>th</sup>) National Arbor Day.

(6) Child Abuse Prevention Proclamation

Mayor Larson read the Child Abuse Prevention Proclamation and declared the month of April as Child Abuse Prevention Month.

- (7) Donation Request from Veterans' of Foreign Wars Post 9448  
Cathy Lundeen, Post 9448 Commander, said on holidays such as Memorial Day, Independence Day, and Labor Day, Post 9448 displays flags along Highway 126 in front of the West Lane Shopping Center. She said several flags and poles need to be replaced and they have expended all of their flag funds. She said the Flag Sponsor Program has solicited a few large donations but she is asking the Council for a donation to allow them to purchase new flags and poles.

Mayor Larson said the display along the highway is a wonderful thing and represents the City well.

In response to a question from Mayor Larson, Ms. Lundeen said flags are about \$15 to \$20 each and currently 20 flags need replacing due to damage or vandalism. She suggested a \$200 donation.

**MOTION: Thomas Cotter made a motion to donate to the Veterans of Foreign Wars Post 9448 in the amount of \$200 from the Council Discretionary account to be used to purchase flags. Victoria Hedenstrom seconded motion which passed with a vote of 5-0.**

- (8) Sponsorship Request from Fern Ridge Kiwanis – Motorcycle Show & Shine  
In response to a question from Mayor Larson, Ingham said last year the City Council approved the purchase of the event banner which was about \$400.

**MOTION: Thomas Cotter made a motion to sponsor the Kiwanis Club of Fern Ridge Motorcycle Show and Shine event in the amount of \$200 from the Rural Tourism Marketing Program. Thomas Laing seconded motion which passed with a vote of 5-0.**

- (9) Sponsorship Request from the Distinguished Service Awards Committee  
Mayor Larson said last year the Council sponsored the event at the second level which is \$150.

**MOTION: Thomas Cotter made a motion to sponsor the 2016 Distinguished Service Awards event in the amount of \$150 from the Council Discretionary Fund. Tim Brooker seconded the motion which passed with a vote of 5-0.**

- (10) Update on "If I were Mayor" contest  
Mayor Larson said she visited three different classrooms at Veneta Elementary and currently last year's elementary level winner has submitted an entry this year. She said 17 entries at the high school have been submitted and there have been no entries at the middle school level.

In response to a question from Mayor Larson, Thomas Cotter and Tim Brooker said they would assist with reviewing the entries.

b. Council/Committee Liaison Reports

Tim Brooker said there was a rousing discussion about the Governors' transportation vision panel at the last Lane ACT meeting. He said committee members felt the LCOG comments were spot on but they still feel there is an immediate need rather than visioning out 20 to 30 years. He said they drafted a letter listing the vision items and added the immediate need for funding and to bring it before the governor and legislature.

Victoria Hedenstrom said the Park Board Easter Egg Hunt subcommittee members solicited passes from Lively Splash Park and the Raptor Center as well as many donated books. She said tokens for the passes and books were stuffed in random eggs for the Hunt. She said the event was a great success. At the March and April meetings, the Park Board will inventory the City parks to identify what each park needs. She said the kiddy pool subcommittee will meet at City Hall tomorrow at 3:30

p.m. and the Earth Day subcommittee met at Veneta Elementary on March 11<sup>th</sup>. She said Earth Day has been extended by one hour and the Park Board approved increasing the payment to Zany Zoo for that additional hour. She said the event is April 15<sup>th</sup> at Veneta Elementary. She said they discussed including Arbor Day in the tree celebration event title, the tree planting will take place in the fall and there will be an auction at Domaine Meriwether for the Fern Ridge area radio station.

Thomas Laing said Kim Kaufman has returned to the Mid Lane Board and will take care of the community garden at the Community Center. He said he provided Mayor Larson with a copy of Mid Lane Cares' budget and financial report. He said Dr. Marta, who was hired to run the clinic funded by the Trillium grant, has retained an attorney and is suing Mid Lane for \$50,000 in severance pay. He said the VFW and Lions Club donated \$1000 to purchase a defibrillator for the Service Center and a CPR class is tonight at the Service Center from 6:00 to 9:00. He said on April 16<sup>th</sup> Charles Ruff will hold a class on fundraising ideas. He said on Sunday April 3<sup>rd</sup> the Mr. Falcon fundraising auction will be held from 5:00 to 8:00 in the Elmira High School cafeteria and the Mr. Falcon competition is April 8<sup>th</sup>. He said the Rural Medical clinic will be held the second Sunday in April at the Methodist Church.

Victoria Hedenstrom said a Mr. Falcon contestant raised \$800 from the fundraiser he held at the community center. She said he made a request of the Council to waive the rental fee for his event.

Thomas Cotter said things are moving forward with the Economic Development Committee.

Mayor Larson said the School District received a grant through United Way for a Fern Ridge Family Resource Center at Veneta Elementary which is open on Wednesday's from 10:00 a.m. to 2:00 p.m. She said the Resource Center is for parents and children age zero to six to prepare for kindergarten. She said Deputy Todd May's visit to the school was part of that program. She said he did a remarkable job with the kids. Mayor Larson said the School Board is conducting an anonymous survey of the attitudes of District employees. She said discussions at the last Mayor's Roundtable included Lane ACT and transportation. She said Ingham suggested the Mayors talk about a unified gas tax for all the cities. She said that discussion didn't take off but it did evolve into a discussion about the ACT and the perceived preponderance of urban influence. One suggestion was to develop a Rural Planning Organization (RPO) based on the Metropolitan Planning Organization (MPO). She said only five Mayors and Lane County Commissioner Stewart were in attendance. She said they are all looking at imposing a 3% marijuana tax. The primary discussion was on a bike tourism studio application for a studio to promote bike tourism across the region. She said the studio will be held in eastern Lane County and the western boundary will include Veneta - thanks to Bork's participation. She said Mayor Coey of Oakridge has been spearheading the program and he's optimistic the grant will happen. Also, to show our concern and support for Flint, Michigan, Commissioner Stewart suggested the Mayors send a letter to our congressional delegation asking them to help support efforts in Flint. She said LCOG Executive Director, Brenda Wilson, assisted with drafting a letter that seven Lane County Mayors have signed and it will be sent to Representative DeFazio, and senators Wyden and Merkley.

## 5. STAFF REPORTS

### a. Community Development Director.....Kay Bork

#### (1) Transportation Utility Fee (TUF) Policy Discussion

Staff is asking for policy direction to move forward with the Transportation Utility Fee (TUF). Bork said in October the Council approved a \$3 flat rate for residential accounts and a \$6 flat rate for commercial accounts along with a fifty cent increase each year for two years followed by a 2% increase each year for five years. She said a public comment pointed out that the rate increase for residential and commercial properties was not the same. From 2016 to 2018 the residential rate increased by 33% while the commercial rate increased by 16%. Staff is recommending a flat rate with a 2% increase for five years and eliminate the annual fifty cent increase.

In response to a question from Thomas Laing, Ingham said the ending fund balance increase

reflects the end of the six year plan for preservation work. The reduction in expenditures will build the fund balance back up.

In response to a question from Victoria Hedenstrom, Ingham said when the consultants did the initial preservation work, and the six year proposed plan, staff thought we would repeat the process after the third year to see what the forecast would be beyond that.

Schauer said we figured the first three years would bring existing roads to a manageable standard and provide for lower maintenance costs. He said then we'd have another assessment done so we could see how we were doing as well as appropriately budget the next six year cycle.

In response to a question from Mayor Larson, Ingham said the TUF could be reevaluated annually, when the next assessment report is done, or as part of or at the conclusion of the Transportation System Plan Update.

Mayor Larson said annual increases seem complicated. She said three years would give us an idea of how the preservation plan works which, from a budget standpoint, should give us a good idea of what our next round of maintenance would look like.

In response to a question from Mayor Larson, Bork said the TUF ordinance would not include a sunset clause.

Tim Brooker said the TUF is needed and suggested starting with a flat rate with a 2% increase. He said not having the sunset clause will allow us to reevaluate the plan in three years and we need to make sure we maintain the fund balance which this scenario would allow us to do.

Schauer said the initial report suggested a six year forecast with an evaluation done after three years.

It was the consensus of the Council to move forward with a TUF flat rate and 2% increase.

(2) Oregon Parks & Recreation Dept. Local Government Grant Program

i. Agenda Item Summary

Bork said in order to submit an application to a local government grant program for partial funding of the kiddy pool, the Council must first approve a resolution stating that it supports the grant, that the City will meet the match funding, and that we have long term maintenance support of the project. She said the application is due April 1<sup>st</sup> and is for \$175,000 which the City would commit the same amount as matching funds until grants are secured. She said staff and the pool committee are actively seeking other foundation grants, fundraising or local donations to fund the remainder of the construction costs.

In response to a question from Tim Brooker, Bork said the pool committee is in charge of the fundraising efforts and will outline a funding strategy at tomorrow's meeting. She said the strategy will be similar to the pool construction fundraising plan.

Ingham said the donor brick wall was a form of fundraising for construction of the pool but it was expensive so they are looking at alternatives that would keep administrative costs down. He said it's key that we establish community support of the project before we start applying for construction grants.

Bork said the committee is also looking to Oregon Country Fair to assist with a creative fundraising project.

In response to a question from Mayor Larson, Bork said we've received letters of support

from the School District, Park Board members, and other community members.

- ii. **Resolution No. 1189** - A RESOLUTION AUTHORIZING THE CITY OF VENETA TO APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT FOR DEVELOPMENT OF A MULTI-USE POOL AND DELEGATING AUTHORITY TO THE CITY ADMINISTRATOR TO SIGN THE APPLICATION

**MOTION: Thomas Cotter made a motion to approve Resolution No. 1189. Tim Brooker seconded motion which passed with a vote of 5-0.**

b. City Administrator.....Ric Ingham

(1) Questions from Councilors

In response to a question from Tim Brooker, Schauer said Oregon Dept. of Fish and Wildlife (ODFW) does not allow turkeys to be relocated, so the only way to deal with them is to dispatch them.

Ingham said we received a lot of calls after the newsletter went out but we're just trying to maintain the population.

Tim Brooker said he understands the issue but he wished we could find a better solution. He said he gets calls at home from concerned residents and he just hopes everyone understands it is a problem.

Schauer said ODFW issues the permit to the City to dispatch a turkey which is a process in itself. He said local law enforcement as well as the state police must be notified that a shot is fired in City limits. Then the bird is dressed, tagged and transported to the Eugene Mission. He said we're just trying to keep the population from soaring. He said City Hall gets several calls a week that the turkeys are a nuisance to City residents.

In response to a question from Joan Mariner, Schauer said its against Veneta Municipal Code to feed wild animals and a citation can be issued for feeding the turkeys. He said he's not sure if we've ever issued a citation.

**6. OTHER**

Ric said the City, along with other communities, were approached several months ago to review a tiny house tool kit for implementation in communities. The funds were awarded to develop the tool kit and the City agreed to participate in a discussion only. He said he wanted to clarify that at no time did the City agree to build a tiny house community.

Mayor Larson said it is not a homeless project or just another homeless camp but it's intended to be permanent housing. She said we need safe, clean, affordable housing.

Tim Brooker said the article was misleading.

Hartz said the original budget schedule had the Budget Committee meeting on May 12<sup>th</sup> and May 19<sup>th</sup>. She said since the Policing District did not move forward, she believes the budget process can be completed in one meeting which she would like to have on May 19, 2016 at 6:30 p.m. If a seconded meeting is needed, it would be May 26<sup>th</sup>, at 6:30 p.m.

In response to a question from Mayor Larson, Hartz said the Budget Committee has one citizen position vacancy.

Schauer said the City wide clean-up will be Saturday, May 7<sup>th</sup>.

Ingham said the City received a positive audit report. He said the result of Hartz working through the PERS liability, looks like the City's first year increase will be about \$24,000 which will likely be the smallest increase. He said currently a reserve has not been established so we'll try to absorb it for 16 employees. He said if we see large increases, we'd have to take a different approach.

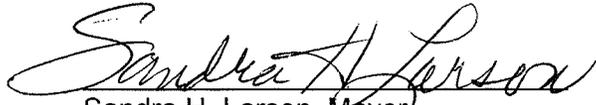
Ingham said it looks like we won't see a large turnover of pool employees for the upcoming season. He said 14 former pool employees have shown interest in working at the pool again this year.

Victoria Hedenstrom said she will be resigning from the Veneta City Council. She said her family is focusing on moving in July. She said her family is looking at relocating to Monument, Colorado which is a smaller community a lot like Veneta. She has really enjoyed being on the Veneta City Council and she's learned a lot. She said she's hoping she can be involved in her new community.

Mayor Larson said its not welcome news but she understands.

**7. ADJOURN**

Mayor Larson adjourned the Veneta City Council at 7:52 p.m.



Sandra H. Larson, Mayor

ATTEST:



Darci Henneman, City Recorder  
(Minutes prepared by DHenneman)