

AGENDA
VENETA CITY COUNCIL
MONDAY, MARCH 28, 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 February 22, 2016 (pgs. 3-9)
 - b. Minutes for March 7, 2016 Special Meeting (pgs. 11-13)
 - c. Minutes for March 14, 2016 Work Session (pgs. 15-17)
 - d. Accounts Payable
 - i. Checks for Approval – Paid through March 15, 2016 (pgs. 19-25)
 - ii. To be Paid – Payable through March 21, 2016 (pgs. 27-43)
 - e. Civic Calendar for April, 2016 (pg. 45)
 - f. Public Works Activity Report for February, 2016 (pgs. 47-48)
 - g. Banner Permit from Territorial Sports Program Annual Auction (pgs. 49-54)
 - h. 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) (pgs. 55-56)
 - i. 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) (pgs. 57-58)

- 6:45 **4. COUNCIL BUSINESS AND REPORTS**
 - a. Business
 - (1) 2015 Sanipac Annual Report (pgs. 59-76)
 - (2) 2015 Annual Report from the Park Board (pg. 77)
 - (3) Lane County Sheriff's Office Activity Report (pg. 79)
 - (4) Appointments to the Veneta Park Board (Positions 6 and 7 expire March 31, 2016) (pgs. 81-82)
 - (5) Arbor Day Proclamation (pg. 83)
 - (6) Child Abuse Prevention Proclamation (pg. 85)
 - (7) Donation Request from Veterans' of Foreign Wars Post 9448 (pgs. 87-88)
 - (8) Sponsorship Request from Fern Ridge Kiwanis – Motorcycle Show & Shine (pgs. 89-90)
 - (9) Sponsorship Request from the Distinguished Service Awards Committee (pgs. 91-92)
 - (10) Update on "If I were Mayor" contest
 - b. Council/Committee Liaison Reports

- 7:15 **5. STAFF REPORTS**
 - a. Community Development Director.....Kay Bork
 - (1) Transportation Utility Fee (TUF) Policy Discussion (pgs. 93-96)
 - (2) Oregon Parks & Recreation Dept. Local Government Grant Program
 - i. Agenda Item Summary (pgs. 97-99)
 - 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 (pg. 101)
 - b. City Administrator.....Ric Ingham
 - (1) Questions from Councilors

7:55 **6. OTHER**

8:05 **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

February 22, 2016

Present: Sandra Larson, Tim Brooker (arrived at 6:38), Victoria Hedenstrom and Thomas Laing

Absent: Thomas Cotter

Others: Ric Ingham, City Administrator; Shauna Hartz, Finance Director; Kay Bork, Community Development Director; Darci Henneman, City Recorder; Sgt. Chris Doyle - LCSO; Joan Mariner - Fern Ridge Review, Sarah Cunningham, Lydia Aguilar, Melanie Nichol, and Phillip Rakowski - Oregon State University

1. CALL TO ORDER THE VENETA CITY COUNCIL

Mayor Larson called the Veneta City Council to order at 6:32 p.m.

2. PUBLIC COMMENT

None

3. TEAM VENETA – OREGON STATE UNIVERSITY STUDENT PRESENTATION

Instructor, Sarah Cunningham introduced herself and provided a brief background on the Oregon State University's Strength Weakness Opportunity Challenges (SWOC) analysis of Veneta. She said studies were conducted in the communities of Veneta, Sweet Home and Alsea. The three students presented their findings from the ethnographic research conducted on Veneta. This year's program theme was Rural Resilience. The research allowed the students to learn about rural life.

Lydia Aguilar introduced herself and said she conducted 30 minute interviews with four residents. She said she spent two weeks in Veneta which gave her an opportunity to explore family life in Veneta, interact with community, tour the homeless camp, and spend time at the Service Center and Mid Lane Cares.

Melanie Nichol introduced herself and said she focused on the economy and business interests in Veneta by interviewing a few business members. She said many people she spoke with mentioned Ric Ingham's name in a very positive way.

Philip Rakowski said his focused research revealed that Veneta is a close knit community and today's Veneta is very similar to Veneta when it was founded in the early 1900s. He said when there's a need - the community responds to it.

In response to a question from Mayor Larson, Ms. Aguilar said people were genuinely willing to talk and she specifically wanted to talk with low income families and in some cases a 30 minute interview was a challenge.

In response to a question from Victoria Hedenstrom, Mr. Rakowski said volunteerism is huge in Veneta. He said the needs of the community or a community member are being met. When Veneta was founded, a barn was donated to be used as a lumber yard and community hall. He said the area does the best that it can for what it has. He said in an interview with Pat Coy's assistant pastor, he told him about the local grocery store owner in the 1980s who gave him a job when he needed one.

In response to a question from Thomas Laing, Mr. Rakowski said some of Veneta's homeless residents said they're here because Veneta offers better services and they would do more for their community if they had the opportunity to do so.

In response to a question from Ingham, Ms. Aguilar said residents she interviewed said they wanted more affordable groceries and would like to see more extra-curricular activities for their kids. They said there used to be more services available and they expressed concern for that. They did say Veneta has a great youth sports program but many go to Eugene for other sports activities.

In response to a question from Bork, Ms. Aguilar said people didn't really elaborate about the need for affordable housing and a resident drove her around a middle class housing development. She said she would provide that housing data.

Ms. Cunningham said this is the first time they've researched three communities at once. She said she would be glad to provide specific information once personal information is removed. She said the power point and the class room presentations can be made available.

In response to a question from Thomas Laing, Ms. Nichols said the biggest drawback she encountered is everyone's frustration about the condition of Highway 126 but they all realize improving the Highway will be a huge undertaking with a high price tag. The good news is the interviewees were in Veneta because they wanted to be here and a common goal was to find a way to stay viable. She said not having a choice when it came to grocery shopping was a common complaint and many indicated they go to Eugene for major shopping.

In response to a question from Ingham, Ms. Nichols said existing businesses felt the City was pro-development and that it supported businesses. She said business owners she interviewed said they were very appreciative of the time Mayor Larson has spent making sure that people were being treated fairly and that she reaches out to residents and business owners.

In response to a question from Victoria Hedenstrom, Ms. Nichols said business owners interviewed said they were happy to be Veneta and would rather struggle to stay here than move. The most common negatives were dealing with Highway 126 and traveling elsewhere to do major shopping.

In response to a question from Mayor Larson, Ms. Nichols said public safety came up in a couple of interviews.

Ms. Aguilar said most interviewees commented that they wanted to raise children in a smaller community and as far as crime, nothing happens in Veneta that wouldn't happen in other communities.

In response to a question from Thomas Laing, Ms. Aguilar said she interviewed the owner of the medical marijuana dispensary who said they're happy to be here, they feel supported, and want to be a responsible member of the community. She said no one she interviewed brought up medical marijuana.

Ms. Nichols said many interviewees talked about backyard chickens and its impact verses medical marijuana. She said Sweet Home and Alsea residents were more concerned about medical marijuana. She said Veneta doesn't have an identity crisis.

The Council thanked the group for the presentation and the effort they put into the study.

4. CONSENT AGENDA

MOTION: Tim Brooker made a motion to approve the consent agenda as presented. Victoria Hedenstrom seconded motion.

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

In response to a question from Thomas Laing, Ingham said the large expenditure to EWEB was for water purchases and not electricity.

The consent agenda as approved included Minutes for February 8, 2016, Accounts Payable - To be Paid – Payable through February 16, 2016, Civic Calendar for March 2016, Public Works Activity Report for January, 2016.

5. COUNCIL BUSINESS AND REPORTS

a. Business

(1) Lane County Sheriff's Office Activity Report for January

Sgt. Doyle said January calls went down but that's somewhat typical after the holidays. He said there were no significant calls for services.

In response to a question from Tim Brooker, Sgt. Doyle said no particular neighborhood stood out as having concentrated crime.

In response to a question from Victoria Hedenstrom, Sgt. Doyle said Lane County Sheriff's Office doesn't have an anonymous mapping system.

In response to questions from Mayor Larson, Sgt. Doyle said there were several burglaries after the homicide at the Jeans Rd. residence but after the family removed most of the valuables, that activity has settled down. Sgt. Doyle said a case number may be issued after a welfare check has been conducted if a deceased or mental subject is identified or if they receive a referral from the Dept. of Human Services (DHS) for negligence or abuse of a child. He said the detective sergeant will assign a deputy to investigate an allegation which generates a written report.

In response to a question from Thomas Laing, Sgt. Doyle said calls come to the detective sergeant and get assigned to a deputy geographically. He said because Deputy Nelson has an extensive investigative background, he conducts the investigation, interviews, and follow up for Veneta.

Sgt. Doyle said the school district has requested more traffic patrols for the Veneta Elementary school zone. He said deputies will conduct morning and evening patrols and will also follow random school buses to check for bus violations.

Sgt. Doyle said he has accepted the lieutenant position so Sgt. Halvorson will be returning to Veneta as the acting sergeant.

Mayor Larson congratulated him on the promotion.

b. Council/Committee Liaison Reports

Thomas Laing said Mid Lane Cares has decided to not accept the Trillium grant because it was too difficult to find a suitable space for the clinic. He said Mid Lane hired a new bookkeeper and has a new mailing machine. The Benefit by the Glass event will be held at the Deep Woods Event Center on June 12th at 1:00 p.m. and the Mr. Falcon contest will be in the Elmira High School gymnasium on June 8th at 7:00 p.m. He said the Lions Club and VFW will purchase a defibrillator for the Service Center and Mid Lane Cares has decided it will not have the community garden at the Community Center.

In response to a question from Mayor Larson, Thomas Laing said they're getting a Community Garden Project Manager and are working on relocating the community garden.

Tim Brooker said there was a lot of information provided at the last Lane ACT meeting and they talked about the legislative reports. He said the next Steering Committee meeting is Wednesday, February 24th.

Mayor Larson said while attending the School District Board meeting, everyone was informed that due to failed contract negotiations, district school bus drivers may go on strike in March. She said she and Bork attended one day of a three day Smart Growth Principles conference in Portland. She said several sessions focused on rural communities which gave her a lot of ideas. She said attending the conference made her realize Veneta is doing okay and we have a positive approach to growth and development in our community.

6. STAFF REPORTS

a. City Administrator.....Ric Ingham

- (1) Request from Fern Ridge Chamber of Commerce for Rural Tourism Marketing (RTMP) Funds

Ingham said the Fern Ridge Chamber of Commerce Board of Directors is requesting continued financial assistance to operate the visitor’s center. In the past, the Chamber has received funding for the visitor’s center, tasting room, and registration costs for events like Wings and Wine. He said the request is for a total of \$4000; \$3000 for operating expenses and \$1000 to offset expenses related to changing its name from Fern Ridge Chamber of Commerce to Veneta-Fern Ridge Chamber of Commerce. He said we have not drawn down all of the RTMP funds received from Lane County so the fund balance continues to build.

In response to a question from Thomas Laing, Hartz said we have about \$14,000 in RTMP funds.

In response to a question from Mayor Larson, Ingham said the Chamber is identified as a visitor center in the Travel Lane County Guide. He said ODOT will not allow the Chamber to install a sign because the hours of operation do not meet the minimum requirements. He said during the summer, four to five people visit the center daily and hopefully they’re spending a few dollars in our community.

In response to a question from Victoria Hedenstrom, Ingham said currently, Wineries without Wall (WwW) is in a state of hiatus and he’s not sure if it will come back. He said the most current vineyard has chosen to pull out.

MOTION: Tim Brooker made a motion to approve awarding the Fern Ridge Chamber of Commerce \$4,000 from the City’s Rural Tourism Marketing Program in support of stipulated services during the 2016-2017 fiscal year. Thomas Laing seconded the motion which passed with vote of 4-0.

- (2) Update on Fern Ridge Chamber of Commerce Name and Bylaw Change

Ingham said based on the request from the City, the Chamber Board has agreed to change its name but in doing so, the Bylaws will need to be approved with a majority vote of all Chamber members. He said the vote will take place at the March 9th Chamber quarterly luncheon, and if approved, the Board will start implementation of the name change; stationery, signage, etc. He said the Chamber will also take the opportunity to make some other updates to the Bylaws.

- (3) Adoption of 1/16 – 6/17 Work Plan

Ingham reviewed the 18 month work plan which includes the last six months of FY 2015-16 and the frame work for the upcoming FY 2016-17.

In response to a question from Mayor Larson, Ingham said we would need to apply to the R.A.R.E. program and be awarded a second year if we wanted Claudia to stay for an additional year.

In response to a question from Victoria Hedenstrom, Ingham said it’s up to the Council if it wants to offer financial assistance to 8th St. property owners for the cost of sewer improvements but in doing so we open ourselves up to scrutiny from other property owners who were not offered financial assistance from the City for sewer improvements.

Mayor Larson said in a way we are assisting 8th St. residents by trying to come up with some creative thinking for the project.

In response to a question from Mayor Larson, Ingham said 27 properties paid \$220,000 for the E. Bolton sewer improvements but there are only six to seven properties that would pay \$150,000 for the 8th St. sewer improvements.

In response to a question from Thomas Laing, Ingham said proposed sidewalks for 2nd and 3rd St. would be south from Broadway to Dunham.

Ingham said since the FRCPD did not get on the ballot, staff is assuming the Council would like to resume adopting the Transportation Utility Fee (TUF) Ordinance. Staff provided a timeline with a first reading of the ordinance in April and the second reading in April or May and a fee resolution being passed in late May or June with an effective date of July 1, 2016. He said since the TUF was not implemented January 1, 2016, we have lost six months of revenue. That being said, the following issues should be discussed: 1) Increase the residential monthly fee to \$3.50 or start it at \$3; 2) Implement a graduated scale or a flat fee; and 3) Because the residential monthly rate would increase by 33% over a two year period and the monthly commercial rate would only increase by 16%, in order to make it equitable, should the monthly commercial rate be \$8 rather than \$7. Ingham asked for consensus if this should come back as a full agenda item. Staff would still like to update the billing system in March, draft newsletters, outreach to the non-utility account holders, and work with the Council to make sure the other remaining policy issues are addressed so staff can update the draft ordinance.

In response to a question from Mayor Larson, Hartz said she would provide the Council with projections based on a July 1 implementation date and change the commercial account rate if the Council decided to implement the graduated increases.

In response to a question from Thomas Laing, Hartz said we have roughly 100 commercial water accounts.

Ingham said we have about 1700 properties in the City of which 1650 are already receiving some kind of utility bill and about 50 to 60 that currently aren't receiving a utility bill. He said we need to update the billing system to include those addresses in order to receive the storm water charge and TUF fee.

MOTION: Tim Brooker made a motion to adopt the 2016-2017 Work Plan from January 2016 to June 2017. Thomas Laing seconded the motion which passed with a vote of 4-0.

(4) Questions from Councilors

Victoria Hedenstrom said she has several roosters crowing in her neighborhood and some of her neighbors are complaining that rats are running down the street.

Ingham said he will follow up with Teresa on Wednesday but nothing has been brought to staff about either of those issues.

In response to a question from Victoria Hedenstrom, Thomas Laing said many rural residents spoke in opposition of the FRCPD (District) at the public hearing.

Mayor Larson said residents in two school districts, other than Fern Ridge and Crow Applegate, said they already pay taxes for their school districts so they opposed the District. Also, residents with large properties have higher assessments and indicated the District will increase their property taxes too much.

In response to a question from Victoria Hedenstrom, Ingham said support of the District seemed to be split at the two Lane County Board of Commissioners (BOC) meetings held in Eugene but when the BOC held a meeting in Elmira - in the heart of the area – some 40 people spoke in opposition of the District.

Tim Brooker said many rural residents said they felt the District was created solely for Veneta and that Veneta was the center of the activity. He said you couldn't convince them that deputy response times would double or triple when coming from Eugene.

Ingham said he thought many residents felt it was pushed too quickly. He said he appreciated the proponents' efforts, but \$1.67 per thousand was too much and he felt it could easily be brought down to less than \$1.

In response to a question from Victoria Hedenstrom, Ingham said our law enforcement contract will likely increase by about \$20,000.

Ingham said he and Mayor Larson will meet with Commissioner Bozievich this week and then reach out to Mr. Reister. He said with Sgt. Halvorson coming back, we'll see if people want to continue to talk about the District.

Tim Brooker said Lane County has spent \$100,000 on this process thus far and they may be rethinking the District because they want to recoup some of those funds.

In response to a question from Victoria Hedenstrom, Ingham said supposedly Lane County has a six million dollar shortfall and the sheriff's office will see 60% to 70% of that. He said unfortunately Lane County won't have the funding to hire the cadets it sent through the academy.

In response to a question from Tim Brooker, Ingham said we've been trying to talk with other communities that have a three cent gas tax. He said the BOC should be pushing all the cities to go with a five cent gas tax. He said 80% of all gas sold in Lane County is in Eugene and its unfortunate we can't get any traction around that.

In response to a question from Thomas Laing, Ingham said the only city that is likely to have a gas tax on an upcoming ballot is Bend.

Tim Brooker suggested Mayor Larson bring it up at the next Mayor's Roundtable meeting.

Ingham said six months ago the Council felt the TUF was the best route to cover those street preservation and improvement costs. He said with the Transportation System Plan (TSP) update starting this spring, staff would like to establish an active citizen group to assist Bork with those updates, put the capital improvement list together and identify focused projects and costs and then get feedback from that committee on what the best alternative is to fund the projects. He said that process will take at least a year and would likely give us the time to get something (a gas tax) on the May 2017 or November 2017 ballot. He said there's potential damage in trying to rush through it.

Tim Brooker said the revenue is not there to continue with major street improvements.

In response to a question from Victoria Hedenstrom, Ingham said last year's outreach resulted in a lot of folks saying the FRCPD (District) wasn't a bad idea but most of the people speaking out against the District were residents living outside City limits. He reviewed the timeline for implementing the TUF which would take effect July 1, 2016. He said if the Council feels we should do additional outreach, staff is happy to do so.

7. OTHER

Ingham said at the February 2, 2016 meeting the Planning Commission denied an application for a land partition which the applicant has since appealed. He said the Council is the appealing body and in order to fit the timeline, the appeal needs to be heard by the Council between March 7 and March 9, 2016.

In response to a question from Thomas Laing, Ingham said the partition is on Jeans Rd. just west of Jessie James Ln. He said two lots are in City limits and provide access to eight additional lots which are in Lane County. He said the main reason for the denial was a stop sign wasn't required at the intersection of Jeans. Rd.

After a brief discussion, it was the consensus of the Council to hold a special Council meeting at 6:30 p.m. on March 7, 2016 for a Public Hearing on the applicant's appeal of the Planning Commission's denial of the land partition.

Ingham said staff has planned to have the Council packets for the March 7th special meeting delivered five days prior to the meeting. He said notice of the special meeting will go out tomorrow morning. He said the March 14th Council and Urban Renewal Agency meetings will be work sessions only.

Councilor Laing replaced the American flag in the Council room. It was provided by VFW Post 9448.

8. ADJOURN

Mayor Larson adjourned the Veneta City Council at 8:20 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 Special Meeting March 7, 2016

Present: Sandra Larson, Tim Brooker, Thomas Cotter (arrived at 6:33) Victoria Hedenstrom and Thomas Laing

Others: Ric Ingham, City Administrator; Kay Bork, Community Development Director, Lisa Garbett, Associate Planner; Darci Henneman, City Recorder; Carrie Connelly, Legal Counsel; Lane Branch, City Engineer; Bill Kloos, Applicant's Legal Counsel; Clinton Beecroft, Applicant's Engineer; Herb Vloedman; and Joan Mariner, Fern Ridge Review

1. CALL TO ORDER THE VENETA CITY COUNCIL

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

2. PUBLIC HEARING FOR APPEAL:

SPROAT RANCH ESTATES PRELIMINARY PARTITION FILE (APP-1-16)

Review of Hearing Procedures

- Mayor Larson reviewed the hearing procedures.

- Mayor Larson opened the Public Hearing at 6:32 p.m.

- Members declaration of potential conflicts of interest; disclosure of "ex-parte" contact
None

- Staff report

Garbett said on February 10, 2016 the applicant appealed the Planning Commission's February 2, 2016 decision to deny the application for a two lot partition, located on Jeans Rd., west of Jessie James Lane and east of Forest Meadows Lane, which are both private streets. The denial order included findings that the proposed street lacked connectivity and the Speed Study failed to account for any existing uncontrolled accesses. She said widening the northern shoulder of Jeans Rd. with an additional six ft. of asphalt meets full urban standards and the applicant is required to execute an irrevocable petition (IP) for future improvements on lots 1 and 2. The appeal notice was mailed, posted at City Hall and published in the Eugene Register Guard on February 26, 2016.

On November 4, 2015 the applicant signed a request for a waiver (not to exceed 245 days) to the 120-day processing and decision rule. The application was deemed complete on July 8, 2015. Therefore, the deadline for a decision by the City Council is March 9, 2016. The Council received copies of two public comments that were received after packets were delivered. Both comments were concerned about traffic speed at the curve on Jeans Rd. and the effect of the proposed wells on the water supply. Staff understands the concerns, however, they are mitigated with the conditions of approval. Staff recommended approval with conditions, which Garbett outlined.

In response to a question from Victoria Hedenstrom, Garbett said one condition of approval is to require the applicant to sign an Irrevocable Development Petition (IDP).

Ms. Connelly said entering in to an IDP does not allow property owners remonstrate against a local improvement district (LID), if the City were to perform one. She said reasons for the City extending water and sewer services to that area would be if the wells are failing. She said as a condition of approval and prior to installation, all wells and septic systems are required to follow the Lane County permitting process which must be provided to the City. She's unaware of any water levels being tested in that area.

In response to a question from Tim Brooker, Lane Branch said the two lots are about 200 ft. from the nearest City water main and the sewer line is even farther. He said it would be a decent amount of

structure to service those two residences.

In response to a question from Victoria Hedenstrom, Ms. Connelly said the Lane County permitting process and standards for drilling wells have to be met and the City has to trust that adjacent wells will not be affected by the two proposed wells.

- Testimony from the applicant

Bill Kloos, Attorney at Law, 375 W 4th St., Ste. 204, Eugene, OR

Mr. Kloos said his client is thrilled with the staff report and supports all of the conditions of approval. He said Phil Velie handled the process with the City but he couldn't make it tonight. However, the civil and traffic engineers are in attendance. He said the civil engineer has a working knowledge of water in that area.

Clinton L. Beecroft, PE, EGR & Associates, Inc. 2535 B Prairie Rd., Eugene, OR

Mr. Beecroft said the subdivision application before Lane County requires the applicant to submit information demonstrating that wells are feasible in that area. He said their geologist conducted previous studies, for other projects in that area, and based on those studies and area well logs, he's determined that water quantity will not be an issue nor should it effect existing wells.

In response to a question from Tim Brooker, Mr. Beecroft said he's not aware of how deep the wells are in that area.

- Testimony in support of the application
None
- Testimony opposed to the application
None
- Testimony neither in support of nor opposed to the application

Herb Vloedman, 25515 Luther Ln., Veneta, OR

Mr. Vloedman said this is an occasion where we can move forward and learn how to correspond with new activities. There are other circumstances that may not be identical to this situation but have the same challenges in one way or another. He said after reviewing the applicant's materials and the staff report, everyone has done everything they can do to work with the land, the roads, and City water. He said everyone has taken all those steps and they're trying to do the right thing, which is to build residential housing on land designated for that. He said other developers will read what Veneta is doing and hopefully be interested in working with the City. He said it is the responsibility of new property owners that their wells do not negatively impact existing or older wells. If they do, there are remedies to follow. He said he lives not too far from this area and he doesn't see that happening.

In response to a question from Victoria Hedenstrom, Mr. Vloedman said wells don't last forever. He said maybe things change but there are many reasons to re-drill a well.

- Summation by staff
None
- Rebuttal from the applicant
None
- Mayor Larson closes Public Hearing at 6:58 p.m.
- Council decision; possible questions to staff or public
In response to questions from Thomas Cotter, Lane Branch said it's his understanding that the visual clearance triangle area at the intersection of Jeans Rd. cannot have any structures, objects, or plantings that would block the view of road. He said in the future, if a hedge is planted it would be need to be

removed if it interfered with the view. The vision clearance requirements would be illustrated on the partition plat. He said if in the future, the City decides to create an LID for that area, the wells would be capped and the septic systems would be pulled or abandoned. He said once a residence is hooked to a public system, Lane County has its own permitting process to abandon or decommission a septic system.

In response to a question from Thomas Laing, Mr. Branch said there is sufficient City right-of-way to extend the asphalt shoulder by six ft. He said City standards would require curb, gutter and sidewalk, however since there are no curb, gutter and sidewalk extending to the property, he didn't see the need to go that far but he did see the benefit of having a paved shoulder for pedestrians and bicycles to have an area to stay out of the travel lane. He said he believes the trees are back far enough from the right-of-way and he doesn't expect they will have to be removed for the paving project.

- Motion to approve, approve with conditions, or deny the application based on the information contained in the staff report, oral and written testimony, and all other evidence submitted into the record

MOTION: Thomas Cotter made a motion to approve the appeal and adopt the Tentative Partition Plan with specified conditions of approval based on the findings in the Proposed Final Order of Conditional Approval. Tim Brooker seconded the motion which passed with a vote of 5-0.

Mayor Larson said for the record, she appreciated the work of the Planning Commission. She said it's never pleasant to overrule a decision by a body that we've appointed to do a very important job for our City but in this instance, she felt it's justified.

7. ADJOURN

Mayor Larson adjourned the Veneta City Council at 7:04 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

March 14, 2016

Present: Sandra Larson, Tim Brooker, Thomas Cotter (arrived at 6:32 p.m.), Victoria Hedenstrom and Thomas Laing

Others: Ric Ingham, City Administrator; Shauna Hartz, Finance Director; Kay Bork, Community Development Director, Darci Henneman, City Recorder; Glen Kearns, Kori Sarrett, Accuity, LLC; Carrie Connelly, Legal Counsel; and Joan Mariner, Fern Ridge Review

1. CALL TO ORDER

Mayor Larson opened the meeting at 6:29 p.m.

2. PRESENTATION FROM CITY AUDITOR

Mr. Kearns introduced himself and Kori Sarrett from Accuity, LLC. He said he and Ms. Sarrett would like to present the Audit Opinion on the City's Financials. He said they are able to offer an Unmodified Opinion on the City's financial statements. He said that is a good thing which means they found no issues or problems with any of the accounting, reporting, or records that would require them to modify their Opinion. He said this is also known as a Clean Opinion. He said the City's records are in phenomenal condition and financially, the City is in very good shape except for two minor exceptions – an over expenditure in the Street Fund and a minor issue regarding compliance to Public Contracting Rules which he explained. He said the big change this year with the City's and Urban Renewal Agency's financials was the implementation of the new accounting standard that dealt with PERS Liability. He said this took a lot of time to implement, getting information from the PERS board and because not everyone understands it.

Ms. Sarrett explained the new standard regarding PERS liability.

Ingham said he and Hartz have been talking about a PERS reserve.

Ms. Sarrett said a minimum recommendation would be a reserve equal to two months of operating expense.

Mr. Kearns recommended three to six months, but then you may need to explain why we are maintaining high fund balances. He said it's unlikely that cities lose property tax funding; however, it can happen. An example is Wallowa County when a large property owner decided not to pay property taxes.

In response to questions from Mayor Larson, Ms. Sarrett said the financial reporting and what PERS bases our rates on are all tied together because they use the same actuarial data but they're two very different sets of numbers.

Ms. Sarrett said when a City doesn't have positive equity, it makes it difficult to borrow money but luckily the City's equity is in good shape.

Mr. Kearns said it was a very clean audit. He said the City's records were pristine and City staff was great to work with. He said there were a few minor issues which have already been corrected and it was nothing they're concerned about. He asked that he or his staff be contacted if anyone has any questions.

Ms. Sarrett said the Urban Renewal Agency is separate from the City. They reviewed it as part of the City and blended it into the City as a special revenue. She said the only change from last year is that last year's assets weren't listed as restricted.

3. TOBACCO RETAIL LICENSING ORDINANCE - POLICY CONSIDERATIONS

Ms. Connelly said Lane County Public Health (LCPH) has asked the Council to consider adopting a Tobacco Retail Licensing Ordinance. She said in December 2015 LCPH presented changes to Lane County Code Chapter 9 and asked cities to consider adopting the amended provisions to regulate tobacco and tobacco paraphernalia sales to minors and to establish a tobacco licensing requirement within Lane

County urban areas. The County's full tobacco regulation ordinance prohibits the sale and distribution of electronic smoking devices (ESDs) to minors and prohibits minors from possessing or using ESDs. She said this is pretty much applicable statewide (a few sections will go into effect July 1, 2016). The balance of the County's ordinance governs tobacco retail licensing and sale regulations, and sets associated fees and penalties. She said staff identified nine policy issues for Council consideration associated with Veneta's adopting of all or any part of Lane County's Ordinance which regulates tobacco sales.

In response to a question from Mayor Larson, Ms. Connelly said the first part addressed the Oregon Indoor Clean Air Act (ICAA). She said in her opinion, she recommended leaving that at the state level and only talk about retail licensing. She said state law prohibits ESDs by minors and in public buildings.

Ingham said its staff's recommendation to retain consistency with the state.

In response to a question from Thomas Laing, Ingham said the LCPH will monitor retailers. He said the first four policy issues address the ICAA; where tobacco use is prohibited including ESDs and policies five through nine address retail tobacco sales.

In response to a question from Mayor Larson, Ms. Connelly said Lane County's ordinance addresses both but then the state came in and regulated ESDs and access to minors it doesn't include ICAA guidelines.

In response to a question from Victoria Hedenstrom, Ms. Connelly said the County ordinance does three things: regulates ESD products to minors, adds ESD use to the ICAA, it imposes retail tobacco licensing which has never been regulated as state law. She said its important for the Council to discuss all four options because the County's ordinance includes both.

Ingham said there are several pieces of the Intergovernmental Agreement (IGA) we would continue to work with Lane County on. He said the IGA would lay out how the tax is collected, fees, monitoring, etc.

After a thorough discussion, the Council provided staff with the following direction on the nine policy issues.

1. State regulation
2. Piggy back on Lane County
3. Consensus to do what we can to diminish minors using tobacco products
4. Exempting marijuana facilities
5. Charge licensing fee, adoption of the ordinance and actual fee will come back in a resolution
6. Same buffer 1000 feet
7. Same fine and penalties as Lane County
8. Direct licensing provision to be in VMC Chapter 5
9. Ordinance will include small edits and recommendations

Ingham said he thought we'd have Lane County's IGA to review at tonight's meeting but we haven't seen the draft from county counsel. He said once we have a workable IGA, it will be provided to the Council before the 1st reading of the ordinance. He said we don't want to have something in place without the enforcement issue agreed to.

4. COMPREHENSIVE REVIEW OF POLICY OPTIONS FOR UTILITY BILLING CYCLE

Hartz said in late 2014 staff reviewed the entire utility billing process which she presented to the Council in early in 2015. In that review, staff found there were many policies that were outdated and interpreted differently from their origin. She said this will be a time consuming process for staff but the goal of this review is to repeal all previous ordinances and resolutions and replace them with more comprehensive and relevant policies and practices. She briefly reviewed staff's recommendations and said that she used the Transportation Utility Fee (TUF) ordinance as a template.

In response to a question from Mayor Larson, Hartz said payment agreements are labor intensive but staff understands that at times, people struggle and therefore, staff is recommending we continue with payment agreements but only under specific circumstances.

Victoria Hedenstrom said the use of door hangers or a phone call is very helpful and she suggested we continue to provide some kind of reminder before the water is turned off.

Hartz said Ann suggested an automatic phone message.

In response to a question from Mayor Larson, Hartz said the payment agreements are individualized to each customer which takes a lot of staff time. She said many residents make payment arrangements over the phone which triggers a comment on their account but that is different than a resident entering into an actual payment agreement.

In response to questions from Ingham, Hartz said staff works with residents when they have a substantial leak. She said a pay agreement would apply if there was a large balance that is unreasonable to pay in one month. She said once a resident has provided proof that the leak has been fixed, the water is charged at the lowest tier amount and a 10% reduction applies if payments are made on time. Hartz said a one-time \$40 fee is charged when residents request we turn off the water while they're on vacation. She said if the water is left on then monthly base fees accrue.

In response to a question from Mayor Larson, Hartz said property owners understand that the City can lien the property for non-payment of a utility bill. She said the application does not have that legal language, but we will be adding it. She said the application provides for better identify theft protection for residents. She said all new accounts require the application be completed and staff is slowly getting all existing account holders to complete an application.

In response to a question from Thomas Laing, Hartz said the average monthly water/sewer bill is \$70 to \$75. She said the water base is \$15.76 and the sewer base is \$46.26.

Hartz said the first step is to have the draft ordinance reviewed by legal counsel and back to the City Council in April. She said if all goes as planned, the ordinance would become effective July 1, 2016 which will give staff adequate time to finalize the in-house processes; write and finalize the applications, and notify customers of the changes. She said the next City newsletter will include language about the upcoming changes.

Hartz said eventually the new system will be more efficient. She said currently residents can owe three months before they get turned off. She said shortening that time frame down to 57 days should help people to not get so behind.

After a thorough discussion, it was the consensus of the Council to direct staff to draft an ordinance.

5. ADJOURN

Mayor Larson adjourned the Veneta City Council at 8:30 p.m.

XXXXXXXXXXXXXXXXXXXX

Sandra H. Larson, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder
(Minutes prepared by DHenneman)

Accounts Payable

Checks for Approval



User: shauna
 Printed: 03/25/2016 - 8:34 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19915	03/08/2016	STREET FUND	Safety Programs & Supplies	UVFS Accounting	11.50
19915	03/08/2016	STORMWATER DRAINAGE	Safety Program & Supplies	UVFS Accounting	11.50
19915	03/08/2016	WATER FUND	Safety Programs & Supplies	UVFS Accounting	103.75
19915	03/08/2016	SEWER FUND	Safety Programs & Supplies	UVFS Accounting	48.00
19915	03/08/2016	PARKS and RECREATION	Community Ctr Janitorial&Maint	UVFS Accounting	4.75
19915	03/08/2016	PARKS and RECREATION	Pool Bldg Janitorial - Maint	UVFS Accounting	9.50
19915	03/08/2016	PARKS and RECREATION	Safety Program & Supplies	UVFS Accounting	16.25
19915	03/08/2016	GENERAL FUND	Bldg Maint/Janitorial Sup	UVFS Accounting	23.75
19915	03/08/2016	PLANNING FUND	City Hall Maint/Janitorial Sup	UVFS Accounting	4.75
19915	03/08/2016	GENERAL FUND	Safety Program & Supplies	UVFS Accounting	4.75
Check Total:					238.50
19916	03/08/2016	GENERAL FUND	Janitorial Services Contract	Above The Mess	459.90
19916	03/08/2016	PLANNING FUND	Janitorial Services Contract	Above The Mess	114.98
19916	03/08/2016	PARKS and RECREATION	Community Ctr Janitorial&Maint	Above The Mess	191.62
Check Total:					766.50
19917	03/08/2016	GENERAL FUND	Bldg Maint/Janitorial Sup	ALSCO	254.38
19917	03/08/2016	PLANNING FUND	City Hall Maint/Janitorial Sup	ALSCO	63.59
Check Total:					317.97
19918	03/08/2016	GENERAL FUND	Miscellaneous/Discretionary	Banner Bank	25.98
19918	03/08/2016	STORMWATER DRAINAGE	Other Professional Services	Banner Bank	2.59
19918	03/08/2016	PARKS and RECREATION	Vehicle Operation/Maintenance	Banner Bank	2.60
19918	03/08/2016	PLANNING FUND	Travel - Staff	Banner Bank	2.60
19918	03/08/2016	WATER FUND	Vehicle Operation&Maintenance	Banner Bank	12.99
19918	03/08/2016	SEWER FUND	Vehicle Operation&Maintenance	Banner Bank	12.99
19918	03/08/2016	STREET FUND	Vehicle Operation-Maintenance	Banner Bank	5.20
19918	03/08/2016	GENERAL FUND	Professional Dues	Banner Bank	125.00
19918	03/08/2016	SEWER FUND	Tools & Small Equipment	Banner Bank	29.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19918	03/08/2016	PARKS and RECREATION	Tools & Small Equipment	Banner Bank	29.50
19918	03/08/2016	PARKS and RECREATION	Park Maintenance	Banner Bank	240.00
Check Total:					488.95
19919	03/08/2016	GENERAL FUND	Wellness Program	Banner Bank	427.54
19919	03/08/2016	PLANNING FUND	Training & Conferences	Banner Bank	225.00
19919	03/08/2016	GENERAL FUND	Training & Travel-Officials	Banner Bank	225.00
19919	03/08/2016	GENERAL FUND	Computer System Support-Maint	Banner Bank	4.68
19919	03/08/2016	GENERAL FUND	Computer System Support-Maint	Banner Bank	3.58
19919	03/08/2016	GENERAL FUND	Computer System Support-Maint	Banner Bank	0.83
19919	03/08/2016	GENERAL FUND	Computer System Support/Maint	Banner Bank	0.83
19919	03/08/2016	PARKS and RECREATION	Computer System Support-Maint	Banner Bank	1.93
19919	03/08/2016	PARKS and RECREATION	Computer System Support/Maint	Banner Bank	0.83
19919	03/08/2016	PLANNING FUND	Computer System Support-Maint	Banner Bank	3.58
19919	03/08/2016	WATER FUND	Computer System Support-Maint	Banner Bank	3.30
19919	03/08/2016	SEWER FUND	Computer System Support-Maint	Banner Bank	4.96
19919	03/08/2016	STREET FUND	Computer System Support-Maint	Banner Bank	1.93
19919	03/08/2016	STORMWATER DRAINAGE	Computer System Support-Maint	Banner Bank	1.10
19919	03/08/2016	STORMWATER DRAINAGE	Computer System Support-Maint	Banner Bank	-0.01
19919	03/08/2016	GENERAL FUND	Computer System Support-Maint	Banner Bank	25.74
19919	03/08/2016	GENERAL FUND	Computer System Support-Maint	Banner Bank	2.86
19919	03/08/2016	GENERAL FUND	Computer System Support/Maint	Banner Bank	2.86
19919	03/08/2016	PARKS and RECREATION	Computer System Support-Maint	Banner Bank	5.87
19919	03/08/2016	PARKS and RECREATION	Computer System Support/Maint	Banner Bank	2.87
19919	03/08/2016	PLANNING FUND	Computer System Support-Maint	Banner Bank	10.86
19919	03/08/2016	WATER FUND	Computer System Support-Maint	Banner Bank	10.86
19919	03/08/2016	SEWER FUND	Computer System Support-Maint	Banner Bank	15.86
19919	03/08/2016	STREET FUND	Computer System Support-Maint	Banner Bank	5.86
19919	03/08/2016	STORMWATER DRAINAGE	Computer System Support-Maint	Banner Bank	3.86
Check Total:					992.58
19920	03/08/2016	SEWER FUND	System Maintenance	Batteries Plus	30.98
Check Total:					30.98
19921	03/08/2016	PLANNING FUND	Technical Review Services	Branch Engineering, Inc	118.75
19921	03/08/2016	PLANNING FUND	Technical Review Services	Branch Engineering, Inc	233.75
19921	03/08/2016	PLANNING FUND	Technical Review Services	Branch Engineering, Inc	533.75
19921	03/08/2016	STREET FUND	Street System Improvements	Branch Engineering, Inc	3,381.75
19921	03/08/2016	CAPITAL CONST GOV'T	System Expansion	Branch Engineering, Inc	375.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount	
					Check Total:	4,643.75
19922	03/08/2016	WATER FUND	System Operating Supplies	Brenntag Pacific Inc	470.62	
					Check Total:	470.62
19923	03/08/2016	PARKS and RECREATION	Park Maintenance	Buck's Sanitary Service	53.00	
19923	03/08/2016	PARKS and RECREATION	Park Maintenance	Buck's Sanitary Service	53.00	
19923	03/08/2016	PARKS and RECREATION	Park Maintenance	Buck's Sanitary Service	98.50	
					Check Total:	204.50
19924	03/08/2016	PARKS and RECREATION	Equipment Repairs	Cascade Garden Equipment	23.20	
					Check Total:	23.20
19925	03/08/2016	GENERAL FUND	Bldg Maint/Janitorial Sup	Comfort Flow Heating AC & Refr	27.54	
19925	03/08/2016	PARKS and RECREATION	Building Maintenance	Comfort Flow Heating AC & Refr	3.91	
19925	03/08/2016	PLANNING FUND	City Hall Maint/Janitorial Sup	Comfort Flow Heating AC & Refr	6.50	
19925	03/08/2016	WATER FUND	Bldg & Yard Maintenance	Comfort Flow Heating AC & Refr	49.85	
19925	03/08/2016	SEWER FUND	Bldg & Yard Maintenance	Comfort Flow Heating AC & Refr	57.84	
19925	03/08/2016	STREET FUND	Bldg & Yard Maintenance	Comfort Flow Heating AC & Refr	43.91	
19925	03/08/2016	STORMWATER DRAINAGE	Building & Yard Maintenance	Comfort Flow Heating AC & Refr	0.45	
					Check Total:	190.00
19926	03/08/2016	WATER FUND	Admin Supplies & Services	EDMS Inc	17.72	
19926	03/08/2016	WATER FUND	Postage	EDMS Inc	38.62	
19926	03/08/2016	SEWER FUND	Admin Supplies & Services	EDMS Inc	26.59	
19926	03/08/2016	SEWER FUND	Postage	EDMS Inc	57.94	
					Check Total:	140.87
19927	03/08/2016	PARKS and RECREATION	Pool Equipment	Emerald Pool & Patio	3,200.00	
					Check Total:	3,200.00
19928	03/08/2016	PARKS and RECREATION	Territorial Park Electricity	EPUD	21.20	
19928	03/08/2016	PARKS and RECREATION	Pool Utilities	EPUD	334.54	
19928	03/08/2016	WATER FUND	Electricity	EPUD	29.44	
19928	03/08/2016	GENERAL FUND	Electricity	EPUD	421.65	
19928	03/08/2016	PLANNING FUND	Electricity	EPUD	105.41	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19928	03/08/2016	SEWER FUND	Electricity	EPUD	210.76
19928	03/08/2016	SEWER FUND	Electricity	EPUD	113.00
19928	03/08/2016	WATER FUND	Electricity	EPUD	20.56
19928	03/08/2016	STREET FUND	Electricity-Street Lights	EPUD	2,154.82
19928	03/08/2016	STREET FUND	Electricity-Street Lights	EPUD	380.48
Check Total:					3,791.86
19929	03/08/2016	WATER FUND	System Maintenance	FEI #3011 Waterworks	1,250.00
19929	03/08/2016	SEWER FUND	WW Treatment Plant Maintenance	FEI #3011 Waterworks	81.23
Check Total:					1,331.23
19930	03/08/2016	GENERAL FUND	Internet & Web Site Fees	Hunter Communications, Inc	91.48
19930	03/08/2016	PLANNING FUND	Internet & Web Site Fees	Hunter Communications, Inc	30.50
19930	03/08/2016	WATER FUND	Internet & Web Site Fees	Hunter Communications, Inc	121.98
19930	03/08/2016	SEWER FUND	Internet & Web Site Fees	Hunter Communications, Inc	60.99
19930	03/08/2016	LAW ENFORCEMENT FUND	Telephone Services	Hunter Communications, Inc	20.00
Check Total:					324.95
19931	03/08/2016	GENERAL FUND	Telephone Services	Info Structure	399.00
19931	03/08/2016	PLANNING FUND	Telephone	Info Structure	98.85
19931	03/08/2016	SEWER FUND	Telephone Services	Info Structure	45.81
19931	03/08/2016	PARKS and RECREATION	Pool Utilities	Info Structure	49.04
Check Total:					592.70
19932	03/08/2016	GENERAL FUND	Travel - Staff	Jerry Brown Co	29.29
19932	03/08/2016	PARKS and RECREATION	Vehicle Operation/Maintenance	Jerry Brown Co	58.56
19932	03/08/2016	STREET FUND	Vehicle Operation-Maintenance	Jerry Brown Co	58.56
19932	03/08/2016	WATER FUND	Vehicle Operation&Maintenance	Jerry Brown Co	234.24
19932	03/08/2016	SEWER FUND	Vehicle Operation&Maintenance	Jerry Brown Co	204.96
Check Total:					585.61
19933	03/08/2016	GENERAL FUND	Bldg Maint/Janitorial Sup	Jerry's Home Improvement	26.85
19933	03/08/2016	PLANNING FUND	City Hall Maint/Janitorial Sup	Jerry's Home Improvement	6.72
19933	03/08/2016	GENERAL FUND	Bldg Maint/Janitorial Sup	Jerry's Home Improvement	21.60
19933	03/08/2016	PLANNING FUND	City Hall Maint/Janitorial Sup	Jerry's Home Improvement	5.39
19933	03/08/2016	STREET FUND	Landscape Maint & Supplies	Jerry's Home Improvement	50.31
19933	03/08/2016	STREET FUND	Street Maintenance	Jerry's Home Improvement	50.31
19933	03/08/2016	SEWER FUND	Tools & Small Equipment	Jerry's Home Improvement	7.74
19933	03/08/2016	PARKS and RECREATION	Park Maintenance	Jerry's Home Improvement	66.60

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount	
					Check Total:	235.52
19934	03/08/2016	STREET FUND	Vehicle Operation-Maintenance	Kiwi Fab	90.00	
19934	03/08/2016	PARKS and RECREATION	Vehicle Operation/Maintenance	Kiwi Fab	90.00	
					Check Total:	180.00
19935	03/08/2016	GENERAL FUND	Admin Supplies & Services	Lane County Deeds & Records	47.00	
					Check Total:	47.00
19936	03/08/2016	STREET FUND	Electricity-Street Lights	Lane Electric Coop Inc	1,362.74	
19936	03/08/2016	PARKS and RECREATION	Electricity-Community Center	Lane Electric Coop Inc	238.46	
19936	03/08/2016	GENERAL FUND	Welcome Sign Maintenance	Lane Electric Coop Inc	136.17	
19936	03/08/2016	SEWER FUND	Electricity	Lane Electric Coop Inc	4,419.46	
19936	03/08/2016	WATER FUND	Electricity	Lane Electric Coop Inc	148.30	
19936	03/08/2016	WATER FUND	Electricity	Lane Electric Coop Inc	41.83	
					Check Total:	6,346.96
19937	03/08/2016	GENERAL FUND	Bail Payable	John Lay	25.00	
					Check Total:	25.00
19938	03/08/2016	STREET FUND	Street Sweeping Contract	Mid-State Industrial Svc	1,830.00	
					Check Total:	1,830.00
19939	03/08/2016	STREET FUND	Equipment Repairs	Mid-Valley Tractor Co	68.46	
					Check Total:	68.46
19940	03/08/2016	SEWER FUND	Telephone Services	Kip Orme	50.00	
					Check Total:	50.00
19941	03/08/2016	GENERAL FUND	Office Machine Maintenance	Pacific Office Automation	75.39	
19941	03/08/2016	PLANNING FUND	Office Machine Maintenance	Pacific Office Automation	25.13	
					Check Total:	100.52
19942	03/08/2016	PARKS and RECREATION	Pool Equipment	Pacific Rubber & Supply	2,399.50	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
Check Total:					2,399.50
19943	03/08/2016	WATER FUND	Admin Supplies & Services	Printers Alliance	57.15
19943	03/08/2016	SEWER FUND	Admin Supplies & Services	Printers Alliance	57.15
19943	03/08/2016	STORMWATER DRAINAGE	Admin Supplies & Services	Printers Alliance	12.70
Check Total:					127.00
19944	03/08/2016	GENERAL FUND	Office Machine Maintenance	Ricoh USA, Inc.	99.46
19944	03/08/2016	PLANNING FUND	Office Machine Maintenance	Ricoh USA, Inc.	33.16
Check Total:					132.62
19945	03/08/2016	WATER FUND	Telephone Services	Kyle Schauer	50.00
Check Total:					50.00
19946	03/08/2016	GENERAL FUND	Telephone Services	Nextel Communications	40.48
19946	03/08/2016	PARKS and RECREATION	Telephone Services	Nextel Communications	40.47
19946	03/08/2016	WATER FUND	Telephone Services	Nextel Communications	60.73
19946	03/08/2016	SEWER FUND	Telephone Services	Nextel Communications	60.73
19946	03/08/2016	STREET FUND	Telephone Services	Nextel Communications	40.48
Check Total:					242.89
19947	03/08/2016	PARKS and RECREATION	Park Maintenance	Springfield Rentals	319.00
Check Total:					319.00
19948	03/08/2016	PARKS and RECREATION	Community Ctr Janitorial&Maint	Staples Credit Plan	40.58
19948	03/08/2016	GENERAL FUND	Admin Supplies & Services	Staples Credit Plan	70.13
19948	03/08/2016	GENERAL FUND	Office Equipment & Furniture	Staples Credit Plan	99.99
19948	03/08/2016	PLANNING FUND	Admin Services & Supplies	Staples Credit Plan	46.76
19948	03/08/2016	PLANNING FUND	Office Equipment & Furniture	Staples Credit Plan	47.29
19948	03/08/2016	LAW ENFORCEMENT FUND	Admin Supplies & Services	Staples Credit Plan	176.97
19948	03/08/2016	SEWER FUND	Office Equipment & Furnishings	Staples Credit Plan	50.00
19948	03/08/2016	WATER FUND	Office Equipment & Furniture	Staples Credit Plan	50.00
19948	03/08/2016	GENERAL FUND	Admin Supplies & Services	Staples Credit Plan	4.08
19948	03/08/2016	PLANNING FUND	Office Equipment & Furniture	Staples Credit Plan	2.72
19948	03/08/2016	PARKS and RECREATION	Community Ctr Janitorial&Maint	Staples Credit Plan	8.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	597.51
19949	03/08/2016	SEWER FUND	System Maintenance	Suburban Propane	75.00
				Check Total:	75.00
19950	03/08/2016	WATER FUND	Accounts Payable	Judy Mathews	50.00
				Check Total:	50.00
19951	03/08/2016	WATER FUND	Accounts Payable	Steve Sertic	15.00
19951	03/08/2016	SEWER FUND	Accounts Payable	Steve Sertic	42.00
				Check Total:	57.00
19952	03/08/2016	GENERAL FUND	RARE Student Program	University of Oregon (3750AC)	5,500.00
				Check Total:	5,500.00
19953	03/08/2016	GENERAL FUND	Animal Control Feral Program	Veneta Vet Hospital	216.00
19953	03/08/2016	GENERAL FUND	Animal Control Feral Program	Veneta Vet Hospital	85.00
				Check Total:	301.00
19954	03/11/2016	STREET FUND	Street Rehabilitation	CR Contracting	281,364.20
19954	03/11/2016	STREET FUND	Street Rehabilitation	CR Contracting	12,597.21
				Check Total:	293,961.41
19955	03/11/2016	GENERAL FUND	Audit & Filing Fees	Division of Audits Secretary of State	250.00
				Check Total:	250.00
				Report Total:	331,281.16

Accounts Payable To Be Paid Proof List



User: mindy
Printed: 03/24/2016 - 11:41 AM
Batch: 002-03-2016

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
AIFire UVFS Accounting										
63946	03/14/2016	46.00	0.00	03/29/2016	Fire Extinguisher	PO4853	-		No	0000
130-130-53030	Vehicle Operation/Maintenance									
63946	03/14/2016	46.00	0.00	03/29/2016	Fire Extinguisher	PO4853	-		No	0000
220-220-53030	Vehicle Operation&Maintenance									
	63946 Total:	92.00								
	AIFire Total:	92.00								
Accuity Accuity, LLC										
3139	03/14/0216	451.97	0.00	03/29/2016	Audit-Year End 2015		-		No	0000
100-100-52035	Audit & Filing Fees									
3139	03/14/0216	147.16	0.00	03/29/2016	Audit-Year End 2015		-		No	0000
130-130-52035	Audit & Filing Fees									
3139	03/14/0216	150.30	0.00	03/29/2016	Audit-Year End 2015		-		No	0000
140-140-52035	Audit & Filing Fees									
3139	03/14/0216	1,331.88	0.00	03/29/2016	Audit-Year End 2015		-		No	0000
210-210-52035	Audit & Filing Fees									
3139	03/14/0216	472.39	0.00	03/29/2016	Audit-Year End 2015		-		No	0000
220-220-52035	Audit & Filing Fees									
3139	03/14/0216	375.86	0.00	03/29/2016	Audit-Year End 2015		-		No	0000
230-230-52035	Audit & Filing Fees									
3139	03/14/0216	7.38	0.00	03/29/2016	Audit-Year End 2015		-		No	0000
240-240-52035	Audit & Filing Fees									
	3139 Total:	2,936.94								
	Accuity Total:	2,936.94								
AnalyLab Analytical Laboratory Group										
75640	02/05/2016	729.90	0.00	03/29/2016	Wastewater		-		No	0000
220-220-53055	System Quality Tests									
75640	02/05/2016	112.00	0.00	03/29/2016	Drinking water		-		No	0000
210-210-53055	System Quality Tests									
75640	02/05/2016	550.00	0.00	03/29/2016	Disinfection By-Products		-		No	0000
210-210-53055	System Quality Tests									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	75640 Total:	1,391.90								
	AnalyLab Total:	1,391.90								
<hr/>										
ApexSys Apex Systems										
217174	03/10/2016	55.20	0.00	03/29/2016	Quarterly alarm system monitoring		-		No	0000
100-100-51050	Bldg Maint/Janitorial Sup									
217174	03/10/2016	13.80	0.00	03/29/2016	Quarterly alarm system monitoring		-		No	0000
140-140-51050	City Hall Maint/Janitorial Sup									
217174	03/10/2016	75.00	0.00	03/29/2016	Quarterly alarm system monitoring		-		No	0000
210-210-53065	Bldg & Yard Maintenance									
217174	03/10/2016	75.00	0.00	03/29/2016	Quarterly alarm system monitoring		-		No	0000
220-220-53050	WW Treatment Plant Maintenance									
217174	03/10/2016	69.00	0.00	03/29/2016	Quarterly alarm system monitoring		-		No	0000
130-520-54045	Pool Bldg Janitorial - Maint									
	217174 Total:	288.00								
	ApexSys Total:	288.00								
<hr/>										
AutoGro Automation Group Inc The										
495	03/08/2016	1,280.00	0.00	03/29/2016	Troubleshoot UV System		-		No	0000
220-220-53050	WW Treatment Plant Maintenance									
	495 Total:	1,280.00								
	AutoGro Total:	1,280.00								
<hr/>										
BarnScot Barnes Scottie										
0316	03/03/2016	244.00	0.00	03/29/2016	Monthly Newsletter		-		No	0000
100-100-51095	Public Relations					MM/XXXX Newslet				
	0316 Total:	244.00								
	BarnScot Total:	244.00								
<hr/>										
BiMart Bi-Mart Corporation										
02/2016	02/27/2016	22.04	0.00	03/29/2016	Various needs		-		No	0000
100-100-51010	Admin Supplies & Services									
02/2016	02/27/2016	11.87	0.00	03/29/2016	Various needs		-		No	0000
140-140-51010	Admin Services & Supplies									
02/2016	02/27/2016	19.92	0.00	03/29/2016	Various needs		-		No	0000
210-210-53040	System Maintenance									
02/2016	02/27/2016	35.95	0.00	03/29/2016	Various needs		-		No	0000
230-230-53070	Landscape Maint & Supplies									
02/2016	02/27/2016	4.97	0.00	03/29/2016	Various needs		-		No	0000
210-210-53040	System Maintenance									
02/2016	02/27/2016	33.56	0.00	03/29/2016	Various needs		-		No	0000
230-230-53070	Landscape Maint & Supplies									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
02/2016	02/27/2016	26.98	0.00	03/29/2016	Various needs		-			No 0000
230-230-51515	Tools & Small Equipment									
	02/2016 Total:	155.29								
	BiMart Total:	155.29								
<hr/>										
BuiDep Building Department The	Feb 2016	10,240.95	0.00	03/29/2016	Inspection Services		-			No 0000
100-100-52025	Building Permit Inspections									
Feb 2016	02/29/2016	1,515.00	0.00	03/29/2016	Inspection Services		-			No 0000
100-100-52030	Electrical Permit Inspections									
	Feb 2016 Total:	11,755.95								
	BuiDep Total:	11,755.95								
<hr/>										
CasWat Cascade Water Works Inc	2016 PMT #6	25,080.00	0.00	03/29/2016	Services 1/27-2/17/2016		-			No 0000
314-314-60130	System Expansion									
2016 PMT #6	03/02/2016	16,720.00	0.00	03/29/2016	Services 1/27-2/17/2016		-			No 0000
220-220-53050	WW Treatment Plant Maintenance									
	2016 PMT #6 Total:	41,800.00								
	CasWat Total:	41,800.00								
<hr/>										
CentLink CenturyLink Communications, LL	3680 2/16	162.58	0.00	03/29/2016	Public Works/Wtr plant phone & internet		-			No 0000
210-210-51030	Telephone Services									
	3680 2/16 Total:	162.58								
	CentLink Total:	162.58								
<hr/>										
CivWest Civil West Engineering Service	3101-006.17	1,691.40	0.00	03/29/2016	WWTP Air Piping 1/26-2/25/2016		-			No 0000
314-314-60130	System Expansion									
3101-006.17	02/26/2016	1,127.60	0.00	03/29/2016	WWTP Air Piping 1/26-2/25/2016		-			No 0000
220-220-53050	WW Treatment Plant Maintenance									
	3101-006.17 Total:	2,819.00								
3101-007.04	02/26/2016	5,742.00	0.00	03/29/2016	WW Master Plan 1/26-2/25/2016		-			No 0000
314-314-52290	Other Professional Services									
	3101-007.04 Total:	5,742.00								
3101-008.08	02/26/2016	130.00	0.00	03/29/2016	Mixing zone 1/26-2/25/2016		-			No 0000
220-220-52070	Engineering Fees									
	3101-008.08 Total:	130.00								
	CivWest Total:	8,691.00								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
CodePub Code Publishing										
52522	03/18/2016	104.50	0.00	03/29/2016	Municipal Code Update		-		No	0000
100-100-51010	Admin Supplies & Services									
	52522 Total:	104.50								
	CodePub Total:	104.50								
CoulCat Coulson-Wright Cathy										
CoulCat	03/04/2016	6.68	0.00	03/29/2016	Reimburse 2016 EE Hunt supplies		-		No	0000
130-130-54620	Park Board Events & Activities									
	CoulCat Total:	6.68								
	CoulCat Total:	6.68								
Coyote Coyote Steel & Co										
334439	03/02/2016	31.00	0.00	03/29/2016	Rolled flat steel		-		No	0000
220-220-53050	WW Treatment Plant Maintenance									
	334439 Total:	31.00								
	Coyote Total:	31.00								
DentClau Denton Claudia										
CLAUDEN	03/07/2016	4.00	0.00	03/29/2016	Reimburse for Parking		-		No	0000
100-205-51085	Miscellaneous/Discretionary									
	CLAUDEN Total:	4.00								
	DentClau Total:	4.00								
DocuTrak DocuTRAK Imaging, Inc										
5459	03/08/0016	30.00	0.00	03/29/2016	On site shredding service		-		No	0000
100-100-51010	Admin Supplies & Services									
	5459 Total:	30.00								
	DocuTrak Total:	30.00								
EDMS EDMS Inc										
20162	03/02/2016	414.94	0.00	03/29/2016	Monthly Utility Bills 3/16		-		No	0000
100-100-51095	Public Relations									
20162	03/02/2016	117.29	0.00	03/29/2016	Monthly Utility Bills 3/16		-		No	0000
210-210-51010	Admin Supplies & Services									
20162	03/02/2016	258.06	0.00	03/29/2016	Monthly Utility Bills 3/16		-		No	0000
210-210-51015	Postage									
20162	03/02/2016	175.94	0.00	03/29/2016	Monthly Utility Bills 3/16		-		No	0000
220-220-51010	Admin Supplies & Services									
20162	03/02/2016	387.09	0.00	03/29/2016	Monthly Utility Bills 3/16		-		No	0000
220-220-51015	Postage									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
20162 Total:		1,353.32								
20244	03/16/2016	17.00	0.00	03/29/2016	Past Due Notices 3/16		-		No	0000
210-210-51010	Admin Supplies & Services									
20244	03/16/2016	32.45	0.00	03/29/2016	Past Due Notices 3/16		-		No	0000
210-210-51015	Postage									
20244	03/16/2016	25.51	0.00	03/29/2016	Past Due Notices 3/16		-		No	0000
220-220-51010	Admin Supplies & Services									
20244	03/16/2016	48.67	0.00	03/29/2016	Past Due Notices 3/16		-		No	0000
220-220-51015	Postage									
20244 Total:		123.63								
EDMS Total:		1,476.95								
<hr/>										
EWEB Eugene Water & Electric Board										
Feb 2016A	03/07/2016	10,030.70	0.00	03/29/2016	Meter #76100316		-		No	0000
210-210-53135	Water Purchase									
Feb 2016A Total:		10,030.70								
Feb 2016B	03/07/2016	930.13	0.00	03/29/2016	Meter #76100315		-		No	0000
210-210-53135	Water Purchase									
Feb 2016B Total:		930.13								
EWEB Total:		10,960.83								
<hr/>										
FRSD28J Fern Ridge School District 28J										
Feb 2016	03/11/2016	16,195.11	0.00	03/29/2016	Excise Tax 12/1/15-2/29/2016		-		No	0000
100-000-20010	Accounts Payable									
Feb 2016 Total:		16,195.11								
FRSD28J Total:		16,195.11								
<hr/>										
GreHill Greenhill Humane Society										
3127	02/29/2016	380.00	0.00	03/29/2016	Daily care fee for stray dogs		-		No	0000
100-170-52110	Animal Control Contract									
3127 Total:		380.00								
GreHill Total:		380.00								
<hr/>										
HarShau Hartz Shauna										
SHartz/2/16	03/14/2016	32.73	0.00	03/29/2016	Lodging-CIS Conference		-		No	0000
100-100-51070	Training & Conferences									
SHartz/2/16	03/14/2016	3.27	0.00	03/29/2016	Lodging-CIS Conference		-		No	0000
100-160-51070	Training & Conferences									
SHartz/2/16	03/14/2016	3.27	0.00	03/29/2016	Lodging-CIS Conference		-		No	0000
130-130-51070	Training & Conferences									
SHartz/2/16	03/14/2016	3.27	0.00	03/29/2016	Lodging-CIS Conference		-		No	0000
140-140-51070	Training & Conferences									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
SHartz/2/16	03/14/2016	29.45	0.00	03/29/2016	Lodging-CIS Conference		-			No 0000
210-210-51070	Training & Conferences									
SHartz/2/16	03/14/2016	32.73	0.00	03/29/2016	Lodging-CIS Conference		-			No 0000
220-220-51070	Training & Conferences									
SHartz/2/16	03/14/2016	3.27	0.00	03/29/2016	Lodging-CIS Conference		-			No 0000
130-520-51070	Training & Conferences									
SHartz/2/16	03/14/2016	19.64	0.00	03/29/2016	Lodging-CIS Conference		-			No 0000
230-230-51070	Training & Conferences									
SHartz/2/16	03/14/2016	3.27	0.00	03/29/2016	Lodging-CIS Conference		-			No 0000
240-240-51070	Training & Conferences									
	SHartz/2/16 Total:	130.90								
	HarShau Total:	130.90								
<hr/>										
HenDar Henneman Darci										
DHenneman 2/16	03/04/2016	7.03	0.00	03/29/2016	Mileage		-			No 0000
100-100-51075	Travel - Staff									
DHenneman 2/16	03/04/2016	0.41	0.00	03/29/2016	Mileage		-			No 0000
100-160-51075	Travel - Staff									
DHenneman 2/16	03/04/2016	1.65	0.00	03/29/2016	Mileage		-			No 0000
130-130-51010	Admin Supplies & Services									
DHenneman 2/16	03/04/2016	3.30	0.00	03/29/2016	Mileage		-			No 0000
140-140-51075	Travel - Staff									
DHenneman 2/16	03/04/2016	1.65	0.00	03/29/2016	Mileage		-			No 0000
210-210-51010	Admin Supplies & Services									
DHenneman 2/16	03/04/2016	1.65	0.00	03/29/2016	Mileage		-			No 0000
220-220-51010	Admin Supplies & Services									
DHenneman 2/16	03/04/2016	0.83	0.00	03/29/2016	Mileage		-			No 0000
230-230-51010	Admin Supplies & Services									
	DHenneman 2/16 Total:	16.52								
	HenDar Total:	16.52								
<hr/>										
HuntComm Hunter Communications, Inc										
April 2016	03/15/2016	91.48	0.00	03/29/2016	Fiber Internet Service		-			No 0000
100-100-52050	Internet & Web Site Fees									
April 2016	03/15/2016	30.50	0.00	03/29/2016	Fiber Internet Service		-			No 0000
140-140-52050	Internet & Web Site Fees									
April 2016	03/15/2016	121.98	0.00	03/29/2016	Fiber Internet Service		-			No 0000
210-210-52050	Internet & Web Site Fees									
April 2016	03/15/2016	60.99	0.00	03/29/2016	Fiber Internet Service		-			No 0000
220-220-52050	Internet & Web Site Fees									
April 2016	03/15/2016	20.00	0.00	03/29/2016	Fiber Internet Service		-			No 0000
120-120-51030	Telephone Services									
	April 2016 Total:	324.95								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
HuntComm Total:		324.95								
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IndWel Industrial Welding Supply										
810792	03/17/2016	53.47	0.00	03/29/2016	Welding gas/wire		-		No	0000
220-220-53040	System Maintenance									
810792	03/17/2016	53.47	0.00	03/29/2016	Welding gas/wire		-		No	0000
210-210-53040	System Maintenance									
810792 Total:		106.94								
IndWel Total:		106.94								
<hr/>										
InfoStru Info Structure										
2312270	03/21/2016	49.04	0.00	03/29/2016	Cust #62054 - Pool		-		No	0000
130-520-54055	Pool Utilities									
2312270	03/21/2016	45.81	0.00	03/29/2016	Cust #61227 - WWTP		-		No	0000
220-220-51030	Telephone Services									
2312270	03/21/2016	394.72	0.00	03/29/2016	Cust #C7930 - City Hall		-		No	0000
100-100-51030	Telephone Services									
2312270	03/21/2016	98.68	0.00	03/29/2016	Cust #C7930 - City Hall		-		No	0000
140-140-51030	Telephone									
2312270 Total:		588.25								
InfoStru Total:		588.25								
<hr/>										
IngR Ingham R Ric										
RIngham 2/16	03/04/2016	45.23	0.00	03/29/2016	Meetings/Meals		-		No	0000
100-100-51075	Travel - Staff									
RIngham 2/16	03/04/2016	4.52	0.00	03/29/2016	Meetings/Meals		-		No	0000
100-160-51075	Travel - Staff									
RIngham 2/16	03/04/2016	9.05	0.00	03/29/2016	Meetings/Meals		-		No	0000
130-130-51010	Admin Supplies & Services									
RIngham 2/16	03/04/2016	22.62	0.00	03/29/2016	Meetings/Meals		-		No	0000
140-140-51075	Travel - Staff									
RIngham 2/16	03/04/2016	9.05	0.00	03/29/2016	Meetings/Meals		-		No	0000
210-210-51010	Admin Supplies & Services									
RIngham 2/16	03/04/2016	45.23	0.00	03/29/2016	Meetings/Meals		-		No	0000
220-220-51010	Admin Supplies & Services									
RIngham 2/16	03/04/2016	4.52	0.00	03/29/2016	Meetings/Meals		-		No	0000
130-520-51010	Administrative Supplies									
RIngham 2/16	03/04/2016	36.18	0.00	03/29/2016	Meetings/Meals		-		No	0000
230-230-51010	Admin Supplies & Services									
RIngham 2/16	03/04/2016	4.52	0.00	03/29/2016	Meetings/Meals		-		No	0000
240-240-51010	Admin Supplies & Services									
RIngham 2/16	03/04/2016	75.00	0.00	03/29/2016	Phone allowance/ I- Pad		-		No	0000
100-100-51030	Telephone Services									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	RIngham 2/16 Total:	255.92								
	IngR Total:	255.92								
<hr/>										
LanCoAc Lane Co Accts Receivable										
March 2016	03/01/2016	753.11	0.00	03/29/2016	Assmnts collected less 15% collection		-		No	0000
100-000-20330	County Fine Assessment Payable									
	March 2016 Total:	753.11								
	LanCoAc Total:	753.11								
<hr/>										
LanCoDe Lane County Deeds & Records										
17063642	03/04/2016	2.00	0.00	03/29/2016	Recording fee for Lien Satisfaction		-		No	0000
230-230-51010	Admin Supplies & Services									
	17063642 Total:	2.00								
	LanCoDe Total:	2.00								
<hr/>										
LanCouOf Lane Council of Govern										
61490	02/02/2016	834.40	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
100-100-52045	Computer System Support-Maint									
61490	02/02/2016	638.07	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
100-100-52045	Computer System Support-Maint									
61490	02/02/2016	147.25	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
100-160-52045	Computer System Support-Maint									
61490	02/02/2016	147.25	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
100-170-52045	Computer System Support/Maint									
61490	02/02/2016	343.58	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
130-130-52045	Computer System Support-Maint									
61490	02/02/2016	147.25	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
130-520-52045	Computer System Support/Maint									
61490	02/02/2016	638.07	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
140-140-52045	Computer System Support-Maint									
61490	02/02/2016	588.99	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
210-210-52045	Computer System Support-Maint									
61490	02/02/2016	883.49	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
220-220-52045	Computer System Support-Maint									
61490	02/02/2016	343.58	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
230-230-52045	Computer System Support-Maint									
61490	02/02/2016	196.33	0.00	03/29/2016	Computer support 2nd Qtr 2016		-		No	0000
240-240-52045	Computer System Support-Maint									
	61490 Total:	4,908.26								
	LanCouOf Total:	4,908.26								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
LarSan Larson Sandra										
SLarson 2/16	03/01/2016	232.90	0.00	03/29/2016	Lodging /Meals for Mayor		-		No	0000
100-100-51090	Training & Travel-Officials									
	SLarson 2/16 Total:	232.90								
	LarSan Total:	232.90								
LegCou Legislative Counsel Comm										
March 2016	03/09/2016	80.00	0.00	03/29/2016	2016 Criminal Code for Oregon		-		No	0000
100-160-51210	Municipal Court Supplies									
	March 2016 Total:	80.00								
	LegCou Total:	80.00								
LeiAlan Law Office of Alan J Leiman, P										
March 2016	03/08/2016	371.00	0.00	03/29/2016	Monthly contrat		-		No	0000
100-160-52080	Judicial Services									
	March 2016 Total:	371.00								
	LeiAlan Total:	371.00								
LonTomWa Long Tom Watershed Council										
299	02/29/2016	1,250.00	0.00	03/29/2016	Council Support Match FY16		-		No	0000
100-100-52095	Long Tom Watershed Council									
	299 Total:	1,250.00								
	LonTomWa Total:	1,250.00								
ManEnv Manning Environmental Inc										
6201	03/01/2016	30.84	0.00	03/29/2016	Tubing		-		No	0000
220-220-53050	WW Treatment Plant Maintenance									
	6201 Total:	30.84								
	ManEnv Total:	30.84								
McGBear McGuire Bearing Co.										
2859963-00	03/02/2016	76.12	0.00	03/29/2016			-		No	0000
220-220-53130	Equipment Repairs									
	2859963-00 Total:	76.12								
2860412-0	03/08/2016	4.56	0.00	03/29/2016	Engine seal		-		No	0000
220-220-53130	Equipment Repairs									
	2860412-0 Total:	4.56								
	McGBear Total:	80.68								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
NetAsset Net Assets										
88-201602	03/01/2016	204.00	0.00	03/29/2016	Lien Searches		-			No 0000
100-100-51010	Admin Supplies & Services									
	88-201602 Total:	204.00								
	NetAsset Total:	204.00								
NorCoa North Coast Electric										
S7048144.001	03/01/2016	3.80	0.00	03/29/2016	2A-miniature fuses PO 4857		-			No 0000
220-220-53050	WW Treatment Plant Maintenance									
	S7048144.001 Total:	3.80								
S7048868.001	03/01/2016	76.79	0.00	03/29/2016	2A-miniature fuses PO 4857		-			No 0000
220-220-53050	WW Treatment Plant Maintenance									
	S7048868.001 Total:	76.79								
S7048868.002	03/01/2016	-73.50	0.00	03/29/2016	2A-miniature fuses PO 4857		-			No 0000
220-220-53050	WW Treatment Plant Maintenance									
	S7048868.002 Total:	-73.50								
S7074769.001	03/01/2016	11.40	0.00	03/29/2016	2A-miniature fuses PO 4857		-			No 0000
220-220-53050	WW Treatment Plant Maintenance									
	S7074769.001 Total:	11.40								
	NorCoa Total:	18.49								
NorSaf Norwest Safety										
601804	03/11/2016	150.00	0.00	03/29/2016	2016 Easter Egg Hunt		-			No 0000
130-130-54620	Park Board Events & Activities									
	601804 Total:	150.00								
	NorSaf Total:	150.00								
ODORgarn Oregon Dept of Revenue										
March 2016	03/01/2016	429.40	0.00	03/29/2016	Collection for Feb 2016 Unitary Assessm.		-			No 0000
100-000-20320	State Fine Assessments Payable									
	March 2016 Total:	429.40								
	ODORgarn Total:	429.40								
OrAsso Oregon Assoc of										
7133	01/01/2016	177.00	0.00	03/29/2016	Annual Membership Fee		-			No 0000
210-210-51020	Professional Dues									
	7133 Total:	177.00								
	OrAsso Total:	177.00								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
OReilly O'Reilly Automotive, Inc										
Feb 2016	02/28/2016	16.67	0.00	03/29/2016	Various Needs		-		No	0000
210-210-51515	Tools & Small Equipment									
Feb 2016	02/28/2016	16.67	0.00	03/29/2016	Various Needs		-		No	0000
220-220-51515	Tools & Small Equipment									
Feb 2016	02/28/2016	16.65	0.00	03/29/2016	Various Needs		-		No	0000
230-230-51515	Tools & Small Equipment									
Feb 2016	02/28/2016	11.99	0.00	03/29/2016	Various Needs		-		No	0000
210-210-53040	System Maintenance									
Feb 2016	02/28/2016	6.99	0.00	03/29/2016	Various Needs		-		No	0000
210-210-53030	Vehicle Operation&Maintenance									
Feb 2016	02/28/2016	7.49	0.00	03/29/2016	Various Needs		-		No	0000
210-210-53040	System Maintenance									
Feb 2016	02/28/2016	27.99	0.00	03/29/2016	Various Needs		-		No	0000
220-220-51515	Tools & Small Equipment									
Feb 2016	02/28/2016	-27.99	0.00	03/29/2016	Various Needs		-		No	0000
220-220-51515	Tools & Small Equipment									
Feb 2016	02/28/2016	7.98	0.00	03/29/2016	Various Needs		-		No	0000
230-230-53030	Vehicle Operation-Maintenance									
Feb 2016	02/28/2016	14.68	0.00	03/29/2016	Various Needs		-		No	0000
230-230-53130	Equipment Repairs									
Feb 2016	02/28/2016	9.49	0.00	03/29/2016	Various Needs		-		No	0000
230-230-53030	Vehicle Operation-Maintenance									
Feb 2016	02/28/2016	14.68	0.00	03/29/2016	Various Needs		-		No	0000
130-130-53130	Equipment Repairs									
	Feb 2016 Total:	123.29								
	OReilly Total:	123.29								
<hr/>										
PenMil Pendleton Milling Co Inc										
16-758	03/14/2016	50.25	0.00	03/29/2016	Stakes- Zumwalt & Easter Egg Hunt		-		No	0000
350-350-54415	Operating Supplies									
	16-758 Total:	50.25								
	PenMil Total:	50.25								
<hr/>										
PitBo Pitney Bowes										
2741529-MR16	03/13/2016	33.70	0.00	03/29/2016	Mailing system rental		-		No	0000
100-100-51060	Office Machine Leases									
2741529-MR16	03/13/2016	5.80	0.00	03/29/2016	Mailing system rental		-		No	0000
140-140-51060	Office Machine Lease									
2741529-MR16	03/13/2016	14.15	0.00	03/29/2016	Mailing system rental		-		No	0000
100-160-51060	Office Machine Leases									
2741529-MR16	03/13/2016	21.79	0.00	03/29/2016	Mailing system rental		-		No	0000
100-170-51060	Office Machine Leases									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
2741529-MR16	03/13/2016	0.95	0.00	03/29/2016	Mailing system rental		-			No 0000
130-130-51060	Office Machine Leases									
2741529-MR16	03/13/2016	141.07	0.00	03/29/2016	Mailing system rental		-			No 0000
210-210-51060	Office Machine Leases									
2741529-MR16	03/13/2016	155.14	0.00	03/29/2016	Mailing system rental		-			No 0000
220-220-51060	Office Machine Leases									
	2741529-MR16 Total:	372.60								
	PitBo Total:	372.60								
<hr/>										
RegGua Register Guard The										
AD 6576384	03/11/2016	623.70	0.00	03/29/2016	Public Hearing Ad/Planning Appeal		-			No 0000
140-140-51025	Publishing Costs									
	AD 6576384 Total:	623.70								
	RegGua Total:	623.70								
<hr/>										
Ricoh Ricoh USA, Inc.										
5041128787	03/18/2016	168.73	0.00	03/29/2016	Color copier supplies/service		-			No 0000
100-100-51065	Office Machine Maintenance									
5041128787	03/18/2016	56.25	0.00	03/29/2016	Color copier supplies/service		-			No 0000
140-140-51065	Office Machine Maintenance									
	5041128787 Total:	224.98								
	Ricoh Total:	224.98								
<hr/>										
SaniPac SANIPAC										
2161915	03/01/2016	23.76	0.00	03/29/2016	Trash haul-Act #2013-2002191-001		-			No 0000
100-100-51050	Bldg Maint/Janitorial Sup									
2161915	03/01/2016	5.94	0.00	03/29/2016	Trash haul-Act #20132002191-001		-			No 0000
140-140-51050	City Hall Maint/Janitorial Sup									
2161915	03/01/2016	102.74	0.00	03/29/2016	Trash Haul-Act #2013-2002191-001		-			No 0000
220-220-53050	WW Treatment Plant Maintenance									
2161915	03/01/2016	121.96	0.00	03/29/2016	Trash haul-Act #2013-2002191-001		-			No 0000
210-210-53065	Bldg & Yard Maintenance									
	2161915 Total:	254.40								
	SaniPac Total:	254.40								
<hr/>										
SHANER Nercessian Shah										
16T000024	03/17/2016	40.00	0.00	03/29/2016	Refund unused bail		-			No 0000
100-000-20310	Bail Payable									
	16T000024 Total:	40.00								
	SHANER Total:	40.00								
<hr/>										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
SpeHoy Speer Hoyt LLC										
34414 STS	02/29/2016	144.80	0.00	03/29/2016	Streets		-		No	0000
230-230-52010	Attorney & Legal Services									
	34414 STS Total:	144.80								
34414CPD	02/29/2016	1,158.40	0.00	03/29/2016	FR Policing District		-		No	0000
100-195-52290	Other Professional Services									
	34414CPD Total:	1,158.40								
34414GEN	02/29/2016	668.88	0.00	03/29/2016	General legal services		-		No	0000
100-100-52010	Attorney & Legal Services									
	34414GEN Total:	668.88								
34416	02/29/2016	199.10	0.00	03/29/2016	Court		-		No	0000
100-160-52010	Attorney & Legal Services									
	34416 Total:	199.10								
34417	02/29/2016	2,769.30	0.00	03/29/2016	Planning		-		No	0000
140-140-52010	Attorney & Legal Services									
	34417 Total:	2,769.30								
	SpeHoy Total:	4,940.48								
StplsCC Staples Credit Plan										
1528078011	03/15/2016	-40.58	0.00	03/29/2016	Return-Refund Dust Mop Heads		-		No	0000
130-530-51010	Admin Supplies & Services									
	1528078011 Total:	-40.58								
1528078031	03/15/2016	-116.83	0.00	03/29/2016	Return-Refund File Folders		-		No	0000
140-140-51010	Admin Services & Supplies									
	1528078031 Total:	-116.83								
CREDIT	03/15/2016	-50.00	0.00	03/29/2016	Credit Adjustment		-		No	0000
100-100-51010	Admin Supplies & Services									
	CREDIT Total:	-50.00								
Feb 2016 4829	03/15/2016	53.73	0.00	03/29/2016	Various office needs		-		No	0000
100-100-51010	Admin Supplies & Services									
Feb 2016 4829	03/15/2016	6.93	0.00	03/29/2016	Various office needs		-		No	0000
130-130-51010	Admin Supplies & Services									
Feb 2016 4829	03/15/2016	8.23	0.00	03/29/2016	Various office needs		-		No	0000
130-520-51010	Administrative Supplies									
Feb 2016 4829	03/15/2016	102.33	0.00	03/29/2016	Various office needs		-		No	0000
140-140-51010	Admin Services & Supplies									
Feb 2016 4829	03/15/2016	71.53	0.00	03/29/2016	Various office needs		-		No	0000
210-210-51010	Admin Supplies & Services									
Feb 2016 4829	03/15/2016	80.33	0.00	03/29/2016	Various office needs		-		No	0000
220-220-51010	Admin Supplies & Services									
Feb 2016 4829	03/15/2016	60.93	0.00	03/29/2016	Various office needs		-		No	0000
230-230-51010	Admin Supplies & Services									
Feb 2016 4829	03/15/2016	0.91	0.00	03/29/2016	Various office needs		-		No	0000
240-240-51010	Admin Supplies & Services									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	Feb 2016 4829 Total:	384.92								
Feb 2016 4830	03/15/2016	7.34	0.00	03/29/2016	Various Needs		-		No	0000
100-100-51010	Admin Supplies & Services									
Feb 2016 4830	03/15/2016	0.95	0.00	03/29/2016	Various Needs		-		No	0000
130-130-51010	Admin Supplies & Services									
Feb 2016 4830	03/15/2016	1.12	0.00	03/29/2016	Various Needs		-		No	0000
130-520-51010	Administrative Supplies									
Feb 2016 4830	03/15/2016	1.25	0.00	03/29/2016	Various Needs		-		No	0000
140-140-51010	Admin Services & Supplies									
Feb 2016 4830	03/15/2016	9.77	0.00	03/29/2016	Various Needs		-		No	0000
210-210-51010	Admin Supplies & Services									
Feb 2016 4830	03/15/2016	10.98	0.00	03/29/2016	Various Needs		-		No	0000
220-220-51010	Admin Supplies & Services									
Feb 2016 4830	03/15/2016	8.32	0.00	03/29/2016	Various Needs		-		No	0000
230-230-51010	Admin Supplies & Services									
Feb 2016 4830	03/15/2016	0.13	0.00	03/29/2016	Various Needs		-		No	0000
240-240-51010	Admin Supplies & Services									
Feb 2016 4830	03/15/2016	22.38	0.00	03/29/2016	Various Needs		-		No	0000
130-530-52055	Community Ctr Janitorial&Maint									
	Feb 2016 4830 Total:	62.24								
	StplsCC Total:	239.75								
<hr/>										
SubPro Suburban Propane										
42295	02/29/2016	75.00	0.00	03/29/2016	Bulk Tank Rent		-		No	0000
220-220-53020	System Operating Supplies									
	42295 Total:	75.00								
	SubPro Total:	75.00								
<hr/>										
SunsetAu Sunset Auto Parts, Inc										
951-269826	02/29/2016	76.02	0.00	03/29/2016	Various needs		-		No	0000
210-210-53040	System Maintenance									
	951-269826 Total:	76.02								
951-270223	02/29/2016	36.96	0.00	03/29/2016	Various needs		-		No	0000
230-230-53070	Landscape Maint & Supplies									
	951-270223 Total:	36.96								
951-270452	02/29/2016	142.43	0.00	03/29/2016	Various needs		-		No	0000
220-220-53130	Equipment Repairs									
	951-270452 Total:	142.43								
951-270481	02/29/2016	6.92	0.00	03/29/2016	Various needs		-		No	0000
220-220-53020	System Operating Supplies									
	951-270481 Total:	6.92								
951-270621	02/29/2016	39.14	0.00	03/29/2016	Various needs		-		No	0000
220-220-53020	System Operating Supplies									
	951-270621 Total:	39.14								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
951-270622	02/29/2016	11.73	0.00	03/29/2016	Various needs		-			No 0000
220-220-53130	Equipment Repairs									
	951-270622 Total:	11.73								
951-271091	02/29/2016	26.53	0.00	03/29/2016	Various needs		-			No 0000
220-220-53020	System Operating Supplies									
	951-271091 Total:	26.53								
	SunsetAu Total:	339.73								
<hr/>										
SwaPes Swanson's Pest Mgt										
579208	03/03/2016	33.00	0.00	03/29/2016	Acc # 1-14980 Pest Mgmnt		-			No 0000
130-530-52055	Community Ctr Janitorial&Maint									
	579208 Total:	33.00								
579215	03/03/2016	31.20	0.00	03/29/2016	ACC # 1-15510 pest management		-			No 0000
100-100-51050	Bldg Maint/Janitorial Sup									
579215	03/03/2016	7.80	0.00	03/29/2016	ACC # 1-15510 pest management		-			No 0000
140-140-51050	City Hall Maint/Janitorial Sup									
	579215 Total:	39.00								
	SwaPes Total:	72.00								
<hr/>										
SYU BOT Botum Syun										
16T000028	03/17/2016	40.00	0.00	03/29/2016	Refund unused bail		-			No 0000
100-000-20310	Bail Payable									
	16T000028 Total:	40.00								
	SYU BOT Total:	40.00								
<hr/>										
TherImag Thermo Imaging & Analysis, LLC										
5051	02/26/2016	299.89	0.00	03/29/2016	LED flood light		-			No 0000
100-100-51100	Welcome Sign Maintenance									
	5051 Total:	299.89								
	TherImag Total:	299.89								
<hr/>										
TomPaint Tommy's Paint Pot										
D0280965	02/29/2016	160.95	0.00	03/29/2016	Paint/Pump room		-			No 0000
210-210-53065	Bldg & Yard Maintenance									
	D0280965 Total:	160.95								
	TomPaint Total:	160.95								
<hr/>										
VenAce Veneta Ace Hardware										
Feb 2016	02/29/2016	12.49	0.00	03/29/2016	Various needs		-			No 0000
230-230-53070	Landscape Maint & Supplies									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
Feb 2016	02/29/2016	7.98	0.00	03/29/2016	Various needs		-		No	0000
130-130-53210	Park Maintenance									
Feb 2016	02/29/2016	2.92	0.00	03/29/2016	Various needs		-		No	0000
230-230-53130	Equipment Repairs									
Feb 2016	02/29/2016	31.47	0.00	03/29/2016	Various needs		-		No	0000
230-230-51515	Tools & Small Equipment									
Feb 2016	02/29/2016	2.40	0.00	03/29/2016	Various needs		-		No	0000
130-130-53130	Equipment Repairs									
Feb 2016	02/29/2016	14.32	0.00	03/29/2016	Various needs		-		No	0000
210-210-53040	System Maintenance									
Feb 2016	02/29/2016	4.20	0.00	03/29/2016	Various needs		-		No	0000
230-230-51515	Tools & Small Equipment									
Feb 2016	02/29/2016	8.40	0.00	03/29/2016	Various needs		-		No	0000
130-130-53210	Park Maintenance									
Feb 2016	02/29/2016	5.59	0.00	03/29/2016	Various needs		-		No	0000
100-100-51050	Bldg Maint/Janitorial Sup									
Feb 2016	02/29/2016	1.39	0.00	03/29/2016	Various needs		-		No	0000
140-140-51050	City Hall Maint/Janitorial Sup									
Feb 2016	02/29/2016	9.99	0.00	03/29/2016	Various needs		-		No	0000
130-130-53210	Park Maintenance									
Feb 2016	02/29/2016	5.99	0.00	03/29/2016	Various needs		-		No	0000
220-220-51515	Tools & Small Equipment									
Feb 2016	02/29/2016	18.99	0.00	03/29/2016	Various needs		-		No	0000
220-220-51515	Tools & Small Equipment									
Feb 2016	02/29/2016	12.49	0.00	03/29/2016	Various needs		-		No	0000
130-130-53210	Park Maintenance									
	Feb 2016 Total:	138.62								
	VenAce Total:	138.62								
<hr/>										
VenChir Veneta Chiropractic										
PO 4849	03/17/2016	22.50	0.00	03/29/2016	CDL Physicals-Justin P. & Andy F.		-		No	0000
100-100-51055	Safety Program and Supplies									
PO 4849	03/17/2016	12.00	0.00	03/29/2016	CDL Physicals-Justin P. & Andy F.		-		No	0000
130-130-51055	Safety Program & Supplies									
PO 4849	03/17/2016	1.50	0.00	03/29/2016	CDL Physicals-Justin P. & Andy F.		-		No	0000
130-520-51055	Safety Program & Supplies									
PO 4849	03/17/2016	39.00	0.00	03/29/2016	CDL Physicals-Justin P. & Andy F.		-		No	0000
210-210-51055	Safety Programs & Supplies									
PO 4849	03/17/2016	39.00	0.00	03/29/2016	CDL Physicals-Justin P. & Andy F.		-		No	0000
220-220-51055	Safety Programs & Supplies									
PO 4849	03/17/2016	34.50	0.00	03/29/2016	CDL Physicals-Justin P. & Andy F.		-		No	0000
230-230-51055	Safety Programs & Supplies									
PO 4849	03/17/2016	1.50	0.00	03/29/2016	CDL Physicals-Justin P. & Andy F.		-		No	0000
240-240-51055	Safety Program & Supplies									

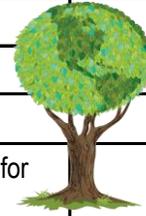
Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	PO 4849 Total:	150.00								
	VenChir Total:	150.00								
<hr/>										
WHAINS WHA Insurance										
647096	03/18/2016	694.00	0.00	03/29/2016	Bond-new buisness		-		No	0000
100-100-52020	Employee Bond Insurance									
	647096 Total:	694.00								
	WHAINS Total:	694.00								
<hr/>										
WilWin Wilco-Winfield LLC										
1082070-481	02/29/2016	174.27	0.00	03/29/2016	Landscaping Supplies		-		No	0000
130-130-53210	Park Maintenance									
1082070-481	02/29/2016	348.54	0.00	03/29/2016	Landscaping Supplies		-		No	0000
230-230-53070	Landscape Maint & Supplies									
1082070-481	02/29/2016	174.27	0.00	03/29/2016	Landscaping Supplies		-		No	0000
220-220-53040	System Maintenance									
	1082070-481 Total:	697.08								
	WilWin Total:	697.08								
<hr/>										
XC2 XC2 Software, LLC										
Feb 2016	03/08/2016	600.00	0.00	03/29/2016	Maint/Tech Support Renewal		-		No	0000
210-210-52045	Computer System Support-Maint									
	Feb 2016 Total:	600.00								
	XC2 Total:	600.00								
<hr/>										
	Report Total:	118,234.61								



CITY OF VENETA - CIVIC CALENDAR - APRIL 2016

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

5	Veneta Planning Commission Meeting - City Hall	6:30 p.m.
6	Veneta Park Board Meeting - City Hall	4:30 p.m.
11	Veneta City Council Meeting - City Hall Veneta Urban Renewal Agency meeting immediately following	6:30 p.m.
13	Veneta Economic Development Committee Meeting - City Hall	2:00 p.m.
15	Earth Day Celebration - Veneta Elementary, 88131 Territorial Rd.	11:00 a.m. to 2:00 p.m.
21	Municipal Court - City Hall	8:30 a.m.
25	Veneta City Council Meeting - City Hall	6:30 p.m.
29	National Arbor Day	
30	Meet Sgt. Halvorson (Lane County Sheriff's Office contract Sergeant for the City of Veneta) - Fern Ridge Library	1:00 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 Public Library, Fern Ridge School District 28J, and Lane Fire Authority</p>	
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City of Veneta
M E M O R A N D U M

Date: March 22, 2016
To: City Council
From: Kyle Schauer, Public Works Director
Subject: Monthly Significant Activities Report for February 2016

Water

Monthly water production: Wells-3.166 MG, EWEB-6.798 MG.

Total of 9.964 MG.

Installed four new meters.

Replaced broken meter register.

Replaced one service line due to water leak.

Took five bacteriological samples. All were negative.

Performed 79 service calls.

Delivered 53 Shut Off Notices.

Performed seven shut offs for non-payment.

Completed annual inspection of all water meter installations.

Wastewater

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

Monitored Jeans and Pine Street lift pump stations.

Assisted contractor with Air-Piping project at WWTP.

Connected new air system and began running off of new pipe system.

Assisted contractor with start-up of new air system.

Rebuilt and reinstalled motor for Big Gun irrigator.

Rebuilt piping and mounting systems for non-potable water pumps at WWTP.

Worked with City Engineer on Master Plan Update, Effluent Mixing Zone Study, and Effluent Diffuser Design.

Street/Storm Drainage

Issued two Right of Way Construction Permits.

Replaced/repared three street signs.

Installed new rock on East Hunter (formerly Baker)

Cleaned out and mowed detention pond sites.

Worked with City Engineer to develop street design for 2nd and 3rd Streets from Broadway to Dunham.

Installed additional rock on alleyway near Third and Broadway.

Parks & Recreation

Cleaned parks weekly.

Removed wind-blown debris from all parks.

Used stump grinder to remove stumps from City Park and Fern Park.

Applied moss killer to City Hall lawn.

Applied moss killer to all park lawn areas.

Applied pre-emergence herbicide to flower beds.

Re-purposed stump grinding materials into mulch for flower beds in parks.

Repaired spring animal in City Park.

Rebuilt benches along Territorial.

Other

Completed six miscellaneous service orders.

Performed seven utility locates.

Community center use: paying-seven, non-profit-four.

Building Permits: Two

Certificates of Occupancy: Four

Treated City owned buildings roof tops for moss.

Built and installed shelving in the new break room.

Repaired cracks in aluminum bed of Parks truck.

Dispatched three turkeys.

Added rock to City owned lot 600 to improve access to portable toilet.

Inspected all City owned fire extinguishers.



**APPLICATION AND PERMIT TO OCCUPY OR
PERFORM OPERATIONS UPON A STATE HIGHWAY**

See Oregon Administrative Rule, Chapter 734, Division 55

PERMIT NUMBER

CLASS :	KEY#
---------	------

GENERAL LOCATION				PURPOSE OF APPLICATION (TO CONSTRUCT/OPERATE/MAINTAIN)			
HIGHWAY NAME AND ROUTE NUMBER				<input type="checkbox"/> POLE LINE	TYPE	MIN. VERT. CLEARANCE	
HIGHWAY NUMBER	COUNTY			<input type="checkbox"/> BURIED CABLE	TYPE		
BETWEEN OR NEAR LANDMARKS				<input type="checkbox"/> PIPE LINE	TYPE		
HWY. REFERENCE MAP	DESIGNATED FREEWAY <input type="checkbox"/> YES <input type="checkbox"/> NO	IN U.S. FOREST <input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> NON-COMMERCIAL SIGN	FEE AMOUNT		
APPLICANT NAME AND ADDRESS				<input type="checkbox"/> MISCELLANEOUS OPERATIONS AND/OR FACILITIES AS DESCRIBED BELOW			
FOR ODOT USE ONLY							
BOND REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO		REFERENCE: OAR 734-55 035(2)		AMOUNT OF BOND			
INSURANCE REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO		REFERENCE: OAR 734-55 035(1)		SPECIFIED COMP. DATE			

DETAIL LOCATION OF FACILITY(For more space attach additional sheets)

MILE POINT	TO	MILE POINT	ENGINEERS STATION	ENGINEERS TO STATION	SIDE OF HWY OR ANGLE OF CROSSING	DISTANCE FROM		BURIED CABLE OR PIPE		SPAN LENGTH
						CENTER OF PVMT	R/W LINE	DEPTH/VERT.	SIZE AND KIND	

DESCRIPTION AND LOCATION OF NON-COMMERCIAL SIGNS OR MISCELLANEOUS OPERATIONS FACILITIES

SPECIAL PROVISIONS (FOR MORE SPACE ATTACH ADDITIONAL SHEETS)

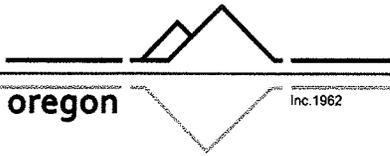
- TRAFFIC CONTROL REQUIRED YES [OAR 734-55-025(6)] NO
- OPEN CUTTING OF PAVED OR SURFACED AREAS ALLOWED? YES [OAR 734-55-100(2)] NO [OAR 734-55-100(1)]
- ◆ **AT LEAST 48 HOURS BEFORE BEGINNING WORK, THE APPLICANT OR HIS CONTRACTOR SHALL NOTIFY THE DISTRICT REPRESENTATIVE AT TELEPHONE NUMBER:** _____
- OR FAX A COPY OF THIS PAGE TO THE DISTRICT OFFICE AT:** _____ **SPECIFY TIME AND DATE IN THE SPACE BELOW.**
- ◆ A COPY OF THIS PERMIT AND ALL ATTACHMENTS SHALL BE AVAILABLE AT THE WORK AREA DURING CONSTRUCTION.
- ◆ **ATTENTION: Oregon Law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0010 through OAR 952-001-0090. You may obtain copies of the rules by calling the center at (503) 232-1987.**
- CALL BEFORE YOU DIG 1-800-332-2344**

COMMENTS - ODOT USE ONLY

IF THE PROPOSED APPLICATION WILL AFFECT THE LOCAL GOVERNMENT, THE APPLICANT SHALL ACQUIRE THE LOCAL GOVERNMENT OFFICIAL'S SIGNATURE BEFORE ACQUIRING THE DISTRICT MANAGER'S SIGNATURE.

LOCAL GOVERNMENT OFFICIAL SIGNATURE		TITLE	DATE
X			
APPLICANT SIGNATURE	APPLICATION DATE	TITLE	TELEPHONE NO.
X			
DISTRICT MANAGER OR REPRESENTATIVE			APPROVAL DATE
X			

734-3457(2-06)



PO Box 458 * Veneta, OR 97487 * 541-935-2191 * Fax 541-935-1838 * www.venetaoregon.gov

This form must be submitted to Veneta City Hall no later than three weeks prior to the date requested. Applications will be processed on a first come, first serve basis. All banners are subject to appropriate jurisdictional approval. Banners are only allowed for the following entities: governmental entities, special district organizations, non-profit organizations. Banners shall be permitted to promote only the following activities: public service activity which provides benefits to the community as a whole; artistic or literary activities, provided that artistic shall include music and the performing arts; scholastic activities which are defined as activities sponsored by organizations which carry on general education activities. Banners may display the name, slogan, advertising, logo or trademark of any sponsor of the activity. Banners shall not be permitted to advertise the following: promote or be sponsored by any political candidate/party, religious, issue group, or be carried on for the purpose of earning a profit.

1. Organization Information

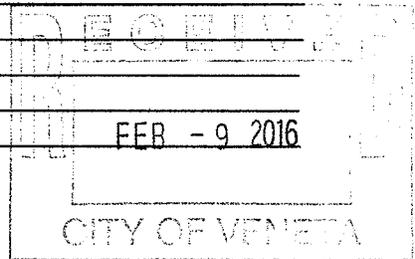
Entity: Territorial Sports Program

Purpose: Auction Fundraiser

Contact Person: Alyssa Morse

Phone Number: 541-520-9072

Email: morseahci@gmail.com



2. Permit Information

Event Date 4/23/16

Requested time period for banner display: Start Date 4/10/16 End Date 4/24/16

Requested banner location: 4-11-16 4-25-16

Luther Ln (Lane Electric Cooperative)

Territorial Hwy (Emerald PUD)

ODOT Banner Application must accompany Veneta permit

Please attach a copy of the proposed banner. Banner must meet Lane Electric and/or ODOT specifications.

3. Proof of Insurance

Please attach a copy of proof of insurance listing both city and the respective utility as additionally insured for the proposed dates (ODOT will need to be listed as additionally insured for all Territorial Hwy banners).

Signature: Alyssa Morse

Date: 2-8-16

City of Veneta use only below line

Date Received in City Hall: 2-9-16

Time Received: 12:10 pm

Received By: D. Hennerman

Public Works Approval: [Signature]

Date applicant notified of decision:

Application forwarded to (circle one): ODOT Lane Electric EPUD

Further action requested: Yes No

If yes, explain:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/22/2016

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 FIRST INSURANCE AGENCY, INC. PO BOX 40880 EUGENE, OR 97404	CONTACT NAME: Stephanie Willhite
	PHONE (A/C, No, Ext): 541-687-1911 FAX (A/C, No): 541-689-6534
	E-MAIL ADDRESS: stephanie@firstinsurance.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A: UNITED STATES FIRE INSURANCE COMPANY
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: 00000000-9033 REVISION NUMBER: 3

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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	SRPGP-101-0715	11/06/2015	11/06/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input 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					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	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			PER STATUTE OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
THE CERTIFICATE HOLDER IS ADDED AS AN ADDITIONAL INSURED BUT ONLY WITH RESPECT TO LIABILITY ARISING OUT OF OPERATIONS OF THE NAMED INSURED DURING THE POLICY PERIOD:
CITY OF VENETA IS AN ADDITIONAL INSURED FOR GENERAL LIABILITY ONLY
EVENT: BANNER FOR TERRITORIAL SPORTS PROGRAM AUCTION ON APRIL 23, 2016
***BANNER WILL BE INSTALLED ON APRIL 11, 2016 AND REMOVED APRIL 25, 2016**

CERTIFICATE HOLDER CITY OF VENETA PO BOX 458 VENETA, OR 97487	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 <i>Stephanie Willhite</i> (SWW)
---	--

D/F BANNER

Scale: 3/8" = 1'

SCOPE OF WORK

Mfg. & Deliver (1) D/F Banner

SPECIFICATIONS

Noted

CLIENT

Michele

SALES REP

N/A

DESIGNER

G. Wicklund

DATE

3.16.16

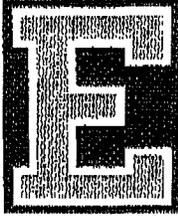
JOB #

N/A

PAGE 1 / 1

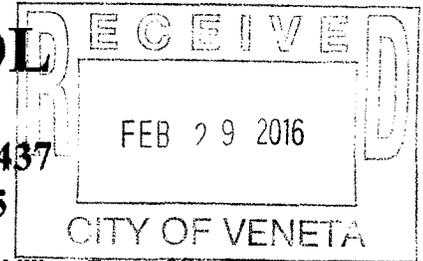


4051 W. 1st Ave. | Eugene, OR 97402 | (541)-484-1482 | imagekingsigns.com



ELMIRA HIGH SCHOOL

Fern Ridge School District 28J
 24936 Fir Grove Lane, Elmira, Oregon 97437
 Phone (541) 935-8200, FAX (541) 935-8205



Gary E. Carpenter, Jr., Principal

Brian Brands, Asst. Principal/AD

Sarah Schilling, Dean of Students

Dear City of Veneta Council Members:

Elmira High School has launched the 2016 Falcon Competition! This competition is an annual fundraiser to raise money for Mid Lane Cares (MLC), a local non-profit organization that serves the Fern Ridge area. MLC covers a wide range of services including Meals-on-Wheels, The Love Project/local food pantry, The SANTA Project, senior prescription and utility assistance, Fern Ridge Gleaners, and more. In addition to MLC, fifteen percent of the proceeds raised goes to the Elmira High School Booster Club to be used for athletic scholarships for students attending Elmira High and Fern Ridge Middle Schools, ensuring that all students have equal opportunity to participate in team sporting activities.

The Falcon Competition participants have group fundraising activities scheduled, including a dinner and auction, EHS Staff vs. Falcon basketball game, jail bail, and a rummage sale... as well as many individual fundraisers planned throughout the month of March.

We would like to host the rummage sale at the Veneta Community Center on Saturday, March 12, from 8:00 a.m. to 4 p.m. Past contestants have hosted the sale at the community center and were extremely successful in their fundraising effort. I am requesting from the Council to please waive any rental fees, as this is a charity fundraiser benefiting residents of our local community.

All our fundraising efforts culminate on Friday, April 8, at 7:00 p.m. when Elmira High School presents the Falcon Pageant. This is a fun night of skits, talent, video, dance, and Q & A with the contestants, leading up to the announcement of the winner of the Ultimate Falcon. This year, our pageant theme is Video Game Heroes. Thank you for helping us reach our fundraising goal.

Sincerely,

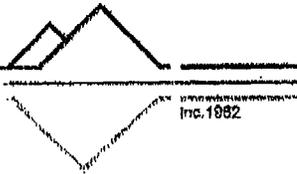
Stacy Cornelius

Elmira High School Leadership Advisor

24936 Fir Grove Ln., Elmira, Oregon 97437 / (541) 935-8200
The Fern Ridge School District is an equal opportunity educator and employer

VENETA

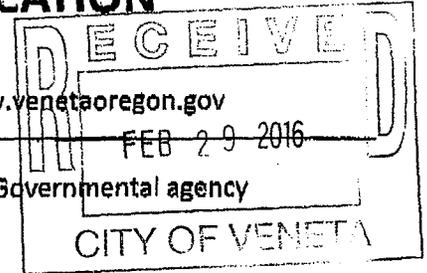
oregon



Inc. 1982

FACILITIES RENTAL APPLICATION

PO Box 458 * Veneta, OR 97487 * 541-935-2191 * Fax 541-935-1838 * www.venetaoregon.gov



Mark one: Private Party/Individual Non-commercial Senior citizen group Governmental agency
 Educational program

Name of Organization/Applicant: Elmira High School, Stacy Cornelius

Mailing Address: 24936 Fir Grove Lane

City/Zip: Elmira, 97437

Phone (s): 541-935-8200

Email: _____

Date (s) of Use: March 12, 2016

Time: 8:30 a.m. to 5:00 p.m.

(Must include set-up & clean up time)

Estimated attendance: 100

Type of Event Rummage Sale

Requested Facility:

Community Center (25192 E Broadway) Not to exceed 100 people (includes use of full kitchen; 8-8' banquet tables; 4-4' round tables; and chairs for indoor use only.)

Rental Rates:

Number in attendance

Min. Charge (1st 3 hrs.)

Each Add. Hour

1-10 People

\$35

\$15

11-50 People

\$45

\$20

51-100 People

\$55

\$25

- Deposit of \$50.00 required for all rentals even if fee is waived or reduced. Deposit refundable if key is returned and the Community Center is cleaned up as instructed in the Facilities Rental Rules and Agreements.
- Events or group activities sponsored by organized senior citizen groups will receive a 50% discount on above rental fee.
- Scheduled education programs may be scheduled on a 1 hour basis at the rate of \$15.00/hour.
- Non-profit organizations may submit written requests to the City Council for fee reductions or fee waivers for consideration by City staff or City Council.
- Failure to comply with Facilities Rental Rules & Agreements may affect continued and/or future waiver requests.
- Events sponsored by the City of Veneta and/or other governmental agencies may use the Community Center at no cost.
- Fee reductions and waivers do not include the key/cleaning deposit.

I certify that I am the authorized representative of the above group(s), and that the above statements are true to the best of my knowledge, and that myself and the organization I represent, agree to be bound by the rules and agreements regarding use of the Cities facilities. I understand that violation of any of these policies may jeopardize current and future use of the facility. I have been given a copy of the rules and agreements and I and the organization I represent understand and agree to abide by them in their entirety.

Signature of Applicant

February, 29, 2016

Date

Rental Fee	\$ <u>242.50</u> + \$50.00 Deposit	Amount of Waiver Requested	\$ <u>242.50</u>
Total Due	\$ <u>50.00</u>	Council Waiver Approved	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Receipt #	_____	Date Approved/Denied	<u>3, 1, 2016</u>

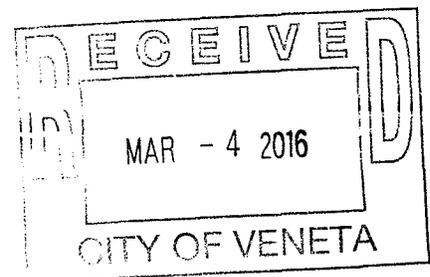
Dear Mayor Larson,

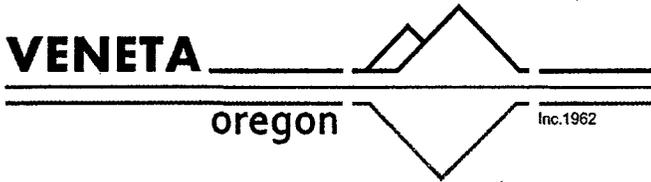
My name is Levi Hanson and I am a local senior attending Elmira High School. I am currently participating in the Falcon Pageant Competition with four of my comrades. With the help of my agent Josie Hedenstrom, I hope to raise a large amount of money this year so that I may donate it back to our community. Eighty-five percent of this year's competition revenue will be donated to Mid-Lane Cares; the other fifteen percent goes to the EHS Booster Club.

I have participated in some fundraisers already and have more coming on the way. I'm up to around \$1,300 so far. For my next fundraiser, I will be selling individual places at a large dinner for up to ninety people. This fundraiser has a potential of raising \$900 dollars. I would like to use the community center as the location for my fundraiser. I am contacting you to request a fee waiver for the facility. This fee waiver will be a help in my efforts to give back to my community and will be greatly appreciated.

Sincerely,

Levi Hanson





FACILITIES RENTAL APPLICATION

PO Box 458 * Veneta, OR 97487 * 541-935-2191 * Fax 541-935-1838 * www.venetaoregon.gov

Mark one: Private Party/Individual Non-commercial Senior citizen group Governmental agency
 Educational program

Name of Organization/Applicant: The Falcon Competition / Levi Hanson / Josie Hedenshaw

Mailing Address: 24936 Fir Grove Ln, City/Zip: Elmira 97437

Phone (s): 1 Email:

Date (s) of Use: March ~~18th~~ 20th Time: 3:00 pm to 8:pm
 (Must include set-up & clean up time)

Estimated attendance: 80 Type of Event BBO dinner

Requested Facility:

Community Center (25192 E Broadway) Not to exceed 100 people (Includes use of full kitchen; 8-8' banquet tables; 4-4' round tables; and chairs for indoor use only.

Rental Rates:	Number in attendance	Min. Charge (1st 3 hrs.)	Each Add. Hour
	1-10 People	\$35	\$15
	11-50 People	\$45	\$20
	51-100 People	\$55	\$25

- Deposit of \$50.00 required for all rentals even if fee is waived or reduced. Deposit refundable if key is returned and the Community Center is cleaned up as instructed in the Facilities Rental Rules and Agreements.
- Events or group activities sponsored by organized senior citizen groups will receive a 50% discount on above rental fee.
- Scheduled education programs may be scheduled on a 1 hour basis at the rate of \$15.00/hour.
- Non-profit organizations may submit written requests to the City Council for fee reductions or fee waivers for consideration by City staff or City Council.
- Failure to comply with Facilities Rental Rules & Agreements may affect continued and/or future waiver requests.
- Events sponsored by the City of Veneta and/or other governmental agencies may use the Community Center at no cost.
- Fee reductions and waivers do not include the key/cleaning deposit.

I certify that I am the authorized representative of the above group (s), and that the above statements are true to the best of my knowledge, and that myself and the organization I represent, agree to be bound by the rules and agreements regarding use of the Cities facilities. I understand that violation of any of these policies may jeopardize current and future use of the facility. I have been given a copy of the rules and agreements and I and the organization I represent understand and agree to abide by them in their entirety.

Signature of Applicant _____

03/04/16
Date

Rental Fee	\$ <u>105.00</u> + \$50.00 Deposit	Amount of Waiver Requested	\$ <u>105.00</u>
Total Due	\$ _____	Mayor Council Waiver Approved	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Receipt #	_____	Date Approved/Denied	<u>3 / 7 / 16</u>

INTRODUCTION

For 17 years, Waste Connections has had the privilege to serve the citizens of Veneta and be an active partner in this community. In January 2011, Waste Connections realigned its local companies and merged County Transfer & Recycling into Sanipac to form a single hauling operation.

In addition to hauling trash, recycling and yard debris, we support charity events and work with City staff every year to make the annual spring clean-up a success.

Under the current franchise we hold for the City of Veneta, we are responsible for providing safe and reliable service to all citizens who request it and it is our pleasure to do so. Because of this franchise, the City has ultimate control over its solid waste and recycling system.

We take pride in our commitment to the citizens of Veneta. This report is an overview of our service to the city.

Statement of Operating Values:

Safety. We strive to assure complete safety to our employees, our customers and the public in all of our operations. Protection from accident or injury is paramount in all we do.

Integrity. We define integrity as “saying what you will do and then doing it”. We keep our promises to our customers, our employees and our stockholders. Do the right thing, at the right time, for the right reason.

Customer Service. We provide our customers the best possible service in a courteous, effective manner, showing respect for those we are fortunate to serve.

To be a Great Place to Work. We maintain a growth culture where our employees can maximize their potential personally and professionally. Our objective is to provide an environment where people enjoy what they do and take pride in their work. We wish to embody a work hard, play harder culture.

To be the Premier Waste Services Company in the U.S. We remain environmentally responsible and continue to grow in a disciplined way, deploying resources intelligently and benefitting communities we live in. We remain a “different breed”.

We believe in our slogan “Doing Good in Our Community”. Part of embracing this concept has included the practice of promoting non-profits on the front of our quarterly newsletters. We have included such groups as School Shoe Drive, Fern Ridge Library, S.A.N.T.A project, Wings and Wine, Meals on Wheels, and the Love Project.

INFORMATION and EDUCATION

It is very important to us that we provide our customers with the best, most accurate information as it pertains to garbage, recycling, yard debris and compost. Our brochures and newsletters are designed to get our message across in a positive and helpful manner.

Our website, www.sanipac.com is a resource for our customers and the public to access the most current information on not only the service we provide, but also alternate disposal options for items that we can not recycle. Customers can contact us via email through a link on our website if their question is not answered.

We have recently launched our new Sanipac App. With this app our customers can receive friendly reminders regarding pickup days and which carts to put out. We are also able to reach out to customer who utilize the app with updates on inclement weather, holiday schedules, and important recycling updates.

Included in both the website and Sanipac app is a new feature, the Sanipac Waste Wizard. This is a helpful tool which allows customers to type in any item and be provided with instant information on recycling or disposal opportunities for that item in Lane County.

When things change, as they often do in the recycling world, we believe it is our responsibility to keep our customers informed. This is done through our website, email, phone calls, mailings, messages on our phone recordings, newspaper articles and ads, press releases, television interviews, and in our quarterly newsletters.

We have information booths and one of our Master Recycler's at both the Annual Clean Up and Earth Day events each year. Our Master Recyclers are available to give presentations to schools or community groups and answer any questions they may have.

Any business interested in a waste audit to aid in reducing waste and increasing recycling is welcome to contact us. We will perform a waste audit for any business at no cost to the customer.

EQUIPMENT

We use B10 biodiesel in our entire fleet of diesel trucks as a way to reduce petroleum diesel emissions. We have also converted to using synthetic blends of oil in our fleet in an effort to control maintenance repair costs.

Our fleet is state-of-the-art which provides our customers with the safest, most efficient collection vehicles available. All of our trucks are on a strict preventative maintenance schedule to ensure proper performance and lets us rest assured that we have safe trucks on the road.

We switched our hydraulic fluid to synthetic to extend service intervals.

Our facility includes a covered wash rack to enhance our fleet washing capabilities. This facility is also a proactive measure to assist with our continued efforts towards protecting our storm water.

We have purchased plastic frontload containers. This has been a successful transition from the historic metal containers. The plastic container is much lighter than the typical steel container and requires less maintenance. The reduced weight helps to avoid potential injuries.

We use automated side load trucks for residential curbside service. The side load trucks are safer for our drivers. The drivers remain in the trucks and the arm on the truck does the lifting. Safety is our number one value, and with these automated trucks, there are fewer driver injuries as they are required to do less lifting. This is more efficient as we are able to pick up more stops per day while having fewer trucks on the road. We have converted all of our commercial containers to front load style. These trucks are able to lift larger containers; increasing the container sizes we are able to offer as compared to what was previously available with the rear load trucks. Providing larger sized containers allows for a reduction in pick up frequency.

Roll off boxes are available for any business or citizen in Veneta for large projects. These roll off boxes are available in 10, 20, 30, and 40 cubic yards.

CUSTOMER SERVICE

Customer Service is one of our core values. All of our employees are dedicated to providing the best service to each of our customers.

Our customer service team receives a few “secret shopper” calls each month. These calls are scored on a number of skills that are required for each call. This program was implemented to assure that we are giving our customers consistent, accurate and complete information along with assisting to enhance our customer service. This secret shopper program is utilized throughout Waste Connections and our Veneta team was recognized as having the most improved customer service of all Waste Connections companies.

Waste Connections sends surveys to a randomly selected group of new commercial accounts. In this survey, new customers are asked a series of questions regarding equipment delivery, pick up and the service in general. This survey gives us feedback to continue our drive toward 100% customer satisfaction. If we receive a low score on one of the questions, we swiftly respond and offer a solution for the problem.

In the event something doesn't go exactly as our customers expect, they can call us. We have a phone line dedicated to our Veneta customers (541-935-1319) in addition to our general customer service line (541-736-3600). This dedicated line connects them to a representative who is familiar with the City of Veneta.

SERVICE ISSUES

We would like you to be aware of some of the obstacles we encounter that may prevent us from doing our job. These situations are in no way unique to Veneta. We encounter the same problems in Eugene as do other haulers all around the state.

Low hanging wires--Occasionally our drivers encounter cable or phone wires that are lower than they should be. Our drivers report these to the office & we call the utility companies to advise them of the situation, so it can be remedied before the wires get pulled down. On the rare occasion that one of our trucks does pull down a wire, we report it immediately so it will be repaired quickly.

Access to residential carts--Residential drivers need 3 feet of clearance around each cart for pick up. With our automated trucks the driver is able to pick up carts without leaving the cab of his truck. When cars are parked on the street in front of or next to our carts, the driver will get out of his truck and move the cart to a location that it can be picked up by the automated arm on the truck. Carts that are placed at the curb next to basketball hoops are difficult to empty without damaging the basketball hoop. In these cases, the driver will get out of his truck and move the cart away from the obstacle. Drivers report these addresses to the office and the customer is contacted by phone to advise them of a better location to place their carts.

Access to commercial containers--The most likely reason we are unable to empty a commercial container on its scheduled day is due to parked cars. Cars parked in front of the container or near the container can prevent a driver from safely rolling the container to his truck where it can be emptied. In these instances, we call the customer to let them know why the container wasn't emptied and we send the driver back the following day to empty the container.

Recycling issues--We are constantly reinforcing to our commercial customers the importance of flattening cardboard. Unflattened cardboard in commingle containers often causes unnecessary additional pick ups which is inefficient.

Snow/ice--In the event we are unable to pick up as scheduled due to inclement weather, we post messages on our website and on our phone system to let our customers know that there will be a delay. With our new app, we are also able to provide mobile alerts to our customers informing them of service delays due to inclement weather.

SAFETY and ACCIDENT PREVENTION

Safety is at the heart of everything we do. The safety of our employees, our customers and the public is paramount.

All of our drivers are currently trained through the Smith System Driver Safety Program.

All Sanipac employees are required to attend monthly safety meetings. Our safety improvement team has been meeting regularly for over 20 years and continues to meet on a monthly basis.

Within 24 hours of any incident our Incident Review Board meets to determine cause and investigate the incident. This board is made up of employees and managers who find the root cause of an incident in order to prevent it from happening again. These efforts contribute to making Sanipac a safer place to work.

We use Drive Cam in all of our trucks. In the event of an accident, Drive Cam records the driver's actions and the truck's movement just prior to impact and immediately after. This can be a tool that the incident review board uses in their investigation along with any accident investigation.

We are happy to report that Sanipac had no accidents in Veneta last year.

RECYCLING

We began collecting commingle recycling in 2008. We provide 95 gallon roll carts for recycling to all residential customers. These carts are emptied on an every-other-week basis. We provide 1 cubic yard to 6 cubic yard front load containers for commingled recycling to our businesses and multi-family housing customers. We have found that customers appreciate the ease of not having to separate cardboard from plastic from paper from tin. This recycle service is included with garbage service for no additional fee.

EcoSort receives all of our commingled recycling. The commingled recycling is transferred into larger trucks and hauled to CRC in Vancouver, WA (another Waste Connections company). At CRC, the commingled recycling is separated and shipped for reuse.

In Veneta during 2015, Sanipac picked up over 400 tons of commingle recycling.

We do encounter customers who put garbage into the commingle carts. These situations are handled on an individual basis. In cases of repeated contamination we charge a contamination fee to empty the cart. As a last resort we remove the recycling equipment.

We work with businesses to help them recycle more items so they are able to reduce their trash container size and save money.

Many construction companies are being asked to meet U.S. Green Building Council standards to achieve LEED certification on their buildings. A LEED certification shows special care was taken in being environmentally conscious on all levels of construction. A portion of the certification process involves tracking on how the waste generated during the construction process was handled. Sanipac has been at the forefront in assisting our customers in developing the most comprehensive waste management plans for their project. We also work closely with EcoSort, our materials recovery facility, to put together a comprehensive tracking spreadsheet detailing all materials hauled during the project, along with recycling percentages yielded from those materials. Sanipac has been the hauler for every major LEED Certified building project in our area.

OPPORTUNITY TO RECYCLE

We continue to prepare the annual Oregon Department of Environmental Quality “Opportunity to Recycle Report” on behalf of the City of Veneta. In 2013 DEQ simplified this reporting process. The cities are now required to only report significant changes to recycling programs. The DEQ has approved six elements for Veneta:

- 1) Residential Recycling Containers
- 2) Same-Day-As Garbage Residential Curbside Collection of Recycling
- 3) Expanded Education and Promotion Program
- 4) Multi-Family Dwelling Recycling Collection
- 5) Residential Yard Debris Collection and Composting
- 6) Commercial and Institutional Recycling

All of the DEQ recycling elements shown above are available from Sanipac.

The City of Veneta is in compliance with the DEQ's Opportunity to Recycle for 2015.



Oregon

John A. Kitzhaber, MD, Governor

Department of Environmental Quality

Western Region Eugene Office

165 East 7th Avenue, Suite 100

Eugene, OR 97401

(541) 686-7838

FAX (541) 686-7551

TTY 711

March 12, 2015

SENT VIA ELECTRONIC MAIL: sarah.grimm@co.lane.or.us

Ms. Sarah Grimm, Waste Reduction Specialist/Wasteshed Representative
Lane County Public Works
Waste Management Division
3100 E. 17th Ave.
Eugene, OR 97403-2282

RE: Approved
2014 Opportunity to Recycle Report and
2% Recovery Rate Credit Application
Lane County Wasteshed

Dear Sarah:

This letter serves to acknowledge your notification to DEQ that there have been some changes to your wasteshed's Opportunity to Recycle programs in the last calendar year, and that you provided satisfactory documentation to that effect. You also indicated that all other programs approved for 2013 were maintained throughout the 2014 reporting year. Therefore, your 2014 Opportunity to Recycle Report for the Lane County Wasteshed is hereby approved.

In addition, you indicated that your 2% Recovery Rate Credit Programs were also maintained in the 2014 calendar year. Consequently, these Waste Prevention, Reuse and Residential Composting Programs are also approved. Six percent (6%) credit will therefore be awarded to the Lane County Wasteshed recovery rate for the 2014 reporting year.

We thank Lane County, the cities of Cottage Grove, Creswell, Eugene, Florence, Junction City, Springfield and Veneta, and their respective waste management service providers, for your collective efforts to educate the public on waste prevention, reuse, recycling and composting in the wasteshed. If you have any questions about this letter, or if you require assistance, please contact me directly at (541) 686-7868, or via e-mail at filip.craig@deq.state.or.us. More information about DEQ's solid waste programs can be found at: <http://www.deq.state.or.us/lq/sw/>.

Sincerely,

Craig C. Filip
Solid Waste Reduction Analyst

cc: Mr. Jason Lovewell, Countryside Disposal Service, POB 125, Junction City, OR 97448-0125
ec: Mr. Brian Fuller, WR SW/HW Program Manager, DEQ - Eugene
Ms. Michelle Shepperd, DEQ - Portland
City Managers/Administrators and Solid Waste Haulers of Creswell, Cottage Grove, Eugene,
Florence, Junction City, Springfield and Veneta

Sanipac

DOING GOOD IN OUR COMMUNITY

YARD DEBRIS

In 2004 we began collecting yard debris curbside for all residential customers. We provide a 95 gallon cart for yard debris. This cart is emptied every other week; however during the months of April, May and November, we pick up yard debris weekly. This is helpful to many residents during peak yard debris seasons.

Currently, in our yard debris carts, we accept any vegetation that grows above the ground. At this time, we are able to accept any uncooked fruit or vegetables in our yard debris carts. No protein is allowed at this time. In our printed education materials, we promote grass, leaves, branches, bushes, and other forms of yard debris.

Yard debris service is included for any residential trash customer at no additional charge.

In 2015, we picked up over 480 tons of yard debris in Veneta.

DISPOSAL

Veneta doesn't participate in Lane County's system benefit fee which allows us to haul waste outside of Lane County and dispose of the waste at a lower rate, helping to keep Veneta's garbage rates stable.

Curbside yard debris, as well as any roll off box containing yard debris, is hauled to either Rexius or Lane Forest Products for reuse.

EcoSort, our material recovery facility and sister company receives all of our C&D (construction & demolition) loads. These loads are sorted and everything that can be recycled is removed before sending the remaining waste to Short Mountain Landfill.

ADDITIONAL SERVICES

Sanipac's customers can elect to go paperless with their billing along with a 24/7 pay by phone option.

In addition to regular curbside pick up, we offer junk or bulk item removal for a fee. Our ReMoving Van picks up items such as couches, appliances, and mattresses for those customers who have no other means of getting rid of large items. Oregon state law bans televisions, computers, monitors and laptops from the landfill. These items can be taken (in tact) free of charge to several local businesses. We no longer pick up these items with the garbage. We are able to pick up E-Waste with our ReMoving Van. We dispose of all E-waste at NextStep recycling.

Biomedical waste pick up is available to any of our customers for an additional fee. This material requires a separate vehicle for pick up and disposal at the incinerator in Marion County.

NUMBER OF CUSTOMERS

Sanipac currently provides service to 1264 residential homes as well as 91 commercial customers and 3 roll off customers within the city limits of Veneta.

Using Veneta water customers as guide, 80% of Veneta residences and businesses are currently Sanipac customers.

The total number of customers we are fortunate to serve in Veneta is 1358.

The franchise fee paid to the City of Veneta in 2015 totaled \$25,205.22 compared with \$20,172.52 in 2014.

COMMUNITY INVOLVEMENT

We take great pride in our commitment to the citizens of Veneta, and would like to take this opportunity to share some of the ways we are involved in the community.

In 2013, we purchased a new trash compactor for Ray's Food Place to show that we are committed to Veneta for the long term.

We often highlight a local non-profit group in our quarterly newsletter that may not otherwise have the resources to reach so many people.

We believe that we have a responsibility to be active in the communities that provide us with the opportunity to serve. Because some of our employees live in Veneta (more employees than it takes to service the city) it is quite natural that we are involved in city activities. We are represented at quarterly chamber of commerce lunch meetings and have had multiple employees on the chamber board over the years.

Other highlights of our community involvement include:

- Territorial Sports Program Sponsorship
- Donating bikes every year to the S.A.N.T.A project
- Donating service and volunteer hours to the Skate Park Clean Up
- Earth Day Event participant, volunteer and sponsor
- Wings and Wine Sponsor, donate services
- City wide clean up
- Chamber office project, donation of services
- Community pool project sponsors
- Light parade participant along with donating services and sponsorship
- Active chamber of commerce member
- Hazardous Waste and E-Recycle event, volunteer hours and donated services
- Wind storm 2002, donated services
- Fern Ridge Lake Clean up day, donated services and volunteer hours
- Safety on wheels event volunteer hours and donation of services
- Donated roll off hauls and disposal at Zumwalt Park
- Donation to the Ford Leadership Cohort Art Bike Rack Project, currently in front of Our Daily Bread
- Harvest Festival, Chili Cook Off participant and sponsor
- Distinguished Service Awards Gold Sponsor
- Benefits by the Glass sponsor

CITY BEAUTIFICATION

Annual City Clean Up in 2015

Sanipac provided 18 roll off boxes and removed:

Yard Debris	210	cubic yards
Wood	120	cubic yards
Metal	2.20	tons
Tyres	1.66	tons
Trash	10.76	tons

The labor, hauling & disposal fees that Sanipac donated to the event this year were \$8,399.41

Weekly Trash pick up

Trash is picked up weekly from Ralph Johnson Park, Oak Island Park, Community Center, Skate Park, City Park on E Broadway, Flag Pole, Fern Park, and the Community Pool at no charge to the city. This is a savings to the City of Veneta of \$5,134.20.

Sweeper Boxes

Sanipac regularly hauls the City of Veneta's sweeper box and green waste box at no cost to the city. The city pays the disposal fee for these boxes. In 2015, this saved the City of Veneta \$4,209.35

Community Events

A roll off box was donated for the Community Center and at Zumwalt Park. Trash service was also provided for the Harvest Festival and the Tree Lighting ceremony. Savings to the city of \$588.13.

In 2015, Sanipac donated \$18,331.09 in service to the City of Veneta

SUMMARY

We see our relationship with the City of Veneta as a partnership. This partnership, over the years, has worked very well. Programs are initiated in Veneta quickly, efficiently, and with very little time or expense on the City's side. Recycling participation continues to grow, special projects are done, and all with a very cooperative spirit on all sides.

Our reputation as a safe, efficient, and respectful service provider is built and earned every day. Our daily interaction throughout the year with Veneta and its citizens shows that we are a piece of the fabric of this community. We are proud that people ask us to help them and we respond when we can. It is our hope that Sanipac shows you that we respect the trust you have given us and that our genuine goal is to do the job you expect of us. Our job is not a complicated one, but is one that is done with pride, by all of our employees.

We are all available to help with any questions or concerns the City may have and are confident in our ability to help resolve any issues in a timely manner.

	Office	Email
Scott Johnson, District Manager	541-736-3634	scottj@wcnx.org
Josh Metcalf, Operations/Site Manager	541-736-3637	joshm@wcnx.org
Eric Stewart, District Controller	541-736-3632	erics@wcnx.org
Aaron Donley, Marketing Manager	541-736-3642	aarond@wcnx.org
Candi Unger, Office Manager	541-736-3612	candiceu@wcnx.org

2015 PARK BOARD ANNUAL REPORT TO COUNCIL

The very first thing we would like to say as the Park Board, is to thank you for helping to fund the activities that we do for the City. We understand that we are representing the City by being on the Board, and we do not take it lightly.

The main goal of the Board is to help assist the City in the endeavors that have become our emphasis: the Easter Egg Hunt, Earth Day, the Tree Lighting Ceremony, the Light Parade, aiding certain pool events, and (new to this last year) the Fall Planting Event. One of the areas we are starting to spend more time thinking about, is the duty we have of “assisting the City Council in the development and improvement of Veneta’s park facilities”.

Once again we have had a successful year because of the people involved. Again I have to mention the City staff that has been so great to work with. Kay Bork was again the main force behind our Fall Planting event, which while not drawing a lot of people, I considered a wonderful event. We were also able to coax one of our new Board members from this happening, Matt Horowitz. We appreciate our Council liaison Victoria Hedenstrom too.

Then there are those on the Board and the energy they put forth. Cathy Coulson-Keegan stepped up to be our Board vice chair along with running the Egg Hunt for the first time, and another new member, Robert McCarthy is helping her with this. Carol Petty, who led our Earth Day Participation with the local elementary school the last few years is helping our new chair for that event, Stephanie Fuller.

We have one more new board person who is getting nicely involved too, and her name is Jody Kenney. Our student representatives this year are great too- Brad Renfro and Josie Hedenstrom.

Once again, your Park Board has done a good job working with other community groups. I think we represent our City and community in a very positive way.

Another challenge that the board and some of the individual members are excited about is the possible addition of the “kiddie pool” to the Veneta pool.

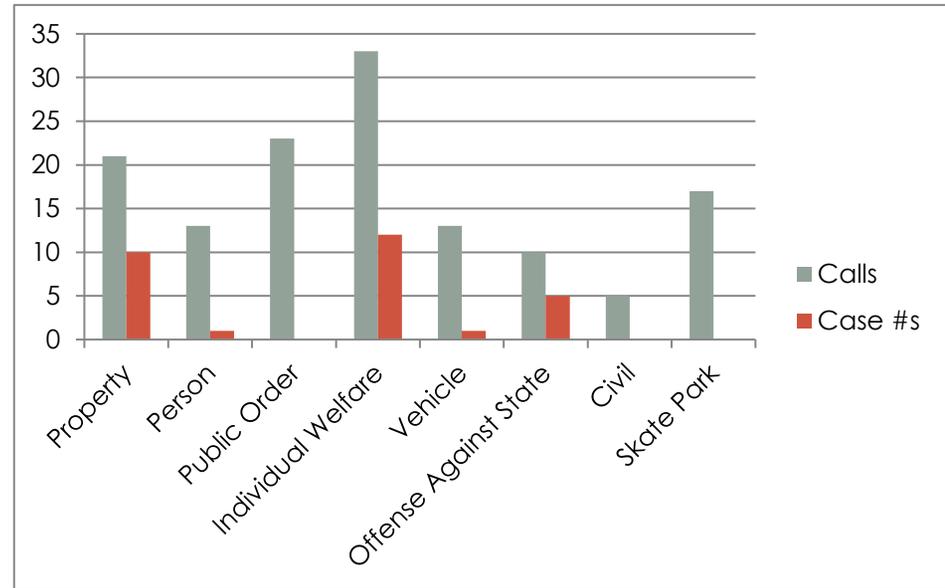
We once again would like to thank the City Council for your support, and for also considering us a very viable Board. We would like to enlist your support in directing anyone you think would be a good fit for our Park Board to us too.

City of Veneta Monthly Police Activity- February 2016

Prepared by Sgt. Billy Halvorson, LCSO

Calls for Service by Incident Types:

<u>Incident Type</u>	<u>Calls</u>	<u>Case #s</u>
<u>Property</u>	21	10
<u>Person</u>	13	1
<u>Public Order</u>	23	0
<u>Individual Welfare</u>	33	12
<u>Vehicle</u>	13	1
<u>Offense Against State</u>	10	5
<u>Civil</u>	5	0
<u>Skate Park</u>	17	
<u>Total</u>	135	29



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 (DUII, DWS, Illegal Parking/Vehicles, Traffic Hazard)

Offense Against State (Drug, Warrants)

Civil (Civil Service, Eviction Process)

Name Jody Kenney Committee Applying for Park Board Date 3-8-2014

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

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

To be of service to the community where I am able,

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

Parks, Improvements,

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

park board, smart, Santa

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

Park Board,

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

no

Name ROBERT MCARTHUR

Committee Applying for PARK BOARD

Date MARCH 3 '16

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

CURRENT BOARD MEMBER

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

COMMUNITY CONTRIBUTION

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

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

CURRENT PARK BOARD

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

PARK BOARD

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

No

City of Veneta

Arbor Day Proclamation

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal,

NOW, THEREFORE, I, Sandra H. Larson, Mayor of the City of Veneta, Oregon do hereby proclaim the fifth Friday of April, 2016 as

Arbor Day

in the City of Veneta, Oregon and I urge all citizens of our communities to celebrate Arbor Day and to support efforts to protect our trees and woodland, and

FURTHER, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations

IN WITNESS WHEREOF, I hereunto set my hand this ____ day of March, 2016.

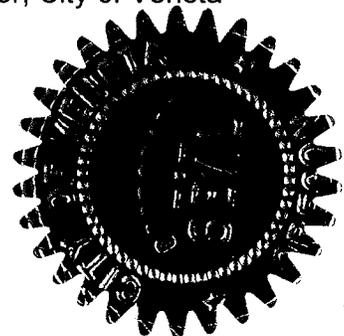
XXXXXXXXXXXXXXXXXXXXXXX

Sandra H. Larson, Mayor, City of Veneta

ATTEST:

XXXXXXXXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder



City of Veneta

Child Abuse Prevention Month Proclamation

Protecting Children is Everyone's Business

WHEREAS, the public cares deeply about child abuse, and a majority report that child abuse is a very important moral issue to them;

Whereas, preventing child abuse and neglect is a community problem that depends on involvement among people throughout the community.

Whereas, child abuse and neglect not only directly harm children, but also increases the likelihood of long-term physical and mental health problems, alcohol and substance abuse, continued family violence and criminal behavior;

Whereas, child maltreatment occurs when people find themselves in stressful situations, without community resources, and don't know how to cope;

Whereas, child abuse and neglect can be reduced by making sure each family has the support they need in raising their children in a safe, nurturing environment;

Whereas, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, faith communities, civic organizations, law enforcement agencies and the business community;

Therefore, I do hereby proclaim April as

Child Abuse Prevention Month

and call upon all citizens, community agencies, faith groups, medical facilities, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

In Witness Whereof, I hereunto set my hand this ____ day of March, 2016.

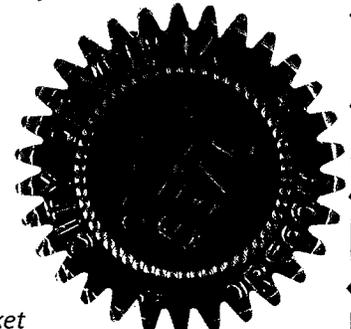
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Sandra H. Larson, Mayor, City of Veneta

ATTEST:

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder

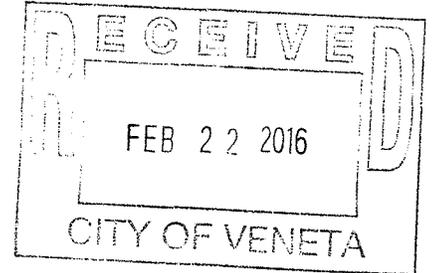


**Taken from the Prevent Child Abuse America New York, 2014 Community Resource Packet*



Fern Ridge Jack Kelley Post 9448
Veterans of Foreign Wars of The United States
PO Box 764
Veneta, OR 97487

February 2, 2016



To: The City of Veneta,

VFW Post 9448 is a non-profit veterans' organization dedicated to the help and support of local veterans and their families. Community Support and Americanism are also important objectives for our member.

We place approximately 100 flags around our local shopping center on all patriotic holidays to represent the pride and patriotism our community holds for the citizens and service members of our great country. The wear and tear on the flags has reached a point where they need to be replaced. We are asking our community for help in the cost of replacing them.

Please consider a donation and thank you in advance for your support.

Stan Ritari
Post Quartermaster
Fern Ridge Jack Kelley Post 9448
541-517-6676
sritari@msn.com

Fern Ridge Jack Kelley Post 9448
Veterans of Foreign Wars of The United States
PO Box 764
Veneta, OR 97487

VFW Post 9448

Donation Receipt

P.O. Box 764
Veneta, OR 97487

DONOR

DATE

SHIPPED TO: N/A

Sales Tax Rate:

0.00%

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Donation to the Flag Donor Fund		
		SUBTOTAL	
		TAX	
		FREIGHT	

DIRECT ALL INQUIRIES TO:

VFW Post 9448
541-517-6676
email: sritari@msn.com

MAKE ALL CHECKS PAYABLE TO:

VFW Post 9448
P.O. Box 764
Veneta, OR 97487
Fed Tax Id No. 32-0305361

DONATION
AMOUNT

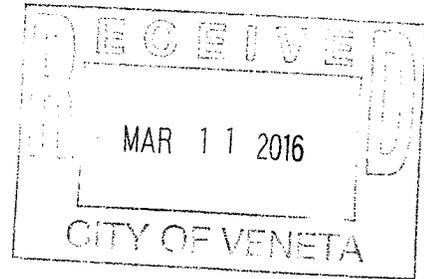
THANK YOU FOR YOUR DONATION

March 8, 2016

City of Veneta

PO Box 458

Veneta OR 97487



RE: Kiwanis of Fern Ridge Motorcycle Show

The Kiwanis Club of Fern Ridge is asking for your support for the 3rd Annual Motorcycle Show 'n' Shine. The Show 'n' Shine is Kiwanis signature event that helps support the many projects that we are involved in.

We are asking for \$200 so that we can include the City's name on our printed materials and it will show that the City of Veneta supports their local service clubs.

If you require further information, please do not hesitate to contact me at the number listed below.

Thank you for your consideration in this request.

Bonnie Nagle

Kiwanis Club of Fern Ridge/Treasurer

541.334.5835



**KIWANIS CLUB OF FERN RIDGE
MOTORCYCLE SHOW 'N' SHINE
AUGUST 21, 2016
SPONSORSHIP FORM**

Would you like to help support the local service club Kiwanis Club of Fern Ridge while gaining exposure for your business? The Motorcycle Show 'n' Shine on Sunday August 21st will run from 11AM to 4PM at Domaine Meriwether Winery in Veneta. Please return your sponsorship by June 01, 2016 to be included on printed material.

\$100 SPONSORSHIP INCLUDES:

- ~Sponsor recognition sign at Entry Gate
- ~One Motorcycle Registration
- ~Sponsor recognition in registration packet

\$200 SPONSORSHIP:

- ~All of the above plus
- ~Company name on posters
- ~Company name on Event T-Shirt

\$500 PRESENTING SPONSORSHIP:

- ~All of the above plus
- ~Company name featured as Presenting Sponsor on all materials

Company name as it should appear: _____
 Company contact: _____
 E-Mail _____ Telephone _____
 Address _____ Web Site _____

Registration for Motorcycle ____Y____N (a registration will be sent to you)
 T-Shirt ____Y____N size: S M L XL (circle one)

Sponsorship Amount\$ _____

Mail to: Kiwanis Club of Fern Ridge PO Box 838 Veneta OR 97487 (**deadline 6/01/16**)





DISTINGUISHED SERVICE AWARDS

The Community Needs Your Participation

The Distinguished Service Awards are presented every year to recognize the talented and dedicated volunteers and service organizations in our community. This year the Distinguished Service Awards will be presented at Applegate Elementary School on April 21st, 2016 at 7:00 p.m.

This event would not happen without your participation and thoughtful consideration. Please consider sponsoring this year's event. Sponsors like you enable us to pay the organizational cost of the event.

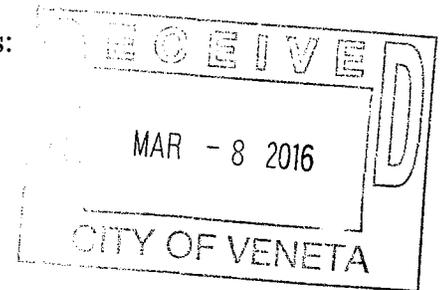
There are three levels of sponsorship available:

With your contribution of \$50 you will receive the following benefits:

- Your organization's name featured in the event program
- A table tent display with the name of your organization
- Before the event and during intermission, sponsor names and/or logos will be displayed on large projection screen
- Stage mention during the ceremony

With a contribution of \$150.00 you will receive the following benefits:

- Everything from the \$50 level
- Organization logos on all printed materials
- A special acknowledgement in the Fern Ridge Review
- Prominent listing on the table tent displays
- Prominent display on the Power Point presentation
- Special personal acknowledgement during the ceremony



One Title Sponsorship is available for \$500. This sponsor will receive all of the above as well as first listing among sponsors, recognition on the cover of the program and special stage recognition.

Please complete the attached sponsor information form and return the completed form and payment to:

Fern Ridge Chamber of Commerce
PO Box 335
Veneta, OR 97487



DISTINGUISHED SERVICE AWARDS

Sponsor Information Sheet

To be a sponsor of the 50th Annual Distinguished Service Awards, please complete this form and return with a check made payable to **Fern Ridge Chamber of Commerce**. Your support is greatly appreciated.

Important Requirements

- This form and payment must be returned no later than Friday, April 8th, 2016.
- To have your company logo included in the presentation, please email a .jpg file of your logo to jalansky@bannerbank.com. The logo must also be received by Friday, April 8th, 2016.
- Forms and payment may be returned to either:
 - Mail- Fern Ridge Chamber of Commerce
 PO Box 335
 Veneta, OR 97487
 - Drop off- Fern Ridge Chamber of Commerce
 West Lane Shopping Center
 Veneta, OR
 - OR
 - Banner Bank
 West Lane Shopping Center
 Veneta, OR

Name of organization: _____

Address: _____

Phone number: _____ Primary contact: _____

Please provide a brief description of your company including what products or services you offer, company tag line, etc.

THANK YOU FOR YOUR CONSIDERATION!

VENETA CITY COUNCIL AGENDA ITEM SUMMARY

Title/Topic: TUF – FEE POLICY DISCUSSION

Meeting Date: March 28, 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 TUF fee options for Council consideration and direction.

BACKGROUND

City Council has scheduled a first reading of the Transportation Utility Fee (TUF) Ordinance at the April 11, 2016 meeting. In October 2015 City Council agreed to assess a flat TUF rate for residential and commercial units, increasing \$0.50 each year. The residential rate was proposed to start at \$3.00 increasing to \$4.00 by January 2018. The commercial rate was proposed to start at \$6.00, increasing \$0.50 each year, reaching \$7.00 by January by 2018. The fees would then increase two (2) percent each year for five years.

Public comment at the October 22, 2015 Open House pointed out that the increase between residential and commercial properties was not the same percentage rate. The residential rate increases by 33% while the commercial rate increases by 16% from the year 2016 to 2018. Council may choose to increase each rate at the same percentages (16% or 33%). Below is a table showing how the rates compare.

Comparison of TUF Rates - Commercial and Residential Rates

	Original Rate Proposal	16% Rate Increase	33% Rate Increases
Residential 2016	\$3.00	\$3.00	\$3.00
Residential 2017	\$3.50	\$3.24	\$3.50
Residential 2018	\$4.00	\$3.48	\$4.00
Commercial 2016	\$6.00	\$6.00	\$6.00
Commercial 2017	\$6.50	\$6.48	\$7.15
Commercial 2018	\$7.00	\$6.96	\$8.30

Council may also choose not to increase the rates annually but to assess the TUF at the desired amount at the time of adoption. Originally the proposed rates were not intended to increase at the same percentage rate but were proposed as flat rates where commercial is higher than residential because of the higher trip generation associated with commercial development.

RELATED CITY POLICIES

None.

COUNCIL OPTIONS

1. Recommend a TUF rate as originally presented to Council in October 2015.
2. Recommend a TUF rate where residential and commercial increase at the same percentage rate over the three years.
3. Recommend a TUF flat rate that does not increase over three years. Residential rate would be set at \$3 and commercial would be set at \$6.
4. Recommend a TUF flat rate that does not increase over three years. Residential rate would be set at \$4 and commercial would be set at \$7.

All rate options are proposed to increase by 2% per year for five years.

CITY ADMINISTRATOR'S RECOMMENDATION

Implement TUF flat rate that does not increase over three years. Residential rate would be set at \$3 and commercial would be set at \$6.

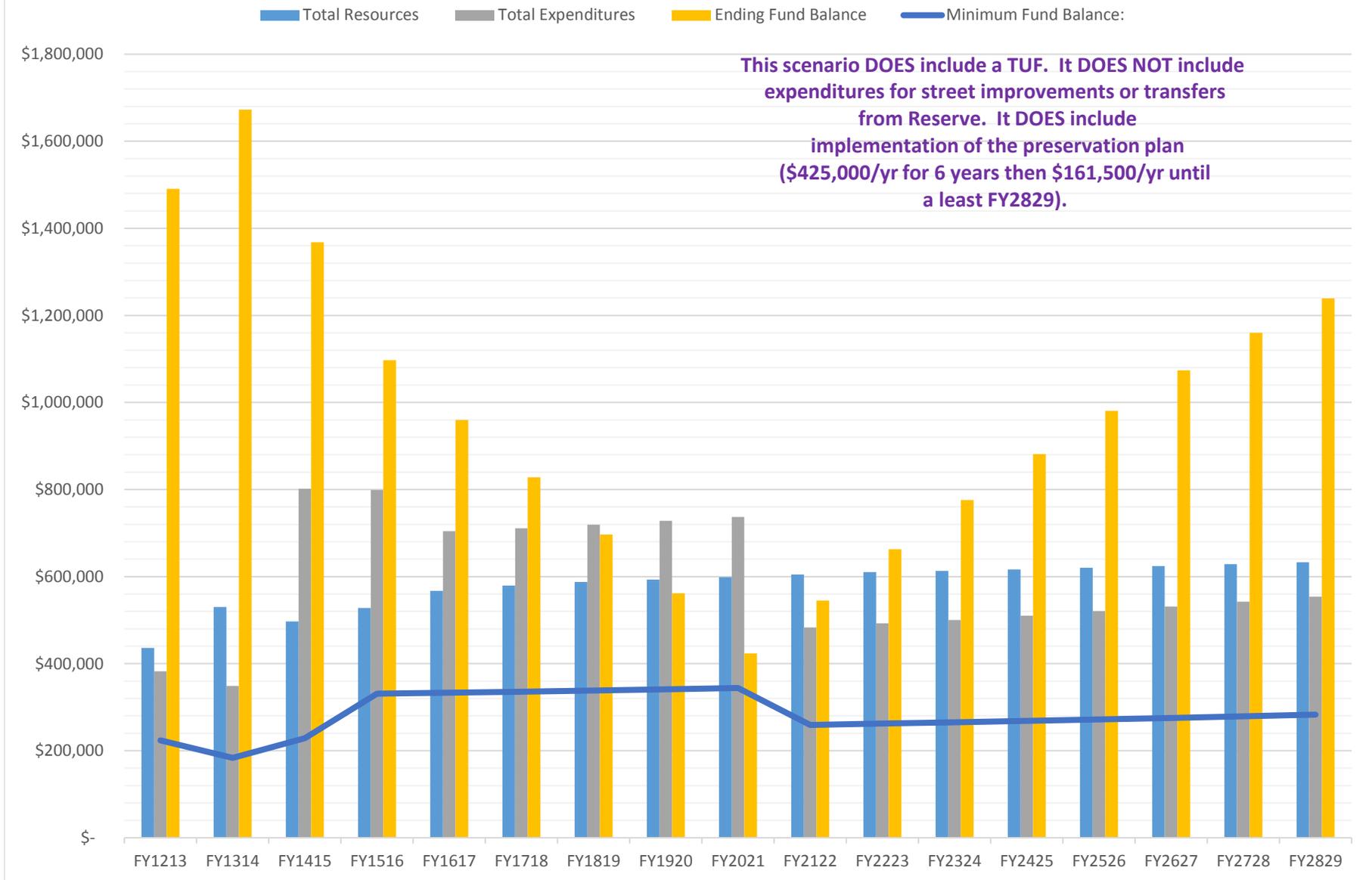
RECOMMENDED MOTION

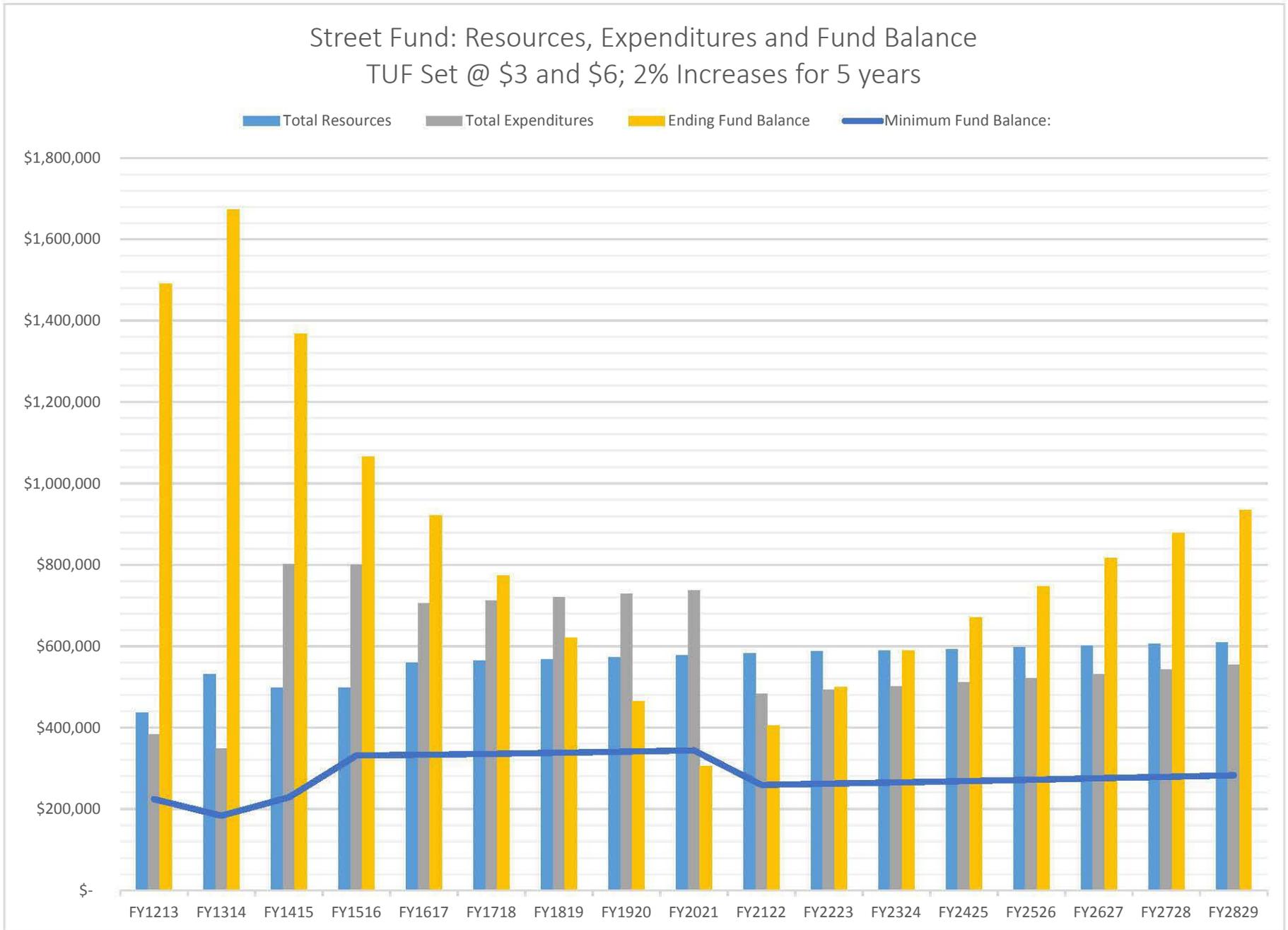
No motion required. Staff is asking for consensus from the Council on which rate to include in TUF Ordinance for April 11, 2016 First Reading.

ATTACHMENTS

1. Graph of original TUF rate proposal
2. Graph of flat rate with a 2% increase beginning the second year.

Street Fund: Resources, Expenditures and Fund Balance Scenario #5: 6-year Preservation Plan; Includes TUF Only





VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

TITLE/TOPIC: Approve Adoption of Resolution No. 1189: Authorizing the Submittal of a Grant to Oregon Parks and Recreation Dept. Local Government Grant Program

Meeting Date: March 28, 2016
Department: Community Development

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

ISSUE STATEMENT

City Council is being asked to consider adopting a Resolution supporting the City's Oregon Parks & Recreation (OP&R) grant application and required match.

BACKGROUND

The City of Veneta is requesting grant funds to construct a 25' by 54' (1,350 sq. ft.) multi-use pool within the existing footprint of the Veneta Community Pool deck. The City was approached by a group of citizens who are interested in fundraising for construction of the kiddie pool. A grant is available from Oregon Parks and Recreation for projects up to \$750,000 and is due April 1st.

Objectives for construction the kiddie pool are to:

- Complete construction of the original design and community's vision for the Community Pool.
- Expand users of the pool by providing a safe and inviting place for families with babies and toddlers to be introduced to the water and learn beginning water safety and swimming skills.
- Provide an age appropriate area for toddlers and young children to play; allowing families with different aged children enjoy the pool at the same time.
- Provide a safer place for toddler swim lessons. Currently the City must use a platform in the large pool for small children, creating potential barrier to less experienced swimmers because of pool depth and increasing staff expenses because of additional supervision of the platform.

A recent cost estimate, provided by Sherwood Robertson Architects, to construct the multi-use pool and install splash equipment is \$350,000. The City is requesting \$175,000 in OP&R grant funds (50% of construction costs). The City will be responsible for providing the remaining \$175,000 towards the project. The City expects to fund the remainder of the project with a combination of City funds (\$43,750) large foundation grants (\$87,500) and small grants & local fundraising (\$43,750).

If awarded the grant, the City will release a Request for Bids for construction of the project in the spring of 2017 and begin construction after the close of the pool season in the fall of the same year.

CITY COUNCILOPTIONS

1. Adopt or not adopt Resolution No. 1189

CITY ADMINSTRATOR'S RECOMMENDATION

Adopt Resolution No. 1189 as presented.

SUGGESTED MOTION

“I make a motion to adopt 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.”

ATTACHMENTS

1. Rendering of Multi-Use Pool

Veneta Community Pool Expansion



CITY OF VENETA

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

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, the City of Veneta desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements and enhancements; and

WHEREAS, the City Council has identified improvements at the Veneta Community Pool at City Park as a high priority need in the City of Veneta; and

WHEREAS, the project includes the construction of a multi-use pool to address the recreation needs of small children and families, and

WHEREAS, the City of Veneta has available local matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded; and

WHEREAS, the City of Veneta will provide adequate funding for on-going operations and maintenance of this park and recreation facility should the grant funds be awarded; and

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

SECTION 1 The City Council demonstrates its support for the submittal of a grant application to the Oregon Parks and Recreation Department for construction of the multi-use pool at the Veneta Community Pool in City Park.

SECTION 2 This Resolution shall be effective following its adoption by the City Council.

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

XXXXXXXXXXXXXXXXXX

Sandra H. Larson, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder