

Minutes of the Veneta City Council September 26, 2005

Present: Mayor T. J. Brooker, Darrell Carman, Thomas Cotter, Marion Esty, and Fred Miller

Others: Ric Ingham, City Administrator; Margaret Boutell, Community Services Director; David Calderwood; Sylvia Calderwood; Galen Carpenter; Mona Linstromberg; Cathy Coulson-Keegan; Bruce Behrends.; and Jeneca Jones

Mayor Brooker called the Veneta City Council to order at 7:02 p.m.

1. PUBLIC COMMENT:

David Calderwood; 28104 Spencer Creek Road; Eugene, OR 97405

Mr. Calderwood provided the Council with a letter and written information which supports his request that the City not adopt an ordinance to require veterinarians to provide the Lane County Animal Regulation Authority (LCARA) with rabies vaccination records. He said LCARA has presented it as a public health issue; however, LCARA plans to use the information to enforce dog licensing to raise revenue. He said he is concerned that people who do not license their dogs but do have their dogs inoculated will choose not to have their dogs vaccinated if the information can be used to enforce licensing laws. He provided information which he said supports his belief that rabies is not a public health issue.

Sylvia Calderwood; 28104 Spencer Creek Road; Eugene, OR 97405

Sylvia Calderwood said she feels mandatory rabies reporting might actually cause a health hazard in dogs. She said the information provided by Mr. Calderwood shows that the reason for mandatory rabies reports is to provide revenue for LCARA. She said she feels the reporting system also violates privacy laws.

Galen Carpenter; 88017 Tenth Street; Veneta, OR 97487

Galen Carpenter said the quality of life in their neighborhood has declined as a result of drug activity, vandalism, noise, abandoned cars, and car accidents. She said the decline in the quality of life has also resulted in a decline in property value. She said she is concerned that City ordinances are not being enforced. She said people have the right to feel comfortable and safe in their homes.

Marion Esty said she understands and supports what Galen had to say. She said the deputies have been very cooperative; however, they cannot enter a property just based on a suspicion. Mayor Brooker asked Galen to keep in touch with staff to try and resolve the issues.

Mona Linstromberg; 87140 Territorial Road; Veneta, OR 97487

Mona Linstromberg reported a violation of the City's Greenway-Open Space subzone that has taken place during construction of the Trinity Terrace Subdivision. She said the

developer has placed fill well beyond the orange control barrier on the back of lots 1 through 4 and into the Greenway. She expressed concern about the grade of the fill adjacent to both the greenway and wetland areas throughout the subdivision and asked that the City take enforcement action.

Cathy Coulson-Keegan; 25130 E. Broadway Avenue; Veneta, OR 97487

Cathy Coulson-Keegan said she is concerned that the additional traffic that a proposed 20-unit apartment complex at the end of East Broadway will generate will result in a safety hazard at the intersection of Territorial Road. She said the developer originally applied for a five lot subdivision with each lot being developed with four units. The developer is now proposing to develop all 20 units on the one existing lot. She asked the City to require the applicant to submit a new application. She also asked the City to conduct a traffic study before the proposal is approved.

Dr. Bruce Behrends; 2636 Riverwalk Loop; Eugene, OR 97401

Dr. Behrends said he has been a Veterinarian in Veneta for 17 years. He urged the Council to not adopt a mandatory rabies vaccination reporting ordinance. He said rabies is not a public health issue. He feels Lane County is trying to use him to regulate dog licensing to generate revenue.

2. CONSENT AGENDA

**MOTION: Thomas Cotter made a motion to approve the consent agenda.
Marion Esty seconded the motion.**

Vote: Marion Esty, aye; Thomas Cotter, aye; Mayor Brooker, aye; Darrell Carman, aye; and Fred Miller, aye.

The consent agenda as approved included the Civic Calendar for October 2005.

3. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

(1) Report on law enforcement activities

The Council had the activity reports; however, Sgt. Trapp was not present
Mayor Brooker said staff will advise him of the issues raised by Galen Carpenter.

b. COUNCIL/COMMITTEE LIAISONS

Marion Esty (Community Partnership) - Peer Court will be starting up again. The Community Partnership held a luncheon at the Garcia Center to recognize volunteers.

Darrell Carman (LCOG) - The main topic of conversation was the Public Safety Task Force. He said it will probably be an uphill battle to get any new taxes. Staff will follow-up on hosting an LCOG meeting.

Mayor Brooker (Public Safety Task Force) - A meeting will be held on Thursday, February 28, 2005. The task force will be making a recommendation to the County; however, they have not reached a consensus.

4. STAFF REPORTS

a. COMMUNITY SERVICES DIRECTOR

(1) Policy for Final Plat Review and Approval

The Council was advised that based on a new legislative ruling, final plats are no longer considered land use decisions. Margaret said staff checks final plats for compliance with the tentative plan and conditions that have been imposed by the Planning Commission. Staff asked the Council to accept the recommendation of the Planning Commission to adopt a policy to allow administrative review and approval of final plats rather than having plats subject to Planning Commission review and approval.

MOTION: Fred Miller made a motion to adopt a policy that final plats be reviewed administratively as recommended by the Veneta Planning Commission. Darrell Carman seconded the motion which passed with a unanimous vote of 5-0.

(2) Personnel Changes in the Planning Department

Margaret advised the Council that Associate Planner Mark Stephens has resigned. Brian Issa has been hired as Mark's replacement.

In response to a question from Thomas Cotter, Ric said they are proposing some other personnel changes which include shifting some of Sheryl's time to planning. He said the City also has a contract with LCOG for planning.

(3) Greenway Overlay/East Veneta - Remaining Tasks

Margaret provided the Council with a list of the remaining tasks for the East Veneta Study and Transportation System Plan update. Before the tasks can be completed the transportation modeling needs to be done by LCOG. The current budget includes funding to update the TSP. The Council approved staff moving forward with the remaining tasks.

b. CITY ADMINISTRATOR

(1) Lane County Rabies Reporting Ordinance

Ric provided the Council with a letter from Mike Wellington, Lane County Animal Regulation Authority's Program Manager, requesting all cities within Lane County to adopt a rabies reporting ordinance. The City Council heard public comments earlier in the meeting. No action is being requested at this time. Mayor Brooker asked staff to provide them with a copy of the draft county ordinance before staff does any further research. Marion Esty said she is curious about how it relates to stray animals that are turned in.

(2) 2008-11 STIP Public Comments

Ric advised the Council that if they want to see any improvements on Hwy 126 between Greenhill Road and Veneta during 2008-11 State

Transportation Improvement Program (STIP) they need to convince the Lane County Commissioners to place some improvement projects on the list for the STIP process. The county will be submitting the list of project recommendations to the Oregon Transportation Commission in December.

Mayor Brooker said some safety projects have been completed on Hwy 126 but if the City wants to see some major construction and modernization of the highway, those projects need to get on the STIP. He said without having some major improvements, Hwy 126 will become increasingly congested.

(3) Finance Department Evaluation

Ric presented the Council with a list of the recommendations that came out of the evaluation Andy Parks did of the City's Finance Department. The list includes a ranking of low, medium or high and Ric asked the Council for their concurrence on the rankings.

The staff and Council agreed that the hiring of a Finance Director had the highest priority. Refinancing the City's debt was listed as a high priority because interest rates are still lower than when the original projects were done and most of the financing terms still have 15 to 20 years.

Mayor Brooker said he agreed the hiring of a Finance Director is the highest priority. He also felt upgrading the City's computer system and software should be one of the highest priorities. He said computer upgrades could eventually lead to automation of purchase orders and billing which will make those processes less labor intensive. He said he feels it is important to start looking at what refinancing opportunities are available; however, he does not feel it should be one of the highest priorities at this time.

In response, Thomas Cotter said refinancing should be one of the high priority items. He said it wouldn't take long to do and he's not sure the city needs to wait for a Finance Director to do it.

Ric said the City should contract out the refinancing work to someone who has the expertise to give a good recommendation, including the costs to refinance.

Mayor Brooker said once a Finance Director has been hired the City can begin to start chipping away at all of the items on the list. He said overall he feels the rankings are fine.

Ric said staff has started the process for hiring a Finance Director. He said staff will begin to work on a budget proposal to address the other recommendations on the list.

(4) Work Plan 2005/06

Ric presented a second draft of the Work Plan for 2005/06 which lists the goals established by the Council in February and the significant issues staff would like to address. Projects were prioritized for time management purposes. He said he would like to see the City continue to be more proactive. He said the first step is to identify the dollars to make things happen.

Economic Development: In response to a question from Darrell Carman about the non-budgeted Downtown Development Plan and Business Incentive Program for W. Broadway, Ric said the City needs to be more proactive in the development of W. Broadway. The City currently has a pending grant application that looks promising and it may be possible to amend the Urban Renewal Plan to provide some of the funding.

Ric said he hopes the City's new R.A.R.E. participant will be the catalyst for economic development. The first steps will be to form an Economic Development Committee and a Citizen's Advisory Group to help develop a downtown master plan and a business incentive program for W. Broadway.

Mayor Brooker said the City should aggressively look for funding opportunities for the W. Broadway project.

Public Safety: Ric said Public Safety is another important issue to be addressed. The County will not increase the FTE for the Sergeant's position. Ric said he would like to use the dollars allocated in the budget for that increase to bring on someone that could be a public safety coordinator and assistant City Recorder. He said that would help staff address some of the public safety issues, allow Sheryl to do more planning work, and provide a training opportunity to help transition a new City Recorder in preparation of Sheryl retiring in a few years.

Mayor Brooker said before advertising for a new position he would like to have a job description for the City Council to review. He said the Council should have some input on what would be expected of a public safety coordinator. He said finding someone that could serve as both a public safety coordinator and assistant city recorder will take a very unique person.

In response to a suggestion by Thomas Cotter to hire a temporary person to help with some of the recorder archive work, Ric said training is a big part of that work and the training would be lost when the temporary position ends.

Ric said staff is also working through Teresa's job description to find a way the City can be more proactive with code enforcement.

Mayor Brooker said the City either needs one full time staff person or two half time people to do the public safety coordination and recorder work. An assistant recorder will allow Sheryl to do more planning.

Parks and Recreation: Margaret said the new Parks Board is very active and excited about improving the City's parks facilities. She said one of the first things they would like the City to do is update the Systems Development Charge for parks and adopt a park dedication ordinance. She said those projects have not yet been budgeted for and the City will need LCOG's assistance. She said Veneta's park SDC was formulated in 1996 and is low compared to other cities. The City's Park Master Plan was done in 1998 and the City has not made a lot of progress in implementing the plan and the vacant land where new parks could be located has been seriously depleted. If the City does not take some action it may lose the ability to develop parks in certain areas.

Darrell Carman said he questions the morality of putting that problem on the backs of the developers. He said some developers do very small subdivisions. In response, Margaret said not all developers would be required to dedicate land; but, all would be required to share in the costs. Small developers would pay in lieu of dedication. She said the goal is to be able to reserve park land.

Thomas Cotter pointed out that the developer passes the cost on to the consumer, just like they do for water and sewer SDCs. When a person buys a new home, it is part of the cost of the home.

Mayor Brooker said it makes a lot of sense to update the park SDC charges and to investigate a dedication ordinance. He said the City's inventory of parks is very low compared to the increase in population.

In response to a question from Mayor Brooker, Margaret said before doing the work, a transfer resolution or supplemental budget needs to be done. She said before getting LCOG involved, the first step for updating the SDCs is for staff to develop a Capital Improvement Plan.

Darrell Carman said he believes parks are needed; however, he is not sure of what the funding mechanism should be. He said he feels the current residents should share in the cost.

By consensus, the Council directed staff to come back with a scope of work to update the park SDC fee and draft a park dedication ordinance.

Planning: Staff continues to move forward with the Greenway overlay and updates to the TSP. She said the Planning Commission has prepared a list of things they would like to recommend the Council take action on. She said the Public Facility Plan update has not yet been budgeted for;

however, that work needs to wait until the TSP has been updated.

Margaret said the review of the transportation SDC has not been budgeted for; however, Brian has the skills to do most of that work as just staff time.

Other: Hurricane Katrina brought attention to the importance of having an Emergency Response Plan which has been added to the list of things to work on. The Council supported moving forward on an Emergency Response Plan.

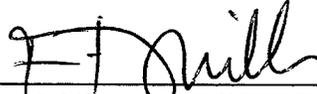
(5) Urban Renewal

Ric provided the Council with information on the Urban Renewal Agency General Fund and Debt Service Fund. He said it would be best for the city to hire an Urban Renewal consultant to guide and facilitate the process of updating the City's plan.

5. OTHER

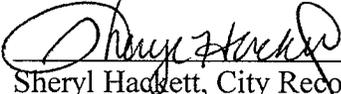
6. ADJOURN

Mayor Brooker adjourned the Veneta City Council at 9:20 p.m.



Fred Miller, Council President

ATTEST:



Sheryl Hackett, City Recorder
(minutes prepared by SL Hackett)