

Minutes of the Veneta City Council
Monday - December 12, 2005 - 7:00 p.m.

Present: Mayor Brooker, Darrell Carman, Thomas Cotter, and Marion Esty

Absent: Fred Miller

Others: Ric Ingham, City Administrator; Margaret Boutell, Community Services Director; Sheryl Hackett, City Recorder; Kyle Schauer, Public Works Superintendent; Mike Wellington, LCARA; and Jeneca Jones, West Lane News

Mayor Brooker called the City Council to order at 7:01 p.m.

1. PUBLIC COMMENT

Mona Linstromberg; 87140 Territorial Road; Veneta, OR

Ms. Linstromberg said she is very pleased that the City Council is having a joint work session for Region 2050 with the Planning Commission on December 20, 2005. She said after attending the last Region 2050 meeting in Veneta, she has since attended Region 2050 meetings in other communities including Crow, Eugene, and the unincorporated area of Pleasant Hill. She said the unincorporated areas such as Pleasant Hill, Alvadore, and Goshen do not have a seat on the Region 2050 Policy Committee and they do not have a vote. She said the regional plan will impact those communities and she feels they should have representation and be able to vote during the process.

She said she also attended the last two Policy Committee meetings at which representatives from the Department of Land Conservation and Development (DLCD) and Land Conservation and Development Commission (LCDC) attended. She said the implications of the Region 2050 Plan are staggering and she felt most of the elected officials attending the meetings seem focused on an urban reserve land grab. She said Veneta needs to always have a representative at the meetings so it can stay engaged and informed about the process.

Mike Wellington, Lane County Animal Regulation Authority (LCARA)

Mr. Wellington thanked the Council for considering LCARA's request to adopt a mandatory rabies vaccination reporting ordinance. He said mandatory reporting will make better use of tax dollars by providing officers in the field better access to information and will result in a quicker release of animals. He said Veterinarian's are required to report other mandatory things. He said revenue is not an issue for mandatory reporting in Veneta because Veneta does not contract with LCARA for services. He said it is a public safety issue only.

Mayor Brooker advised Mr. Wellington that the Council has scheduled their discussion on LCARA's request for later in the meeting and that they already held a meeting at which they solicited public comment. He said the Council has a lot of data they have been reviewing and in fairness to others, they cannot hear any additional testimony.

2. CONSENT AGENDA

Mayor Brooker asked that the minutes for November 14, 2005 and November 28, 2005 be pulled from the consent agenda for corrections.

MOTION: Thomas Cotter made a motion to approve the consent agenda without the minutes. Marion Esty seconded the motion.

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

The consent agenda as approved included bills paid and payable for November/December 2005, and the Civic Calendar for January 2006.

City Recorder Sheryl Hackett pointed out the following corrections on the minutes: The second paragraph on page 3 of the minutes for November 14, 2005 should be amended to read "transportation plan" and "variances will be required" and item (3) on page 3 of the minutes for November 28, 2005 should be amended to read "DEQ and discussed whether the City could discharge".

MOTION: Darrell Carman made a motion to approve the minutes for November 14, 2005 as amended. Thomas Cotter seconded the motion which passed with a vote of 4-0.

MOTION: Darrell Carman made a motion to approve the minutes for November 28, 2005 as amended. Thomas Cotter seconded the motion which passed with a vote of 4-0.

3. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

(1) Mandatory Rabies Reporting deliberation by Council

MOTION: Thomas Cotter made a motion to adopt Lane County's mandatory reporting program. Darrell Carman seconded the motion.

Discussion: Marion Esty said she has listened to a lot of testimony, talked with Veterinarians and citizens who have had years of experience with animals, and listened to an interview with Mr. Wellington. She said very strong feelings have emerged about the program being both unnecessary and undesirable. She said the interview with Mr. Wellington gave her the impression that Lane County is more interested in raising revenue than serving the citizens. She said Veneta has received satisfactory service from Greenhill and she sees no reason for Veneta to participate in LCARA's program.

Darrell Carman said the issue would be more pertinent if there were actually a rabies problem in the area. He said he

does not see a reason for Veneta to participate at this time.

Mayor Brooker said he has reviewed all of the material and agrees that rabies has not been shown to be a problem for the area. He said Veneta has its own ordinances that require licensing and vaccination of dogs. He said at this time it would add another layer of bureaucracy.

Vote: The motion failed with a unanimous vote of 0-4.

Mayor Brooker said if rabies becomes a problem in the future the Council can revisit the issue.

(2) Appoint Planning Commission Members

Mayor Brooker said the City received four applications. Three of the applications were from current Planning Commission members asking to be reappointed. Mayor Brooker said the current Planning Commission is doing a very good job; therefore, he reappointed James Eagle-Eye, James Bruvold, and Lilian Rees. He asked staff to keep the application from Keith Weiss on file in the event an opening comes up in the future or in the event there may be another position he can fill.

In response to a comment from Marion that Mr. Weiss's full application was not provided to the Council, staff brought the Council's attention to the copy of the full application that was provided to them at the meeting. Marion said she agrees with reappointing the people with experience but she also wants to encourage finding ways to involve new applicants.

b. COUNCIL/COMMITTEE LIAISONS

Marion Esty said she will be meeting with Ron Wyden in January and said she would be happy to pass on any concerns the public or Council may want him to know about.

Thomas Cotter - the Chamber will be holding a meeting on Tuesday at which they will be voting for new officers. He said it is important for the City to participate because of the City's relationship with the Chamber and the fact the Chamber manages some funds forwarded from the City. Mayor Brooker asked the Council to let Ric know who they would recommend as officers.

Ric Ingham said he attended the last Community Partnership meeting and learned that the Peer Court is working with Lane County Youth Services to get referrals. There was also some discussion about supporting the Applegate Regional Theater by adding them to the Community Partnerships 501C. Marion said she will follow-up on the status of the theater.

Thomas Cotter thanked Ric, Denny Capps, and other public works staff for their

work on the Christmas Tree Lighting event which was very successful.

Darrell Carman said he attended the Fern Ridge dam ribbon cutting ceremony and he thanked Ric for the work he has done to make the Fern Ridge dam closure a positive experience for the community. He also thanked Ric for taking a lead on helping with the annual light parade.

4. STAFF REPORTS

a. FINANCE DIRECTOR

(1) Status of Audit

Ric advised the Council that the City's new Finance Director, Jerri Moore, discovered the accounting software has caused a problem with balancing the audit worksheets. Based on the worksheet, the auditor has recommended that the City ask him to apply for an extension until March 31, 2006. In response to a question from Marion, Ric said the City will not be fined for requesting an extension.

MOTION: Thomas Cotter made a motion to approve a request for an extension. Marion Esty seconded the motion which passed with a unanimous vote of 4-0.

b. COMMUNITY SERVICES DIRECTOR

(1) Public Works Monthly Activity Report for November 2005

Public Works Superintendent Kyle Schauer presented his monthly activity report. He advised the Council that Greenhill has closed down for two weeks due to a Parvo virus outbreak. He said he will be talking to them tomorrow to determine whether the closure includes cats. In response to a question from Darrell Carman, Kyle said the majority of the City's animal control enforcement is done on a complaint basis and complaints are handled by the public works staff. If dogs are licensed or have micro chips they are returned to their owners. Impounded dogs are held by the City temporarily to give owners an opportunity to claim them.

In response to a question, Kyle said the City's testing equipment for the water plant filters had to be returned to the factory for repairs. It is now back on line and some tests have been provided to Weber Elliott for review. He said they should have the results soon.

(2) Scope of Work for new Rates and SDC Estimates

Community Services Director Margaret Boutell said the budget for this fiscal year includes a wastewater and water rate and SDC analysis; however, before that can be done the City needs to do some preliminary work on its facilities master plans. She said rates and SDCs need to be based on operational costs and future expansion and improvement costs for the City's facilities. Expansion includes providing services to the rural

residential areas of town which may develop sooner than the City anticipated. She said the funding to update the wastewater facilities plan will require a transfer or supplemental budget.

In response to a question from Mayor Brooker, Margaret said the City Engineer needs to be involved in the facilities plan update because he is so familiar with the system. Ric said the City will hire a consultant with financial expertise to do the new analysis.

Margaret said the City's Water Master Plan was completed in 1998 and an update or amendment to that plan may be needed.

The City recently adopted a transportation SDC; however, the methodology used did not take into consideration all of the City's undeveloped commercial area and when applied to commercial or industrial development the cost is prohibitive and discourages new businesses. Currently the City Engineer has to calculate the transportation SDC's for commercial and industrial uses. Margaret said she would like to have a formula that staff could use to calculate the SDC charges. The City's current work to update the Transportation System Plan in response to the East Veneta Study, the Southwest Area Specific Development Plan, and the Northeast Employment Center may include new transportation projects that should be calculated into the City's SDC for transportation.

Margaret said it may be more efficient to use LCOG to update the transportation SDC because they are doing transportation modeling and they have SDC experts on staff. The funding to revise the transportation SDCs will require a transfer or supplemental budget.

In response to a question about the wastewater rate analysis and SDC, Margaret said the first step is to update the wastewater facility plan. She said the wastewater and water planning and rate analysis will involve a lot of staff time making it difficult to work on both at the same time. She recommended that the Wastewater analysis be done first. She also recommended doing the transportation SDC revisions because much of the work has already been done.

By consensus the Council directed staff to return to them with a supplemental budget or budget transfer to complete the Wastewater Facilities Plan update and the Transportation SDC revisions.

- (3) Enforcement Update (cars on W. Broadway)
Property owner Deacon Matthews was present and advised the Council that all but three cars have been removed from the property. He said those three cars are licensed and operable and will be removed within the next few days.

Margaret Boutell advised the Council that the issue was placed on the agenda because the Council will not meet again until January 9, 2006 and

if abatement is needed staff would like the Council to authorize issuing an abatement notice prior to their next meeting.

Mayor Brooker said he would like the Council to authorize issuance of an abatement notice if needed. In response to a question from Darrell Carman, Margaret said abatement would involve hiring a towing company to tow the cars to an impound lot.

MOTION: Thomas Cotter made a motion directing staff to issue an abatement notice if the remaining cars are not removed within ten days. Darrell Carman seconded the motion which passed with a vote of 4-0.

Mayor Brooker said he would like to postpone discussion of whether or not to impose any fines until their January 9, 2006 meeting. He said he would recommend not assessing fines if the owner abates the nuisance.

- (4) Joint Work Session with the Planning Commission for Region 2050, December 20, 2005 at 6:00 p.m.

Margaret Boutell asked the Council to mark their calendars for a joint work session with the Planning Commission for Region 2050. Carol Heinkel from LCOG will be making a power point presentation and letting the City of Veneta know what choices they will need to make. Once the decision is made, each City will be asked to enter into an agreement with the County to update their Comprehensive Plans to incorporate the Region 2050 plan.

In response to a question from Mayor Brooker, Margaret Boutell said part of the plan will be to identify some urban reserve areas which will make it easier for the City to expand the Urban Growth Boundary in the future.

Ric said the purpose of the meeting is to educate and provide the Council with an update on the Region 2050 planning process. He said any changes the City enacts will be subject to the public hearing process.

Mona Linstromberg said she understands the City has a mailing list of people who participated in Veneta's last Region 2050 meeting and she asked the City to notify those people of the December 20, 2005 work session. In response, Margaret said staff has limited resources but will ask Carol Heinkel if LCOG can provide some notification.

In response to a request from Ric, Jeneca Jones said she will put an announcement in the West Lane News.

- (5) SWAP Wetlands Variance - Joint Meeting with the Planning Commission on January 9, 2006 at 5:30 p.m.

Margaret Boutell asked the Council to mark their calendars for a 5:30 p.m.

public hearing prior to their regular meeting on January 9, 2006. The purpose of the public hearing is to consider a wetland variance for the Southwest Neighborhood Area Plan.

c. CITY ADMINISTRATOR

(1) Scope of Work and Funding Request for the Downtown Master Plan

Ric provided the Council with a memorandum outlining the steps for developing a Downtown Master Plan and several funding scenarios. Proposals have been solicited from the Oregon Downtown Development Association (ODDA) and Lane Council of Governments (LCOG). A revised technical assistance grant proposal will be submitted to the Department of Land Conservation and Development (DLCD). The last step is to determine which, if any, City budget resources are available to fund a portion of the planning process for this fiscal year.

Ric said he, Mayor Brooker, and Darrell Carman met with Vicki Duggar to discuss ODDA's proposal. LCOG's proposal is expected sometime this week.

The memorandum provided by staff listed available resources. Ric said public improvements should be identified in the upcoming budget.

Ric pointed out that the last page of the ODDA proposal gives four options for services they can provide. Option 3 would provide most of what is needed.

Darrell Carman said the money identified by Ric would be enough to do the work laid out under Option 3.

In response to a question, Ric said the City's downtown area is defined in the Comprehensive Plan as being west of Territorial, east of Eighth Street, both sides of W. Broadway, and north of McCutcheon Avenue. He said land owners and developers will be asked to assist in the redevelopment efforts.

Darrell said the analysis may redefine where the downtown area should be. Mayor Brooker said one of the issues facing Veneta is the fact the City is bisected by two state highways.

Mayor Brooker recommended making available as much money as they can for all the identified sources so they can put together the best plan possible. He said ODDA has a lot of experience working with other communities and a good track record for success. He said a Downtown Master Plan is an important piece of economic development for the community. He said it will help determine what part of town should be developed as a downtown area and what infrastructure is needed.

Ric said LCOG is also working on a proposal for a Downtown Master

Plan.

By consensus the Council agreed to have Mayor Brooker, Darrell Carman, and Ric meet again before the next Council meeting and have a contract ready for review at their January 9, 2006 Council meeting.

5. OTHER

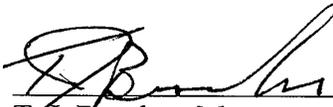
Thomas Cotter announced that Ric is head of the annual distinguished citizen award committee this year and that if the public or Council knows of anyone who should be nominated they should contact Ric. Jeneca Jones said she would like to be informed when the specific dates and times have confirmed.

Thomas Cotter said he is an individual voting member of the Chamber and Ric is the City's representative. He said the Chamber will be accepting nominations at their meeting and he asked the Council to let Ric know if they have someone they would like nominated.

Ric advised the Council that the City has received the most recent population estimate from Portland State University (PSU). He said the City is close to having a population of 4,000. He said the City can challenge the numbers; however, staff has reviewed the estimate with the building permits and feels it is accurate. The population will be certified on December 31, 2005. He said the City's population has grown at nearly twice the rate of any other City in Lane County. In response to a question from Kay Larson, Ric said PSU does the annual population counts for cities and counties. They start with the 10-year census information and then use annual building permit information.

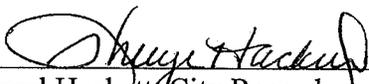
6. ADJOURN

Mayor Brooker adjourned the City Council at 8:40 p.m.



T. J. Brooker, Mayor

ATTEST:



Sheryl Hackett, City Recorder
(minutes prepared by slhackett)