

Minutes of the Veneta City Council
March 15, 2006

Council Mayor T. J. Brooker, Thomas Cotter, and Marion Esty

Absent: Darrell Carman

Other: Ric Ingham, City Administrator; Sheryl Hackett, City Recorder; Margaret Boutell, Community Services Director, Kyle Schauer, Public Works Superintendent; Mona Linstromberg; Joan Mariner; Cathy Coulson-Keegan; William Wright; Chuck Standiford; Mel Purvis; and Sharon Hobart-Hardin

Mayor Brooker called the Veneta City Council to order at 7:03 p.m. Mayor Brooker announced that the joint meeting with the Planning Commission to consider the LUBA remand of the Larson appeal has been rescheduled for Monday, March 27, 2006 at 5:30 p.m. The regular agenda of the Veneta City Council remains the same as scheduled for Monday, March 13, 2006.

1. PUBLIC COMMENT

Mona Linstromberg; 87140 Territorial Road; Veneta, OR

Mona Linstromberg said the half hour time allowance for the LUBA remand is insufficient. She said the City needs some serious discussion about what constitutes public need. She said this is an opportunity for the City to tell Kay Larson that she can develop her property but that it is not in the public interest to entirely fill and pave it. She said the staff report dated February 17, 2006 for the Hayden Home development raises the issue that on-site mitigation could be a new interpretation of public need which she feels should be considered for the Larson remand. She said public need would be better served with the enhancement of the remaining wetlands. She said Kay Larson has worked with ODOT and the Railroad to get property line adjustments for her property west of Eighth Street. She asked why she couldn't do the same thing for her smaller property to get the room she needs to accommodate the parking and oversized vehicles. Mona recognized Larson's argument that her property wouldn't be as wet if it weren't for Hwy 126; however, she said the Larson property would be worth very little if not for Hwy 126. Mona asked the Council to not ignore the fact that each wetland is part of a whole. She said this is a perfect opportunity for them to use a vital tool, Veneta's Wetland Protection Ordinance. She said just because Jack Kelley Drive was developed in a wetlands does not mean the City has to compound the negative impact to the existing wetlands.

Joan Mariner; 25712 Cochran Court; Veneta, OR

Ms. Mariner addressed the Council, thanking them for working with the Veneta residents to come to a win/win decision for the Southwest Neighborhood Center that protects 97.8% of the wetlands and creates 30 acres of open space and recreational area. She said the previously approved plan adversely impacted 98% of the wetlands. She asked the Council to continue working with the citizens of Veneta to come to win/win decisions that create a healthy, prosperous, and liveable City for current residents and future generations.

Cathleen Coulson-Keegan; 25130 E. Broadway; Veneta, OR

Cathleen Coulson-Keegan presented photographs of the proposed Applegate Center site on Jack Kelley Drive. She said the applicant proposes to add 9,120 cubic yards of fill to the site

which is mostly under water at the present time. Citing statistical information from "American Rivers" she said the fill would displace .88 acres of wetlands which with 1 foot depth of saturation holds 290,400 gallons of water. She asked where all that water would go. She said the City and the developer could, instead, use the wetlands to an advantage by leaving the wetlands as an enhanced pond. She described a Venice-type vision for Veneta. She said the City should require developers to work with nature and use the wetlands by doing aesthetically pleasing on-site mitigation.

William Wright; 25130 E. Broadway; Veneta, OR

Mr. Wright said Jack Kelley Drive was built through an area of wetlands and natural detention ponds. He said filling the remaining wetlands would exacerbate the flooding that closed Jack Kelley Drive in December. He said three acres is a large site and because of that he doesn't see a need to fill .88 acres of wetlands. He said there is a need to let the wetlands perform its natural functions to help with flood control. He asked the Council to put Veneta ahead of individual developers.

Craig Harbison; 87140 Territorial Road; Veneta, OR

Mr. Harbison said it is poor planning to fill areas that are natural holding areas for flood waters. He said if Veneta has a stormwater plan in place it might make some sense; however, without a plan it seems non-productive.

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; and Mayor Brooker, aye

The consent agenda as approved included minutes for February 13, 2006 and the February 27, 2006 regular and joint meetings, bills paid February 2006, and a Temporary Liquor License for St. Thomas Becket Academy.

3. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

(1) Elect Council President

Mayor Brooker asked the Council to elect a new Council president to fill the seat vacated by Fred Miller's resignation. Marion Esty said she would like to nominate Tomas Cotter. Mayor Brooker agreed that Tom's experience would make him a good candidate.

MOTION: Mayor Brooker nominated Thomas Cotter for Council President. Marion Esty seconded the nomination which passed with a unanimous vote of 3-0.

(2) Downtown Plan Update - David Daugherty (ODDA)

Ric advised the Council that David Dougherty was not able to attend the rescheduled Council meeting; however, he provided the Council with a written summary. He said the ODDA team is excited about the project which has a larger scope than they thought it would have. Ric said the last of the grant process with DLCDC has been finalized and Mary Bosch will be working

with ODDA on the design and market analysis. ODDA will incorporate her work into their findings and she will present material at the next Town Hall meeting scheduled for March 21, 2006. They will be developing an urban design framework to help the City with the public improvement process and establish design elements to help the City move in the right direction. Ric said they have found a performance based development code they feel will work well for Veneta. They will present some of those concepts at the next Town Hall meeting. City staff will be meeting with the group during the day on Tuesday, prior to the Town Hall meeting.

Ric said the Town Hall meeting will again be held at the Fire District office and will be advertised as a public meeting.

b. COUNCIL/COMMITTEE LIAISONS

Marion Esty (Park Board) - Marion said she is excited about the direction the Park Board is going in. She said all they need now is money. Mayor Brooker said he had an opportunity to look at the drawings presented by the University of Oregon students at a meeting earlier today.

Thomas Cotter (Fern Ridge Chamber of Commerce) - The Chamber has decided to support the Economic Development Committee in search of a facilitator for the implementation plan. He said the Economic Development Plan is looking better all the time. He said the Sorreli group met with the EDC yesterday and had some good things to say. The Sorreli group is an entrepreneur program that helps with business development opportunities in rural communities across the United States. The purpose is to help local businesses grow so they can become a more economic piece of the community.

Mayor Brooker (Public Safety Steering Committee) - a meeting was held to update the committee members as to action being taken. A charter amendment is being proposed for the Commissioners to adopt. The Commissioners have suggested a couple of minor changes to the overall plan. The next step will be to hold some Town Hall meetings. The proposal has gone from a gross receipts and sales tax to a personal income tax and business income tax. Mayor Brooker said he is disappointed that they have removed the sunset clause. Mayor Brooker said he supports the program itself which takes a holistic approach to public safety by including programs that will help address drug addiction. Veneta will still have to pay for deputies to patrol within City limits.

Mayor Brooker (Region 2050) - Springfield Mayor Sid Liken called to tell him that Springfield has opted out of Region 2050. Mayor Brooker said he still supports Region 2050 and believes Veneta has the need for some of the tools that will come out of it.

4. STAFF REPORTS

a. COMMUNITY SERVICES DIRECTOR

(1) Public Works Monthly Activity Report for February 2006

Kyle Schauer presented his monthly activity report. He said the seven frozen

meters were at construction sites where the meters were not yet connected to the system. The new filter media has been installed and the water treatment plant now has the same media in all three filters. Data is being collected now and he should have the test reports available for the next Council meeting.

The locks at the public works yard have been repaired and the insurance claims have been settled for both burglaries.

(2) Update on security for Public Works compound

Kyle presented a second memorandum regarding ways to increase security at the public works yard. The first memorandum included a request to install a barricade on Luther Lane just east of the entrance to the State Highway Department shops. Both staff and the Sheriff's deputies believe the area at the end of Luther Lane may have been used as a staging area for the recent burglaries at the public works yard. In addition, the barricades would help to discourage the illegal dumping of garbage, abandonment of vehicles, and 4-wheel traffic that has been occurring at the end of Luther Lane. ODOT is in favor of the City installing a barricade at the end of the street. The barricade would consist of some large rocks and a gate across the travel lanes. Pedestrian traffic would still be allowed.

In response to a question from Mayor Brooker, Kyle said he was not yet sure what the gates would cost. He said they would like something similar to the heavy metal gates at Zumwalt.

By consensus, the Council authorized staff to install a barricade and gate at the east end of Luther Lane and directed staff to advise the Council of the costs involved.

Kyle provided the Council with a second memorandum requesting approval to accept Apex Systems' proposal to install security equipment at the Public Works facility on E. Broadway with the expenditures to be split amongst the Street, Water, and Wastewater funds. The recommendation was based on two bids, one from Apex and one from Sonitrol. Apex currently does the security for City Hall and the wastewater plant. He also recommended adding a smoke detection system for an additional \$2/month.

In response to a question from Mayor Brooker, Kyle said the system will include both an audible siren and a call to the Sheriff's Office.

In response to questions from Thomas Cotter about purchasing an in-house alarm system instead, staff recommended using a security company because they have staff that screen the nature of the intrusions. Marion Esty said she did not feel an in-house security system would be as dependable. Mayor Brooker said he doesn't want the public works staff responding to an alarm and he would prefer to pay the extra money to hire a professional company. He said having an alarm system might make the City eligible for a reduction in its insurance premium.

MOTION: Mayor Brooker made a motion to authorize awarding a contract to Apex Systems, in the amount set forth in the memorandum, to install a security system at the public works yard, including the additional \$2/month for smoke and heat detection monitoring. Thomas Cotter seconded the motion which passed with a unanimous vote of 3-0.

- (3) **Resolution 912** - A RESOLUTION ESTABLISHING SEWER CONNECTION CHARGES AND MONTHLY BASE FEES FOR USERS OF THE VENETA MUNICIPAL SEWER SYSTEM AND REPEALING RESOLUTION NO. 883.

Margaret Boutell explained the only change in Resolution 912, which replaces Resolution 883, is the addition of a definition on page 3 that explains the excess surcharge for commercial and industrial uses that exceed 15,000 gallons of water usage per month. At the present time, the surcharge is not imposed unless the full extra 10,000 gallons of water is used. The new definition allows the charge to be imposed for any amount over the first 15,000 gallons.

MOTION: Thomas Cotter made a motion to adopt Resolution 912 establishing sewer connection charges and monthly base fees for users of the Veneta municipal sewer system and repealing Resolution No. 883. Marion Esty seconded the motion.

Amended: Thomas Cotter amended his motion to change the effective date of the resolution to Friday, March 17, 2006. Marion Esty seconded the motion as amended. The motion passed with a vote of 3-0.

- (4) Parks Presentation

Margaret advised the Council that the University of Oregon Landscape Architect students working with the Park Board made presentations of their designs at an open house this afternoon. The students left their designs with the City. Mayor Brooker said he was pleased with the designs and feels they will be very usable products for the City.

Margaret advised the Council that staff has been working on a grant to secure funds to purchase the six acres of property owned by the Department of Forestry which has been used as ballfields by the Territorial Sports Program (TSP). They have also been working with TSP to raise match funds. The grant deadline is April 28th but it cannot be submitted without an appraisal. Margaret asked the Council to authorize spending an amount not to exceed \$3,500 from the general fund for an appraisal.

In response to questions, Ric said the property is an important acquisition that would benefit the entire City and he felt the Council should taking aggressive action.

Thomas Cotter said the appraisal fee sounded high and asked staff to check with other appraisers to see if they could get a better price.

MOTION: Thomas Cotter made a motion to allow staff to obtain an appraisal of the Forestry Department property for an amount not to exceed \$3,500. Marion Esty seconded the motion which passed with a vote of 3-0.

b. CITY ADMINISTRATOR

(1) Economic Development Revised Plan

Ric presented a Revised Economic Development Plan which breaks the Implementation Plan into a three year scope of work with greater involvement by the Fern Ridge Chamber of Commerce. Ric asked the Council to adopt the revised plan and to authorize the development of a contract with local funding partners for completion of the City's tasks.

Sharon Hobart-Hardin said the Economic Development Committee has proposed the revisions as the best means to jump start economic development for the City and generate opportunities for greater economic growth than in the past. She said the EDC is ready, willing, and able to take on the tasks.

MOTION: Thomas Cotter made a motion to adopt the revised Economic Development Implementation Plan and to authorize the development of a contract with local funding partners to complete the City tasks listed in the plan. Marion Esty seconded the motion.

Discussion: Marion said she felt the costs were vague and the plan is very ambitious. She asked how the City will cover the costs. In response, Ric said one of the local development partners will be contributing funds and the tasks will be stretched out over a three year period so funds can be allocated in upcoming budgets. It was pointed out that much of the work will be done by volunteers. The economic development work that will be done by Ric is already part of what is expected of him.

Vote: The motion passed with a vote of 3-0.

(2) County Capital Improvement Project List

A draft letter prepared by Ric in response to the County's Draft 2007-11 Capital Improvement Program (CIP) was presented to the Council for review. The letter asks the County to move the Bolton Hill Road Project (from Territorial to Dogwood Lane) higher on it's list of prioritization. Currently the project is listed as an unfunded project. Ric pointed out that future residential development within the Bolton Hill area should add points to the Degree of User Benefit category. He also stated in the letter (based on calculations prepared by Margaret) that the City would consider contributing up to \$360,000 towards the overall project costs. The funding would come from a combination of transportation Systems Development Charges and the

formation of a Local Improvement District for sidewalks. Ric asked for authorization from the Council to send the letter.

MOTION: Thomas Cotter made a motion to authorize Ric to send a letter to Lane County asking to begin discussions on how to move the Bolton Hill project up in priority in the County's Capital Improvement Plan (CIP). Marion Esty seconded the motion which passed with a vote of 3-0.

(3) Letter of Interest for Acquisition of ODOT Surplus Property

The City received a letter from ODOT giving the City the first opportunity to acquire or purchase a surplus piece of property adjacent to Luther Lane and Territorial Road. The property is triangular in shape and located at the southwest corner of the Fern Ridge Center. The property was formerly state highway right-of-way and is planted in grass which is maintained by the City. The local ODOT office thought the City owned the property until the owners of the Fern Ridge Center asked to purchase it. Staff feels the parcel of property is crucial for the City's downtown development plans. At this point, ODOT is asking for a letter of interest. If the City cannot meet the price they set on it, the City can opt out at a future date.

MOTION: Mayor Brooker made a motion to send a letter of interest to the Oregon Department of Transportation for the acquisition of the surplus property adjacent to Luther Lane and Territorial Road. Marion Esty seconded the motion which passed with a unanimous vote of 3-0.

(4) City Administrator Evaluation

Mayor Brooker asked the Council members to submit their written evaluations and to provide a short verbal evaluation. An executive session is scheduled for later in the meeting to discuss negotiations on the City Administrator's contract.

Mayor Brooker: On the scale of 1 to 5 he gave Ric mostly 5's, saying he felt Ric is very skilled and motivated. He said Ric has made a lot of progress on the City's goals this second year and is on the edge of making some major strides. He had no weaknesses to point out. He complimented Ric on his ability to enlist the aid of a lot of volunteers and to establish a broad partnership with community leaders. He said the biggest challenge for next year is the staffing level to handle the increasing work load.

Thomas Cotter: Also gave Ric mostly 5's and some 4's. He said Ric has made more improvement this year than last, especially considering several people left key positions. He said Ric was initially hired because of his experience in economic development and he feels Ric has done everything he has been asked to do and has done it well.

Marion Esty: Gave Ric 2's, 3's, and a few 4's, no 5's. She said she felt Ric could improve in the area of customer relations. She also said she was concerned about the number of staff changes the past year. She said she feels Ric is very goal driven but that he needs to attend to details such as providing staff with the information they need to help customers and instructing them on what types of mail should not be opened.

Mayor Brooker said although Darrell is not present, his written evaluation will be taken into consideration.

5. OTHER

- a. A second Town Hall meeting on the Veneta Downtown Plan will be held at the Fire Department on Marcy 21, 2006.
- B. The application deadline for the Strategic Planning Committee is March 22, 2006.
- C. The Long Tom Watershed Council Board of Directors will be holding their bi-monthly meeting at the Veneta Community Center on March 28, 2006.

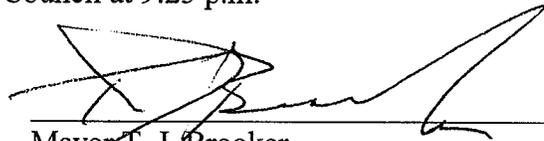
6. EXECUTIVE SESSION - ORS 192-660(2)(I)

Mayor Brooker adjourned the Council into executive session under ORS 192-660(2)(I) at 9:02 p.m. Having made no decisions, the Council returned to regular session at 9:22 p.m.

Mayor Brooker advised the Council he will come back with a recommendation for a renewal of Ric's contract.

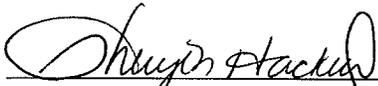
7. ADJOURN

Mayor Brooker adjourned the City Council at 9:23 p.m.



Mayor T. J. Brooker

ATTEST:



Sheryl L. Hackett, City Recorder
(minutes prepared by slhackett)