

Minutes of the Veneta City Council
July 24, 2006

Council
Present: Mayor T. J. Brooker, Thomas Cotter, Darrell Carman, and Sharon Hobart-Hardin

Absent: Marion Esty

Others: Ric Ingham, City Administrator; Sheryl Hackett, City Recorder; Margaret Boutell, Community Services Director; Brian Issa, Planner; Dan Watts, Downtown Development Plan Program Coordinator; Gail Wilkie, Veneta Park Board; Sgt. Clifford Harrold, Lane County Sheriff's Department; Mona Linstromberg; and Rob Lafferty, West Lane News

Mayor Brooker called the Veneta City Council to order at 7:00 p.m.

1. PUBLIC COMMENT:

Mona Linstromberg; 87140 Territorial Road; Veneta, OR

Ms. Linstromberg asked for clarification of a comment made by Councilor Cotter at the last meeting that water conservation and rapid residential development in Veneta are two separate issues. She said it seems to her that if the City is asking people to conserve water it has a direct relationship with new development placing a demand on water.

In response, Mayor Brooker said there is a relationship between the two; however, the proposed water conservation program is independent of development. He said it is a known fact that water is not a limitless resource and the City will be having to take some measures in the future if it expects to have enough water to sustain the community in the long term. He said Veneta has chosen to get its water supply from wells and water rights issues are getting more complicated. He said water conservation and development are not completely separate issues; however, at this time the proposed water conservation measures have little to do with Veneta's growth. He said the proposal has more to do with the future. He said he is in favor of asking people to conserve now.

2. CONSENT AGENDA

MOTION: Sharon Hobart-Hardin made a motion to adopt the consent agenda.
Thomas Cotter seconded the motion.

Vote: Thomas Cotter, aye; Mayor Brooker, aye; Darrell Carman, aye; and Sharon Hobart-Hardin, aye.

The consent agenda as approved included minutes for July 10, 2006 and July 24, 2006 and bills paid for June/July 2006. Mayor Brooker said the Civic Calendar will be discussed at the end of the meeting.

3. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

- (1) Report on Law Enforcement Activities - Sgt. Harrold
Sgt. Harrold said there were no major incidents resulting from the Oregon Country Fair (OCF). He attributed part of that to 94.5 hours of patrol time being paid by the State of Oregon through traffic safety grant funds. He

said without the grant they would have been understaffed. He provided the Council with statistics for the activity during the OCF. He said a highly visible patrol worked as a deterrent.

Sgt. Harrold said Driving Under the Influence arrests over the OCF weekend were up from last year; however, he believes that is because they did a better job of detecting them.

Sgt. Harrold said they suspect arson as the cause of the fire at 5th Street & W. Broadway. He said he adjusted the hours of the swing shift deputy because of the experience he has with the Lane Rural Fire District and arson investigation. Deputy Douglas will be working with the Fire Marshall on that fire. He said two other fires in the area appear to be suspicious.

Sgt. Harrold said they have experienced an increase in car break-ins, mostly from unlocked cars parked on the street. They have also seen an increase in speeding violations on Hunter Road as a result of the new paving.

(2) Deliberation and Decision - Greenway Subzone Amendments

Planner Brian Issa presented an amended findings of fact report to the Council which included the items the Council decided on at their last meeting.

At the direction of the Council staff did more research on the issue of a minimum setback. Brian made three points to help the Council determine if the proposed 15' minimum is adequate: (1) although a larger buffer provides greater benefit for sediment removal, the difference between 15' and 35' is minimal, (2) larger buffers would preclude any development in the backyard of some existing homes, and (3) many of the existing lots have been filled to the edge of the wetlands so water drains away from the wetlands resulting in no environmental benefit from a buffer. Brian said he modified the proposed language to require larger buffers for streets, paths, and infrastructure when "practicable". He said there may be some site specific conditions that prevent larger buffers. A provision for existing development was also added by including language referring to "lots prior to July 2006". He said the proposed language precludes development on existing natural slopes. He said if property is already developed (graded) to the edge of a wetlands, the setback would not apply. He said in most instances where there is existing development in the Greenway, the lots have been graded up to the edge of the wetlands.

In response to questions, Brian said the reduced setback applies only to lots that have already been developed. All new development is required to have a 50' setback from the edge of the wetlands. When new subdivisions come in, the lots will have to take into account the wetlands to assure that the Greenway is not part of a backyard. Margaret explained that the

Greenway could be dedicated to the City or could be put into a conservation easement.

Sharon Hobart-Hardin said a 15' buffer appears to be sufficient since it applies only to pre-existing lots that have already been developed.

In response to a question about the term "practicable", Brian said the City is given deference to interpret its own code. Initially, during the subdivision process, the Planning Commission would determine what is "practicable". If their decision is appealed, the Council would make the final determination. Brian checked other City codes and the word "practicable" is used frequently.

Margaret Boutell suggested changing the word "existing" to "approved" for residential lots considered developed prior to July 2006. She said there may be some developed lots that have been approved but not yet built on.

Brian said staff had a lot of discussion about whether or not to allow Greenway as park dedication. Land acquisition was removed from the Systems Development Charges and was put into a park dedication ordinance. If the City allows unusable land to count toward park dedication it could end up with a park system that has more passive recreation space as opposed to active space. Staff has recommended not allowing Greenway space to count toward park dedication. Two other options were presented to the Council, one to allow it based on criteria that shows it as a substantial benefit as park land and the other to allow a percentage to be counted as park dedication.

After considerable discussion, the majority of the Council felt the park dedication part of the code should be kept simple and should be a tool for implementation of the Parks Master Plan and gain land that is 100% usable. Brian had pointed out that developers generally want to dedicate the Greenway areas to the City as detention ponds or conservation easements so property owners don't have the responsibility of maintaining them.

In response to a question, Brian said the provision for cash in lieu of park land dedication is completely at the discretion of the City. Darrell Carman said he feels it is to the City's advantage to take cash in-lieu of park dedication so it doesn't end up with a lot of small pieces of property that cannot be developed into parks.

In response to a question from Thomas Cotter, Margaret explained that enforcement falls under Article 2 of the Land Development Ordinance. Staff has successfully taken enforcement action of a violation in Trinity Terrace.

Staff reviewed the amendments in the proposed final order and recommended adoption of the final order and Ordinance 466. He asked

for two separate motions, one for the final order and the second for the implementing ordinance.

MOTION: Sharon Hobart-Hardin made a motion to adopt the final order and findings of fact with the amendments presented by staff. Darrell Carman seconded the motion which passed with a vote of 4-0.

Ordinance 466 - AN ORDINANCE AMENDING THE VENETA COMPREHENSIVE PLAN ORDINANCE 416, SECTION IV, SUBSECTION L; THE VENETA LAND DEVELOPMENT ORDINANCE 461, ARTICLE 4, SECTION 4.02, SUBSECTION (4)(c), SECTION 4.03, SUBSECTION (4)(f), AND SECTION 4.11, ARTICLE 5, SECTION 5.26, SUBSECTION (3)(d), ARTICLE 8, SECTION 8.20, SUBSECTION (19)(g); THE VENETA COMPREHENSIVE PLAN MAP GREENWAY PLAN DESIGNATION; THE VENETA ZONING MAP GREENWAY OVERLAY SUBZONE; AND DECLARING AN EMERGENCY.

MOTION: Sharon Hobart-Hardin made a motion to approve Ordinance 466 for first reading by title only with the word "existing" changed to "approved" for developed lots and the formatting correction pointed out by staff. Thomas Cotter seconded the motion which passed with a unanimous vote of 4-0.

Ordinance 466 was read as follows:

Ordinance 466, an ordinance amending the Veneta Comprehensive Plan Ordinance 416, Section IV, Subsection L, the Veneta Land Development Ordinance 461, Article 4, Section 4.02, Subsection (4)(c), Section 4.03, Subsection (4)(f), and Section 4.11, Article 5, Section 5.26, Subsection (3)(d), Article 8, Section 8.20, Subsection (19)(g), the Veneta Comprehensive Plan Map Greenway Plan Designation; the Veneta Zoning Map Greenway Overlay Subzone; and declaring an emergency.

MOTION: Thomas Cotter made a motion to adopt Ordinance 466 by second reading by title only and for final enactment with the corrections noted. Sharon Hobart-Hardin seconded the motion which passed with a unanimous vote of 4-0.

Ordinance 466 was read as follows:

Ordinance 466, an ordinance amending the Veneta Comprehensive Plan Ordinance 416, Section IV, Subsection L, the Veneta Land Development Ordinance 461, Article 4, Section 4.02, Subsection (4)(c), Section 4.03, Subsection (4)(f), and Section 4.11, Article 5, Section 5.26, Subsection (3)(d), Article 8, Section 8.20, Subsection (19)(g), the Veneta Comprehensive Plan Map Greenway Plan Designation; the Veneta Zoning Map Greenway Overlay Subzone; and declaring an emergency.

b. COUNCIL/COMMITTEE LIAISONS

Mayor Brooker said he had dinner with Anna Morrison and thanked her for the.

support she has given Veneta. She told him the County is pleased with the growth taking place in Veneta.

4. STAFF REPORTS

a. FINANCE OFFICER

- (1) **Resolution 923** - A RESOLUTION AUTHORIZING SIGNERS ON VARIOUS BANKING ACCOUNTS FOR THE CITY OF VENETA, AND REPEALING RESOLUTION 799

Ric said Resolution 923 was requested by the banks to allow the City to update its signature cards by adding Finance Director Jerri Moore as a signor.

MOTION: Darrell Carman made a motion to adopt Resolution 923 authorizing signers on various banking accounts for the City of Veneta, and repealing Resolution 799. Sharon Hobart-Hardin seconded the motion which passed with a vote of 4-0.

b. COMMUNITY SERVICES DIRECTOR

- (1) Park Board Goals - Presentation by Park Board
Acting Park Board Chair Gail Wilkie presented the Park Board Goals for 2006/07. The Park Board has four main goals and several sub-goals. The four main goals are (1) continue implementing the Parks Recreation and Open Space Master Plan, (2) analyze and develop an implementation plan based on the results of the community parks and recreations survey, (3) support and enhance recreational activities for all Veneta citizens, and (4) update the Parks System Development Charges.

Gail said the Park Board has three new members and they are looking forward to their input.

Mayor Brooker said he is glad to see the revitalization of the Ralph Johnson Park on the list of goals. He said it is currently underutilized and could be a good asset to the Veneta Downtown area. He said he would like to see that project as a priority.

Sharon Hobart-Hardin pointed out that two of the goals are nearly complete, the paving and lighting improvements for the Territorial Skate Park and the increased Parks Systems Development Charge. Margaret said adoption of the Parks SDC is scheduled for adoption on August 14, 2006.

- (2) Discussion regarding water conservation educational activities
At the last meeting the Council decided that water conservation measures should be voluntary, not mandatory. The Council packet includes a copy of the City's Water Management and Conservation Plan that was adopted in 2003. Chapter 2 of the plan includes a water conservation element that includes six conservation methods: (1) low-water-use landscaping, (2)

incentive programs that encourage conservation, (3) retrofitting or replacing existing inefficient water using fixtures, (4) adoption of rate structures that support and encourage water conservation, (5) reuse opportunities, and (6) other conservation measures identified by the City. The Council was presented with a memo that included ideas staff came up with to encourage voluntary conservation and educate the public. Margaret asked the Council for direction.

Sharon Hobart-Hardin said she has given it some thought and suggested putting together a display on low-water-usage landscaping that could be put up at City Hall and the library. She also suggested partnering with the library to put together an educational program. Another suggestion was to put together a pamphlet for developers on suggested landscaping and fixtures. She said EWEB may already have some information they could share with the City on ways to conserve water. The City could also review its water usage records and provide additional informational materials to customers with exceptionally high usage.

Darrell Carman said the cost of materials may not make it practicable. He suggested putting a "conservation tip of the month" message on the water bills.

Darrell Carman expressed concern that door hangers could leave the impression of being punitive. In response, Ric said the language would be educational in nature.

Sharon Hobart-Hardin also suggested contacting the school district to see if they could incorporate some curriculum that encourages water conservation. She said there has been a lot of success by introducing recycling in the schools. She also suggested holding some community forums with key speakers and an opportunity for citizens to have dialogue with elected officials.

Mayor Brooker invited Sharon to work with staff on the possibility of having a forum on water conservation. He said he is in favor of having more discussions with the public to get more ideas.

Darrell Carman said it is important for the Councilors to listen to the citizens. He said the citizens have expressed a concern that water conservation and growth are related issues. He said the citizens also expressed opposition to mandatory conservation. He said if the Council tries to force something on the citizens it becomes "us against them". He said he opposes that approach.

Mayor Brooker said he does not believe the subject of mandatory water conservation was raised as a result of growth. He said he is concerned about conserving for the future. He said he is also concerned about having a large enough supply of water to deal with situations like those that occurred this past week with 100 degree temperatures, an equipment

failure, and a fire. He said the City does not have an emergency situation now and he wants to make it clear that growth is not why the City asked for mandatory conservation. He said water conservation is a good practice for ten years down the road.

- (3) Request for approval of a contract to pave Territorial Park parking lot. The Planning Commission approved a site plan for the parking lot at Territorial Park in June, 2005. Although quotes were solicited at that time, there was not enough money in the budget to build the parking lot. The City has now budgeted for the improvements and obtained quotes from McKenzie Excavating in the amount of \$105,053 to construct the parking and from EPUD in the amount of \$5,061 to install security lighting. Landscaping and irrigation work will be done under separate contracts after the summer months. Staff recommended approving a total amount not to exceed \$120,000 to allow for some contingency funds.

Sharon Hobart-Hardin said she supports the improvements at Territorial Park which are on the list of Park Board goals.

MOTION: Sharon Hobart-Hardin made a motion to approve the contracts with McKenzie Excavation and EPUD in a total amount not to exceed \$120,000. Thomas Cotter seconded the motion.

Discussion: In response to questions Margaret said the site plan shows 19 spaces. The purpose of the lighting is for security, not for use of the park after hours.

VOTE: The motion passed with a vote of 4-0.

c. CITY ADMINISTRATOR

- (1) Adoption of the Fern Ridge Strategic Plan &
- (2) Recommendation to the Veneta Urban Renewal Agency for adoption of the Downtown Master Plan

Project Coordinator Dan Watts gave a power point presentation of both the Fern Ridge Strategic Plan and the Downtown Master Plan.

The City contracted with the Oregon Downtown Development Association (ODDA) to develop the Downtown Master Plan. Two public meetings were held to gather input from the public and an advisory committee was formed to provide additional feedback and advice. The Downtown Plan includes the area from Territorial to Fifth Street and from W. Broadway to Hunter Avenue. The purpose of the plan is to make Veneta's downtown area more cohesive and identifiable by creating gathering space for residents and visitors, developing a mix of compatible uses, improving the area aesthetically, and enhancing it as a pedestrian environment. Recommendations being made to achieve the goals of the downtown plan are to update the development standards, adopt property acquisition

policies for redevelopment, and to amend the Veneta Urban Renewal Plan.

The Fern Ridge Strategic Plan was first created in 1996 and has been updated to reflect current issues raised by stakeholders and a committee of 36 volunteers. Five community meetings were held to get input. Goals, strategies, and action plans were developed to implement the plan. The focus areas are quality of life, business development, workforce development, and infrastructure. A progress board has been established to meet and oversee the implementation of the plan.

At the conclusion of his power point presentations, Dan recommended that the Council adopt the updated Fern Ridge Strategic Plan and to make a recommendation to the Urban Renewal Agency that the Downtown Master Plan be adopted.

MOTION: Sharon Hobart-Hardin made a motion to adopt the Strategic Plan. Thomas Cotter seconded the motion which passed with a vote of 4-0.

MOTION: Sharon Hobart-Hardin made a motion for the City Council to recommend to the Veneta Urban Renewal Agency that the Downtown Master Plan be adopted. Darrell Carman seconded the motion.

Discussion: In response to a question, Ric said the plan will be presented to the Veneta Urban Renewal Agency for adoption at their next meeting on August 14, 2006.

Thomas Cotter asked if they should hold a public hearing before adopting the Downtown Plan. Mayor Brooker said he felt there has been a lot of public input. Darrell Carman agreed there has already been a lot of public input and said he is not sure they will get anything more by holding a public hearing.

Ric suggested rather than holding a formal public hearing, they could allow public comments about the plan when it is presented to the Urban Renewal Agency. Ric said before the Urban Renewal Plan can be updated to include funding for the downtown plan, the public will be given another opportunity to comment.

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

Mayor Brooker said the next step will be to present the Downtown Plan to the Veneta Urban Renewal Agency for adoption and to discuss amendments to incorporate it into the Urban Renewal Plan.

(3) Well 10 update

Ric said the pipeline has been installed and connected to Jeans Road. The pressure test was being done today. The control panel and pump motor should arrive by the end of the week and by Monday that part of the Well 10 project should be complete. The project came in under \$200,000.

Ric said the next phase of the project will be for Jerry Elliott to finish the specifications and bid documents for the filtration plant.

Ric said the water line will only be used in the event the City's main water reservoir falls below an acceptable level. He said the fire last week is an example of the need for redundancy in the system.

5. OTHER

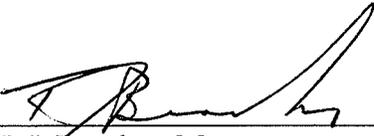
Civic Calendar for August 2006

Mayor Brooker advised the Council the Civic Calendar is being presented for approval at this time because staff is recommending the cancellation of the August 28, 2006 Council meeting. The next Council meeting is scheduled for August 14, 2006. Darrell Carman advised the Council he will be unable to attend the August meeting.

MOTION: Thomas Cotter made a motion to adopt the Civic Calendar for August 2006 without the August 28th Council meeting. Sharon Hobart-Hardin seconded the motion which passed with a vote of. 4-0.

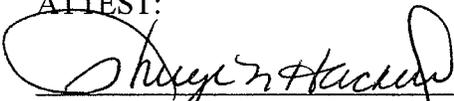
6. ADJOURN

Mayor Brooker adjourned the Veneta City Council at adjourned at 9:17 p.m.



T. J. Brooker, Mayor

ATTEST:



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