

Minutes of the Veneta City Council
January 8, 2007

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

Absent: None

Others: Ric Ingham, City Administrator; Margaret Boutell, Community Services Directory; Darci Henneman, Assistant City Recorder; Kyle Schauer, Public Works Superintendent; Brian Issa, Planner; and Jeneca Jones, West Lane News

Mayor Brooker called the Veneta City Council meeting to order at 7:05 p.m.

1. PUBLIC COMMENT

None.

2. SWEARING IN OF NEW COUNCILORS

Assistant City Recorder, Darci Henneman, swore in City Council Members Darrell Carman and Sharon Hobart-Hardin.

3. CONSENT AGENDA

The consent agenda as approved included minutes for November 27, 2006 and December 11, 2006 and bills paid for December 2006/January 2007

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

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

4. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

(1) State of the City Address

Mayor Brooker gave his State of the City address. A copy is attached for review.

(2) Election of Council President

MOTION: Sharon Hobart-Hardin made a motion to elect Thomas Cotter as Council President. Darrell Carman seconded the motion which passed with a 5-0 vote.

(3) LCOG Appreciation Dinner

Ric said Council members received information about the dinner which will be Thursday, January 25, 2007, in Cottage Grove. Ric asked the Council members to confirm their attendance with staff so they can submit the appropriate names. An RSVP is requested.

b. COUNCIL/COMMITTEE LIAISONS

- (1) Marion Esty asked Jim Bruvold, Veneta Planning Commissioner, who was in the audience, what the outcome of the Phase II of the Fern Ridge Storage Unit Limited Land Use decision was. Jim said the Commission recommended the applicant come back with a new plan.

Ric, said because the applicant still has an opportunity to appeal the Commission's decision, the matter should not be discussed.

- (2) Darrell Carman, stated he, Margaret Boutell and Ric Ingham attended the last LCOG meeting at the EPUD building. During that meeting the building lost its electricity. He said an EPUD representative did the main presentation which was on regional water supply.

In addition, Mayor Brooker's request on the Coordinated Population Process received a unanimous yes vote and should go forward.

Regarding the regional water supply discussion, Mayor Brooker asked if all areas of the county were pooling their resources. Ric responded that each jurisdiction should be making a specific request of EWEB to address the region's water needs. The representative from EWEB encouraged individual jurisdictions to approach them with joint projects or feasibility studies as the best means to move along a regional discussion about how EWEB can help meet their water shortages with the outlying communities', while addressing EWEB's challenge to perfect some of their water rights.

Sharon said the Park Board met last week and had a great meeting. She said the Ralph Johnson Park is the Park Board's number one priority. The implementation of the University of Oregon student's design is the goal. She said the park might be done in May of 2007. The Board has a fundraising plan in the works and will bring it to Council. She said the redesign will allow more seating and trails within the park, an overhead arbor and rock wall. Sharon said it is a beautiful plan and will make the park a real jewel for downtown Veneta. Marion asked if the adjacent land will used in the redesign. Sharon said yes.

5. STAFF REPORTS

a. COMMUNITY SERVICES DIRECTOR MARGARET BOUTELL
Public Works Activity Report for December 2006

Kyle said the Public Works crew had significant activities in December. The crews are still in the process of installing Automated Meters (AMR) for all City residences. The total water use was 14, 625,000 gallons. This figure was consistent with the past several months. Public Works had 86 service calls. This figure has decreased, Kyle felt, because of the AMRs. The City had only two shut-offs due to non payment - this is the lowest ever. Kyle said the Public Works crews assisted with the test well at the Public Works Yard. The pump is installed but he had no information on the pump test.

Kyle said Well 9 lost a few days of production due to the failure of a cooling fan. In response to a question from Mayor Brooker, Kyle said he should know by next week if this will be a continuing problem.

Kyle said the DEQ inspection went off without a hitch. There were no citations or violations and the overall process was very positive.

Kyle said the City's National Pollutant Discharge Permit is in the process of being renewed with some possible changes. This permit is renewed every five years and the permit is up for public review at this time.

Kyle said crews worked hard to keep the water flowing during the recent heavy rains, removing leaves, garbage, etc. The Public Works crews were able to clean up the flooding at Strike and Spare Streets. The water is flowing but crews will watch this area for continued flooding.

Kyle scheduled a vactor truck to clean the stormwater lines periodically because of all the debris that travels through them.

The windstorm caused minor damage. Three trees were lost at the Broadway St. Park and one at the TSP fields. Crews cleaned up the debris and there was no damage to buildings.

Kyle said focus has been put on maintaining park benches and tables. He had eight animals complaints. Two goats were captured and returned to owners.

Eight building permits were issued in the month of December and the Public Works crew participated in the annual food drive and Santa Project.

Ric said crews laid down new stop lines at stop signs. Kyle said the Public Works crews have applied a tape instead of paint on the roadway surface at various stop signs within the City. Kyle said the tape is heated, and the tape lasts longer, up to five to seven years. Kyle said the installation was fairly easy and Bruce had experience with this process prior to working for the City. Kyle said if this process isn't needed every year, it will be more cost effective for the City. Kyle said the application is very shiny and somewhat reflective.

In response to a question from Mayor Brooker, Kyle said the line vacuuming is done by a company using very expensive equipment. They provide a bid for the work and charge by the hour.

In response to a question from Darrell Carman, Kyle said there hasn't been a flooding problem at Cherry and Oak Island Streets and he doesn't believe the water crested over the street center line. However high water signs were set up and to his knowledge it wasn't to the level that he has seen previously.

In response to a statement from Marion about water moving more freely in the last few weeks than in the past, Kyle said it was probably due to crews getting the word out to residents to remove debris from streets and gutters allowing the water to flow better.

Kyle said the Blek Street area didn't seem to be as bad as previously. Water seemed to be traveling better than in previous years. Kyle said maintenance was done by home owners on that ditch, and this definitely helped.

Ken Jones, attorney for the City, was introduced and welcomed by staff and the Council.

(2) Pool Repair

Margaret said, as directed by the Council at the December 11, 2006 Council meeting, staff brought back a scope of work outlining the steps needed to replace the damaged pool with a larger one that would meet the community's needs for the present and into the future. Before funding can be determined, the pre-design process needs to be completed. Margaret said the funding plan may involve a bond measure. The consultant, Robertson/Sherwood, determined an estimate of the pre-design process. Margaret said the cost for the pre-design is approximately \$15,000. The cost would be reduced to \$10,000 if the evaluation of the bathhouse is not included. Margaret said the combination of the Park & Recreation Fund Contingency of \$4,500 and the General Fund Contingency of \$10,500 would pay for the pre-design. Margaret said several decisions need to be made, including the intended usage, the footprint, restroom facilities, other amenities, funding, etc. Margaret provided several options to Council for completing the preliminary phase of the pre-design. She said staff could meet with the consultant to create a preliminary plan or Council could hold a work session with the consultant to do the same. Margaret said then staff would gather information on the funding plan, including information from other communities, and provide that to Council.

In response to a question from Tom, Margaret said yes, construction of a larger pool would require a larger bathhouse and restrooms.

In response to a statement made by Sharon, Margaret said a larger pool would fit at the existing site but a different footprint would be required.

Ric said the existing site could be used if the pool was shifted north or south and it included the relocation of the bathhouse. He said working with the plumbing to the existing bathhouse may cause some difficulties.

Margaret said the existing site should be considered because parking, water and the community center are all there and the location should be used if possible.

In response to a question from Darrell if an RFP was put out on the pool project and is Robertson/Sherwood's fee just for the pre-design. Margaret said no, it's not necessary to do an RFP. If council would like to, it could be done but Margaret said according to our procurement rules, anything under \$25,000, the City staff can make a recommendation. Margaret said yes, it's just for the pre-design.

Ric said Robertson/Sherwood came back with a fairly reasonable estimate. Ric said it's a good way to get the community through what we need now and for the next 10 to 20 years.

Sharon said once the pre-design is put together, a community meeting should be held for the public to look at and discuss the proposal to decide if the community needs are met with a new pool, lap pool, wading pool, etc. Margaret said the cost estimate could be included along with architectural renderings and schematics.

Mayor Brooker suggested the Council make a motion.

MOTION: Sharon Hobart-Hardin made a motion to authorize staff to proceed with the preliminary conceptual design with Robertson/Sherwood not to exceed \$10,000. Darrell Carman seconded the motion which passed with a 5-0 vote.

(3) Pool Financing

Ric agreed with Sharon's suggestion to have a public meeting to provide the plan for public viewing.

Ric said based on preliminary research, the cost to upgrade the pool facility, being nothing elaborate, the cost would be approximately \$1,000,000. He mentioned a possible contribution of \$300,000 from the insurance claim. Ric said funds of \$150,000 to \$200,000 are available from SDC's but this may be over a longer period of time than the City would be allowed to finance the pool. Ric said the City can't really rely on many donations from the community. The City and the community built the pool prior to the City's incorporation, and the pool was given to the City after that. Ric said we're looking at approximately \$500,000 in needed resources that the City doesn't have to build the pool. In talking to other communities, Ric said more than likely a levy and bond would be required to pay for the pool. Ric said this is an opportunity to re-engage the community with the creation of a Parks and Recreation District with the initial purpose of assisting in funding a new pool. Ric said City residents use the pool as well as residents throughout the entire community - Elmira, Noti, etc. Ric asked the question: is it fair to ask that only City residents pay for a new pool via a levy or bond or is it more appropriate to ask for funding from the broader community?

Tom said there are advantages of living in a Parks District. District residents would pay a district rate rather than an out of district rate to use the pool.

Marion asked Sharon if the Park Board had discussed the swimming pool issue. Sharon said they talked briefly but wanted to wait and see what direction the Council was going before they tried to offer any assistance.

Tom felt there were two issues to be resolved. 1.) Replacing the pool and do it as soon as possible so the City can take advantage of only being out of a pool for a year and a half. If a Park District is not formed and the City constructed the same size pool now, it wouldn't be larger and would only be usable a few months out of the year. 2.) He felt if the Council created a Park District and waited to build and fund a new pool, which would probably take longer than a year and a half, the City could possibly construct a year round facility. If the Park District is formed correctly, the funds could carry this. He would like to see the pool be completed sooner and then create a Parks and Recreation District.

Ric said ideally this should go before the voters. The upcoming May election is a possibility as is the November. If the Council created a Parks and Recreation District and the community said yes to it simultaneously, a funding measure could also be created to ask the voters to authorize the issuance of a bond to be re-paid rather than the Parks and Recreation District funding the entire pool construction. Ric said this can be done at the same time but if both were defeated the City would still need to go back to the residents of Veneta. Ric said even if decisions were being made immediately, there will be no pool

until 2008 unless construction begins this summer. The likelihood of completing all these steps, along with funding, is doubtful anyway even if the City just replaced the existing facility.

Ken Jones said the creation of a special district, involving any taxing money, can only occur in May and November of an even numbered year. That would affect the City's time line. Any election other than the November, 2008 will require the 50/50.

Ric said he and Margaret looked over all the information on the double majority, but that information wasn't apparent to them. Ric suggested putting the discussion of the creation of a Parks and Recreation District on hold for now.

Mayor Brooker said Council will continue discussing this issue once the pre-design and estimated costs are known.

Ric said staff will work with Ken Jones to get a better idea of the different processes and funding opportunities available. Ric said a top priority is determining the ability for the City to use SDC funds or operating revenue to retire the debt.

In response to a question from Darrel on the insurance coverage for the pool damage, Ric said the replacement cost will be covered by the City's insurance. He said an estimate was expected at the first of the year but had not been received. Ric said if the pool replacement cost is \$250,000 to \$350,000, the City would be likely to see this amount in a claim.

(4) Summer Recreation Program

Margaret said this will be part of next year's budget. She made a couple of initial contacts to various organizations to provide services to our community. One contact with a bus company, indicated they could provide transportation to Amazon Park. Margaret said this could be a weekly or bi-weekly service. YMCA is willing to do some park projects in our parks this summer. Margaret said this was not something that had been done in the past. Margaret said staff is working hard to provide our community children some recreation this summer but unfortunately they may be sent to Eugene for swimming. Margaret said Jenny, the contact for the Explorer's Club, an arts program at Veneta Elementary, said she is willing to extend and expand class offerings.

Ric said it's important to maintain swimming lessons and the swim team. He asked the Council if they wanted staff to explore other agencies, i.e., YMCA, Amazon Pool. However, if the City made a request to those agencies to expand their programs, is there any liability on the City's part or should the City contract with these agencies to provide their own programs in our community.

In response to a question from Mayor Brooker, Ric said staff could provide a list of programs available or wait until the Retreat at the end of the month. Ric said it may not be as easy as just putting an ad in the paper. It may become more involved.

Mayor Brooker said it is important to provide summer programs for residents to replace the aquatic programs and asked staff to contact agencies in Eugene to continue some programs for residents.

Thomas Cotter suggested contacting the American Red Cross for information on swimming lessons.

Sharon felt the City should provide other summer programs other than swimming. She said there may be volunteers to provide teaching programs and liked the idea of providing more to our community children. She said with the growth of our community, the City should provide other activities to children.

After much discussion, it was determined that City staff would work on providing some summer activities for the community. However, the City should not spend more funds on activities this year than it has in previous years. Margaret said in previous years, the pool did not generate much income. Mayor Brooker said he looks forward to staff providing more information on a summer program.

b. CITY ADMINISTRATOR RIC INGHAM

(1) Council Retreat

Ric said staff is looking forward to working with council members over the next two years and that a retreat has been scheduled for the Council on January 27, 2007. Ric asked Council members if the date will work for them. Ric said Dick and Barbara Townsend have agreed to facilitate the retreat. Ric said he wanted something that can help with prioritizing activities and aid in the development of our annual budget. He said the management team will come forward with day-to-day as well as long term issues and requested Barbara and Dick to meld these and Council priorities together and develop a two-year work plan. Ric and the Mayor felt it should be held at City Hall and should be open to the public.

Mayor Brooker said Dick Townsend facilitated the retreat two years ago. Goals were established and are still being worked on if they haven't already been completed. Mayor Brooker said it is important to create a plan of action, giving staff the ability to look forward and get issues prioritized to make a long term plan.

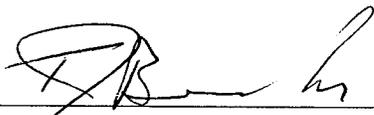
Staff and Council agreed on the retreat to be held at City Hall on Saturday, January 27, 2007, from 9:30 to 3:30.

6. OTHER

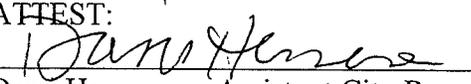
In response to a question from Marion, Margaret said the E. Bolton LID FAQ sheet staff is providing to affected property owners is not complete. When it is, Margaret will provide Marion a copy.

7. ADJOURN

Mayor Brooker adjourned the City Council at 8:20 p.m.



T. J. Brooker, Mayor

ATTEST:


Darci Henneman, Assistant City Recorder
(minutes prepared by dhenneman)
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