

**Minutes of the Veneta City Council**  
**March 12, 2007**

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

Absent: None

Others: Ric Ingham, City Administrator; Margaret Boutell, Community Services Directory; Darci Henneman, Assistant City Recorder; Carolyn Connelly, City Attorney; Mona Linstromberg, Linda Booth, and Jeneca Jones, West Lane News

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Mayor Brooker called the Veneta City Council meeting to order at 7:03 p.m.

**1. PUBLIC COMMENT**

**Mona Linstromberg, 87140 Territorial Rd., Veneta, OR;**

Ms. Linstromberg spoke about Measure 37 and how it threatens farm/forest landowners in Oregon. She said Measure 37 would allow large parcels of rural land to be developed outside city limits through the state. She said Oregon farm/forest landowners received tax reductions totaling \$4.8 billion. Past Governor, Victor Atiyeh is endorsing the passing of Senate Bill 505 as the first step toward solutions to the unresolved issues associated with Measure 37. She is requesting the City adopt a resolution similar to the one Lincoln City recently adopted.

**Linda Booth, 25331 Jeans Rd., Veneta, OR,**

Ms. Booth would like to commend staff and council on the tree ordinance. She would like to know when the tree ordinance amendment public meetings would be held. She said the Faces of Fern Ridge and the Distinguished Persons Awards banquet will be held Thursday, March 15, 2007 at Crow High School. She encouraged all to attend.

**2. CONSENT AGENDA**

Darci Henneman pointed out minor corrections to the minutes.

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

**Vote: Thomas Cotter, aye; Mayor Brooker, aye; Darrell Carman, aye; and Sharon Hobart-Hardin, aye. (Marion Esty not yet present).**

The consent agenda as approved included the amended minutes for February 26, 2007 regular meeting and February 26, 2007 Work Session, Bill Payables for February 2007, and the Public Works Report for February 2007.

**3. PUBLIC HEARING - COMMUNITY DEVELOPMENT BLOCK GRANT**

a. **Resolution 936 - A RESOLUTION AUTHORIZING THE VENETA CITY COUNCIL TO SUBMIT A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) IN CONJUNCTION WITH THE LANE MIROBUSINESS**

1. Open Hearing: Mayor Brooker opened the public hearing at 7:16 p.m.
2. Declaration of Conflict of Interest or Ex-Parte Contacts: None

3. Staff Report - Ric Ingham  
Ric told the Council the City applied for a \$100,000 block grant that would assist local low income entrepreneurs. If the grant is awarded, it would allow Lane Microbusiness to expand its services to Veneta for at least one year.

4. Public Testimony

**Shawn Winkler-Rios, 2794 Stark St., Eugene, OR**

Mr. Winkler-Rios, Executive Director of Lane Microbusiness, which is a non-profit organization assisting small start up businesses, told the Councilors Lane Microbusiness trains entrepreneurs to use their ideas and skills to become self employed. Mr. Winkler-Rios said Lane Microbusiness would offer training, counseling and start-up capital to low income applicants. He said the clients do most of their own research to find a business or idea that is suitable to them. He said his organization fills a need in all communities and connects people with ideas and skills to potentially build a business and become self-employed.

5. Questions from the Veneta City Council

Sharon Hobart-Hardin said Mr. Winkler-Rios spoke to the Economic Development Committee last fall. She encouraged the City to support the project and said the potential growth is huge for the Veneta area.

In response to questions from Mayor Brooker and Darrell Carman, Mr. Winkler-Rios said the City would be administering the block grant with fiscal reporting duties, guiding the program where the City would like to see entrepreneurial development, and supporting the City's economic goals. Mr. Winkler-Rios said the program begins with a feasibility study. Applicants are educated first by showing them who their potential customer would be as well as their competitors. He said the entrepreneurs do most of the research and build their skills to succeed on their own.

In response to a question from Darrell Carman, Mr. Winkler-Rios said his company would do the outreach.

In response to a question from Thomas Cotter, Ric said staff time would be minimal. Staff would submit the grant application and work on the financial and fiscal part of the program. He said Lane Microbusiness would produce 99% of the reports.

Sharon Hobart-Hardin and Thomas Cotter agreed this program would be an asset to the community.

6. Close of Public Hearing: Mayor Brooker closed the public hearing at 7:23 p.m.

7. Deliberation and Decision

(1) Discussion by Council: None

**MOTION: Thomas Cotter made a motion to approve Resolution 936. Sharon Hobart-Hardin seconded the motion, which passed with a vote of 4-0. (Marion Esty not yet present).**

**4. DEPARTMENT REPORTS**

a. FROM MAYOR/COUNCILORS

Sharon said the Park Board is planning a community barbeque and tree planting/clean up day focused on the Territorial Park. She is hoping this will become an annual event. She also said the Easter Egg Hunt is in full swing.

Mayor Brooker said there was a town hall meeting with Bill Fleenor and Sheriff Burger. Mr. Fleenor presented some history of the budget deficits and Rural Schools Act. Mayor Brooker said the presentation was very helpful. He said Mr. Fleenor is trying to find solutions to the lack of funding in the rural communities. Mayor Brooker said Mr. Fleenor was very interested in helping communities and listening to comments from the public. Mayor Brooker felt Mr. Fleenor is taking the right approach.

b. COUNCIL/COMMITTEE LIAISONS

(1) Long Tom Watershed Council Presentation

Dana Erickson of the Long Tom Watershed Council (LTWC) presented a power point presentation to the Councilors, staff and audience. She said the LTWC has been operating for over 8 years and was started by some Veneta residents. Ms. Erickson said the LTWC consists of 410 sq. mi., including Junction City and Monroe. She said 92% of that is privately owned land. She said there is an open membership and invited everyone to join. She said the LTWC assists private landowners by connecting them to technical assistance. She said a key part of their work is to create more salmon habitat without the federal government's involvement and by educating the public.

She said one project they worked on with a private landowner consisted of removing a culvert and placing a bridge over a stream. She said by removing the culvert, they opened up 40 miles of upstream flow which replaced habitat for fluvial and residential Cutthroat Trout and juvenile spring Chinook rearing. She said there has been a significant loss of Oak habitat and wide spread bacteria problems.

Ms. Erickson said the LTWC members accrue over 4,500 volunteers hours per year. They have completed 22 restoration and enhancement projects. She said they will be holding a community meeting at the Veneta Community Center on March 27, 2007 and encouraged all to attend.

Mayor Brooker thanked Ms. Erickson for her informative presentation. He said he would like to receive more information on projects in the local areas that have benefitted from the LTWC as well as more programs offered in our community. He suggested locating wetland sites within our community and working with the LTWC to turn them into viewing/hiking areas.

Marion Esty arrived at 7:50 p.m.

**5. STAFF REPORTS**

a. FINANCE DIRECTOR ..... JERRI MOORE

(1) First Quarter Financials

Jerri reviewed the finance report for the first quarter of the 2006/07 fiscal year. She felt the first quarter expenditure numbers were in line with the budget.

In response to a question from Mayor Brooker, Jerri said Zumwalt Campground income would

be shown in the beginning of this fiscal year (2007/08).

In response to a question from Darrell, Jerri said property taxes to support law enforcement won't come in until the second quarter of the year (November, 2007).

(2) Audit Update

Jerri said staff was ready to submit the audit report ending 2006 but at the last minute they became aware of omissions in reporting infrastructure for the two preceding years. She said because of the implementation of Government Accounting Standards Board (GASB No. 34), she felt it would be appropriate to include the information in the 2005/06 year or amend the two previous years' financial reports. Staff contacted City partners and asked how they would like staff to proceed with this matter. Jerri said one suggested collecting the data to be included in the current audit report. She told the Councilors she felt the other partners would agree with including the data with the 2005/06 year and not request City staff to amend the previous two years' reports.

In response to a question from Mayor Brooker, Jerri said GASB No. 34 requires municipalities to report information on all assets, including city owned infrastructure. She said prior to the GASB No. 34, the detail information was only reported for enterprise funds, i.e., water, sewer. She said now all infrastructure assets, dedicated to the City, by developers, are required to be included. Jerri said the City Engineer is responsible for keeping records of the bids and estimates to place a value on the finished development when the dedication to the City takes place.

In response to a question from Darrell Carman, Jerri said GASB stands for Government Accounting Standards Board.

In response to a question from Marion Esty, Jerri said the development dedications totaled nearly \$3,000,000.

Jerri said a process and procedure has now been created to capture this information. She requested a postponement until June in order to assess the volume of information needed to be accumulated. She said this addition will be made to this years' audit report.

b. COMMUNITY SERVICE DIRECTOR. . . . .MARGARET BOUTELL

(1) Parks In-Lieu-of Fee

Margaret said the Land Development Code was recently updated to establish a Parks In-Lieu-Of Fee. She said the dollar value per acre is to be set by a resolution of the City Council. She said the Veneta code is based on the City of Sandy. Margaret said the City of Sandy used an appraisal on undeveloped land of \$241,000 per acre. She suggested using recent appraisals of the Territorial Sport Program fields (six acres at \$54,340 per acre) and the Bolton Hill site (\$92,850 per acre). Margaret suggested using \$75,000 per acre as an appraisal figure because it's in the middle of the two figures. She spoke with an appraiser but he felt uncomfortable assisting her with these figures but suggested an \$80,000 figure. She said appraisals of property in the Veneta area vary. When the Park Land Ordinance was drafted, a \$75,000 figure per acre was used. Margaret requested the Councilors approve the \$75,000/acre figure based on the two recent appraisals. Margaret said there are several potential park sites but if the City decided to have each site appraised, it would cost \$7,200.

In response to a question from Darrell Carman, Margaret said the percentage of the park land for the size of development has already been adopted.

Darrell Carman and Sharon Hobart-Hardin agreed the recent appraisals are sufficient for establishing the fee.

In response to a question from Thomas Cotter, Margaret said once the Councilors agreed on a dollar per acre figure, the figure would be updated annually.

Mayor Brooker felt the appraisals Margaret suggested using are low and he was concerned about using them. He said the Code is based on undeveloped land which would have a lower appraised value than developed land.

Ric said staff is looking for direction from the Councilors.

In response to a question from Darrell Carman, Margaret said not all park land purchased by the City is developed. She said some is undeveloped when purchased.

Ric said in order to utilize the City's resources, the property should be purchased prior to development. He said in order for a land dedication to the City to take place, the property should be undeveloped.

The Councilors did not feel comfortable picking a dollar per acre figure. Ric suggested staff present the Council with supporting documents to substantiate the \$75,000 figure per acre.

c. CITY ADMINISTRATOR ..... RIC INGHAM  
(1) Update of 2006-07 Work Plan

Ric referred to his handout that supercedes the packet copy. He said Sheryl had the ordinances codified and the new process will make updates on-line available within a matter of days versus several months.

Ric said the compensation survey, that compares Veneta to other cities, was completed by Jerri. He said Darrell Carman and Mayor Brooker will be heading up the compensation committee.

Sgt. Harrold told the Councilors the addition of the half time deputy is still possible because Creswell is still wanting to share this position. Ric said if the Lane County budget cuts come to fruition, we probably won't be getting the same officers or the added half-time position.

Ric said the Cornerstone project is 99% completed. He said the street light posts have not yet been installed. He said the realtors wanted the barricades removed so potential buyers could view the lots. He said the final plat has not been submitted to the City.

Ric said the acquisition of the Luther Lane property is on hold until a footprint from ODOT is acquired. He said ODOT pulled the property from their surplus property list. In response to a question from Mayor Brooker, Ric will work with the Lane Transit District on the project to take advantage of the next round of Connect Oregon, which is a state backed lottery funds program for transportation. This project would be eligible for some of those funds.

Margaret said the design standards are being drafted for commercial and residential properties.

She would like to have a Council work session and suggested listing the work session dates for the remainder of the year and pick one to discuss the design standards.

Sharon Hobart-Hardin suggested having a work session on a non-City Council night. She said three hour meetings become unproductive.

Margaret said the Lane County Planning Commission is meeting March 20, 2007. She said the Urban Growth Boundary expansion for Perkins Rd. is on the agenda.

Margaret said the lighting and lawn at Territorial Park will be completed soon, weather permitting.

Margaret said the City hired Kristen Kelly, as a grant writer. The Territorial Sports Program acquisition is first on the list of grant applications. She said the application is due April 13, 2007.

Margaret said staff is putting together a model for Phase I of the Storm Water Management Plan. She said the survey work was conducted the first part of March, 2007.

Margaret said she looked into a possible spay/neuter clinic to be held in connection with the Veneta Veterinary Clinic.

Margaret said the Bolton Hill Rd. project was included in the last County Capital Improvement Project (CIP). She said the county conducted public hearings on this issue. Ric said staff is advocating diligently to keep the Bolton Hill project in the County's CIP. He said the City would help fund this project by contributing \$360,000. He said the City offered to take ownership of the entire road to encourage the County to do this project. He said this is the last chance to get county funding for this project or any other county road project for the next five to six years.

Mayor Brooker agreed with Ric and said the City should do whatever it takes, within reason, to get the Bolton Hill Rd. Project done.

Mayor Brooker temporarily adjourned the Veneta City Council at 8:40 p.m. and started the Urban Renewal Agency at 8:44 p.m. Mayor Brooker called the regular Council session back to order at 9:07 p.m.

(2) Proposed Two Year Work Plan (Postponed)

## 6. OTHER

Ric reminded everyone the Distinguished Service Awards and Dessert, "Faces of Fern Ridge", will be held at Crow High School, March 15, 2007 at 6:30. He said the event is sponsored by Kiwanis and the Fern Ridge Chamber of Commerce.

Ric said that Mayor Brooker and Darrell Carman will be meeting with two staff members to discuss the compensation package for the 2007/08 fiscal year.

Ric said the title company received the final documents for the land swap for the Tanglewood lots and the filtration lot. Ric requested authorization from the Councilors for him to sign the

closing documents with Ken Jones. The Councilors agreed.

Ric suggested the back phone line at City Hall be turned into an events line. He said currently there is no information phone number for the Wings and Wine event. Councilors agreed that was a good idea.

Ric said applications are due April 14, 2006 for the next round of R.A.R.E. students. He said if the City is fortunate to get another R.A.R.E. student, that person would help develop a Community Facility Project, which could possibly include a senior citizen group, ART, Inc. group, a youth center, events facility, tourist center, etc. He said once the group is formed, it would be in conjunction with the Ford Family Five Year Leadership Program.

**MOTION: Sharon Hobart-Hardin made a motion to direct staff to begin the pre application process for a R.A.R.E. internship with the City of Veneta. Thomas Cotter seconded the motion, which passed with a vote of 5-0.**

Margaret reminded everyone there is a Park Board opening and Jerri Moore said she has received two applications for the openings on the Budget Committee.

Carolyn Connelly, City Attorney, was introduced.

## 7. EXECUTIVE SESSION

At 9:43 p.m. Mayor Brooker adjourned the Council into executive session under ORS 192.660(2)(e), ORS 192.660(2)(f) and ORS 192.660(2)(h).

Having made no decisions, the Council returned to the regular Council session.

Margaret suggested offering the seller of the 8<sup>th</sup> Street property adjacent to Fern Park to trade for the Bolton Hill property appraised at \$100,000 and \$43,000 in SDC credits.

Thomas Cotter suggested adding a contingency that seller would remove the existing house from the property or incur the cost of the removal and a time limit on the SDC credits.

**MOTION: Sharon Hobart-Hardin made a motion to direct staff to offer the seller of the 8<sup>th</sup> St. property the Bolton Hill property (appraised at \$100,000) and \$43,000 in SDC credits. Marion Esty seconded the motion.**

Mayor Brooker suggested making an amendment to the motion to include a time limit of two years on the SDC credits and to require the seller to remove the house.

**MOTION: Sharon Hobart-Hardin amended the previous motion to include a two year time limit on the SDC credits and require seller to remove the existing house. Marion Esty seconded the motion, which failed with a vote of 2-3 (Mayor Brooker, Darrell Carman and Thomas Cotter voting no).**

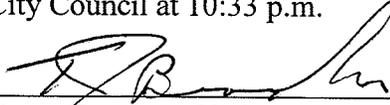
**MOTION: Darrell Carman made a motion to direct staff to make an offer to trade the 8<sup>th</sup> St. Property for the Bolton Hill property and set a two year time limit for the \$43,000 in SDC credits. Sharon Hobart-Hardin seconded the motion, which passed with a vote of 3 to 2 (Mayor Brooker and Thomas Cotter**

voting no).

**MOTION:** Mayor Brooker made a motion to direct legal council to negotiate a stipulated judgment in the Vloedman matter. Thomas Cotter seconded the motion, which passed with a vote of 5-0.

**8. ADJOURN**

Mayor Brooker adjourned the Veneta City Council at 10:33 p.m.

  
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Mayor Brooker, Chairman

ATTEST:

  
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Darci Henneman, Assistant City Recorder  
(prepared by dhenneman)