

Minutes of the Veneta City Council

March 9, 2009

Present: Mayor Sharon Hobart-Hardin, Darrell Carman, Marion Esty, and Sandra Larson
Absent: T. J. Brooker
Others: Ric Ingham, City Administrator; Brian Issa, Community Services Director; Sheryl Hackett, City Recorder; Darci Henneman, Assistant City Recorder; and Ephraim Payne, West Lane News

1. PUBLIC COMMENT

None

2. CONSENT AGENDA

MOTION: Darrell Carman made a motion to approve the consent agenda as presented. Marion Esty seconded the motion.

Vote: Marion Esty, aye; Darrell Carman, aye; Mayor Hobart-Hardin, aye; and Sandra Larson, aye.

The consent agenda as approved included minutes for the January 31, 2009 City Council Goal Setting Session; minutes for the February 9, 2009 and February 23, 2009 regular City Council meetings and the Public Works Activity Report for January and February, 2009.

3. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

Marion Esty said fund raising for the Fern Ridge Community Library has slowed. She said she attended a legislative meeting on Saturday, March 7, 2009. She said the main topic of discussion was serving Oregonians and getting practical about spending funds. She said many legislators were present, including Paul Hovey and Floyd Prozanski.

Darrell Carman attended the LCOG meeting last week. He said an LCOG planning session for the upcoming year was discussed as well as what assistance LCOG can possibly provide local governments to coordinate communities with one another. He said many good ideas were discussed at the meeting and Ric should be receiving the meeting report.

Mayor Hobart-Hardin said the Regional's Mayor's Group of Lane County and the Western Cities' Alliance will meet in April.

Sandra Larson said she attended the Pool Committee meeting on Thursday, March 5, 2009. She said they are working on fund-raising and gathering letters of support. She said 12 letters of support have come in and they are expecting more. She also said the Mr. Falcon Pageant at Elmira High School has added the pool fund to their list of charities.

4. STAFF REPORTS

- a. CITY RECORDER.....SHERYL HACKETT
(1) Ordinance 488 - AN ORDINANCE AMENDING CITY OF VENETA ORDINANCE NO. 371 REGULATING TRAFFIC ON THE STREETS AND PUBLIC WAYS OF THE CITY OF VENETA, AND DECLARING AN EMERGENCY. First reading by title only. Second reading by title only and for final enactment.

Sheryl said at the February 23, 2009 City Council meeting the Council requested staff to finalize Ordinance 488 and present it for first and second reading by title only and declaring an emergency. Tonight, at legal counsel's suggestion, she presented

a reformatted ordinance. The ordinance now contains two subsections with the original language as subsection 1 and the new prohibited parking language as subsection 2. In addition, legal counsel suggested adding the specific ORS Chapter that defines the particular vehicles that will now be prohibited from parking in residential zones. Staff requested the Council to approve Ordinance 488 and declare an emergency and make two separate motions for first and second reading.

MOTION: Darrell Carman made a motion to approve Ordinance No. 488 for first reading by title only. Sandra Larson seconded the motion which passed with a vote of 4-0.

Ordinance No. 488 was read into the record for first reading by title only.

MOTION: Darrell Carman made a motion to approve Ordinance No. 488 for second reading by title only and declaring an emergency. Sandra Larson seconded the motion which passed with a vote of 4-0.

Ordinance No. 488 was read into the record for second reading by title only and for final enactment.

b. COMMUNITY SERVICES DIRECTOR.....BRIAN ISSA

(1) Pool Committee Formation and Appointments

Brian said at the January 31, 2009 City Council Goal Setting Session the Council wished to formalize the pool committee's status as a City sponsored entity so that committee members could act on the City's behalf to review the architectural proposals and design alternatives. Brian said the pool committee has not been a City endeavor because of the need for separation between the City and the committee's political activities related to passage of the pool bond. Now that the bond has passed, Brian said the committee's activities have shifted to the pool design and fund-raising. Brian provided Council rules that state the Council can form both standing and ad hoc committees as needed. He said the Planning Commission is an example of a standing committee which requires public advertisement and mayoral appointment to fill openings. Brian said the City advertised for the pool committee positions but did not require formal applications be submitted. Brian said through the website, personal contacts and ongoing newspaper exposure, the Committee has continuously sought to increase public participation with mixed results. Brian said members have come and gone since the inception of the Committee but a core group of individuals has consistently put forth enormous effort to bring the project to fruition.

Staff recommended that Council make a motion to form the Veneta Pool Committee as an ad hoc committee in conformance with section 17 of the Council Rules, and appoint Judy Smith, Chris Braun, Twinkle Morton, Becky Lorenz and Veronica Miller as committee members for the purpose of fundraising and providing community input throughout the design and construction process. Brian said he and Kyle Schauer will continue to serve as staff liaisons to the committee.

In response to a question from Darrell Carman, Brian said the above mentioned members have already agreed to sit on the committee.

MOTION: Darrell Carman made a motion to form the Veneta Pool Committee as an ad hoc committee and to appoint the above listed community residents as Pool Committee members. Marion Esty seconded the motion which passed with a vote of 4-0.

(2) Selection of Pool Consultant

Brian said five proposals were received for the design and engineering services for the Fern Ridge Service Center. He said he, Kyle, Ric and Chris Braun of Braun Excavating reviewed the five proposals individually with and without costs. He said there was a wide range of bids with a difference of \$207,480 between the lowest and highest bids.

Brian said Robertson Sherwood Architects, PC came out as the most capable architects and with the most value for the dollar. He said their proposal was right in the middle of the high and low proposals. He said Willamalane Parks and Recreation District was listed as a reference for Robertson Sherwood. Brian said Willamalane representatives spoke highly of Robertson Sherwood. One reason was their ability to harness the public's opinion on the swimming pool and keep the process positive and moving forward.

Staff requested the City Council approve awarding the design and construction services contract for the new City swimming pool to Robertson Sherwood Architects PC.

MOTION: Marion Esty made a motion to award the design and construction services contract for the new City swimming pool to Robertson Sherwood Architects PC. Sandra Larson seconded the motion.

In response to questions from Darrell Carman, Brian said the lowest bid was not acceptable based on the score that firm received from the review process. He said there were several reasons why the lowest bid received the lowest score. He said mainly the bid was lacking a large amount of detail and it was unclear as to why the bid was so low. He said also the firm did not have previous public project experience and they would require bringing in an outside pool consultant to complete the project. He said Robertson Sherwood's consultant is in-house which staff is hopeful will provide a higher level of service and continuity.

Ric said staff evaluated all five proposals. He said cost wise, Robertson Sherwood was in the appropriate range. He said Robertson Sherwood focused on the public process and how they would provide feed-back to the Council, City staff and the pool committee. Ric said upon direction from the Council, staff could conduct interviews with the top three firms rather than award the design and construction services contract to Robertson Sherwood Architects PC.

MOTION: Vote 4-0.

(3) **Resolution No. 995 - A RESOLUTION IN SUPPORT OF AN APPLICATION TO THE STATE TRANSPORTATION AND GROWTH MANAGEMENT PROGRAM LOCAL GOVERNMENT FOR A CORRIDOR PLANNING STUDY**

Brian said staff is requesting Council's approval to apply for grant funds for a corridor study of Highway 126 between Ellmaker Road and the City limits. He said this is a multi-pronged project. He said currently the intersection of Highway 126 and Territorial Road is at or near failing in terms of meeting ODOT's criteria. He said there is concern for what to do in five to 10 years

when the volume of traffic will be even greater. He said access issues for businesses at that intersection and at Cornerstone are also cause for concern and planning.

He said the City would like to partner with ODOT to enhance the right-of-ways through the intersection of Highway 126 and Territorial Road to make it more pedestrian friendly and maintain landscaping and eliminate signage. He said some residents don't feel safe crossing this intersection. He said making this intersection the gateway to our community by connecting the commercial with the residential areas needs to be worked on; whether it's wider bike lanes, sidewalks, off street paths, or an overpass. He said we need to co-mingle the commercial and residential areas of our City and offer pedestrian traffic a safe way to travel.

Brian said a discussion about a long-term plan for Hope Lane and the Cornerstone access to Highway 126 needs to take place with ODOT. He said there are no deceleration lanes on Highway 126 after Cornerstone which makes it difficult to enter and exit.

Brian said Cornerstone lots fronting Highway 126 will apply to ODOT for their own site plans. He said coordinating access and limiting the number of entry and exit points on this stretch of Highway 126 needs to be worked out with ODOT. Brian said the intersection of Highway 126 and Huston Road is also in need of improvement. He said City staff would like to hear from ODOT and TGM on improving this intersection. Brian said ODOT will work with the consultant if the TGM grant funds are awarded. He said the City would need to match 11%, of the \$70,000 to \$80,000 project cost, which would be approximately \$7,700 to \$8,800. Brian said the grant application is due Friday, March 13, 2009.

Ric said Brian realized a Resolution was required in order to apply for the grant funds.

In response to a question from Marion Esty, Brian said he hasn't had an opportunity to discuss the TGM Grant with the Planning Commission but a special Planning Commission meeting is planned for mid-April, 2009.

Ric said the Planning Commission will definitely be involved as the scope of work gets underway.

Mayor Hobart-Hardin commended Brian for an excellent job with preparing the grant. She said many of the issues with Highway 126 have had a long-term impact on the community. She sees this as an opportunity for the City to possibly resolve some of the issues.

Ric said ODOT would also like to include the stretch of Highway 126 east of Ellmaker Road.

MOTION: Darrell Carman made a motion to approve Resolution 995. Marion Esty seconded the motion which passed with a vote of 4-0.

c. CITY ADMINISTRATOR.....RIC INGHAM

- (1) Approval of County IGA - W. Broadway Redevelopment
Ric provided the final draft of the IGA including the scope of work for the project. He said staff is requesting the Council approve the IGA for Ric's signature and direct staff to move forward with the W. Broadway Redevelopment project.

MOTION: Darrell Carman made a motion to approve Ric Ingham, on behalf of the City of Veneta, sign the Intergovernmental Agreement (IGA) with Lane County to provide engineering and design services for the Territorial Road Streetscape improvements and West Broadway Redevelopment Project. Marion Esty seconded the motion which passed with a vote of 4-0.

- (2) Fern Ridge Service Center RFP Update
Ric said on January 30, 2009 the City offered a request for proposal (RFP) for the preliminary architecture design of the Fern Ridge Service Center. The RFP closed on February 23, 2009 with 19 proposals having met the deadline.

Ric explained the rating criteria. He said staff reviewed all the proposals last week. He said three firms stood out and there was a clear concurrence on which three should be interviewed; Scott Edwards Architecture, LLP, Rowell Brokaw Architects, PC and CIDA. Ric said the proposals ranged in cost from \$10,000 to \$14,000. Ric said members of the Fern Ridge Service Center Committee along with staff will be conducting interviews on March 17, 2009 from 12:30 to 5:00 p.m. He asked if any Council members would like to attend the interviews. Ric said staff is requesting concurrence from the Council to conduct interviews.

Mayor Hobart-Hardin and Marion Esty said they would attend the interviews.

Ric said the interview process is preliminary and the City is under no obligation to award the final design of the Service Center.

In response to a comment from Darrell Carman that the firm awarded the design portion of the project had an advantage, Ric said the City will follow the U. S. Department of Housing and Urban Development (HUD) guidelines to award the final design contract. He said staff will also submit an application for a HUD Community Block Development Grant in late June, 2009.

Mayor Hobart-Hardin temporarily adjourned the Veneta City Council at 7:49 p.m. and went directly into the Veneta Urban Renewal Agency meeting. At 7:50 p.m. Mayor Hobart-Hardin called the Executive Session of the Veneta City Council to order.

5. EXECUTIVE SESSION

ORS 192.660 (2) (f) - Records Exempt by Law from Public Inspection

After making no decisions, Mayor Hobart-Hardin adjourned the Executive Session of the Veneta City Council at 8:13 p.m. and returned to the regular City Council meeting.

MOTION: Darrell Carman made a motion to direct Ric Ingham to sign the settlement agreement on behalf of the City of Veneta. Sandra Larson seconded the motion which passed with a vote of 4-0.

6. OTHER

Ric said the Summary Report for the January 31, 2009 Council Goal Setting Session was attached to the Goal Setting Session minutes.

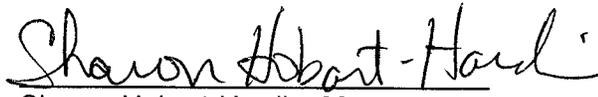
Ric said staff has made arrangements for Murray Smith & Associates (MSA) to make a presentation on the Water Master Plan update. Ric suggested holding a work session at 6:00 p.m. prior to the March 23, 2009 Council meeting to allow MSA to make their presentation.

In response to a question from Mayor Hobart-Hardin, Ric said the Planning Commission is not required to be involved, however, staff will keep them updated on the process.

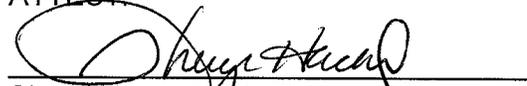
Brian said he would invite the Planning Commissioners to the 6:00 p.m. Work Session on March 23, 2009.

7. ADJOURN

Mayor Hobart-Hardin adjourned the City Council at 8:17 p.m.


Sharon Hobart-Hardin, Mayor

ATTEST:


Sheryl Hackett, City Recorder
(minutes prepared by Dhenneman)