

Minutes of the Veneta City Council

March 8, 2010

Present: Mayor Sharon Hobart-Hardin, T. J. Brooker, Darrell Carman, Marion Esty and Sandra Larson

Others: Ric Ingham, City Administrator; Jerri Moore, Finance Director; Brian Issa, Community Services Director; Kyle Schauer, Public Works Superintendent; Sheryl Hackett, City Recorder; Zac Moody, Associate Planner; Darci Henneman, Assistant City Recorder; Steve Tuchscherer, Joan Mariner, Linda Boothe, Gigi Beltran, Buck Pelroy and Herb Vloedman

Mayor Hobart-Hardin called the Veneta City Council to order at 7:05 p.m.

1. PUBLIC COMMENT

Joan Mariner, 25712 Cochran Ct., Veneta, OR

Ms. Mariner provided an evaluation of City management staff. She expressed her gratitude for jobs well done and was grateful for management's dedication to the City. However, she felt the City needs to improve its volunteer program and communicate better with community stakeholders. As a stakeholder Neighbors 4-Responsible Growth (N4RG) spent many hours working with the City on the tree code updates only to have many of their suggestions omitted from the final adopted codes. N4RG also wanted to donate \$1000 to the City to purchase trees for planting at the Territorial Sports Complex then without notice the City purchased trees on its own. If the City doesn't want community support they should say so. Also after the pool bond measure was passed the pool committee has been discouraged to fundraise because they were told it may hinder the opportunity to receive grant funds. She said many community volunteers feel disrespected and ineffective. As City Administrator, Ric needs to reverse this situation.

Linda Boothe, 25331 Jeans Rd., Veneta OR

Ms. Boothe said Ric has been steadfast in his efforts to build the City's infrastructure and working with Lane Transit District (LTD) to locate a transit station in Veneta. His relationships with other agencies are well maintained but she would like to see more emphasis put on including businesses into the development of projects. For example, the design of the monumentation could have been done with local artisans.

Gigi Beltran, 88065 10th St., Veneta, OR

Ms. Beltran and her husband are administrative clergy for 7th Day Adventists Church. She would like to get in touch with the Neighborhood Watch Program. Staff said they would get her that contact information. Also, she said a street light on the corner of Sertic and 10th street goes out at dusk. She would like someone to look into replacing it. Kyle said he would.

Clarence (Buck) Pelroy, 23689 Vaughn Rd., Veneta, OR

Mr. Pelroy is the local owner of Eco Systems, which provides garbage services to many residents outside the City limits. He would like to have the opportunity to provide trash recycling, bio waste and garbage services to all City residents when Country Transfer and Recycling's franchise agreement expires in 2014. It would not be out of the ordinary to have two haulers within the City limits and from the residents he spoke with, all have expressed a desire to do business with Eco Systems. All of his employees are local residents.

Mayor Hobart-Hardin announced the Veneta Urban Renewal Agency meeting scheduled for tonight has been cancelled. A response from legal counsel had not been received prior to tonight's meeting.

Previously Mayor Hobart-Hardin polled the Council for a vote to accept dedication of 10' of property on the west side of True Value Hardware that is needed for additional right-of-way for Fourth Street improvements to be made as part of the W. Broadway Redevelopment Project. As a result of the poll, the Council authorized the Mayor to accept and sign the deed. In addition to signing the deed, Mr. Kelley also signed a waiver of liability with regard to removal of underground storage tanks

discovered by the contractor. In exchange for the property, the City has agreed to initiate the vacation of the 16' alley on the west side of the True Value Hardware store. If the vacation is granted, the alley will be split equally between the City and Mr. Kelley giving each 8'. Staff recommends the Council adopt the consent agenda to ratify the vote to accept the deed for the Lee Kelley property.

2. CONSENT AGENDA

MOTION: T. J. Brooker 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; Sandra Larson, aye; and T. J. Brooker, aye.

The consent agenda as approved included Minutes for January 25, 2010; Minutes for February 8, 2010; Bills Paid/Payable for February, 2010; the Public Works Activity Report for February, 2010; and the acceptance of the deed for 4th Street Right-of-Way.

3. PUBLIC HEARING – Vacation of 16' alley right-of-way east of True Value Hardware

- a. Mayor Hobart-Hardin Open the Public Hearing at 7:21 p.m.
- b. Declaration of Conflict of Interest or Ex-Parte Contacts: None
- c. Staff Report

On February 23, 2010 the City and Kelley Real Properties (KRP) mutually signed a memo of understanding that summarized a property transfer to complete action by both parties. As part of that agreement KRP dedicated 10" of right-of-way needed to give Fourth St. adequate right-of-way for streets, parking and landscaping. In turn, the City moved to vacate the alley on the east side of True Value Hardware granting 8' of the vacated property to KRP and 8' to the adjacent property owned by the City.

The next step was to draft an ordinance vacating the 16' right-of-way in order to fulfill the agreement outlined in the Memo of Understanding. Ordinance 495 would vacate the southerly 100' of the alley to the east of Kelley's True Value Hardware and grant 8' of the vacated property to the adjacent properties in accordance with ORS 271.080. Staff is recommending that the vacation be done as an emergency to allow construction to begin on the West Broadway Redevelopment project.

Sheryl said there was a typographical error in the fifth paragraph of Ordinance 495 which should read "... copy of the notice in two conspicuous spaces".

- d. Public Testimony: None
- e. Questions from the Veneta City Council: None
- f. Mayor Hobart-Hardin closed the Public Hearing at 7:26 p.m.
- g. Action by Council

- (1) **Ordinance 495 – AN ORDINANCE RELATING TO THE VACATION OF AN ALLEY AND DECLARING AN EMERGENCY.** First Reading by title only. Second reading by title only and for final enactment.

MOTION: T. J. Brooker made a motion to approve Ordinance 495 for first reading by title only. Sandra Larson seconded the motion which passed with a vote of 5-0.

Ordinance 495 was read into the record for first reading by title only.

MOTION: T. J. Brooker made a motion to approve Ordinance 495 for second reading by title only and for final enactment. Sandra Larson seconded the motion which passed with a vote of 5-0.

Ordinance 495 was read into the record for second reading by title only and for final enactment.

4. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

(1) Audit Presentation

Steve Tuchscherer, CPA reviewed the Management letter from the audit report for FY June 30, 2009. Staff continues to work out the bugs in the new accounting software. All systems are integrated which reduces the chance for errors and historical information should be much clearer and easier to access. Developing the budget should be easier for staff and reports generated are more detailed and much clearer. Staff now has the ability to allocate costs for different staff members. The new software allows different ways to allocate shared costs, make a direct allocation or split the allocation into different funds. This eliminates the need for interdepartmental charges, i.e., one account would be charged for the total and then charged out to different funds.

T. J. Brooker said he would like to see more functional reports.

Mayor Hobart-Hardin said staff now has the ability to design those reports so the Council can see where the budget goes. She thanked Mr. Tuchscherer for his detailed letter of explanation.

Mr. Tuchscherer said things are in good order and Jerri knows what she's doing. He said one item of concern that has been expressed to him is that information may not always be available to all staff members. He would like to offer his services which may be useful to get an issue resolved.

In response to a question from Sandra Larson, Mr. Tuchscherer said an example would be a real property exchange agreement the City would do with another property owner. He said the purchase agreement establishes the value but there may also be many pieces involved in purchasing property or exchanging property. He said it's a very tedious process and is the most difficult issue in terms of accounting.

Ric said management staff needs to make sure assumptions are not made when it comes to communicating with one another. Staff handles many complicated transactions and staff may not be getting everything they need from one another prior to decisions being made.

b. COUNCIL/COMMITTEE LIAISONS

T. J. Brooker had nothing to add.

Sandra Larson had been feeling under the weather and had not attended a pool committee meeting. Committee members have been working individually on fundraising efforts. She said the next meeting is March 18th.

Mayor Hobart-Hardin attended the March 3rd Parks Board meeting. She said there is a fantastic group of volunteers and the Kiwanis are working with them on the Easter Egg Hunt which will be Saturday April 3rd at Veneta Elementary. She said the Earth Day committee is going strong. The Area Committee on Transportation (ACT) will meet Wednesday, March 10th to review their proposed bylaws and hopefully provide them to the City Council some time in April. The committee is hopeful the Lane County Commissioners will accept the bylaws and the first ACT will be formed in our area.

Darrell Carman said at the February 25th LCOG meeting the executive committee reviewed the ideas for discussion and decided on the top three areas they wanted to work on: 1) Economic Enhancement; 2) Human Services; and 3) Communication. These three topics were divided out into three sub committees to find points to be implemented.

Marion Esty had also been feeling under the weather and had nothing to add.

5. STAFF REPORTS

a. PUBLIC WORKS SUPERINTENDENT.....KYLE SCHAUER

(1) Approve West Broadway Redevelopment Project Bid Award

Kyle said eight bids were accepted for the West Broadway Redevelopment Project (WBRP) ranging in price from \$1,274,278.50 to \$1,624,500.50. After staff and Lane County representatives reviewed the bids it was determined that Babb Construction, doing business as Delta Construction, provided the most competitive bid at \$1,274,278.50. The engineer's estimate was \$1,575,000. It is also assumed that the City should carry a 5% contingency for the project (\$63,715).

In accordance with the contract the City has with Lane County for the design and bid services for the WBRP the opened bids were reviewed by Lane County Public Works. Award of the contract was based on the lowest responsive, responsible bid which was Babb Construction Co., dba Delta Construction Co. On March 1, 2010 pursuant to ORS 279C.375, the City released a Notice of Intent to Award to all bidders recommending Babb Construction as the recipient of the award of contract for the WBRP which has a seven day appeals process ending, March 8, 2010. The contract award must occur after the mandatory seven day appeal period and must have City Council approval. Staff is recommending the Council authorize award of the West Broadway Redevelopment Project construction contract to Babb Construction Co., dba Delta Construction for a sum of \$1,274,278.50 plus a contingency of \$63,715 for a total of \$1,337,993.50.

In response to a question from Marion Esty, Kyle said the 5% contingency was not something the contractor added but City staff wanted to include it in case there were any change orders to the existing contract that would require additional Council approval. The contingency funds will not be spent unless change orders are submitted.

In response to a question from Darrell Carman, Kyle said the contract amount is for \$1,274,278.50 and the additional \$63,715 is not intended to be spent but is in anticipation for change orders and/or if we'd want them to complete specific tasks that may not be included in the original contract amount. He said the contingency is for quantity items or unexplained costs.

Marion Esty is concerned that the contingency is a request from the contractor and not from the City.

Ric said the Budget Committee and Council authorized a specific amount for specific projects. Staff doesn't want to have to come back to the Council and ask for additional funds for items that may have been overlooked or not included. He said it's considered a budget line item.

In response to a question from Darrell Carman, Ric said it's a line item which should have been broken down into specific areas, i.e., water, sewer, streetscape, etc. He said we have the 1.5 million dollars in resources because we have yet to begin any projects (that were budgeted for) in the West Broadway area. Plus the second half of this project will be completed in FY 2010-2011 and therefore will be included in that FY budget. Currently we have full budget authority and funds in this FY to cover the cost spent in FY2009-2010.

MOTION: T. J. Brooker made a motion to award the West Broadway Redevelopment Project contract to Babb Construction, dba Delta Construction for a sum of \$1,274,278.50 plus a 5% contingency of \$63,715.00 for a total of \$1,337,993.50. Marion Esty seconded the motion which passed with a vote of 5-0.

- (2) Request to Amend IGA with Lane County to include Construction Administration Services for the West Broadway Redevelopment Project

Just recently the City received a proposal from Lane County to amend the Intergovernmental Agreement that the City and Lane County entered into for design of the West Broadway Redevelopment Project to also include Construction Administration and Oversight during the construction phase of the project. Under this Agreement, Lane County would provide construction coordination and monitoring as well as surveying, inspections, and material testing for the construction portion of the project. Also, on behalf of the City, they will administer the construction contract with the contractor. The cost of these proposed amendments would add up to an additional \$125,000 to the existing contract of \$100,000 signed on May 5, 2009.

Staff is recommending the Council approve amending the Intergovernmental Agreement with Lane County to include Construction Administration for the West Broadway Redevelopment Project and increase the current agreement amount to a not to exceed amount of \$225,000.

In response to a question from Darrell Carman, Ric said Jerry Elliott was not given an opportunity to submit a proposal on the entire project but he will be conducting the water and sewer inspections. With any project the engineer that designed the project should also be overseeing the construction management of the project.

MOTION: T. J. Brooker made a motion to amend the Intergovernmental Agreement with Lane County for design of the West Broadway Redevelopment Project to include Construction Administration and Oversight during the construction of the project. Darrell Carman seconded the motion which passed with a vote of 5-0.

- b. COMMUNITY SERVICES DIRECTOR.....BRIAN ISSA
(1) Proposed Wastewater System Development Charge (SDC) and Rate Increases

Background

At the February 8th Council meeting, Don Ganer of FCS Consulting presented the result of recent work they provided to determine appropriate wastewater rates and System Development Charges (SDC). His recommendation is as follows: 1) Increase the sewer SDC from \$3,250 to \$4,754 (a 46.2% increase; 2) Increase sewer rates by 8.66% for the last quarter of 2010, with either annual increases of 2% or 3% each year thereafter.

These increases are necessary to cover over nine million dollars in capital projects over the next 20 years as outlined in the adopted 2009 Wastewater Master Plan.

Proposed SDC Increase

An increase of \$3,250 to \$4,754 is necessary to cover the portion of the projects on the Capital Improvement Projects (CIP) which are intended to expand capacity for future growth (as opposed to fixing existing deficiencies). At the February 8th meeting the Council asked staff to provide a comparison of Veneta's SDCs to other cities in Oregon. Brian provided a comparison with over 50 other cities which was prepared for the City of Stayton in 2009. Brian said even though these are comparisons, the SDC rates are based on needed projects which vary based on system age, rate of growth and other factors distinct to individual cities. Because the list was created in 2009, the data may not accurately reflect current SDC rates for all the listed cities or for all cities in Oregon that collect SDCs. Very low SDC rates may reflect a lack of updates. Cottage Grove recently had their first SDC review in many years and their consultant recommended increases well over the \$14,000 mark.

Proposed Rate Increase

FCS provided two options: 1) Designed to prevent the necessity of issuing additional debt and therefore, has a higher rate designed to accumulate funds over time for use on needed capital projects; 2) Designed with future bond proceeds as part of the mix, and therefore has a lower projected rate. It should be noted here that additional debt incurred for capital projects is repaid through user fees and will likely necessitate additional rate increases upon issuance. Both options propose maximum use of existing SDC funds to repay existing debt and construct capital projects in the near term. The current SDC balance of over two million dollars is projected to be fully expended by 2013-2014.

Staff recommends the Option B because the rate increases in the near term are kept to a minimum. Issuance of future debt is stable compared to counting entirely on rate revenues to cover future projects. The City Council has often expressed the desire that "growth pay for itself". Using proceeds from today's rate payers to fund expansion projects in the future contradicts this idea. It would be more appropriate to have future rate payers (including the new residents who trigger the need for capital projects) pay for future improvements.

In response to a question from Mayor Hobart-Hardin, Brian said a flat rate is easier to administer, residents will know what their monthly bill will be, plus the budget is easier to plan.

In response to a question from T. J. Brooker, Brian said bond funds would create its own level of indebtedness and add to the rate itself. The issuance of debt needs to be paid back from a stable revenue source and rate fees are more stable. The idea that growth totally pays for itself is good in theory, but not in reality.

Staff recommended adoption of the proposed SDC increase at a future date after public comment and review required by state statute. FCS is in the process of completing the final Methodology which along with the CIP must be available for public review at least 60 days prior to the adoption. Two Council meetings will be required for adoption as a non emergency item. Unless adopted as an emergency, the earliest the new SDC would go into effect is July 1, 2010.

Staff is requesting the Council make a motion to implement the proposed rate increases as described in Option B and direct staff to prepare a resolution increasing the sewer rates by 4% to be adopted at the March 22 Council meeting. Staff is also requesting the Council make a motion directing staff to make the SDC Methodology available upon receipt by the City, and to prepare a resolution for adoption of the new SDC and CIP at a public hearing to be held at least 60 days thereafter.

MOTION: T. J. Brooker made a motion to implement the proposed rate increases as described in Option B and directed staff to prepare a resolution increasing the sewer rates by 4% to be adopted at the March 22 Council meeting. Marion Esty seconded the motion.

Brian said staff provided Resolution 1020 establishing the new sewer connection charges and monthly base fees in tonight's packet if the Council chose to approve Option B and adopt Resolution 1020 rather than waiting until March 22, 2010.

MOTION: T. J. Brooker withdrew the motion and Marion Esty withdrew the second.

MOTION: T. J. Brooker made a motion to adopt Resolution 1020 after the appropriate public comment session. Sandra Larson seconded the motion.

Darrell Carman said the motion should be made after the public comment session.

Gigi Beltran, 88065 10th St., Veneta, OR

In response to a question from Mrs. Beltran, Ric said all rates are based on Capital Improvement Projects and those projects are slated for completion in specific years. At this point the funds from a rate increase will assist current deficiencies and the SDCs will assist expansion of infrastructure.

Sheryl suggested T. J. Brooker should withdraw his motion until after the public comment session.

MOTION: T. J. Brooker withdrew the motion and Sandra Larson withdrew the second.

(2) Wastewater Rate Increase

(a) Public Comment

Herb Vloedman, 25515 Luther Lane, Veneta, OR

Mr. Vloedman was in support of a fee increase and agreed the City should be proactive with keeping up with sewer infrastructure. He sees the value in moving away from a flat fee structure and looking into a usage fee. Water conservation should also be researched which can help reduce the amount of water people use resulting in lower bills. Homes using low flow toilets are a way to use less water which also puts less stress on sewer lines.

Linda Boothe, 25331 Jeans Rd., Veneta OR

Ms. Boothe said we should be making more of an effort to educate residents on water conservation.

Mayor Hobart-Hardin said the City has a R.A.R.E. student working on a water conservation program.

(b) **Resolution No. 1020 - A RESOLUTION ESTABLISHING SEWER CONNECTION CHARGES AND MONTHLY BASE FEES FOR USERS OF THE VENETA MUNICIPAL SEWER SYSTEM AND REPEALING RESOLUTION NO. 991**

MOTION: T. J. Brooker made a motion to adopt Resolution 1020. Sandra Larson seconded the motion which passed with a vote of 5-0.

Brian said the SDC increase doesn't require a motion right now. The resolution will allow staff to start the 60 day clock period once the Methodology has been received from FCS.

(3) Pool Financing Update

Brian provided the Council with a memo outlining the issues related to the pool including the current budget situation, activities required to open the facility and the disposition of the summer recreation program for 2010. Key items to take note of was a negative change order in the amount of \$30,470 (funds not spent but allocated for); reduced bond costs; a reduction of soft costs (hot dog machine, beach chairs, etc.) from over \$80,000 to \$55,000 (includes a 20% contingency); and a reduction of building permits in the amount of \$4,485.

Brian said a fair amount of needed equipment can be pulled from the old pool. These changes leave us with about a \$46,000 shortfall. Staff is hopeful that the \$105,625 budgeted for contingency will not be needed but staff advises keeping this in the budget until closer to completion of the pool. Staff also continues to pursue private foundation

foundation grants and provided the Council with a list of current/potential donors.

In response to a question from T. J. Brooker, Brian said furnishings and equipment need to be ordered prior to completion. Construction is scheduled to wrap up in late May or early June. Staff has been working on hiring a pool manager, ordering equipment, staffing, training lifeguards, and getting pool costs and expenses included in next year's budget. Staff is requesting direction from the Council to prepare for an opening date of June. Staff would provide a more detailed budget at an April meeting.

Staff recommended discontinuing the City sponsored summer recreation program this summer. Staff felt regardless of whether or not the pool is open, we need to keep all funds available for the pool. There are some funds left over from last year that could be used to train lifeguards for this year. Contingent on the swimming pool opening in June, the City will not provide a summer recreation program.

Brian said 75% of the building permit fee goes to the inspector and 25% (\$4485) goes to the City. Staff is recommending we take the \$4485 out of the general fund and put it back in the pool fund. Making these kinds of transfers is not specifically addressed in City Code but is within the Council's authority.

In response to a question from T.J. Brooker, Kyle said the public works staff is confident in operating the pool. Two staff persons along with Kyle will become certified in pool operations. Also the pool contractor is required to get the pool up and running and provide training manuals and a video on how the equipment works. They will also provide hands on training to public works staff. He is confident his staff will be able to run the pool correctly and efficiently.

In response to a question from Darrell Carman, Brian said the City sponsored "Play in the Park" program will not take place this summer.

MOTION: Darrell Carman made a motion to direct staff to begin the process for a pool opening date of June. Marion Esty seconded the motion which passed with a vote of 5-0.

It was the consensus of the Council to not provide the summer recreation program "Play in the Park" for the 2010 summer season. However, T. J. Brooker would like to see the Budget Committee discuss the possibility of adding a summer program back into the budget.

In response to a question from Mayor Hobart-Hardin, Kyle said Jenny Ramsey is providing a summer program at the Elmira Grange this summer.

MOTION: T. J. Brooker made a motion to maintain the City's 25% of the building permit fee in the pool fund and not transfer it into the general fund which is the usual process. Sandra Larson seconded the motion which passed with a vote of 5-0.

(4) Authorization for Pipeline Preliminary Engineering Report Expenditure

At the February 8th meeting staff provided an outline of additional work necessary to complete the USDA-RD application for the water pipeline project. Since that time staff has received the official proposal from Murray Smith & Associates (MSA) for the additional work including preparation of the Biological Assessment; the Cultural Resource Assessment; and the Wetland Delineation and the applicable permits. Preliminary estimates increased the contract by approximately \$45,000. The current proposal is an estimated increase of \$55,390. Staff provided the Council with a copy of the contract and

the contract and is requesting the Council make a motion authorizing staff to amend the contract with MSA by an additional \$56,000 to complete the Biological Assessment, Cultural survey and wetlands work.

In response to a question from T.J. Brooker, Ric said additional budgeting was authorized in the contract water fund plus several projects have yet to get underway which were budgeted for from that fund.

MOTION: T. J. Brooker made a motion to amend the contract with Murray Smith & Associates by an additional \$56,000 to complete the Biological Assessment, Cultural Survey and Wetland Delineation and applicable permits. Marion Esty seconded the motion which passed with a vote of 5-0.

In response to questions from Darrell Carman, Brian said the majority of the \$56,000 will cover the extra field work that was required plus the wetland issues were not included in the original contract estimate. Brian said originally we planned to run the line under Highway 126 but then ODOT indicated if we did that we would be required to replace that portion of the Highway. At that point it was decided to run the line in the ditch which required the wetland delineation reports and cultural survey.

c. FINANCE DIRECTOR.....JERRI MOORE
(1) Budget Calendar

Jerri provided the City and Urban Renewal Agency final budget calendar for FY 2010/11 which outlined the process for preparing for the budget committee meetings scheduled for May 6th and May 20th.

(2) First Quarter Financials FY 09-10

Jerri reviewed the first quarter financials with the Council. Major expenditure categories are running at 25% or less. Much of City's debt service happens in the first quarter of the year so those percentages are higher. State statute required municipalities to have two Capital Construction Funds, which coordinates with Mr. Tuchscherer earlier comment to separate those two funds. She also provided the Enterprise Capital Construction Fund reflecting the transfer of the accumulated SDC dollars for water and sewer activities along with interest related to that collection. The next quarterly report will be provided to the Council soon.

In response to a question from Sandra Larson, Jerri said through the audit process staff found the fund allocation of property purchased from St. Catherines of Siena in FY 2008-2009 was different than originally planned. The FY 2009-2010 debt service budget was based on the original allocation, but the actual payments were allocated on the actual fund percentages re-calculated during the audit. A budget adjustment will be required for FY 2009-2010.

(3) **Resolution No. 1021 – A RESOLUTION AMENDING THE CLASSIFICATION AND COMPENSATION PLANS FOR THE CITY OF VENETA FOR THE 2009-2010 FISCAL YEAR**

Jerri said when a promotion occurred with a staff person there was a \$2.00 difference between the relevant steps of salary ranges for the Associate Planner and the Assistant Planner positions. Staff prepared Resolution 1021 to adjust the Associate Planner salary range and is requesting the Council to approve Resolution 1021 effective March 8, 2010.

MOTION: T. J. Brooker made a motion to approve Resolution 1021. Sandra Larson seconded the motion which passed with a vote of 5-0.

- d. CITY ADMINISTRATOR.....RIC INGHAM
(1) Homeless Camp Update

No trespassing notices have been posted around town due to complaints that some homeless people are causing property damage and loitering at several community businesses. Unfortunately many community members will take this as harassment on the part of the City but as residents homeless people need to comply with city code and ordinances.

6. **OTHER**
None

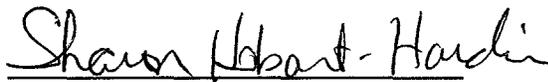
Mayor Hobart-Hardin temporarily adjourned the City Council at 9:15 p.m. and opened the Executive Session.

7. **EXECUTIVE SESSION**
ORS 192.660(2) (I) City Administrator Evaluation

After making no decisions, Mayor Hobart-Hardin closed the executive session at 10:20 p.m. and returned to the regular Veneta City Council meeting.

MOTION: T. J. Brooker made a motion to grant the City Administrator a 4% merit increase now and an additional 2% merit increase at the conclusion of a specific work item. The City Administrator's salary will be re-evaluated at the conclusion of the Compensation Study for all City employees. Darrell Carman seconded the motion which passed with a vote of 5-0.

8. **ADJOURN**
Mayor Hobart-Hardin adjourned the Veneta City Council at 10:22 p.m.


Sharon Hobart-Hardin, Mayor

ATTEST:


Darci Henneman, Assistant City Recorder
(Minutes prepared by Dhenneeman)