

**Minutes of the Veneta City Council  
Special Meeting  
July 28, 2011**

Present: Mayor Sharon Hobart-Hardin, Brittany Boothe, Thomas Cotter, Marion Esty, and Sandra Larson

Others: Ric Ingham, City Administrator; Chris Workman, City Recorder/Human Resources and Risk Management Administrator; Shauna Hartz, Finance Director, Zac Moody, Associate Planner; Darci Henneman, Assistant City Recorder; and Joan Mariner, Fern Ridge Review

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Mayor Hobart-Hardin called the Veneta City Council to order at 4:00 p.m.

**1. PUBLIC COMMENT**

None

**2. STAFF REPORTS**

b. CITY ADMINISTRATOR.....RIC INGHAM

**(1) Resolution No 1064 – 2012 SPECIAL CITY ALLOTMENT**

The Oregon Department of Transportation (ODOT) has provided the City with information about the 2012 Special City Allotment Grant program (SCA). The 2012 SCA increased to \$50,000 from the 2010 grant amount of \$25,000. In order for the City to apply for the grant, ODOT requires that a resolution be passed by the City Council certifying its compliance with the grant program rules and regulations and that the project be completed by September 1, 2012.

In 2009 the City Council approved Resolution 1009 allowing the City to apply for a \$25,000 grant that was used as part of the West Broadway Redevelopment Project. Special City Allotment funds were also used for the Pine Street Connector.

This funding source gives the City an opportunity to complete the resurfacing of Hunter Avenue and also install sidewalks along the south side of Hunter from Third to Sixth Street. Hunter Avenue is a minor collector that provides access to several multi and single family developments as well as a secondary collector access to the City's new downtown mixed use commercial area and transit connection. Hunter Avenue is also used by Lane Transit District as both the morning and afternoon bus route.

Based on the City Engineer's preliminary cost estimate, the roadway overlay and sidewalk installation is approximately \$114,000. Currently, the City has budgeted \$35,000 for the overlay project during FY2011-12 and is seeking additional funding to supplement the sidewalk installation at the beginning of the FY2012-13. This project will focus on several new sections of sidewalk in order to connect existing sections of sidewalk along the south side of Hunter Avenue. The completed segments of sidewalk will enhance pedestrian access and provide a safe route for pedestrians to the City's busiest park, elementary school, public library and to multiple bus stops.

In response to a question from Mayor Hobart-Hardin, Zac said the resolution needs to be attached to the application which is due by August 1, 2011. If awarded, funds will be disbursed the first part of September and must be used within 12 months from the date of award.

In response to a question from Sandra Larson, Ric said even if we receive the entire \$50,000 we only budgeted \$35,000 in FY2011-12 and the remainder will need to be budgeted in FY2012-13; therefore the project will start in FY2012-13.

In response to questions from Thomas Cotter, Zac said the traffic counts from ODOT were for Territorial Rd. at Hunter. When the City applied for this grant in 2009 we used the ODOT counts from Territorial Rd. at Broadway for the West Broadway SCA grant. Zac said 6000 cars go by the Territorial Rd. and Hunter intersection daily. If needed, it's not a huge expense to place a traffic counter on Hunter to provide a more accurate traffic count.

In response to a question from Thomas Cotter, Ric said in 2007 the count for Territorial at Highway 126 was over 9000 and he estimates a current count for that intersection would be double or triple that figure.

Marion Esty commended staff on a job well done.

**MOTION: Thomas Cotter made a motion to approve Resolution 1064 as written allowing the City to submit an application for the 2012 Special City Allotment Program. Marion Esty seconded the motion.**

In response to a question from Thomas Cotter, Zac said the improvements will have a positive benefit to most of the property owners including one property owner with a pending land partition. The sidewalk improvements will relieve him of providing sidewalks with his partition. Staff doesn't see asking property owners for financial assistance for a needed right-of-way but may ask for some slope easement which will not negatively impact those properties. Staff will work with EPUD and the property owner to remove a tree which has power lines running through it. Some small trees in front yards may be impacted by the close proximity of the installed sidewalks but the trees won't be a hazard if they die.

In response to a question from Thomas Cotter, Ric said a few existing fences will need to be removed because they are in the sidewalk right-of-way. Property owners will be responsible for maintaining and repairing the sidewalks once they are completed.

Ric said staff needs to explain to residents why this very small project is being funded partly with grant funds.

In response to questions from Sandra Larson, Zac said the heavy shrubbery on Hunter Ave. west of Territorial Skate Park that hangs over the curb will need to be removed.

In response to a question from Marion Esty, Zac said staff wants to make sure the City gets the funding for the sidewalk improvements before residents are notified of the project. If the funding doesn't come through the City will move forward with only the overlay portion of the project.

**MOTION: Vote of 5-0.**

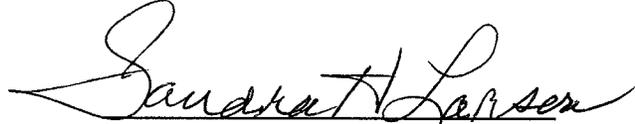
### 3. OTHER

Mayor Hobart-Hardin welcomed Chris Workman to the City of Veneta and thanked him for his comments.

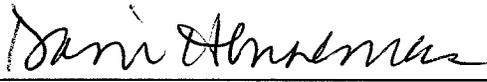
Chris Workman said he looks forward to many more City Council meetings.

**4. ADJOURN**

Mayor Hobart-Hardin adjourned the Veneta City Council at 4:21p.m.

  
Sandra Larson, Council President

ATTEST:

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