

Minutes of the Veneta City Council

April 14, 2014

Present: Sandra Larson, Thomas Cotter, Victoria Hedenstrom, and Thomas Laing

Absent: Brittany Boothe

Others: Shauna Hartz, City Administrator Pro Tem & Finance Director/City Recorder; Kay Bork, Community Development Director; Lisa Garbett, Associate Planner; Kyle Schauer, Public Works Director; Katie Babits, Management Analyst; Darci Henneman, Assistant City Recorder, Scott Johnson and Candi Unger, Sanipac; and Michelle Ossowski, Fern Ridge Review

1. CALL TO ORDER

Mayor Sandra Larson called the Veneta City Council to order at 7:07 p.m.

2. PUBLIC COMMENT

Scott Johnson, Sanipac, 1650 Glenwood Blvd., Springfield, OR

Mr. Johnson said Sanipac is making a shift with its glass recycling program. He said about a year ago Sanipac allowed all recycling materials to be comingled; glass, plastic, cans, etc. He said that comingling allowed for a lot of cross contamination plus it was difficult to remove the glass to recycle. He said a new state-of-the-art glass recycling plant has opened in Portland so Sanipac will soon have residents use the blue totes for glass only. He said since Sanipac started separating out the co-mingled colored glass prior to sending it to the Portland plant, they are able to recycle more glass. He said this will be a better collection process and should decrease the amount of cross contamination. He said Sanipac continues to be very environmentally conscious.

Candy Unger, Sanipac, 1650 Glenwood Blvd, Springfield, OR

Ms. Unger said an updated recycling schedule will be mailed to residents. Also an information letter will be sent to all customers as well as phone calls to residents. She said blue carts will be delivered before the program starts June 1st. She said the blue recycling carts will be picked up once a month for comingled glass only.

3. CONSENT AGENDA

MOTION: Thomas Cotter made a motion to approve the consent agenda as presented.

Thomas Laing seconded the motion.

VOTE: Thomas Laing, aye; Thomas Cotter, aye; Sandra Larson, aye; Victoria Hedenstrom, aye.

The consent agenda as approved included minutes for Minutes for March 24, 2014 Work Session, Minutes for March 24, 2014, Accounts Payable through April 9, 2014, Public Works Activity Report for March, 2014, First Quarter Code Enforcement Report.

4. COUNCIL BUSINESS AND REPORTS

a. Business

(1) Presentation from Fern Ridge School District Superintendent, Dennis Friedrich

RESOLUTION NO. 1140 - A RESOLUTION IN SUPPORT OF FERN RIDGE SCHOOL DISTRICT 28J BALLOT MEASURE 20-220 FOR CAPITAL CONSTRUCTION AND IMPROVEMENTS

School Superintendent, Dennis Friedrich spoke to the Council about the school bond measure 20-220. He said this bond measure was created based on a Long Range Facility Plan (LRFP) that would operate for 20 years. A LRFP committee was appointed and recommended the District initiate a plan that targets safety, technology, a positive educational environment, and critical capital repairs in the next three years. The School

Board felt it was in the best interest of the District to place the question of issuing the general obligation bonds on the May 20, 2014 ballot in an amount not to exceed \$26,670,000. He said if passed, the bonds will not increase the rate that tax payers currently pay. He said on behalf of the Board of Directors, he is asking the City Council to support the Fern Ridge School District 28J Ballot Measure 20-220 for capital construction and improvements by approving Resolution No. 1140.

Mr. Friedrich discussed many of the issues the school district faces; including serious seismic problems and hazards, and providing better security at all schools. He said remodeling Elmira Elementary would cost 72% of what new construction would cost so after a lot of discussion among community members, staff and the Board, it was determined that Elmira Elementary would be reconstructed. He said this new bond measure will include an oversight committee to ensure that all bond dollars are spent in accordance with the bond proposal. He said the oversight committee will consist of mostly community members along with a few administrative personnel to review expenditures. Mr. Friedrich said he is available to answer any questions. He said the election is May 20, 2014 and if passed, Measure 20-220 would not raise existing property taxes because the current bond expires in 2016 so Measure 20-220 would essentially replace the same dollars.

In response to a question from Thomas Laing, Mr. Friedrich said currently there is no plan to open Noti and Central Elementary schools. He said Noti Elementary was deemed a surplus property and has been for sale for quite some time. But unfortunately, there hasn't been much interest. He said the Board is reluctant to surplus Central Elementary because of the possible growth potential in the southeast part of town. He said the School District also owns a 22 acre parcel on Perkins which the Board is also reluctant to surplus. Also the Board is eager for someone to take over the cemetery which was gifted to the School District many years ago.

In response to a question from Victoria Hedenstrom, Mr. Friedrich said the cemetery is a landlocked acre of land located towards the east end of Perkins Rd. He said he has not been there but it would be nice if someone would like to take over caring for the cemetery.

The Council thanked Mr. Friedrich for attending tonight's meeting.

Mayor Larson read Resolution No. 1140.

MOTION: Thomas Cotter made a motion to approve Resolution No. 1140, a Resolution in support of Fern Ridge School District 28J Ballot Measure 20-220 for Capital Construction and Improvements. Thomas Laing seconded the motion which passed with a vote of 4-0.

- (2) Request from Kiwanis's Show & Shine for Rural Tourism Marketing Program (RTMP) funding

In response to a question from Mayor Larson, staff said Bonnie Nagle from Siuslaw Bank wanted to be here but had a meeting in Eugene.

In response to a question from Mayor Larson, Hartz said there are adequate funds available to grant this request.

In response to a question from Thomas Cotter, Hartz said in years past RTMP funds were used for the annual Wings & Wine Festival. She said we didn't use all of last year's funds so they were rolled over into this year's funds.

In response to a question from Mayor Larson, Hartz said \$8000 was appropriated for FY 2012-13 and \$7000 was appropriated for 2013-14 of which we have spent \$3740 so there's about \$3000 remaining through June 30, 2014.

MOTION: Thomas Cotter made a motion to approve \$500 from the Rural Tourism Marketing Program (RTMP) funds be donated to the Kiwanis for the purchase of a reusable banner to hang at Luther Lane. Thomas Laing seconded the motion which passed with a vote of 4-0.

(3) "If I were Mayor Contest" Kickoff

Mayor Larson said contest deadline is May 9th and she will write an article about the contest under "Ask the Mayor" in the Fern Ridge Review. Mayor Larson said she spoke to the middle school leadership class about the contest. She said it was fun but it likely didn't solicit much activity compared to last year when the Elmira High School leadership class made the contest a class assignment. She said staff determined gift cards will be given to the winners at each school level; \$50 prepaid VISA card to a high school student; \$25 Figaro's card to a middle school student, and \$10 Dari Queen card to the elementary student. She said all winners will receive a family swim pass and will also be entered at the state contest to win an iPad.

(4) Veneta Historical Advisory Committee Presentation of Interpretive Panel

Mayor Larson said a paper foam backed print of the "Founding Fathers" will be displayed at the Applegate Pioneer Museum Mother's Day open house. She said the Committee is working on final production of an outdoor panel to be displayed in the front yard of the Museum. Mayor Larson said the title on the third interpretive panel will be shortened so the four panels have a consistent look. Mayor Larson asked the Council for approval of the final design of the first interpretive panel.

In response to a question from Thomas Cotter, Mayor Larson said Ingham previously approved the printing cost of \$90. She said she is just requesting Council's approval of the panel's final design.

MOTION: Thomas Cotter made a motion to approve funding and the nature of the historical panel to be installed at the Applegate Pioneer Museum. Thomas Laing seconded the motion which passed with a vote of 4-0.

b. Councilor/Committee Liaison Reports

Victoria Hedenstrom said Chamber membership has increased and the Rodrun event is right around the corner. She said it was a very positive meeting with several different things happening. She said Wineries without Walls will be open on Friday and Saturday; and a master corker will be pouring wine on Saturdays. She said the Rodrun purchased the excess wine the Chamber had and will be selling it at the event. She also said the Chamber's Facebook page is up.

Thomas Laing said the Ms. Falcon fundraising event for Mid Lane Cares raised roughly \$32,000; all of which will go directly to Mid Lane Cares. He said Mid Lane Cares provided a \$7000 sports scholarship fund to Territorial Sports Program. He said they discussed providing food at the Zumwalt Campground during the Country Fair and a development committee has been appointed for their branding campaign. He said Benefit by the Glass event is scheduled for June 1st at Domaine Meriwether. He said the Community Connection event which was canceled last year due to the snow has been rescheduled for Saturday May 3rd from 11 am to 3 pm. He said Mid Lane is doing well

Mayor Larson said Veneta is hosting the Mayor's Roundtable on Wednesday, April 16th. She said Mayors of small cities in Lane County met quarterly and the cities take turns hosting. Mayor Larson reminded everyone that the Distinguished Service Awards (DSA) will be held at Deep Woods in Elmira on Thursday, April 17th and the annual Easter Egg Hunt is Saturday, April 19th at Veneta Elementary.

Mayor Larson modified the agenda and moved the request from Fern Ridge Middle School to the beginning of the meeting.

5. STAFF REPORTS

- a. Public Works Director.....Kyle Schauer
(1) Request from Fern Ridge Middle School to Waive Pool Fee

Schauer said the City received its first request from the Fern Ridge Middle School Parent Action Group to waive the pool rental fee on June 16th to celebrate the promotion of the Eighth Grade class which is about 100 plus students. He said the rental cost for 100 swimmers is \$450 for that length of time. Schauer said as policy, the City asks the requestor to pay the cost of lifeguards and the City waives the rental fee. Lifeguard costs for this event would be \$187.50. If the Council wants to follow that policy, the waiver request would be for \$262.50. He said the City annually sets aside \$500 for these requests which must go to the Council for approval. If the Council approves this request, \$237.50 will be available for future requests.

MOTION: Thomas Cotter made a motion to authorize the waiver of \$262.50 of pool rental fees for the Fern Ridge Middle School event. Thomas Laing seconded the motion which passed with a vote of 4-0.

- b. Finance Director/City RecorderShauna Hartz
(1) Financial Reports on Fund Balances through Third Quarter

Hartz said this is a year-to-date report from July 1, 2013, through March 31, 2014. She said we're about 75% through the year and as she mentioned before, this is an important benchmark for all the regular operating expenses. She said if any expenditure categories (personal services and materials and services) are over 75% then she researches why. She said sometimes there's a good reason and something it's due to errors. Hartz said the first five funds on page 43 have ending fund balances larger than the beginning fund balances. She said this is a good thing, however, the revenue we'll receive now until the end of June is going to be small in comparison to what we've already received but expenses will continue. She said she still anticipates the ending fund balances to be higher, but not as high as they are now.

Hartz said the Capital Projects West Broadway Development fund still has the negative fund balance because she is still working on submitting the final report to CDBG. She said once they accept the report, CDBG will send the final draw which will raise that fund balance to a positive number. Hartz also pointed out in the Capital Projects, Water Pipeline Fund, we had budgeted that fund would be closed out at the end of this fiscal year. She said she still plans on doing that but the amount will be significantly less than the \$700,000 that was originally anticipated. She said because we paid the EWEB portion in cash, rather than taking out an additional loan, the transfer into the water fund will likely be around \$200,000 or less. She said this is because future debt will be paid from the water fund. Hartz said as always she has the detailed reports she would email to Councilors if anyone would like a copy.

Mayor Larson thanked Hartz for the report.

- c. Community Development Director.....Kay Bork
(1) Council Direction Regarding Medical Marijuana Dispensary Regulations

Mayor Larson said as a result of the work session, the Council needs to determine if it wants to give staff direction regarding the park exclusion and the wording change recommended by legal counsel.

Bork said there's two issues regarding changing code language; the first would be to change the business license language presented by staff, to address the issue of continually monitoring businesses to conform to federal, state and local law, and the second would be to determine if we should pursue the language that would revoke a City business registration license if the Oregon Health Authority (OHA) license was revoked. She said the third issue would be to set hours of operation, if Council wanted to pursue that.

MOTION: Thomas Cotter made a motion to amend the Veneta Land Development Ordinance to not allow Medical Marijuana Dispensaries to be located within 1000 ft. from existing City parks. Thomas Laing seconded the motion which passed with a vote of 4-0.

MOTION: Thomas Cotter made a motion to amend the City's business licensing resolution to include suggested language provided by legal counsel. Thomas Laing seconded the motion which passed with a vote of 4-0.

In response to a question from Thomas Cotter, Bork said changing the hours of operation would be included in the business language under the City's Municipal Code by separate ordinance.

In response to a question from Thomas Laing, Mr. Schlageter said he wouldn't plan on being open past 9:00 p.m. He said he definitely would not be open late.

After a brief discussion, it was the consensus of the Council to table the setting hours of operation for MMDs and directed staff to provide more information at the next Council meeting.

Bork confirmed that there was a general consensus of the Council to not pursue amending the mixed use language.

In response to a question from Victoria Hedenstrom, Mayor Larson said if the Council approves the park exclusion it would pretty much cover all the mixed use zones.

Bork said we'd need to exclude the terminology "mixed use" from our ordinances and we really don't want to ruin the intent of the mixed use zone district just to deal with that one issue.

(2) 2014 Quarterly Planning & Building Activity Report

Bork said her report summarizes building and planning activity from January to date. She said the building permit activity has picked up over the last couple of years. In 2013 the City issued 30 single family residential permits. She said this is three times as many as were issued in the last three years. She said so far in 2014 the City has issued 11 single family building permits. Currently there are not many buildable lots in Veneta but Hayden Homes has submitted a subdivision application for the Applegate Landing Phase III subdivision. Bork asked Councilors if they had any questions.

In response to a question from Mayor Larson, Bork said at the April 1st meeting the Planning Commission recommended the City Council approve the chicken keeping amendments at the May 12th Council meeting.

- d. City Administrator Pro Tem..... Shauna Hartz
(1) Questions from Councilors

Hartz said she will be contacting George Hageman and Tim Brooker; the newest members of Budget Committee to see if they are interested in attending an orientation. If so, she will make it all inclusive. She said the Finance Department has been working on reviewing the utility billing process with an emphasis on identity theft prevention. She will be presenting a resolution after it is drafted and reviewed by legal counsel. Suggestions for changing the water and sewer ordinances will be presented soon. Hartz said because Mayor Larson and Ingham will not be attending the April 28th Council meeting, it will likely be canceled.

Schauer asked if the Council had any follow up questions regarding Sanipac's new glass recycling process. He said Sanipac's intent is to move forward to notify residents of the change. He said the new recycling process does not affect the franchise agreement, it's just a more efficient way to recycle glass.

In response to a question from Victoria Hedenstrom, Schauer said Sanipac has determined that co-mingling the recyclables (plastic, glass, cardboard, etc.) causes too much cross contamination and it confuses the fiber optic eye used to scan the glass. He said separating the glass from the other recycling products should reduce that contamination. He said a few years ago all recycling products were separated so Sanipac will be going back to that method of recycling and glass will be picked up once a month.

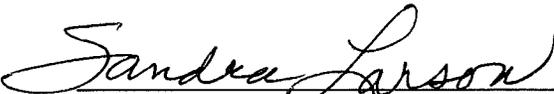
3. OTHER

Bork said the City planning and building departments have been working with the State of Oregon's Epermitting staff. She said the Epermitting program will allow residents and contractors to submit and pay for building permit applications on-line. She said we should be going live in June.

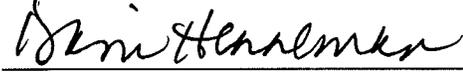
Thomas Cotter thanked Schauer for erecting the "caution horse rider" signs on Huston Rd. He said that all of the young riders thank him as well.

4. ADJOURN

Mayor Larson adjourned the Veneta City Council at 8:06 p.m.


Sandra Larson, Mayor

ATTEST:


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