

Minutes of the Veneta City Council

August 11, 2014

Present: Sandra Larson, Brittany Boothe, Thomas Cotter, and Victoria Hedenstrom

Absent: Thomas Laing

Others: Ric Ingham, City Administrator; Shauna Hartz, Finance Director; Kyle Schauer, Public Works Director; Katie Babits, Management Analyst; Lisa Garbett, Associate Planner; Darci Henneman, Assistant City Recorder, Lois Riha, Fern Ridge Service Center; Joan Mariner, and Michelle Ossowski, Fern Ridge Review

1. CALL TO ORDER

Mayor Sandra Larson called the Veneta City Council to order at 7:02 p.m.

2. PUBLIC COMMENT

Lois Riha, 88160 Lindsay Ln., Veneta, OR

Ms. Riha is attending tonight's meeting to talk to the Council about the upcoming Harvest Festival on September 13th. She said a pancake breakfast will be offered at the Service Center from 8:00 a.m. to 10:00 a.m. and the festival runs from 10:00 a.m. to 4:00 p.m. Ms. Riha said she has submitted a noise variance and street closure permit and is requesting the Council waive the \$40 street closure permit fee.

In response to a question Mayor Larson, Ms. Riha said in years past she and Kim Kaufman worked on organizing the festival but this year she has taken over full responsibility of the festival.

3. CONSENT AGENDA

Ingham said because Mid Lane Cares is requesting the \$40 fee be waived for the street closure permit the permit should be pulled from the consent agenda and discussed as a separate item under Council Business and Report.

It was the consensus of the Council to remove the street closure permit from the consent agenda so the Council can discuss waiving the permit fee separately.

Victoria Hedenstrom said a comment she made during the June 23, 2014 Work Session was taken out of context and asked that it be removed from the minutes. The minutes were pulled from the consent agenda and will be corrected and included on the September 8, 2014 Council consent agenda.

MOTION: Thomas Cotter made a motion to approve the consent agenda except for the Mid Lane Cares (Fern Ridge Service Center) Street Closure Permit for the 2014 Harvest Festival and the June 23, 2014 Work Session minutes. Victoria Hedenstrom seconded motion.

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

4. COUNCIL BUSINESS AND REPORTS

a. Business

- (1) Lane County Sheriff's Office (LCSO) Reports
 - i. Activity Report – June 2014
 - ii. Activity Report – July 2014
 - iii. News Release for the Oregon Country Fair (OCF)

Ingham said we are getting information in a timelier manner. We're now getting the event report

showing the monthly activity and hopefully soon we'll see what activities are conducted outside City limits. He appreciated Sgt. Halvorson providing all this information.

In response to questions from Mayor Larson, Ingham said most of the activity in the OCF report occurs outside City limits along Highway 126. He said the case load for June and July was lower than usual which could be attributed to Sgt. Halvorson and two new deputies coming to the City as well as a temporary deputy.

In response to a question from Thomas Cotter, Ingham said we could use earlier benchmark information to find out where and what property crimes are occurring in Veneta.

Victoria Hedenstrom said she asked Sgt. Halvorson at a previous meeting about getting a density specific crime map. She said she thought he indicated there was some software being implemented within the County to pinpoint where the crimes are happening.

Ingham said when we've had some high crime weekends, the deputies have provided that information to Garbett and she prepared a GIS map based on that information. He said Lane County doesn't provide any kind of crime map for Veneta.

Mayor Larson said it would be helpful to the patrols to see where the crime is happening.

Thomas Cotter preferred the previous report that has more specific information and totals.

Ingham said he still receives the detailed sheets but from earlier conversations he thought it was best that report is not included in Council packets. He said he will provide it to Council members if they would like it. He said some of that information is sensitive; sexual assault, domestic abuse, etc. Staff pulled those detailed reports in lieu of having a summary or wrap-up report. He said he and Sgt. Halvorson had hoped that the current report could actually make an easier comparison from one month to the next. He said there's no way of reviewing 15 to 20 pages to determine a crime pattern from one month to the next. He said it's really not that indicative of where the hot spots or crime spots are taking place. He said it's that information that is rolled up into the report the Council is currently receiving.

Victoria Hedenstrom said it's not necessary to have that much private information but she was just referring to a color map that would show the density of crime throughout the City.

Ingham said Eugene Police Dept. maps their hot spots and what happens on weekends, which allows for more patrols for those higher crime areas. He said the City would like to work with the sheriff patrols in a more community policing mode.

In response to a question from Mayor Larson, Ingham said Sgt. Halvorson is aware of the hot spots; the tagging of downtown signs that occurred last May, along with other things happening every night. He said we want a sense of where events are happening and where it starts and ends throughout the night. We're not tracking that in the monthly reports but when we have specific crime episodes, we want specific mapping or detailed reports.

Brittany Boothe said she would appreciate one more level of detail. She said the current report doesn't really provide much information.

Ingham said that's the intent of Sgt. Halvorson's report; to provide more information. He said Creswell and Veneta share Sgt. Halvorson's time; Sgt. Halvorson attends the first Creswell City Council meeting and attends the second Veneta City Council meeting.

Brittany Boothe said that kind of mapping seems important and maybe we need more street lights or try to create more public awareness about crime in our community. She asked is that

the responsibility of the Council? Do those kind of tactics decrease the number of break-ins?

In response to a question from Brittany Boothe, Ingham said he and Sgt. Halvorson looked at long trend information where street lights may be important, but may be a costly installation if they weren't included in the subdivision. He said if the City were more social media savvy, we may be able to encourage residents to watch for specific things like malicious or suspicious behavior. He said we could make suggestions to residents like keeping shrubs trimmed away from homes, leaving lights on and to not leave valuables in cars. He said the City could make an effort to inform residents what to do.

Victoria Hedenstrom said her neighborhood, Perkins Country Estates, has set up a great system and for the most part it's been very helpful. She suggested the City encourage other neighborhood watch programs.

- (2) Mid Lane Cares (Fern Ridge Service Center) Street Closure and Noise Variance Permits for the 2014 Harvest Festival

Ingham said we don't get many of these requests and the majority of them come from Mid Lane Cares for the Harvest Festival. He said there are very few homes in that area that would be impacted. He said every year the City waives the street closure permit fee. He said City staff has never received complaints about the noise or the street closures associated with the Harvest Festival. He said all proceeds from the event go to the Fern Ridge Service Center.

Thomas Cotter indicated that Mid Lane Cares did not request the noise variance fee of \$25 also be waived.

MOTION: Thomas Cotter made a motion to approve waiving the street closure permit fee of \$40 and the noise variance fee of \$25. Brittany Boothe seconded the motion which passed with a vote of 4-0.

Upon further discussion it was noted that the \$25 noise variance fee only applies to long term or permanent permits so waiving the fee was not required.

- (3) Request from Mid Lane Cares to Sponsor the 2014 Veneta Harvest Festival
Ingham said if the Council approved the sponsorship, the \$500 would come from the Rural Tourism Marketing Program (RTMP). He said this event attracts visitors and is really Veneta's only event.

MOTION: Thomas Cotter made a motion to approve a \$500 sponsorship for the 2014 Veneta Harvest Festival. Victoria Hedenstrom seconded motion which passed with a vote of 4-0.

- (4) Lane Council of Governments (LCOG) Membership Status for Lane Transit District (LTD)
Ingham said Councilor Cotter requested this be on the agenda for discussion. Ingham provided an email from Brenda Wilson, Executive Director at LCOG, as well as three options that were provided in the April LCOG packet.

Thomas Cotter said essentially the LTD Board wants to be a voting member of LCOG but in order to become a voting member, a Board is required to be elected and not appointed. He said the LTD Board is the latter. He said essentially throughout the discussion at the last LCOG meeting, it was determined that it shouldn't matter because the whole idea behind LCOG is to be compatible with all forms of government and the intent should be to make them a voting member. Others said it would be difficult for LTD to become an elected board. And others felt that if they

want to have a vote, then they need to do what it takes to be able to vote. He said so far it's split pretty much down the middle whether or not to allow LTD to become a voting member of LCOG.

Ingham said the University of Oregon asked for an affiliate membership and not necessarily full voting rights. He said there is some concern about opening membership up to much larger organizations that are different from municipal entities or special districts like library and fire department. He said that may change the tone of the discussion about services LCOG delivers. He said the same discussion has taken place in the mid-Willamette Valley area. He said the Keizer/Salem Transit District changed their charter and went from a governor appointed board to an elected board and Metro did the same. He said there's a large voice in the Eugene/Springfield community and as LTD looks at increasing the payroll taxes it's not reflective of an elected body of greater Lane County. He said if you ask a board to make those kind of decisions shouldn't they be elected? He said when you get too many loud and big voices the smaller voices may not always be heard.

In response to a question from Mayor Larson, Thomas Cotter said the larger members have more than one vote.

Victoria Hedenstrom said she is concerned with LTD and the animosity associated with it. She said her job is to be a voice and she's concerned that LTD may vote for the betterment of its organization and not necessarily for the betterment of the community. She said she felt it's diluting the purpose of a government voice.

Thomas Cotter said that's an issue for anyone voting.

Brittany Boothe said the difference is that the LTD Board isn't an elected Board but an appointed Board.

Ingham said there are many different kinds of members of LCOG; parks and recreation districts, libraries, schools, and fire districts.

Victoria Hedenstrom withdrew her statement.

Thomas Cotter said he voted twice on one option that never passed and he said if LTD wants it badly enough then they should change the Board from an appointed one to an elected one. He said if that's the only thing that bothers him and they only have one vote, then he's not sure it would be that important. He felt LTD should become an elected board specifically because they can raise taxes.

In response to a question from Brittany Boothe, Thomas Cotter said LTD was very appreciative and humble and also talked about coming back with a redesigned proposal. He said he's not sure what their position was other than they wanted to be a voting member.

In response to a question from Brittany Boothe, Thomas Cotter said he would like to take the Council's consensus to the next LCOG meeting.

Mayor Larson said she's leaning toward LTD being required to become an elected board.

Victoria Hedenstrom said if they want it badly enough they'll become an elected board.

Mayor Larson said LCOG offers multiple resources to its members.

Ingham said LCOG delivers services to non-members entities.

In response to a question from Thomas Cotter, Ingham said LTD has a seat at the Metropolitan Planning Organization (MPO) which Eugene and Springfield receive funding from. He said he's not sure what's LTD's motivation to become a member of LCOG is, other than to be a solid board and to give them a full voice in that discussion.

Thomas Cotter said LTD is a member of LCOG but not on the LCOG Board. He said if LTD is allowed to vote they can influence policy.

Ingham said there are other non-voting members of LCOG.

Thomas Cotter said City of Eugene and County officials are not agreeing on this issue.

Victoria Hedenstrom said LTD has such a large service area and is a big part of the County's transportation system.

Brittany Boothe said to her it's whether LTD follows the charter and if they want to vote on policy decisions, the people that are representing those constituents should be elected and not appointed, she would be in favor of the LTD Board becoming an elected board.

It was the consensus of the Council that LTD should be required to have an elected board of directors if it wants voting rights as a member of LCOG.

Thomas Cotter said he will take that information to the September LCOG meeting.

b. Councilor/Committee Liaison Reports

Brittany Boothe said she missed the August Park Board meeting.

Victoria Hedenstrom said she will attend tomorrow's Chamber Board meeting.

Mayor Larson said the School Board has not met during the summer. She said the Board is on retreat now and the new superintendent is in her office. Mayor Larson said she attended the Oregon Mayor's Association conference in Pendleton. She said they had to drive around some of the forest fires on the way to the conference. Mayor Larson offered to email the conference information to Councilors if they wanted it. She also said that many west Lane County Mayors requested that the timeline for the "If I were Mayor" contest be started earlier in the year. She said the contest will now open in September but still have the original deadline date in May so the contest will be open during the school year. Mayor Larson said she will send out a recap of the conference and she also had a handout from all the cities that have joined the HEALs program.

5. STAFF REPORTS

a. Associate Planner.....Lisa Garbett

(1) Public Hearing: Amendments to Veneta Land Development Ordinance No. 493 to add provisions for locating Medical Marijuana Facilities

1. Mayor Larson opened the Public Hearing at 7:47 p.m.

2. Declaration of Conflict of Interest or Ex-Parte Contacts
None

3. Staff Report

Garbett reviewed the staff report. She said the City Council will hold a public hearing to take testimony on amendments to the Veneta Land Development Ordinance No. 493 (VLDO) that will add provisions to allow Medical Marijuana Facilities (MMF) in Highway-Commercial,

Community-Commercial, Broadway-Commercial, Residential-Commercial, Industrial-Commercial, and Light-Industrial Zones and restrict MMFs from locating within 1000 feet of a public park. She said amendments also include the addition of a definition of a MMF consistent with the Oregon Health Authority (OHA) definition.

Garbett said public testimony can be received on the ordinance amendments at the public hearing. She said the Planning Commission approved the amendments at its July 1, 2014 meeting in accordance with section 11.01 that allows the City Council to initiate an amendment. Public notices were published in the Fern Ridge Review on May 21st and May 28th; 10 days prior to the first public hearing. She said the Oregon Dept. of Land Development and Conservation (LCDC) was also noticed, which was required to amend the code and a measure 56 notice was sent on May 26th. No public comment has been received to date.

In response to a question from Mayor Larson, Garbett said OHA restrictions does not allow for placement of a MMF within 1000 ft. from a school and the City Council extended that restriction to include all City parks. She said the map has been expanded to include schools and parks.

4. Questions from the City Council

In response to a question from Victoria Hedenstrom, Mayor Larson said legal counsel advised the City not to restrict MMFs in mixed use areas.

Garbett said this was vetted out with the legal counsel. She said we wouldn't add a MMF as a permitted use subject to site plan review but the code already ties it back to Community-Commercial.

Brittany Boothe said she remembered the definition of mixed use was defined differently and created a point of confusion. She said the discussion about Broadway-Commercial ended up being a non-issue because that area is excluded.

5. Public Testimony
None

6. Mayor Larson closed the Public Meeting at 7:59 p.m.

7. Deliberation and Decision
None

(2) **ORDINANCE NO. 514 - AN ORDINANCE AMENDING SECTION 4.05 THROUGH 4.09 AND SECTION 13.02 OF THE VENETA LAND DEVELOPMENT ORDINANCE NO 493. For First Reading by Title Only.**

MOTION: Thomas Cotter made a motion to approve Ordinance No. 514 for first reading by title only. Brittany Boothe seconded the motion which passed with a vote of 4.0.

Ordinance No. 514 was read into the record for first reading by title only.

b. Finance Director.....Shauna Hartz

(1) Bulk Water

i. Agenda Item Summary

Hartz said the City Council recently approved the purchase and installation of a Bulk Water

Station on Cornerstone. She said bulk water will be paid for with pre-paid credit cards. She said because there are different rates and fees associated with the system, it seemed best to remove the bulk water rates from the existing water resolution and be incorporated into a separate resolution to include policies and procedures. She said it was a challenge to create a rate that would be fair to all bulk water customers. A few with the new rate structure could be burdened because of the large amount of water they purchase so we are leaving the option to make arrangements to use a hydrant or other facilities.

In response to a question from Mayor Larson, Hartz said customers that purchase large amounts of water from hydrants would not be charged the 2% surcharge or a card set up fee. The base rate or flat rate of \$11 per thousand gallons would have been really expensive for large water customers.

In response to a question from Brittany Boothe, Hartz said the 2% surcharge offsets administrative cost, as much as possible and trying to recoup the cost of the bulk water station without burdening the customers.

In response to a question from Mayor Larson, Hartz said the one-time administrative fee and the meter set-up charge are both a onetime fee.

Ingham said there's a setup fee with the card, as long as they don't lose their card, they will have a one-time set-up fee.

In response to a question from Brittany Boothe, Ingham said bulk water customers will be charged the 2% surcharge each time they fill their card. He said the difficult part is that so much of our current residential/commercial water analysis is around the base rate and the consumption rate. He said bulk water is strictly a consumption rate. He said some of that 2% surcharge was to offset the administrative activities but also make up for the loss of the base rate without having to set the consumption rate at such a high amount.

Brittany Boothe said the process seems very equitable.

In response to a question from Thomas Cotter, Hartz said the resolution doesn't set the maximum amount of bulk water a customer can purchase but it does include language that the City has the right to limit the quantity of bulk water purchased at any given time.

In response to a question from Mayor Larson, Hartz said bulk water customers will not be charged at a tiered rate but a flat rate but that could turn out to be more expensive for the large users. She said that's why we're maintaining the other options for large users who will be billed for consumption as well as a base rate.

In response to a question from Brittany Boothe, Schauer said the bulk water station comes with a card system which the City purchased. He said the pre-paid cards will be loaded at City Hall and the City controls all the funds which stay within the City's system.

Hartz said Resolution No. 1156 extracts the bulk water rates so they can be treated separately.

- ii. **RESOLUTION NO. 1156** – A RESOLUTION REPEALING SECTION 2.2.(d) OF RESOLUTION NO. 1137 WHICH ESTABLISHES WATER FEES AND RATES FOR USERS OF THE VENETA MUNICIPAL WATER SYSTEM

MOTION: Thomas made a motion to approve Resolution No. 1156. Victoria Hedenstrom seconded the motion which passed with a vote of 4.0.

Hartz said Resolution No. 1156 addresses residential, commercial water rates and bulk water rates. She said that bulk water language was then put into Resolution No. 1157 to address bulk water rates and add policies.

- iii. Public Comment
None

Hartz said there was a minor correction in Resolution No. 1157, section 2.a. should be section 3.a. above.

- iv. **RESOLUTION NO. 1157 – A RESOLUTION ESTABLISHING BULK WATER FEES, RATES, POLICIES AND PROCEDURES**

MOTION: Thomas made a motion to approve Resolution No. 1157. Brittany Boothe seconded the motion which passed with a vote of 4.0.

- (2) Fiscal Year 2013-14 Preliminary Fund Balances Report

Hartz said this report show the preliminary ending fund balances for fiscal year 2013-14 which ended June 30, 2014. She said she is still working on year end entries, close out, and journal entries for the upcoming audit.

Hartz said the law enforcement fund balance is large because we hadn't made the fourth quarter payment yet. It will be expensed by journal entry which will reduce the fund balance by \$180,000.

Regarding streets, in response to a question from Mayor Larson, Ingham said 40% to 60% of the fund covers operations and the other 55% is set aside for maintenance or capital improvements. He said when we looked at the cost of some of those road improvements, it's not all that healthy but as time goes on we will have to set more and more funds aside for improvements.

In response to questions from Victoria Hedenstrom, Ingham said ODOT collects fuel taxes and when the City Council passed the gas tax in 2005 we had two active gas stations within City limits. He said as cars get more efficient and one of those two stations closed, annual revenue dropped to \$60,000 to \$65,000. He said now both of those stations are open and with their aggressive price structure and commercial truck traffic and travelers heading to the coast; we may see that overall revenue jump back to \$110,000 to \$120,000. He said it's hard to track what comes out of the card lock stations which we also collect the transportation fuel tax from.

Ingham said one of the goals from the Council's goal setting session was to do a street assessment which now staff has decided to use an outside contractor for. He said staff is hopeful to see that information back to the Council by late fall or early winter - before we start our budget discussion so we know how sufficient the road fund is. He said with that information we can determine what level of projects we can tackle. He said depending on what the Council wants to get done, we need to ask the questions "do we need additional revenue and if so where will it come from". He said our road fund is relatively healthy and we try to set aside funds in the government reserve fund.

In response to a question from Victoria Hedenstrom, Hartz said the enterprise reserve fund is water and sewer money but mostly sewer.

Ingham said the enterprise reserve fund is separate from SDC and the capital fund for water and sewer. He said SDC goes to capacity expansion, and capital funds go to significant expansion of the plant. He said this budget is so unusual with the water pipeline project and the fact that it so significantly came in under budget is why we see the percentage of dollars received is not accessing all the funds because we didn't need to cover the actual cost of the project.

Ingham apologized for not getting some information into the packet. He said if we're not meeting until September, staff wanted to work through the next phase of these projects.

c. Management Analyst.....Katie Babits

(1) Healthy Eating Active Living (HEAL) Grant Application (Handout)

Babits said we officially became a HEAL City on July 14th which made us eligible to apply for small grants and the grant application is due August 15th. She said staff sent ideas to Council via email to seek input on the consensus of what ideas received the most interest. She said the two top projects were a formal shared use agreement with Fern Ridge School District for use of the Veneta Elementary playground, play structures and track during non-operational hours and a .64 mile multi-use path from Veneta to Suttle Rd. in Elmira. She and Ingham determined start-up costs for these two projects would be \$8,625. Babits said a HEAL representative recommended we submit both ideas in the grant application. She said the shared use agreement with Fern Ridge School District would require us to make all parks and facilities nonsmoking. She said costs for the agreement would include consultation with the City's legal counsel and holding an open house or City Hall meetings. She said costs for the multi-use path would start with a preliminary conceptual design and feasibility study which would help secure future funding to move the project along. Babits said the multi-use path would parallel the west side of Territorial Rd. from Veneta to Elmira, all of which is owned by the City.

Mayor Larson said at the Mayor's Conference, an ODOT representative indicated enhancement funds should be available within a year for this kind of proposal.

Ingham said there are many constraints on this project but we need to start with the conceptual and feasibility study to determine what it would look like. He said then an agreement and a plausible, pre engineering report would be completed to vet out the cost. The next step would be actual engineering, then the National Environmental Policy Act (NEPA) study would need to be completed before we could see actual construction dollars as a final step.

In response to questions from Victoria Hedenstrom, Ingham said residents do use the track and playground equipment at Veneta Elementary but the HEAL cities group have very broad policies and after staff reviewed the policies, we realized we're already doing many of them. He said the largest gap was that we don't have formal agreements with the School District to utilize shared facilities. He said the next step would be to establish nonsmoking facilities and formalize the agreement. He said the skate park doesn't have the open space that Veneta Elementary offers. He said we want to bring residents to the school campus during the summer months and if we want to focus on getting kids to use that facility it requires a formal agreement with the School District. Ingham said legal counsel would also review the City's potential liability issues. He said the school will not be available after daylight hours.

In response to a question from Mayor Larson, Ingham said the School District doesn't really want to publicize that the facility is there.

Victoria Hedenstrom said she has always ran on a school track. She said she just assumes that because it's a public school it's available to everyone. She asked doesn't everyone know that it's a public facility for everyone to use?

Ingham said this is our grant application and unfortunately, we haven't spent a lot of time planning it out. He said in the eyes of City staff it's just adding additional park space and encouraging residents to use Veneta Elementary during non-school hours even if it gets five or 20 people into an active environment and getting more residents using school facilities. He said playgrounds are very secure facilities and are designed as such. He said school campuses give the impression of a locked down facility and we want to make sure that's it's perceived as a public park.

MOTION: Thomas Cotter made a motion to approve the grant application in draft form, to direct staff to seek support letters to include in the grant package and to approve Mayor Larson sign the finalized grant application for submittal. Victoria Hedenstrom seconded the motion which passed with a vote of 4.0.

- d. Public Works Director..... Kyle Schauer
(1) Sewer In-fill Report (Handout)

Schauer reviewed the map and spread sheet. He said at the last Council goal setting session one item flushed out is a request for a sewer infill report to show City wide connectivity with the sewer system. The map shows in detail every lot within City limits. Schauer said Garbett, Ingham and he worked on the map which also provides information other than sewer connectivity.

In response to a question from Brittany Boothe, Schauer said the yellow areas are unconnected City lots, but sewer is available to them. He said the undeveloped areas indicate infrastructure is in the street adjacent to the properties. He said that sewer infrastructure is generally installed and paid for by developers, but SDC's are paid upon connection. He said the same is true for a subdivision on Tenth St.

In response to a question from Thomas Cotter, Schauer said the yellow areas are lots that are not connected to City sewer lines that are currently available and the areas with hash marks indicate a potential to get connected.

Schauer said the City has done a great job in setting up connection points throughout the City for future hook-ups. He said the blue lots (the northeast section of City limits) have no sewer available and it will take a significant investment to bring sewer to those lots. He said the Sewer Master Plan calls for a lift station to service that area and the City will partner with developers to make that happen.

In response to a question from Brittany Booth, Schauer said "undeveloped" means there is no structure on the lot. "Unserved" or "no infrastructure" means there are no sewer lines available in that area to hook up to.

Ingham said the Northeast Employment Center has no structures but it can be connected.

Schauer said previous LID areas are also marked and those homes are required to connect within five years.

In response to a question from Victoria Hedenstrom, Schauer said the sewer lines for E. Bolton and Eighth St. when built will run down the middle of the roadway. He said there are some road issues but we can't take care of those issues until we do the sewer lines.

Schauer said staff needs approval from the Council to move forward with a new engineer's estimate for the E. Bolton project with today's dollars and direct the City Engineer to prepare a pre-design for Eighth St. to determine if the project is feasible.

Ingham said once we know what the cost will be, the next step is to decide if we want to pursue an LID process where all property owners are assessed or do we learn from the two previous LID's and not give property owners 10 years to connect. He said it depends on the Engineer's estimate.

In response to a question from Victoria Hedenstrom, Schauer said all residents will be required to hook up to the main line down the middle of the road and be responsible for removing their septic tanks.

MOTION: Thomas Cotter made a motion to authorize the Public Works Director to proceed with procuring an updated Engineer's estimate for the East Bolton Sewer Extension Project and to initiate a preliminary engineering report to determine the feasibility of moving forward with a sewer extension project for the area of Eighth St. between Dunham Ave. and Sertic Rd. Victoria Hedenstrom seconded the motion which passed with a vote of 4.0.

e. City Administrator.....Ric Ingham
(1) Questions from Councilors

Ingham said staff received a letter of understanding from Frannie Brindle, Regional Director at ODOT which confirmed that the Oregon Transportation Commission adopted the 2015-2018 Statewide Transportation Improvement Program (STIP) and included the funding of the engineering and NEPA study for the multi-use use path from Veneta to Greenhill. He asked the Council if it is still interested in moving forward with that project and committing to the \$17,500 match. If so, he needs authorization to sign the letter of understanding. He said Lane County will also kick in \$17,500.

MOTION: Thomas Cotter made a motion to approve the final project details for the multi-use path. Brittany Boothe seconded the motion which passed with a vote of 4.0.

In response to a question from Victoria Hedenstrom, Ingham said the City was the project applicant of the multi-use path and ODOT was the applicant for the safety improvements. He said Lane Area Commission on Transportation (LACT) approved improvements for a 2.9 mile stretch of Highway. He said this is just the design phase so we need to wait until the next State Transportation Improvement Program (STIP) round to try to receive construction funds.

Ingham reminded everyone of the upcoming City Hall week, Wednesday, September 10th in Cottage Grove. He said he cannot attend, but suggested all Councilors take advantage of attending. He said it's a great way to build relationships within our legislators. He said Representative Holvey and Sen. Prozanski will be there.

Mayor Larson suggested Councilors planning to attend should talk about transportation.

Ingham said he received notice that Rick Crinklaw is retiring from Lane Electric Cooperative after 37 years. He said Mr. Crinklaw was very active in the community and played an early roll in Veneta's economic development. He said Lane Electric is hosting a retirement event at its offices on Wednesday, August 27th. He said he will work with Mayor Larson to put together an acknowledgement letter to be delivered by a representative of the City.

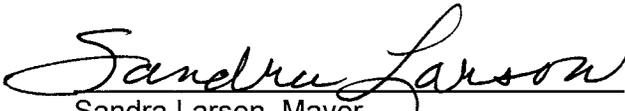
Ingham said he is working on getting management staff; Hartz, Bork, and Schauer under an employment contract. He said compensation will be laid out in the contract and stated that if Councilors would like more information, to please contact him.

In response to a question from Joan Mariner, Ingham said Congressman Peter DeFazio will be at City Hall for a Town Hall meeting, at 4:00 p.m. Thursday, August 21st. He said there will hopefully be a chance for elected officials to speak with him. He said Congressman DeFazio was instrumental in the initial funding of the Fern Ridge Corridor study for Highway 126.

Ingham said the next Council meeting will be September 8th meeting because the August 25th Council has been cancelled.

8. ADJOURN

Mayor Larson adjourned the Veneta City Council at 9:30 p.m.


Sandra Larson, Mayor

ATTEST:



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