

**CITY COUNCIL
MEMBERS:**

KEITH WEISS (MAYOR)
ROBBIE MCCOY (PRESIDENT)
ALEXA BENSON

PAT COY
MAUREEN WRIGHT

MINUTES

City Council Meeting
Monday, March 13, 2023 6:30 PM
Veneta City Hall – J.W. “Bill” Smigley Room
88184 8TH Street, Veneta, Oregon

Present: Mayor Keith Weiss, President Robbie McCoy, Councilor Alexa Benson, Councilor Pat Coy, and Councilor Maureen Wright
Absent: None
Staff: City Administrator (CA) Matt Michel, Management Analyst (MA) Cole Haselip, Public Works Director (PWD) Kyle Schauer, and City Recorder (CR) Grace Jelks
Other: LCSO Sgt. Tim Ware, Marie Pickett

1. CALL TO ORDER

Mayor Weiss called the City Council to order at 6:30 p.m. and reviewed the agenda.

2. PUBLIC COMMENT

None.

3. CONSENT AGENDA

- a. Minutes for February 13, 2023 Regular Session
- b. Minutes for February 27, 2023 Work Session
- c. Minutes for February 27, 2023 Special Session
- d. Monthly Check Register
- e. Civic Calendar for April 2023
- f. Public Works Department Monthly Report
- g. Community Development Department Monthly Report
- h. Rescue Veneta Grant Award

MOTION: Council President McCoy made a **motion to approve the consent agenda as presented**. Councilor Coy seconded the motion. **The motion passed unanimously (5-0)**.

VOTE: Mayor Weiss, aye; Council President McCoy, aye; Councilor Benson, aye; Councilor Coy, aye; and Councilor Wright, aye.

4. COUNCIL BUSINESS REPORTS

a. Business

- (1) LCSO Sgt. Tim Ware presented the Veneta Public Safety Report for February and discussed the "ALICE" (active shooter) training that City Staff participated in. Deputy Evan Myers completed weighmaster training and citations issued will come through Veneta Municipal Court.

Councilor comments and questions included clarification on the number of calls compared to the number cases. Sgt. Ware stated that not all calls result in a case and that the recent increase in calls is related to the increased homeless population. The Council expressed appreciation for their handling of a difficult public contact.

- (2) Mayor Weiss appointed Bob Reeves to the Veneta Park Board.
- (3) MA Haselip presented the Donation Request from Veneta Downtown Farmer's Market.

Marie Pickett, Farmer's Market - Treasurer / P O Box 81, Alvadore Oregon, spoke about the Veneta's Farmer Market and expressed appreciation to the Council for their support. The Farmer's Market is self-sufficient but uses grants to help build a robust education and distribution program.

Councilor comments and questions included the timeline for the Farmer's Market to become self-sustaining.

MOTION: Council President McCoy made a **motion to donate \$2,200 to the Veneta Farmer's Market from the Council's Discretionary fund**. Councilor Wright seconded the motion. **The motion passed unanimously (5-0)**.

- (4) Mayor Weiss asked Councilor Coy to present the Donation Request from Kiwanis Kruse-In.

Councilor Coy shared that the mission of Kiwanis is to invest in and support the community. The Kiwanis Kruse-In during the Harvest

Festival has become a highly anticipated and well attended event every year.

MOTION: Council President McCoy made a **motion to donate \$500 to the Kiwanis Kruiise-In from the Council's Discretionary fund.** Councilor Benson seconded the motion. **The motion passed unanimously (5-0).**

- (5) Mayor Weiss asked MA Haselip to present the "If I Were A Mayor" competition.

Councilor comments and questions included clarification on community participation.

MA Haselip discussed incentives given by the schools for students to participate and the increased number of applications received this year.

b. Council/Committee Liaison Reports

- (1) Councilor Benson discussed the Park Board activities to get ready for the Easter Egg Hunt on April 8th at 11:00 a.m. The Veneta Community Run will be on September 24th and the Committee is accepting donations. The Park Board is discussing a new design for an adult "quiet park" at Ralph Johnson Park.
- (2) Council President McCoy discussed the Veneta Chamber of Commerce Board meeting scheduled for tomorrow has been rescheduled for next Tuesday. The DSA is April 13th and the deadline for nominations is March 17th. Flowers on Broadway are selling fast. LCOG held an awards night at the Armory in Cottage Grove where Tom Cotter received a Lifetime Achievement Award.
- (3) Councilor Wright stated that the Economic Development Committee meeting was cancelled. The Business Assistance Committee approved negotiations with the Smith Family for "The Attic" property and approved a couple of grants.
- (4) Councilor Coy discussed Kiwanis cleanup activities at Camp Wilani to get it ready for outdoor school. They discussed this year's Kruiise-In at their meeting last Thursday. Mid Lane Cares is getting ready for the auction on May 7th at 1:00 p.m., at the Fern Ridge Service Center.
- (5) Mayor Weiss discussed the Lane ACT meeting on March 8th. Each member was asked to present their budget priorities. He discussed the Hwy 126 expansion and better education for the public about upcoming and ongoing projects.

5. STAFF REPORTS

a. Management Analyst

- (1) MA Haselip presented the Annual Public Safety Metrics.

- (2) MA Haselip presented the Public Safety Fee Annual Update. Councilor comments and questions included whether the public provided any negative feedback, paying for code enforcement services out of the same fund, and an update on the code enforcement officer process. MA Haselip stated there was very little negative public feedback about the fee increase, code enforcement services are only partially paid for out the fund due to the current structure of the position, and that the City is currently gathering completed surveys regarding active code enforcement.

MOTION: Council President McCoy made a **motion to implement the staff recommended changes to the Law Enforcement Fund and maintain the \$4 a month public safety fee for fiscal year 2024.** Councilor Coy seconded the motion. **The motion passed unanimously (5-0).**

- (3) MA Haselip presented the Water System Development Charge Multi-Family Adjustment. Councilor comments and questions included clarification of the process, making sure that it's fair to everyone, and the impact on developers. PWD Schauer and MA Haselip clarified that we are already pretty close to the 66% benchmark (69%). Too much of reduction will drastically reduce the ability to move forward with capital improvements. Developers are currently more impacted by transportation rather than water SDC's. CA Michel felt that comprising to the mid-range was fair and preferable to other options, which would be a high-impact overcorrection.

MOTION: Council President McCoy made a **motion to direct staff to return to the City Council with a resolution to adjust water SDC's for multi-family development using the Equivalent Residential Unit methodology.** Councilor Benson seconded the motion. **The motion passed unanimously (5-0).**

- (4) MA Haselip presented the Paths and Trails Plan Contract.

MOTION: Councilor McCoy made a **motion to direct staff to enter into an agreement not to exceed \$49,938 with the Toole Design LLC to**

accomplish the Paths and Trails Master Plan project. Councilor Wright seconded the motion. The motion passed unanimously (5-0).

b. Public Works Director

- (1) PWD Schauer presented the 2022 Pool Season Report.

Councilor comments and questions included whether the City has an adequate supply of parts to make repairs quickly, the condition of the solar panels, and possible rate increase. The Council expressed their appreciation to pool staff and public works staff for their hard work and maintaining a high degree of safety through training.

PWD Schauer discussed the backup supply of parts, possibly updating the solar panels in the future, and confirmed there will not be a fee increase this year.

c. City Administrator

- (1) CA Michel presented the Amendment of Fern Ridge Service Center Lease Agreement with Mid Lane Cares.

MOTION: Council President McCoy made a **motion to approve, and City Administrator to sign, the amended lease with Mid Lane Cares for the operation of the Fern Ridge Service Center, as amended.** Councilor Wright seconded the motion. **The motion passed unanimously (5-0).**

- (2) CA Michel presented the Utilities Agreement with the Veneta Fern Ridge Chamber of Commerce.

MOTION: Council President McCoy made a **motion to approve, and City Administrator to sign, the utilities agreement with the Veneta Fern Ridge Chamber of Commerce, as presented.** Councilor Benson seconded the motion. **The motion passed unanimously (5-0).**

6. OTHER

- a. Mayor Weiss discussed the lack of adequate lighting at the intersection of Hwy 126 and 8th St. PWD Schauer shared that during his recent conversation with EPUD, they indicated that a crew was dispatched to the location to investigate and make repairs if necessary. Unfortunately, there are not any higher wattage bulbs that can be installed to fix the dim light problem. They are discussing installation of a new light on 8th Street.

7. RECESS TO CONVENE VENETA URBAN RENEWAL AGENCY

Mayor Weiss temporarily recessed the meeting of the Veneta City Council at 8:06 p.m. in order to meet as the Veneta Urban Renewal Agency.

8. RECONVENE VENETA CITY COUNCIL

Mayor Weiss reconvened the meeting of the Veneta City Council at 8:19 p.m.

9. OTHER

- a. CA Michel shared a "thank you" note from S.A.N.T.A. for the Council's donation.
- b. CA Michel shared that the Arbor Foundation named the City of Veneta a 2022 Tree City USA.
- c. PWD Schauer gave an update on the Dog Park construction.
- d. Councilor Coy gave an update on a 6 ft. fence installation at the Community Garden.

10. ADJOURN

Mayor Weiss adjourned the March 13, 2023, regular meeting of the Veneta City Council at 8:24 p.m.

ATTEST:



Keith Weiss, Mayor



Grace Jelks, City Recorder