

AGENDA
VENETA CITY COUNCIL
MONDAY, DECEMBER 14, 2015 – 6:30 P.M.
 Veneta Administrative Center, 88184 8th Street, Veneta, Oregon

- 6:30 **1. CALL TO ORDER**
- 6:35 **2. PUBLIC COMMENT** - Maximum time 20 minutes. Speakers will be limited to 3 minutes each. The Council will not engage in any discussion or make any decisions based on public comment at this time; however, they may take comments under advisement for discussion and action at a future Council meeting.
- 6:40 **3. CONSENT AGENDA**
- a. Minutes for November 23, 2015 Work Session (pgs. 3-5)
 - b. Minutes for November 23, 2015 (pgs. 7-10)
 - c. Accounts Payable
 - i. To be Paid – Payable through December 1, 2015 (pgs. 11-18)
- 6:45 **4. COUNCIL BUSINESS AND REPORTS**
- a. Business
 - b. Council/Committee Liaison Reports
- 6:55 **5. STAFF REPORTS**
- a. Finance Director.....Shauna Hartz
 - (1) Update Rates, Rules and Agreement for Use of Community Center
 - i. Agenda Item Summary (pgs. 19-21)
 - ii. Public Comment
 - iii. **Resolution No. 1172** - A RESOLUTION ADOPTING RATES, RULES AND AGREEMENTS GOVERNING THE USE OF THE VENETA COMMUNITY CENTER AND REPEALING RESOLUTION NO. 827 (pgs. 23-26)
 - (2) Proposed Water Rate Increase
 - i. Agenda Item Summary (pgs. 27-32)
 - ii. Public Comment
 - iii. **Resolution No. 1185** – A RESOLUTION ESTABLISHING WATER FEES AND RATES FOR USERS OF THE VENETA MUNICIPAL WATER SYSTEM AND REPEALING RESOLUTION NO. 1160 (pgs. 33-36)
 - (3) Proposed Bulk Water Rate Increase
 - i. Agenda Item Summary (pgs. 37-38)
 - ii. Public Comment
 - iii. **Resolution No. 1186** – A RESOLUTION ESTABLISHING BULK WATER FEES, RATES, POLICIES AND PROCEDURES AND REPEALING RESOLUTION NO. 1161 (pgs. 39-41)
 - b. City Administrator.....Ric Ingham
 - (1) Formation of the Fern Ridge Community Policing District
 - i. Letter from Legal Counsel, Ken Jones (pgs. 43-44)
 - ii. Lane County Board of Commissioners Board Order (pgs. 45-48)
 - iii. Public Comment
 - iv. **Resolution No. 1184** – A RESOLUTION APPROVING THE INCLUSION OF THE BOUNDARIES OF THE CITY OF VENETA WITHIN THE BOUNDARIES OF THE PROPOSED SPECIAL LAW ENFORCEMENT DISTRICT (pgs. 49-50)
 - (2) Questions from Councilors
- 7:35 **6. OTHER**

7:45 7. **ADJOURN**

Times are approximate. This meeting will be digitally recorded. Location is wheelchair accessible (WCA). Communication interpreter, including American Sign Language (ASL) interpretation, is available if notice is given at least 48 hours prior to the start of the meeting. Contact the City Recorder, Darci Henneman, via phone (541) 935-2191, Email dhenneman@ci.veneta.or.us, or TTY Telecommunications Relay Service 1-800-735-1232.

To access City Council meeting materials please go to <http://www.venetaoregon.gov/meetings>

Minutes of the Veneta City Council Work Session November 23, 2015

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

Others: Shauna Hartz, Finance Director; Ken Jones, Legal Counsel; Kyle Schauer, Public Works Director; Darci Henneman, City Recorder; Steve Reister, Lt. Halvorson LCSO; and Joan Mariner, Fern Ridge Review

1. CALL TO ORDER THE VENETA CITY COUNCIL WORK SESSION

Mayor Larson called the Veneta City Council Work Session to order at 5:35 p.m.

2. FERN RIDGE COMMUNITY POLICING DISTRICT

a. Services to Be Delivered

Mayor Larson said due to illness, Ric was not able to attend tonight's meeting.

Mr. Reister reviewed the City's power point presentation and what services will be delivered. He said a few things have changed; there will be two jail beds, rather than three, and it is planned that there will be an Advisory Committee formed prior to May 2016.

b. What we Don't Know – Answers to Previously Asked Questions

In response to a question from Mayor Larson, Commissioner Bozievich said Lane County Board of Commissioners (BOC) will hold one public hearing prior to the January 5, 2016 public hearing, when the Explanatory Committee will be appointed, so the language can be sent to the secretary of state before the January 26th deadline.

Mr. Jones said performing an economic feasibility study needs to take place to make sure that the cost to provide services have been reviewed by those who can confirm the numbers are right and in turn, the proposed rate (\$1.88) will meet those costs and provide enough for reserve and continuation funds.

Mayor Larson said conducting the economic feasibility study would be the County's responsibility.

Mr. Jones said that performing the economic feasibility study falls to someone other than the City. He explained how the tax rate is calculated and how compression works. He said roll back is a separate issue and by law the City would address that through the budget process. He said that will be an ongoing process.

c. Ramp up of District Personnel (Full Time Equivalent)

Mr. Reister said the District will provide a full time sergeant, five deputies in July, six in September, 8 in November, 9 in January, 10 in March, 11 in May and be fully staffed by July, 2016. He said the school resource deputy will be added in September 2016.

In response to a question from Thomas Laing, Lt. Halvorson said if the District passes, LCSO's office will begin the recruiting process. He said lateral hires can apply for the positions. He said they would be certified officers who have already received the appropriate training.

Thomas Cotter said he doesn't see how two deputies can patrol the entire District. How is the presence going to be seen when one deputy is in Alvadore?

Mr. Reister said the City is proposing to construct a building adjacent to the current City Hall and lease the building to the District.

Victoria Hedenstrom said before the City gets on board with the District, patrols needs to be ironed out and we need to know that the standard of service we currently have will continue.

Mr. Reister said the City is going from 20 hours of coverage per day to 24 hours per day which would provide the City with coverage it currently doesn't have.

d. Finalization of Boundary

Mr. Reister said the boundary should be finalized by the end of the month.

e. Proposed Budget - 15 years

Mr. Reister said total costs for the District per year are estimated at 2.5 million dollars. He said the first year of taxes collected will not cover the first year of expenses. He said formation of the District is estimated at \$110,000 which Lane County will cover. He reviewed the entire budget and said ramping up, to provide all the services, is needed in order to make it work. He said the budget will not change significantly, even though the district boundary may change.

In response to a question from Hartz, Lt. Halvorson explained how backfill will be addressed both financially and with deputies.

f. Proposed Tax Rate

Mr. Jones said we cannot get above the permanent rate even with a vote. He said the first time the District will see tax money is December 2016 but it will need operating capital for the first five months and that takes time to build up.

Mayor Larson said the BOC will be the governing body of the District and will have a separate Budget Committee and process. The Advisory Committee may make recommendations but the Budget Committee will make the decisions.

g. District Timeline

Mr. Reister said the timeline had an error; the 24 hour coverage would begin in July, not in September. He said the building design also need to be discussed.

Ken Jones said the District is included on tonight's regular City Council agenda and he recommended the Council discuss it at that time.

Hartz said the main issues for the Council to discuss is the tax rate and if they need more clarity while Mr. Resister, Lt. Halvorson and Mr. Jones are in attendance.

Mr. Jones said we should know what the tax rate will be by the December 8th Town Hall meeting.

Commissioner Bozievich recommended that the BOC appoint the Advisory Committee and that the Committee and the District is formed prior to the May 2016 ballot.

h. Proposed Conditions to be Included in Resolution

The Advisory Committee would consist of seven members: Lane Fire Authority (1), School District (1), citizens at large (2), crime watch (1), and City officials (2). The Advisory Committee would like to assist in appointing the sergeant. The City wants to be included in the selection of the Sergeant and that could be tied into the contract with LCSO and could also be a condition in the City's resolution.

Mr. Jones said as the City prepares the Resolution, we will look to the BOC to add this into the Board Order. He said it wouldn't be included in the ballot language.

Commissioner Bozievich said the Board Order can include District audits. He explained the concept of legislative intent.

Lt. Halvorson said until the District is fully operational, he's not sure what calls will or won't be responded to. He said we really can't talk about operational issues until we have a specific numbers of deputies.

Thomas Cotter asked if a review clause could be included in the Resolution. He said he would like to see the City and not just the BOC, to be able to review the District. He said what if it's determined that the District isn't working for the City, can review it and be able to revise the contract; not to necessarily throw it out but to make adjustments.

Mr. Jones said the statute provides that a date may be set where the BOC, as the District Board, could review whether or not there is benefit for the District to continue. If they determined there is not, they could shut it down.

In response to a question from Victoria Hedenstrom, Mr. Jones said regardless of how involved the Advisory Board or citizen group is, the governing body, which would be the BOC wearing a different hat, would make the final decision.

In response to a question from Mayor Larson, Hartz said a review clause could be included in the Resolution but that doesn't mean it will be included in the Board Order.

Mr. Jones said there are provisions, if it's not working, to dissolve the District through a citizen petition which would include the entire District.

In response to a question from the audience, Mr. Jones said the District budget would not be static and would be a living budget so each year the budget must be approved.

In response to a question from Thomas Laing, Lt. Halvorson said he said the Advisory Committee will tell LCSO what they want and each department will be required to conduct a budget presentation to the BOC and the Budget Committee. He said evaluations and check-ins will also be required.

3. ADJOURN

Mayor Larson adjourned the Veneta City Council at 7:30 p.m.

XXXXXXXXXXXXXXXXXXXX
Sandra H. Larson, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXXXX
Darci Henneman, City Recorder
(Minutes prepared by DHenneman)

Minutes of the Veneta City Council

November 9, 2015

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

Others: Shauna Hartz, Finance Director; Ken Jones, Legal Counsel; Kyle Schauer, Public Works Director; Darci Henneman, City Recorder; Herb Vloedman, Lt. Billy Halvorson and Sgt. Chris Doyle, LCSO; Michael Foster, Valley United Methodist Church, and Joan Mariner, Fern Ridge Review

1. CALL TO ORDER THE VENETA CITY COUNCIL

Mayor Larson called the Veneta City Council to order at 7:38 p.m.

2. PUBLIC COMMENT

Herb Vloedman, 25115 Luther Ln., Veneta, OR

Mr. Vloedman said he appreciates everything the City Council has put into the Policing District and suggested that we need to realize it's a leap of faith for everyone and we should approach it as "we're all in this together". He said he has interests inside the City but lives outside City limits and said his property taxes will increase if the District passes. He said the City's coverage will increase to 24 hours every day and suggested we focus on the ramp up period. He also said the City should make sure it focuses on the entire District and not just the City of Veneta.

3. CONSENT AGENDA

Hartz asked that the November 9, 2015 City Council minutes be removed from the Consent Agenda. She said she would explain later in the meeting under "Other".

MOTION: Thomas Cotter made a motion to approve the consent agenda with the exception of the November 9, 2015 City Council minutes.

Thomas Laing seconded motion.

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

The consent agenda as approved included Minutes for November 9, 2015 Work Session, Accounts Payable - To be Paid – Payable through November 17, 2015, Revised Civic Calendar for December, 2015, Public Works Activity Report for October, 2015, Approval of new Liquor License for Broadway Grill.

4. COUNCIL BUSINESS AND REPORTS

a. Business

(1) Lane County Sheriff's Office Activity Report

Mayor Larson introduced Sgt. Chris Doyle, the City's new half time sergeant.

In response to a question from Mayor Larson, Lt. Halvorson said overall calls have increased due to vehicle related issues; illegal parking complaints and DUIs. He said case numbers and public order (suspicious subjects) calls have also increased which could be due to the neighborhood watch. He said it's a good sign when calls increase because it means residents are paying attention.

In response to a question from Thomas Laing, Lt. Halvorson said deputies respond to every call.

(2) Funding Request from Elmira High School Graduation Committee

Victoria Hedenstrom abstained from voting because she is a member of the 2016 Elmira High School Graduation Night Committee.

In response to a question from Mayor Larson, Hartz said the Council has donated \$500 each year for the last three years.

MOTION: Thomas Cotter made a motion to donate \$500 from the Council Discretionary Account to the 2016 Elmira High School Grad Night Committee. Thomas Laing seconded the motion which passed with a vote of 4-0.

- (3) Request from Oregon Truffle Festival to waive Community Center Rental Fee
Mayor Larson said this is not only a request but in return for waiving the rental fee, the City would be advertised as a sponsor of the event.

MOTION: The City wishes to be a sponsor of the Oregon Truffle Festival by waiving the Community Center rental fee for the Oregon Truffle Festival on various dates in January, 2016. Thomas Cotter made a motion to waive the community center rental fee for various dates in January, 2016 in an amount not to exceed \$1000. Victoria Hedenstrom seconded the motion which passed with a vote of 5-0.

- (4) Reimbursement Request from Valley United Methodist Church – Warming Center
Mr. Foster from Valley United Methodist Church (VUMC) spoke briefly to the Council.

In response to a question from Thomas Laing, Hartz said reimbursement funds would come from the Council Discretionary Account or a General Fund line item. She said Council Discretionary money has not been spent this year.

MOTION: Thomas Cotter made a motion to reimburse Valley United Methodist Church from the FY 2015/16 Council Discretionary Account, \$50 per night that the warming center operates during the 2015/16 winter. Thomas Laing seconded the motion which passed with a vote of 5-0.

Mr. Foster said each night the warming center is open, VUMC offers dinner, a movie and popcorn, and breakfast the next morning. He said there are two volunteer shifts; from 9:00 p.m. to 1:00 a.m. and 1:00 a.m. to 5:00 a.m. He said they will be open this Wednesday, Thursday and Friday and possibly Saturday night because of cold temperatures. He left a contact sheet if anyone would like to volunteer.

b. Council/Committee Liaison Reports

Thomas Cotter said the Economic Development Committee (EDC) met and handed out the postcards to businesses over the weekend. He said there will be an Open House at the Library on January 14, 2016 from 6:30 p.m. to 8:00 p.m. to reach out to Fern Ridge businesses. He said the Committee also wants to hear from local business owners on what they feel the Committee should know and what the Committee can do to benefit business retention and draw other businesses to the area. He said the EDC will host an Open House several times throughout the year.

Herb Vloedman said the Open House is the start of a two way communication path between the EDC and business owners.

Mayor Larson said the postcard was very well done. She said one EDC member was handing them out to area businesses during the Holiday bazaar.

Tim Brooker said the Lane Area Commission on Transportation (LACT) did not meet this month, however, the steering committee did meet and is reviewing project proposals. He said the City's project looks good.

In response to a question from Mayor Larson, Tim Brooker said a decision will be made by the end of the month and then it goes to the Super ACT. He said the Super ACT is meeting in December so hopefully he'll have more information by then.

In response to a question from Thomas Laing, Tim Brooker said he was nominated Vice Chair of the LACT.

Mayor Larson said the School District discussed increasing their construction excise tax to the maximum but she's not sure what it is.

Hartz said she doesn't know what the maximum excise tax is but currently its 5 cents.

Mayor Larson said the School District decided to include that on the December Board meeting agenda. She said the District is still comfortable with the Bond and she said estimates were low but they predict to have a significant amount left over and the Board will determine what it can be used for. She said the School District is looking to give the Garcia Center building away. She said they would like to give it away and would like to see it moved rather than demolishing it in order to make room for the bus parking and student loading. Mayor Larson said the Long Tom Watershed Council (LTWC) had a great meeting at the Community Center on Tuesday, November 17th. She said Rob Hoshaw, Operations Manager of LTWC, said they had a great turn out and that he appreciated the City waiving the Community Center rental fee. He said the City of Veneta is the only entity that does that. She said the Kiwanis Thanksgiving dinner is Wednesday, November 25th at 1:00 p.m. and they encourage the community at large to attend and get to know one another. Mayor Larson said West Lane Technical Learning Center (WLTLC) will have an official ribbon cutting ceremony and open house at 5:30 p.m. on Thursday, December 3rd, which is also the night of the Tree Lighting ceremony.

5. STAFF REPORTS

a. Public Works Director.....Kyle Schauer

(1) Engineer's Report for 8th St. Sewer Project

i. Review Preliminary Engineering Report

Schauer asked the Council to disregard his memo that was in the packet. He said late Friday afternoon he, Ingham, and Lane Branch of Branch Engineering, met and realized they had more questions than answers, so they decided to go a different route. He said at this time, staff would prefer to work through other possible options rather than pursue a local improvement district for 8th St.

After a brief discussion, it was the consensus of the Council to direct staff to look at other possible options for 8th St. residents to connect to City sewer.

ii. Request to Pursue Engineering Report for Local Improvement District (LID)

Schauer said based on the Friday meeting, staff is withdrawing this request.

b. City Administrator.....Ric Ingham

(1) Requested Conditions for the Fern Ridge Community Policing District Resolution

Hartz said the next step is to draft the resolution and prepare the materials for the December 8th Town Hall meeting. She said if there's anything on the list that the Council doesn't want included in the resolution or something they would like to see included, staff can take care of that now. She said Ingham and legal counsel will draft the resolution and the Council would review it at least twice. She reviewed the list and asked for Council consensus.

The Council agreed to make the following changes:

- Define "Community Policing" and change "all violations" to "applicable violations".
- Lt. Halvorson said the City would need to negotiate no. 9 with LCSO.

In response to a question from Thomas Cotter, Mr. Reister said the City should negotiate with LCSO if additional services are desired and it should be included in the resolution, even though the City will be a part of the District.

Mayor Larson said we need the assurance that our level of service doesn't decrease during the ramp up period.

Lt. Halvorson said the Council should be specific and define what they are concerned about.

There was a general Council concern that they wanted to make sure the level of services the City receives doesn't fall below the existing level of service and they don't want our residents to see services diminish.

- (2) Questions from Councilors
None

6. OTHER

Hartz said going back to the November 9, 2015 City Council minutes and approval of Ordinance No. 525, it was determined that the Council did not vote on the motion to approve the ordinance for first reading by title only. Therefore, the minutes need to be amended to remove the lack of vote language and then the Council can approve the minutes.

MOTION: Thomas Cotter made a motion to approve the November 9, 2015 City Council minutes with the removal of the language as specified by staff. Tim Brooker seconded the motion

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

Hartz said because of the no vote on the first reading of Ordinance No. 525, the Council is required to approve Ordinance No. 525 for first and second reading and declaring an emergency.

MOTION: Thomas Cotter made a motion to approve Ordinance No. 525 for first reading, by title only, and declaring an emergency. Victoria Hedenstrom seconded motion which passed with a vote of 5-0.

Ordinance No. 525 was read into the record for first reading by title only.

MOTION: Thomas Cotter made a motion to approve Ordinance No. 525 for second reading, by title only, and final enactment and declaring an emergency. Thomas Laing seconded motion which passed with a vote of 5-0.

Ordinance No. 525 was read into the record for second reading, by title only, and for final enactment of November 23, 2015.

7. ADJOURN

Mayor Larson adjourned the Veneta City Council at 8:45 p.m.

XXXXXXXXXXXXXXXXXX

Sandra H. Larson, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder
(Minutes prepared by DHenneman)

Accounts Payable Checks for Approval



User: mindy
Printed: 12/08/2015 - 8:06 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19642	12/08/2015	GENERAL FUND	Janitorial Services Contract	Above The Mess	577.50
19642	12/08/2015	PLANNING FUND	Janitorial Services Contract	Above The Mess	144.38
19642	12/08/2015	PARKS and RECREATION	Community Ctr Janitorial&Maint	Above The Mess	191.62
Check Total:					913.50
19643	12/08/2015	GENERAL FUND	Bail Payable	Lester Allen	5.00
Check Total:					5.00
19644	12/08/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	ALSCO	269.21
19644	12/08/2015	PLANNING FUND	City Hall Maint/Janitorial Sup	ALSCO	67.30
Check Total:					336.51
19645	12/08/2015	WATER FUND	Vehicle Operation&Maintenance	The Reinalt-Thomas Corporation	22.30
19645	12/08/2015	SEWER FUND	Vehicle Operation&Maintenance	The Reinalt-Thomas Corporation	22.30
19645	12/08/2015	STREET FUND	Vehicle Operation-Maintenance	The Reinalt-Thomas Corporation	44.60
Check Total:					89.20
19646	12/08/2015	WATER FUND	System Quality Tests	Analytical Laboratory Group	1,470.00
19646	12/08/2015	SEWER FUND	System Quality Tests	Analytical Laboratory Group	649.80
Check Total:					2,119.80
19647	12/08/2015	WATER FUND	Training & Conferences	Banner Bank	100.00
19647	12/08/2015	SEWER FUND	Training & Conferences	Banner Bank	100.00
19647	12/08/2015	GENERAL FUND	Computer System Support-Maint	Banner Bank	25.74
19647	12/08/2015	GENERAL FUND	Computer System Support-Maint	Banner Bank	2.86
19647	12/08/2015	GENERAL FUND	Computer System Support-Maint	Banner Bank	2.86
19647	12/08/2015	PARKS and RECREATION	Computer System Support-Maint	Banner Bank	5.87

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19647	12/08/2015	PARKS and RECREATION	Computer System Support/Maint	Banner Bank	2.87
19647	12/08/2015	PLANNING FUND	Computer System Support-Maint	Banner Bank	10.86
19647	12/08/2015	WATER FUND	Computer System Support-Maint	Banner Bank	10.86
19647	12/08/2015	SEWER FUND	Computer System Support-Maint	Banner Bank	15.86
19647	12/08/2015	STREET FUND	Computer System Support-Maint	Banner Bank	5.86
19647	12/08/2015	STORMWATER DRAINAGE	Computer System Support-Maint	Banner Bank	3.86
19647	12/08/2015	PARKS and RECREATION	Tools & Small Equipment	Banner Bank	12.41
19647	12/08/2015	STREET FUND	Tools & Small Equipment	Banner Bank	12.42
19647	12/08/2015	GENERAL FUND	Training & Travel-Officials	Banner Bank	631.46
19647	12/08/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	Banner Bank	16.80
19647	12/08/2015	PLANNING FUND	City Hall Maint/Janitorial Sup	Banner Bank	4.20
19647	12/08/2015	GENERAL FUND	Office Equipment & Furniture	Banner Bank	76.98
19647	12/08/2015	PARKS and RECREATION	Park Maintenance	Banner Bank	321.47
				Check Total:	1,363.24
19648	12/08/2015	GENERAL FUND	Public Relations	Scottie Barnes	240.00
19648	12/08/2015	GENERAL FUND	Public Relations	Scottie Barnes	216.00
				Check Total:	456.00
19649	12/08/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	Batteries Plus	23.33
				Check Total:	23.33
19650	12/08/2015	GENERAL FUND	Admin Supplies & Services	The Best Little Printhouse in Town	155.00
				Check Total:	155.00
19651	12/08/2015	PARKS and RECREATION	Park Maintenance	Buck's Sanitary Service	53.00
19651	12/08/2015	PARKS and RECREATION	Park Maintenance	Buck's Sanitary Service	53.00
19651	12/08/2015	PARKS and RECREATION	Park Maintenance	Buck's Sanitary Service	98.50
				Check Total:	204.50
19652	12/08/2015	WATER FUND	Admin Supplies & Services	Burriss Computer Forms	12.16
19652	12/08/2015	SEWER FUND	Admin Supplies & Services	Burriss Computer Forms	38.04
19652	12/08/2015	STORMWATER DRAINAGE	Admin Supplies & Services	Burriss Computer Forms	0.51
				Check Total:	50.71
19653	12/08/2015	SEWER FUND	WW Treatment Plant Maintenance	Civil West Engineering Service	2,044.41
19653	12/08/2015	CAP CONSTRUCTION-SEWER	System Expansion	Civil West Engineering Service	1,362.94

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19653	12/08/2015	CAP CONSTRUCTION-SEWER	Other Professional Services	Civil West Engineering Service	10,170.00
				Check Total:	13,577.35
19654	12/08/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	Comfort Flow Heating AC & Refr	273.60
19654	12/08/2015	PLANNING FUND	City Hall Maint/Janitorial Sup	Comfort Flow Heating AC & Refr	68.40
				Check Total:	342.00
19655	12/08/2015	WATER FUND	Admin Supplies & Services	EDMS Inc	20.60
19655	12/08/2015	WATER FUND	Postage	EDMS Inc	40.77
19655	12/08/2015	SEWER FUND	Admin Supplies & Services	EDMS Inc	30.89
19655	12/08/2015	SEWER FUND	Postage	EDMS Inc	61.15
				Check Total:	153.41
19656	12/08/2015	ZUMWALT CAMPGROUND	Council Discretionary	Elmira Grad Night 2016	500.00
				Check Total:	500.00
19657	12/08/2015	PARKS and RECREATION	Territorial Park Electricity	EPUD	21.20
19657	12/08/2015	PARKS and RECREATION	Pool Utilities	EPUD	250.75
19657	12/08/2015	WATER FUND	Electricity	EPUD	26.65
19657	12/08/2015	GENERAL FUND	Electricity	EPUD	377.86
19657	12/08/2015	PLANNING FUND	Electricity	EPUD	94.46
19657	12/08/2015	SEWER FUND	Electricity	EPUD	73.64
19657	12/08/2015	SEWER FUND	Electricity	EPUD	56.43
19657	12/08/2015	WATER FUND	Electricity	EPUD	20.56
19657	12/08/2015	STREET FUND	Electricity-Street Lights	EPUD	2,515.66
				Check Total:	3,437.21
19658	12/08/2015	WATER FUND	Training & Conferences	Eugene Water & Electric Board	450.00
				Check Total:	450.00
19659	12/08/2015	GENERAL FUND	Accounts Payable	Fern Ridge School District 28J	3,099.79
				Check Total:	3,099.79
19660	12/08/2015	SEWER FUND	System Maintenance	HD Fowler Company	570.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19661	12/08/2015	PARKS and RECREATION	Pool Utilities	Info Structure	570.00
19661	12/08/2015	SEWER FUND	Telephone Services	Info Structure	49.05
19661	12/08/2015	GENERAL FUND	Telephone Services	Info Structure	45.81
19661	12/08/2015	PLANNING FUND	Telephone	Info Structure	401.26
				Info Structure	100.32
				Check Total:	570.00
19662	12/08/2015	GENERAL FUND	Admin Supplies & Services	R Ric Ingham	38.44
19662	12/08/2015	GENERAL FUND	Travel - Staff	R Ric Ingham	205.89
19662	12/08/2015	GENERAL FUND	Telephone Services	R Ric Ingham	50.00
				Check Total:	294.33
19663	12/08/2015	GENERAL FUND	Travel - Staff	Jerry Brown Co	38.24
19663	12/08/2015	PARKS and RECREATION	Vehicle Operation/Maintenance	Jerry Brown Co	76.51
19663	12/08/2015	STREET FUND	Vehicle Operation-Maintenance	Jerry Brown Co	76.51
19663	12/08/2015	WATER FUND	Vehicle Operation&Maintenance	Jerry Brown Co	306.02
19663	12/08/2015	SEWER FUND	Vehicle Operation&Maintenance	Jerry Brown Co	267.77
				Check Total:	765.05
19664	12/08/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	Jerry's Home Improvement	26.97
19664	12/08/2015	WATER FUND	Tools & Small Equipment	Jerry's Home Improvement	10.00
19664	12/08/2015	SEWER FUND	Tools & Small Equipment	Jerry's Home Improvement	9.99
19664	12/08/2015	WATER FUND	System Maintenance	Jerry's Home Improvement	48.45
				Check Total:	95.41
19665	12/08/2015	GENERAL FUND	County Fine Assessment Payable	Lane Co Accts Receivable	1,148.06
				Check Total:	1,148.06
19666	12/08/2015	SEWER FUND	Admin Supplies & Services	Lane County Deeds & Records	37.00
				Check Total:	37.00
19667	12/08/2015	GENERAL FUND	Computer System Support-Maint	Lane Council of Govern	1,006.00
19667	12/08/2015	GENERAL FUND	Computer System Support-Maint	Lane Council of Govern	100.00
19667	12/08/2015	GENERAL FUND	Computer System Support/Maint	Lane Council of Govern	100.00
19667	12/08/2015	PARKS and RECREATION	Computer System Support-Maint	Lane Council of Govern	234.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19667	12/08/2015	PARKS and RECREATION	Computer System Support-Maint	Lane Council of Govern	100.00
19667	12/08/2015	PLANNING FUND	Computer System Support-Maint	Lane Council of Govern	435.00
19667	12/08/2015	WATER FUND	Computer System Support-Maint	Lane Council of Govern	402.00
19667	12/08/2015	SEWER FUND	Computer System Support-Maint	Lane Council of Govern	602.00
19667	12/08/2015	STREET FUND	Computer System Support-Maint	Lane Council of Govern	234.00
19667	12/08/2015	STORMWATER DRAINAGE	Computer System Support-Maint	Lane Council of Govern	133.29
			Check Total:		3,346.29
19668	12/08/2015	PARKS and RECREATION	Electricity-Community Center	Lane Electric Coop Inc	119.03
19668	12/08/2015	GENERAL FUND	Welcome Sign Maintenance	Lane Electric Coop Inc	129.54
19668	12/08/2015	SEWER FUND	Electricity	Lane Electric Coop Inc	4,154.60
19668	12/08/2015	WATER FUND	Electricity	Lane Electric Coop Inc	103.43
19668	12/08/2015	WATER FUND	Electricity	Lane Electric Coop Inc	41.57
19668	12/08/2015	STREET FUND	Electricity-Street Lights	Lane Electric Coop Inc	1,319.03
			Check Total:		5,867.20
19669	12/08/2015	STREET FUND	Landscape Maint & Supplies	Lane Forest Products	28.00
			Check Total:		28.00
19670	12/08/2015	STREET FUND	Street Sweeping Contract	Mid-State Industrial Svc	1,830.00
			Check Total:		1,830.00
19671	12/08/2015	GENERAL FUND	Telephone Services	Nextel Communications	39.39
19671	12/08/2015	PARKS and RECREATION	Telephone Services	Nextel Communications	39.38
19671	12/08/2015	WATER FUND	Telephone Services	Nextel Communications	59.08
19671	12/08/2015	SEWER FUND	Telephone Services	Nextel Communications	59.08
19671	12/08/2015	STREET FUND	Telephone Services	Nextel Communications	39.39
			Check Total:		236.32
19672	12/08/2015	GENERAL FUND	State Fine Assessments Payable	ODOR - Court	826.38
			Check Total:		826.38
19673	12/08/2015	GENERAL FUND	Professional Dues	OR Assoc of Municipal Recorder	62.00
			Check Total:		62.00
19674	12/08/2015	SEWER FUND	Telephone Services	Kip Orme	50.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19675	12/08/2015	STREET FUND	Admin Supplies & Services	Outdoor Advertising Sign Prog,	50.00
				Check Total:	120.00
19676	12/08/2015	GENERAL FUND	Office Machine Maintenance	Pacific Office Automation	164.40
19676	12/08/2015	PLANNING FUND	Office Machine Maintenance	Pacific Office Automation	54.80
				Check Total:	219.20
19677	12/08/2015	PARKS and RECREATION	Refunds	Sheila Richardson	42.00
				Check Total:	42.00
19678	12/08/2015	GENERAL FUND	Office Machine Maintenance	Ricoh USA, Inc.	116.02
19678	12/08/2015	PLANNING FUND	Office Machine Maintenance	Ricoh USA, Inc.	38.67
				Check Total:	154.69
19679	12/08/2015	SEWER FUND	WW Treatment Plant Maintenance	Rogers Machinery Co Inc	147.80
				Check Total:	147.80
19680	12/08/2015	GENERAL FUND	Training & Conferences	Mindy S Sandford	62.10
				Check Total:	62.10
19681	12/08/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	Saylor Painting Co.	422.37
19681	12/08/2015	PLANNING FUND	City Hall Maint/Janitorial Sup	Saylor Painting Co.	211.19
19681	12/08/2015	PARKS and RECREATION	Building Maintenance	Saylor Painting Co.	211.19
19681	12/08/2015	WATER FUND	Bldg & Yard Maintenance	Saylor Painting Co.	383.98
19681	12/08/2015	SEWER FUND	Bldg & Yard Maintenance	Saylor Painting Co.	441.58
19681	12/08/2015	STREET FUND	Bldg & Yard Maintenance	Saylor Painting Co.	211.19
19681	12/08/2015	STORMWATER DRAINAGE	Building & Yard Maintenance	Saylor Painting Co.	38.40
				Check Total:	1,919.90
19682	12/08/2015	WATER FUND	Telephone Services	Kyle Schauer	50.00
				Check Total:	50.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
19683	12/08/2015	GENERAL FUND	Admin Supplies & Services	Staples Contract and Commerc	25.58
19683	12/08/2015	GENERAL FUND	Office Equipment & Furniture	Staples Contract and Commerc	74.59
19683	12/08/2015	GENERAL FUND	Office Equipment & Furniture	Staples Contract and Commerc	18.19
19683	12/08/2015	PLANNING FUND	Admin Services & Supplies	Staples Contract and Commerc	9.80
19683	12/08/2015	GENERAL FUND	Admin Supplies & Services	Staples Contract and Commerc	18.52
19683	12/08/2015	PLANNING FUND	Admin Services & Supplies	Staples Contract and Commerc	9.97
19683	12/08/2015	GENERAL FUND	Office Equipment & Furniture	Staples Contract and Commerc	46.57
19683	12/08/2015	GENERAL FUND	Office Equipment & Furniture	Staples Contract and Commerc	11.49
19683	12/08/2015	GENERAL FUND	Office Equipment & Furniture	Staples Contract and Commerc	-15.00
19683	12/08/2015	GENERAL FUND	Office Equipment & Furniture	Staples Contract and Commerc	124.99
19683	12/08/2015	GENERAL FUND	Admin Supplies & Services	Staples Contract and Commerc	12.09
19683	12/08/2015	PLANNING FUND	Admin Services & Supplies	Staples Contract and Commerc	3.44
19683	12/08/2015	WATER FUND	Admin Supplies & Services	Staples Contract and Commerc	29.76
19683	12/08/2015	SEWER FUND	Admin Supplies & Services	Staples Contract and Commerc	10.82
19683	12/08/2015	STREET FUND	Admin Supplies & Services	Staples Contract and Commerc	12.09
19683	12/08/2015	STORMWATER DRAINAGE	Admin Supplies & Services	Staples Contract and Commerc	0.17
19683	12/08/2015	GENERAL FUND	Admin Supplies & Services	Staples Contract and Commerc	11.79
Check Total:					404.86
19684	12/08/2015	SEWER FUND	Equipment Repairs	Sunset Auto Parts, Inc	74.65
Check Total:					74.65
19685	12/08/2015	SEWER FUND	System Maintenance	Thermo Imaging & Analysis, LLC	715.80
Check Total:					715.80
19686	12/08/2015	GENERAL FUND	RARE Student Program	University of Oregon (3750AC)	5,500.00
Check Total:					5,500.00
19687	12/08/2015	GENERAL FUND	Bail Payable	Joan Vanschoonhoven	15.00
Check Total:					15.00
19688	12/08/2015	GENERAL FUND	Bldg Maint/Janitorial Sup	Veneta Ace Hardware	28.47
19688	12/08/2015	WATER FUND	System Maintenance	Veneta Ace Hardware	44.31
19688	12/08/2015	WATER FUND	Safety Programs & Supplies	Veneta Ace Hardware	8.99
19688	12/08/2015	GENERAL FUND	Public Relations	Veneta Ace Hardware	2.38
19688	12/08/2015	PARKS and RECREATION	Community Ctr Janitorial&Maint	Veneta Ace Hardware	13.99
19688	12/08/2015	SEWER FUND	System Maintenance	Veneta Ace Hardware	18.99
19688	12/08/2015	STREET FUND	Tools & Small Equipment	Veneta Ace Hardware	3.69
19688	12/08/2015	STREET FUND	Equipment Repairs	Veneta Ace Hardware	8.48

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
				Check Total:	129.30
19689	12/08/2015	GENERAL FUND	Animal Control Feral Program	Veneta Vet Hospital	434.45
				Check Total:	434.45
19690	12/08/2015	SEWER FUND	System Maintenance	Wheeler Electric	75.00
				Check Total:	75.00
19691	12/08/2015	GENERAL FUND	Animal Control Feral Program	Willamette Animal Guild	90.00
				Check Total:	90.00
				Report Total:	53,183.78

VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

Title/Topic: Update Rates, Rules & Agreement for Use of Community Center

Meeting Date: December 14, 2015
Department: Finance

Staff Contact: Shauna Hartz
Email: shartz@ci.veneta.or.us
Telephone Number: 541-935-2191 Ext. 305

ISSUE STATEMENT

The current rates, rules and agreement statements were adopted in June of 2001. Costs of maintaining the Community Center have increased and some of the rules and agreements are outdated and do not provide the best protection for the City.

BACKGROUND (include prior Council or Committee action)

The Council last adopted new rates, rules and guidelines for the use of Community Center (Center) on June 11, 2001. The direct and indirect costs to maintain the Center have increased substantially in the past 14 years. A sampling of rates to use similar facilities in other communities can be found on Attachment A. Upon review of the existing rules and guidelines it was discovered that some of them are irrelevant, hard to enforce, were inconsistent with the application language, and/or needed clarification. The term “guidelines” is a good example of lack of clarity. They really are rules and statements that users need to agree to abide by; therefore, included in the revision of the actual rules, is the title change to “Facility Rental Rules and Agreements”.

The other most notable rules changes are listed below along with a short explanation.

1. Eliminating the language that gives the City Administrator authority to waive the “no alcoholic beverages” rule for special occasions. Rule is subjective and can create inconsistencies or confusion.
2. Eliminating the language that gives the City Administrator authority to charge a higher deposit. Rule is subjective and can create inconsistencies or confusion.
3. Simplifying definition and rates for “For Profit Activities”. Improves clarity and fairness. Previous rates depended on honor system.
4. Changing insurance requirements to as requested rather than requiring non-profit ventures to provide insurance coverage in an amount of \$1 million dollars. Unrealistic and was not being enforced.
5. Added language prohibiting tobacco and marijuana use.
6. Clarifying that completing and submitting an application AND payment of rental fee are required to exclusively reserve Center. Clarifies what constitutes a “Reservation” and changes rule to match practice.
7. Eliminating language that requires user to “comply with all applicable local laws and regulations”. Unrealistic to require and enforce.

The application and hand-out materials are also being updated. These materials are not included in meeting packet; however, they can be supplied upon request.

RELATED CITY POLICIES

Resolution No. 827

COUNCIL OPTIONS

1. Approve Resolution No. 1172 as presented.
2. Approve Resolution No. 1172 with requested changes.
3. Disapprove Resolution No. 1172, with further direction for staff.

CITY ADMINISTRATOR’S RECOMMENDATION

Approve Resolution No. 1172

SUGGESTED MOTION

“I make a motion to approve Resolution No. 1172, A Resolution Adopting the City of Veneta Facilities Rental Rules and Agreements Governing the Use of the Veneta Community Center and repealing Resolution No. 827

ATTACHMENTS

- A. Rate Comparisons

City of Veneta
 Rate Comparison Schedule
 For Rental of Community Center Buildings

Rates are based on a multi-purpose room with tables, chairs, restrooms and a kitchen.

Veneta (current rates): # of Attendees 1-10 and non-profit 11-50 51-100 101 +	Key/Cleaning Deposit: \$ 50.00 Minimum Charge* \$ 32.00 \$ 42.00 \$ 52.00 \$ 62.00	Additional Hours \$ 12.00 \$ 16.00 \$ 18.00 \$ 22.00
* Includes 3 hours.		

Creswell: In-city Out of city	Cleaning Deposit:** \$ 150.00 Key Deposit: \$ 10.00 First Hour \$ 40.00 \$ 80.00	Additional Hours \$ 10.00 \$ 25.00
** For in-city groups of 20 or more.		

Corvallis: Mon-Thurs Fri-Sun, Holidays	First Hour \$ 60.00 \$ 88.00	Additional Hours \$ 60.00 \$ 88.00
--	------------------------------------	--

Eugene (A): Building has access to trails, playground, and pool; no kitchen; capacity is 25.	Cleaning Deposit: \$ 50.00 During working hours \$ 40.00 Non-working hours \$ 50.00	Additional Hours \$ 40.00 \$ 50.00
---	---	--

Eugene (B): Building has access to riverbank path, courtyard and gardens.	Cleaning Deposit: \$ 50.00 During working hours \$ 50.00 Non-working hours \$ 60.00	Additional Hours \$ 50.00 \$ 60.00
--	---	--

CITY OF VENETA

RESOLUTION NO. 1172

A RESOLUTION ADOPTING RATES, RULES AND AGREEMENTS GOVERNING THE USE OF THE VENETA COMMUNITY CENTER AND REPEALING RESOLUTION NO. 827

WHEREAS, the City of Veneta has Community Center that is available for use by the City, other agencies, for profit and non-profit organizations and private parties; and

WHEREAS, the City of Veneta established rates, rules and guidelines for use of the Community Center; and

WHEREAS, the current rates, rules and guidelines were established by Resolution No. 827 in June 2001; and

WHEREAS, the rates have not been modified since June 2001; and

WHEREAS, it is in the best interest of the City to update the rates to better align with costs associated with having the Community Center available for use; and

WHEREAS, it is also in the best interest of the City to revise the Rules and Agreements governing the Community Center usage;

NOW, THEREFORE, BE IT RESOLVED by the Veneta City Council that:

SECTION 1 Approval of Rates. The rate schedule shown on Exhibit "A" attached hereto this resolution will be used for all reservations occurring after the effective date of this resolution.

SECTION 2 Approval of Rules and Guidelines. The rules and agreements for use of the Community Center will be those shown on the revised Facilities Rental Rules and Agreements shown as Exhibit "B" attached hereto this resolution.

SECTION 3 Effective Date. This Resolution shall take effect on the 1st day of January, 2016.

SECTION 4 Repealing Clause. Resolution No. 827 is hereby repealed.

PASSED AND ADOPTED by the Veneta City Council this ___ day of December, 2015.

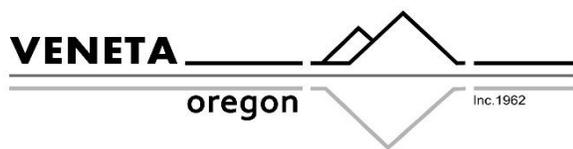
XXXXXXXXXXXXXXXXXX

Sandra H. Larson, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder



FACILITIES RENTAL RATE SCHEDULE

P.O. Box 458 * Veneta, OR 97487 * 541-935-2191 * 541-935-1838 * www.VenetaOregon.gov

RENTAL FEES

REGULAR RATES:

Group Size	Minimum Charge 3 Hours	Each Additional Hour
1-10	\$35.00	\$15.00
11-50	\$45.00	\$20.00
51-100	\$55.00	\$25.00

COMMUNITY EVENT RATES:

For this purpose, Community Events are non-commercial events such as Christmas Bazaars, Art Shows, and Flea Markets for which the actual number of persons attending is unknown at the time of rental.

Minimum Charge 3 hours	Each Additional Hour
\$35.00	\$15.00

EDUCATIONAL RATES: Must be a regularly-scheduled educational program lasting at least two hours per session.

Minimum Charge 3 hours	Each Additional Hour
\$35.00	\$15.00

FEE REDUCTIONS AND WAIVERS

- a. The Community Center may be used at no cost for events sponsored by the City of Veneta, Lane County Sheriff's Office, or other governmental agencies.
- b. Community events or group activities that are sponsored by an organized senior citizens group of the Veneta area are entitled to a 50% discount on the regular rental fees.
- c. Non-profit organizations may submit written requests to the City for fee reductions or fee waivers. The City Administrator or Veneta City Council will consider requests based on the non-profit organization's ability to pay, number of Veneta residents served, whether or not other buildings are available for the group, and the importance of the service to the community.
- d. Failure to comply with the City of Veneta Facilities Rental Rules and Agreement may affect continued use and/or future waiver requests.
- e. Fee reductions and waivers do not include the key/cleaning deposit.



FACILITIES RENTAL RULES and AGREEMENTS

P.O. Box 458 * Veneta, OR 97487 * 541-935-2191 * 541-935-1838 * www.VenetaOregon.gov

1. A facilities rental application **must** be completed and the rental fee paid in order to exclusively reserve the facility.
2. Reservations are made through Veneta City Hall on a first-come-first-serve basis.
3. A key/cleaning deposit is required in addition to the rental fee. The deposit will be returned only after the user returns the key to City Hall and the City verifies that the building has been cleaned and left damage-free.
4. The key to the facility must be picked up from City Hall during regular business hours 9:00 am-5:00 pm, Monday through Friday. The Community Center Checklist and Facilities Rental Rules and Agreements will also be provided.
5. Facilities must be left clean and ready for the next users including, but not limited to sweeping and mopping floors and disposing of trash. The Community Center Checklist includes the required specific tasks. Any group creating damage or leaving the building without cleaning the premises will forfeit the deposit and may be billed for additional clean-up and/or repair costs incurred by the City.
6. The completed Community Center Checklist, the key and coffee pot, if used, are to be returned to the City the next business day after use has occurred.
7. If the event is cancelled at least 24 hours prior to the event, the rental fee is refundable.
8. Children and teenage groups under 18 years old must be chaperoned by an adult who must complete and sign the Facilities Rental Application.
9. Use of tape or other adhesive on the walls and glitter in or around the facility is prohibited.
10. The City may require proof of liability insurance.

Applicant agrees to abide by the following:

11. To indemnify, defend, and hold harmless the City of Veneta, its agents, officials, and employees against any and all claims, damages, losses and expenses, including attorney fees and costs arising out of and from the use of the premises, or conducted on the premises, by applicant, the organization applicant represents, and all employees, agents, contractors, guests, and invitee.
12. To be held financially responsible for any physical damage to the facility which is incurred as a result of activity or attendance at the event that is the subject of this application and agreement.
13. Pursuant to VMC 9.25.040 and VMC 12.10, tobacco and marijuana use is prohibited on City property.
14. No alcoholic beverage or intoxicated person will be allowed on the premises.
15. To release the City from all liability for any and all property damage, personal injuries, or other claims arising from use of the facility, including those that are known and unknown, foreseen and unforeseen, future, or contingent.
16. Not to, now or in the future, directly or indirectly, commence or prosecute any action, suit, or other proceeding against the City, its officers, directors, employees, agents, or affiliates concerning, arising out of, or related to the actions, causes of action, claims, and demands waived, released, or discharged by this agreement.
17. That if a suit or action is brought either directly or indirectly to enforce the terms of this agreement, the prevailing party shall be entitled to and the losing party hereby agrees to pay reasonable attorney fees incurred in such proceeding, in both the trial and appellate courts, as well as any costs and disbursements. Further, if it becomes necessary for the City to incur the services of an attorney to enforce any provision of this agreement without initiating litigation, agree to pay City's attorney fees.

VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

Title/Topic: PROPOSED WATER RATE INCREASE

Meeting Date: December 14, 2015
Department: Finance

Staff Contact: Shauna Hartz
Email: shartz@ci.veneta.or.us
Telephone Number: 541-935-2191 Ext. 305

ISSUE STATEMENT

The intention, per the results of the latest rate analysis and modeling, is to increase the water base and use fees 2% effective January 1, 2016.

BACKGROUND

Beginning in 2012 City staff, with the assistance of contracted staff of FCS, assessed the City's current financial position in the water system related funds, developed realistic assumptions, and created a rate model* and corresponding projections. Based on the resulting projections, the City Council approved an increase of 3.5% effective January 1, 2014, an increase of 2% effective March 1, 2015. The expectation, based on the projections, was that increases of 2% would take place each January, for the model period of eight (8) years, to maintain a favorable financial position. The Council cannot bind future Councils so each increase needs to be considered separately and passed by resolution. January 2016 will be the beginning of the third year.

The original projection summary report is being provided as Attachment A. The projected ending fund balance for all water system related funds at June 30, 2015, per this report, was expected to be \$771,864. The actual ending fund balance total was \$2,186,945. The discrepancy indicates that actual results varied from some of the assumptions included in the model. Most notably was the timing of the first \$431,156 debt service payment and the timing and amount of the tank rehabilitation project.

Attachment B presents a graph of a *much simpler* model beginning with actual results for fiscal year 2013-14 projecting out to June 30, 2021. The total ending fund balance in the water operating fund is projected to decrease by \$655,000 from fiscal year 2013-14 to fiscal year 2020-21. The good news is that that balance is still well above the minimum target balance. The bad news is that even with the scheduled increases, the ending fund balance is in a steady rate of decline. At this time, staff is not recommending any deviation from the planned increases; however, that may change. Staff will continue to update and compare actual results because, even in a simple projection model, assumptions have to be made and as shown above actual results can substantially vary.

Section 1 of Attachment C provides the current water rates and monthly bill amount for a resident using 5,000 and 10,000 gallons of water. Section 2 reflects what the rates and monthly bill amounts would be with the proposed 2% increase, respectively. Attachment D is a schedule of the accumulative change, in dollars, of the rate increases from January, 2009 through January, 2016, for all types of water system customers.

RELATED CITY POLICIES:

VMC 3.20, VMC 13.05 and Resolution No. 1160

COUNCIL OPTIONS

1. Approve the resolution as presented.
2. Approve the resolution with suggested changes.
3. Deny the resolution and provide direction to staff.

CITY ADMINISTRATOR’S RECOMMENDATION

Approve the resolution as presented.

SUGGESTED MOTIONS

“I make a motion to approve Resolution No. 1185, a resolution establishing water fees and rates for users of the Veneta municipal water system and repealing Resolution No. 1160, as presented.”

ATTACHMENTS

- A. Projection Summary Report from model
- B. Graph from Simplified Projections
- C. Residential Rates and Monthly Billing Amount Changes
- D. Accumulative Rate Change (in dollars) from January, 2009 through proposed January, 2016

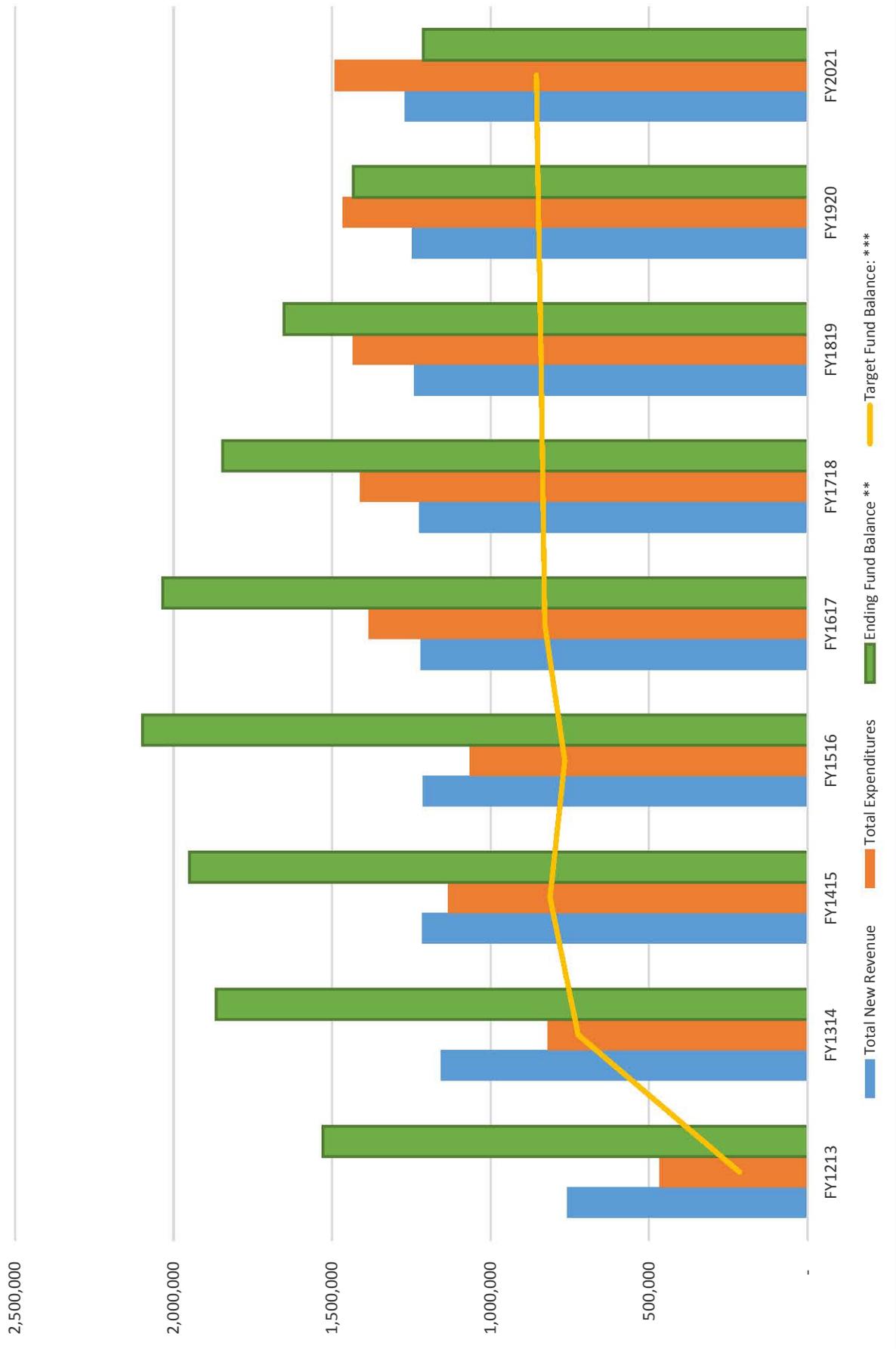
* The full model can be furnished upon request. Contact Shauna Hartz

**City of Veneta
Water Rate and SDC Model
Summary**

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Revenue Requirements								
Revenues								
Rate Revenues Under Existing Rates	\$ 861,251	\$ 874,170	\$ 887,283	\$ 900,592	\$ 914,101	\$ 927,812	\$ 941,729	\$ 955,855
SDC Revenues Utilized for Debt Service	75,450	165,480	174,681	184,393	194,646	205,468	216,892	228,951
Non-Rate Revenues	29,798	223,861	202,157	183,153	165,949	151,503	139,293	127,844
Total Revenues	\$ 966,499	\$ 1,263,511	\$ 1,264,121	\$ 1,268,138	\$ 1,274,696	\$ 1,284,783	\$ 1,297,915	\$ 1,312,650
Expenses								
Cash O&M Expenses	\$ 688,573	\$ 715,462	\$ 743,953	\$ 773,649	\$ 804,606	\$ 836,878	\$ 870,526	\$ 905,610
Existing Debt Service	-	-	-	-	-	-	-	-
New Debt Service	431,156	431,156	431,156	431,156	431,156	431,156	431,156	431,156
Rate Funded System Reinvestment	-	-	-	-	-	-	-	-
Rate Funded CIP	233,421	361,997	1,797	-	-	-	-	-
USDA Loan Reserve Funding for Pipeline Financing	43,116	43,116	43,116	43,116	43,116	43,116	43,116	43,116
Total Expenses	\$ 1,396,266	\$ 1,551,731	\$ 1,220,021	\$ 1,247,921	\$ 1,278,878	\$ 1,311,150	\$ 1,344,797	\$ 1,379,882
Net Surplus (Deficiency)	\$ (429,767)	\$ (288,220)	\$ 44,099	\$ 20,217	\$ (4,182)	\$ (26,367)	\$ (46,883)	\$ (67,231)
% of Rate Revenue	49.90%	32.97%	0.00%	0.00%	0.46%	2.84%	4.98%	7.03%
Annual Rate Increase	3.50%	3.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Cumulative Rate Increase	3.50%	6.50%	8.74%	10.91%	13.13%	15.39%	17.70%	20.05%
Rate Revenues After Rate Increase	\$ 876,323	\$ 931,909	\$ 964,805	\$ 998,863	\$ 1,034,123	\$ 1,070,627	\$ 1,108,420	\$ 1,147,548
Add'l Franchise Fees From Rate Increase	-	-	-	-	-	-	-	-
Net Cash Flow After Rate Increase	(414,695)	(230,481)	121,622	118,488	115,840	116,448	119,808	124,461
Coverage After Rate Increases	n/a							
Sample Bill (Residential 7,000 gallons)	\$ 38.17	\$ 39.32	\$ 40.10	\$ 40.90	\$ 41.72	\$ 42.56	\$ 43.41	\$ 44.28
SDC Rate Per ERU	5,713	5,942	6,179	6,426	6,683	6,951	7,229	7,518

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Ending Fund Balances								
Operating Fund	\$ 914,059	\$ 481,578	\$ 400,200	\$ 318,688	\$ 234,528	\$ 238,976	\$ 244,785	\$ 279,246
Capital Outlay	202,248	204,023	206,060	212,290	211,111	212,520	213,449	217,705
SDC -- Improvement Fee Fund	3,211	32	0	0	0	0	0	0
SDC -- Reimbursement Fee Fund	-	-	-	-	-	-	-	-
Loan Reserve Fund	43,116	86,231	129,347	172,462	215,578	258,694	301,809	344,925
Total	\$ 1,162,633	\$ 771,864	\$ 735,607	\$ 703,441	\$ 661,218	\$ 710,190	\$ 760,043	\$ 841,875
Combined Minimum Target Balance	\$ 453,980	\$ 507,404	\$ 557,487	\$ 607,691	\$ 658,191	\$ 708,025	\$ 758,131	\$ 808,215

Water Fund
Actual through FY14-15; Projections with Target Minimum Fund Balance



City of Veneta
For Water Rates

SCHEDULE OF ACCUMULATIVE CHANGE IN DOLLARS SINCE JANUARY 1, 2009

Type of Service	Actual rates in effect January 1, 2009	Rates being Proposed to start January 1, 2016	Accumulative Change since January 1, 2009
<u>Residential Inside City Limits</u>			
Base per Month	9.00	15.76	6.76
Residential Use: (inside City)			
Tier 1 (up to 5,000 gallons)	1.96	3.44	1.48
Tier 2 (5,001 to 15,000 gallons)	2.33	4.09	1.76
Tier 3 (over 15,000 gallons)	2.80	4.91	2.11
<u>Residential Outside City Limits</u>			
Base per Month	9.00	15.76	6.76
Residential Use: (inside City)			
Tier 1 (up to 5,000 gallons)	2.84	5.00	2.16
Tier 2 (5,001 to 15,000 gallons)	3.38	5.92	2.54
Tier 3 (over 15,000 gallons)	4.06	7.13	3.07
<u>Commercial Users</u>			
Base	17.00	29.79	12.79
Commercial Use:			
Tier 1 (up to 10,000 gallons)	2.00	3.51	1.51
Tier 2 (10,001 to 20,000 gallons)	2.50	4.40	1.90
Tier 3 (over 20,000 gallons)	3.00	5.26	2.26
<u>Bulk Users</u>			
Base	9.00	15.76	6.76
Bulk Use:			
Tier 1 (up to 5,000 gallons)	2.84	5.00	2.16
Tier 2 (5,001 to 15,000 gallons)	3.38	5.92	2.54
Tier 3 (over 15,000 gallons)	4.06	7.13	3.07

Attachment D

City of Veneta
 Comparison of Utility Rates
 Council to Consider December 14, 2015

Residential

	Average Bill		Average Bill	
	(based on 5,000 gal used)	Difference	(based on 10,000 gal used)	Difference
Current Water and Sewer Bill:				
Water Base	15.45		15.45	
Tier One (up to 5,000 gal)	3.37		16.85	
Tier Two (5,001 to 15,000 gal)	4.01		46.26	
Tier Three (Over 15,000 gal)	4.81		2.35	
Sewer Base	46.26			
Stormwater	2.35			
	Total	\$ 80.91	Total	\$ 100.96
		n/a		n/a
With Water Increase Only 1-1-2016				
Water Base	15.76		15.76	
Tier One (up to 5,000 gal)	3.44		17.20	
Tier Two (5,001 to 15,000 gal)	4.09		46.26	
Tier Three (Over 15,000 gal)	4.91		2.35	
Sewer Base	46.26			
Stormwater	2.35			
	Total	\$ 81.57	Total	\$ 102.02
		\$ 0.66		\$ 1.06

No rate changes proposed for sewer.
 Stormwater increased 2% July 1, 2015. Equated to a difference of .04 for residential customers and .13 for commercial customers per month.

CITY OF VENETA

RESOLUTION NO. 1185

**A RESOLUTION ESTABLISHING WATER FEES AND RATES
FOR USERS OF THE VENETA MUNICIPAL WATER SYSTEM
AND REPEALING RESOLUTION NO. 1160**

WHEREAS, Veneta Municipal Code, Title 13 Chapter 13.05 “Water” (VMC 13.05), authorizes the establishment of water rates by resolution and also provides for the control of cross-connections within the City water system; and

WHEREAS, the City contracted with FCS to conduct a Water Rate Analysis; and

WHEREAS, in March and May of 2013 the City Council was presented with the preliminary results of the analysis in the form of several scenarios, each with different assumptions and variables, for calculating water rates and fees pertaining to water use; and

WHEREAS, the City Council passed Resolution No.1137 adjusting the water rates to reflect the final Water Rate Analysis recommendations effective January 1, 2014; and,

WHEREAS, the City Council understood that the final Water Rate Analysis forecasted the need for annual rate increases of two percent (2%) for up to five (5) years; and,

WHEREAS, the City has updated the analysis with fiscal year 2014-15 results and has confirmed that an increase of two percent (2%) effective January 1, 2016 is still warranted to position itself financially to be able to meet the debt service obligations, keep pace with the costs of providing water connections and services, and to take care of larger maintenance and repairs as they are needed; and,

WHEREAS, the City Council has provided an opportunity for public comment as required by ORS 294.160;

NOW, THEREFORE, BE IT RESOLVED by the Veneta City Council that:

SECTION 1 Water Service Connection. The following fees shall be paid prior to any connection to the Veneta Municipal Water System:

1. Single Water Meters Installation/Connections

3/4” Meter	\$ 800.00
1” Meter	\$ 900.00
1-1/2” Meter	Cost plus 20%
2” Meter	Cost plus 20%
2-1/2” Meter	\$1,250.00 (or cost plus 20%, whichever is greater)
Meters 3” and larger	Cost plus 20%
Fire Sprinkler Meters	Cost plus 20% (all sizes)

2. Multiple Dwelling Units Installation/Connections
Connection charges for multiple family dwellings shall be \$800.00 per dwelling unit when individual meters are installed for each dwelling unit.

Connection charges for multiple family dwellings shall be \$200.00 per dwelling unit when a single master meter is used for all dwelling units.

3. Future Assessment Policy
If a parcel of property is presently being served by water, but has not been assessed for the cost of the installation of the water line which is installed to City standards, the payment of the connection fee does not waive the City's right to assess the benefited property for the cost of installing a water line in the future.

SECTION 2 Water Service Rates. It is the users' and/or property owners' responsibility to notify the City when there is any change in status (i.e. active to non-active), change of user and/or property owner(s).

The following water rates shall be paid by all users of the Veneta Municipal Water System:

1. Water Base Charge. All water base charges outlined in 1.(a)(b)(c)(d) will be for the month being billed (i.e., September 30 billing covers the period September 1 through September 30). Base charges will be pro-rated for partial months, only when the City is notified of a change in user and/or owner(s).

(a) Residences, Churches and all other non-commercial users shall be billed a water base charge of **\$15.76** per unit per month. This per unit charge will apply to all "active" accounts whether or not usage is charged.

(b) Commercial and Industrial users shall be billed a water base charge of **\$29.79** per unit per month. This per unit charge will apply to all "active" accounts whether or not usage is charged.

(c) There will be no monthly base charge for Fire Sprinkler Systems unless water usage has occurred during the month.

(d) There will be no base charge for Irrigation Systems or other water systems not connected to City sewer unless water usage has occurred during the month.

2. Water Use Fees.

(a) All Residential and other non-commercial users, except in (c) - (d) below, shall pay **\$3.44** per full 1,000 gallons of water used each month up to 5,000 gallons, **\$4.09** per full 1,000 gallons of water used over 5,000 gallons up to 15,000 gallons, and then **\$4.91** per full 1,000 gallons of water used over 15,000 gallons.

(b) All Commercial users shall pay **\$3.51** per full 1,000 gallons of water used each month up to 10,000 gallons, **\$4.40** per full 1,000 gallons of water used over 10,000 and up to 20,000 gallons, and then **\$5.26** per full 1,000 gallons of water used over 20,000 gallons.

(c) Water rates to non-commercial users outside Veneta City limits shall be **\$5.00** per full 1,000 gallons of water used each month up to 5,000 gallons, **\$5.92** per full 1,000 gallons of water used over 5,000 gallons and up to 15,000 gallons, then **\$7.13** per full 1,000 gallons of water used over 15,000 gallons, plus a **\$15.76** water base charge.

(d) Water use rates for the City's governmental facilities including, but not limited to the swimming pool, parks, and streetscapes shall be **\$3.51** per full 1,000 gallons of water purchased.

SECTION 3 Deposits.

1. Deposit Required: At the time of sign-up for monthly water service, a \$20.00 deposit shall be required for all non-commercial units and a \$30.00 deposit will be required for all commercial and industrial units.

2. Refund of Deposit:

(a) Upon cancellation of the water service, for a particular user, the water deposit shall be applied to that user's utility account. Any deposit amount remaining will then be refunded to the user or payer.

(b) After two years any user or payer may apply in writing to the City for a refund of the deposit. Deposit refunds are subject to the provisions of Veneta Municipal Code Title 3.

SECTION 4 Miscellaneous Fees.

- 1. Testing water meter at user's request.....\$ 25.00
- 2. Service Restoration following shut-off for non-payment.....\$ 40.00
- 3. Penalty for turn-on without authority: 1st Offense.....\$ 40.00
2nd Offense.....\$ 80.00
- 4. Removal or replacement of meter at user's request.....\$ 50.00
- 5. Moving or altering a meter..... Cost plus 20%
- 6. Repair of damage to water meter or City lines.....Cost plus 20%
- 7. Penalty for payments made 30 days after due date (per month) \$ 5.00
- 8. Door hanger charge..... \$ 15.00
- 9. City shut-off when the cross-connection is in non-compliance:
Property owner..... \$ 40.00
- 10. Returned check fee.....\$ 25.00

SECTION 5 Notice of Pending Water Shut-Off. Notice of pending water shut-off shall be mailed to users, property owners and/or property managers when a water account is delinquent and the balance of the account exceeds \$10.00.

SECTION 6 Definitions.

1. Residential Dwelling Unit: A building (stick-built or prefabricated) or section of a building providing complete independent living facilities, designed for occupancy by one family and including permanent provisions for living, sleeping, eating,

cooking and sanitation.

2. Commercial and Industrial Units: A structure or section of a structure providing separate occupancy and/or designed for occupancy by one business or non-residential tenant.

3. Active Accounts: A water account for which the City has not been notified that the water service is to be turned off.

4. Service Month: For billing purposes the monthly water base fee covers the period beginning with the first (1st) day of the month and ending with the last day of the month. The fee is prorated for partial months.

SECTION 7 Review. The City Budget Committee and City Council may review the water fees, rates, revenues and water system operation and maintenance expenditures annually during the budget process.

SECTION 8 Effective Date and Repealing Clause. This resolution shall take effect January 1, 2016 and will first be reflected in the utility billings for January, 2016. Resolution No. 1160 is repealed upon the effective date of this resolution.

PASSED AND ADOPTED by the Veneta City Council this _____ day of December, 2015.

XXXXXXXXXXXXXXXXXXXXX

Sandra Larson, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder

VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

Title/Topic: PROPOSED BULK WATER RATE'PETGCSG

Meeting Date: December 14, 2015
Department: Finance

Staff Contact: Shauna Hartz
Email: shartz@ci.veneta.or.us
Telephone Number: 541-935-2191 Ext. 305

ISSUE STATEMENT

The residential and commercial water base and use rates are scheduled to increase by 2% effective January 1, 2016. For fairness, staff is recommending that the bulk water rate for station and non-station users also be increased by 2%.

BACKGROUND

Beginning in 2013 the rates for City water services to residential and commercial customers have increased per a set schedule. The schedule was one outcome of a Rate Analysis study completed in late 2013.

In the past the bulk water base and use rates have increased using the same schedule and resolutions. In the fall of 2014 the City purchased and installed a stand-alone bulk water station. This created a need for separate rules and guidelines so all the language related to bulk water purchasing was removed from the resolution setting water fees and rate for users of the City's water system and a separate resolution was drafted and approved containing only bulk water rates, rules and guidelines.

The rate history for Bulk Water Users is included in the bottom section of Attachment A. This increase, if approved, will increase the base rate by .31 cents and the use rates for Tier 1, Tier 2 and Tier 3 by .10, .12, and .14, respectively, per 1,000 gallons of water for non-bulk water station users. The rate per 1,000 gallons will increase to \$11.42 for the bulk water station users.

RELATED CITY POLICIES:

VMC 3.20; VMC 13.05; Resolution No. 1161.

COUNCIL OPTIONS

1. Approve the resolution as presented.
2. Approve the resolution with suggested changes.
3. Deny the resolution and provide direction to staff.

CITY ADMINISTRATOR'S RECOMMENDATION

Approve the resolution as presented.

SUGGESTED MOTIONS

"I make a motion to approve Resolution No. 1186, a resolution establishing bulk water fees, rates, policies and procedures and repealing Resolution No. 1161, as presented."

ATTACHMENTS

- A. History of Water Rates and Increases.

Attachment A

City of Veneta Schedule of Actual and Proposed Increases For Water Rates

Proposed Rate Increase
Proposed Effective Date of Increase

2%
1/1/2016

Actual Rate Increase: Base	3%	3%	3%	0%	3%	6%	25%	3.50%	2%
Actual Rate Increase: Use	3%	3%	3%	0%	3%	6%	25%	3.50%	2%
Resolution #	1041	1055	1072	1077 **	1094	1110	1123	1137	1160
Date Approved	12/20/2010	6/13/2011	12/12/2011	2/27/2012	6/11/2012	12/17/2012	6/10/2013	12/9/2013	2/9/2015
Effective Date for New Rates	1/1/2011	7/1/2011	1/1/2012	3/1/2012	7/1/2012	1/1/2013	7/1/2013	1/1/2014	3/1/2015

Residential Inside City Limits

Base per Month	10.12	10.42	10.73	10.73	11.05	11.71	14.64	15.15	15.45	15.76
Tier 1 (up to 5,000 gallons)	2.20	2.27	2.34	2.34	2.41	2.55	3.19	3.30	3.37	3.44
Tier 2 (5,001 to 15,000 gallons)	2.62	2.70	2.78	2.78	2.86	3.03	3.79	3.93	4.01	4.09
Tier 3 (over 15,000 gallons)	3.15	3.24	3.34	3.34	3.44	3.65	4.56	4.72	4.81	4.91

Residential Outside City Limits

Base per Month	10.12	10.42	10.73	10.73	11.05	11.71	14.64	15.15	15.45	15.76
Residential Use: (inside City)	3.20	3.30	3.40	3.40	3.50	3.71	4.64	4.80	4.90	5.00
Tier 1 (up to 5,000 gallons)	3.80	3.91	4.03	4.03	4.15	4.40	5.50	5.69	5.80	5.92
Tier 2 (5,001 to 15,000 gallons)	4.57	4.71	4.85	4.85	5.00	5.30	6.62	6.85	6.99	7.13

Commercial Users

Base	19.12	19.69	20.28	20.28	20.89	22.14	27.67	28.64	29.21	29.79
Commercial Use:	2.25	2.32	2.39	2.39	2.46	2.61	3.26	3.37	3.44	3.51
Tier 1 (up to 10,000 gallons)	2.82	2.90	2.99	2.99	3.08	3.27	4.09	4.23	4.31	4.40
Tier 2 (10,001 to 20,000 gallons)	3.38	3.48	3.58	3.58	3.69	3.91	4.89	5.06	5.16	5.26

Bulk Water Station Users

Use (applies to all gallons)									11.00	11.22
<u>Non-Station Bulk Water Purchasers</u>										
Base	10.12	10.42	10.73	10.73	11.05	11.71	14.64	15.15	15.45	15.76
Use:	3.20	3.30	3.40	3.40	3.50	3.71	4.64	4.80	4.90	5.00
Tier 1 (up to 5,000 gallons)	3.80	3.91	4.03	4.03	4.15	4.40	5.50	5.69	5.80	5.92
Tier 2 (5,001 to 15,000 gallons)	4.57	4.71	4.85	4.85	5.00	5.30	6.62	6.85	6.99	7.13

** Resolution #1077 did not change any user rates. It only added language to allow City facilities to be billed at Tier

CITY OF VENETA

RESOLUTION NO. 1186

A RESOLUTION ESTABLISHING BULK WATER FEES, RATES, POLICIES AND PROCEDURES AND REPEALING RESOLUTION NO. 1161

WHEREAS, the City of Veneta provides water to different types of “users” or customers; and

WHEREAS, the customers whom purchase large quantities of water using their own transportation are known as “Bulk Water” customers; and

WHEREAS, the rates and fees for bulk water customers has been included in the resolution setting rates and fees for all other types of customers; and

WHEREAS, the City has purchased and installed a Bulk Water Station; and

WHEREAS, the majority of the City’s bulk water customers will use the new station to obtain their water; and

WHEREAS, the use of this station requires a different rate structure; and

WHEREAS, there is a need to establish new fees, policies, and procedures; and

WHEREAS, rates and procedures are also needed for bulk water customers purchasing water in large quantities at other City facilities; and

WHEREAS, the City Council has provided an opportunity for public comment as required by ORS 294.160;

NOW, THEREFORE, BE IT RESOLVED by the Veneta City Council that:

SECTION 1 Bulk Water Options. Customers interested in purchasing large quantities of water (Bulk Water) from the City of Veneta shall be given two options for such purchases and are solely responsible for transporting the water purchased. The options for purchasing water are: 1) Using the City’s Bulk Water Station and 2) Using Other City Facilities, typically, a metered hydrant.

The City is providing these options to offer bulk water customers flexibility and convenience without causing an unreasonable financial burden. Customers may use either option, or both, concurrently or separately. The rates, fees, policies and procedures for both options are included in Sections 2 through Section 6 of this resolution.

SECTION 2 Initial Set Up. All bulk water customers shall complete and sign a Bulk Water Application/Agreement prior to purchasing water from the City.

In addition, all bulk water customers shall pay to the City as follows:

(a) Customers Using the Bulk Water Station. Bulk water customers using the Bulk Water Station shall pay a twenty-five dollar (\$25.00) one-time set up fee.

Customers using the Bulk Water Station shall pay in advance for purchasing water and will receive from the City a prepaid card in the amount paid. There is no limit to the amount placed on the card.

(b) Customers Using Other City Facilities. Bulk water customers using other City facilities shall pay a twenty-five dollar (\$25.00) one-time meter set-up fee.

SECTION 3 Bulk Water Purchase Rates.

(a) Bulk Water Station. The rate for purchasing water at the bulk water station shall be eleven dollars (\$11.22) per thousand (1,000) gallons of water.

(b) Other City Facilities. The rate for purchasing water shall be a **\$15.76** base fee per month plus a usage fee of:

\$5.00 per full 1,000 gallons of water purchased up to 5,000 gallons,

\$5.92 per full 1,000 gallons of water purchased over 5,000 gallons up to 15,000 gallons, and

\$7.13 per full 1,000 gallons of water purchased over 15,000 gallons.

SECTION 4 Refilling Prepaid Bulk Water Card. Prepaid bulk water cards shall be refilled as needed. Refilling of the bulk water card shall only be available at the Veneta Administrative Center, 88184 8th Street, Veneta, Oregon during the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday (excluding recognized holidays).

A refilling surcharge of two percent (2%) of the refill amount shall be charged and paid at the time of refilling.

SECTION 5 Purchasing Water.

(a) Bulk Water Station. The station is located on Cornerstone Drive, Veneta, Oregon. Access to the bulk water station shall be unlimited as to time of day and day of the week. On occasion the access to the station may be limited by the City for repairs, maintenance, or other City needs.

Users shall purchase water using their prepaid card as directed. The amount deducted from the card shall be the number of gallons at the rate stated in Section 3 (a) above.

(b) Other City Facilities. Purchasing water from the City using other facilities must be pre-arranged with the Public Works Director, Public Works Superintendent, or other designee. Access to metered hydrants (or other facilities) may be limited to 7:00 a.m. to 3:30 p.m. Monday through Friday.

Users shall record the number of gallons purchased as instructed and pay the City for the water as billed. Failure to pay on a timely basis may cause the City to forbid future purchases of water.

SECTION 6 Disclaimers. The City shall not refund or reimburse for unused, lost, damaged or stolen cards. A fifteen dollar (\$15.00) fee shall apply for replacement cards.

The City shall not be responsible for unauthorized use of a prepaid card or for unauthorized use of other City facilities on the customers behalf.

Customers purchasing water from the City will be held financially responsible for any damage, alterations, or disturbances resulting from their use of City owned property and/or equipment.

Customers purchasing water from the City shall comply with all City of Veneta regulations governing the operation or use of City water facilities.

On occasion it may be necessary for the City to impose restrictions on the amount of water purchased in bulk. The City shall provide direction in these incidences; however, the City shall not be responsible for any damages, income replacement, or disturbances caused by water purchase quantity restrictions.

SECTION 7 Effective Date. This Resolution shall take effect with Bulk Water purchases beginning on January 1, 2016.

PASSED AND ADOPTED by the Veneta City Council this _____ day of December, 2015.

XXXXXXXXXXXXXXXXXXXXX

Sandra H. Larson, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXXXXX

Darci Henneman, City Recorder

Local Government Law Group ^{PC}

a member of SPEER HOYT LLC

Carolyn H. Connelly
Christy K. Monson
Ross M. Williamson*
Lauren A. Sommers
Diana Moffat
J. Kenneth Jones, *Of Counsel**
Russell D. Poppe, *Of Counsel*
John A. Wolf, *Of Counsel*
*Admitted in Washington

December 9, 2015

Via Email Only To: ringham@ci.veneta.or.us

Veneta City Council
City of Veneta
P.O. Box 458
Veneta, OR 97487

Re: County Order

Dear Councilors:

This letter is to provide a summary of actions that have recently been taken, which have an impact on the City's approval of a resolution to include them within the boundaries of a proposed Special Law Enforcement District.

The County Commissioners modified the timeline that we had been previously working under. The reason for this modification was because of time deadlines (based upon the statutes). The initial Order they are asking the City to approve is the Order to form the District including the City within the boundaries. The material contained in that Order is the statutorily required material.

You will note that the conditions that the City wanted to have addressed are included. The County Administrator has indicated that the Order out of the first public hearing can be modified to address the City's concerns. However, regardless of when in the process the City's concerns are addressed, the Board of County Commissioners cannot bind a future Board. As we have discussed, this would be a show of intent as to how the County wishes to proceed if the District is formed. The County advised that it followed a similar process when the jail measure was placed on the ballot last year. In the Order sending the measure to the ballot, the County included many of the items where it wanted the voters to know the County would be obligated. Everyone knew it would be political suicide to not fulfill the commitments set out in the Order. Those commitments were not legally binding but have set the tone for how those funds are spent. This includes the separate audit.

975 Oak Street, Suite 700
Eugene, Oregon 97401
Phone: (541) 485-5151 - Fax: (541) 485-5168
www.speerhoyt.com

It has informally been stated that our requests are not significant in terms of the overall process and are expected to be favorably acted upon. Again, commentary is not the same as votes. If the items that the City views are important are not included in at least the Board Order, the City would be free to advocate against the passage.

I want to be very clear in one area. The problems that are being dealt with in terms of changing timelines, types of orders, and development of actual ballot measure have been artificially created. It is simply a lot of work done by a lot of interested people, but without first getting all the information and documentation together. To the extent this moves forward, the only option for the City is to accept this Order on face value and the goodwill of both the County Commissioners and the formation proponents. There is nothing to unequivocally require the City's desires will be addressed after formation.

Please contact me with any questions.

Sincerely,



J. Kenneth Jones
jkj@speerhoyt.com

JKJ:kad

Enclosure

F:\1Clients\Muni\Veneta, City\GENERAL\Special Law Enforcement District\LTR City Council RE Special Law Enforcement District (120815)JKJkad.docx

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 15-12-08-03

IN THE MATTER OF THE FORMATION OF
THE FERN RIDGE COMMUNITY POLICING
DISTRICT

WHEREAS, on October 20, 2015 the Board of Commissioners heard a presentation from Steve Reister on behalf of the Fern Ridge Neighborhood Watch, "We look out for each other!" proposing the formation of the Fern Ridge Community Policing District; and

WHEREAS, the proposed Fern Ridge Community Policing District would provide a variety of law enforcement services, including but not limited to, sheriff patrol services, prosecution services, designated jail beds, a Youth Corps, School Resource Deputy and a Fern Ridge litter patrol, the Board of Commissioners unanimously voted to have County staff provide assistance in the formation of the proposed law enforcement district; and

WHEREAS, on November 3, 2015 the Board of Commissioners voted unanimously to proceed with the formation of the Fern Ridge Community Policing District as a county service district pursuant to ORS chapter 451; and

WHEREAS, the first step in the formation of the proposed Fern Ridge Community Policing District is provided by ORS 451.435 is for the governing body of the proposed district, the Board of Commissioners of Lane County, to make an order initiating formation of said district.

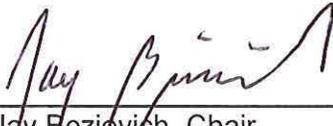
NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. The District will provide law enforcement services per ORS 451.010(3)(c);
2. As required by ORS 451.485, the district shall be known as the Fern Ridge Community Policing District;
3. As required by ORS 451.435(3), the Fern Ridge Community Policing District is hereby declared initiated;
4. As required under ORS 198.720 (3) and (4), the boundary lines of the Fern Ridge Community Policing District are found in Attachment A to this Order
5. As required by ORS 451.485, the Fern Ridge Community Policing District by that name shall exercise and carry out the powers and duties declared in the Oregon Revised Statutes chapter 451;
6. As required by ORS 451.485(1), the service facilities to be provided by the Fern Ridge Community Policing District to be constructed, maintained and operated include, but are not limited to the following: The Fern Ridge Community Policing District intends to enter (for the specific purpose of law enforcement) a long term contract with the Lane County Sheriff (5 year and renewable) for:

- a. 10 Full Time Employee (FTE) Deputies, 1 FTE School Resource Deputy, 1 FTE Community Service Deputy and 1 FTE Sergeant;
 - b. A long term contract with Cahoots (White Bird) for the specific purpose of mental health crisis intervention;
 - c. A long term contract with the Lane County Sheriff for 2 Jail Beds at the Lane County Jail; and,
 - d. A long term (renewable) contract with the Lane County District Attorney for 1 FTE Deputy District Attorney.
7. As required by ORS 451.485(2), the manner of financing the construction and operation of the service facilities it is to be accomplished by establishing a voter approved (May 2016) Permanent Tax Rate for property owners inside of District Boundary. The Fern Ridge Community Policing District has submitted a 15 year operating budget to the Lane County Budget & Financial Planning Manager;
 8. As required by ORS 451.485(3), the method by which the Fern Ridge Community Policing District shall bear and share the cost of construction of service facilities and shall be accomplished by having the residents of the district approve a permanent tax rate for property owners currently estimated at \$1.80/\$1000.00 of Taxable Assessed Value (TAV). The current Taxable Assessed Value (TAV) estimate within the boundary of the District is \$1,418,502,747.
 9. As required by ORS 451.485(4), it does not appear that any service district facilities will provide service to areas outside the district, therefore no finding or order is required;
 10. As required by ORS 451.485(5), none of the service district facilities are to be integrated into another district or public body as defined in ORS 174.109, therefore no finding or order is required;
 11. As required by ORS.451.485(6) the Fern Ridge Community Policing District will not provide sewage works, therefore no finding or order is required; and
 12. As required by ORS 451.485(7), none of the cost of the work is to be assessed against benefitted property, therefore no finding or order is required.

13. As required by ORS 198.840, two public hearings to seek input regarding the benefit of this District will be held in Harris Hall on January 12, 2016 and February 9, 2016 at 10AM.
14. As required by ORS 198.835, this Order will be delivered to the City Council of the City of Veneta for purposes of their action on a Resolution approving this Order.

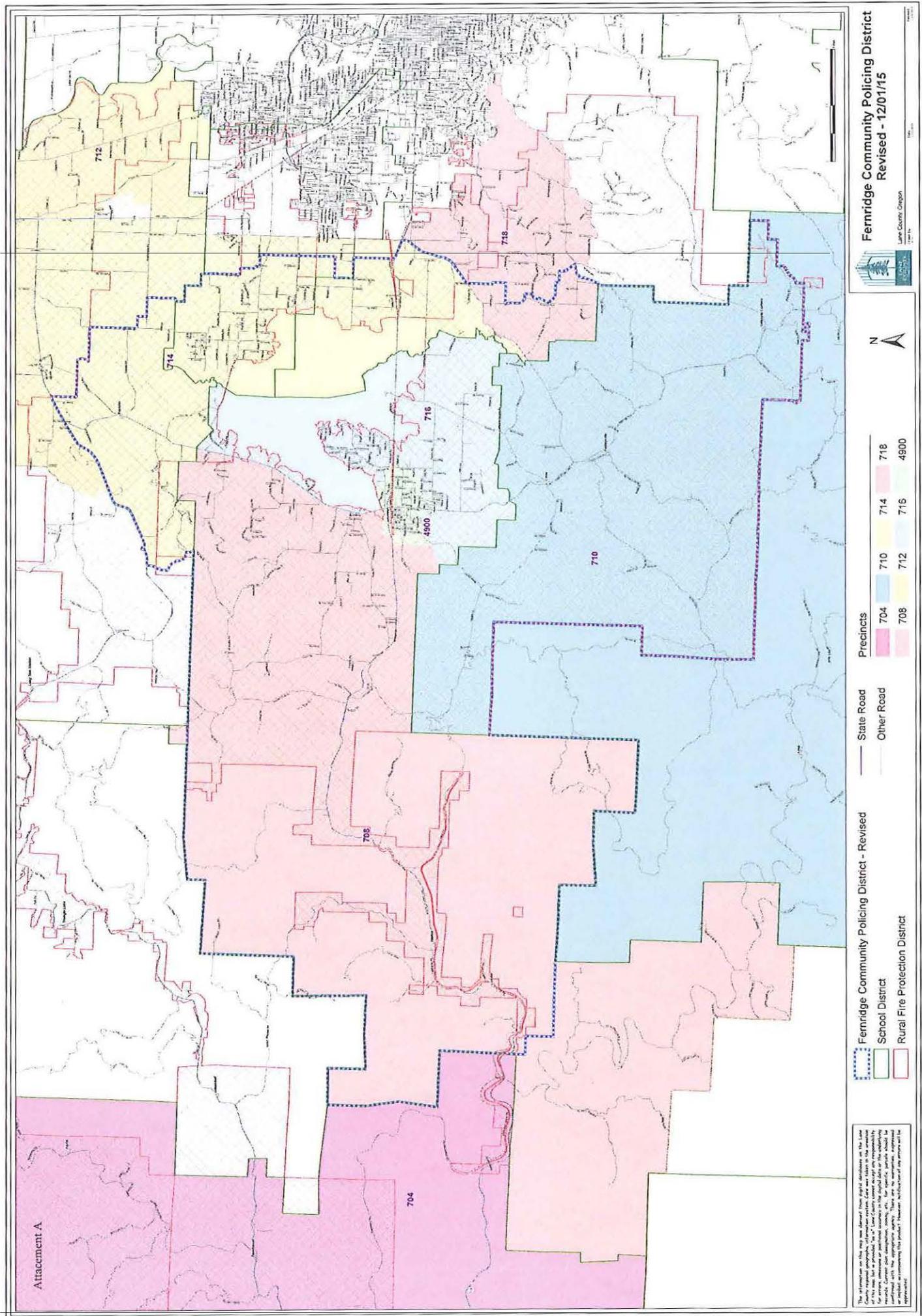
ADOPTED this 8th day of December, 2015.



Jay Bozievich, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM
Date 12/8/15

LANE COUNTY OFFICE OF LEGAL COUNSEL

Ferridge Community Policing District
 Revised - 12/01/15
 Lane County, Oregon
 12/1/15



Precincts

- 704
- 708
- 710
- 712
- 714
- 716
- 718
- 4800

Roads

- State Road
- Other Road

Ferridge Community Policing District - Revised

- School District
- Rural Fire Protection District

The information on this map was derived from digital databases on the date of this map. It is provided "as is" and Lane County cannot accept any responsibility for errors, omissions or partial coverage in the digital data on the underlying information. The user is responsible for verifying the accuracy of the information presented on this map. There are no warranties, expressed or implied, regarding the accuracy or completeness of the information on this map.

RESOLUTION NO. 1184

A RESOLUTION APPROVING THE INCLUSION OF THE BOUNDARIES OF THE CITY OF VENETA WITHIN THE BOUNDARIES OF THE PROPOSED SPECIAL LAW ENFORCEMENT DISTRICT AND FURTHER CITY REQUESTS

WHEREAS, The City Council of the City Veneta has been presented an Order by the County Commissioners dated December 8, 2015, to proceed with the formation of a special law enforcement district under ORS Chapter 451; and

WHEREAS, the proponents of that District have requested that its boundaries include the City of Veneta; and

WHEREAS, the City Council acknowledges that the members of the Lane County Board of Commissioners will serve as the governing body of the proposed Special Law Enforcement District; and

WHEREAS, the City has a current contract for law enforcement services with Lane County and the Lane County Sheriff's Office.

NOW, THEREFORE, BE IT RESOLVED by the Veneta City Council that:

SECTION 1 The Order adopted by the County Commissioners on December 8, 2015, regarding the formation of the proposed Special Law Enforcement District, including the City of Veneta within its boundaries, is hereby approved.

SECTION 2 Prior to final hearings and final orders the Council will ask the Commissioners to include information regarding the creation of an advisory committee of approximately seven members. The Committee shall have two advisory members appointed by the City Council, which may include elected officials. Further, to the extent there are at-large positions, one of those positions may be designated for a resident of the City of Veneta.

SECTION 3 The Advisory Committee is to have input on the selection of key personnel being hired as well as input to the County Commissioners upon the services to be provided by intergovernmental agreement between the Special Law Enforcement District and the Lane County Sheriff's Office. Further, the Commissioners and its Board Order shall commit, to the extent available by law, that District will maintain the levels of service in the City of Veneta currently provided by the existing contract.

//

//

//

//

//

//

SECTION 4 Effective Date. This resolution shall take effect December 14, 2015.

PASSED AND ADOPTED by the Veneta City Council this 14th day of December, 2015.

XXXXXXXXXXXXXXXXXXXX
Sandra H. Larson, Mayor,

ATTEST:

XXXXXXXXXXXXXXXXXXXX
Darci Henneman, City Recorder