

AGENDA
VENETA CITY COUNCIL
MONDAY, AUGUST 10, 2020 – 6:30 P.M.
 Veneta Administrative Center, 88184 8th Street, Veneta, Oregon

PURSUANT TO GOVERNOR BROWN’S EXECUTIVE ORDER NO. 20-07, ALL CITY OF VENETA PUBLIC MEETINGS WILL BE LIMITED TO NO MORE THAN 10 PEOPLE ATTENDING, INCLUDING STAFF AND ELECTED/APPOINTED OFFICIALS.

PURSUANT TO GOVERNOR BROWN’S EXECUTIVE ORDER NO. 20-16, CITY OF VENETA PUBLIC MEETINGS CAN BE ACCESSED VIA TELECONFERENCE. TO LISTEN TO THIS MEETING, CALL 1- 978-990-5248, ENTER ACCESS CODE 8848223.

- 6:30 **1. CALL TO ORDER**

- 6:30 **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 July 13, 2020 (pgs. 3-9)
 - b. Accounts Payable
 - i. Paid Invoices Through July 22, 2020 (pgs. 11-17)
 - ii. Unpaid Invoices Through August 6, 2020 (pgs. 19-26)
 - c. Civic Calendar for September 2020 (pg. 27)
 - d. Public Works Activity Report for June, 2020 (pgs. 29-30)
 - e. Planning and Building Activity Report for June, 2020 (pg. 31)
 - f. WildCraft Cider Works OLCC Permit for 2020 Pop-Up Retail District (pgs. 33-36)
 - g. City of Veneta Street Closure Permit for 2020 Pop-Up Retail District (pgs. 37-38)
 - h. Mid Lane Cares Banner, Noise Variance, and Street Closure Permits for 2020 Harvest Festival (pending receipt of Certificates of Insurance) (pgs. 39-42)

- 6:45 **4. COUNCIL BUSINESS AND REPORTS**
 - a. Business
 - (1) Lane County Sheriff’s Office Activity Report for July, 2020 (pg. 43)
 - (2) City of Veneta Request to Waive \$40 Street Closure Fee for 2020 Pop-Up Retail District (pg. 45)
 - (3) Mid Lane Cares Request to Waive \$40 Street Closure Permit Fee for 2020 Harvest Festival (pg. 47)
 - b. Council/Committee Liaison Reports

- 6:55 **5. STAFF REPORTS**
 - a. Management Analyst.....Jana Weaver
 - (1) Request to Authorize Renewal of Transitional Camping Site Permit Agreement with Valley United Methodist Church (pgs. 49-64)

 - b. Community Development Director.....Evan MacKenzie
 - (1) Code Enforcement Trends in 2020 (pgs. 65-70)

- 7:25 c. Finance Director.....Shauna Hartz
- (1) Updating and Supplementing Penalties for Water Service Turn-On Without Authority
 - i. Agenda Item Summary (pgs. 71-73)
 - ii. Public Comment
 - iii. **Resolution No. 1308** – A RESOLUTION ESTABLISHING WATER FEES, CHARGES, AND RATES AND GOVERNANCE FOR USERS AND USE OF THE VENETA MUNICIPAL WATER SYSTEM AND REPEALING RESOLUTION NO. 1282 (pgs. 75-79)
 - (2) Financial Activity Fund Balance Report 4th Quarter FY2019/20 (pgs. 81-85)
- 7:35 d. City Administrator.....Matt Michel
- (1) Extended Duration Use of Veneta Community Center by Fern Ridge School District for School Year 2020-21 Classroom Space During COVID-19 (pgs. 87-88)
 - (2) Eligible Expenditures for Federal Coronavirus Relief Fund Reimbursements Dollars Designated for the City of Veneta by the State of Oregon (pgs. 89-90)
 - (3) Middle-Mile Fiber Optic Project Update: Lease of Zayo Fiber by LCOG on Behalf of the City of Veneta (pgs. 91-92)
 - (4) League of Oregon Cities Designation of Voting Delegate (pgs. 93-94)
 - (5) Discuss cancelling August 24, 2020 City Council Meeting
 - (6) Questions from Councilors
- 7:50 **6. OTHER**
- 8:00 **7. ADJOURN**

Times are approximate. This meeting will be digitally recorded. Location is wheelchair accessible (WCA). Individuals needing special accommodations, such as sign language or foreign language interpreters, should make such requests by contacting the City Recorder at 541-935-2191(voice) or by e-mail at: dhenneman@ci.veneta.or.us. Requests made after 10:00 a.m. two working days prior to a meeting may not be accommodated.

Los tiempos son aproximados. Esta reunión se grabará digitalmente. La ubicación es accesible para sillas de ruedas (WCA). Las personas que necesitan un alojamiento especial, tales como lenguaje de señas o intérpretes de idiomas extranjeros, deben hacer tales peticiones poniéndose en contacto con el registrador de la ciudad en 541-935-2191 (voz) o por correo electrónico a: dhenneman@ci.veneta.or.us. Las solicitudes hechas después de las 10:00 a.m. dos días hábiles antes de una reunión no pueden ser acomodadas.

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

Minutes of the Veneta City Council Meeting July 13, 2020

Present: Keith Weiss, Mayor; Thomas Cotter, Council President; Robbie McCoy, Councilor; Pat Coy, Councilor

Absent: Calvin Kenney, Councilor

Others: Matt Michel, City Administrator; Kyle Schauer, Public Works Director; Evan MacKenzie, Community Development Director; Darci Henneman, City Recorder, Sgt. Sieczkowski, Lane County Sheriff's Office; Jason Alansky and Heather Blake, Veneta-Fern Ridge Chamber of Commerce

1. CALL TO ORDER

Mayor Weiss called the Veneta City Council to order at 6:33 p.m.

2. PUBLIC COMMENT

None

3. PUBLIC HEARING – ADOPTION OF TRANSPORTATION SYSTEM DEVELOPMENT CHARGES

a. Mayor Weiss opened the Public Hearing at 6:33 p.m.

b. Staff Report/Agenda Item Summary – E. MacKenzie

MacKenzie said the Council has discussed and reviewed these materials several times and where the City would be if all of the projects on the list were funded. He recapped that the consultant recommended setting the SDC at a little over \$13,000 but the Council chose not to do that. He said staff suggested setting the Transportation SDCs at \$3800 (per trip) which is the multiplier. He said that figure won't fund every project on the list but we don't expect to complete all the projects, however, it's more likely we will be able to fund some of the projects.

c. Public Comments

None

d. Questions from City Council

None

e. Mayor Weiss closed the Public Hearing at 6:35 p.m.

f. City Council Deliberation and Decision

None

g. Public Comment

None

h. **RESOLUTION No. 1298** – A RESOLUTION ADOPTING TRANSPORTATION SYSTEM DEVELOPMENT CHARGES AND FEES AND REPEALING RESOLUTION NOS 889 AND 895

MOTION: Councilor Cotter made a motion to approve Resolution No. 1298, a Resolution adopting Transportation System Development Charges and Fees and Repealing Resolution Nos 889 and 895. Councilor McCoy seconded the motion which passed with a vote of 4-0.

4. CONSENT AGENDA

MOTION: Councilor Cotter made a motion to approve the consent agenda as presented.
Councilor Coy seconded the motion.

VOTE: Councilor Thomas Cotter, aye; Mayor Keith Weiss, aye; Councilor Robbie McCoy, aye;
Councilor Pat Coy, aye.

The consent agenda as approved includes Minutes for June 22, 2020, Accounts Payable Unpaid Invoices through July 8, 2020, Public Works Activity Report for April and May 2020, Civic Calendar for August 2020, Planning and Building Activity Report April 1 to June 30, 2020.

5. COUNCIL BUSINESS AND REPORTS

a. Business

(1) Lane County Sheriff's Activity Report

Sgt. Sieczkowski thanked the Council and he said June was pretty consistent with past months. He said there were 42 Property calls that generated 12 case numbers; 28 Person calls that generated 6 case numbers; 91 Public Order calls but no case numbers were generated; 28 Individual Welfare calls that generated 5 case numbers; 40 Vehicle calls that generated 6 case numbers; 4 Offenses Against State calls that generated 1 case number; 6 Civil calls with no case numbers; and 19 calls to the Skate Park but no case numbers. He said there were no dramatic spikes either way for June.

In response to a question from Councilor Coy, Sgt. Sieczkowski said the fireworks were massive likely all over the nation. He said occasionally they will seize the fireworks and sometimes issue a citation. He said he spent most of the evening of July 4th on the water, starting at Fern Ridge, then Fall Creek, and then Dexter Reservoir.

In response to a question from Mayor Weiss, Sgt. Sieczkowski said it depends on the case and whether or not, after review, the District Attorney files formal charges against an individual. He said with domestic matters, sometimes children are interviewed if necessary, and some are settled out of court.

In response to a question from Councilor McCoy, Sgt. Sieczkowski said there are no events scheduled for the Oregon Country Fair (OCF) site as well as at any of the campgrounds. He said one campground is open for the security crew but is not open to the public. He said deputies are still working the area but things weren't too bad. The fair did a good job of keeping him and Lane County informed. They shut down the site from July 3rd to July 13th other than the security and construction crews. They didn't allow anyone there during that time frame.

(2) Veneta-Fern Ridge Chamber of Commerce Introduction

Mayor Weiss introduced Jason Alansky president of Veneta-Fern Ridge Chamber of Commerce.

Mr. Alansky thanked the Council for taking the time for the introduction. He said Heather Blake has been with the Chamber since February 2020 as the Visitor Center Coordinator, and he apologized for not introducing her to the Council sooner. He said she has made a positive impact on their membership numbers as well as staying positive during this trying time.

Ms. Blake introduced herself and said previously she was on the Chamber Board of Directors and wanted to get more involved in the community and with the Retail Pop up District. She also wanted to see more cohesive networking throughout the community. She said the Chamber is open and said people are still visiting the Chamber just looking for something to do.

b. Council/Committee Liaison Reports

Mayor Weiss said with the virus going around, there hasn't been as many meetings lately. He said the Veneta Homeless Advocacy Board (VHAB) is meeting on Thursday and he and Michel will meet with a concerned citizen also on Thursday.

Councilor Coy said Mid Lane Cares is also meeting on Thursday to discuss the Harvest Festival, which they're hoping they can pull off in the fall.

Councilor McCoy said the Chamber board meeting is tomorrow at 3:00 p.m. She said Ms. Blake has been doing a really good job holding down the Chamber during all of this. She's sent a lot of COVID-19 information out to businesses. Councilor McCoy also touched on the drawing the Chamber is holding for a \$25 gift card and that she is also working on a Neighborhood Business Watch program which should start up in August.

6. STAFF REPORTS

a. Community Development Director.....Evan MacKenzie

(1) **SECOND READING & FINAL ENACTMENT OF ORDINANCE NO. 557 – AN ORDINANCE ADOPTING AMENDMENTS TO LAND DEVELOPMENT ORDINANCE NO. 493 AND LAND DIVISION ORDINANCE NO. 494 SPECIFICALLY ADOPTING TYPE I-V PROCEDURES FOR PROCESSING LAND USE APPLICATIONS for second reading by title only and final enactment of August 13, 2020**

MacKenzie said after the First Reading of Ordinance No. 557, staff and legal counsel discovered they over looked a very important code section buried in Article 5.18 – Time Limit Extension Request, which needed to be removed because of its redundancy and it's not in the correct section of the code. He read the entire section into the record and asked the Council to approve Ordinance No. 557 for Second Reading and final enactment of August 13, 2020.

MacKenzie said all language in Section 5.18 must be deleted for consistency with the new Article 11. To remove Section 5.18, he read it into the record as follows:

“SECTION 5.18 TIME LIMIT EXTENSION REQUEST

The applicant may submit a request in writing for up to a one (1) year extension for a land use approval. Unless the City Council or the original approval provides otherwise, a maximum of two (2) extensions may be granted.

1) Requests for extensions shall:

a. Be submitted to the City in writing prior to expiration of the approval, but no earlier than 90 days prior to the expiration of the approval; and

b. Explain any special or unusual circumstances that warrant an extension.

2) The City may deny a request for an extension if any Lane Use Ordinance requirements or laws have been adopted since the original approval that would clearly make the development unlawful to approve as of the date the approval would otherwise expire.”

MacKenzie said for the record, and not related to the new language, this is the only jurisdiction that he has worked that required a reason for the extension request must be submitted.

MOTION: Councilor Cotter made a motion approve Ord. 557 for Second Reading by title only, with the additional amendment repealing Section 5.18, as previously read into the record, and for final enactment of August 13, 2020. Councilor McCoy seconded the motion which passed with a vote of 4-0.

Ordinance No. 557 was read into the record for Second Reading by title only and for final enactment of August 13, 2020.

b. Public Works Director.....Kyle Schauer

(1) 4th Street Improvement Project Bid Award

Schauer said on July 7th the City opened the bids for this project which is to reconstruct 4th St. between Broadway Ave. and Dunham Ave. He said sidewalks, curbs, gutters, ADA ramps, street lights, and storm facilities on both sides of 4th St. and new a sidewalk and curb along the north side of Dunham Ave. between 3rd St. and 4th St. will be installed. He said new subsurface and asphalt will be put down on the street section. He said we received six bids ranging from \$440,998 to \$303,398. He said Branch Engineering vetted out the lowest bid from Delta Construction Co. and recommended awarding the contract to that company at an amount not to exceed \$350,000 which includes a 15% contingency. He said this project is listed in the 2020-21 budget as an Urban Renewal project.

MOTION: Councilor Cotter made a motion that Council authorize staff to enter into contract with Delta Construction Company for the construction of the 4th Street Improvement Project for an amount not to exceed \$350,000. Councilor Coy seconded the motion which passed with a vote of 4-0.

c. City Administrator.....Matt Michel

(1) City of Eugene Urban Reserves Survey Options

Michel said the City of Eugene recently adopted a revised urban growth boundary to meet planning requirements through 2032 and now seeks to identify urban reserves to serve population growth to year 2062. He said the City of Eugene invited the City of Veneta, as a neighboring municipality, to participate in their online survey of four urban reserves options. He said essentially Option 1 is for 30 years, Option 2 is for 29 years, and Option 3 is for 27 years and they all have the same designation when it comes to the western portion of the urban reserve proposals that they are looking at. He said the 10 year option breaks it down by parcels and where they might look to expand those reserves. He said when it comes to the survey, the Council has a choice to participate, if so, they ask for a one to five rating for each option and why those options were preferred. He said it would show up in the public record as "City of Veneta". He asked for Council guidance on how their proposal would impact the City of Veneta. He said the ratings are as follows: 1. Strongly support, 3. Neutral, and 5. Strongly opposed.

In response to a question from Mayor Weiss, Michel said participating is a public process and gives us a standing in a way. He said it's important to provide our opinion as a neighborly interest and participating as a political partner because their plan to expand does extend west toward Veneta. He said the Highway 126 project and this proposal has potential to put Eugene a little more into that conversation as they expand to Fisher Rd. He said MacKenzie provided a technical perspective.

Mayor Weiss said we are connected by a major highway, and he felt we should participate and he sees the value in doing so but he's not sure how to rate the options. Councilor Coy agreed.

Councilor Cotter said the City of Eugene was not in favor of our pipeline and we had to work very hard to get through those negotiations. He said we needed them on board for getting the pipeline constructed. He said EWEB was with us all the way. He said he felt this is another good faith effort for Veneta to partner with the City of Eugene.

In response to a question from Mayor Weiss, Michel said from a non-planning perspective, he sees Options 1, 2, 3 are identical, when it comes to that western Highway 126 component. He said if we view that as a good thing, then those should be scored all the same but option 4 limits that. So we want to provide feedback that says we think you should protect the land

around Highway 126 from development then we would strongly support Option 4.

MacKenzie said goal number one is to always protect farm land and to stay away from high class soils. Then they look at what is constrained and un-constrained. The big take away he got from this, was that regardless of the scenario, the residential densities were fairly low plus they're all on the outside of what's already been built. So traffic is going to increase. He said it would be wonderful if we can work with Eugene as a regional partner to direct that development and also minimize negative impacts.

In response to a question from Mayor Weiss, MacKenzie said we're mostly a commuter city so Veneta residents will still heavily rely on Eugene for jobs and use Highway 126 but depending on development north of the reservoir, some traffic may use that route into Eugene.

Michel said as MacKenzie said, this is largely low density residential housing on this western side, it's not that they're looking to provide more companies or businesses that would be potentially closer to Veneta. They have identified largely residential lands.

MacKenzie said it will be low density, new residential construction and will not be considered affordable housing. He said he doesn't think they're considering affordable housing in this project. He said that may put more pressure on smaller surrounding communities to provide affordable housing.

Michel suggested from a Veneta perspective, seeing that land on the western end protected as sort of a buffer for this type of low density, more expensive housing, could be something Veneta would support but limiting that so it doesn't create extra pressure to provide affordable housing in Veneta. His initial suggestion is to support Option 4 and to oppose or one step off of neutral for Options 1, 2, and 3 in case oppose sounds too negative.

MacKenzie suggested that the Council include a condition with any support noting that we would hope that once those lands are brought in, the City of Eugene would work toward providing affordable or higher density housing, mostly so surrounding smaller jurisdictions in the region don't get saddled with the need to provide all of the affordable housing.

Councilor Cotter said he preferred the 10 year option because he's not comfortable supporting something for 30 years. He agreed that we should add the language that MacKenzie suggested.

After a brief discussion, there was a consensus of the Council to direct Michel to submit his suggested ratings.

- (2) Review and Adopt League of Oregon Cities Legislative Priorities
The Council reviewed and discussed the compiled results.

Councilor Cotter said small cities are getting passed over by the federal government when it comes to COVID-19 financial assistance.

Councilor Coy said he agrees with what Councilor Kenney said at the last meeting that we should drop some of the items that are always on the list.

Councilor Cotter said he always votes for Transportation Infrastructure but it's always on the list.

The discussion included removing R. Municipal Broadband and Municipal Pole Protection.

In response to a question from Council Cotter, Michel read the narrative for R.

After a brief discussion, it was the consensus of the Council to submit the top four priorities to the League and that they reflect the entire Council's recommendations for the League's 2021 legislative agenda. Those priorities are B. Broadband Infrastructure & Technical Assistance Funding; D. COVID-19 Economic Recovery Investments; N. Long Term Transportation Infrastructure Funding; and Q. Mental Health Service Delivery.

Michel said he will provide the Council with the final priorities once the League publishes them.

- (3) Discuss cancelling July 27th & August 24th Council meetings
Mayor Weiss asked the Council if they would like to cancel the July 27th Council meeting.

Councilor Coy said in two weeks, if we're not going to have anything to deal with, he sees no issue with cancelling the July 27th meeting.

After a brief discussion, it was the consensus of the Council to cancel the second Council meeting in July and review the calendar at the August 10th to decide if the second meeting in August should be cancelled.

- (4) Questions from Councilors
In response to a question from Councilor Coy, Michel said the Zayo Group is boring for placement of the conduit that the fiber will then be fed into.

7. OTHER

- (1) Reminder – City Election Filing Deadline is 5:00 p.m., Friday, August 14, 2020.
Staff reminded the Council that the deadline for filing for election with the City is August 14, 2020.

In response to a question from Councilor McCoy, Mayor Weiss said he felt the article in the paper laid out why it's not feasible to open the pool.

Michel said Resolution No. 1295 declared a temporary state of emergency for the City of Veneta, which expired June 28, 2020. He said Resolution No. 1295 allowed him to take certain actions as necessary, on behalf of the City. One of which was to address some personnel implementations for sick leave relating to COVID-19. However, he hasn't seen anything recently that would warrant continuing with that temporary state of emergency but if needed, we could reinstate it. He said he doesn't feel comfortable having that legislative authority.

Michel said Weaver will be reaching out to the Council to gauge interest in participating in a video summary of what's going on in the City. He said Frydendall came up with the idea after a local realtor posted a short video on what's happening in Veneta and she suggested the Council do something similar. We want to experiment with being more proactive with our outreach efforts.

Michel said Weaver has been assisting him with creating a survey to run the month of August and he provided an example. He said the header is "What do you think about the City of Veneta". He said this is part of a larger conversation staff is having internally about how we want the community to see the City as and how to gauge what people really see the City as. Then match those inputs and to see where we connect with those perceptions.

In response to a question from Councilor McCoy, Michel said after the deadline for accepting the surveys has past, staff will review the survey results. He said part of the feedback group will communicate with Weaver and Frydendall with a brand statement for how the City wants to be perceived as and they in turn will communicate that out to the community by late fall. He would like to do this annually so that residents know they will have an opportunity to provide feedback.

In response to a question from Councilor Cotter, Michel said hard copies of the survey will be available at different locations throughout the community. He said there will also be an on line version, and the survey will also be included in utility bills.

In response to a question from Councilor McCoy, Michel said Weaver will address how to identify responses from residents. However, the City does extend beyond City limits and it's not a bad thing if non-residents respond.

Michel said the Public Contracting Rules will be updated soon which legal counsel is providing to their clients at \$175 per City. He said this item will be included on a future Council agenda.

In response to a question from Councilor McCoy, Schauer said staff has been discussing rescheduling the City wide clean up but will need direction from the Council to do so. He said if the Council decides to host the event, he would like to do it in the fall because of the heat. We would have to talk with Sanipac and ask them to propose some dates.

Schauer said we can't do it the way we've done it in the past. He said with the current COVID-19 restrictions in place, it will be difficult to plan.

8. ADJOURN

Mayor Weiss adjourned the Veneta City Council at 7:57 p.m.

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
Keith Weiss, Mayor

ATTEST:

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

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Report Criteria:
 Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
135	Municode	346070	Annual Website Maint. Sup	1	07/13/2020	222.00	.00	222.00	25626	07/28/2020
		346070	Annual Website Maint. Sup	2	07/13/2020	33.60	.00	33.60	25626	07/28/2020
		346070	Annual Website Maint. Sup	3	07/13/2020	32.40	.00	32.40	25626	07/28/2020
		346070	Annual Website Maint. Sup	4	07/13/2020	33.60	.00	33.60	25626	07/28/2020
		346070	Annual Website Maint. Sup	5	07/13/2020	22.80	.00	22.80	25626	07/28/2020
		346070	Annual Website Maint. Sup	6	07/13/2020	19.20	.00	19.20	25626	07/28/2020
		346070	Annual Website Maint. Sup	7	07/13/2020	98.40	.00	98.40	25626	07/28/2020
		346070	Annual Website Maint. Sup	8	07/13/2020	50.40	.00	50.40	25626	07/28/2020
		346070	Annual Website Maint. Sup	9	07/13/2020	97.20	.00	97.20	25626	07/28/2020
		346070	Annual Website Maint. Sup	10	07/13/2020	214.80	.00	214.80	25626	07/28/2020
		346070	Annual Website Maint. Sup	11	07/13/2020	240.00	.00	240.00	25626	07/28/2020
		346070	Annual Website Maint. Sup	12	07/13/2020	99.60	.00	99.60	25626	07/28/2020
		346070	Annual Website Maint. Sup	13	07/13/2020	26.40	.00	26.40	25626	07/28/2020
		346070	Annual Website Maint. Sup	14	07/13/2020	9.60	.00	9.60	25626	07/28/2020
Total 135:						1,200.00	.00	1,200.00		
190	Apex Systems	224152	Quarterly alarm system mo	1	06/30/2020	62.53	.00	62.53	25590	07/28/2020
		224152	Quarterly alarm system mo	2	06/30/2020	9.07	.00	9.07	25590	07/28/2020
		224152	Quarterly alarm system mo	3	06/30/2020	8.75	.00	8.75	25590	07/28/2020
		224152	Quarterly alarm system mo	4	06/30/2020	9.07	.00	9.07	25590	07/28/2020
		224152	Quarterly alarm system mo	5	06/30/2020	6.16	.00	6.16	25590	07/28/2020
		224152	Quarterly alarm system mo	6	06/30/2020	5.18	.00	5.18	25590	07/28/2020
		224152	Quarterly alarm system mo	7	06/30/2020	16.85	.00	16.85	25590	07/28/2020
		224152	Quarterly alarm system mo	8	06/30/2020	13.61	.00	13.61	25590	07/28/2020
		224152	Quarterly alarm system mo	9	06/30/2020	9.72	.00	9.72	25590	07/28/2020
		224152	Quarterly alarm system mo	10	06/30/2020	26.24	.00	26.24	25590	07/28/2020
		224152	Quarterly alarm system mo	11	06/30/2020	58.00	.00	58.00	25590	07/28/2020
		224152	Quarterly alarm system mo	12	06/30/2020	64.80	.00	64.80	25590	07/28/2020
		224152	Quarterly alarm system mo	13	06/30/2020	26.89	.00	26.89	25590	07/28/2020
		224152	Quarterly alarm system mo	14	06/30/2020	7.13	.00	7.13	25590	07/28/2020
Total 190:						324.00	.00	324.00		
225	Automation Group Inc The	202006-0847	System needs	1	07/08/2020	511.25	.00	511.25	25591	07/28/2020
Total 225:						511.25	.00	511.25		
257	Steven Barreto	SBARRETO	Cell phone stipend	1	07/23/2020	50.00	.00	50.00	25637	07/28/2020
Total 257:						50.00	.00	50.00		
280	Bi-Mart Corporation	930412 6/20	Various needs	1	07/04/2020	28.96	.00	28.96	25592	07/28/2020
		930412 6/20	Various needs	2	07/04/2020	36.11	.00	36.11	25592	07/28/2020
		930412 6/20	Various needs	3	07/04/2020	60.92	.00	60.92	25592	07/28/2020
		930412 6/20	Various needs	4	07/04/2020	4.93	.00	4.93	25592	07/28/2020
		930412 6/20	Various needs	5	07/04/2020	29.26	.00	29.26	25592	07/28/2020
		930412 6/20	Various needs	6	07/04/2020	22.39	.00	22.39	25592	07/28/2020
		930412 6/20	Various needs	7	07/04/2020	12.05	.00	12.05	25592	07/28/2020
		930412 6/20	Various needs	8	07/04/2020	73.92	.00	73.92	25592	07/28/2020
		930412 6/20	Credit	9	07/04/2020	45.99-	.00	45.99-	25592	07/28/2020
Total 280:						222.55	.00	222.55		

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
395	CenturyLink Communicatio	3680 7/20	Public Works/Water plant p	1	07/02/2020	165.94	.00	165.94	25593	07/28/2020
		4937 6/20	Pool Internet	1	07/02/2020	196.49	.00	196.49	25593	07/28/2020
Total 395:						362.43	.00	362.43		
410	CIS Trust	PO-VEN-I20	Workers Comp Ins FY 20/2	1	05/29/2020	10,564.41	.00	10,564.41	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	2	05/29/2020	1,598.94	.00	1,598.94	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	3	05/29/2020	1,541.83	.00	1,541.83	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	4	05/29/2020	1,598.94	.00	1,598.94	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	5	05/29/2020	1,084.99	.00	1,084.99	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	6	05/29/2020	913.68	.00	913.68	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	7	05/29/2020	2,969.45	.00	2,969.45	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	8	05/29/2020	2,398.40	.00	2,398.40	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	9	05/29/2020	1,713.15	.00	1,713.15	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	10	05/29/2020	4,625.49	.00	4,625.49	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	11	05/29/2020	10,221.77	.00	10,221.77	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	12	05/29/2020	11,420.97	.00	11,420.97	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	13	05/29/2020	4,739.71	.00	4,739.71	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	14	05/29/2020	1,256.31	.00	1,256.31	25595	07/28/2020
		PO-VEN-I20	Workers Comp Ins FY 20/2	15	05/29/2020	456.83	.00	456.83	25595	07/28/2020
Total 410:						57,104.87	.00	57,104.87		
450	Cornelius Stacy	SCORNELIU	Cell Phone reimbursement	1	07/23/2020	50.00	.00	50.00	25596	07/28/2020
Total 450:						50.00	.00	50.00		
505	Delta Sand & Gravel Co.	133636	Gravel	1	07/10/2020	95.80	.00	95.80	25598	07/28/2020
Total 505:						95.80	.00	95.80		
535	DocuTRAK Imaging, Inc	20877	On site shredding service 7	1	07/21/2020	38.00	.00	38.00	25599	07/28/2020
Total 535:						38.00	.00	38.00		
560	EDMS Inc	018106	July 2020 Statements	1	06/30/2020	359.35	.00	359.35	25601	07/28/2020
		018106	July 2020 Statements	2	06/30/2020	156.32	.00	156.32	25601	07/28/2020
		018106	July 2020 Statements	3	06/30/2020	229.44	.00	229.44	25601	07/28/2020
		018106	July 2020 Statements	4	06/30/2020	234.48	.00	234.48	25601	07/28/2020
		018106	July 2020 Statements	5	06/30/2020	344.17	.00	344.17	25601	07/28/2020
		018238	July 2020 Past Due Statem	1	07/22/2020	56.51	.00	56.51	25601	07/28/2020
		018238	July 2020 Past Due Statem	2	07/22/2020	77.10	.00	77.10	25601	07/28/2020
		018238	July 2020 Past Due Statem	3	07/22/2020	84.76	.00	84.76	25601	07/28/2020
		018238	July 2020 Past Due Statem	4	07/22/2020	115.64	.00	115.64	25601	07/28/2020
Total 560:						1,657.77	.00	1,657.77		
580	Emerald Peoples Utility Dis	8257 6/20	P/W	1	07/06/2020	2,364.62	.00	2,364.62	25602	07/28/2020
Total 580:						2,364.62	.00	2,364.62		
620	Eugene Water & Electric B	385463-1208	Meter #76100316 June 20	1	07/08/2020	9,481.81	.00	9,481.81	25603	07/28/2020
		385463-1208	Meter #76100315 June 20	2	07/08/2020	1,037.84	.00	1,037.84	25603	07/28/2020
Total 620:						10,519.65	.00	10,519.65		
630	Eveland Mark	MEVELAND	Cell Phone stipend	1	07/23/2020	50.00	.00	50.00	25604	07/28/2020

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 630:						50.00	.00	50.00		
646	Andy Fielder	AFIELDER 7/	Cell Phone stipend	1	07/23/2020	50.00	.00	50.00	25589	07/28/2020
Total 646:						50.00	.00	50.00		
655	Fern Ridge School District	FRSD 6/20	Excise tax - June 2020	1	07/09/2020	5,495.49	.00	5,495.49	25605	07/28/2020
Total 655:						5,495.49	.00	5,495.49		
660	Fern Ridge Self Storage	11215	Unit 546 - rent x 1 year	1	07/24/2020	1,653.00	.00	1,653.00	25606	07/28/2020
Total 660:						1,653.00	.00	1,653.00		
750	Greenhill Humane Society	3580	Daily care for stray dogs/ca	1	04/30/2020	320.00	.00	320.00	25607	07/28/2020
		3590	Monthly fee for sheltering s	1	07/01/2020	50.00	.00	50.00	25607	07/28/2020
Total 750:						370.00	.00	370.00		
830	Hunter Communications, In	424 6/20B	Fiber installation at C Cent	1	07/07/2020	3,200.00	.00	3,200.00	25608	07/28/2020
		424 720B	Fiber Internet - Admin	1	07/07/2020	231.43	.00	231.43	25608	07/28/2020
		424 720B	Fiber internet - Econ Devel	2	07/07/2020	33.58	.00	33.58	25608	07/28/2020
		424 720B	Fiber internet - Court	3	07/07/2020	32.38	.00	32.38	25608	07/28/2020
		424 720B	Fiber internet - Code Enf	4	07/07/2020	33.58	.00	33.58	25608	07/28/2020
		424 720B	Fiber internet - Pub Safety	5	07/07/2020	22.79	.00	22.79	25608	07/28/2020
		424 720B	Fiber internet - Bldng	6	07/07/2020	19.19	.00	19.19	25608	07/28/2020
		424 720B	Fiber internet - Parks	7	07/07/2020	98.34	.00	98.34	25608	07/28/2020
		424 720B	Fiber internet - Pool	8	07/07/2020	50.37	.00	50.37	25608	07/28/2020
		424 720B	Fiber internet - Plng	9	07/07/2020	97.14	.00	97.14	25608	07/28/2020
		424 720B	Fiber internet - Wtr	10	07/07/2020	214.66	.00	214.66	25608	07/28/2020
		424 720B	Fiber internet - sewer	11	07/07/2020	239.84	.00	239.84	25608	07/28/2020
		424 720B	Fiber internet - streets	12	07/07/2020	99.54	.00	99.54	25608	07/28/2020
424 720B	Fiber internet -Stormwtr	13	07/07/2020	26.38	.00	26.38	25608	07/28/2020		
Total 830:						4,399.22	.00	4,399.22		
850	Info Structure	2522081	Cust #C7930 - City Hall	1	07/21/2020	406.71	.00	406.71	25609	07/28/2020
		2522081	Cust #C7930 - City Hall	2	07/21/2020	101.68	.00	101.68	25609	07/28/2020
		2522115	Cust #61227 - WWTP	1	07/21/2020	52.43	.00	52.43	25609	07/28/2020
		252269	Cust #62054 -Pool	1	07/21/2020	47.88	.00	47.88	25609	07/28/2020
Total 850:						608.70	.00	608.70		
915	Key Bank	SDBY FY 20/	Safe Deposit Box Rent	1	07/14/2020	19.01	.00	19.01	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	2	07/14/2020	2.88	.00	2.88	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	3	07/14/2020	2.77	.00	2.77	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	4	07/14/2020	2.88	.00	2.88	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	5	07/14/2020	1.95	.00	1.95	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	6	07/14/2020	1.64	.00	1.64	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	7	07/14/2020	5.34	.00	5.34	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	8	07/14/2020	4.32	.00	4.32	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	9	07/14/2020	3.08	.00	3.08	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	10	07/14/2020	8.32	.00	8.32	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	11	07/14/2020	18.39	.00	18.39	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	12	07/14/2020	20.55	.00	20.55	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	13	07/14/2020	8.53	.00	8.53	25613	07/28/2020

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		SDBY FY 20/	Safe Deposit Box Rent	14	07/14/2020	2.26	.00	2.26	25613	07/28/2020
		SDBY FY 20/	Safe Deposit Box Rent	15	07/14/2020	.83	.00	.83	25613	07/28/2020
Total 915:						102.75	.00	102.75		
975	Lane Council of Govern	75985	Member Dues 20/21	1	07/06/2020	367.60	.00	367.60	25615	07/28/2020
		75985	Member Dues 20/21	2	07/06/2020	55.64	.00	55.64	25615	07/28/2020
		75985	Member Dues 20/21	3	07/06/2020	53.65	.00	53.65	25615	07/28/2020
		75985	Member Dues 20/21	4	07/06/2020	55.64	.00	55.64	25615	07/28/2020
		75985	Member Dues 20/21	5	07/06/2020	37.75	.00	37.75	25615	07/28/2020
		75985	Member Dues 20/21	6	07/06/2020	31.79	.00	31.79	25615	07/28/2020
		75985	Member Dues 20/21	7	07/06/2020	162.93	.00	162.93	25615	07/28/2020
		75985	Member Dues 20/21	8	07/06/2020	83.45	.00	83.45	25615	07/28/2020
		75985	Member Dues 20/21	9	07/06/2020	160.95	.00	160.95	25615	07/28/2020
		75985	Member Dues 20/21	10	07/06/2020	355.67	.00	355.67	25615	07/28/2020
		75985	Member Dues 20/21	11	07/06/2020	397.40	.00	397.40	25615	07/28/2020
		75985	Member Dues 20/21	12	07/06/2020	164.92	.00	164.92	25615	07/28/2020
		75985	Member Dues 20/21	13	07/06/2020	43.71	.00	43.71	25615	07/28/2020
		75985	Member Dues 20/21	14	07/06/2020	15.90	.00	15.90	25615	07/28/2020
Total 975:						1,987.00	.00	1,987.00		
980	Lane County Accounts Rec	LCAR 6/20	Assessments collected les	1	07/09/2020	314.92	.00	314.92	25616	07/28/2020
Total 980:						314.92	.00	314.92		
1005	Lane County Sheriff's Offic	SO7332	4th Qtr FY 2019-20	1	07/01/2020	226,974.50	.00	226,974.50	25617	07/28/2020
Total 1005:						226,974.50	.00	226,974.50		
1035	Law Office of Alan J Leima	LEIMAN 7/20	Monthly contract	1	07/23/2020	371.00	.00	371.00	25619	07/28/2020
Total 1035:						371.00	.00	371.00		
1040	League of Oregon Cities	2020-200398	LOC Membership dues FY	1	07/01/2020	782.33	.00	782.33	25620	07/28/2020
		2020-200398	LOC Membership dues FY	2	07/01/2020	118.41	.00	118.41	25620	07/28/2020
		2020-200398	LOC Membership dues FY	3	07/01/2020	114.18	.00	114.18	25620	07/28/2020
		2020-200398	LOC Membership dues FY	4	07/01/2020	118.41	.00	118.41	25620	07/28/2020
		2020-200398	LOC Membership dues FY	5	07/01/2020	80.35	.00	80.35	25620	07/28/2020
		2020-200398	LOC Membership dues FY	6	07/01/2020	67.66	.00	67.66	25620	07/28/2020
		2020-200398	LOC Membership dues FY	7	07/01/2020	346.76	.00	346.76	25620	07/28/2020
		2020-200398	LOC Membership dues FY	8	07/01/2020	177.61	.00	177.61	25620	07/28/2020
		2020-200398	LOC Membership dues FY	9	07/01/2020	342.53	.00	342.53	25620	07/28/2020
		2020-200398	LOC Membership dues FY	10	07/01/2020	756.96	.00	756.96	25620	07/28/2020
		2020-200398	LOC Membership dues FY	11	07/01/2020	845.76	.00	845.76	25620	07/28/2020
		2020-200398	LOC Membership dues FY	12	07/01/2020	350.99	.00	350.99	25620	07/28/2020
		2020-200398	LOC Membership dues FY	13	07/01/2020	93.03	.00	93.03	25620	07/28/2020
		2020-200398	LOC Membership dues FY	14	07/01/2020	33.82	.00	33.82	25620	07/28/2020
Total 1040:						4,228.80	.00	4,228.80		
1045	Leahy, Van Vactor, Cox & M	66948	Legal Services	1	07/07/2020	1,157.85	.00	1,157.85	25621	07/28/2020
Total 1045:						1,157.85	.00	1,157.85		
1055	Les Schwab Tire Center	3000806721	Grasshopper tires	1	07/09/2020	119.42	.00	119.42	25622	07/28/2020
		3000806721	Grasshopper tires	2	07/09/2020	119.42	.00	119.42	25622	07/28/2020

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1055:						238.84	.00	238.84		
1170	Mitchell Justin	JMITCHELL	Cell phone stipend	1	07/23/2020	50.00	.00	50.00	25625	07/28/2020
Total 1170:						50.00	.00	50.00		
1230	Offroad Performance & Cu	8609	Motor brackets	1	07/07/2020	500.00	.00	500.00	25627	07/28/2020
Total 1230:						500.00	.00	500.00		
1260	Oregon Assoc of Code Enf	TWARRICK	TWarrick membership rene	1	07/06/2020	75.00	.00	75.00	25628	07/28/2020
Total 1260:						75.00	.00	75.00		
1305	Oregon Dept of Consumer	102094	Boiler permit 8/1/20-7/31/2	1	05/01/2020	89.60	.00	89.60	25629	07/28/2020
		DCBS 6/20	St Surcharges June 2020	1	07/16/2020	1,111.20	.00	1,111.20	25629	07/28/2020
		DCBS 6/20	St Surcharges June 2020	2	07/16/2020	152.76	.00	152.76	25629	07/28/2020
Total 1305:						1,353.56	.00	1,353.56		
1345	Oregon Dept of Revenue-C	ODOR 6/20	Unitary Assessments w/ ot	1	07/09/2020	117.00	.00	117.00	25630	07/28/2020
		ODOR 6/20	Unitary Assessments w/ ot	2	07/09/2020	2.00	.00	2.00	25630	07/28/2020
Total 1345:						119.00	.00	119.00		
1410	Orme Kip	KORME 7/20	Cell phone stipend	1	07/23/2020	50.00	.00	50.00	25631	07/28/2020
Total 1410:						50.00	.00	50.00		
1540	Purchase Power	522918 7/20	Postage meter refill	1	07/05/2020	230.19	.00	230.19	25632	07/28/2020
		522918 7/20	Postage meter refill	2	07/05/2020	71.66	.00	71.66	25632	07/28/2020
		522918 7/20	Postage meter refill	3	07/05/2020	107.49	.00	107.49	25632	07/28/2020
		522918 7/20	Postage meter refill	4	07/05/2020	121.34	.00	121.34	25632	07/28/2020
		522918 7/20	Postage meter refill	5	07/05/2020	80.86	.00	80.86	25632	07/28/2020
		522918 7/20	Postage meter refill	6	07/05/2020	46.69	.00	46.69	25632	07/28/2020
		522918 7/20	Postage meter refill	7	07/05/2020	315.97	.00	315.97	25632	07/28/2020
Total 1540:						974.20	.00	974.20		
1595	SAIF Corporation	862261	Workers Comp Insurance F	1	05/27/2020	1,789.21	.00	1,789.21	25633	07/28/2020
		862261	Workers Comp Insurance F	2	05/27/2020	233.02	.00	233.02	25633	07/28/2020
		862261	Workers Comp Insurance F	3	05/27/2020	224.70	.00	224.70	25633	07/28/2020
		862261	Workers Comp Insurance F	4	05/27/2020	233.02	.00	233.02	25633	07/28/2020
		862261	Workers Comp Insurance F	5	05/27/2020	158.12	.00	158.12	25633	07/28/2020
		862261	Workers Comp Insurance F	6	05/27/2020	133.15	.00	133.15	25633	07/28/2020
		862261	Workers Comp Insurance F	7	05/27/2020	432.75	.00	432.75	25633	07/28/2020
		862261	Workers Comp Insurance F	8	05/27/2020	349.53	.00	349.53	25633	07/28/2020
		862261	Workers Comp Insurance F	9	05/27/2020	674.09	.00	674.09	25633	07/28/2020
		862261	Workers Comp Insurance F	10	05/27/2020	1,489.65	.00	1,489.65	25633	07/28/2020
		862261	Workers Comp Insurance F	11	05/27/2020	1,664.41	.00	1,664.41	25633	07/28/2020
		862261	Workers Comp Insurance F	12	05/27/2020	690.73	.00	690.73	25633	07/28/2020
		862261	Workers Comp Insurance F	13	05/27/2020	183.08	.00	183.08	25633	07/28/2020
		862261	Workers Comp Insurance F	14	05/27/2020	66.58	.00	66.58	25633	07/28/2020
Total 1595:						8,322.04	.00	8,322.04		

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1600	Sandford Mindy S	MSANDFOR	Cell phone stipend	1	07/23/2020	50.00	.00	50.00	25634	07/28/2020
Total 1600:						50.00	.00	50.00		
1625	Kyle Schauer	KSCHAUER	Cell phone stipend/repair	1	07/01/2020	50.00	.00	50.00	25614	07/28/2020
Total 1625:						50.00	.00	50.00		
1690	Speer Hoyt LLC	56360	Legal Services-Gen	1	06/30/2020	2,603.00	.00	2,603.00	25635	07/28/2020
		56362	Legal Services-Pln	1	06/30/2020	285.00	.00	285.00	25635	07/28/2020
		56364	Legal Services-Pln	1	06/30/2020	1,083.00	.00	1,083.00	25635	07/28/2020
Total 1690:						3,971.00	.00	3,971.00		
1700	Sprint	886952530-1	Cell phones	1	06/27/2020	36.77	.00	36.77	25636	07/28/2020
		886952530-1	Cell phones	2	06/27/2020	36.77	.00	36.77	25636	07/28/2020
		886952530-1	Cell phones	3	06/27/2020	54.08	.00	54.08	25636	07/28/2020
		886952530-1	Cell phones	4	06/27/2020	54.08	.00	54.08	25636	07/28/2020
		886952530-1	Cell phones	5	06/27/2020	34.60	.00	34.60	25636	07/28/2020
Total 1700:						216.30	.00	216.30		
1745	Swanson's Pest Managem	640101	Community Ctr pest manag	1	07/02/2020	33.00	.00	33.00	25638	07/28/2020
		640106	P/W pest management 7/20	1	07/02/2020	16.34	.00	16.34	25638	07/28/2020
		640106	P/W pest management 7/20	2	07/02/2020	16.34	.00	16.34	25638	07/28/2020
		640106	P/W pest management 7/20	3	07/02/2020	16.32	.00	16.32	25638	07/28/2020
		640108	CH pest management 7/2	1	07/02/2020	31.20	.00	31.20	25638	07/28/2020
		640108	CH pest management 7/2	2	07/02/2020	7.80	.00	7.80	25638	07/28/2020
Total 1745:						121.00	.00	121.00		
1780	Travel Lane County	15809	Member dues FY 20-21	1	07/01/2020	73.08	.00	73.08	25640	07/28/2020
		15809	Member dues FY 20-21	2	07/01/2020	11.06	.00	11.06	25640	07/28/2020
		15809	Member dues FY 20-21	3	07/01/2020	10.67	.00	10.67	25640	07/28/2020
		15809	Member dues FY 20-21	4	07/01/2020	11.06	.00	11.06	25640	07/28/2020
		15809	Member dues FY 20-21	5	07/01/2020	7.51	.00	7.51	25640	07/28/2020
		15809	Member dues FY 20-21	6	07/01/2020	6.32	.00	6.32	25640	07/28/2020
		15809	Member dues FY 20-21	7	07/01/2020	32.39	.00	32.39	25640	07/28/2020
		15809	Member dues FY 20-21	8	07/01/2020	32.00	.00	32.00	25640	07/28/2020
		15809	Member dues FY 20-21	9	07/01/2020	70.71	.00	70.71	25640	07/28/2020
		15809	Member dues FY 20-21	10	07/01/2020	79.00	.00	79.00	25640	07/28/2020
		15809	Member dues FY 20-21	11	07/01/2020	32.79	.00	32.79	25640	07/28/2020
		15809	Member dues FY 20-21	12	07/01/2020	8.69	.00	8.69	25640	07/28/2020
		15809	Member dues FY 20-21	13	07/01/2020	3.16	.00	3.16	25640	07/28/2020
		15809	Member dues FY 20-21	14	07/01/2020	16.56	.00	16.56	25640	07/28/2020
Total 1780:						395.00	.00	395.00		
1977	Court Refunds (1977)	20T000019 C	Bail refunds	1	07/20/2020	28.00	.00	28.00	25612	07/28/2020
		20T000031 E	Bail refunds	1	07/20/2020	66.00	.00	66.00	25610	07/28/2020
		20T000037 L	Bail refunds	1	07/20/2020	115.00	.00	115.00	25639	07/28/2020
Total 1977:						209.00	.00	209.00		
1978	other Refunds	JCOO 7/20	Cancelled Mech permit	1	07/21/2020	75.00	.00	75.00	25611	07/28/2020
		JCOO 7/20	Cancelled Mech permit	2	07/21/2020	9.00	.00	9.00	25611	07/28/2020

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 1978:						84.00	.00	84.00		
1989	Cottage Grove, City of	2001	1st Qtr Building Inspects F	1	07/01/2020	18,893.50	.00	18,893.50	25597	07/28/2020
Total 1989:						18,893.50	.00	18,893.50		
2047	Chaves Consulting Inc	191118	Majic hosting annual fee	1	07/01/2020	357.41	.00	357.41	25594	07/28/2020
Total 2047:						357.41	.00	357.41		
2087	Michel, Matt	MMICHEL 7/	MMichel-Phone/lpad Stipe	1	07/01/2020	75.00	.00	75.00	25624	07/28/2020
Total 2087:						75.00	.00	75.00		
2099	Dustrud Architecture, P.C.	2004-03 (QB	City Park Ph 2	1	07/09/2020	321.38	.00	321.38	25600	07/28/2020
		2004-03 (QB	City Park ph 2	2	07/09/2020	749.87	.00	749.87	25600	07/28/2020
Total 2099:						1,071.25	.00	1,071.25		
2103	Mazzei, Michael	MMAZZEI 7/	Cell Phone stipend	1	07/23/2020	50.00	.00	50.00	25623	07/28/2020
Total 2103:						50.00	.00	50.00		
2104	Lane County Surveyor's Of	LOT 600 7/20	Lot 600 partition for lift stati	1	07/22/2020	750.00	.00	750.00	25618	07/28/2020
Total 2104:						750.00	.00	750.00		
Grand Totals:						360,240.27	.00	360,240.27		

Report Criteria:
 Detail report type printed

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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	GL Account Description
185 Analytical Laboratory Group									
128963	1	Lab services: Drinking wat	Invoi	07/07/2020	08/11/2020	147.00	147.00	210-210-53055	System Quality Tests
128963	2	Lab services: wastewater 7	Invoi	07/07/2020	08/11/2020	1,796.40	1,796.40	220-220-53055	System Quality Tests
Total 128963:						1,943.40	1,943.40		
Total 185 Analytical Laboratory Group:						1,943.40	1,943.40		
225 Automation Group Inc The									
6697	1	System needs	Invoi	07/28/2020	08/11/2020	550.00	550.00	220-220-53040	System Maintenance
Total 6697:						550.00	550.00		
6703	1	System needs	Invoi	07/28/2020	08/11/2020	373.75	373.75	220-220-53040	System Maintenance
Total 6703:						373.75	373.75		
Total 225 Automation Group Inc The:						923.75	923.75		
245 Banner Bank-CC									
BBCC 7/20	1	Backflow Supply	Invoi	07/19/2020	08/11/2020	243.36	243.36	220-220-53050	WW Plant Maintenance
BBCC 7/20	2	MSONline 7/20	Invoi	07/19/2020	08/11/2020	24.90	24.90	100-100-52045	Computer System Sup
BBCC 7/20	3	MSONline 7/20	Invoi	07/19/2020	08/11/2020	3.77	3.77	100-205-52045	Computer System Sup
BBCC 7/20	4	MSONline 7/20	Invoi	07/19/2020	08/11/2020	3.63	3.63	100-160-52045	Computer System Sup
BBCC 7/20	5	MSONline 7/20	Invoi	07/19/2020	08/11/2020	3.77	3.77	100-170-52045	Computer System Sup
BBCC 7/20	6	MSONline 7/20	Invoi	07/19/2020	08/11/2020	2.56	2.56	100-195-52045	Computer System Sup
BBCC 7/20	7	MSONline 7/20	Invoi	07/19/2020	08/11/2020	2.15	2.15	260-110-52045	Computer System Sup
BBCC 7/20	8	MSONline 7/20	Invoi	07/19/2020	08/11/2020	11.04	11.04	130-130-52045	Computer System Sup
BBCC 7/20	9	MSONline 7/20	Invoi	07/19/2020	08/11/2020	5.65	5.65	130-520-52045	Computer System Sup
BBCC 7/20	10	MSONline 7/20	Invoi	07/19/2020	08/11/2020	10.90	10.90	140-140-52045	Computer System Sup
BBCC 7/20	11	MSONline 7/20	Invoi	07/19/2020	08/11/2020	24.09	24.09	210-210-52045	Computer System Sup
BBCC 7/20	12	MSONline 7/20	Invoi	07/19/2020	08/11/2020	26.92	26.92	220-220-52045	Computer System Sup
BBCC 7/20	13	MSONline 7/20	Invoi	07/19/2020	08/11/2020	11.17	11.17	230-230-52045	Computer System Sup
BBCC 7/20	14	MSONline 7/20	Invoi	07/19/2020	08/11/2020	2.96	2.96	240-240-52045	Computer System Sup
BBCC 7/20	15	MSONline 7/20	Invoi	07/19/2020	08/11/2020	1.07	1.07	350-350-52045	Computer System Sup
BBCC 7/20	16	Pool needs	Invoi	07/19/2020	08/11/2020	37.98	37.98	130-520-51515	Small Tools & Equipme
BBCC 7/20	17	Amazon-Covid supplies	Invoi	07/19/2020	08/11/2020	219.96	219.96	100-100-51050	Building Maint & Janitor
BBCC 7/20	18	Things Remembered	Invoi	07/19/2020	08/11/2020	80.00	80.00	100-100-51097	Recognitions
BBCC 7/20	19	ORPA membership-SCome	Invoi	07/19/2020	08/11/2020	175.00	175.00	130-130-51020	Professional Dues
BBCC 7/20	20	Amazon-Covid supplies	Invoi	07/19/2020	08/11/2020	21.98	21.98	100-100-51010	Admin Supplies & Servi
BBCC 7/20	21	Gov jobs ad-Finance Dir.	Invoi	07/19/2020	08/11/2020	175.00	175.00	100-100-51010	Admin Supplies & Servi
BBCC 7/20	22	LOOC ad-Finance Dir.	Invoi	07/19/2020	08/11/2020	20.00	20.00	100-100-51010	Admin Supplies & Servi
BBCC 7/20	23	Walmart-Wellness	Invoi	07/19/2020	08/11/2020	27.87	27.87	100-100-51098	Wellness Program
Total BBCC 7/20:						1,135.73	1,135.73		
Total 245 Banner Bank-CC:						1,135.73	1,135.73		
255 Hendrickson, Scottie									
0720B	1	Monthly newsletter-Aug 20	Invoi	08/05/2020	08/11/2020	300.00	300.00	100-100-51095	Public Relations
Total 0720B:						300.00	300.00		
Total 255 Hendrickson, Scottie:						300.00	300.00		

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	GL Account Description
305 Brenntag Pacific Inc									
BPI67357	1	Sodium Hypochlorite	Invoi	07/27/2020	08/11/2020	2,618.00	2,618.00	210-210-53020	System Operating Sup
Total BPI67357:						2,618.00	2,618.00		
Total 305 Brenntag Pacific Inc:						2,618.00	2,618.00		
320 Buck's Sanitary Service									
A-142875	1	Fern Park 7/20	Invoi	07/30/2020	08/11/2020	65.00	65.00	130-130-53040	Park Maintenance
Total A-142875:						65.00	65.00		
A-142876	1	City Park 7/20	Invoi	07/30/2020	08/11/2020	65.00	65.00	130-130-53040	Park Maintenance
Total A-142876:						65.00	65.00		
A-142877	1	Skate Park 7/20	Invoi	07/30/2020	08/11/2020	98.50	98.50	130-130-53040	Park Maintenance
Total A-142877:						98.50	98.50		
A-143397	1	Farmers Mrkt 7/20	Invoi	07/30/2020	08/11/2020	275.00	275.00	100-205-51050	Building Maint & Janitor
Total A-143397:						275.00	275.00		
Total 320 Buck's Sanitary Service:						503.50	503.50		
360 Carson Technologies, LLC									
CP-00115325	1	Customer charge	Invoi	06/30/2020	08/11/2020	39.30	39.30	100-100-51075	Travel - Staff
CP-00115325	2	Customer charge	Invoi	06/30/2020	08/11/2020	78.60	78.60	130-130-53030	Vehicle Operation&Mai
CP-00115325	3	Customer charge	Invoi	06/30/2020	08/11/2020	78.60	78.60	230-230-53030	Vehicle Operation&Mai
CP-00115325	4	Customer charge	Invoi	06/30/2020	08/11/2020	314.42	314.42	210-210-53030	Vehicle Operation&Mai
CP-00115325	5	Customer charge	Invoi	06/30/2020	08/11/2020	275.12	275.12	220-220-53030	Vehicle Operation&Mai
Total CP-00115325:						786.04	786.04		
Total 360 Carson Technologies, LLC:						786.04	786.04		
580 Emerald Peoples Utility District									
104799 7/20	1	Skate park	Invoi	07/22/2020	08/11/2020	31.00	31.00	130-130-51035	Electricity
Total 104799 7/20:						31.00	31.00		
107383 7/20	1	Pool	Invoi	07/22/2020	08/11/2020	1,082.32	1,082.32	130-520-54055	Pool Utilities
Total 107383 7/20:						1,082.32	1,082.32		
122635 7/20	1	Bulk water Station	Invoi	07/22/2020	08/11/2020	33.14	33.14	210-210-51035	Electricity
Total 122635 7/20:						33.14	33.14		
136326 7/20	1	8th& Jack Kelly station	Invoi	07/22/2020	08/11/2020	97.11	97.11	220-220-51035	Electricity
Total 136326 7/20:						97.11	97.11		
139282 7/20	1	Attic	Invoi	07/22/2020	08/11/2020	45.78	45.78	100-205-51050	Building Maint & Janitor

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	GL Account Description
Total 139282 7/20:						45.78	45.78		
51043 7/20	1	C/H	Invoi	07/22/2020	08/11/2020	268.06	268.06	100-100-51035	Electricity
51043 7/20	2	C/H	Invoi	07/22/2020	08/11/2020	89.35	89.35	140-140-51035	Electricity
Total 51043 7/20:						357.41	357.41		
60675 7/20	1	Pine St lift station	Invoi	07/22/2020	08/11/2020	90.84	90.84	220-220-51035	Electricity
Total 60675 7/20:						90.84	90.84		
61380 7/20	1	Terr/126 lift station	Invoi	07/22/2020	08/11/2020	32.55	32.55	220-220-51035	Electricity
Total 61380 7/20:						32.55	32.55		
8229 7/20	1	Terr Rd Pump	Invoi	07/22/2020	08/11/2020	32.82	32.82	210-210-51035	Electricity
Total 8229 7/20:						32.82	32.82		
89569 7/20	1	St Lights	Invoi	07/22/2020	08/11/2020	2,784.16	2,784.16	230-230-51035	Electricity
Total 89569 7/20:						2,784.16	2,784.16		
Total 580 Emerald Peoples Utility District:						4,587.13	4,587.13		
642 FCS Group									
3067-220070	1	Transportation SDC	Invoi	07/17/2020	08/11/2020	175.00	175.00	310-310-52290	Other Professional Ser
Total 3067-22007065:						175.00	175.00		
Total 642 FCS Group:						175.00	175.00		
645 FEI #3011 Waterworks									
46682 6/20	1	System needs	Invoi	07/31/2020	08/11/2020	8,076.00	8,076.00	210-210-53040	System Maintenance
Total 46682 6/20:						8,076.00	8,076.00		
901873	1	System needs	Invoi	07/31/2020	08/11/2020	128.12	128.12	230-230-53045	Street Maintenance
Total 901873:						128.12	128.12		
Total 645 FEI #3011 Waterworks:						8,204.12	8,204.12		
650 Fern Ridge Review									
20647	1	Mgmt Analyst position	Invoi	07/02/2020	08/11/2020	192.00	192.00	100-100-51010	Admin Supplies & Servi
Total 20647:						192.00	192.00		
Total 650 Fern Ridge Review:						192.00	192.00		
655 Fern Ridge School District 28J									
FRSD 7/20	1	Excise tax - July 2020	Invoi	07/31/2020	08/11/2020	465.16	465.16	100-000-20010	Accounts Payable
Total FRSD 7/20:						465.16	465.16		

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	GL Account Description
Total 655 Fern Ridge School District 28J:						465.16	465.16		
840 Industrial Source									
1779584	1	Pool C02	Invoi	07/10/2020	08/11/2020	118.50	118.50	130-520-54020	Pool Operating Supplie
Total 1779584:						118.50	118.50		
1785866	1	Pool C02	Invoi	07/31/2020	08/11/2020	83.95	83.95	130-520-54020	Pool Operating Supplie
Total 1785866:						83.95	83.95		
Total 840 Industrial Source:						202.45	202.45		
885 Jerry's Home Improvement									
45703	1	Various needs	Invoi	07/31/2020	08/11/2020	10.18	10.18	130-130-53040	Park Maintenance
Total 45703:						10.18	10.18		
Total 885 Jerry's Home Improvement:						10.18	10.18		
905 Kendall Ford									
33	1	P/W F150	Invoi	07/29/2020	08/11/2020	23,734.24	23,734.24	250-250-63615	Mobile Equipment
Total 33:						23,734.24	23,734.24		
Total 905 Kendall Ford:						23,734.24	23,734.24		
975 Lane Council of Govern									
76184	1	Middle Mile-labor hours Ja	Invoi	06/30/2020	08/11/2020	1,313.11	1,313.11	100-100-60130	System Expansion
Total 76184:						1,313.11	1,313.11		
Total 975 Lane Council of Govern:						1,313.11	1,313.11		
980 Lane County Accounts Receivable									
LCAR 7/20	1	Assessments collected les	Invoi	07/31/2020	08/11/2020	663.85	663.85	100-000-20330	County Assessment Pa
Total LCAR 7/20:						663.85	663.85		
Total 980 Lane County Accounts Receivable:						663.85	663.85		
1015 Lane Electric Coop Inc									
42002 7/20	1	C Center	Invoi	07/30/2020	08/11/2020	89.50	89.50	130-130-51035	Electricity
Total 42002 7/20:						89.50	89.50		
42007 7/20	1	Welcome light sign	Invoi	07/30/2020	08/11/2020	145.86	145.86	100-100-51035	Electricity
Total 42007 7/20:						145.86	145.86		
42008 7/20	1	Sewer plant	Invoi	07/30/2020	08/11/2020	5,232.39	5,232.39	220-220-51035	Electricity
Total 42008 7/20:						5,232.39	5,232.39		
42009 7/20	1	Water tower pumps	Invoi	07/30/2020	08/11/2020	263.79	263.79	210-210-51035	Electricity

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	GL Account Description
Total 42009 7/20:						263.79	263.79		
42012 7/20	1	Various St Lights	Invoi	07/30/2020	08/11/2020	1,281.85	1,281.85	230-230-51035	Electricity
Total 42012 7/20:						1,281.85	1,281.85		
42013 7/20	1	Huston & Tidball pumphou	Invoi	07/30/2020	08/11/2020	999.66	999.66	210-210-51035	Electricity
Total 42013 7/20:						999.66	999.66		
Total 1015 Lane Electric Coop Inc:						8,013.05	8,013.05		
1150 Mid-State Industrial Svc									
187635	1	Monthly contract	Invoi	07/23/2020	08/11/2020	2,684.29	2,684.29	230-230-53150	Street Sweeping Contr
Total 187635:						2,684.29	2,684.29		
Total 1150 Mid-State Industrial Svc:						2,684.29	2,684.29		
1160 Mid-Valley Tractor Co									
R45672,R46	1	Walker Mower Repair/parts	Invoi	07/31/2020	08/11/2020	204.79	204.79	130-130-53030	Vehicle Operation&Mai
R45672,R46	2	Walker Mower Repair/parts	Invoi	07/31/2020	08/11/2020	204.79	204.79	230-230-53030	Vehicle Operation&Mai
Total R45672,R46338:						409.58	409.58		
Total 1160 Mid-Valley Tractor Co:						409.58	409.58		
1190 Nation's Mini-Mix Inc									
201755,2018	1	Concrete	Invoi	08/01/2020	08/11/2020	1,041.00	1,041.00	130-130-53040	Park Maintenance
Total 201755,201840:						1,041.00	1,041.00		
Total 1190 Nation's Mini-Mix Inc:						1,041.00	1,041.00		
1200 Net Assets									
88-202007	1	Lien search fees 7/20	Invoi	08/03/2020	08/11/2020	318.00	318.00	100-100-51010	Admin Supplies & Servi
Total 88-202007:						318.00	318.00		
Total 1200 Net Assets:						318.00	318.00		
1245 One Call Concepts Inc									
70507	1	Utility Locates - Water	Invoi	07/31/2020	08/11/2020	27.60	27.60	210-210-51030	Telephone Services
70507	2	Utility Locates - Sewer	Invoi	07/31/2020	08/11/2020	27.60	27.60	220-220-51030	Telephone Services
Total 70507:						55.20	55.20		
Total 1245 One Call Concepts Inc:						55.20	55.20		
1345 Oregon Dept of Revenue-Court									
ODOR 7/20	1	Unitary Assessments w/ ot	Invoi	07/31/2020	08/11/2020	400.00	400.00	100-000-20320	State Assessments Pay
Total ODOR 7/20:						400.00	400.00		
Total 1345 Oregon Dept of Revenue-Court:						400.00	400.00		

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	GL Account Description
1405 O'Reilly Automotive, Inc									
1624482	7/2	1 Grasshopper needs	Invoi	07/28/2020	08/11/2020	13.96	13.96	130-130-53030	Vehicle Operation&Mai
Total 1624482 7/20:						13.96	13.96		
Total 1405 O'Reilly Automotive, Inc:						13.96	13.96		
1560 Ricoh USA, Inc.									
5060059775	1	Color copier supplies/servi	Invoi	07/22/2020	08/11/2020	80.93	80.93	140-140-51010	Admin Supplies & Servi
Total 5060059775:						80.93	80.93		
Total 1560 Ricoh USA, Inc.:						80.93	80.93		
1625 Kyle Schauer									
KSCHAUER	1	City car wash reimburse	Invoi	07/31/2020	08/11/2020	11.00	11.00	100-100-53030	Vehicle Operation&Mai
Total KSCHAUER 7/20CAR:						11.00	11.00		
Total 1625 Kyle Schauer:						11.00	11.00		
1700 Sprint									
886952530-1	1	Cell phones	Invoi	06/27/2020	08/11/2020	33.37	33.37	100-100-51030	Telephone Services
886952530-1	2	Cell phones	Invoi	06/27/2020	08/11/2020	33.37	33.37	130-130-51030	Telephone Services
886952530-1	3	Cell phones	Invoi	06/27/2020	08/11/2020	49.07	49.07	210-210-51030	Telephone Services
886952530-1	4	Cell phones	Invoi	06/27/2020	08/11/2020	49.07	49.07	220-220-51030	Telephone Services
886952530-1	5	Cell phones	Invoi	06/27/2020	08/11/2020	31.41	31.41	230-230-51030	Telephone Services
Total 886952530-176:						196.29	196.29		
Total 1700 Sprint:						196.29	196.29		
1715 Staples Credit Plan									
STAPLES	1	Various office needs- Gene	Invoi	07/15/2020	08/11/2020	121.60	121.60	100-100-51010	Admin Supplies & Servi
STAPLES	2	Various office needs - Park	Invoi	07/15/2020	08/11/2020	14.85	14.85	130-130-51010	Admin Supplies & Servi
STAPLES	3	Various office needs- Plann	Invoi	07/15/2020	08/11/2020	10.58	10.58	140-140-51010	Admin Supplies & Servi
STAPLES	4	Various office needs - Wate	Invoi	07/15/2020	08/11/2020	176.21	176.21	210-210-51010	Admin Supplies & Servi
STAPLES	5	Various office needs - Sew	Invoi	07/15/2020	08/11/2020	202.54	202.54	220-220-51010	Admin Supplies & Servi
STAPLES	6	Various office needs - stree	Invoi	07/15/2020	08/11/2020	16.38	16.38	230-230-51010	Admin Supplies & Servi
STAPLES	7	Various office needs - Stor	Invoi	07/15/2020	08/11/2020	26.56	26.56	240-240-51010	Admin Supplies & Servi
Total STAPLES:						568.72	568.72		
Total 1715 Staples Credit Plan:						568.72	568.72		
1760 Thermo Imaging & Analysis, LLC									
5318	1	Fan install/Kelly lift sation	Invoi	07/28/2020	08/11/2020	430.00	430.00	220-220-53040	System Maintenance
Total 5318:						430.00	430.00		
Total 1760 Thermo Imaging & Analysis, LLC:						430.00	430.00		
1855 Veneta Ace Hardware									
400 7/20	1	Various needs	Invoi	07/31/2020	08/11/2020	111.46	111.46	130-130-53040	Park Maintenance
400 7/20	2	Various needs	Invoi	07/31/2020	08/11/2020	39.76	39.76	210-210-51515	Small Tools & Equipme
400 7/20	3	Various needs	Invoi	07/31/2020	08/11/2020	307.08	307.08	130-520-54040	Pool Maintenance
400 7/20	4	Various needs	Invoi	07/31/2020	08/11/2020	87.96	87.96	230-230-53045	Street Maintenance

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	GL Account Description
400 7/20	5	Various needs	Invoi	07/31/2020	08/11/2020	28.53	28.53	220-220-53040	System Maintenance
Total 400 7/20:						574.79	574.79		
Total 1855 Veneta Ace Hardware:						574.79	574.79		
1880 Veneta-Fern Ridge Chamber									
3442	1	Staffing assistance July-Se	Invoi	08/04/2020	08/11/2020	2,875.00	2,875.00	100-100-52065	Tourism Support/Projec
Total 3442:						2,875.00	2,875.00		
Total 1880 Veneta-Fern Ridge Chamber:						2,875.00	2,875.00		
1910 West Lane Tree Service, LLC									
1037	1	5th St Park-2 tree removals	Invoi	07/15/2020	08/11/2020	2,200.00	2,200.00	100-100-52180	Urban Forest Program
Total 1037:						2,200.00	2,200.00		
Total 1910 West Lane Tree Service, LLC:						2,200.00	2,200.00		
1950 Wilson Heirgood Associates Insurance									
782868	1	Bond-new buisness	Invoi	07/02/2020	07/14/2020	694.00	694.00	100-100-52020	Employee Bond Insura
782868		Chk No: 25586 (2)	Calc	07/14/2020				100-000-20010	Employee Bond Insura
Total 782868:						694.00	694.00		
Total 1950 Wilson Heirgood Associates Insurance:						694.00	694.00		
1995 CINTAS Corporation - 172									
1720005709	1	C/H mats & paper supplies	Invoi	06/30/2020	08/11/2020	163.87	163.87	100-100-51050	Building Maint & Janitor
1720005709	2	C/H mats & paper supplies	Invoi	06/30/2020	08/11/2020	3.28	3.28	120-120-51050	Building Maint & Janitor
1720005709	3	C/H mats & paper supplies	Invoi	06/30/2020	08/11/2020	39.33	39.33	130-130-51050	Building Maint & Janitor
1720005709	4	C/H mats & paper supplies	Invoi	06/30/2020	08/11/2020	29.50	29.50	140-140-51050	Building Maint & Janitor
1720005709	5	C/H mats & paper supplies	Invoi	06/30/2020	08/11/2020	58.99	58.99	210-210-51050	Building Maint & Janitor
1720005709	6	C/H mats & paper supplies	Invoi	06/30/2020	08/11/2020	22.94	22.94	220-220-51050	Building Maint & Janitor
1720005709	7	C/H mats & paper supplies	Invoi	06/30/2020	08/11/2020	6.55	6.55	230-230-51050	Building Maint & Janitor
1720005709	8	C/H mats & paper supplies	Invoi	06/30/2020	08/11/2020	3.28	3.28	240-240-51050	Building Maint & Janitor
Total 1720005709 6/20:						327.74	327.74		
Total 1995 CINTAS Corporation - 172:						327.74	327.74		
2043 Bourland Printing									
207021	1	Business cards-Jana/Stacy	Invoi	06/11/2020	08/11/2020	109.00	109.00	100-100-51010	Admin Supplies & Servi
Total 207021:						109.00	109.00		
Total 2043 Bourland Printing:						109.00	109.00		
2078 Oregon State Employ Dept-Employment Tax									
0502031-8D	1	2nd Qtr 2020-UE tax	Invoi	06/30/2020	08/11/2020	233.04	233.04	100-100-50050	Unemployment Reimbu
Total 0502031-8D:						233.04	233.04		
Total 2078 Oregon State Employ Dept-Employment Tax:						233.04	233.04		

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	GL Account Description
2087 Michel, Matt									
MIMICHEL 7/	1	OCCMA Conf	Invoi	07/31/2020	08/11/2020	50.00	50.00	100-100-51070	Training & Conferences
Total MIMICHEL 7/20B:						50.00	50.00		
Total 2087 Michel, Matt:						50.00	50.00		
2100 GSI Water Solutions, Inc									
0297.009-3	1	Water Mgmt & Conservatio	Invoi	07/04/2020	08/11/2020	2,118.75	2,118.75	210-210-52290	Other Professional Ser
Total 0297.009-3:						2,118.75	2,118.75		
Total 2100 GSI Water Solutions, Inc:						2,118.75	2,118.75		
2101 Executive Cleaning									
9750J	1	Janitorial contract-July 202	Invoi	07/31/2020	08/11/2020	600.00	600.00	100-100-51050	Building Maint & Janitor
9750J	2	Janitorial contract-July 202	Invoi	07/31/2020	08/11/2020	250.00	250.00	130-530-51050	Building Maint & Janitor
9750J	3	Janitorial contract	Invoi	07/31/2020	08/11/2020	150.00	150.00	140-140-51050	Building Maint & Janitor
Total 9750J:						1,000.00	1,000.00		
Total 2101 Executive Cleaning:						1,000.00	1,000.00		
2105 Lindsay's Lawn Maintenance									
207	1	High Grass abatement -mo	Invoi	07/31/2020	08/11/2020	135.00	135.00	100-170-52085	Ordinance Enforcemen
Total 207:						135.00	135.00		
Total 2105 Lindsay's Lawn Maintenance:						135.00	135.00		
Total :						72,297.00	72,297.00		
Grand Totals:						72,297.00	72,297.00		

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
06/20	16,290.66	.00	16,290.66
07/20	56,700.34	694.00-	56,006.34
Grand Totals:	72,991.00	694.00-	72,297.00



CITY OF VENETA - CIVIC CALENDAR - SEPTEMBER 2020

Veneta Administrative Center - 88184 8th Street, Veneta, Oregon

1	Veneta Planning Commission Meeting - City Hall	6:30 p.m.
2	Veneta Park Board Meeting - City Hall	4:30 p.m.
7	Labor Day - City Hall Closed 	Closed
14	Veneta City Council Meeting - City Hall Veneta Urban Renewal Agency meeting - immediately following	6:30 p.m.
17	Municipal Court - City Hall	8:30 a.m.
28	Veneta City Council Meeting - City Hall	6:30 p.m.
29	Veneta Works/Oregon RAIN (Regional Accelerator Innovation Network) Mentor Meet-up - City Park, E. Broadway	4:00 to 6:00 p.m.


 Calendar updates will be posted on the City's website at www.venetaoregon.gov
 This Civic Calendar was sent to: Fern Ridge Review, Fern Ridge School District 28J,
 Fern Ridge Public Library, and Lane Fire Authority

All City of Veneta Ordinances are available for review at City Hall (88184 8th St.) prior to and after City Council adoption

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City of Veneta
M E M O R A N D U M

Date: July 22, 2020
To: City Council
From: Kyle Schauer, Public Works Director
Subject: Monthly Significant Activities Report for June 2020

Water

Monthly water production: Wells-10.428 MG, EWEB-6.731 MG.

Total of 17.159 MG.

Took five bacteriological samples. All were negative.

Performed 83 service calls.

Shut off one service for non-payment.

Installed three new water meters.

Repaired two service leaks.

Replaced several MXU meter radios.

Had all City owned backflow devices tested.

Installed new fan in well #9.

Flushed dead end lines.

Mowed around Dogwood Reservoir.

Wastewater

Took five influent and five effluent samples of treatment plant.

Monitored Jack Kelley Drive and Pine Street lift pump stations.

Continued irrigating with wheel irrigators on city effluent disposal site.

Made repairs to automatic sampler at WWTP.

Mowed around WWTP.

Repaired backflow device at WWTP.

Street/Storm Drainage

Issued seven Right of Way Construction Permits.

Replaced/repared two street signs.

Removed signs from Right of Ways.

Mowed drainage swale on Bolton Hill Road.

Mowed around detention ponds on Woodberry Lane, 5th Street, Trinity Street, Irenic Avenue, Strike Street, and Pine Street.

Repaired broken irrigation line in front of Rays.

Repaired irrigation at LTD Park and Ride.

Mowed edges of 8th Street Bridge.

Weeded, trimmed, and mowed Brooker Lane detention swale.

Parks & Recreation

Cleaned parks weekly.

Mowed all parks weekly.

Installed memorial bench for Twinkle Morton in City Park.

Repaired gate on Skate Park for closure.

Removed dead trees and brush from City Park.

Reopened Skate park for use on June 5 in accordance with Governor's order.

Repaired and replaced basketball nets at Territorial Park.

Made repairs to mowers several times.

Worked with contractor on City Park Phase II project.

Installed concrete pad in Territorial park for upcoming memorial bench installation.

Removed covers from pools for maintenance.

Cleaned up pool buildings.

Other

Performed 51 utility locates.

Community center use: Suspended rentals due to pandemic.

Building Permits: One.

Certificates of Occupancy issued: One.

Issued seven Right of Way permits.

Continued to pick up trash weekly from lot 400.

Mowed all City owned properties.

Mowed Farmer's Market site.

Cleaned up homeless camp near Rays.

PLANNING ACTIVITIES 2020

Planning Applications	Type	Month												2020 ANNUAL
		January	February	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	
Tree Removal Type 'A'		1	4	1	1	3	0	1						11
Tree Removal Type 'B'		0	0	0	0	0	0	1						1
Tree Removal Type 'C'		0	0	0	0	0	0	0						0
Backyard Chicken	I	0	0	0	0	0	0	0						0
Pre-Development Application		0	0	0	1	0	0	0						1
Site Plan Review	II	0	0	0	0	1	0	0						1
Temporary Use (incl. renewals)		0	1	0	1	0	0	1						3
Conditional Use	III	0	0	0	0	0	0	0						0
Variance	III	0	1	0	0	0	0	0						1
Floodplain Development		0	0	0	0	0	0	0						0
Property Line Adjustment	I/II	0	0	0	0	0	0	0						0
Partition	II	0	1	0	0	0	0	0						1
Subdivision	III	0	0	0	0	0	0	0						0
Replat	II/III	0	0	0	0	0	0	0						0
Final Plat	IV	0	1	0	0	0	0	0						1
Text Amendment	IV	1	0	0	0	0	0	0						1
Map Amendment	IV	0	0	0	0	0	0	0						0
Sign Permit	I	0	0	0	0	0	0	1						1
Planned Development Subzone	IV	0	0	0	0	0	0	0						0
Total		2	8	1	3	4	0	4						22

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SPECIAL EVENT WINERY (SEW) APPLICATION

This license allows an Oregon Winery Licensee to sell wine, cider, and malt beverages for drinking within the special event licensed area, in sealed containers for taking out of the special event licensed area, and malt beverages, wine, or cider in a securely covered container (i.e. growlers) for taking out of the special event licensed area.

- **Process Time:** OLCC needs your completed application in sufficient time to approve it. Sufficient time is typically 2 to 4 weeks before the first event date listed in #10 below (some events may need extra processing time). OLCC may refuse to process your application if it is not submitted in sufficient time for the OLCC to investigate it.
- **OLCC License Fee:** \$10 per license day or any part of a license day. **Make payment by check or money order, payable to OLCC.** A license day is from 7:00 am to 2:30 am on the succeeding calendar day.
- **License Days:** In #10 below, you may apply for a maximum of **five** license days per application form.

1. Licensee Name: WildCraft Cider Works INC		
2. Email: aimee@wildcraftciderworks.com		
3. Trade Name of Business: WildCraft Cider Works		4. Fax:
5. Address of <u>Annual</u> Business 232 Lincoln St		6. City: Eugene
7. Contact Person: Amy Marx		8. Contact Phone: 541-735-3506 +4
9. Event Name: Veneta Pop Up Retail		
10. Date(s) of event (no more than five days): 8/19/20, 8/26/20, 9/2/20, 9/9/20, 9/16/20		
11. Start/end hours of alcohol service: 5:00 <input type="checkbox"/> am <input checked="" type="checkbox"/> pm to 8:00 <input type="checkbox"/> am <input checked="" type="checkbox"/> pm		
12. Address of Special Event: W Broadway and 3rd St		City Veneta Zip 97487
13. Is the event outdoors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
13a. If no, in what area(s) of the building is the event located?		
13b. If yes, submit a drawing showing the licensed area and how the boundaries of the licensed area will be identified.		
14. Describe the primary activities within the licensed area: Local craft market with food carts, 12 oz cider and beer service, bottles to-go, and monitored and sanitized consumption area		
15. Will minors be allowed at the event? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
16. What is the expected attendance per day in the licensed area (where alcohol will be sold or consumed)? 100		

PLAN TO MANAGE THE SPECIAL EVENT LICENSED AREA

If your answer to #16 is 501 or more, **in addition** to your answers to questions 17, 18, and 19, you will need to complete the OLCC's Plan to Manage Special Events form, unless the OLCC exempts you from this requirement.

17. Describe your plan to prevent problems and violations:
Following of current Covid-19 regulations regarding serving food and drink including table and line spacing, signage, increased sanitation and monitoring. ID checking of anyone looking under the age of 30, 1 drink max per person at a time. VIPs not to be served.

18. Describe your plan to prevent minors from gaining access to alcoholic beverages and from gaining access to any portion of the licensed premises prohibited to minors:
No public allowed near taps and bottles. Monitors at the entrance and exit to ensure open containers do not leave the consumption area. Bottles for to-go consumption only. Monitoring to occur to ensure only those age verified are consuming alcohol.

19. Describe your plan to manage alcohol consumption by adults:
1 drink ordered per person at a time, Maximum 4 drinks during the event per person. Non alcoholic beverages and food available.
VIPs not to be served

20. List name(s) and service permit number(s) of alcohol manager(s) on-duty and in the licensed area:
Amy Marx: ~~XXXXXX~~

LIQUOR LIABILITY INSURANCE
If the licensed area is open to the public and **expected attendance is 301 or more** per day in the licensed area, the event must have at least \$300,000 of liquor liability insurance coverage (ORS 471.168).

21. Insurance Company: Ohio Casualty Insurance
22. Policy #: 5584360BKS
23. Expiration Date: 11/8/20

MARIJUANA
24. Will marijuana (such as use, consumption, samples, give-away, sale, etc.) be allowed on the special event licensed premises or be part of the event or an adjacent event? Yes No

FOOD SERVICE
You must provide at all times and in all areas where alcohol service is available at least **two different substantial food items** (see the attached sheet for an explanation of this requirement).

25. Name at least **two** different substantial food items that will be provided:
1. Curry Bowl
2. Tamales

GOVERNMENT RECOMMENDATION
You must obtain a recommendation from the local city or county named in #26 before submitting this application to the OLCC.

26. Name the city if the event address is within a city's limits, or the county if the event address is outside the city's limits: Veneta

SIGNATURE

I affirm that I am authorized to sign this application on behalf of the applicant.
27. Name (please print): *Sarah Kelly*
28. Signature: ~~XXXXXXXXXXXXXXXXXXXX~~
29. Date: *7/28/20*

CITY OR COUNTY USE ONLY
The city/county named in #26 above recommends:
 Grant Acknowledge Deny (attach written explanation of deny recommendation)

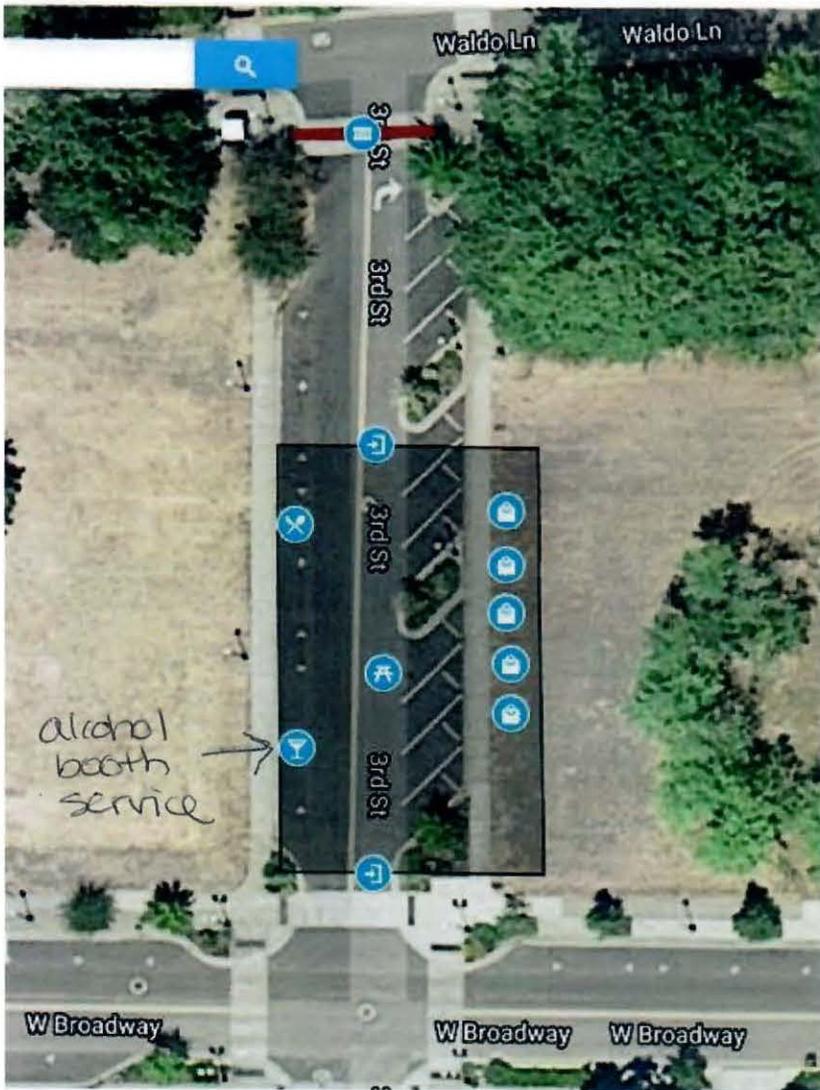
City/County Signature: _____ Date: _____

FORM TO OLCC
This license is valid only when signed by an OLCC representative. Submit this form to the OLCC office regulating the county in which your special event will happen.

OLCC USE ONLY
Date: _____ Receipt #: _____
Fee Paid: _____

License is: Approved Denied

OLCC Signature: _____ Date: _____



- ① Entrance or exit w/ monitor
- ② Food booths



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/29/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Partners, LLC dba: Frinell Risk Advisors PO Box 699 Lake Oswego OR 97034-0066		CONTACT NAME: Jane D. Kammerzelt PHONE (A/C, No, Ext): (503) 210-2317 FAX (A/C, No): (503) 210-2323 E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Ohio Security Insurance Co	NAIC # 24082
		INSURER B: Ohio Casualty Insurance Co	24074
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 2019 Master**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		BKS55843605	11/08/2019	11/08/2020	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 15,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			BAS55843605	11/08/2019	11/08/2020	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y		USO55843605	11/08/2019	11/08/2020	EACH OCCURRENCE	\$ 1,000,000
							AGGREGATE	\$ 1,000,000
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	XWS55843605	08/28/2020	08/28/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Coverage applies to all Pop-Up events during the policy term, including these dates:
8/19/20, 8/26/20, 9/2/20, 9/9/20, 9/16/20

The City of Veneta is an Additional Insured per forms attached.

CERTIFICATE HOLDER**CANCELLATION**

City of Veneta 88184 8th Street Veneta OR 97487	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Jane D. Kammerzelt</i>
---	--

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Street Closure Permit

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

Veneta Municipal Code, Chapter 12.15 states that no person may occupy or encroach upon a public right-of-way without the permission of the City in the form of a franchise, license or permit. The City Administrator has authorization to issue the street closure on the City's behalf.

Submission Date: 7/31/20

Applicant Name: Jana Weaver Phone: 541-935-XXXX

Mailing Address: 8818 8th, Street Veneta, OR 97487

Date of Closure: Aug 19th, Aug 26th, Sept 2nd, Sept 9th, Sept 16th Time of Closure: 3:00-8:30pm

Streets to be closed: 3rd Street between Waldo and W. Broadway

Will amplified music be played? Yes (if yes, please complete request for temporary variance to VMC 9.20)

Application Checklist - I certify by my initial that the following is true:

- JW All information on this application is true.
- JW Site Plan showing cross streets and areas of closure is attached.
- JW All affected neighbors have been notified. - *No neighbors on this Street*
- JW Only City approved barricades and road closure signs will be used.
- JW All trash will be picked by the end of the closure time.
- JW During the closure a 20 foot emergency access lane will be maintained.
- JW Attached vendor's insurance certificate naming the City of Veneta as additional insured
- JW Enclosed is a non-refundable fee of \$40. *Request fee to be waived*

I shall hold the City of Veneta, its officers, agents, and employees free and harmless from any claims for damages to persons or property including legal fees and costs of defending any actions or suits thereon, including appeals therefrom, which may result from granting this permit.

Applicant's Signature Jana Weaver Date 7/31/20

APPROVED NOT APPROVED

Staff Comments: _____

City Administrator _____ Date _____



Map data ©2020 Imagen

PO Box 458 * Veneta, OR 97487 * 541-935-2191 * Fax 541-935-1838 * www.venetaoregon.gov

This form must be submitted to Veneta City Hall no later than three weeks prior to the date requested. Applications will be processed on a first come, first serve basis. All banners are subject to appropriate jurisdictional approval. Banners are only allowed from governmental entities, district organizations, or non-profit organizations. Banners are permitted to promote public service activities which provide benefits to the community as a whole. Banners must display the name, date, time and general location of the activity only. Banners shall not be permitted to advertise, promote or sponsor any political candidate/party, religious or issue group, or for the purpose of earning a profit.

1. Organization Information

Entity: Mid Lane Cares / Fern Ridge Service Center
 Purpose: Fundraiser
 Contact Person: DeAnne Townsend
 Phone Number: 541-XXXXXXX Email: midlanecares2@gmail.com

2. Permit Information:

Event Date Sept. 12 2020
 Requested time period for banner display: Start Date 9-4-2020 End Date 9-14-2020
 Requested banner location:

- Luther Ln (Lane Electric Cooperative)
- Territorial Hwy (Emerald PUD)

**Please attach a copy of the proposed banner.
 Banner must meet Lane Electric specifications.**

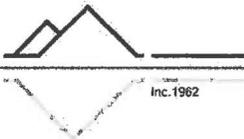
3. Proof of Insurance

Please attach a copy of proof of insurance listing both city and the respective utility as additionally insured for the proposed dates.

Signature: DeAnne Townsend Date: July 30 2020

TO BE COMPLETED BY STAFF

Date & Time Received in City Hall: 7.30.20 Received By: D. K. ...
 Public Works Approval: [Signature] Date applicant notified of decision: _____
 Application forwarded to: Lane Electric EPUD Lane County LCSO
 Further action requested: Yes No If yes, explain: _____



Noise Variance Application

City of Veneta * 88184 8th Street * PO Box 458 * Veneta OR 97487 * (541) 935-2191 * www.venetaoregon.gov

Submission Date _____ Fee: \$25.00 (Long-Term or Permanent only) Receipt No. _____

Veneta Municipal Code, Chapter 9.20 has established regulations governing all sounds originating with the city limits. A variance may be granted under Section 9.20.070 for any person who is engaged in or planning any activity which violates, will violate, or may violate any provision of the noise ordinance. Variances may be either temporary, long-term, or permanent in nature. Temporary variances may be approved by the City Administrator. All others require a public hearing and approval by the Veneta Planning Commission.

Applicant Name: DeAnna Townsend / Mid Lane Care Phone: 541-~~XXXXXXXXXX~~
Mailing Address: P.O. Box 344 Veneta, OR 97487

Check type of Variance you are seeking:

<input checked="" type="checkbox"/>	TEMPORARY	Beginning date <u>Sept 11</u>	Ending date <u>Sept 12</u>	Hours of Day (Begin/End) <u>3pm 9/11 5pm 9/12</u>
<input type="checkbox"/>	LONG-TERM	Beginning date _____	Ending date _____	Hours of Day (Begin/End) _____
<input type="checkbox"/>	PERMANENT	Beginning date _____		Hours of Day (Begin/End) _____

PROVIDE ALL OF THE FOLLOWING INFORMATION

List the section(s) of VMC 9.20 for which a variance is being sought:
Nature and duration of the proposed sound-producing activity or device (refer to VMC 9.20 for definitions of sound-producing devices or activities) <u>Harvest Festival Sept. 12 10am - 3pm</u>
Economic benefit of the proposed activity <u>Fundraiser</u>
Feasibility and cost of noise abatement <u>N/A</u>
Reason the variance is being requested <u>Community event</u>
If requested by the City Administrator or Planning Commission you may be asked to submit other supporting information.

I shall hold the City of Veneta, its officers, agents, and employees free and harmless from any claims for damages to persons or property including legal fees and costs of defending any actions or suits thereon, including appeals therefrom, which may result from granting this permit.

Applicant's Signature DeAnna Townsend Date July 30 2020

TEMPORARY VARIANCE	LONG-TERM OR PERMANENT VARIANCE
[] APPROVED [] DENIED	Requires a PUBLIC HEARING. Approval or denial will be issued by Final Order of the Veneta Planning Commission.
City Administrator _____	Date _____



Street Closure Permit

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

Veneta Municipal Code, Chapter 12.15 states that no person may occupy or encroach upon a public right-of-way without the permission of the City in the form of a franchise, license or permit. The City Administrator has authorization to issue the street closure on the City's behalf.

Submission Date: July 30 2020

Applicant Name: DoAnne Townsend / Mid Lane Cares Phone: 541-~~XXXXXXXXXX~~

Mailing Address: P.O. Box 344 Veneta, OR 97487

Date of Closure: Sept. 11th to Sept 12th Time of Closure: 3pm 9/11 5pm 9/12

Streets to be closed: W. Broadway (Territorial to 4th Street)

Will amplified music be played? NO (if yes, please complete request for temporary variance to VMC 9.20)

Application Checklist - I certify by my initial that the following is true:

- All information on this application is true.
- Site Plan showing cross streets and areas of closure is attached.
- All affected neighbors have been notified.
- Only City approved barricades and road closure signs will be used.
- All trash will be picked by the end of the closure time.
- During the closure a 20 foot emergency access lane will be maintained.
- Attached vendor's insurance certificate naming the City of Veneta as additional insured
- Enclosed is a non-refundable fee of \$40.

I shall hold the City of Veneta, its officers, agents, and employees free and harmless from any claims for damages to persons or property including legal fees and costs of defending any actions or suits thereon, including appeals therefrom, which may result from granting this permit.

Applicant's Signature DoAnne Townsend Date 7-30-2020

APPROVED NOT APPROVED

Staff Comments: _____

City Administrator _____ Date _____

← Territorial Hwy →

close

Fern Ridge
Service
Center

← 2nd ←

2nd

↑ West Broadway ↓

← 3rd ←

3rd

4th

4th

close

WALDO LANE
close

City of Veneta Monthly Police Activity- July 2020

Prepared by Sgt. Steve Sieczkowski, LCSO

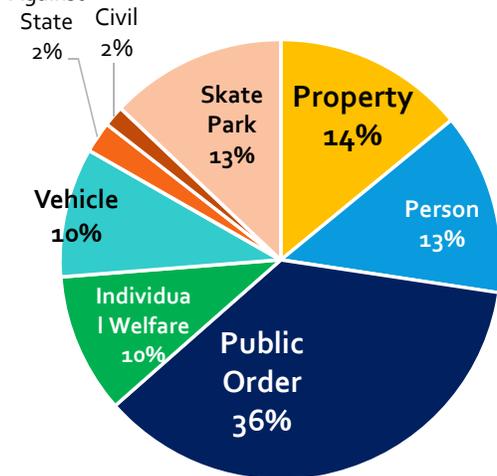
Calls for Service by Incident Types:

Incident Type	Calls	Same Month of Prior Year	Calls 4-Year Average	Cases	Same Month of Prior Year	Cases 4-Year Average
Property (Thefts, Criminal Mischief, Trespass, UUV, UEMV, Fraud)	37	31	30	17	12	13
Person (Assaults, Menacing, Harassment, Viol. Restraining Order)	35	27	27	4	4	4
Public Order (Disorderly Subjects, Suspicious Vehicles/Persons, Citizen Contacts, Dog/Noise)	95	94	67	0	2	2
Individual Welfare (Welfare Checks, Missing Persons, Overdose, Suicidal Subjects)	27	31	28	4	7	6
Vehicle (DUII, DWS, Illegal Parking/Vehicles, Traffic Hazard)	25	30	26	7	5	6
Offense Against State (Drug, Warrants, Local City Ord)	6	9	8	6	6	6
Civil (Civil Service, Eviction Process)	4	12	11	0	0	1
Skate Park	34	38	26	0	0	0
Total	263	272	222	38	36	38

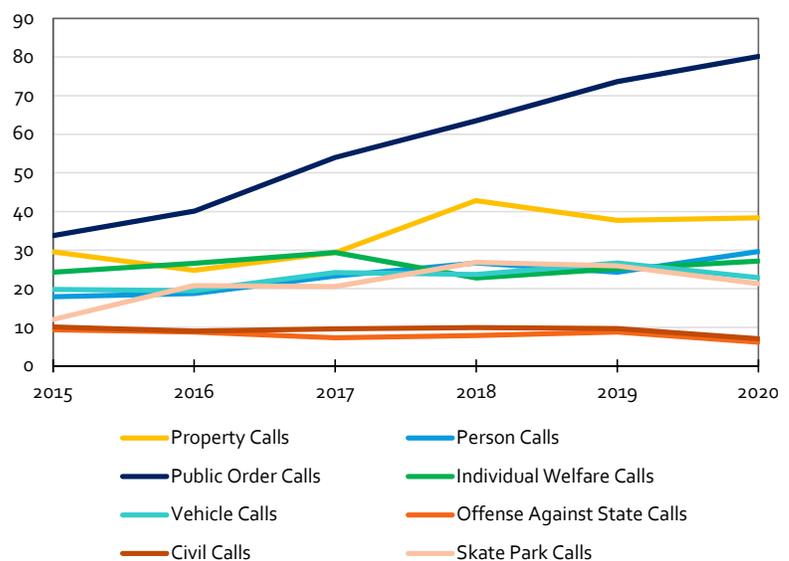
90 uncounted calls

Offense Against State
Civil
2%
2%

Current Month Calls by Type



Prior Year Monthly Averages by Call Type



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Darci Henneman

From: Jana Weaver
Sent: Tuesday, August 04, 2020 11:36 AM
To: Darci Henneman
Subject: Request fee waived

Dear City Council,

I would like to request a consideration to waive the \$40 fee for the street closure permit on behalf of the Pop-Up Retail District for 5 Wednesday nights from August 19th- September 16th.

Thank you for your consideration,

Jana Weaver
Management Analyst
City of Veneta
(541) 935-8841



Public Records Law Disclosure: This e-mail may be considered public record and subject to public disclosure.

Confidentiality Notice: This e-mail may contain confidential or privileged information. It is intended only for the use of the recipient named above. If you are not the intended recipient, any use or disclosure of this e-mail is strictly prohibited. Please notify me immediately and delete this e-mail.

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Darci Henneman

From: Mid Lane Office Manager <midlanecares2@gmail.com>
Sent: Tuesday, August 04, 2020 12:07 PM
To: Darci Henneman
Subject: Fee waiver

Dear City Council Members-

Mid Lane Cares would like to request a waiver of the \$40 fee for the 2020 Harvest Festival to be held on Saturday, September 12th 2020.

Thank you for your consideration in this matter.

Sincerely,

DeAnna Townsend

--

DeAnna Townsend

Executive Director , Mid Lane Cares

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VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

Title/Topic: **REQUEST TO AUTHORIZE RENEWAL OF TRANSITIONAL CAMPING SITE PERMIT AGREEMENT WITH VALLEY UNITED METHODIST CHURCH**

Meeting Date: August 10, 2020
Department: Administration

Staff Contact: Jana Weaver
Email: jweaver@ci.veneta.or.us
Telephone Number: 541-935-8841

ISSUE STATEMENT

Should the City Council again authorize the site permit agreement between the City of Veneta and Valley United Methodist Church (VUMC)?

BACKGROUND

As of Tuesday, August 4th the VUMC staff are unsure of whether they wish to renew their site permit. If VUMC intends to renew their site permit, City Staff recommends amending the permit to address challenging aspects discussed below.

In June 2018, City Council approved Ordinance No. 545 which allows transitional camping at designated places of worship. In August 2019, the Council authorized a site permit agreement that allowed VUMC to begin managing a Transitional Camping program on VUMC property for one year.

Under the current permit, VUMC operates two campsites and has hosted a total of five transitional campers through camper turn-over. In a recent City Staff conversation with Pastor Deena Wolfe of VUMC, she concluded that when the program is utilized how it is intended, the results for the people experiencing homelessness are very positive and make it easier for campers to take steps toward a more stable life.

Pastor Wolfe shared that the most challenging aspect of their Transitional Camping Program is the ability to enforce the code of conduct that campers agree on before they are able to participate. In January of 2020, VUMC asked a couple to leave the site after they stopped abiding by the code of conduct, which includes managing issues related to personal conduct and substance abuse. VUMC staff was able to remove that non-compliant couple from the property. Currently, there is a couple at the campsite that VUMC staff has verbally asked over 5 times to leave the property for breaking the code of conduct, but the campers have remained.

VUMC staff reached out for help from the Veneta's Lane County Sheriff's Office (LCSO) deputies to remove the couple. However, LCSO believes that displacing a person, even from transitional camping, requires court action. Because the transitional campers have been granted permission to stay on the property when they applied to be part of the program, LCSO advises that a Writ of Assistance is

necessary before LCSO deputies would intercede and remove the couple from the property. This process may ultimately be cost prohibitive in the future for VUMC and the continuation of the program.

If the transitional camping program does continue, VUMC plans to add to their code of conduct and application process required drug testing (No. 4 in the attached copy) before a camper is accepted into the program as well as random drug testing while staying on site.

Some residents of Veneta have shared that the campers are unsightly from the view of the road and do not follow Ordinance No 555. While VUMC has received special permission to host the transitional camping, this is something to be considered to help promote Veneta's positive community appearance.

Under Ordinance No. 555:

No person shall part and no owner shall allow a vehicle to be parked or stored: ... (iii) Storing any recreational vehicle, trailer, camper, or other vehicle for trailer designed or used for sleeping purposes or not primarily intend for the transportation of people for a period longer than 48 hours on any public property, street, right of way or alley unless a permit is obtained from the city administrator, or his designee, and displayed on the inside window of the vehicle.

The VUMC site plan originally included a fence to block the public view of campers from the street, but the City subsequently approved not constructing a fence due to the financial burden it placed on VUMC.

One possible solution to this issue could be to move the campsites behind the church building. Last year, this approach was not tested because VUMC rented space to a childcare center in the back of the building. The childcare center renters preferred to not have the transitional camping in sight while caring for the children. Now, the VUMC is open to the discussion of re-positioning the campsite behind their building.

RELATED CITY POLICIES

Ordinance No. 545, Allowing Transitional Housing Accommodations On Designated Campgrounds And Overnight Camping On The Property Of Religious Institutions

Ordinance No. 555, Establishing A Limit Of 48 Hours For Parking And Storage Of Recreational Vehicles And Other Non-Passenger Vehicles And Trailers

COUNCIL OPTIONS

1. Authorize a two-month extension of the Site Permit as it stands, while staff gather additional information in order to update the Site Permit Agreement.
2. Authorize a one-year renewal of the Site Permit Agreement as it stands.
3. Authorize a one-year renewal of the Site Permit Agreement with additional updates:
 - a. Updating site agreement location of campers to the back of the building, and/or
 - b. Updating site agreement to include a fence again, and/or
 - c. Renewal notice sent out to nearby residents, and/or
 - d. Other Council directions.
4. Do not authorize renewal of the site permit.
5. Request additional information.

CITY ADMINISTRATOR’S RECOMMENDATION

Authorize a two-month extension of the Site Permit Agreement between Valley United Methodist Church and the City of Veneta. This will give staff and Valley United Methodist Church time to understand the Writ of Assistance process fully and assess if it would be something that would hinder the program in the future.

SUGGESTED MOTION

I make a motion to authorize the City Administrator to authorize a two-month extension of the Site Permit Agreement as it stands with Valley United Methodist Church.

ATTACHMENTS

1. VUMC Site Permit Agreement
2. 2020 Proposed Code of Conduct for Transitional Campers at Valley United Methodist Church.
3. 08/12/19 AIS: Request To Authorize Signing Of Site Permit Agreement With Valley United Methodist Church.

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SITE PERMIT AGREEMENT

BETWEEN THE CITY OF VENETA
AND VALLEY UNITED METHODIST CHURCH
TO PERMIT TRANSITIONAL CAMPING

THIS AGREEMENT is entered into by and between the City of Veneta, herein referred to as "CITY," and Valley United Methodist Church, herein referred to as "PLACE."

WHEREAS, CITY in partnership with the Veneta Homeless Advocacy Board (VHAB) and PLACE aim to recognize, respect, and improve the quality of life for people experiencing homelessness;

WHEREAS, the 2018 Lane County Point-in-Time Homeless Count identified over 1,600 persons experiencing homelessness including 29 within Veneta City limits;

WHEREAS, the City wishes to permit transitional camping on designated PLACE property(ies) through written agreement;

WHEREAS, in accordance with Ordinance No. 545 and the Veneta Municipal Code (VMC), City Council may designate transitional campsites on private property owned and operated by acknowledged places of worship with site conditions through a written agreement signed by both parties;

WHEREAS, ORS 203.082 authorizes the City to allow religious institutions to offer overnight camping on their property;

NOW, THEREFORE, the parties hereto agree as follows:

A. Definitions

- a. "Campsite" means any place where any bedding, sleeping bag or other sleeping matter, stove, or fire is placed, established, or maintained, whether or not such place incorporates the use of any tent, lean-to, shack, any other structure, or any vehicle or part thereof.
- b. "Managing Agency" means a designated organization that organizes and manages campers or a designated campground.

- c. "Personal Property" means any item that is reasonably recognizable as belonging to a person and that has apparent utility.
- d. "Place of Worship" means a religious institution with a specially designed structure or property where individuals or a group of people such as a congregation come to perform acts of devotion, veneration, or religious study that has provided articles of incorporation to the Secretary of State as a "religious corporation" in accordance with ORS 65.001(37). Uses for the property include community-oriented services.
- e. "Site" means the location at a place of worship which has been designated for transitional camping.
- f. "To Camp" means to set up, or to remain in or at a campsite, for the purpose of establishing or maintaining a transitional place to live.
- g. "Transitional" means temporary in nature, not permanent.
- h. "Vehicle" means any device in, upon, or by which any person or property is or may be transported or drawn upon a public highway and includes vehicles that are propelled or powered by any means. Vehicle does not mean manufactured structure. [Oregon State Vehicle Code, 801.590] Vehicles must be registered and operational.
- i. "Walkway" means any sidewalk, path, or shoulder available for pedestrians. [Oregon Bicycle and Pedestrian Design Guide, 4-1]

B. Establishing Campsite and Standards

- a. Any entity responsible for management of the site operations must complete a Managing Agency agreement with the City prior to completion of PLACE permit agreement.
- b. The maximum number of occupants within the campsite shall be determined by taking into consideration the size and conditions of the proposed site; PLACE site shall not exceed 12 people and one domestic animal per permit.
- c. The campsite may include no more than three vehicles or camping structures overnight on PLACE property at any given time. All personal vehicles associated with the campsite will be parked in the PLACE parking lot.
- d. The Managing Agency shall take reasonable legal steps to obtain verifiable identification from prospective campsite residents and use the identification to obtain sex offender and warrant checks from the appropriate agency. All legal

requirements with respect to prospective residents identified as sex offenders or having warrants shall be followed. If someone is rejected from the camp for identification and background reasons, Managing Agency shall notify the Lane County Sheriff's Office immediately.

- e. Family camping and children under the age of 18 staying overnight in the camp is not encouraged unless circumstances prevent a more suitable overnight accommodation for the child and parent or guardian. If a child under the age of 18, either alone or accompanied by a parent or guardian, attempts to stay overnight, the Managing Agency shall endeavor to find alternative shelter for the child and any accompanying parent or guardian.
- f. No part of the campsite shall encroach on setbacks between properties. Any tent, canopy, or membrane structure, as defined in the State of Oregon Fire Code, must be located a reasonably safe distance away from any building, parked vehicle, internal combustion engines, or other tent, canopy, or membrane structure.
- g. PLACE proposed transitional camping site will need to be assessed by City staff for suitability.
- h. The site must be screened appropriately from adjacent private property and public right of way.
- i. Lighting may not affect or create a glare on adjacent properties (VMC 15.15).
- j. The Managing Agency shall coordinate and supply potable water for the campers.
- k. The Managing Agency shall coordinate and supply solid waste disposal services such as portable toilets in the number required to meet capacity guidelines by the manufacturer, self-contained.
- l. The Managing Agency shall coordinate waste and recycling services.
- m. The Managing Agency shall provide handwashing station where food and beverages are either dispensed or communally consumed.
- n. The Managing Agency shall ensure compliance with applicable state statutes and regulations and local ordinances concerning, but not limited to, drinking water, solid waste disposal, human waste, outdoor fire or burning, electrical systems, and fire resistant materials.

- o. The Managing Agency shall provide and enforce within said campsite a written code of conduct, which not only provides for the health, safety and welfare of the transitional campsite residents, but also mitigates impacts to neighbors and the community.
- p. The Managing Agency shall permit inspections of the campsite by CITY, Lane Fire Authority, Lane County Sheriff, and/or Lane County Health Department.
- q. Site structures over 200 square feet require a building permit.
- r. PLACE shall assist Managing Agency as needed to meet their requirements outlined above.

C. Term.

- a. CITY shall not extend this agreement longer than a one-year period. This agreement may be renewed at the discretion of the City Council.
- b. The site must be restored to its pre-encampment conditions within 30 days after the agreement expires.

D. Agreement Modification.

- a. Modifications to this agreement may be delegated by the City Council to the City Administrator with proposed standards or procedures that differ from those in this agreement only where, in addition to satisfying all other requirements contained herein, Managing Agency submits a description of the standard or procedure to be modified and can demonstrate to the City Administrator's satisfaction that the amendment will result in a safe campsite, mitigates impacts to neighbors and the community, constitutes an accommodation of protected religious, humanitarian and/or charitable exercise by the applicant and would otherwise substantially burden its decisions or actions, as a place of worship.

E. Procedures

- a. Managing Agency must mail written notice to owners of all real property within 300 feet of any boundary of the proposed site prior to request for site permit. A copy of this notice shall be included in the completed permit application packet.
 - i. Managing Agency is responsible for communication with property owners and community members and must be responsive to all questions or concerns.
- b. Exhibit A of this agreement shall be a site plan showing the following:

- i. General location or arrangement of tents and/or vehicles showing setbacks from property lines and structures.
- ii. Method and location of required screening.
- iii. Method and location of potable water.
- iv. Method and location of waste receptacles.
- v. Location of required sanitary stations including toilets and handwashing facility.
- vi. Access route for emergency vehicles.

F. Indemnification and Hold Harmless.

- a. PLACE agrees to indemnify, defend and hold harmless CITY and its officers, agents, and employees against all liability, loss, and costs arising from actions, suits, claims or demands for the acts or omissions of PLACE and PLACE'S officers, agents, and employees, in performance of this agreement. In accordance with the Oregon Tort Claims Act and the Oregon Constitution, CITY agrees to indemnify, defend, and hold harmless PLACE and its officers, agents, and employees against all liability, loss, and costs arising from actions, suits, claims, or demands for the acts or omissions of CITY and its officers, agents, and employees, in performance of this agreement.

G. Insurance

- a. PLACE shall obtain, at PLACE'S expense, and keep in effect during the term of this agreement, Commercial General Liability Insurance covering Bodily Injury and Property Damage on an "occurrence" form. This coverage shall include Contractual Liability insurance for the indemnity provided under this contract and Product and Completed Operations. Such insurance shall be primary and non-contributory. Coverage shall be a minimum of \$2,000,000 per occurrence and \$2,000,000 aggregate.

H. Enforcement.

- a. CITY will abate substantiated nuisances resulting from said campsite in accordance with VMC Chapter 8.

I. Conflict.

- a. In the event that there is a conflict between the provisions of this Agreement and any other City ordinance, the provisions of the City ordinance shall control.

J. Authorization.

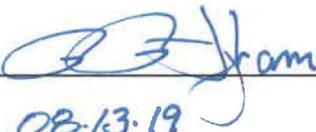
- a. By motion of the governing bodies of the parties, the following are authorized to sign this Agreement and thereby bind the parties to the terms and conditions of this Agreement.

City of Veneta
Ric Ingham
PO Box 450
Veneta, OR 97487

Valley United Methodist Church
Deena Wolfe
25133 E Broadway Ave
Veneta, OR 97487

CITY OF VENETA

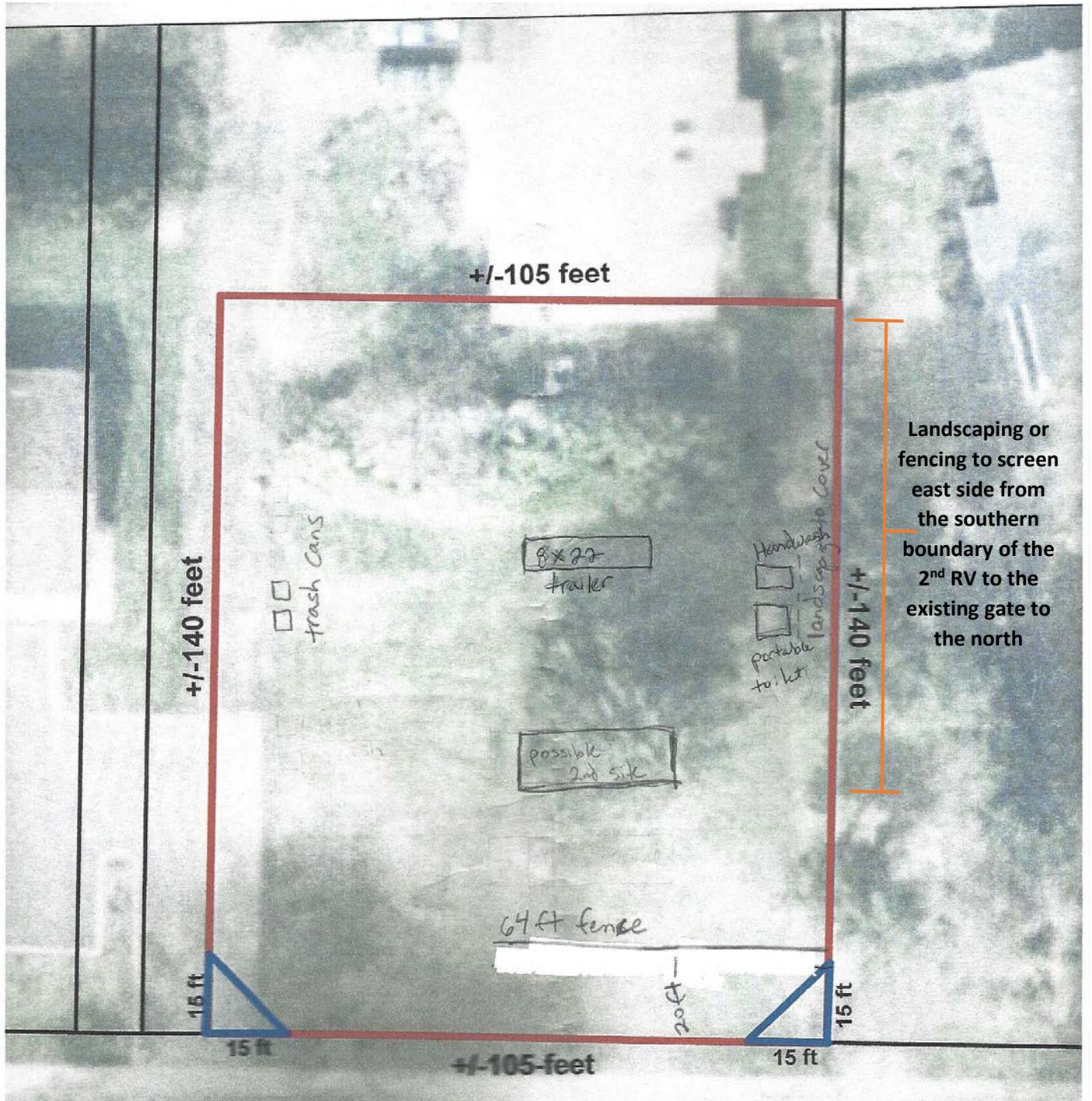
PLACE

By 
08-13-19

Date

By 
8-15-19

Date



BROADWAY AVE

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Code of Conduct for Transitional Campers at Valley United Methodist Church

The following list is a review of the official rules and is neither complete nor exhaustive. The applicant agrees to abide by all rules and agreements. By initialing the following items, I signify that I Understand and agree to each of them.

1. ____ I agree that my permission to stay at a transitional camping site may be revoked at any time by Valley United Methodist Church for any reason.
2. ____ I agree I will only have 1 pet (small dog or cat) and that I will clean up after the animal and am responsible for the animal's behavior and actions. The dog must always be on a leash when outside the trailer.
3. ____ I agree that I will not use marijuana or alcohol or any illegal drugs while staying at a transitional campsite at Valley United Methodist Church. This includes inside my dwelling unit.
4. ____ I agree to an initial drug screen before being permitted to be on the property and understand there will be random drug screens as long as I/we are living on the property. A failed drug screen is grounds for permission to stay on the site to be revoked.
5. ____ I agree if I am struggling with addiction, I will be required to attend AA and/or NA meetings as part of my plan.
6. ____ I agree that I will meet with the managing agent in an initial meeting and set up a case plan to follow concerning goals such as recovery, employment, budgeting and eventually permanent housing. Weekly check-ins will include addressing barriers that are getting in the way and how support best can be given.
7. ____ I agree that I will always keep the site and the surrounding area clean and presentable to the public.
8. ____ I agree I will display no violent or aggressive behavior or physical or verbal abuse at or near the site.
9. ____ I will not panhandle, gamble or display offensive behavior on or near the site.
10. ____ I understand that absolutely no weapons are allowed on the site.
11. ____ I agree to not have loud noise, loud music, parties or gatherings on the site.
12. ____ I will keep my belongings contained to my dwelling unit and not have an accumulation of belongings around my site.

- 13. _____ I will not allow visitors to park overnight in or around my site, and that if I have a vehicle, I will park it in the paved parking lot provided.
- 14. _____ I understand I will be held responsible for the actions of my visitors.
- 15. _____ I understand that no visitors are allowed to stay in my dwelling overnight.
- 16. _____ I understand that no open fires will be allowed, and cooking will only occur in designated areas.
- 17. _____ I understand that conflicts with other campers, neighbors, others from Valley UMC or other local patrons may be cause to revoke my permission to stay.
- 18. _____ I agree that no other assistance (food, money, etc.) should be requested from the pastor or other Valley UMC members, but if offered may be accepted.
- 19. _____ If not staying in my own vehicle, but rather in a dwelling provided by Valley UMC, I agree to periodic inspections and that an appointed person from Valley UMC be given access to my dwelling space at any time.

X _____

Signature of Resident

X _____

Print Name Legibly

VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

Title/Topic: **REQUEST TO AUTHORIZE SIGNING OF SITE PERMIT AGREEMENT WITH VALLEY UNITED METHODIST CHURCH**

Meeting Date: August 12, 2019
 Department: Administration

Staff Contact: Jenna Boyd
 Email: jboyd@ci.veneta.or.us
 Telephone Number: 541-935-2191 Ext. 312

ISSUE STATEMENT

The City Council is being asked to authorize the execution of the Site Permit Agreement with the Valley United Methodist Church for transitional camping.

BACKGROUND

In June 2018, City Council approved Ordinance No. 545, which allows transitional camping at designated places of worship. In the fall, Council authorized execution of a Managing Agency Agreement with Valley United Methodist Church (VUMC) to oversee transitional campsites. The final piece needed to allow transitional camping on their property is an executed Site Permit Agreement, which is included here as Attachment A.

As a requirement of the agreement, VUMC has proactively notified neighboring properties. A copy of this notice is included as Attachment E. According to VUMC, they only received one reply from the school district, which indicated no issues with the proposal. The City Administrator did receive two other responses, but VUMC was not contacted directly from either of the individuals.

VUMC has also submitted a site plan, Attachment B, identifying the individual sites, setbacks, screening, portable toilet, and handwashing facilities. All personal vehicles associated with the transitional campers will be parked in the Church parking lot. This site plan has been reviewed and approved by the Community Development Director and the City Administrator.

The final component is the draft Code of Conduct, Attachment D, which all campers would be required to sign and abide.

Per section J of the Site Permit Agreement, we are now requesting a motion of the City Council to authorize the City Administrator to sign the Site Permit Agreement with VUMC, which will provide a copy of their certificate of insurance prior to execution of the agreement

RELATED CITY POLICIES

Ordinance No. 545 – Amending Veneta Municipal Code (VMC) Chapter 8.05 and Adding Chapter 9.30 to Allow Transitional Housing Accommodations on Designated Campgrounds and Overnight Camping on the Property of Religious Institutions

COUNCIL OPTIONS

1. Authorize signing of the agreement.
2. Authorize signing of the agreement after requested changes have been made.
3. Do not authorize signing the agreement.

CITY ADMINISTRATOR’S RECOMMENDATION

Authorize the City Administrator to sign the Site Permit Agreement.

SUGGESTED MOTION

“I make a motion to authorize the City Administrator to execute the Site Permit Agreement with Valley United Methodist Church.”

ATTACHMENTS (not included in the August 10, 2020 packet)

- ~~A. Valley United Methodist Church Site Permit Agreement~~
- ~~B. Valley United Methodist Church Proposed Site Plan~~
- ~~C. Letter from Valley United Methodist Church Requesting Site Permit~~
- ~~D. Code of Conduct for Transitional Campers at Valley United Methodist Church~~
- ~~E. Letter from Valley United Methodist Church to Neighbors~~

VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

Title/Topic: **Code Enforcement Trends in 2020**

Meeting Date: August 10, 2020
Department: Community Development

Staff Contact: Evan MacKenzie
Email: emackenzie@ci.veneta.or.us
Telephone Number: 541-935-2191

ISSUE STATEMENT

Staff is updating the Council on Code Enforcement trends so far this year.

BACKGROUND

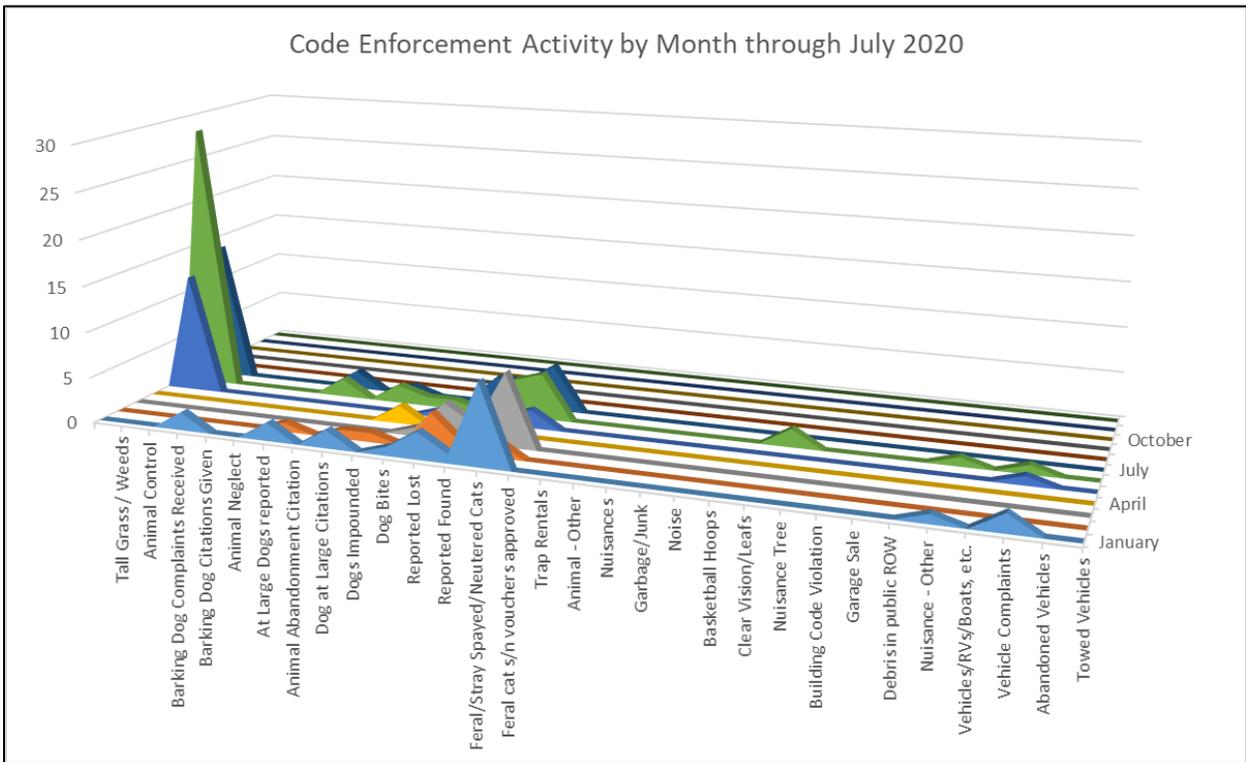
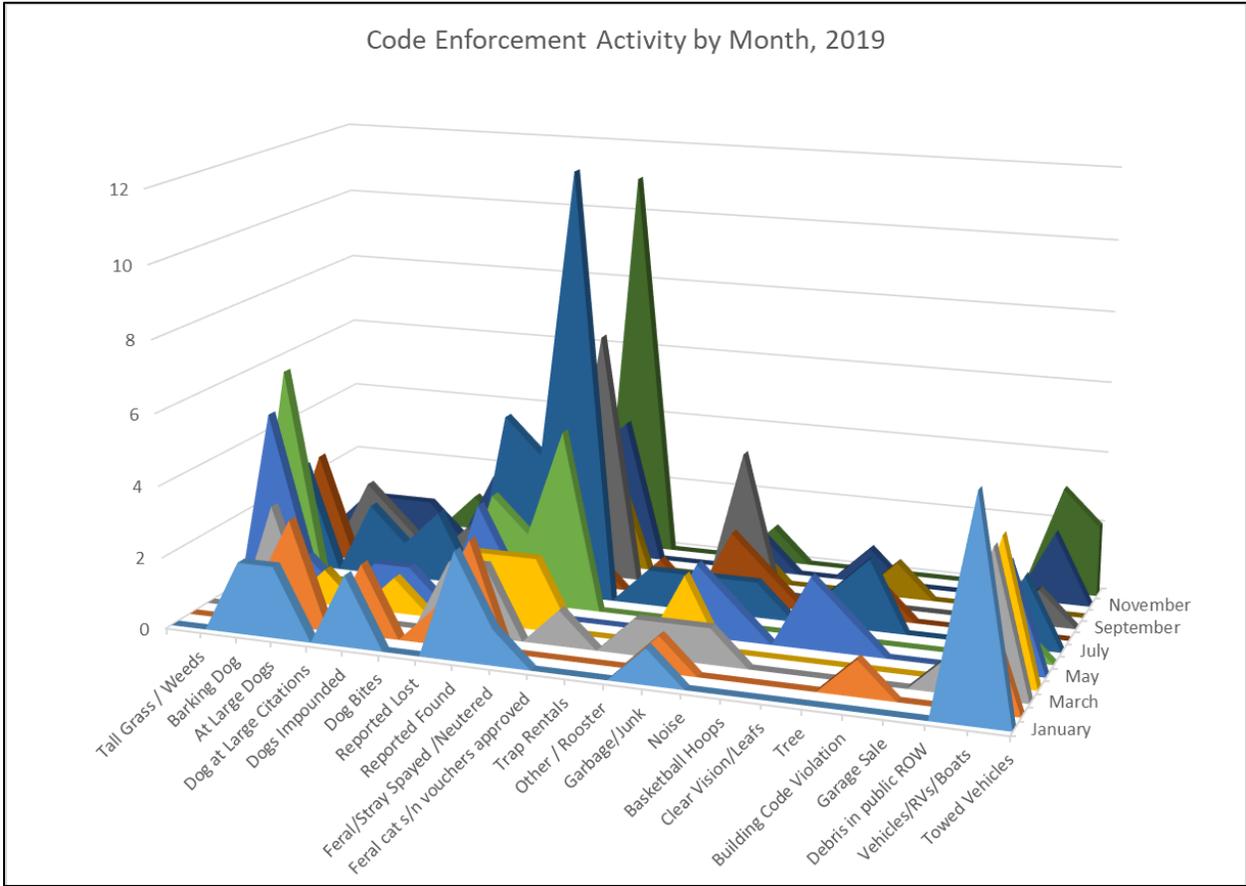
In an effort to make it easier to track permitting and code enforcement issues over time, staff has started to put some of our records into a spreadsheet format. We will be doing this for Code Enforcement activities, Building Permits, and Planning permits. The attached materials are a first effort.

Teresa Warrick, our Code Enforcement Officer, is responsible for all Code Enforcement activity. In the past, we have reported all Code Enforcement activities on a quarterly basis using a simple AIS that compiles the most common types of cases and lists them in text. This format does not allow us to actively track our work over time. However, if we enter the same information into a spreadsheet we can track cases monthly, annually and year-to-year by simply updating the same spreadsheet every month. This will allow us to generate totals for each quarter and year “on the fly.” It will also allow us to produce visual representations in various formats.

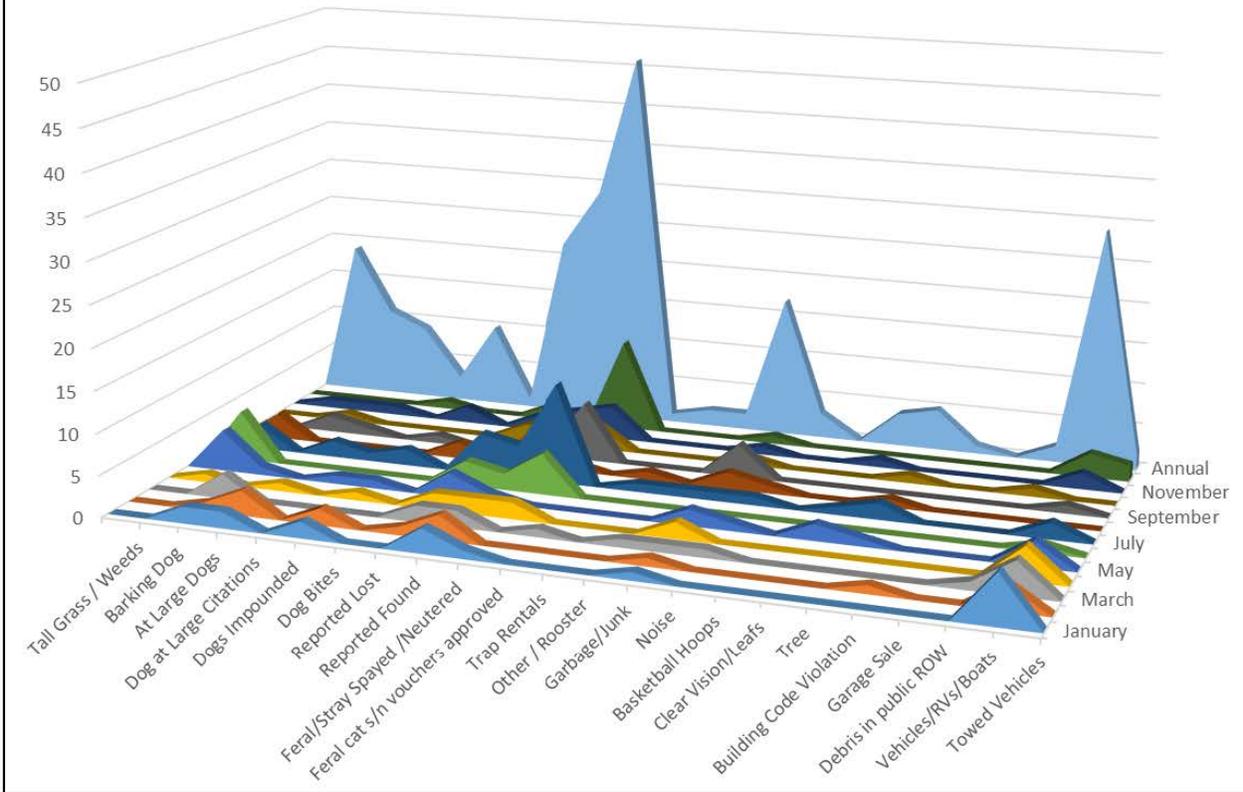
Staff has created a chart that shows every type of call we receive for each month. Unfortunately, listing every type of code enforcement action in a graph of any kind results in a lot of information, which can be difficult to process. Consolidating our various actions by general category makes this much easier. To that end, we will work to bring the Council regular updates by the following categories:

- Tall Grass / Weeds
- Animal Control
- Nuisances
- Vehicles
- Total

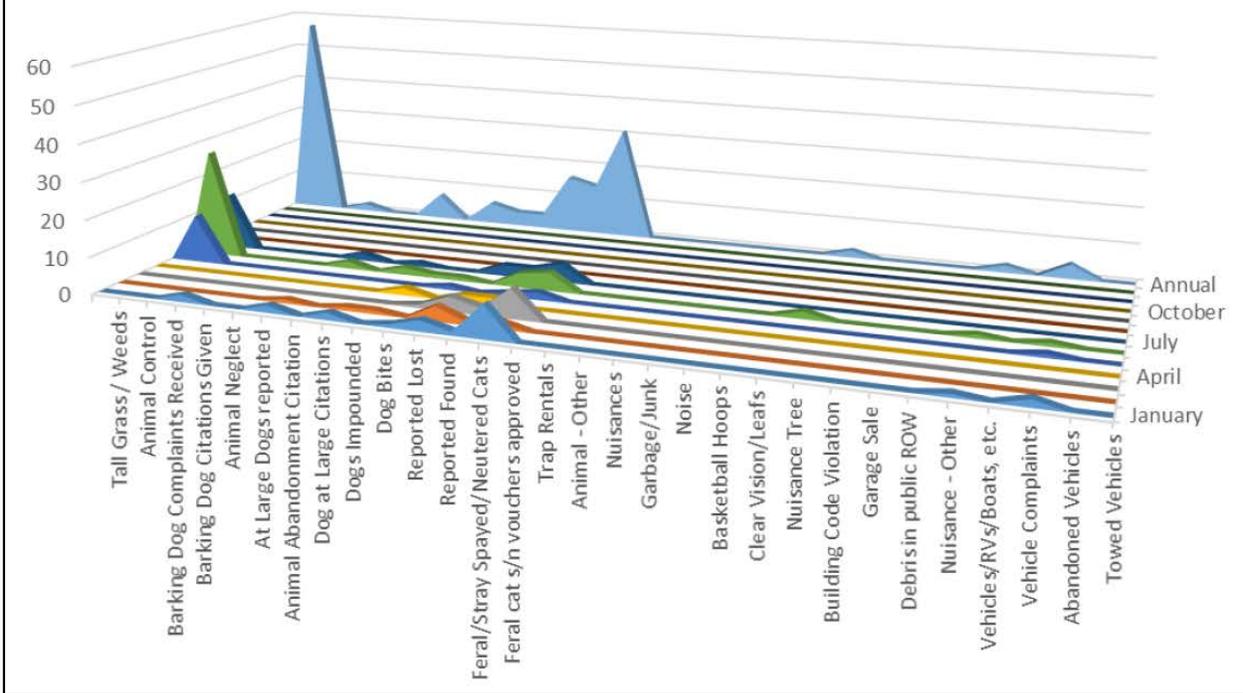
We have annual data for 2019, but we only have data for 2020 through July. Accordingly, it will be difficult to compare trends until the end of this year. But even with the data we have, we can see that June and July are the busiest months of the year for Code Enforcement.

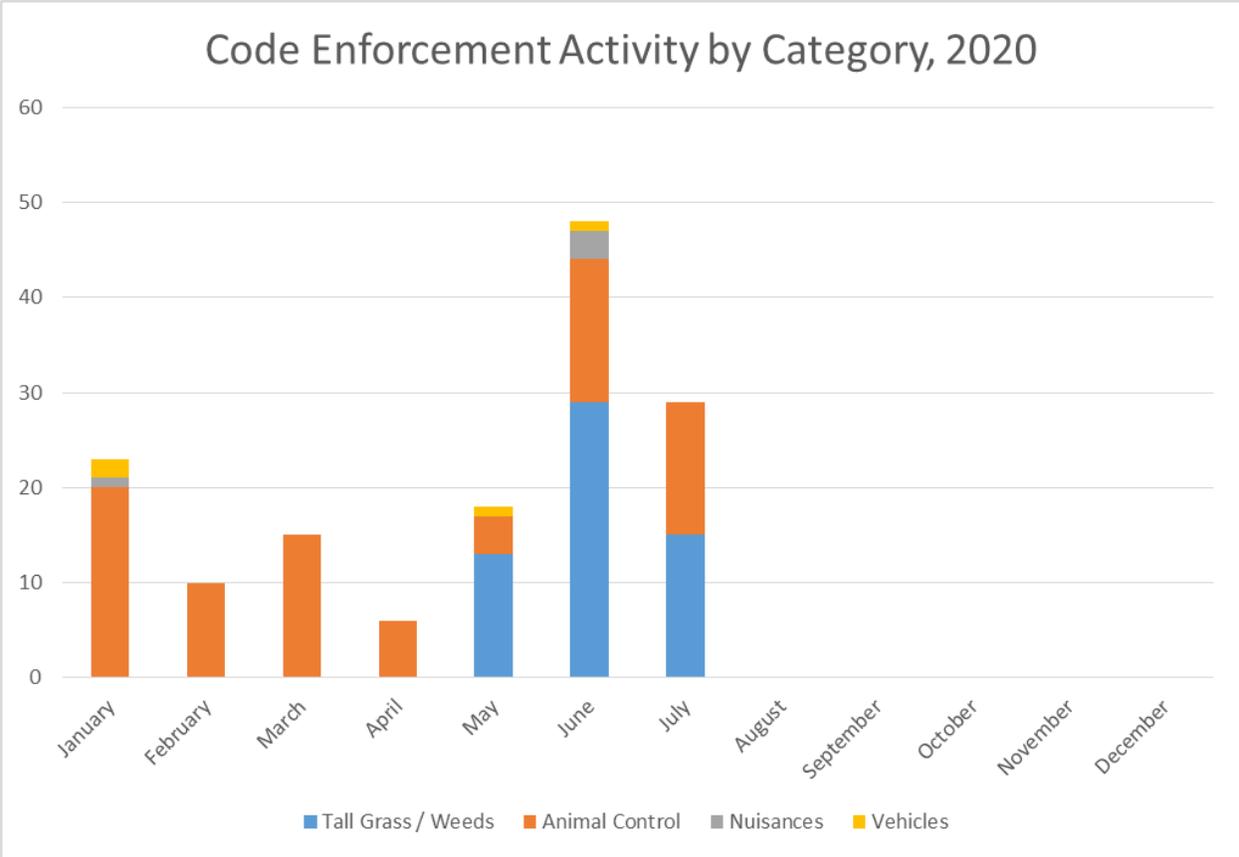
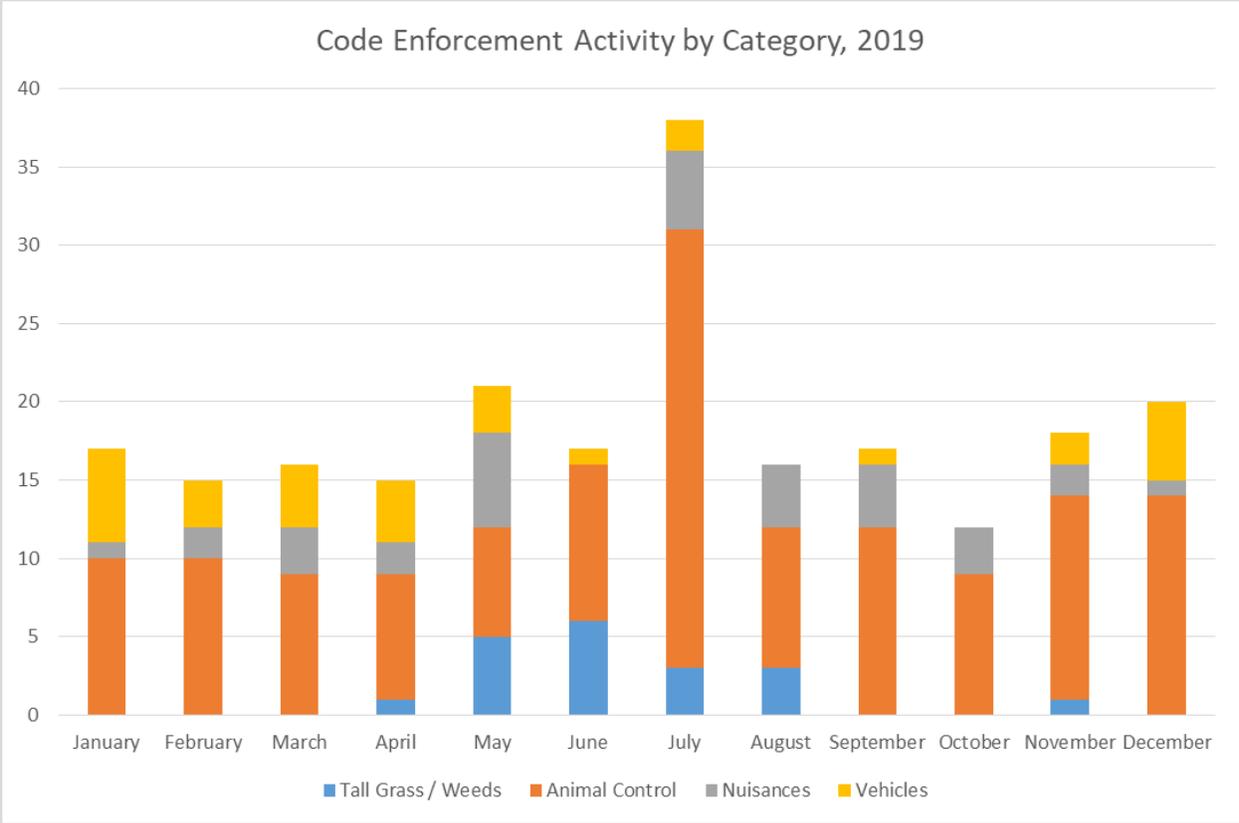


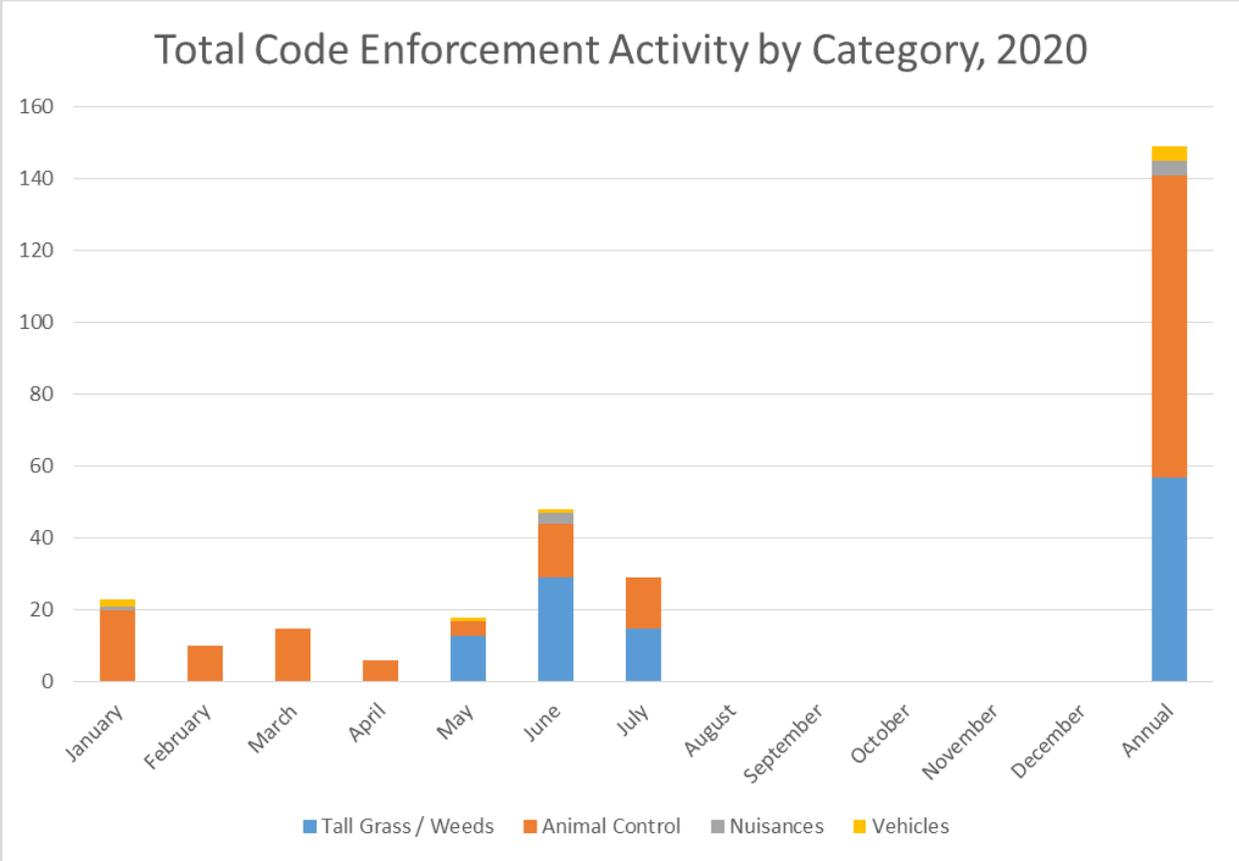
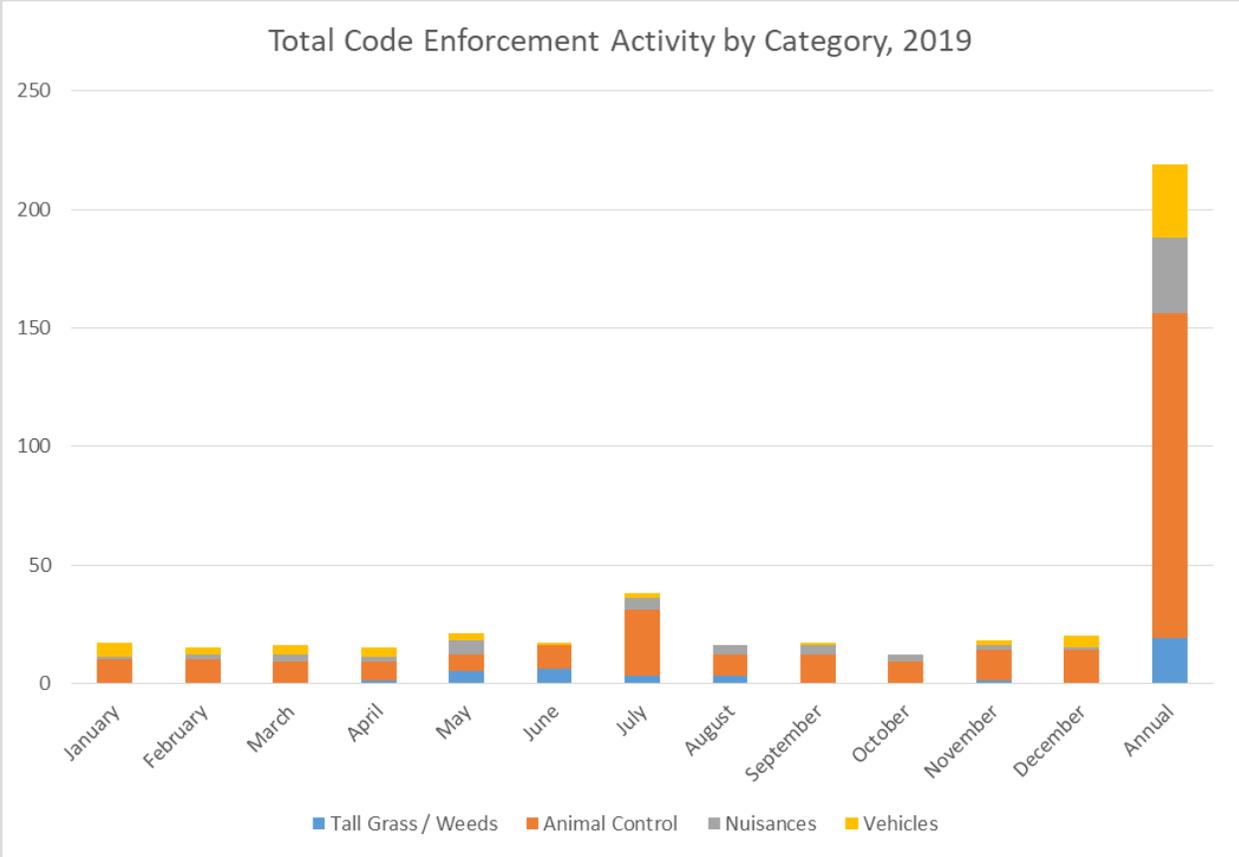
Annual Code Enforcement Activity 2019



Total Code Enforcement Activity through July 2020







Looking at the charts, two things become readily apparent:

- 1) Code Enforcement activity for tall grass and weeds spikes in the summer;
- 2) We experience a fairly steady volume of calls for animal control, with the most calls for feral cats which we often have to spay/neuter.

All other code enforcement activities appear to remain consistently below these two areas.

RELATED CITY POLICIES

N/A

COUNCIL OPTIONS

N/A – Material is presented for information only; no action is proposed at this time.

CITY ADMINISTRATOR’S RECOMMENDATION

N/A

SUGGESTED MOTION

N/A

ATTACHMENTS

COUNCIL OPTIONS

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

CITY ADMINISTRATOR’S RECOMMENDATION

Adopt the resolution as presented.

SUGGESTED MOTIONS

“I make a motion to approve Resolution No. 1308, a resolution establishing water fees and rates for users of the Veneta municipal water system and repealing Resolution No. 1282, as presented.”

ATTACHMENTS

1. Section 4. Miscellaneous Fees from existing Resolution No. 1282.

ATTACHMENT 1

Section 4 language from existing Resolution No. 1282

SECTION 4 Miscellaneous Fees.

1. Rereading, inspecting, and testing water meter at user's request:
 - 1st Request \$ 0.00
 - 2nd Request \$ 25.00
2. Service Restoration following turn-off for non-payment \$ 40.00
3. Service Restoration following turn-off for non-payment after 4:00 p.m. or on weekends or holidays \$ 80.00
4. Penalty for turn-on without authority: 1st Offense \$ 40.00
2nd Offense \$ 80.00
5. Removal or replacement of meter at user's request \$ 50.00
6. Moving or altering a meter Cost plus 20%
7. Repair of damage to water meter or City lines Cost plus 20%
8. City shut-off when the cross-connection is in non-compliance \$ 40.00
9. Non-sufficient funds fee \$ 25.00
10. Meter turn-off at user's request (includes turn-on when needed) \$ 25.00

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CITY OF VENETA

RESOLUTION NO. 1308

**A RESOLUTION ESTABLISHING WATER FEES, CHARGES AND RATES
AND GOVERNANCE FOR USERS AND USE OF THE VENETA MUNICIPAL
WATER SYSTEM AND REPEALING RESOLUTION NO. 1282**

WHEREAS, Veneta Municipal Code Titles 3 and 13 (VMC 3 and VMC 13) authorize the establishment of water deposits, fees, charges, rates and penalties by resolution; and

WHEREAS, the fees for unauthorized turn-on of water meters have not been adjusted for over ten (10) years; and

WHEREAS, the other consequences of unauthorized turn-on of water meters are not clearly presented in the existing resolution; and

WHEREAS, the City Council is not making any other fee or policy changes; 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 Meter Installation/Connection. The following fees shall be paid prior to any connection to the Veneta Municipal Water System:

1. Water Meter Installation/Connections for Single Billing Units

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. Water Meter Installation/Connections for Multiple Billing Units

(a) Residential:

- i. Connection charges for multiple family dwellings shall be \$800.00 per dwelling unit when individual meters are installed for each dwelling unit.
- ii. Connection charges for multiple family dwellings shall be \$200.00 per dwelling unit when a single master meter is used for all dwelling units.

(b) Non-Residential Billing Units.

- i. Connection charges for multiple commercial and industrial billing units shall be \$900.00 per unit when individual meters are installed for each unit.
- ii. Connection charges for multiple commercial and industrial billing units shall be \$300.00 per unit when a single master meter is used for all units.

(c) Future Assessment Policy. If a parcel of property is presently receiving water service, but has not been assessed for the cost of the installation of the City's water lines and infrastructure needed to provide such service, the payment of the installation/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. The following service rates shall be charged to all premises connected to the Veneta Municipal Water System:

1. Water Base Charge:

(a) Residences, Churches and all other residential property **\$16.73** per billing unit per service month.

(b) Commercial, Industrial and all other non-residential property **\$31.62** per billing unit per service month.

(c) Fire Sprinkler users **\$31.62** per billing unit per month when water usage has occurred during the service month being billed.

(d) Irrigation System users **\$31.62** per billing unit per month when water usage has occurred during the service month being billed.

(e) All water base charges outlined in this section shall be for the preceding month (i.e. October 1 billing covers the period September 1 through September 30).

(f) Excepting 1(c) and 1(d) above, all water base charges outlined in this section shall be charged whether or not water usage has occurred during the month.

(g) Water base charges will be pro-rated for partial service months, based on a fixed 30-day month. Such proration shall only apply when the City has been notified in writing of a change in responsible party, a change in the account status or other circumstance in which proration is deemed, by the City, to be appropriate.

2. Water Use Fees:

(a) Residential, Churches and all other residential property, except in (c) - (e) below, shall pay-

\$3.65 per full 1,000 gallons of water used each month up to 5,000 gallons,

\$4.34 per full 1,000 gallons of water used over 5,000 gallons up to 15,000 gallons,

\$5.21 per full 1,000 gallons of water used over 15,000 gallons.

(b) Commercial, industrial and all other non-residential property shall pay -

\$3.72 per full 1,000 gallons of water used each month up to 10,000 gallons,

\$4.67 per full 1,000 gallons of water used over 10,000 and up to 20,000 gallons,

\$5.59 per full 1,000 gallons of water used over 20,000 gallons.

(c) Water use rates for the City's governmental facilities including, but not limited to the swimming pool, parks, and streetscapes shall be **\$3.65** per full 1,000 gallons of water purchased.

SECTION 3 Deposits. The following deposits will be charged to the Responsible Party, per VMC 3.20.010:

1. Water deposit of \$20.00 per utility account for all residential property.
2. Water deposit of \$30.00 per utility account for all non-residential property.

SECTION 4 Miscellaneous Fees.

1. Rereading, inspecting, and testing water meter at user's request:

1 st Request	\$ 0.00
2 nd Request	\$ 25.00
2. Service Restoration following turn-off for non-payment \$ 40.00
3. Service Restoration following turn-off for non-payment after 4:00 p.m. or on weekends or holidays \$ 80.00
4. Penalty for turn-on without authority over a rolling two (2)-year period:
 - (a) 1st Offense \$ 80.00
Meter may also be locked or removed.
 - (b) 2nd Offense \$ 160.00
Meter may also be removed.
 - (c) 3rd Offense See Below
Penalty for turn-on without authority 3rd Offense, or more over a rolling two (2)-year period, or any other tampering with meter or City's equipment/infrastructure, could result in a citation from law enforcement personnel for tampering with a meter, turn-on without authority, violation of VMC 13.05.220 (Unauthorized Water Use), and/or theft of services. The fine for those charges will be based on the current bail schedule or VMC, as appropriate, and issued to the responsible party, on record with the City, for the account. Access to the City's water may also be physically prevented.
 - (d) Should a meter be removed for turn-on without authority, service will not be restored to premises until all accrued charges are paid in full.
5. Removal or replacement of meter at user's request \$ 50.00
6. Moving or altering a meter Cost plus 20%
7. Repair of damage to water meter or City lines Cost plus 20%
8. City shut-off when the cross-connection is in non-compliance \$ 40.00
9. Non-sufficient funds fee \$ 25.00
10. Meter turn-off at user's request (includes turn-on when needed)\$ 25.00

SECTION 5 Other Terms, Policies, and Procedures. Unless otherwise set forth herein, the definitions, terms, policies and procedures relating to the City's provision of water service under this Resolution are those established by VMC 3 and VMC 13.

SECTION 6 Effective Date and Repealing Clause. This resolution shall take effect September 1, 2020. Resolution No. 1282 is repealed upon the effective date of this resolution.

PASSED AND ADOPTED by the Veneta City Council this _____ day of August, 2020.

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
Keith Weiss, Mayor

ATTEST:

XXXXXXXXXXXXXXXXXXXX
Darci Henneman, City Recorder

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Pre Year End Entries/Audit

Fund Type/Classification	Beginning Fund Balance July 1, 2019		New Revenue			Expenditures			Ending Fund Balance June 30, 2020	
	Adopted Budget	Actual	Adopted Budget	Actual Year-to-Date	% of Budget Received	Adopted Budget	Actual Year-to-Date	% of Budget Expended	Adopted Budget	Actual
GENERAL:	\$1,335,416	\$1,492,796.81							\$898,179	\$1,535,980
Property Taxes			280,623	287,574.43	102.0%					
Governmental Agencies			104,602	84,439.60	81.0%					
Franchise Fees			127,164	131,996.10	104.0%					
User Fees			13,620	26,665.30	196.0%					
Interest Earnings			11,540	31,659.77	274.0%					
Grants and Donations			295,481	103,935.02	35.0%					
Licenses & Permits			7,063	5,922.15	84.0%					
Court Fines			13,915	8,188.40	59.0%					
Leases			44,179	46,874.01	106.0%					
All Other			62,162	20,729.35	33.0%					
Transfers-In			3,000	3,000.00	100.0%					
Personal Services						483,554	437,860.88	91.0%		
Materials & Services						488,824	229,062.96	47.0%		
Transfers-Out						25,000	25,000.00	100.0%		
Capital Outlay						328,208	15,876.64	5.0%		
Contingency						75,000	-	0.0%		
DEBT SERVICE:	150,584	153,488.72							146,371	155,586
Property Taxes			86,698	88,673.55	102.0%					
Interest Earnings			1,973	3,290.94	167.0%					
Debt Service						92,884	89,867.57	97.0%		
LAW ENFORCEMENT:	218,037	238,462.78							222,189	501,603
Property Taxes			847,567	868,493.84	102.0%					
Governmental Agencies			15,977	17,802.58	111.0%					
Interest Earnings			2,506	5,552.07	222.0%					
Licenses & Permits			30,726	23,710.61	77.0%					
Transfers-In			10,000	10,000.00	100.0%					
All Other			13,383	18,791.57	140.0%					
Materials & Services						915,507	681,210.24	74.0%		
Contingency						500	-	0.0%		
PARKS & RECREATION:	332,891	588,798.21							196,666	725,009
Property Taxes			246,835	252,462.38	102.0%					
Governmental Agencies			212,727	209,391.50	98.0%					
User Fees			48,801	39,597.34	81.0%					
Interest Earnings			4,836	12,571.90	260.0%					
Grants and Donations			23	16,151.19	70223.0%					
All Other			13,583	18,796.39	138.0%					
Transfers-In			20,000	20,000.00	100.0%					
Personal Services						311,975	244,241.31	78.0%		
Materials & Services						193,080	131,006.68	68.0%		
Capital Outlay						157,975	57,511.44	36.0%		
Contingency						20,000	-	0.0%		

Pre Year End Entries/Audit

Fund Type/Classification	Beginning Fund Balance July 1, 2019		New Revenue			Expenditures			Ending Fund Balance June 30, 2020	
	Adopted Budget	Actual	Adopted Budget	Actual Year-to-Date	% of Budget Received	Adopted Budget	Actual Year-to-Date	% of Budget Expended	Adopted Budget	Actual
PLANNING	222,390	257,721.36							142,020	253,906
Property Taxes			169,539	173,807.14	103.0%					
User Fees			45,949	68,557.48	149.0%					
Interest Earnings			1,917	5,540.75	289.0%					
All Other			50	0	0.0%					
Personal Services						209,423	197,406.45	94.0%		
Materials & Services						62,544	54,314.21	87.0%		
Capital Outlay						858	-	0.0%		
Contingency						25,000	-	0.0%		
MUNICIPAL WATER:	2,226,197	3,033,233.02							1,848,140	3,261,549
User Fees			1,088,241	1,013,527.32	93.0%					
Interest Earnings			20,497	63,982.82	312.0%					
Governmental Agencies			93,312	93,312	100.0%					
Licenses & Permits			10,400	16,652.66	160.0%					
Leases			14,976	16,566.00	111.0%					
All Other			1,498	1,966.06	131.0%					
Personal Services						325,718	267,200.62	82.0%		
Materials & Services						408,038	293,898.24	72.0%		
Transfers-Out						5,000	5,000.00	100.0%		
Capital Outlay						362,185	25,552.01	7.0%		
Debt Service						406,040	386,040.00	95.0%		
Contingency						100,000	-	0.0%		
MUNICIPAL SEWER:	1,713,835	2,607,017.94							1,666,296	2,894,446
User Fees			1,202,114	1,224,874.38	102.0%					
Interest Earnings			15,280	54,992.26	360.0%					
Licenses & Permits			2,600	3,400.00	131.0%					
Leases			9,600	8,800.00	92.0%					
All Other			25	0.00	0.0%					
Personal Services						392,056	336,244.98	86.0%		
Materials & Services						395,427	198,664.51	50.0%		
Transfers-Out						5,000	5,000.00	100.0%		
Capital Outlay						359,026	349,080.04	97.0%		
Debt Service						125,649	115,649.00	92.0%		
Contingency						0	-	0.0%		

Pre Year End Entries/Audit

Fund Type/Classification	Beginning Fund Balance July 1, 2019		New Revenue			Expenditures			Ending Fund Balance June 30, 2020	
	Adopted Budget	Actual	Adopted Budget	Actual Year-to-Date	% of Budget Received	Adopted Budget	Actual Year-to-Date	% of Budget Expended	Adopted Budget	Actual
STREETS:	1,241,728	1,669,091.71							1,045,575	1,912,533
Governmental Agencies			818,043	663,617.06	81.0%					
Franchise Fees			127,164	131,995.89	104.0%					
User Fees			196,321	183,170.98	93.0%					
Interest Earnings			11,651	35,207.72	302.0%					
Grants and Donations			100,000	100,000.00	100.0%					
Licenses & Permits			1170	840.00	72.0%					
All Other			500	661.47	132.0%					
Transfers-In			150,000	150,000.00	100.0%					
Personal Services						171,631	139,227.47	81.0%		
Materials & Services						1,095,541	807,892.28	74.0%		
Capital Outlay						222,830	63,932.02	29.0%		
Transfers-Out						11,000	11,000.00	100.0%		
Contingency						100,000	-	0.0%		
STORMWATER DRAINAGE:	197,963	212,859.86							192,014	236,400
User Fees			68,414	69,287.68	101.0%					
Interest Earnings			1,461	4,490.05	307.0%					
All Other			50	0	0.0%					
Personal Services						50,974	44,870.03	88.0%		
Materials & Services						14,832	5,367.65	36.0%		
Capital Outlay						68	-	0.0%		
Contingency						10,000	-	0.0%		
PUBLIC WORKS EQUIPMENT:	211,695	211,872.67							193,363	206,342
Interest Earnings			1,668	4,469.23	268.0%					
Transfers-In			15,000	15,000.00	100.0%					
Capital Outlay						35,000	25,000.00	71.0%		
BUILDING INSPECTION PROG	60,036.00	18,711.06							61,797	42,854
Interest Earnings			25	394.70	1579.0%					
Licenses & Permits			91,000	112,650.33	124.0%					
All Other			25	-	0.0%					
Transfers-In			25,000	25,000.00	100.0%					
Personal Services						17,589	18,006.89	102.0%		
Materials & Services						96,700	95,895.25	99.0%		
CAPITAL CONSTRUCT: GOV'T	1,156,443	1,258,674.49							574,082	1,428,315
User Fees			94,825	322,851.19	340.0%					
Interest Earnings			10,014	26,550.40	265.0%					
Materials & Services						77,200	49,086.72	64.0%		
Capital Outlay						610,000	130,674.40	21.0%		

Pre Year End Entries/Audit

Fund Type/Classification	Beginning Fund Balance July 1, 2019		New Revenue			Expenditures			Ending Fund Balance June 30, 2020	
	Adopted Budget	Actual	Adopted Budget	Actual Year-to-Date	% of Budget Received	Adopted Budget	Actual Year-to-Date	% of Budget Expended	Adopted Budget	Actual
CAPITAL CONSTRUCT: WATE	46,320	54,422.92							94,403	130,379
User Fees			91,320	119,923.82	131.0%					
Interest Earnings			1,904	1,147.99	60.0%					
Materials & Services						25	-	0.0%		
Debt Service						45,116	45,116.00	100.0%		
CAPITAL CONSTRUCT: SEWE	310,198	768,071.09							238,628	757,703
User Fees			79,844	132,421.05	166.0%					
Interest Earnings			19,377	16,201.64	84.0%					
Materials & Services						1,000	-	0.0%		
Debt Service						169,791	158,991.08	94.0%		
GRANTS:	-	-							-	47.57
Grants and Donations			185,000	123,747.64	67.0%					
Materials & Services						185,000	123,700.07	67.0%		
ZUMWALT CAMPGROUND:	146,137	148,144.01							143,773	164,062
User Fees			78,151	82,424.42	105.0%					
Interest Earnings			1,048	3,124.94	298.0%					
All Other			230	190.00	83.0%					
Personal Services						9,978	3,346.88	34.0%		
Materials & Services						39,815	34,474.13	87.0%		
Transfers-Out						32,000	32,000.00	100.0%		
BUSINESS ASSISTANCE GRAI	126,677	160,836.40							83,019	163,229
Interest Earnings			1,372	3,392.66	247.0%					
User Fees			20	-	0.0%					
Materials & Services						44,050	-	0.0%		
Transfers-Out						1,000	1,000.00	100.0%		
CAP PROJ-NEW POOL FACILI	844	69,892.69							2,259	71,367
Interest Earnings			440	1,474.32	335.0%					
Grants and Donations			1,000	-	0.0%					
Materials & Services						25	-	0.0%		
Capital Outlay						-	-	n/a		
CAP PROJ-W. B'WAY DEVELC	55,300	60,990.97							49,395	62,278
Interest Earnings			100	1,286.53	1287.0%					
All Other			45	-	0.0%					
Materials & Services						1,050	-	0.0%		
Capital Outlay						5,000	-	0.0%		

Pre Year End Entries/Audit

Fund Type/Classification	Beginning Fund Balance July 1, 2019		New Revenue			Expenditures			Ending Fund Balance June 30, 2020	
	Adopted Budget	Actual	Adopted Budget	Actual Year-to-Date	% of Budget Received	Adopted Budget	Actual Year-to-Date	% of Budget Expended	Adopted Budget	Actual
LOCAL IMPROVEMENTS	319,761	320,413.48							306,845	313,361
Interest Earnings			2,627	6,758.76	257.0%					
All Other			3,100	2,211.91	71.0%					
Materials & Services						275	-	0.0%		
Debt Service						18,368	16,023.18	87.0%		
RESERVE: GOV'T	653,100	653,366.04							518,152	523,148
Interest Earnings			9,052	13,782.04	152.0%					
Transfers-In			6,000	6,000.00	100.0%					
Transfers-Out						150,000	150,000.00	100.0%		
RESERVE: ENTERPRISE	216,844	217,818.88							228,669	222,414
Interest Earnings			11,825	4,594.72	39.0%					
CITY WIDE TOTALS:	\$10,942,396	\$14,196,685	\$7,399,768	\$7,467,118	101.0%	\$9,490,329	\$6,101,292	64.0%	\$8,851,835	\$15,562,511

Revenue Summary			Expenditure Summary		
Property Taxes	1,631,262	1,671,011.34	Personal S	1,972,898	1,688,405.51
Franchise Fees	254,328	263,991.99	Materials &	4,018,933	2,704,572.94
Governmental Agencies	1,244,661	1,068,562.74	Transfers-C	229,000	229,000.00
Interest Earnings	131,113	300,466.21	Capital Out	2,081,150	667,626.55
Loan Proceeds	-	-	Debt Servic	857,848	811,686.83
Transfers-In	229,000	229,000.00	Contingenc	330,500	-
Grants and Donations	581,504	343,833.85	Total \$	9,490,329	\$6,101,291.83
All Other	94,651	63,346.75			
Licenses & Permits	142,959	163,175.75			
Fines	13,915	8,188.40			
Leases	68,755	72,240.01			
User Fees	3,007,620	3,283,300.96			
Total \$	7,399,768	\$7,467,118.00			

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VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

TITLE/TOPIC: Extended Duration Use of Veneta Community Center by Fern Ridge School District for School Year 2020-21 Classroom Space During COVID-19

Meeting Date: August 10, 2020
Department: Administration

Staff Contact: Matt Michel, City Administrator
Email: mmichel@ci.veneta.or.us
Telephone Number: 541-935-2018

ISSUE STATEMENT

Should the Veneta City Council authorize the City Administrator to reserve the Veneta Community Center for expanded classroom space over several continuous months to the Fern Ridge School District for School Year 2020-21 during COVID-19?

BACKGROUND

The City offers for rental use the Veneta Community Center located behind the Veneta Community Pool under rules established in Resolution No. 1172 (2015). Reservations are on a first-come-first-serve basis with a required deposit, as well as an hourly rental fee based on rate schedules for either regular, community event, or educational use. Discounts and fee waivers are available for non-profits, while the City, Sheriff's Office, and "other governmental agencies" may use the Community Center at no cost.

The Fern Ridge School District (FRSD) is inquiring about renting the Community Center for alternative classroom space over 2-3 months while portable classrooms are installed. Evolving guidance from the State on re-opening schools makes it difficult for the FRSD to identify exactly when the Community Center may be needed.

In light of the State's current infection-rate based rules for when children may begin attending school in person, there will be a delay in FRSD students returning to classrooms. With this delay, the FRSD has more time to get portable classrooms in place instead of needing to use the Community Center. However, this evolving situation may yet change, again.

RELATED CITY POLICIES

Resolution No. 1172, *Adopting Rates, Rules and Agreements Governing the Use of the Veneta Community Center*

COUNCIL OPTIONS

1. Authorize the City Administrator to work with the FRSD to make the Veneta Community Center available for expanded classroom space, if needed.
2. Authorize the City Administrator to work with the FRSD to make the Veneta Community Center available for expanded classroom space as directed by Council.
3. Do not authorize the City Administrator to work with the FRSD to make the Veneta Community Center available for expanded classroom space.

4. Take no action.

CITY ADMINISTRATOR'S RECOMMENDATION

Authorize the City Administrator to work with the FRSD to make the Veneta Community Center available for expanded classroom space, if needed.

SUGGESTED MOTION

I make a motion to authorize the City Administrator to work with the FRSD to make the Veneta Community Center available for expanded classroom space, if needed

ATTACHMENTS

None.

VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

TITLE/TOPIC: Eligible Expenditures for Federal Coronavirus Relief Fund Reimbursement Dollars Designated for the City of Veneta by the State of Oregon

Meeting Date: August 10, 2020
Department: Administration

Staff Contact: Matt Michel, City Administrator
Email: mmichel@ci.veneta.or.us
Telephone Number: 541-935-2018

ISSUE STATEMENT

Information only: The City of Veneta recently received notice that there is Coronavirus Relief Funds (CRF) available to the City for reimbursement of eligible COVID-19 related expenditures. The United States Department of Treasury has issued and continues to issue guidelines and FAQs on what qualifies as eligible expenditures.

BACKGROUND

The League of Oregon Cities negotiated with the State of Oregon on a population-based formula to distribute nearly \$134 million dollars of federal CRF aid designated for local governments. Based on that formula, Veneta has a little over \$141,000 available for COVID-19 related expenditures. Oregon's Department of Administrative Services (DAS) has set-up a simple, one-page website portal for cities requesting reimbursements.

Expenditures eligible for reimbursement are grouped into six categories:

- Medical Expenses
- Public Health Expenses
- Payroll Expenses
- Expenses to facilitate compliance with COVID-19 measures
- Economic Supports
- Other Eligible Expenses

The City may reasonably expect to incur costs in all categories except Medical Expenses.

However, the Federal CARES Act requires that the CRF aid only cover costs that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

Guidance for State, Territorial, Local, and Tribal Governments, Updated June 30, 2020

After reviewing the U.S. Treasury guidance, Staff believes that some COVID-19 related City expenses would not be eligible for CRF reimbursement because the City's budget accounts for general payroll and

materials expenses that are not a “substantially different use” under Treasury guidelines. For example, the City has incurred payroll and city attorney expenses for COVID-19 related work, but the use of staff time and attorney time is accounted for in the City’s budget. If the City’s budget accounts for the expenditure, the expenditure isn’t eligible for CRF reimbursement.

As such, Staff understands the Treasury guidance to require an extra-ordinary expense—one not specifically budgeted for.

Examples of this type of extra-ordinary expense are:

- the \$7,776 that Veneta contributed to the small business emergency grant fund established in partnership with Lane County and Community LendingWorks.
- payroll costs for a quarantined employee who doesn’t have enough eligible leave to meet the entire period of quarantine. The gap between the employees leave bank and the COVID-19 related medical need to be away from work would be eligible for CRF reimbursement.
- buying additional cleaning supplies for public facilities like the Fern Ridge Service Center, because the City doesn’t budget for that. Mid-Lane Cares provides those cleaning supplies as part of their rental contract.
- the design, installation, or constriction work done at City Hall to improve safe distancing at workstations.

Finally, DAS has established time periods for requesting reimbursement. The first time period for requesting reimbursement applied retroactively to March 1st to July 31st. That period expired in late July. The City applied for a \$3,000 reimbursement to establish internet connectivity to the Veneta Community Center for city staff relocated to that facility. COVID-19 related distancing needs couldn’t be met at their traditional City Hall workstations. The City’s reimbursement request was accepted and funded. Going forward, DAS will process reimbursement requests on a monthly basis with requests due at the end of the month that the City incurred the expense.

Staff will continue to inform the Council on a monthly basis what COVID-19 related expenses are submitted for CRF reimbursement form the State.

RELATED CITY POLICIES

None.

COUNCIL OPTIONS

N/A

CITY ADMINISTRATOR’S RECOMMENDATION

N/A

SUGGESTED MOTION

N/A

ATTACHMENTS

None.

VENETA CITY COUNCIL

AGENDA ITEM SUMMARY

TITLE/TOPIC: Middle-Mile Fiber Optic Project Update: Lease of Zayo Fiber by LCOG on Behalf of the City of Veneta

Meeting Date: August, 10, 2020
Department: Administration

Staff Contact: Matt Michel, City Administrator
Email: mmichel@ci.veneta.or.us
Telephone Number: 541-935-2018

ISSUE STATEMENT

Information Only: The City of Veneta recently secured leased access to 6.6 miles of internet fiber-strands as a significant part of the Middle-Mile Fiber Optic project. About 1.75 miles of internet fiber-strands are still needed to complete the Project.

BACKGROUND

Veneta has partnered with Lane Council of Governments (LCOG) to lease—at no cost—10 fiber-strands from Zayo, a fiber back-haul company, for an initial period of 24 years, with two 10-year automatic renewals under the same terms. The lease is between LCOG and Zayo for the benefit of Veneta. Under the agreement, Veneta can use the leased fiber “to support ISP (Internet Service Providers) services in Veneta, which encompasses local home and business internet services.” At any time during the lease, the City can splice into Zayo’s fiber at the corner of Cantrell and K.R. Nielsen Roads from the City’s future 1.75 mile fiber route originating around the corner at the Bonneville Power Administration’s (BPA’s) West Lane substation on K.R. Nielsen Rd. Additional future splice points are at the northwest corner of Perkins Rd. & Territorial Rd., near Brooker Ln. and Territorial Rd., and at the southwest corner of OR Highway 126 and Territorial Rd.

Here’s how we got to this point. In April 2015 the City adopted a goal to “Pursue the expansion and installation of a fiber optics line to, and throughout, Veneta to bring the city more fully into the communication age” by adopting the Veneta Economic Development Strategy: Five-Year Action Plan, 2015-2019 in Resolution No. 1168. Subsequently, the newly formed Veneta Economic Development Committee (EDC) started the Middle-Mile Fiber Optic project to deliver on a new internet fiber route.

To be a reliable redundant resource, the fiber route would need to be physically separate from the only other commercially available fiber route along the BPA’s transmission line right-of-way traveling southeast of Veneta. Charter/Spectrum also has a local fiber route, but that fiber is not available to other internet service providers.

Working with the EDC’s Telecommunications Subcommittee consisting of Herb Vloedman, Len Goodwin, and Councilor Thomas Cotter, and numerous partners like Business Oregon, Lane Council of Governments (LCOG), Lane County, and Lane Electric Co-op, staff developed and contracted for a middle-mile fiber route to connect two leased LCOG fiber-strands available at BPA’s West Lane Substation on K.R. Nielsen Road. In 2018, the City engaged Hunter Communications for a not-to-exceed amount of \$247,346.79 to design and build an overhead middle-mile fiber route from the BPA West Lane Substation to the corner of Brooker Ln. and Territorial Rd.

About that same time, the City learned that Zayo had plans to build an underground fiber back-haul from I-5 through Veneta to connect to international submarine fiber landing on Oregon's Coast. Discussions with Zayo ebbed and flowed until August 2019 when both the City and Zayo learned from Lane County that each had submitted right-of-way permit applications for routes adjacent to Oregon Department of Fish & Wildlife (ODF&W) lands along Cantrell Road that needed ODF&W sign-off. That ODF&W sign-off was the catalyst for the fiber lease agreement the City recently secured through LCOG.

Veneta negotiated terms directly with Zayo starting in October 2019 and by May 2020 had basic agreement on the terms we received but at a cost of \$30,000. Zayo threw a curveball by proposing to waive the \$30,000 cost in exchange for bundling Veneta's deal with a fiber-for-conduit swap deal they were negotiating with Lane Transit District (LTD) in partnership with LCOG and the University of Oregon (U of O). Working collaboratively with LTD, U of O, and LCOG, Veneta negotiated the final lease agreement with Zayo.

RELATED CITY POLICIES

Resolution No. 1168, *The Veneta Economic Development Strategy: Five-Year Action Plan, 2015-2019.*

COUNCIL OPTIONS

N/A

CITY ADMINISTRATOR'S RECOMMENDATION

N/A

SUGGESTED MOTION

N/A

ATTACHMENTS

N/A



The annual membership meeting will be held October 15, 2020 at 2:15 p.m. Each city is entitled to cast one vote at the membership meeting; however, all city officials are encouraged to attend the meeting. Use this form to indicate the person who will represent your city as a voting delegate. Voting by proxy is not permitted. Voting will happen live at the meeting.

Since we are voting virtually, we ask that the city consider someone who is comfortable with many mediums of technology to be their voting delegate. Delegates will receive specific voting instructions prior to the membership meeting.

City Name

Voting Delegate Name

Voting Delegate Title

Voting Delegate Email Address

Voting Delegate Cell Phone Number

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