



CITY of LA PINE CITY WORK SESSION AGENDA

Wednesday, August 24, 2016

6:00 pm Work Session

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

A. Work Session – 6:00 pm

1. Call to Order
2. Establish Quorum
3. Pledge of Allegiance
4. Added Agenda Items
Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the City Council.
5. Public Comments
6. Karen Friend, COIC Interim Executive Director: Legislative Change to ORS 190 for Public Transportation
7. Discussion on Ordinance Concerning Public Contracting Rules and Procedures
8. Discussion on Resolution to Support a Transportation Funding Package in the 2017 Legislative Session
9. Discussion on Arts and Culture Roadmap
10. Update on TGM Code Assistance Grant and Sustainable City Year Program
11. Reschedule September City Council Work Session
12. Other Matters: Only those matters properly added to this Agenda under line item No. 4
13. Public Comments
14. Staff Comments
15. Council and Mayor’s Comments

16. Adjourn

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the City Council to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The regular meeting is open to the public and interested citizens are invited to attend. The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Patti Morgan (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.



CITY of LA PINE COUNCIL WORK SESSION MINUTES

Wednesday, August 24, 2016

6:00 pm Work Session

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

A. Work Session – 6:00 pm

1. Call to Order

Mayor Mulenex called the meeting to order.

2. Establish Quorum

Mayor Ken Mulenex
Councilor Stu Martinez
Councilor Kathy Agan
Councilor Karen Ward
Councilor Dennis Scott
Student Councilor Sydney Bright - absent
City Manager Cory Misley
Public Works Manager Jake Obrist
Accounting Clerk Ashley Williams
Administrative Assistant Patricia Morgan
Quorum established.

3. Pledge of Allegiance

Kitty Shields led the Pledge of Allegiance.

4. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the City Council.

None

5. Public Comments

None

This item was moved forward:

7. Discussion on Ordinance Concerning Public Contracting Rules and Procedures

Mr. Misley stated that this ordinance lays out standards for public contracting rules and procedures. He said the current ordinance was created in 2008 and it called for regular review to reflect current law. Mr. Misley said the new ordinance would allow the City Manager to purchase items less than \$20,000 on a public contract without the Council's approval. Mr. Misley said he would inform the Council of what would be spent in City funds. The new ordinance also states that the Public Works Manager could spend up to \$10,000 on equipment and materials without the Council's approval. Mr. Misley said that this ordinance is almost exactly like the one that the City of Madras has adopted.

Mayor Mulenex stated that the ordinance did state that periodic updating would be done. Mr. Misley stated that purchase of used personal property had no impact on competition. This would cover unique opportunities that would be savings for the City. Also, for emergencies this ordinance would be very valuable. Mr. Misley said he would be bringing back the ordinance for approval at the September 14, 2016 Council Meeting. The Council had consensus on the new ordinance.

6. Karen Friend, COIC Interim Executive Director: Legislative Change to ORS 190 for Public Transportation

Jason Carr, City Councilor in Prineville, was introduced. Also introduced was Karen Friend, Director of the Central Oregon Intergovernmental Council. Ms. Friend discussed the legislative work that they are doing. She said COIC was asked to create a regional transit system. Ms. Friend said the cities are developing at a certain rate. She discussed a transit district would tax everyone at the same rate. Ms. Friend said that each community wants to fund their service in a certain way. She said the transit district would allow property tax but each City would be in control of when and if that occurs. The cities would also determine the area that would be serviced. Ms. Friend stated that in La Pine, the money could come out of the general fund, for example. Mr. Carr stated that the rural communities did not want the transit system to become like Tri-Met where the Board of Directors were appointed by the Governor. Mayor Mulenex stated that COIC wanted a consensus from the City of La Pine that they were in approval of the legislative bill which would allow communities to develop dedicated transit funding while retaining the regional CET system under COIC governance.. The Council had consensus to support this bill. Mayor Mulenex said staff would put together a support letter that he would sign.

8. Discussion on Resolution to Support a Transportation Funding Package in the 2017 Legislative Session

Mr. Misley said this item came as a result of meetings between city and county officials. He said the cities and county want a transportation package to be passed by the legislature in the 2017 legislature session. This will create more funds and assistance for transportation needs. Mr. Misley said he will come back to the September 14, 2016 Council Meeting with the resolution.

9. Discussion on Arts and Culture Roadmap

Mr. Misley stated that the current year budget for this fiscal year allocated \$8,000 for arts and culture projects. He said Mayor Mulenex and he met with Cate O'Hagan regarding art and culture projects for La Pine. Mr. Misley said Ms. O'Hagan could advise the City about planning for specific projects. Mayor Mulenex said he felt it was necessary to contract with someone like Ms. O'Hagan to assist the City with arts and culture projects. He said she would also be available for grant writing. Councilor Martinez said he was not in favor of hiring the consultant and would rather see the money put into the flag project, for example. Councilor Scott stated he would like the consultant to meet with the

Council. Mr. Misley said, in his opinion, that contracting with a consultant would cut down on how much staff time would go into the art and culture projects. Mr. Misley said he could arrange to have Cate O'Hagan come to the September Work Session

10. Update on TGM Code Assistance Grant and Sustainable City Year Program

Mr. Misley stated that the budgeted for Sustainable City Year Program would be delayed, probably, a year. This was as a result of changes in the City government of Sisters who would have partnered the program with La Pine. The City had done everything that was needed for the program. Mr. Misley said that the City needs to get all the grant funds and the program needs to find another participating city in the general area. He said City staff are so busy, right now, that having the program this year would be difficult. Mayor Mulenex said it was unfortunate that the program would be put off for another year.

Mr. Misley said the next hire for the City would be a Community Development Director that could perform planning tasks as well as assist the City Manager as needed.

Mr. Misley discussed the TGM code assistance grant that the City was awarded. He said the first phase of the program will be reviewing the current codes that the City has in place. He also said that the consultant would not be paid through the City. Mr. Misley said the first phase will probably start in the next couple of months. He said the second phase would be what changes could be made to the code with input from both the public and the City Council.

11. Reschedule September City Council Work Session

Mr. Misley suggested moving the Council Work Session to Tuesday, September 27th due to the League of Oregon Cities conference starting on Thursday, September 29th. It was decided to start the meeting at 2:00 pm on the 27th.

12. Other Matters: Only those matters properly added to this Agenda under line item No. 4

None

13. Public Comments

Connie Briese asked about the Sustainable Cities Program. She wondered if enough money had been budgeted for the project and could it be budgeted for even more money in the next budget cycle? Mr. Misley said he would need to check with the administrator of the program to determine if something like that would be possible, but it could be possible. Mr. Misley stated that the scope of the art consultant would be looking at what it would take for an arts program as an extension of the City. Tom Bradley asked if the art consultant could explore different funding opportunities and was told yes, that was something that person could do. Kitty Shields expressed concern about how the City may be over extending itself with an arts and culture program.

14. Staff Comments

Ashley Williams stated that she would like to discuss, with the Council that the auto pay be done for the City's credit card. She said, even when she sends in a payment as quickly as possible the City still gets charged with a late fee. Auto pay would stop this from happening.

Mr. Misley stated that the City is moving forward with the branding initiative and the new logo. He said he has talked to the website developer who can completely re-design the website for \$3,000.00 and he said that he recommended to do the complete re-design. Mr. Misley said there was money in the budget for the work. He said it would take 4-6 weeks to implement the design. Mr. Misley said the speaker system in the Council Room was worked on and should be functioning very well, from now on. He also discussed the affordable housing tour for the Council. Mr. Misley suggested September 1, 2016 and it would be in Bend, in the afternoon. The tour would last for an hour to an hour and one-half. He said that Tom Kemper is looking into obtaining the funding for a housing project in La Pine. Mr. Misley said that at the September council meeting the grading contract would be submitted for approval.

Jake Obrist, Public Works Manager, announced that he had passed the test for Waste Water Level 2. Because of this, Scott Perkins will no longer be needed to do work for the City.

15. Council and Mayor's Comments

Ms. Agan said she understood that sometime in the spring, more homes will be built in Huntington Meadows. She said maybe a few would be built before winter. It was stated that the sawblade design, on the sign next to the Towne Pump, would probably be replaced with the new

logo that had been developed for branding. Councilor Scott asked about the clean-up on the property on Railroad that the City had gone to court over. Mr. Misley said a lot of things that are left on the property are things that cannot go in a dumpster. He said the property is in foreclosure and the County will soon own the property. Once that happens, the County will clean-up the property. Mr. Scott asked about garbage cans on First Street. Jake said that he has done research on how to start that process. He will also be working with Rick Allen on the project. The trash cans will be picked up by the city when they need to be emptied. Jake said they are going to borrow a special mower from the County to address the knapweed problem. Councilor Ward stated she liked the City supporting the transit system. Councilor Martinez discussed the air show in Madras this coming weekend.

Mayor Mullenex stated that the grass in front of Bi-mart needs fertilizer and water. He said the trees next to the lawn were above the true ground level and will die if not watered enough. Mr. Obrist will contact the landscape contractor about the problem. Mayor Mullenex said that he has communicated to the State transportation commission, the need for a four lane highway from La Pine or Bend to decrease the number of accidents on the highway.

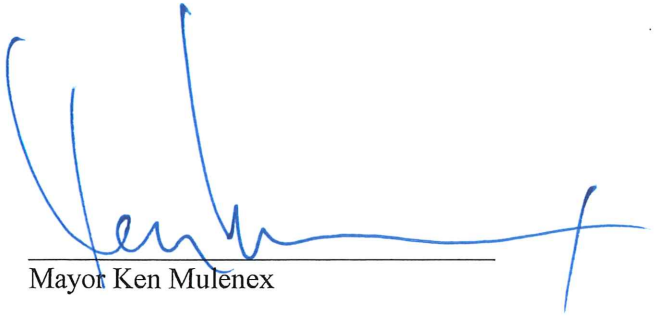
16. Adjourn

A motion was made by Councilor Scott and seconded Councilor Martinez to adjourn the Work Session.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Martinez</i>	<i>X</i>	
<i>Councilor Agan</i>	<i>X</i>	
<i>Councilor Ward</i>	<i>X</i>	
<i>Councilor Scott</i>	<i>X</i>	

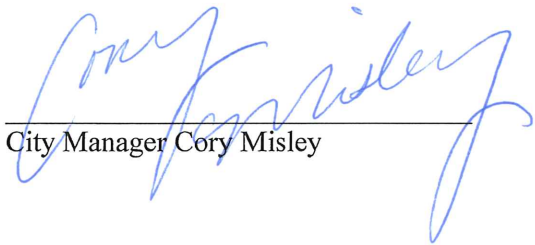
Motion was passed unanimously.

Mayor Mulenex adjourned the meeting.



Mayor Ken Mulenex

attest



City Manager Cory Misley