

LA PINE CITY COUNCIL MEETING AGENDA
Joint Hearing with the Planning Commission
Wednesday, October 9, 2013
Regular Session – 6:00 pm
16345 6th Street, Suite 102
La Pine, Oregon 97739

A. Regular Session – 6:00 pm

1. Call to Order
2. Establish Quorum for the City Council
3. Establish Quorum for the Planning Commission
4. Pledge of Allegiance
5. 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.
6. Consent Agenda
Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is considered to be routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.
 - a. Approval of Minutes
 - i. September 11, 2013 Council Meeting Minutes
 - ii. September 18, 2013 Work Session Minutes
 - b. Bills and Invoices
 - i. Approval of Financials
 - ii. Approval of Reimbursements
7. Public Comments
8. Joint Land Use Hearing to review the proposed Ordinance and findings for the adoption of the Transportation System Plan for the City of La Pine.

Planning Commission:

- a) Open Public Hearing
- b) Staff Comments
- c) Public Comments
- d) Close Public Hearing
- e) Commissioner’s Deliberations
- f) Adjourn Planning Commission Meeting

9. CITY OF LA PINE ORDINANCE NO. 2013-04 AN ORDINANCE ADOPTING THE CITY OF LA PINE TRANSPORTATION SYSTEM PLAN – TSP
 - a) Open Public Hearing
 - b) Staff Comments
 - c) Public Comments
 - d) Close Public Hearing
 - e) Council deliberations
10. Crestview Cable Franchise
- City Attorney Jeremy Green
11. NJROTC Class Presentation on Primary Community Service Project
12. Funding Request for Water and Sewer Assistance
- Central Oregon Veteran’s Outreach
13. Annual Dues for the Deschutes Water Alliance
14. Other Matters This item concerns any matters that were added to the Agenda under the Added Agenda Items portion of this Agenda.
15. Public Comments
16. Staff Comments
17. Council Comments
18. Mayor’s Comments
19. 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 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.

LA PINE CITY COUNCIL MEETING MINUTES
Joint Hearing with the Planning Commission
Wednesday, October 9, 2013
Regular Session – 6:00 pm
16345 6th Street, Suite 102
La Pine, Oregon 97739

A. Regular Session – 6:00 pm

1. Call to Order

Mayor Mulenex called the meeting to order.

2. Establish Quorum for the City Council

Interim City Manager Rick Allen
Mayor Ken Mulenex
Councilor Stu Martinez
Councilor Greg Jones
Councilor Kathy Agan
Councilor Karen Ward
Student Councilor Conrad Parker
Public Works Manager Scott Perkins – absent by prior arrangement
Office Utility Specialist Ashley Williams
Admin Ass't Patricia Morgan
Quorum established.

3. Establish Quorum for the Planning Commission

Roll Call

Chair Doug Ward
Commissioner Norman McClung – absent by prior arrangement
Commissioner Justin Vetanen
Commission Gloria Fleming
Quorum Established

4. Pledge of Allegiance

The Pledge of Allegiance was said.

5. 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

6. Consent Agenda

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is considered to be routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.

a. Approval of Minutes

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b. Bills and Invoices

- i. Approval of Financials
- ii. Approval of Reimbursements

Councilor Martinez stated a possible conflict of interest in regard to the approval of bills for Wilderness Garbage, which he owns.

A motion was made by Councilor Agan and seconded by Councilor Jones to approve the consent agenda.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

Motion passed unanimously.

7. Public Comments

None

8. Joint Land Use Hearing to review the proposed Ordinance and findings for the adoption of the Transportation System Plan for the City of La Pine.

Planning Commission:

Chair Ward opened the Hearing.

- 1. Open Public Hearing
- 2. Staff Comments

Deborah McMahon, Director of Planning, stated that upon completion of the comprehensive plan the State required a Transportation Systems Plan (TSP) be done for La Pine. She said the City received a grant for the transportation systems plan.

The plan was developed by Kittleson & Associates. Joe Bessman, from Kittleson & Associates, did a presentation for the Hearing. He said the goals for the system were to make it a more efficient and safer system. Mr. Bessman said that the current transportation system is too reliant on Highway 97. He said the system works okay for now for capacity. Mr. Bessman said there are too many connections to the Highway and they are confusing. Ashley Griffin, from Kittleson & Associates, listed some of the key improvements in the plan. She said they provided the City with a core grid system, especially in the urban area to provide alternate routes around Highway 97. Ms. Griffin stated that in the downtown area they have listed priority improvements for the City. She said some of these streets need to be upgraded to collector status which would involve improving some of the curbs. Ms. Griffin said most of the accidents are occurring on Highway 97 and Huntington Road. She said they propose widening shoulders. Ms. Griffin said there needs to be more illumination in the downtown core area. They have also provided guidelines for how these roads need to be constructed for safety and efficiency. Mr. Bessman said the system should provide for growth. He said that they have taken Deschutes County standards and developed them for La Pine's needs. He said that for twenty years growth there will probably not need to be another access way to Highway 97. Mr. Bessman said that the next step is to find out how to fund the proposed improvements. He said that they recommended that the City look at some type of system development charge for developers. Prioritization of projects with needs should be done about once a year.

3. Public Comments

Tom Bradler, area resident, asked about public transportation. Mr. Bessman said that the TSP does include some public transportation. He said it a key prioritization. Gloria Fleming, Planning Commissioner, discussed the public transportation aspect in the Plan. Bob Krohn, Principal Broker, representing landowners (Wickiup LLC) that own about twenty acres in La Pine, had a concern that when the TSP is adopted, there needed to be a focus on the future. Mr. Krohn said that the City plan should be in effect rather than just the County plan. He said he wanted to make sure the TSP reinforces the Comprehensive Plan and that the focus is on the City Plan. Mr. Bessman said that the TSP accounts for quite a bit of growth and that the proposed traffic signal will accommodate that growth on Reed and Hwy 97.

4. Close Public Hearing

Chair Ward closed the Public Hearing.

5. Commissioner's Deliberations

There were no comments from the Commissioners.

A motion was made by Commissioner Fleming and seconded by Commissioner Vetanen to Approve the Transportation System Plan and forward it on to the City Council.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair Doug Ward</i>	<i>X</i>	
<i>Commissioner Justin Vetanen</i>	<i>X</i>	
<i>Commissioner Gloria Fleming</i>	<i>X</i>	

Motion passed unanimously.

6. Adjourn Planning Commission Meeting

A motion was made by Commissioner Fleming and seconded by Commissioner Vetanen to adjourn the Planning Commission part of the meeting.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair Doug Ward</i>	<i>X</i>	
<i>Commissioner Justin Vetanen</i>	<i>X</i>	
<i>Commissioner Gloria Fleming</i>	<i>X</i>	

Motion passed unanimously.

9. CITY OF LA PINE ORDINANCE NO. 2013-04 AN ORDINANCE ADOPTING THE CITY OF LA PINE TRANSPORTATION SYSTEM PLAN – TSP

a) Open Public Hearing

Mayor Mullenex opened the Public Hearing on the TSP.

b) Staff Comments

This has already been covered in the prior Hearing. Deborah McMahon discussed the Ordinance that had been created if the Council approved the Transportation System Plan. Interim City Manager Allen discussed the County's desire for the City of La Pine to take over the maintenance and ownership of some of the County roads in the City.

c) Public Comments

None

d) Close Public Hearing

Mayor Mullenex closed the Public Hearing.

e) Council deliberations

All the Councilors stated that they liked the Transportation System Plan that has been developed. Mayor Mullenex praised Kittleson & Associates for the high quality of the TSP.

A motion was made by Councilor Martinez and seconded by Councilor Agan to approve Ordinance No. 2013-04 Adopting the Transportation System Plan.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

Motion passed unanimously.

10. Crestview Cable Franchise
- City Attorney Jeremy Green

This item was pulled from the Agenda.

A five minute break was taken during the meeting. Meeting resumed at approximately 7:05 pm.

11. NJROTC Class Presentation on Primary Community Service Project

Commander Tim Allen, from the High School, discussed the project that the Cadets had come up with to improve the little park area off of Hwy 97. He said the Cadets have already done some clean up at the little park. Mr. Allen said he would like to have a Veteran's Memorial set up in the park. He then showed a power point of what the park could look like after all the improvements were made. Mr. Allen said they had applied for a grant from Deschutes County to cover some of the costs. He said they are contacting the BLM (Bureau of Land Management) who is the owner of the property. There was also a discussion on the agreement with the Chamber of Commerce and BLM regarding the upkeep of the park. Mr. Allen then reviewed the various phases of the project.

Interim City Manager Allen asked who was going to own the project? He said someone would have to insure it, for example. Mr. Tim Allen said he did not have a proposal on ownership. Rick Allen said that easements would need to be gotten for the project as there is only one way to get into the park at this point in time. He also said someone would have to sign up for the power. Rick Allen said that there would need to be an agreement with Subway and Best Western to drive across their private parking lots to access the park from the other sides. Mayor Mulenex stated that he had no discussions with the NJROTC that would lead anyone to think that the City or Council would be owner involved. Rick Allen stated that the project probably needs to be thought through more before moving forward. Councilor Agan said that it is a good plan but needs more research. Mr. Tim Allen stated the NJROTC could start on some easy stuff, like clean-up, while he works through the other issues. Councilor Martinez stated he thought it was a good idea but was not in favor of the City taking over ownership of the park. Rick Allen said they should be careful calling it a park as its use, thus far, has not been park like. Councilor Ward stated that as a City we cannot take it on unless it was legal and that we would have to look at liability. Councilor Jones stated that he would like to see the steps done and then come back and present it to the City. Rick Allen said that, if the plan was followed, it would be a \$50,000 to \$100,000 project. Mayor Mulenex said he thought it was a great location for a Veteran's Park and the first couple of steps should probably be taken.

Austin Gillette, area resident, stated that sometimes people have taken on burdens and in many cases they have walked away and left things in disarray. Tom Bradler cautioned the City on spending any money until the legalities have all been worked out. Kitty Shields, former Mayor, stated that she liked the idea but is this the type of use that BLM would like to see for the park? She said it was never meant to be a vehicle driven to park but rather a walk-in park. Gloria Fleming stated that she really liked the improvements that have been done thus far in the park. Tim Allen said that the plan may be too elaborate for the community at this time. Council had consensus that they would not provide the requested \$200.00 for the park at this time.

12. Funding Request for Water and Sewer Assistance
- Central Oregon Veteran's Outreach

Kammy Smith-Davis, Co-Branch Manager of the Central Oregon Veteran's Outreach in La Pine, asked for assistance with water and sewer costs. They received assistance last year from the City for \$750.00. Ms. Davis discussed some of the services that COVA has done this past year. She said they have done outreach for approximately 145 veterans. They have also assisted another 140 people with various needs. Interim City Manager Rick Allen reviewed some of the expenditures that the City has committed to for this fiscal year. Mayor Mulenex stated that ideally it would be best for these organizations to come before the Budget Committee with their request so it could be figured into the budget. Councilors Jones and Ward said that they would like some money given to COVA but maybe not as much as they are asking for due to budget constraints.

A motion was made by Councilor Ward and seconded by Councilor Agan to give \$500 to COVA.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>		<i>X</i>
<i>Councilor Stu Martinez</i>		<i>X</i>
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	
<i>Mayor Ken Mulenex</i>	<i>X</i>	

Motion passed 3-2 with the Mayor voting aye.

13. Annual Dues for the Deschutes Water Alliance

Interim City Manager Allen said that the DWA would like a city the size of La Pine to pay \$2,000 which is the same amount that Redmond and Bend are asked to pay. He said that the giving ratio is way too high for La Pine's population of approximately 1600. Mr. Allen said the group does good and important work. Mayor Mulenex said it was important that the City belong to the Water Alliance.

A motion was made by Councilor Ward and seconded by Councilor Agan to give \$.25 per resident to the DWA.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

Motion passed unanimously.

14. Other Matters This item concerns any matters that were added to the Agenda under the Added Agenda Items portion of this Agenda.

None

15. Public Comments

Tom Bradley discussed an event at the Senior Center on New Year's Eve. He said that Councilor Martinez has volunteered to be the actioner at the event. Mr. Bradley suggested people buy their tickets early as it often sells out.

Doug Ward, Planning Commissioner, stated that it would be better for people seeking funding to appear before the Budget Committee instead of coming to the Council when the funds have not been budgeted.

16. Staff Comments

Interim City Manager Allen stated that COIC (Central Oregon Intergovernmental Council) is planning on levying a property tax. Mr. Allen expressed concern about the way it was being handled. He said none of the other cities were in favor of this except for Bend. Mayor Mulenex said that most of the riders of the shuttle come from the greater La Pine area, not from the City.

17. Council Comments

Councilor Agan stated that she went to the Cascade Community Based Network. She said they wanted to get network sources so that there is a register. This would help with the problem of people getting more boxes of food than the limited amount. Councilor Agan discussed the City helping with benches for the proposed park off Highway 97. She said she would like to know where are we with the donation amounts for the year. Mr. Allen said that staff could probably produce a report on it.

Councilor Ward suggested putting out a survey to the Cagle neighborhood and see how many people would like to hook up to water and sewer. Interim City Manager Allen said that the project for that is far down the road so it would be way too early to ask that question. He also said he is working hard to get a study done on water rates and in addition do research on code abatements. Mr. Allen said expanding the water and sewer services is probably out five years.

18. Mayor's Comments

Mayor Mulenex said he would like to put up a sign around Huntington and Burgess to request that jake braking by the big trucks be stopped. It was mentioned that the Deschutes Road Department would need to give permission for the sign. He also discussed the Economic Summit that will be held on November 8th in La Pine. Mayor Mulenex said he recommended that all Councilors sign up for it. He said a class on ethics by the League of Oregon Cities will be held on November 8th and he recommended it. Mayor Mulenex also asked that a committee be formed regarding the layout of art work in City Hall. Councilor Ward and Mayor Mulenex were given Council consensus to form the committee.

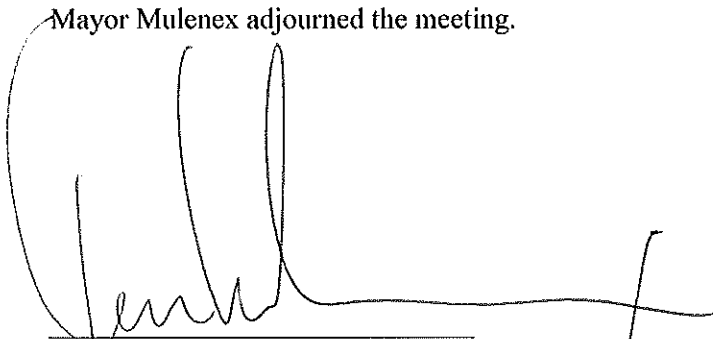
19. Adjourn

A motion was made by Councilor Martinez and seconded by Councilor Agan to adjourn the Meeting.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

Motion passed unanimously.

Mayor Mullenex adjourned the meeting.



Mayor Ken Mullenex

Attest 

Rick Allen, City Recorder