



**LA PINE CITY COUNCIL & DESCHUTES COUNTY BOARD OF COMMISSIONERS
JOINT WORK SESSION AGENDA**

Wednesday, February 8, 2017

4:00 - 5:00 p.m. Joint Meeting

5:30 p.m. Regular Session

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

A. Joint Meeting – 4:00 p.m.

1. Call to Order
2. Establish Quorum – La Pine City Council
3. Establish Quorum – Deschutes County Commissioners
4. Pledge of Allegiance
5. Added Agenda Items
6. Introductions
7. Land Use – Affordable Housing Project and Coach Road Property Land Transfer
8. Development – City Planning Department and County Building Permits
9. La Pine Industrial Park Intergovernmental Agreement and Economic Development
10. Future Cooperation Opportunities
11. Other Matters
Only those matters properly added to this Agenda under line item No. 5 (Added Agenda Items) will be discussed at this time
12. Public Comments for Deschutes County
13. Public Comments for City of La Pine
14. Adjourn

B. Regular Session – 5:30 p.m.

1. Establish Quorum

2. 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 time selected by the City Council.

3. 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 Meeting Minutes

- i. January 4, 2017 Meeting Minutes
- ii. January 11, 2017 Meeting Minutes
- iii. January 25, 2017 Meeting Minutes

b. Approval of Reimbursements for Staff and Council

c. Financials

- i. Revenue and Expenditures

4. Public Comments

5. Megan Banks, Sustainable City Year Program Manager

6. Letter of Support for Newberry Habitat for Humanity Proposed Development on County Land

7. COIC Grant Application for Technical Assistance/Outreach to Design the Downtown Transit Center

8. La Pine Urban Renewal Agency Annual Report for Fiscal Year Ending June 30th, 2016

9. Calendar for 2017-18 Budget Preparation and Process

10. Overview of Public Works Department by Jake Obrist, Public Works Manager

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

12. Public Comments

13. Staff Comments

14. Council Comments

15. 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

**LA PINE CITY COUNCIL & DESCHUTES COUNTY BOARD OF COMMISSIONERS
JOINT WORK SESSION MINUTES**

Wednesday, February 8, 2017

4:00 - 5:00 p.m. Joint Meeting

5:30 p.m. Regular Session

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

A. Joint Meeting – 4:00 p.m.

1. Call to Order

Mayor Scott called the meeting to order

2. Establish Quorum – La Pine City Council

Mayor Dennis Scott

Council President Stu Martinez

Councilor Karen Ward

Councilor Connie Briese

Councilor Don Greiner

Student Councilor Treyton Plamondon - absent

City Manager Cory Misley

Jake Obrist, Public Works Manager

Accounting Clerk Ashley Williams

Administrative Assistant Patti Morgan

Quorum established

3. Establish Quorum – Deschutes County Commissioners

Commissioner Baney called the meeting to order for Deschutes County Board of Commissioners.

Commissioner Baney

Commissioner DeBone

Commissioner Henderson

Quorum established.

4. Pledge of Allegiance

Jake Obrist led the pledge of allegiance

County staff introductions were done at this point in time:

- Tom Anderson
- Nick Lelack
- Wendy Hill
- Eric Kropp
- Chris Doty
- James Lewis

5. Added Agenda Items

Commissioner DeBone discussed the work he and Stu Martinez had been doing regarding a history of La Pine. He discussed the four bullet points on the plagues that were presented to the Council and also to Bob Cox (who was strongly involved in the creation of the City).

- Protect our small town lifestyle;
- gain greater control over growth issues;
- build a better environment for families and kids;
- and be more responsive to the needs of seniors.

6. Introductions

- **see above** -

7. Land Use – Affordable Housing Project and Coach Road Property Land Transfer

Mr. Anderson said that the County has viewed the City as a close partner since its incorporation. He discussed some of the partnerships that the County has with the City. James Lewis stated that there are three properties where the County has worked with the City to donate the land. He discussed the land that was donated for the new St. Charles Medical Clinic.

Mr. Lewis then discussed the property that is being donated to Housing Works for a more affordable housing project in La Pine. He said Housing Works has worked closely with the City. Mr. Lewis said these would be rentable properties.

Mr. Lewis discussed the property on Coach Road that was transferred to the City. He said the County really had not used the property in a long time. Commissioner Baney said that the County wants to embrace what the City needs.

Commissioner Henderson discussed the partnership between the County and the City. He said it is a genuine partnership.

8. Development – City Planning Department and County Building Permits

Nick Lelack said that it has only been recently that the City took over planning activities from the County. He said in addition to having the planning tasks taken care of by the City, the permit department for La Pine was moved to City Hall for the convenience of customers. Mr. Lelack said that beginning in March the permitting department in La Pine will be open on Thursdays. Commissioner DeBone mentioned that customers can apply for permits online now. Mr. Misley said that the planning department in La Pine has really gotten busy.

9. La Pine Industrial Park Intergovernmental Agreement and Economic Development

James Lewis said that use of the Industrial lands is one of the areas where the County can help the City. The City now handles the leases and other property needs in the Industrial Park. There is also networking with EDCO (Economic Development of Central Oregon). The land has to be used for creating jobs, economic development, etc., in order to purchase in the Industrial Park. This avoids the land just being purchased to hold on to and later sell it for a higher amount of money.

Steve Parnell, EDCO Area Manager, introduced himself. He has been in this position for about two months. Mr. Parnell has been working on bringing in traded sector jobs that will make products locally and then ship them elsewhere.

Councilor Martinez stated that the County was very involved with the traffic light on Hwy 97 and Reed Road improving access to the Industrial Park. Commissioner Baney said that Commissioner DeBone was involved a lot in economic development for the area.

10. Future Cooperation Opportunities

James Lewis discussed the County roads that are located in the City of La Pine. The City inherited local access roadways and also new roads inside the City. He said there was an agreement regarding maintenance of the County roads back in 2009. The City assists with snow removal. Mr. Lewis said the City has started to look at how they want the roads to appear. The issue of a certain amount of road ways dedicated by developers to the City was also discussed as part of the improvements. Gradually, the City will be more involved with all the roads in the City.

Councilor Briese thanked Councilor Martinez and Commissioner DeBone for the plaques acknowledging the creation of the City.

Public Comments

Gary Gordon, area resident, stated that, last year, the Deschutes County College was very successful. Commissioner Baney said there will be another program the fall of 2017. She said they look for diversity in the makeup of the college.

Councilor Ward thanked the County for being such a good friend to the City. Councilor Martinez thanked the County for the assistance that is available, locally, like with building permits. He said La Pine has a County that supports it. Councilor Greiner said that the public does not realize how much assistance the City receives from the County. Mayor Scott said he has learned a lot about how the County has been involved with the City.

Commissioner Baney said that the County is expanding behavioral health care in La Pine as well as more medical facilities for the community. The funding for the program is a federal grant. Commissioner DeBone discussed the behavior health facility in La Pine. Commissioner Henderson said he is looking forward to getting to know all the Council and the community of La Pine. He said the people are nice and very patriotic in La Pine.

Mayor Scott discussed the helpfulness of the Deschutes County Sheriff's department in La Pine. He said they do wonders down here. Councilor Ward discussed the classes by the Deschutes Health Department and how much the local public has enjoyed them. Mayor Scott said it is fun seeing how the City is developing and growing.

11. Other Matters

Only those matters properly added to this Agenda under line item No. 5 (Added Agenda Items) will be discussed at this time

None

12. Public Comments for Deschutes County

- **see above** -

13. Public Comments for City of La Pine

- **see above** -

14. Adjourn

A motion was made by Councilor Martinez and seconded by Councilor Briese to adjourn the meeting.

<i>Vote as Follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Martinez</i>	<i>X</i>	
<i>Councilor Briese</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	
<i>Councilor Ward</i>	<i>X</i>	

Motion passed unanimously.

B. Regular Session – 5:30 p.m.

1. Establish Quorum

Mayor Dennis Scott
Council President Stu Martinez
Councilor Karen Ward
Councilor Connie Briese
Councilor Don Greiner
Student Councilor Treyton Plamondon
City Manager Cory Misley
Jake Obrist, Public Works Manager
Accounting Clerk Ashley Williams
Administrative Assistant Patti Morgan

Quorum established

2. 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 time selected by the City Council.

None

3. Consent Agenda

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a. Approval of Meeting Minutes

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b. Approval of Reimbursements for Staff and Council

- c. Financials
 - i. Revenue and Expenditures

A motion was made by Councilor Greiner and seconded by Councilor Briese to approve the Consent Agenda.

<i>Vote as Follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Martinez</i>	<i>X</i>	
<i>Councilor Briese</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	
<i>Councilor Ward</i>	<i>X</i>	

Motion passed unanimously.

4. Public Comments

None

5. Megan Banks, Sustainable City Year Program Manager

Megan Banks, Sustainable City Year Program Manager, discussed the program with the Council. She said the program involves a partnership with one City per year. Ms. Banks said the students would work on projects that the City requests. She said some of the projects are budgeting, infrastructure, urban renewal, etc. Ms. Banks said they work with any faculty that wants to work with the program. She said the more the City is involved in the program, the better the outcome. Ms. Banks said that the student projects often give momentum back to the City to follow through on them. She said that they would not require a request for proposal from the City, that they already know that they want to work with the City. Ms. Banks said that the Ford Family Foundation will do a match with the City in order to pay for the program. She said they also do a lot of outreach for the program. Mayor Scott discussed that the City had money in the budget for this program. Mr. Misley said the monies are still available as well as the fact that the City is going into a new budget year. Mr. Misley said for budget purposes and working with Ms. Banks, he would like to know if the program is supported by the Council. He said it is possible the project would occur in the spring of 2018. Councilor Greiner asked about staff time and how much it would take up in a week. Ms. Banks said she did not anticipate it would be 20 hours of staff time, maybe more like 5-10 hours a week. Councilor Briese stated that she was excited about the program. She said she has talked to members of the community about the program. Councilor Briese asked about putting more money into the program for more projects. Ms. Banks stated that the Ford Foundation would do an equal match with the monies the City would put in for the program. Mr. Misley said this topic will probably be on the Work Session Agenda for the Feb. 22, 2017 Council Meeting. There was also a discussion on the Open House that will occur for outreach to the public about the program.

6. Letter of Support for Newberry Habitat for Humanity Proposed Development on County Land

Mr. Misley said he was looking for support from the Council about sending the Habitat for Humanity support letter to the County. Councilors had consensus to send the letter.

A motion was made by Councilor Briese and seconded by Councilor Ward to approve the Letter of Support for Habitat for Humanity to the County.

<i>Vote as Follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Martinez</i>	<i>X</i>	
<i>Councilor Briese</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	
<i>Councilor Ward</i>	<i>X</i>	

Motion passed unanimously.

7. COIC Grant Application for Technical Assistance/Outreach to Design the Downtown Transit Center

Mr. Misley said the Council needs to begin looking at how they want the new transit center to look like. He said he was approached by Scott Adcock with COIC (Central Oregon Intergovernmental Council) who was putting a grant together for small rural cities in the tri-county area to get extra resources for rural community amenities. Mr. Misley said this would assist with developing a plan and community outreach. He stated the grants would be about \$10,000 to the City which would allow for the hiring of a planner for the transit center. Mr. Misley said these funds would be available for the next two years. He said he is also looking at another funding for design planning. Council had consensus to move forward.

8. La Pine Urban Renewal Agency Annual Report for Fiscal Year Ending June 30th, 2016

Mr. Misley discussed the annual report for the Urban Renewal Agency. He said this has been published in the Bend Bulletin.

9. Calendar for 2017-18 Budget Preparation and Process

Mr. Misley said the calendar outlines the different steps in the budget process. He mentioned that there are three openings on the budget committee and they have received one applicant so far. Mr. Misley stated that the budget process will utilize a lot of staff's time.

10. Overview of Public Works Department by Jake Obrist, Public Works Manager

Jake Obrist introduced Johnny Bales and Mike Ward; Public Works staff members, and then discussed the following:

- Sewage Lagoons were at full capacity when Jake arrived at the City. Irrigation pumps were not working to remove sewage from the lagoons. Got irrigation pumps working and also got chlorine device operational and a leak detection monitor in the chlorine room. Aerator for the lagoon was not working and had to be repaired. Fresh water well at plant was not working and had to be repaired.
- Free septage was banned from the lagoons because of their condition.
- New septage receiving station had to be repaired.
- Increased septage rates to accommodate the new station.
- Wickiup Lift Station was put in operation.
- Problem with industrial lift station in industrial park had to have two pumps installed
- Booster station was made operational again.
- Divers came in and monitored the wells.

Councilor Martinez said he was surprised about how much work needed to be done. He congratulated the Public Works staff for all their hard work. Jake stressed that the staff tried to work closely together for maximum effectiveness. Councilor Ward congratulated the staff on what a great job was being done. Councilor Greiner also complimented the staff and said the snow removal this year was done much better than last year. Councilor Briese said she appreciated the safety issues that were addressed. She also asked about the new septage rates. Mr. Obrist said the septic companies knew the rates were going to be raised so it went okay. Mayor Scott said it was good for the Council to have this public works report.

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

None

12. Public Comments

Gary Gordon, Board member of the Park and Rec District, thanked Mr. Obrist for his sense of public awareness. He also thanked him for coming onto his radio program and talking about public works in the City.

13. Staff Comments

Mr. Misley said at the February Work Session there will be a discussion on the expansion project to Cagle and Glenwood neighborhoods. He said that there will also be a discussion on the SDC (System Development Charges) at that same meeting. Mr. Misley also said there would probably be an Executive Session conducted by the City Attorney to discuss staff and councilor relations. He said he would also like to have a goal setting session in the near future.

14. Council Comments

Councilor Martinez said this was a very productive meeting and got a lot accomplished. He also said he was impressed with the snow plowing job that was done this year. Councilor Martinez said he has been getting compliments on the plowing of the roads. Councilor Ward said she was impressed with how well the City and the County were working together. She also complimented all the staff for their good work. Councilor Greiner said he really appreciated the public works report and all of the staff both in and out of the office. Councilor Briese stated that the staff is awesome. She said that she attended the COIC (Central Oregon Intergovernmental Council) meeting and it was mostly updating the members on all that COIC does in the community. Mayor Scott stated that the City was doing a great job.

Mr. Misley said the City has received the \$4,500 back from Art's Central. He said the State also has funds to contribute to the City for an arts project. Student Councilor Treyton Plamondon stated that the City was headed in the right direction. Mayor Scott said he just wants the City to be transparent and is trying to do this with his City of La Pine Facebook page.

15. Adjourn

A motion was made by Councilor Briese and seconded by Councilor Martinez to adjourn the meeting.

<i>Vote as Follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Martinez</i>	<i>X</i>	
<i>Councilor Briese</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	
<i>Councilor Ward</i>	<i>X</i>	

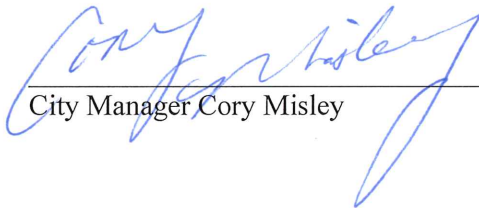
Motion passed unanimously.

Mayor Scott adjourned the meeting.



Mayor Dennis Scott

attest



City Manager Cory Misley