



CITY of LA PINE CITY COUNCIL AGENDA

Wednesday, April 26, 2017

5:30 p.m. Executive Session

6:00 p.m. Regular Session

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

A. Executive Session – 5:30 p.m.

1. Call to Order
2. Establish Quorum
3. Executive Session – ORS 192.660 (2)(f)
An executive session will be held under ORS 192.660(2)(f) – to consider information or records that are exempt by law from public inspection
4. Adjourn

B. Regular Session – 6:00 p.m.

1. Call to Order
2. Establish a 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. Discussion on Urban Renewal Agency Bylaws
7. Presentation by JBattleson Design on La Pine City Hall Monument Sign Proposal
8. Discussion on Code Amendments and Clarifications for Marijuana Businesses
9. Discussion on Frontier Days Lease for Coach Road Property
10. Discussion on Sustainable City Year Program Updated Proposal
11. Discussion of City Clean Up Week
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

C. Special Session – Immediately following the Work Session

1. Approval and Authorization of City Manager to sign Frontier.Day's Lease on Coach Road

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 Ashley Williams (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY

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4. Adjourn

B. Regular Session – 6:00 p.m.

4. Call to Order

Mayor Dennis Scott called the meeting to order at 6:00 pm.

5. Establish a quorum

Mayor Dennis Scott

Councilor Stu Martinez

Councilor Don Greiner

Councilor Karen Ward

Councilor Connie Briese

City Attorney Jeremy Green

City Manager Cory Misley

Tammy Wisco – Contract Planner, joined partial meeting by phone – *arrival indicated in body of minutes*

Public Works Manager Jake Obrist

Accounting Clerk Ashley Williams

Quorum Established

6. Pledge of Allegiance

Jim Fleming 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.

6. Discussion on Urban Renewal Agency Bylaws

Cory said that as an oversight the bylaws for the Urban Renewal Agency were never adopted. He said that there is a sense of urgency to the matter because of the need to adopt the budget before June 30th. Jeremy said that the Council is the housing authority for the agency, but the agency board is completely separate from the Council. He presented the question as to whether or not the Council would like a board of different members or if the Council would like to be the members of the board. Connie said that she remembers that business owners were very interested in the board and would like to keep them on it if that was possible. Don agreed with Connie. Karen wanted to see the entire City Council on the board for Urban Renewal. Dennis said that he would like to see more councilors than outside members on the board. After discussion there was consensus to draft the bylaws as a 5 member board with 3 City Councilors and 2 outside business representatives. The bylaws will need to be adopted by the current Urban Renewal Board.

7. Presentation by JBattleson Design on La Pine City Hall Monument Sign Proposal

Cory gave some background on the information. The City would invest in a signature monument sign, to let people know that they were in the City of La Pine. Cory solicited proposals that he shared with the council a couple of months ago. The council wanted to the two lowest bidders to give a presentation. He said he could not get the companies on the same night and that this is the second presentation.

Jay Battleson introduced himself and his company. He said that all monument signs tell a story and that is why he enjoys doing them. He is a landscape architect and does a lot of resort works. He is working for the Bend-La Pine School District and is their landscape engineer of record currently. He did a lot of work in Vancouver, British Columbia with signage. He said he is a Bend local. He said that he would go through some meetings, design a concept, meet again, and then modify the design.

There was a discussion about the budget for the monument sign. Jay said generally design is between 8-12% of the budget that will be needed for construction of the sign. Cory said that we have allocated funds for this project that should be able cover the construction costs. Jay addressed questions about the likelihood of going over budget on the projects. Jay said that generally projects do not go over budget, but it depends on communication methods between the contractor and the people working on the design team. Jay said it would not be beneficial to have a large group working on the project. There was discussion about why the City wants a monument sign, what the sign should look like, and the importance of the branding initiative completion impacts on the design.

8. Discussion on Code Amendments and Clarifications for Marijuana Businesses

Tammy Wisco joined the meeting by telephone. She went over the amendments brought forth. She said that these were discussed at the last meeting. She went over the different types of marijuana businesses and the different regulations for each type. She noted that testing labs would be allowed in commercial zones, but that is the only business type (aside from retail sales) allowed in those zones. She said that marijuana business is not allowed in the transitional zones. The volume of inquiries related to marijuana business was discussed. Tammy asked for feedback about the 50 foot spacing from the front door of the business to the highway or Huntington. Don, Karen and Connie thought that requirement should be struck from the regulations and that these dispensaries should be treated the same as any other retail shop. Dennis said that he had some concerns about the existing dispensaries and if this new revision would upset them. After discussion amongst the council it was decided that the requirement would be struck from the regulations.

Tammy stated that these businesses could operate in the same building if they met the required criteria. She discussed the additional criteria outlined in the Conditional Use process and said that if multiple businesses were going into the same location they would each need to provide a conditional use permit. Don recommended that we require that the businesses post all of their licenses. Tammy said that it would be easy to add that requirement and that she would do so. She said that this will be at a Public Hearing at the next regular council meeting.

9. Discussion on Frontier Days Lease for Coach Road Property

Cory gave some history on the lease that used to exist with Deschutes County. Last winter this property was deeded to the City from Deschutes County, so the new lease with Frontier Days would need to be with the City. There is no charge to

lease the building. The City has not had an opportunity to discuss any part of the lease with Frontier Days to date. There was some discussion about what the building could be used for in the future. Cory said that he would be working with Frontier Days to clean up the building and property. Connie wanted to address sub-leasing and make sure that there were no sub-leases. Dennis thinks that we should give them the lease for the year and let them know that we may want to change it in a year. Don said that it should be noted that we understand that there is other stuff from other organizations being stored there.

10. Discussion on Sustainable City Year Program Updated Proposal

Cory said that he has revised the proposal for the Sustainable City Year Program and sent it to Megan Banks. He has included some new projects in the proposal. This will be discussed at the budget meeting. Connie thinks that we should prioritize downtown and the Wickiup Junction area. Don said he really liked the idea of a path being built to connect the two areas.

11. Discussion of City Clean Up Week

Jake said that he provided a staff report and read it to the City Council. It discussed the coordination with Wilderness Garbage. Wilderness Garbage will donate the trailers, he said that he is working with Deschutes County to help with the dumping fees. He said that he would like to put the dump boxes high profile areas, and that he would like a check in process at City Hall. There was a lengthy discussion about yard debris. After the discussion it was decided that we would not allow yard debris, but would hand out flyers at the check in at City Hall.

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

None.

13. Public Comments

Barbie Dunham said that the Frontier Day's meeting is next Friday at 2:00 pm.

14. Staff Comments

Cory said that Holly Smith, the new administrative assistant, will be here on Monday the 1st. He said that the budget committee meetings are next week and that we are hoping to have the draft budgets done by noon on Friday.

15. Council and Mayor's Comments

Connie said that this was a great meeting. Don said he went to an LOC (League of Oregon Cities) training and that he brought back extra books. He said if you would like one Ashley has copies. Karen had no comments. Dennis went to COCO and he said that there are some good bills coming up in regard to septic tank grants. He said that Chad from Parks and Rec would like to have a prayer over City Hall at noon on the 3rd of May. Dennis has been trying to find a list of pastors, Connie suggested that he call Crescent Creek Church.

16. Adjourn

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

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

Motion passed unanimously.

C. Special Session – Immediately following the Work Session

1. Approval and Authorization of City Manager to sign Frontier Day’s Lease on Coach Road

A motion was made by Councilor Greiner and seconded by Councilor Ward to approve the Coach Road lease with Frontier Days.

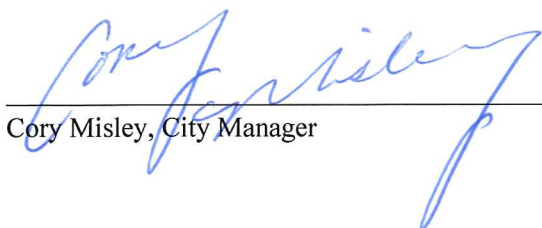
<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Martinez</i>	<i>X</i>	
<i>Councilor Ward</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	
<i>Councilor Briese</i>	<i>X</i>	

Motion passed unanimously.



Dennis Scott, Mayor

Attest



Cory Misley, City Manager