

## LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, May 8, 2013  
Regular Session – 6:00 pm  
16345 6<sup>th</sup> Street, Suite 102  
La Pine, Oregon 97739

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. 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. April 12, 2013 - Special Meeting
    - ii. April 19, 2013 - Special Meeting
    - iii. April 24, 2013 - Regular Meeting
  - b. Bills and Invoices
    - i. Approval of Bills
    - ii. Approval of Reimbursements
6. Public Comments
7. Presentation to Winners of “If I Were Mayor” Contest
8. Interview Applicant for City Council Position
9. Appointment of City Councilor
10. Resolution No. 2013-04

A resolution repealing Resolution No. 2013-02 and Resolution No. 2013-03, which resolutions authorized the City of La Pine’s incurrence of certain indebtedness for the purpose of acquiring, constructing, enlarging, improving, and/or extending its water facility.

11. Resolution No. 2013-05 - USDA Loan Resolution (Form 1780-27) - \$2,225,963.56  
A resolution of the City Council of the City of La Pine authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its water facility to serve an area lawfully within its jurisdiction to serve.
12. Resolution No. 2013-06 - USDA Loan Resolution (Form 1780-27) - \$275,004.50  
A resolution of the City Council of the City of La Pine authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its water facility to serve an area lawfully within its jurisdiction to serve.
13. Ordinance No. 2013-02  
An ordinance amending Ordinance No. 2012-04, an ordinance authorizing the City of La Pine's assumption of certain outstanding debt and assets of the La Pine Water District; authorizing the execution and delivery of related documents; designating an authorized representative of the City of La Pine; and related matters.
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 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 ext. 116 for TTY.

## LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, May 8, 2013  
Regular Session – 6:00 pm  
16345 6<sup>th</sup> Street, Suite 102  
La Pine, Oregon 97739

1. Call to Order

Mayor Mulenex called the meeting to order.

2. Establish Quorum

Interim City Manager Rick Allen  
Mayor Ken Mulenex  
Councilor Stu Martinez  
Councilor Greg Jones  
Councilor Kathy Agan  
Public Works Manager Scott Perkins  
Office Utility Specialist Ashley Williams  
Admin Ass't Patricia Morgan  
**Quorum established.**

3. Pledge of Allegiance

Principal Jim Boen 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.

- Two Audits were to be presented, Candy Fronk for their audit of the Water and Sewer Districts and Pauly Rogers for their audit of the City.

5. 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. April 12, 2013 - Special Meeting
- ii. April 19, 2013 - Special Meeting
- iii. April 24, 2013 - Regular Meeting

b. Bills and Invoices

- i. Approval of Bills
- ii. Approval of Reimbursements

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>	

Motion passed unanimously.

6. Public Comments

Vicky Mulenex thanked Captain Keith Supekis and the fireman for getting the fire under control so quickly on Saturday. Kitty Shields also thanked some of the first responders, Mike and Max Shields, Jimmy Matthews and George Green.

7. Presentation to Winners of "If I Were Mayor" Contest

Mayor Mulenex thanked all the participants in the contest. He said all the winners were present at this meeting except for Tommy Rohde who was not able to attend. Tommy Rohde won first place for poster. Second place was Terry Collins for poster. Third place was Logan Timmons. Sydney Bright won first place for essay. Second place was Chloe Sicora. Third place was Zachary Aldridge. In video was Gavin Boen for first place. The video was played at the City Council meeting and photos were taken of all the winners.

Candy Fronk from Harrigan, Fronk & Price reviewed the audits for the Water and Sewer Districts that were done last year. The figures reviewed did show that the Water District was losing money when this audit was performed primarily because of the depreciation expenses. She said there were some issues with segregation of duties because it was such a small office.

Scotty Erickson from Pauly Rogers & Company, said they did the City's audit for the 2011-2012 fiscal year. She said the City received a clean opinion with no reservations. Ms. Erickson said there were some internal control issues, however. She said they also did agree upon procedures of engagement and it was separate from the audit. Ms. Erickson said they went to a motel and tested out that all the TRT (Transient Room Tax) revenue reported to the City was received and accurate.

8. Interview Applicant for City Council Position

Joshua Barker was not present to be interviewed.

10. Resolution No. 2013-04

A resolution repealing Resolution No. 2013-02 and Resolution No. 2013-03, which resolutions authorized the City of La Pine's incurrence of certain indebtedness for the purpose of acquiring, constructing, enlarging, improving, and/or extending its water facility.

A motion was made by Councilor Martinez and seconded by Councilor Agan to approve Resolution No. 2013-04.

<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>	

Motion passed unanimously.

11. Resolution No. 2013-05 - USDA Loan Resolution (Form 1780-27) - \$2,225,963.56

A resolution of the City Council of the City of La Pine authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its water facility to serve an area lawfully within its jurisdiction to serve.

A motion was made by Councilor Martinez and seconded by Councilor Agan to approve Resolution No. 2013-05 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>	

Motion passed unanimously.

12. Resolution No. 2013-06 - USDA Loan Resolution (Form 1780-27) - \$275,004.50

A resolution of the City Council of the City of La Pine authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its water facility to serve an area lawfully within its jurisdiction to serve.

A motion was made by Councilor Agan and seconded by Councilor Jones to approve Resolution No. 2013-06.

<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>	

Motion passed unanimously.

13. Ordinance No. 2013-02

An ordinance amending Ordinance No. 2012-04, an ordinance authorizing the City of La Pine's assumption of certain outstanding debt and assets of the La Pine Water District; authorizing the execution and delivery of related documents; designating an authorized representative of the City of La Pine; and related matters.

**A motion was made by Councilor Agan and seconded by Councilor Jones to approve Ordinance 2013-02.**

<i>Roll Call 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>	

**Motion passed unanimously.**

9. Appointment of City Councilor

Councilor Agan mentioned that Karen Ward attends most of the meetings and has an interest in the City and Council. Councilor Agan nominated Karen Ward. Councilor Jones seconded the nomination.

Councilor Martinez said that from what he observed Kevin Urbanc had the enthusiasm for the job. Mayor Mullenex said that having enthusiasm for the job was important. Councilor Martinez nominated Kevin Urbanc. Nomination died due to lack of a second.

**A motion was made by Councilor Agan and seconded by Councilor Jones to appoint Karen Ward to fill the vacant Council seat.**

<i>Roll Call 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>	

**Motion passed unanimously.**

Karen Ward was sworn in and took her seat on the Council.

14. Other Matters

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

Mayor Mullenex read the Proclamation for the 2013 Cleanup Day in La Pine to be held on June 1, 2013.

15. Public Comments

Doug Ward, Planning Commissioner, congratulated his wife Karen on being appointed to the Council. Tom Headly from Century West said that they were looking forward to the engineering interview for the water and sewer projects that would be held next week.

16. Staff Comments

Interim City Manager Allen stated that Anderson Perry and Century West have both bid on the water and sewer project and will be interviewed next week. Councilor Agan said she would work on getting some requested photos for the League of Oregon Cities. Interim City Manager Allen gave a second set of keys for the locked filing cabinet at City Hall to Mayor Mullenex.

Interim City Manager Allen suggested going out for a contract on a new agent of record. He said the second contract to go out for would be for planning services. Interim City Manager Allen said that the contracts could be for 3-5 years. He also said that the City needs a new software system in order to do planning tasks. Interim City Manager Allen discussed the two engineering projects that are currently out for bid. He also discussed the various tasks he is in the process of doing.

17. Council Comments

None

18. Mayor Comments

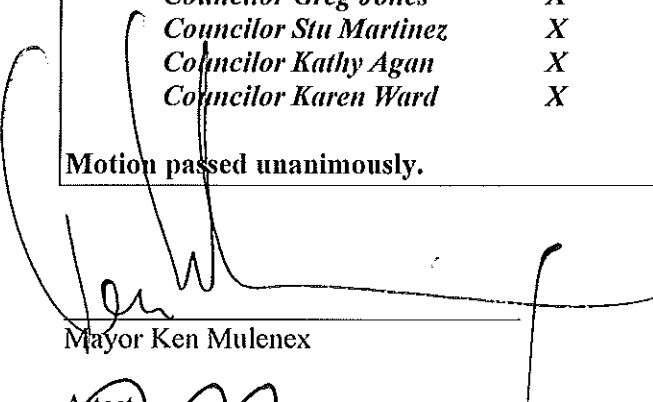
Mayor Mullenex stated he would be out of town until May 16<sup>th</sup>.

19. Adjourn

A motion was made by Councilor Agan and seconded by Councilor Jones to adjourn the meeting.

<i>Roll Call 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 Ken Mullenex

Attest



Rick Allen, City Recorder