

LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, January 23, 2013

Work Session – 6:00 pm

16345 6th Street, Suite 102

La Pine, Oregon 97739

Work Session – January 23, 2013

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Possible Implementation of Electronic Fund Transfer System
5. Code Enforcement Ordinance
(attachment)
6. La Pine Economic Development Group
7. Transfer of La Pine Water District USDA Loans
(status report)
8. Neighborhood Stabilization Program
(status report)
9. Deschutes County Transfer of Land Use Authorities to City of La Pine
(status report)
10. Development of City Logo and Seal
11. Establish Time for Goal Session and Budget Timeline Session
12. Transfer of La Pine Cemetery
(status report)
13. Public Comments
14. Staff Comments
15. Council 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. This 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.

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Wednesday, January 23, 2013

Work Session – 6:00 pm

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1. Call to Order

Mayor Mulenex called the meeting to order.

2. Roll Call

City Manager Steve Hasson

Rick Allen, Consultant

Mayor Ken Mulenex

Councilor Stu Martinez

Councilor Greg Jones

Councilor Kathy Agan

Public Works Manager Scott Perkins

City Recorder/Finance Officer Lori Martin

Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance

Jim Fleming led the Pledge of Allegiance.

4. Possible Implementation of Electronic Fund Transfer System

Lori Martin, City Recorder, stated that there have been a number of requests from the public to be able to make credit card payments. She said the City could draft the accounts of the utility rate payers and then that would come into the bank account directly. Mayor Mulenex said that it would be a money savings and that he was for it. Councilor Martinez said to be sure and check the fees. He also said there is often a lot of extra paperwork for doing electronic payments. Mayor Mulenex said that the Council needs to know about the entire process. The Council had consensus to move forward but also to present the Council with additional information. Mayor Mulenex discussed doing a ratio of who would be using the service as opposed to who would not.

5. Code Enforcement Ordinance
(attachment)

City Manager Hasson stated that as part of the authority to do land use the City can also now provide code enforcement. He said there is a threefold process. City Manager Hasson said that the first thing is passing a code enforcement ordinance. He said he would bring the Ordinance back to the Council at the February 13th meeting as an action item. Some of the things the ordinance included were: outlined the duties and authorities of the Code Enforcement Officer, it addressed the enforcement of statutes and rules, identified the proceedings for prosecuting and enforcing violations of City ordinances, it identified the

local court that would have jurisdiction over matters prosecuted, it provided the Code Enforcer the capacity to make inspections and take such action as required by City ordinances, it provided a protocol for entering someone's property for inspection purposes due to a health and safety concern, it provided that the Enforcement Officer may seek an inspection warrant if refused entry, it provided that a judge may issue a search warrant, and the manner in which that is accomplished, it provided grounds for issuing a warning notices and also for a citation, and a procedure to have costs reimbursed for the code enforcement.

Also, City Manager Hasson said a Code Abatement Ordinance will need to be created and it is currently in process. He said that the City wanted to first offer a helping hand to a violator of a code. Mayor Mullen suggested having the City Attorney explain some of the technical language in the Code Enforcement Ordinance to the Council. City Manager Hasson stated that a good portion of this Ordinance, if it goes before a judge, would need the legal language. It was agreed to have an attorney come to a council meeting and explain the Ordinance to the Council and also answer any questions.

6. La Pine Economic Development Group

Rick Allen, consultant, stated that he has been working on how La Pine is going to do economic services now that LIGI (La Pine Industrial Group, Inc.) has gone away. He said all the LIGI records were brought to City Hall. Mr. Allen said he met with a number of business people as well as the public, in the area, to get feedback on how to move forward with the process. He said he compiled about 500 comments.

Mr. Allen said it was decided to have an advisory board formed locally. He said they would hire a contract person who would be an EDCO (Economic Development for Central Oregon) employee. Mr. Allen said they decided on a half-time person for between \$40-45,000 salary plus travel expenses. He said they have also met with the County Commissioners as well as the County Administrator. Mr. Allen said that the County will commit \$5,000 this year, to EDCO, and contribute up to \$20,000 over the next three to five years. He said that should give them a \$45,000 La Pine program with EDCO contributing matching funds.

Mr. Allen said that there will then need to be an MOU (Memorandum of Understanding) between the City and EDCO. He said then the City would send approximately \$20,000 to EDCO and would need to budget the monies for the next budget cycle. Mr. Allen said there will probably be twelve members on the advisory board. He said they would like to include Sunriver in some sort of participation. City Manager Steve Hasson said he felt confident that the City could provide \$5,000 in this budget year. He also said he would be recommending the tax rate be raised to \$1.98 so that the City would have the \$20,000 share. Mr. Allen said the new employee would need to live in the Sunriver/La Pine area.

7. Transfer of La Pine Water District USDA Loans (status report)

Mr. Allen stated that the transfer process has taken a long time. He said it should be close to being completed. Mr. Allen said that a payment on the loan will need to occur in February.

8. Neighborhood Stabilization Program (status report)

Mr. Allen said that this is the third program that was lunched as an economic stimulus program. He said that under this program they would offer money for the down payment on foreclosed homes.

Mr. Allen said that the buyers had to qualify for the loan; they only received help for the down payment. He said that the City has an IGA (Intergovernmental Agreement) with the City of Redmond. He said the monies could also be used to rehab a property after purchasing it. Mayor Mullenex said he liked the idea of rehabbing a house as it would put money into businesses in the City. He asked that Rick Allen pursue this matter further.

9. Deschutes County Transfer of Land Use Authorities to City of La Pine
(status report)

City Manager Hasson stated that this is how the City will be getting into the land use business. He said currently Deschutes County handles land use matters for La Pine. City Manager Hasson stated that they are in the process of transferring from the County to the City regarding land use. This is being done in the following phases: first is land use planning; second is the issue of building codes; third is code enforcement as it relates to land use matters and also building codes; and fourth is the mapping process. He said most of the maps the City now has are County maps. City Manager Hasson said that the City would continue to rely on the County for mapping purposes. He said that fees could be charged to recoup the monies for mapping and code abatement purposes.

10. Development of City Logo and Seal

Mayor Mullenex stated that the City logo needs to be decided upon. Councilor Agan will be working with Councilor Martinez on the matter and bring it back to Council.

11. Establish Time for Goal Session and Budget Timeline Session

Lori Martin, City Recorder/Finance Officer, discussed the current Budget committee members. She said that the tentative budget calendar can change depending on what schedule is followed. Ms. Martin said that the Council's goals and priorities will affect what the budget will look like. She said on February 13th the budget committee would be appointed at the Council Meeting. Kitty Shields, former Mayor, stated that she would serve again on the budget committee.

City Manager Hasson stated that of the seventeen goals, fourteen of those goals have been achieved to date. The Council decided to meet on March 16th from 9 am to noon at City Hall to discuss 2013-2014 goals and priorities.

Kitty Shields suggested having the Budget Committee meet to review the status of the current budget in order to assist them with making a new budget. Mayor Mullenex suggested having a special meeting for the review.

12. Transfer of La Pine Cemetery
(status report)

City Manager Hasson stated that the City will be taking over the responsibility of the La Pine Cemetery. He said in order to transfer the City has to have any number of documents. City Manager Hasson said that the City Attorney will be involved in the process to construct the necessary documents. Mayor

Mulenex suggested appointing a new committee for the cemetery to replace the outgoing board. He also said that Paul Cody maintains the cemetery and the Band of Brothers have done a lot of maintenance work at the cemetery.

At 8:03 Mayor Mulenex adjourned the meeting for a short five minute break. Meeting was called back to order at 8:09 pm by Mayor Mulenex.

13. Public Comments

John Thomas, area resident, discussed Tera Brock who applied to the County to start a mobile coffee hut business on his real estate property. He also discussed a letter that was given to City Manager Hasson regarding the denial that Ms. Brock received on her application. Mr. Thomas complained that the Council did not want to review the decision that was made by the County. He said now the applicant will have to go through a very expensive appeal process with the County.

14. Staff Comments

City Manager Hasson discussed the parcels that the City is in the process of receiving through BLM (Bureau of Land Management). He said one of the parcels will be used for sewage treatment purposes. He said that an evaluation by NEPA (National Environmental Protection Act) will need to be done on the land transfers. He said the evaluation cost will be about \$85,000 for the lands that are being transferred to the City. He said the City is going to talk to the County Commission about possibly doing a payment plan to raise the funds. Mayor Mulenex discussed a meeting he had with the legislature representatives to explore possible funding sources. He also said that for the rodeo grounds land (outside the City limits) the community will need to come together to provide funding sources.

15. Council Comments

Mayor Mulenex stated that he has received calls about the pan handling that is going on in the City. He also said he would like the City to recognize those people who were instrumental in starting the water and sewer districts. Mayor Mulenex said he would like the Council to think about appointing a committee for the arts.

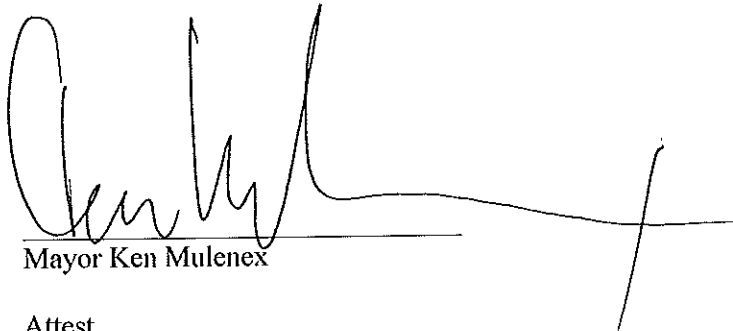
16. Adjourn

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>	

Motion passed unanimously.

Mayor Mullenex adjourned the meeting.



A handwritten signature in black ink, appearing to read 'Ken Mullenex', written over a horizontal line. The signature is stylized and extends to the right of the line.

Mayor Ken Mullenex

Attest



A handwritten signature in black ink, appearing to read 'Lori Martin CPA', written over a horizontal line. The signature is in a cursive style.

Lori Martin, City Recorder/Finance Ofcr.