



# L A P I N E

O R E G O N

## CITY OF LA PINE CITY COUNCIL AGENDA

Wednesday, November 15, 2017

### **5:30 p.m. Regular Session**

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

1. Call to Order

Called to order at 5:30 p.m.

2. Establish Quorum

Present: Mayor Scott, Councilor Martinez, Councilor Greiner, Councilor Briesse

3. Pledge of Allegiance

Led by Holly Smith

4. Added Agenda Items

Item D of Consent agenda will now be discussed in item No. 7.

5. Public Comments

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

- i. October 11, 2017 Meeting Minutes
- ii. October 17, 2017 Meeting Minutes
- iii. October 25, 2017 Meeting Minutes

b. Reimbursements

- i. Approval of Council and Staff Reimbursements

- c. Financial Reports
  - i. Approval of Financial Reports
- d. Community Funding Request Application from the La Pine Christmas Baskets Association

***Correction to October 11, 2017, meeting minutes (Pg 3 item 6): Tim Fleming needs to be changed to Jim Fleming. Item D was also removed from Consent Agenda. Councilor Greiner made a motion to approve the consent agenda as amended. Councilor Martinez seconded. Unanimously approved.***

- 7. Christmas Basket Association Funding Request: Dobi Fugate explained how the Christmas Basket Association helps the community. They requested \$500.00. He stated that they will be helping about 500 families this year. They include turkey, pie, potatoes, canned goods, etc. Councilor Briese stated that this is an amazing gift to the community for the under privileged. Councilor Martinez also mentioned that there's another fundraiser for it at the end of this week (a taco feed and silent auction).

***Councilor Briese made a motion to approve their funding request. Councilor Greiner seconded. Unanimously approved for \$500.00.***

- 8. Final Action Plan for La Pine Land Use and Development Code Update through TGM Grant  
Cory Miskey summarized the progress thus so far. Jamin Kimmel at Angelo Planning Group reviewed the most recent revisions and discussed the Final Action Plan. Councilor Briese asked for confirmation that the current standard with regard to the hardship mobile homes was only one on each property and Jamin confirmed that it was. Councilor Martinez appreciated the fact that "tiny homes" were included in the update. Councilor Greiner said the plan seemed very comprehensive. Mayor Scott asked about the timeframe. Jamin stated that the TGM requires the project must be completed by August 2018. He requested the Council's approval on moving forward with the Final Action Plan as presented.

***Councilor Briese made a motion to approve the final action plan and submit a letter supporting Phase 2. Councilor Greiner seconded. No objections. Unanimously approved.***

- 9. City Hall Monument Sign and City Hall Improvements Project  
Brian Nearman with Szabo presented revised drawings and discussed some of the cost-saving measures Szabo could take with regard to the project. He also discussed timelines. There was discussion regarding add-alternates when doing the bid process. Councilor Greiner wanted to know how much the paving part will cost and Eric Huffman, City Engineer, said approximately \$70,000. The base price for the sign would cost approximately \$50,000. Councilor Greiner and Councilor Briese want to wait until next budget year to do the paving and Mayor Scott agreed. The City has \$95,000 set aside to put towards City Hall improvements. Student Councilor Trentyn Tennant believes the sign is a good thing and wants to see the City move forward with it. Brian will refine the cost estimates and design and come back next month for a final check-in.

10. Update from Ryan Culp on Economic Development and Industrial Park

Ryan Culp with EDCO gave an update on Economic Development and the Industrial Park. He stated that there's about \$95 million worth of projects happening in the park. There have been approximately five new projects in the Industrial Park. Councilor Briese wanted to know what percentage of the \$95 million are actually going forward and Ryan stated that the majority of the businesses interested are in the final phases of making it official. Ryan had a meeting with Steve Parnell who works with La Pine High School. They are working with getting students plugged in and employed. He applied for a technical education grant to start a construction/manufacturing program through La Pine High School. Mayor Scott stated that he thinks people are going to be amazed at the progress the Industrial Park will make in the next year and thanked Ryan for all of his hard work so far.

11. Master Agreement with Sustainable City Year Program

Cory Misley stated that the project will be kicking off in January 2018 and gave the public a summary of the history of how the program came about. The Council felt the agreement was put together well. Cory will email the type of classes to the Council. One of the classes is called "Engaged Journalism" where students will be doing public outreach to the businesses around Wickiup Junction. They will also be working with the Newberry Eagle.

***Councilor Greiner made a motion to accept the agreement between University of Oregon and the City of La Pine subject to legal review. Councilor Briese seconded. Unanimously approved.***

12. Exclusive Use of Premier Builder's Exchange for City's Bid Advertisement

Councilor Briese excused herself from this discussion. Councilor Greiner reiterated his statement at the Work Session that he is not opposed to using it but his issue is using it exclusively since Councilor Briese is on the Council. Councilor Martinez stated that legal said it was fine to use it as long as Councilor Briese was not part of the decision making process and was transparent in the process. He believes situations like this are inevitable in a small community. He does not see this as a conflict. Cory explained the process again of how Premier Builders Exchange works.

***Councilor Martinez made a motion to use Premier Builder's exchange exclusively. There was no second. Motion died.***

13. Appointment of Water/Wastewater Systems Projects Engineering Services RFP Review Selection Committee

Cory Misley stated that the RFP is posted on the City's website and Premier Builder's Exchange. Proposals are due next Monday by 5:00 p.m. Cory suggested the committee consist of Erik Huffman, Jake Obrist, Cory Misley and Dennis Scott.

***Councilor Greiner made a motion to approve the committee. Councilor Briese seconded. No objections. Unanimously approved.***

14. Update on Land Use Code and Development Infrastructure Projects

Cory Misley let Council know that the City has been in discussion with Habitat for Humanity regarding a development they want to build over the next two to three years. They plan on doing infrastructure work in the summer of 2018. There are some things that Habitat for Humanity wants to see revised in our land use code, i.e. zero lot line adjustment. Jake Obrist discussed the sewer line on Drafter and how it's hitting the top of its threshold. If we don't upgrade it, we will have to turn away future development. The options are making them construct the sewer line they're adjacent to by doing a "fee in lieu of" approach which would send the monies back to the City, which it could in turn use to upgrade the line. Councilor Martinez asked about the water line. Jake explained that the water line is adequate and already a 12" line.

15. Appointment of New City Councilor

Councilor Greiner felt that all applicants would be an asset to the City. Councilor Briese felt that it was a really tough decision. Councilor Martinez felt the same. **Councilor Martinez made a motion for Craig Heaton to be appointed as new City Councilor. Councilor Greiner seconded. Councilor Briese objected. Craig Heaton will be appointed as new City Councilor due to 2-1 vote.** Staff will notify Mr. Heaton. He will be sworn in Monday, December 18<sup>th</sup>.

16. Other Matters: Only those matters properly added to this Agenda under Item No. 4

None

17. Public Comments

Jim Fleming wanted to know if the City had gone out to bid for the paving project. The City has not. He suggested doing so in the winter while contractors are slow.

18. Staff Comments

Cory Misley will be sending out a memo at the end of this week. One of the items at the December meeting will be the audit presentation. Jake Obrist stated that there was a lot of clean-up done for Veterans Day. He is still researching low-income utility assistance programs. He had a meeting with the City's snow removal contractor in preparation for snow season.

19. Council Comments


Student Councilor Tennant stated that winter sports are starting up and the school would love the support. Councilor Martinez said he's excited about the progress in the Industrial Park. Councilor Greiner said he felt we accomplished a lot tonight. Councilor Briese had no comment.

20. Mayor's Comments

He and Cory had a great meeting with ODOT today and he is excited about some of the projected projects happening next year. He asked Jake about the expectations of getting snow off sidewalks. Jake said we are enforcing ordinances this year and home and business owners need to clear their own sidewalks.

21. Adjourn Meeting

***Councilor Briese made a motion to adjourn. Councilor Martine seconded. No objection. Meeting adjourned.***



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Dennis Scott, Mayor

Attest



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Cory Misley, City Recorder

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