



CITY OF LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, February 14, 2018

6:00 p.m. Regular Session

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

1. Call to Order

Meeting called to order at 6:00 p.m.

2. Establish Quorum

Present: Mayor Scott, Councilor Briese, Councilor Martinez, Councilor Heaton, Councilor Greiner and Student Councilor Trentyn Tennant

Staff present: City Manager Cory Misley, Planning Manager Melissa Bethel, Accounting Clerk Ashley Williams and Administrative Assistant Holly Smith

3. Pledge of Allegiance

Led by Mayor Scott

4. Added Agenda Items

None

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. January 10, 2018 City Council Regular Session Minutes
- ii. January 19, 2018 Goal Setting Session Minutes
- iii. January 24, 2018 City Council Work Session Minutes

b. Reimbursements

- i. Approval of Council and Staff Reimbursements

Councilor Greiner made a motion to approve the consent agenda as presented. Councilor Briese seconded. No objections. Unanimously approved.

7. ORDINANCE NO. 2018-01 – AN ORDINANCE AMENDING ORDINANCE NO. 2012-05 AND EXHIBIT C OF ORDINANCE 2011-03 AS AMENDED; AMENDING THE DEFINITION OF ALLEY; ADDING A DEFINITION FOR TOWNHOMES; ADDING TOWNHOMES AS A PERMITTED USE IN THE CRMX AND CMX ZONES; ADDING TOWNHOME DEVELOPMENT REGULATIONS TO SECTION 12 SPECIAL USES; ADDING A MINIMUM FRONTAGE REQUIREMENT FOR TOWNHOMES; AND SUPERSEDING ALL OTHER ORDINANCE OR PARTS OF ORDINANCES IN CONFLICT HEREWITH

a. Open Public Hearing

Hearing opened at 6:05 p.m.

b. Staff Report

Tammy Wisco, Planning Consultant, appeared by telephone. Cory Misley explained that the zoning ordinance does not address all elements necessary. For instance, there is nothing addressing zero lot lines or townhome guidelines. This was originally going to be addressed with the TGM Grant Code update, however it needs to be addressed sooner than the Code Update will be completed. Melissa Bethel, Planning Manager, presented the Staff Report. This included Applicable Review Criteria and explaining Amendments 1-4 (Changing Definition of Alley, Amending Permitted Uses, Amending Special Uses by Adding Townhomes, and Amending Land Use Code regarding Access).

c. Public Comments

Wade Watson spoke on behalf of the Habitat for Humanity for La Pine/Sunriver. He explained that most of the homes they've built so far have been single family residential and that although the mortgages are much less expensive than typical mortgages, they'd like to build even less expensive options because many still cannot be approved. He spoke in support of the proposals before the Council.

Gloria Fleming is concerned about snow removal. Melissa Bethel explained that it would be taken care of through a maintenance agreement. It will also be part of the subdivision review.

d. Close Public Hearing

Closed by Mayor Scott at 6:23 p.m.

e. Council Deliberations

Councilor Greiner felt that we should approve the ordinance based on the information provided. Councilor Martinez had conflicting feelings as a councilor and business owner. He wanted to know if any transportation businesses were consulted regarding the alleyways, snow

removal, etc. to see how those things should be addressed. Cory Misley stated that we based this code language on another city that we felt was a good comparison. Councilor Martinez explained that alleyways were not addressed in the past and his experience with offering services to those homes has not been good. It's been nearly impossible to service some of those homes due to alleyway width, no addressing, etc. This would also be the case for UPS/Fed Ex type situations. He stressed that input from these types of businesses is important. Tammy Wisco stated that this has also been discussed with the Fire District because the addressing is definitely an issue and it will be addressed in the future. Councilor Briese agreed with Councilor Martinez. She asked about Special Uses and why it states dwellings with "three or more" requires Site Plan Approval –Tammy said that the code currently has duplexes defined, which would be "two or more," so anything less than three would fall under that. The language is just a technicality.

Councilor Greiner moved to adopt Ordinance No. 2018-01 – An Ordinance Amending Ordinance No. 2012-05 and Exhibit C of Ordinance 2011-03 as Amended; Amending the Definition of Alley; Adding a Definition for Townhomes; Adding Townhomes as a Permitted Use in the CRMX and CMX Zones; Adding Townhome Development Regulations to Section 12 Special Uses; Adding a Minimum Frontage Requirement For Townhomes; and Superseding all other Ordinance or Parts of Ordinances in Conflict Herewith. Councilor Briese seconded.

Roll Call Vote: Councilor Briese – AYE; Councilor Martinez – AYE; Councilor Greiner – AYE; Councilor Heaton – AYE. Trentyn Tennant was also in agreement.

8. Discussion with Szabo Landscape Architecture on City Hall and Monument Signage

Brian Nearman with Szabo Landscape gave an update on the City Hall and Monument Signage Project. He reviewed some of the construction estimates and stated that the base price is estimated at \$64,200. The add alternates, which they recommend, came in at a rough estimate of \$21,000. Total cost is estimated at approximately \$85,000. He discussed the timeline and stated that if the Council approves the estimated costs, the City could have someone under contract by March or April 2018. Councilor Greiner stated that it's a lot of money. He wanted to know how the paving project was being worked into this, and Cory explained that the paving was put on hold due to cost and because the Council felt it wasn't as much of a priority as getting the sign and flag poles completed first. Councilor Heaton asked whether this was budgeted for and Cory explained that there is \$95,000 in the budget that can be designated for the project. The next step is to begin the bid process. The Council will make the final decisions on what add ons they'd like to see based on the received bids. Councilor Briese asked about the metal base plates and end of posts, and that they will match City Hall – Brian said they would be, although they're not reflected on the photo included in the packets. ***Councilor Martinez made a motion to continue forward with the process. Councilor Heaton seconded. No objections. Unanimously approved.***

9. Discussion on Federal Lands Access Program (FLAP) Grant Application Opportunity

Cory explained how ODOT reached out to the City of La Pine and asked if the City would be interested in the program and that it would be funded by ODOT and the FLAP Grant. The application deadline is in April. Cory recommends a Letter of Support and Commitment and perhaps an amount of money that could help support the effort, i.e. \$1,000.00, to let them know the City is interested and wanting to see this project happen. Councilor Briese wanted clarification on where the path would end and Cory explained that it would end right at city limits. Council Martinez recalled about ten years ago when La Pine incorporated that there was a meeting that Senator Wyden had at the Senior Center where they talked about something like this along the Deschutes River. They promised funding and there's nothing there now. Cory explained that this is a competitive grant application that ODOT is taking the lead on. Councilor Martinez likes the idea as long as it doesn't take up too much of Cory's time and if they're going to cover it. Councilor Heaton likes the idea and thinks it could bring tourist and visitors from Sunriver down to La Pine. He's seen similar projects in other areas of Oregon and they're always being used. Mayor Scott feels we should capitalize on this while we can and while the opportunity is available. He feels a \$1,000 contribution is reasonable.

Councilor Briese made a motion to write a Letter of Support and Commitment and contribute \$1,000. Councilor Heaton seconded. No objections. Unanimously approved.

10. Update on ODOT Refinement Plan Preparation for Wickiup Junction

City staff has been working with ODOT on a scope of work for the refinement plan the City has been promised. There will be a third party consultant carrying out most of the work. There is a draft being circulated that the City recently sent back comments on. One of the important things to be aware of is the timeline. There should be an RFP out sometime this summer and a consultant hired by fall. The project could be kicked off by winter 2018. Cory stated that we've been assured by ODOT that they are working on this and haven't forgotten. Councilor Briese said it's much needed and is excited to see it moving forward. Councilor Martinez thanked Mayor Scott and Cory Misley for staying on top of this because ODOT committed to making this area safer once the Wickiup Overpass Project fell apart. Councilor Martinez said that ODOT changed the speed signs, but feels that flags need to be added in order to notify every one of the change, or they won't notice. Councilor Greiner thinks this is badly needed and the quicker we can get it done, the better it will be for the City. Councilor Heaton is really concerned about the Burgess/Highway 97 intersection. Mayor Scott is encouraged by the progress and is glad they're moving ahead.

11. Update on City Center and Transit Location

Cory Misley stated that there is going to be a landscape and design class through the Sustainable City Year Program. The classes kick off in April. Cory showed a draft sign design for the future City and Transit Center location to the Council and asked for their feedback. The sign would be 8' x 8' and the cost estimate is approximately \$500.00. Councilor Briese thinks it's a good idea to have a sign there and had a suggestion regarding the language. Councilor Martinez, Councilor Greiner,

Councilor Heaton and Student Councilor Tennant are all in favor. Cory's goal is to have it up by the end of the month.

12. Update on Mid-Year Financial Reports

Ashley Williams presented the mid-year financial reports. The City received 265% more in marijuana tax than we were expecting. SDC's are also really high because we got a lot more than we were anticipating. Franchise fees are low because Midstate pays on a quarterly basis and we should be receiving another check shortly. We are still waiting on CDBG grant funds. With regard to expenses, most of the funds still have 50% left, which is great since we're over halfway through the year.

13. Adoption of City Council Vision Statement, Mission Statement and 2018 Goals

Councilor Briese made a motion to adopt the Vision Statement, Mission Statement and 2018 Goals. Councilor Martinez seconded. No objections. Unanimously approved.

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

None

15. Public Comments

Colleen Scott thanked the City Council for supporting the FLAP Grant application and thinks this is very exciting for the community. Jim Fleming spoke with regard to addressing issues for delivery and service businesses and thinks the code should require addressing in the front AND back.

16. Staff Comments

Cory Misley stated that the SCYP students are coming back March 24th at the library. Holly Smith gave an update on the amount of surveys we've received thus far.

17. Council Comments

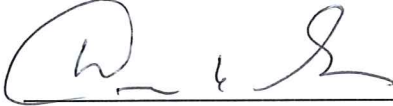
Councilor Greiner felt we had a good meeting tonight and that staff did a good job. He feels we're very fortunate to have the staff we have. Councilor Martinez had no comment. Councilor Briese is testing out a tablet for a paperless system. Councilor Heaton thanked the public for attending and stated that it's good to see people interested in our City government. He gave a special thanks to Ashley for keeping track of the numbers/budget. Student Councilor Tennant went to a YAK Summit. He learned a lot of things he felt he could bring back to La Pine.

18. Mayor's Comments

Mayor Scott went to Salem recently for water mitigation rights. He's glad the survey is going well. He is visiting the high school tomorrow and will take some surveys with him.

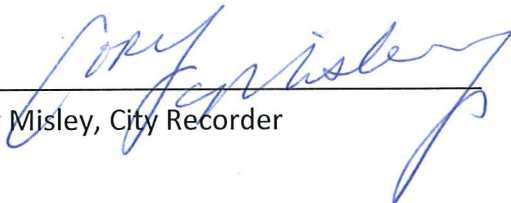
19. Adjourn Meeting

Councilor Greiner made a motion to adjourn. Councilor Briese seconded. No objections. Meeting adjourned.



Dennis Scott, Mayor

Attest



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.