



LA PINE

O R E G O N

CITY OF LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, May 23, 2018

6:00 p.m. Work Session

Special Session immediately following Work Session

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

A. Work Session – 6:00 p.m.

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 Tennant

Staff Present: City Manager Cory Misley, Planning Manager Melissa Bethel and Administrative Assistant Holly Smith

3. Pledge of Allegiance

Led by Melissa Bethel

4. Added Agenda Items

TGM Application and 2) Economic Development Forgivable Loan Pilot Program

5. Public Comments

None

6. Update from Rob Broberg with Biogreen

Rob Broberg with Biogreen attended to present the Biogreen project and answer questions from the Council. He explained the company's background and the purpose of it. The water and wastewater agreement with the City is still being negotiated. They have a deadline for operation of August 1, 2020, which means breaking ground by the first quarter of 2019. It will take about a year-and-a-half and approximately 150 employees to build. The plant itself will be operated by 12-14 employees. There was discussion on the size of the facility, which will be very similar to Eugene's plant. There were questions from Councilor Martinez on what would happen to the plant if the market crashed. Councilor Briese had questions on which contractor it would be. There were questions on whether local employees could be hired, and Rob stated that yes, that is the intention. Councilor Heaton questioned whether there'd be enough water. Cory stated that we are in great shape to take on this type of

project and will be in even better shape once the water expansion and improvement project is completed.

7. Update on US 97 Crosswalk at 4th Street/William Foss Road

Cory Misley gave the update and reviewed the maps provided to the Council in their packets. The maps showed the new location for the pedestrian refuge island. He reminded the Council about ODOT requiring frontage improvements and that the Council decided against it because of the added cost of approximately \$50,000.00. ODOT came back and stated that we only need to do a portion of the frontage improvements (80 to 100' of sidewalk) and they offered to pay for it. The only challenge now is that the property owner is not excited about losing a few parking spots from their lot. However, some of these spaces are actually in the City's right-of-way. Councilor Martinez said there was a time when those spots were not there. Cory recommended to the property owner that the space can still be utilized, just for something other than parking, i.e. for outside seating area. Councilor Briese and Councilor Heaton feel the business has plenty of parking. Councilor Greiner feels that the City needs to move forward with the project, especially since it's the City's right-of-way. Cory will notify ODOT to move forward with the pedestrian refuge island as presented and the frontage improvements at no cost to the City. Construction will begin in June.

8. Update on Water and Wastewater Improvements and Expansion Project

Anderson Perry will be appearing quarterly beginning June or July at a minimum to provide updates on the projects. The most recent update is the new timeline of when they're proposing the projects to be built, which will be emphasized at the May 30th Open House.

9. Discussion on Contract Extension with SGA CPAS & Consultants, LLP

This contract will increase approximately 25%. Cory stated that this is because we've been locked in at a lower rate for quite some time and this new rate is more in line with what she charges. He also mentioned that SGA's time will go down because she is transitioning some of her tasks to Ashley Williams, who is being promoted to Staff Accountant. Mayor Scott and Councilor Briese both felt that she is a valuable asset and agreed that it's important to have a competent CPA who knows the history of our organization. This will be voted on at the June 13th Regular Session.

10. Discussion on SCYP Presentations and End-of-Year Celebration

The celebration will take place June 12th from 3:30-5:30 pm. Presentations will begin at 12:30 pm. University of Oregon can accommodate a large amount of people. Cory asked the Council if they want to organize some sort of transportation, i.e. a bus, in order to carry a large group over together. Staff will monitor the RSVP list and make the decision from there. Councilor Briese recommended reaching out to the Oakridge Council about attending since they attended the kick-off event.

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

Ryan Culp spoke on behalf of the Economic Development Forgivable Loan Pilot Program. He and Cory reviewed the budget and there's a surplus that can be used for this program. There's a consumer goods company that's ready to sign a lease on a building here in La Pine to invest a couple hundred thousand dollars and employ five employees. They would need floor drains because they'd be considered food processing. The landlord of this building has agreed to thousands out-of-pocket to improve the building because he cares about this project. He has an MOU from Sisters that the Council could review as an example. The City would need to contribute \$5,600.00 towards the forgivable loan program to make it happen. Mayor Scott was concerned that local businesses are offered these

opportunities. Ryan clarified that these are only directed towards traded sector businesses and there aren't any traded sector businesses in La Pine that are in the middle of expansion right now.

There is an opportunity to apply for more TGM funding through the Department of Land Conservation and Development and ODOT. Using TGM funding is a good way for the City to pay for planning efforts. One of the things the City needs to do is update their Transportation System Plan (TSP). The City will also need to implement a Transportation SDC at some point in the next couple of years (although this will not be applied for in this grant application). The grant deadline is June 8th. Cory clarified that the TSP update wouldn't have to be completed until September 2021, so the City has time on their side in order to work towards it. Councilor Martinez cautioned Cory not to take on too much. Councilor Briese agreed, but she appreciates looking forward and thinks we should apply while the funding is there. Councilor Greiner agreed with both Councilor Martinez and Councilor Briese. Councilor Heaton wants to go for it and thinks we should apply while we can. Student Councilor Tennant agreed with Councilor Heaton.

12. Public Comments

Gary Gordon had some concerns on behalf of Parks and Rec District and their 150 acre property.

13. Staff Comments

Cory Misley stated that the Administrative Assistant position will be posted this Friday, with the expectation that a new staff person will be on board mid-July. Holly is staying to train him or her. Melissa Bethel has been working on code enforcement, particularly signs in the right-of-way and signs not allowed in the code. She is still in the process of reviewing and revising the current sign code, which will come before the Council.

14. Council Comments

Councilor Briese stated that COIC is re-branding and re-naming. Councilor Heaton is excited to hear about the projects in the Industrial Park. Councilor Martinez recommended planning a party or ceremony for the new monument and flagpoles sign. Student Councilor Tennant has nationals coming up. He had a welcome retreat for the state officers. He encouraged the Council to attend LPHS's graduation ceremony on June 8th. Councilor Martinez requested the speed trailer be moved to Morson St. because the speeding has been out of control. Cars are turning north from HWY 97 onto Morson and going 50-55 MPH when it's supposed to be 30 MPH.

15. Mayor's Comments

Mayor Scott just posted an update about clean-up week on his "Memos from the Mayo" page.

16. Adjourn Meeting

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

B. Special Session – immediately following Work Session

1. Call to Order

Meeting called to order at 7:35 p.m.

2. Re-establish Quorum

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

Staff Present: City Manager Cory Misley, Planning Manager Melissa Bethel and Administrative Assistant Holly Smith

3. Added Agenda Items

Payment for Sewer Repair Issue (Round-Up Trailer Park)

4. Resolution No. 2018-01 – A resolution by the City of La Pine sponsoring an enterprise zone designation jointly with the City of La Pine and Deschutes County.

Councilor Briese made a motion to approve Resolution No. 2018-01 as presented. Councilor Greiner seconded. No objections. Unanimously approved.

5. Added Agenda Items

Cory reminded the Council about the past issues discussed regarding the sewer issues at Round-Up Trailer Park. The City had requested receipts from them, which it's now received. These invoices were for improvements. There could be discussions about getting rid of the old easement and having them take over their own system, but those are future conversations. This is not considered public contracting, so the Council would need to approve this invoice (a little over \$10,000.00).

Councilor Greiner made a motion to make the payment. There was initially no second, however after discussion Councilor Briese seconded. No objections. Unanimously approved.

6. Public Comments

None

7. Staff Comments

None

8. Council Comments

Councilor Martinez would like to see staff follow up on this. Cory stated that that's already being done and that the City's attorney and their attorney are already in communications with regard to options. Councilor Heaton questioned whether there are other easements. Cory stated that there are, but he does not believe they are of the same mechanical operations as this one, so hopefully not as expensive to repair or fix if necessary.

9. Mayor's Comments

Mayor Scott stated that he remembers from the Executive Session that the City would just pay the invoice without going to court. We need to pay this and be done with it.

10. Adjourn Meeting

Councilor Heaton made a motion to adjourn. Councilor Martinez seconded. No objections. Meeting adjourned.



Dennis Scott, Mayor

Attest



Cory Misley, City Recorder