

LA PINE CITY COUNCIL SPECIAL MEETING AGENDA

Special Session
Monday, April 16
2:00 pm
16345 Sixth Street
La Pine, Or 97739

1. Call to Order
2. Roll Call
3. Pledge of Allegiance.
4. Continued Discussion on Goal Setting
 - 1) Goal Setting for Budget
 - 2) Goal Setting for Issues/Concerns and Priorities
5. Public Comments
6. 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 meetings. This notice does not limit the ability of the City Council to consider or discuss additional subjects. These meetings are subject to cancellation without notice. These meetings are 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 at (541) 536-1432

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Special Session
Monday, April 16
2:00 pm
16345 Sixth Street
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1. Call to Order

Mayor Mullenex called the meeting to order at 2:00 pm.

2. Roll Call

City Manager Steve Hasson
Mayor Ken Mullenex
Councilor Stu Martinez
Councilor Dan Varcoe – absent by prior arrangement
Councilor Don Greiner
City Recorder/Finance Officer Lori Martin
Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance.

Mayor Mullenex led the Pledge of Allegiance.

4. Continued Discussion on Goal Setting

- 1) Goal Setting for Budget
- 2) Goal Setting for Issues/Concerns and Priorities

City Manager Hasson stated that the Council, previously, reviewed goals from 2009-2010 and 2010-2011 goals. He said he has an ongoing work list and many of them are priorities. City Manager Hasson prepared a cleaned up document from the prior work session on goals. He said the goals have been rated 1, 2 or 3 priority. City Manager Hasson said he also combined the funding element with the list of goals. He said for the code enforcement officer it will be on an as needed basis and probably no more than ten hours of work per week to start. City Manager Hasson said the Council could consider raising property taxes to help fund some of the priorities. He recommended a \$.10 increase up to \$1.90 from \$1.80. City Manager Hasson also said this would allow the City to have a matching budget for grants. Councilor Martinez stated he was in favor of raising the tax rate. Councilor Greiner said that most people are not happy about a tax increase, but he will go along with it. Mayor Mullenex said he supported a tax increase. Councilor Agan said that she thinks it is something that needs to be done. City Manager Hasson said that often if you get a grant, you are required to have monies to put on the table.

City Manager Hasson stated that he does not recommend double dipping on the TRT funds, in other words organizations are asking for funds from both the La Pine Visitor's Center and the City. He said the City needs to have a policy to prevent any double dipping. City Manager Hasson said he wants the monies to be spent correctly. He said they may need to shore up the reporting status for the

La Pine's Visitor Center. City Manager Hasson said he is planning on having an audit review on how the TRT monies are spent to make sure they are spent as required. He said if the City does not get the appropriate responses back from the Visitor's Center they can impound the monies until that happens. City Manager Hasson also stated the need to dissolve the TRT committee since it is no longer functioning. Mayor Mulenex said that he is concerned that only one person at the Visitor's Center is making decisions on how to disperse the funds. City Manager Hasson said that organizations getting TRT funds will be required to do some reporting back to the City of how those monies were utilized. Mayor Mulenex said he thinks there should be a tourism commission to review tourism in the City. It was decided to put on a future agenda to have City Attorney Green give a review to the Council about how TRT funds are to be used. City Manager Hasson said as part of the audit they also will be looking at various organizations that contribute to the TRT funds (i.e., motels, etc.) and reviewing their books. Lori Martin said that the City is allowed to examine the books of any entity that contributes to the TRT funds. She also said that the City will contract out for this work to be done.

City Manager Hasson discussed the various goals and what priority each was given:

- **Illumination** - Midstate Electric could provide eight street lights for the price of four. Mayor Mulenex said he thought one of the lights could be used for the BMX track if it gets created.
- **Code Enforcement** – starting after July 1st for a part time Code Enforcement Officer for approximately ten hours per week. City Manager Hasson suggested starting with small violations and working into larger violations.
- **Doing something for the Youth in the Community** – BMX track for the youth. It will need lighting and a water source and possibly a porta potty. Mayor Mulenex suggested \$7,500 for a Youth Employment Service. He said it is normally managed by the Chamber of Commerce and not by the schools. Councilor Martinez suggested having it under Park and Recreation.
- **City Logo and City Brand** – It was discussed that it would cost more than the \$500 initially budgeted for.
- **Closure of Land Swap** – It's been through the Senate and has gone to the House. Once the three parcels come to the City there will need to do an environmental assessment for each of them. This will require a funding source.
- **Evaluation of City's Water Supply** – hire a consultant to do the evaluation, should come out of the Water District Budget.
- **MOU (Memorandum of Understanding) with County Sherriff for Law Enforcement Services** – this may not be a funding issue since residents already pay for sheriff services on their taxes.
- **Lighted Pathway along the Westside of Hwy 97 from Burgess southward to about where Reed Street is located** – this would require the County to provide a permanent easement. It is important to have both ends of the City connect in a visible manner.
- **Develop and implement strategies to improve the City's identity and presence** – this will be incorporated into the city logo and city branding goals. More signage was also discussed, especially coming into the City of La Pine along Highway 97.

- **Landscape and improve the City Hall** – the street front does not have much of a presence or sets an example as a standard bearer. Landscaping should fix the problem. Also, a culvert for drainage is needed.
- **Review and Update IGA (Intergovernmental Agreements)** – Review all the IGA’s and make sure they work for the City.
- **Update the website** – Lori Martin has been working on this with Kathy DeBone to make the website more useful and contain better information and also some photos.
- **Formulate an emergency preparedness plan** – Steve has started talking to the Fire Dept already about a plan. This will involve a variety of agencies and will require good communication.
- **Business License Ordinance** – It needs some input from the Chamber as a tool to the business community and also it is helpful for the City.
- **Identify micro funding and other grant sources to assist with business start-up and expansion** – The City would help a business out by providing grant assistance.
- **Construct a Mass Gathering Ordinance** – In process.

City Manager Hasson discussed the funding items that relate to the goals. He said some of the goals did not have a funding cost and he would like some help in establishing the cost. The Council had consensus to hire a part time code enforcement officer for ten hours per week. City Manager Hasson said the hiring would be done as a request for proposal and a contract would be drawn up.

The Council had consensus to invest monies for the BMX track. Mayor Mulenex said some of the monies can come from other sources than just the City. It was decided to start with a \$5,000 budget amount.

Procurement of an artist to design the City logo and branding, it would probably cost around \$5,000. Mayor Mulenex said the branding item needs to be something by itself as it can be quite costly.

For environmental assessment cost it would be \$20,000 for about 1,000 acres of property. Hiring of a consultant to evaluate the City’s water status would cost about \$5,000. City pathway from Burgess Road to Reed Road about \$10,000 would be budgeted. It was also discussed to, in the future, pave the pathway.

Landscape and improve the City Hall road frontage with a cost of about \$10,000. There will be sidewalks and extensive landscaping done.

Develop and Implement strategies to improve the City’s presence and identity particularly on Hwy 97. Looking at signage between here and there. Cost estimate of \$10,000.

Micro funding and other grant sources, cost to procure them. Cost estimate of \$10,000

Youth Employment Services - \$7,500.

Upgrading website and developing a Facebook page and expanding other internet sites for the City. There is \$15,000 in this year’s budget that has not been spent. An RFP (Request for Proposal) will be done for it.

TRT fund request of \$5,000 by Parks and Recreation to upgrade Finley Butte Park. It would come out of the community sponsorship fund.

There is money set aside for road improvements for more physical things like paving some of the roads. It costs about \$1 million dollars to pave one mile of road. Approximately \$15,000 will be spent to improve the crossing on Huntington Road between Bi-Mart and the Post Office. Another \$15,000 will be spent on improving the roads in the Cagle subdivision.

Council discretionary funds – that serving on Council should be a revenue neutral thing and Councilors should not have to pay costs to be on the Council. City Manager Hasson said he felt a couple of hundred dollars per month would be good to budget. This could cover the costs of internet service, for example.

City Manager Hasson stated that the Fire District has requested \$2,000 from the City and they would contribute a matching \$2,000 to have a student fire coordinator for the summer. This person would help the City with the hydrants. He said there are several problems with the hydrants at this point in time, for example some of the hydrants are not operational and no annual flow is done on them. City Manager Hasson said it will save money by getting a good rating on the fire hydrants.

City Manager Hasson said that the City has offered to financially assist with a variety of events planned for La Pine. He said there is a \$5,000 amount in the community funds. The Council had consensus to increase the fund to \$10,000.

5. Public Comments

None

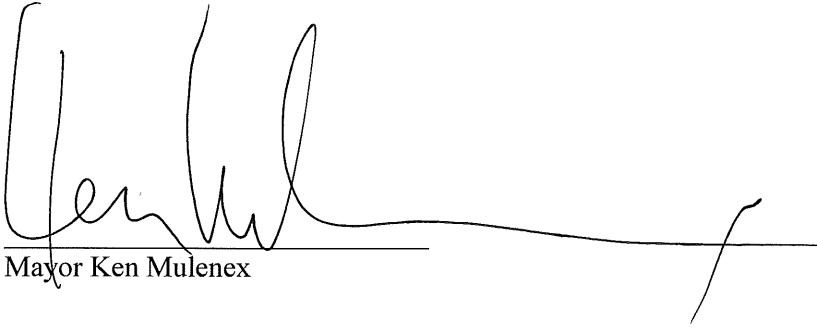
6. Adjourn

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

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Don Greiner</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	

Motion passed unanimously.

Mayor Mulenex adjourned the meeting.



Mayor Ken Mulenex

Attest



Lori Martin, City Recorder/Finance Officer