

REVISED
LA PINE COUNCIL MEETING AGENDA
Wednesday, February 8, 2012
Regular Session – 6:00 pm
16345 6th Street, Ste 102
La Pine, OR 97739

A. Regular Session

1. Call to Order
2. Establish Quorum
3. Pledge of Allegiance
4. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the City Council.

5. 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.

- a. Approval of Minutes
 - i. January 5, 2012 Special Session
 - ii. January 11, 2012 Council Meeting Minutes
 - iii. January 25, 2012 Work Session Minutes
- b. Bills and Invoices
 - i. Approval of Bills
 - ii. Financial Report
 - iii. Approval of Reimbursements

C Temporary Sales License Applications

- i. La Pine Frontier Days Association
- ii. La Pine Frontier Days Association

6. Public Comments

7. La Pine/South County CET service – short term and longer term issues
 - COIC Representative

8. La Pine Rodeo Sponsorship
 - Gina Wearin
9. Advisory Committee Application for Public Works
 - Bill Sawders
10. Selection of Public Works Advisory Committee Members
11. Finalization of Capitalization Policy
12. Other Matters
13. Public Comments
14. Committee Reports
15. Staff Comments
16. Council Comments
17. 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.

REVISED
LA PINE COUNCIL MEETING MINUTES

Wednesday, February 8, 2012

Regular Session – 6:00 pm

16345 6th Street, Ste 102

La Pine, OR 97739

A. Regular Session

1. Call to Order

Council President Don Greiner called the meeting to order at 6:00 pm.

2. Establish Quorum

City Manager Rick Allen

Mayor Ken Mulenex - absent by prior arrangement

Councilor Stu Martinez

Councilor Dan Varcoe

Councilor Don Greiner

City Recorder/Finance Officer Lori Martin

Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance

Mr. Steve Hasson led the Pledge of Allegiance.

4. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the "Other Matters" portion of this Agenda or such other time selected by the City Council.

Ford Foundation will come after Item #18. The ratification of the contract for the new City Manager will come right after Public Comments.

5. Consent Agenda

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a. Approval of Minutes

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- b. Bills and Invoices
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- c. Temporary Sales License Applications
 - i. La Pine Frontier Days Association
 - ii. La Pine Frontier Days Association

A motion was made by Councilor Varcoe and seconded by Councilor Martinez to approve the consent agenda.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	

Motion passed unanimously.

6. Public Comments

Kim Curly stated she works for Commute Options for Central Oregon. She said in September 2011 they began offering free ride sharing through a website that connects riders to get away from the solo vehicle rides.

Contract Ratification for the new City Manager

- City Manager Rick Allen

City Manager Allen stated that the contract is an at will employment with a one month severance for termination without cause. He said there will be no vacation or sick leave paid out at departure. City Manager Allen said there would be five weeks of PTO. He said the salary was \$65,000 and there is no built in raises; it will be done at evaluation time. City Manager Allen said he will start on February 21st. He said he has done a full background check on Steve Hasson including a criminal and credit check. City Manager Allen said he also did numerous reference checks by talking with several different people.

Mr. Hasson said he wanted to work for the City and that he wanted to do a good job. He stated he has had a chance to meet the people in the City and it has been a good experience. Mr. Hasson said he wanted to collaborate with the Chamber and also reach out to the residents of the City as well as the people living outside the city limits. He said he was thankful for the opportunity to serve the City.

Councilor Varcoe asked for some clarification on the medical insurance. City Manager Allen said that the City will cover up to \$800 of the medical insurance that the City will directly pay to the provider.

In response to a question from Councilor Martinez it was verified that there are also life insurance benefits.

A motion was made by Councilor Varcoe and seconded by Councilor Martinez to approve the tentative contract and submit it to Steve Hasson for his approval and signature to complete the contract negotiations.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	

Motion passed unanimously.

00:17:09

7. La Pine/South County CET service – short term and longer term issues
 - COIC Representatives

Karen Friend discussed how the service came about and what the service is at this point in time. She said the extended service started in January of 2008. Ms. Friend said the dial-a-ride service first began in Prineville for transportation of senior citizens in 2006. She said they worked with the Council on Aging to coordinate transportation services throughout the County. She said they received transportation revenues from the Council on Aging to COIC (Central Oregon Intergovernmental Council) and leveraged them through Federal and State dollars to bring additional resources to Central Oregon to support public transportation. Ms. Friend said a year ago they added the Bend service. She said that they have been able to secure State and Federal grants but the local dollars have continued to slip away. Ms. Friend said that they provide a curb to curb service with no restrictions on who can use the service. She said recently the service had been booked for earlier times as well as later service times adding up to an additional four hours per day. Ms. Friend said they cannot afford to continue with the earlier and later hours of service. She said they would like to see if some additional match monies can come from both the City and the County to allow for the expanded hours.

Scott Aycock stated that with a 10% match of \$5,000 it makes a total of \$46,000 with the grant monies. He said since customers living outside the City of La Pine use the service they have asked for a contribution from the County as well. Councilor Varcoe stated he was very impressed with the curb to curb service that has been provided. Ms. Friend stated that a person pays a fare from La Pine to Bend of \$6.25 for a round trip. She said there is also a cost of the ride from their home to the shuttle bus. In response to a question from Councilor Martinez, Ms. Friend said that they are working on a transit master plan to identify a long term local funding source if transit is identified as a necessary service. Scott Aycock stated that the grant is a standard grant program that comes through the Federal government and has been used for a long time. Ms. Friend stated that the business energy tax credit is an opportunity for local businesses to take advantage of a tax credit. Tony DeBone, County Commissioner, stated that he attended a meeting regarding the matter but no decision had been made regarding a contribution. He said they have funds that they may be able to come up with for one time money but other funding sources

would need to be used in the future. In response to a question from City Manager Allen, Ms. Friend said that they could develop something with the City where the riders would need to pay a higher fee. She stated that most of the riders are low income persons so they tried to make it as affordable as they could. Scott Aycock said the rides they provide are mainly for work or school trips. Ms. Friend said that public transportation is providing 65,000 rides a month in Central Oregon. Councilor Greiner stated that he would like to see the City participate providing the County also participates. He said it should also be a one-time thing.

Patty King, area resident, stated she has been using the bus system for three years and it is awesome. She suggested people using the curb to curb service pay an additional fee. Ms. King also said that midday rides are very little used and maybe could be discontinued to help out financially. It was also discussed that more marketing of the service needs to be done as a lot of people are not aware of the service.

Midge Mathews stated that the Chamber of Commerce has discounted advertising so that might be something for them to explore. Teresa May, area resident, stated she has been riding the bus service to COCC (Central Oregon Community College) for the past two years and would not be able to continue without the service. Councilor Martinez requested numbers of riders that use the service and that are located in the City limits.

Ann Gawith, Director of the Chamber of Commerce, stated that they pass out information on the bus service on a regular basis and also receive numerous calls from the public regarding the bus service.

Karen Ward, area resident, stated that she works at the Senior Center and receives lots of calls from people that need the service. She also requested more brochures on the service.

A motion was made by Councilor Martinez and seconded by Councilor Varcoe to approve the amount of \$2,500 to the COIC ride program for their grant application.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	

Motion passed unanimously.

01:10:45

8. La Pine Rodeo Sponsorship
- Gina Wearin

Ms. Wearin passed out information to the Councilors. She said in the past the City has been a gold sponsor. Ms. Wearin asked the Council to discuss the shut sponsorship at \$600 because of the extra perks. She said the added perks give access to the VIP program for up to four persons. (These would be donated to others.) Also, she said the City would get to decide what type of banner it wanted and on which shut.

Councilor Varcoe stated he wanted to declare a potential conflict of interest because he owns the property that the rodeo grounds take place on, and that they rent it from him.

Gina Wearin mentioned that the Queen Coronation and fund raiser will take place February 26th at 3 pm for a spaghetti feed, there will also be a silent auction. It will be held at the American Legion hall.

01:16:38

A motion was made by Councilor Martinez and seconded by Councilor Greiner that the City approve \$600 to the La Pine Rodeo for the Shuts Sponsorship.

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

Motion passed unanimously.

01:20:00

Ford Foundation Retreat

Robin Mirrasoul, local business owner, passed out the information on the Effective Organizations Board Retreat that the Ford Foundation is bringing to La Pine. She said it is a \$6,000 value. Ms. Mirrasoul stated that they will be discussing good leadership and good organizational techniques, developing and maintaining a well-functioning board, strategic planning, learning how to provide clear direction for the staff and board, and using resources efficiently and effectively. She said this has turned into a very effective Council but new Councilors will be coming on and this training will be helpful. Commissioner DeBone stated that this is part of the five year commitment of the Ford Foundation's commitment to La Pine. He said the group is inviting Boards to become involved with strategic planning for the community as a whole.

Councilor Varcoe said he went through similar training and it was very effective and helpful. He said he would like to see all Councilors attend. Councilor Martinez said he also has participated in this training and it is very effective. City Manager Allen said the meeting could just be noticed since several of the Councilors would be participating.

01:27:55

9. Advisory Committee Application for Public Works
 - Bill Sawders

City Manager Allen said that this is the final member to complete the seven member committee for the Public Works Committee. He said he did not request that Bill Sawders attend the meeting tonight as he has been attending a lot of meetings lately.

10. Selection of Public Works Advisory Committee Members

A motion was made by Councilor Varcoe and seconded by Councilor Martinez to accept the seven members listed including Doug Ward.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	

Motion passed unanimously.

11. Finalization of Capitalization Policy

Lori Martin, City Recorder/Finance Officer, stated that this was something in the audit that the City did not have in place. She said this one gives us the guideline that anything we buy over \$5,000 and with a useful life of at least five years would be capitalized and go into the City's government wide audited financial statements under fixed assets. Ms. Martin said it also provides an outline for other types of assets which is the building, land and improvements, machinery, equipment, vehicles and infrastructure.

A motion was made by Councilor Martinez and seconded by Councilor Varcoe to accept the fixed asset capitalization policy for the City of La Pine.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	

Motion passed unanimously.

12. Other Matters

None

13. Public Comments

None.

01:35

14. Committee Reports

Councilor Greiner said that at the COACT (Central Oregon Area Commission on Transportation) it was stated that a 'draft' cost estimate for a four lane US Highway 97 from the Dalles to the California border has been completed. He also said that several central Oregon cities will be doing an IGA (Intergovernmental Agreement) for the problems along the Highway 97 corridor. Councilor Greiner also

attended the COIC (Central Oregon Intergovernmental Council). He said they discussed the large lot industrial program and how it will work. Councilor Greiner stated there was also a discussion on the clean energy work's program.

15 Staff Comments

City Manager Allen stated that La Pine has been very involved with TRIP 97 (four lanes of Highway 97 from the Dalles to California). He said the study also involves travel time from point A to point B.

City Manager Allen stated that on February 22nd there will be a public hearing on the withdrawal of the Special Districts at the regular Work Session. He said there will also be another joint meeting with the Water and Sewer Districts on that same night.

City Manager Allen said that he may be staying on for another three or four months to work on the withdrawal of the Special Districts. He said he needs direction for doing an amendment on his contract.

Lori Martin stated that there is a contract in process with the new software company, Casselle.

16. Council Comments

Councilor Martinez stated that he attended the meet and greet for the applicants for City Administrator of Deschutes County. He said he and some others worked with the Water and Sewer Districts to get the water pumped out at Morson street because of flooding.

Councilor Greiner stated that it would be difficult to take the new City Manager and put him right in the middle of the Water and Sewer District's negotiation. He said if the Council agrees to keep City Manager Allen on then Rick could approach the City Attorney to amend his contract which would expire in March. Council had consensus to amend the Rick Allen's contract.

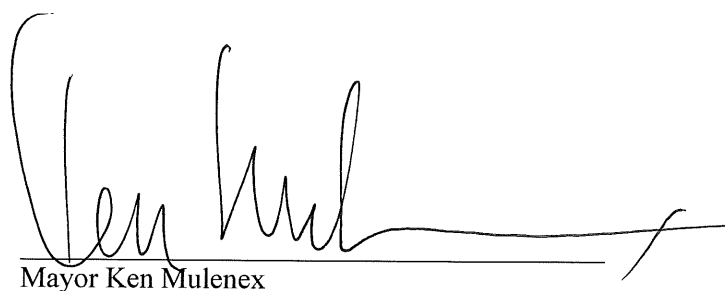
17 Adjourn

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

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	

Motion passed unanimously.

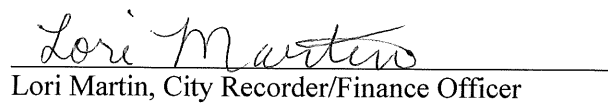
Councilor Greiner adjourned the meeting at 7:51 pm.



Handwritten signature of Ken Mulenex in cursive script, written over a horizontal line.

Mayor Ken Mulenex

Attest:



Handwritten signature of Lori Martin in cursive script, written over a horizontal line.

Lori Martin, City Recorder/Finance Officer