

# LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, September 14, 2011

Regular Session - 6:00 pm

51340 Highway 97, La Pine, Oregon 97739

South County Building Meeting Room

## A. Regular Session – 6:00 p.m.

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. August 10, 2011 Meeting Minutes

b. Bills and Invoices

i. Approval of Bills

ii. Financial Report

iii. Approval of Reimbursements

c. Approval of City Attorney’s Contract

d. OLCC Approval for Homestead Tavern

e. Pauly Rogers Audit Contract

6. Public Comments

7. Ten Year Plan to End Homelessness

- Deschutes County

8. Presentation of Retirement Plan for City Employees  
- Jennifer Jorgensen, VALIC
9. Intergovernmental Agreement between the City of La Pine and Special Districts (Water & Sewer Districts)
10. Voting Delegate for the League of Oregon Cities Conference
11. Public Works Committee Update
12. Committee Chairs Length of Service
13. Social Gaming Update
14. Other Matters  
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
15. Public Comments
16. Committee Reports
17. Staff Comments
18. Council Comments
19. 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.

# LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, September 14, 2011

Regular Session - 6:00 pm

51340 Highway 97, La Pine, Oregon 97739

South County Building Meeting Room

A. Regular Session – 6:00 p.m.

1. Call to Order

Mayor Mulenex called the meeting to order at 6:00 pm.

2. Establish Quorum

Roll Call:

City Manager Rick Allen

Mayor Ken Mulenex

Councilor Stu Martinez

Councilor Dan Varcoe – arrived at 6:05 pm

Councilor Adele McAfee

Councilor Don Greiner

Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance

Carol Raebel 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.

None

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. August 10, 2011 Meeting Minutes

Councilor McAfee asked to have the work ‘quality’ replaced with ‘qualifications’ on page 8, third paragraph. Councilor Greiner said on the same page 8 on the first paragraph it should say the July 21, 2011 Special Meeting was cancelled not the August meeting.

- b. Bills and Invoices
  - i. Approval of Bills
  - ii. Financial Report
  - iii. Approval of Reimbursements
- c. Approval of City Attorney’s Contract
- d. OLCC Approval for Homestead Tavern
- e. Pauly Rogers Audit Contract

**A motion was made by Councilor Greiner and seconded by Councilor McAfee to Approve the Consent Agenda.**

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

**Motion passed unanimously.**

Councilor Dan Varcoe arrived at 6:05 pm.

- 6. Public Comments  
None

Councilor Varcoe arrived at 6:05 pm.

- 7. Ten Year Plan to End Homelessness  
- Deschutes County

Cindy Pasko, from the Partnership to End Poverty, gave the presentation. She said the plan to end homelessness is a tri-county plan with Deschutes, Jefferson and Crook Counties. Ms. Pasko said that last year they held a meeting in La Pine to get community input like they have done throughout the region. She said that also includes hospitals, police departments, etc.

Ms. Pasko said that they are the first regional ten year plan in the state of Oregon. She said the plan takes into account the distinctness of every community. Ms. Pasko works with all three counties and works with all non profits. She said while the demand has increased for assistance the budgets have been cut to provide those services.

Ms. Pasko stated that they do a one night shelter count once a year. Often, she said, these numbers are quite a bit lower than the actual number of families in the area. Ms. Pasko said that over 900

children in the region are homeless. She said that 10% of the homeless utilize 50% of the resources available for the homelessness aid through Churches, food banks, etc. Ms. Pasko said it takes from \$6,000 to \$8,000 to stabilize a homeless family and get them out of homelessness. She said some of the 10 year plan will use money for new shelter beds. Ms. Pasko said there are four criteria to the 10 year plan: safety and security, accountability, access to the sources, and recognition that this plan is only a bridge and the ultimate goal is the prevention of homelessness. She said that she would like the Council to give their support of the plan. Ms. Pasko said that La Pine is a key part of Deschutes County and this is an important area. She said by endorsing the plan the Council would keep in mind the 10 year plan when making decisions. Ms. Pasko said that they hope to start the plan in mid October. She also said that the area from La Pine up to Sunriver has the highest number of homeless people.

31:38

8. Presentation of Retirement Plan for City Employees  
 - Jennifer Jorgensen, VALIC

City Manager Allen stated that because they are hiring some new staff and need to have a retirement plan for both present and future employees this item was put on the agenda. He said the plan presented by VALIC is similar to the plan the Water and Sewer District have for their retirement plan. Ms. Jorgensen said they also service the Park and Rec Dept in La Pine.

Ms. Jorgensen said that the plan can be reviewed every year during each of the budget years depending on the economics at the time. She said most employers do a vesting schedule of 20% for each year. City Manager Allen stated that 6% was budgeted for the current year toward retirement. He also recommended that the plan not allow for loans that it be strictly a retirement plan. The Council had consensus to not allow unforeseen emergencies to take money out of the plan.

**A motion was made by Councilor Greiner and seconded by Councilor McAfee that we approve this plan as has been discussed and presented with Valic.**

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

**Motion passed 3-1.**

Councilor Varcoe stated that he favored local people have an opportunity to make a presentation and so voted no on the motion.

00:55:40

9. Intergovernmental Agreement between the City of La Pine and Special Districts (Water & Sewer Districts)

City Manager Allen stated that this is an Intergovernmental Agreement with revisions and it will be effective until June 30, 2012 and it takes into account the withdrawal of the Districts to the City.

**A motion was made by Councilor Varcoe and seconded by Councilor McAfee to Approve the second extension of the IGA as it is with the correction if necessary of any dates for continuity and that the Mayor was authorized to sign the IGA.**

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

**Motion passed unanimously.**

01:02:00

10. Voting Delegate for the League of Oregon Cities Conference

Mayor Ken Mulenex agreed to be the official voting delegate at the LOC conference from the city of La Pine.

11. Public Works Committee Update

City Manager Allen stated that the committee needs members and as soon as that happens the committee can begin their work. Mayor Mulenex said he had a person or two interested in being on the committee and that he would talk to them about it.

City Manager Allen reviewed the particular members that are needed including a member each from the three neighborhoods as well as members appointed at large and a representative from the Chamber of Commerce and Planning Commission (Doug Ward).

Councilor McAfee stated that it is important to have a Council person on the committee. She said when it is a committee like this it is important that there is a Council presence so they can bring forward the Council ideas, policies and goals; it just adds another perceptive. City Manager Allen said that with the two members appointed at large, one of them could be a Councilor.

01:13:42

12. Committee Chairs Length of Service

City Manager Allen stated that some people have come to him and raised the issue of term limits for committee chairman. He said the Council could have a policy that says they want committee chairman to be in office no more than two years in a row. Mayor Mulenex stated that it sounded like a good policy to rotate the Chair.

**A motion was made by Councilor Varcoe and seconded by Councilor McAfee to make as a policy that Chairs of committees serve no more than two consecutive terms at a time.**

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

**Motion passed unanimously.**

13. Social Gaming Update

Mayor Mulenex stated that in a conversation with the City Attorney, today, he was told that the State holds exclusively and reserves bingo and does regulate it. He also said that the State allows the municipalities to regulate the donation of food cans and the City Attorney does not see a problem with it being done in addition to having a fee charged to play a game. The City Attorney said he would also look more into the issue, and get back to him.

City Manager Allen said he could come back with an Ordinance at the October meeting for the social gaming.

Public Comment

Ted Scholer, area resident, stated that he believes OLCC does not allow the organization running the social gaming to make a profit off of it.

14. Other Matters

Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.

None

15. Public Comments

None

16. Committee Reports

Councilor Greiner was ill and unable to attend his regular monthly meeting of COIC (Central Oregon Intergovernmental Council). On September 23<sup>rd</sup> the Small Cities Network will be hosted by and in the City of La Pine from 11am to 1 pm. Councilor Greiner said that the Network has never met in South Deschutes County before. There will also be a bus tour after the meeting of various parts of La Pine such as the Industrial Park and new City Hall.

Councilor McAfee stated that she and Councilor Varcoe are working on the tour of La Pine during the LOC (League of Oregon Cities) conference. She said that they will travel up from Bend and

discuss bio-energy. Councilor McAfee said their first stop would be at the La Pine Industrial Park and they will talk about the Biogreen plant and then they will travel to Midstate and show them the gold leed certified building and then they will travel to the new La Pine City Hall. She said they will also go to the Little Deschutes Lodge which is a platinum leed certified building. Councilor McAfee said they will drive through the Crescent Creek development at the end of the tour. She said on the way back to Bend they will point out the new Rosland Elementary School. Mayor Mulenex will also give a brief talk at some point during the tour.

Councilor Varcoe thanked the City's participation in the Heritage event that was recently held in La Pine. Mayor Mulenex said that the City had a booth at the event and also the Sewer and Water Districts hung up a banner at the booth as well as LIGI (La Pine Industrial Group). Mayor Mulenex stated he talked with a number of new people in the area. He also discussed volunteering opportunities with the public during the event.

01:40:00

17. Staff Comments

City Manager Allen stated that on September 20<sup>th</sup> there will be a meeting with the local realtors regarding the program that will help with down payments. He said there are monies available with the grant money from the Housing Authority in Redmond. City Manager Allen said that there will be a meeting next week regarding the TSP (Transportation System Plan) with ODOT (Oregon Department of Transportation). He also said that work is progressing on the new City Hall. City Manager Allen said he is working on chairs for the new City Hall. He said it will be about \$11,000 to do the Council room. City Manager Allen said the new City Hall will be completed in about four weeks or so. He also said he is working on getting a new server to replace the older and slower server.

City Manager Allen stated he has put out bids for the new software program to perform City accounting functions. He said that it was budgeted for \$20-\$25,000. He said probably about late October that system will be coming into the City. In response to a question from Councilor McAfee, City Manager Allen stated that there will be a list of inventory with a depreciation schedule in the program. He also said he has a sign company working on the new City Hall sign as well as other signage for the City.

City Manager Allen said he has just received bids on the snow plowing and road grading. He has not yet opened them. In response to a question from Mayor Mulenex, he said the thinning of trees and brush that was done on some of Cagle Road will probably be expanded to the entire subdivision next year.

City Manager Allen stated that LIGI is planning on having a facilitation session with the City, the County and EDCO (Economic Development for Central Oregon). He said that LIGI would like to have a retreat to talk about where does LIGI go from here and how does it fit in with the public entities in the area. Mayor Mulenex said it is important for the City to be involved for the future.

18. Council Comments

None



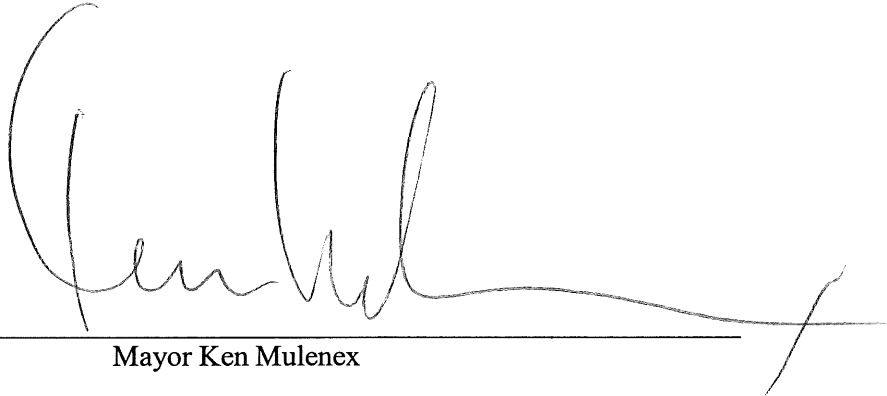
19. Adjourn

A motion was made by Councilor Martinez and seconded by Councilor McAfee 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 Adele McAfee</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	

Motion passed unanimously.

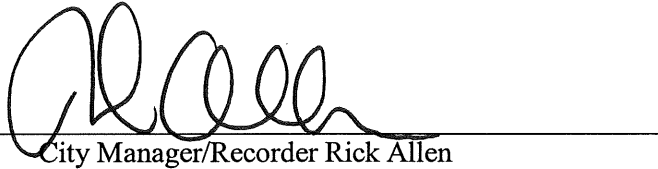
Mayor Mulenex adjourned the meeting at 7:58 pm.



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Mayor Ken Mulenex

Attest:



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City Manager/Recorder Rick Allen