

LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, March 9, 2011

Regular Session - 6:00 p.m.

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. February 9, 2011 Meeting Minutes
- ii. February 23, 2011 Meeting Minutes

b. Bills and Invoices

- i. Approval of Bills
- ii. Financial Report
- iii. Approval of Reimbursements

- c. i. Approval of Expenditures for the Planning Commission
- Deborah McMahan

6. Public Comments

7. Week of the Young Child Proclamation

8. Presentation from Deschutes Water Alliance (DWA)

- County Commissioner Alan Unger

9. Approval of Deschutes Water Alliance Memorandum of Understanding

10. Zoning Ordinances Overview (to be sent out under separate cover)
- Deborah McMahon and James Lewis
11. Presentation by HSR Architect regarding the new City Hall
12. Approval of City Hall Purchase
13. Application for Budget Committee Member
14. Sponsorship Request for the Frontier Days
15. Donation Request for Centennial Park
- Linda Stephenson
16. Other Matters
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
17. Public Comments
18. Committee Reports
19. Staff Comments
20. Council Comments
21. Adjourn

LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, March 9, 2011

Regular Session - 6:00 p.m.

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 6:02 pm.

2. Establish Quorum

Roll Call:

City Manager Rick Allen
Mayor Ken Mulenex
Councilor Stu Martinez
Councilor Dan Varcoe
Councilor Adele McAfee
Councilor Don Greiner
Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance

Councilor Martinez 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.

16a. COCO Dues

16b. HB 3347

Expense Voucher for the Consent Agenda

5. Consent Agenda

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a. Approval of Minutes

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- Deborah McMahon

Councilor McAfee stated that she would like added to the Feb. 9th Minutes on Page 16, item 13, 'Council agreed that this was an important step in planning the budget.' Under item 12, page 16, she asked to add, 'the outcome of the Executive Session was to renew the City Manager's contract.'

A motion was made by Councilor Varcoe and seconded by Councilor McAfee to approve the Consent Agenda with the amendments to the minutes for the February 9th meeting.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</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>	

Motion passed unanimously.

6. Public Comments

Ted Scholer, area resident, stated he wanted to compliment the Council, public employees and the community for their efforts toward improving the City.

00:04:33

7. Week of the Young Child Proclamation

Laurel Case, from Healthy Beginnings, passed out information on Healthy Beginnings to the Councilors. She said they primarily work with children from birth to five years of age. Ms. Case asked the City to support the Week of the Young Child Proclamation for the week of April 10-16th. Mayor Mulenex read the proclamation.

A motion was made by Councilor McAfee and seconded by Councilor Greiner to issue the Proclamation.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</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>	

Motion passed unanimously.

00:10:20

8. Presentation from Deschutes Water Alliance (DWA)
- County Commissioner Alan Unger

Commissioner Unger presented a power point presentation about the (DWA) Deschutes Water Alliance. He is Chair of the Deschutes Water Alliance. Commissioner Unger said the Deschutes basin is the second largest water basin in the state, and is approximately 10,000 square miles. He said that the ground water and the surface water are connected. Commissioner Unger said a tremendous amount of water goes into the ground. He said we are fortunate to have so much clean water under us. He also said that mitigation laws were put into place and now they are asking the legislature to not remove those mitigation laws so as to have enough water for agricultural and municipal use. Commissioner Unger said the DWA is made up of almost all the cities in the Deschutes basin as well as the Indian tribes. He said it took a year to get a memorandum of understanding together. Commissioner Unger asked that the City of La Pine come to the table and let them know what their water needs will be in the future.

9. Approval of Deschutes Water Alliance Memorandum of Understanding

City Manager Allen stated that the City needs to belong to the DWA and look after their water needs now and in the future. The Council appointed Dan Varcoe to be their representative for the DWA with Mayor Ken Mulenex as the alternate.

A motion was made by Councilor Greiner and seconded by Councilor Varcoe that the City of La Pine approve the MOU as presented to Council.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</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>	

Motion passed unanimously.

00:33:05

10. Zoning Ordinances Overview (to be sent out under separate cover)
- Deborah McMahon and James Lewis

Deborah McMahon stated that they wanted to introduce the topics and then schedule a Work Session and Public Hearings. She said the documents have been reviewed by the Planning Commission as well as received public input. Ms. McMahon said the first ordinance is the land ordinance. She said the second ordinance is the land division ordinance. Ms. McMahon said the third ordinance is the largest ordinance covering zoning. She said the outdoor lighting ordinance is another ordinance. Ms. McMahon said the signage ordinance addresses signing for the various entities. She said the last ordinance is the SDC mitigation framework, System Development Charges for impact fees. Ms. McMahon stated that she and City Manager Allen are working on the Transportation System Plan and hope to get that out this year.

Mayor Mulenex stated that there probably needs to be a Work Session for the Council to review all the documentation. Ms. McMahon said they would like to have everything adopted by the first of June. She said there would need to be one or two public hearings. Council will check their calendars as there will need to be a 45 day Public Hearing notice. Ms. McMahon said she will handle putting in the State mandated notice.

Deborah McMahon stated that if the comprehensive plan is not fully adopted then the ordinances could not be implemented. She said there will also be a transition of authority from the County to the City regarding planning and other tasks.

City Manager Allen stated that the zoning grant work has to be done by June 30th in order to receive the grant monies that were awarded.

00:49:30

11. Presentation by HSR Architect regarding the new City Hall

Leslie Hara Shick introduced herself and John Ralston from HSR Architect. They did the feasibility study for the new City Hall.

- Mr. Ralston said the building potential for the building is very good
- Since it is an existing building an elevator is not required at this time but only two offices upstairs can be used for now
- The south side of the building will make for a great meeting room
- One bathroom will be removed to increase space but there will still be two bathrooms in the building
- The meeting room will allow no more than 49 occupants for safety reasons
- Ms. Hara Shick discussed upgrading the sidewalks to meet ADA (Americans with Disabilities Act) standards such as installing a ramp by the outside door
- Ms. Hara Shick then went through the various architectural phases in the future such as taking over the area that is currently leased out to Edward Jones
- She said that phase three would include an elevator to use all of the office space on the second floor

- Ms. Hara Shick reviewed the various cost estimates depending on the plan selected
- She said that the second option was \$72.43 per square feet and the other option was \$65.55 per square feet for the upgrade
- She also said under current codes there is no requirement for a sprinkler system at this time.

Mayor Mulenex said it is a real advantage to having an existing building to remodel rather than building a new City Hall.

Public Comments

Ted Scholer, realtor, stated that the Edward Jones lease will probably go for about seven more years.

Wayne Kovacs, area resident, asked about the audio visual costs. Ms. Hara Shick said that would be an additional cost. City Manager Allen said he budgeted \$10,000 for the audio visual costs.

Mayor Mulenex said he was interested in having a connection with the County through the City's new audio visual abilities. Commissioner Unger stated the County is working on down streaming and other linking options for various meetings.

12. Approval of City Hall Purchase

City Manager Allen stated that the purchasing bonds were through the League of Oregon Cities and the bond rate amount was 5.3% which is cheap borrowing. He said the building is financed over 25 years.

A motion was made by Councilor Greiner and seconded by Councilor Varcoe to approve the purchase of the new City Hall.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</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>	

Motion passed unanimously.

City Manager Allen said the next step is bidding out for the remodeling construction by putting out an RFP (Request for Proposal) as soon as possible.

01:27:37

13. Application for Budget Committee Member

Mr. Bobby Stephens had submitted an application to be considered for the Budget Committee. He had previously been on the Charter Committee as the Chair of that committee. Councilor McAfee said Mr. Stephens did a very good job on the Charter Committee.

A motion was made by Councilor McAfee and seconded by Councilor Greiner to accept Mr. Stephens application to be a member of the Budget Committee.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mullenex</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</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>	

Motion passed unanimously.

City Manager Allen mentioned that there is still one position to be filled but it must be filled by a resident of the City.

01:29:28

14. Sponsorship Request for the Frontier Days

Ann Gawith, President of the La Pine Frontier Days Association, said they came to the City this year because of not being able to use the La Pine Event Center due to it being remodeled. Ms. Gawith said they will need to rent very large tents and have additional porta potty's since they will not have the use of the Event Center. She said the Frontier Days is the largest event in the City and it is well known throughout the State. Councilor Martinez said he was in favor of reallocating existing funds to fund this organization because it is such a good event. Councilor Varcoe said this event puts La Pine on the map and is great for the community.

A motion was made by Councilor McAfee and seconded by Councilor Greiner to approve the request by the Frontier Days in the amount of \$2,000 from the membership fund.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mullenex</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</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>	

Motion passed unanimously.

01:39:30

15. Donation Request for Centennial Park
- Linda Stephenson

Linda Stephenson stated that she has been taking care of Centennial Park. She said they now want to have a flag pole flying the flag in the park. Ms. Stephenson said the project cost is \$1,500 and she has raised \$400 so far for the project. She said the flag was donated and it has flown over the U.S. Capitol in Washington DC. Ms. Stephenson said the lighting will be an additional \$600 in cost.

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Councilor McAfee stated that she would like to have the sign post become the official logo for the City. Mayor Mulenex said that he is in support of the project. Councilor Varcoe said it is something the City can be proud of to show their patriotism. Councilor Greiner stated that the City should donate the outstanding balance for the project.

01:51:31

A motion was made by Councilor Varcoe and seconded by Councilor Greiner to provide the funds in the amount of \$1,700 to complete the monies required to establish a flag in Centennial Park as described.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</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>	

Motion passed unanimously.

16. Other Matters

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

16a) COCO Dues

Councilor McAfee stated that the City has been a member of COCO since incorporation and the City has participated in it for the last two years. She said the organization has been helpful with legislative matters as well as other issues.

A motion was made by Councilor Martinez and seconded by Councilor McAfee to appropriate \$824 for COCO dues into the budget for the next year.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</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>	

Motion passed unanimously.

01:56:49

16b) House Bill 3347

Councilor McAfee stated this HB3347 will have a negative impact on the City. She said the City would not be eligible for State monies because the project (Pine Forest Development to develop an approximately 617 acre resort) would take first position for monies currently available as well as in

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subsequent years. Councilor McAfee said if the City allows the bill to go through it could make the City ineligible for any funding at a federal level like the clean water act. Councilor McAfee said the funds are regionally distributed and the Pine Forest Development project would take the majority of funding available.

02:01:25

Councilor Martinez stated he would like the item put on the agenda for a future meeting so the Council will have more information about HB3347. Councilor McAfee said that she would like the Council to address the issue of how it would impact the City and that would be the State Revolving Fund. She said it would impact the City when the withdrawal of the Water and Sewer Districts would occur such as with the pivots. Councilor McAfee said that the Council's silence has been represented as support for the bill.

Public Comments

Art Uecker, City Insurance Agent, notified the Council that the new City Hall will be covered effective March 14th.

Ed Criss, area resident, stated that Pine Forest Development will be in competition with the City regarding the clean water State Revolving Fund. He said HB3347 could be passed in the next couple of weeks due to an emergency clause. Mr. Criss said Pine Forest Development did not come to the City Council and discuss the matter and he found that very disturbing. He encouraged the Council to take a stand on this matter.

Loretta Murphy, area resident, stated there is extra money in the fund for probably only this next year. Ms. Murphy said she believes HB3347 is an emergency bill so they could make application during the next open application period which is in May. She also said she believes that the money will assist with the Caldera Springs development and the difficulty they are having in selling real estate. Ms. Murphy said at a meeting she attended on the subject it was stated that the Council backed the bill when in fact only two Councilors attended a meeting back in January and did not back anything.

Vicky Jackson, area resident, stated she talked to Representative Gene Whisnant and he said he did not set up the meeting that was held in January that two of the Councilors attended. She said she would be forced to hook up to that so called sanitary authority because of where she lives.

Robert Ray, area resident, stated the DEQ Steering Committee has been cutoff on commenting on this legislation because it is in process. He said it is disappointing that it has been somewhere stated that the Council approves of this legislation.

Judy Forsythe, area resident, stated that only because she went to the meetings she is now being represented as approving of this legislation which she is not.

Councilor McAfee stated that because of the impact to the City she would encourage the Council to write a letter that they would not support HB3347 as soon as possible.

Councilor Varcoe said he believes it is more of a county issue than a City issue. He also stated he does not fully understand HB3347 in its entirety. Councilor Greiner stated he never met with anyone on this issue. Councilor McAfee stated that the meeting in January was supposed to be a meeting with Representative Gene Whisnant who was not even at that meeting.

Councilor Martinez stated that he would have liked information on this added agenda item prior to this meeting so he had more information to consider. He said that at the meeting in January that he attended they were told that it was for their information only, no legislation was discussed.

Public Comment

Bob Steffens, area resident, stated it is difficult for the Council to have to make a decision on this when they have not been given the information beforehand.

02:40:53

Mayor Mullenex stated he was not prepared to take action on this item at tonight's meeting. Councilor Varcoe said he would need to read HB3347 and understand it before making a decision on it. Councilor McAfee stated it is important as Councilors to do this for the City and she encouraged the Councilors to receive more information and then come back at a meeting in the very near future to take action on it. Councilor Martinez said he would like to receive more information before making a decision on the bill tonight. Councilor Greiner stated he would like to have more information on the matter before taking action on it. Mayor Mullenex said he thought HB3347 was important but that the Council needs more information and then it could be put on an agenda. The Council had consensus to look into the matter further and then put it on an agenda. (There currently are some amendments being added to HB3347).

02:47:00

17. Public Comments

Ted Scholer, area resident, asked for an opportunity for the Chamber of Commerce to review the sign ordinance. He was informed that these ordinances are available on the website.

18. Committee Reports

Gloria Fleming stated at the last Planning Commission Meeting they had discussed getting approval for the purchase of materials for the Planning Commission library. Mayor Mullenex said that the purchases had already been approved earlier in the meeting during the Consent Agenda.

19. Staff Comments

City Manager Allen stated the need to get someone in to set-up a system for the City budgetary process for the 2010-2011 fiscal year. He said the second phase of this would be when water and sewer accounting is added to the system. City Manager Allen stated he would like to put out an RFP for around \$5,000 that would help build the templates for the budget development. He said there are only a few firms that do this work in the area. In response to a question from Councilor Varcoe, City Manager Allen said that they will put in place a base system that can be used later on to build off of for the water and sewer incorporation. Council had consensus for City Manager Allen to hire a firm to handle the preparation of next fiscal year's budget.

20. Council Comments

None

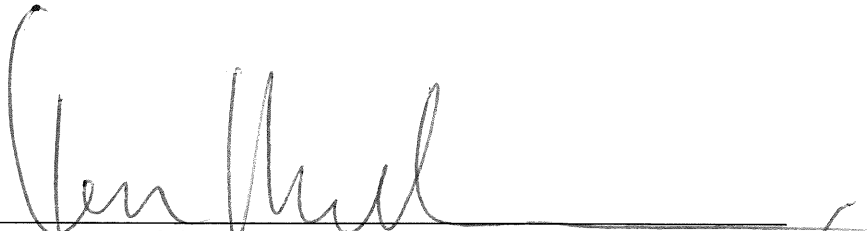
21. Adjourn

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

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</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>	

Motion passed unanimously.

Mayor Mulenex adjourned the meeting at 9:01 pm.



Mayor Ken Mulenex

Attest:



City Manager/Recorder Rick Allen