

## LA PINE CITY COUNCIL AGENDA

Wednesday, September 17, 2014

**Regular Session – 6:00 pm**

16345 6<sup>th</sup> Street, Suite 102

La Pine, Oregon 97739

### A. Regular Session – 6:00 pm

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 of any member of the City Council.

  - a. Approval of Minutes
    - i. August 13, 2014 Council Mtg Minutes
  - b. Bills and Invoices
    - i. Approval of Reimbursements
  - c. Financials
    - i. Revenue & Expenditures
6. Public Comments
7. Proclamation for Bob Shotwell Day
8. Discussion on Intergovernmental Agreement - La Pine Land Conveyance Project

- Gerry Albert
9. Approval of Planning Services & Planning Director
10. Selection of Company for the Streetscape Bi Mart Right of Way Project
11. Interim Finance Manager Position

12. Water Management and Conservation Plan
13. Other Matters: This item concerns any matters that were added to the Agenda under the Added Agenda Items portion of this Agenda.
14. Public Comments
15. Staff Comments
16. Council Comments
17. Mayor's Comments
18. 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 meeting. This notice does not limit the ability of the City Council to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The regular meeting is 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 (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.

## LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, September 17, 2014

**Regular Session – 6:00 pm**

16345 6<sup>th</sup> Street, Suite 102

La Pine, Oregon 97739

### A. Regular Session – 6:00 pm

1. Call to Order

Mayor Mulenex called the meeting to order.

2. Establish Quorum

Interim City Manager Rick Allen  
Mayor Ken Mulenex  
Councilor Stu Martinez  
Councilor Greg Jones  
Councilor Kathy Agan  
Councilor Karen Ward  
Student Councilor Conrad Parker  
Public Works Manager Scott Perkins  
Accounting Clerk Ashley Williams  
Admin Ass't Patricia Morgan  
**Quorum established.**

3. Pledge of Allegiance

Linda Johnston, Public Works Committee member, 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.

Mayor Mulenex stated he would have the comments from the Huntington Meadows residents after the Public Comment. He also added “Add Work Letter Agreement” and a “Change Order for Vic Russell” to Other Matters.

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 of any member of the City Council.

a. Approval of Minutes

i. August 13, 2014 Council Mtg Minutes

- b. Bills and Invoices
  - i. Approval of Reimbursements
- c. Financials
  - i. Revenue & Expenditures

Councilor Martinez mentioned a possible conflict of interest regarding the Wilderness Garbage payment as he owns Wilderness Garbage.

**A motion was made by Councilor Martinez and seconded by Councilor Agan to approve the Consent Agenda.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

6. Public Comments

Tom Bradler asked about a donation request for the new radio station. He was advised by Ms. Morgan, Admin Assistant, that the funding request was already scheduled for the October 8<sup>th</sup> Council Meeting.

Public Comment regarding response from Sheriff for Huntington Meadows complaints:

Susan McDonough, secretary for the Huntington Meadows Owner's Association, stated that there is a real problem with thief's in the neighborhoods of Huntington Meadows. She said they have attempted to catch the thieves. She said that on many occasions the police are called and either do not show up at all or show up a day or two later. Renee Poulin, resident of Huntington Meadows, said there is prostitution and drugs going on in the neighborhoods and the residents need help from the Sheriff. Carl Patrick, resident of Huntington Meadows, stated that he was tired of having his possessions stolen. He said the police have not responded well to the situation. Mason Perryman, resident of Huntington Meadows, stated that the sheriff will not come over to Huntington Meadows and patrol the area.

Mayor Mulenex stated that the Council appreciated them coming into City Hall and making the Council aware of the problems. He suggested having the Council discuss the issue and see what they can do about getting the sheriff to respond to their requests.

7. Proclamation for Bob Shotwell Day

Mayor Mulenex read the Proclamation for Bob Shotwell Day regarding Mr. Shotwell's (and others) activities on that famous date. Bob Shotwell Day will be November 10, 2014 the day before Veteran's Day. Mayor Mulenex thanked Councilor Martinez for bringing this proclamation to the City. Councilor Martinez stated that an organization is trying to find all the survivors of D Day as they want to present sand to them from Omaha Beach.

8. Discussion on Intergovernmental Agreement - La Pine Land Conveyance Project  
- Gerry Albert

Gerry Albert, Manager of La Pine Economic Development, discussed a pending draft document between Deschutes County and the City of La Pine. The document concerns Deschutes County giving land to the City of La Pine. Interim City Manager Allen stated that the County owns most of the industrial land in the City. He said the agreement involves having the City control the pricing of the various lots in the industrial park. Mr. Allen said that the City would keep 50/50 and those monies will pay for economic development in the industrial park. Mr. Albert said that the La Pine Economic Development would cover the costs of marketing the lots. Councilor Agan said that this is what we have needed for a long time and it is an excellent step. Councilor Martinez stated that this has been in the works since the City incorporated and he is glad it is finally occurring. Mr. Albert said that about 180 lots were available for sale in the industrial park. Councilor Jones stated that it was exciting to see this happening. Student Councilor Parker also stated that it was wonderful to see this happening. Councilor Martinez mentioned on page 2, number 6, of the agreement, that there needed to be more clarification on the lease options. Mr. Albert said that there are some parcels in the industrial park that are leased out. Councilor Martinez mentioned on page 3, number 11 of the agreement it discusses the testing of toxic or radioactivity matter on a lot. He asked if the City would be paying for it. Mr. Allen said that the City would take responsibility for testing on a lot to ensure its salability.

9. Approval of Planning Services & Planning Director

Interim City Manager Allen stated that he is asking for the Council to approve hiring Bill Adams and negotiating an employment agreement with the City. He said Mr. Adams is currently working as a planner for Jefferson County but also has other clients he is working with. Mr. Allen said that Mr. Adams was highly recommended. He said his contract price would be \$60/hour and that we are paying the current planner \$95/hour. Ms. Williams, Accounting Clerk, recommended having Mr. Adams work on Tuesdays when the County Planner was also in the office, and in addition changing the day for the Planning Commission Meeting to the third Tuesday of every month.

**A motion was made by Councilor Jones and seconded by Councilor Agan to approve the hiring of the Planning Director with the approval for the City Manager to sign a professional services agreement.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

10. Selection of Company for the Streetscape Bi Mart Right of Way Project

Interim City Manager Allen discussed the three bids that had come in for the project. Little River Design had the best cost. He said he would like to keep the contract preparation minimal so as not to have legal expenses.

**A motion was made by Councilor Agan and seconded by Councilor Martinez to approve the hiring of Little River Design and with the approval for the City Manager to work out the contract details.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

Rick Allen stated that he has met with people at Mid-Oregon Credit Union regarding the new building they will be erecting in La Pine. He said they discussed landscaping and other appearance issues.

11. Interim Finance Manager Position

Interim City Manager Allen stated that there was little response to the RFP (Request for Proposal) he put out for a part time financing manager. He said he contacted Brenda Bartlett at SGA Certified Public Accountants, as well as other firms, about the position. Mr. Allen said that Ms. Bartlett submitted an RFP to work in the office one day a week as the finance manager. He stated that the hourly rate will be higher than it was with Summer Sears who had been doing the job.

12. Water Management and Conservation Plan

Interim City Manager Allen stated that the City needs to have a twenty, thirty year supply of water. Scott Perkins, Public Works Manager, stated that a plan with the State had been approved with how the City of La Pine would conserve water. He said until it was approved the City was on a water curtailment of 600 gallons per minute. Mr. Perkins said that the City is now back up to its full 1,000 gallons per minute.

Mr. Allen stated that he attended a meeting regarding water rights. He said that the City has 1.4 cfs (cubic feet per second) additional water rights that can be acquired. That would give the City a flow of 1,400 gallons per minute. Mr. Allen said that the City would have to purchase mitigation credits (allows the mitigation of water). He said today he met with a broker regarding it. Mr. Perkins said the City needs 405 credits, eventually.

Mr. Allen said he also had a meeting with the company doing the water rate study for the City. He said there will be future Council Meeting just regarding the water rate study and other rate issues. Mr. Allen said that the City is currently losing money on water and other costs. He said he would also be meeting with various groups to educate them about the changes to the rates. Mr. Allen said that the meter size would be used for determining water rates in the new plan. He stated that the new rates would take effect on July 1, 2015.

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

- Add Work Letter Agreement. It was stated that ODOT (Oregon Dept of Transportation) would relocate certain facilities for the 1<sup>st</sup> street signalization project. ODOT requires that the City pay for all relocations of their utilities in the right-of-way. The fire hydrants will need to be moved and located on a concrete pad with protective steel around it in the new design.

**A motion was made by Councilor Martinez and seconded by Councilor Jones to approve the Add Work Letter Agreement.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

Interim Manager Allen stated that there was a change order on the sidewalk work being done by Vic Russell Construction at Bi-Mart and Huntington. He said it needed to be approved by the Council.

**A motion was made by Councilor Martinez and seconded by Councilor Agan to approve the Change Order with Vic Russell Construction.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

14. Public Comments

Linda Johnston, Public Works Committee Member, asked if there was anyway the City could reach out to Huntington Meadows and address their concerns. She said it use to be a nice neighborhood when it was first built.

Gerry Albert discussed a request for a Letter of Support for the organization that is engaged in the geo-thermal project at Newberry Crater. Mr. Allen said that he knows nothing about what they are doing at Newberry Crater and so it would be difficult for him to write a letter. Mr. Albert said that the CEO of the organization would be willing to come to a Council Meeting and discuss the project but that they needed the Letter of Support by the end of September. Councilor Martinez stated that the La Pine Economic Development should provide the Letter of Support and that he was not comfortable about having the City do it. The Council had consensus to do the Letter of Support.

Kitty Shields, former Mayor of La Pine, stated she was glad that the City plans to go to meter based billing for utilities. She said she wanted it to be like that when the Water District was created. Ms.

Shields said she is hearing from her customers that people are getting real anxious to have City sewer and water service in the Cagle neighborhood.

15. Staff Comments

Interim City Manager Allen discussed that there would be no Work Session in September due to the annual League of Oregon cities conference which many of the Councilors and staff were planning to attend. He said he has been working a lot on code enforcement and that has been progressing very well. There was a discussion about the old Homestead Tavern which has an offer to purchase it. Some of the outside property there has been improved. Also, the bank is taking care of some of the past due water and sewer bills for the property.

Mr. Allen said the UGB (Urban Growth Boundary) expansion with Park and Recreation is probably at least a couple of years in the future. He also discussed some of the complaints that have occurred with the new skate park. Student Councilor Parker said that the kids love the skate park and good things are happening for them. Mr. Allen discussed having some garbage roll carts on the path to the fast food restaurants.

There was a discussion about Huntington Meadows and the problems residents are having there. Mayor Mullenex said they could ask the sheriff to develop some kind of a plan with the residents. Mr. Allen suggested sending a letter to the sheriff. Councilor Agan said that one of the residents has been threatened that their landscaping would be destroyed. Councilor Jones said that hanging flower baskets were stolen off his porch. Mr. Allen suggested getting a list of the trouble makers. Councilor Ward said that the sheriff does respond in the Cagle neighborhood. Councilor Martinez said that recently there has been vandalism to Wilderness Garbage's equipment throughout the area. Mr. Allen stated that the sheriff really needs to meet with the residents of Huntington Meadows to discuss the issues. He also suggested putting speed bumps in and that it could irritate troublemakers. Mr. Allen said that the number of rentals in Huntington Meadows tends to bring in more troublemakers. He also said he would e-mail the sheriff about having a meeting with the homeowners.

16. Council Comments

Councilor Agan stated that she wanted to thank the Council for listening to the residents at Huntington Meadows. Councilor Ward stated that she thought progress was made at the meeting tonight. Councilor Martinez discussed the grand opening of the skate park and also some of the complaints with it. He said that the sheriff has driven by the skate park on numerous occasions. Councilor Martinez gave some history on the Bob Shotwell Day and the celebration that will occur for it. Student Council Parker said that he was re-elected to the Student Councilor position with the City for one final year before he goes to college. He also discussed the national conference for FBLA (Future Business Leaders of America) that he recently attended.

17. Mayor's Comments

Mayor Mullenex announced that the next Council meeting would be October 8, 2014.



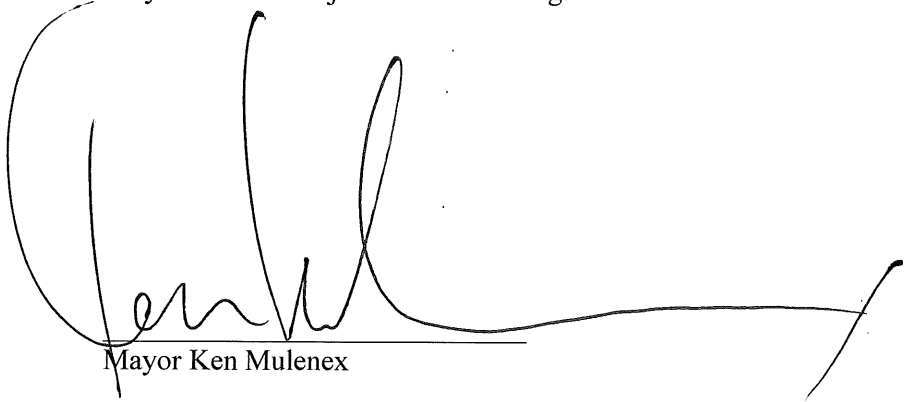
18. Adjourn

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

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

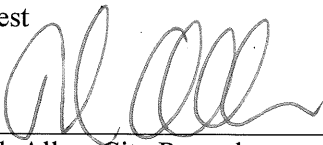
Mayor Mulenex adjourned the meeting.



Handwritten signature of Mayor Ken Mulenex, consisting of a large, stylized 'K' followed by 'en Mulenex' in cursive.

Mayor Ken Mulenex

Attest



Handwritten signature of Rick Allen, consisting of the name 'Rick Allen' in cursive.

Rick Allen, City Recorder