

LA PINE CITY COUNCIL AGENDA
Wednesday, July 8, 2015
Work Session – 3:00 pm
Joint Mtg with Deschutes County Commissioners – 4:15 pm
Regular Session & Hearing – 6:00 pm
16345 6th Street, Suite 102
La Pine, Oregon 97739

A. Work Session – 3:00 pm - 4:15 pm

1. Call to Order
2. Establish a Quorum
3. Cagle Neighborhood Project
Anderson Perry & Associates
4. Adjourn the Work Session

B. Joint Meeting with Deschutes County Commissioners and City of La Pine 4:15 pm – 5:30 pm

1. Call to Order
2. Establish a Quorum
3. 911 Briefing (Transfer of Equipment)
4. EDCO – LED Briefing (Janet Burton, new South County Staff Member)
5. Affordable Housing Discussion
6. Other Topics
7. Adjourn Joint Session

BREAK 5:30 pm - 6:00 pm

C. Regular Session – 6:00 pm – 7:30 pm

1. Call to Order
2. Establish a Quorum
3. Pledge of Allegiance
4. Added Agenda Item
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. April 28, 2015 Budget Committee Meeting
 - ii. May 12, 2015 Budget Committee Meeting and Hearing
 - iii. June 10, 2015 Council Meeting & Hearing
 - b. Bills and Invoices
 - i. Approval of Reimbursements
 - c. Financials
 - i. Revenue and Expenses
6. Public Comments
 7. Funding Request
La Pine Coop & Garden Tour
 8. Ordinance No. 2015-07 An Ordinance Granting LightSpeed Networks, Inc., an Oregon Corporation D/B/A LSN, the Right and Privilege to Provide and Operate a Telecommunications Business Within the City of La Pine, and to Place, Erect, Lay, Maintain, and Operate in, upon, over, and under the Public Streets, Alleys, Avenues, Thoroughfares, Highways, Places, and Grounds Within the City of La Pine, Poles, Wires, Optical Fiber Cable, and Other Appliances and Conductors for all Telecommunication Purposes; and Declaring an Emergency.
 - a) Open Public Hearing
 - b) Staff Report
 - c) Public Comments
 - d) Close Public Hearing
 - e) Council Deliberations
 9. Approval of Insurance Agent of Record
WHA Insurance
 10. Discussion on Surplus Equipment
 11. Discussion on Cost of Living (COLA) Increase for Staff
 12. Other Matters: This item concerns any matters that were added to the Agenda under the Added Agenda Items portion of this Agenda.
 13. Public Comments
 14. Staff Comments
 15. Council Comments
 16. Mayor's 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 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 public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session. 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.

LA PINE CITY COUNCIL MINUTES
Wednesday, July 8, 2015
Work Session – 3:00 pm
Joint Mtg with Deschutes County Commissioners – 4:15 pm
Regular Session & Hearing – 6:00 pm
16345 6th Street, Suite 102
La Pine, Oregon 97739

A. Work Session – 3:00 pm - 4:15 pm

1. Call to Order

Mayor Mulenex called the meeting to order.

2. Establish a Quorum

Interim City Manager Rick Allen

Assistant City Manager Cory Misley

Mayor Ken Mulenex

Councilor Stu Martinez

Councilor Greg Jones – joined the meeting at 3:05 pm.

Councilor Kathy Agan

Councilor Karen Ward

Public Works Manager Scott Perkins

Accounting Clerk Ashley Williams

Admin Ass't Patricia Morgan – absent by prior arrangement

Quorum established.

3. Cagle Neighborhood Project
Anderson Perry & Associates

Brad Baird and Brandon Mahon, from Anderson Perry, did the presentation on the project. Also in attendance was Peter Russell from Deschutes County Planning Department. Mr. Mahon said they are looking at water and sewer service based on the entire City, that it is a better way of looking at the project. He said they are looking at the existing system and what would happen to incorporate the Cagle neighborhood into the system. They also took into account a 2% annual growth rate in population over the next 20 years. Mr. Mahon said they figured out about 680 users would be added for use of the sewer and water system. It would be a significant amount of new customers but current customers should not bear the burden of these new customers. He said the total capacity for City water is 1200 gallons per minute. Mr. Mahon also said every drop of water comes down from one location and from one pipe, only. He said currently there are 982 connections that are being served. Currently 275,000 gallons of water per day are used on an average day. He also discussed the amount of water that is pumped per minute for firefighting. Currently it is an adequate amount. Mr. Mahon said with Cagle having service the recommended storage amount is over a million gallons and that is way above the amount currently stored. He also said the system is currently lacking a water pumping rate on the north end of the City.

Mr. Mahon then discussed the sewer system in the City. He also discussed the revisions that are being made to the Wickiup Lift Station. Mr. Mahon said that the current system of allowing other entities to dump septage at the sewer plant has a huge effect on the system. He also said they are finding that the blower that is forcing air into the wastewater system is extremely inefficient. Mr. Mahon said that some

improvements to the system will need to be done, especially to accommodate the Cagle neighborhood. There was a discussion on raising the rate charged to other entities that are dumping their septage at the sewer treatment plant. Mr. Baird then discussed the cost analysis for the project improvements to the system. He said with the Cagle neighborhood and west Cagle, there would be 275 new connections to the system. Mr. Baird said the City does qualify for grants. He said the City is also eligible for grant blocks which can be large amounts of money. Mr. Baird said the City could get 3-5 million dollars per utility, for grant funds. He said adding Cagle and West Cagle to the water system would cost about 4-1/2 million dollars. Mr. Baird said that is just the cost of piping and to get water out to there. He said there were other needed improvements to the water system which would cost about \$3 million. For the sewer system, he said there would be about \$8 million dollars in improvements needed. He said the funding makes the project feasible. Mr. Baird said that the Cagle revenue is a big deal. He said the completion of their work on the project is just waiting on the sewer part of it. He said there would also be a draft study that would go out and with that the City could start looking for funding in the first quarter of 2016. Mr. Allen said that this time next year, after the funding has been applied for, the Council would decide if they want to move forward on the Cagle project. Mr. Baird said it may not require much of an increase in rates in order to do the project.

4. Adjourn the Work Session

Mayor Mulenex adjourned the Work Session.

B. Joint Meeting with Deschutes County Commissioners and City of La Pine 4:15 pm – 5:30 pm

1. Call to Order

Mayor Mulenex called the Joint Session to order.

2. Establish a Quorum

Interim City Manager Rick Allen
Assistant City Manager Cory Misley
Mayor Ken Mulenex
Councilor Stu Martinez
Councilor Greg Jones
Councilor Kathy Agan – absent by prior arrangement
Councilor Karen Ward
Public Works Manager Scott Perkins
Accounting Clerk Ashley Williams
Admin Ass't Patricia Morgan – absent by prior arrangement
Quorum established.

County Commissioners

Tammy Baney
Tony Debone
Alan Unger

Commissioner Debone said that there are two items off the agenda. First is a Memorandum of Understanding for a Crisis Response Pool. Eric Kropp, Deputy County Administrator, discussed this item. He said there are Behavior Specialist who are called, sometimes by law enforcement, to get involved for a crisis situation. Mr. Kropp said the crisis response pool is a small group of four staff members and when there are vacancies it really affects their shifts sometimes giving them 18 hour days.

This agreement would allow for them to bring in other Behavioral Specialist to help cover shifts. He said the on-call pool staff are exempt and they do not receive overtime pay. Mr. Kropp said that this agreement allows for a salary to be paid when the on-call pool staff cover the other shifts above their normal work hours.

Commissioner Unger made a Motion to Approve Document #2015-455 A Memorandum of Understanding for a Crisis Response Pool and Authorize the County Administrator to Sign it.

Tammy Baney - Aye
Tony Debone - Aye
Alan Unger - Aye

Motion passed unanimously.

The next item for discussion was a Letter of Support for the Small Community Air Service Development Program – Redmond Airport. There is a grant to support the start of new air service. The money comes from the Federal Government. They are trying to add service to Phoenix. The City of Redmond is wanting a Letter of Support from the County.

Commission Unger made a Motion to Approve a Letter of Support for the Redmond Airport.

Tammy Baney - Aye
Tony Debone - Aye
Alan Unger - Aye

Motion passed unanimously.

Mayor Mullenex thanked the Commissioners for coming to this meeting with the City.

3. 911 Briefing (Transfer of Equipment)

Steve Reinke, 911 Director for Deschutes County, said their radio system was reaching its end of life. As of July 1st the Sheriff's office transferred the ownership and responsibility to the 911 district. He said they now have two law enforcement radio systems. Mr. Reinke said a study was done for a new radio system. The cost for the new radio system was estimated at 13 million dollars for all of its infrastructure. He said that if they partner with the State, it cuts the cost in half. There will be an exchange of services with the State. He said Deschutes County 911 will become part of the State radio program. Mr. Reinke said they are working on refining the cost of the radio system down to \$6 million dollars or less. He said there is money in the 911 reserve fund to cover that capital cost. Mr. Reinke said the maintenance on the radio system will run about 1 to 1.5 million dollars a year. He said they are asking for a Letter of Support from the City of La Pine. There was a discussion about a 911 levy that will probably be on the ballot in May 2016. There was also a discussion on combining 911 services with smaller counties. The Council decided to add the Letter of Support for the 911 District, to the July 8th Council Meeting agenda.

4. EDCO – LED Briefing (Janet Burton, new South County Staff Member)

Janet Burton, EDCO Manager, introduced herself. She discussed some of the businesses that are interested in either starting a new business in La Pine or moving a business to La Pine. She said La Pine is further behind than some of the other cities in regard to economic development. Ms. Burton said they were looking to encourage wood product businesses. She said alternative energy and brewery businesses

were also emphasized for La Pine. Councilor Martinez mentioned the support there was for developing businesses in the La Pine area. Mayor Mulenex also praised the progress that has been made.

5. Affordable Housing Discussion

Interim City Manager Allen said that La Pine has really not had any affordable housing projects. He said one of the big needs is housing for families. A lot of people are living in trailers inside the City. Mr. Allen said he has talked with the County regarding the need for affordable housing for families. The County set aside a 12 acre portion of land in La Pine dedicated for social services. Two acres was donated to the Senior Center, 4 acres was donated to Little Deschutes Lodge. There is a seven acre parcel remaining that the County has available. Mr. Allen said it is a priority for La Pine to get affordable housing. He said they like to build 24 to 50 units. The State is giving money out for low income housing. It was also recommended to not do the housing in phases, do it all at once. Councilor Ward said there is a big need for affordable housing and it is needed now.

6. Other Topics

There was a discussion about an old loan that was between the La Pine Water District and Deschutes County. It was given out when the District was just being formed. The County paid \$60,000 for the development. The loan was never paid back. The County would like to just consider the loan paid off and get it off their books. Mr. Allen said that the release of the loan document could be approved at the Council Meeting on July 8th.

Peter Russell, from the Deschutes County, discussed the Goal 11 exception. This dealt with having sewers outside the City limits allowed. Sewers would not be mandated, however. There will be public hearings on this subject. The first hearing will be July 23rd. There will also be two hearings before the planning commission. Then it will go before the County Commissioners with Public Hearings. The zoning of the lands in question will not be changed so no new sub-dividing will be allowed. Nor will lots that are not buildable now become buildable as a result of the Goal 11 exception.

7. Adjourn Joint Session

Mayor Mulenex adjourned the Joint Session.

BREAK 5:30 pm - 6:00 pm

C. Regular Session – 6:00 pm – 7:30 pm

1. Call to Order

Mayor Mulenex called the meeting to order at 6:15 pm.

2. Establish a Quorum

Interim City Manager Rick Allen
Assistant City Manager Cory Misley
Mayor Ken Mulenex
Councilor Stu Martinez
Councilor Greg Jones
Councilor Kathy Agan – absent by prior arrangement
Councilor Karen Ward
Public Works Manager Scott Perkins
Accounting Clerk Ashley Williams
Admin Ass't Patricia Morgan
Quorum established.

3. Pledge of Allegiance

Commissioner Greiner led the Pledge of Allegiance.

4. Added Agenda Item

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.

- The Operating Levy for 911 and Letter of Support
- Approve Agreement to Eliminate Loan made by the Water District with the County

A motion was made by Councilor Ward and seconded by Councilor Jones to approve the Debt Satisfaction Release Agreement with Deschutes County and authorize City Manager to Sign.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</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.

- The Operating Levy for 911 and Letter of Support

A motion was made by Councilor Ward and seconded by Councilor Martinez to approve a Letter of Support for a new County 911 Service District.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</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.

A motion was made by Councilor Jones and seconded by Councilor Ward to Approve the Operating Agreement with Deschutes County 911 Service District.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</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.

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. April 28, 2015 Budget Committee Meeting
- ii. May 12, 2015 Budget Committee Meeting and Hearing
- iii. June 10, 2015 Council Meeting & Hearing

b. Bills and Invoices

- i. Approval of Reimbursements

c. Financials

- i. Revenue and Expenses

Councilor Martinez mentioned a possible conflict of interest with the Wilderness Garbage invoice.

A motion was made by Councilor Ward and seconded by Councilor Martinez to Approve the Consent Agenda.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</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

None

7. Funding Request

La Pine Coop & Garden Tour

Dave Coen gave a presentation on the La Pine Coop & Garden Tour and the need for additional funding. Mayor Mulenex suggested giving a \$150.00 for the Tour. Mr. Allen said the Coop & Garden Tour contribution could come out of the TRT (Transit Room Tax) fund. There was also a discussion on the ads that appear in the Coop & Garden Tour book. The City of La Pine may put an ad in the Tour book, next year.

A motion was made by Councilor Martinez and seconded by Councilor Jones to Approve a \$150.00 Donation for Advertising Next Year and Have the Money Come from the TRT funds.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</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.

8. Ordinance No. 2015-07 An Ordinance Granting LightSpeed Networks, Inc., an Oregon Corporation D/B/A LSN, the Right and Privilege to Provide and Operate a Telecommunications Business Within the City of La Pine, and to Place, Erect, Lay, Maintain, and Operate in, upon, over, and under the Public Streets, Alleys, Avenues, Thoroughfares, Highways, Places, and Grounds Within the City of La Pine, Poles, Wires, Optical Fiber Cable, and Other Appliances and Conductors for all Telecommunication Purposes; and Declaring an Emergency.

i. Open Public Hearing

Mayor Mulenex opened the Public Hearing.

ii. Staff Report

Mr. Allen stated that some wire will be put in the ground and it is in the City's right-of-way. Right now they will only be serving one customer. A franchise fee will be paid to the City

iii. Public Comments

None

iv. Close Public Hearing

Mayor Mulenex closed the Public Hearing.

v. Council Deliberations

A motion was made by Councilor Ward and seconded by Councilor Martinez to Approve Ordinance 2015-07.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</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.

9. Approval of Insurance Agent of Record
WHA Insurance

Mr. Allen said that three companies submitted proposals for Agent of Record. He said that WHA Insurance handles a lot of public entities insurance needs. Councilor Jones said that they were also very professional in their presentation. Councilor Ward said they were very knowledgeable.

A motion was made by Councilor Ward and seconded by Councilor Jones to Approve WHA Insurance Agency to be the Agent of Record for the City.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</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. Discussion on Surplus Equipment

Public Works Manager Scott Perkins said that currently the Public Works Department has equipment and vehicles that they do not need. Newspaper advertising and also website advertising were recommended. The highest bidder would be allowed to purchase the equipment and vehicles.

A motion was made by Councilor Agan and seconded by Councilor Jones to Approve the Sale of the Surplus Equipment.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</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.

11. Discussion on Cost of Living (COLA) Increase for Staff

This item was moved to the next Council Meeting in August.

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

None

13. Public Comments

None

14. Staff Comments

Mr. Allen said the City will be meeting with business owners regarding the ODOT sidewalk project. He also discussed the delay on work for the stoplight. Mr. Allen said the City received a \$150,000 grant for landscaping and that held up the stoplight project work. The project should be completed by the end of October. Mr. Allen said that he is also working on signage for the new Wickiup Junction project. He also discussed the meeting he had with the new City Planner, Tammy Wisco. Mr. Allen discussed the progress being made regarding code enforcement especially with people living in trailers and also garbage on properties. Cory Misley, Assistant City Manager, discussed the meetings he has had regarding the La Pine Cemetery and said he will be updating the Council about it in the near future. Ashley Williams, Accounting Clerk, reminded the Council that the new rates for utility bills will go out to customers on

August 1st and the Council may get feedback on the rate changes from customers. Mr. Allen discussed some of the rate changes and how it may affect various customers. He said the first month of the rate changes will be the busiest for staff.

15. Council Comments

Councilor Ward discussed the signs on the south end of Highway 97. There was a discussion as to whether or not they were in the city limits. Councilor Martinez said he liked the update on economic development by Janet Burton. He also said he was pleased with the two new members from Sunriver that will be involved with economic development in South County. Councilor Jones asked about having an audit regarding the TRT funds that are distributed to the Chamber of Commerce. Mr. Allen said that the Council already receives quarterly reports from the Chamber. Councilor Jones announced that this is his last meeting as a Councilor, that he is moving out of the area. He said he had really enjoyed his time on the Council. Mayor Mullenex discussed the contributions Councilor Jones had made during his time on the Council.

16. Mayor's Comments

Mayor Mullenex stated that the grass in front of Bi-Mart is under watered and not fertilized. Scott Perkins said there is an issue where not all the grass is being covered by the sprinkler and he will look into it. Mayor Mullenex announced he would be on vacation for the next three weeks.

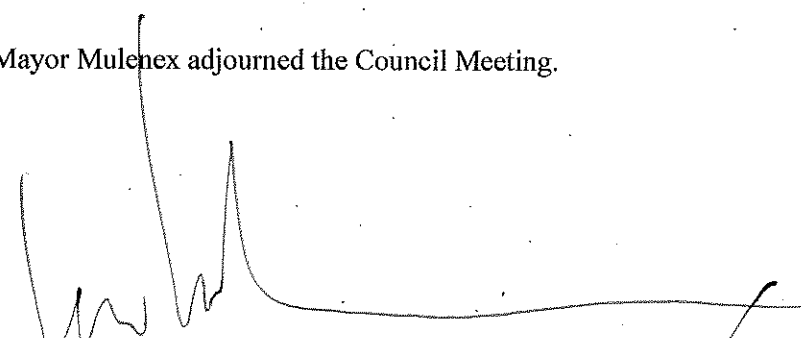
17. Adjourn

A motion was made by Councilor Martinez and seconded by Councilor Jones to Adjourn the meeting.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</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 Mullenex adjourned the Council Meeting.



Mayor Ken Mullenex

Attest



Rick Allen, City Recorder