



**JOINT MEETING  
LA PINE PARK & REC DISTRICT,  
AND CITY OF LA PINE  
WORK SESSION FOR THE CITY COUNCIL  
Wednesday, Feb. 24, 2016 – 5:00 pm  
16345 Sixth Street  
La Pine, OR 97739**

- A. Joint Mtg with the Park & Rec District – 5 pm
- I. Establish Quorum and call to order
  2. Pledge of Allegiance
  3. Discussion on Draft Memorandum of Understanding Water Agreement at Finley Butte Park
  4. Park & Rec District Comprehensive Plan Updates
  4. Adjourn
- B. Work Session for the City Council - 6 pm
1. Call to Order
  2. Roll Call
  3. Discussion on Draft La Pine Community Cemetery Rules and Regulations
  4. Discussion on UO Sustainable City Year Program
  5. Public Comments
  6. 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 for TTY

**JOINT MEETING MINUTES  
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Wednesday, Feb. 24, 2016 – 5:00 pm  
16345 Sixth Street  
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A. Joint Mtg with the Park & Rec District – 5 pm

I. Establish Quorum and call to order

Mayor Ken Mulenex called the meeting to order.

City of La Pine:

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

Gary Gordon called the meeting to order for the Park & Rec District.

Park & Rec District:

Karen Miller, General Manager of Park & Rec  
Gary Gordon, Board Member for Park & Rec  
Toby Wilson, Board Member for Park & Rec  
Linda Vassalli, Board Member for Park & Rec

2. Pledge of Allegiance

Tony Borba led the Pledge of Allegiance.

4. Park & Rec District Comprehensive Plan Updates

This item was moved up on the agenda.

Karen Miller, General Manager, gave some background information regarding the Park & Rec's plans for Finley Butte Park. She said they are looking at the Park as a sports complex. Ms. Miller said that the ball fields are the only fields open to the public within 80 miles. Ms. Miller said there will be pickle ball at the Park. She said a skate plaza is also

planned. Ms. Miller said there will be a walking trail around the 10 acres of the Park. She said they also want to build a gymnasium at the Park for volley ball tournaments, hockey, basketball, etc. There was also a discussion on putting a small pool in at the Park. Gary Gordon said the planned projects at the Park will use the well for water. Ms. Miller said that one field is well kept, a second one needs some work and a third field needs to be developed. She said they need the third fields in order to do Little League Tournaments. Mr. Gordon said that they have checked the irrigation equipment at the Park and they are running correctly. He said they also will have a ready supply of repair parts for the equipment. Ms. Miller said by next spring they want to plant the third field and the following year it can be used for baseball. She said that they will be watering the two fields this year. Ms. Miller said that they put in a grant last year for Finley Butte but it was not successful. She said they are checking into other grant opportunities and a grant writer will be starting at the Park & Rec District. Ms. Miller said she received a grant that will partially be used for some of the dugouts at the Park. Councilor Scott said he would like the Council to meet with the Park & District Board maybe every six months. Mr. Gordon said some partners have been waiting to get an agreement on water with the City. Councilor Agan said she supported the MOU with the City and the Park & Rec District. Mayor Mullenex expressed concern about the Park & Rec District getting pulled in a different direction than improving the ball fields. He said he does support a water agreement with the Park. Councilor Ward said that the District must be responsible in order to receive the water as agreed upon.

3. Discussion on Draft Memorandum of Understanding Water Agreement at Finley Butte Park

Gary Gordon stated that on paragraph 5 on page 2 should be said "it is" not "it's" and paragraph 9 on page 2 it needs to clarify what amount of time the agreement can be extended. Mr. Misley said it could be extended from one year to fifteen years. Mayor Mullenex said he had a problem with the word "automatic". He said he would not like to lay this agreement onto another Council. Mr. Misley said he was in favor of striking the whole sentence and stating that the agreement ends on June 30, 2019 and at that time a new agreement would need to be created. Councilor Scott thought the Park and Rec District should meet together every six months as partners. Mr. Misley said the Agreement states if anything comes up, at any time, the District needs to be in contact with the City.

Mr. Gordon said on paragraph 8 on page 2 of the Agreement that it is their intent to change the signage at the Park, in accordance with the Agreement, to reflect the water donation made by the City. Council had consensus to move forward on the MOU. Mr. Misley said he would make the changes, as indicated, and have the Agreement up for approval at the City Council Meeting on March 9<sup>th</sup>.

4. Adjourn

Mayor Mullenex closed the meeting for the City Council.

Mr. Gordon closed the meeting for the Park & Rec District.

B. Work Session for the City Council - 6 pm

1. Call to Order

Mayor Mullenex called the meeting to order.

2. Roll Call

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

3. Discussion on Draft La Pine Community Cemetery Rules and Regulations

Assistant City Manager Misley stated that the City of La Pine manages the cemetery. He then showed some photos of the cemetery. Mr. Misley said there was a lot of clutter at the cemetery and so he was asked to come up with some rules and regulations for it. He said there were a lot of fences and rocks lining the plot of the burial spots. Some fences were standing and some had fallen over. Mr. Misley said two Councilors and some members of the public made up the committee for the cemetery. He said the format for the rules and regulations was loosely based on one that came from Baker City. Mr. Misley said he also met with staff at Baird Memorial Chapel. Councilor Agan mentioned that there seemed to be a lot of “ownership” going on at the cemetery regarding the items that were placed on and around the graves.

Mr. Misley said that the rules and regulations address anything that effects the beauty of the cemetery. He said the changes will be incremental. Mr. Misley said that this spring/summer they would remove the fences that are or have fallen down. He said that staff at Baird Memorial stated that they would make sure the people they work with are aware of the rules and regulations. Mayor Mulenex stated that sometimes the astro turf goes beyond the grave and causes problems when adjacent graves are dug. He also said if the headstone is not put in properly it sinks in the sandy soil. Councilor Agan suggested a container be used to put in the belongings that people want to place at the grave. Mr. Misley said that City staff need to know about anyone doing work at the cemetery. He said that cement foundations need to be set at a certain depth and also set during a non freezing period of the year. Any headstone or foundation must be constructed of durable material. Mr. Misley said the rules and regulations are just a start and he will be working with various groups, Public Works, etc., on cemetery issues. Mayor Mulenex stated he wanted the agreement to say “Conducted by Approved Cemetery personnel” in regard to people doing work at the cemetery. Council had consensus for the agreement, with the changes as noted, be brought to a City Council Meeting for approval. Councilor Agan said she thought all the fences should be removed instead of just ones that had fallen over; it might create a potential problem with the public. Mr. Misley said he would do public noticing so there is a warning period for the new rules and regulations. Public Works currently does maintenance at the cemetery like removing trees, etc. Mr. Misley said perhaps every month, or twice a month, a Public Works staff member could go to the cemetery and evaluate the condition of it.

4. Discussion on UO Sustainable City Year Program

Mr. Misley stated that there has been discussion of this program coming to La Pine. He said the program has worked with mostly large cities. They are currently working with the City of Redmond. One project suggested was to work with the City downtown area around urban renewal. Another project would be the

architecture around Wickiup Junction and what it could look like. Mayor Mulenex discussed the proposed walking path that would go from Taco Bell to Wickiup Junction. He also said a project revolving around bicycles could be another project. Mayor Mulenex said the City staff does not have the time to take on these projects. Mr. Misley said that the Ford Family Foundation could do a matching fund of \$25,000 for a total of \$50,000 to pay for the program. There was consensus that the Ford Foundation is very fond of La Pine. Mr. Misley also said that the publicity that would come with this program will reflect well for the City. He said it would require some staff time. Council had consensus to move forward with the program.

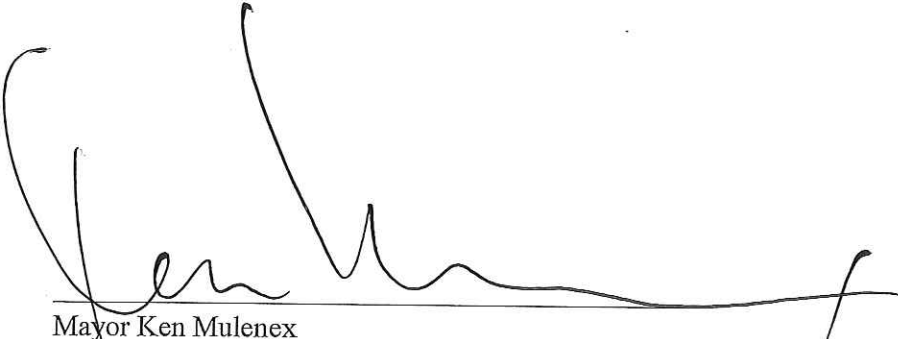
5. Public Comments

None

Mr. Misley discussed the open house that was recently held regarding the water and sewer expansion. He said they wanted it to be a transparent process to let the public know what was planned. Mr. Misley said the City has been awarded the TGM Grant for code assistance. Mayor Mulenex said the City could be at risk without good codes. Mr. Misley stated that at the March 9<sup>th</sup> meeting there should be a new sound system in the Council Chamber. Councilor Agan mentioned a problem with the City phones and Ashley Williams said it would be fixed. She said they recently got new phone software and it is still being finalized. There was also a discussion on the work that is starting in March for the Wickiup Junction overpass. A meeting regarding ODOT projects will be open to the Public at City Hall on March 3<sup>rd</sup>.

6. Adjourn

Mayor Mulenex adjourned the meeting.



Mayor Ken Mulenex

Attest



Rick Allen, City Recorder