



## LA PINE CITY COUNCIL AGENDA

Wednesday, February 10, 2016

**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 a 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. January 13<sup>th</sup> Council Meeting Minutes
    - ii. January 27<sup>th</sup> Council Work Session Minutes
  - b. Bills and Invoices
    - i. Approval of Reimbursements
  - c. Financials
    - i. Revenue and Expenses
  - d. Partial Pay Estimate #3 – US 97 Wickiup Junction Utility Relocation Project
6. Public Comments
7. Deschutes County 911 Update from Steve Reinke

8. Approval of Access Management Methodology US 97 Sunriver Interchange – OR 31 Hwy  
- Oregon Department of Transportation
9. Resolution 2016-03 A Resolution Adopting the City of La Pine’s Representation in the Updates to the Deschutes County Multi-Jurisdictional Natural Hazards Mitigation Plan
10. Resolution 2016-04A Resolution Supporting an Application for TGM Code Assistance
11. Resolution 2016-05 A Resolution Authorizing the Reinstatement of Valic Plans
12. Approval to Hire Anderson Perry for Wickiup Lift Station Improvements
13. Re-Appointment of Planning Commissioners and Public Works Committee Members
14. Other Matters: This item concerns any matters that were added to the Agenda under the Added Agenda Items portion of this Agenda
15. Public Comments
16. Staff Comments
17. Council Comments
18. Mayor’s 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 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

## LA PINE CITY COUNCIL MINUTES

Wednesday, February 10, 2016

**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

President Stu Martinez called the meeting to order.

2. Establish a Quorum

Interim City Manager Rick Allen

Assistant City Manager Cory Misley

Mayor Ken Mulenex – absent by prior arrangement

Councilor Stu Martinez

Councilor Kathy Agan

Councilor Karen Ward

Councilor Dennis Scott

Student Councilor Sydney Bright

Public Works Manager Scott Perkins – absent by prior arrangement

Accounting Clerk Ashley Williams

Admin Ass't Patricia Morgan

**Quorum established.**

3. Pledge of Allegiance

Councilor Agan 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.

- SDC work for FCS to perform
- Professional Services Agreement with Mandala

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. January 13<sup>th</sup> Council Meeting Minutes
- ii. January 27<sup>th</sup> Council Work Session Minutes

b. Bills and Invoices

- i. Approval of Reimbursements



- c. Financials
  - i. Revenue and Expenses
- d. Partial Pay Estimate #3 – US 97 Wickiup Junction Utility Relocation Project

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

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

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</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

None

- 7. Deschutes County 911 Update from Steve Reinke

Steve Reinke, Deschutes County 911 Services Director, stated that they have been busy trying to upgrade their radio system, which is outdated. He said they plan to purchase a new radio system. Mr. Reinke said that they have done a partnership with ODOT (Oregon Dept of Transportation) by using their sites and infrastructure. This reduced the cost of the new radio system from 13 million dollars to 6 million dollars. Mr. Reinke said that a \$.06 increase on their levy will be on the ballot in May 2016 for the radio system. He also said they employ 57 people.

- 8. Approval of Access Management Methodology US 97 Sunriver Interchange – OR 31 Hwy  
- Oregon Department of Transportation

Mr. Allen, Interim City Manager, said that this topic includes the sidewalk project on the west side of Hwy 97 in La Pine. Mr. Gary Farnsworth said that the draft methodology was sent out to all effected property owners and encouraged involvement with their tenants. He briefly discussed some of the comments that they received back. Mr. Farnsworth said that ODOT will continue to update the Council with any changes to the methodology and details of the project. There will be an Open House on March 3<sup>rd</sup> at City Hall put on by ODOT to inform the public of the various projects that they will be doing in the La Pine area over the never few years. Some of the other projects are the Wickiup Junction overpass, putting media barriers from south of Bend to Lava Butte, and making four lanes from Sunriver to the Forest Service boundary on Hwy 97. Mr. Farnsworth said that this spring they will bring back the access management strategy which includes all the decisions that need to be made. Mr. Allen discussed his meeting with property owners that would be affected by the sidewalk project. He said some owners understand it and some do not. Mr. Farnsworth said that there will be property rights for access that will

need to be worked out with most of the property owners. He said he is looking for support for the methodology by the City Council.

**A motion was made by Councilor Agan and seconded by Councilor Ward to Support the ODOT Access Methodology as Presented.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</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.**

There was a discussion on how much cinder was used in La Pine during the snow conditions and its effect on the street scapes. Mr. Farnsworth said they will try to have the cinder trucks run slower to prevent the spread out of the cinder. There was also a discussion on ODOT moving their La Pine maintenance station to another location outside of the downtown area.

9. Resolution 2016-03 A Resolution Adopting the City of La Pine's Representation in the Updates to the Deschutes County Multi-Jurisdictional Natural Hazards Mitigation Plan

Mr. Allen said it is a requirement that La Pine approve the Natural Hazards Mitigation Plan.

**A motion was made by Councilor Agan and seconded by Councilor Scott to Approve Resolution 2016-03 for the Natural Hazards Mitigation Plan.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</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. Resolution 2016-04A Resolution Supporting an Application for TGM Code Assistance

Mr. Allen stated that grants require commitments of time and possible matching funds but that this grant requires no matching funds. He said it is to develop City codes.

**A motion was made by Councilor Scott and seconded by Councilor Agan to Approve Resolution 2016-04 for the TGM Code Assistance Grant.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</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.**

11. Resolution 2016-05 A Resolution Authorizing the Reinstatement of Valic Plans

Ms. Williams, Accounting Clerk, stated that the IRS standards have changed and so the City has to re-adopt the Valic Plan.

**A motion was made by Councilor Agan and seconded by Councilor Scott to Approve Resolution 2016-05 for the Reinstatement of Valic Plan.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</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.**

12. Approval to Hire Anderson Perry for Wickiup Lift Station Improvements

Brandon Mahon, from Anderson Perry, discussed the bids that were received for the Wickiup Lift Station. He said they received two bids and they came in higher than they expected. Mr. Mahon said they re-bid the project and there was a lot of interest in the project from various companies. He said his company will oversee the construction and process payments. Mr. Mahon said they also got more interest by reducing some of the insurance costs.

**A motion was made by Councilor Scott and seconded by Councilor Agan to Approve Hiring Anderson Perry as Project Manager and authorize the City Manager and Mayor to sign the Agreement.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</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.**

13. Re-Appointment of Planning Commissioners and Public Works Committee Members

Planning Commissioners Gloria Fleming and Don Greiner were present for re-appointment to the Planning Commission. Doug Ward, Arlo Fertig and Wayne Barth were recommended for re-appointment to the Public Works Committee.

**A motion was made by Councilor Agan and seconded by Councilor Scott to Appoint Gloria Fleming and Don Greiner to the Planning Commission.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</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.**



Councilor Ward stated there was a direct conflict of interest because she is married to Doug Ward and that she would not vote on this re-appointment.

**A motion was made by Councilor Scott and seconded by Councilor Agan to Appoint Wayne Barth, Doug Ward and Arlo Fertig to the Public Works Committee.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

**Motion passed unanimously.**

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

- System Development Charges work for FCS to perform

Mr. Allen said this is an extension of the contract with FCS that did the utility rate study. This additional work is for a study on system development charges for utilities. Mr. Allen said that SDC's are usually very controversial in a community.

**A motion was made by Councilor Agan and seconded by Councilor Ward to Extend the Contract with FCS Group for \$10,260 to do the SDC Methodology and Authorize the City Manager to sign.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</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.**

- Professional Services Agreement with Mandala

Mr. Allen said that Mandala has been hired to assist in developing the branding for the community. He said Oregon Tourism gave \$10,000 to Central Oregon Visitor's Center but the Visitor's Center is only involved in tourism so the money is coming to the City. Mr. Allen said that the City voted to put up \$5,000 from the TRT (Transient Room Tax) monies for the branding process. He said that broad support is necessary for branding to work in a community. Mr. Allen said that Janet Burton, Economic Development for Central Oregon, will be working with Mandala.

**A motion was made by Councilor Scott and seconded by Councilor Agan to Enter into a Professional Services Agreement with Mandala for Branding.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</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

Jim Fleming, Public Works Committee member, mentioned that the Chamber of Commerce is publicizing the meetings on Feb. 23<sup>rd</sup> (Water/Sewer Expansion) and March 3<sup>rd</sup> (ODOT Projects).

16. Staff Comments

Mr. Allen said that letters were mailed to every address in the Cagle and Glenwood neighborhoods regarding the Feb. 23<sup>rd</sup> meeting. He said a number of City staff will be in attendance at the meeting to discuss a variety of issues involved with the expansion. Mr. Allen said he will be on vacation and will not be able to attend the Feb. 23<sup>rd</sup> meeting.

Public Comment

Kitty Shields, former Mayor, stated that her customers wanted to know if they could do temporary fixes on their septic systems rather than replace them, because the sewer is coming to their neighborhood. Mr. Allen said that the law states if the sewer is coming within five years, temporary repairs can be made to a septic system.

Mr. Allen discussed the sustainable cities program. He said it would be in conjunction with the University of Oregon. Mr. Allen said the Ford Foundation has stated they would split the cost with the City. The total cost could be \$50,000. Mr. Allen said he would like them to come up with a master plan for Wickiup. Mr. Misley will discuss the Sustainable Cities Program with the Council, at the Work Session scheduled for Feb. 24<sup>th</sup>.

Mr. Allen said that Public Works Manager, Scott Perkins, will be leaving his position on May 31, 2016. He said they are working on a separation agreement and there will be an Executive Session in March regarding it. Mr. Allen said they will soon start advertising for a new Public Works Manager. He said there will be some changes at Public Works.

17. Council Comments

Councilor Scott stated that he was happy about the scheduled meetings, particularly the water/sewer expansion meeting. Councilor Agan stated that the Red Cross will be putting on an earthquake preparedness program with a geologist and others talking about it, on May 9<sup>th</sup> at the High School. She said they are hoping for a good turnout to support it. Councilor Ward said that things seem to be moving right along in the City. Councilor Martinez and Student Councilor Sydney Bright talked about the FBLA (Future Business Leaders of America) regionals that were held in La Pine the previous weekend.

Mr. Allen said that the Agreement with the Park & Rec District will be discussed at the next Work Session and be on the agenda for the March 9<sup>th</sup> Council Meeting.



Mr. Allen said he had a conference call with the City Attorney regarding marijuana. He said once the matter goes on the ballot there is an automatic moratorium on the selling of recreational marijuana. Mr. Allen said he has stopped giving any leases to marijuana growing operations in the Industrial Park until the Legislature adjourns and the re-zoning occurs. He said some re-zoning will be occurring in the City over the next few months. Mr. Allen said that "marijuana growing" would be considered a conditional use.

18. Mayor's Comments

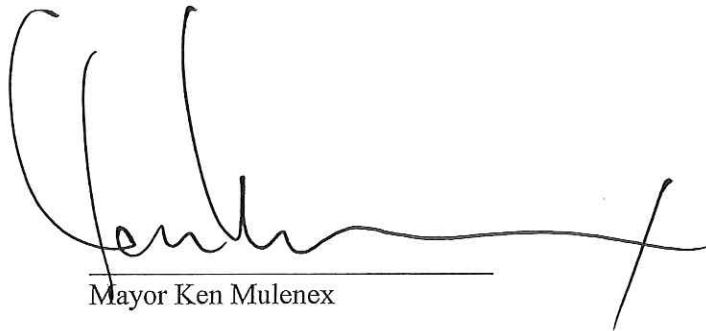
None

19. Adjourn

**A motion was made by Councilor Scott and seconded by Councilor Agan to Adjourn the Meeting.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</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.**



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Mayor Ken Mulenex

Attest



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Rick Allen, City Recorder