

# LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, February 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. January 12, 2011

ii. January 26, 2011

iii. December 29, 2011

b. Bills and Invoices

i. Approval of Bills

ii. Financial Report

iii. Approval of Reimbursements

6. Public Comments

7. Resolution No. 2011-01 Approval of Financing Agreement for New City Hall

8. Council Rules and Procedures (will be distributed at meeting)

9. Water, Sewer and City Facilitation

10. Sponsorship of the La Pine Rodeo Association

11. Appointment of Councilor to the La Pine Action Team (LCAT)

12. City Manager Contract

13. Discussion on Goal Setting
14. Financial Report
15. Other Matters  
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
16. Public Comments
17. Committee Reports
18. Staff Comments
19. Council Comments
20. 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 meetings. This notice does not limit the ability of the City Council to consider or discuss additional subjects. These meetings are subject to cancellation without notice. These meetings are 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 at (541) 536-1432.

## LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, February 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 Ken Mullenex called the meeting to order at 6:00 pm

#### 2. Establish Quorum

##### Roll Call:

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

Quorum established.

#### 3. Pledge of Allegiance

Don Greiner 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 Mullenex asked to put in a Public Comments agenda item before the Consent Agenda.

The Dec. 29, 2010 Meeting Minutes were also added to the Consent Agenda.

#### Public Comments

Vicky Jackson, area resident, brought up that right now the Council approves checks after they have been paid and distributed and that she wanted to bring that issue up to the Council for future discussion.

#### 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. January 12, 2011 Meeting Minutes
  - ii. January 26, 2011 Meeting Minutes
  - iii. December 29, 2010 Meeting Minutes
  
- b. Bills and Invoices
  - i. Approval of Bills
  - ii. Financial Report
  - iii. Approval of Reimbursements

**A motion was made by Councilor Varcoe and seconded by Councilor Greiner to approve the Consent Agenda.**

<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.**

6. Public Comments

None

7. Resolution No. 2011-01 Approval of Financing Agreement for New City Hall

City Manager Rick Allen stated the Resolution is a requirement to get financing through the League of Oregon Cities. He said it was necessary for the financing of the new City Hall.

**A motion was made by Councilor Varcoe and seconded by Councilor Greiner to approve Resolution No 2011-01.**

<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.**

8. Council Rules and Procedures (will be distributed at meeting)

City Manager Allen stated that Sid River, the Assistant to the City Manager, worked on the Council Rules and Procedures to make them consistent with the City Charter and also included suggestions that were made at previous meetings regarding the rules and procedures.

City Manager Allen stated that the Council could approve the revised Council Rules and Procedures beforehand but make them effective for July 1, 2011. He said there will be a future meeting to discuss the revisions.

00:12:20

9. Water, Sewer and City Facilitation

City Manager Allen discussed having a facilitation meeting with a third party, a facilitator, so the Water and Sewer Districts and the City could ask questions and express concerns they may have. He said before the facilitation session the Facilitator would speak with specific persons from the City, Water and Sewer Districts. This would assist the Facilitator on how to organize the joint meeting, so he would know how best to run the meeting.

City Manager Allen stated that former Mayor Kitty Shields along with Council members will be working with the facilitator. Former Mayor Shields has served on a District Board in the past. City Manager Allen said Dennis Carter supports this facilitation as well as Donna Zigler and Brian Earls.

City Manager Allen stated that the facilitation would need to happen in early March because it needs to occur before the Public Hearing with a March deadline for the withdrawal. He said the facilitation meeting would cost around \$500-\$600 for the City and also for each of the Districts. City Manager Allen stated for the Councilors to expect a phone call from the Facilitator in the next couple of weeks.

00:19:05

10. Sponsorship of the La Pine Rodeo Association

Councilor Varcoe stated that the representative from the Rodeo Association was unable to attend. He also said that this is a sponsorship not a marketing action in reference to the TRT funding process. Councilor McAfee stated that she would like to see a set amount put aside for sponsorships and contributions and then have a uniform amount (up to) for each organization.

**A motion was made by Councilor McAfee and seconded by Councilor Greiner to sponsor the La Pine Rodeo Association in the amount of \$500 which would be the gold sponsorship donating the four complimentary tickets back to the association to distribute as they see fit.**

*Vote as follows:*

	<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.**

00:30:38

11. Appointment of Councilor to the La Pine Action Team (LCAT)

Both Councilors Martinez and Varcoe already attend the LCAT (La Pine Action Team) meetings. Mayor Mulenex said as partners in the community the City needs to work with this organization.

**A motion was made by Councilor McAfee and seconded by Councilor Varcoe to appoint a member of the Council to the La Pine Action Team.**

<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.**

Councilor Martinez stated he could be the representative on behalf of the Council. There was agreement from the Council for him to be the representative. The outcome of the Executive Session was a decision to renew the City Manager's contract.

00:38:49

12. City Manager Contract

The Councilors agreed that the employment contract was just like the one that was discussed at a previous meeting so there was no need for discussion.

**A motion was made by Councilor Varcoe and seconded by Councilor McAfee approve the Amendment Number Two to the Employment Agreement with the City Manager.**

<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.**

00:40:20

13. Discussion on Goal Setting

The Council discussed having a goal setting session sometime in April with City Manager Rick Allen and Assistant to the City Manager, Sid Rivers, handling the logistics for the meeting. Councilors agreed this is an important step in setting the budget.

00:51:00

14. Financial Report

City Manager Allen reviewed the current financial report and discussed where the City budget is at for this point in the fiscal year. He said the legal fees are a little higher because of the Water and Sewer District withdrawal.

Mayor Mulenex stated that Councilor Greiner and he will be going to a seminar for budget training next week.

01:03:40

15. Other Matters

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

None

16. Public Comments

Vicky Jackson, area resident, asked about the start date for the Midstate Franchise. City Manager Allen said it will probably go into effect on July 1, 2011 and that a Hearing would need to be held beforehand so it would be difficult to make it effective any sooner.

17. Committee Reports

Councilor Greiner prepared and passed out written reports from the COIC (Central Oregon Intergovernmental Council) and COACT (Central Oregon Area Commission on Transportation) meetings that he had attended.

Councilor Martinez reviewed the LIGI (La Pine Industrial Group Inc.) meeting that he attended. He stated that it was reported that there was a lot of business activity going on in the area.

Councilor McAfee stated that she attended the DEQ Steering Committee meeting. She said the committee decided not to have any public agencies, like the City, on the committee. Councilor McAfee said she would continue to attend the meetings and give the Council updates.

Councilor McAfee stated regarding the Deschutes Water Alliance (DWA) that she had contacted Commissioner Unger and they have another MOU (Memorandum of Understanding) that he would like to present to the Council at the March 9<sup>th</sup> meeting. She said there will also be a

discussion on neighborhood stabilization at the February work session. Councilor McAfee stated she participated in a conference call with LOC (League of Oregon Cities) Annual Conference Planning Committee. She said the Council needs to think about having a tour come to La Pine and what kind of things it would entail during the Conference.

01:16:12

18. Staff Comments

City Manager Allen stated that he and Mayor Mulenex attended the Economic Forecast Meeting. Mayor Mulenex said that it was a down type of presentation and that they were really forecasting the economy to continue to be down for the long term. He also discussed the Deschutes Economic Alliance organization (which had their kick-off at this meeting) and has a plan of a thousand days which involves establishing committees to work in different areas to see what can be done to improve the Central Oregon economy.

01:21:00

City Manager Allen stated he will be having lunch with Biogreen staff members in Portland next week. He said that the City may need to have another Hearing on Biogreen. City Manager Allen said the City Charter will be discussed at the February 23<sup>rd</sup> meeting to approve the ballot title and a couple of other things. The Council had consensus to not have a Public Hearing on the City Charter.

City Manager Allen also stated that the next Traffic Corridor Study will be held on February 22, 2011 at the Midstate Conference Room starting at 6 pm. He said in March there will be a joint meeting with the County Commissioners to hear a presentation on the Traffic Corridor Study from the consultants.

City Manager Allen stated that he and Mayor Mulenex will be at the DLCDC meeting on March 3<sup>rd</sup> in Salem, where La Pine's Comprehensive Plan will be reviewed by the Department of Land Conservation and Development. He said one of the main issues that will be reviewed is the density within the Urban Growth Boundary. City Manager Allen said that DLCDC is considering reducing the UGB which would mean that some City residents would not be able to receive City services.

City Manager Allen passed out to the Councilors the architectural plans for the new City Hall. He then reviewed the plans with the Councilors particularly that on the second floor only two offices can be used unless an elevator is put in the building. City Manager Allen said that the rest of the second story could be used for storage. He also discussed that the meeting room cannot be occupied by more than fifty people due to safety restrictions. City Manager Allen stated that the Purchase Agreement will come before the Council for review at a March meeting.

City Manager Allen also announced that there are two openings on the Budget Committee and that they need to be filled by City residents.

19. Council Comments

Councilor McAfee stated that Councilor Greiner always gave a good oral report on the committee meetings that he attended.

There were no further Councilor comments.

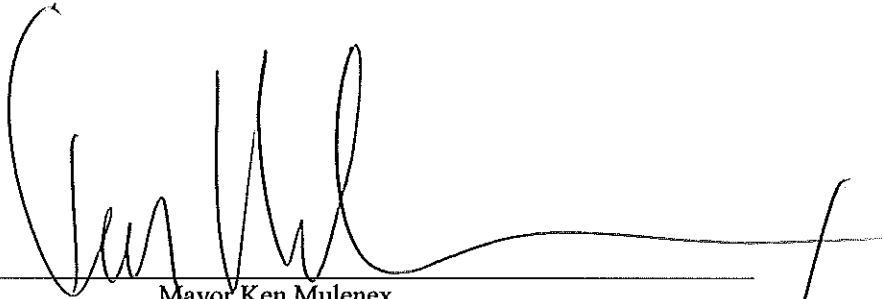
20. Adjourn

A motion was made by Councilor Varcoe and seconded by Councilor Greiner to Adjourn the meeting.

<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.

Mayor Mullenex adjourned the meeting at 7:55 pm.



\_\_\_\_\_

Mayor Ken Mullenex

Attest:



\_\_\_\_\_

City Manager/Recorder Rick Allen