

LA PINE CITY COUNCIL – WORK SESSION AGENDA

Thursday, November 8, 2007, 6:45 p.m.
51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

1. Call to Order and Establish a Quorum
2. Pledge of Allegiance
3. Consent Agenda
 - a. Minutes
 - i. October 4, 2007 - Work Session
 - ii. October 10, 2007 - Regular Meeting
 - b. Bills and Invoices
4. CIS Insurance
5. Madras Letter of Support
6. Billing from Jordan Schrader Ramis PC
7. TRT Agreements
8. Increase in City Recorder's Hours
9. Employment Agreement - City Manager
10. City Council Meeting Time Change
11. Councilor Reports
12. City Councilor Applications and Interviews
13. General Council Comments
14. 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.

This meeting is open to the public and interested citizens are invited to attend. This meeting is a public meeting not a community forum; audience participation is at the discretion of the City Council. 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 Luana Damerval at (541) 536-1432.

LA PINE CITY COUNCIL WORK SESSION MINUTES
Thursday, November 8, 2007

1 Call to Order and Establish a Quorum

The work session was called to order at 6:52 pm. Present were:

Mayor Stu Martinez
Councilor Kitty Shields
Councilor Darlene Jordt
Councilor Linda Maggard
City Attorney Jeremy Green
City Recorder Luana Damerval

All present – Quorum established.

2 Pledge of Allegiance

The Pledge of Allegiance was led by Councilor Jordt.

3 Consent Agenda

- a. Minutes
 - i. October 4, 2007 – Work Session
 - ii. October 10, 2007 - Regular Meeting
- b. Bills and Invoices

A correction by Councilor Shields asked for clarification on the committee in La Pine under #14. Consensus was to re-word that phrase to read "Also, that there is a committee in the City of La Pine that addresses drug issues.

The draft minutes will be corrected and on the next meeting consent agenda of Nov. 14, 2007.

Bills and Invoices are as stands and to be left on the consent agenda.

4 CIS Insurance

Jeremy Green wanted to make sure the council understood the type of Insurance to be offered to Christine Nelson. He suggested to make it a City Employee plan instead of limiting it only to Christine. This may already be required by CIS Insurance, to cover all employees of the city. This will be addressed at the next meeting to finalize the insurance agreement for Christine and other city employees.

The CIS Workers Comp. resolution will need to be approved, and Mayor Martinez requested that it be put on the next meeting agenda as an action item.

5 Madras Letter of Support

City of Madras had requested a letter of support for a grant request for an aircraft engine maintenance facility in Madras. Mayor Martinez requested this be put on the consent agenda for approval of the council for the Mayor to sign this letter.

6 Billing from Jordan Schrader Ramis PC

The City of La Pine had received a bill from Jordan Schrader Ramis PC for overdue LPAC (La Pine Political Action Committee) attorney bills. A copy was forwarded to Jeremy. He stated that he will contact Jordan Schrader on this matter if the council elects to do that. Mayor Martinez stated the bill was addressed to Bob Cox of LPAC and was sent to the city. It

is for \$21,846.12 but the city has never engaged Jordan & Schrader for any city business. He would like to direct our attorney to investigate this. Councilor Shields stated that all charges incurred were made by Bob Cox himself, before the city was even legal to incur any charges, as they were all made before the city's Jan. 2, 2007 organizational meeting. At the Mayor's request, Jeremy will contact the attorney to get some background and will report back at the next meeting.

7 TRT Agreements

(Mayor Martinez added item 7a to the agenda for IGAs with the Water & Sewer districts. See subsection 7a below.)

Jeremy stated that Oregon laws impose certain obligations on cities on how funds are to be dispersed. 70% of the funds are to be used for tourism or tourism related facilities. This requirement was imposed on municipalities on July 1, 2003. If a city had a tourism agreement in place before 2003, it would not be required to abide by this law. This makes sure the funds are used according to state law. Jeremy addressed points of concern or question in the current draft as follows:

1 Separate checking account. It is just a policy issue, and provides tracing and assurance that the funds are set aside for proper use.

2 Quarterly reports - Invoices and statements are to protect the city and the council has flexibility about inspections.

3 #4.7 Opening books - this is only to confirm that the recipients are using the funds properly.

4 Property rights - This is a policy item.

5 Commingling of funds issue - The recipients could use other funds in their TRT account, but could not add TRT funds into another general fund account.

After discussion, the council agreed on the following changes: under condition 4.5 in the agreement, remove items 3 & 4, retain items 1 & 2 and retain item 5 with limitations. They felt if the recipients can produce a chart of accounts and a profit & loss statement, then that should work. It was also agreed to require reports on a semi-annual basis, rather than quarterly. It was also agreed to strike condition #5 in its entirety.

Mayor Martinez asked for input from interested parties.

Dan Varco, Pres. La Pine Chamber of Commerce - stated that he understood the accountability requested, but felt that the chamber might be misunderstood as to what service they provide. He wants to unite with the city and get this in place, and stated that the draft is more favorable now than what it was at first. He stated reporting gets in the way of providing services, and feels those reports will bog the staff down with no time to do the job.

Rose Alsbury, Exec. Dir. of La Pine Chamber of Commerce - stated that she spent the entire month formally interviewing 12 other chambers in the state. Some chambers disagreed with the original draft and didn't think it was a good one to sign. She also stated that the Chamber is an independent contractor and won't let the city see their books. She also referred to Dan's statement regarding this being like building the city a house, and if the city is not happy with that house, then don't fund them next year. She went on to say that there is no way the chamber will provide spreadsheets, check registers, etc. and that she does not have the time to report any dollar figures on the projects, only the description of the projects. She stated that indeed they are receiving much more money from the city than they had been getting before, but asked that they not be asked to do something that no other chamber in the state is being asked to do.

Jeremy will rewrite the draft with the changes requested by the council. He recommended that all recipients of the TRT funds should have the same agreement with the city. He also stated that the the other chambers may or may not be subjected to the same statute, but that it is like night and day on the difference. The changes the city has made today are not going to compromise our position, and we still have the control and ability to confirm that recipients are fulfilling their obligation.

Jeremy stated also that he will have the revised agreement by the next meeting and it will be on the next meeting agenda for approval.

a. Water & Sewer Agreement

Jeremy stated that they are wanting to make sure that when it gets closer to handing over the districts to the city, that there be 2 joint meetings and the withdrawal plans be completed with the coordination of both districts.

Mayor Martinez asked if there was anything in the agreements about notification to the city when tearing up the streets. Discussion led to notifying the city and that the county has the permitting notification coming to the city. We need to make sure we are notified when things start happening.

8 Increase in City Recorder's Hours

Jeremy suggested that the increase request be put on the agenda for next meeting. Mayor Martinez asked the City Recorder to have a log of her hours at the next meeting.

9 Employment Agreement - City Manager

Jeremy went over the basic points of the contract and hopes it will be ready for councilors' signatures at the Nov. 14 meeting. Christine's tentative start date is Nov. 19, 2007.

10 City Council Meeting Time Change

Councilor Shields requested the start time of the meetings be changed to 6:30 pm. The Mayor then asked for 6:00 pm meetings. This is to be put on the consent agenda for the next meeting as 6:00 pm meetings.

11 Councilor Reports

Affordable Housing - Councilor Jordt

She gave an update on the 4 1/2 acres for affordable housing, and that 1 1/2 acres may be for a medical facility. She noted that it is all in the preliminary stages.

C.O.A.C.T - Councilor Maggard (Central Oregon Area Commission on Transportation)

She reported that we need to get the needs of the city in to Gary Farnsworth by March 2008. She also attended The Wickiup Jct. & RR Crossing project and learned that the BNSF line being moved is one of the options. She also attended the BLM land meeting and briefly reported on that.

La Pine Roundtable - Councilor Shields

She reported that it was sponsored by EDCO (Economic Development of Central Oregon). This was held on Oct. 30 to address business issues in the La Pine area, and to encourage industrial and commercial growth. Traffic issues and development were discussed. She stated that her mom noted the biggest developer in the City of La Pine is Deschutes County, and that the cost of traffic lights usually falls on the developers coming to the area.

12 City Councilor Applications and Interviews

Citizens applying for the City Councilor opening are as follows:

Tom Harmon

Terry Makinson

Bob Dee

Pat Rongey

Pauly Edwards (not present)

Mayor Martinez specified that this vacancy is to fill out the term until the Nov. 2008 election.

Each candidate stood and gave a little background about themselves and why they would like to be on the council.

The city will let all applicants know when the vote will take place.

13 General Council Comments

City Recorder Damerval reported that the City Sock Hop date has been changed to Jan. 26, 2008 and the location will be at the La Pine High School because of possible overcrowding at the Senior Center.

Council Shields reported that the DAR (Daughters of the American Revolution) is honoring the Veterans at the Prairie House (an assisted living facility) on Veteran's Day, and that they would like a councilor available to attend. Councilor Jordt stated she would attend, and Mayor Martinez and Councilor Shields also stated they will be there.

Jeremy stated the TRT agreement would be done by Tues. and got permission for the Chamber and the Park & Rec. to contact him directly. He also said that he felt the dialog tonight was beneficial for all.

Recorder Damerval noted that La Pine has now been a city for it's first full year.

14 Adjourn

A motion to adjourn was made by Councilor Shields and seconded by Councilor Jordt. All ayes - motion passed. The meeting was adjourned at 8:22 pm.

attest:

City Recorder Luana Damerval

Mayor Stu Martinez