

LA PINE CITY COUNCIL REGULAR MEETING AGENDA

May 28, 2008 6 pm

51340 Hwy. 97 La Pine, Oregon 97739
SOUTH COUNTY BUILDING MEETING ROOM

1. Call to Order
2. Establish Quorum
3. Pledge of Allegiance
4. Added Agenda Items
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 with respect to 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. May 14, 2008 Regular Session
 - b. Bills and Invoices
 - i. Travel reimbursements
 - ii. Other reimbursements
6. InterMountain Steel Presentation (10 minutes by Rick Surrey)
7. Back Alley Records Presentation (10 minutes by Stephanie Wagner)
8. La Pine Park and Recreation District Presentation (10 minutes)
9. New Liquor License application for Ray's Food Place located at 51537 Highway 97
10. Event and Mass Gathering Controls
11. COCO Legislative Agenda
12. Designation of COIC Alternate Representative
13. Schedule Strategic Planning Community Input Meeting
14. Administrative Updates
 - a. Upcoming Meetings
 - b. City Street Improvements
 - c. Ethics Reform Status
15. Staff Comments
16. Council Comments
17. Public Comments for Items not on the Agenda
18. 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. Meetings are subject to cancellation without notice. The work session and City Council meetings are open to the public and interested citizens are invited to attend. The meetings are public meetings not a community forum; audience participation is at the discretion of the 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 REGULAR MEETING AGENDA
May 28, 2008

1. Call to Order

The meeting was called to order at 6:05 pm by Mayor Pro-Tem Kitty Shields.

2. Establish Quorum

Present were:

Mayor Pro-Tem Kitty Shields
Councilor Dee
Councilor Woodruff
City Attorney Jeremy Green
City Manager Christine Nelson
City Recorder Luana Damerval

Quorum established.

Mayor Martinez was absent because of illness.

3. Pledge of Allegiance

The Pledge of Allegiance was led by City Manager Christine Nelson.

4. Added Agenda Items

None.

5. Consent Agenda

- a. Approval of Minutes
 - i. May 14, 2008 Regular Session
- b. Bills and Invoices
 - i. Travel reimbursements
 - ii. Other reimbursements

A motion was made by Councilor Dee to approve the Consent Agenda. It was seconded by Councilor Woodruff. All ayes - motion passed unanimously.

6. InterMountain Steel Presentation (10 minutes by Rick Surrey)

The Councilors took a few minutes to look at the new "Police Car". It is actually a lawnmower that has been converted for races. The request from InterMountain Steel is to make this the City's "Honorary Police Car" for parades, drug education, etc. to promote the City of La Pine. It has no legal status, grants no police powers, no liability to the City of La Pine, and the cost is all maintained by InterMountain Steel and their sponsors. They are asking that the City accept this token for parades, races and such. Rick Surrey stated he would be the "Honorary Police Chief" with all the clothing. They made protection spray called "MUCK" (silly string). The Council asked that the word "Honorary" be on all items, as this is for promotional purposes only.

Mayor Pro-Tem Shields asked if we were going to be stepping on any toes by not advertising. Also, if we needed an agreement for liability purposes. Jeremy will check on this and will respond by the next meeting on June 11, 2008.

Mayor Pro-Tem Shields stated that a final decision will be made at the next meeting.

7. Back Alley Records Presentation (10 minutes by Stephanie Wagner) 00:11:30

Stephanie Wagner advised the Council of the upcoming festival in August. Items were listed on what has been covered for this event. It is hoping to bring in about 2,500 people for the weekend and a portion of the proceeds will go to the La Pine Park & Rec. District. The Park & Rec. District is covering the liability for \$5,500,000. They were advised that they needed to apply for a Liquor License and they need to have the City sign off on it.

Council stated more time was needed, and that they might stay for item #10.

8. La Pine Park and Recreation District Presentation (10 minutes) 00:28:10

Robert Metcalf and Tony DeBone were present for this discussion of the status of the Park and Recreation District. They advised the Council that they are a Special District, and are on "active status" with the State. The reporting requirements as a Special District were not in compliance, but those are now completed and up to date.

The Park & Rec. District is on a mission to get the Finley Butte Park done this summer. They are hoping to get the funds soon to get the fields started as quickly as possible.

Christine stated that the agreement could be done by the end of June for the Park & Rec. District, so the funds will be available in the new budget year.

9. New Liquor License application for Ray's Food Place located at 51537 Highway 97

Ray's Food Place as applied for a Liquor License because of their location change. The County did the background investigation, so we were not required to do that.

Public Input: None

A motion was made by Councilor Woodruff to approve the Liquor License for the OLCC as a new liquor license. It was seconded by Councilor Dee. All ayes - motion passed unanimously.

10. Event and Mass Gathering Controls 00:39:10

The Cascade Lakes Relay Race will be coming to La Pine. Christine updated the Council on how many teams have signed up and that they will be coming through town on County and City streets. The process is still being worked at this time. She is asking what kind of controls the City will be requiring, to insure that all issues are addressed appropriately. She stated there is a possibility for an Ordinance, or an agreement with the event holders.

Deschutes County has a permitting process, but cannot do this inside the City limits as it is not considered a land use regulation, but we could use their format if we wanted.

Councilor Woodruff asked for an emergency Work Session to get this Ordinance ready to go as soon as possible. Jeremy suggested we could piggyback off the County Ordinance. Christine suggested inviting the Fire Dept.. and the Sheriff and Mayor Pro-Tem Shields suggested asking Rex Leseuer as he had done the Cycle Oregon event.

It was decided to hold a Work Session tentatively on June 4, 2008 after the Tourism Committee meeting, at 6 pm.

Public Input:

Rose Alsbury-Chamber Director - wanted to let the Council know that she appreciated their efforts, as this will bring a lot of people into the City. It is also a benefit for the Park & Rec. District.

11. COCO Legislative Agenda 00:58:48

Christine stated that this is for the Council to approve their agenda. Councilor Dee mentioned that it states if the City approves the budget, the city will buy into it and support it. The City had been waived their fees for the year. Christine stated that she will get copies of the budget and waiver approval and get back to the Council on this.

Councilor Woodruff made a motion to approve the Legislative Agenda for COCO (Central Oregon Cities Organization).

Councilor Dee asked for absolute clarification of this, that we will not get billed down the road. Mayor Pro-Tem Shields requested from Christine to get it in writing that we have another year of free membership, therefore they do not expect us to take part in the approving of the budget.

Councilor Woodruff withdrew her motion.

Council consensus was to let it lay for this year. No action was taken.

12. Designation of COIC Alternate Representative

Christine reminded the Council that Linda Maggard was the alternate for COIC, and we needed to replace her.

Councilor Woodruff volunteered to be the alternate on the COIC committee.

13. Schedule Strategic Planning Community Input Meeting 01:09:33

Christine stated the volunteers held the booth at the Midstate meeting, but there was not a great deal of activity there. She had talked to Chris Marko and a final Open House needs to be scheduled.

Christine thought more room would be needed and will be checking with the Sr. Center and also with Midstate Electric.

Public Input:

Gloria Fleming-area resident-stated that the most common feedback she got was that the people didn't live in the City limits, but she stressed it as a community effort.

Council consensus was for Christine to get the best rate for 4 hours at the Sr. Center for the 18th or 19th.

She will also check with Midstate Electric.

14. Administrative Updates

a. Upcoming Meetings

Board of County Commissioners Work Session with the City Council is June 30, 2008 at 5 pm.

Staff will research location. Topics will include:

Traffic Light

Sheriff presentation on trash & cleanup by inmates

Affordable Housing Project update

Where the City budget is and Comprehensive Plan update

Mayor Pro-Tem Shields asked if this was a County Work Session or a City Work Session.

Christine stated it was both, as both jurisdictions post agendas in their areas.

Mayor Pro-Tem Shields directed Christine to pick agenda items that are priorities and could be kept to a 1-1/2 hour Work Session.

Other meetings are:

Business Round Table is June 11 at noon at Midstate Electric.

Tourism committee meeting is June 4 at 5 pm at So. County meeting room.

Ford Foundation nomination meeting is June 17th at 6:30 pm.

b. City Street Improvements 01:30:45

Swede is getting more information to Christine. The County stated they would have to do the work before the end of June this year. It would be \$11,000 to spread and grade the roads. Christine will come back with specific numbers for the June 11th meeting. Christine is also checking with other private contractors to see if we can get any better deals. Councilor Dee stated that the City of Newport has offered us a free water tanker, without the vehicle attached.

c. Ethics Reform Status

The update is in the packet with the latest numbers of over 200 in the state resigning.

Mayor Pro-Tem Shields asked on the status of the following items:

Auditor RFP's - Jeremy will hopefully have that this week.

Worker's Comp. resolution-Jeremy is waiting on a response from Rex.

The Comp. Plan COIC agreement. They have ok'd it and we gave them until Aug. 1 for the applicants to get in quality proposals.

15. Staff Comments

Recorder Damerval asked what to do with the State Fish and Forestry information that is coming in, as she didn't know if anyone wanted to go through all of that or not. She was asked to forward these to the Councilors.

Also, the linking to and from other websites. ***The Consensus was to go ahead on other agencies, but for private businesses we will need a policy.***

16. Council Comments

Councilor Woodruff stated that at the May 14 meeting, job description for City Manager revision was suppose to be on today's agenda. It was clarified that it was taken off of the agenda by the Mayor to be put on a Work Session.

Councilor Woodruff also asked about the Qwest Franchise. Jeremy is setting up a conference call on that and also on the Midstate Franchise.

Councilor Woodruff asked about the Business License Fees, that the Mayor asked for that to be brought to tonight's meeting for re-adoption. Christine stated that a penalty fee needs to be added and also the date on the Ordinance needs to be amended, as it states July 1 through June 30. This needs to be changed to a calendar yearly license. It is now on the priority list. She also asked if the Councilor meetings times were changed as instructed. City Recorder Damerval stated that these were done.

Mayor Pro-Tem Shields asked about the job description and if we could pick a work session date now or wait unto the next meeting. Jeremy suggested setting up realistic time lines on the priorities.

He suggested setting up a date to schedule that Work Session at the June 4 Work Session.

Councilor Woodruff stated the cost of living and increase was included in the payroll line item on the budget. In the April 30th meeting, Mayor Martinez requested that the wage increases or Cost of Living increase be placed on a separate line item, that could be removed if needed. This was not done. Mayor Pro-Tem Shields felt it was a non-issue, but it should be brought up at the budget hearing. Jeremy stated he will look into that.

Jeremy stated that with the mass gathering and the infrastructure, we will be dealing with issues as they come up. He would like to anticipate these issues far enough in advance to address them before hand.

Councilor Woodruff would like to see smaller agendas, to keep the meetings down to a 2 hour meeting.

17. Public Comments for Items not on the Agenda

Gloria Fleming - area resident - clarified the previous meeting with the Board of Co. Commissioners was on the Biomass issue.

Tony DeBone - Park & Rec. District - this Sat is "take pride in La Pine" day. There will be cleaning up and a BBQ potluck at Rosland Park.

18. Adjourn

A motion was made by Councilor Woodruff to adjourn from the May 28th meeting at 8 pm. All ayes - meeting adjourned at 8 pm.

Mayor Stu Martinez or Mayor Pro-Tem Kitty Shields

attest:

City Recorder Luana Damerval