

LA PINE CITY COUNCIL MEETING AGENDA

July 9, 2008 - 6:00 p.m.

51340 Highway 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. June 25, 2008 – City Council Regular Session
 - b. Bills and Invoices
 - i. Travel and Other Reimbursements
 - ii. Monthly Bills
 - c. Monthly Financial Report
6. Presentation on Economic Development for Small Rural Cities (Roger Lee and Clark Jackson)
7. DLCD Grant Contracts (Mark Radabaugh)
 - a. Fiscal Impact Study
 - b. Comprehensive Planning
8. Fiscal Impact Study Consultant Selection
9. Tourism Committee Recommendation for TRT Revenue Distribution
10. Status of LPRD Proposal for 2007-2008 TRT Dispersment
11. Transportation System Development Charges
12. Council Notices of Action
13. Reschedule Work Session on Job Descriptions
14. Administrative Updates
 - a. Planning Consultant RFP
 - b. City Road Improvements
 - c. Inmate Work Crew Contract
 - d. City Priorities Timeline
15. Public Comments for Items not on the Agenda
16. Staff Comments
17. Council Comments
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 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. 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 MEETING MINUTES

July 9, 2008

South County Meeting Room

1. Call to Order

The meeting was called to order on July 9, 2008 at 6:05 pm by Mayor Stu Martinez.

2. Establish Quorum

Present were:

Mayor Stu Martinez

City Attorney Jeremy Green

Councilor Ginny Woodruff

City Manager Christine Nelson

Councilor Kitty Shields

City Recorder Luana Damerval

Councilor Dee was absent by pre-arrangement.

3. Pledge of Allegiance

The Pledge of Allegiance was led by City Attorney Jeremy Green.

4. Added Agenda Items

Added agenda items were as follows:

#14 e. Ethics Filings

#14 f. Upcoming Events

There was Council consent to add these 2 items.

5. Consent Agenda

a. Approval of Minutes

i. June 25, 2008 – City Council Regular Session

b. Bills and Invoices

i. Travel and Other Reimbursements

ii. Monthly Bills

c. Monthly Financial Report

A motion was made by Councilor Woodruff to approve the Consent Agenda with revisions to the minutes.

It was seconded by Councilor Shields.

All ayes - motion passed unanimously.

00:01:12

6. Presentation on Economic Development for Small Rural Cities (Roger Lee and Clark Jackson)

Roger Lee (Exec. Director of EDCO) gave a presentation on the needs and expectations of Economic Development for smaller cities, such as having basic City infrastructure, Urban Growth Boundaries, quick permitting process and getting prepared to be successful.

Clark Jackson (Bus. Development Officer of OECDD) talked about E-zones, SDC fees and options available to the City.

It was suggested to start information sharing with the Water & Sewer District regarding any road work that might affect them. Also, a plan to meet with other groups in the City, such as Midstate Electric, LIGI, Chamber, etc.

Roger Lee gave a list of Economic Development contacts for the Council that might be of help.

00:42:58

Public comment on this item:

John Taylor-area citizen-Asked at what point the City talks about the City getting the Industrial land.

Dennis Tooley-Rep. of Qwest-suggested getting someone from the telecommunications at the table also for information sharing.

00:44:25

7. DLCD Grant Contracts (Mark Radabaugh)

- a. Fiscal Impact Study
- b. Comprehensive Planning

Mark Radabaugh from DLCD updated the Council on these 2 grants that are offered. The agreements were reviewed by the Council, and Councilor Woodruff had some questions on some of the items in those agreements. A meeting with Councilor Woodruff and City Manager Nelson was set up for next week to go over these concerns and possible changes.

01:08:22

A motion was made by Councilor Woodruff to approve the Fiscal Impact Study Consultant agreement subject to legal revisions, and giving City Manager Nelson the authority to sign the agreement.

It was seconded by Councilor Shields.

All ayes - motion passed unanimously.

A motion was made by Councilor Woodruff to approve the Dept. of Land & Conservation Dept. grant subject to legal review and revision, with the authority given to City Manager Nelson for signature on the grant application.

It was seconded by Councilor Shields.

All ayes - motion passed unanimously.

01:15:31

Public comment on this item:

John Taylor-area citizen-asked if the Comp. Plan included an element that might meet the requirement for a transportation system plan, or will we be required to have a separate plan.

Art Uecker-La Pine Insurance-asked if the Insurance by the winning bidders will name the City as a named insurer as well as the Certificate holder. He was answered yes.

01:16:25

8. Fiscal Impact Study Consultant Selection

There was discussion on the consultant recommended, that his bid was higher than the City was expecting.

There were suggestions on how to adjust the bid to reduce the cost.

Public comment on this item: None.

A motion was made by Councilor Woodruff that the City of La Pine enter into an agreement with Angelo Planning Group of Portland, Oregon for the purpose of completing a Fiscal Impact Study and authorizing City Manager Nelson to conduct contract negotiations with a cap of \$13,000.

It was seconded by Councilor Shields.

All ayes - motion passed unanimously.

01:30:00

9. Tourism Committee Recommendation for TRT Revenue Distribution

TRT Committee Chairman Art Uecker reported the recommendations of fund disbursement by the TRT Committee. There was some discussion on applicants, and he advised of the committee's recommendations.

Councilor Woodruff asked the committee for a 2nd look at the percentage of disbursement, requesting more be allocated for the set aside fund for more opportunities. Council agreed.

Mayor Martinez sent this recommendation back to the TRT committee for adjustment.

Councilor Woodruff asked that the Council receive copies of all applications. The proposed policy on funding for the TRT requests was reviewed by the Council, and an addition of wording on the first bullet of "by the City Council" was requested.

Public comment on this item:

Jim Fleming-area resident- suggested taking 6-1/2% out of the Chamber allocation and put it into the set-aside fund. That would reduce the Chamber to a flat 80% of the fund.

01:54:40

10. Status of LPRD Proposal for 2007-2008 TRT Disbursement

City Attorney Green stated he will have a meeting with Tony DeBone on Friday, and will have this update at our next meeting.

01:55:37

11. Transportation System Development Charges

City Attorney Green suggested scheduling a work session to get this process started.

Public comment on this item:

Ted Scholar-area resident-commented that this should have been scheduled earlier in the meeting so he didn't have to sit for 2 hours to find it would be re-scheduled.

The Mayor apologized.

01:57:45

12. Council Notices of Action

City Manager Nelson brought this before the Council to see if this was something the Council wanted to do.

Councilor Woodruff stated this should go into the website re-mastering at a later date.

Councilor Shields agreed, that we should build it as it goes.

01:59:31

13. Reschedule Work Session on Job Descriptions

The SDC work session re-schedule options are as follows:

July 31, 2008

Aug. 5, 2008

Aug. 6, 2008

Job Description work session - schedule 1 hour before the regular meeting on Aug. 13, 2008 at 5 pm.

02:05:35

14. Administrative Updates

a. Planning Consultant RFP

This was tabled until later.

b. City Road Improvements

City Manager Nelson updated the Council on the Road improvement project, and what the options are.

Councilor Woodruff felt the County should correct the error at their expense.

Mayor Martinez assigned City Attorney Green and City Manager Nelson to meet with the County to deal with this issue.

Mayor Martinez also requested that a Councilor sit on all committees such as Roads, Franchises, etc. for future discussion.

c. Inmate Work Crew Contract

This is an informational item, that the Inmate Work Crew is available to the City, for the fees submitted with the contract.

d. City Priorities Timeline

This was tabled until later.

e. Ethics Filings

A reminder to the Council that if they were holding an office on April 15, 2008, another quarterly report will need to be filled out by July 15, 2008.

f. Upcoming Events

ERT meeting Thurs. Aug. 7, 2008 10 am - 2 pm for a lunch meeting.

ERT would like to also schedule a meeting with La Pine, Madras and Redmond, and it was the consensus of the Council to schedule this in the Fall.

Parks & Rec is planning another concert for Aug. 1, 2008 as an outdoor event.

02:21:25

15. Public Comments for Items not on the Agenda

Mary Garcia-Realtor-regarding the City working to encourage industry to come to La Pine with higher paying jobs. This could set a good example right here.

02:22:55

16. Staff Comments

None.

02:23:20

17. Council Comments

Councilor Woodruff asked about the press release for the Budget. She would like to get some good media coverage on this. Also, asked about the Public Contract Ordinance, and City Attorney Green stated it was done. The Auditor RFP is also finalized, but not sent out yet.

The Workman's Comp. Resolution was tabled, waiting on Rex.

Councilor Woodruff asked for permission from the Council to help the City Recorder get set up for Electronic mailings and going paperless.

Mayor Martinez agreed.

18. Adjourn

A motion was made by Councilor Shields to adjourn.

It was seconded by Councilor Woodruff.

All ayes - meeting adjourned at 8:36 pm.

Mayor Stu Martinez

attest:

City Recorder Luana Damerval