

LA PINE CITY COUNCIL MEETING AGENDA

July 23, 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 30, 2008 – Joint City Council and Board of County Commissioners Work Session
 - ii. July 9, 2008 – City Council Regular Session
 - b. Bills and Invoices
 - i. Travel and Other Reimbursements
6. City Road Improvements Project
7. Tourism Committee Recommendation for TRT Revenue Distribution
8. LPRD Proposal for 2007-2008 TRT Disbursement
9. City Council Request to La Pine Industrial Group for Traffic Signal Survey and Design Funding
10. Temporary Sales Liquor License applications for the R3 Music Concert on August 15-16, 2008 to be held at White School Building and Park located at 16405 First Street
 - a. Back Alley Records, LLC
 - b. La Pine Park and Recreation District
11. City Priority Projects Timeline Review
12. LOC Legislative Recommendations
13. Administrative Updates
 - a. DLCD Grants Status
 - b. Status of RFP/Bids
 - c. Upcoming Meetings
 - d. Citizen Correspondence
 - e. Community Issues and Events
 - i. Oregon Sesquicentennial celebration
 - ii. La Pine Community Kitchen Dinner
 - iii. La Pine Rural Fire District levy renewal effort
 - iv. La Pine Park and Recreation District tax base effort
 - v. Request for Silver Star Banner Day
14. Public Comments for Items not on the Agenda
15. Staff Comments
16. Council Comments
17. 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 23, 2008

51340 Highway 97, La Pine, Oregon 97739

1. Call to Order

The meeting was called to order by Mayor Stu Martinez at 6:05 pm.

2. Establish Quorum

Present were:

Mayor Stu Martinez
Councilor Kitty Shields
Councilor Robert Dee
Councilor Ginny Woodruff
City Attorney Jeremy Green
City Manager Christine Nelson
City Recorder Luana Damerval

3. Pledge of Allegiance

The Pledge of Allegiance was led by Councilor Dee.

4. Added Agenda Items

Remove item 5a ii - July 9, 2008 minutes.

Add #13 vi Cascade Bus Lines

Add #13 f. Citizen at large appointment for Planning RFP review.

There were no objections by the Council.

5. Consent Agenda

- a. Approval of Minutes
 - i. June 30, 2008 – Joint City Council and Board of County Commissioners Work Session
 - ii. ~~July 9, 2008 – City Council Regular Session~~ Removed.
- b. Bills and Invoices
 - i. Travel and Other Reimbursements

A motion was made by Councilor Shields to approve the consent agenda with the removal of item 5a ii.

It was seconded by Councilor Dee.

All ayes - motion passed unanimously.

00:03:45

6. City Road Improvements Project

Christine went over items needed to finish the road improvement projects, and the expected amount of money needing to be authorized to complete that project. There was discussion with Swede Barber of ODOT regarding the ditches and road width and what could be done to correct some of the issues that have arisen.

A motion was made by Councilor Dee to approve supplemental funds of \$8,000 to finish the Cagle Road project.

It was seconded by Councilor Shields.

All ayes - motion passed unanimously.

Public input for this item: None.

00:33:24

7. Tourism Committee Recommendation for TRT Revenue Distribution

Linda Stephenson, Vice Chair of the TRT Committee, advised the Council of their decision to stand by their original recommendation to the Council.

A motion was made by Councilor Woodruff that we accept the distribution of funds for Fiscal Year 2008-2009 Tourism Committee Recommendations and bring the contracts back before the Council for review and approval.

It was seconded by Councilor Dee.

All ayes - motion passed unanimously.

Public input for this item: None.

00:49:30

8. LPRD Proposal for 2007-2008 TRT Disbursement

City attorney Green reported that La Pine Park & Rec. District had re-submitted a proposal for the Finley Butte Park. He went over definitions of the statutes for meeting the requirements using TRT funds. He stated that the Park itself could be considered a tourism related facility. There was more discussion by the Council.

Public input for this item:

Linda Stephenson-area resident-questioned the request to revamp the fields and she has donated seed on 2 occasions and the fields are now brown. Does it have a 10 year life expectancy with no one to maintain it? She also questioned what happened to the wood and fencing that was taken down, as it should be re-used.

City Attorney Green stated they will be improving the "property", not the elements.

Tony DeBone-Park & Rec. Dist.-stated they are trying to put the pieces into place. He knows it will be taken care of for at least the next 2 years because of the upcoming tournaments.

Mayor Martinez questioned what would happen if the Council approves the disbursement and the measure fails in November, we could build in protective measures into the agreement.

01:07:00

Consensus of the Council is that the disbursement is approved subject to working out the issues of failure to get a tax base, etc. and they meet the substantial purpose test.

01:13:55

9. City Council Request to La Pine Industrial Group for Traffic Signal Survey and Design Funding

In needing the upfront money for this traffic signal and LIGI being supportive of this signal, they have essentially, unofficially offered the City the money, but a formal written request is needed. City Manager Nelson requested of the Council permission giving City Manager Nelson and City Attorney Green the authority to create a written request to LIGI for \$50,000 to present to LIGI at their Aug. 14, 2008 meeting, to start the survey and initial design work.

Consensus of the Council was to give City Manager Nelson and City Attorney Green that permission.

There was more council discussion on this issue.

Mayor Martinez instructed the City Manager and City Attorney to create the letter and bring it back to the Council on Aug. 13, 2008 for Council approval.

Public input for this item:

Ted Scholar-VP of LIGI-He is concerned about the Economic Development and the future of La Pine, and that this is time sensitive. The Affordable Housing project has a time limit because of this project, and there needs to be a partnership of the City, LIGI, the County and the ODOT.

10. Temporary Sales Liquor License applications for the R3 Music Concert on August 15-16, 2008 to be held at White School Building and Park located at 16405 First Street

a. Back Alley Records, LLC

There was discussion as to who actually needed to apply for the Liquor License, as only the ones serving the Liquor need apply. As the plan also changed from the original proposal, this needs clarification.

As time is an issue, City Manager Nelson will check with OLCC and go over concerns and questions. A special meeting is requested to meet with Tom Dean from OLCC here in La Pine to clarify any issues before granting the Liquor License.

b. La Pine Park and Recreation District

This item was included as part of this section a.

Public input for this item:

John Taylor-area resident- He has experience with Park & Rec and he stated that the experience from OLCC was that Beer Gardens do not work at these types of events.

Tony DeBone-Park & Rec- clarified that there were statements that the plan on the application had changed, and that it was being worked on. The application that was finally submitted is the final plan.

The Council took a break at 7:43 pm.
The Council reconvened at 7:50 pm.

01:38:10

11. City Priority Projects Timeline Review

A new priority time line was handed out. City Manager Nelson noted that the SDC Ordinance was added and also the Traffic Signal. She went over other items.

City Manager Nelson stated that no revenues from one of the motels in town had been received for quite some time. City Attorney Green will write the motel a letter and it may come to a lien situation.

An audit of the TRT receipts will be done as an internal audit, to make sure everyone is treated equally regarding late fees, and she will review this with City Attorney Green.

Other items included Mass Gatherings, Qwest Franchise, TRT's, and Road Dedications.

City Manager Nelson stated that the time line will be updated every Monday.

01:50:20

12. LOC Legislative Recommendations

LOC is requesting feedback with the top 4 items the City feels is necessary.

Consensus of the Council was items H. I. R. and S.

Public input for this item: None.

01:52:00

13. Administrative Updates

a. DLCD Grants Status

This has been sent in to the State.

b. Status of RFP/Bids

The Fiscal Impact should be finalized by early next week with Angelo Group.
The planning RFP- amendment will be sent out and should be done by Friday.

c. Upcoming Meetings

City Manager Nelson will send out an email on all of the upcoming meetings.
We need to set a date for the BOCC quarterly meeting for end of Sept. or early Oct.
There is an OPI conference session for Planning Commission members and Council and she feels all should go. It is \$85.00/person. She hopes to have the Planning Commission seated by Sept. 10-13, 2008.

d. Citizen Correspondence

On Code Enforcement - we will need to get back on this in Sept.

e. Community Issues and Events

i. Oregon Sesquicentennial celebration

This is coming up, and it was suggested to check with the Chamber and/or the Tourism Committee to see if they would do this.

ii. La Pine Community Kitchen Dinner

This is an FYI only.

iii. La Pine Rural Fire District levy renewal effort

This will be going to the voters again.

iv. La Pine Park and Recreation District tax base effort

This will also be going to voters again.

v. Request for Silver Star Banner Day

We want to do this in August, and does the City want one of the Veteran's groups to come in to do a presentation for this. A short presentation will be done by Jim Fleming.

vi. Cascade Bus Lines

They are having problems with complaints of operations. They had an inspection conference with ODOT, and they will suspend individuals that are not disabled or elderly as of Aug. 1, 2008, but will get a County response by then. This complaint process has held up grant funds for them.

It was suggested that COIC may be able to assist them. City Manager Nelson would contact them.

f. Citizen at large appointment for Planning RFP review.

Pam Cosmo applied for the Citizen at Large for the Planning RFP reviews.

It was the consensus of the Council to appoint Pam Cosmo to the Planning RFP reviews committee.

14. Public Comments for Items not on the Agenda

John Taylor-area resident-Feels the County mishandled the Cascade Bus Lines issue, as they usually don't cut off funding like this. He feels the County is wrong and did it illegally.

15. Staff Comments

City Recorder reported the June 25th minutes that were approved with revisions had been revised and are now posted on the City's website.

The 83rd annual LOC conference is slated for Oct. 2-4 in Salem this year. Registration is required if anyone plans to attend.

16. Council Comments

Councilor Woodruff asked about the press release of the imposed tax rate for 2008-2009.

She also asked about the TRT check for the Chamber, and the Auditor RFP, which will now be an informal process, and the Fiduciary Bonds which Rex will talk to us again on this.

There were comments from the Council on the E-Packets and if it worked for them.

Mayor Martinez has staff checking on a class about communications between staff, council and public for public records. This class is scheduled in the Fall. As suggested by the City Attorney, this will be handled in the meantime as an informal policy as follows:

A request for documentation-turn around time for a Councilor should be the same as for a member of the public.

An emergency-respond to it promptly.

Documentation should be requested to all City Councilors to keep them all informed.

It was noted that it would be less of a burden on the staff for the Councilor requesting the information to come to City Hall and view them there.

Any issues will be addressed to the Mayor or Mayor Pro-Tem.

17. Adjourn

A motion was made by Councilor Dee to adjourn.

It was seconded by Councilor Woodruff.

All ayes - meeting adjourned at 8:30 pm.

Mayor Stu Martinez

attest:

City Recorder Luana Damerval