

# LA PINE CITY COUNCIL MEETING AGENDA

August 27, 2008

51340 Highway 97, La Pine, Oregon 97739  
South County Building Meeting Room

## A. Work Session – 5:00 p.m.

1. Call to Order
2. Establish Quorum
3. Pledge of Allegiance
4. Added Work Session Agenda Items
5. Future of City Government
  - a. Where we are, where we need to be and where we are going
  - b. Organizational Structure
  - c. Council Expectations
  - d. Staff Expectations
6. Adjourn Work Session

## B. Regular Session – 6:00 p.m.

1. Call to Order
2. 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. August 6, 2008– City Council Work Session
    - ii. August 13, 2008 – City Council Work Session and Regular Session
  - b. Reimbursements
  - c. Leave Request
  - d. Conference Request
3. Resignation of Mayor
4. Planning Commission Ordinance 2008-02: AN ORDINANCE CREATING A PLANNING COMMISSION FOR THE CITY OF LA PINE: PRESCRIBING ITS POWERS AND DUTIES; AND ESTABLISHING TERMS OF OFFICE OF THE MEMBERS
5. Selection of Planning Consultant for Comprehensive Plan
6. Liquor License for La Pine Pizzeria, LLC. located at 51450 Hwy 97
7. Dates for Joint City Council and Board of County Commissioners quarterly meeting
8. Administrative Updates
  - a. Status of City Priority Projects
  - b. City Roads Project Update
  - c. Community Meetings and Events
9. Public Comments for Items not on the Agenda
10. Staff Comments
11. Council Comments
12. 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. The meetings are subject to cancellation without notice. The 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 Luana Damerval at (541) 536-1432.

# LA PINE CITY COUNCIL MEETING AGENDA

August 27, 2008

51340 Highway 97, La Pine, Oregon 97739

## A. Work Session – 5:00 p.m.

### 1. Call to Order

The Work Session was called to order at 5:05 pm by Mayor Stu Martinez.

### 2. Establish Quorum

Present were:

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

Quorum established.

### 3. Pledge of Allegiance

The Pledge of Allegiance was led by Councilor Barber.

### 4. Added Work Session Agenda Items

Councilor Woodruff left packages at each Councilor's seat for organizational items and is asking to distribute these and schedule a work session for these items. This is scheduled for the Sept. 24, 2008 meeting at 5 pm as a Work Session before the meeting.

00:08:25

### 5. Future of City Government

a. Where we are, where we need to be and where we are going

City Attorney Jeremy Green stated he had completed some of the major issues. He also went over items of concern. We are a Council-Manager form of Government. The City Manager is the Chief Operating Officer of the City. The City Recorder and any other staff are subordinate to the City Manager, but there are certain aspects that will be addressed by the Council.

There was consensus on the agreement of the structure and City Attorney Green will formalize this into paperwork.

The City Recorder is to hold tenure until there is formalization by a HR Policy, as being hired by the Council. The City Manager follows the same tenure.

b. Organizational Structure

Council-Staff relationships was discussed. Council sets policy and direction and staff follows. Council as a body directs staff and staff is responsible to update the Council.

c. Council Expectations

There was discussion how the Council relates to the Staff. Some items were teamwork, communication, mutual support, clarity, trust and proficiency. Council just deals with policies.

d. Staff Expectations

The items that were discussed were policies, accountabilities, not getting enough feedback, need to use the resources, clarity and consistency and giving sufficient authority.

Resources should not have to be asked of the Council.

A Work Session will be scheduled for Sept. 10, 2008 prior to regular meeting to refine this Work Session discussion.

A motion was made by Councilor Dee to adjourn. It was seconded by Councilor Woodruff.

**6. Adjourn Work Session**

The Work Session was adjourned at 6:05 pm.

B. **Regular Session – 6:00 p.m.**

**1. Call to Order**

The meeting was called to order by Mayor Stu Martinez at 6:15 pm.

Present were:

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

Quorum established.

**2. Consent Agenda**

- a. Approval of Minutes
  - i. August 6, 2008– City Council Work Session
  - ii. August 13, 2008 – City Council Work Session and Regular Session
- b. Reimbursements
- c. Leave Request
- d. Conference Request

Councilor Dee made a motion to approve the Consent Agenda.

It was seconded by Councilor Woodruff.

All ayes - motion passed unanimously.

**3. Resignation of Mayor**

There were comments from the Council to Mayor Stu Martinez and that his priorities are in the right place, and that he will be missed.

**00:07:30**

***A motion was made by Councilor Dee to formally accept the resignation of Mayor Martinez. It was seconded by Councilor Barber.***

***All ayes - motion passed unanimously.***

Nomination for Mayor until Dec. 31, 2008.

Councilor Shields nominated Councilor Woodruff. Councilor Woodruff accepted and stated her case.

Mayor Martinez nominated Councilor Dee. Councilor Dee accepted and stated his case.

**00:17:05**

Vote as follows:

***Votes for Councilor Woodruff:***

***Councilor Shields - aye***

***Councilor Woodruff - aye***

***Votes for Councilor Dee:***

***Mayor Martinez - aye***

***Councilor Barber - aye***

***Councilor Dee - aye***

***Councilor Dee was elected the new Mayor of La Pine until Dec. 31, 2008.***

00:18:24

**4. Planning Commission Ordinance 2008-02: AN ORDINANCE CREATING A PLANNING COMMISSION FOR THE CITY OF LA PINE: PRESCRIBING ITS POWERS AND DUTIES; AND ESTABLISHING TERMS OF OFFICE OF THE MEMBERS**

There was much discussion about the proposed Ordinance. The membership and split on that Committee was a major item. A vote was asked for by Mayor Martinez on a 5/2 split, meaning 5 people from inside the City limits and 2 from outside the City limits for a total of 7 members on the Committee.

Vote as follows:

***5/2 split***

***Councilor Woodruff - aye***

***Councilor Barber - aye***

***Councilor Shields - aye***

***Councilor Dee - nay***

***Mayor Martinez abstained.***

**Public input for this item:**

John Taylor-51375 Riverland (Non-resident)

Agrees with the 5/2 split for a 7 member Committee with all of them being voting members.

There was more discussion about the boundaries for "outside City limits". It was concluded to mark it as 5 miles from the current City boundary.

Councilor Woodruff had other requests for changes in the Ordinance. The Ordinance will be redone to address these concerns and be presented at the next meeting on Sept. 10, 2008.

01:09:44

**5. Selection of Planning Consultant for Comprehensive Plan**

There were 3 finalists Welkin Environmental was recommended as the Planning Consultant.

**Public input for this item:**

Pam Cosmo-51427 Cedar Rd.-Thanked the City for the opportunity to be on the committee for the recommendation, and she enjoyed the process.

Patrick Murphy-51427 Cedar Rd.-Stated that most people in the surrounding area have a vested interest.

John Taylor-51375 Riverland Ave-Has experience in selecting consultants, and suggested not picking the lowest bid. Always check the references.

Pam Cosmo-51427 Cedar Rd.-One member of the Consultant team wrote the Comprehensive Plan for Deschutes County.

***A motion was made by Councilor Dee to hire Welkin as our Planning Consultant at the agreed upon bid.***

***It was seconded by Councilor Shields.***

***All ayes - motion passed unanimously.***

01:22:18

**6. Liquor License for La Pine Pizzeria, LLC. located at 51450 Hwy 97**

This is a new Liquor License for new ownership of La Pine Pizzeria.

**Public input for this item:** None.

***A motion was made by Councilor Shields to approve the Liquor License application for La Pine Pizzeria.***

***It was seconded by Councilor Barber.***

***All ayes - motion passed unanimously.***

01:24:33

**7. Dates for Joint City Council and Board of County Commissioners quarterly meeting**

Dates were discussed and final options to present are Oct. 1, 6 and 29th.

01:28:15

**8. Administrative Updates**

- a. Status of City Priority Projects

Will bring back information in Sept.

- b. City Roads Project Update

This was in the packet.

- c. Community Meetings and Events

Telecomm-was attended by Jeremy and Christine.

OTC-ODOT doesn't have the money to do all the projects on their list.

Moving 4 Peaks Concert from Tumalo to La Pine next year. Needing a 40-100 acre site for 1500-3000 people and overnigheters.

Qwest-Christine and Jeremy will be meeting with Qwest.

County-TSP open house wed. 9-3 6-8:30 pm at Sr. Center

Econ. Dev. Town Hall meeting on ch. 11 on Sept. 1 at 7 pm

Gilchrist Resort hearing Sat. Sept. 6 at Walker Range

LOC training at 3 pm Monday Sept. 8 at City Hall Meeting room.

**9. Public Comments for Items not on the Agenda**

John Taylor-51375 Riverland Ave-Councilors need to attend the TSP Open House on Sept. 3, 2008 at the Senior Center.

**10. Staff Comments**

City Recorder Damerval reported that the Computer equipment is purchased and being set up. City Hall will be disrupted for one day, so the equipment is scheduled to be delivered and installed on Sept. 11 or 12 .

She also went to the High School and spoke with Government instructors about offering extra credit to students that attend meetings to learn about parliamentary procedures and how a new City works. The were very interested.

**11. Council Comments**

Congratulations were offered Councilor Dee for being elected new Mayor.  
Councilor Shields requested an email on future meetings in the area.

**12. Adjourn**

***A motion was made by Councilor Barber to adjourn.  
It was seconded by Councilor Dee  
All ayes - meeting adjourned at 7:53 pm.***

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Mayor Stu Martinez

attest:

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City Recorder Luana Damerval