

LA PINE CITY COUNCIL MEETING AGENDA
September 10, 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 discussion continued
 - a. Ethics Review
 - b. Expectations of Mayor
 - c. Current projects
 - d. Scheduling
 - e. Vacant City Councilor Position
 - f. Procedural documents
- 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 27, 2008 – City Council Work Session and Regular Session
- b. Bills and Invoices
 - i. Monthly Bills
 - ii. Reimbursements
- c. Monthly Financial Report
- 3. 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
- 4. Affordable Housing Project Update
- 5. Draft Traffic System Development Charge (SDC) Work Plan
- 6. Administrative Updates
 - a. Status of Planning Projects
 - b. Oregon 150
 - c. Qwest franchise agreement
 - d. Community Meetings and Events
 - (1) Crescent Creek Hearing
 - (2) County Plan Updates
 - (3) Joint meetings with BOCC
- 7. Public Comments for Items not on the Agenda
- 8. Staff Comments
- 9. Council Comments
- 10. Adjourn

LA PINE CITY COUNCIL MEETING AGENDA
September 10, 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 by Mayor Dee at 5:08 pm.

2. Establish Quorum

Present were:

- Mayor Bob Dee
- Councilor Kitty Shields
- Councilor Ginny Woodruff
- Councilor Wayne Barber
- City Attorney Jeremy Green
- City Manager Christine Nelson
- City Recorder Luana Damerval

Quorum was established.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Councilor Woodruff.

4. Added Work Session Agenda Items

None.

5. Future of City Government discussion continued

a. Ethics Review

City Attorney Green circulated a memorandum on Oregon Government Ethics Commission and asked the Councilors to take home and read. A copy is to be placed in new Councilor Orientation Packets.

b. Expectations of Mayor

Council had an opportunity to state items of importance to them regarding their expectations of a Mayor, which included being responsive to Council and the Community, follow policy, open to communicate, seek out ideas from Council, good communication, consistency and leadership.

c. Current projects

City Attorney Green addressed current priorities and set finish dates as follows:

Oct. 8 Work Session – Rules & Procedures – Ordinances review.

Oct 22 Meeting – Adopt the above.

Oct 22 Work Session – Job Descriptions and Employee Handbook (incl. policies) review.

Nov 12 meeting – Adopt the above.

d. Scheduling

The timeline was reviewed and items were discussed. One hour is set aside for the next work session for DJ Hefferman of Angelo Planning Group to discuss Fiscal Impact.

Nov. 18 is a critical ending date.

Nov. 24 – Land use and cost assumptions

Oct. 22 – Finalize

Oct. 31 – Final draft done

Performance reviews for the City Manager and City Recorder will be done Sept. 30 from 5-9 pm.

BOCC/City Council joint meetings are scheduled for Oct. 1, and early December, the 3rd or the 17th.

e. Vacant City Councilor Position

The Council discussed the current vacancy on the Council and it was discussed and decided to keep the position open until there are 3 applications on file.

f. Procedural documents

This was already discussed.

6. Adjourn Work Session

The Work Session was adjourned at 6:12 pm

B. **Regular Session** – 6:00 p.m.

1. Call to Order

The meeting was called to order at 6:20 by Mayor Bob Dee.

Present were:

- Mayor Bob Dee
- Councilor Kitty Shields
- Councilor Ginny Woodruff
- Councilor Wayne Barber
- City Attorney Jeremy Green
- City Manager Christine Nelson
- City Recorder Luana Damerval

Quorum was established.

2. Consent Agenda

- a. Approval of Minutes
 - i. August 27, 2008 – City Council Work Session and Regular Session
- b. Bills and Invoices
 - i. Monthly Bills
 - ii. Reimbursements
- c. Monthly Financial Report

A motion was made by Councilor Barber to approve the Consent Agenda.

It was seconded by Councilor Shields.

Roll Call vote as follows:

Councilor Shields aye

Councilor Barber aye

Councilor Woodruff aye

Mayor Dee aye

Motion was passed unanimously.

00:01:50

3. 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

All Councilors commented on the Ordinance, stating it was a good Ordinance. The Ordinance was read by title only by City Recorder Damerval.

Public input for this item:

Gloria Fleming-50662 Deer Forest Dr-Commended the Council about including outside members of the City and why that input is necessary.

Ken Mulenex-52386 Glenwood Dr-In Sec. #8 he noted there is discrepancy in the wording of the secretary not needing to be a member of the Planning Commission, but earlier it states members will receive no compensation but will be reimbursed for authorized expenses, and asked if that was a technical issue, because if the secretary is not a member, there is no provision for reimbursement of expenses. He also feels all the voting members should be limited to citizens living inside the city limits.

John Taylor-51375 Riverland-asked if there was any mention of a hearings officer as part of the planning process. Also, he rebutted Ken Mulenex's comment on citizens of the committee, that 99% of the business property owners don't live in the city limits, but have an interest in the City.

City Attorney Green felt the Secretary issue can be re-worded and the typo in Sec. #6 can be changed and the Council can approve this subject to the 2 revisions.

A motion was made by Councilor Woodruff to approve Planning Commission Ord. #2008-02 subject to legal revision for #6 typo error and #8 for addressing the non-member secretary reimbursement.

It was seconded by Councilor Shields.

Roll Call vote as follows:

Councilor Shields aye

Councilor Barber aye

Councilor Woodruff aye

Mayor Dee nay

Motion was passed by majority vote.

00:12:25

4. Affordable Housing Project Update

Pacific Crest Affordable Housing (Rob Roy and Rima Wilson) gave an update of the project.

Funding sources were difficult to pass. They are waiting for an answer on additional funding, and will go forward from there.

Councilor Woodruff commented on the article in the Bend Bulletin about this project. With the Wickiup Junction team possibly taking the lead on the traffic light issue, she cautioned the City spending too much time on the light issue until we find out more information.

Councilor Shields asked the City Manager how much more time she thinks will be spent on this. City Manager Nelson responded that the City's responsibility is to help others understand the process, and this is one of the ways for the City to do this.

Public input for this item:

John Taylor-51375 Riverland-Personally is sensitive to any exemptions and feels the City could ask for an exemption for the Affordable Housing Project for the traffic light costs.

00:29:40

5. Draft Traffic System Development Charge (SDC) Work Plan

City Manager Nelson drafted a plan and it is in the Councilors packet. She has a minor start to the list of stakeholders.

Councilor Woodruff asked about the Main Street Plan that was done in 1990's to early 2000.

This was mentioned by Peter Russell and Tom Blust at a previous workshop.

City Manager Nelson stated that the information was probably outdated, and this document was the most recent. Councilor Shields felt the older information should be looked at to make sure items are not overlooked.

City Manager Nelson was given direction to get moving on items 1 & 2 and get a press release out, working with Councilor Barber on that release.

A verbal report will be ready to give at the 24th meeting by City Manager Nelson on items 1 & 2 of the work plan.

Public input for this item:

John Taylor-51375 Riverland- Complimented the Council on the SDC's. The downtown plan for Hwy. 97 plan in 2004 came from TAG. He also stated this plan is in Peter Russell's office and Christine should have it. They had spent \$70,000 on the project. Mayor Dee asked John Taylor to give Christine the history on this.

00:51:06

6. Administrative Updates

a. Status of Planning Projects

Fiscal Impact Report-this is scheduled for 9-24-08 w/session from 5pm-6:30pm.
Planning Consultant contract ready maybe 9-24-08

b. Oregon 150

Linda Stephenson is working on this.

c. Qwest franchise agreement

City Attorney Green reported that it may be ready by next meeting.

d. Community Meetings and Events

(1) Crescent Creek Hearing

City Manager Nelson attended this hearing and gave her testimony. She has additional information on this.

(2) County Plan Updates

There are multiple things going on at this time with items impacting the City of La Pine.

(3) Joint meetings with BOCC

This was already discussed.

(4) Update on Wickiup Jct. Steering Committee meeting.

City Recorder Damerval gave a report on the meeting, and also how the committee will be keeping the traffic light issue on their future agendas.

7. Public Comments for Items not on the Agenda

John Taylor-51375 Riverland- The Lions Club will be doing the Halloween night event again this year. He asked the council to keep ears open for annexation issues, as some properties won't pay for themselves.

Judy Forsythe-P.O. Box 2232- Wanted to make it clear that the CAG group is not supportive of the annexation nor are they heading it up.

01:05:40

8. Staff Comments

City Recorder Damerval stated the Council needs to replace Stu Martinez on the COCO committee.

Mayor Dee asked her to provide the Council with the background information on this organization, to see if it is worth our time and effort to be involved with at this time.

City Attorney Green asked the Councilors to sign the guidelines agreement that was presented to them.

9. Council Comments

Councilor Shields stated the Halloween tour is a long-standing event created for the safety of the kids, and it is very well organized.

Councilor Woodruff stated the Sept. 3 meeting of the BOCC passed a license to the American Legion Post #45 to conduct 2 craft fairs in the parking lot of the South County Building between 9-12-2008 and 10-12-2008.

She also asked for all of the meetings dates on a full calendar for the Councilors. She will attend the LOC Conference with City Recorder Damerval to save costs on motel expenses.

Councilor Woodruff asked for a Council consensus to ask City Attorney Green to un-complicate the agenda format. She went over items of concern to redo. Mayor Dee felt it should be Christine's duty to do that. It was decided that Mayor Dee and City Manager Nelson will work on this.

10. Adjourn

A motion was made by Councilor Barber to adjourn.

It was seconded by Councilor Shields.

Meeting adjourned at 7:40 pm.

Mayor Bob Dee

Attest:

City Recorder Luana Damerval