

# LA PINE CITY COUNCIL MEETING AGENDA

Wednesday December 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. Snow Plowing Contracting
5. Adjourn Work Session

## B. Regular Session – 6:00 p.m.

1. Call to Order
2. Added Agenda Items
3. 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. November 21, 2008 – City Council Work Session
    - ii. November 25, 2008 – City Council Work Session and Regular Session
  - b. Bills and Invoices
    - i. Monthly Bills
    - ii. Reimbursements
  - c. Monthly Financial Report
4. Deschutes County Code Amendment to Title 11 Section 11.12.020 Transferable Development Credit Transactions
5. Wanek Road Dedication
6. Oregon Economic and Community Development Department Loan Narrative
7. Strategic Plan Adoption
8. Crescent Creek Resort Decision
9. Report on TAPS Regional Solutions to Underage Drinking Conference
10. Public Comments for Items not on the Agenda
11. Staff Comments
12. Council Comments
13. 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 WORK SESSION MINUTES

Wednesday December 10, 2008

## A. Work Session – 5:00 p.m.

### 1. Call to Order

The Work Session was called to order by Mayor Woodruff at 5:00 pm.

### 2. Establish Quorum

Present were:

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

Councilor Wayne Barber was absent by pre-arrangement.

### 3. Pledge of Allegiance

The Pledge of Allegiance was led by citizen Vic Russell.

### 4. Snow Plowing Contracting

The mayor stated the 3 issues to be discussed.

1. Creating an IGA with the county whereby the City would plow certain of the county streets within the La Pine area that connect to City streets.
2. The issue of the policy standards of the snow plowing contracts.
3. The method of rebidding the contracts because the parameters and the contract requirements have changed.

The Mayor described the discussion with Tom Blust of the County Road Department at the last work session about development of an IGA for the City to plow certain County roads in the La Pine area.

It was Council consensus to have the City Attorney work with Tom Blust to develop an IGA between the county and the City of La Pine for the plowing of the City roads.

The City Manager described the roads, based upon the map, that are to be included in the IGA.

Swede Barber was asked for his input on the snow and ice plan, and Mayor Woodruff reviewed proposed changes to the plan. Swede commented he likes the revisions of plowing at 4" along with the storm, and removing ground freezing comments. He feels the rest is straightforward. He could also help with how the bid is put out.

A discussion ensued among the council and the contractors present about whether the contact point will be the City or the County, when problems arise while plowing. George Kolbe (filling in for Roger Olson) indicated that should be a job for the City.

The City Manager indicated where in the south area these berm problems would present themselves and also recommended that the priority list not be eliminated from the snow and ice plan.

The contractors were concerned about who would make the call to start plowing at 4". Discussion resulted in the decision for the City to make the call.

The Mayor and Councilor Shields discussed some of the changes to the snow plan. The mayor described to the contractors how the bids could be made based upon the a, b, and c areas. The subject of how the contractors should keep track of their time was also discussed.

The mayor stated that a letter will go out to all the residents about the snow plowing plan.

**5. Adjourn Work Session**

The Work Session was adjourned at 6:03 p.m. by Mayor Woodruff.

# CITY OF LA PINE MEETING MINUTES

## B. Regular Session – 6:00 p.m.

### 1. Call to Order

The meeting was called to order by Mayor Woodruff at 6:12 p.m.

Present were:

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

Councilor Wayne Barber was absent by pre-arrangement.

### 2. Added Agenda Items

Added agenda items are:

#8 – Audit Contract  
#9 – Comprehensive Plan Contract with DMC  
#11 – Mileage Reimbursement for City Manager to TAPS (Think Again Parents) mtg.

Original item #8 – Crescent Creek Resort Decision removed.

### 3. 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. November 21, 2008 – City Council Work Session
- ii. November 25, 2008 – City Council Work Session and Regular Session

#### b. Bills and Invoices

- i. Monthly Bills
- ii. Reimbursements

#### c. Monthly Financial Report

Some corrections were noted by City Recorder Damerval.

**A motion was made by Councilor Shields to accept the Consent Agenda with the noted corrections.**

**Vote as follows:**

<b>Mayor Woodruff</b>	<b>aye</b>
<b>Councilor Shields</b>	<b>aye</b>

**Motion passed.**

### 4. Deschutes County Code Amendment to Title 11 Section 11.12.020 Transferable Development Credit Transactions

Deschutes County Planner, Kristen Maze, discussed the amendment. It deals with changing the timing of paying for the PR (Pollution Reduction) Credits in the new neighborhood planning area (part of the City of La Pine) from the time of filing the plat plan to the time of permitting to build.

00:15:00

5. **Wanek Road Dedication**

City Attorney Green went over some issues. He Had questions about the road being up to County specifications, and wants to include language to protect the City by making sure it meets specifications.

He also noted the road needs to be “free and clear,” and this will be reflected in the Deed of dedication. Gordy will supply a title report

**A motion was made by Councilor Shields to approve the Wanek Road Dedication subject to revisions and authorize Mayor Woodruff to sign the documents.**  
**Vote as follows:**  
**Mayor Woodruff      aye**  
**Councilor Shields   aye**  
**Motion passed.**

6. **Oregon Economic and Community Development Department Loan Narrative**

Mayor Woodruff stated this item will be forwarded to a future agenda.

00:17:00

7. **Strategic Plan Adoption**

No public comment.

**A motion was made by Councilor Shields to adopt the 2008-2010 Strategic Plan as amended.**  
**Vote as follows:**  
**Mayor Woodruff      aye**  
**Councilor Shields   aye**  
**Motion passed.**

00:20:22

8. **Audit Contract**

Mayor Woodruff called for a motion to approve the City Attorney to negotiate with Harrigan, Price & Fronk regarding the auditing contract with the City and its acceptability and authorizing Mayor to sign all documents in connection with the auditing contract.

**A motion was made by Councilor Shields to approve the City Attorney to negotiate with Harrigan, Price & Fronk regarding the auditing contract with the City and its acceptability and authorize the Mayor to sign all documents in connection with the auditing contract.**  
**Vote as follows:**  
**Mayor Woodruff      aye**  
**Councilor Shields   aye**  
**Motion passed.**

00:22:19

9. **Comprehensive Plan Contract with DMC**

A motion was made by Councilor Shields to approve the Comprehensive Plan contract with the City and DMC subject to legal review and authorize the Mayor to sign documents in connection with the consulting agreement.

Vote as follows:

Mayor Woodruff aye

Councilor Shields aye

Motion passed.

00:25:00

10. **Report on TAPS Regional Solutions to Underage Drinking Conference**

City Manager Nelson gave a report on the TAPS meeting she attended, which covered regional solutions for underage drinking. Surveys were done by teenagers about underage drinking and about how and where they get their alcohol.

OLCC – they have tested 5 establishments in last 4-5 years.

City's role – renewal will give us data. Citizens to complain to OLCC and they will check.

OLCC would like ten decoys so they can do more testing of establishments.

City can participate in meetings; be a liaison to the Schools and County. City should have an Ordinance about not providing alcohol to underage relatives.

00:30:55

11. **Approval of Expense for Mileage for City Manager to Attend TAPS Meeting**

Mayor announced another change to agenda, adding item #11.

A motion was made by Councilor Shields to approve mileage reimbursement to the City Manager for travel to TAPS meeting.

Vote as follows:

Mayor Woodruff aye

Councilor Shields aye

Motion passed.

00:31:55

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

Vern Walter, La Pine Chamber, described an upcoming meeting by National Geographics about Geo Tourism on Thursday, January 22, 3pm-6pm at the La Pine Library.

Rose Alsbury, La Pine Chamber, thanked City Manager Christine Nelson, on behalf of the Chamber and the business community for her part with the City.

John Taylor, 51375 Riverland Drive, is concerned that the City is considering not replacing the City Manager and hopes that is not going to happen.

00:37:05

**13. Staff Comments**

City Attorney Green stated that the Qwest franchise was approved today by Qwest, and he will have it ready for signing at the next meeting.

00:39:10

**14. Council Comments**

Mayor Woodruff – City thanked City Manager Nelson for all her efforts with our City and how many items were completed.

Councilor Shields – appreciated that City Manager Nelson was involved in the community.

Councilor Shields stated that the Monday a.m. Attorney conference call should continue with staff.

00:42:35

**15. Adjourn**

The meeting was adjourned at 6:54 p.m. by Mayor Woodruff.

\_\_\_\_\_  
Mayor Ginny Woodruff

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
City Recorder Luana Damerval