

# LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, July 14, 2010

Regular Session - 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

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the City Council.
5. Public Comments for Items not on the Agenda
6. 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 a separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed after the Consent Agenda for discussion and approval.

  - a. Approval of Minutes
    1. April 30, 2010 Special Emergency Meeting Minutes
    2. June 9, 2010 Work Session and Meeting Minutes
    3. June 23, 2010 Work Session and Meeting Minutes
  - b. Bills and Invoices
    - i. Approval of Bills
    - ii. Financial Report
    - iii. Approval of Reimbursements
  - c. Approval of OLCC License Renewals
  - d. Approval of Temporary Liquor Licenses for Homestead Tavern, Wickiup Station and Frontier Days (Jazz Festival)
7. Deschutes County 911 Service District Operating Agreement
8. Discussion of Charter Committee – Outreach and extension of deadline
9. Discussion of League of Oregon Cities Conference
10. Other Matters

Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
11. Public Comments for Items not on the Agenda

12. Committee Reports
13. Staff Comments
14. Council Comments
15. 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. These meetings are subject to cancellation without notice. These 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 K. Damerval at (541) 536-1432.

# LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, July 14, 2010

Regular Session - 6:00 p.m.

51340 Highway 97, La Pine, Oregon 97739

South County Building Meeting Room

1. Call to Order

Mayor Shields called the meeting to order at 6:00 pm.

2. Establish Quorum

Roll Call:

Present Were:

Mayor Kitty Shields  
Councilor Doug Ward  
Councilor Barbara Hedges  
Councilor Adele McAfee  
Councilor Don Greiner  
City Recorder Luana Damerval  
Admin Ass't Patricia Morgan

**Quorum established.**

Absent Were:

City Manager Allen – excused by prior arrangement  
City Attorney Green – not required at this meeting

3. Pledge of Allegiance

Councilor Ward led the Pledge of Allegiance.

4. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the City Council.

10a) Discussion on Public Comments at Work Session Meetings – Councilor McAfee

5. Public Comments for Items not on the Agenda

None

6. 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 a separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed after the Consent Agenda for discussion and approval.

a. Approval of Minutes

1. April 30, 2010 Special Emergency Meeting Minutes
2. June 9, 2010 Work Session and Meeting Minutes

3. June 23, 2010 Work Session and Meeting Minutes

Councilor McAfee stated that at the meeting on June 23, 2010 on page 11, third sentence from the top, it needs to read that the State police charging cities for background checks was given only as an example and also a possible trend. Mayor Shields stated that on page 3 of the June 23, 2010 Minutes, second paragraph from the bottom of the page, the word 'not' should be inserted at the end of the second line so that it reads 'for the City Attorney to not be at meetings unless requested.'

- b. Bills and Invoices
  - i. Approval of Bills
  - ii. Financial Report
  - iii. Approval of Reimbursements
- c. Approval of OLCC License Renewals
- d. Approval of Temporary Liquor Licenses for Homestead Tavern, Wickiup Station and Frontier Days (Jazz Festival)

**A motion was made by Councilor Ward and seconded by Councilor Greiner to Approve the Consent Agenda with staff looking into making some changes on page 3 and page 11 of the June 23, 2010 Minutes for clarity and making those changes.**

|                                 |            |            |
|---------------------------------|------------|------------|
| <i>Vote as follows:</i>         | <i>AYE</i> | <i>NAY</i> |
| <i>Mayor Kitty Shields</i>      | <i>X</i>   |            |
| <i>Councilor Doug Ward</i>      | <i>X</i>   |            |
| <i>Councilor Barbara Hedges</i> | <i>X</i>   |            |
| <i>Councilor Adele McAfee</i>   | <i>X</i>   |            |
| <i>Councilor Don Greiner</i>    | <i>X</i>   |            |

**Motion passed unanimously.**

00:08:09

7. Deschutes County 911 Service District Operating Agreement

911 has changed management structure of the 911 Center, by having the County manage the agency. As we are now incorporated, we need to have this agreement in place, be we have no role in it.

**A motion was made by Councilor Ward and seconded by Councilor Greiner to Approve the 911 Agreement and Authorize the Mayor to sign.**

|                                 |            |            |
|---------------------------------|------------|------------|
| <i>Vote as follows:</i>         | <i>AYE</i> | <i>NAY</i> |
| <i>Mayor Kitty Shields</i>      | <i>X</i>   |            |
| <i>Councilor Doug Ward</i>      | <i>X</i>   |            |
| <i>Councilor Barbara Hedges</i> | <i>X</i>   |            |
| <i>Councilor Adele McAfee</i>   | <i>X</i>   |            |
| <i>Councilor Don Greiner</i>    | <i>X</i>   |            |

**Motion passed unanimously.**

00:09:56

8. Discussion of Charter Committee – Outreach and extension of deadline

Only four applications for the nine member committee have been received so far and by extending the deadline to the end of July it will allow more community outreach. This extension will not interfere with the committee’s timeline.

**A motion was made by Councilor McAfee and seconded by Councilor Greiner to Extend the Deadline for applications to the end of July.**

|                                 |            |            |
|---------------------------------|------------|------------|
| <i>Vote as follows:</i>         | <i>AYE</i> | <i>NAY</i> |
| <i>Mayor Kitty Shields</i>      | <i>X</i>   |            |
| <i>Councilor Doug Ward</i>      | <i>X</i>   |            |
| <i>Councilor Barbara Hedges</i> | <i>X</i>   |            |
| <i>Councilor Adele McAfee</i>   | <i>X</i>   |            |
| <i>Councilor Don Greiner</i>    | <i>X</i>   |            |

**Motion passed unanimously.**

Council directed staff to put an announcement on the cable channel and also the radio. Councilor Greiner requested some applications to try to find some more people interested in applying for the committee.

00:14:10

9. Discussion of League of Oregon Cities Conference

It was announced that August 16, 2010 is the deadline to apply for scholarships to attend this annual conference for the League of Oregon Cities. City Manager Rick Allen will be attending as well as some Councilors. Councilor McAfee stated she will be applying for a scholarship. Councilor Hedges stated that she is also planning to attend. Mayor Shields stated that she has not determined yet if she will be able to attend or not. Councilor Greiner and Councilor Ward stated that they were not planning to attend but supported other Councilors attending the conference. City Recorder Damerval stated that she has reserved two hotel rooms for Councilors attending the conference and that the expenses for the conference were budgeted for in the current fiscal year’s budget. She also said if scholarships were awarded the cost could be reduced by half of the estimated approximate cost of \$1300.

Councilor McAfee stated that the only cost not included in the conference fees were some tours and a Council Workshop. She also said that the meals were included in most of the conference participation. The Council had consensus with the Councilors selecting the activities they would like to participate in during the conference.

**A motion was made by Councilor Ward and seconded by Councilor Greiner to Approve sending Councilor Hedges and Councilor McAfee to the League of Oregon Cities Annual Conference and giving them the option to sign up for any additional programs they see fit and with staff putting in an application for scholarship.**

|                                 |            |            |
|---------------------------------|------------|------------|
| <i>Vote as follows:</i>         | <i>AYE</i> | <i>NAY</i> |
| <i>Mayor Kitty Shields</i>      | <i>X</i>   |            |
| <i>Councilor Doug Ward</i>      | <i>X</i>   |            |
| <i>Councilor Barbara Hedges</i> | <i>X</i>   |            |
| <i>Councilor Adele McAfee</i>   | <i>X</i>   |            |
| <i>Councilor Don Greiner</i>    | <i>X</i>   |            |

**Motion passed unanimously.**

00:26:30

10. Other Matters

Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.

10a) Discussion on Public Comments at Work Session Meetings – Councilor McAfee

Councilor McAfee stated she would like to see, during the Work Sessions, an opportunity for Public Comment so that the public can be engaged and get a twice a month opportunity for input at meetings. Mayor Shields stated that, in addition to herself, the Council has the option during a Work Session to allow public input by making a request to the Mayor. She also recommended having the public comment at the end of the Work Session.

**A motion was made by Councilor McAfee and seconded by Councilor Ward to Establish a procedure to allow for Public Comment at the end of Council discussion on each Work Session.**

|                                 |            |            |
|---------------------------------|------------|------------|
| <i>Vote as follows:</i>         | <i>AYE</i> | <i>NAY</i> |
| <i>Mayor Kitty Shields</i>      | <i>X</i>   |            |
| <i>Councilor Doug Ward</i>      | <i>X</i>   |            |
| <i>Councilor Barbara Hedges</i> | <i>X</i>   |            |
| <i>Councilor Adele McAfee</i>   | <i>X</i>   |            |
| <i>Councilor Don Greiner</i>    | <i>X</i>   |            |

**Motion passed unanimously.**

00:33:25

11. Public Comments for Items not on the Agenda

Karen Ward, 52657 Pine Drive, stated that she had a desire to sit on the Charter Committee. She said that some of the Council felt that there would be a possible conflict of interest (husband is Councilor Doug Ward and would be voting on the Charter at some point in time). Mayor Shields stated that there is nothing illegal about Mrs. Ward being on the committee and she could not see there was a conflict of interest. Councilor Hedges stated she had asked City Manager Allen about being on the Charter Committee and had been advised that it would be a good idea for neither Councilors nor their spouses to be on the committee. Councilor Greiner stated that if an application is submitted the Council has the right to say they do not want that person so there should be no reason why Mrs. Ward should not put the application in and go from there. Mayor Shields said that the City Manager's recommendation is just that, a recommendation, I think it is prudent to give a lot of weight on the Manager's recommendation because of his experience. She said the City Manager does have a lot more experience than the Council members but that Mrs. Ward could always turn in her application and it would be discussed at a Work Session.

Public Comment

Vicky Jackson, 17346 Mink Court, thanked the Council for allowing public comment during the Work Sessions.

00:37:38

12. Committee Reports

Gloria Fleming, Planning Commissioner, discussed the public hearing in Bend she attended regarding the amendment of County codes for historical sites.

Councilor Greiner stated that he attended the COACT (Central Oregon Area Commission on Transportation) meeting and that funding for enlarging highways will no longer be a priority. He said it will affect the distribution of all available funds with a marked increase in competition for the funds. Councilor Greiner also discussed various projects, priority lists and funding for these projects.

00:46:20

Councilor Ward stated that he attended the La Pine area Transportation Advisory Group (TAG). He said that this group plans to integrate their members into the City's Transportation Advisory Committee (TAC) because they feel they can do more if they are associated with the City.

00:48:38

13. Staff Comments

City Recorder Damerval gave a short report on the Transparency Meeting put on by the Attorney General and held in Redmond on April 29, 2010. She said there is a good possibility of the Attorney General reviewing meeting minutes more closely. City Recorder Damerval said she also attended a class on the Road Diet Handbook sponsored by the Oregon Department of Transportation. She said this class was about how to cut down from four lanes to three lanes to accommodate bike lanes. City Recorder Damerval stated that the consultant doing the traffic analysis study has received the approval to proceed with it.

Administrative Assistant Patti Morgan stated that she attended a seminar, last month, on Record's Management and Archives and had prepared a report on the seminar which was distributed to staff.

00:51:05

14. Council Comments

Councilor McAfee read the following statement that was collaborated by her and Mayor Shields to be signed by both:

*"This statement is to formally acknowledge that the issues and concerns leading up to the City of La Pine Special meeting of May 24, 2010, was addressed and reconciled at that meeting. It was determined that the most constructive action we could take as a Council would be to adopt the motion made by Councilor McAfee to bring the meeting to a positive conclusion:*

*'To move forward, to realize the potential of La Pine, and conduct ourselves in a manner befitting Councilors for the City of La Pine.'*

*In keeping with, and honoring the spirit of Councilor McAfee's motion, which was applauded by the public and confirmed by a unanimous Council vote of acceptance, we hereby affix our signatures below in agreement that this issue is behind us. It is our desire and expectation that we, as City Councilors, shall conduct ourselves accordingly and focus on the business of running the City and moving City projects forward in a cooperative manner."*

Councilor McAfee then read a short, personal statement thanking the community support that had sustained her and brought her to this point. Mayor Shields said she would buy into everything Councilor McAfee had stated. Councilor Ward also said he agreed with the statement.

Mayor Shields mentioned the Town Hall Meeting scheduled for July 22<sup>nd</sup> on Homelessness to be held at the Little Deschutes Lodge (this is not a City sponsored meeting).

There was also a brief discussion on the September 24<sup>th</sup> & 25th celebration commemorating La Pine's 100<sup>th</sup> anniversary.

15. Adjourn


**A motion was made by Councilor Ward and seconded by Councilor Hedges to adjourn the meeting.**

| <i>Vote as follows:</i>         | <i>AYE</i> | <i>NAY</i> |
|---------------------------------|------------|------------|
| <i>Mayor Kitty Shields</i>      | <i>X</i>   |            |
| <i>Councilor Doug Ward</i>      | <i>X</i>   |            |
| <i>Councilor Barbara Hedges</i> | <i>X</i>   |            |
| <i>Councilor Adele McAfee</i>   | <i>X</i>   |            |
| <i>Councilor Don Greiner</i>    | <i>X</i>   |            |

**Motion passed unanimously.**



Mayor Shields adjourned the meeting at 6:57 pm.

  
\_\_\_\_\_  
Mayor Kitty Shields

Attest:

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