

**REVISED**  
**LA PINE COUNCIL MEETING**  
Wednesday, November 14, 2012  
Regular Session – 6:00 pm  
16345 6<sup>th</sup> Street, Ste 102  
La Pine, OR 97739

A. Regular Session – 6:00 pm

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. 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 concerning 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. October 10, 2012 Regular Session Minutes
  - ii. October 24, 2012 Work Session Minutes
- b. Bills and Invoices
  - i. Approval of Bills
  - ii. Financial Report
  - iii. Approval of Reimbursements

6. Public Comments
7. La Pine Rodeo request for public monies in the sum of \$3,000 to assist them sponsor the 2013 rodeo event.
8. Current budget – new format
9. Reappointment of La Pine Public Works Advisory Committee members for specific terms of office as identified in City of La Pine Resolution Number 2011-13. The initial timeframes established were not followed so the Committee has taken action to correct this oversight.

10. La Pine Public Works Advisory Committee recommendation - requesting consideration is given to appointing Jim Fleming for a time period ending Dec. 31, 2012 to fill a committee vacancy caused by the resignation of Roy Hester.
11. La Pine Planning Commission's recommendation - requesting consideration is given to appointing Ginny Woodruff for a two year time period to fill a committee vacancy caused by the resignation of Rene Schifano.
12. Proclamation renaming Highway 97 through La Pine to Ashton Eaton Boulevard and declaring the week commencing November 11, in Ashton Eaton's honor.
13. TRT audit review findings. The City contracted with Pauly, Rogers and Co., P.C. to review five of the six establishments that provide the City with TRT revenues to assure they practice appropriate accounting procedures. (Rosland was not reviewed because of seasonal operations.)
14. Other Matters
15. Public Comments
16. Committee Reports
17. Staff Comments
18. Council Comments
19. 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 Patti Morgan at 541-536-1432. For deaf, hearing impaired or speech disabled, dial 536-1432 ext 116 for TTY.

**REVISED**  
**LA PINE COUNCIL MEETING MINUTES**  
Wednesday, November 14, 2012  
Regular Session – 6:00 pm  
16345 6<sup>th</sup> Street, Ste 102  
La Pine, OR 97739

A. Regular Session – 6:00 pm

1. Call to Order

Mayor Mullenex called the meeting to order.

2. Establish Quorum

City Manager Steve Hasson

Mayor Ken Mullenex

Councilor Stu Martinez

Councilor Dan Varcoe

Councilor Don Greiner

Councilor Kathy Agan

City Recorder/Finance Officer Lori Martin

Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance

Florence Neis 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.

5. Consent Agenda

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a. Approval of Minutes

i. October 10, 2012 Regular Session Minutes

ii. October 24, 2012 Work Session Minutes

b. Bills and Invoices

i. Approval of Bills

ii. Financial Report

iii. Approval of Reimbursements



**A motion was made by Councilor Greiner and seconded by Councilor Agan to approve the consent agenda.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

**Motion passed unanimously.**

6. Public Comments

Commissioner Doug Ward said that Ginny Woodruff, who is seeking appointment to the Planning Commission, was not able to be here tonight as she was out of town.

12. Proclamation renaming Highway 97 through La Pine to Ashton Eaton Boulevard and declaring the week commencing November 11, in Ashton Eaton's honor.

This item was moved forward in the agenda.

City Manager Hasson discussed the renaming of Hwy 97 through the five miles of the City. He said that all the agencies that have an interest in the naming process have lent their consent to this request. City Manager Hasson said a proclamation has been done in recognition of Ashton Eaton's accomplishments. Roslyn Eaton (Ashton's mother) and Carolyn Wallace (Ashton's grandmother) were in attendance. Ms. Eaton discussed how excited the family was for this honor.

7. La Pine Rodeo request for public monies in the sum of \$3,000 to assist them sponsor the 2013 rodeo event.

Gina Wearin, Vice-President of the Rodeo Association gave a presentation about the rodeo. She discussed the recent BLM land transfer that will give the rodeo a new and permanent home. Ms. Wearin said for the 2013 rodeo schedule there will be a three day event instead of the two day event.

She also discussed the benefits with a \$3,000.00 sponsorship such as V.I.P. tickets. Ms. Wearin said that the La Pine Rodeo is the only rodeo in Central Oregon over the 4<sup>th</sup> of July. She said for 2012 the rodeo attendance was 2,154 people.

City Manager Hasson stated that when organizations ask for money they now fill out a form and it is reviewed with the City's budget. He said the City had put \$600 in the budget for a rodeo donation. However, he said that the City recognizes how important the rodeo is for the City. City Manager Hasson also said that the Visitor's Center was asked by the City to provide some funding for the rodeo.

Councilor Varcoe stated there was a possible conflict of interest due to the fact that he owns the land that the rodeo currently uses for their event. There was a discussion of meeting the rodeo's needs by

monies coming from both the City and the Visitor Center's dispersal of TRT (Transient Room Tax) funds.

Councilor Agan made a motion to give \$600 to the Rodeo Association. Motion died for lack of a second.

**A motion was made by Councilor Agan and seconded by Councilor Greiner to approve giving \$1,500 to the Rodeo Association.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>abstained</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

**Motion passed 3-0 with one abstaining**

8. Current budget – new format

City Manager Hasson stated the new financial's format has four columns. Column A shows how much money has been spent in a month. Column B keeps a running tally of what has been spent to date. In column C is the annual budget, the total amount of monies allocated for that particular line item and column D is the budget percentage to date. It was decided that it would be easier to total the first page and then total the second page because of the fact that water and sewer revenues are restricted. Mayor Mulenex said he would prefer budget sheets that show line item by line item. Finance Officer Martin said she can run other reports once she gets the full budget into the new accounting software program. Mayor Mulenex recommended a quarterly review of the budget and expenditures by the Council and staff.

9. Reappointment of La Pine Public Works Advisory Committee members for specific terms of office as identified in City of La Pine Resolution Number 2011-13. The initial timeframes established were not followed so the Committee has taken action to correct this oversight.

City Manager Hasson stated that when the committee was formed it was understood that some members would serve until the end of the year and some would be for an additional year. He said nothing was done to adjust the terms. He said they are now asking for the Council to appoint the committee membership for the time period stated.

**A motion was made by Councilor Greiner and seconded by Councilor Agan to approve the committee term lengths as stated.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

**Motion passed unanimously.**

10. La Pine Public Works Advisory Committee recommendation - requesting consideration is given to appointing Jim Fleming for a time period ending Dec. 31, 2012 to fill a committee vacancy caused by the resignation of Roy Hester.

**A motion was made by Councilor Varcoe and seconded by Councilor Greiner for James Fleming to fill the vacancy on the Public Works Committee.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

**Motion passed unanimously.**

11. La Pine Planning Commission's recommendation - requesting consideration is given to appointing Ginny Woodruff for a two year time period to fill a committee vacancy caused by the resignation of Rene Schifano.

**A motion was made by Councilor Greiner and seconded by Councilor Martinez to appoint Ginny Woodruff for a two year term on the Planning Commission.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

**Motion passed unanimously.**

12. Proclamation renaming Highway 97 through La Pine to Ashton Eaton Boulevard and declaring the week commencing November 11, in Ashton Eaton's honor.

This item was moved forward in the meeting.

13. TRT audit review findings. The City contracted with Pauly, Rogers and Co., P.C. to review five of the six establishments that provide the City with TRT revenues to assure they practice appropriate accounting procedures. (Rosland was not reviewed because of seasonal operations.)

City Manager Hasson stated that this is a process to avoid having to take action against a business because they have not reported and paid for their TRT (Transient Room Tax) revenues correctly. He said after review there was very little discrepancy in the actual versus the reported revenues. The Council had consensus for a letter to be sent to the one business entity that had a small discrepancy.



14. Other Matters

City Manager Hasson discussed the STIP (Statewide Transportation Improvement Plan) grant monies that the City is applying for at this time. He said the monies would be used for sidewalks and also something to help with pedestrians crossing Hwy 97 with some kind of established pedestrian crosswalk. He said there will probably be about a million dollars of grant monies for the City if awarded the funds.

15. Public Comments

None

16. Committee Reports

Councilor Greiner said the last COIC (Central Oregon Intergovernmental Council) meeting he attended was spent going over Bend's transportation system.

Mayor Mulenex said he attended the Elected Officials Corridor 97 Meeting and it mainly concerned the lack of monies. He said they have redone how they are going to do funding. Councilor Martinez stated that he attended the Emergency Preparedness Meeting and learned what ODOT's (Oregon Department of Transportation) role will be if there is a disaster.

17. Staff Comments

None

18. Council Comments

Councilor Agan discussed how pleased she was to see the City working on a better pedestrian crossing on Highway 97.

It was also discussed to have a review of goals and priorities at the January 2013 City Council Meeting so the new Councilors could participate.

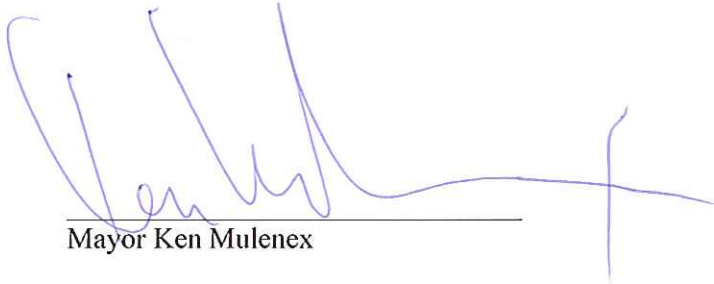
19. Adjourn

**A motion was made by Councilor Varcoe and seconded by Councilor Martinez to adjourn the meeting.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

**Motion passed unanimously.**

Mayor Mulenex adjourned the meeting.



Handwritten signature of Ken Mulenex in blue ink, written over a horizontal line.

Attest



Handwritten signature of Lori Martin in blue ink, written over a horizontal line.

Lori Martin, City Recorder/Finance Officer