

LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, November 10, 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. 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
 1. October 13, 2010 Meeting Minutes
 2. October 27, 2010 Meeting Minutes
 - b. Bills and Invoices
 - i. Approval of Bills
 - ii. Financial Report
 - iii. Approval of Reimbursements
6. Public Comments
7. Presentation of City Audit Report by Harrigan, Fronk & Price & Co.
8. Selection of Architectural Firm to the Feasibility Study for the new City Hall
9. Review of Community Work Plan with Rural Community Assistance Corp
10. Discussion of November 24th Work Session and Thanksgiving Eve
11. VISA Card for City Manager Allen

12. Other Matters
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
13. Public Comments
14. Committee Reports
15. Staff Comments
City Manager Rick Allen:
 - Biogreen Hearing
 - Midstate Franchise
 - Sewer & Water Merger
 - Update on Comprehensive Plan
16. Council Comments
17. Adjourn

LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, November 10, 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:

City Manager Rick Allen
Mayor Kitty Shields
Councilor Doug Ward
Councilor Barbara Hedges
Councilor Adele McAfee
Councilor Don Greiner
Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance

Ken Mullen 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.

12a) Cemetery Agreement Renewal

5. Consent Agenda

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a. Approval of Minutes

1. October 13, 2010 Meeting Minutes
2. October 27, 2010 Meeting Minutes

b. Bills and Invoices

- i. Approval of Bills
- ii. Financial Report
- iii. Approval of Reimbursements

Councilor McAfee asked to have added to the Oct. 27th meeting minutes, page 4, second paragraph, item #11, ‘ Councilor McAfee, regarding her opposition to the recruitment of a new Assistant City Manager, was because the budget could not sustain two high level positions.’

A motion was made by Councilor Ward and seconded by Councilor Hedges to approve the Consent Agenda with the addition to the Oct. 27th, 2010 Meeting Minutes as requested by Councilor McAfee.

<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.

6. Public Comments

Jim Fleming, area resident, stated that the Veterans from La Pine will have their own float for the Veteran’s Parade on Nov. 11th in Bend.

00:07:55

7. Presentation of City Audit Report by Harrigan, Fronk & Price & Co.

Candy Fronk discussed the review that was done by her company. She said a review is less than an audit and that an audit will need to be done next fiscal year because of the increased amount of revenue and expenses. Ms. Fronk said her company gave a clean report that they are not aware of any material modifications to the financial statements. She said there were no cases where the City had gone over budget. Ms. Fronk said that more tax money was taken in than had been budgeted. She said at budget time would be a good time to make a separate TRT (Tourism Revenue Tax) fund. City Manager Allen stated that this report will be on the December meeting agenda for approval. The audit review is due to the Secretary of State by the end of this year.

00:23:09

8. Selection of Architectural Firm to the Feasibility Study for the New City Hall

Councilor Ward discussed the interviewing process that was held the week before for the architectural firms wanting to do the feasibility study for the new City Hall. He said there was a total of four companies interviewed. Councilor Ward stated that there was a unanimous agreement to select HSR Master Planning Architects located in Bend.

City Manager Allen stated that there are two or three buildings that are being looked at as a possible new City Hall. He expected a half million dollars will be spent on a City Hall with the cost of remodeling.

Public Comments

Gloria Fleming, area resident, stated that with the rent being paid now for City Hall, the City would probably break even by having their own building.

A motion was made by Councilor Ward and seconded by Councilor Greiner to select the architectural firm of HSR for the feasibility study for the new City Hall and to authorize the Manager to continue to search for financing.

<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.

00:35:25

9. Review of Community Work Plan with Rural Community Assistance Corp

City Manager Allen discussed the nonprofit organization that is funded through USDA (United States Department of Agriculture). He said RCAC specializes in infrastructure and is offering to help the City to learn how to run a utility. City Manager Allen said that there is no charge for the Community Work Plan. He said RCAC will help with public outreach regarding various issues.

A motion was made by Councilor Greiner and seconded by Councilor Hedges to approve the Community Work Plan with Rural Communities Assistance Corporation.

<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.

10. Discussion of November 24th Work Session and Thanksgiving Eve

City Manager Allen stated that there are some additional meetings in November that require Councilor attendance. He said taking off the Work Session would help to free up schedules. Council had consensus to not schedule a Work Session in November.

00:42:00

11. VISA Card for City Manager Allen

City Manager Allen stated that the card is used for reserving rooms and making certain purchases. He said that the Council needs to authorize him to have a VISA card.

A motion was made by Councilor Hedges and seconded by Councilor Ward to approve getting a VISA card for City Manager Rick Allen.

<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.

00:45:07

12. Other Matters

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

12a) The discussion on the Cemetery Agreement will be delayed to another time. Mayor Shields did want to thank the people who manage the cemetery and note what a great job they do for the City.

Public Comments

Ken Mulenex stated that four unclaimed urns with ashes in them will be buried at the cemetery in the near future.

13. Public Comments

None.

14. Committee Reports

John Thomas stated that the Planning Commission is two months into their work on zoning and land use ordinances. Gloria Fleming mentioned that there will be a Public Hearing on the zoning ordinances at 6 pm on Wednesday, November 17th.

15. Staff Comments

The Council gave direction for City Manager Allen to write a letter of Support for the Central Oregon Intergovernmental Council's Flex Funds grant request for the purpose of creating a Regional Transit Transfer Station in downtown Redmond.

City Manager Rick Allen:

- Biogreen Hearing

City Manager Allen stated that the Hearing could be very long, but he recommended that all testimony be taken that night.

- Midstate Franchise

City Manager Allen asked for Council input on how strongly they feel about needing to make all new power lines in the City be underground. He said this need would be required in a franchise agreement.

Public Comment

John Thomas, area resident, stated that power lines need to go underground. Gloria Fleming said that they should be underground for fire and other safety reasons.

Stu Martinez, area resident, stated that it was too bad that the City had not gotten the Midstate franchise when they first became incorporated in 2006. He said he favors underground power lines especially in the industrial park where there is a lot of heavy equipment.

Dan Varcoe stated that he feels underground lines would be best and that it affects property values favorably when the lines are buried.

Austin Gillette stated that Ponderosa Pines have a mixture of underground and above ground lines.

All Councilors were in favor of requiring underground lines except for Councilor Hedges.

01:14:00

- Update on Comprehensive Plan

City Manager Allen stated that the DLCDD (Dept of Land Conservation & Development) has expressed some concerns with the comprehensive plan particularly regarding lot size and density. He

12/15/10

said that La Pine does not want postage size lots and he has informed DLCD that this community will not accept very small lots.

Public Comment

Dan Varcoe discussed the small lots in one of La Pine's newest communities called Crescent Creek that has some small 4,000 square foot lots but it also has some larger lot sizes.

John Thomas stated that there may be some trade-offs but he feels the problems will be worked out and the comprehensive plan is what the residents wanted.

01:26:30

- Sewer & Water Merger

City Manager Allen stated that the Districts are not as warm to the merger as might have been portrayed at a joint meeting held previously. He discussed the IGA (Intergovernmental Agreement) in regard to the Cagle annexation that the Districts wanted to start. City Manager Allen said that the offer was to let them have some additional time to complete the Cagle annexation but that offer was not acceptable to the District's attorney. He said that the USDA (United States Dept of Agriculture) sent a letter out, at the request of the Districts, stating that unless the Districts allow the transfer of the loans to the City the USDA has some rules which will not allow the loans to be transferred. City Manager Allen stated that it is unlikely that USDA will have the money for the annexation project anyway. He said that the plan is to continue on with a withdrawal date of July 1, 2011 as long as the Council supports this position. Council had consensus for the City Manager to continue on with the withdrawal process of the Water and Sewer Districts.

01:41:30

16. Council Comments

Councilor Ward discussed the LIGI (La Pine Industrial Group) meeting he had attended. He said the County is going to give Biogreen their site plan approval. Councilor Ward said they have been talking to a company that may want to purchase a ten acre parcel for a fabricating plant.

Councilor Hedges stated she attended the COIC (Central Oregon Intergovernmental Commission) and that the major concern was regarding their new bus station.

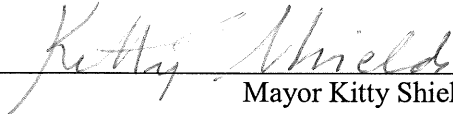
Councilor McAfee stated that the League of Oregon Cities Conference will be in Bend next year and she had volunteered to be the chair of the committee on hosting.

Councilor Greiner attended the COACT (Central Oregon Area Commission on Transportation) meeting and they will be pushing the cities to get rid of all the noxious weeds along City streets and highways.

Mayor Shields discussed the ERT (Economic Revitalization Team) meeting that was held recently in La Pine. She said the meeting was very informative. Mayor Shields also said she had attended the Charter Committee Public Meeting held on Nov. 9th and thought they were making good process. She also said that the DEQ Steering Committee (regarding the nitrate issue) had their first meeting regarding their Charter.

17. Adjourn

Mayor Shields adjourned the meeting at 7:55 pm.



Mayor Kitty Shields

Attest:



City Manager/Recorder Rick Allen