

LA PINE CITY COUNCIL MEETING AGENDA

June 25, 2008 - 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
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 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. May 19, 2008 – Budget Committee Meeting
- ii. May 22, 2008 – Budget Committee Meeting
- iii. May 27, 2008 – Budget Committee Meeting
- iv. June 4, 2008 – City Council Work Session
- v. June 11, 2008 – City Council Regular Session

b. Bills and Invoices

- i. Travel and Other Reimbursements
- ii. Conference Request for City Recorder

6. Election to Receive State Revenue Resolution 2008-007: A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.
7. Budget Adoption and Appropriations Resolution 2008-008: A RESOLUTION ADOPTING THE CITY'S FISCAL YEAR 2008-2009 BUDGET, MAKING APPROPRIATIONS AND IMPOSING AND CATERGORIZING THE TAX.
8. Municipal City Services Resolution 2008-009: A RESOLUTION DECLARING THE MUNICIPAL SERVICES PROVIDED BY THE CITY OF LA PINE.
9. Liquor License Renewal Fee Resolution 2008-010: A RESOLUTION OF THE CITY OF LA PINE ADOPTING A LIQUOR LICENSE RENEWAL FEE.
10. Low Income Rental Housing Property Tax Abatement Resolution 2008-011: A RESOLUTION OF THE LA PINE CITY COUNCIL ADOPTING THE PROVISIONS OF OREGON REVISED STATUTE 307.515 TO 307.537 ALLOWING PROPERTY TAX EXEMPTION FOR LOW-INCOME RENTAL HOUSING.
11. Public Contracting Rules Ordinance 2008-01: AN ORDINANCE ADOPTING RULES OF PROCEDURE RELATING TO PUBLIC CONTRACTING; AND DECLARING AN EMERGENCY.
12. Traffic Safety Commission
13. Joint City Council/ County Commissioners Meeting Agenda Discussion
14. City's Website Address
15. Administrative Updates
 - a. SCA grant limitations
 - b. Public notices bulletin board
 - c. City Road Improvements
 - d. City Priorities Timeline
16. Public Comments for Items not on the Agenda
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 meeting. This notice does not limit the ability of the City Council to consider or discuss additional subjects. This meeting is subject to cancellation without notice. This meeting is 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 MEETING MINUTES

June 25, 2008

1. Call to Order

The meeting was called to order at 6:04 pm by Mayor Stu Martinez.

2. Establish Quorum

Present were:

Mayor Stu Martinez
Councilor Shields
Councilor Dee
Councilor Woodruff
City Attorney Jeremy Green
City Manager Christine Nelson
City Recorder Luana Damerval

All present - Quorum established.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Councilor Woodruff.

4. Added Agenda Items

Added items are:

#15 e - Park and Rec. District update
#15 f - Grant Writing
#15 g - Meeting updates

Consensus was to add these items to the agenda.

5. Consent Agenda

a. Approval of Minutes

- i. May 19, 2008 – Budget Committee Meeting
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b. Bills and Invoices

- i. Travel and Other Reimbursements
- ii. Conference Request for City Recorder

A motion was made by Councilor Dee to approve the consent agenda.

It was seconded by Councilor Woodruff.

All ayes - motion passed unanimously.

6. Election to Receive State Revenue Resolution 2008-007: A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.

The Resolution was read by title only by City Recorder Luana Damerval.

Public Comment for this item:

None.

A motion was made by Councilor Shields to approve Resolution #2008-007.

It was seconded by Councilor Woodruff.

All ayes - motion passed unanimously.

7. Budget Adoption and Appropriations Resolution 2008-008: A RESOLUTION ADOPTING THE CITY'S FISCAL YEAR 2008-2009 BUDGET, MAKING APPROPRIATIONS AND IMPOSING AND CATERGORIZING THE TAX.

The Resolution was read by title only by City Recorder Luana Damerval.

Public Comment for this item:

Rose Alsbury - Chamber Director - Stated that she felt this is not a wise decision of the City, especially for the infrastructure. She is worried about the perception of the citizens, because the rate was dropped \$.08/thousand, and that this will take away from our creditability as a City.

John Taylor - Area resident - Stated as a new City, we need to develop the contingency funds.

Mayor Martinez and Councilor Dee also had concerns about the lower tax rate, because of perception, but stated they would support it.

A motion was made by Councilor Dee to adopt the proposed budget, at \$965,966 by Resolution #2008-008.

It was seconded by Councilor Shields.

All ayes - motion passed unanimously.

8. Municipal City Services Resolution 2008-009: A RESOLUTION DECLARING THE MUNICIPAL SERVICES PROVIDED BY THE CITY OF LA PINE.

The Resolution was read by title only by City Recorder Luana Damerval.

Public Comment for this item: None

A motion was made by Councilor Dee to approve Resolution #2008-009, declaring the municipal services provided by the City of La Pine.

It was seconded by Councilor Woodruff.

All ayes - motion passed unanimously.

00:01:17

9. Liquor License Renewal Fee Resolution 2008-010: A RESOLUTION OF THE CITY OF LA PINE ADOPTING A LIQUOR LICENSE RENEWAL FEE.

The Resolution was read by title only by City Recorder Luana Damerval.

Public Comment for this item:

John Taylor - Area resident - asked if this will be required of temporary sales. The answer was no.

A motion was made by Councilor Dee to adopt Resolution # 2008-010, Liquor License Renewal Fee.

It was seconded by Councilor Woodruff.

All ayes - motion passed unanimously.

00:04:15

10. Low Income Rental Housing Property Tax Abatement Resolution 2008-011: A RESOLUTION OF THE LA PINE CITY COUNCIL ADOPTING THE PROVISIONS OF OREGON REVISED STATUTE 307.515 TO 307.537 ALLOWING PROPERTY TAX EXEMPTION FOR LOW-INCOME RENTAL HOUSING.

The Resolution was read by title only by City Recorder Luana Damerval.

A motion was made by Councilor Shields to adopt Resolution #2008-011.

It was seconded by Councilor Dee.

All ayes - motion passed unanimously.

00:06:48

11. Public Contracting Rules Ordinance 2008-01: AN ORDINANCE ADOPTING RULES OF PROCEDURE RELATING TO PUBLIC CONTRACTING; AND DECLARING AN EMERGENCY.

City Manager Nelson explained this is an ordinance declaring how and which contracts come to the Council. Basically, anything under \$5,000 is administrative and \$5,000-\$150,000 goes before the Council.

City Attorney Green explained some points. Councilor Woodruff stated the Council hasn't approved any expenditure limitations. City Attorney Green explained that regarding Public Contracting, this limitation is for that. Other general expenditures could be set separately. He suggested letting the City Manager have some lead to use their own discretion.

Councilor Woodruff also questioned the Chain of Command listed for an emergency in this ordinance. City Attorney Green explained that a chain of command is in place, and what that chain is.

A revision will be made to this Ordinance adding a "designee of the Mayor" to Pg. 4 sec.G2.

Public Comment for this item:

John Taylor - Area resident - asked what the reasoning of the \$150,000, and having to go to bid at \$5,000.

City Attorney explained these are very similar to State Public Contracting Default Rules.

The Ordinance was read by title only by City Recorder Luana Damerval.

A motion was made by Councilor Shields to adopt Ordinance 2008-01, with the agreed upon revisions.

It was seconded by Councilor Woodruff

Roll Call vote:

Councilor Dee aye

Councilor Woodruff aye

Councilor Shields aye

Mayor Martinez aye

4 - ayes 0 - nays

Ordinance passes unanimously.

00:23:25

12. Traffic Safety Commission

City Manager Nelson wanted the Council to see this and make some decisions as to whether the Council wanted this to go into the priority list.

Councilor Woodruff requested to wait until after the BOCC/Council meeting and wait to see if we need it later. Councilor Shields agreed.

City Manager Nelson stated there will be the Planning Commission and it should all sort out with that.

Public Comment for this item:

John Taylor - Area resident - Stated if we do something now or later, will this have effect on the resources of money coming into the City.

00:26:40

13. Joint City Council/ County Commissioners Meeting Agenda Discussion

City Manager Nelson went over the agenda on the traffic light issue. What we need to do is to get the County Commissioners up to speed. She requested for herself and Lee Smith to meet with the County Commissions before the meeting.

She also clarified what was said on the radio by Dennis Luke, that it wasn't the County who wouldn't be issuing the permits, that it was the City's responsibility. But what he referred to was that the City had the final decision at the end of an appeal process.

Public Comment for this item:

Rose Alsbury - Chamber Director - Stated she also heard Dennis Luke's comment, and that the Council should allow City Manager Nelson to talk to the County Commissioners to get them up to speed on the funding.

Lou Gillette - Silvan Power - Urged the Council to get together with the County Commissioners, as time is running out, to quit dragging our feet and get this taken care of in a timely manner.

John Taylor - Area Resident - The County has expressed the the Huntington/Burgess traffic light was their priority.

14. City's Website Address 00:46:34

City Recorder Damerval reported that Little d Technologies wanted to know if the City wanted to change our Website and E-mail addresses to an easier one. It would cost \$125 per year.

Council consensus was to keep what we have now.

15. Administrative Updates 00:48:30

a. SCA grant limitations

City Recorder Damerval reported that a grant for the 2009 SCA came in, but could not be applied for until our grant for 2008 is complete.

b. Public notices bulletin board

City Manager Nelson stated that a bulletin board for legal notices could be placed at the usual posting locations. City Recorder Damerval was instructed to get a cost and bring it back to the Council.

Councilor Shields questioned why this came before the Council, as it is an item that staff should just take care of.

c. City Road Improvements

City Manager Nelson reported that the pre-gravel grading was completed, and the gravel will be delivered to the Cagle Subdivision area starting June 30, 2008.

d. City Priorities Timeline

City Manager Nelson will get updates to Councilor Woodruff.

e. Park & Rec. District update 00:52:48

City Manager Nelson reported that the District is struggling. A SWOT analysis was done at their last meeting. A tax base is one option, dissolving the District is another. The next step will be a focus group to flesh out their options.

f. Grant Writing

City Manager Nelson reported that a company had contacted the City about grants available.

g. Meeting Updates 00:56:09

City Manager Nelson reported that she attended the Small Cities Network meeting today, and learned there were many options available to small cities.

1. Rare Intern program is available this fall. (\$17,000 for 11 months at 40 hrs/wk.)
2. Micro-Enterprise is also available - she will contact them.
3. Ford Foundation - this started last week.
4. Economic Development at COIC Monday June 23, 2008.

16. Public Comments for Items not on the Agenda 01:06:40

John Taylor - Area Resident - He wanted to make sure that the Council read the Bulletin article about the County selling the New Neighborhood land. He felt this was wrong.

Rose Alsbury - Chamber Director - Wanted to make sure the Council knew about the 3 different Leadership classes in 2008-2010-2012 Ford Foundation Grants.

17. Staff Comments

City Recorder Damerval reported that the Budget Committee had allocated money for new computers, and that she will be asking for price quotes on those items needed. Anything over \$5,000 needs to be brought before the Council.

City Recorder Damerval also reminded the Council that the \$25.00 gas card the City received from Staples is still available.

City Attorney Green stated that the County Sheriff Code Enforcement was unresponsive. City Manager Nelson and City Attorney Green will create a letter and ask them to approve or disapprove what we believe our understanding is, and will bring this back to the Council.

18. Council Comments

Mayor Martinez stated Mayor Wendell of Prineville needed items for the Mayor's Conference, and suggested we send him the \$25.00 gas card.
Consensus of the Council was to send City of Prineville the card.

19. Adjourn

***A motion was made by Councilor Shields to adjourn.
It was seconded by Councilor Dee
All ayes - meeting adjourned at 7:35 pm.***

Mayor Stu Martinez

attest:

City Recorder Luana Damerval