



**CITY OF LA PINE, OREGON
REGULAR CITY COUNCIL MEETING**

Wednesday, January 10, 5:30 p.m.

La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

Available online via Zoom: <https://us02web.zoom.us/j/87945683260>

MINUTES

CALL TO ORDER

Mayor Richer called the meeting to order at 5:30 p.m.

ESTABLISH A QUORUM

City Council

Mayor Richer

Councilor Shields-excused

Councilor Van Damme-excused

Councilor Ignazzitto

Councilor Morse

Student Councilor Marston

Staff

Geoff Wullschlager-City Manager

Ashley Ivans- Assistant City Manager/Financial Director

Rachel Vickers-Associate Planner

Amanda Metcalf-City Recorder

Kelly West- Public Works Director

Present Via Zoom

Brent Bybee- Principal Planner

PLEDGE OF ALLEGIANCE

Mayor Richer led the pledge of allegiance.

PUBLIC HEARING:

None

REGULAR COUNCIL MEETING

PUBLIC COMMENTS

No public comments.

ADDED AGENDA ITEMS

None

CONSENT AGENDA

1. 12.13.23 Regular City Council Meeting Minutes
2. Financials
 - a. Financial Summary
 - b. Interest Income Report
3. Public Comments 12.13.23

Councilor Ignazzitto made a motion to approve the consent agenda. *Councilor Morse seconded the motion.* Motion carried unanimously.

OLD BUSINESS:

None

NEW BUSINESS:

1. Consideration of Personal Services Agreement for Comprehensive Plan Update – 3J Consulting
 - a. Staff Report
 - b. Personal Services Agreement

Principal Planner Bybee presented the associated staff report updating the Council on the coordination with 3J consulting regarding the comprehensive plan update. In addition, Mr. Bybee informed the Council that the City of La Pine was awarded the Technical Assistance Grant from DLCDC for \$50,000.00, this will help fund the services provided by 3J.

Councilor Ignazzitto made a motion to approve the contract for services and its attachments therein and direct the City Manager to sign the contract on behalf of the City of La Pine. *Councilor Morse seconded the motion.* Mayor Richer called for a Roll Call Vote:

Councilor Van Damme- Absent

Councilor Shields- Absent

Councilor Ignazzitto- Aye

Councilor Morse- Aye

Motion passed unanimously.

OTHER MATTERS

None

PUBLIC COMMENTS

None

STAFF COMMENTS

Finance Director Ivans informed the Council that sewer connections have started in the Cagle Development. She gave an update on her training in Utah for two new modules that were added to the

City's operating software. Staff will start implementing the platforms which include Community Development, and Electronic Document Management. Lastly, she is working on year end and the closing of the USDA water bond.

City Recorder Metcalf had no comments.

Principal Planner Bybee stated that he is happy that the contract was approved and signed.

Associate Planner Vickers updated the Council on the current and new applications for Community Development.

Public Works Director West updated the Council on the current snow preparedness, in addition, Public Works is adapting the wells for shut down required for the Water and Wastewater Project.

City Manager Wullschlager gave an update on the ARPA funds, which are earmarked for the sidewalk improvement on the east side of Hwy 97. Financial Director Ivans was able to have the funds reapplied to design only for the improvement. He also gave an update on the progress of the Urban Renewal Agency's Archway project.

There was an update on the Spec Building that will be built in the Industrial Park. He stated that he will be seeking outside consultation for drafting an RFP.

He said that the City's Planners, Mr. Bybee and Ms. Vickers, have been working on arranging advisory boards for the Comprehensive Plan Update. He further stated that Council will be the ultimate authority for these changes, and as such, should not be on the advisory boards.

He informed that Council that we have been interviewing candidates for the Office Clerk position. He said that this new staff member will be able to help Ms. Metcalf with many of her duties, allowing her to train for her new position of City Recorder.

Lastly, he stated that Commission Chair Bea Hatler will be moving, and a new board chair will need to be appointed.

There were some questions from the Council about the Spec Building. City Manager Wullschlager said that the building is not in the Downtown Overlay and that the intention of the building is to be as flexible a design as possible to accommodate rolling tenancy of different businesses.

MAYOR & COUNCIL COMMENTS

Student Councilor Marston updated the Council on local school outages due to inclement weather. This included all sports and extracurricular activities, including an international wrestling meet. Lastly, he reported that the High School Winter Formal was scheduled for the upcoming weekend.

Councilor Morse had no comments.

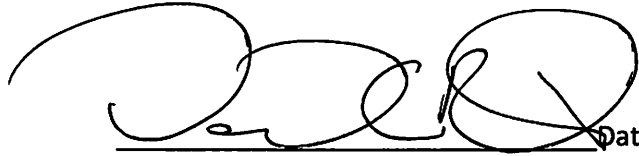
Councilor Ignazzitto had no comments.

Mayor Richer thanked everyone for coming to the meeting and discussed the purpose of swales in residential neighborhoods, and the need for vehicles to be moved from the public right-of-way to accommodate plowing.

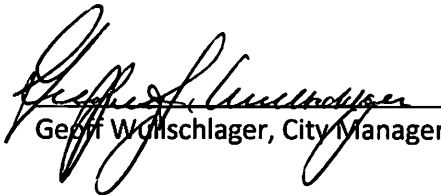
EXECUTIVE SESSION: per ORS 192.660 if necessary

ADJOURNMENT

Mayor Richer adjourned the meeting at 5:52 p.m.


Date: 24 JAN 23
Daniel Richer, Mayor

ATTEST:


Date: 1/24/24
Geoff Wunschlager, City Manager