



CITY OF LA PINE, OREGON
REGULAR CITY COUNCIL MEETING

Wednesday, March 23rd, 2022, at 5:30 PM

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

Available online via Zoom: <https://us02web.zoom.us/j/82350474232>

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 City Hall at (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.

AGENDA

CALL TO ORDER

ESTABLISH A QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.

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 time selected by the City Council

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 of any member of the City Council.

- 1. 03/09/22 – Regular Council Meeting Minutes.....3.

PRESENTATIONS: None

OLD BUSINESS:

- 1. Ongoing Projects:
 - a. Transit Center
 - b. Water/Wastewater Expansion
 - c. Hwy 97 Pathway

NEW BUSINESS:

- 2. Community Grant Applications
 - a. La Pine Senior Activity Center.....7.
 - b. High Lakes Car Club.....9.

PUBLIC COMMENTS

Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.

STAFF COMMENTS

- 1. Planner Report
- 2. Public Works Report
- 3. City Manager Report

MAYOR & COUNCIL COMMENTS

EXECUTIVE SESSION: Note time of suspension of regular meeting and that of opening of executive session (if necessary).

Note time of closing of executive session, and that of re-convention of regular session (if necessary).

ADJOURNMENT

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. The regular meeting is open to the public and interested citizens are invited to attend.

CITY OF LA PINE, OREGON
REGULAR CITY COUNCIL MEETING

Wednesday, March 9th, 2022, at 5:30 PM
La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739

MINUTES

1. CALL TO ORDER:

Meeting was called to order at 5:30 p.m.

2. ESTABLISH A QUORUM:

PRESENT

Mayor Daniel Richer
Councilor Colleen Scott
Councilor Cathi Van Damme
Councilor Mike Shields
Councilor Courtney Ignazzitto

ABSENT

None

STAFF

City Manager Geoffrey Wullschlager
City Planner Alexa Repko
City Recorder Jamie Kraft

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS:

Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.

- None.

5. 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 time selected by the City Council.

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 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 of any member of the City Council.

1. 02.23.2022

Motion by Councilor Scott to approve the Consent Agenda as presented. The motion was seconded by Councilor Shields.

Voting Yea: Councilor Scott, Councilor Van Damme, Councilor Shields, Council Ignazzitto.

Voting Nay: None.

7. PRESENTATIONS:

- None.

8. OLD BUSINESS:**1. Ongoing Projects:****a. Transit Center**

None.

b. Water/Wastewater Expansion

Geoff Wullschlager and Jake Obrist attended a meeting for the project update. Bids will be opened on March 17th. The concern is that the cost of the project will far exceed the initial budgeted amount. There will be a 3–4-year window of budget restriction to pay for the projected cost overrun on this project.

c. Hwy 97 Pathway

Geoff Wullschlager reported that ODOT is in the survey process on this project.

9. NEW BUSINESS:**• Proclamation 2022-01**

Geoff Wullschlager gave a staff report regarding adopting a Proclamation naming March as American Red Cross month. Motion made by Councilor Ignazzitto to adopt Proclamation 2022-01. The motion was seconded by Councilor Van Damme and carried by a unanimous voice vote.

• Budget Calendar

Geoff Wullschlager presented a staff report which included a Budget Calendar for Council review. There was motion by Councilor Van Damme to adopt the 2022-2023 Budget Calendar

as presented and appointing Geoff Wullschlager, City Manager as Budget Office. The motion was seconded by Councilor Van Damme. The motion carried by a unanimous voice vote.

- **La Pine Station**

Geoff Wullschlager gave an update on the bid and budget for the La Pine Station. There were items removed from the bid due to the cost being significantly higher than originally budgeted for. Mr. Wullschlager is requesting Council support for a porta potty in lieu of a permanent bathroom.

There was a motion made by Councilor Scott to award the contract for the La Pine Station to the lowest bidder and allow the City Manager to make administrative decisions regarding the project. The motion was seconded by Councilor Ignazzitto and carried by a unanimous voice vote.

PUBLIC COMMENTS

Three (3) minutes per person; when asked to the podium, please state your name and whether you live within La Pine city limits.

- None.

10. STAFF COMMENTS:

- **Planners Report** – Alexa Repko gave an update on the following applications. 03SPR-22 Meadows, 16613 Dillion, 09SPR-21 Ponderosa Park.
- **City Manager Report** – Geoff Wullschlager gave a report on a property on Drafter Rd. Multiple encampments and used drug paraphernalia have been discovered at the site. Local Law Enforcement and ODOT are addressing the issue. Property owners have been contacted regarding blocking off access points to the private properties affected. Mr. Wullschlager contacted Deschutes County regarding the speed study to take place on Huntington in the future. The joint meeting with Deschutes County Commissioners will be held on April 13th, 2022, prior to the Regular City Council Meeting.

11. MAYOR & COUNCIL COMMENTS:

Councilor Scott – Ms. Scott asked about the discussion regarding the potential fireworks ban. The follow up will be held at a later meeting date.

Councilor Van Damme – None.

Councilor Ignazzitto – None.

Councilor Shields – None.

Mayor Richer – None.

12. ADJOURNMENT: Meeting was adjourned at 6:12pm

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. The regular meeting is open to the public and interested citizens are invited to attend.

Community / Tourism Grant Application

16345 Sixth St. | PO Box 2460 - La Pine, Or 97739 | ph. (541) 536-1432 | www.lapineoregon.gov



The City of La Pine may provide community assistance grants to non-profits entities and organizations that serve the La Pine community. Community entities and organizations that serve the La Pine community will need to meet at least one of the following criteria to be eligible for a grant and provide the necessary documentation:

- Provides assistance for essential utilities, food, medical needs, clothing or shelter.
- Provides educational or recreational opportunities for children or seniors.
- Generates/supports economic activity in La Pine.

In evaluating requests, the City will consider the following criteria:

- The requesting organization's history of success.
- The organizational and financial stability of the requesting organization.
- The number and types of community members served by the request.
- The ability to measure and track the effectiveness of the project or service.
- Grant funds will not be used for travel, budget deficits or for routine operating expenses.

First, please designate whether this grant will be used to generate or support Tourism. If yes, see pg. 3 for additional steps/information required. We also require a budget sheet for either type of grant submission, see pg. 2.

Tourism Grant TRT Fund

Standard Community Grant Submission

Please type or print clearly:

1. Organization: La Pine Senior Activity Center
2. Non-Profit ID #: 93-0921983
3. Mailing Address: PO Box 1279 La Pine OR
4. Telephone No.: 541-536-6237 / cell - 541-420-9001
5. Email: Jamie@lapineseniorcenter.org
6. Contact Person: Jamie Donahue
7. Requested Amount: \$ 3000 -
8. Project/Use for Funds: Asphalt For Parking lot
9. Attach a letter explaining how the funds will be used, how the criteria will be met, and any other information relevant to the request.

Return completed applications and letters to:

City of La Pine
Attn: Recorder
16345 Sixth Street
P. O. Box 2460
La Pine, OR 97739

Date Received: _____

Approved ___ Denied ___ Date _____

Amount _____

For additional information, please contact City Recorder Jamie Kraft at 541-536-1432 or jkraft@lapineoregon.gov



LAPINE

OREGON

Budget Spreadsheet

Name of Event:

Asphalt for Parking Lot

Income	Estimated	Actual
Event Proceeds (entry fees, ticket sales, etc.)		
Seafood Night	1670	
TOTALS	1670	

Expenses	Estimated	Actual
Site/Decorations (equipment, balloons, food, etc.)		
TOTALS		

Extra Sales (auction, raffle, misc. sales)	Estimated	Actual
By kind me	2500	
Go Fund Me	460	
TOTALS	2960	

Other Expenses	Estimated	Actual
TOTALS		

Sponsorships	Estimated	Actual
TOTALS		

Donations	Estimated	Actual
SUNWEST Realty	1000	
Stuart Martinez	1000	
Humana	1000	
FRANCES HARPER	1000	
James Young	10,000	
TOTALS	14,000	

Overall Budget	Estimated	Actual
Income		
Expenses		
Net Profit (Loss)		

Community / Tourism Grant Application

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- Provides assistance for essential utilities, food, medical needs, clothing or shelter.
- Provides educational or recreational opportunities for children or seniors.
- Generates/supports economic activity in La Pine.

In evaluating requests, the City will consider the following criteria:

- The requesting organization's history of success.
- The organizational and financial stability of the requesting organization.
- The number and types of community members served by the request.
- The ability to measure and track the effectiveness of the project or service.
- Grant funds will not be used for travel, budget deficits or for routine operating expenses.

First, please designate whether this grant will be used to generate or support Tourism. If yes, see pg. 3 for additional steps/information required. We also require a budget sheet for either type of grant submission, see pg. 2.

Tourism Grant TRT Fund

Standard Community Grant Submission

Please type or print clearly:

1. Organization: High Lakes Car Club
2. Non-Profit ID #: 93-1195595
3. Mailing Address: P O Box 2252
4. Telephone No.: 541-815-3297
5. Email: hager@bendnet.com
6. Contact Person: Jessie Hager
7. Requested Amount: \$250.00
8. Project/Use for Funds: 23rd Annual High Lakes Show-n-Shine Major Sponsorship
9. Attach a letter explaining how the funds will be used, how the criteria will be met, and any other information relevant to the request.

Return completed applications and letters to:

City of La Pine
Attn: Recorder
16345 Sixth Street
P. O. Box 2460
La Pine, OR 97739

Date Received: _____

Approved ___ Denied ___ Date _____

Amount _____

For additional information, please contact City Recorder Jamie Kraft at 541-536-1432 or jkraft@lapineoregon.gov



LA PINE
OREGON

6-25-2022

Budget Spreadsheet

Name of Event:

23rd Annual Highlakes Show-n-Skive

Income	Estimated	Actual
Event Proceeds (entry fees, ticket sales, etc.)		
Registration	2875	
TOTALS	2875	

Expenses	Estimated	Actual
Site/Decorations (equipment, balloons, food, etc.)		
Pes-goodie bags magnets	4500	
Tool box	1000	
Ladies Raffle	400	
General Raffle	300	
TOTALS	6200	

Extra Sales (auction, raffle, misc. sales)		
Raffles	2850	
Tees & club swag	4800	
TOTALS	7650	

Other Expenses		
Advertisement	300	
insurance & permits	350	
Trophy	500	
mailings	300	
printing	150	
Scissor lift	100	
photographer	200	
winner jackets	170	
winner picture	125	
DJ	700	
TOTALS		

Sponsorships		
Major & Trophy	4000	
TOTALS	4000	

Donations		
Show supplies	250	
Advertisement	250	
garbage svc	100	
Raffle ITEMS	500	
posters	125	
TOTALS	1225	

	Estimated	Actual
Overall Budget		
Income	15750	
Expenses	9095	
Net Profit (Loss)	6655	