



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

**Wednesday, March 8, 2023, at 5:30 PM
La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739**

Available online via Zoom: <https://us02web.zoom.us/j/81342963148>

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

ESTABLISHMENT OF 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. 2.08.2023 Regular City Council Meeting Minutes.....3.

PRESENTATIONS:

None.

PUBLIC HEARING:

None.

OLD BUSINESS:

- 1. Community Grant Application – La Pine Middle School
 - a. Staff Report.....8.
 - b. Application.....9.

NEW BUSINESS:

- 2. FY 2023-2024 Budget
 - a. Staff Report – Appointment of Budget Officer & Budget Calendar approval.....14.
 - b. Proposed Budget Calendar.....16.
- 3. Planning Commission Applicant - Process
 - a. Staff Report.....17.
 - b. Resignation (Russell Smith).....18.
 - c. Appointment applicant (Linda Bauman).....19.
- 4. Ordinance 2023-01 Draft (First Reading)
 - a. Staff Report.....21.
 - b. Draft Ordinance.....23.
- 5. Economic Development Director Update
 - a. Spec. Building
 - i. RFP Proposal.....32.
 - ii. Reference Memorandum.....41.
 - b. Economic Development Report (Verbal)

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

MAYOR & COUNCIL COMMENTS

ADJOURMENT

EXECUTIVE SESSION:

- 1. ORS 192.660(e)
The City will now enter Executive Session per ORS 192.660(e). The Executive Session is opened at ____p.m.

EXECUTIVE SESSION

The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session.



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

**Wednesday, February 8, 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/82142816661>

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.

On this day February 8, 2023 the following councilor and Mayor were sworn in prior to the meeting:

Mayor Richer

Counselor Shields

CALL TO ORDER

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

ESTABLISHMENT OF QUORUM

Councilors Present:

Mayor Richer

Councilor Van Damme

Councilor Shields

Councilor Ignazzitto

Staff Present:

Geoff Wullschlager, City Manager

Ashley Ivans, Assistant City Manager

Alexa Repko, Principal Planner

Amanda Metcalf, Administrative Assistant

PLEDGE OF ALLEGIANCE

Mayor Richer led the 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.

There were no public comments.

ADDED AGENDA ITEMS:

There were no 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. 12.14.2022 Regular City Council Meeting Minutes.....3.
- 2. 01.11.2023 Regular City Council Meeting Minutes.....7.
- 3. Financial Reports (December 2022).....12.

Councilor Shields made the motion to approve the consent agenda. Seconded by Councilor Ignazzitto. Motion passed unanimously.

PRESENTATIONS:

None.

PUBLIC HEARING:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

- 1. Community Grant Application – La Pine Middle School

City Administration was approached by the La Pine Middle School with a Community Grant Request for Challenge Day. Mrs. Ivans briefly described the staff report and Mary Russell, a parent from La Pine Middle School, was present to speak on the grant request. She explained how the grant will help with the Challenge Day event and described the event in more detail. She reported that the program will consist of an intensive workshop that will include up to 100 students from the 7th grade class. The program will focus on self-confidence, advocacy, and coping skills. After Challenge Day is complete a school wide assembly will be held to include all students.

It was questioned by Councilor Van Damme if the school had budgeted for this event and if it would be budgeted in future years. Ms. Russell confirmed that the school district did not intend to fund Challenge Day and was told that there isn’t a plan to add it to future budgets. Councilor Ignazzitto asked, if the event will be held on school properties during the school day. Ms. Russell confirmed that the event will be during school hours on district/school property. The Council discussed and questioned who would be

the liable for the event. It was determined that a school staff member should be present at the March meeting to discuss in further detail with more supporting documentation and information.

The discussion moved to question about the other donators. Councilor Van Damme asked about the financial break down represented on the application and wanted to specifically know where the city's donation would be allocated to. Ms. Russell explained that at this time Band of Brothers would be contributing an unknown donation amount; another potential donor through Band of Brothers would be approached as well and intends to inquire through the contacts in the organization. Lastly Ms. Russell indicated she would be approaching Midstate Electric Cooperative for a donation.

It was asked by Councilor Shields that if this event is COVID-19 related why aren't the funds for COVID-19 being used. Ms. Russell informed the council that the Challenge Day Event is not considered COVID-19 related and the school would not be able to use those funds.

Councilor Ignazzitto voiced support for the application but agreed with the other council members that the application did not explain in detail how the funds would be spent. She stated she would like to see a school representative present at the next meeting. Councilor Van Damme indicated she would like a letter from the district stating that they approve of the event to release any liability concerns she has. Mr. Wullschlager questioned if the parents would be informed of the event and if so, would waivers be available. Mayor Richer announced that since there are still so many unanswered questions and more information needed, the Council would table the grant request for the next scheduled meeting.

This item was tabled to the March meeting.

2. Policy Proposal – Communities Against Bigger Trucks (CABT)

City Administration was approached by the policy initiative group, Coalition Against Bigger Trucks (CABT) in December of 2022. The group is opposed to legislation that would permit increases in size and weight for commercial trucks on highway systems throughout the United States. They presented the council with a Draft Letter of Support. The CABT has acquired support letters from the Oregon Association of Chiefs of Police, Oregon Sheriff's Association, and the Truckload Carriers Association.

Mr. Wullschlager presented the staff report stating that there is legislation proposed, to permit larger trucks on highways. The Council was presented with supporting evidence for the opposition, to increase commercial truck size, and a letter to be signed by the council if they are supporting the CABT.

Councilor Van Damme voiced reservations about supporting CABT and would like to hear from the side that is proposing the bigger trucks. Councilor Shields discussed the current road conditions in Oregon since Oregon already allows for bigger trucks on the highways. He educated the council about how the trucks work with the increase of axle and weight distribution. Councilor Ignazzitto did voice her concern about what would happen during an accident with the increased size and weight of the trucks. Councilor Shields was able to give information about a truck's ability to stop when there is an increase in weight and axles.

Mayor Richer announced that the decision will be tabled, so there can be more information from both sides, and a representative can be present.

Motion was tabled to a date uncertain

3. Resolution 2023-01

Mr. Wullschlager presented Resolution 2023-01 Approving the Deschutes County Road Agency Intergovernmental Agreement. Explaining how Deschutes County receives federal funding from two primary funding programs.

- 1)PILT (Payment in Lieu of Taxes) this funding offset the loss in tax revenue from the deferral land in the county.
- 2) SRS (Secure Rural School and Community Self-Determination Act) this funding offset the loss in timber revenue from federal lands.

The allocation of federal funding to the PILT and SRS programs is prescribed via a methodology that subtracts SRS funding received in a prior year from the county's entitled maximum PILT payment. County Commissioner Debone was present to speak about the proposed agency. He reported that if the federal funding goes to an agency instead of the County it will be protected and will not count against PILT funding. He reported that this does not affect the city directly, however with an increase in the County funding, increase expenditure could be appropriated to County owned roads in the City of La Pine. It was briefly discussed how the potential funds would be spent and if there would be new jobs associated with the increased revenues, or actual road repairs. It was determined that there isn't a definite answer since it would be based on future budget planning, but traditionally it has been allocated to road repairs (maintenance) prior to hiring (personnel).

Motion made by Councilor Ignazzitto to approve the resolution, seconded by Councilor Shields. Motion passed unanimously.

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.

Commissioner Debone- congratulated Councilor Van Damme on her appointment of Vice Chair on the COIC local government committee. Councilor Van Damme announced that she would be rescinding her appointment as Vice Chair but would stay on the committee as a member. Commissioner Debone informed the City Council that he was selected Chair of the COIC local government committee. In addition, he mentioned that he will be holding a Coffee with the Commissioner event on February 21st from 8am-10am. Lastly, he announced the May election in which the Fire District and COCC will have their elections.

STAFF COMMENTS

Mrs. Ivans will soon be starting the next Fiscal year's Budget. She also discussed the water and wastewater project updates. She mentioned the tie in on the Drafter and the slash pile burning at the new Pivot site.

Ms. Repko gave a brief update on the 60-unit housing project that was recently approved. She is currently working on more commercial sites and Zoning Permits. She will also be updating the planning fees and moving the land use process to Accela, which is the same platform as the County.

Mr. Wullschlager discussed that the testing is completed on the 4.5 miles of water transmission lines and water lines on Cagle Road. He stated that Taylor Northwest is initiating the installation of the 500,000-gallon tank near the existing 1-million-gallon tank and mentioned that they are doing great and are ahead of schedule. However, weather has made it a challenging period for excavation of the lagoon due to frozen subsurface. The road issues near the plant that were mentioned in last meeting were addressed and a solution was found.

MAYOR & COUNCIL COMMENTS

Councilor Van Damme was pleased that above agenda matters were set aside until next council meeting.

Mayor Richer thanked everyone for their work and time.

ADJOURMENT

Mayor Richer adjourned the meeting at 6:37 p.m.

EXECUTIVE SESSION:

EXECUTIVE SESSION

The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session.

There was no Executive Session.



CITY OF LA PINE

STAFF REPORT

Meeting Date: March 8, 2023
TO: City Council
FROM: Ashley Ivans, Finance Director *Ashley Ivans*
SUBJECT: Funding Request – La Pine Middle School

<input type="checkbox"/>	Resolution	<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	No Action – Report Only	<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Formal Motion	<input checked="" type="checkbox"/>	Other/Direction: Please see below

Councilmembers:

Attached to this memorandum is a funding request from the La Pine Middle School for \$2,000. The funding is requested to support students in learning skills related to social awareness, relationship skills, and responsible decision-making – amongst other things. There is a one-page pamphlet related to this program contained in the funding request. While I am supportive of the cause related to this program, I believe that the application is incomplete. Some of the questions I am posed with include:

- How much funding for this program is coming from other sources?
 - o As a follow up, what are the other sources?
- While the application states that the funding requested is \$2,000, the budget spreadsheet is unclear as to which area (Program cost or Travel) the funding requested would go to.
- I would be interested to know why the Middle School is not paying this from their regular programs budget?
 - o As a follow up, is this application for the Middle School, or is the Middle School acting as a pass through?

UPDATE: THESE QUESTIONS WERE POSED TO THE APPLICANT PARTY AT THE FEBRUARY 8, 2023 COUNCIL MEETING AND THEY INTEND TO RETURN TO FOLLOW UP WITH COUNCIL AT THE MARCH 8, 2023 Meeting

The City has the funds to approve this funding request.

The Council has three options moving forward on this application:

- A) Recommend that the applicant better complete the application and return to request funding at a future meeting.
- B) Approve the funding request after the presentation by the applicant.
- C) Deny the funding request.

If the Council chooses to approve the funding request, I would recommend the following motion, followed by a roll call vote since this is a financial matter.

“I move that we approve a funding request for the La Pine Middle School in the amount of \$2,000 – this funding will come from the City’s General Fund.”

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 Middle School
2. ^{Tax} Non-Profit ID #: 93-6000393
3. Mailing Address: PO Box 305 LaPine, OR 97739
4. Telephone No.: 541-355-8200
5. Email: darla.brandon@bend.k12.or.us
6. Contact Person: Darla Brandon, Mary Russell (parent representative)
7. Requested Amount: \$2,000
8. Project/Use for Funds: Challenge Day at LPMS this April or May 2023
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: City Manager
16345 Sixth Street
P. O. Box 2460
La Pine, OR 97739

Date Received: _____

Approved _____ Denied _____ Date _____

Amount _____



LAPINE

OREGON

Budget Spreadsheet

Name of Event:

Challenge Day at LPMS

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

Extra Sales (auction, raffle, misc. sales)	Estimated	Actual
TOTALS		

Sponsorships	Estimated	Actual
TOTALS		

Donations	Estimated	Actual
TOTALS		

Expenses	Estimated	Actual
Site/Decorations (equipment, balloons, food, etc.)		
Program charge Program charge	3900	3900
TOTALS		

Other Expenses	Estimated	Actual
Travel	1500	
TOTALS		

	Estimated	Actual
Overall Budget		
Income		
Expenses		
Net Profit (Loss)		

CITY OF LA PINE TOURISM GRANT FUNDING CRITERIA

1. Demonstrate how the proposed tourism-related project, event or activity will be focused on tourists (as defined under ORS 320.300(10)).

2. Demonstrate how the organization will use TRT funds for one or more of the following purposes: (i) advertising, publicizing or distributing information for the purpose of attracting and welcoming tourists; (ii) conducting strategic planning and research necessary to stimulate future tourism development; (iii) marketing special events and festivals designed to attract tourists; (iv) operating a tourism promotion agency (as defined under ORS 320.300(8)); and/or (v) developing, constructing or operating a tourism-related facility (as defined under ORS 320.300(9)).

3. Demonstrate how the proposed tourism-related project, event or activity will promote local tourism and describe the beneficial results for the City of La Pine, including, but not limited to, any or all of the elements: (i) increase in tourist dollars spent in the City of La Pine; (ii) increase in overnight stays in hotels, motels, RV parks, inns, Bed and Breakfast establishments and other accommodations subject to the transient room tax and located within the City of La Pine; (iii) increase in tourist visits to business establishments within the City of La Pine; (iv) increase in publicity about the City of La Pine as a tourist destination; and (v) other primary or secondary benefits of increased tourism in the City of La Pine or the surrounding local area.

4. Demonstrate how the applicant organization does or plans to comply with all applicable local, state and federal laws, ordinances and regulations relating to the organization and their proposed project, event, or tourism activities.

CITY OF LA PINE TOURISM / COMMUNITY GRANT APPLICATION INFORMATION

Tourism / Community Grant Applications may be submitted to the City of La Pine by any non-profit organization.

Applications may be mailed or delivered to La Pine City Hall and must be received by the City no later than June 30th, of each year. Postmarks will be accepted.

The City of La Pine City Council will review all applications, schedule proposal presentations, and conduct site visits, as appropriate. The City Council will then discuss the various proposals and based on budgetary restrictions fund the projects it deems most advantageous to the city as a whole. The City of La Pine adopts it's new budget in June of each year and can only award as much as budgeted, which can vary, from year to year.

La Pine Middle School

Perseverance Respect Integrity Discipline Excellence

La Pine Middle school serves over 300 students in grades 6-8. The mission of La Pine Middle School is to build a welcoming, respectful, rigorous, and engaging learning environment where all students belong and can thrive. Over the last few years, the school has faced many transitions in the midst of COVID, new leadership, and cultural changes. Many of our families face immense poverty and trauma that impact our student's ability to thrive in an educational environment. Our staff is committed to providing the best opportunities possible for our students. In order to do this, a schoolwide culture shift is essential. Challenge Day is a program that has the opportunity to significantly propel our mission to create an inclusive and welcoming learning environment for all of our students.

The program will consist of an intensive workshop that will include up to 100 students. Our primary target for this will be our 7th grade class. Currently, our 7th grade class has a significant amount of behavior concerns and would greatly benefit from the program's focus that includes self confidence, advocacy, and coping skills. In addition, we are hoping to fund a schoolwide assembly following the Challenge Day workshop that will include all students. The assembly will build concepts of empathy, compassion, and authenticity through engaging activities and impactful life stories.

The cost of the event is \$3900 plus the travel costs of the facilitators, which is estimated to be about \$1500. We are hoping to host this event the first week of April and continue this event regularly in order to continue building a culture that is welcoming and students thrive. If you have any questions or concerns, please contact Darla Brandon, Assistant Principal at La Pine Middle School.

Sincerely,



Darla Brandon
Assistant Principal
La Pine Middle School
541-355-8307

Brian Barringer / Principal
Darla Brandon / Assistant Principal

16360 1st Street
P.O. Box 305
La Pine, Oregon 97739

Office: 541-355-8200
Fax: 541-355-8210



Challenge Day

CHALLENGE DAY IS AN EXPERIENTIAL PROGRAM THAT GUIDES STUDENTS THROUGH THE KEY TEACHINGS LISTED BELOW. IN THIS PROGRAM, STUDENTS ARE GUIDED THROUGH A SERIES OF INTERACTIVE ACTIVITIES THAT ALLOW THEM TO PRACTICE, FIRST-HAND, THE TOOLS THAT HAVE PROVEN TO SUPPORT INDIVIDUALS AND SCHOOL COMMUNITIES. IT IS DESIGNED TO CREATE CONNECTION, INCLUSIVITY, AND BREAK DOWN BARRIERS.

SOME OF THE TOOLS STUDENTS WILL EXPERIENCE ARE: PRACTICING MINDFULNESS, TAKING ACTION, ACTIVE LISTENING, THE POWER OF VULNERABILITY, LEARNING TO RESPONSIBLY MANAGE EMOTIONS, DEVELOPING SELF-CONFIDENCE, OFFERING COMPLIMENTS AND SHARING GRATITUDE, SPEAKING OUT AND USING THEIR VOICE.

IN THE PAST YEAR, THERE HAVE BEEN NUMEROUS AND DRASTIC CHANGES TO SCHOOL STRUCTURES AND THEIR COMMUNITIES. YOUNG PEOPLE ARE REPORTING INCREASED ANXIETY, DEPRESSION, SEPARATION AND LONELINESS. CHALLENGE DAY IS DESIGNED TO PROVIDE A SUPPORTIVE ENVIRONMENT FOR STUDENTS TO COME TOGETHER, REMEMBER THEY'RE NOT ALONE, AND LEAVE FEELING EMPOWERED, REMEMBERING THEIR STRENGTH AND RESILIENCE.

\$3,900.00

PROGRAM SPECIFICS

- Up to 100 Student Participants
- Designed for 7-12th grade
- 5 Hour & 45 Minute Program
- Faculty/Staff Participation-
 - 1:4 adult to student ratio
 - Pre and Post meeting required
- Counselor participation
- Share resources available to students
-
-

PRIMARY SEL COMPETENCIES:

- Social Awareness
- Relationship Skills
- Self-Awareness
- Self-Management
- Responsible Decision Making



CITY OF LA PINE

STAFF REPORT

Meeting Date: March 8, 2023
TO: City Council
FROM: Ashley Ivans, Finance Director *Ashley Ivans*
SUBJECT: Appointment of Budget Officer & Budget Calendar Discussion

- | | | | |
|-------------------------------------|-------------------------|--------------------------|------------------|
| <input type="checkbox"/> | Resolution | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | No Action – Report Only | <input type="checkbox"/> | Public Hearing |
| <input checked="" type="checkbox"/> | Formal Motion | <input type="checkbox"/> | Other/Direction: |
-

Councilmembers:

As you are aware March is when the City’s budget process formally begins. From now until June staff will be preparing the budget by gathering information and looking at historical data regarding the City’s finances. Traditionally, the City Manager has been appointed as the Budget Officer, however with the addition of my position to the City’s staff Geoff and I thought it was fitting that as the Finance Director I would be appointed as the Budget Officer. This is similar to what other City’s do that have a dedicated Financial position.

Attached to this memorandum is the budget calendar. I will go over in detail what some of these items are, how they affect the City Council, and how they may differ from prior years.

March – The City Council will need to appoint the Budget Officer. This person can be Geoff or I, however as discussed above we believe that position is best suited for me. A formal motion is recommended at the end of this Memorandum.

April – The City Council will need to appoint the Budget Committee members. This may be only a quorum of yourselves; however, it would be beneficial to find 5 more **City Residents** that would be interested in participating in this process. There is an advertisement currently running in the WiseBuys soliciting members of the public if they are interested. If you know someone who is interested, please send them my way and I would be happy to discuss this commitment with them.

Staff will be preparing advertisements for the Budget Meetings during the month of April as well. There are very specific rules around publishing notices for the Budget Committee Meetings that are outlined as a part of the Oregon Local Budget law. There is nothing the Council needs to do to accommodate these notices, however, it is helpful that you are aware of this process.

May – During the second week of May the City will host 3 meetings to accommodate the approval of the budget. The first meeting will be for members of the public that intend to request community sponsorships. We have received sponsorship requests from some local event organizers. I intend to reach out to these folks in the next couple of weeks to let them know about the meeting on the 9th of May and inform them they should be in attendance to provide a presentation to the Budget Committee. If you know of other events or entities that would like to request a sponsorship, please send them my way and I can go over this process with them.

Once all of the presentations have been completed, the budget committee and staff will review these sponsorships as a whole, and determine which ones should be budgeted for in FY 23-24. We will have this discussion on the 9th after all the presentations are completed. If need be, decisions for sponsorships can be tabled to the evening of the 10th, prior to the Public Hearing being held.

The May 10th public hearing is a formality in order to receive State Shared Revenues. The City receives between \$150,000 and \$200,000 in state shared revenues that are credited to the General Fund and about \$150,000 in State Gas Funds revenue. This income is crucial to many parts of the City's General and Street Fund operations. Prior to the hearing, which is expected to be very brief, we will go through the Budget. This is where the Committee has the opportunity to make recommendations they have regarding the budget. Ideally, we would approve the budget this same evening. However, we have slated another evening, May 11th, to meet again if it is needed.

June – In June the City Council will adopt the budget as approved and make appropriations by resolution. This will be a brief as well.

My door is always open to comments and concerns about this process. I understand that it is lengthy, however, my experience has been that it is relatively painless.

Please reach out to Geoff or I if you would like more information, or have any concerns.

Thank you – Ashley

Motion Recommendation: I move that we appoint [Ashley Ivans **OR** Geoff Wullschlager] as Budget Officer for the FY2023-24 budget.



Budget Calendar Fiscal Year 2023-2024

Appoint Budget Officer	March 8, 2023
Appoint Budget Committee	April 12, 2023
Publish 1 st Notice of Budget Committee Meeting And Public Hearing for Comments from Public (WiseBuys/Bend Bulletin)	April 18, 2023
Publish 2 nd Notice of Budget Committee Meeting And Public Hearing for Use of State Revenue Sharing (Website Only)	April 25, 2023
Budget Message and Budget Committee Meeting Community Sponsorship Presentations	May 9, 2023 5:30 p.m.
2 rd Budget Committee Meeting and Public Hearing For Use of State Revenue Sharing	May 10, 2023 5:30 p.m.
3 rd Budget Committee Meeting and Public Hearing (<i>Only If Necessary</i>)	May 11, 2023 5:30 p.m.
Publish Notice of Budget Hearing (WiseBuys/Bend Bulletin)	May 18, 2023
Budget Hearing & Adoption of the Budget Make Appropriations, Impose and Categorize Taxes (City Council)	June 14, 2023 5:30 p.m.

Budget Officer: Ashley Ivans, Assistant City Manager / Finance Director


Finance Staff: Geoff Wullschlager and Amanda Metcalf

Budget Committee: Daniel Richer, Cathi VanDamme, Courtney Ignazzito, and Michael Shields



CITY OF LA PINE

STAFF REPORT

Meeting Date: March 8, 2023
TO: City Council
FROM: Geoff Wullschlager, City Manager 
SUBJECT: Planning Commission Applicant - Process

- | | | | |
|-------------------------------------|-------------------------|--------------------------|-----------------------------------|
| <input type="checkbox"/> | Resolution | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | No Action – Report Only | <input type="checkbox"/> | Public Hearing |
| <input checked="" type="checkbox"/> | Formal Motion | <input type="checkbox"/> | Other/Direction: Please see below |
-

Councilors:

The current Commission is made up of five (5) board members. As Mr. Russ Smith, who has served selflessly for over eight years prepares to make a geographic move out of state, we must consider re-appointment of a new candidate to ensure the function and uninterrupted process of the body.

Attached you will find the application of Ms. Linda Bauman who has expressed interest in serving. She has met the membership requirements contained in:

Sec. 2.121. – Commission Membership

- Not more than two members will be nonresidents of the city **(we currently have one non-resident).**
- Each nonresident member must reside within the county, and not more than five miles outside the city’s incorporated limits. **(Ms. Bauman currently lives less than one (1) mile north of the city’s limits.)**

Action

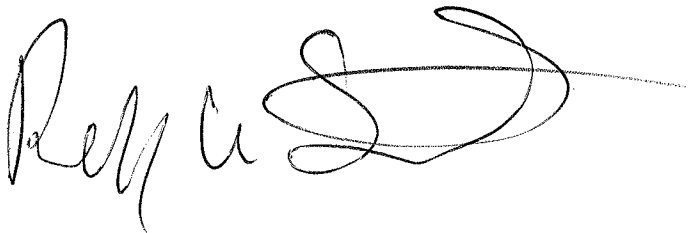
The City Council takes final action on all Planning Commission applications. As is customary, applications are presented to the Commission for consideration and endorsement before being sent to the Council. The Planning Commission unanimously voted in favor of endorsement of the candidate Linda Bauman for referral to the City Council for consideration.

As this is an appointment of a City Board position which exercises quasi-judicial and quasi-legislative authority, please make a motion in favor of appointment (if it pleases the Council), followed by a second, and then a roll call vote of each present member of Council.

Russell Smith's
Official Letter of resignation

This is my official letter of resignation from the La Pine City planning board. As was publicly announced at our last meeting on February 15, 2023, I will be leaving La Pine later on this year and will no longer be available to serve.

Sincerely
Russ Smith
March 1, 2023

A handwritten signature in black ink, appearing to read "Russ Smith". The signature is written in a cursive style with a large, sweeping flourish at the end.

3/1/23



City of La Pine

Advisory Committee Application

Which Committee would you like to apply for? Please check as many as are applicable.

- City Council Rules & Regulations Committee
- Planning Commission
- Public Works Committee
- City of La Pine Budget Committee (must be a City Resident)
- Urban Renewal District Budget Committee (must be a City Resident)

General Information

Name: Linda M Bauman

Address: 17025 Faun Ln

City: LaPine State: Or Zip Code: 97739 Phone Number: 541-536-3997

Email Address: hairh73@aol.com

Do you reside within the city limits of La Pine? no

Statement indicating reason you would like to serve on this voluntary board, committee, or commission: I love giving back to the community!

Special skills, interest, and/or hobbies that you believe would bring value to your ability to serve on this board, committee, or commission: I had a ~~business~~ hair salon 30 years in

LaPine. I went through the Ford Foundation educational!! On St Vincent Board (retired) LaPine health clinic board

Current Occupation: Just retired

Volunteer History

Other volunteer committee, board, or commission experience: St. Vincents LaPine health clinic volunteer at Chamber Frontier Days Ford Foundations

When: _____ Organization: St Vincents

Type of Organization: store n Food bank

Address: _____ Phone Number: _____

Role: board member

Describe activities and achievements: We bought the ~~ea~~ building St Vincent is in now! Worked on the First city charter!

worked on Tony DeBone campaign

When: _____ Organization: La Pine Health Clinic

Type of Organization: health

Address: La Pine Phone Number: 536-3435

Role: _____

Describe activities and achievements: _____

When: _____ Organization: Ford Foundation

Type of Organization: educational on supporting our town

Address: _____ Phone Number: _____

Role: _____

Describe activities and achievements: _____

Other information/References

How did you hear about this position? Bea

Do you have any neighbors, friends, or relatives presently working for the City of La Pine? Yes No If yes, please

list: _____

- References: Name: Bea Hatcher Number: 541-788-2274
- Name: Anne Gawith Number: 541-419-4845
- Name: Kathy DeBone Number: 541-771-2498

My signature affirms that the information contained in this application is true to the best of my knowledge. I understand and agree that any misrepresentation and/or omission of facts are cause for my removal from the board, committee, or commission to which I am appointed to. I further understand and agree that City policy requires disclosure of actual or potential conflicts of interest by persons appointed by the City Council to any committee. All information and/or documentation related to service on this board, committee or commission is subject to public records law disclosure, except as otherwise provided under applicable law.


Signature: Linda M Bauman Date: 1/23/23

Printed Name: Linda M Bauman



CITY OF LA PINE

STAFF REPORT

Meeting Date: March 8, 2023
TO: City Council
FROM: Geoff Wullschlager, City Manager 
SUBJECT:

- | | | | |
|--------------------------|-------------------------|-------------------------------------|-----------------------------------|
| <input type="checkbox"/> | Resolution | <input checked="" type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | No Action – Report Only | <input type="checkbox"/> | Public Hearing |
| <input type="checkbox"/> | Formal Motion | <input type="checkbox"/> | Other/Direction: Please see below |
-

Councilors:

The City of La Pine granted a franchise agreement to Midstate Electric Cooperative, Inc. for the right to place, erect, and maintain poles, wires, and other appliances and conductors for the transmission and distribution of electricity in, on, and under the streets, alleys, avenues, thoroughfares, and public highways (right of way) in the City of La Pine, for the purpose of generating, transmitting, and distributing electricity, by way of City Ordinance 2011-02. The term of this agreement ran through July 1, 2021, and has since expired. Additionally, Attachment A. of Ordinance 2011-02. "Midstate Policy #127, Vegetation Management", has been replaced by "Midstate Policy #308 Vegetation Management/Right-Of-Way And Easement Requirements", as internal Midstate Electric Cooperative, Inc. policy.

For ongoing operations and due to the feasibility of the original franchise agreement, the agreement should be extended through July 1, 2024 to provide both organizations ample opportunity for review and negotiation should either entity request such.

As of the date of this staff report, Midstate Electric Cooperative, Inc. staff have indicated that Midstate Electric Cooperative, Inc. is commensurate with the proposal of an extension.

Action:

As this is an ordinance proposal, under City of La Pine code, and under current constraints:

1. Approval is required by a majority of the Council at two meetings.
2. Any substantive amendment to a proposed ordinance must be read aloud or made available in writing to the public before the council adopts the ordinance at that meeting.
3. After the adoption of an ordinance, the vote of each member must be entered into the council minutes.

If the Council accepts the Ordinance as proposed, please initiate approval by having a sitting member make a motion to approve **“Ordinance 2023-01, AN ORDINANCE GRANTING MIDSTATE ELECTRIC COOPERATIVE, INC. THE RIGHT AND FRANCHISE TO PLACE, ERECT, AND MAINTAIN POLES, WIRES AND OTHER APPLIANCES AND CONDUCTORS FOR THE TRANSMISSION AND DISTRIBUTION OF ELECTRCITY IN, ON, AND UNDER THE STREETS, ALLEYS, AVENUES, THROUGHOFARES, AND PUBLIC HIGHWAYS IN THE CITY OF LA PINE, OREGON, FOR THE PURPOSE OF GENERATING, TRANSMITTING, AND DISTRIBUTING ELECTRICITY.”**

Follow this motion with a second by a sitting member, and then hold a roll call vote of all members present.

PROPOSED ORDINANCE NO. 2023-01

AN ORDINANCE AMENDING THE CITY OF LA PINE ORDINANCE NO. 2011-02 “AN ORDINANCE GRANTING MIDSTATE ELECTRIC COOPERATIVE, INC. THE RIGHT AND FRANCHISE TO PLACE, ERECT, AND MAINTAIN POLES, WIRES AND OTHER APPLIANCES AND CONDUCTORS FOR THE TRANSMISSION AND DISTRIBUTION OF ELECTRICITY IN, ON, AND UNDER THE STREETS, ALLEYS, AVENUES, THOROUGHFARES, AND PUBLIC HIGHWAYS IN THE CITY OF LA PINE, OREGON, FOR THE PURPOSE OF GENERATING, TRANSMITTING, AND DISTRIBUTING ELECTRICITY.”

THE CITY OF LA PINE ORDAINS AS FOLLOWS:

Section 1. Section 6.1 of the City of La Pine Ordinance No. 2011-02 is hereby amended to extend the term of Ordinance No. 2011-02, and the electric franchise rights granted to Midstate Electric Cooperative, Inc. thereunder, from July 1, 2021, through July 1, 2024.

Section 2. Exhibit A, Midstate Policy No. 127, of City of La Pine Ordinance No. 2011-02 is hereby deleted and replaced by Exhibit A, Midstate Policy No. 308 (attached hereto)

This Ordinance was PASSED by the City Council by a vote of ___ for and ___ against and APPROVED by the Mayor on this ___ day of ___, 2023.

Mayor, Daniel Richer

ATTEST:

Interim City Recorder, Geoff Wullschlager

ACCEPTED BY:
Midstate Electric Cooperative, Inc.
an Oregon cooperative

General Manager, Jim Anderson

Dated: _____

1st Reading:
2nd Reading:
Council Action

SUBJECT: VEGETATION MANAGEMENT/RIGHT-OF-WAY AND EASEMENT REQUIREMENTS

RESPONSIBILITY: GENERAL MANAGER / ENGINEERING & OPERATIONS MANAGER; are responsible for administering this policy and for recommending to the Board of Directors or its committee any changes deemed necessary.

PURPOSE: To provide safe and reliable service, the following requirements must be satisfied when performing vegetation management activities and before Midstate Electric Cooperative (MEC) will commence constructions of facilities on rights-of-way or easements.

GENERAL SPECIFICATIONS FOR RIGHT-OF-WAY AND EASEMENT CLEARING:

1. Wider easements mean greater system reliability (i.e., fewer trees can fall into the lines causing outages).
 - a. Overhead: Width of rights-of-way and easements shall be not less than 15 feet on either side of the center line of a pole unless otherwise specified by Midstate Electric.
 - b. Underground: Width of rights-of-way and easements shall be not less than 7.5 feet on either side of the trench unless otherwise specified by Midstate Electric.
2. Right-of-way to be cleared by party requesting service prior to any construction after Midstate Electric has approved the route.
3. All brush in excess of two feet in height shall be removed. No brush pile shall be left within the right-of-way.
4. The maximum allowable stump height is three inches.
5. Trees or brush which prevent access by MEC crews to install facilities may require removal as specified by MEC.

GENERAL SPECIFICATIONS FOR RIGHT-OF-WAY AND EASEMENT RECLEARING:

Rights-of-way and easements will be re-cleared of natural growth by MEC to original specifications for transmission and distribution lines at no charge to the property owner.

1. Transmission lines will have a minimum clearance of ten feet in all directions from live conductors.
2. Distribution lines will have a minimum of five feet of clearance in all directions from live conductors.
3. The maximum allowable stump height is three inches.
4. Trees or brush which prevents access by MEC crews to maintain facilities and perform necessary vegetation management may require removal as specified by MEC.

SUBDIVISIONS AND DEVELOPMENTS:

1. A proposed Subdivision plat as required by the County shall be provided to Midstate Electric Cooperative for easement review. Midstate will review all power line easements and identify required additional easements prior to granting approval. A final recorded Subdivision including all required easements shall be provided to Midstate Electric after final approval and recording.
2. Only front and side lot easements normally will be permitted.
3. Easements are preferred on the north and east sides of the streets due to prevailing winds. Easements should be made on both sides of the street to facilitate planning of the power line route. Only one side will have to be cleared.

INSPECTION:

Midstate will conduct an acceptance inspection for all new subdivisions, developments, and new services. The applicant will be notified in writing of acceptance or rejection of the right-of-way.

ACQUISITION OF RIGHT-OF-WAY:

1. Transmission right-of-way shall be acquired by the Cooperative and/or its designee in conformance with Oregon law.
2. Distribution right-of-way will be acquired by the owner requesting electric service at the owner's sole cost, even if right of way must cross property owned by others to obtain such service.
3. No owner will be paid compensation to cross his own lands to receive service.

VEGETATION MANAGEMENT:

1. MEC shall have the right of access to its rights-of-way/easements to cut, trim and control the growth of trees and vegetation that will interfere or endanger the public or the operation and maintenance of MEC's power lines or systems.
2. Pruning and clearing shall be consistent with the following specification where applicable. Trees and vegetation will be cut within three (3) inches of the ground when wholly removed.
3. Clearances:
 - a. Transmission lines shall have a minimum clearance of ten feet in all directions.
 - b. Primary Distribution lines shall have a minimum clearance of five feet in all directions.
 - c. Trees should be trimmed to the extent that the designated minimum clearan will be kept free of tree growth until the next scheduled trimming cycle.
 - d. The necessary clearance of supply lines to trees is determined by:
 - i. Voltage, location, and importance of the line

- ii. The height of the poles and line
 - iii. The growth habit and final appearance of the trees
 - iv. Combined movement of the trees and conductors under adverse weather conditions
 - v. Sag of conductors at elevated temperatures
4. MEC employees or contractors will notify landowners of routine cutting within rights-of-way/easements located on private property, either by personal contact, door hanger, phone, or mail. Notification shall include:
- a. Midstate Electric's intent to prune or remove vegetation on the property
 - b. Brief statement of the nature of the work to be performed and the reason the work is needed
 - c. An estimate of the timeframe when the work will occur
 - d. How to contact MEC - Work within public rights-of-way/easements shall not require adjacent property owner notification, only federal, state, county, or city approval, when applicable
5. MEC removes debris except in the following cases:
- a. Midstate Electric employees or contractors shall not clean up debris resulting from storm damage or emergency pruning
 - b. MEC shall not clean up debris resulting from any member-requested work
 - c. It shall be the responsibility of the member to dispose of any wood, except as otherwise provided in this policy. Stump removal is also the responsibility of the member
6. Tree and Vegetation Removal. All species located directly under the line that have a maturity height exceeding 15 feet should be removed at ground level. Tree removal is especially important under the following conditions:
- a. Trees located in school yards, playgrounds, parks, back lot construction or other areas which children and adults may easily climb and contact overhead conductors
 - b. Trees that have been topped under existing circuits which have no chance for a reasonable, natural development
 - c. Trees that are unsightly because of excessive trimming and cannot be economically re-pruned
 - d. Trees in rural areas along county and state roads which would eventually reach a primary or transmission line
 - e. Fast growing species located in suburban and urban areas, near homes or in landscaped areas which will eventually grow into transmission or distribution lines

- f. Trees, both live and dead, which are leaning toward the line and would reach the line when falling
7. MEC provides members the following options, **at member's expense**, for tree clearing on main lines, provided it is feasible, and does not compromise the reliability of the lines:
- a. The member may have the tree trimmed less, but more frequently than the normal standards so long as the clearance is maintained for the duration of the trimming cycle.
 - b. The member may have the overhead line converted to underground
 - c. The member may have the overhead line relocated to another area
8. Where refusal compromises reliability to other customers or public safety, MEC's staff is directed to aggressively pursue legal remedies. ORS 758.282 provides immunity from civil liabilities for pruning or removing vegetation that is growing on property on which electric facilities are located, or growing on property that is adjacent to property on which electric facilities are located, if the pruning or removal is consistent with the notice to landowners and the policies of the Public Utility Commission and local ordinances and if vegetation has come in contact with or damaged the lines and pruning or removal is necessary to protect life or property or to restore electric service.

COMPLIANCE OBLIGATION:

MEC is required by multiple regulatory agencies to remove vegetation to comply with clearance requirements, which vary depending on voltage. These regulations include, but are not limited to Oregon Administrative Rules, Oregon Occupational Health and Safety Administration Rules and the National Electric Safety Committee Rules.

MEMBERS REQUEST FOR VEGETATION REMOVAL OUTSIDE OF EXISTING RIGHT-OF-WAY/EASEMENT:

MEC is committed to the safety of its members and will assist with the removal of vegetation where appropriate, at no cost to member. MEC also strongly encourages members identifying and reporting potentially hazardous trees and conditions outside of the right-of-way that threaten public safety and system reliability.

- 1. The member is responsible for any clean up and the removal of all non-threatening vegetation to MEC facilities
- 2. All pre-arranged work will be scheduled during normal working hours
- 3. MEC will not remove or prune a tree where the liability is greater for damage to personal property than a hazard to electrical facilities
- 4. MEC requires a five (5) day advance notice for removing trees
 - a. Services. Members are responsible for maintaining clearance to service lines. MEC shall lower the service line and re-attach once vegetation is removed
 - b. Primary and Transmission Conductors. Midstate Electric will:


- i. Evaluate the situation for hazards to facilities
- ii. Strive to maintain service to existing customers
- iii. Look for alternatives to lowering any primary lines
- iv. Arrange for Midstate Electric employees or contractors to remove any vegetation hazardous to Midstate Electric facilities

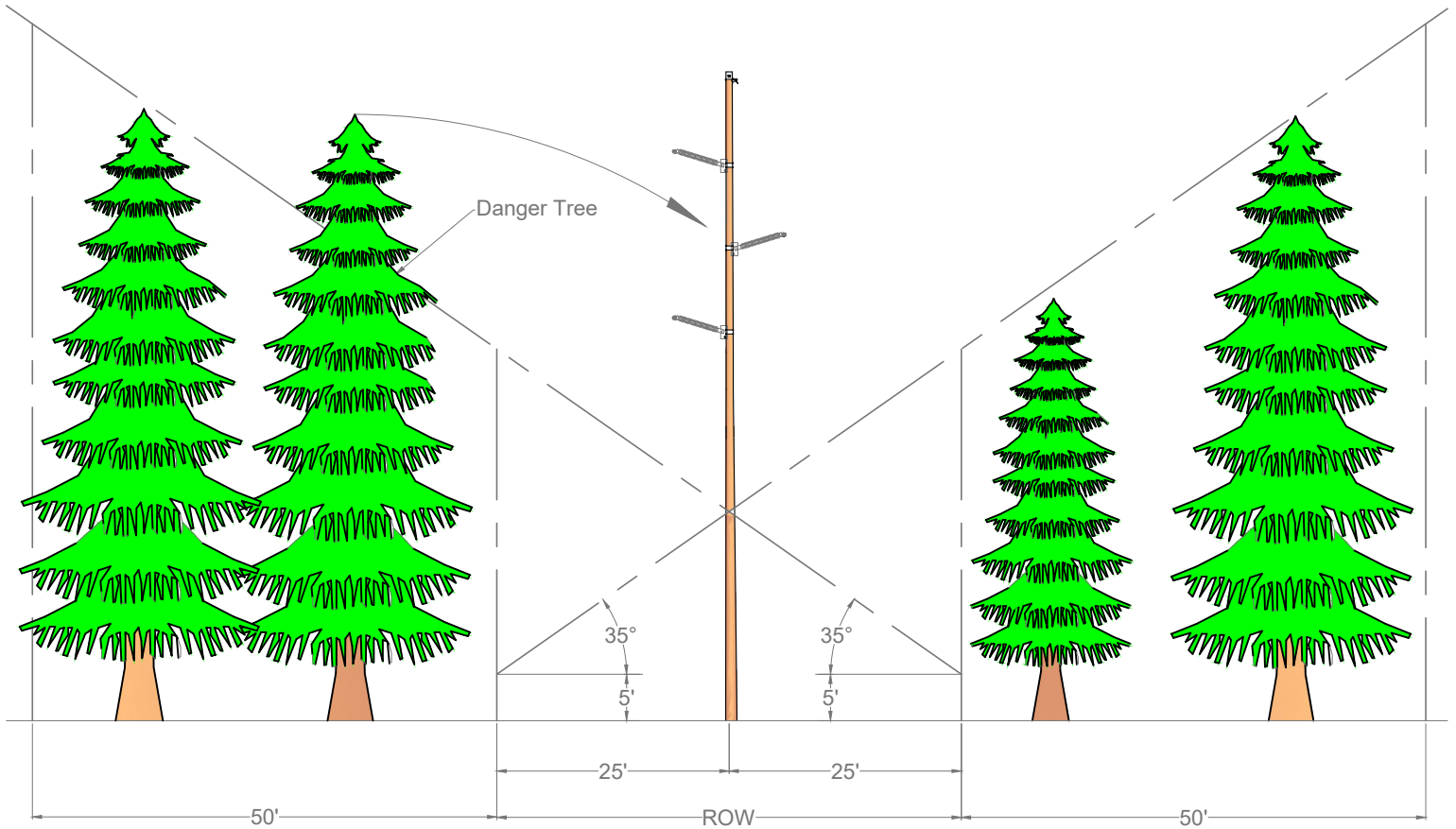
Policy 305 Originally Approved 8/2008

Last Reviewed: 2/2019

Policy 307 Originally Approved 7/25/1994

Last Reviewed: 6/2018

APPROVED: 
DATE: August 23, 2021



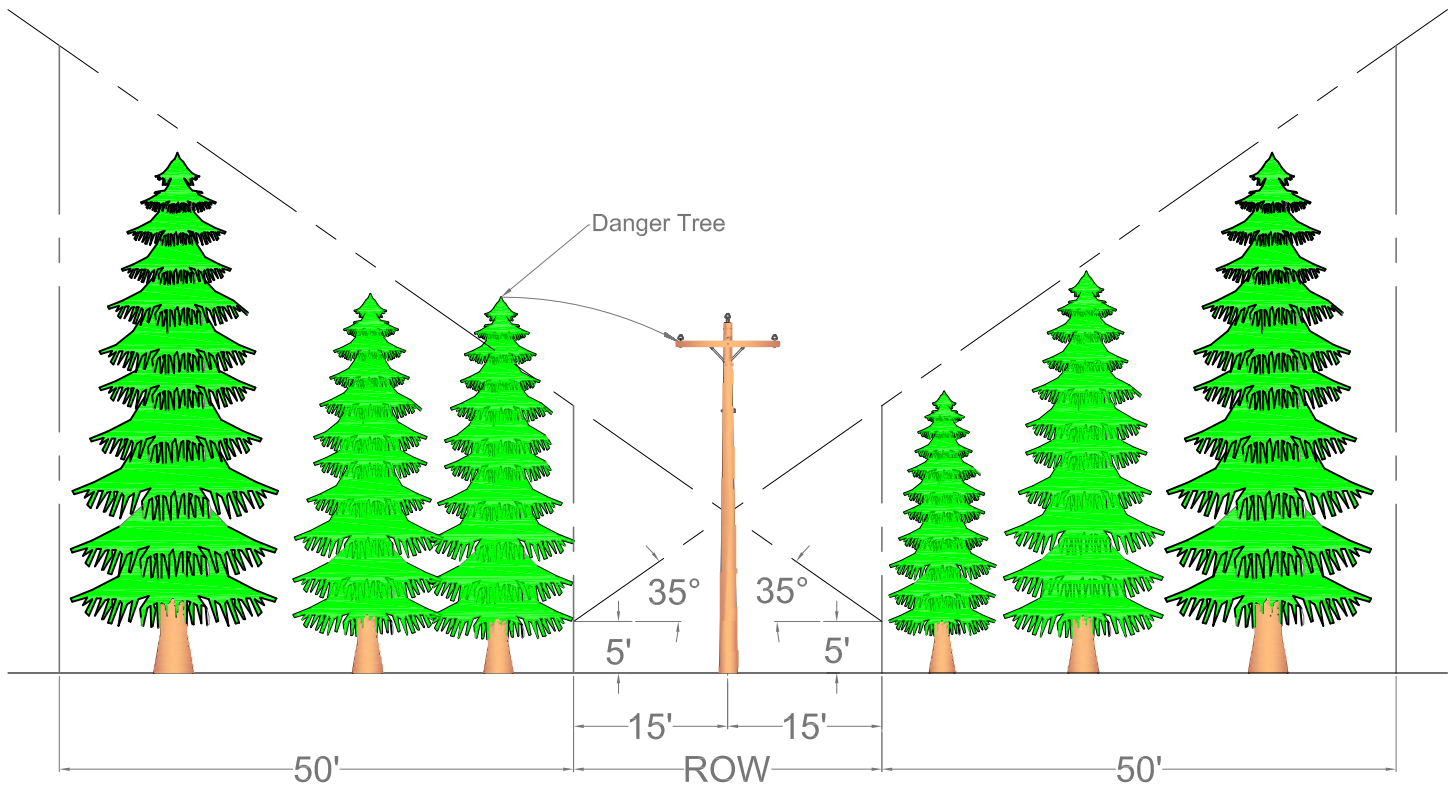
Note:

- 1) A 35° Angle at 5' height located at the ROW boundary identifies Hazard Trees that could potentially fall and hit the Transmission Line resulting in a Forest Fire. Corrective action can then be implemented to eliminate the Hazard.
- 2) Typical Transmission Pole 80 feet in length, 70 feet is above grade.
- 3) Wire spacing minimum 120 inches Phase to Sheild Wire.
- 4) Wire spacing minimum 177 inches Phase to Phase.

50ft Transmission ROW
Danger Tree Removal



0	DESCRIPTION	DATE	Scale N/A	ROW-TRAN	30
REV			8/10/2016		Transmission
Approved					



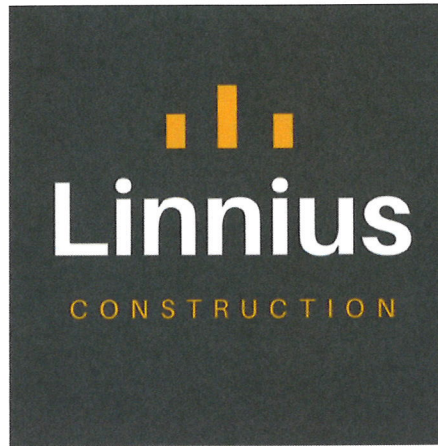
Note:

- 1) A 35° Angle at 5' height located at the ROW boundary identifies Hazard Trees that could potentially fall and hit the Distribution Line resulting in a Forest Fire. Corrective action can then be implemented to eliminate the Hazard.
- 2) Typical Distribution Pole 40 feet in length, 34 feet is above grade.
- 3) Wire spacing minimum 62 inches Phase to Phase.
- 4) Wire spacing minimum 107 inches Phase to Ground.

30ft Distribution ROW
Danger Tree Removal



0			Scale N/A	ROW-DIST	31 Distribution
REV	DESCRIPTION	DATE	9/2/2015		
	Approved				



January 15, 2023

To: Attn: Geoff Wullschlager, City Manager
La Pine Industrial Building Park Spec. Building Project
City of La Pine
16345 Sixth Street. PO Box 2460
La Pine, OR 97739

From: Grant Hanson CEO and authorized representative for:

Linnius Construction
135 NE Norton Ave
Bend, OR 97701
541-699-2202
grant@linnius.com
www.linnius.com

Attestation. By signing below, the parties attest and agree that they: Have read and understand all program rules and responsibilities of the La Pine Spec. Building Project RFP dated March 30, 2021. Understand what is being requested and have the authorization to do so.

DocuSigned by:
Grant Hanson
6F6BDDDBEA164AF...

CEO

1/15/2023

Grant Hanson

Title

Date

2. Development Concept

A General Narrative

Proposed building will be a multi-tenant 5,440 square feet of industrial space, with 600 square feet of office space on each end, for a total footprint of 6,016 square feet. Project will meet City's economic needs by having a double bay, industrial space with office connected at each end. All plans, specifications, will be developed by proposers' team to meet all guidelines set forth by the submittal package. Proposer will work within the goals and values of La Pine City Council's mission statement: "To maintain the friendly, small-town nature of the city through considered choices and planned growth and development."

B. Short-terms goals

The short-term goals would be to lease each side of the building to local businesses in need of space, especially service businesses that serve La Pine and Sunriver. Long term plans would be to have one bay of building space rented to proposers' business, or depending on success and demand of first project, to further develop partnering with La Pine within the Park, working with a relationship developed with the City of La Pine.

C. Building Design

Main building would be a PEMB, that is already on site in La Pine. The building has been pre-engineered to south county snow loads. Proposer team to develop exterior concept acceptable to the City of La Pine. There would be no shipping or manufacturing delays with the building, as it has already been purchased. A concept has been attached. Please be advised this is a concept only, and not the final design.

D. Proposed Schedule

Construction schedule would be based on plans to clear final permitting within 12 months of issued permits. Proposer has not worked directly with the City of La Pine in the past, but proposer suggests a safe period of 6 months or less for site engineering, concept work, architectural feasibility meetings, design reviews, civil planning, and economic incentive work through EDCO. Proposer has full intent to move forward with project with time being of the essence for a late 2023 early 2024 project.

3. Proposer Team

Grant Hanson, Owner/Builder/CEO
Bend, Oregon
Linnius Construction

541 Cabinets
Natural Edge Furniture
QC Oregon
Summit Power Systems (acquisition in process, confidential)

Mr. Hanson owns Linnius Construction, a regional general contractor, specializing in residential home remodels and additions. Linnius Construction has also completed projects that are non-residential in scope ranging from a radio tower for Bonneville Power, Senior Living Facilities, and the remodel of a local High School. Prior to being a business owner, Mr. Hanson was a commercial banker for 16 years.

Mr. Hanson's parent company is vertically integrating into the community, as he is now owner of a local cabinet company, 541 Cabinets, Natural Edge Furniture, a local furniture maker, HVAC Company, QC Oregon, and is in the process of acquiring an electrical company to better serve clients, businesses, and government entities in Central Oregon.

Outside his business ventures, Mr. Hanson is a regional real estate investor, owing multiple properties in downtown Bend, including the Hitson Building in Bend's Central District, where his business entities currently operate. In Redmond, he is breaking ground on an industrial building near the Redmond Airport, to be completed August 2023.

Mr Hanson's companies are active in the community, being members of Central Oregon Builders Association. In January of 2023, Linnius Construction won "Remodeler of the Year" for The COBA Excellence Awards, as voted by peer members. Linnius Construction is a paid sponsor for Bend Little League, Mountain View High Soccer, Mountain View High Baseball, and Nordic Skiing. Linnius Construction is a sponsor and vendor at the High Desert ESD Skilled Trades Fair for students.

Workforce housing is a topic that both Mr. Hanson and his employees wish to work on, and future projects and/or investments within La Pine, would be planned in the future for non-industrial related projects, but for the benefit of employees and local labor force.

Mr. Hanson currently sits on The Bend Central District Development Roundtable comprised of the following individuals:

- Kurt Alexander, Petrich Properties
- Ryan Andrews, Hiatus Homes
- Mary Angelo, DVA Advertising & Public Relations
- Paul Biskup
- Perry Brooks, Roost Development
- Jim Duffy, 10 Over Studio
- Thomas Dichiara, Cairn Pacific LLC
- John Gilbert, Acadia Properties
- Peter Grube, Roost Development

- Grant Hanson, Linnius Construction
- Corie Harlan, Central Oregon LandWatch
- Mary Hearn, Dig Development, LLC
- Jesse Russell, Hiatus Homes

Mr. Hanson holds both a master's and bachelor's degree from California State University, Chico.

Nate Wolfe
General Manager
Linnius Construction
Bend, Oregon

Nate has more than 25 years' experience in the construction industry and has a broad range of management experience working on large projects with multidisciplinary teams (architectural, electrical, mechanical, etc); is a dedicated and results-oriented professional who successfully combines exemplary organizational and time management talents in the coordination of simultaneous responsibilities; interfaces easily and collaborates effectively with clients, vendors, co-workers and management; and delivers excellence while emphasizing high quality at all times. Detail-oriented and precise, Nate possesses a history of dependability, achievement and a strong can-do work ethic. His wide range of experience and success in completing complex projects make Nate an esteemed asset to the Linnius team.

Lindsay Boyd, PE
Senior Project Manager
Linnius Construction
Bend, Oregon

Lindsay is a Construction Management professional with 15+ years of experience in heavy civil and retail store construction, primarily on the owner's side. She has extensive project management experience with multi-million-dollar programs, specializing in strategic process building, standing up new programs, continuous improvement, developing tools to increase team efficiency, and managing multiple projects from inception through project closeout. Lindsay has experience working as Sr. PM for Amazon, and Amazon Fresh buildouts and TIs. Lindsay also spent 5 years working as the Senior Civil Engineering Lead for the City of Seattle. She received her BS in Civil Engineering from the Washington State University and is a licensed professional Engineer.

Tammy Wisco, PE, AICP, MPA
Retia Consult
Bend, Oregon

Ms. Wisco is a professional engineer and certified planner providing expertise and project management in regional and municipal planning, infrastructure planning and design, environmental management, transportation management, and community development. Ms. Wisco's technical experience is complimented by her strength in public engagement through her work with community advisory committees, meetings with elected officials, focus group sessions with special interest organizations, and presentations to small and large groups. Having worked in many states and most regions of the country, Ms. Wisco has gained perspective on unique solutions to local and regional challenges in urban land use, environmental planning and transportation planning. Ms. Wisco paired her technical experience as a civil engineer and planner with a public administration degree from Harvard to create a strong platform for leading regions in planning, environmental restoration, and economic growth. Her projects include:

- Municipal and regional land use planning
- Infrastructure planning and design
- Policy analyses and development
- Environmental planning, restoration, and management
- Corridor transportation strategies
- Transit-oriented development
- Bicycle/pedestrian planning and design
- Transit system and bus rapid transit (BRT) planning
- Historic preservation
- Hazard mitigation planning
- Coastal resiliency planning
- Shoreline and wetland management
- Environmental quality
- Environmental documentation
- Stormwater management
- Sustainability solutions
- Strategic planning
- Public engagement
- Grant writing and grant management

Jennifer VanCamp, P.E.
HARPER HOUF PETERSON RIGHELLIS INC.
Bend, Oregon

Jennifer is a Bend-based civil engineer with 17 years of experience. She provides engineering design and documentation for site development projects in Central Oregon, as well as frontage streets and ADA improvements, stormwater drainage, sanitary and water systems for a variety of public and private projects. She has particular expertise in coordinating utilities, preparing drainage reports and permitting with the Department of Environmental Quality and local municipalities. Jennifer frequently prepares construction cost estimates and bid documents and provides construction administration and construction inspection.

Mark Bonnett, Attorney
Bonnett Law Firm, P.C.
Bend, Oregon

Mark advises clients on a wide variety of transactional real estate matters, including:

- Real estate purchases and sales
- Real estate development
- Real estate financing, including private lending
- Tenancy in common agreements
- Commercial leasing
- Property and land boundary disputes
- Title issues
- Easements

PREVIOUS POSITIONS

Bonnett Law Firm, P.C. (2001-2015, 2017-present)
In-house counsel – comScore, Inc. (2016-2017)
Vice President, Legal – Rentrak Corporation (2015-2016)
Outside In-House Counsel – Rentrak Corporation (2005-2015)
General Counsel – Centricity, Inc (2000-2001)
Partner – Preston, Gates & Ellis (1998-2000)
Associate – Preston, Gates & Ellis (1994-1998)
Associate – Miller, Nash (1990-1994)

EDUCATION

JD – UCLA School of Law (1990)
BA Economics – University of California, Berkeley (1986)

BAR LOCATION

Admittance – Oregon 1990

COMMUNITY INVOLVEMENT

Board Member – BendTECH

4. Proposer Experience and Capability

Proposer understands that the City of La Pine, and its agents, are familiar with the work and projects developed by Tammy Wisco. Proposer will not, during the process of this RFP, require Ms. Wisco to list projects with references based on her current workload, unless specifically requested by City of La Pine.

Proposer lists the following three projects, as related to this submittal.

Crook County School District
Pioneer High School Remodel

Site of work: 1200 SE Lynn Boulevard, Prineville, OR 97754

Scope of work: Remodel and renovation of 100 year old school, including framing, cabinetry, drywall, new security doors, electrical, mechanical, and plumbing.

Job Contact: Leeland Bliss, Director of Facilities (541) 447-4419

leeland.bliss@crookcountyschools.org

The Alexander - Bend Oregon

Luxury Active Senior Living Center owned by BPM Group out of Portland, Oregon

Site of work: 1125 NE Watt Way, Bend, OR 97701

Scope of work: Remodel and renovation of a 195,000 sf luxury senior living facility. Linnius Construction was brought in as finish contractor to finish 70 of the 110 room, as well as multiple jobs within common areas, parking lot, landscaping, and concrete/curb work.

Job Contact: Tony Silivstrini (retired 2021) 503-849-0959 503-568-2850

Job Contact: Michael Baugh, SVP Construction 503-724-6151

mtbaugh@bpmgrp.com

Glass Butte Radio Tower

Site of work: Glass Buttes, BLM - Bend Oregon

Scope of work: Ground up construction steel frame stick building of radio tower building on top of Glass Butte to meet goals as part of Bonneville Power infrastructure plan.

Job Contact: John Smith, Quality Supervisor Henckels & McCoy Jpsmith@henkels.com 509-953-4164

Job Contact: Ronel Beckett, Quality Specialist, Henckels & McCoy (971) 404-7598

rbeckett@henkels.com

5. Proposer Financial Capability

A. Proof of Funds

Proposer intends to fund the project using cash, and funds from business operations. The proposer does not plan to use banks for financing, but reserves the right to, and has the financial and credit available to. The proposer anticipates the project to cost \$150,000. This dollar amount assumes the proposer is able to acquire the lot proposed in the RFP from the City of La Pine, and the building has already been purchased. The \$150,000 cost is for site and labor, which Linnius Construction will provide as both the General Contractor, and the

Owner/Builder. Cost of PEMB, anticipated to be an additional \$160,000 - \$200,000 is already purchased by owner, and is not included in any costing for project.

Proposer has identified, within the last 30 days, that he has an [REDACTED] FICO score.

B. Proposer has included "Schedule C" within this packet. Bank Statements, and letters, can be provided in sealed envelope, the week of January 16th.

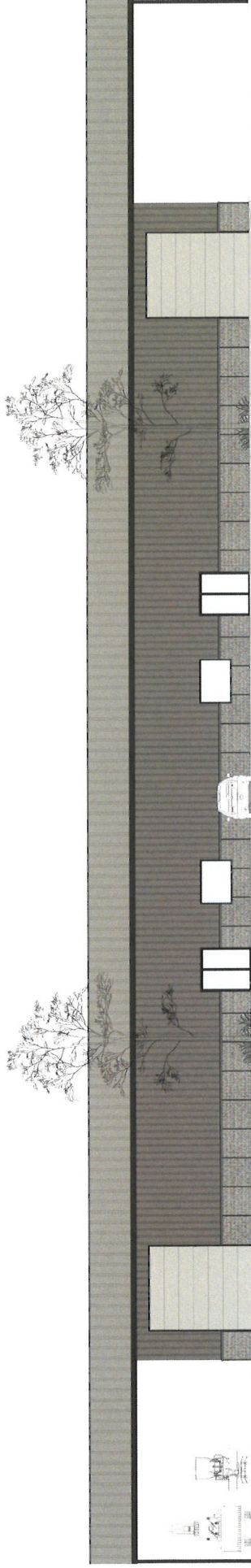
6. Additional Transaction Terms

There are no additional transaction terms requested by proposer. Proposer intends to work with the City of La Pine to develop a project that works for the City, Proposer, and Community. Proposer does not identify any concepts at this point that would fall outside RFP.

Proposer wishes to notify the City of La Pine, that ownership of property will be held in a single member LLC real estate holding company, with the sole member being Grant Hanson. If selected through this RFP process, the name, tax identification, operating agreement, and appropriate business filing will be completed in accordance with local, state, and federal law, and provided to the City of La Pine.

FOR LEASE

NOT FOR CONSTRUCTION OR DESIGN EXAMPLE ONLY



Property Summary

- Available +/- 3,008 to 6016sf
 - Lease Rate TBD
 - Lot Size Per RFI
 - Zoning Per RFI
 - Available Fall 2023
- Prefabricated steel building with wainscotting. Excess land provides opportunity for additional on-site storage protected from snow in LaPine
 - TBD - Business Park
 - Located Behind McDonalds & Highway 97
 - Situated near Central La Pine, within an hours drive to various businesses including call centers, high-tech manu-facturing, distribution and educational facilities. Nearby Redmond Airport with Traffic counts average 6,000 cars daily and over one million passengers annually.

New Construction Industrial Space For Lease





MEMO

Date: March 2, 2023
To: Geoff Wullschlager, City Manager – City of La Pine
From: Patricia Lucas
Subject: Reference checks for Linnius Construction

Grant Hanson, the owner of Linnius Construction is proposing to build a 6,016 square foot multi-tenant spec building on the .58-acre parcel in the Finley Butte Industrial Park being donated for that purpose from the City of La Pine.

As you requested, I have reached out to the references that were provided in the spec building proposal from Linnius Construction for feedback on working with the company and owner, Grant Hanson. I have also reached out to the Redmond Economic Development Inc. (REDI) Director to discuss his experience with the owner. Mr. Hanson is currently building a spec building in Redmond.

I spoke to Leland Bliss the Director of Facilities for the Crook County School District regarding his experience. Linnius Construction remodeled and renovated a 100-year-old school, including framing, cabinetry, drywall, new security doors, electrical, mechanical, and plumbing.

Mr. Bliss provided the following feedback about his experience with Grant Hanson and Linnius Construction:

- Linnius Construction took over the project that was partially completed when another contractor decided not to complete the project.
- The owner dove into the project and got things completed based on a well-defined project scope.
- The owner and his employees were good at adapting as the project changed during construction.
- There was good communication between the contractor and Mr. Bliss during construction.
- The project was completed on time and within budget.
- The school district was satisfied with the end result and would work with Linnius Construction again on a future project.

I also spoke to Steve Curley, REDI Director about his experience in working with Grant Hanson on the construction of an 8,000 square foot spec building project that that is currently underway in Redmond. Mr. Curley indicated that the project is moving along smoothly and that there is good communication between the developer and REDI.

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I reached out via phone and email to the other two referenced listed in the proposal. I have not heard back from either to date. I would be happy to answer any questions that you have after reviewing this information.

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